PUBLIC NOTICE AGENDA PROFESSIONAL SERVICES EVALUATION COMMITTEE MEETING Thursday, April 20, 2017, 10:00 a.m. Eighth Floor, Conference Room 851 Jacksonville, Ft 32202

Committee Members: Gregory Pease, Chairman Patrick Greive, Member, Treasury Julia Davis, Member, OGC

Subcommillee Members	ITEM #	TITLE & ACTION	мотон	CONTR	OUTCOME
Robert Pari Mary DiPerna	P-42-15	Contract Amendment No. 1 (Deferred 4/13/17) COBRA Administration Employee Services Department	That Contract \$10195, between the City of Jacksonville and Total Administrative Services Corporation (TASC) for COBRA Administration Services, be amended to approve the reinstatement and amendment and restatement of the contract and providing an initial period of service from May 1, 2017 thru December 31, 2017, with low one-year renewal options at the discretion of the City; rates will remain the same and the maximum indebtedness for CY 2017, is a not-to-exceed amount of \$50,000. 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.		
Paul Crawford Karen Nasrallah	P-37-17	Subcommittee Report KingSoutet Plan Update Office of Economic Development	It is the consensus of the committee that of the three (3) companies responding to the RFP, were all 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 qualifications of these firms to perform the required services and alphabetically they are: 3) GAI Consultants 1) Prosser 2) Strategic Planning Group We recommend that the above list is forwarded to the Mayor for Final selection so that fee and contract negotiations may begin with <u>Prosser</u> the number one ranked company.		
Jack Gabriel Thomas McKnight	P-09-17	Subcommittee Report CEI Services for Lower Eastside Department of Public Works	If is the consensus of the committee that of the three (3) companies responding to the RFP, 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 qualifications of these firms to perform the required services and alphabetically they are: 3) CES Consultants 2) Civil Services, Inc. 1) England, Thims & Miller We recommend that the above list is forwarded to the Mayor for Final selection so that fee and contract negotiations may begin with England-Thims & Miller, Inc., the number one ranked company.		
Jack Gabriel Thomas McKnight	P-10-17	Subcommittee Report CEI Services for City Bridges Department of Public Works	It is the consensus of the committee that of the five (5) companies responding to the RFP, all were tound 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 qualifications of these firms to perform the required services and alphabetically they are: 1) Elsman & Russo, Inc. 3) GAI Consultants, Inc. 2) VIA Consultants, Inc. We recommend that the above fist is forwarded to the Mayor for Final selection so that fee and contract negotiations may begin with Elsman & Russo, Inc. the number one ranked company.		

CC: Council Auditor Subsymmittee Members

DEPARTMENT OF EMPLOYEE SERVICES



MEMORANDUM

TO:

Greg Pease, Chairperson

Professional Services Evaluation Committee

FROM:

Bob Parr, Chief, Compensation and Benefits

Mary DiPerna, Benefits Administrator

SUBJECT:

P42-15 COBRA Administration

Amendment #1

DATE:

April 14, 2017

This is to recommend that the City approve the reinstatement and amendment and restatement of the contract with TASC for COBRA administration providing an initial the period of service from May 1, 2017 through December 31, 2017, with four one-year renewal options at the discretion of the City; rates will remain the same and the total indebtedness for CY 2017 shall not exceed \$50,000 the maximum indebtedness shall not exceed \$50,000.

Nothing contained herein shall be amended, modified, or otherwise revised, without prior approval from the PSEC and the Mayor.

Thanks.

Attachment: Letter of Renewal 2017



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

ONE CITY, ONE JACKSONVILLE.

MEMORANDUM

TO:

Greg Pease, Chairman

Professional Services Evaluation Committee (PSEC)

THROUGH:

Kirk Wendland, Executive Director, OED RW

FROM:

Paul Crawford, Deputy Director, OED

Karen Nasrallah, Redevelopment Manager, OED

RE:

P-37-17 KingSoutel Plan Update

DATE:

April 12, 2017

The subcommittee received three (3) proposals for the KingSoutel Community Redevelopment Area (CRA) Plan Update and found all 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 and augmented by the RFP (see attached matrix and proposed rate forms from the proposers.)

