

PUBLIC NOTICE
AGENDA
PROFESSIONAL SERVICES EVALUATION COMMITTEE MEETING
Thursday, April 15, 2021, 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/86268415008?pwd=UHlBak16ZkRuemYtdHRWVGJ3bkZkZ09>
Meeting ID: 862 6841 5008
Passcode: 657328

Committee Members: Gregory Pease, Chairman
Randall Barnes, Treasury
David Migut, OGC

Subcommittee Members	ITEM #	TITLE & ACTION	MOTION	CONTRACT	OUTCOME
Laurie Santona Lurise Bannister	P-02-21	Subcommittee Report On-Call Transportation Department of Planning & Development/Transportation Planning Division	It is the consensus of the committee that of the seven (7) proposals responding to the Request for Proposal (RFP) all were responsive, interested, qualified and available to provide the required services. The ranking of first, second and third, designates the order of qualification of these companies to perform the required services and alphabetically they are: 2. AE Engineering 1. Atkins North America 3. Kimley-Horn and Associates, Inc. We recommend the above list is forwarded to the Mayor for final selection so that fee and contract negotiations may begin with <u>Atkins North America</u> , the number one ranked company. 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 may deem appropriate to clarify the intent of the using agency and to ensure compliance with the City's Procurement ordinances, policies, procedures and applicable federal and state laws.		
Chris LeDew Lee Durban	P-16-21	Introduce & Review Scope Traffic Studies and Other Traffic Engineering Services Department of Public Works/Traffic Engineering			
MEETING ADJOURNED					

cc: Council Auditor
Subcommittee



ONE CITY. ONE
JACKSONVILLE.


City of Jacksonville, Florida

Lenny Curry, Mayor

City Hall at St. James
117 W. Duval St.
Jacksonville, FL 32202
(904) 630-CITY
www.coj.net

MEMORANDUM

TO: Gregory Pease, Chairman
Professional Services Evaluation Committee

FROM: Laurie Santana, Chief 
Transportation Planning Division

RE: P-02-21 On-Call Transportation Planning Services

DATE: April 12, 2021

The subcommittee received seven (7) proposals for **On-Call Transportation Planning Services** and found seven (7) to be responsive, interested, qualified and available to provide the services required by the Request for Proposal (RFP).

The proposals were evaluated using the selection criteria outlined in the Purchasing Code as augmented by the RFP.

Based on the above, the following firms were determined to be the most qualified of those submitting proposals. The ranking of first, second and third, designates the order of qualification of these firms to perform the required services:

- 1) Atkins North America
- 2) AE Engineering
- 3) Kimley-Horn and Associates, Inc.

Please advise us when this item is placed on your agenda so we may be present. After a full committee review, we request that this item is sent to the Mayor's Office for final decision.

Attachment(s): Scoring Matrix



City of Jacksonville, Florida

Lenny Curry, Mayor

Department of Public Works
Traffic Engineering Division
1007 Superior Street
Jacksonville, FL 32254
(904) 255-7533
www.coj.net

ONE CITY. ONE JACKSONVILLE.

April 12, 2021

TO: Gregory Pease, Chairman
Professional Services Evaluation Committee

FROM: Christopher W. LeDew
Chief of Traffic Engineering

SUBJECT: Certification Letter for P-16-21
Traffic Studies and Other Engineering Services

Please take appropriate action to issue a Request for Proposal (RFP) for the referenced professional services.

The following information is furnished in accordance with chapter 126.302 of the City Ordinance Code.

1. The general purpose of the service or study: See attached RFP
2. The Objective of the study or services: is to make available professional serves as stated in the RFP.
3. The estimated period of time needed for the service or study: Is two years, plus two, two-year options for extension, for a maximum possible of six years
4. The estimated cost of the service or study: \$1,000,000
5. Whether the proposed study or service will not duplicate a prior or existing work.
6. List of current contracts or prior services or studies which are related to the proposed study or service: P-25-16, Traffic Engineering Services – Traffic Studies
7. A statement as to why the service/study cannot be done by department or agency staff: the Department of Public Works does not have the in-house staff to provide these services.
8. The names and telephone numbers of two representatives from the using agency designated to serve on the evaluation committee as subcommittee members:

Christopher W. LeDew, P.E.
Chief of Traffic Engineering
904.255-7528

Lee Durban, Traffic Studies Engineer
Traffic Engineering
904.255-7547

9. A project funding account number: Funding will be identified at the time purchase orders are issued for these services.
10. The names and addresses of specific consultants the using agency wishes to be included in the solicitation process: All firms who have expressed an interest in furnishing Professional Services for Traffic Engineering Services as detailed in the RFP should be notified of this RFP.
11. A signed statement to the effect the individuals responsible for developing the scope and Certification letter and the two individuals named herein to serve as Subcommittee Members, have read and understand the Procurement Manual and Procurement Committee Guidelines dated May, 2018

_____ Christopher W. LeDew, Chief

_____ Lee Durban, Traffic Studies Engineer

CWL/fcd