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City of Jacksonville, Florida

Procurement Award Form (PAF)

Part 1 – Form Type: JPAC 126.204 (a) New Award, Renewals, Waive Technical Defects, Price Increases, NTE Increases.

Goods and/or Services: Professional Structural Engineering Service for Berkman Platform Repairs

Requested Action and Justification:

Recommend approval to enter into contract with the top ranked firm, HDR Engineering Inc., to incorporate the attached scope and fees, known as Exhibits A and B for Professional Structural Engineering Services for Berkman Platform Repairs with a maximum contract limit of $1,800,952.04. Period of service is to Project Completion (Term NTE 5 Years).

To be executed by formal contract through the Office of General Counsel.

Supplier:	HDR Engineering Inc	**Basis of Award:**	Highest Evaluated	**BID Opening Date:**	06/26/2025

POA #:	TBD	**PO #:**	TBD	**Change Order #:**	N/A
Solicitation #:	PDS 16707 25	**Contract #:**	TBD	**Contract ADM #:**	N/A
Term:	5 years	**Options:**	N/A	**Options Used:**	N/A

Federally Funded:	No	**JSEB Rec:**	Encouragement
Licenses Verified:	Yes	**JSEB %:**	0
Bonds Required:	No	**Bonds Waived Pursuant To:**	N/A

Fund:	32124	**Center:**	153119	**Acct:**	565051	**Proj:**	010596	**Activity:**	0000000000	$ 1,800,952.04
Fund:		**Center:**		**Acct:**		**Proj:**		**Activity:**		$
Fund:		**Center:**		**Acct:**		**Proj:**		**Activity:**		$

New NTE/GMP:	$ 1,800,952.04	**Contingent Amt:**	$ 0.00	**DMP/ODPO Amt:**	$ 0.00

Using Agency/BU:	PWEN:ENGINEERING AND CONSTRUCTION MANAGEMENT		
Concurrence:	Signed by: Scott Carter, PE 7D991F8ADFC947E...	**Title:**	CHIEF OF ENGINEERING CONSTRUCTION MANAGEMENT 7/14/2026
Concurrence:	Signed by: 1EFA223D5D23487...	**Title:**	DIRECTOR OF PUBLIC WORKS 7/15/2026
Concurrence:		**Title:**	
Concurrence:		**Title:**	

Initial DT
Initial DT

Procurement Analyst/Buyer:	Signed by: Kemp, Benjamin 4C8860FACE2449C...	**Chief of Procurement:**	Signed by: 7/21/2026
Name:	Kemp, Benjamin	**Name:**	B10F1D517352456... Dustin L. Freeman

Part 2 – JPAC Action: All award actions subject to lawfully appropriated funds.		**Part 3 – Final Awarding Authority Action:**	
Members who approve:		**Action:**	
Members who disapprove:		**Signature:**	
Date:		**Date:**	

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PAF Instructions
Part 1 (using agency)

Form Type: This form will be used for both Administrative Awards and JPAC Requests. Select type from dropdown options.

Goods and/or Services: Enter a brief description of the types of goods and services included in the request.

Requested Action and Justification: Enter a brief description of the requested action or authority being sought. i.e.; *Request permission to award the lowest, responsive responsible bidder for an ITB or award the highest ranked supplier for an RFP.* This block should also be used for additional information such as additional 4th account strings, or other information essential for contract execution.

Supplier: Enter awarded supplier name**.** If multiple, include in "Requested Action and Justification" box.

Basis of Award: Select from Lowest Price Technical Acceptable (LPTA), Highest Price Technical Acceptable (HPTA) or N/A.

Bid Opening Date: The date bids were unsealed by Procurement.

POA #: This is your 1Cloud generated Agreement number. Select Type, Enter Number.

PO #: Enter the PO number or agreement release number.

Change Order #: Provide the applicable change order number represented by this request.

Solicitation #: Select Prefix type, Enter Number, and Year.

Contract #: This number should be the same as your POA number (unless procured prior to 2020)

Contract Amendment #: Provide the applicable amendment number represented by this request.

Term: Select the Period of Performance or Term for the initial period.

Options: Period of time for each renewal or option.

Options Used: Prior to this request, enter how many options were already used.

Federally Funded: Select yes or no from dropdown if Federal Funds will be used.

JSEB Rec: Select Encouragement or JSEB Set Aside Option.

JESB %: If JSEB Participation, enter the percentage.

Bonds Waived Pursuant to: Select option from Drop down.

Funding Sources: Fund/Center/Account/Project/Activity, all fields are required even if zeros.

New NTE/GMP: Enter the new total not to exceed amount. Note, this should match the contract maximum indebtedness, if applicable**.**

Contingent Amount: If your agency requests an allowance for unforeseen additional expenses, then specify the amount of your requested increase and new NTE that represents the contingency allowance. This is over and above any quote.

DMP/ODPO Account: Enter the Direct Materials Purchase/Owner Direct Purchase Order Account. Used mainly for CIP (Capital Improvement/Construction) Projects

Using Agency/BU: Select one from the dropdown list.

Concurrence: Using Agency internal routing requirements for Electronic Signatures (follow Proc Manual for threshold requirements)

Title: Title of person electronically signing form.

Attachments: Included any supplemental information to the Procurement Award Form. i.e.; *Scope of work, previous awards*.

**Any field where there is no data available, or no entry is required, either leave it blank or enter N/A. Any fields where there is known data, include for informational purposes. Any changes to an original award should contain the data that is being changed and any other relevant data required for JPAC review and approval.*

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Exhibit A

HDR

Gary Goldsberry

Digitally signed by Gary Goldsberry
Date: 2026.06.25 15:55:35 -04'00'

June 25, 2026

Gary Goldsberry, P.E.
Project Manager

RE: Proposal for Engineering Services, Berkman Platform Repairs 16707-25

Dear Mr. Goldsberry,

HDR appreciates your consideration in requesting our support for the above-mentioned project. Please find herein our proposal for providing Phase 1 of the requested services.

Project Understanding

The City of Jacksonville (City) has requested HDR's support in providing Professional Structural Engineering services for the site survey, design, acquisition of all required permits, plans and specifications for structural repairs to the Berkman deck under the Berkman Park, Berkman Townhomes, and parking garage including bidding assistance. This concrete deck and steel pipe and H pile supported structure is located south of the Berkman Tower beyond the bulkhead along the Northbank Riverwalk on the St. Johns River. The design will be based on a feasibility study prepared by RS&H and data developed during the investigation phase. Professional Services During Construction (PSDC) are not included in this phase and will be negotiated later.

All design recommendations shall, as may be applicable, be consistent with:

- The City's Land Development Procedures Manual.
- FDOT Minimum Standards for Design, Construction and Maintenance of Streets and Highways
- FDOT Structures Manual (Current Edition) and appropriate Structures Design Bulletins
- FDOT Soils and Foundations Handbook (Current Edition)
- FDOT Design Standard Index
- ionJEA Design Standards and JEA Water & Sewer Standards Manual

The City has identified the construction limits for this project and has provided the following guidance as a basis for this proposal:

- Design of structural rehabilitative elements
- Establish a monitoring plan to identify any movement in the platform which might indicate structural failure.
- PE diver exploration and advanced surveying techniques necessary to confirm condition and location of existing structural components and provide updated assessment of condition and capacity, to verify existing structure drainage or utility penetrations, to observe existing defects that need be addressed prior to driving potential new piling, and to scan the underdeck area for debris or other impediments to construction.
- Permitting will be performed by HDR. HDR's 30% submittal drawings will be used for coordination with regulatory agencies and for development of permit application packages.
- Subsurface Utility Engineering to identify utilities that are within the limits of construction and may need to be repaired, relocated and/or removed.

It is anticipated that, in general, construction could include the following:

- Repairing the existing bulkhead and tie-backs.

hdrinc.com

76 S. Laura Street Suite 1600 Jacksonville, FL 32202
T 904-598-8900

- Modifications of existing drainage outfalls and connections to existing utility services that are to remain.
- Installation of sacrificial cathodic protection
- Construction of temporary access points to allow access to existing structures
- Removal of existing failed structural items
- Construction of pile jackets and structural repairs
- Incidental dredging required to enable construction

Minor environmental impacts are expected and will be addressed with the appropriate permitting agencies.

Project Scope

Exhibit A provides detailed manhour and expense budget breakdown and delineates individual responsibilities for the delivery of the project.

PROJECT MANAGEMENT (ALL ACTIVITIES)

HDR will provide project management for all activated task items for which it is involved over the life of the project. This work will involve general project management duties such as subconsultant field services coordination (as applicable); implementation of project controls and management reviews; maintenance and recording of key project communiqués, design assumptions, decisions, and data; status reporting and invoicing; scheduling of manpower and project deliverables; and Quality Assurance / Quality Control based on HDR's pre-established QC program.

ACTIVITY 1 – PROJECT DEFINITION AND CONCEPT VETTING; FIELD STUDIES

- **Document Data Review**: Where such documents are available, HDR will review City provided as-built or construction documents; facility inspection reports; site studies; existing topographic and hydrographic surveys; field testing reports; and existing permits and supporting data to gain an understanding of existing site conditions and constraints and to determine whether additional studies and testing will be required. *Deliverable:* No formal deliverable.

- **Field Studies and Investigations**: Based on review of available data and studies provided by the City, and Document Data Review, HDR will initiate topographic, hydrographic, side scan sonar, ecological, and geotechnical studies necessary to support the project. *Deliverable:* HDR will provide data and recommendations for use in designing and/or contracting the work.

- **Condition Assessment** HDR will assess a representative portion of the structure *(as depicted in Exhibit A, approximately 585 piles)* and condition of the platform to gain insight with regards to the existing structure capacity for the purpose of evaluating safe working loads and restrictions during construction. HDR will provide recommendations on required construction scope and will collaborate with the City to develop methods for rehabilitation/demolition. A monitoring plan will be developed and executed for the duration of this phase.

- **Concept Vetting** HDR will perform the following due diligence activities in establishing the preferred viable concept for further advancement:

- Consider the capability of differing structure support types and issues and the means for constructing suitable rehabilitation, and collaborate with the City to select preferred solution.

ACTIVITY 2 – ENVIRONMENTAL PERMITS & AGENCY COORDINATION

- State Environmental Resource Permitting, Chapter 62-330, F.A.C. - prepare initial documentation and graphics required for submittal of a permit application to FDEP.
- Federal Clean Water Act Section 404 Permitting – Includes preparing initial documentation and graphics required for submittal of a federal Clean Water Act Section 404 permit application. This location is considered to be in U.S. Army Corps of Engineers (USACE) jurisdictional water; therefore, USACE will issue the permit associated with this project.

ACTIVITY 3 – DETAILED DESIGN TO NOMINAL 30%

- **Basis of Design (BOD):** HDR will develop and provide for City's project records a preliminary project BOD. This will briefly document appropriate design assumptions, decisions, and compliance requirements that form the basis for development of the contract documents. This will also document loading criteria, reference the design codes to be utilized in the design, and provide an outline of pertinent methodology of design, as deemed appropriate by HDR. Specification of construction material requirements, when a necessary component of the design, will also be included. Key data will include, though not be limited to, as-built information, pile and platform inspection data and recommendations, site topographic and hydrographic surveys, and decision communications; said information will be included as appendices or by reference. *Deliverable:* An initial Draft document will be developed for City's review and comments. This will include a preliminary Opinion of Probable Construction Cost.

Project Schedule

The proposed tasks in this Phase 1 proposal are expected to be completed within 12 months after NTP.

Project Fees

Exhibit A of this proposal provides a detailed breakdown of manhours and basis of recommended budget.

HDR is recommending a total Lump Sum Task Budget of **$1,800,952.04.**

Permit application fees are not included in this amount.

City's responsibilities

- Provide public communications and coordinate with private owners of their respective sections of the platform regarding cost, schedule and construction.
- Execute a blanket easement with all owners to allow access for HDR and its subconsultants to investigate and inspect the platform during design and construction.
- Assist HDR with coordination with utilities impacted by design and construction and new structure requirements necessary for accommodating desired utilities. A separate scope and fee will be prepared for design and construction of JEA facilities.

- Provide locations and requirements for contractor access, staging, laydown, office, etc.
- It is assumed that the City will provide internal coordination amongst its member stakeholders and internal service providers and that direction will be given from a single assigned Point of Contact (POC) as representative of all stakeholders' consensus. Similarly, HDR will direct all communications to single POC with the understanding that they will be forwarded to appropriate staff and Consultants for review, comment, or action, as appropriate. When review comments are to be provided for HDR deliverables, the POC will consolidate and provide in single document format.

