

**PROFESSIONAL SERVICES EVALUATION COMMITTEE MEETING**

**MINUTES FOR Thursday, January 23, 2020, 10:00 a.m.**

Eighth Floor, Conference Room 851  
Ed Ball Building, 214 N. Hogan Street  
Jacksonville, FL 32202

Committee Members: ✓Gregory Pease, Chairman  
✓Paul Barrett, Treasury (in Randall Barnes absence)  
✓James McCain, Jr., OGC

Subcommittee Members	ITEM #	TITLE & ACTION	MOTION	CONTR EXP	OUTCOME
Michael Chao Kristin De Han ✓	P-71-17	Contract Amendment No. 4 Asbestos Abatement Consulting Services Neighborhoods Department/Municipal Code Compliance Division	That Contract No. 10384 between the City of Jacksonville and Apex Companies, LLC, for Asbestos Abatement Consulting Services is amended to: (i) increase the maximum indebtedness by \$260,000.00 to a new not-to-exceed maximum indebtedness of \$700,000.00. All other terms and conditions shall remain the same except for such changes as the Office of General Counsel may deem appropriate to ensure compliance with the City's ordinances, Procurement policies and procedures and applicable federal and state laws.	09/30/20	Approved 4-0
Tammy Morris Warren Calloway ✓ Deidra Baines✓	P-70-17	Contract Amendment No. 1 Piggybacking Broward County Correctional Health Services (13C-112-2) Jacksonville Sheriff's Office	That Contract No. 10361 between the Jacksonville Sheriff's Office and Amor Correctional Health Services Inc., for piggybacking Broward County Correctional Health Services Contract #13C-112-2; be amended by increasing the maximum indebtedness by \$2,850,784.65 to a new not-to-exceed total maximum of \$67,850,784.65. All other terms and conditions shall remain the same except for such changes as the Office of General Counsel may deem appropriate to ensure compliance with the City's Ordinances, Procurement policies and procedures and applicable federal and state laws.		Approved 5-0
Larry Schmitt Bart Laird ✓ Deidra Baines✓	P-05-18	Contract Amendment No. 2 Health Screening Physicals for JFRD Personnel/Ancillary Personnel Jacksonville Sheriff's Office	That Contract No. 8158-09 between the City of Jacksonville and Life Extension Clinic, Inc., dba Life Scan Wellness Centers for Health Screening Physicals for JFRD Personnel/Ancillary Personnel, is amended to: (i) exercise the second renewal option extending the period of service from March 1, 2020 through February 28, 2021, with one renewal remaining; and (ii) increase the maximum indebtedness by \$549,807.36 for the services to a new not-to-exceed total maximum of \$1,605,614.72 All other terms and conditions shall remain the same except for such changes as the Office of General Counsel may deem appropriate to ensure compliance with the City's ordinances, Procurement policies and procedures and applicable federal and state laws.		Approved 5-0
Christel Burgos✓ April Mitchell	P-40-13	Contract Amendment No. 7 Ambulance Billing Services Jacksonville Fire Rescue Department	That Contract No. 7724-03 between the City of Jacksonville and Advanced Data Processing, Inc., d/b/a Intermedix for Ambulance Billing Services be amended to: (i) extend the period of service from March 30, 2020 through June 30, 2020; (ii) increase the maximum indebtedness by \$229,953.09 to a new not-to-exceed total maximum of \$5,611,756.15. All other terms and conditions shall remain the same except for such changes as the Office of General Counsel may deem appropriate to ensure compliance with the City's ordinances, Procurement policies and procedures and applicable federal and state laws.	03/30/20	Approved 4-0
Guy Parola✓ Lori Boyer	P-15-20	Introduce & Review Scope Consultant Services for Downtown Design Guidelines Downtown Investment Authority	That the committee approves the Scope of Services/Request for Proposal(s) as presented with such minor changes thereto as may be approved by the Chief Procurement Officer 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 procedures and applicable federal and state laws.		Approved 4-0
William Joyce✓ Robin Smith✓	P-47-19	Subcommittee Report Construction Engineering & Inspection Services for Various Roadway & Bridge Projects Exceeding \$2,000,000.00 Department of Public Works/Engineering &	It is the consensus of the committee that of the four (4) companies/firms responding to the Request for Proposal (RFP) all were found to be responsive, interested, qualified and available to provide the services required by the RFP. the ranking of first, second and third, designates the order of qualification of these firms to perform the required services and alphabetically they are:		Approved 5-0

