

PUBLIC NOTICE
PSEC AGENDA
PROFESSIONAL SERVICES EVALUATION COMMITTEE MEETING
Thursday, March 10, 2022, 10:00 a.m.
Eighth Floor, Conference Room 851
Ed Ball Building, 214 N. Hogan Street
Jacksonville, FL 32202

[Join Teams Meeting](#)
[Teams Meeting](#)

Committee Members: Gregory Pease, Chairman
 Brennan Merrell, Treasury
 James McCain, Jr., OGC

Subcommittee Members	ITEM #	TITLE & ACTION	MOTION	CONTRA EXP	OUTCOME
Kathleen Collins Justin Gicalone	P-04-22	Introduce & Review Scope Aerial Imagery Services Duval County Property Appraiser's Office	That the committee approved the Scope of Services/Request for Proposal (RFP) as presented with such minor changes thereto as may be approved by the Chief of Procurement Officer and the Office of General Counsel to clarify the intent of the using agency and to ensure compliance with the City's ordinances Procurement policies and procedures and applicable state and federal laws.		
Dinah Coleman-Mason Aileen Cruz	P-39-21	Fee & Contract Negotiations JSEB Training, Estimating & Proposal Writing Consulting Services Equal Business Opportunity Office	That the City of Jacksonville enter into a contract with ICATT for the provision of JSEB Training, Estimating & Proposal Writing Consulting Services, by incorporating the attached Scope of Services identified as Exhibit 'A' and Contract Fee Summary identified as Exhibit 'B'; the initial contract period will be from date of execution of the contract through one (1) year with four (4) additional one-year renewal options remaining at terms mutually agreeable; the maximum indebtedness is a not-to-exceed amount of \$159,000.00; all other terms and conditions are per the RFP and the City's standard contract language.		
Dinah Coleman-Mason Aileen Cruz	P-11-22	Introduce & Review Scope Access To Capital Program Equal Business Opportunity Office	That the committee approved the Scope of Services/Request for Proposal (RFP) as presented with such minor changes thereto as may be approved by the Chief of Procurement Officer and the Office of General Counsel to clarify the intent of the using agency and to ensure compliance with the City's ordinances Procurement policies and procedures and applicable state and federal laws.		
Jeff Foster Will Williams	P-07-10	Contract Amendment No. 20 Trail Ridge Landfill Expansion Permitting and Design Department of Public Works/Solid Waste Division	That Contract No. 6354-13 between the City of Jacksonville and CDM Smith, Inc., for Trail Ridge Landfill Expansion Permitting and Design be amended to incorporate the attached Scope of Work identified as Exhibit 'A' and as detailed in the updated Contract Fee Summary identified as Exhibit 'AS' in the amount of \$1,195,743.00; (ii) thereby, increasing the maximum indebtedness by \$1,195,743.00 to a new not-to-exceed maximum of \$12,839,273.00. All other terms and conditions shall remain the same		

Thomas Goldsbury Nikita Reed	P-14-17	Contract Amendment No. 7 Professional Design Services for Jacksonville Beach Pier - Review/Design Department of Public Works/Engineering & Construction Management Division	That Contract 3140-33 with RS&H for Professional Design Services for Jacksonville Beach Pier Review and Design be amended to incorporate the attached Scope of Services for Contract Administration identified as Exhibit A-6 and Fee Schedule identified as Exhibit B-6; increase the lump-sum amount for Project Management, Pre-Construction Support and Construction Support Services by \$13,413.92 to a new total of \$138,565.31, to increase the not-to-exceed amount for Construction and Engineering Inspection by \$135,000.00 to a new total of \$844,351.58; thereby, increasing the maximum indebtedness of the City by \$148,413.92 to a new not-to-exceed maximum of \$1,620,966.16. All other terms and conditions, as previously amended shall remain the same.
William Joyce Robin Smith	P-29-21	Subcommittee Report Engineering Services for Beach Renourishment Projects - Annual Contract Department of Public Works/Engineering & Construction Management Division	It is the consensus of the of the committee that the one proposal received in response to the Request for Proposal was found to be responsive, interested, qualified and available to perform the required services and that company is: 1) <u>Olsen Associates, Inc.</u> We recommend that the above list is forwarded to the Mayor for final selection so that fee and contract negotiations may begin with <u>Olsen Associates, Inc.</u> , the number one (1) ranked firm.
Robin Smith Steven Long	P-27-15	Contract Amendment No. 3 Engineering Testing Services - Annual Contracts : Asphalt Testing/Inspection and Construction Materials Testing Department of Public Works/Engineering & Construction Management Division	That Contract No. 10192 between the City of Jacksonville and Meskel & Associates Engineering, PLLC, originally executed March 30, 2016, for Engineering Testing Services - Annual Contracts: Asphalt Testing/Inspection and Construction Materials Testing, be amended to extend the period of service from March 30, 2022, to June 30, 2022, and to increase the not-to-exceed amount by \$100,000.00 to a new not-to-exceed limit of \$400,000.00. All other terms and conditions, as previously amended, shall remain the same.
Robin Smith Steven Long	P-27-15	Contract Amendment No. 3 Engineering Testing Services - Annual Contracts : Soil Borings, Underwater Condition Surveys and Related Tests Department of Public Works/Engineering & Construction Management Division	That Contract No. 10192-01, between the City of Jacksonville and Meskel & Associates Engineering, PLLC, originally executed April 6, 2016, for Engineering Testing Services - Annual Contracts: Soil Borings, Underwater Condition Surveys and Related Tests, be amended to extend the period of service from April 6, 2022, to June 30, 2022. All other terms and conditions, as previously amended, shall remain the same.
Robin Smith Thomas McKnight	P-14-21	Fee & Contract Negotiations CEI Services for LaSalle Drainage Design Build Project Department of Public Works/Engineering & Construction Management Division	That the City of Jacksonville enter into a contract with AE Engineering, Inc. for CEI for LaSalle Drainage Design Build Project that incorporates the attached Scope of Services identified as Exhibit 'A' and Fee Schedule identified as Exhibit 'B', provide a not-to-exceed amount for Construction Engineering and Inspection Services in the amount of \$802,076.07, with the maximum indebtedness to the City of \$802,076.07; and with an expiration date of Project completion. All other terms and conditions are per the RFP and the City's Standard Contract language.
Robin Smith William Joyce	P-02-22	Approval to Proceed with Evaluation of the Two (2) Proposals Received Professional Engineering Services for US 1 Corridor Utility Improvements - Phase 2 Department of Public Works/Engineering & Construction Management Division	That the committee approves proceeding with evaluation of the two (2) proposals received in accordance with Section 126.302 (f) of the Procurement Code.

Meeting Adjourned:

"The next PSEC meeting is scheduled to be held on Thursday, March 24, 2022."



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City of Jacksonville, Florida

Lenny Curry, Mayor

Procurement Division
www.coj.net

MEMORANDUM

January 31, 2022

TO: Gregory Pease, Chairman
Professional Services Evaluation Committee

FROM: Kathleen Collins, Chief Financial Officer
Office of the Property Appraiser – Duval County

RE: Certification Letter for P-04-22 Aerial Imagery 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 is to provide Aerial Imagery Services for the Duval County Property Appraiser's Office to assist in the remote analysis of property. These images are also utilized by Jax GIS, the Sheriff's Office, Public Works and other City entities.
2. The Objective of the service is to enter into a contract with an individual or firm who will provide the services detailed in the RFP.
3. The estimated period of time needed for the service will be from October 1, 2022 through September 30, 2026 with two (2) one-year contract renewal options.
4. The estimated cost of the service is \$1,000,000.00 for the initial four-year period.
5. Pictometry International Corporation has the current contract under P-15-18 Aerial Imagery Services (contract #8668-02).
6. The current contract for this service will expire on September 30, 2022 so entering into a contract that takes effect on October 1, 2022 will not duplicate prior or existing work.
7. City of Jacksonville staff does not have the expertise and the resources to provide the services requested in the RFP.



City of Jacksonville, Florida

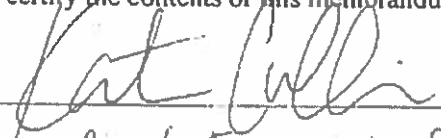
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Lenny Curry, Mayor

Procurement Division
www.coj.net

8. A sub-committee composed of the following City of Jacksonville personnel are designated to review the responses to this RFP:
 - Kathleen Collins, PAO Chief Financial Officer, kathleenc@coj.net, 255-5890
 - Justin Gicalone, PAO Field Operations Division Chief, Gicalone@coj.net, 255-5929
 - Rebecca Braeckel, PAO GIS Manager, rebeccab@coj.net, 255-5894
9. Funding for these services will be encumbered from account 0191.810001.531090 OR will be encumbered from various accounts and identified at the time a Purchase Order(s) is issued. *List the accounts if you know them.
10. The following individuals / firms should be notified upon approval of the PSEC committee to proceed with the solicitation:
 - Carl Decator, Pictometry - carl.decator@eagleview.com
 - Krysia Sapeta, Sanborn - ksapeta@sanborn.com
11. The individuals responsible for developing the scope of work and this certification letter, along with the subcommittee members assigned to this RFP, have read and understand the Procurement Administrative Code dated May 2018.
12. Three (3) weeks is believed to be sufficient time for interested parties to respond to this RFP.

I certify the contents of this memorandum are correct and true to the best of my knowledge.



Chief Financial Officer

TITLE

Attachment: Request for Proposals
Risk Management approval (sent by email)
EBO approval
ITD approval (sent by email)



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

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MEMORANDUM

TO: Gregory Pease, Chairman
Professional Services Evaluation Committee

FROM: Dinah Coleman-Mason, EBO/JSEB Administrator *DCM*
Aileen Cruz, EBO/JSEB Business Analyst *AC*
Equal Business Opportunity Office / Jacksonville Small & Emerging Business

SUBJECT: P-39-21 JSEB Training, Estimating & Proposal Writing Consulting Services

DATE: February 22, 2022

The EBO Office has negotiated with the number one ranked consultant that submitted a proposal and was selected to provide the JSEB Training, Estimating, Estimating and Proposal Writing Consulting Services, resulting in the attached Scope of Services, Exhibit A and Contract Fee Schedule, Exhibit B.

Accordingly, this is to recommend that the City of Jacksonville enter into a contract with ICATT Professional Services, to provide JSEB Training, Estimating & Proposal Writing Consulting Services to incorporate the attached Scope of Services, Exhibit A and Fee summary Exhibit B. The initial contract period will be for 1 year from date of execution of contract, with (2) renewals at terms mutually agreeable. The maximum indebtedness is a not-to-exceed amount of \$159,000.00. All other terms and conditions of the Contract are per the City's standard contract language and as provided in the Request for Proposals.

