

PROFESSIONAL SERVICES EVALUATION COMMITTEE MEETING

Minutes For Thursday, May 4, 2023, 10:00 a.m.

Eighth Floor, Conference Room 851

Ed Ball Building, 214 N. Hogan Street

Jacksonville, FL 32202

Join Teams Meeting

[Teams Meeting](#)

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
 ✓ James McCain, Jr., OGC

Subcommittee Members	ITEM #	BID/RFP #	TITLE & ACTION	MOTION	CONTRACT EXP	OUTCOME
Mary DiPerna ✓ Carolina Teran-Oceguera ✓	1	P-04-18	Contract Amendment No. 5 ACA Administrative Services Employee Services Department	That Contract No. 10062-01 between the City of Jacksonville and Worxtime, LLC, for the provision of ACA Administrative Services be amended to ratify the contract from April 30, 2023, to date of award and extend the period of service through May 31, 2023. The maximum indebtedness shall remain a notto-exceed amount of \$400,000.00. 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.	04/30/23	Approved 5-0
Christel Burgos ✓ Hector Vasquez ✓	2	P-15-23	Introduce and Review Scope Medical Collection Services Jacksonville Fire and Rescue Services	That the Committee approve 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
Dinah Mason ✓ Sandy Simpson	3	P-02-23	Approval to Reject All Proposals/Resolicit RFP Bonding Assistance Program Consultant EBO/JSEB Office	That the committee approve the Rejection of all Proposals according to Section 126.302(c).		Approved 4-0
Sheliah Brown ✓ LaRoy Covington ✓	4	P-22-23	Introduce & review Scope Bonding Enhancement Program Consultant EBO/JSEB Office	That the Committee approve 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
Michelle Montford ✓ Bibinia Centeno Barbara Holton ✓	5	P-17-23	Introduce and Review Scope Claims Review Services Finance and Administration Department/Risk Management Division	That the Committee approve 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

Robert Blanco ✓ Josh Gideon Charles Gibson ✓	6	P-19-23	Introduce and Review Scope Building Permit & Plan Review Services Planning and Development Department	That the Committee approve 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
Robin Smith Johnathan Page ✓	7	P-37-22	Fee and Contract Negotiations CEI Services for 5 Riverfront and 3 Park Improvement Projects Department Of Public Works/Engineering & Construction Management Division	That the City of Jacksonville enter into a contract with VIA Consulting Services, Inc. for CEI for the 5 Riverfront and 3 Park Improvement Projects that incorporates the attached Scope of Services identified as Exhibit 'A' and Rate Schedule 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 a not-to-exceed amount of \$5,000,000.00. the Period of Service will be Project Completion. All other terms and conditions are as provided in the RFP and the City's standard contract language.		Approved 4-0
Joel Troupe ✓ James Carroll	8	P-21-21	Contract Amendment No. 2 Countywide Program Management Services for Resurfacing and New Sidewalk Construction Department of Public Works/Right-of-Way & Stormwater Maintenance Division	That Contract No. 71491-22 between the City of Jacksonville and Eisman and Russo, Inc., for Countywide Program Management Services for Resurfacing and New Sidewalk Construction be amended to exercise the first 2-year renewal option extending the period of services from October 1, 2023 through September 30, 2025, with one (1) renewal remaining; incorporating the attached Contract Fee Schedules identified as Exhibit 'D' and Exhibit 'E' increasing the maximum indebtedness by \$3,134,240.20 to a new not-to-exceed maximum indebtedness of \$7,272,841.71. All other terms and conditions shall remain the same.	09/30/23	Approved 4-0
Will Williams Nikita Reed Gary Goldsbury ✓	9	P-21-22	Fee and Contract Negotiations Professional Engineering Services for Cedar Point Road and Sawpit Road 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 Professional Engineering Services for Cedar Point Road and Sawpit Road that incorporates the attached Scope of Services identified as Exhibit 'A' and Fee Schedule identified as Exhibit 'B'; provide a lump sum amount for Design Services in the amount of \$1,928,608.68 and not-to-exceed limits for: Permitting in the amount of \$3,000.00; Geotechnical in the amount of \$314,636.16; Survey in the amount of \$223,337.47; Environmental in the amount of \$113,025.00 and Contingency in the amount of \$30,000.00, with a maximum indebtedness to the City in the amount of \$2,612,607.26 and with an expiration date of Project Completion. All other terms and condition are as provided in the RFP and City's standard contract language.		Approved 4-0
Alex Baker	10		Addition to Legal Related Services List Procurement Division	That the committee review/approve the request of Lynn Lee Hileman on behalf of Hileman Appraisal Group , for inclusion on the Legal Related Services List - in the category of Appraiser of Real Property .		Approved 3-0 By PSEC
Meeting Adjourned: _____ 10:12 A.M. _____						

"The next PSEC meeting is scheduled to be held on Thursday, May 18, 2023."