Key Assumptions and Qualifications

1. HDR is unaware of any significant existing drainage outfalls, previously injected structural concrete or grout void repairs, or other special structures or conditions which, if encountered, could result in material changes to the design concept or that would require additional designs. As a limiting basis for the proposed budget, HDR is assuming that no special structural designs will be required in relation to the presence of these potential conflicts (for example, providing temporary or permanent bypass for an existing drainage culvert, construction of major municipal plant or facility outfall extension and / or headwalls and related scour protection, construction of temporary cofferdams or dewatering, etc.). Should such special designs be determined necessary during execution of the work, HDR can provide necessary designs as a negotiated supplement to the Task Order or as a separate negotiated Task Order if they cannot be accommodated within the existing budget.
2. HDR's design will accommodate known existing structural and utility conflicts based on the information provided by the City and the results of proposed field studies and investigations. This scope does not provide for additional subsurface investigations or for multibeam, side scan, or diver surveys below the existing river bottom for the purpose of locating unknown debris, structure, or utilities.
3. It is assumed that any utility or security related infrastructure (fiber, cameras, lighting, potable water, sanitary sewer, etc.) is not included in the scope of services beyond provision of platform conduit, dockside pits, mounting brackets, or similar, of size and location to be defined by City.
4. It is assumed that the following permits will be required:
   - Florida Department of Environmental Protection (FDEP)
   - U.S. Army Corps of Engineers (USACE)
   - City of Jacksonville
   - JEA
5. It is assumed that environmental clearances will be required from the following agencies:
   - U.S. Fish and Wildlife Service (USFWS)
   - National Marine Fisheries Service (NMFS) – Protected Resources Division (PRD) and Habitat Conservation Division (HCD)
   - Florida Fish and Wildlife Conservation Commission (FWC)
   - State Historic Preservation Officer (SHPO)
6. No additional stormwater facilities will be required.

7. All interim and final deliverables will be provided in electronic (PDF, Word, or AutoCAD) format, except where hard copy is specifically required for formal agency submittal and processing.
8. Completion of the Task(s) is partly dependent on input provided by the City. HDR will endeavor to complete all work in the timeline presented herein, subject to timely receipt of key project data, draft deliverable review comments, etc., from the City as required. HDR will provide critical path delivery dates for such materials, as is applicable, as the work is performed. City agrees to provide equitable adjustments to project schedule should HDR be delayed by circumstances outside of its control.
9. The manhours indicated in Exhibit B provide the basis for the level of effort anticipated for this Task Order. Within the limits of the proposed budget, HDR will adaptively allocate resources amongst Tasks and Activities to best support advancement of the project. Should it become evident that actual effort for any Task or Activity will significantly diverge from the assumptions set forth in the manhour breakdown, HDR will notify the City for concurrence or further direction.

Work not Included in HDR's Proposed Scope of Services

It is HDR's desire to support the City in delivering the project successfully. HDR will strive to accommodate this delivery within the limits of the proposed Task Order budget and timeline; however, it is possible that there could be additional activities, which will be defined as the project evolves, that may be required to advance the project and which are not provided for in the current scope of services. Though not intended as a comprehensive list, HDR has identified several potential tasks or project risks that are not addressed in the proposed project scope, but that could be provided for as a modification to the Task Order, or as a separate Task.

1. The scope does not provide for dynamic passing vessel studies, static mooring analysis, or breasting studies.
2. The scope does not provide for identification of need, design, specification, or preparation of contract documents for utilities, MEP, or lighting. A separate contract will be executed with JEA for design of affected water, sewer and electric facilities.
3. Based on prior direction given by the City, the scope does not provide for stormwater management planning or for stormwater collection, storage, or treatment design.
4. HDR understands that, currently, the City does not expect Federal funding for the project; thus, performance of NEPA or FEMA documentation is not included in the scope of services. Should Federal participation later be sought, that could trigger the need for more comprehensive studies and documentation.
5. Development of onsite stormwater treatment or off-site compensatory stormwater treatment has not been included in the scope of services. Should this later become a necessity, HDR can perform these services as a separate Task or as a Task modification amendment.
6. Other work, assumed not necessary as a basis of the proposal, as is described in "Project Understanding" or in "Key Assumptions and Qualifications", above.

Conclusion

We greatly appreciate the City's consideration in requesting HDR's support and look forward to helping the City successfully advance this project. We hope that the proposed scope

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accommodates the City's needs. Should you have questions or comments, please contact George McGregor at (904) 838-2732.

Sincerely,
HDR Engineering, Inc.

George McGregor, PE
Vice President, NE FL Office Principal

Jeff Arms, PE
Vice President

Attachments:
Exhibit A – Detailed manhours and basis for recommended budget

Docusign Envelope ID: AAC98DFA-FD69-40F7-972D-DDCC82BEB574

Exhibit B

Gary Goldsberry
Digitally signed by Gary Goldsberry
Date: 2026.06.25 15:56:12 -04'00'

CONTRACT FEE SUMMARY FOR THE ENGINEERING DIVISION
CITY OF JACKSONVILLE, FLORIDA
EXHIBIT B

1. PROJECT Professional Engineering Services Berkman Platform Repairs	**2. PROPOSAL NUMBER** 16707-25
3. CONSULTANT HDR Engineering, Inc.	**4. DATE OF PROPOSAL** 4/27/2026

PART TWO - LABOR RELATED COSTS

DIRECT LABOR	HOURLY RATE	ESTIMATED HOURS	ESTIMATED COST	TOTAL
Principal	$ 137.57	103	$ 14,169.71	
Project Manager	$ 139.25	520	$ 72,410.00	
Design Engineer	$ 75.00	497	$ 37,275.00	
Sr. Structural Engineer	$ 79.60	1096	$ 87,241.60	
Sr. Designer	$ 70.20	299	$ 20,989.80	
CADD Technician	$ 38.56	70	$ 2,699.20	
Clerical	$ 26.78	60	$ 1,606.80	
Accountant	$ 45.83	141	$ 6,462.03	
5. TOTAL DIRECT LABOR				$ 242,854.14
6. OVERHEAD (COMBINE FRINGE BENEFIT AND ADMINISTRATIVE) OVERHEAD RATE - 167.23% X TOTAL DIRECT LABOR				$ 406,131.57
7. SUBTOTAL - LABOR + OVERHEAD (ITEMS 5 & 6)				$ 648,985.71
8. PROFIT - LABOR RELATED COSTS (ITEM 7) X 10%				$ 64,898.57

PART THREE - OTHER DIRECT COSTS

9. MISCELLANEOUS DIRECT COSTS		
24" x 36" Black/White plans	-	$ -
11 X 17 Copies	-	$ -
8.5" x 11" Copies	-	$ -
Postage	-	$ 500.00
Courier Service	-	$ 300.00
MISCELLANEOUS DIRECT COSTS SUBTOTAL		$ 800.00
10. SUBCONTRACTS - LIMITING AMOUNT		
Consor		$ 434,930.96
CSI-Geo		$ -
Inwater		$ 220,514.40
Morales		$ 181,247.44
George F Young		$ 249,574.95
Terracon		$ -
SUB-CONTRACT SUBTOTAL		$ 1,086,267.75
TOTAL LUMP SUM AMOUNT (ITEMS 5,6,8,9 &10)		$ 1,800,952.04
11. REIMBURSABLE COSTS (LIMITING AMOUNT)		
TRAVEL		
OTHER (SPECIFY)		
SUBTOTAL REIMBURSABLE		

PART FOUR - SUMMARY

TOTAL AMOUNT OF CONTRACT (LUMP SUM PLUS REIMBURSABLE) ITEMS 5,6,8,9,10,&11	$ 1,800,952.04

P:\City of Jacksonville\Berkman Platform Repairs\Scope & Fee\Task Order #1\[HDR_FEE_Berkman_Design Services_04-27-2026 Task Order #1.xlsx]summary_all

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Exhibit B

EXHIBIT
STAFF HOUR AND FEE ESTIMATE

BERKMAN PLATFORM REPAIRS

	Principal (Dortch)	Project Manager (McGregor)	Design Engineer (Civil, other) (Curtis)	Marine Structural Engineer (Mersdorf)	Designer or Technician (Helm)	Accountant (Encarnacion)	CADD Designer (McIntire)	Clerical / Secretary (Howe)	SUBTOTAL
RATE	**137.57**	**139.25**	**75.00**	**79.60**	**70.20**	**45.83**	**38.56**	**26.78**	
Overhead + Profit Multiplier	**2.940**	**2.940**	**2.940**	**2.940**	**2.940**	**2.940**	**2.940**	**2.940**	
Billing Rate	**404.39**	**409.33**	**220.46**	**233.99**	**206.36**	**134.72**	**113.35**	**78.72**	
PHASE 0 - PROJECT MANAGEMENT									
0.1 Project Management									
Establish project controls, management schedule, project guide, QC guide, and internal filing	2	16		16		12		1	$12,797.26
Negotiate and finalize Subcontractor Contracts	1	24	8	8				6	$14,336.23
Monthly project management and progress / budgetary performance / management project reviews (33 mos)	24	33				33		30	$30,020.61
Maximum of 2 Scope Definition and Discovery meetings	4	8	8	8				2	$8,685.24
Monthly subconsultant invoice review and invoicing preparation		33		16		66		16	$27,402.77
Project and subconsultant coordination	16	66	33	40				3	$50,356.96
Biweekly (average) internal progress meetings	40	66	66	132	66				$102,248.18
Biweekly (average) COJ progress meetings (virtual)		132	66	132	33				$106,278.48
Project closeout	2	24				30		2	$14,831.74
PHASE 0 SUBTOTAL	89	402	181	352	99	141	0	60	**$366,957.47**
PHASE 1 - CITY-REQUESTED STRUCTURE MONITORING (Assumed 33 months)									
1.1 Settlement & Vibration Monitoring									$0.00
Weekly evaluation & report									$0.00
									$0.00
									$0.00
1.2 Survey Monitoring									$0.00
Monthly evaluation & report									$0.00
									$0.00
PHASE 1 SUBTOTAL	0	0	0	0	0	0	0	0	**$0.00**
PHASE 2 - PRELIMINARY DESIGN									
2.1 Project Kickoff									
Kickoff Meeting with City	1	4	4	4	4				$4,684.95
Internal Kickoff Meeting	1	4	4	4	4		2		$4,911.65
Site visit & walkthrough		8	8	8	8				$8,561.12

2.2 Site Investigations									
Topographic survey reviews and coordination		2	8	8	32		16		$12,871.38
Hydrographic survey reviews and coordination		2	4	8	32		16		$11,989.54
SUE survey technical review, onsite meeting and collaboration		4	16	8	16		8		$11,245.16
Structural survey and investigation review and coordination	2	2	4	16	32				$12,856.64
Geotechnical investigation reviews and coordination									$0.00
Underdeck inspection reviews and coordination	2	2		16	32		16		$13,788.40
Deck cores									$0.00
Bulkhead test pits									$0.00
2.3 *Data Gathering and Basis of Design*									
Historical information collection, review and coordination with City	2	16	8	16	8		4		$14,969.86
Content meeting and preparation		4	4	8	8				$6,041.96
Prepare draft Basis of Design deliverable		32	24	40	24		8		$33,608.64
QA/QC reviews	2	2	16	4					$6,090.76
2.4 30% Design									
Engineering Analysis & Design	4	24	160	540					$173,069.68
30% Construction Drawings									$0.00
Industry outreach to specialty contractors		4	8	32					$10,888.68
Opinion of Probable Construction Cost & Schedule		4	8	24					$9,016.76
QA/QC Reviews		4	40	8					$12,327.64
2.5 Owner Engagement & Coordination									
Meeting agenda, scheduling, and presentation material scoping									$0.00
Public Outreach / meeting announcement									$0.00
Meeting attendance & moderation									$0.00
Public comment card collection, summary, etc.									$0.00
Meeting minutes and summary memo									$0.00
PHASE 2 SUBTOTAL	14	118	316	744	200	0	70	0	**$346,922.82**
PHASE 3 - PERMITTING & REGULATORY COORDINATION									
3.1 USACE & FDEP Permitting									
Preapplication Meetings & Coordination									$0.00
Permit Drawings									$0.00
Application Preparation									$0.00
Response to RAI's									$0.00
3.2 City Permits & Coordination (e.g. 10-Set, JEA, JFRD, TECO, etc.)									
COJ 10-set									$0.00
JFRD									$0.00
JEA									$0.00

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Other									$0.00
PHASE 3 SUBTOTAL	0	0	0	0	0	0	0	0	**$0.00**
PHASE 4 - DETAILED DESIGN									
4.1 60% Draft Submittal									
60% Engineering and Design									$0.00
60% Construction Drawings									$0.00
60% Opinion of Probable Construction Cost									$0.00
QA/QC Reviews									$0.00
Response to 30% COJ Review Comments									$0.00
4.2 90% Draft Submittal									
90% Engineering and Design									$0.00
90% Construction Drawings									$0.00
90% Opinion of Probable Construction Cost									$0.00
QA/QC Reviews									$0.00
Response to 60% COJ Review Comments									$0.00
4.3 100% Draft Submittal									
100% Engineering and Design									$0.00
100% Construction Drawings									$0.00
100% Opinion of Probable Construction Cost									$0.00
QA/QC Reviews									$0.00
Response to 90% COJ Review Comments									$0.00
4.4 Issue for Bid Submittal									
Response to 100% COJ Review Comments									$0.00
Bid form preparation/assembly									$0.00
Issue bid documents									$0.00
PHASE 4 SUBTOTAL	0	0	0	0	0	0	0	0	**$0.00**
PHASE 5 - PROFESSIONAL SERVICES DURING CONSTRUCTION (PSDC)									
5.1 Bid Support									
professional services									$0.00
5.2 Construction Administration									
professional services									$0.00
5.3 *Project Closeout*									
professional services									$0.00

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Exhibit B

3.4 *Project Management*									
professional services									$0.00
PHASE 5 SUBTOTAL	0	0	0	0	0	0	0	0	$0.00
GRAND TOTAL	**103**	**520**	**497**	**1096**	**299**	**141**	**70**	**60**	**$713,880.29**
	3.7%	18.7%	17.8%	39.3%	10.7%	5.1%	2.5%	2.2%	
									$713,880.29

