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City of Jacksonville, Florida

DONNA DEEGAN, Mayor

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

A NEW DAY.

MEMORANDUM

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

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

DATE: **November 27th, 2023**

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 Design- Build Services for Federally Funded Horizontal/ Civil Design-Build Projects. 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 the 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	

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City of Jacksonville, Florida

Donna Deegan, Mayor

Department of Public Works
Engineering & Construction Management Division
214 N. Hogan Street, 10th Floor
Jacksonville, FL 32202
(904) 255-8762
www.coj.net

TO: **Competitive Sealed Proposals Evaluation Committee (CSPEC)**

ATTN: **Dustin Freeman**
Chief of Procurement

THRU: **Nina Sickler, P. E.**
Acting Director of Public Works

FROM: **Robin Smith, P. E., Division Chief**
Engineering and Construction Management

Nikita Reed, P. E., Project Manager
Engineering and Construction Management

DATE: **October 4, 2023**

RE: **Certification Letter for Federally Funded Horizontal/Civil Engineering (Horizontal) Design-Build Projects**

Public Works is requesting the use of the Competitive Sealed Proposal Evaluation Committee (CSPEC) process for the procurement of Design Build Services for Horizontal/Civil Engineering (Horizontal) Design-Build Projects. The following Information is furnished in accordance with chapter 126.204 of the City Ordinance Code.

1. Owner's ability to obtain proposals from the selected design-build team utilizing and modifying as necessary the Preliminary plans developed by the City before negotiating the final project cost.
2. Owner's ability to resolve construction conflicts and changes in an expeditious manner.
3. Owner's ability to obtain proposals from the selected design-build team for cost saving measures before negotiating the final project cost.
4. Time and cost savings based on Design-Build Contractor's experience gained on previous City infrastructure projects.

Projects under this contract will include FEMA funded restoration of critical infrastructure damaged by hurricanes, terrorist attack or other disaster event. In these situations, the shorter time needed

from start of design thru construction completion for the Design-Build method will be beneficial in protecting our citizens, protecting City infrastructure from additional damage, and minimizing the time needed to restore service to our citizens.

The sub-committee responsible for evaluating the submitted bids will be comprised of the following representatives of Public Works: Robin Smith and Nikita Reed.

Your assistance in concurring with this request would be appreciated. If you have any questions or concerns regarding this matter, please contact Robin Smith at 255-8710.

SDL/ddh

Tammy Duggan, PW Contracts and Finance Manager
Lori West, Contract Specialist

Department of Finance and Administration

Procurement Division

CITY OF JACKSONVILLE

September 20, 2023

To: Dustin L. Freeman, Division Chief
Procurement Division

From: Gregory Grant, EBO/JSEB Administrator GG
LaRoy Covington, EBO/JSEB Business Compliance Analyst JC
Jacksonville Small and Emerging Businesses

RE: **Design-Build Services for Federally Funded Horizontal/Civil Design Build Projects**

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) 255-8833.

Cc: Ben Kemp
Gregory Grant

Kemp, Benjamin

From:	Verdejo Magras, Wanda on behalf of RiskReview
Sent:	Friday, June 24, 2022 12:57 PM
To:	Hahn, David
Subject:	CONCLUDED REVIEW RE: RFQ ESC-0000-22 Design-Build Services for Horizontal/Civil Engineering Post Disaster Recovery Projects - DRAFT
Attachments:	RISK APPROVED (small redlined) INDEM & INS. REQ. FOR ESC-0000-22 Design-Build Svcs for Horiz-Civil Post Disaster Restoration Projects - DRAFT.doc

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-0000-22 Design/Build Services for Horizontal/Civil Engineering Post Disaster Restoration Projects unless further notified.

Summary: small correction to the insurance provision letter B

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

NOTE: Please label all emails correspondence: Subject: ESC-0000-22 Design/Build Services for Horizontal/Civil Engineering Post Disaster Restoration Projects. (Public Wk)

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

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From: Verdejo Magras, Wanda **On Behalf Of** RiskReview
Sent: Friday, June 24, 2022 10:31 AM
To: Hahn, David <HAHN@coj.net>
Subject: RE: RFQ ESC-0000-22 Design-Build Services for Horizontal/Civil Engineering Post Disaster Recovery Projects - DRAFT

Greetings,

I received your request to review the insurance requirements and it's in queue for review.

Due to the **high volume of review** requests that Risk receives from all COJ departments, please allow a time frame of **2 to 10 work days** for a concluded review.

We will continue to do my very best to expedite your request.

If it is an emergency review, please contact me.

NOTE: Please label all emails correspondence: Subject: ESC-0000-22 Design-Build Services for Horizontal/Civil Engineering Post Disaster Recovery Projects

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
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From: Hahn, David <HAHN@coj.net>
Sent: Thursday, June 16, 2022 8:32 AM
To: RiskReview <RiskReview@coj.net>
Subject: RFQ ESC-0000-22 Design-Build Services for Horizontal/Civil Engineering Post Disaster Recovery Projects - DRAFT

Procurement & Risk Management:
Attached for your review and comment is the Draft RFQ for the subject contract along with the required Request for Risk Management Services form. We anticipate FEMA funding for this contract and have removed the grading categories for location, JSEB Participation and Volume of Work.

Please call me if you have any questions.

David D. Hahn, P. E.
Engineer Manager
City of Jacksonville I Engineering Design Section
214 N. Hogan Street, 10th Floor
Jacksonville, Florida 32202
(904) 255-8793
www.coj.net

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Please note that under Florida's very broad public records law, communications to and from City of Jacksonville officials are subject to public disclosure.