PROFESSIONAL SERVICES EVALUATION COMMITTEE MEETING
MINUTES FOR Tuesday, January 17, 2012, 10:00 a.m.
Eighth Floor, Conference Room 851
Ed Ball Building, 214 N. Hogan Street
Jacksonville, FL 32202

Committee Members: **Gregory Pease, Chairman**
Alea Tukes, Member, A&F
Tim Horkan, OGC (in member Michelle Moore's absence)

Subcommittee Members	ITEM #	TITLE & ACTION	MOTION	CONTR EXP	OUTCOME
~~Jarik Conrad~~ Archie Cullen	P-08-10	Contract Amendment No. 2 Consultant Services for Development, Administration & Grading of Promotional Examinations for Jacksonville Fire & Rescue Department Employee Services Department	**That Contract No. 9482, between the City and Ergometrics & Applied Personnel Research, Inc., for Consultant Services for Development, Administration & Grading of Promotional Examinations for Jacksonville Fire & Rescue Department, is amended by: (i) exercising the second and final renewal option extending the period of service to February 29, 2013, with no renewal option remaining; (ii) providing the maximum indebtedness remains the same not-to-exceed amount of $200,000.00. All other terms and conditions shall remain the same. Nothing contained herein shall be amended, modified, or otherwise revised, without prior approval from the PSEC and the Mayor.**	**02/29/12**	**Approved 4-0**
~~James Richardson~~ Dayatra Coles Laura Stagner-Crites	P-31-09	**Rescind** Fee & Contract Neighborhood Stabilization Program (NSP1) Neighborhoods Department/Housing and Community Development Division	**That the motion approved on April 10, 2009, be rescinded.**		**Approved 5-0**
		Restate Fee & Contract Neighborhood Stabilization Program (NSP1) Neighborhoods Department/Housing and Community Development Division state Fee & Contract	**That the City of Jacksonville enter into contractual agreements with each of the companies listed below for the Property Developer category, as detailed in and consistent with the provisions of the RFP which state that a sample pro forma estimating per unit cost must be submitted for each potential project. Each agreement made under this award will meet the following standards: (i) A Scope of Work which, at a minimum, must include an initial unit inspection report and a detailed work write-up including the total projected cost of the rehabilitation, shall be incorporated into the City's contract with the developer. (ii) Eligible projects will be awarded on a first come, first served basis with the total awards under this activity not to exceed the $12,000,000 budget. No single project will exceed the Section 221(d) (3) maximum per-unit subsidy amount as required under 24 CFR Part 92.250 and any single project that will require a public investment of $200,000 or more will require specific approval through PSEC. (iii) Providing for a period of service commencing on the date of contract execution and ending eighteen (18) months thereafter. All other terms and conditions are per the RFP and the City's standard contract language. Nothing contained herein shall be amended, modified, or otherwise revised, without prior approval from the PSEC and the Mayor.** **Property Developers** **Cesery Company** **Grace & Truth CDC** **Greater Jacksonville Communities**		**Approved 5-0**