Attachments: Exhibits A & B

cc: Alex Baker, Professional Services Specialist

Exhibit A

Section 4 Description of Services and Deliverables

The contractor shall provide technical, supervisory, and administrative personnel to ensure the expeditious accomplishment of the work specified in this Statement of Work (SOW). The contractor shall provide Jacksonville Small & Emerging Business (JSEB) training & technical assistance by conducting estimating and proposal writing training and technical assistance for City of Jacksonville JSEB members and their respective teams. At the conclusion of the training program, JSEB members will be able to submit compliant and winning estimates and proposals.

Non-Personal Services

The City of Jacksonville shall not exercise any supervision or control over the contract service providers performing the services herein. Such contract service providers shall be accountable solely to the Contractor who, in turn is responsible to the City. All deliverables/performances shall meet professional standards and requirements as described in this document.

Objectives

Provide training, and technical assistance to guide JSEB members through hands-on training, on demand coaching and online resources to develop proficiency in estimating and proposal writing.

1. Develop customized training and relevant online resources.
2. Conduct a combination of in-person, live virtual and self-pace training. Status of in-person training is to be determined contingent on health and safety protocol.
3. Provide on-demand coaching and support for program participants.

Specific Tasks. The Contractor will:

1. Provide upfront training of TBD hours/days covering both estimating and proposal writing topics.
2. Provide online resources and job aids for continuous learning and for applying best practices
3. Facilitate a monthly hands-on training and coaching to apply knowledge to practice.
4. On demand coaching support including email, live chat, phone, FAQ, blogs, assigned peer buddy peer groups.

Travel. Arrangements for and costs of all travel, transportation, meals, lodging, and incidentals are the responsibility of the Contractor. (Please verify

Facility & Equipment

1. The City will provide the appropriate facility for the Contractor staff to provide onsite and in-person training.
2. The City will provide the appropriate audio/visual support and equipment.

Term of Agreement

The initial term of agreement will commence upon execution of the Contract for one base year period and 4 option years. Buyer will have the option to renew such agreement for additional optional year periods upon satisfactory performance by Consultant/Firm. The Contract is subject to early termination as set forth elsewhere in this RFP.

Minimum Requirements for Contractors

1. Consultant/Firm must satisfy the following mandatory minimum requirements to have their Responses evaluated. By submitting a consultant warrant and representing that it satisfies these requirements. Failure to meet these requirements will result in the Response not being evaluated and being rejected as non-responsive:
2. The Contractor shall provide current proof of all business licenses required by local, state, and federal law as applicable.
3. Must have at least three years' experience in performing training and related consulting services.
4. Resumes of key personnel being proposed that includes lead cost estimator and lead proposer writer minimum experience. As well as Certified Professional Estimator and Project Management Professional certifications at the State and Federal level.
5. Provide a sample list of at least 5 projects representing the firm's experience, that demonstrate a wide range of municipal, critical facility, utilities projects, land development, etc., including new construction, and renovation work. Details shall include the following:
 - o Project name
 - o Client
 - o Location
 - o Project category (new and/or renovation)
 - o Project type
 - o Size of facility
 - o Construction value
 - o Cost estimating and proposal writing services provided (program estimates, design estimated, detailed itemized estimates, estimate reviews, scope/budget reviews, value engineering studies, construction manager/contractor cost reconciliation, and change order cost evaluations)
6. Describe the firm's approach and process for teaching and training services.
7. Provide a statement of what differentiates your firm from others for performing under this RFP and why your firm should be selected. Statements should include your firm's approach to cost estimating and special training and expertise that make your lead cost estimator uniquely qualified. Additional information such as agency brochures, resumes, etc. may be submitted as appropriate.

(End of Section 4)

Exhibit B

Jacksonville, FL
Washington, D.C.
Atlanta, GA
Twin Cities, MN
Colorado Springs, CO



Web: www.icatt.net
Email: info@icatt.net

February 22, 2021

Dinah L. C. Mason
EBO/JSEB Administrator
City of Jacksonville Procurement Division
214 N. Hogan Street, 8th Floor
Jacksonville, FL 32202
(904) 255-8832
DinahM@coj.net

Aileen Cruz
EBO/JSEB Business Analyst
City of Jacksonville Procurement Division
214 N. Hogan Street, 8th Floor
Jacksonville, FL 32202
(904) 255-8828
ACruz@coj.net

Subject: Acceptance of Initial Budget to Initiate JSEB Training Contract Work

Dear Ms. Mason and Ms. Cruz,

ICATT Professional Services, Inc. is pleased to accept your initial budget of \$159,000 to start negotiation and start the contract work to provide JSEB Estimating and Proposal Writing training and coaching.

We are very grateful for the opportunity to work with you to empower JSEBs.

Make it a fantastic day.

Yours truly,

A handwritten signature in black ink that reads "Gabe Hamda".

Gabe Hamda, Ph.D., SPHR
President and CEO



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MEMORANDUM

March 4, 2022

TO: Gregory Pease, Chairman
Professional Services Evaluation Committee

FROM: Dinah Coleman-Mason, Business Compliance Administrator
Equal Business Opportunity Office

Subject: **Certification Letter for P-11-22 Access To Capital Program**

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:

To provide professional services as a Community Development Financial Institution (CDIF) for the management and disbursement of Access to Capital Funding for the Jacksonville Small & Emerging Program contractors/consultants. As well as provide other funding opportunities for the same.

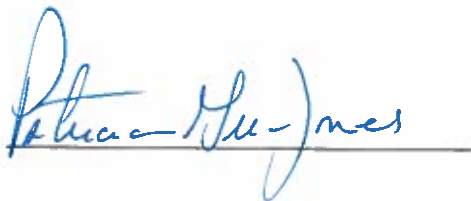
3. The estimated period of time needed for the service or study: 3 years w/ (2), (1) year renewal options.

4. The estimated cost of the service or study: \$300,000.00
5. Whether the proposed study or service will not duplicate a prior or existing work.
The proposed services will not be duplicated.
6. List of current contracts or prior services or studies which are related to the proposed study or service: There is not a current contract for the services needed; however, there was an Access to Capital contract 2 years ago.
7. A statement as to why the service/study cannot be done by department or agency staff:

The contract requires knowledge and training in providing loans and experience in financing and banking for the purpose of distributing funding for underserved small business communities.
8. The names and telephone numbers of two representatives from the using agency designated to serve on the evaluation committee as subcommittee members:
Dinah L. C. Mason
Patricia Jones-Gee
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:
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, 2021.



EBD Administrator
TITLE



EBD Finance Analyst
TITLE



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City of Jacksonville, Florida

Lenny Curry, Mayor

Department of Public Works
Solid Waste Division
1031 Superior Street
Jacksonville, FL 32254
(904) 255-7500
www.coj.net

February 9, 2022

TO: Greg Pease, Chief, Procurement Division

THRU: John Pappas, P.E., Director, Department of Public Works

From: Jeffrey S. Foster, P.G, SW Environmental Engineer Manager
Will Williams, Chief, Solid Waste Division

SUBJECT: CDM Smith, Inc. Amendment #20
Trail Ridge Landfill Expansion Permitting and Design
Contract No. 6354-13, P-07-10
Account No. POETA 001404.PWSW.565031.4.43105-384020
(PWSW44K-069505-SW005-06)

Amendment #20 is needed to fund the materials testing and engineering QA/QC oversight required for the construction of the Disposal Unit 7 Expansion area at Trail Ridge Landfill and to submit the construction certification report to the Florida Department of Environmental Protection for approval so the disposal unit can start accepting solid waste.

The Solid Waste Division is requesting approval of Amendment #20 as detailed in the Scope of Work in Exhibit AT and as detailed in the Contract Fee Summary contained in Exhibit AS in the amount of \$1,195,743.00. Additionally, the vendor is requesting to update their fee schedule as part of this amendment since this contract was first advertised in 2010. The vendor's proposed new rates are included as an attachment. Approval of Amendment #20 in the total amount of \$1,195,743.00 will bring the maximum indebtedness to the City's not to exceed amount of \$12,839,273. Sufficient funding for the total encumbrance will be available in POETA account 001404.PWSW.565031.4.43105-384020 after approval of a concurrent BT. Nothing contained herein shall be amended, modified or otherwise revised without prior PSEC and Mayor's approval.

If there are any questions, please do not hesitate to contact me at this office (904) 381-8205. Please advise when this item will be placed on the agenda so a representative of DPW can attend.

JSF/jsf
Attachments

EXHIBIT AT
AMENDMENT 20 to TASK AUTHORIZATION 6354-13
FOR
TRAIL RIDGE LANDFILL CLASS I CELL EXPANSION PROJECT
TRLF DISPOSAL UNIT 7 ENGINEERING SERVICES DURING CONSTRUCTION

This Authorization, when executed, shall be incorporated in and become part of the Agreement for Professional Services between the City of Jacksonville (OWNER), and CDM Smith Inc. (CONSULTANT), dated February 9, 2011 hereafter referred to as the Agreement.

PROJECT BACKGROUND

CONSULTANT will assist the OWNER with the design, permitting, and construction of a new Class 1 landfill facility (Phases 6-14) at the Trail Ridge Landfill (TRLF) site. The existing landfill has been developed via 5 stages of cell construction (Phases 1-5) over 20 years and is within 2-3 years of reaching capacity. CONSULTANT has completed the following work related to the TRLF Class I Cell Expansion Project.

Initial Authorization – Developed a Master Plan for the build out of the TRLF site. The Master Plan recommended three phases, Phases 6 through 8 (now numbered 6 through 14), for full site buildout and evaluated various options for the next cell construction, Phase 6 expansion. The initial authorization also initiated field data collection for design of the TRLF Expansion Project.

Amendment 1 – Developed permit application and supporting documentation for the TRLF Expansion Environmental Resource Permit (ERP).

Amendment 2 – Continued data collection and developed permitting plans and specifications for Phase 6A through 6E TRLF Expansion Florida Department of Environmental Protection (FDEP) Solid Waste Permit. Amendment 2 included conceptual stormwater modeling, development of methane gas management plan, geotechnical stability analysis, and ongoing hydro-geological modeling.

Amendment 3 – Authorized investigation of expansion of the on-site borrow pit for use in future landfill activities. This amendment was a partial authorization of the Amendment 3 activities at TRLF. The remaining activities were authorized under Amendment 4.

