

PROFESSIONAL SERVICES EVALUATION COMMITTEE MEETING

MINUTES FOR Thursday, March 10, 2022, 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  
✓James McCain, Jr., OGC

Subcommittee Members	ITEM #	TITLE & ACTION	MOTION	CONTRA EXP	OUTCOME
Kathleen Collins Rebecca Braeckel	P-04-22	<b>Introduce &amp; Review Scope Aerial Imagery Services</b> Duval County Property Appraiser's Office	That the committee approved the Scope of Services/Request for Proposal (RFP) as presented with such minor changes thereto as may be approved by the Chief of 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 4-0</b>
Dinah Coleman-Mason Aileen Cruz	P-39-21	<b>Fee &amp; Contract Negotiations JSEB Training, Estimating &amp; Proposal Writing Consulting Services</b> Equal Business Opportunity Office	That the City of Jacksonville enter into a contract with ICATT for the provision of JSEB Training, Estimating & Proposal Writing Consulting Services, by incorporating the attached Scope of Services identified as Exhibit 'A' and Contract Fee Summary identified as Exhibit 'B'; the initial contract period will be from date of execution of the contract through one (1) year with four (4) additional one-year renewal options remaining at terms mutually agreeable; the maximum indebtedness is a not-to-exceed amount of \$159,000.00; all other terms and conditions are per the RFP and the City's standard contract language.		<b>Deferred</b>
Dinah Coleman-Mason Patricia Gee Jones	P-11-22	<b>Introduce &amp; Review Scope Access To Capital Program</b> Equal Business Opportunity Office	That the committee approved the Scope of Services/Request for Proposal (RFP) as presented with such minor changes thereto as may be approved by the Chief of 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>Deferred</b>
Jeff Foster ✓ Will Williams	P-07-10	<b>Contract Amendment No. 20 Trail Ridge Landfill Expansion Permitting and Design</b> Department of Public Works/Solid Waste Division	That Contract No. 6354-13 between the City of Jacksonville and CDM Smith, Inc., for Trail Ridge Landfill Expansion Permitting and Design be amended to incorporate the attached Scope of Work identified as Exhibit 'AT' and as detailed in the updated Contract Fee Summary identified as Exhibit 'AS' in the amount of \$1,195,743.00; (ii) thereby, increasing the maximum indebtedness by \$1,195,743.00 to a new not-to-exceed maximum of \$12,839,273.00. All other terms and conditions shall remain the same		<b>Approved 4-0</b>
Thomas Goldsbury Nikita Reed David Hahn ✓	P-14-17	<b>Contract Amendment No. 7 Professional Design Services for Jacksonville Beach Pier – Review/Design</b> Department of Public Works/Engineering & Construction Management Division	That Contract 3140-33 with RS&H for Professional Design Services for Jacksonville Beach Pier Review and Design be amended to incorporate the attached Scope of Services for Contract Administration identified as Exhibit A-6 and Fee Schedule identified as Exhibit B-6; increase the lump-sum amount for Project Management, Pre-Construction Support and Construction Support Services by \$13,413.92 to a new total of \$138,565.31, to increase the		<b>Approved 4-0</b>

			not-to-exceed amount for Construction and Engineering Inspection by \$135,000.00 to a new total of \$844,351.58; thereby, increasing the maximum indebtedness of the City by \$148,413.92 to a new not-to-exceed maximum of \$1,620,966.16. All other terms and conditions, as previously amended shall remain the same.		
William Joyce✓ Robin Smith✓	P-29-21	<b>Subcommittee Report Engineering Services for Beach Renourishment Projects – Annual Contract</b> Department of Public Works/Engineering & Construction Management Division	It is the consensus of the of the committee that the one proposal received in response to the Request for Proposal was found to be responsive, interested, qualified and available to perform the required services and that company is: <b>1) Olsen Associates, Inc.</b> We recommend that the above list is forwarded to the Mayor for final selection so that fee and contract negotiations may begin with <u>Olsen Associates, Inc.</u> , the number one (1) ranked firm.		<b>Approved 5-0</b>
Robin Smith Steven Long David Hahn✓	P-27-15	<b>Contract Amendment No. 3 Engineering Testing Services – Annual Contracts : Asphalt Testing/Inspection and Construction Materials Testing</b> Department of Public Works/Engineering & Construction Management Division	That Contract No. 10192 between the City of Jacksonville and Meskel & Associates Engineering, PLLC, originally executed March 30, 2016, for Engineering Testing Services – Annual Contracts: Asphalt Testing/Inspection and Construction Materials Testing, be amended to extend the period of service from March 30, 2022, to June 30, 2022, and to increase the not-to-exceed amount by \$100,000.00 to a new not-to-exceed limit of \$400,000.00. All other terms and conditions, as previously amended, shall remain the same.		<b>Approved 4-0</b>
Robin Smith Steven Long David Hahn✓	P-27-15	<b>Contract Amendment No. 3 Engineering Testing Services – Annual Contracts : Soil Borings, Underwater Condition Surveys and Related Tests</b> Department of Public Works/Engineering & Construction Management Division	That Contract No. 10192-01, between the City of Jacksonville and Meskel & Associates Engineering, PLLC, originally executed April 6, 2016, for Engineering Testing Services – Annual Contracts: Soil Borings, Underwater Condition Surveys and Related Tests, be amended to extend the period of service from April 6, 2022, to June 30, 2022. All other terms and conditions, as previously amended, shall remain the same.		<b>Approved 4-0</b>
Robin Smith Thomas McKnight David Hahn✓	P-14-21	<b>Fee &amp; Contract Negotiations CEI Services for LaSalle Drainage Design Build Project</b> Department of Public Works/Engineering & Construction Management Division	That the City of Jacksonville enter into a contract with AE Engineering, Inc. for CEI for LaSalle Drainage Design Build Project that incorporates the attached Scope of Services identified as Exhibit ‘A’ and Fee Schedule identified as Exhibit ‘B’ ; provide a not-to-exceed amount for Construction Engineering and Inspection Services in the amount of \$802,076.07, with the maximum indebtedness to the City of \$802,076.07; and with an expiration date of Project completion. All other terms and conditions are per the RFP and the City’s Standard Contract language.		<b>Approved 4-0</b>
Robin Smith William Joyce	P-02-22	<b>Approval to Proceed with Evaluation of the Two (2) Proposals Received Professional Engineering Services for US 1 Corridor Utility Improvements – Phase 2</b> 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 Code.		<b>Deferred</b>
Meeting Adjourned: 10:12 A.M.					

*“The next PSEC meeting is scheduled to be held on Thursday, March 24, 2022.”*