Direct Expenses

Airfare	
Mileage	
Meals / Per Diem	
Lodging	**$ -**
Printing, mail, etc.	-
	$ -

Exhibit B

Florida Department of Transportation

RON DESANTIS
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

JARED W. PERDUE, P.E.
SECRETARY

October 01, 2025

Steve Ferrell, Senior Vice President
HDR ENGINEERING, INC.
315 E Robinson Street
Suite 400
Orlando, FL 32801
steve.ferrell@hdrinc.com

Dear Mr. Ferrell:

The Florida Department of Transportation has reviewed your application for prequalification package and determined that the data submitted is adequate to technically prequalify your firm for the following professional services types of work per Rule 14-75, F.A.C.:

2.0 - Project Development & Environmental (PD&E) Studies

3.1 - Minor Highway Design
3.2 - Major Highway Design
3.3 - Controlled Access Highway Design

4.1.1 - Miscellaneous Structures
4.1.2 - Minor Bridge Design
4.2.1 - Major Bridge Design - Concrete
4.2.2 - Major Bridge Design - Steel
4.2.3 - Major Bridge Design - Segmental
4.3.1 - Complex Bridge Design - Concrete
4.3.2 - Complex Bridge Design - Steel
4.4 - Movable Span Bridge Design

5.1 - Conventional Bridge Inspection
5.2 - Movable Bridge Inspection
5.3 - Complex Bridge Inspection
5.4 - Bridge Load Rating

6.1 - Traffic Engineering Studies
6.2 - Traffic Signal Timing
6.3.1 - Intelligent Transportation Systems Analysis and Design
6.3.2 - Intelligent Transportation Systems Implementation
6.3.3 - Intelligent Transportation Traffic Engineering Systems Communications
6.3.4 - Intelligent Transportation Systems Software Development

7.1 - Signing, Pavement Marking and Channelization
7.2 - Lighting
7.3 - Signalization

9.1 - Soil Exploration
9.2 - Geotechnical Classification Lab Testing
9.4.1 - Standard Foundation Studies

10.1 - Roadway Construction Engineering Inspection

11.0 - Engineering Contract Administration and Management

13.3 - Policy Planning
13.4 - Systems Planning
13.5 - Subarea/Corridor Planning
13.6 - Land Planning/Engineering
13.7 - Transportation Statistics

15.0 - Landscape Architect

21.0 - Acquisition, Negotiation, Closing, and Order of Taking

24.0 - Acquisition Relocation Assistance

25.0 - Right of Way Clearing and Leasing

Your firm is now technically prequalified with the Department for Professional Services in the above referenced work types. The overhead audit has been accepted, and your firm may pursue projects in the referenced work types with fees of any dollar amount. This status shall be valid until June 30, 2026, for contracting purposes.

Approved Rates

Home Overhead	Field Overhead	Facilities Capital Cost of Money (FCCM)	Premium Overtime	Home Direct Expense	Field Direct Expense	Published Fee Schedule
161.23%	128.51%	0.540%	Reimbursed	5.46%	4.84%	No

^Interim Rates
*Rent and utilities excluded from field office rate. These costs will be directly reimbursed on contracts that require the consultant to provide field office.

Per Title 23, U.S. Code 112, there are restrictions on sharing indirect cost rates. Refer to Code for additional information.

Should you have any questions, please feel free to contact me by email at FDOT.PSPrequalification@dot.state.fl.us.

Sincerely,

Philip Pitts
Professional Services Qualification Administrator
PP/NE

CONTRACT FEE SUMMARY FOR THE ENGINEERING DIVISION
CITY OF JACKSONVILLE, FLORIDA
EXHIBIT B

1. PROJECT Professional Engineering Services Berkman Platform Repairs	**2. PROPOSAL NUMBER** 16707-25
3. CONSULTANT Inwater	**4. DATE OF PROPOSAL** 6/23/2026

PART TWO - LABOR RELATED COSTS

DIRECT LABOR	HOURLY RATE	ESTIMATED HOURS	ESTIMATED COST	TOTAL
Sr. Structural Engineer	$ 104.80	680	$ 71,264.00	
			$ -	
			$ -	
			$ -	
			$ -	
			$ -	
			$ -	
			$ -	
5. TOTAL DIRECT LABOR				$ 71,264.00
6. OVERHEAD (COMBINE FRINGE BENEFIT AND ADMINISTRATIVE) OVERHEAD RATE - 175% X TOTAL DIRECT LABOR				$ 124,703.64
7. SUBTOTAL - LABOR + OVERHEAD (ITEMS 5 & 6)				$ 195,967.64
8. PROFIT - LABOR RELATED COSTS (ITEM 7) X 10%				$ 19,596.76
PART THREE - OTHER DIRECT COSTS				
9. MISCELLANEOUS DIRECT COSTS				
24" x 36" Black/White plans				$ -
11 X 17 Copies			-	$ -
8.5" x 11" Copies			-	$ -
Postage			-	
Courier Service			-	
MISCELLANEOUS DIRECT COSTS SUBTOTAL				$ 4,950.00
10. SUBCONTRACTS - LIMITING AMOUNT				
SUB-CONTRACT SUBTOTAL				$ -
TOTAL LUMP SUM AMOUNT (ITEMS 5,6,8,9 &10)				$ 220,514.40
11. REIMBURSABLE COSTS (LIMITING AMOUNT)				
TRAVEL				
OTHER (SPECIFY)				
SUBTOTAL REIMBURSABLE				
PART FOUR - SUMMARY				
TOTAL AMOUNT OF CONTRACT (LUMP SUM PLUS REIMBURSABLE) ITEMS 5,6,8,9,10,&11				$ 220,514.40

P:\City of Jacksonville\Berkman Platform Repairs\Scope & Fee\Task Order #1\[Inwater COJ Fee Summary.xlsx]summary_all

INWATER engineering

Exhibit B - Manhour Estimate
Berkman Platform Repairs

	Consultant / Sr Engineer	SUBTOTAL
Hourly Rate	*104.80*	
Overhead + Profit Multiplier	303%	
Billing Rate	317.01	
PHASE 0 - PROJECT MANAGEMENT (EST. 12 ~~33~~ MONTHS)		
0.1 Project Management		
Project initiation	8	$2,536.05
Monthly project management	22	$6,974.14
Prime contract coordination	22	$6,974.14
Biweekly (average) internal progress meetings	22	$6,974.14
Biweekly (average) COJ progress meetings (virtual)	22	$6,974.14
Project closeout	0	$0.00
PHASE 0 SUBTOTAL	**96**	**$30,432.62**
PHASE 1 - STRUCTURE MONITORING (32 MONTHS)		
1.1 Settlement & Vibration Monitoring		
Weekly evaluation & report	0	$0.00
1.2 Survey Monitoring		
Monthly evaluation & report	0	$0.00
PHASE 1 SUBTOTAL	**0**	**$0.00**
PHASE 2 - PRELIMINARY DESIGN (EST. 12 MONTHS)		
2.1 Project Kickoff		
Kickoff Meeting with City	6	$1,902.04
Internal Kickoff Meeting	6	$1,902.04
Site visit & walkthrough	8	$2,536.05
2.2 Site Investigations		
Topographic survey reviews and coordination	12	$3,804.08
Hydrographic survey reviews and coordination	12	$3,804.08
SUE survey technical review, onsite meeting and collaboration	12	$3,804.08
Structural survey and investigation review and coordination	24	$7,608.16
Geotechnical investigation reviews and coordination	0	$0.00
Underdeck inspection reviews and coordination	24	$7,608.16
Deck cores	0	$0.00
Bulkhead test pits	0	$0.00
2.3 *Data Gathering and Basis of Design*		
Historical information collection, review and coordination with City	32	$10,144.21
Content meeting and preparation	4	$1,268.03
Prepare draft Basis of Design deliverable	30	$9,510.19
QA/QC reviews	8	$2,536.05
2.4 30% Design		
Engineering Analysis & Design	200	$63,401.29
30% Construction Drawings	150	$47,550.97
Industry outreach to specialty contractors	24	$7,608.16
Opinion of Probable Construction Cost & Schedule	16	$5,072.10
QA/QC Reviews	16	$5,072.10

2.5 Owner Engagement & Coordination		
Meeting agenda, scheduling, and presentation material scoping	0	$0.00
Public Outreach / meeting announcement	0	$0.00
Meeting attendance & moderation	0	$0.00
Public comment card collection, summary, etc.	0	$0.00
Meeting minutes and summary memo	0	$0.00
PHASE 2 SUBTOTAL	**584**	**$185,131.78**
PHASE 3 - PERMITTING & REGULATORY COORDINATION (EST. 19 MONTHS)		
3.1 USACE & FDEP Permitting		
Preapplication Meetings & Coordination	0	$0.00
Permit Drawings	0	$0.00
Application Preparation	0	$0.00
Response to RAI's	0	$0.00
3.2 City Permits & Coordination (e.g. 10-Set, JEA, JFRD, TECO, etc.)		
10-set	0	$0.00
JFRD	0	$0.00
JEA	0	$0.00
TECO	0	$0.00
PHASE 3 SUBTOTAL	**0**	**$0.00**
PHASE 4 - DETAILED DESIGN (EST. 19 MONTHS)		
4.1 60% Draft Submittal		
60% Engineering and Design	0	$0.00
60% Construction Drawings	0	$0.00
60% Opinion of Probable Construction Cost	0	$0.00
QA/QC Reviews	0	$0.00
Response to 30% COJ Review Comments	0	$0.00
4.2 90% Draft Submittal		
90% Engineering and Design	0	$0.00
90% Construction Drawings	0	$0.00
90% Opinion of Probable Construction Cost	0	$0.00
QA/QC Reviews	0	$0.00
Response to 60% COJ Review Comments	0	$0.00
4.3 100% Draft Submittal		
100% Engineering and Design	0	$0.00
100% Construction Drawings	0	$0.00
100% Opinion of Probable Construction Cost	0	$0.00
QA/QC Reviews	0	$0.00
Response to 90% COJ Review Comments	0	$0.00
4.4 Issue for Bid Submittal		
Response to 100% COJ Review Comments	0	$0.00
Bid form preparation/assembly	0	$0.00
Issue bid documents	0	$0.00
PHASE 4 SUBTOTAL	**0**	**$0.00**
LABOR TOTAL	**680**	**$215,564.40**
	EXPENSES	$4,950.00
	GRAND TOTAL	**$220,514.40**

Estimated Expenses

Office Expenses (printing, postage, supplies, etc.) Est. 33 mo @ $50/mo avg		$1,650.00
Travel	Est. 3 meetings or site visits /mo downtown x 33 mo x 46mi/trip x 0.725/mi, round to nearest $100	$3,300.00

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Exhibit B

INWATER
engineering

February 2, 2026

RE: 2026 SELF-CERTIFICATION OF ACCOUNTING SYSTEM AND REIMBURSEMENT RATES

To Whom it May Concern,

This letter is provided to inform the recipient that Inwater Engineering, Inc. has completed an internal audit for the 2025 fiscal year in accordance with the Florida Department of Transportation's self-audit procedures outlined in FDOT Form #375-030-24, Self-Certification of Accounting System and Reimbursement Rates. Audited rates for the 2026 calendar year are summarized below:

- Home Overhead Rate: **175.17%**
- Field Overhead Rate: **N/A**
- Facilities Cost of Money (FCCM): **0%**
- Home Direct Expense: **0%**
- Field Direct Expense: **N/A**

Please contact me with any questions.

Sincerely,

Craig McGillawee
President

Jacksonville Florida
904-510-0990 | craig@inwatereng.com
www.inwatereng.com

Exhibit B

PART I - GENERAL	
1. Project: Structural Engineering Services for Berkmann Platform Repairs	**2. Project Number** 16707-25
3. Name of Consultant Morales Consulting Engineers, Inc.	**4. Date** 2/24/2026

PART II - LABOR RELATED COSTS				
5. Labor @ Contract Rates	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Project Manager	$ 96.15	44	$ 4,230.60	
Sr. Engineer	$ 96.17	680	$ 65,395.60	
TOTAL DIRECT LABOR	$ 96.17	724		$ 69,626.20
6. Overhead (Combined Fringe Benefit & Administrative)				
Overhead Rate	136.65 % x Total Direct Labor			$ 95,144.20
7. SUBTOTAL: Labor + Overhead				$ 164,770.40
8. PROFIT: Labor Related Costs (Item 7)		x	10.00%	$ 16,477.04

PART III - OTHER COSTS		
9. Miscellaneous Direct Costs		
Transportation	$ 0.00	
Reproduction	$ 0.00	
Other	$ 0.00	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL		$ -
10. SUBCONTRACTS (Lump Sum)		
Other	$ 0.00	
SUBCONTRACT SUB-TOTAL		$ -
TOTAL AMOUNT (Items 5, 6, 8, 9 and 10)		$ -
11. REIMBURSABLE COSTS (Limiting Amount)		
	$ 0.00	
	$ 0.00	
SUBTOTAL REIMBURSABLES		$ -

PART IV - SUMMARY	
TOTAL AMOUNT OF CONTRACT (Items 5, 6, 8, 9, 10 and 11)	**$ 181,247.44**

Exhibit B

COJ Proj # 16707-25
Berkman Platform Repairs

Estimator: Ed Morales Jr., PE
Morales Consulting Engineers, Inc.