Amendment 4 – Authorized funding for the remaining work described and approved in Amendment 3, including continued design and permitting activities for Phases 6 through 14 with development of solid waste construction permit application and Phase 6 construction documents. This amendment also included bidding services.

Amendment 5 – this amendment is a continuation of the work begun under the previous four amendments to obtain the ERP and FDEP Solid Waste Construction Permits needed to construct Phases 6-14 of the Trail Ridge Landfill Expansion. This amendment included activities to apply for a major modification of the site's existing Prevention of Significant Deterioration (PSD) permit, renew the site's

solid waste operating permit, and design a new access road for operational traffic. CONSULTANT submitted and received the FDEP solid waste construction permit, operations permit, and 2014 financial assurances for the planned expansion area under this amendment.

Amendment 6 – this amendment authorized Engineering Services During Construction to support the TRLF Phase 6 Expansion Project. The amendment included conforming contract documents, holding a pre-construction meeting, conducting shop drawing review, issuing designer clarifications, addressing requests for additional information and providing resident project representation (RPR) for the project. These services were authorized through December 2015.

Amendment 7 – this amendment authorized design and permitting of a limerock construction access road from County Road 228 to Gilridge road. This road will provide access to the landfill and borrow areas for construction vehicles. This amendment also included intersection improvements to the perimeter road encircling Phases 1-5 of the existing landfill to facilitate re-routing of operations traffic to the new western access road. Re-routing of operations traffic is a key component of the construction sequence for the new Phase 6 cell.

Amendment 8 – this amendment authorized engineering services during construction for January 2016 through December 2016. Additionally, this scope includes activities to perform financial assurances reporting to the FDEP associated with the site Solid Waste Permit, and perform various monitoring and maintenance tasks associated with onsite mitigation areas to maintain compliance with the site Environmental Resource Permit (ERP).

Amendment 9 - this amendment authorized engineering services during construction for January 2017 through June 2017. Additionally, this scope includes activities to perform various monitoring and maintenance tasks associated with onsite mitigation areas to maintain compliance with the site Environmental Resource Permit (ERP).

Amendment 10 – this amendment authorizes a seepage analysis study of the borrow pit south of Landfill Phases 1-5 to improve dewatering activities and address erosion concerns.

Amendment 11 - this amendment includes activities to perform investigation and recommendation for pretreatment of the landfill leachate prior to disposal at the Buckman WWTP, due to interference with the WWTP UV disinfection process.

Amendment 12 - this amendment extended geotechnical conformance testing from August 2017 through October 2017.

Amendment 13 – this amendment extended engineering services during construction through June 2018 due to an extension of the construction schedule by the Contractor.

Amendment 14 – this amendment authorized design and permitting of the Phase 6 gas collection system.

Amendment 15 – this amendment authorized the design and permitting of the Phase 7 Cell Expansion and Engineering Services During Construction for closure activities on Phases 1-5.

Amendment 16 – this amendment authorized the preparation of the Title V Operations Permit renewal application and supporting documentation.

Amendment 17 – this amendment authorized the addition of the leachate evaporator to the Phase 6 gas collection system design.

Amendment 18 – this amendment authorized engineering services during construction for the Phase 6 horizontal gas collection wells.

Amendment 19 – this amendment authorized engineering services during construction for the Phase 6 leachate evaporator and flare system. This amendment also authorized preparation of the 2021 TRLF Financial Assurances forms for FDEP.

SCOPE OF WORK

This scope of work for Amendment 20 is a continuation of the work begun under the previous amendments to design and construct the Phase 6-14 Trail Ridge Landfill Expansion. This scope of work includes activities to perform Engineering Services During Construction for Disposal Unit 7 at TRLF. The following is a description of the work to be provided under this Amendment 20. The non-sequential order of some tasks and subtasks listed below is a result of tasks either being authorized under previous amendments or the work is to be authorized as part of future amendments.

TASK 18 - KICKOFF MEETING

There is no change to Task 1. All work has been completed for this task.

TASK 19 - DATA COLLECTION AND REVIEW

There is no change to Task 2. All work has been completed for this task.

TASK 20 - TRLF EXPANSION LANDFILL CELL ALTERNATIVES DEVELOPMENT

There is no change to Task 3. All work has been completed for this task.

TASK 21 - ANALYSIS OF PHASE 6 CELL ALTERNATIVE LOCATIONS

There is no change to Task 4. All work has been completed for this task.

TASK 22 - INITIATE FIELD SITE INVESTIGATION

There is no change to Task 5. All work has been completed for this task.

TASK 23 - STORMWATER MODELING

There is no change to Task 6.

TASK 24 - PROJECT MANAGEMENT

There is no change to Task 7.

TASK 25 - WETLAND LONG TERM HYDRATION EVALUATION

There is no change to Task 8.

TASK 26 - FLOOD ELEVATION DETERMINATION

There is no change to Task 9.

TASK 27 - ENVIRONMENTAL RESOURCE PERMITTING

There is no change to Task 10.

TASK 28 - DESIGN AND PERMITTING

There is no change to Task 11.

TASK 29 - SOLID WASTE LANDFILL CONSTRUCTION PERMITTING

There is no change to Task 12.

TASK 30 - QUALITY ASSURANCE AND QUALITY CONTROL

There is no change to Task 13.

TASK 31 - ECONOMIC EVALUATION

There is no change to Task 14.

TASK 32 - PUBLIC INFORMATION PROGRAM ASSISTANCE

There is no change to Task 15.

TASK 16 - BIDDING SERVICES

There is no change to Task 16.

TASK 17 - GENERAL ENGINEERING SERVICES DURING CONSTRUCTION

Task 17 is amended as follows:

Subtask 17.21 Engineering Services During Construction for Disposal Unit 7

CONSULTANT will provide general services during construction associated with the construction of Disposal Unit 7 at the Trail Ridge Landfill.

Subtask 17.21.1 Pre-Construction Conference

A Pre-Construction Conference will be held at the beginning of the construction. CONSULTANT will schedule the meeting, make physical arrangements for the meeting, develop the agenda, and distribute the agenda prior to the meeting. CONSULTANT will provide appropriate team members to attend the meeting and prepare and distribute notes from the meeting.

Deliverable: Pre-Construction Conference Notes

Subtask 17.21.2 Monthly Progress Meetings

Monthly progress meetings will be held throughout the construction project. CONSULTANT shall schedule meetings, make physical arrangements for meetings, prepare and distribute the agendas, preside over the meetings, and prepare and distribute notes of the meetings. It is anticipated that up to nine monthly meetings will be held. CONSULTANT shall provide appropriate team members to attend

the meeting. Discipline engineers will only be present at monthly meetings when needed as construction progresses.

Deliverable: Monthly Progress Meeting Agenda (9)

Subtask 17.21.3 Review Shop Drawings, Samples, and Other Submittals

CONSULTANT will review and approve (or take appropriate action in respect of) sequence of work, stockpile plan, shop drawings, samples, operation and maintenance (O&M) manuals, schedule of values, payment application format and other data (in accordance with Specifications), which the Contractor is required to submit, but only for conformance with the information given in the contract documents and compatibility with the design concept of the completed project as a functioning whole as indicated in the Contract Documents. Such reviews and approvals or other action will not extend to means, methods, techniques, or procedures of construction or to safety precautions and programs incident thereto. CONSULTANT will review up to 80 original submittals and one resubmittal for each original submittal by the CONTRACTOR. Additional subsequent review by CONSULTANT of resubmittals is eligible for additional compensation. Review of Independent Testing Lab Results is covered separately.

Subtask 17.21.4 Review of Independent Testing Lab Results

CONSULTANT will contract with a geotechnical and materials testing laboratory to conduct independent testing of the Contractor's work. Contractor shall contact the testing laboratory to conduct the testing as needed throughout construction progress. CONSULTANT shall witness all testing through the use of the Resident Project Representative (RPR).

CONSULTANT is responsible for the testing costs, including analysis and shipping (if needed). CONSULTANT will review results for conformance with Contract Documents. For budgeting purposes testing labor and analysis will be carried on a not-to-exceed basis. The anticipated testing schedule is included in Exhibit AV.

CONSULTANT will review field test reports for conformance with project contract documents. Should Contractor fail to pass the independent test and retesting is required, the CONSULTANT is eligible for additional compensation to review retest results.

Subtask 17.21.5 Evaluation of Substitutes

CONSULTANT shall evaluate and determine the acceptability of up to two substitutes and "or-equal" materials and equipment proposed by Contractor.

Subtask 17.21.6 Site Visits and Observation of Construction Progress

CONSULTANT will make up to 9 visits to the site at intervals appropriate to the various stages of construction to observe the progress and quality of the executed work of the Contractor and to determine in general if such work is proceeding in accordance with the Contract Documents. During such visits and on the basis of on-site observations, CONSULTANT shall keep OWNER informed of the progress of the work and shall endeavor to determine in general if such work is proceeding in accordance with the Contract Documents. Additionally, during such visits and on the basis of such observations, CONSULTANT shall disapprove or reject Contractor's work while it is in progress if CONSULTANT believes that such work will not produce a completed Project that conforms generally to the Contract Documents or that it will prejudice the integrity of the design concept of the completed

Project as a functioning whole as indicated in the Contract Documents. CONSULTANT shall document the site visits with an e-mail to the CONSULTANT's and OWNER's Project Managers summarizing the observations, discussions and/or decisions.

In addition to the above-detailed site visits, CONSULTANT shall provide the services of an RPR at the site to assist CONSULTANT and to provide more continuous observations of such work. These services are detailed in Task 19.0.

Subtask 17.21.7 Clarifications, Interpretations, and Field Orders

CONSULTANT shall issue necessary clarifications and interpretations on technical matters of the Contract Documents as appropriate to the orderly completion of the work. Such clarifications and interpretations will be consistent with the intent of and reasonably inferable from the Contract Documents. CONSULTANT may issue Field Orders authorizing minor variations from the requirements of the Contract Documents. CONSULTANT will provide up to 20 clarifications.

Subtask 17.21.8 Change Orders

CONSULTANT will provide services in connection with preparing change orders to reflect changes to the construction project. This includes the review of change order proposals, development and issuance of Work Change Directives, and development and issuance of Change Orders for execution by OWNER. In addition, CONSULTANT shall maintain lists of all potential change order items for the project. For budgeting purposes, it is assumed that up to three change orders will be developed incorporating up to 10 total work change directives.

