

PROFESSIONAL SERVICES EVALUATION COMMITTEE MEETING

MINUTES For Thursday, March 21, 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: ✓ Dustin Freeman, Chairman  
✓ Brennan Merrell, Treasury  
✓ James McCain, Jr., OGC

Subcommittee Members	ITEM #	BID/RFP #	TITLE & ACTION	MOTION	CONTRACT EXP	OUTCOME
Keith Powers  April Mitchell	1	P-49-20	Contract Amendment No. 6 Disaster Recovery Consulting Services Jacksonville Fire and Rescue Department	That Contract No. 70930-21 between the City of Jacksonville and Wheeler Emergency Management Consultant LLC for Disaster Recovery Consulting Services be amended to ratify and extend the contract from 03/21/24 to 03/22/25; and increase the maximum indebtedness by \$900,000.00 to a new not to exceed maximum of \$10,500,000.00. All other terms and conditions as previously amended shall remain unchanged.	03/21/24	Item Pulled Per PSEC
John Baxter ✓  Daniel VanSickle	2	P-44-23	Subcommittee Report Professional Services for Various Pedestrian Improvements and Sidewalk Projects Department of Public Works/Engineering & Construction Management Division	It is the consensus of the committee that of the seven (7) 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:  1) Almond Engineering, P.A. 2) Civil Services, Inc. 3) England Thims & Miller, Inc.  We recommend the above list is forwarded to the Mayor for final selection so that fee and contract negotiations may begin with <b>Almond Engineering, P.A.</b> , the number one (1) ranked firm.		Approved 4-0
Jill Enz  Robert Scott ✓	3	P-08-23	Fee & Contract Negotiations Professional Design Services Department of Public Works Engineering & Construction Management Division	That the city of Jacksonville enter into a contract with Prosser Inc., for Professional Design Services for Sports Fields that incorporates 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 \$3,000,000.00; the period of service is from execution of contract to Project Completion; All other terms and conditions are per the RFP and the city's standard contract language.		Approved 4-0

<p><del>Steven Long</del></p> <p><del>Jill Enz</del></p> <p>Robert Scott ✓</p>	<p>4</p>	<p>P-10-19</p>	<p><b>Contract Amendment No. 2</b>  <b>Professional Design Services for the Southbank Riverwalk Extension</b>  Department of Public Works/Engineering &amp; Construction Management Division</p>	<p>That Contract No. 70145-20, originally executed June 4, 2020, between the City and The Haskell Company for Professional Design Service for the Southbank Riverwalk Extension be amended to incorporate the attached Scope of Services identified as Exhibit 'E' and Fee Schedule identified as Exhibit 'F'; to increase the not-to-exceed limit for Design by \$24,500. maximum indebtedness by \$24,500.00 to a new not-to-exceed maximum amount of \$1,052,838.63. All other terms and conditions as previously amended shall remain the same. 00 from \$428,844.96 to a new limit of \$453,344.96, thereby increasing the</p>	<p><i>"To project completion"</i></p>	<p><b>Approved 4-0</b></p>
<p><del>Gary Goldsberry</del></p> <p><del>Alan Tablada</del></p> <p>David Hahn ✓</p>	<p>5</p>	<p>P-05-24</p>	<p><b>Introduce &amp; Review Scope</b>  <b>Engineering Design Services for Angel Lakes Drainage Improvements</b>  Department of Public Works/Engineering &amp; Construction Management Division</p>	<p>That the committee approve the Scope of Services/Request for Proposal as presented with such minor changes thereto as may be approved by the Chief of Procurement and the Office of General Counsel appropriate to clarify the intent of the using agency and to ensure compliance with the City's ordinances, Procurement policies and applicable federal and state laws.</p>		<p><b>Approved 4-0</b></p>
<p>Meeting Adjourned: <u>10:06 A.M.</u></p>						

*"The next PSEC meeting is scheduled to be held on Thursday, April 4, 2024"*