Berkmann Plaza Platform Repairs
16707-25

Task No.	Task	Unit	No. of Units	Hours/ Unit	No. of Sheets	Total Hours	Comments
	Preliminary Conceptual Design						
1.1	Survey reviews	EA	1	1		1	
1.2	Bathometry Review	EA Extension	1	1		1	
1.3	SUE Review	EA	1	1		1	
1.4	Structures Inspection Review	EA	1	10		10	
1.5	Geotechnical Review	EA	1	1		1	
1.6	review of existing documents	LS	1	10		10	
1.7	Basis of Design Support	LS	1	14		14	
1.8	30% Concept Development	LS	1	200		200	
1.9	30% Drawings development	LS	1	140		140	
1.10	Probable Cost	LS	1	40		40	
	Sub-Total Preliminary Conceptual Design					418	
	Permitting						
2.1	Permit Drawings Army Corps	EA	4	4	4	16	
2.2	Permit Drawings (FDEP or SJRWMD)	EA	3	4	3	12	
2.3	Permit Drawings COJ	EA	10	2	10	20	
2.4	Response to Comments	EA	12	2	12	24	
	Sub-Total Permitting					72	

Task No.	Task	Units	No. of Units	Hours per Unit	Total	Comments
4.1	Field Reviews	LS	20	4	80	Survey, Dive Inspections, Foundation Monitoring
4.2	Independent Peer Review	LS	1	50	50	Concept and Design Reviews
4.3	Coordination	LS	1	30	30	
4. - Summary and Miscellaneous Tasks and Coordination Total					160	

Technical Meetings	Units	No of Units	Hours/ Unit	Total Hours	
Project initiation	EA	1	8	8	
Monthly project Meeting	EA	6	2	12	
Project coordination	EA	6	2	12	
biweekly internal progress meetings	EA	6	2	12	
project closeout	EA	1	4	4	
Other Meetings	EA	4	4	16	
Subtotal Technical Meetings				**64**	
Biweekly COJ Progress Meetings	EA	6	1	6	
Phase Review Meetings	EA	1	4	4	
Total Meetings				**74**	

PROJECT TOTAL: **724 Hrs.**

4/14/2026

CONTRACT FEE SUMMARY FOR THE ENGINEERING DIVISION

CITY OF JACKSONVILLE, FLORIDA

EXHIBIT B

1. PROJECT Professional Engineering Services Berkman Platform Repairs	**2. PROPOSAL NUMBER** 16707-25
3. CONSULTANT Consor Engineering, Inc.	**4. DATE OF PROPOSAL** 6/24/2026

PART TWO - LABOR RELATED COSTS

DIRECT LABOR	HOURLY RATE	ESTIMATED HOURS	ESTIMATED COST	TOTAL
Principal	$ 108.90	0	$ -	
PE Diver	$ 88.00	528	$ 46,464.00	
Tech Diver II	$ 29.70	312	$ 9,266.40	
Dive Supervisor	$ 63.80	348	$ 22,202.40	
EI Diver	$ 63.80	452	$ 28,837.60	
Tech Diver I	$ 37.40	432	$ 16,156.80	
CADD Tech	$ 39.60	80	$ 3,168.00	
Admin	$ 31.90	20	$ 638.00	
5. TOTAL DIRECT LABOR				$ 126,733.20
6. OVERHEAD (COMBINE FRINGE BENEFIT AND ADMINISTRATIVE) OVERHEAD RATE - 171.98% X TOTAL DIRECT LABOR				$ 217,955.76
7. SUBTOTAL - LABOR + OVERHEAD (ITEMS 5 & 6)				$ 344,688.96
8. PROFIT - LABOR RELATED COSTS (ITEM 7) X 10%				$ -

PART THREE - OTHER DIRECT COSTS

9. MISCELLANEOUS DIRECT COSTS		
24" x 36" Black/White plans	-	$ -
11 X 17 Copies	-	$ -
8.5" x 11" Copies	-	$ -
Postage	-	
Courier Service	-	
MISCELLANEOUS DIRECT COSTS SUBTOTAL		$ 90,242.00
10. SUBCONTRACTS - LIMITING AMOUNT		
SUB-CONTRACT SUBTOTAL		$ -
TOTAL LUMP SUM AMOUNT (ITEMS 5,6,8,9 &10)		$ 434,930.96
11. REIMBURSABLE COSTS (LIMITING AMOUNT)		
TRAVEL		
OTHER (SPECIFY)		
SUBTOTAL REIMBURSABLE		

PART FOUR - SUMMARY

TOTAL AMOUNT OF CONTRACT (LUMP SUM PLUS REIMBURSABLE) ITEMS 5,6,8,9,10,&11	$ 434,930.96

P:\City of Jacksonville\Berkman Platform Repairs\Scope & Fee\Task Order #1\[Consor COJ Fee Summary.xlsx]summary_all

Exhibit B

Consor North America, Inc.
Fee Proposal for Waterfront Inspection Services

Prepared for:
HDR, Inc.
City of Jacksonville
Professional Structural Engineering Services for Berkman Platform Repairs
(Professional Design Services 16707-25)

PHASE 1

Date Prepared: **17-Apr-26**

SUMMARY OF ESTIMATED LABOR HOURS

	Description	Principal Engineer	PE Diver Team Leader	Dive Supervisor	EI Diver / Asst. TL	Technician Diver I	Technician Diver II	CAD Designer	Admin Coordinator	Totals
Berkman Platform Repairs	**Task 1 - Project Administration & Planning**									
	Project Management	0	20						20	40
	Historical Document Review		40							40
	Logistics Planning		40	0	0	0	0			40
	Equipment Preparation			20						20
	Dive Safety Plan Preparation		16	16						32
	Subtotal		**116**	**36**					**20**	**172**
	Task 2 - Inspection									
	Dive Mob/Demob			96	96	96	96			384
	Dive Inspection		216	216	216	216	216			1,080
	Underdeck Mob/Demob				64	64				128
	Underdeck Inspection		40		40	40				120
	Level III Inspection *(Splash Zone)*		16		16	16				48
	Subtotal		**272**	**312**	**432**	**432**	**312**			**1,760**
	Task 3 - Report Generation									
	Preliminary Report	0	140		20			80		240
	Final Report	0	0		0			0		
	Subtotal		**140**		**20**			**80**		**240**

SUMMARY OF ESTIMATED LABOR FEES

	Description	Principal Engineer	PE Diver Team Leader	Dive Supervisor	EI Diver / Asst. TL	Technician Diver I	Technician Diver II	CAD Designer	Admin Coordinator	Totals
	Burdened Rate	$296.19	$239.34	$173.52	$173.52	$101.72	$80.78	$107.70	$86.76	
Berkman Platform Repairs	**Task 1 - Project Administration & Planning**									
	Project Management		$4,787						$1,735	$6,522
	Historical Document Review		$9,574							$9,574
	Logistics Planning		$9,574							$9,574
	Equipment Preparation			$3,470						$3,470
	Dive Safety Plan Preparation		$3,829	$2,776						$6,606
	Subtotal		**$27,764**	**$6,247**					**$1,735**	**$35,746**
	Task 2 - Inspection									
	Dive Mob/Demob			$16,658	$16,658	$9,765	$7,755			$50,836
	Dive Inspection		$51,698	$37,481	$37,481	$21,972	$17,448			$166,080
	Underdeck Mob/Demob				$11,105	$6,510				$17,616
	Underdeck Inspection		$9,574		$6,941	$4,069				$20,583
	Level III Inspection (Splash Zone)		$3,829		$2,776	$1,628				$8,233
	Subtotal		**$65,101**	**$54,139**	**$74,962**	**$43,943**	**$25,203**			**$263,348**
	Task 3 - Report Generation									
	Preliminary Report		$33,508		$3,470			$8,616		$45,595
	Final Report									
	Subtotal		**$33,508**		**$3,470**			**$8,616**		**$45,595**

Tasks 1 through 3 - Direct Expenses	QTY	Rate	Unit	Subtotal
HP/LP Air Compressor	27	$100	per day	$2,700
Commercial Dive Package	27	$500	per day	$13,500
Dive Team Equipment Rental	27	$500	per day	$13,500
HD Underwater Camera System	5	$150	per day	$750
Dive Boat	5	$500	per day	$2,500
Small Boat	36	$100	per day	$3,600
Inspection Truck	36	$150	per day	$5,400
Ultrasonic Thickness Meter	10	$150	per day	$1,500
Marina Slip Fee and Trailer Storage	5	$100	per day	$500
Consumables	36	$50	per day	$1,800
Equipment Shipping	2	$200	each	$400
Per Diem - Dive Days	27	$272	per day	$7,344
Per Diem - Underdeck Days	8	$136	per day	$1,088
Lodging - Dive Days	27	$600	per day	$16,200
Lodging - Underdeck Days	8	$300	per day	$2,400
Airfare - Diving Days	6	$2,600	each	$15,600
Airfare - Underdeck Days	1	$1,300	each	$1,300
Fuel	40	$4	gal	$160
Tasks 1 through 3 - Direct Expenses				**$90,242**

Tasks 1 though 3 - Fee Summary	
Labor	$344,689
Direct Expenses	$90,242
Project Total	**$434,931**

Consor North America, Inc.
2511 St. Johns Bluff Road
Suite 107
Jacksonville, FL 34772
www.consoreng.com

This cost estimate is confidential and proprietary to Consor North America, Inc. and is provided solely for the purpose of evaluating this proposal. This information shall not be distributed to third parties without Consor's written consent.

EXHIBIT C

Exhibit B

FDOT PREQUALIFICATION LETTER WITH FAR RATES

Florida Department of Transportation

RON DESANTIS
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

JARED W. PERDUE, P.E.
SECRETARY

March 11, 2026

Kerri Ingham, Chief Marketing Officer
CONSOR NORTH AMERICA, INC.
6505 Waterford District Drive
Miami, FL 33126
kingham@consoreng.com

Dear Ms. Ingham:

The Florida Department of Transportation has reviewed your application for prequalification package and determined that the data submitted is adequate to technically prequalify your firm for the following professional services types of work per Rule 14-75, F.A.C.:

2.0 - Project Development & Environmental (PD&E) Studies

3.1 - Minor Highway Design
3.2 - Major Highway Design
3.3 - Controlled Access Highway Design

4.1.1 - Miscellaneous Structures
4.1.2 - Minor Bridge Design
4.2.1 - Major Bridge Design - Concrete
4.2.2 - Major Bridge Design - Steel

5.1 - Conventional Bridge Inspection
5.2 - Movable Bridge Inspection
5.3 - Complex Bridge Inspection
5.4 - Bridge Load Rating

6.1 - Traffic Engineering Studies
6.2 - Traffic Signal Timing
6.3.1 - Intelligent Transportation Systems Analysis and Design
6.3.2 - Intelligent Transportation Systems Implementation
6.3.3 - Intelligent Transportation Traffic Engineering Systems Communications

7.1 - Signing, Pavement Marking and Channelization
7.2 - Lighting
7.3 - Signalization

10.1 - Roadway Construction Engineering Inspection
10.3 - Construction Materials Inspection
10.4 - Minor Bridge & Miscellaneous Structures CEI
10.5.1 - Major Bridge CEI - Concrete
10.5.2 - Major Bridge CEI - Steel

11.0 - Engineering Contract Administration and Management

13.4 - Systems Planning
13.5 - Subarea/Corridor Planning
13.6 - Land Planning/Engineering
13.7 - Transportation Statistics

Your firm is now technically prequalified with the Department for Professional Services in the above referenced work types. The overhead audit has been accepted, and your firm may pursue projects in the referenced work types with fees of any dollar amount. This status shall be valid until June 30, 2026, for contracting purposes.

Approved Rates

Home Overhead	Field Overhead	Facilities Capital Cost of Money (FCCM)	Premium Overtime	Home Direct Expense	Field Direct Expense	Published Fee Schedule
171.98%^	116.61%^	0.315%^	Reimbursed	8.88%^	21.65%^	No

^Interim Rates
*Rent and utilities excluded from field office rate. These costs will be directly reimbursed on contracts that require the consultant to provide field office.

Per Title 23, U.S. Code 112, there are restrictions on sharing indirect cost rates. Refer to Code for additional information.

Should you have any questions, please feel free to contact me by email at FDOT.PSPrequalification@dot.state.fl.us.

