

PROFESSIONAL SERVICES EVALUATION COMMITTEE MEETING

Minutes for Thursday, August 10, 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 Waremborg, Chairman  
✓ Brennan Merrell, Treasury  
✓ Harry Wilson., OGC (in James McCain, Jr's absence)

Subcommittee Members	ITEM #	BID/RFP #	TITLE & ACTION	MOTION	CONTRACT EXP	OUTCOME
Tracy Flynn Barbara Holton ✓  Michelle Montford Bibinia Centeno ✓	1	P-17-23	<b>Fee &amp; Contract Negotiations Claims Review Services</b> Finance and Administration Department/Risk Management Division	That the City of Jacksonville enter into a contract with Siver Insurance Consultants, to provide Claims Review Services that incorporates the attached Scope of Services identified as Exhibit 'A' and the Contract Fee Schedule identified as Exhibit 'B'; The contract period will be from October 1, 2023, thru September 30, 2028; the maximum indebtedness is a not-to-exceed amount of \$225,000.00. All other terms and conditions are per the RFP and the City's standard contract language.		Approved 5-0
Sheliah Brown ✓  LaRoy Covington ✓	2	P-22-23	<b>Fee &amp; Contract Negotiations Bonding Enhancement Consultant</b> EBO Business Opportunity Office	That the City of Jacksonville on behalf of the Equal Business Opportunity office enter into a contract with RL Engineering and Tech Solutions, to provide Bonding Enhancement Consultant Services by incorporating the attached Scope of Services identified as Exhibit 'A' and Contract Fee Services identified as Exhibit 'B'; the maximum indebtedness is not-to-exceed amount of \$260,000.00 annually; the period of services is from execution of the contract through two (2) years with an option to renew for three (3) additional one-year periods at terms mutually agreeable. All other terms and conditions are per the Request for Proposal (RFP) and the City's standard contract language.		Approved 5-0
Robin Smith  Roy Birbal  David Hahn ✓	3	P-23-16	<b>Contract Amendment No. 2 Miscellaneous Architectural/Engineering Services</b> Department of Public Works/Engineering & Construction Management Division	That Contract No. 10288, Originally executed March 20, 2017, between the City of Jacksonville and TTV Architects, Inc., for Miscellaneous Architectural /Engineering Services be amended to ratify the contract from March 18, 2023, thru date of award and extend the period of services thru November 18, 2023, with all other terms and conditions, as previously amended remaining the same.	03/19/23	Approved 4-0
Robin Smith  Daryl Weinstein  David Hahn ✓	4	P-06-23 JS#1	<b>Fee &amp; Contract Negotiations CEI Services on Various City Projects – Annual Contract – Set Aside</b> Department of Public Works/Engineering & Construction Management Division	that the City of Jacksonville enter into a contract with Construction and Engineering Services Consultants, Inc. for CEI Services on Various City Projects- Annual Contract- Set Aside that includes the attached Scope of Services identified as Exhibit "A" and Rate Schedules, identified as Exhibit "B". Each project performed under this agreement shall be authorized by an individual Purchase Order with a not-to-exceed cost applicable thereto. The maximum indebtedness of the City pursuant to this agreement is \$2,500,000.00. The initial Period of Service will be for two (2) years with the option to extend such contract for two (2) additional two (2) year periods upon satisfactory performance by the		Approved 4-0

				Consultant. All other terms and conditions are as provided in the RFP and the City's standard contract language.	
Lori Boyer✓ Steve Kelley	5	P-25-23	<b>Subcommittee Report</b> <b>Real Estate Development Consultant Professional Services</b> Downtown Investment Authority (DIA)	It is 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: 2) Redevelopment Management Association (RMA) 3) SODL & Ingram PLLC 1) The Southern Group of FLA, Inc. We recommend the above list is forwarded to the Mayor for final selection so that fee and contract negotiations may begin with <b>The Southern Group of FLA, Inc.</b> , the number one (1) ranked firm.	<b>Approved 4-0</b>
Meeting Adjourned: _____ 10:10 a.m. _____					

*"The next PSEC meeting is scheduled to be held on Thursday, August 24, 2023."*