

PROFESSIONAL SERVICES EVALUATION COMMITTEE MEETING
MINUTES for Thursday, March 7, 2024, 10:00 a.m.
 Eighth Floor, Conference Room 851
 Ed Ball Building, 214 N. Hogan Street
 Jacksonville, FL 32202

Join Teams Meeting

For Teams link, please visit coj.net/department/finance/procurement

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 Waremborg, 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>
Mary Diperna✓ Carolina Teran Ocegueda✓	1	P-09-24	Introduce & Review Scope Group Life & Disability Insurance Employee Services Department	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.		Approved 5-0
Mary Diperna✓ Chris Cicero✓	2	P-10-24	Introduce & Review Scope Financial Wellness Services Finance & Administration Department	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.		Approved 5-0
Tracy Flynn✓ Barbara Holton Angela Kimbrough✓	3	P-51-23	Approval to Withdraw/Resolicit RFP Risk Management Adjuster Services Risk Management Services Division	That the committee approve the withdrawal and re-solicitation of this RFP under RFP# P-11-24 according to Section 126.302 (f) of the Purchasing Code.		Approved 5-0
Barbara Holton Tracy Flynn✓ Robert Quinn Angela Kimbrough✓	4	P-11-24	Introduce & Review Scope Risk Management Adjuster Services Risk Management Services Division	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.		Approved 5-0
Thomas McKnight Daryl Weinstein David Hahn✓	5	P-10-23	Fee & Contract Negotiations CEI Services for Three(3) Swimming Pool 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 Three (3) Swimming Pool Projects 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 \$2,500,000.00. The Period of Service will be to Project Completion. All other terms and conditions are as provided in the RFP and the City's standard contract language.		Approved 4-0

Steven Long Nikita Reed✓	6	P-15-19	Contract Amendment No. 3 Professional Engineering Services for Moderate to Large Drainage Improvements – Annual Contract Department Of Public Works/Engineering & Construction Management Division	That Contract 70029-20, originally executed April 2, 2020, between the City of Jacksonville and England Thims & Miller, Inc. for Professional Engineering Services for Moderate to Large Drainage Improvements - Annual Contract, to extend the period of service from April 1, 2024, thru March 31, 2026, with all other terms and conditions of the Agreement remaining unchanged.	Approved 4-0
Steven Long John Baxter✓	7	P-31-23	Fee & Contract Negotiations Engineering Design Services for Mayport Dock Redevelopment Phase 2 Department of Public Work/Engineering & Construction Management Division	That the City of Jacksonville enter into a contract with Taylor Engineering, Inc. for Engineering Design Services for Mayport Dock Redevelopment Phase 2, that includes the attached Scope of Services, Exhibit A and Fee Schedule, Exhibit B, to provide a lump sum amount for Design Services in the amount of \$205,531.34 and with not to exceed limits for Public Engagement in the amount of \$40,548.75, survey in the amount of \$69,455.10, Civil Site Engineering and Permitting in the amount of \$50,056.35 and Utility Design in the amount of \$51,260.00, with a maximum indebtedness to the City in the amount of \$416,851.54 and with an expiration date of Project Completion. All other terms and conditions are as provided in the RFP and the City's standard contract language	Approved 4-0
Nikita Reed✓ Daryl Weinstein	8	P-34-23	Fee & Contract Negotiations Professional Design Services for First Responder Hurricane Safe Room Department of Public Works/Engineering & Construction Management Division	That the City of Jacksonville enter into a contract with PQH Group Design, Inc. for Professional Design Services for First Responder Hurricane Safe Room, that includes 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 \$1,000,000.00. The Period of Service will be to Project Completion. All other terms and conditions are as provided in the RFP and the City's standard contract language.	Approved 4-0
Meeting Adjourned: <u>10:08 A.M.</u>					

"The next PSEC meeting is scheduled to be held on Thursday, March 21, 2024."