Sincerely,

Philip Pitts
Professional Services Qualification Administrator
PP

Docusign Envelope ID: AAC98DFA-FD69-40F7-972D-DDCC82BEB574

Exhibit B

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

PART I - GENERAL	
1. Project Berkman Platfrom Setup & Control	**2. Proposal Number** 26001600JS GF Young
3. Name of Consultant George F Young, Inc.	**4. Date of Proposal** 3/24/2026

PART II - LABOR RELATED COSTS

5. Direct Labor	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Principal Land Surveyor	$ 84.53	2	$ 169.06	
Land Surveyor III	$ 76.00	12	$ 912.00	
Land Surveyor II	$ 57.09		$ 0.00	
Land Surveyor I	$ 50.49	5	$ 252.45	
CAD Technician III	$ 38.22	8	$ 305.76	
CAD Technician II	$ 34.50		$ 0.00	
CAD Technician I	$ 28.09		$ 0.00	
Party Chief	$ 39.00		$ 0.00	
Instrument Operator	$ 26.91		$ 0.00	
Rod Person	$ 21.26		$ 0.00	
Administrative Asst	$ 35.00	3	$ 105.00	
Sr Utilities Coordinator	$ 57.70		$ 0.00	
Utilities Coordinator	$ 45.43		$ 0.00	
Utilities Project Manager	$ 45.43		$ 0.00	
Lead SUE Locator	$ 35.09		$ 0.00	
SUE Locator	$ 23.50		$ 0.00	
2-Man Survey Crew	$ 65.33	45	$ 2,939.85	
3-Man Survey Crew	$ 87.17		$ 0.00	
			$ 0.00	
TOTAL DIRECT LABOR		0		$ 4,684.12
6. Overhead (Combined Fringe Benefit & Administrative)				
Overhead Rate		200 % x Total Direct Labor		$ 9,368.00
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				$ 14,052.12
8. PROFIT: Labor Related Costs (Item 7)		x	10%	$ 1,405.21

PART III - EQUIPMENT RELATED COSTS

9. Equipment	Hourly Rate	Estimated Hours	Estimated Cost	
Survey Vessel	$ 76.25		$ 0.00	
Hydro Single-beam Cost:	$ 80.00		$ 0.00	
Hydro Multibeam Cost:	$ 275.00		$ 0.00	
Static Laser Scanner	$ 62.50		$ 0.00	
Navvis Mobile Laser Scanner	$ 85.00		$ 0.00	
Unmanned Surface Vessel - USV	$ 80.00		$ 0.00	
Location Vac Truck	$ 57.88		$ 0.00	
SUE Designation Equipment	$ 46.74		$ 0.00	
TOTAL EQUIPMENT COST				$ -

PART III - OTHER COSTS

10. Miscellaneous Direct Costs		
Transportation	$ 0.00	
Original Reproducibles	$ 0.00	
Reproduction	$ 0.00	
Shipping	$ 0.00	
Other	$ 0.00	
	$ 0.00	
	$ 0.00	
	$ 0.00	
	$ 0.00	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL		$ -
11. SUBCONTRACTS (Lump Sum)		
	$ 0.00	
	$ 0.00	
	$ 0.00	
Other (Specify)	$ 0.00	
SUB-CONTRACT SUB-TOTAL		
TOTAL LUMP SUM AMOUNT (Items 5, 6, 7, 8, 9 and 11)		
12. REIMBURSABLE COSTS (Limiting Amount)		
	$ 0.00	
	$ 0.00	
Other (Specify)	$ 0.00	
SUB-TOTAL REIMBURSABLES		$ -

PART IV - SUMMARY

TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables) (Items 5, 6, 8, 9, 10 and 11)	**$ 15,457.33**

Docusign Envelope ID: AAC98DFA-FD69-40F7-972D-DDCC82BEB574

Exhibit B

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

PART I - GENERAL	
1. Project Berkman Platfrom Boundary Survey	**2. Proposal Number** 26001600JS GF Young
3. Name of Consultant George F Young, Inc.	**4. Date of Proposal** 3/24/2026

PART II - LABOR RELATED COSTS

5. Direct Labor	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Principal Land Surveyor	$ 84.53	2	$ 169.06	
Land Surveyor III	$ 76.00	8	$ 608.00	
Land Surveyor II	$ 57.09		$ 0.00	
Land Surveyor I	$ 50.49	10	$ 504.90	
CAD Technician III	$ 38.22	16	$ 611.52	
CAD Technician II	$ 34.50		$ 0.00	
CAD Technician I	$ 28.09		$ 0.00	
Party Chief	$ 39.00		$ 0.00	
Instrument Operator	$ 26.91		$ 0.00	
Rod Person	$ 21.26		$ 0.00	
Administrative Asst	$ 35.00	2	$ 70.00	
Sr Utilities Coordinator	$ 57.70		$ 0.00	
Utilities Coordinator	$ 45.43		$ 0.00	
Utilities Project Manager	$ 45.43		$ 0.00	
Lead SUE Locator	$ 35.09		$ 0.00	
SUE Locator	$ 23.50		$ 0.00	
2-Man Survey Crew	$ 65.33	32	$ 2,090.56	
3-Man Survey Crew	$ 87.17		$ 0.00	
			$ 0.00	
TOTAL DIRECT LABOR		0		$ 4,054.04
6. Overhead (Combined Fringe Benefit & Administrative)				
Overhead Rate		200 % x Total Direct Labor		$ 8,108.00
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				$ 12,162.04
8. PROFIT: Labor Related Costs (Item 7)		x	10%	$ 1,216.20

PART III - EQUIPMENT RELATED COSTS

9. Equipment	Hourly Rate	Estimated Hours	Estimated Cost	
Survey Vessel	$ 76.25		$ 0.00	
Hydro Single-beam Cost:	$ 80.00		$ 0.00	
Hydro Multibeam Cost:	$ 275.00		$ 0.00	
Static Laser Scanner	$ 62.50		$ 0.00	
Navvis Mobile Laser Scanner	$ 85.00		$ 0.00	
Unmanned Surface Vessel - USV	$ 80.00		$ 0.00	
Location Vac Truck	$ 57.88		$ 0.00	
SUE Designation Equipment	$ 46.74		$ 0.00	
TOTAL EQUIPMENT COST				$ -

PART III - OTHER COSTS

10. Miscellaneous Direct Costs		
Transportation	$ 0.00	
Original Reproducibles	$ 0.00	
Reproduction	$ 0.00	
Shipping	$ 0.00	
Other	$ 0.00	
	$ 0.00	
	$ 0.00	
	$ 0.00	
	$ 0.00	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL		$ -
11. SUBCONTRACTS (Lump Sum)		
	$ 0.00	
	$ 0.00	
	$ 0.00	
Other (Specify)	$ 0.00	
SUB-CONTRACT SUB-TOTAL		
TOTAL LUMP SUM AMOUNT (Items 5, 6, 7, 8, 9 and 11)		
12. REIMBURSABLE COSTS (Limiting Amount)		
	$ 0.00	
	$ 0.00	
Other (Specify)	$ 0.00	
SUB-TOTAL REIMBURSABLES		$ -

PART IV - SUMMARY

TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables) (Items 5, 6, 8, 9, 10 and 11)	**$ 13,378.24**

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Exhibit B

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

PART I - GENERAL			
1. Project		**2. Proposal Number**	
Berkman Platfrom	Topographic Survey	26001600JS GF Young	
3. Name of Consultant		**4. Date of Proposal**	
George F Young, Inc.		3/24/2026	

PART II - LABOR RELATED COSTS

5. Direct Labor	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Principal Land Surveyor	$ 84.53	2	$ 169.06	
Land Surveyor III	$ 76.00	14	$ 1,064.00	
Land Surveyor II	$ 57.09		$ 0.00	
Land Surveyor I	$ 50.49	8	$ 403.92	
CAD Technician III	$ 38.22	88	$ 3,363.36	
CAD Technician II	$ 34.50		$ 0.00	
CAD Technician I	$ 28.09		$ 0.00	
Party Chief	$ 39.00		$ 0.00	
Instrument Operator	$ 26.91		$ 0.00	
Rod Person	$ 21.26		$ 0.00	
Administrative Asst	$ 35.00	3	$ 105.00	
Sr Utilities Coordinator	$ 57.70		$ 0.00	
Utilities Coordinator	$ 45.43		$ 0.00	
Utilities Project Manager	$ 45.43		$ 0.00	
Lead SUE Locator	$ 35.09		$ 0.00	
SUE Locator	$ 23.50		$ 0.00	
2-Man Survey Crew	$ 65.33	88	$ 5,749.04	
3-Man Survey Crew	$ 87.17		$ 0.00	
			$ 0.00	
TOTAL DIRECT LABOR		0		$ 10,854.38
6. Overhead (Combined Fringe Benefit & Administrative)				
Overhead Rate		200 % x Total Direct Labor		$ 21,709.00
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				$ 32,563.38
8. PROFIT: Labor Related Costs (Item 7)		x	10%	$ 3,256.34

PART III - EQUIPMENT RELATED COSTS

9. Equipment	Hourly Rate	Estimated Hours	Estimated Cost	
Survey Vessel	$ 76.25		$ 0.00	
Hydro Single-beam Cost:	$ 80.00		$ 0.00	
Hydro Multibeam Cost:	$ 275.00		$ 0.00	
Static Laser Scanner	$ 62.50		$ 0.00	
Navvis Mobile Laser Scanner	$ 85.00	36	$ 3,060.00	
Unmanned Surface Vessel - USV	$ 80.00		$ 0.00	
Location Vac Truck	$ 57.88		$ 0.00	
SUE Designation Equipment	$ 46.74		$ 0.00	
TOTAL EQUIPMENT COST				$ 3,060.00

PART III - OTHER COSTS

10. Miscellaneous Direct Costs		
Transportation	$ 0.00	
Original Reproducibles	$ 0.00	
Reproduction	$ 0.00	
Shipping	$ 0.00	
Other	$ 0.00	
	$ 0.00	
	$ 0.00	
	$ 0.00	
	$ 0.00	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL		$ -
11. SUBCONTRACTS (Lump Sum)		
	$ 0.00	
	$ 0.00	
	$ 0.00	
Other (Specify)	$ 0.00	
SUB-CONTRACT SUB-TOTAL		
TOTAL LUMP SUM AMOUNT (Items 5, 6, 7, 8, 9 and 11)		
12. REIMBURSABLE COSTS (Limiting Amount)		
	$ 0.00	
	$ 0.00	
Other (Specify)	$ 0.00	
SUB-TOTAL REIMBURSABLES		$ -

PART IV - SUMMARY

TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables) (Items 5, 6, 8, 9, 10 and 11)	**$ 38,879.72**

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Exhibit B

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

PART I - GENERAL	
1. Project Berkman Platfrom SUE Survey	**2. Proposal Number** 26001600JS GF Young
3. Name of Consultant George F Young, Inc.	**4. Date of Proposal** 3/24/2026

PART II - LABOR RELATED COSTS

5. Direct Labor	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Principal Land Surveyor	$ 84.53	2	$ 169.06	
Land Surveyor III	$ 76.00	14	$ 1,064.00	
Land Surveyor II	$ 57.09		$ 0.00	
Land Surveyor I	$ 50.49	16	$ 807.84	
CAD Technician III	$ 38.22	40	$ 1,528.80	
CAD Technician II	$ 34.50		$ 0.00	
CAD Technician I	$ 28.09		$ 0.00	
Party Chief	$ 39.00		$ 0.00	
Instrument Operator	$ 26.91		$ 0.00	
Rod Person	$ 21.26		$ 0.00	
Administrative Asst	$ 35.00	4	$ 140.00	
Sr Utilities Coordinator	$ 57.70	10	$ 577.00	
Utilities Coordinator	$ 45.43	30	$ 1,362.90	
Utilities Project Manager	$ 45.43	50	$ 2,271.50	
Lead SUE Locator	$ 35.09	88	$ 3,087.92	
SUE Locator	$ 23.50	88	$ 2,068.00	
2-Man Survey Crew	$ 65.33	60	$ 3,919.80	
3-Man Survey Crew	$ 87.17		$ 0.00	
			$ 0.00	
TOTAL DIRECT LABOR		0		$ 16,996.82
6. Overhead (Combined Fringe Benefit & Administrative)				
Overhead Rate		200 % x Total Direct Labor		$ 33,994.00
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				$ 50,990.82
8. PROFIT: Labor Related Costs (Item 7)		x	10%	$ 5,099.08

PART III - EQUIPMENT RELATED COSTS

9. Equipment	Hourly Rate	Estimated Hours	Estimated Cost	
Survey Vessel	$ 76.25		$ 0.00	
Hydro Single-beam Cost:	$ 80.00		$ 0.00	
Hydro Multibeam Cost:	$ 275.00		$ 0.00	
Static Laser Scanner	$ 62.50		$ 0.00	
Navvis Mobile Laser Scanner	$ 85.00		$ 0.00	
Unmanned Surface Vessel - USV	$ 80.00		$ 0.00	
Location Vac Truck	$ 57.88		$ 0.00	
SUE Designation Equipment	$ 46.74	80	$ 3,739.20	
TOTAL EQUIPMENT COST				$ 3,739.20

PART III - OTHER COSTS

10. Miscellaneous Direct Costs		
Transportation	$ 0.00	
Original Reproducibles	$ 0.00	
Reproduction	$ 0.00	
Shipping	$ 0.00	
Other	$ 0.00	
	$ 0.00	
	$ 0.00	
	$ 0.00	
	$ 0.00	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL		$ -
11. SUBCONTRACTS (Lump Sum)		
	$ 0.00	
	$ 0.00	
	$ 0.00	
Other (Specify)	$ 0.00	
SUB-CONTRACT SUB-TOTAL		
TOTAL LUMP SUM AMOUNT (Items 5, 6, 7, 8, 9 and 11)		
12. REIMBURSABLE COSTS (Limiting Amount)		
	$ 0.00	
	$ 0.00	
Other (Specify)	$ 0.00	
SUB-TOTAL REIMBURSABLES		$ -

PART IV - SUMMARY

TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables) (Items 5, 6, 8, 9, 10 and 11)	**$ 59,829.10**

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Exhibit B

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

PART I - GENERAL				
1. Project			**2. Proposal Number**	
Berkman Platfrom	Bathymetric Survey		26001600JS GF Young	
3. Name of Consultant			**4. Date of Proposal**	
George F Young, Inc.			3/24/2026	

