

PROFESSIONAL SERVICES EVALUATION COMMITTEE MEETING

MINUTES FOR Thursday, November 4, 2021, 10:00 a.m.

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

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- Committee Members: ✓Gregory Pease, Chairman  
 ✓ Brennan Merrell, Treasury (in Paul Barrett absence)  
 ✓Harry Wilson, OGC

| Subcommittee Members                 | ITEM #  | TITLE & ACTION  | MOTION   | CONTRA EXP | OUTCOME      |
|--------------------------------------|---------|---|--|------------|--------------|
| Wanda Verdejo ✓<br>Michelle Montford | P-43-18 | <b>Contract Amendment No. 12<br/>Casualty Insurance Broker Services –Special Event FL-<br/>GA FY 21</b><br>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 \$21,500.00 to a new not-to-exceed total maximum of \$9,963,152.00. 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 4-0 |
| Michael Chae<br>Kristin De Han ✓     | P-26-21 | <b>Fee &amp; Contract Negotiations<br/>Asbestos Abatement Consulting Services</b><br>Neighborhoods Department/ Municipal Code<br>Compliance Division  | That the City of Jacksonville enter into a contract with APEX Companies, LLC to provide Asbestos Abatement Consulting Services by incorporating the Scope of Services identified as Exhibit 'A' and Fee Schedule identified as Exhibit 'B'; the initial period of services is from execution of the contract through two (2) years with three (3) one-year renewal options available at terms mutually agreeable; the maximum indebtedness is a not-to-exceed amount of \$700,000.00. All other terms and conditions are per the RFP and the City's standard contract language.  |            | Approved 4-0 |
| Dave McDaniel ✓<br>Fred Pope         | P-32-20 | <b>Fee &amp; Contract Negotiations<br/>Landscape Architecture &amp; Support Professional Design<br/>Services for Landscape Improvement on Roadways<br/>and Other Public Facilities</b><br>Department of Public Works/Mowing and Landscape<br>Maintenance Division | That the City of Jacksonville enter into a contract with Prosser, Inc., to provide Landscape Architecture & Support Professional Design Services for Landscape Improvement on Roadways and Other Public Facilities by incorporating the Scope of Services identified as Exhibit A and the Fee Schedule identified as Exhibit 'B'; the initial period of service is from execution of the contract through one (1) year with two (2) two-year renewal options available at terms mutually agreeable; the maximum indebtedness is a not-to-exceed amount of \$1,500,000.00. All other terms and conditions are per the RFP and the City's standard contract language.      |            | Approved 4-0 |