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

- 3) GAI Consultants
- 1) Prosser
- 2) Strategic Planning Group

Please advise us when this item is placed on your agenda so we may be present. After a full committee review we request these rankings be forwarded to the Mayor's office for final review and confirmation.

Attachment(s) Scoring Matrix (listing evaluations for all companies proposing)

Cost Sheets (for each company proposing)

JSEBs (proposed by each ranked company)

Evaluation Matrix

EVALUATION SCA	LE
1	10
QUALIFIED	EXTREMELY QUALIFIED

PROJECT NO. P-37-17

KingSoutel Man
PROJECT TITLE: Update

Average

FIRM	COMPETENCE	CURRENT WORKLOAD	FINANCIAL RESPONSIBILITY	ABILITY TO OBSERVE COMPLIANCE WITH PLANS	PROFESSIONAL ACCOMPLISHMENTS RECORD	PROXIMITY TO PROJECT	Past & Present Demonstrated Commitment to Small & Minorry Businesses & Contributions Toward A Diverse Market Place	ABILITY TO DESIGN AN APPROACH AND WORK PLAN	TIME & BUDGET	VOLUME OF CURRENT AND PRIOR WORK FOR USING AGENCIES	OVERAL
Total Points Assessed	10.0	10.0	10.0	10.0	10.0	10.0	10.0	10.0	10.0	10.0	100
GAI Consultants	9.50	6.00	10.00	10.00	10.00	7.50	7.00	10.00	4.50	6.50	81.00
PROSSER	10.00	B.00	10.00	9.50	10.00	10.00	10.00	9.00	8.00	6.00	90.50
SPG	10.00	9.00	9.00	10.00	10.00	10.00	10.00	5.00	9.00	6.00	88.00
			_							-	

Form 1 - Price Sheet

NAM	IE OF CONSULTANT GAI Consultants, Inc.
Propo	osal NumberP-37-17
	SCHEDULE OF PROPOSED PRICES/RATES
1.	Flat Fee (payable upon completion of project or upon completion of listed deliverables):
	\$95,000
2.	If charges are based on hours worked, the hourly direct labor rates (without Fringe Benefits) are:
	Principal (Partner or Senior Officer): \$hr.
	Project Manager (Responsible Professional): \$hr.
3.	Other Direct Project Costs per Unit (please specify)
4.	Estimated percentage of total fee to be performed by sub-contractors 15 %
5.	Please provide any other relevant rates that may apply to this project including average direct hourly labor rates for other categories of proposed personnel

EBO FORM 1 SCHEDULE OF SUBCONTRACTOR/SUBCONSULTANT PARTICIPATION

Name of Proposer:	GA	l Consult	ants, Inc.		
Project Title:	The	King/Sc	outel Crossing - Com	munity Redevelopment (CRA) P	lan Update
Proposal Numb	per: P-3	37-17	A	Total Base Proposal mount (if applicable): \$95,00	00
*Please list all JSE	Bs first				
			JSEB Category		
Full Compo	2000 2000		(African- American, Women, Asian, Native American, Non-MBE or Hispanic)	Type of Work to be Performed Planning, Public Outreach,	Total Contract Value or Percentage
Tocknell Planning	g Service	s LLC	Women	Stakeholder Engagement	15%
			- Company of the Comp		
					,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
			-		
Attach additiona	al list of	subcontr	actors/sub-consulta	nts as needed	
	(CONSULTA	NT/SUBCONTRACTOR	/SUPPLIER TOTAL VALUES	
Africe	an-Americ	can Partic	ipation Total		
Hispo	ınic-Amer	ican Parti	icipation Total		
Nativ	e-Americ	an Partici	pation Total		
Asian	-Americo	ın Particip	ation Total		
	an Partic MBE Partic		<u>Total</u> otal	15%	
The understand will a	ster into - C-	mal Amaz	ant with the ICCD Cumplies	e/Consultante/Subnoutenation (Acut) 6-4 h	in for work listed in

The undersigned will enter into a formal Agreement with the JSEB Suppliers/Consultants/Subcontractors identified herein for work fisted in this schedule conditioned upon execution of a contract with the City of Jacksonville. Under penalties of perjury 1 declare that I have read the foregoing conditions and instructions and the facts are true to the best of my knowledge and beliefs.

