**PROFESSIONAL SERVICES EVALUATION COMMITTEE MEETING**

**MINUTES FOR Thursday, September 12, 2019, 10:00 a.m.**

**Eighth Floor, Conference Room 851**

**Ed Ball Building, 214 N. Hogan Street**

**Jacksonville, FL 32202**

Committee Members:  
Dan Pearson, Chairman (in Greg Pease absence)  
Paul Barrett, Treasury (in Randall Barnes absence)  
Emerson Lotzia, OGC (in James McCain absence)  

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<th>Subcommittee Members</th>
<th>ITEM #</th>
<th>TITLE &amp; ACTION</th>
<th>MOTION</th>
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<td>Mary DiPerna</td>
<td>P-50-19 5546</td>
<td>Rescind Single Source Award Statutory Death Life Insurance Policy Employee Services Department</td>
<td>That the City of Jacksonville enter into an agreement with The Hartford for the provision of the Statutory Death Life Insurance Policy by: (i) incorporating the attached Contract Fee Schedule identified as Exhibit “A”; (ii) providing a period of service from October 1, 2019 through September 30, 2021; (iv) providing a not-to-exceed maximum indebtedness of $373,326.00. All other terms and conditions are per 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.</td>
<td>Approved 4-0</td>
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| Carolina Teran-Oceguera | P-36-19 | Subcommittee Report (Deferred 8/29/19) Property Broker Services Finance and Administration Department/Risk Management Division | It is the consensus of the committee that of the five (5) proposals submitted all were found to be responsive, interested, qualified and available to provide the services required by the RFP. The ranking of first, second and third designates the order of qualification of these firms/companies to perform the required services and alphabetically they are:  
2) Alliant Insurances, Inc.  
1) Brown & Brown of Florida, Inc.  
3) Cecil W. Powell & Co.  
3) Harden & Associates, Inc.  
We recommend that the above list is forwarded to the Mayor for final selection so that fee and contract negotiations may begin with Brown & Brown of Florida, Inc., the number one ranked firm/company. | Approved 4-0 |
<p>| Leah Hayes √        | P-07-10 | Contract Amendment No. 17 Trail Ridge Landfill Expansion Permitting and Design Department of Public Works/Solid Waste Division | That Contract No. 6394-13 between the City of Jacksonville and CDM Smith, Inc., for Trail Ridge Landfill Expansion Permitting and Design be amended to: (i) incorporate the attached Scopes of Work identified as Exhibit “AC”; (ii) incorporate the attached contract fee summary identified as Exhibit “AL” in the amount of $282,695.00; thereby (iii) increasing the maximum indebtedness by $282,695.00 to a new not-to-exceed total maximum of $10,882,750.00. 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. | To project completion Approved 4-0 |
| Twane Duckworth √   | P-13-19 | Subcommittee Report Professional Engineering Services for Roadway, Intersection &amp; Parking Project – Annual Contract | It is the consensus of the committee that of the fourteen (14) proposals submitted eleven (11) were found to be responsive, interested, qualified and available to provide the services required by the RFP and three (3) were not. | Approved 5-0 |</p>
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### Department of Public Works/Engineering & Construction Management Division

The ranking of first, second and third designates the order of qualification of these firms/companies to perform the required services and alphabetically they are:
1. Hanson Professional Services, Inc.
2. STV, Inc.

We recommend that the above list is forwarded to the Mayor for final selection so that fee and contract negotiations may begin with Hanson Professional Services, Inc., the number one ranked firm/company.

William Joyce
A. Duane Kant
Robin Smith
David Hahn

### Fee & Contract Negotiations

**Professional Engineering Services for Minor Drainage Improvement Projects - Annual Contract**

That the City of Jacksonville enter into a contract with Waitz & Moye, Inc., for Professional Engineering Services for Minor Drainage Improvement Projects - Annual Contract that (i) incorporates the attached Scope of Services identified as Exhibit 'A' and Contract Fee Schedule identified as Exhibit 'B'; Each project performed under this agreement shall be authorized by an individual Purchase Order with a not-to-exceed cost applicable thereto; (ii) provide a not-to-exceed maximum indebtedness in the amount of $3,000,000.00; (iii) provide a period of service from date of execution of contract to two years with the option to extend such contract for two (2) additional two-year periods upon satisfactory performance by the consultant. All other terms and conditions are per the RFP and the City's standard contract language.

William Joyce
Dinah Mason

### Contract Amendment No. 4

**Debris Monitoring and Management Planning & Operations**

That Contract No. 7420-13 originally executed September 6, 2017 between the City of Jacksonville and Elsam & Russo, Inc., for Debris Monitoring and Management Planning & Operations be amended to increase the maximum indebtedness by $5,000,000.00 to a new not-to-exceed total maximum 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 and procedures and applicable federal and state laws.

William Joyce
Dinah Mason

### Contract Amendment No. 5

**Data Analytics Consultant Services**

That Contract No. 10167-03 between the City of Jacksonville and NLP Logix, LLC for Data Analytics Consultant Services, be amended to: (i) ratify and confirm the actions of the parties from July 12, 2019 to September 12, 2019; (ii) exercise the first renewal option extending the period of service through July 12, 2020, with one renewal option remaining; and (iii) increase the maximum indebtedness by $49,655.00 to a new not-to-exceed total maximum of $398,955.00. 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.

Damian Cook
Devon Dignan

### Informational Update

**Financial Services**

Informational Update - The Treasury Division hereby notifies PSEC in accordance with Section 126.313 of the Purchasing Code and the related Treasury and Pension Procurement Procedures, the Treasury Division selected the following firms to provide the indicated services related to the Special Revenue 2019A&B Issuance: Wells Fargo (paying agent/registrar/escrow agent), Bond Resource Partners (Verification Agent), S&P (Ratings), Fitch (ratings), and Imagemaster/MuniOS (Printing).

Paul Barrett
Patrick Greive

Meeting Adjourned: 10:14 a.m.