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| <p><del>William Joyce</del><br/><del>Robin Smith</del>✓</p>    | <p>P-03-21</p> | <p><b>Fee &amp; Contract Negotiations<br/>Debris Monitoring and Management Planning and Operations</b><br/>Department of Public Works/Engineering &amp; Construction Management Division</p>                             | <p>That the City of Jacksonville enter into a contract with Eisman &amp; Russo, Inc., for Debris Monitoring and Management Planning and Operations that incorporates the attached Scope of Services identified as Exhibit 'A' and Fee Summary 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 pursuant to this agreement is \$5,000,000.00; the initial period of service will be from execution of contract through four (4) years, with the option to renew for two (2) additional two-year periods upon satisfactory performance by the consultant. All other terms and conditions are as provided in the RFP and the City's standard contract language.</p>  |                                     | <p><b>Approved 4-0</b></p> |
| <p><del>Robin Smith</del>✓<br/><del>Thomas McKnight</del>✓</p> | <p>P-12-21</p> | <p><b>Subcommittee Report<br/>Construction Engineering and Inspection Services on Moderate to Large City Projects</b><br/>Department of Public Works/Engineering &amp; Construction Management Division</p>              | <p>It is the consensus of the committee that of the three (3) proposals received in response to the Request for Proposal (RFP) 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> <ul style="list-style-type: none"> <li>2) Construction &amp; Engineering Services Consultants, Inc.</li> <li>3) CSI Geo, Inc.</li> <li>1) Via Consulting Services, Inc.</li> </ul> <p>We recommend the above list is forwarded to the Mayor for Final selection so that fee and contract negotiations may begin with <b>VIA Consulting Services, Inc.</b>, the number one (1) ranked firm.</p>   |                                     | <p><b>Approved 5-0</b></p> |
| <p><del>William Joyce</del><br/><del>Robin Smith</del>✓</p>    | <p>P-24-18</p> | <p><b>Contract Amendment No. 1<br/>Construction Engineering and Inspection Services for Hart Bridge Approach Modifications</b><br/>Department of Public Works/Engineering &amp; Construction Management Division</p>     | <p>That Contract No. 8107-12, originally executed February 10, 2020, between the City and GAI Consultants, Inc., for Construction Engineering and Inspection Services for Hart Bridge Approach Modifications be amended to incorporate the Scope of Services identified as Exhibit 'C' and Fee Schedule identified as Exhibit 'D'; increase the not-to-exceed limit for Construction Engineering and Inspection Services by \$662,128.79 to a new limit of \$2,517,858.27, thereby increasing the maximum indebtedness to the City by \$662,128.79 to a new maximum indebtedness of \$6,687,458.60. 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.</p> | <p><i>To project completion</i></p> | <p><b>Approved 4-0</b></p> |
| <p><del>William Joyce</del><br/><del>Robin Smith</del>✓</p>    | <p>P-11-18</p> | <p><b>Contract Amendment 7<br/>Professional Design Services for Preparation of DCP &amp; RFP for Hart Expressway Modifications</b><br/>Department of Public Works/Engineering &amp; Construction Management Division</p> | <p>That Contract No. 10425-01 originally executed August 21, 2018 between the City of Jacksonville and STV, Inc., for Professional Design Services for Preparation of DCP &amp; RFP for Hart Expressway Modifications be amended to incorporate the attached Scope of Services identified as Exhibit 'O' and Fee Summary identified as Exhibit 'P'; add a new not-to-exceed limit for Post Design Services in the amount of \$120,274.70; thereby, increasing the maximum indebtedness by \$120,274.70 to a new maximum of \$4,315,543.44. All other terms and conditions shall remain the same except for such changes as the Office of</p>   | <p><i>To project completion</i></p> | <p><b>Approved 4-0</b></p> |

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|                                      |         |  | General Counsel may deem appropriate to ensure compliance with the City's ordinances, Procurement policies and procedures and applicable federal and state laws.   |          |                     |
| Robin Smith✓<br>Steven Long          | P-10-17 | <b>Contract Amendment No. 2<br/>Construction Engineering and Inspection (CEI)<br/>Services for City Bridge Projects-Annual Contract</b><br>Department of Public Works/Engineering &<br>Construction Management Division        | That Contract No. 7420-14, originally executed November 2, 2017, between the City of Jacksonville and Eisman & Russo, Inc. for Construction Engineering and Inspection (CEI) Services for City Bridge Projects-Annual Contract be amended to exercise the second and final 2-year renewal extending the period of service from November 1, 2021, to November 1, 2023. The maximum indebtedness remains a not-to-exceed amount of \$2,000,000.00. 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.  | 11/01/21 | <b>Approved 4-0</b> |
| Robin Smith✓<br>Jill Enz             | P-20-19 | <b>Contract Amendment No. 1<br/>Architectural and Engineering Services for<br/>Miscellaneous Park Improvements – Annual Contract-<br/>West</b><br>Department of Public Works/Engineering &<br>Construction Management Division | That Contract No. 8003-11, originally executed November 22, 2019, between the City and Hanson Professional Services, Inc., for Architectural and Engineering Services for Miscellaneous Park Improvements-Annual Contracts-West, be amended by exercising the first of two, 2-year renewal options extending the period of service from November 22, 2021, through November 21, 2023, with one (1) renewal remaining at terms mutually agreeable; and to increase the maximum indebtedness by \$2,000,000.00 to a new maximum of \$4,000,000.00. 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. | 11/21/21 | <b>Approved 4-0</b> |
| Meeting Adjourned: <u>10:10 A.M.</u> |         |  |  |          |                     |

*“The next PSEC meeting is scheduled to be held on Thursday, November 18, 2021.”*