			Habijax **Helpful Citizens CDC** **Housing Partnership** **Kendale Land Dev.** **Metro North CDC** **NW Jacksonville CDC** **Operation New Hope** **Renaissance Design Build / War on Poverty** **Rene Dostie Company** **Riverside Avondale Development Org (RADO)** **Second Chance Help Center** **Wealth Watchers**		
~~James Richardson~~ Dayatra Coles Laura Stagner-Crites	P-08-11	Fee & Contract Negotiations Neighborhood Stabilization Program (NSP3) Neighborhoods Department/Housing and Community Development Division	**That the City of Jacksonville enter into contractual agreements with each of the firms listed below for the Property Developer category, as detailed in and consistent with the provisions of the RFP which state that a sample pro forma estimating per unit cost must be submitted for each potential project. Each agreement made under this award will meet the following standards: (i) A Scope of Work which, at a minimum, must include an initial unit inspection report and a detailed work write-up including the total projected cost of the rehabilitation, shall be incorporated into the City's contract with the developer. (ii) Eligible projects will be awarded on a first come, first served basis with the total awards under this activity not to exceed the $5,492,643.00 budget. No single project will exceed the Section 221(d)(3) maximum per-unit subsidy amount as required under 24 CFR Part 92.250 and any single project that will require a public investment of $200,000.00 or more will require specific approval through PSEC; and (iii) Providing for a period of service commencing on the date of contract execution and ending eighteen (18) months thereafter. All other terms and conditions are per the RFP and the City's standard contract language. Nothing contained herein shall be amended, modified, or otherwise revised, without prior approval from the PSEC and the Mayor.** **<u>Property Developers</u>** **Ability Housing** **Atlee Development** **Cesery Companies** **Habijax** **Helpful Citizens CDC** **Metro North CDC** **NWJCDC** **Operation New Hope** **Wealth Watchers**		**Approved 5-0**
~~James Richardson~~ Dayatra Coles Laura Stagner -Crites	P-08-11	Contract Amendment No. 1 Neighborhood Stabilization Program (NSP3) Neighborhoods Department/Housing and Community Development Division	**That Contract No. 8396-04, between the City and Aerostar Environmental Services, Inc., for NSP3 Environmental Engineer Services, be amended to: (i) incorporate the attached Scope of Services identified as Revised Exhibit "A"; (ii) incorporate the attached Contract Fee Schedule identified as Revised Exhibit "B"; and (iii) increase the maximum indebtedness by $12,960.00, to a new not-to-exceed total maximum of $169,760.00. All other terms and conditions shall remain the**	**06/08/14**	**Approved 5-0**

			same. Nothing contained herein shall be amended, modified, or otherwise revised, without prior approval from the PSEC and the Mayor.		
William Joyce ~~Carole Smith~~	P-25-11	Subcommittee Report Engineering Services for US 1 Corridor Utility and Drainage Improvement Project Department of Public Works	**It is the consensus of the committee that of the eleven (11) proposals responding to the Request for Proposal (RFP) all were found to be responsive, interested, qualified, and available, to provide the required service. The ranking of first, second, and third, designates the order of qualification of these companies to perform the required services and alphabetically they are:** **1) Applied Technology, Inc.** **2) Eisman & Russo, Inc.** **3) GAI Consultants, Inc.** **We recommend that the above list is forwarded to the Mayor for final selection so that fee and contract negotiations may begin with Applied Technology, Inc., the number one ranked firm.**		**Approved 4-0**
William Joyce ~~Kelley Boree~~	P-20-05	Contract Amendment No. 4 Miscellaneous Park Improvements South and East of the St. Johns River Department of Public Works	**That Contract No. 8174-01, originally executed August 4, 2005, between the City and Applied Technology and Management, Inc., for Miscellaneous Park Improvements South and East of the St. Johns River, be amended to extend the period of service from January 31, 2012, to June 30, 2012. All other terms and conditions, as previously amended, shall remain the same. Nothing contained herein shall be amended, modified, or otherwise revised without prior approval from the PSEC and the Mayor.**	**01/31/12**	**Approved 4-0**
William Joyce ~~Kelley Boree~~	P-32-05	Contract Amendment No. 5 Miscellaneous Park Improvements North and West of the St. Johns River Department of Public Works	**That Contract No. 8216-05, originally executed November 2, 2005, between the City and HDR Engineering, Inc., for Miscellaneous Park Improvements North and West of the St. Johns River, be amended by extending the period of service from January 31, 2012, to June 30, 2012. All other terms and conditions, as previously amended, shall remain the same. Nothing contained herein shall be amended, modified, or otherwise revised without prior approval from the PSEC and the Mayor.**	**01/31/12**	**Approved 4-0**
L. W. "Terry" Theriault William Joyce	P-12-11	Subcommittee Report Engineering Testing Services Part A – Asphalt Testing/Inspection and Routine Testing Department of Public Works	**It is the consensus of the committee that of the five (5) proposals responding to the Request for Proposal (RFP), all were found to be responsive, interested, qualified, and available, to provide the required service. The ranking of first, second, and third, designates the order of qualification of these companies to perform the required services and alphabetically they are:** **1) CSI Geo, Inc.** **2) Ellis & Associates, Inc.** **3) Universal Engineering Sciences, Inc.** **We recommend the above list is forwarded to the Mayor for final selection so that fee and contract negotiations may begin with CSI Geo, Inc., the number one ranked firm.**		**Approved 5-0**
L. W. "Terry" Theriault William Joyce	P-12-11	Subcommittee Report Engineering Testing Services Part B – Soil Borings, Underwater Condition Surveys and Related Tests Department of Public Works	**It is the consensus of the committee that of the five (5) proposals responding to the Request for Proposal (RFP), all were found to be responsive, interested, qualified, and available, to provide the required service. The ranking of first, second, and third, designates the order of qualification of these companies to perform the required services and alphabetically they are:** **1) Ellis & Associates, Inc.** **3) Mactec Engineering & Consulting, Inc.** **2) Universal Engineering Sciences, Inc.** **We recommend the above list is forwarded to the Mayor for final selection so that fee and contract negotiations may begin with Ellis & Associates, Inc. the number one ranked firm.**		**Approved 5-0**