Subtask 17.21.9 Review of Applications for Payment

Based on CONSULTANT's on-site observations as an experienced and qualified design professional and on review of Applications for Payment and the accompanying data and schedules, CONSULTANT will prepare and submit to OWNER a recommendation for payment in the form of the OWNER's standard pay application form. Approval of invoices will be by OWNER. For budgeting purposes, it is assumed that 10 total Applications for Payment will be processed.

Subtask 17.21.10 Substantial Completion Walkthrough

Upon notification from the Contractor that Disposal Unit 7 is substantially complete, CONSULTANT and OWNER will conduct a walkthrough to determine if the project is substantially complete. Based on the outcome of the walkthrough, CONSULTANT and OWNER will prepare a deficiency list of items required to be completed prior to the OWNER receiving beneficial use of the facility and a list of items required to be completed prior to achieving Final Completion. Two site visits have been budgeted for Substantial Completion, one to develop the deficiency list and one to confirm deficiency list items have been completed. Any additional site visits to confirm completion of the deficiency list items will require an amendment.

Subtask 17.21.11 Final Complete Walkthrough

CONSULTANT will conduct a final walkthrough to determine if the work has been completed in accordance with the Contract Documents. Any deficiencies noted may be considered warranty work to be completed after Final Completion/Acceptance. This will be done for the purpose of certifying final

project completion as required by the Contract Documents. One final walkthrough is budgeted under this task.

Subtask 17.21.12 Review of Contractor's Completion Documents

CONSULTANT shall review final documents submitted by Contractor, including contract drawings, shop drawings, application for substantial completion, geotechnical and geosynthetic test reports, field conformance test results, and material warranties, and as-built survey documents in accordance with Contract Documents.

Subtask 17.21.13 Preparation of Record Drawings

CONSULTANT will prepare record drawings showing the significant changes made during the construction process based on information furnished to CONSULTANT by the Contractor. CONSULTANT will provide the OWNER with electronic record drawings in PDF and AutoCAD format.

Subtask 17.21.14 Preparation and Submittal of Final Certification Report

CONSULTANT will prepare the final certification of construction completion required by the FDEP, including assembly of all supporting documentation as required by 62-701.320(9)(b), F.A.C. CONSULTANT will submit the report to FDEP (electronic submittal through FDEP e-permitting portal) and provide OWNER with one electronic copy of the report in PDF format. CONSULTANT will coordinate with FDEP to obtain the final certification.

Subtask 17.21.15 Submittal of Complete Project Documents to Owner

For record-keeping purposes, CONSULTANT will assemble the project documents and provide PDFs to OWNER at project closeout. This includes official correspondence, daily reports, meeting minutes, RFIs, submittals, project logs, field orders, work change directives, change orders, test results, submittals, applications for payment, and other applicable project documents. PDFs will be organized in folders based upon type of project document and provided on CD(s) to OWNER.

Subtask 17.21.16 General Administration of Construction Contract

CONSULTANT shall consult with and advise OWNER and act as OWNER's representative as provided in the Standard General Conditions. The extent and limitations of the duties, responsibilities and authority of CONSULTANT as assigned in said Standard General Conditions shall not be modified. OWNER's instructions to Contractor will be issued through CONSULTANT, who shall have authority to act on behalf of OWNER in dealings with Contractor to the extent provided in this Agreement and said Standard General Conditions. Under this task, CONSULTANT may issue communications to the Contractor addressing clarifications and/or interpretations pertaining to administrative matters covered in the Standard General Conditions, addressing correction or acceptance of defective work, monitoring compliance with contract requirements for notification and coordination with OWNER's operations and other contractors, etc.

TASK 18 - SPECIAL SERVICES

Task 18 is amended to include the following tasks:

Subtask 18.1 - Wetland Creation Area

As a special condition of FDEP ERP, No.:16-307659-002-EI, the OWNER must create approximately 9 acres of wetland to mitigate for impacts to onsite wetlands. Due to inability to negotiate access with adjacent property owner for creation of one of the required wetland areas, CONSULTANT will submit a modification to relocate the required wetland creation area elsewhere on the TRLF property.

Subtask 18.1.8 - Modification to ERP for Wetland Creation Area Relocation

CONSULTANT will subcontract with a qualified firm to develop the documentation necessary to submit a minor modification to FDEP ERP, No.:16-307659-002-EI to relocate Wetland Creation Area 2 (2.14 acres) to an alternate location on the TRLF property.

TASK 19 - RESIDENT PROJECT REPRESENTATIVE SERVICES DURING CONSTRUCTION

Task 19 is amended as follows:

Subtask 19.5 - Resident Project Representative Services During Construction for Disposal Unit 7

CONSULTANT will provide full-time RPR services during the active project construction period to observe the performance of the Contractor's work. The RPR will be provided during the anticipated 9-month (270 day) project duration from Notice to Proceed to substantial completion, with the first 2 months only requiring part-time RPR services. The level of work estimated is 1,360 labor-hours of RPR time (8 weeks * 20 hours/week plus 30 weeks * 40 hours/week). CONSULTANT reserves the right to request additional compensation, should construction extend beyond the duration included in this Change Order.

CONSULTANT's RPR will act as directed by and under the supervision of CONSULTANT and will confer with CONSULTANT regarding their actions. The RPR's dealings in matters regarding the on-site work will in general be only with CONSULTANT and the Contractor, and dealings with Subcontractors will only be through or with the knowledge of the Contractor. Written communication with OWNER will be only be through or as directed by CONSULTANT.

CONSULTANT's RPR will prepare daily reports, describing the general working conditions, areas of construction activity, types of construction activities, tests performed and special and unusual events. Daily reports will be provided to OWNER. The RPR will be responsible for implementation of the CQA Manual and coordination of the Quality Assurance Laboratory. The RPR will also be responsible for providing input and documentation to the Engineer of Record (EOR) for preparing a final sealed certification report that will be submitted to the FDEP. The RPR will record all field activities on the appropriate forms.

TASK 20 - NEW CELL GEOSYNTHETIC INSTALLATION QA/QC CONSTRUCTION SERVICES

Task 20 is amended as follows:

Subtask 20.1 - Geosynthetic QA/QC For Disposal Unit 7

CONSULTANT shall provide one full-time construction quality assurance (CQA) Field Representative during the installation of the Disposal Unit 7 double liner system.

CONSULTANT's CQA Field Representatives will be responsible for observing and documenting activities related to the quality assurance of the production, handling, storage, and installation of the liner system.

CONSULTANT's CQA Field Representatives will also be responsible for implementation of the CQA Manual approved by FDEP as part of the permit to construct Trail Ridge Landfill Class I Landfill Expansion Disposal Units 6-14. An independent Quality Control laboratory will be retained by the CONSULTANT. The CONSULTANT will coordinate, perform, and pay for the geosynthetics conformance testing required by the specifications. CONSULTANT's CQA Field Representative shall record all field activities in the appropriate forms included in Sections 310519.15, 310519.23, 310519.26, and 313240 of the contract technical specifications. At the end of each day, the CONSULTANT's CQA Field Representative will review the forms and enter them electronically. At the completion of liner installation, CONSULTANT will review the CONTRACTOR's installation forms and panel placement drawing for consistency with the CONSULTANT's CQA Field Representative's forms.

The specific duties of CONSULTANT's CQA Field Representative include:

- A. Reviews the design drawings and specifications, site-specific documentation, including proposed layouts, and manufacturer's and installer's literature.
- B. Develops a site-specific addendum for quality assurance of geosynthetic (if necessary) with the assistance of the Project's Representative.
- C. Administers the geosynthetic portions of the CQA Manual, e.g., assigns and manages the geosynthetic quality assurance personnel, reviews the field reports, and provides engineering review of the quality assurance related issues.
- D. Reviews the changes to design drawings and specifications as issued by CONSULTANT.
- E. Acts as the on-site (resident) representative of OWNER.
- F. Attends the quality assurance related meetings, e.g., resolution, pre-construction, daily, weekly.
- G. Reviews the Manufacturer and Installer certifications and documentation and makes appropriate recommendations.
- H. Reviews the Installer's personnel qualifications for conformance with the QA/QC manual and the Contract Documents.
- I. Reviews the preparation of the as-built drawing(s) by the Contractor. Reviews Contractor's CQA field documentation daily.
- J. Reviews the daily reports, logs and photographs prepared by RPR. Reports to the Project Representative, and logs in the daily report, and any relevant observations.
- K. Prepares a daily report summarizing the quantities of geosynthetic installed each day. Monitors, logs, photographs and/or documents the geosynthetic installation operations. Photographs shall be taken routinely and in critical areas of the installation sequence. Notes any on-site activities that could result in damage to the liner system.
- L. Prepares the weekly summary of the liner system quality assurance activities.

- M. Oversees the marking, packaging and shipping of all laboratory test samples.
- N. Reviews the result of laboratory testing with EOR and makes appropriate recommendations.
- O. Reports any unapproved deviations from the CQA Manual.
- P. Assist in preparation of the final certification report.
- Q. Documents any on-site activities that could result in damage to the lining system. Any problems noted shall be reported as soon as possible to the OWNER and CONSULTANTS' EOR.

- R. Monitors the following operations for all lining system materials:
 - 1. Material delivery
 - 2. Unloading and on-site transport and storage
 - 3. Sampling for conformance testing
 - 4. Deployment operations
 - 5. Joining and/or seaming operations
 - 6. Condition of panels as placed
 - 7. Visual inspection by walkover
 - 8. Repair operations

- S. Monitors and documents the geomembrane seaming operations, including:
 - 1. Trial seams
 - 2. Seam preparation
 - 3. Seaming
 - 4. Nondestructive seam testing
 - 5. Sampling for destructive seam testing
 - 6. Photographs of destruction seam testing with clear identification mark
 - 7. Appropriate log for seaming and patching destructive testing
 - 8. Field tensiometer testing
 - 9. Laboratory sample marking
 - 10. Repair operations

The construction of the liner/leachate collection system is estimated at 8 weeks. This proposal is based on furnishing one CQA Field Representative for 400 labor hours (8 weeks at 50 hours/week, 5 days/week). CONSULTANT is assuming 8 hours for field work and 2 hours to complete paperwork per day during liner installation. An additional 16 hours have been budgeted to perform the review of the Contractor's installation forms and panel placement drawing at the end of the project. CONSULTANT reserves the right to request additional compensation, should the geomembrane installation extend beyond the duration budgeted in this proposal.

TASK 21 - BORROW PIT EVALUATION AND EXPANSION

There is no change to Task 21.

