

PROFESSIONAL SERVICES EVALUATION COMMITTEE MEETING  
 MINUTES for Thursday, September 3, 2020, 10:00 a.m.

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Meeting ID: 259 925 317

Committee Members: Gregory Pease, Chairman  
 Paul Barrett, Treasury (in Randall Barnes absence)  
 James McCain, Jr., OGC

Subcommittee Members	ITEM #	TITLE & ACTION	MOTION	CONTRA EXP	OUTCOME
Robert Ownby Renee Dawson	P-33-20	Subcommittee Report Foreclosure Property Registry Database Neighborhoods Department	It is the consensus of the committee that the one company responding to the RFP was found to be responsive, interested, qualified and available to provide the service required by the RFP and that company is: 1) Property Registration Champions d/b/a PROCHAMPS We recommend that the above list is forwarded to the Mayor for final selection so that fee and contract negotiation may begin with <u>Property Registration Champions d/b/a PROCHAMPS</u> the number one ranked firm.		Approved 4-0  Greg Pease Robert Ownby James McCain Paul Barrett
Mary DiPerna Carolina Teran-Oceguera	P-40-17	Contract Amendment No. 3 Group Flexible Spending Account Administration and Services Employee Services Department	That Contract No. 10364 between the City of Jacksonville and Discovery Benefits for the Group Flexible Spending Account Administration and Services, be amended to: (i) exercise the third of four (4) renewal options extending the period of service from January 1, 2021 through December 31, 2021 with one (1) renewal option remaining; and (ii) increase the maximum indebtedness by \$45,000.00 for CY 2021, to a new total maximum of \$357,000.00. 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.	12/31/20	Approved 5-0  Greg Pease Mary DiPerna Carolina Oceguera Paul Barrett James McCain
William Joyce Dinah Mason	P-51-17	Contract Amendment No. 5 Debris Monitoring & Management Planning & Operations Department of Public Works	That Contract No. 7420-13 originally executed September 6, 2017 between the City of Jacksonville and Elsmann & Russo, Inc., for Debris Monitoring and Management Planning & Operations be amended to exercise the second and final renewal option extending the period of service September 6, 2020 through September 5, 2021; the maximum indebtedness shall remain a not-to-exceed amount of \$17,000,000.00. 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	09/05/20	Approved 4-0  Greg Pease Dinah Mason Paul Barrett James McCain

			and procedures and applicable federal and state laws.		
William Joyce Robin Smith David Hahn	P-06-18	Contract Amendment No. 2 (Deferred 08/27/20) Professional Services for Miscellaneous Dredge & Waterway Infrastructure Projects Citywide Department of Public Works	That Contract No. 3140-34 between the City of Jacksonville and RS&H, Inc., for Professional Services for Miscellaneous Dredge and Waterway Infrastructure Projects Citywide, be amended to (i) exercise the first of two 2-year renewal options extending the period of service from September 28, 2020 through September 27, 2022, with one renewal option remaining; and (ii) increase the maximum indebtedness by \$2,000,000.00 to a new total maximum of \$4,000,000.00. 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.	09/28/20	Approved 4-0  Greg Pease David Hahn Paul Barrett James McCain
Robin Smith Jill Enz	P-52-17	Contract Amendment No. 7 Professional Services for Dock Inspections and Designs Department of Public Works/ Engineering & Construction Management Division	That Contract No. 8567-02, originally executed November 14, 2017, between the City of Jacksonville and Taylor Engineering, Inc., for Professional Services for Dock Inspections and Designs, be amended to: (i) incorporate the attached Scope of Services identified as Exhibit V and Fee Contract Summary identified as Exhibit 'W'; (ii) increase the not-to-exceed limit for Bidding Assistance and Construction Administration Services by \$14,396.75 to a new limit of \$412,564.881 thereby (iii) increasing the maximum indebtedness by \$14,396.75 to a new maximum of \$1,121,275.23. 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.	09/30/20	Approved 4-0  Greg Pease Jill Enz Paul Barrett James McCain
Robin Smith Jill Enz	P-28-18	Contract Amendment No. 1 Professional Services for Dock Inspections and Design Department of Public Works/Engineering & Construction Management Division	That Contract No. 8174-04 between the City and applied Technology and Management, Inc., originally executed July 25, 2019, for Professional Services for Dock Inspections and Designs, 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 not-to-exceed limit for Dock Inspections and Design by \$81,793.86 to a new limit of \$395,698.06; thereby (iii) increasing the maximum indebtedness by \$81,793.86 to a new maximum indebtedness of \$395,698.06. all other terms and conditions are per the RFP and the City's standard contract language.	To project completion	Approved 4-0  Greg Pease Jill Enz Paul Barrett James McCain
Alex Baker		Addition to Legal Related Services List Procurement Division	That the committee approve the following firm for inclusion to the Legal Related Services list under the category of Expert Witness: MLW - Matthesen, Wickert & Lehrer, S.C.		Approved 3-0  Greg Pease James McCain Paul Barrett
MEETING ADJOURNED 10:14 A.M					