William Joyce L. W. "Terry" Theriault	P-34-08	Contract Amendment No. 5 Engineering Testing Services –Part A: Asphalt Testing and Inspection and Part B: Routine Testing (Construction Materials) Department of Public Works	**That Contract No. 3629-17, originally executed August 18, 2008, between the City of Jacksonville and Ellis & Associates, Inc.; for Engineering Testing Services-Part A: Asphalt Testing and Inspection and Part B: Routine Testing (Construction Materials) be amended by extending the period of service from January 31, 2012 to June 30, 2012, with all other terms and conditions of the Agreement remaining unchanged.**	**01/31/12**	**Deferred**
William Joyce L. W. "Terry" Theriault	P-34-08	Contract Amendment No. 4 Engineering Testing Services –Part C: Soil Borings, Underwater Condition Surveys and Related Tests Department of Public Works	**That Contract No. 8300-01, originally executed September 23, 2008, between the City of Jacksonville and Universal Engineering Sciences, Inc., for Engineering Testing Services-Part C: Soil Borings, Underwater Condition Surveys and Related Tests, be amended to extend the period of service from January 31, 2012 to June 30, 2012, with all other terms and conditions of the Agreement remaining unchanged.**	**01/31/12**	**Approved 5-0**
William Joyce L. w. "Terry" Theriault	P-33-08	Contract Amendment No. 4 Wetlands Identification, Mitigation and Related Permitting Activities – Annual Contract Department of Public Works	**That Contract No. 9274, originally executed September 4, 2008, between the City and Environmental Resource Solutions, Inc., for Wetlands Identification, Mitigation and Related Permitting Activities – Annual Contract, be amended to extend the period of service from January 31, 2012, to June 30, 2012. All other terms and conditions, as previously amended, shall remain the same. Nothing contained herein shall be amended, modified, or otherwise revised, without prior approval from the PSEC and the Mayor.**	**01/31/12**	**Approved 5-0**
William Joyce L. W. "Terry" Theriault	P-56-08	Contract Amendment No. 4 Miscellaneous Surveying Services – Annual Contract Department of Public Works	**That contract No. 7080-01, originally executed February 20, 2009, between the City and Robert M. Angas Associates, Inc., for Miscellaneous Surveying Services-Annual Contract, be amended, by increasing the maximum indebtedness by $150,000.00, to a new not-to-exceed total maximum of $600,000.00; and (ii) extending the period of service from February 20, 2012 to June 30, 2012. All other terms and conditions of the agreement, as previously amended, shall remain unchanged. Nothing contained herein shall be amended, modified, or otherwise revised without prior approval from the PSEC and the Mayor.**	**02/20/12**	**Approved 5-0**
William Joyce L. W. "Terry" Theriault	P-44-08	Contract Amendment No. 4 Engineering Services – Annual Contract Department of Public Works	**That Contract No. 7077-10, originally executed December 12, 2008, between the City and Waitz & Moye, Inc., for Traffic Engineering Services-Annual Contract, be amended to extend the period of service from March 31, 2012, to June 30, 2012, All other terms and conditions of the agreement, as previously amended, shall remain unchanged. Nothing contained herein shall be amended, modified, or otherwise revised without prior approval from the PSEC and the Mayor.**	**03/31/12**	**Approved 5-0**
MEETING ADJOURNED: 10:22 A.M.					

cc: Council Auditor
Subcommittee Members