

PROFESSIONAL SERVICES EVALUATION COMMITTEE MEETING
MINUTES FOR Thursday, April 21, 2022, 10:00 a.m.
 Eighth Floor, Conference Room 851
 Ed Ball Building, 214 N. Hogan Street
 Jacksonville, FL 32202

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Committee Members: ✓ Gregory Pease, Chairman
 ✓ Brennan Merrell, Treasury
 ✓ James McCain, Jr., OGC

<i>Subcommittee Members</i>	<i>ITEM #</i>	<i>TITLE & ACTION</i>	<i>MOTION</i>	<i>CONTRA EXP</i>	<i>OUTCOME</i>
Robin Smith ✓ William Joyce ✓	P-40-16	Contract Amendment No. 11 Master Stormwater Management Plan (MSMP) Program Management Services – Annual Contract 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 ‘U’ and Contract Fee Summary identified as Exhibit ‘V’; add a new lump-sum amount for MOSH Site Assistance in the amount of \$5,000.00; thereby, increasing the maximum indebtedness by \$5,000.00 to a new not-to-exceed amount of \$750,854.82. All other terms and conditions shall remain the same.	06/22/23	Approved 5-0
William Joyce ✓ Robin Smith ✓	P-29-21	Fee & Contract Negotiations Engineering Services for Beach Renourishment Projects – Annual Contract Department of Public Works/Engineering & Construction Management Division	That the City of Jacksonville enter into a contract with Olsen Associates, Inc., for Coastal Engineering Services for Beach Renourishment Projects that incorporates the attached Scope of Services identified as Exhibit ‘A’ and Contract Fee Schedule identified as Exhibit ‘B’; providing a not-to-exceed limit for Professional Coastal Engineering Services in the amount of \$332,795.00; thereby, providing a maximum indebtedness to the City of \$332,795.00; the initial period of service will be from date of execution of the contract thru two (2) years, with the option to renew the contract for an additional two (2) two-year periods upon satisfactory performance by the consultant. All other terms and conditions are per the RFP and the City’s standard contract language.		Approved 5-0
Robin Smith ✓ William Joyce ✓	P-02-22	Subcommittee Report Professional Engineering Services for US 1 Corridor Utility Improvements Phase 2 Department of Public Works/Parks & Recreation	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 firms to perform the required service and alphabetically they are: 1) Four Waters Engineering 2) Woolpert, Inc. We recommend the above list is forwarded to the Mayor for final selection so that fee and contract negotiations may begin with <u>Four Waters Engineering</u> , the number one (1) ranked firm.		Approved 5-0
Noah Ray Todd Smith	P-01-22	Fee & Contract Negotiations Threat and Hazard Identification and Risk Assessment (THIRA) and Stakeholder Preparedness Report (SPR) Fire and Rescue Department/Emergency Preparedness Division	That the City of Jacksonville enter into a contract with Innovative Emergency Management, Inc., (IEM) to provide the Threat and Hazard Identification and Risk Assessment (THIRA) and Stakeholder Preparedness Report (SPR) to incorporate the attached Scope of Services identified as Exhibit ‘A’ and Contract Fee Summary identified as Exhibit ‘B’; the period of service is from date of execution of the contract thru July 31, 2023; the maximum indebtedness is a not-to-		Deferred

			exceed amount of \$100,000.00. All other terms and conditions are per the RFP and the City's standard contract language.	
Mary DiPerna ✓ Carolina Teran-Oceguera ✓	P-12-22	Introduce and Review Scope Medical ASO, Pharmacy Benefit Management Services, Stop Loss, EAP, Well-Being and Chronic Condition Management Services. Employee Services Department	That the committee approve 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
Mary DiPerna ✓ Carolina Teran-Oceguera ✓	P-13-22	Introduce and Review Scope Pharmacy Benefit Management Services Employee Services Department	That the committee approve 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
Kathleen Collins ✓ Rebecca Braeckel	P-04-22	Approval to Withdraw/Resolicit RFP Aerial Imagery Services Duval County Property Appraiser's Administration	That the Committee approve the withdrawal and re-solicitation of this RFP under RFP # P-19-22 according to Section 126.302 (f) of the Purchasing Code.	Approved 4-0
Meeting Adjourned: <u>10:08 A.M.</u>				

"The next PSEC meeting is scheduled to be held on Thursday, May 5, 2022."