Signature of Proposer:

Senior Director,

Title: Economic and Real Estate Date: March 28, 2017 Advisory Services

Print Name: Owen M. Beitsch, PhD, FAICP, CRE

Form 1 - Price Sheet

SCHEDULE OF PROPOSED PRICES/RATES ee (payable upon completion of project or upon completion of listed rables): \$ 125,000 rges are based on hours worked, the hourly direct labor rates (without Benefits) are: Principal (Partner or Senior Officer): \$hr. Project Manager (Responsible Professional): \$hr. Direct Project Costs per Unit (please specify)
ee (payable upon completion of project or upon completion of listed rables): \$ 125,000 rges are based on hours worked, the hourly direct labor rates (without Benefits) are: Principal (Partner or Senior Officer): \$hr. Project Manager (Responsible Professional): \$hr.
rables): \$ 125,000 rges are based on hours worked, the hourly direct labor rates (without Benefits) are: Principal (Partner or Senior Officer): \$hr. Project Manager (Responsible Professional): \$hr.
rges are based on hours worked, the hourly direct labor rates (without Benefits) are: Principal (Partner or Senior Officer): \$hr. Project Manager (Responsible Professional): \$hr.
Principal (Partner or Senior Officer): \$hr. Project Manager (Responsible Professional): \$hr.
Project Manager (Responsible Professional): \$hr.
Direct Project Costs per Unit (please specify)
N/A
ated percentage of total fee to be performed by sub-contractors%
provide any other relevant rates that may apply to this project including se direct hourly labor rates for other categories of proposed anel
N/A

RFF P-37-17

-50-

EBO FORM 1 SCHEDULE OF SUBCONTRACTOR/SUBCONSULTANT PARTICIPATION

Name of Proposer:	Prosser, I	ne.				
Project Title:	KingSoutel	Crossing Commun	- Andrewson - Control of the Party of the Pa	velopment (CRA) I	lan Up	iate
Proposal Number:	P-37-17	A		Base Proposal f applicable):s	125,000)
*Please list all JSEBs first Full Company N		JSEB Category (African- American, Women, Asian, Native American, Non-MBE or Hispanic)	Typ	pe of Work to be Performed		tal Contract Value or ercentage
Diettrich Planning	LLC	Woman-Owned	Plan	nning Support		15%
Hester Group, Inc.		N/A	Pub:	lic Engagement		10%
WTL+a		N/A	Marke	t/Economic Study		28%
Attach additional list	of subcontra	ctors/sub-consulta	ants as ne	eded		
	CONSULTAN	NT/SUBCONTRACTOR	K/SUPPLIER	TOTAL VALUES		
African-An	nerican Partici	pation Total				
Hispanic-A	merican Partic	ipation Total	7.7.272			
Native-Am	erican Particip	pation Total				
Asian-Ame	rican Participo	ation Total				
Woman Po	rticipation	Total		15%		
Non-MBE P	articipation To	ital		38%		
The undersigned will enter into this schedule conditioned upon foregoing conditions and instead Signature of Proposer.	execution of a con-	tract with the City of Jacks	sonville. Unde nowledge and	er penalties of perjury I decl	are that I h	
Print Name: Shawn R.	Bliss, RLA	, LEED AP				
RIP 6-17-17						.30.

PROSSER

-39-



City Required Forms

Form 1 - Price Sheet

NAMI	E OF CONSULTANT Strategic Planning Group, Inc.
Propo	sal Number P-37-17 King/Soutel Crossing CRA
	SCHEDULE OF PROPOSED PRICES/RATES
1.	Flat Fee (payable upon completion of project or upon completion of listed deliverables):
	\$124,900
2.	If charges are based on hours worked, the hourly direct labor rates (without Fringe Benefits) are:
	Principal (Partner or Senior Officer): \$hr.
	Project Manager (Responsible Professional): \$hr.
3.	Other Direct Project Costs per Unit (please specify)
4.	Estimated percentage of total fee to be performed by sub-contractors 45 %
5.	Please provide any other relevant rates that may apply to this project including average direct hourly labor rates for other categories of proposed personnel
PFP F-37-17	-50-