TASK 22 - MEETINGS, PROJECT MANAGEMENT AND QUALITY CONTROL

There is no change to Task 22.

ASSUMPTIONS

The following assumptions are included in this Task Authorization.

1. OWNER shall be responsible for all permit or review fees associated with project.
2. OWNER shall attend the pre-construction conference, construction progress and other job-related meetings and Substantial Completion and final payment inspections.
3. OWNER shall bear all costs incident to compliance with the requirements of the OWNER's Responsibilities.
4. For budgeting purposes, geotechnical and liner testing were budgeted based on the testing schedule outlined in Exhibit AV.
5. CONSULTANT reserves the right to request additional compensation, should the CONTRACTOR complete the geotechnical and liner testing outside of the standard 40-hour work week for the RPR.
6. It is assumed that up to three change orders will be developed incorporating up to 10 total work change directives.
7. For budgeting purposes, it is assumed that 80 submittals will be processed with one resubmittal each.
8. For budgeting purposes, it is assumed that 20 clarifications will be issued.
9. For budgeting purposes, it is assumed that 10 total Applications for Payment will be processed.
10. Contractor will be responsible for reimbursing CONSULTANT for all overtime incurred for work performed outside normal working hours which are defined as Monday through Friday 7:00 a.m. to 5:00 p.m. in accordance with Contract Documents.
11. CONSULTANT reserves right to request additional compensation should construction extend beyond 270 days.
12. Revisions to Drawings and Specifications as a result of acceptance of substitute materials or equipment (other than "or-equal" items) or evaluation of an excessive number of substitutes will only be performed pursuant to an amendment to this Change Order for additional compensation. The CONSULTANT shall notify the OWNER of the Contractor's intent for any material substitutions prior to CONSULTANT's review.

DELIVERABLES

The following deliverables will be provided:

Task	Description of Deliverable (Quantity)	Format
17.21.1	Pre-Construction Meeting Summary (1)	- Electronic format
17.21.2	Monthly Progress Meeting Agenda (10)	- Electronic format
17.21.7	Clarifications and Interpretations; Field Orders (20)	- Electronic format
17.21.8	Application for change order (3) using City standard change order form	- Electronic format
17.21.9	Applications for Payment (10) using City standard Pay Application format	- Electronic format
17.21.10	Letter and punch list for substantial completion (1)	- Electronic format
17.21.13	Record Documents (1)	- Electronic format
17.21.14	FDEP Certification Report (1)	- Electronic format

TIME OF COMPLETION/SCHEDULE

It is anticipated that the construction of Disposal Unit 7 will take 270 days to complete from Contractor's Notice to Proceed to substantial completion. The CONSULTANT will start work on this Task Authorization within two weeks of receipt of a formal notice to proceed (NTP) and complete the work within 90 days after the original Contractor's contractual construction period. Should the construction period be extended, the CONSULTANT may request compensation for the additional construction contract period.

COMPENSATION AND PAYMENT

CONSULTANT will complete the services in this Amendment No. 20 as listed above, except for the quality assurance and conformance laboratory testing, for a lump sum fee of \$770,743 as shown in Exhibit AU. CONSULTANT will invoice monthly as a percentage of the lump sum based on the CONSULTANT's estimated percentage of work completed during the billing period. Lump sum compensation shall be for labor and other direct costs associated with the performance of the work.

CONSULTANT will complete quality assurance and conformance laboratory testing and wetland creation area permit modification, which is included as part of Tasks 18 and 20 as described above, for a not to exceed fee of \$425,000 as shown in Exhibit AU. CONSULTANT will submit monthly invoices for the laboratory quality assurance and conformance testing based on incurred costs from the independent quality control laboratory.

The total amended not to exceed value for this Task Authorization is **\$1,195,743**.

EXHIBIT AS				
CONTRACT FEE SUMMARY FORMAT FOR ENGINEERING DIVISION				
CITY OF JACKSONVILLE, FLORIDA				
CLASS I LANDFILL PERMITTING AND DESIGN - AMENDMENT 20				
1/5/2022				
PART I - GENERAL				
1. Project			Proposal Number	
CLASS I LANDFILL PERMITTING AND DESIGN AMENDMENT 20 TRLF Ph7 Engineering Services During Construction			RFP #P-07-10	
3. Name of Consultant			Date of Proposal	
CDM Smith Inc.			1/5/2022	
PART II - LABOR RELATED COSTS				
5. Direct Labor	Hourly Rate	Estimated Hours		TOTAL
Officer/Technical Expert	82.00	100	\$	8,200.00
Principal / Associate	75.00	12	\$	900.00
Project Manager	68.00	323	\$	21,964.00
Senior Registered Professional	65.00	456	\$	29,640.00
Registered Professional	58.00	319	\$	18,502.00
Project Engineer II / GIS Specialist III	45.00	700	\$	31,500.00
Project Engineer I / GIS Specialist II	37.00	1,984	\$	73,408.00
Sr. GIS Specialist/Designer	49.00	0	\$	-
GIS Specialist I / Drafter/Technician	45.00	80	\$	3,600.00
Project Accountant	38.00	24	\$	912.00
Clerical	35.00	726	\$	25,410.00
Sr. Field Staff Support Services	37.00	784	\$	29,008.00
Field Staff Support Services	23.00	0	\$	-
TOTAL DIRECT LABOR			\$	243,044
6. Overhead (Combined Fringe Benefit & Administrative)				
Overhead Rate	175.2%	x Total Direct Labor	\$	425,813
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)			\$	668,857
8. PROFIT: Labor Related Costs (Item 7)		x	10%	\$ 66,886
PART III - OTHER COSTS				
9. Miscellaneous Direct Costs				
Transportation, Per Diem and Equipment			\$	35,000
Presentation Boards				
Reproduction				
MISCELLANEOUS DIRECT COSTS SUB-TOTAL			\$	35,000
10. SUBCONTRACTS (Lump Sum)				
SUB-CONTRACT SUB-TOTAL			\$	
TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)			\$	770,743
11. REIMBURSABLE COSTS (Limiting Amount)				
Meskel and Associates			\$	350,000
TRI Environmental (Liner Testing)			\$	65,000
ESI (Wetland Relocation Permitting)			\$	10,000
SUB-TOTAL REIMBURSABLES			\$	425,000
PART IV - SUMMARY				
TOTAL AMOUNT OF AM 20 CONTRACT (Lump Sum Plus Reimbursables)			\$	1,195,743

ATTACHMENT PROPOSED NEW RATES

<u>EXHIBIT A5</u>				
CONTRACT FEE SUMMARY FORMAT FOR ENGINEERING DIVISION				
CITY OF JACKSONVILLE, FLORIDA				
CLASS I LANDFILL PERMITTING AND DESIGN - AMENDMENT 20				
2/15/2021				
PART I - GENERAL				
1. Project			Proposal Number	
CLASS I LANDFILL PERMITTING AND DESIGN AMENDMENT 20 TRLF Ph7 Engineering Services During Construction			RFP #P-07-10	
3. Name of Consultant			Date of Proposal	
CDM Smith Inc.			11/19/2021	
PART II - LABOR RELATED COSTS				
5. Direct Labor	Hourly Rate	Estimated Hours		TOTAL
Officer/Technical Expert	82.00			\$ -
Principal / Associate	75.00			\$ -
Project Manager	68.00			\$ -
Senior Registered Professional	65.00			\$ -
Registered Professional	58.00			\$ -
Project Engineer II / GIS Specialist III	45.00			\$ -
Project Engineer I / GIS Specialist II	37.00			\$ -
Sr. GIS Specialist/Designer	49.00			\$ -
GIS Specialist I / Drafter/Technician	45.00			\$ -
Project Accountant	38.00			\$ -
Clerical	35.00			\$ -
Sr Field Staff Support Services	37.00			\$ -
Field Staff Support Services	23.00			\$ -
TOTAL DIRECT LABOR				\$ -
6. Overhead (Combined Fringe Benefit & Administrative)				
Overhead Rate	175.2%	x Total Direct Labor		\$ -
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				\$ -
8. PROFIT: Labor Related Costs (Item 7)			x 10%	\$ -
PART III - OTHER COSTS				
9. Miscellaneous Direct Costs				
MISCELLANEOUS DIRECT COSTS SUB-TOTAL				
\$ -				
10. SUBCONTRACTS (Lump Sum)				
SUB-CONTRACT SUB-TOTAL				
\$ -				
TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)				
\$ -				
11. REIMBURSABLE COSTS (Limiting Amount)				
SUB-TOTAL REIMBURSABLES				
\$ -				
PART IV - SUMMARY				
TOTAL AMOUNT OF AM 20 CONTRACT (Lump Sum Plus Reimbursables)				\$ -



City of Jacksonville, Florida

Lenny Curry, Mayor

Department of Public Works
Engineering & Construction Management Division
214 N. Hogan Street, 10th Floor
Jacksonville, FL 32202
(904) 255-8762
www.coj.net

ONE CITY. ONE JACKSONVILLE.

February 23, 2022

TO: Gregory W. Pease, Chairman
Professional Services Evaluation Committee

THRU: John P. Pappas, P.E.
Director of Public Works

FROM: Thomas H. Goldsbury, P.E., C.B.O.,
Project Manager
Building Inspection Division

SUBJECT: P-14-17 Professional Design Services for Jacksonville Beach Pier – Review/Design
Amendment 1 Contract Administration Services

The reconstruction of the Jax Beach Pier is proceeding with construction completion scheduled for early summer of 2022. The contract construction was estimated to be completed in April of 2022. However, removal of debris (concrete piling and pile caps) from the collapse of the original pier has taken much longer than anticipated due to the debris having been covered by two to four feet of sand on the ocean floor. As the divers work to remove the sand so the debris can be rigged for removal, the waves work against their effort and recover it. This Amendment is to add the additional Contract Administration costs to cover the extension of time.

Accordingly, this is to recommend that Contract 3140-33 with RS&H for Professional Design Services for Jacksonville Beach Pier Review and Design be amended to include the attached Scope of Services for Contract Administration, identified as Exhibit "A-6" and Fee Schedule identified as Exhibit "B-6"; to increase the Lump sum amount for Project Management, Pre-Construction Support and Construction support Services by \$13,413.92 to a new total of \$138,565.31, to increase the not-to-exceed amount for Construction and Engineering Inspection by \$135,000.00 to a new total of \$844,351.58; and to increase the maximum indebtedness of the City by \$148,413.92 to a new total of \$1,620,966.16; with all other terms and conditions of the Contract remaining unchanged.

