

PUBLIC NOTICE
PSEC AGENDA
PROFESSIONAL SERVICES EVALUATION COMMITTEE MEETING
MINUTES FOR Thursday, November 18, 2021, 10:00 a.m.
Eighth Floor, Conference Room 851
Ed Ball Building, 214 N. Hogan Street
Jacksonville, FL 32202

[Join Teams Meeting](#)
[Teams Meeting](#)

Committee Members: Gregory Pease, Chairman
 Paul Barrett, Treasury
 James McCain, Jr., OGC

<i>Subcommittee Members</i>	<i>ITEM #</i>	<i>TITLE & ACTION</i>	<i>MOTION</i>	<i>CONTRA EXP</i>	<i>OUTCOME</i>
Kendra Mervin ✓ Larry Finkelstein ✓	P-32-21	Introduce & Review Scope Health Literacy Campaign Consulting Services Office of Grants and Contract Compliance	That the committee approves the Scope of Services/Request for Proposal(RFP) as presented with such minor changes thereto as may be approved by the Chief Procurement Officer and the Office of General Counsel to clarify the intent of the using agency and to ensure compliance with the City's ordinances, Procurement policies and procedures and applicable state and federal laws.		Approved 5-0
Gail McCormick ✓ Tom Fonger	P-35-21	Introduce & Review Scope Physical Therapist for JFRD Jacksonville Fire & Rescue Department	That the committee approves the Scope of Services/Request for Proposal(RFP) as presented with such minor changes thereto as may be approved by the Chief Procurement Officer and the Office of General Counsel to clarify the intent of the using agency and to ensure compliance with the City's ordinances, Procurement policies and procedures and applicable state and federal laws.		Approved 4-0
Wanda Verdeje Tracy Flynn ✓ Michelle Montford ✓	P-43-18	Contract Amendment No. 13 Casualty Insurance Broker Services – Special Event Veterans Day Parade Risk Management Division	That Contract No. 9269-08 between the City of Jacksonville and Brown & Brown of Florida, Inc., for Contract Casualty Insurance Broker Services, for the placement, binding, and ratification of the purchase of various casualty insurance policies for the City of Jacksonville, be amended to: increase the maximum indebtedness by \$10,156.09 to a new not-to-exceed total maximum of \$9,973,308.09. All other terms and conditions shall remain the same except for such changes as the Office of General Counsel may deem appropriate to ensure compliance with the City's Ordinances, Procurement policies and procedures, and applicable federal and state laws.	09/30/22	Approved 5-0
Wanda Verdeje Tracy Flynn ✓ Michelle Montford ✓	P-47-15	Contract Amendment No. 8 Aircraft Liability & Physical Damage Coverage Risk Management Division	That Contract No. 8518-04 between the City of Jacksonville and Arthur J. Gallagher Risk Management Services, Inc., for Aviation Insurance Broker Services be amended to: increase the maximum indebtedness by \$152,694.00 to a new not-to-exceed total maximum indebtedness of \$857,430.00. All other terms and conditions, as previously amended shall remain the same except for such changes as the Office of General Counsel may deem appropriate to ensure compliance with the City's ordinances, Procurement policies and procedures and applicable federal and state laws.		Approved 5-0

<p>William Joyce Steven Long ✓</p>	<p>P-21-21</p>	<p>Fee & Contract Negotiations Countywide Program Management Services for Resurfacing and Sidewalk Construction Department of Public Works/Right of Way & Stormwater Maintenance Division</p>	<p>That the City of Jacksonville enter into a contract with Eisman & Russo, Inc., for Countywide Program Management Services for Resurfacing and New Sidewalk Construction by incorporating the attached Scope of Services identified as Exhibit 'A' and Contract Fee Summary identified as Exhibit 'B'; provide a not-to-exceed limit for Program Management Services in the amount of \$1,726,364.01 for the initial year with the maximum indebtedness to the City in the amount of \$1,726,364.01; the period of service will be from execution of the contract to September 30, 2023, with two (2) two-year renewal options available at terms mutually agreeable. All other terms and conditions are as provided in the RFP and the City's standard contract language.</p>		<p>Approved 4-0</p>
<p>William Joyce Robin Smith ✓</p>	<p>P-34-19</p>	<p>Contract Amendment No. 2 Professional Engineering Services for Storm Resiliency and Hardening Department of Public Works Engineering & Construction Management Division</p>	<p>That Contract No. 6354-17 originally executed February 13, 2020, between the City of Jacksonville and CDM Smith, Inc., for Professional Engineering Services for Storm Resiliency and Hardening, be amended to increase the maximum indebtedness by \$500,000.00 to a new maximum indebtedness of \$1,200,000.00; each project performed under this agreement shall be authorized by a not-to-exceed cost applicable thereto. All other terms and conditions shall remain the same.</p>		<p>Approved 4-0</p>
<p>William Joyce Tim Rogers ✓</p>	<p>P-46-19</p>	<p>Contract Amendment No. 1 Professional Services for 21st Century Urban Branch Library Study Department of Public Works Engineering & Construction Management Division</p>	<p>That Contract 70961-21, originally executed April 14, 2021, between the City of Jacksonville and Aaron Cohen Associates, LTD for Professional Services for 21st Century Urban Branch Library Study – Re-solicitation be amended to incorporate the attached Scope of Services identified as Exhibit 'C' and Fee Summary identified as Exhibit 'D' to decrease the lump-sum amount for Study Conceptual Services for the Subconsultant's lump sum amount to Acuity by \$5,170.00, from the original amount of \$130,350.00 to \$125,180.00 and Haskell by \$5,709.93 from the original amount of \$109,593.67 to \$103,883.74 for a total decrease to the subconsultants in the amount of \$10,879.93 and to decrease the not to exceed limit for Site Visits by \$3,000.00 to a new amount of \$0.00 and to increase the lump sum amount for Study Conceptual Services for Aaron Cohen Associates, LTD by \$13,879.93 to a new lump-sum amount of \$333,812.47 with the maximum indebtedness to the City remaining at \$335,012.47. All other terms and conditions shall remain the same.</p>	<p><i>To Project Completion</i></p>	<p>Approved 4-0</p>
<p>Patrick Greive Randall Barnes</p>	<p>N/A</p>	<p>Informational Update Corporate Trust Service Change Finance and Administration Department/Treasury</p>	<p>The City has recently been notified that its previous provider of corporate trust services, Wells Fargo, has sold this portion of its business to Computershare Trust Company, N.A. In accordance with Section 126.313 of the Purchasing Code along with the related Treasury and Pension Procurement Procedures, and after careful consideration and advice from Bond Counsel, the City's Treasury Division hereby notifies PSEC that Computershare will now be the provider of these services as is permitted in the City's various bond agreements.</p>		<p>No approval needed</p>
<p>Meeting Adjourned: <u>10:11 A.M.</u></p>					

"The next PSEC meeting is scheduled to be held on Thursday, December 2, 2021."