City of Jacksonville, Florida

Lenny Curry, Mayor

City Hall at St. James
117 W. Duval St.
Jacksonville, FL 32202
(904) 630-CITY
www.coj.net

ONE CITY. ONE JACKSONVILLE.

MEMORANDUM

TO:	**Greg Pease, Chairman** **Professional Services Evaluation Committee (PSEC)**
FROM:	**Paul Crawford, Deputy Director, OED** **Karen Nasrallah, Redevelopment Manager, OED**
RE:	**P-10-18 Façade Design Review Guidelines**
DATE:	**May 17, 2018**

The subcommittee received one proposal for the Renew Arlington Façade Design Review Guidelines (P-10-18) and found it to be responsive, interested, qualified and available to provide the services required by the Request for Proposal (RFP).

Based on the above, the following firm listed was determined to be qualified.

1) **Marquis Latimer + Halback, Inc.**

Please advise us when this item is placed on your agenda so we may be present. After a full committee review we request this ranking be forwarded to the Mayor's office for final review and confirmation.

Attachments: Scoring Matrix (listing evaluations for all companies proposing)
JSEBs (proposed by each ranked company)

Evaluation Matrix

EVALUATION SCALE

1----------10

QUALIFIED EXTREMELY QUALIFIED

PROJECT NO. **P-10-18**

PROJECT TITLE: **RA Façade Design Review Guidelines**

AVERAGE

FIRM	COMPETENCE	CURRENT WORKLOAD	FINANCIAL RESPONSIBILITY	ABILITY TO OBSERVE COMPLIANCE WITH PLANS	PROFESSIONAL ACCOMPLISHMENTS RECORD	PROXIMITY TO PROJECT	Past & Present Demonstrated Commitment to Small & Minority Businesses & Contributions Toward A Diverse Market Place	ABILITY TO DESIGN AN APPROACH AND WORK PLAN	TIME & BUDGET	VOLUME OF CURRENT AND PRIOR WORK FOR USING AGENCIES	OVERALL
Marquis Latimer +Halback	9	10	10	10	10	9	10	10	5	9	93

Evaluation Matrix

EVALUATION SCALE

1----------10

QUALIFIED — EXTREMELY QUALIFIED

PROJECT NO. **P-10-18**

PROJECT TITLE: **RA Façade Design Review Guidelines**

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Marquis Latimer +Halback	10	9	9	9	9	7	9	10	0	10	82

EBO FORM 1
SCHEDULE OF SUBCONTRACTOR/SUBCONSULTANT PARTICIPATION

Name of Proposer: Marquis Latimer + Halback, Inc.

Project Title: Request for Proposal Façade Design Review Guidelines

Proposal Number: P-10-18 Total Base Proposal Amount (if applicable):

*Please list all JSEBs first

Full Company Name	MBE Classification (African-American, Women, Asian Native American or Hispanic)	Type of Work to be Performed	Total Contract Value or Percentage
PQH Group, Inc.	JSEB/Hispanic	Architectural Input	25%
GGI, LLC. (Genesis Group)	N/A	CRA Input + Planning Review	10%
GAI Consultants	N/A	Stormwater + Planning Review	5%

Attach additional list of subcontractors/sub-consultants as needed

CONSULTANT/SUBCONTRACTOR/SUPPLIER TOTAL VALUES	
African-American Participation Total	
Hispanic-American Participation Total	25%
Native-American Participation Total	
Asian-American Participation Total	
Woman Participation Total	

The undersigned will enter into a formal Agreement with the JSEB Suppliers/Consultants/Subcontractors identified herein for work listed in this schedule conditioned upon execution of a contract with the City of Jacksonville. Under penalties of perjury I declare that I have read the foregoing conditions and instructions and the facts are true to the best of my knowledge and beliefs.

Signature of Proposer: Title: President Date: 5/2/18

Print Name: Jeremy Marquis

EBO FORM 2
LETTER OF INTENT
TO PERFORM AS A SUBCONTRACTOR or SUB-CONSULTANT

PQH GROUP, Inc.
(Name of JSEB Supplier/Consultant/Subcontractor)

Name of Project: Façade Design Review Guidelines RFP # Number: P-10-18

MBE GROUP STATUS:

- ☐ African-American
- ☐ Woman Business Owner
- ☐ Asian-Americans
- X Hispanic-Americans
- ☐ Native-Americans

I, the undersigned, understand that the price below is representative of my intent to perform the scope of work stated below. I further understand that this price is subject to increase or decrease due to the City of Jacksonville bid requirements. All work must meet the City of Jacksonville bid specifications.

*Scope of Work

Architectural consultation, especially regarding articulation and detailing, etc. Architectural contributor on the design criteria and evaluation support.

*Total Percent of work to be performed or materials to be supplied, including Sales Tax

$ 25±% of TOTAL FEE

Signature of JSEB

President
Title

April 30, 2018
Date

*Scope of Work and Price are covered under Base Bid only.

This form must be used for Letter of Intent.

EBO FORM 2
LETTER OF INTENT
TO PERFORM AS A SUBCONTRACTOR or SUB-CONSULTANT

GGI, LLC (dba Genesis)
(Name of JSEB Supplier/Consultant/Subcontractor)

Name of Project: Façade Design Review Guidelines RFP # Number: P-10-18

MBE GROUP STATUS:

African-American

Woman Business Owner

Asian-Americans

Hispanic-Americans

Native-Americans

I, the undersigned, understand that the price below is representative of my intent to perform the scope of work stated below. I further understand that this price is subject to increase or decrease due to the City of Jacksonville bid requirements. All work must meet the City of Jacksonville bid specifications.

*Scope of Work	*Total Percent of work to be performed or materials to be supplied, including Sales Tax
Review and comment of site inventory / analysis; review and comment on design criteria during development, especially regarding building densities / CRA plan consistency	$

Signature | AVP Title | 4.31.18 Date

*Scope of Work and Price are covered under Base Bid only.

This form must be used for Letter of Intent.

EBO FORM 2
LETTER OF INTENT
TO PERFORM AS A SUBCONTRACTOR or SUB-CONSULTANT

GAI Consultants, Inc.
(Name of JSEB Supplier/Consultant/Subcontractor)

Name of Project: Facade Design Review Guidelines

RFP # Number: P-10-18

MBE GROUP STATUS:

- ☐ African-American
- ☐ Woman Business Owner
- ☐ Asian-Americans
- ☐ Hispanic-Americans
- ☐ Native-Americans

I, the undersigned, understand that the price below is representative of my intent to perform the scope of work stated below. I further understand that this price is subject to increase or decrease due to the City of Jacksonville bid requirements. All work must meet the City of Jacksonville bid specifications.

*Scope of Work	*Total Percent of work to be performed or materials to be supplied, including Sales Tax
Stormwater Related Services	
	$ 5%

Signature of JSEB: Michelle E. Moore | Title: Director | Date: 05/01/18

*Scope of Work and Price are covered under Base Bid only.

This form must be used for Letter of Intent.

City of Jacksonville, Florida
Procurement Division

ONE CITY. ONE JACKSONVILLE.

ERRORS & OMISSIONS PROCEDURES

RFP #: **P-10-18**

Title of RFP: **Façade Design Review Guidelines**

Acknowledge Receipt by Return of Signed Copy with Proposal

Proposers' Signature

President
Title

Marquis Latimer + Halback, Inc.
Company Name

May 2, 2018
Date