THG

Attachments: Exhibits A-6 & B-6

cc: Lori A. West, Engineering Contract Specialist

SCOPE OF SERVICES – Supplemental Agreement #7

**RFP #P-14-17: Professional Design Services for
Jacksonville Beach Review, Design – Phase III: Construction Support
Department of Public Works
CITY OF JACKSONVILLE, FLORIDA**

I. SCOPE OF PROJECT

1. (remains unchanged) The Jacksonville Beach Pier (Pier) was damaged by two major hurricanes, Hurricane Matthew and Hurricane Irma. The damage has rendered sections of the Pier unsafe for public use

During Phase II of the project, RS&H, Inc. (RS&H) provided final design services that resulted in the production of contract drawings necessary to reconstruct portions of the Pier.

The objective of Phase III is RS&H, herein called the “Consultant”, to provide support services during the reconstruction of portions of the Pier for the City of Jacksonville, herein called the “Client”.

2. Scope of Work will include (amended for additional 4 months of construction time):

A. Construction Engineering and Inspection (to be performed by England, Thims & Miller, Inc.) (activities unchanged, extended for 24-month construction schedule)

England, Thims & Miller, Inc. (ETM) will provide on-site Construction Engineering and Inspecting Services. ETM’s complete Scope of Services and Fee Proposal is included as “Attachment A” and is summarized below:

- Monitor Contractor’s on-site construction activities to determine conformance with all governing contract documents.
- Provide daily surveillance of Contractor’s Quality Control activities at the project site including verification of materials sampling, testing and certification.
- Analyze Contractor’s schedules for compliance with contract documents and provide a written review of the schedule with any concerns as necessary.
- Provide reports verifying quantity calculations and field measurement for payment purposes.
- Video tape the pre-construction conditions throughout the project limits and provide a photo/video log of project activities.

B. Post-Design Engineering Services (activities unchanged, additional 4 months of construction time)

RS&H will provide post-design engineering services including Project Management, Pre-Construction Support, Construction Support Services and Additional Tasks as defined below:

Project Management (based on an additional 4 months to Construction Schedule)

- Monthly coordination activities with the City
- Monthly coordination activities with the CEI
- Attend nine (9) Quarterly Meetings with the City and CEI
- Monthly invoicing activities

Pre-Construction Support *(remains unchanged / completed)***Construction Support Services** *(increased for an additional 4-months to schedule)*

- Review up to (six) 6 Shop Drawing Submittals and one (1) resubmittal of each.
- Review and respond up to 23 (23) Requests for Information (RFIs).
- Review and respond up to two (2) Requests for Modification (RFMs).
- Provide As-Built drawings.

Additional Support Tasks (Limiting Amount Fees) *(remains unchanged)*

The City will provide written approval before RS&H will perform any “Additional Tasks”, examples of which include:

- Review Contractor initiated Design Changes
- Review Contractor initiated Cost Savings Initiatives or Value Engineer Proposals.
- Estimated fee based on weighted average “unloaded” rate of \$49.89/hr x 120 hours.

C. Deliverables *(remains unchanged)*

- Project photo/video log.
- As-Built Plans

3. Items not included in the Scope of Work are excluded. The following items are Specifically Excluded from the Scope of Work *(amended for additional 4 months of construction time)*:
 - Additional costs and effort beyond current Construction Schedule
 - Design Services of any kind
4. Additional Services can be provided, if necessary, by negotiated supplemental agreements.

II. TIME SCHEDULE *(amended for additional 4 months of construction time)*

1. Activities to be concluded within 1 month of Final Acceptance by the City.

III. FEE

Additional Construction and Engineering Inspection will be performed for an **Additional Limiting Amount Fee** of \$135,000.00.

Additional Post-Design Engineering Services (Project Management, Pre-Construction Support and Construction Support Services) and to be performed for an **Additional Lump Sum Amount** of \$13,413.92.

The **Additional Total Fee (Lump Sum and Limiting Amount)** for this Contract is \$148,413.92.

IV. NOTICE TO PROCEED

No work on this project shall be performed until a contract has been executed and a NTP is issued which specifically authorizes such work, signified by a signed agreement with the Client.

CONTRACT FEE SUMMARY FORMAT FOR ENGINEERING DIVISION
CITY OF JACKSONVILLE, FLORIDA

PART I - GENERAL				
1. Project Jacksonville Beach Pier Review, Design - Phase III - SA Construction Time			2. Contract Number P-14-17	
3. Name of Consultant RS&H Inc.			4. Date of Proposal 2-22-22	
PART II - LABOR RELATED COSTS				
5. Direct Labor	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Project Manager	\$ 62.60	27	\$ 1,690.20	
Principal	\$ 91.40	0	\$ 0.00	
Chief Engineer / Architect	\$ 86.22	19	\$ 1,638.18	
Senior Engineer	\$ 65.69	0	\$ 0.00	
Project Engineer / Architect	\$ 53.95	0	\$ 0.00	
Engineer (Registered)	\$ 42.84	17	\$ 728.28	
Designer / Tech (non-registered)	\$ 32.31	0	\$ 0.00	
Field Inspector / CBI	\$ 33.29	0	\$ 0.00	
Clerical	\$ 24.48	6	\$ 146.88	
TOTAL DIRECT LABOR	\$7.00	69		\$ 4,203.54
6. Overhead (Combined Fringe Benefit & Administrative)				
Overhead Rate 190.1 % x Total Direct Labor				\$ 7,990.93
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				\$ 12,194.47
8. PROFIT: Labor Related Costs (Item 7			x 10%	\$ 1,219.45
PART III - OTHER COSTS				
9. Miscellaneous Direct				
Transportation & Shipping			\$ 0.00	
Original Reproducibles			\$ 0.00	
Reproduction			\$ 0.00	
Courier			\$ 0.00	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL				\$ -
10. SUBCONTRACTS (Lump Sum)				
SUB-CONTRACT SUB-TOTAL				\$ -
TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)				\$ 13,413.92
11. REIMBURSABLE COSTS (Limiting Amount)				
RS&H - Additional Tasks (to be approved by the City)			\$ 0.00	
England, Thims & Miller (CEI Services)			\$ 135,000.00	
SUB-TOTAL REIMBURSABLES				\$ 135,000.00
PART IV - SUMMARY				
TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables) (Items 5, 6, 8, 9, 10 and 11)				\$ 148,413.92

**ESTIMATE OF WORK EFFORT AND FEE FOR
STRUCTURAL ENGINEERING AND EVALUATION**

NAME OF PROJECT: Jacksonville Beach Pier Review, Design - Phase III - SA #7 FROM: N/A TO: N/A LENGTH: N/A												
CONSULTANT: RS&H Inc. CONTRACT NO.: P-14-17												
ESTIMATOR NAME / DATE: S. Starnes / 2-22-22												
No. / ACTIVITY	Project Manager		Principal		Chief Engineer / Architect		Senior Engineer		Project Engineer / Architect			
	RATE/HR	\$	RATE/HR	\$	RATE/HR	\$	RATE/HR	\$	RATE/HR	\$		
Project Management / Coordination	15	\$939.00	0	\$0.00	9	\$775.98	0	\$0.00	0	\$0.00	0	\$0.00
Pre-Construction Support	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
Constructin Support Services	12	\$751.20	0	\$0.00	10	\$862.20	0	\$0.00	0	\$0.00	0	\$0.00
TOTAL	27	\$1,690.20	0	\$0.00	19	\$1,638.18	0	\$0.00	0	\$0.00	0	\$0.00

No. / ACTIVITY	Engineer (Registered)		Designer / Tech (non-registered)		Field Inspector / CBI		Clerical		MAN BY ACTIVITY	HOURS	SALARY COST BY ACTIVITY	AVG. HOURLY COST	SALARY COST DIST. %
	RATE/HR	\$	RATE/HR	\$	RATE/HR	\$	RATE/HR	\$					
Project Management / Coordination	3	\$128.52	0	\$0.00	0	\$0.00	6	\$146.88	33		\$1,990.38	\$60.31	47.4
Pre-Construction Support	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0		\$0.00	\$0.00	0.0
Constructin Support Services	14	\$599.76	0	\$0.00	0	\$0.00	0	\$0.00	36		\$2,213.16	\$61.48	52.6
TOTAL	17	\$728.28	0	\$0.00	0	\$0.00	6	\$146.88	69		\$4,203.54	\$60.92	100.0

B6

Jacksonville Beach Pier, Phase III Post-Design Services - RS&H Staff Hour Estimate

Additional work to be performed under Supplemental Agreement #7 due to add'l 4 months construction time.

PM / Coordination Tasks	#	Hrs (ea)	Total Hrs	Notes / Comments
Monthly Coordination with COJ	3	2	6	Phone calls, etc with COJ
Monthly Coordination with CEI/ETM	3	4	12	Phone calls, etc with CEI/ETM
Quarterly Status Meetings with COJ & ETM	1	3	3	Face-to-Face meeting
Monthly Invoices	3	4	12	Process and review subs & RSH, submit to City
			33	

Pre-Construction Support Tasks	#	Hrs (ea)	Total Hrs	Notes / Comments
Pre-Bid Meetings	0	6	0	task completed
Answering Pre-Bid Questions	0	8	0	task completed
Pre-Construction Meeting	0	8	0	task completed
			0	

Construction Support Tasks	#	Hrs (ea)	Total Hrs	Notes / Comments
Shop Drawing Reviews	0	0	0	task complete / included previously
RFIs (request for information)	3	6	18	3 submittals @ 6 hours each
RFMs (request for modification)	1	16	16	1 submittals @ 16 hours each
Site Visits	1	2	2	approx 1 visit every 2 months
As-Built Plans	0	0	0	already included in original
			36	

Additional Tasks	#	Hrs (ea)	Total Hrs	Notes / Comments
0	0	0	0	0
			0	

B6

BB



www.etm-inc.com
tel 904-642-8990 • fax 904-646-9485
14775 Old St. Augustine Road • Jacksonville, Florida 32258

February 17, 2022

Attachment 'A'

Steven Starnes, P.E.
Senior Bridge Engineer
RS&H
10748 Deerwood Park Blvd. South
Jacksonville, FL 32256

RE: **Jacksonville Beach Pier Replacement - CEI services Amendment 2 Request "Not to Exceed"**
ETM No.: 19-145-00

Dear Steve:

As you are aware, the original CEI Scope duration was for 18-months and with Amendment 1, the CEI fee was updated with an additional 6-months making the CEI contract match the construction contract of 24-months. With that being said, the current project completion is tracking for the end of July 2022.

