PUBLIC NOTICE
AGENDA
PROFESSIONAL SERVICES EVALUATION COMMITTEE MEETING
Thursday, December 20, 2018, 10:00 a.m.
Eighth Floor, Conference Room 851
Ed Ball Building, 214 N. Hogan Street
Jacksonville, FL 32202

Committee Members: Gregory Pease, Chairman
Randall Barnes, Treasury
Jeff Close, OGC

Subcommittee Members	ITEM #	TITLE & ACTION	MOTION	CONTR EXP	OUTCOME
Charlene Hill Richard Reilly	P-02-19	**Introduce & Review Scope (Deferred 11/29/18)** **Actionstep Software Service Solution** ITD/Human Rights Commission	That the committee approves the Scope of Services/Request for Proposal (RFP) as presented with such minor changes thereto as may be approved by the Chief of 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 Procurement ordinances, policies, procedures and applicable federal and state laws.		
Bill Joyce Duane Kent	P-07-19	**Introduce & Review Scope** **Professional Design Services for Ortega Hills Subdivision North Access Road** Department of Public Works/Engineering & Construction Management Division	That the committee approves 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 Procurement ordinances, policies, procedures and applicable federal and state laws.		
Ed Starnes W. Monroe Hazen	P-14-18	**Fee & Contract Negotiations** **Miscellaneous Surveying Services** Department of Public Works/Engineering & Construction Management Division	That the City of Jacksonville enter into a contract with DRMP, Inc., for Miscellaneous Survey Services-Annual Contract that (i) incorporates the attached Scope of Services identified as Exhibit 'A' and Contract Fee Schedule identified as Exhibit 'B'; (ii) each project performed under this agreement shall be authorized by an individual Purchase Order with a not-to-exceed cost applicable thereto; (iii) the maximum indebtedness of the City pursuant to this agreement is $500,000.00; (iv) the initial period of service will be for one(1) year with the option to extend such contract for two (2) additional one-year periods upon satisfactory performance by the Consultant. All other terms and conditions are as provided in the RFP and the City's standard contract language.		
William Joyce Ed Starnes	P-09-10	**Contract Amendment No. 7** **Drainage Improvement Program Management** Department of Public Works/Engineering & Construction Management Division	That Contract No. 6398-20 between the City of Jacksonville and England, Thims & Miller, Inc., for Drainage Improvement Program Management be amended to extend the expiration date from January 31, 2019 to project completion. 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.	*01/31/19*	
William Joyce Ed Starnes	P-11-18	**Contract Amendment No. 1** **Professional Design Services for Preparation of DCP & RFP for Hart Expressway Modifications** Department of Public Works/Engineering & Construction Management Division	That Contract No. 10425-01 originally executed August 21, 2018, between the City of Jacksonville and STV, Inc., for Professional Design Services for Preparation of DCP & RFP for Hart Expressway Modifications, be amended to: (i) incorporate the attached Scope of Services, identified as Exhibit 'C' and Contract Fee Summary identified as Exhibit 'D'; (ii) increase the lump-sum amount for Design Services by $104,218.54 to a new lump-sum amount of $1,204,969.21; increase the not-to-exceed limit for Survey by $57,149.07 to a new limit of $300,333.61; thereby (iii) increasing the maximum indebtedness by $161,367.61 to a new maximum of	*To project completion*	

			$1.651,192.18., 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.		
Laura Stagner-Crites	P-19-14	**Contract Amendment No. 6** **Bond Underwriter** Jacksonville Housing Financial Authority (JHFA)	That Contract No. 9907-04 between the Jacksonville Housing Finance Authority (JHFA) and RBC Capital Markets as Bond Underwriter be amended to extend the period of services from January 1, 2019 through March 31, 2019. 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.	*12/31/18*	
Laura Stagner-Crites	P-22-14	**Contract Amendment No. 6** **Financial Advisor** Jacksonville Housing Financial Authority (JHFA)	That Contract No. 10029 between the Jacksonville Housing Finance Authority (JHFA) and Hendrickson Company and Community Concepts Group as Financial Advisor be amended to (i) extend the period of service from January 1, 2019 through March 31, 2019; and (ii) increase the maximum indebtedness by $30,000.00 to a new total maximum amount of $570,000.00. 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.	*12/31/18*	
Laura Stagner-Crites	P-20-14	**Contract Amendment No. 6** **Bond Trustee** Jacksonville Housing Financial Authority (JHFA)	That Contract No. 9907-03 between the Jacksonville Housing Finance Authority (JHFA) and BNY Mellon Trust Company, N.A. as Bond Trustee be amended to extend the period of services from January 1, 2019 through March 31, 2019. 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.	*12/31/18*	
Randall Barnes Patrick Greive	T-32-18	**Financial Services Update** Finance and Administration Department/Treasury Division	Informational Update - Treasury hereby notifies PSEC in accordance with Section 126.313 of the Purchasing Code and related Treasury and Pension Procurement Procedures that: in conjunction with RFP T-32-18 for Investment Consultant Services for 457(b) Deferred Compensation and 401(a) Defined Contribution Plans; the proposals were scored and ranked with Aon Hewitt Investment Consulting ranking first and Fiduciary First ranking second. The Treasury Division has entered into contract negotiations with Aon Hewitt Investment Consulting.		
Randall Barnes Patrick Greive	T-53-18	**Financial Services Update** Finance and Administration Department/Treasury Division	Informational Update - Treasury hereby notifies PSEC in accordance with Section 126.313 of the Purchasing Code and related Treasury and Pension Procurement Procedures that: in conjunction with RFP T-53-18 for Retirement System Investment Consulting Services the proposals were scored and ranked and interviews were conducted with the Top 6 ranked firms. Following the interviews, the Pension Board of Trustees agreed to select RVK as the new provider of Consulting Services with Meketa Investment Group being the next choice. The Treasury Division has entered into contract negotiations with RVK.		
MEETING ADJOURNED: _____					

cc: Council Auditor
Subcommittee Members