		Construction Management Division	<p>2) AE Engineering, Inc.  1) Eisman &amp; Russo, Inc.  3) England, Thims &amp; Miller, Inc.</p> <p>We recommend that the above list is forwarded to the Mayor for final selection so that fee and contract negotiations may begin with <u>Eisman &amp; Russo, Inc.</u>, the number one ranked company.</p>	
William Joyce ✓ Robin Smith ✓	P-40-16	<p>Contract Amendment No. 5  Master Stormwater Management Plan (MSMP)  Program Management Services-Annual Contract  Department of Public Works</p>	<p>That Contract No. 6354-16, originally executed June 23, 2017, between the City of Jacksonville and CDM Smith, Inc., for Master Stormwater Management Plan (MSMP) Program Management Services-Annual Contract, be amended to: (i) incorporate the attached Scope of Services identified as Exhibit 'I' and Contract Fee Summary identified as Exhibit 'J'; (ii) add a new not-to-exceed limit for MSMP Modeling Services in the amount of \$19,963.00; thereby (iii) increasing the maximum indebtedness by \$19,963.00 to a new not-to-exceed total maximum of \$392,172.00. All other terms and conditions, as previously amended, shall remain the same except for such changes as the Office of General Counsel may deem appropriate to ensure compliance with the City's Ordinances, Procurement policies and procedures and applicable federal and state laws.</p>	Approved 5-0
William Joyce ✓ Steven Long ✓	P-44-19	<p>Subcommittee Report  Professional Design Services for Ricker Road  Reconstruction from Morse Avenue to Old Middleburg Road  Department of Public Works/Engineering &amp;  Construction Management Division</p>	<p>It is the consensus of the committee that of the four (4) companies/firms responding to the Request for Proposal (RFP) all were found to be responsive, interested, qualified and available to provide the services required by the RFP. the ranking of first, second and third, designates the order of qualification of these firms to perform the required services and alphabetically they are:  2) Eisman &amp; Russo, Inc.  3) STV, Inc.  1) The Haskell Company</p> <p>We recommend that the above list is forwarded to the Mayor for final selection so that fee and contract negotiations may begin with <u>The Haskell Company</u>, the number one ranked company.</p>	Approved 5-0
Robin Smith Jeff Foster ✓	P-13-13	<p>Contract Amendment No. 4  Contamination Assessment &amp; Remediation Services  Countywide  Department of Public Works</p>	<p>That Contract No. 6354-15. Originally executed September 16, 2014, between the City and CDM Smith, Inc., for Contamination Assessment &amp; Remediation Services Countywide, be amended by increasing the maximum indebtedness by \$1,500,000.00 to a new total maximum of \$4,700,000.00. All other terms and conditions shall remain the same except for such changes as the Office of General Counsel may deem appropriate to ensure compliance with the City's Ordinances, Procurement policies and procedures and applicable federal and state laws.</p>	Approved 4-0
Robin Smith ✓ <del>Nikita Reed</del>	P-04-19	<p>Contract Amendment No. 1  Professional Design Services McCoy's Restoration  Department of Public Works/Engineering &amp;  Construction Management Division</p>	<p>That Contract No. 10654-01 originally executed August 7, 2019, between the City and Wood Environment &amp; Infrastructure Solutions, Inc., for Professional Design Services for McCoy's Creek Restoration, be amended to incorporate Exhibit C to reflect the correct rates for the subconsultant Scope. All other terms and conditions shall remain the same except for such changes as the Office of General Counsel may deem appropriate to ensure compliance with the City's Ordinances, Procurement policies and procedures and applicable federal and state laws.</p>	Approved 4-0
Randall Barnes ✓ Judith Garard ✓	P-04-20	<p>Introduce &amp; Review Scope  General Banking Services  Finance and Administration Department/Treasury  Division</p>	<p>That the committee approves the Scope of Services/Request for Proposal(s) as presented with such minor changes thereto as may be approved by the Chief Procurement Officer 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 procedures and applicable federal and state laws.</p>	Approved 5-0

MEETING ADJOURNED: 10:19 A.M.

cc: Council Auditor  
Subcommittee Members