**Committee Members:**
- Gregory Pease, Chairman
- Randall Barnes, Treasury
- James McCain, OGC

## Professional Services Evaluation Committee Meeting

**Minutes for Thursday, February 14, 2019 10:00 a.m.**

**Eighth Floor, Conference Room 851**

**Jacksonville, FL 32202**

### Subcommittee Members
- Mary DiPerna
- Carolina Teran-Oceguera
- Michael Thomas
- Ed Randolph
- Tom Ossi
- Kenneth Lathrop
- Alex Ciprian

### Title & Action

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<thead>
<tr>
<th>Item #</th>
<th>TITLE &amp; ACTION</th>
<th>MOTION</th>
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<th>OUTCOME</th>
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<tr>
<td>P-04-18</td>
<td>ACA Administrative Services Contract Amendment No. 1 for Employee Services Department</td>
<td>That Contract No. 102107-01 between the City of Jacksonville and Worxtime, LLC, for the provision of ACA Administrative Services be amended to: (i) exercise the first of four (4) renewal options extending the period of service from May 1, 2019 through April 30, 2020 with three (3) renewal options remaining; and (ii) increase the maximum indebtedness by $80,000.00 for the services to a new not-to-exceed maximum of $160,000.00. 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.</td>
<td>04/09/19</td>
<td>Approved 5-0</td>
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<td>P-16-17</td>
<td>Civil Engineering and Land Planning Services for Cecil Commerce Center/Alliance Florida Contract Amendment No. 2</td>
<td>That Contract No. 102108-24 between the City of Jacksonville and England-Thims and Miller, Inc., for Civil Engineering and Land Planning Services for Cecil Commerce Center/Alliance Florida be amended to: (i) reflect the original 4-year term as advertised in the Request for Proposal (RFP) extending the period of service to March 20, 2021; and (ii) increase the maximum indebtedness by $100,000.00 to a new not-to-exceed total of $350,000.00. 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.</td>
<td>04/20/19</td>
<td>Approved 5-0</td>
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<td>P-42-17</td>
<td>Professional Services State of Florida IT Contract - Staff Augmentation Contract Amendment No. 2</td>
<td>That the Piggybacking Award for State of Florida Contract No. 80121507-SA-15-1 for IT Staff Augmentation is amended to (i) increase the maximum indebtedness in Section IV of the award to a not-to-exceed amount from $305,000.00 to $400,000.00 for each agreement and increase Section (V) the maximum indebtedness from $2,900,000.00 to $3,900,000.00 for all agreements authorized by this approval; and (ii) extend the period of services from March 1, 2019 to September 30, 2019. 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.</td>
<td>03/28/19</td>
<td>Approved 5-0</td>
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<td>P-71-17</td>
<td>Asbestos Abatement Consulting Services Contract Amendment No. 2</td>
<td>That Contract No. 10384 between the City of Jacksonville and Apex Companies, LLC for Asbestos Abatement Consulting Services be amended to increase the maximum indebtedness by $200,000.00 for the services, to a new not-to-exceed total maximum of $440,000.00. 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.</td>
<td>09/30/19</td>
<td>Approved 4-0</td>
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<td>P-43-14</td>
<td>Property Insurance Broker Services Contract Amendment No. 6</td>
<td>That Contract No. 10179-06, between the City of Jacksonville and Arthur J. Gallagher Risk Management Services, Inc., for Property Insurance Brokerage Services; be amended to increase the maximum indebtedness by a not-to-exceed amount of $84,600.00 for an appraisal procured by the City’s broker to update the City’s property schedule for insurance and FEMA purposes, to a new total maximum indebtedness of $18,295,015.65. 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,</td>
<td>03/02/19</td>
<td>Deferred per Using Agency</td>
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<td>Procurement policies and procedures, and applicable Federal and State laws.</td>
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<td><strong>William Joyce</strong></td>
<td>P-23-16</td>
<td>Contract Amendment No. 1</td>
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<td>Roy Bibal</td>
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<td>Miscellaneous Architectural/Engineering Services</td>
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<td>Duane Kent</td>
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<td>That Contract No. 10288, originally executed March 20, 2017, between the City of Jacksonville and TV Architects, Inc., for Miscellaneous Architectural/Engineering Services be amended to increase the maximum indebtedness by $2,000,000.00, to a new not-to-exceed total maximum of $4,000,000.00; and (ii) exercise the first of two 2-year renewal options extending the period of service from March 20, 2019 through March 20, 2021, with one (1) renewal remaining. 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.</td>
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<td><strong>William Joyce</strong></td>
<td>P-14-19</td>
<td>Introduce &amp; Review Scope</td>
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<td>Duane Kent</td>
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<td>Professional Engineering Services for Minor Drainage Improvement Projects - Annual Contract</td>
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<td>That the committee approves the Scope of Services/Request for Proposal (RFP) as presented with such minor changes thereeto as may be approved by the Chief of 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 Procurement ordinances, policies, procedures and applicable federal and state laws.</td>
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<td><strong>Steve Long</strong></td>
<td>P-13-19</td>
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<td>Professional Engineering Services for Roadway, Intersection and Parking Projects - Annual Contract</td>
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MEETING ADJOURNED: 10:20 A.M.