

PROFESSIONAL SERVICES EVALUATION COMMITTEE MEETING

MINUTES FOR Thursday, April 4, 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

Subcommittee Members	ITEM #	BID/RFP #	TITLE & ACTION	MOTION	CONTRACT EXP	OUTCOME
Tracy Flynn ✓ Kevin Collier✓	1	P-15-24 PB#7	Piggyback Award Property & Casualty Insurance Brokerage Services Finance & Administration Department/Insurance and Risk Management Division	The City Of Jacksonville is authorized to enter into an agreement utilizing the County of Davie, Florida Contract RM-20-49 for the placement, binding and ratification of Property and Casualty Insurance Brokerage Services per Purchasing Code 126.309 by incorporating the attached Contract identified as Exhibit 'A' and Fee summary as Exhibit 'B'; the period of service is from May 1, 2024, thru April 30, 2029; the maximum indebtedness is a not-to-exceed amount of \$104,339,987.02 All other terms and conditions are per the City's standard contract language.		Approved 5-0
Greg Grant✓ Brian Bergen	2	P-08-24	Approval to Proceed with Evaluation of Proposal Received Small Business Capital Access Program Equal Business Opportunity Office	That the committee approved proceeding with the evaluation of the one (1) Proposal received in accordance with Section 126.302 (f) of the Procurement Manual.		Approved 4-0
John Phillips✓ Rosa Murphy Melissa Long✓	3	P-12-24	Introduce & Review Scope Professional Engineering Review Services Department of Neighborhoods	That the committee approved the Scope of Services/Request for proposal as presented with such minor changes thereto as may be approved by the Chief of Procurement 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 applicable federal and state laws.		Approved 5-0
Steve Long Daryl Joseph✓	4	P-01-21	Contract Amendment No. 3 Northbank Lawn/Riverfront Plaza FKA Jacksonville Landing Design Competition Department of Public Works/Engineering & Construction Management Division	That Contract # 71513-22, originally executed January 13, 2022, between the City and Perkins & Will, Inc. for Northbank Lawn/ Riverfront Plaza Competition be amended to incorporate the Scope of Services, Exhibit A-3 and Fee Summary, B-3 to increase the lump sum amount for Design Services by \$65,210.00 to a new lump sum amount \$1,933,682.16, thereby increasing the maximum indebtedness by \$65,210.00 to a new maximum indebtedness to the City in the amount of \$2,393,657.48. All other terms and conditions remain the same.		Approved 4-0
Nikita Reed Tom McKnight David Hahn✓	5	P-50-23	Approval to Proceed with Evaluation of Proposals Received CEI Services for 2 nd Avenue North & Penman Road Complete Streets Department of Public Works	That the committee approved proceeding with the evaluation of the two (2) Proposal received in accordance with Section 126.302 (f) of the Procurement Manual.		Approved 4-0

<p>Nikita Reed Tom McKnight David Hahn✓</p>	<p>6</p>	<p>P-04-24</p>	<p>Approval to Proceed with Evaluation of Proposals Received CEI Services for New Berlin/Oceanway and Brentwood Libraries Department of Public Works</p>	<p>That the committee approved proceeding with the evaluation of the two (2) Proposal received in accordance with Section 126.302 (f) of the Procurement Manual.</p>		<p>Approved 4-0</p>
<p>Chris Cicero Roger Phillips</p>	<p>7</p>	<p>N/A</p>	<p>Informational Update Selection of Underwriters Finance and Administration Department/Treasury Division</p>	<p>The Treasury Division hereby notifies PSEC In accordance with Section 126.313 of the Purchasing Code and the related Treasury Procurement Procedures, the Treasury Division has, after careful consideration, selected the following twelve firms to potentially act as bond underwriters should the City have the need: Academy Securities, BofA Securities, J.P. Morgan, Jefferies, Oppenheimer, PNC Capital Markets, Ramirez, Raymond James, RBC Capital Markets, TD Securities, Truist Securities, and Wells Fargo.</p>		<p>No Approval Needed</p>
<p>Meeting Adjourned: _____ 10:09 A.M. _____</p>						

“The next PSEC meeting is scheduled to be held on Thursday, April 18, 2024.”