PART II - LABOR RELATED COSTS				
5. Direct Labor	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Principal Land Surveyor	$ 84.53	4	$ 338.12	
Land Surveyor III	$ 76.00	56	$ 4,256.00	
Land Surveyor II	$ 57.09		$ 0.00	
Land Surveyor I	$ 50.49	8	$ 403.92	
CAD Technician III	$ 38.22	30	$ 1,146.60	
CAD Technician II	$ 34.50		$ 0.00	
CAD Technician I	$ 28.09		$ 0.00	
Party Chief	$ 39.00		$ 0.00	
Instrument Operator	$ 26.91		$ 0.00	
Rod Person	$ 21.26		$ 0.00	
Administrative Asst	$ 35.00	4	$ 140.00	
Sr Utilities Coordinator	$ 57.70		$ 0.00	
Utilities Coordinator	$ 45.43		$ 0.00	
Utilities Project Manager	$ 45.43		$ 0.00	
Lead SUE Locator	$ 35.09		$ 0.00	
SUE Locator	$ 23.50		$ 0.00	
2-Man Survey Crew	$ 65.33	64	$ 4,181.12	
3-Man Survey Crew	$ 87.17		$ 0.00	
			$ 0.00	
TOTAL DIRECT LABOR		0		$ 10,465.76
6. Overhead (Combined Fringe Benefit & Administrative)				
Overhead Rate		200 % x Total Direct Labor		$ 20,932.00
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				$ 31,397.76
8. PROFIT: Labor Related Costs (Item 7)		x	10%	$ 3,139.78

PART III - EQUIPMENT RELATED COSTS				
9. Equipment	Hourly Rate	Estimated Hours	Estimated Cost	
Survey Vessel	$ 76.25		$ 0.00	
Hydro Single-beam Cost:	$ 80.00	32	$ 2,560.00	
Hydro Multibeam Cost:	$ 275.00	8	$ 2,200.00	
Static Laser Scanner	$ 62.50		$ 0.00	
Navvis Mobile Laser Scanner	$ 85.00		$ 0.00	
Unmanned Surface Vessel - USV	$ 80.00		$ 0.00	
Location Vac Truck	$ 57.88		$ 0.00	
SUE Designation Equipment	$ 46.74		$ 0.00	
TOTAL EQUIPMENT COST				$ 4,760.00

PART III - OTHER COSTS		
10. Miscellaneous Direct Costs		
Transportation	$ 0.00	
Original Reproducibles	$ 0.00	
Reproduction	$ 0.00	
Shipping	$ 0.00	
Other	$ 0.00	
	$ 0.00	
	$ 0.00	
	$ 0.00	
	$ 0.00	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL		$ -
11. SUBCONTRACTS (Lump Sum)		
	$ 0.00	
	$ 0.00	
	$ 0.00	
Other (Specify)	$ 0.00	
SUB-CONTRACT SUB-TOTAL		
TOTAL LUMP SUM AMOUNT (Items 5, 6, 7, 8, 9 and 11)		
12. REIMBURSABLE COSTS (Limiting Amount)		
	$ 0.00	
	$ 0.00	
Other (Specify)	$ 0.00	
SUB-TOTAL REIMBURSABLES		$ -

PART IV - SUMMARY	
TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables) (Items 5, 6, 8, 9, 10 and 11)	**$ 39,297.54**

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Exhibit B

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

PART I - GENERAL			
1. Project		**2. Proposal Number**	
Berkman Platfrom	Under Deck Lidar Survey	26001600JS GF Young	
3. Name of Consultant		**4. Date of Proposal**	
George F Young, Inc.		3/24/2026	

PART II - LABOR RELATED COSTS				
5. Direct Labor	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Principal Land Surveyor	$ 84.53	12	$ 1,014.36	
Land Surveyor III	$ 76.00	68	$ 5,168.00	
Land Surveyor II	$ 57.09		$ 0.00	
Land Surveyor I	$ 50.49	8	$ 403.92	
CAD Technician III	$ 38.22	60	$ 2,293.20	
CAD Technician II	$ 34.50	14	$ 483.00	
CAD Technician I	$ 28.09		$ 0.00	
Party Chief	$ 39.00		$ 0.00	
Instrument Operator	$ 26.91		$ 0.00	
Rod Person	$ 21.26		$ 0.00	
Administrative Asst	$ 35.00	2	$ 70.00	
Sr Utilities Coordinator	$ 57.70		$ 0.00	
Utilities Coordinator	$ 45.43		$ 0.00	
Utilities Project Manager	$ 45.43		$ 0.00	
Lead SUE Locator	$ 35.09		$ 0.00	
SUE Locator	$ 23.50		$ 0.00	
2-Man Survey Crew	$ 65.33	84	$ 5,487.72	
3-Man Survey Crew	$ 87.17		$ 0.00	
			$ 0.00	
TOTAL DIRECT LABOR		0		$ 14,920.20
6. Overhead (Combined Fringe Benefit & Administrative)				
Overhead Rate		200 % x Total Direct Labor		$ 29,840.00
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				$ 44,760.20
8. PROFIT: Labor Related Costs (Item 7)		x	10%	$ 4,476.02

PART III - EQUIPMENT RELATED COSTS				
9. Equipment	Hourly Rate	Estimated Hours	Estimated Cost	
Survey Vessel	$ 76.25		$ 0.00	
Hydro Single-beam Cost:	$ 80.00		$ 0.00	
Hydro Multibeam Cost:	$ 275.00		$ 0.00	
Static Laser Scanner	$ 62.50		$ 0.00	
Navvis Mobile Laser Scanner	$ 85.00	48	$ 4,080.00	
Unmanned Surface Vessel - USV	$ 80.00	48	$ 3,840.00	
Location Vac Truck	$ 57.88		$ 0.00	
SUE Designation Equipment	$ 46.74		$ 0.00	
TOTAL EQUIPMENT COST				$ 7,920.00

PART III - OTHER COSTS		
10. Miscellaneous Direct Costs		
Transportation	$ 0.00	
Original Reproducibles	$ 0.00	
Reproduction	$ 0.00	
Shipping	$ 0.00	
Other	$ 0.00	
	$ 0.00	
	$ 0.00	
	$ 0.00	
	$ 0.00	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL		$ -
11. SUBCONTRACTS (Lump Sum)		
	$ 0.00	
	$ 0.00	
	$ 0.00	
Other (Specify)	$ 0.00	
SUB-CONTRACT SUB-TOTAL		
TOTAL LUMP SUM AMOUNT (Items 5, 6, 7, 8, 9 and 11)		
12. REIMBURSABLE COSTS (Limiting Amount)		
	$ 0.00	
	$ 0.00	
Other (Specify)	$ 0.00	
SUB-TOTAL REIMBURSABLES		$ -

PART IV - SUMMARY	
TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables) (Items 5, 6, 8, 9, 10 and 11)	**$ 57,156.22**

Docusign Envelope ID: AAC98DFA-FD69-40F7-972D-DDCC82BEB574

Exhibit B

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

PART I - GENERAL	
1. Project Berkman Platfrom Monitoring Survey	**2. Proposal Number** 26001600JS GF Young
3. Name of Consultant George F Young, Inc.	**4. Date of Proposal** 3/24/2026

PART II - LABOR RELATED COSTS

5. Direct Labor	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Principal Land Surveyor	$ 84.53	2	$ 169.06	
Land Surveyor III	$ 76.00	3	$ 228.00	
Land Surveyor II	$ 57.09		$ 0.00	
Land Surveyor I	$ 50.49	4	$ 201.96	
CAD Technician III	$ 38.22	16	$ 611.52	
CAD Technician II	$ 34.50		$ 0.00	
CAD Technician I	$ 28.09		$ 0.00	
Party Chief	$ 39.00		$ 0.00	
Instrument Operator	$ 26.91		$ 0.00	
Rod Person	$ 21.26		$ 0.00	
Administrative Asst	$ 35.00	2	$ 70.00	
Sr Utilities Coordinator	$ 57.70		$ 0.00	
Utilities Coordinator	$ 45.43		$ 0.00	
Utilities Project Manager	$ 45.43		$ 0.00	
Lead SUE Locator	$ 35.09		$ 0.00	
SUE Locator	$ 23.50		$ 0.00	
2-Man Survey Crew	$ 65.33	16	$ 1,045.28	
3-Man Survey Crew	$ 87.17		$ 0.00	
			$ 0.00	
TOTAL DIRECT LABOR		0		$ 2,325.82
6. Overhead (Combined Fringe Benefit & Administrative)				
Overhead Rate		200 % x Total Direct Labor		$ 4,652.00
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				$ 6,977.82
8. PROFIT: Labor Related Costs (Item 7)		x	10%	$ 697.78

PART III - EQUIPMENT RELATED COSTS

9. Equipment	Hourly Rate	Estimated Hours	Estimated Cost	
Survey Vessel	$ 76.25		$ 0.00	
Hydro Single-beam Cost:	$ 80.00		$ 0.00	
Hydro Multibeam Cost:	$ 275.00		$ 0.00	
Static Laser Scanner	$ 62.50		$ 0.00	
Navvis Mobile Laser Scanner	$ 85.00	10	$ 850.00	
Unmanned Surface Vessel - USV	$ 80.00		$ 0.00	
Location Vac Truck	$ 57.88		$ 0.00	
SUE Designation Equipment	$ 46.74		$ 0.00	
TOTAL EQUIPMENT COST				$ 850.00

PART III - OTHER COSTS

10. Miscellaneous Direct Costs		
Transportation	$ 0.00	
Original Reproducibles	$ 0.00	
Reproduction	$ 0.00	
Shipping	$ 0.00	
Other	$ 0.00	
	$ 0.00	
	$ 0.00	
	$ 0.00	
	$ 0.00	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL		$ -
11. SUBCONTRACTS (Lump Sum)		
	$ 0.00	
	$ 0.00	
	$ 0.00	
Other (Specify)	$ 0.00	
SUB-CONTRACT SUB-TOTAL		
TOTAL LUMP SUM AMOUNT (Items 5, 6, 7, 8, 9 and 11)		
12. REIMBURSABLE COSTS (Limiting Amount)		
	$ 0.00	
	$ 0.00	
Other (Specify)	$ 0.00	
SUB-TOTAL REIMBURSABLES		$ -

PART IV - SUMMARY

TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables) (Items 5, 6, 8, 9, 10 and 11)	**$ 8,525.60**

Docusign Envelope ID: AAC98DFA-FD69-40F7-972D-DDCC82BEB574

Exhibit B

GEORGE F YOUNG
an SSR company

1.877.439.1919 info@georgefyoung.com www.georgefyoung.com

March 30, 2026

George McGregor, PE
VP / Office Principal

HDR, Inc.
76 S Laura Street, Suite 1600
Jacksonville, FL 32202
Email: George.mcgregor@hdrinc.com
p: 904.360.5974

RE: COJ Berkman Platform Engineering Design Survey

Mr. McGregor,

As requested, George F. Young, Inc. (GFY) is providing a proposal for an engineering design survey of Berkman Platform, located in Jacksonville, FL. The purpose of the survey is to provide surveying services including a property boundary survey, a topographic survey of the above deck conditions, a Subsurface Utility Engineering (SUE) survey, a bathymetric survey of the existing river bottom under and adjacent to the Platform deck and a laser scan survey of the underdeck structure. The project will be managed by a Licensed Professional Surveyor & Mapper (PSM) and an NSPS Certified Hydrographer II (CH).

1. **<u>Survey Task:</u>**

    a. **Project Setup and Control**: Verification and/or establishment of survey site control for property boundary, topographic, hydrographic, and scanning acquisition support. Tasks to include:
    - Review existing survey records
    - Obtain benchmark information
    - Establish horizontal and vertical control with conventional, static GNSS observations or RTK network tie
    - Set Permanent Site Control – (6)
    - Establish Underdeck control for bathymetry and LiDAR survey

- Perform control verification with coordinates and elevations

    - **Positional Tolerances and Expected Accuracies:** Primary control points shall achieve H95 ≤ 0.05 ft and V95 ≤ 0.05 ft. Topographic mapping shall meet H95 ≤ 0.10 ft and V95 ≤ 0.05 ft on hard surfaces (V95 ≤ 0.10 ft on unimproved terrain), verified by independent checkpoints. Above-deck NavVis LiDAR shall meet absolute accuracy H95 ≤ 0.10 ft and V95 ≤ 0.10 ft with target residuals ≤ 0.05 ft (H) and ≤ 0.03 ft (V).

b. **Site Property Boundary Survey:** Prepare a boundary survey in accordance with Florida Administrative Code 5J-17.052 (Standards of Practice – Boundary Survey Requirements) at the lands generally adjacent to S. Liberty Street and the St. Johns River. Tasks to include:

- Locate visible boundary monuments
- Identify occupation evidence
- Research plats, deeds and existing boundary data available and information provided by client.
- Identify and map the alignment and R/W of S. Liberty Street adjacent to site.

c. **Topographic Survey Component:** Perform detailed measurement and mapping of natural and man-made features within the limits of survey to define horizontal and vertical positions for engineering design. An additional buffer will be included around the deck to include features within the existing docking basin. Task to include the use of conventional and RTK survey procedures and NavVis VLX LiDAR scanning. The system utilizes dual LiDAR sensors integrated with inertial measurement and SLAM-based processing to rapidly acquire high-density three-dimensional point cloud data and panoramic imagery. The technology enables efficient capture of complex spaces while maintaining spatial consistency through loop closure optimization. Survey control will be incorporated as required to achieve project-specific horizontal and vertical accuracy standards and will consist of control targets placed throughout the scan area and independent ground check points.
Task to include:

- Ground surface data acquisition
- Planimetric feature location and mapping
- Surface visible utility location and mapping
- NavVis LiDAR scan of site for geo-referenced 3D point cloud generation

d. **Subsurface Utility Engineering (SUE) Services:** ASCE Quality Level "B" Designation – GFY to utilize conventional electronic designating equipment including ground-penetrating radar (GPR), to designate, mark and verify with paint and/or flags the horizontal location of found underground utilities within the project limits.

