

PROFESSIONAL SERVICES EVALUATION COMMITTEE MEETING
MINUTES FOR Thursday, January 11, 2024, 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
 ✓James McCain, Jr., OGC

<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>
Paul Freeman Tom Ossi✓	1	SS-11199-21 (P-15-22)	Contract Amendment No. 4 ERP Team Lead Services Information Technologies Division	That Contract No. 71379-21 between the City of Jacksonville and Tek Systems, Inc., for ERP Team Lead Services, be amended to ratify the contract from October 1, 2023, thru November 17, 2023, to allow for an orderly transition and transfer of knowledge and increase the maximum indebtedness by \$60,000.00 to a not-to-exceed amount of \$592,700.00. All other terms and conditions shall remain unchanged.		Approved 4-0
Laurie Santana✓ Matt Fall✓	2	P-33-23	Subcommittee Report Consultant Services to Develop Vision Zero Action Plan Planning Planning and Development Department	It is the consensus of the committee that of the four (4) 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: 3) Benesch 2) EXP US Services, Inc. 1) Kittelson & Associates We recommend the above list is forwarded to the Mayor for final selection so that fee and contract negotiations may begin with Kittelson & Associates , the number one(1) ranked firm.		Approved 5-0
Robin Smith✓ Nikita Reed✓	3	P-52-22	Fee & Contract Negotiations Miscellaneous Architectural/Engineering Services – Annual Contract Department of Public Works/Engineering & Construction Management Division	That the City of Jacksonville enter into a contract with The Haskell Company for Miscellaneous Architectural/Engineering Services-Annual Contract that incorporates the attached Scope of Services identified as Exhibit 'A' and Rate Schedule 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 from execution of the contract through two(2) years with the option to extend such contract for two(2) additional 2-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.		Approved 5-0

Nikita Reed✓ Daryl Weinstein Robin Smith✓	4	P-34-23	Subcommittee Report Professional Design Services for First Responder Hurricane Safe Room Department of Public Works/Engineering & Construction Management Division	It is the consensus of the committee that of the five (5) proposals received in response to the Request for Proposals, two(2) were found to be non-responsive and three(3) 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) Matthews Design Group, LLC d/b/a Matthews DCCM 1) PQH Group Design, Inc. 3) Zyscovich, LLC We recommend the above list is forwarded to the Mayor for final selection so that fee and contract negotiations may begin with PQH Group Design, Inc. , the number one(1) ranked firm.	Approved 5-0
Robin Smith✓ Thomas McKnight	5	P-10-23	Approval to Proceed with Evaluation of Proposals Received CEI Services for 3 Swimming Pool Projects Department of Public Works/Engineering & Construction Management Division	That the committee approves proceeding with evaluation of the two (2) proposals received in accordance with Section 126.302(f) of the Procurement Manual.	Approved 4-0
Robin Smith✓ Thomas McKnight	6	P-43-23	Approval to Proceed with Evaluation of Proposals Received CEI Services for City Bridge-Structure Projects <\$4M Department of Public Works/Engineering & Construction Management Division	That the committee approves proceeding with evaluation of the two (2) proposals received in accordance with Section 126.302(f) of the Procurement Manual.	Approved 4-0
Robin Smith✓ Thomas McKnight	7	P-48-23	Introduce & Review Scope Construction Engineering and Inspection Services for Various Architectural/Vertical Projects Below \$4,000,000 Department of Public Works/Engineering & Construction Management Division	That the committee approve the Scope of Services/Request for Proposals as presented with such minor changes thereto as may be approved by the Chief Procurement Officer and Office of General Counsel appropriate to clarify the intent of the using agency and to insure compliance with the City's ordinances, Procurement policies and applicable federal and state laws.	Approved 4-0
Robin Smith✓ Nikita Reed	8	P-39-23	Subcommittee Report Master Stormwater Management Plan (MSMP) Program Management Services (Rebid) Department of Public Works/Engineering & Construction Management Division	It is the consensus of the committee that of the two (2) proposals received in response to the Request for Proposals, both were found to be responsive, interested, qualified and available to provide the required services. The ranking of first, and second designates the order of qualification of these firms to perform the required services and alphabetically they are: 1) CDM Smith, Inc. 2) Taylor-Woolpert, LLC We recommend the above list is forwarded to the Mayor for final selection so that fee and contract negotiations may begin with CDM Smith, Inc. , the number one(1) ranked firm.	Approved 4-0
Robin Smith✓ Thomas McKnight	9	P-27-23	Fee & Contract Negotiation CEI Services for Southbank Bulkhead Replacement Projects Department of Public Works/Engineering & Construction Management Division	That the City of Jacksonville enter into a contract with the Gibbs Group, Inc., for CEI Services for Southbank Bulkhead Replacement Projects that includes the attached Scope of Services identified as Exhibit 'A' and Rate Schedule 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 \$2,000,000.00 The period of service shall be from execution of the contract through Project completion. All other terms and conditions are as provided in the RFP and the City's standard contract language.	Approved 4-0

<p>Steven Long James Carroll ✓</p>	<p>10</p>	<p>P-20-20</p>	<p>Contract Amendment No. 1 Professional Engineering Services for Broward Road from Interstate Center Drive to 1,250 North Department of Public Works/Engineering & Construction Management Division</p>	<p>That Contract No. 70323-23, originally executed April 13, 2023, between the City of Jacksonville and Construction and Engineering Services Consultants, Inc., for Professional Engineering Services for Broward Road from Interstate Center Drive to 1, 250 North be amended to incorporate the attached Scope of Work identified as Exhibit 'C' and Fee Summary identified as Exhibit 'D'; to increase the lump-sum Design Services by \$44,775.50 to a new lump sum amount of \$569,542.05, thereby increasing the maximum indebtedness to the City by \$44,775.50 to a new not-to-exceed maximum of \$635,322.80. All other terms and conditions shall remain unchanged.</p>		<p>Approved 4-0</p>
<p>Robin Smith ✓ James Carroll</p>	<p>11</p>	<p>P-13-19</p>	<p>Contract Amendment No. 2 Professional Engineering Services for Roadway, Intersection & Parking Projects – Annual Contracts Department of Public Works/Engineering & Construction Management Division</p>	<p>That Contract No. 8003-12, originally executed January 27, 2020 between the City and Hanson Professional Services, Inc., for Professional Engineering Services for Roadway Intersection & Parking Projects – Annual Contract be amended to increase the rates as requested in Exhibit 'C' and to increase the upset limit by \$3,000,000.00 to a new limit of \$9,000,000.00 and to extend the period of service from January 27, 2024 thru January 26, 2026; All other terms and conditions, as previously amended, shall remain the same.</p>		<p>Approved 4-0</p>
<p>Meeting Adjourned: <u>10:13 A.M.</u></p>						

“The next PSEC meeting is scheduled to be held on Thursday, January 25, 2024”