

PROFESSIONAL SERVICES EVALUATION COMMITTEE MEETING

MINUTES FOR Thursday, October 06, 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: ✓Dustin Freeman, Chairman
✓Brennan Merrell, Treasury
✓James McCain, Jr., OGC

Subcommittee Members	ITEM #	TITLE & ACTION	MOTION	CONTRA EXP	OUTCOME
Mary DiPerna Carolina Teran-Oceguera ✓	P-38-22	Approval to Proceed with Evaluation of two (2) Proposals Received Benefits Consultant Services Employee Services Department	That the Committee approves proceeding with evaluation of the two (2) proposals received in accordance with Section 126.302 (f) of the Procurement Code.		Approved 4-0
Mary DiPerna Carolina Teran-Oceguera ✓	P-48-22	Introduce & Review Scope ACA Administrative Services Employee Services Department	That the committee approve the Scope of Services/Request for Proposal (RFP) 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 (As amended)
Michael Thomas Ed Randolph Wendy Khan ✓	P-50-20	Contract Amendment No. 1 Civil Engineering & Land Planning Services for Cecil Commerce Center/Alliance Florida Office of Economic Development	That Contract No. 70995-21 between the City of Jacksonville and England, Thims & Miller, Inc., for Civil Engineering & Land Planning Services for Cecil Commerce Center/Alliance Florida, be amended to increase the maximum indebtedness by \$100,000.00 to a new total maximum of \$325,000.00. All other terms and conditions shall remain the same.	03/20/24	Approved 4-0
Steven Long Tim Crutchfield Robin Smith ✓	P-17-19	Contract Amendment No. 4 Professional Architectural and Engineering Services for Programming, Site Selection and Design Of New Medical Examiner's Office Department of Public Works/Engineering & Construction Management Division	That Contract No. 10754, originally executed February 4, 2020, between the City of Jacksonville and Gresham Smith for Professional Design Services for Professional Architectural and Engineering Services for Programming, Site Selection and Design of the New Medical Examiner's Office be amended to incorporate the attached Scope of Services identified as Exhibit 'I' and Fee Summary identified as Exhibit 'J'; to decrease the not-to-exceed limits for Geotechnical to new limit of \$16,519.88; Civil Engineering Services by \$1,879.41 to a new limit of \$33,626.59; Environmental Services by \$20,283.95 to a new limit of \$56,337.25; and Structural Engineering Services by \$4,973.28, to a new limit of \$0.00; and to add a new not-to-exceed limit for IT Support in the amount of \$35,271.72, resulting in a net adjustment of \$0.00; The maximum indebtedness remains \$2,484,647.35. All other terms and conditions, as previously amended, shall remain the same.	"Project Completion"	Approved 4-0
Steven Long Robin Smith ✓	P-34-19	Contract Amendment No. 3 Professional Engineering Services for Storm Resiliency and Hardening Department of Public Works/Engineering & Construction Management Division	That Contract No. 6354-17, originally executed February 13, 2020, between the City of Jacksonville and CDM Smith, Inc., for Professional Engineering Services for Storm Resiliency and Hardening, be amended to increase the maximum indebtedness by \$1,000,000.00 to a new maximum indebtedness of \$2,200,000.00; Each project performed under this agreement shall be authorized by an individual Purchase Order with a not-to-exceed cost applicable thereto. All other terms and conditions shall remain the same.	"Project Completion"	Approved 4-0
Robin Smith ✓ Nikita Reed ✓	P-67-17	Contract Amendment No. 3 CEI Services for Fire Stations and Miscellaneous Vertical Consultant Services Department of Public Works/Engineering & Construction Management Division	That Contract No. 9894-397, originally executed September 28, 2018, between the City and VIA Consulting Services, Inc., for CEI Services for Fire Stations and Miscellaneous Vertical Construction Consultant Services, Inc., to correct item #22 in Section 4 Description of Services and Deliverables Project list from Fire Station 72 (new) to Fire Station 75 (new) with all other terms and conditions of the Agreement remaining unchanged.	09/27/24	Approved 5-0

Meeting Adjourned: 10:11 A.M.

"The next PSEC meeting is scheduled to be held on Thursday, October 20, 2022."