

**PROFESSIONAL SERVICES EVALUATION COMMITTEE MEETING**

**MINUTES FOR Thursday, July 13, 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  
James McCain, Jr., OGC

<i>Subcommittee Members</i>	<i>ITEM #</i>	<i>BID/RFP #</i>	<i>TITLE &amp; ACTION</i>	<i>MOTION</i>	<i>CONTRACT EXP</i>	<i>OUTCOME</i>
Diane Moser Leah Hayes ✓	1	P-17-21	Contract Amendment No. 2 Drug and Alcohol Screening Employee Services Department	That Contract No. 71173-21 between the City of Jacksonville and Solantic d/b/a CareSpot, for providing Drug and Alcohol Screening, be amended to exercise the second renewal option extending the period of service from September 1, 2023, through August 31, 2024, with two(2) renewal options remaining, and increase the maximum indebtedness by \$55,000.00 to a new not-to-exceed total maximum of \$165,000.00. All other terms and conditions shall remain the same.	08/31/23	<b>Approved 4-0</b>
Michelle Montford Bibinia Centeno ✓ Barbara Holton ✓	2	P-17-23	Approval To Proceed With Evaluation Of The One (1) Proposal Received Workers Claim Services Finance and Administration Department/Risk Management Division	That the committee approve proceeding with the evaluation of the one (1) proposal received in accordance with Section 126.302 (f) of the Procurement Code.		<b>Approved 5-0</b>
Christel Burgos Daniel Pearson ✓ Hector Vasquez ✓	3	P-15-23	Approval to Reject Proposals/Resolicit RFP Medical Collection Services Jacksonville Fire and Rescue Services	That the committee approve the Rejection of the Proposal received according to 126.302 (c) (f)		<b>Approved 5-0</b>
Christel Burgos Daniel Pearson ✓ Hector Vasquez ✓	4	P-30-23	Introduce & 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.		<b>Approved 5-0</b>
Nikita Reed Michael Derbaum David Hahn ✓	5	P-50-22	Fee & Contract Negotiations Professional Design Services for Forest Trail Road Drainage Improvements 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 Design Services for Forest Trail Road Drainage Improvements, 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 \$598,454.67, and not-to-exceed limits for: Permitting in the amount of \$3,000.00, Bridge Design in the amount of \$78,854.82, Geotechnical in the amount of \$85,547.25, Survey in the amount of \$89,734.22, Environmental in the amount of \$90,280.00; Real Estate Services in the amount of \$13,637.50 and Contingency in the amount of \$30,000.00, with a maximum indebtedness to the City in the amount of \$989,508.46; the period of service will be from execution of the contract to project completion. All other terms and conditions are as provided in the RFP and the City's standard contract language.		<b>Approved 4-0</b>

Robin Smith ✓ Daniel VanSickle ✓	6	P-03-23	<b>Subcommittee Report Engineering Design Services for Shindler Drive Phase 2</b> Department of Public Works/Engineering & Construction Management Division	It is the consensus of the committee that of the six (6) proposals received in response to the Request for Proposal, 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) England Thims & Miller, Inc. 1) GAI Consultants, Inc. 3) RS&H, Inc. We recommend the above list is forwarded to the Mayor for final selection so that fee and contract negotiations may begin with <b>GAI Consultants, Inc.</b> , the number one (1) ranked firm.		<b>Approved 5-0</b>
Daryl Joseph Lori Boyer Jonathan Page ✓	7	P-01-21	<b>Contract Amendment No. 2 Northbank Lawn Riverfront Plaza FKA Jacksonville Landing Design Competition</b> Department of Public Works/Downtown Investment Authority	That Contract No. 71513-22, originally executed January 13, 2022, between the City of Jacksonville and Perkins & Will, Inc., for Northbank Lawn Riverfront Plaza Competition be amended to incorporate the Scope of Services identified as Exhibit 'A-2' and Fee Summary identified as Exhibit 'B-2'; increase the lump-sum amount for Design Services by \$164,472.16 to a new lump-sum amount of \$1,868,472.16 and to add a not-to-exceed limit for Post Design Services in the amount of \$459,975.32; thereby increasing the maximum indebtedness by \$628,447.48 to a new not-to-exceed total maximum indebtedness of \$2,328,447.48. All other terms and conditions shall remain the same.	"To Project Completion"	<b>Approved 4-0</b>
Robin Smith ✓ Tim Crutchfield	8	P-17-19	<b>Contract Amendment No. 6 Professional Architectural and Engineering Services for Programming, Site Selection and Design of New Medical Examiner's Office</b> Department of Public Works/Engineering & Construction Management Division	That Contract 10754, originally executed February 4, 2020, between the City of Jacksonville and Gresham Smith for Professional Architectural and Engineering Services for Programming, Site Selection and Design of New Medical Examiner's Office be amended to incorporate the attached Scope of Services identified as Exhibit 'M' and Fee Summary identified as Exhibit 'N' ; increase the lump-sum amount for Design Services by \$1,038,285.29 to a new lump-sum amount of \$3,516,784,534 and to add a new not-to-exceed limit for Contingency in the amount of \$4,000.00, thereby increasing the maximum indebtedness by \$1,042,285.29 to a new maximum amount of \$3,744,962.73. All other terms and conditions, as previously amended, shall remain the same.	"To Project Completion"	<b>Approved 4-0</b>
Robin Smith ✓ Danny Wheeler	9	P-15-21	<b>Contract Amendment No. 1 Miscellaneous Surveying Services – Annual Contract</b> Department of Public Works/Engineering & Construction Management Division	That Contract No. 71860-22, originally executed August 2, 2022, between the City Of Jacksonville and ETM Surveying & Mapping, Inc., for Miscellaneous Surveying Services – Annual Contract be amended to exercise the first renewal option extending the period of service from August 1, 2023, thru July 31, 2024, with one (1) renewal option remaining and to incorporate the Contract Fee sheet requesting a rate increase, identified as Exhibit 'C'. All other terms and conditions shall remain the same.	07/31/23	<b>Approved 4-0</b>
Robin Smith ✓ Daryl Weinstein ✓	10	P-06-23 JS#1	<b>Subcommittee Report CEI Services On Various City Projects – Annual Contract</b> Department of Public Works/Engineering & Construction Management Division	It is the consensus of the committee that of the four (4) proposals received in response to the Request for Proposal, 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) AE Engineering, Inc. 1) Construction and Engineering Services Consultants, Inc. (aka C&ES Consultants, Inc.) 3) CSI Geo, Inc. We recommend the above list is forwarded to the Mayor for final selection so that fee and contract negotiations may begin with <b>Construction and Engineering Services Consultants, Inc.</b> , the number one (1) ranked firm.		<b>Approved 5-0</b>
Meeting Adjourned: <u>10:12 A.M.</u>						

*"The next PSEC meeting is scheduled to be held on Thursday, July 27, 2023."*