

PROFESSIONAL SERVICES EVALUATION COMMITTEE MEETING

MINUTES FOR Thursday, September 8, 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: ✓ Gregory Pease, Chairman
✓ Brennan Merrell, Treasury
✓ James McCain, Jr., OGC

<i>Subcommittee Members</i>	<i>ITEM #</i>	<i>TITLE & ACTION</i>	<i>MOTION</i>	<i>CONTRA EXP</i>	<i>OUTCOME</i>
Bob Blanco ✓ Kristen Reed Anne Coglianesi ✓	P-31-22	Approval to Proceed with Evaluation of Two (2) Proposals Received Professional Services for Resilience Updates to the Land Development Regulations Department of Planning and Development	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 5-0
Mary DiPerna ✓ Carolina Teran-Oceguera ✓	P-40-17	Contract Amendment No. 5 Flexible Spending Administrator Employee Services Department	That Contract No. 10364 between the City of Jacksonville and Discovery Benefits for the Group Flexible Spending Account Administration and Services, be amended to: (i) extend the period of service from January 1, 2023, through April 30, 2023; and (ii) increase the maximum indebtedness by \$20,000.00 for this period, to a new not-to-exceed total maximum of \$422,000.00. 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.	12/31/22	Approved 5-0
Mary DiPerna ✓ Carolina Teran-Oceguera ✓	P-12-22	Fee & Contract Negotiations Medical ASO, Pharmacy Benefit Management Services, Stop Loss, EAP, Well-being & Chronic Condition Management Services Employee Services Department	That the City of Jacksonville enter into a Contract with Florida Blue for Medical ASO, Pharmacy Benefit Management Services, Stop Loss, EAP, Well-being & Chronic Condition Management Services, to incorporate the attached Scope of Services identified as Exhibit 'A' and Contract Fee Summary identified as Exhibit 'B'; the initial period of service will be for one-year from January 1, 2023, through December 31, 2023, with four (4) one-year renewals that will include each year ending December 31st. The maximum indebtedness shall be a not-to-exceed amount of \$2,700,000.00 for the initial contract period. All other terms and conditions are per the RFP and the City's standard contract language.		Approved 5-0
Tracy Flynn ✓ Wanda Verdejo ✓	P-22-22	Fee & Contract Negotiations Aircraft Liability & Physical Damage Insurance Broker Services Risk Management Division	That the City of Jacksonville enter into a contract with Brown & Brown as the Aircraft Liability & Physical Damage Insurance Broker Services provider to incorporate the attached Scope of Services identified as Exhibit 'A' and Fee Schedule identified as Exhibit 'B' the initial period of services will be for two (2) years from execution of the contract through September 30, 2025, with three (3) one-year renewal options available at terms mutually agreeable; the maximum indebtedness is a not-to-exceed amount of \$1,752,460.00. All other terms and conditions are per the RFP and the City's standard contract language.		Approved 5-0
Tracy Flynn ✓ Bibinia Centeno ✓	P-18-18	Contract Amendment No. 4 Casualty Actuarial Services Risk Management Division	That Contract No. 9925-01 between the City of Jacksonville and AMI Risk Casualty, Inc., for the provision of Casualty Actuarial Services be amended to exercise the fourth and final renewal option extending the period of service from October 1, 2022, through September 30, 2023, with no renewal option remaining; provide \$27,200.00 for the annual services; and increase the maximum indebtedness by \$27,200.00 to a new not-to-exceed total maximum of \$136,300.00. 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.	10/01/22	Approved 5-0

<p>Steve Long Robin Smith David Hahn ✓</p>	<p>P-30-21</p>	<p>Fee & Contract Negotiation Professional Grant Writing and Management Services Department of Public Works/Engineering & Construction Management Division</p>	<p>That the City of Jacksonville enter into a contract with Wheeler Emergency Management Consulting, LLC, for Professional Grant Writing and Management Services that incorporates the attached Scope of Services identified as Exhibit 'A' and 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; the maximum indebtedness of the City pursuant to this agreement is \$1,000,000.00; the initial period of service will be from execution of the contract through four (4) years with the option to renew the contract for two (2) additional 2-year periods upon satisfactory performance by the consultant. All other terms and conditions are per the RFP and the City's standard contract language.</p>		<p>Approved 4-0</p>
<p>Steve Long James Carroll Joel Troupe ✓</p>	<p>P-21-21</p>	<p>Contract Amendment No. 1 Countywide Program Management Services for Resurfacing and Sidewalk Construction Department of Public Works/Engineering & Construction Management Division</p>	<p>That Contract No. 71491-22 originally executed December 28, 2021, between the City of Jacksonville and Eisman and Russo, Inc., for Countywide Program Management Services for Resurfacing and Sidewalk Construction be amended to incorporate the attached Fee Summary identified as Exhibit 'C'; increasing the maximum indebtedness by \$2,412,237.50 to a new maximum of \$4,138,601.51; All other terms and conditions shall remain the same.</p>		<p>Approved 4-0</p>
<p>Robert Ownby ✓ Nicole Spradley ✓</p>	<p>P-33-20</p>	<p>Contract Amendment No. 1 Foreclosure Property Registry Database Neighborhoods Department</p>	<p>That Contract No. 70495-21 originally executed October 1, 2020, between the City of Jacksonville and Property Registration Champions, LLC DBA Prochamps, be amended to exercise the first renewal option extending the period of service from October 1, 2022, thru September 30, 2023, with two (2) renewal options remaining at terms mutually agreeable. All other terms and conditions shall remain the same except for 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>	<p>09/30/22</p>	<p>Approved 5-0</p>
<p>Meeting Adjourned: _____ 10:07 A.M. _____</p>					

"The next PSEC meeting is scheduled to be held on Thursday, September 22, 2022."