City Required Forms

EBO FORM 1 SCHEDULE OF SUBCONTRACTOR/SUBCONSULTANT PARTICIPATION

Name of Proposer:	Strategic PI	anning Group, Inc.			
Project Title:	King/Soutel (Crossing CRA update			
Deam areal bloomings	D 27 17		Total Base Proposal	000	
Proposal Number:	P-37-17	Ar	mount (if applicable): \$124,	000	
Please list all JSEBs firs Full Company N Acuity Design Group	lame	JSEB Category (African- American, Women, Aslan, Native American, Non-MBE or Hispanic) African-American	Type of Work to be Performed Outreach, Document Preparation	Total Contract Value or Percentage 15% (\$18,600)	
		10/20020	automor, automorrer repairement		
		Woman			
Genesis Group			Graphics/GIS	\$12,000	
Jones Edmunds			Utilities	\$10,000	
Dantin Consulting, LLC		Woman	Transportation	\$14,000	
Attach additional lis		ractors/sub-consulta			
			/SUPPLIER TOTAL VALUES		
		cipation Total	\$18,600		
Native-Ar	nerican Partic	ipation Total		75	
	erican Partici		3 0 - 12.000		
Woman Participation Total Non-MBE Participation Total			\$36,000		
nis schedule conditioned upo pregoing conditions and instr	n execution of a c	contract with the City of Jacks cts are true to the best of my ki	s/Consultants/Subcontractors identified here onwille. Under penalties of perjury I declare nowledge and beliefs Title: President		
Print Name: Robert	J Gray		T 1 Secretary 113	DARC WINTER IT	
P P ហេ ហ				-39-	

DEPARTMENT OF PUBLIC WORKS

iere Florida Begins.

April 10, 2017

TO:

Gregory W. Pease, Chairman

Professional Services Evaluation Committee

THRU:

John P. Pappas, P.E

Director

FROM:

Tom Fallin, P. E.

Chief, Engineering and Construction Management Division

Thomas G. McKnight

Capital Improvement Construction Mar

Jack Gabriel, P.E.

Public Works Construction Project Manager

SUBJECT:

P-09-17 CEI Services for Lower Eastside

The subcommittee received Three (3) proposals for evaluation for the subject project and found all to be responsive, interested, qualified and available to provide the services required by the RFP.

The proposals were evaluated using the criteria outlined in the Purchasing Code as augmented by the RFP (see attached matrix).

Based on the above, the following firms listed alphabetically 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.

- 3. CES Consultants, Inc.
- 2. Civil Services, Inc.
- England, Thims & Miller, Inc.

We recommend that the above list be forwarded to the Mayor for final selection.

JPP/Iw

Attachment:

Scoring Matrix

cc:

Lori West, PW Contract Specialist



Evaluation Matrix

	EVAL	JATION S	CALE	
1	 			10
QUALIFIED			EXTREME	LY QUALIFIEI

PROJECT NO. P-09-17

EXTREMELY QUALIFIED

CEI SVCS for PROJECT TITLE: Lower Eastsidee

Average

FIRM	COMPETENCE	CURRENT WORKLOAD	FINANCIAL RESPONSIBILITY	ABILITY TO OBSERVE COMPLIANCE WITH PLANS	PROFESSIONAL ACCOMPLISHMENTS RECORD	PROXIMITY TO PROJECT	Past & Present Demonstrated Commitment to Small & Minority Businesses & Contributions Toward A Diverse Market Place	ABILITY TO DESIGN AN APPROACH AND WORK PLAN	TIME & BUDGET	VOLUME OF CURRENT AND PRIOR WORK FOR USING AGENCIES	OVERALI
Total Points Assessed	10.0	10.0	5.0	10.0	5.0	10.0	10.0	20.0	10.0	10.0	100
											51.0
CES	7.5	7.5	2.0	7.5	2.0	3.5	9.5	15.0	5.5	4.0	64.0
CSI	9.0	8.0	2.0	8.5	3.5	10.0	9.5	17.5	7.0	4.0	79.0
ЕТМ	10.0	9.5	5.0	9.5	5.0	10.0	6.5	19.5	7.0	1.0	83.0
		5									
							4				

DEPARTMENT OF PUBLIC WORKS



April 10, 2017

TO:

Gregory W. Pease, Chairman

Professional Services Evaluation Committee

THRU:

John P. Pappas, P.E.

