

PROFESSIONAL SERVICES EVALUATION COMMITTEE MEETING  
 MINUTES FOR Thursday, December 10, 2020, 10:00 a.m.  
 Eighth Floor, Conference Room 851  
 Ed Ball Building, 214 N. Hogan Street  
 Jacksonville, FL 32202

HYBRID MEETING

**Join Zoom Meeting**

<https://us02web.zoom.us/j/82589525551?pwd=UzhwU3MxUk9Gd0hiSmNZV2Z2ck9SQ09>

**Meeting ID: 825 8952 5551**

**Passcode: 673292**

Committee Members: Gregory Pease, Chairman  
 Paul Barrett, Treasury (in Randall Barnes absence)  
 Mary Staffopoulos, OGC (in David Migut's absence)

<i>Subcommittee Members</i>	<i>ITEM #</i>	<i>TITLE &amp; ACTION</i>	<i>MOTION</i>	<i>CONTRA EXP</i>	<i>OUTCOME</i>
<b>Erika McManus</b> <b>Bradley Elias</b> <b>Gail McCormick</b> ✓	<b>P-34-20</b>	<b>Contract Amendment No. 1 Diagnostic Testing Services</b> Jacksonville Fire & Rescue Department	That Contract No. 70450-20 between the City of Jacksonville and Siemens Medical Solutions USA, Inc. for Diagnostic Testing Services be amended to incorporate the attached revised Section 3 Amended General Terms and Conditions of the Agreement identified as Exhibit A-1. All other terms and conditions shall remain the same.		Approved 4-0
<b>Bill Joyce</b> <b>Ray Albury</b> <b>David Hahn</b> ✓	<b>P-31-20</b>	<b>Introduce &amp; Review Scope Professional Architectural Services for the Oceanway/New Berlin Library</b> Department of Public Works/Engineering & Construction Management Division	That the committee approves 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 4-0
<b>April Mitchell</b> ✓ <b>Keith Powers</b> ✓	<b>P-49-20</b>	<b>Introduce &amp; Review Scope Disaster Recovery</b> Jacksonville Fire & Rescue Department/Emergency Management Division	That the committee approves 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
<b>Wanda Verdejo</b> ✓ <b>Bibinia Centeno</b> ✓	<b>P-43-18</b>	<b>Contract Amendment No. 7 Casualty Insurance Broker Services</b> Division of Insurance and Risk Management	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 increase the maximum indebtedness by \$48,326.00 to a new not-to-exceed total maximum of \$6,105,993.00. 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.		Approved 5-0
<b>Wanda Verdejo</b> ✓ <b>Bibinia Centeno</b> ✓	<b>P-47-15</b>	<b>Contract Amendment No. 6 Insurance Broker Services</b> Division of Insurance and Risk Management	That Contract No. 8518-04 between the City of Jacksonville and Arthur J. Gallagher Risk Management Services, Inc., for Aviation Insurance Broker Services is amended to: increase the maximum indebtedness by \$1,085.00 to a new not-to-exceed total maximum		Approved 5-0

			indebtedness of \$564,259.00. 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.	
Wanda Verdejo ✓ Bibinia Centeno ✓	P-58-15	Contract Amendment No. 5 DCSB Master Casualty Consultant Division of Insurance and Risk Management	That Contract No. 9429-02 between the City of Jacksonville and E.W. Siver & Associates d/b/a Siver Insurance Consultants Management, for Master Casualty Consulting/Employee Benefits and Auditing Services, is amended to: (i) ratify the contract from October 1, 2020 to the effective date of renewal and extend the period of service to September 30, 2021; and (ii) increase the maximum indebtedness by \$65,000.0 to a not-to-exceed amount of \$335,000.00. 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
Jordan Elsbury Marlene Russell ✓	P-44-20	Subcommittee Report State Government Relations Consultant Office of the Mayor	It is the consensus of the committee that the two (2) firms responding to the Request for Proposal (RFP) were found to be responsive, interested, qualified and available to provide the services requested in the RFP. The ranking of first and second designates the order of qualification of these companies to perform the required services and alphabetically they are: 1) Ballard Partners 2) The Fiorentino Group We recommend the above list is forwarded to the Mayor for final selection so that fee and contract negotiations may begin with <b>Ballard Partners</b> , the number one ranked firm.	Approved 4-0
<b>MEETING ADJOURNED 10:23 A.M.</b>				