- GFY to locate and map found utility information and incorporate into final survey submittal.

- GFY to provide traffic control within the work areas while designating and locating the subsurface utilities. Traffic control is to be maintained in accordance with applicable standards. Provide safety devices, signs and/or other safety equipment as appropriate.
- Exclusions: The following items are specifically excluded from the above SUE scope of services.
  1. Any work associated with vertical location of underground utilities.
  2. Any work associated with designation of gravity sanitary, gravity storm, irrigation, lighting, or any other water/reclaim/sanitary service lines 2" inches or less in diameter.

e. **Underdeck Bathymetric Component:** GFY will acquire single-beam bathymetry (200kHz) beneath the concrete platform deck to support engineering evaluation of bottom configuration, localized depressions/scour indicators, sediment accumulation, and grade transitions. All depths will be reduced to NAVD88 and tied to the project horizontal and vertical datums.

- **Positioning Methodology:** Hydrographic acquisition beneath the deck will be performed using a low-profile, electric-powered, remotely operated micro-unmanned surface vessel (micro-USV) configured for confined and low-clearance environments. Observed water surface elevations will be recorded during all survey acquisition and applied during post-processing. Because GNSS reception beneath the deck is obstructed, positioning will be derived from:
  1. Onboard inertial and dead-reckoning navigation between control updates.
  2. Periodic visual-alignment resets to previously surveyed underdeck pile nodes and control features.
  3. Visual resets will be performed by station-keeping the USV at or adjacent to known control locations and time-tagging reset events for post-processing adjustment.

- **Operational Constraint:** Bathymetric data acquisition beneath the deck is tide-dependent and will be performed only during low-tide cycles to maintain safe clearance for the remote survey platform and to operate within the constrained pile grid. Field operations will be scheduled around predicted low tides and verified by onsite water level observations. The number of mobilizations and total field duration may vary based on tide-window duration, currents, weather conditions, and site access constraints.

f. **Underdeck Structural LiDAR:** Concurrent with hydrographic acquisition, a SLAM-based LiDAR system mounted to the micro-USV will capture under-deck structural geometry (soffit, beams, girders, pile caps). Underdeck SLAM deliverables are

intended for geometry documentation and clearance evaluation; they are not intended for high-precision deformation monitoring.

- Scanning paths will include overlapping passes to strengthen SLAM loop closure and minimize drift. The resulting point cloud will be processed and optimized to produce a clean, engineering-grade 3D model.
- Field acquisition will occur exclusively during low-tide cycles to maintain safe clearance. Multiple tide windows will be required to achieve full coverage.

g. **Underdeck Positioning and Accuracy Statement:** Underdeck hydrographic and structural LiDAR acquisition will be supported by a dead-reckoning USV navigation solution with periodic visual-alignment resets to surveyed underdeck pile nodes/control features. Visual resets shall occur at intervals not exceeding 75 ft of travel or 2 minutes, and at all bay transitions. Visual reset horizontal uncertainty is anticipated to be ≤0.50 ft (95%). Post-processed USV trajectory shall achieve H95 ≤0.40 ft. Underdeck single-beam bathymetry reduced to NAVD88 shall meet TVU95 ≤0.20 ft with sounding horizontal accuracy H95 ≤0.50 ft, verified by increased crossline density. Underdeck USV-mounted SLAM LiDAR shall meet H95 ≤0.50 ft and V95 ≤0.15 ft with documented constraint residuals and independent checkpoint verification.

h. **Structural Monitoring Surveys:** Provide recurring monthly three-dimensional documentation of the above-deck structural and surface conditions using a NavVis SLAM-based mobile LiDAR system. The purpose of the program is to:

- Document structural and surface geometry
- Monitoring comparisons are intended for change visualization and condition assessment. Quantified deformation reporting beyond stated LiDAR accuracy tolerances is not implied.
- Provide current 3D data for engineering review
- Maintain an up-to-date digital record of site conditions
- Each monthly survey will be spatially registered with a consistent control framework to allow direct comparison between survey epochs.
- A point cloud-to-point cloud comparison methodology will provide after each survey.

2. **Project Datum:** The Horizontal project datum will be based on the East Zone of Florida and referenced to the North American Datum of 1983 NAD83(2011). The Vertical project datum will be referenced to the North American Vertical Datum adjustment of 1988 (NAVD88). Reference will be made to local tidal datum offsets to NAVD88 datum. The units of measurement will be U.S. Survey Foot.

3. **Schedule:** Anticipate work to begin within 30 days of NTP and final deliverables to be provided 90-120 days after written Notice to Proceed.

4. **Deliverables:** Data will be presented on digital and compatible electronic files provided to clients that illustrate the current existing conditions measured at the time of survey.
    a. GFY shall provide an electronic version of the survey in AutoCAD Civil3D "DWG" format and "PDF" transmitted by electronic means.
    b. 3D point cloud in LAS format and/or XYZ ASCII format.
    c. Professional Surveyors Report.

5. **Fee Schedule: $496,830**
    a. Engineering Design Survey (Lump Sum): $223,998
        - Project Setup and Site Control: $15,457
        - Boundary Survey: $13,378
        - Topographic / NavVis LiDAR Survey: $38,880
        - SUE Site Survey: $59,829
        - Underdeck Bathymetric Survey: $39,298
        - Underdeck Structural SLAM LiDAR: $57,156

    b. Structural Monitoring Monthly Surveys (Lumpsum/NTE): $ 25,578 ($8,526 / Scan x 3 mo.)

We look forward to working with you on this and if you have any questions regarding this scope and cost proposal, please feel free to contact me.

Sincerely,

GEORGE F. YOUNG, INC.

Richard Sawyer

Richard Sawyer, PSM, CH
VP Hydrographic Survey

Exhibit B

Survey Site Location:

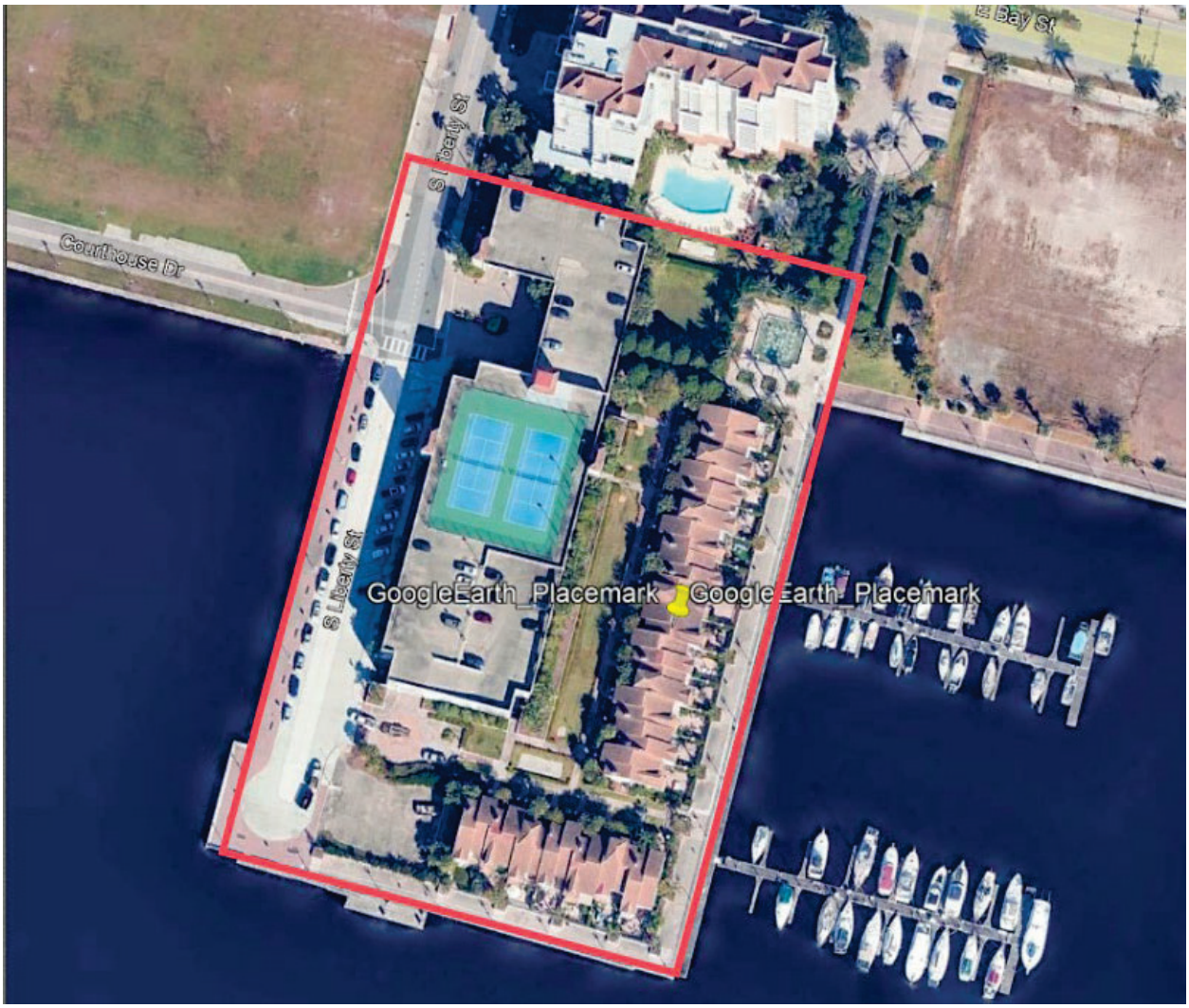

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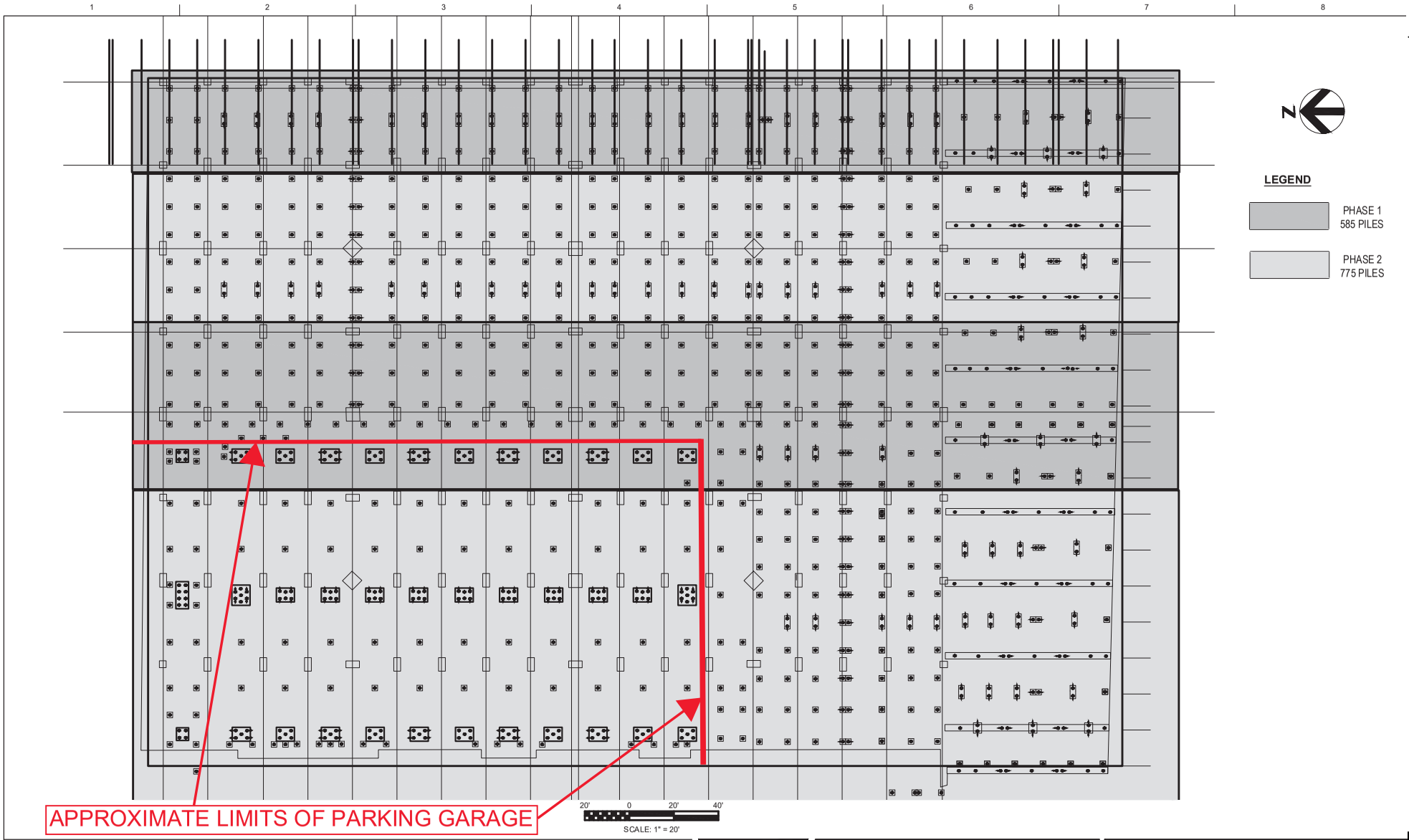
Exhibit B



