

**PROFESSIONAL SERVICES EVALUATION COMMITTEE MEETING  
MINUTES FOR Thursday, July 16, 2020, , 10:00 a.m.**

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**Meeting ID: 259 925 317**

**Committee Members: Greg Pease, Chairman**  
**Randall Barnes, Treasury**  
**James McCain, Jr., OGC**

<i>Subcommittee Members</i>	<i>ITEM #</i>	<i>TITLE &amp; ACTION</i>	<i>MOTION</i>	<i>CONTRACT EXP</i>	<i>OUTCOME</i>
Erika McManus Bradley Elias Gail McCormick	P-29-20	<b>Withdraw/Re-solicit RFP Diagnostic Testing Services</b> Jacksonville Fire & Rescue Department	That the committee approves withdrawing and resoliciting the Request for Proposal (RFP)		Approved 4-0  Greg Pease Gail McCormick Paul Barrett James McCain
Erika McManus Bradley Elias Gail McCormick	P-34-20	<b>Introduce &amp; Review Scope Diagnostic Testing Services</b> Jacksonville Fire & Rescue 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 to clarify the intent of the using agency and to ensure compliance with the City's ordinances, Procurement policies and procedures and applicable state and federal laws.		Approved 4-0  Greg Pease Gail McCormick Paul Barrett James McCain
Christel Burgos April Mitchell	P-35-20	<b>Introduce &amp; Review Scope Medical Collection Services</b> Jacksonville Fire & Rescue 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 to clarify the intent of the using agency and to ensure compliance with the City's ordinances, Procurement policies and procedures and applicable state and federal laws.		Approved 4-0  Greg Pease Christel Burgos Paul Barrett James McCain
Robin Smith Chris LeDew	P-16-18	<b>Rescind Contract Amendment No. 1 Professional Design Services for Belfort Road Widening and Traffic Improvements</b> Department of Public Works/Engineering & Construction Management Division	That Contract 6576-26, originally executed October 21, 2019 between the City and Prosser, Inc. for Professional Design Services for Belfort Road Widening and Traffic Improvements, be amended to: (i) incorporate the attached Scope of Services identified as Exhibit 'C' and Contract Fee Schedule identified as Exhibit 'D'; (ii) increase the lump sum amount for Design Services by <del>\$676,620.00</del> to a new lump sum amount of <b>\$714,477.14</b> ; and increase the not-to-exceed limits for: Utility Survey by \$109,825.94 to a new limit of \$135,108.46; Control Survey by \$51,730.03 to a new limit of \$66,680.55; Topographic Survey by \$21,988.95 to a new limit of \$55,878.03 and Geotechnical Services by \$4,139.39 to a new limit of \$12,148.32 and to add a new not to	<i>To project completion</i>	Withdrawn  Greg Pease Paul Barrett James McCain Robin Smith Chris LeDew

			exceed limit for Traffic Counts in the amount of \$1,401.00; (iii) thereby increasing the maximum indebtedness to the city by \$866,689.31 to a new maximum of \$986,677.50. 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.		
Robin Smith ✓  Chris LeDew ✓	P-16-18	<b>Contract Amendment No. 2 Professional Design Services for Belfort Road Widening and Traffic Improvements</b> Department of Public Works/Engineering & Construction Management Division	That Contract 6576-26, originally executed October 21, 2019 between the City and Prosser, Inc. for Professional Design Services for Belfort Road Widening and Traffic Improvements, be amended to: (i) incorporate the attached Scope of Services identified as Exhibit C and Contract Fee Schedule identified as Exhibit D; (ii) increase the lump sum amount for Design Services by <b>\$677,604.00</b> to a new lump sum amount of <b>\$715,461.14</b> and to increase the not to exceed limits for: Utility Survey by \$109,825.94 to a new limit of \$135,108.46, Control Survey by \$51,730.03 to a new limit of \$66,680.55, Topographic Survey by \$21,988.95 to a new limit of \$55,878.03 and Geotechnical Services by \$4,139.39 to a new limit of \$12,148.32 and to add a new not to exceed limit for Traffic Counts in the amount of \$1,401.00; thereby (iii) increasing the maximum indebtedness to the city by \$866,689.31 to a new maximum of \$986,677.50. 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	<b>Approved 5-0</b>  <b>(Changed to Amendment #2)</b>  Greg Pease Robin Smith Chris LeDew James McCain Paul Barrett
William Joyce  Steve Long  Joel Troupe	P-28-15	<b>Contract Amendment No. 5 Countywide Program Management Services for Resurfacing and New Sidewalk Construction</b> Department of Public Works	<b>That Contract No. 7420-12 between the City of Jacksonville and Eisman and Russo, Inc., for Countywide Program Management Services for Resurfacing and New Sidewalk Construction be amended to: (i) incorporate the attached Contract Fee Summary identified as Exhibit 'J'; (ii) provide \$1,094,567.00 for the second year of the two year renewal period; Each project performed under this agreement shall be authorized by an individual Purchase Order with a not-to-exceed cost applicable thereto and (iii) increase the maximum indebtedness by \$1,094,567.00 to a new not-to-exceed total maximum of \$6,683,750.00. 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.</b>	09/30/20	<b>Approved 4-0</b>  Greg Pease Joel Troupe Paul Barrett James McCain
<b>MEETING ADJOURNED 10:22 a.m.</b>					

cc: Council Auditor  
Subcommittee Members