

PROFESSIONAL SERVICES EVALUATION COMMITTEE MEETING

MINUTES for **Thursday, June 27, 2024, 10:00 a.m.**

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

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The Chief of the Procurement Division offers the following items for the PSEC Agenda. The posting of this agenda serves as an official notice of the City’s intended decision for all recommended actions above the formal threshold. Please refer to 126.106(e) if you wish to protest any of these items.

Committee Members: ✓ Robert Waremburg, Chairman
 ✓ Brennan Merrell, Treasury
 ✓ James McCain, Jr., OGC

<i>Subcommittee Members</i>	<i>ITEM #</i>	<i>BID/RFP #</i>	<i>TITLE & ACTION</i>	<i>MOTION</i>	<i>CONTRACT EXP</i>	<i>OUTCOME</i>
Mary Diperna✓ Carolina Teran-Oceguera✓	1	P-09-24	Fee & Contract Negotiations Group Life Insurance Plan Employee Services Department	That the City Of Jacksonville enter into a contract with Met Life for the provision of the City of Jacksonville Group Life Insurance Plan to incorporate the attached Fee Summary identified as Exhibit ‘A’; the maximum indebtedness is a not-to-exceed amount of \$16,550,000.00; the period of service will be from January 1, 2025, thru December 29, 2029. All other terms and conditions are per the RFP and the City’s Standard Contract Language.		Approved 5-0
Guy Parola Allan DeVault✓ Susan Kelly✓	2	P-02-24	Fee & Contract Negotiations Architectural Services for Various Riverfront Food & Beverage Establishments Downtown Investment Authority	That the City of Jacksonville/Downtown Investment Authority enter into a contract with CD + Urban Studio to provide Architectural Services for Various Riverfront Food & Beverage Establishments to incorporate the attached Scope of Services identified as Exhibit ‘A’ and Fee Schedule identified as Exhibit ‘B’; each project performed under this agreement shall be authorized by an individual purchase order with a not-to-exceed cost applicable thereto. The maximum indebtedness pursuant to this agreement is a not-to-exceed amount of \$1,000,000.00. The initial period of service is from execution of the contract thru two (2) years with the option to extend the contract for two (2) additional two-year periods upon satisfactory performance by the Consultant. All other terms and conditions are as provided in the Request for Proposal and the City’s standard contract language.		Approved 5-0
Gregory Grant✓ Brian Bergan✓	3	P-08-24	Fee & Contract Negotiations Small Business Capital Access Program Equal Business Opportunity Office	That the City of Jacksonville enter into a contract with Local Initiatives Support Corporation (LISC) to provide Consultant Services for Small Business Capital Access Program by incorporating the attached Scope of Services identified as Exhibit ‘A’ and Contract Fee Summary identified as Exhibit ‘B’; the maximum indebtedness is a not-to-exceed amount of \$1,000,000.00 and the period of services is from execution of the contract to one(1) year with two (2) one (1) year renewal options available at terms mutually agreeable. All other terms and agreements are as provided in the Request for Proposal and the City’s standard contract language.		Approved 5-0

Leah Hayes✓ Diane Moser	4	P-17-21	Contract Amendment No. 4 Drug and Alcohol Screening Employee Services Department	That Contract No. 71173-21 between the City of Jacksonville and Solantic d/b/a CareSpot, for providing Drug and Alcohol Screening, be amended to extend the period of services from September 1, 2024, to October 1, 2024, with all other terms and conditions remaining unchanged.	Approved 4-0
Leah Hayes✓ Diane Moser	5	P-11-21	Contract Amendment No. 4 Occupational Health and Medical Services Program Employee Services Department	That Contract No. 71164-21 between the City of Jacksonville and St Vincent's Full Service Urgent Care, LLC, for providing Occupational Health and Medical Services Program, be amended to extend the period of services from September 1, 2024, to October 1, 2024, with all other terms and conditions remaining unchanged.	Approved 4-0
Sheldon Gibbs John Baxter✓	6	P-31-23	Contract Amendment No. 1 Engineering Design Services for Mayport Dock Redevelopment Phase #2 Department of Public Works/Engineering & Construction Management Division	That Contract No. 71127-24, originally executed May 9, 2024, between the City and Taylor Engineering, Inc., for Mayport Dock Redevelopment Phase #2 be amended to incorporate the attached Scope of Services, Exhibit C and Fee Summary, Exhibit D, to increase the lump sum amount for Design Services by \$56,056.72 to a new lump sum amount of \$261,577.06, thereby increasing the maximum indebtedness to the City by \$56,045.72 to \$472,897.26. All other terms and conditions are as provided in RFP and the City's standard contract language.	Approved 4-0
Sheldon Gibbs Chris LeDew Michael Derbaum✓	7	P-11-20	Contract Amendment No. 2 Professional Engineering Services for Penman Rd Complete Streets from Beach Blvd. to Atlantic Blvd. Department of Public Works/Engineering & Construction Management Division	That Contract No. 71237-21, originally executed October 7, 2021, between the City and Peters & Yaffe, Inc., for Professional Engineering Services for Penman Rd. Complete Streets from Beach Blvd. to Atlantic Blvd., be amended to incorporate the attached Scope of Services identified as Exhibit 'E' and Fee Schedule identified as Exhibit 'F'; increase the lump-sum amount for Design Services by \$696,150.96, to a new lump-sum amount of \$1,393,987.31, thereby increasing the maximum indebtedness by \$696,150.96 to a new maximum to the city in the amount of \$1,715,995.96. All other terms and condition shall remain the same.	Approved 4-0
Robert Scott Michael Derbaum✓	8	P-50-22	Contract Amendment No. 1 Professional Engineering Services for Forest Trail Road Drainage Improvements Department of Public Works/Engineering & Construction Management Division	That Contract No. 70629-23, originally executed August 28, 2023, between the City and C&ES Consultants, Inc., for Professional Engineering Services, for Forest trail Road Drainage Improvements be amended to incorporate the attached Scope of Services, identified as Exhibit 'C' and Fee Schedule identified as Exhibit 'D', to increase the lump-sum amount for Design Services by \$45,319.57 to a new lump-sum amount of \$643,774.24, thereby increasing the maximum indebtedness by \$45,319.57 to a new not-to-exceed maximum indebtedness of \$1,034,828.03. All other terms and conditions shall remain the same.	Approved 4-0
John Phillips Paul Parente Melissa Long✓	9	P-12-24	Subcommittee Report Professional Engineering Review Services for Petroleum Restoration – Annual Contract Department of Neighborhoods/Environmental Quality Division	It is the consensus of the committee that the one (1) proposal received in response to the Request for Proposal was found to be responsive , interested, qualified and available to provide the required services and that company is: 1) NorthStar Contracting Group Inc. We recommend the above list be forwarded to the Mayor for final selection so that fee and contract negotiations may begin with <u>Northstar Contracting Group, Inc.</u> , the number one (1) ranked firm.	Approved 4-0
Meeting Adjourned: <u>10:10 A.M.</u>					