

PROFESSIONAL SERVICES EVALUATION COMMITTEE MEETING
MINUTES FOR Thursday, September 12, 2019, 10:00 a.m.
Eighth Floor, Conference Room 851
Ed Ball Building, 214 N. Hogan Street
Jacksonville, FL 32202

Committee Members: Dan Pearson, Chairman (in Greg Pease absence)
Paul Barrett, Treasury (in Randall Barnes absence)
Emerson Lotzia, OGC (in James McCain absence)

<i>Subcommittee Members</i>	<i>ITEM #</i>	<i>TITLE & ACTION</i>	<i>MOTION</i>	<i>CONTR EXP</i>	<i>OUTCOME</i>
Mary DiPerna Carolina Teran-Oceguera Leah Hayes ✓	P-50-19 SS#6	<u>Rescind</u> Single Source Award Statutory Death Life Insurance Policy Employee Services Department	That the City of Jacksonville enter into an agreement with The Hartford for the provision of the Statutory Death Life Insurance Policy by: (i) incorporating the attached Contract Fee Schedule identified as Exhibit "A"; (ii) providing a period of service from October 1, 2019 through September 30, 2021 ; (iii) providing an amount of \$186,663.00 for FY 2019-2020; and (iv) providing a not-to-exceed maximum indebtedness of \$373,326.00 . All other terms and conditions are per the City's standard contract language. Nothing contained herein shall be amended, modified, or otherwise revised, without prior approval from the PSEC and the Mayor.		Approved 4-0
		<u>Restate</u> Single Source Award Statutory Death Life Insurance Policy Employee Services Department	That the City of Jacksonville enter into an agreement with The Hartford for the provision of the Statutory Death Life Insurance Policy by: (i) incorporating the attached Contract Fee Schedule identified as Exhibit 'A'; (ii) providing a period of service from October 1, 2019 through September 30, 2022 ; (iii) providing an amount of \$186,663.00 for FY 2019-2020; and (iv) providing a not-to-exceed total maximum indebtedness of \$559,989.00 . All other terms and conditions are per the City's standard contract language. Nothing contained herein shall be amended, modified, or otherwise revised, without prior approval from the PSEC and the Mayor.		Approved 4-0
Twane Duckworth ✓ Ann Willis	P-36-19	Subcommittee Report (Deferred 8/29/19) Property Broker Services Finance and Administration Department/Risk Management Division	It is the consensus of the committee that of the five (5) proposals submitted 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/companies to perform the required services and alphabetically they are: 2) Alliant Insurances, Inc. 1) Brown & Brown of Florida, Inc. 3) Cecil W. Powell & Co. 3) Harden & Associates, Inc. We recommend that the above list is forwarded to the Mayor for final selection so that fee and contract negotiations may begin with Brown & Brown of Florida, Inc. , the number one ranked firm/company.		Approved 4-0
Jeff Foster ✓ Will Williams	P-07-10	Contract Amendment No. 17 Trail Ridge Landfill Expansion Permitting and Design Department of Public Works/Solid Waste Division	That Contract No. 6354-13 between the City of Jacksonville and CDM Smith, Inc., for Trail Ridge Landfill Expansion Permitting and Design be amended to: (i) incorporate the attached Scopes of Work identified as Exhibit 'AK'; (ii) incorporate the attached contract fee summary identified as Exhibit 'AL' in the amount of \$282,695.00; thereby (iii) increasing the maximum indebtedness by \$282,695.00 to a new not-to-exceed total maximum of \$10,882,750.00. 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.	<i>To project completion</i>	Approved 4-0
Steven Long ✓ R. Duane Kent	P-13-19	Subcommittee Report Professional Engineering Services for Roadway, Intersection & Parking Project – Annual Contract	It is the consensus of the committee that of the fourteen (14) proposals submitted eleven (11) were found to be responsive, interested, qualified and available to provide the services required by the RFP and three(3)		Approved 5-0

Robin Smith ✓		Department of Public Works/Engineering & Construction Management Division	were deemed non-responsive. The ranking of first, second and third designates the order of qualification of these firms/companies to perform the required services and alphabetically they are: 1) Hanson Professional Services, Inc. 2) STV, Inc. 3) The R-A-M Professional Group, Inc. We recommend that the above list is forwarded to the Mayor for final selection so that fee and contract negotiations may begin with <u>Hanson Professional Services, Inc.</u> , the number one ranked firm/company.		
William Joyce R. Duane Kent Robin Smith ✓ David Hahn ✓	P-14-19	Fee & Contract Negotiations Professional Engineering Services for Minor Drainage Improvement Projects – Annual Contract Department of Public Works/Engineering & Construction Management Division	That the City of Jacksonville enter into a contract with Waitz & Moye, Inc., for Professional Engineering Services for Minor Drainage Improvement Projects – Annual Contract that (i) incorporates the attached Scope of Services identified as Exhibit 'A' and Contract Fee Schedule 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; (ii) provide a not-to-exceed maximum indebtedness in the amount of \$3,000,000.00; (iii) provide a period of service from date of execution of contract to two years with the option to extend such contract for two (2) additional two-year periods upon satisfactory performance by the consultant. All other terms and conditions are per the RFP and the City's standard contract language.		Approved 5-0
William Joyce Dinah Mason ✓	P-51-17	Contract Amendment No. 4 Debris Monitoring and Management Planning & Operations Department of Public Works	That Contract No. 7420-13 originally executed September 6, 2017 between the City of Jacksonville and Eisman & Russo, Inc., for Debris Monitoring and Management Planning & Operations be amended to increase the maximum indebtedness by \$5,000,000.00 to a new not-to-exceed total maximum of \$17,000,000.00. 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.	To project completion	Approved 4-0
Damian Cook Devon Dignan ✓	P-46-17	Contract Amendment No. 5 Data Analytics Consultant Services Finance and Administration Department /Office of Grants and Contract Compliance	That Contract No. 10167-03 between the City of Jacksonville and NLP Logix, LLC for Data Analytics Consultant Services, be amended to: (i) ratify and confirm the actions of the parties from July 12, 2019 to September 12, 2019; (ii) exercise the first renewal option extending the period of service through July 12, 2020, with one renewal option remaining; and (iii) increase the maximum indebtedness by \$49,655.00 to a new not-to-exceed total maximum of \$398,955.00. 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.	07/12/19	Approved 4-0
Paul Barrett Patrick Greive	N/A	Informational Update Financial Services Finance and Administration Department/Treasury Division	Informational Update – The Treasury Division hereby notifies PSEC in accordance with Section 126.313 of the Purchasing Code and the related Treasury and Pension Procurement Procedures, the Treasury Division selected the following firms to provide the indicated services related to the Special Revenue 2019A&B Issuance: Wells Fargo (paying agent/registrar/escrow agent). Bond Resource Partners (Verification Agent), S&P (Ratings), Fitch (ratings), and Imagemaster/MuniOS (Printing).		No approval needed

MEETING ADJOURNED: 10:14 a.m.

cc: Council Auditor
Subcommittee Members