Director

FROM:

Tom Fallin, P. E.

Chief, Engineering and Constru ction Management Division

Thomas G. McKnight

Capital Improvement Construction

Jack Gabriel, P.E.

Public Works Construction Project Manager

SUBJECT:

P-10-17 CEI Services for City Bridges

The subcommittee received Five (5) proposals for evaluation for the subject project and found all to be responsive, interested, qualified and available to provide the services required by the RFP.

The proposals were evaluated using the criteria outlined in the Purchasing Code as augmented by the RFP (see attached matrix).

Based on the above, the following firms listed alphabetically 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.

- Eisman & Russo, Inc.
- GAI Consultants, Inc.
- VIA Consulting Services, Inc.

We recommend that the above list be forwarded to the Mayor for final selection.

JPP/Iw

Attachment:

Scoring Matrix

cc:

Lori West, PW Contract Specialist

EVALUATION MATRIX

EVALUATION SCALE	EVAL	UAT	ION	SCA	LE
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PROJECT NO. P-10-17

Average

QUALIFIED

EXTREMELY QUALIFIED

PROJECT TITLE: CEI Services for City Bridges

COMPETENCE	CURRENT WORKLOAD	FINANCIAL RESPONSIBILITY	ABILITY TO OBSERVE COMPLIANCE WITH PLANS	PROFESSIONAL ACCOMPLISHMENTS RECORD		Ca the management of the contract	ABILITY TO DESIGN AN APPROACH AND WORK PLAN	OVERALL WILLINGNESS TO MEET TIME AND BUDGET PEQUIPEMENTS (MAXXXIM 10 POINTS)	VOLUME OF CURRENT AND PRIOR WORK FOR USING AGENCIES	OVERALL
10	10	5	10	5	10	10	20	10	10	100
9.50	8.50	5.00	9.00	3.50	3.50	6.50	18.00	8.50	2.00	74.00
8.50	8.50	2.50	7.50	2.00	3.00	9.50	14.00	6.50	6.00	68.00
10.00	10.00	2.50	9.00	5.00	10.00	7.00	19.00	6.00	3.00	81.50
10.00	9.50	3.00	9.00	5.00	5.00	6.00	18.00	8.00	4.00	77.50
8.50	9.00	1.50	8.50	3.50	10.00	8.50	18.00	8.00	5.00	80.50
	9.50 8.50 10.00	10 10 10	COMPETENCE WORKLOAD RESPONSIBILITY 10 10 5 9.50 8.50 5.00 8.50 2.50 10.00 10.00 2.50 10.00 9.50 3.00	COMPETENCE CURRENT FINANCIAL RESPONSIBILITY COMPLIANCE WITH PLANS	COMPETENCE CURRENT FINANCIAL RESPONSIBILITY COMPLIANCE WITH PLANS RECORD	COMPETENCE CURRENT FINANCIAL RESPONSIBILITY COMPLIANCE WITH PLANS PROSIDENT PROXIMITY TO THE PROJECT	COMPETENCE CURRENT FINANCIAL RESPONSIBILITY COMPLIANCE COMPLIANCE COMPLISHMENTS RECORD PROFESSIONAL ACCOMPLISHMENTS RECORD PROJECT PROJECT PROJECT PROJECT PROJECT PROJECT PROJECT A Diverse Market Place A Di	CURRENT FINANCIAL RESPONSIBILITY TO OBSERVE COMPLIANCE WITH PLANS PROFESSIONAL ACCOMPLISHMENTS PROXIMITY TO THE RESPONSIBILITY TO THE RECORD TO THE RECORD TO THE RESPONSIBILITY TO THE RECORD TO THE RESPONSIBILITY TO THE TO THE TO THE TO THE TO THE TO	ABILITY TO OBSERVE COMPLIANCE PROFESSIONAL PROFESSIONAL ACCOMPLISHMENTS PROXIMITY TO THE COMPLIANCE PROJECT A Diverse Market Place A Diverse Market Pla	CURRENT CURRENT FINANCIAL COMPLIANCE COMPLIANCE COMPLISHMENTS PROJECT COMPLIANCE COMPLIANCE