City of Jacksonville, Florida

Lenny Curry, Mayor

Procurement Division
Ed Ball Building
214 N. Hogan Street, Suite 800
Jacksonville, Florida 32202

ONE CITY. ONE JACKSONVILLE.

MEMORANDUM

TO: **Competitive Sealed Proposal Evaluation Committee ("CSPEC")**

FROM: **Dustin Freeman, Chief, Procurement Division**

DATE: **October 21, 2022**

RE: **Request for Approval to Utilize Competitive Sealed Proposal Process**

Pursuant to Chapter 126, Part 2, § 126.204, approval is requested to utilize the Competitive Sealed Proposal process to formally procure a supplier for **Traffic Signal Unit Price Construction – Countywide – Re-Bid**. As a follow-up to the same, the CSPEC is now requested to review and approve the solicitation documents attached hereto.

More specifically, the CSPEC is requested to review and approve the evaluation criteria as outlined in the attached Request for Proposal ("RFP"). Procurement's review in this matter has revealed that:

The attached Certification Letter and the Scope of Services received from the using agency appear to be in order.

The RFP has been reviewed and approved by Risk Management regarding insurance and indemnification requirements.

The RFP has been reviewed and approved by EBO regarding JSEB participation goals and EBO recommends: Encouragement Plan.

It is requested that the CSPEC take these issues into consideration in its review and/or approval in this matter.

CSPEC APPROVAL

Finance Director or designee	Procurement Chief or designee
General Counsel or designee	Department/Agency Representative
Public Works Director or designee	

City of Jacksonville, Florida

Lenny Curry, Mayor

Department of Public Works
Traffic Engineering Division
1007 Superior Street
Jacksonville, FL 32254
(904) 255-7533
www.coj.net

ONE CITY. ONE JACKSONVILLE.

October 12, 2022

TO: **Dustin L. Freeman, Chairman**
Professional Services Evaluation Committee

FROM: **Christopher W. LeDew, PE**
Chief of Traffic Engineering

SUBJECT: **Certification Letter for ECS-0006-23**
Traffic Signal Unit Price Construction Countywide

Please take appropriate action to issue a Request for Proposal (RFP) for the referenced professional services.

The following information is furnished in accordance with Chapter 126, Part 2, §126.204 of the City Ordinance Code.

1. The general purpose of the service and why not to use traditional procurement method: The general purpose of this RFP is to have two traffic signal contractors handling unit price construction, as well as new construction, for traffic signals within Duval County. An Evaluated Bid is being requested due to a limited number of qualified contractors and the amount of work that is required of these contractors from all agencies (ie, JTA, FDOT, etc). This will assist in manageable workloads and more competitive bids.

2. The Objective of the service: make construction services available per the RFP to assist in day-to-day traffic signal operations maintenance as well as new construction as needed.

3. The estimated period needed for the service is one year with two (2) one (1) year renewal options.

4. The estimated cost of the service is $5,000,000 per year.

5. Whether the proposed service will not duplicate a prior or existing work: this is not a duplication of work.

6. List of current contracts or prior services which are related to the proposed study or service: these services are not being provided at this time.

7. A statement as to why the service cannot be done by department or agency staff: the Department of Public Works Traffic Engineering Division does not have the construction equipment to perform certain maintenance and construction activities. The Traffic Engineering

Division has a need for specialized traffic signal contractors to perform pole setting, pole removal, emergency services, CIP projects and other needs as requested.

8. The **names** and **telephone numbers** of **two** representatives from the using agency designated to serve on the evaluation committee as subcommittee members:

   Carlton Copeland
   Signal Supervisor, ITS Manager
   904-255-7552

   Christopher W. LeDew, P.E.
   Chief of Traffic Engineering
   904-255-7528

9. A project funding account number: 10403.153101.565050.001022.00000000.00000.0000000

10. The **names** and **addresses** of **specific contractors** the using agency wishes to be included in the solicitation process:

Miller Electric Company dmitchell@mecojax.com 6805 Southpoint Parkway Jacksonville, FL 32216	James D Hinson Electrical Contracting Inc. jmccoy@HINSONFL.COM 11609 Columbia Park Dr W Jacksonville, FL 32258
Traffic Control Devices, Inc. E.Schultze@tcd-usa.com PO Box 150418 Altamonte Springs, FL 32715	American Lighting & Signalization LLC stanton@asplundh.com 11639 Davis Creek Rd E Jacksonville, FL 32256

11. A signed statement to the effect the individuals responsible for developing the scope and Certification letter and the two individuals named herein to serve as Subcommittee Members, have read and understand the Procurement Manual and Procurement Committee Guidelines dated May, 2018.

Carlton Copeland, Signal Supervisor
ITS Manager, IMSA III

Christopher W. LeDew, PE, Chief

Department of Finance and Administration

Procurement Division

CITY OF JACKSONVILLE

October 25, 2022

To: Dustin L. Freeman, Division Chief
Procurement Division

From: Dinah Coleman Mason EBO/JSEB Administrator
Sandy Simpson, EBO/JSEB Compliance Officer
Jacksonville Small and Emerging Businesses

RE: **Traffic Signal Unit Price Construction Countywide-Rebid**

The Jacksonville Small and Emerging Business & Contract Compliance (JSEB) Office has reviewed the scope of work, consulted the using agency, and contacted ready, willing, and available JSEBs.

Based upon our findings, we recommend the following:

- ☒ Encouragement
- ☐ Participation
- ☐ Set-A-Side

Our outreach efforts are documented and attached. Please let us know if you have any questions or concerns.

I can be reached at (904) 255-8167.

Cc: Dave Klages
Dinah Mason

214 N. Hogan Street, Suite 800 | Jacksonville, FL 32202 | Phone: 904.255.8840 | Fax: 904.255.8842 | www.jseb.coj.net

From:	Verdejo Magras, Wanda on behalf of RiskReview
To:	Klages, David
Subject:	CONCLUDED REVIEW ON : ESC-0006-23 Traffic Signal Unit Price Construction - Countywide
Date:	Monday, October 17, 2022 12:25:58 PM
Attachments:	RISK APPROVED INS. REQ-Traffic Signal Unit Price Construction - Draft 01 (1).pdf RISK APPROVED INS. REQ-Traffic Signal Unit Price Construction - Draft 01 (2).pdf RISK APPROVED INS. REQ-Traffic Signal Unit Price Construction - Draft 01 (3).pdf image003.png

Greetings,

Thank you for allowing Risk Management an opportunity to review your request.

No changes are required to the Indemnification & Insurance Requirements and this will conclude Risk Management's review of ESC-0006-23 Traffic Signal Unit Price Construction - Countywide unless further notified.

Unless there is any further question, Risk Management concludes the review.

NOTE: Please label all emails correspondence: Subject: ESC-0006-23 Traffic Signal Unit Price Construction – Countywide (Procurement)

Any further questions, please feel free to contact me.

NOTE: All emails sent to Wverdejo@coj.net **&** RiskReview@coj.net

Any further questions, please feel free to contact me.

Cordially,

Wanda Verdejo
Property and Casualty Compliance Administrator
for Risk Management Division
City of Jacksonville
117 West Duval Street, Suite 335
Jacksonville, FL 32202-3381
Phone : 904-255-5314
New Cell : 904-489-5495