

PROFESSIONAL SERVICES EVALUATION COMMITTEE MEETING

MINUTES FOR Thursday, July 27, 2023, 10:00 a.m.

**Eighth Floor, Conference Room 851
Ed Ball Building, 214 N. Hogan Street
Jacksonville, FL 32202**

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The Chief of the Procurement Division offers the following items for the PSEC Agenda. The posting of this agenda serves as an official notice of the City's intended decision for all recommended actions above the formal threshold. Please refer to 126.106(e) if you wish to protest any of these items.

Committee Members: ✓ Robert Waremburg, Chairman
 ✓ Brennan Merrell, Treasury
 ✓ Reese Wilson., OGC (in James McCain, absence)

<i>Subcommittee Members</i>	<i>ITEM #</i>	<i>BID/RFP #</i>	<i>TITLE & ACTION</i>	<i>MOTION</i>	<i>CONTRACT EXP</i>	<i>OUTCOME</i>
Leah Hayes ✓ Diane Moser	1	P-11-21	Contract Amendment No. 3 Occupational Health and Medical Services Program Employee Services Department	That Contract No. 71164-21 between the City of Jacksonville and St. Vincent's Full Service Urgent Care, LLC, for Occupational Health & Medical Services Program be amended to exercise the second renewal option extending the period of service from September 1, 2023, thru August 31, 2024, with two (2) renewal options remaining; and increasing the maximum indebtedness by \$475,000.00 to a new not-to-exceed total maximum of \$1,625,000.00. All other terms and conditions shall remain the same.	08/31/23	Approved 4-0
Michelle Montford ✓ Barbara Holton Kevin Collier ✓	2	P-17-23	Subcommittee Report Claims Review Services Finance Administration Department/Risk Management Division	It is the consensus of the committee that the one (1) proposal received in response to the Request for Proposal, was found to be responsive, interested, qualified and available to provide the required services and that company is: 1) Siver Insurance Consultants We recommend the above list is forwarded to the Mayor for final selection so that fee and contract negotiations may begin with <u>Siver Insurance Consultants</u> , the number one (1) ranked firm.		Approved 5-0
Tracy Flynn Kevin Collier ✓ Michelle Montford ✓	3	P-58-15 PB#1	Contract Amendment No. 8 Piggyback of DCSB Master Casualty Consultant/Employee Benefits and Auditing Services Risk Management Division	That Contract No. 9429-02 between the City of Jacksonville and E.W. Siver & Associates d/b/a Siver Insurance Consultants Management, for Master Casualty Consulting/Employee Benefits and Auditing Services, be amended to: (i) extend the period of service from October 1, 2023, through September 30, 2024, and (ii) increase the maximum indebtedness by \$60,000.00 to a not-to-exceed amount of \$520,000.00. 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.	09/30/23	Approved 5-0

<p>Robert Blanco ✓ Joshua Gideon ✓</p>	<p>4</p>	<p>P-19-23</p>	<p>Subcommittee Report Building Permit and Plan Review Services Planning and Development Department</p>	<p>It is the consensus of the committee that of the three (3) proposals received in response to the Request for Proposals, all were found to be responsive, interested, qualified and available to provide the required services. The ranking of first, second and third designates the order of qualification of these firms to perform the required services and alphabetically they are:</p> <ol style="list-style-type: none"> 1) Bureau Verita NA, Inc. 3) Charles Abbott Assoc., Inc. 2) ECS Florida LLC <p>We recommend the above list is forwarded to the Mayor for final selection so that fee and contract negotiations may begin with Bureau Verita NA, Inc., the number one (1) ranked firm.</p>		<p>Approved 5-0</p>
<p>Nikita Reed Maria Williams</p>	<p>5</p>	<p>P-52-22</p>	<p>Approval to proceed with Evaluation of two (2) Proposals Miscellaneous Architectural/Engineering Services – Annual Contract Department Of Public Works/Engineering & Construction Management Division</p>	<p>Received four (4) responses. Of those responses two (2) were deemed non-responsive. Request approval be given to proceed with evaluation of two (2) received in accordance with 126.302(f) of the Procurement Code.</p>		<p>PULLED</p>
<p>Meeting Adjourned: _____ 10:05 A.M. _____</p>						

“The next PSEC meeting is scheduled to be held on Thursday, August 10, 2023.”