

PROFESSIONAL SERVICES EVALUATION COMMITTEE MEETING

MINUTES FOR Thursday August 12, 2021, 10:00 a.m.

Eighth Floor, Conference Room 851  
Ed Ball Building, 214 N. Hogan Street  
Jacksonville, FL 32202

HYBRID MEETING

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Meeting ID: 862 6841 5008

Passcode: 657328

Committee Members: ✓ Gregory Pease, Chairman  
✓ Brennan Merrell, Treasury (in Paul Barrett absence)  
✓ James McCain, Jr., OGC

<i>Subcommittee Members</i>	<i>ITEM #</i>	<i>TITLE &amp; ACTION</i>	<i>MOTION</i>	<i>CONTRA EXP</i>	<i>OUTCOME</i>
Mary DiPerna ✓ Carolina Teran-Oceguera ✓	P-30-18 SS#6	Contract Amendment No. 3 TRICARE Supplement Plan Employee Services Department	That Contract No. 9563-02 between the City of Jacksonville and Selman Corporation for the provision of TRICARE Supplement Plan be amended to exercise the third of four (4) one-year renewal options extending the period of service from January 1, 2022, through December 31, 2022, with one (1) renewal remaining. The City will not subsidize or incentivize this plan; it will be paid for solely by the employees. 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.	12/31/21	Approved 5-0
Mary DiPerna ✓ Carolina Teran-Oceguera ✓	P-40-17	Contract Amendment No. 4 Group Flexible Spending Account Administration and Services 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) exercise the fourth and final renewal option extending the period of service from January 1, 2022, through December 31, 2022; and (ii) increase the maximum indebtedness by \$45,000.00 for CY 2022, to a new total maximum of \$402,000.00. 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.	12/31/21	Approved 5-0
Mary DiPerna ✓ Carolina Teran-Oceguera ✓	P-41-17	Contract Amendment No. 4 Employee Benefits Consultant Services Employee Services Department	That Contract No. 8158-05 between the City of Jacksonville and Arthur J. Gallagher & Co., for the provision of Employee Benefits Consultant Services, be amended to (i) exercise fourth & final renewal option extending the period of service from January 1, 2022, through December 31, 2022; (ii) increase the maximum indebtedness by \$160,000.00 to a new not-to-exceed total maximum of \$849,000.00. 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.	12/31/21	Approved 5-0

Thomas Daly✓ Chiquita Moore✓	P-24-21	<b>Introduce &amp; Review Scope Neighborhoods Strategic Consultant</b> Neighborhoods Department	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 ordinances, Procurement policies and procedures and applicable federal and state laws.		Approved 5-0 (as amended)
Fred Pope Jeff Lucevsky Dave McDaniels✓	P-32-20	<b>Subcommittee Report (Deferred 07/29/21) Landscape Architecture &amp; Support Professional Design Services for Landscape Improvements on Roadways and Other Public Utilities</b> Department of Public Works/Engineering & Construction Management Division Public Facilities	It is the consensus of the committee that of the seven (7) proposals received in response to the Request for Proposal(RFP) all were found to be responsive, interested, qualified and available to provide the required services. The ranking of first, second and third designates the order of qualification of these companies to perform the required services and alphabetically they are: 2) CHW Professional Consultants 3) HDR Engineering, Inc. 1) Prosser, Inc. We recommend the above list is forwarded to the Mayor for final selection so that fee and contract negotiations may begin with <u>Prosser, Inc.</u> , the number one (1) ranked company.		Approved 4-0
William Joyce Robin Smith✓	P-03-21	<b>Subcommittee Report Debris Monitoring and Management Planning and Operations</b> Department of Public Works/Engineering & Construction Management Division	It is the consensus of the committee that of the two (2) proposals received in response to the Request for Proposal (RFP) both were found to be responsive, interested, qualified and available to provide the required services. The ranking of first and second designates the order of qualification of these companies to perform the required services and alphabetically they are: 1) Eisman & Russo, Inc. 2) Thompson Consulting Services, LLC We recommend the above list is forwarded to the Mayor for final selection so that fee and contract negotiations may begin with <u>Eisman &amp; Russo, Inc.</u> , the number one (1) ranked company.		Approved 4-0
William Joyce Robin Smith✓	P-40-16	<b>Contract Amendment No. 10 Master Stormwater Management Plan (MSMP) Program Management Services</b> Department of Public Works	That Contract No. 6354-16, originally executed June 23, 2017, between the City of Jacksonville and CDM Smith Inc., for Master Stormwater Management Plan (MSMP) Program Management Services-Annual Contract be amended to: incorporate the attached Scope of Services identified as Exhibit 'S' and Contract Fee Summary identified as Exhibit 'T'; to add a new lump-sum amount for Newtown Drainage Improvements-McCoy's Creek Model Drainage improvements in the amount of \$10,000.00; thereby increasing the maximum indebtedness to the City by \$10,000.00 to a new maximum of \$745,854.82. All other terms and conditions of the Agreement shall remain the same.	06/21/23	Approved 4-0 (as amended)
Robin Smith✓ Christopher LeDew	P-11-20	<b>Fee &amp; Contract Negotiations Professional Engineering Services for Penman Road Complete Streets from Beach Blvd. to Atlantic Blvd.</b> Department of Public Works/Engineering & Construction Management Division	That the City of Jacksonville enter into a contract with Peters & Yaffee, Inc., for Professional Engineering Services for Penman Road Complete Streets from Beach Blvd., to Atlantic Blvd., that incorporates the attached Scope of Services identified as Exhibit 'A' and Contract Fee summary identified as Exhibit 'B'; to provide a lump-sum amount for Design Services of \$361,234.91; and not-to-exceed limits for: Civil Design Services in the amount of \$151,414.89; Environmental Services in the amount of \$23,704.25; Traffic Data Services in the amount of \$10,113.38, Public Involvement in the amount of \$57,625.00, Contingency in the amount of \$20,000.00, and Variable Message Boards in the amount of \$10,500.00; with a maximum indebtedness to the City in the amount of \$634,592.43; The period of service is from execution of the contract to project completion. All other terms and conditions are per the RFP and the City's standard contract language.		Approved 4-0