After January invoicing, the remaining CEI contract balance is \$54,787.44. Average payouts of \$30k/month, the balance will run out at the mid-point of March. Using the same \$30k/month forecast, I am respectfully requesting a 4.5-month "Not to Exceed" extension [Requested Amount = 4.5 (\$30,000.00) = \$135,000.00] be added to the current CEI contract amount. ETM commits to the same scope/responsibilities and contract rates.

Please keep in mind that the work effort remaining entails:

- Management of demobilization and restoring of existing conditions to conform with permitting requirements – this protects ALL parties (Contractor / City / CEI / EOR)
- Verification for As-Built Plans
- Supervision of requested bait house restoration
- Daily turbidity reporting as required by FDEP permitting.
- Dune restoration
- Parking Lot restoration
- Overall Project Oversight to Sign and Seal Construction Plans.

Please let me know if you need anything else.

Sincerely,
England-Thims & Miller, Inc.

Kent A. Ponder, P.E.
Shareholder / Senior Project Engineer



City of Jacksonville, Florida

Lenny Curry, Mayor

Department of Public Works
Engineering & Construction Management Division
214 N. Hogan Street, 10th Floor
Jacksonville, FL 32202
(904) 255-8762
www.coj.net

ONE CITY. ONE JACKSONVILLE.

March 1, 2022

TO: Gregory W. Pease, Chairperson
Professional Services Evaluation Committee

THRU: John P. Pappas, P.E. *John P. Pappas*
Director

FROM: William J. Joyce, P.E. *William J. Joyce*
Director of Operations

Robin G. Smith, P.E. *R. G. Smith*
Chief, Engineering and Construction Management

RE: P-29-21 Engineering Services for Beach Renourishment Projects- Annual Contract

The subcommittee received one (1) proposal for evaluation for the subject project and found it to be responsive, interested, qualified and available to provide the services required by the RFP. A request was submitted to and approved by the Professional Services Evaluation Committee to allow grading of the one proposal.

Permission by PSEC was given to evaluate the proposal using the criteria outlined in the Purchasing Code as augmented by the RFP (see attached matrix).

Based on the above, the following firm was determined to be qualified to perform the required services.

1. Olsen Associates, Inc

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

JPP/lw

Attachment: Scoring Matrix

cc: Lori West, Engineering and Construction Management
Rich Cooper, Engineering and Construction Management

lf



City of Jacksonville, Florida

Lenny Curry, Mayor

Department of Public Works
Engineering & Construction Management Division
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Jacksonville, FL 32202
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February 28, 2022

TO: Gregory W. Pease, Chairman
Professional Services Evaluation Committee

THRU: John P. Pappas, P.E. *John P. Pappas*
Director

FROM: Robin G. Smith, P.E. *R. G. Smith*
Chief, Engineering and Construction Management Division

Steven D. Long, Jr., P.E., Chief *Steven D. Long, Jr.*
Right-of-Way and Stormwater Maintenance Division

SUBJECT: P-27-15 Engineering Testing Services-Annual Contracts: Asphalt
Testing/Inspection and Construction Materials Testing
Contract 10192 Amendment 3
Consultant Services Account Nos.: N/A
Internal Services Account No.: PWEN011AD

The current expiration date for Contract #10192 between the City and Meskel & Associates Engineering, PLLC is March 29, 2022, with no further renewal options available. Continued Asphalt Testing/Inspection and Construction Materials Testing will be needed until the replacement contract is executed. Responses for the replacement contract are being graded and a shortlist will be submitted for approval within the next few weeks. There is no rate increase associated with this amendment. EBO goals of 15% continue to be met with this amendment.

Accordingly, this is to recommend that Contract # 10192, originally executed March 30, 2016, between the City of Jacksonville and Meskel & Associates Engineering, PLLC for Engineering Testing Services-Annual Contracts: Asphalt Testing/Inspection and Construction Materials Testing be amended to extend the period of service from March 30, 2022 to June 30, 2022 and to increase the not to exceed limit by \$100,000.00 to a new not to exceed limit of \$400,000.00, with all other terms and conditions of the Agreement remaining unchanged.

RGS/lw

cc: Lori A. West, Engineering Contract Specialist

March 1, 2022

Ms. Lori A. West
Engineering Contract Manager
City of Jacksonville | Engineering and Construction Management Division
214 N. Hogan Street, 10th Floor
Jacksonville, FL 32202

Re: **Contract Renewal No. 10192**
City of Jacksonville, Asphalt Testing / Inspection and Routine Testing (P-27-15)

Dear Ms. West,

In response to your emailed request dated February 28, 2022, Meskel & Associates Engineering (MAE) is happy to continue to provide our services through contract number 10192 until June 30, 2022, with no rate adjustment.

Please let us know if you need additional information. Thank you for this opportunity to continue to serve the City of Jacksonville through this contract!

Respectfully,
MESKEL & ASSOCIATES ENGINEERING, PLLC



P. Rodney Mank, PE
Vice President, Principal Engineer



City of Jacksonville, Florida

Lenny Curry, Mayor

Department of Public Works
Engineering & Construction Management Division
214 N. Hogan Street, 10th Floor
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ONE CITY ONE JACKSONVILLE

February 28, 2022

TO: Gregory W. Pease, Chairman
Professional Services Evaluation Committee

THRU: John P. Pappas, P.E. *John Pappas*
Director

FROM: Robin G. Smith, P.E. *R. Smith*
Chief, Engineering and Construction Management Division

Steven D. Long, Jr., P.E., Chief *Steve Long*
Right-of-Way and Stormwater Maintenance Division

SUBJECT: P-27-15 Engineering Testing Services-Annual Contracts: Soil Borings,
Underwater Condition Surveys and Related Tests
Contract 10192-01 Amendment 3
Consultant Services Account Nos.: N/A
Internal Services Account No.: PWEN011AD

The current expiration for Contract #10192-01 between the City and Meskel & Associates Engineering, PLLC is April 5, 2022, with no further renewal options available. Continued Soil Borings, Underwater Condition Surveys and Related Tests will be needed until the replacement contract is executed. Responses for the replacement contract are being graded and a shortlist will be submitted for approval within the next few weeks. There is no rate increase associated with this amendment. EBO goals of 15% continue to be met with this amendment.

Accordingly, this is to recommend that Contract # 10192-01 originally executed April 6, 2016, between the City of Jacksonville and Meskel & Associates Engineering, PLLC for Engineering Testing Services-Annual Contracts: Soil Borings, Underwater Condition Surveys and Related Tests be amended to extend the period of service from April 6, 2022 to June 30, 2022 with all other terms and conditions of the Agreement remaining unchanged.

RGS/lw

cc: Lori A. West, Engineering Contract Specialist

SS

March 1, 2022

Ms. Lori A. West
Engineering Contract Manager
City of Jacksonville | Engineering and Construction Management Division
214 N. Hogan Street, 10th Floor
Jacksonville, FL 32202

Re: **Contract Renewal No. 10192-01**
City of Jacksonville, Soil Borings, Underwater Condition Surveys & Related Testing (P-27-15)

Dear Ms. West,

In response to your emailed request dated February 28, 2022, Meskel & Associates Engineering (MAE) is happy to continue to provide our services through contract number 10192-01 until June 30, 2022, with no rate adjustment.

Please let us know if you need additional information. Thank you for this opportunity to continue to serve the City of Jacksonville through this contract!

Respectfully,
MESKEL & ASSOCIATES ENGINEERING, PLLC



P. Rodney Mank, PE
Vice President, Principal Engineer



City of Jacksonville, Florida

Lenny Curry, Mayor

Department of Public Works
Engineering & Construction Management Division
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Jacksonville, FL 32202
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ONE CITY ONE JACKSONVILLE

February 23, 2022

TO: Gregory W. Pease, Chairman
Professional Services Evaluation Committee

THRU: John P. Pappas, P.E. *John P. Pappas*
Director

FROM: Robin G. Smith, P.E. *R. Smith*
Chief, Engineering and Construction Management

Thomas G. McKnight *TMcKnight*
Capital Improvement Construction Manager

SUBJECT: P-14-21 CEI Services for LaSalle Drainage Design Build Project

The Engineering Division has negotiated with the consultant selected for CEI Services for LaSalle Drainage Design Build Project, resulting in the Scope of Services, Exhibit A and Contract Fee Schedule, Exhibit B, attached. JSEB firms to be utilized to meet the 30% Participation Percentage Plan for this contract are detailed on a separate attachment.

Accordingly, this is to recommend that the City of Jacksonville enter into a contract with AE Engineering, Inc. for CEI for LaSalle Drainage Design Build Project that includes the attached Scope of Services identified as Exhibit "A" and Fee Schedule identified as Exhibit "B", to provide a not to exceed limit for Construction Engineering and Inspection Services in the amount of \$802,076.07, with the maximum indebtedness to the City in the amount of \$802,076.07 and with an expiration date of Project Completion. All other terms and conditions are as provided in the RFP and the City's standard contract language.

Funding for this project is as follows:

ACCOUNTS:	TOTAL
001266	
PWCP Various Capt'l Proj Oth Gen Gov Svcs	
565051	
3	
32111-384020	
\$802,076.07	\$802,076.07

JPP/lw

Attachment: Exhibits A & B
JSEB Participation

cc: Lori West, Engineering and Construction Management

APPROVED

Section 4
Description of Services and Deliverables

John M. Baxter
February 17, 2022

I. SCOPE OF SERVICES

This is a Request for Proposals (RFP) from Consultants to provide Construction Engineering and Inspection (CEI) services along with construction testing and other related professional services necessary to oversee the construction (by others) of the LaSalle Street Drainage Design/Build Project. The project includes a stormwater pump station, an improved stormwater outfall to the St Johns River and storm system improvements throughout the residential and commercial areas that will be served by the new pump station.

The City reserves the right to perform some of the work required on any project or to specify the extent of the work needed for each project.

