

PROFESSIONAL SERVICES EVALUATION COMMITTEE MEETING
MINUTES for Thursday, September 23, 2021, 10:00 a.m.
 Eighth Floor, Conference Room 851
 Ed Ball Building, 214 N. Hogan Street
 Jacksonville, FL 32202

HYBRID MEETING

Join Teams Meeting
[Teams Meeting](#)

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

<i>Subcommittee Members</i>	<i>ITEM #</i>	<i>TITLE & ACTION</i>	<i>MOTION</i>	<i>CONTRA EXP</i>	<i>OUTCOME</i>
Mary DiPerna✓ Carolina Teran-Oceguera✓	P-31-17	Contract Amendment No. 6 Medical Stop Loss and Pharmacy Services Employee Services Department	That Contract No. 9618-05 between the City of Jacksonville and Florida Blue for the provision of Medical, Stop Loss and Pharmacy Services, be amended to: (i) exercise the fourth (4th) and final renewal option extending the period of services from January 1, 2022, through December 31, 2022, with no renewal option remaining; (ii) provide an amount of \$2,000,000.00 for CY 2022; and (iii) increase the maximum indebtedness by \$2,000,000.00 to a new not-to-exceed total maximum of \$15,400,000.00. 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.	12/31/21	Approved 5-0
Chiquita Moore Thomas Daly✓	P-24-21	Approval to Proceed with Evaluation of Proposal Received Neighborhood Strategic Consultant Services Neighborhoods Department	That the Committee approves proceeding with the evaluation of the one (1) proposal received in accordance with Section 126.302 (f) of the Procurement Code.		Approved 4-0
Tracy Flynn Michelle Montford ✓ Wanda Verdejo✓	P-47-15	Contract Amendment No. 7 Aviation Insurance Broker Services Finance and Administration Department/Risk Management Division	That Contract No. 8518-04 between the City of Jacksonville and Arthur J. Gallagher Risk Management Services, Inc., for Aviation Insurance Broker Services be amended to: (i) extend Period of Services from October 1, 2022; and (ii) increase the maximum indebtedness by \$140,477.00 to a new not-to-exceed total maximum indebtedness of \$704,736.00.00. 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.		Approved 5-0
Tracy Flynn Michelle Montford ✓ Wanda Verdejo✓	P-43-18	Contract Amendment No. 10 Contract Casualty Insurance Broker Services – Jazz Festival Finance and Administration Department/Risk Management Division	That Contract No. 9269-08 between the City of Jacksonville and Brown & Brown of Florida, Inc., for Contract Casualty Insurance Broker Services, for the placement, binding, and ratification of the purchase of various casualty insurance policies for the City of Jacksonville be amended to exercise the third renewal option extending the period of service from October 1, 2021 through October 7, 2021, (ii) increase the maximum indebtedness by \$13,136.00 to a new not-to-exceed total maximum of \$6,758,216.00. All other terms and conditions shall remain the same except for such changes as the Office of General	09/30/21	Approved 5-0

			Counsel may deem appropriate to ensure compliance with the City's Ordinances, Procurement policies and procedures, and applicable federal and state laws.		
Chris LeDew John Kolecynski Fay Deschenes ✓	P-08-16	Contract Amendment No. 7 Traffic Engineering Services-Traffic Signals, System Design and Simulation Department of Public Works/Traffic Engineering Division	That Contract No. 3704-22, originally executed March 18, 2016, between the City of Jacksonville and Arcadis, US, Inc., for Traffic Engineering Services-Traffic Signals, System Design and Simulation, be amended to: (i) ratify the contract from September 21, 2021, to the date of this award and extend the period of service to December 31, 2021; (ii) increase the maximum indebtedness by \$500,000.00 to a new not-to-exceed amount of \$7,200,000.00. 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.	09/21/21	Approved 4-0
Robin Smith Thomas McKnight John Baxter ✓	P-25-20	Fee & Contract Negotiations CEI Services for Mayport Dock Redevelopment Department of Public Works/Engineering & Construction Management Division	That the City of Jacksonville enter into a contract with AE Engineering, Inc., for CEI Services for Mayport Dock Redevelopment that incorporates the attached Scope of Services identified as Exhibit 'A' and Contract Fee Schedule identified as Exhibit 'B'; provide a not-to-exceed limit for Construction Engineering and Inspection Services in the amount of \$793,067.81, thereby, a total maximum indebtedness of \$793,067.81; the period of service will be 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
Elizabeth Brown ✓ Thomas Ossi	SS-11199-21	Single Source Award ERP Team Lead Finance and Administration Department/Information Technologies Division	That the City of Jacksonville enter into a Single Source Contract with TEK Systems, Inc., for ERP Team Lead Services by incorporating the attached Quote and Reference Letter identified as Exhibit 'A'; the period of service is from September 27, 2021, through March 28, 2022; the maximum indebtedness is a not-to-exceed amount of \$139,700.00.; all other terms and conditions are per the City's standard contract language.		Approved 4-0
Renee Hunter ✓ Guy Parola ✓	P-58-16	Contract Amendment No. 3 Real Estate Consultant Services Department of Public Works/Real Estate Division	That Contract No. 10282 between the City of Jacksonville and CBRE, Inc., utilizing State Contract No. DMS-12-13-007A COJ Agreement CTD119000007 for Real Estate Consulting Services be amended to delete the attached Exhibit 'C' and replace with a new Exhibit 'C'. 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 5-0
Keith Powers ✓ April Mitchell ✓	P-49-20	Contract Amendment No. 2 Disaster Recovery Consulting Services Jacksonville Fire and Rescue Department	That Contract No. 70930-21 between the City of Jacksonville and Wheeler Emergency Management Consulting for Disaster Recovery Consulting Services for COVID-19 & Other Public Health Emergencies be amended to increase the maximum indebtedness by \$2,000,000.00 to a new total maximum of \$4,300,000.00. 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.		Approved 5-0
Meeting Adjourned: <u>10:12 A.M.</u>					

"The next PSEC meeting is scheduled to be held on Thursday, October 7, 2021."