Christopher LeDew ✓ Carlton Copeland	P-47-20	Subcommittee Report Traffic Signal Engineering Services Department of Public Works/Traffic Engineering Division	It is the consensus of the committee that of the eight (8) proposals received in response to the Request for Proposal(RFP) all were found to be responsive, interested, qualified and available to provide the required services. The ranking of first, second and third designates the order of qualification of these companies to perform the required services and alphabetically they are: 3) England-Thims & Miller, Inc. 2) Kimley Horn 1) Peters and Yaffee, Inc. We recommend the above list is forwarded to the Mayor for final selection so that fee and contract negotiations may begin with <u>Peters and Yaffee, Inc.</u> , the number one (1) ranked company.		Approved 4-0
Christopher LeDew ✓ Lee Durban	P-08-21	Subcommittee Report Traffic Engineering In-House Services Department of Public Works/Traffic Engineering Division	It is the consensus of the committee that of the three (3) proposals received in response to the Request for Proposal(RFP) all were found to be responsive, interested, qualified and available to provide the required services. The ranking of first, second and third designates the order of qualification of these companies to perform the required services and alphabetically they are: 1) Alfred Benesch & Company 2) England-Thims & Miller, Inc. 3) Osiris 9 Consulting We recommend the above list is forwarded to the Mayor for final selection so that fee and contract negotiations may begin with <u>Alfred Benesch.</u> , the number one (1) ranked company.		Approved 4-0
Christopher LeDew ✓ Lee Durban	P-16-21	Subcommittee Report Traffic Studies & Other Traffic Engineering Services Department of Public Works/Traffic Engineering Division	It is the consensus of the committee that of the nine (9) proposals received in response to the Request for Proposal(RFP) and all were found to be responsive, interested, qualified and available to provide the required services. The ranking of first, second and third designates the order of qualification of these companies to perform the required services and alphabetically they are: 3) HNTB, Corp 2) Kimley Horn & Associates 1) Osiris 9 Consulting LLC We recommend the above list is forwarded to the Mayor for final selection so that fee and contract negotiations may begin with <u>Osiris 9 Consulting LLC.</u> , the number one (1) ranked company.		Approved 4-0
Guy Parola ✓ Lori Boyer	P-37-20	Contract Amendment No. 1 Consultant Services for the Update of the Northbank Downtown and Southside CRA Plans and the Business Investment Development Strategy Downtown Investment Authority(DIA)	That Contract No. 70562-21 originally executed October 23, 2020, between Downtown Investment Authority/City of Jacksonville for Consultant Services for the Update of the Northbank Downtown and Southside CRA Plans and the Business Investment Development Strategy, be ratified from July 1,2021 through August 12, 2021 and extend the period of service through December 30, 2021; and increase the maximum indebtedness by \$30,000.00 to a new not-to-exceed total maximum of \$629,775.00. 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.		Approved 4-0
Meeting Adjourned: <u>10:28 A.M.</u>					

*"The next PSEC meeting is scheduled to be held on Thursday, August 26, 2021."*