Services anticipated will generally include, but are in no way limited to, the following:

4.1. **CONSTRUCTION ENGINEERING AND INSPECTION (CEI) SERVICES:**

Services to be provided under this contract may include, but may not be limited to, the following:

- Design Phase constructability reviews
- Schedule and conduct pre-construction conferences as necessary
- Ensure that all necessary private property agreements, utility agreements, construction easements and construction/environmental permits are on file.
- Issue Notices to Proceed to contractors
- Enforce and perform terms of the construction contracts between the City and its contractors
- Review shop drawings submitted by contractors for conformance to the specifications, and distribute to parties as necessary
- Review thoroughly and answer contractors' inquiries and RFI's in a timely manner
- Provide qualified construction inspectors to inspect the work to ensure that construction is proceeding in accordance with the specifications, and that work is constructed in conformance with the contract plans and specifications.
- Direct the contractor, after consultation with the City, on removal and replacement of defective work which does not meet specifications, or is otherwise incorrectly constructed
- Review and analyze contract change order requests and proposals to determine validity and potential cost/time impacts thereof, and recommend appropriate action to the City
- Review claims and disputes and recommend necessary actions
- Review and recommend for approval contract change orders and forward necessary documentation and paperwork to the City as to the necessity for such changes, including substantiation of the extra costs thereof
- Arrange for construction materials testing by third party testing laboratories and review test reports to ensure that materials installed meet the requirements of the contract documents
- Review construction inspection reports relating to the contractors' performance and communicate with each, if necessary, regarding non-conformance to plan specifications, workmanship, etc.
- Review contractors' requests for monthly progress payments and, if appropriate, certify pay application is proper and transmit to City with recommendation that the invoice be paid
- Review contractors' pay requests for compliance with minority business enterprise participation requirements
- Review contractors' proposals for additional work or change orders for compliance with minority business enterprise participation requirements
- Adjust requests for monthly progress payments, as necessary, to align amount of pay requested with actual progress of construction satisfactorily performed
- In the event of the need to revise the contract drawings during the construction period, coordinate with the City and the Design Consultant to obtain the revised originals from the

- design consultant, review the changes and corrections on behalf of the City, and coordinate the issuance of new prints for the revised drawings to the parties concerned
- Prepare and maintain monthly progress schedules and reports applicable to all phases of the construction operations, and such special reports as may be required to keep the City fully advised with respect to the progress of construction of the projects
 - Monitor contractors' preparation of in-progress as-built drawings during the course of construction to ensure that final as-built drawings will be easily produced
 - Collect final as-built drawings electronically and for each project, review for conformance with the contract documents and specifications, and recommend approval/disapproval to the City
 - If final as-builts are recommended for disapproval, monitor contractor's preparation of revised final as-built drawings.
 - Prepare a final engineering report on the construction status of each project, including lessons learned.
 - Recommend in writing, that the City make final payment on a project when appropriate
 - Collect documents and deliverables, including release of liens and consent of surety, when required, from the contractors prior to recommending that final payments be made
 - Continue acting as the City's representative throughout the post-construction phase of the projects, which generally cover the contractors' one-year warranty periods
 - Deliver final documents, including originals of construction drawings and specifications, approved mylar as-built drawings, a DVD with as-built drawings in Autocad or .pdf format, two sets of blue line prints and the projects files to the City
 - Prepare and deliver final project financial accounting reports to the City
 - Evaluate and rate the contractor's performance
 - Direct the contractor to replace or correct defective work which becomes known during the warranty period
 - Provide monthly status reports to the City concerning warranty activities and corrective work by contractors.
 - Enforce all warranty provisions of the contract documents
 - Schedule and conduct an eleven (11) month warranty inspection of projects including the contractors, design consultants and City personnel as appropriate
 - Develop eleven-month warranty punchlist and forward to the contractor for corrective action
 - Monitor contractor's performance on addressing the punchlist
 - Advise the City, in writing, when contractors have satisfactorily completed their obligations under the warranty periods of the contracts
 - Provide any other construction engineering and inspection services as may be necessary to implement a successful project

4.2 CONSTRUCTION MANAGEMENT RESPONSIBILITIES WITHIN THE CITY OF JACKSONVILLE'S TECHNOLOGY ENVIRONMENT:

Construction Management and reporting will be a key aspect of an enterprise-wide management, reporting, and communications strategy based on the Intranet (for operational activities) and the Internet (for communication activities). To ensure construction managers and others are able to function within the desired enterprise-wide coordination and collaboration environment, the following paragraphs describe the technical environment as well as the key software components critical to the enterprise-wide strategy.

Technical Environment

The City of Jacksonville is seeking a CEI firm with strong technical skills to coordinate, manage and inspect this project using web, content management geographic information system (GIS), and e-commerce technology tools throughout the construction phase. Ideal candidate will establish project resource requirements and manage deliverables in a web-enabled environment. The CEI construction manager is expected to drive the delivery, to specification, on schedule and within budget, of this project using a centralized, enterprise-wide communications strategy supporting four components: GIS, project management, performance management and schedule management.

**CONTRACT FEE SUMMARY FORMAT FOR ENGINEERING DIVISION
CITY OF JACKSONVILLE, FLORIDA**

PART I - GENERAL

1. Project CEI Services for the Lasalle Drainage D/B Project - Phase 1 Original Contract	2. Proposal No. / Contract No. P-14-21 / TBD
3. Name of Consultant or Subconsultant: AE Engineering, Inc.	4. Date of Proposal February 3, 2022

PART II - LABOR RELATED COSTS

5. Direct Labor (Reimbursable)	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Senior Project Engineer	\$ 82.40	396	\$ 32,630.40	32630.4
Project Administrator	\$ 54.50	990	\$ 53,955.00	53955
Contract Support Specialist	\$ 39.00	792	\$ 30,888.00	30888
Senior Inspector	\$ 36.07	2,131	\$ 76,865.17	76865.17
Senior Landscape Inspector	\$ 37.00	160	\$ 5,920.00	5920
Community Specialist / Planner	\$ 50.00	20	\$ 1,000.00	1000
Field Inspector	\$ 28.00	2,970	\$ 83,160.00	83160
Clerical	\$ 20.00	80	\$ 1,600.00	1600
RCS	\$ 30.00	170	\$ 5,100.00	5100
TOTAL DIRECT LABOR	\$ 37.76	7709		\$ 291,118.57
6. Overhead (Combined Fringe Benefit & Administrative)				
Overhead Rate	150 % x Total Direct Labor			\$ 436,677.86
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				\$ 727,796.43
8. PROFIT: Labor Related Costs (Item 7)		x	10%	\$ 72,779.64

PART III - OTHER COSTS

9. Miscellaneous Direct Costs (Lump Sum)				
Printing			\$ 0.00	
Transportation & Shipping			\$ 0.00	
Materials Testing 100 cyl	\$15 each		\$ 1,500.00	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL				\$ 1,500.00
10. SUBCONSULTANTS (Lump Sum)			\$	
			\$	
SUB-CONTRACT SUB-TOTAL (Reimb/NTE)				\$ -
11. SUBCONTRACTS (Reimbursable/Not to Exceed)			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
SUB-TOTAL REIMBURSABLES				\$ -

PART IV - SUMMARY

TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables) (Items 5, 6, 8, 9, 10, and 11)	\$ 802,076.07
12. TOTAL PRIOR CONTRACT AMOUNT	N.A.
TOTAL AMENDED CONTRACT AMOUNT	N.A.

EBO FORM 1
SCHEDULE OF SUBCONTRACTOR/SUBCONSULTANT PARTICIPATION

Name of Proposer: AE Engineering, Inc.

Project Title: Design/Build Services for the LaSalle Street Drainage Design Build Project

Proposal Number: P-14-21 Total Base Proposal Amount (if applicable): \$ 802,076.07

**Please list all JSEBs first*

Full Company Name	JSEB Category (African-American, Women, Asian, Native American, Non-MBE or Hispanic)	Type of Work to be Performed Construction Engineering, Inspection	Total Contract Value or Percentage
<u>AE Engineering, Inc.</u>	<u>African-American</u>		<u>\$802,076.07</u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>
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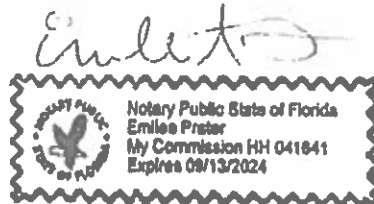
Attach additional list of subcontractors/sub-consultants as needed

CONSULTANT/SUBCONTRACTOR/SUPPLIER TOTAL VALUES	
African-American Participation Total	\$ 802,076.07
Hispanic-American Participation Total	
Native-American Participation Total	
Asian-American Participation Total	
Woman Participation Total	
Non-MBE Participation Total	\$ 0.00

The undersigned will enter into a formal Agreement with the JSEB Suppliers/Consultants/Subcontractors identified herein for work listed in this schedule conditioned upon execution of a contract with the City of Jacksonville. Under penalties of perjury I 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: [Signature] Title: SVP Date: 2/23/2022

Print Name: Cory Nichols





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City of Jacksonville, Florida

Lenny Curry, Mayor

Department of Public Works
Engineering & Construction Management Division
214 N. Hogan Street, 10th Floor
Jacksonville, FL 32202
(904) 255-8762
www.coj.net

March 3, 2022

TO: Gregory W. Pease, Chairperson
Professional Services Evaluation Committee

THRU John P. Pappas, P.E.
Director

FROM: William J. Joyce, P.E.
Director of Operations

Robin G. Smith, P.E.
Chief, Engineering and Construction Management

RE: REQUEST FOR PERMISSION TO REVIEW PROPOSAL
P-02-22 Professional Engineering Services for US 1 Corridor Utility Improvements - Phase 2

The Department of Public Works received only two (2) proposals for the RFP solicitation for the Referenced RFP. Per Section 126.302(f) of the Procurement Code if:

"PSEC receives responses from less than three proposers, it shall re-solicit proposals from proposers previously solicited and from additional persons, unless it determines, in writing, that no advantage would be obtained by re-soliciting. Notwithstanding the number of responses received, PSEC may proceed to consider those proposers responding to the re-solicitation or to the initial solicitation if it determines, in writing, that no advantage would be obtained by re-soliciting."

The Department of Public Works does not have available staff with the necessary expertise to design and permit the proposed water main for this project. When work is outside the expertise of our available staff, the City typically has hired a Consultant to advise us and provide all Professional Engineering services required for the preparation of the bid plans and technical specifications. The RFP for these services was advertised for over 4 weeks and was downloaded by 21 Engineering firms, 18 of which were local and 15 of which downloaded the RFP at least 3 weeks before the submittal date. We feel that time afforded ample time for consulting firms to become aware of the RFP and prepare/submit responses. Additionally, we believe that we have received proposals from 2 qualified firms.

Considering the foregoing information, staff requests permission to review and rank the 2 proposals received.

xc: David D. Hahn, P. E., Engineering and Construction Management
Lori West, Contract Specialist, Engineering and Construction Management

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