HDR Engineering, Inc.
76 S. Laura Street
Suite 1600
Jacksonville, Florida 32202
Certificate of Authorization No. 4213

Jacksonville

CITY OF JACKSONVILLE
BERKMAN PLATFORM REPAIRS
PHASED PILE INSPECTION PLAN
APRIL 17, 2026

0 1" 2"

FILENAME	PILE LAYOUT	SHEET
		1

Plot Time: Thursday, April 16, 2026 – 3:09pm Plotted by: PMCINTIRE
File Name: C:\Users\pmcintire\OneDrive – HDR, Inc\Desktop\PDF\BERKMAN\MCE PILE LAYOUT.dwg Layout Name: Layout1

Exhibit B

Florida Department of Transportation

RON DESANTIS
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

JARED W. PERDUE, P.E.
SECRETARY

October 06, 2025

Adeola Adeyemi, Proposal Marketing Manager
GEORGE F. YOUNG, INC.
299 Dr. Martin Luther King Jr
Street North
St. Petersburg, FL 33701
aadeyemi@georgefyoung.com

Dear Mr. Adeyemi:

The Florida Department of Transportation has reviewed your application for prequalification package and determined that the data submitted is adequate to technically prequalify your firm for the following professional services types of work per Rule 14-75, F.A.C.:

3.1 - Minor Highway Design
3.2 - Major Highway Design

7.1 - Signing, Pavement Marking and Channelization

8.1 - Control Surveying
8.2 - Design, Right of Way & Construction Surveying
8.4 - Right of Way Mapping

Your firm is now technically prequalified with the Department for Professional Services in the above referenced work types. The overhead audit has been accepted, and your firm may pursue projects in the referenced work types with fees of any dollar amount. This status shall be valid until June 30, 2026, for contracting purposes.

Approved Rates

Home Overhead	Facilities Capital Cost of Money (FCCM)	Premium Overtime	Home Direct Expense	Published Fee Schedule
227.44%	2.435%	Reimbursed	6.15%	Yes

Per Title 23, U.S. Code 112, there are restrictions on sharing indirect cost rates. Refer to Code for additional information.

Should you have any questions, please feel free to contact me by email at FDOT.PSPrequalification@dot.state.fl.us.

Sincerely,

Philip Pitts
Professional Services Qualification Administrator
PP/YG

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JSEB FORM 1
CITY OF JACKSONVILLE SMALL & EMERGING BUSINESS PROGRAM

SCHEDULE OF JSEB SUPPLIER/ CONSULTANT/ SUBCONTRACTOR

NAME OF BIDDER HDR Engineering, Inc.

PROJECT TITLE Professional Structural Engineering Services for Berkman Platform Repairs

BID NUMBER 16707-25 TOTAL BASE BID AMOUNT_____

For the purpose of the JSEB Project goals, all bids requiring CCNA will confirm the requirement on Form 1. However, the amount of the scope of service to be performed by the JSEB is not required until the agency has negotiated cost w/the selected firm.

Prior to the selected firm going before the PSEC committee for approval of the negotiated scope and fee package , the firm must list the JSEB vendor(s) and the amount for the scope of service to be performed by the JSEB(s).

***Please list all JSEB Suppliers**

NAME OF SUB FIRM	JSEB (Y/N)	TYPE OF WORK TO BE PERFORMED	TOTAL CONTRACT VALUE
ARC Surveying & Mapping, Inc.	N	Surveying	3%
Consor North America, Inc.	N	Dive Inspections	7%
CSI Geo, Inc.	Y	Geotechnical Engineering	3%
InWater Engineering, Inc.	Y	Marine Structural Engineering	17%
Morales Consulting Engineers, Inc.	Y	Marine Structural Engineering	17%
Terracon Consultants, Inc.	N	Permitting	2%

The undersigned acknowledges and agrees that, if any of the above-listed JSEBs are not, for any reason, properly certified with the City, in accordance with Ordinance 2004-602, at the time of bid opening, the same will not be counted toward meeting the participation percentage goal as defined herein.

The undersigned will enter into a formal Agreement with the JSEB Suppliers/Consultants/Subcontractors identified herein for work listed in this schedule, as well as any applicable alternates, 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.

The designation of this project is: Encouragement_X_Participation_____Set Aside_____

Signature: Jeffrey Ams Title: Vice President Date: 6/3/2025

Docusign Envelope ID: AAC98DFA-FD69-40F7-972D-DDCC82BEB574

City of Jacksonville, Florida

Procurement Award Form (PAF)

Part 1 – Form Type: JPAC Award Request: Renewals, Extensions, and Unit Price Increases

Goods and/or Services: Professional Structural Engineering Services for Berkman Platform Repairs

Requested Action and Justification:

Recommend approval to enter contract and fee negotiations with the #1 ranked firm, HDR Engineering, Inc. The results of the negotiations will be presented to JPAC.

1. HDR Engineering - 102.00
2. Baker Consulting & Engineering - 86.67
3. Karins Engineering - 57.17

Supplier:	HDR Engineering, Inc.	**Basis of Award:**	Highest Evaluated	**BID Opening Date:**	6/26/2025

POA #:	TBD	**PO #:**	TBD	**Change Order #:**	N/A
Solicitation #:	PDS 16707- 25	**Contract #:**	TBD	**Contract ADM #:**	N/A
Term:	N/A	**Options:**	N/A	**Options Used:**	N/A

Federally Funded:	No	**JSEB Rec:**	Encouragement
Licenses Verified:	Yes	**JSEB %:**	0
Bonds Required:	No	**Bonds Waived Pursuant To:**	N/A

Fund:	000000	**Center:**	000000	**Acct:**	000000	**Proj:**	00000000	**Activity:**	0000000000	$ 0.00
Fund:		**Center:**		**Acct:**		**Proj:**		**Activity:**		$
Fund:		**Center:**		**Acct:**		**Proj:**		**Activity:**		$

New NTE/GMP:	$ 0.00	**Contingent Amt:**	$ 0.00	**DMP/ODPO Amt:**	$ 0.00

Using Agency/BU:	PWOD:OFFICE OF THE DIRECTOR			
Concurrence:	Signed by: Scott Karins, P.E. 20991F9ADFC947E...	**Title:**	CHIEF OF ENGINEERING CONSTRUCTION MANAGEMENT	11/19/2025
Concurrence:	Signed by: 1EFA223D5D23487...	**Title:**	DIRECTOR OF PUBLIC WORKS	11/19/2025
Concurrence:		**Title:**		
Concurrence:		**Title:**		

Procurement Analyst/Buyer:	Signed by: Kemp, Benjamin 4CB98DFACE249C...	**Chief of Procurement:**	Signed by: B19F1D517362458... 12/2/2025
Name:	Kemp, Benjamin	**Name:**	Dustin L. Freeman

Part 2 – JPAC Action: All award actions subject to lawfully appropriated funds.		**Part 3 – Final Awarding Authority Action:**	
Members who approve:	3	**Action:**	Approved
Members who disapprove:	0	**Signature:**	Signed by: kelli O'Leary 92A2898FE95E4AC...
Date:	12/4/2025	**Date:**	12/4/2025

Signed by:

Docusign Envelope ID: AAC98DFA-FD69-40F7-972D-DDCC82BEB574

PAF Instructions
Part 1 (using agency)

Form Type: This form will be used for both Administrative Awards and JPAC Requests. Select type from dropdown options.

Goods and/or Services: Enter a brief description of the types of goods and services included in the request.

Requested Action and Justification: Enter a brief description of the requested action or authority being sought. i.e.; *Request permission to award the lowest, responsive responsible bidder for an ITB or award the highest ranked supplier for an RFP.* This block should also be used for additional information such as additional 4th account strings, or other information essential for contract execution.

Supplier: Enter awarded supplier name**.** If multiple, include in "Requested Action and Justification" box.

Basis of Award: Select from Lowest Price Technical Acceptable (LPTA), Highest Price Technical Acceptable (HPTA) or N/A.

Bid Opening Date: The date bids were unsealed by Procurement.

POA #: This is your 1Cloud generated Agreement number. Select Type, Enter Number.

PO #: Enter the PO number or agreement release number.

Change Order #: Provide the applicable change order number represented by this request.

Solicitation #: Select Prefix type, Enter Number, and Year.

Contract #: This number should be the same as your POA number (unless procured prior to 2020)

Contract Amendment #: Provide the applicable amendment number represented by this request.

Term: Select the Period of Performance or Term for the initial period.

Options: Period of time for each renewal or option.

Options Used: Prior to this request, enter how many options were already used.

Federally Funded: Select yes or no from dropdown if Federal Funds will be used.

JSEB Rec: Select Encouragement or JSEB Set Aside Option.

JESB %: If JSEB Participation, enter the percentage.

Bonds Waived Pursuant to: Select option from Drop down.

Funding Sources: Fund/Center/Account/Project/Activity, all fields are required even if zeros.

New NTE/GMP: Enter the new total not to exceed amount. Note, this should match the contract maximum indebtedness, if applicable**.**

Contingent Amount: If your agency requests an allowance for unforeseen additional expenses, then specify the amount of your requested increase and new NTE that represents the contingency allowance. This is over and above any quote.

DMP/ODPO Account: Enter the Direct Materials Purchase/Owner Direct Purchase Order Account. Used mainly for CIP (Capital Improvement/Construction) Projects

Using Agency/BU: Select one from the dropdown list.

Concurrence: Using Agency internal routing requirements for Electronic Signatures (follow Proc Manual for threshold requirements)

Title: Title of person electronically signing form.

Attachments: Included any supplemental information to the Procurement Award Form. i.e.; *Scope of work, previous awards*.

**Any field where there is no data available, or no entry is required, either leave it blank or enter N/A. Any fields where there is known data, include for informational purposes. Any changes to an original award should contain the data that is being changed and any other relevant data required for JPAC review and approval.*

Docusign Envelope ID: AAC98DFA-FD69-40F7-972D-DDCC82BEB574

16707-25 Design Services for Berkman Platform Repairs

Total Points	20 Points	10 Points	5 Points	10 Points	5 Points	10 Points	20 Points	300 Points	10 Points	10 Points	OVERALL	Rank
Vendors	COMPETENCE	CURRENT WORKLOAD	FINANCIAL RESPONSIBILITY	ABILITY TO OBSERVE AND ADVISE WHETHER PLANS AND SPECIFICATIONS ARE BEING COMPLIED WITH, WHERE APPLICABLE.	PAST AND PRESENT RECORD OF PROFESSIONAL ACCOMPLISHMENTS WITH CITY AGENCIES AND OTHERS	PROXIMITY TO PROJECT	PAST AND PRESENT COMMITMENT TO JSEB AND CONTRIBUTIONS TO A DIVERSE MARKET PLACE	ABILITY TO DESIGN AN APPROACH AND WORK PLAN	TIME AND BUDGET	VOLUME OF CURRENT AND PRIOR WORK FOR USING AGENCY	Total Points (130 max)	
	BAKER CONSULTING & ENGINEERING											
Grader 1	19.00	5.00	2.00	9.00	5.00	10.00	20.00	20.00	7.00	1.00	98.00	
Grader 2	16.00	7.00	1.50	9.00	3.50	10.00	20.00	16.00	8.00	1.00	92.00	
Grader 3	10.00	2.00	2.00	9.00	5.00	10.00	20.00	8.00	3.00	1.00	70.00	
Average	**15.00**	**4.67**	**1.83**	**9.00**	**4.50**	**10.00**	**20.00**	**14.67**	**6.00**	**1.00**	**86.67**	
	HDR ENGINEERING											
Grader 1	20.00	6.00	5.00	10.00	4.00	7.00	17.00	25.00	10.00	4.00	108.00	
Grader 2	20.00	8.00	5.00	9.50	3.50	7.00	17.00	26.00	9.00	4.00	109.00	
Grader 3	20.00	4.00	2.00	10.00	3.00	4.00	14.00	18.00	10.00	4.00	89.00	
Average	**20.00**	**6.00**	**4.00**	**9.83**	**3.50**	**6.00**	**16.00**	**23.00**	**9.67**	**4.00**	**102.00**	
	KARINS ENGINEERING											
Grader 1	2.00	5.00	1.00	1.00	3.00	1.00	3.00	10.00	2.00	10.00	38.00	
Grader 2	14.00	2.00	1.50	8.00	5.00	1.00	10.00	12.00	5.00	10.00	68.50	
Grader 3	15.00	7.00	2.00	3.00	1.00	7.00	7.00	13.00	0.00	10.00	65.00	
Average	**10.33**	**4.67**	**1.50**	**4.00**	**3.00**	**3.00**	**6.67**	**11.67**	**2.33**	**10.00**	**57.17**	
											0.00	
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A NEW DAY.

Bid Specifications

for

Professional Structural Engineering Services for Berkman Platform Repairs

Docusign Envelope ID: AAC98DFA-FD69-40F7-972D-DDCC82BEB574

Company **City of Jacksonville**
Buyer **Benjamin Kemp**
E-mail **BKemp@coj.net**

This document has important legal consequences. The information contained in this document is proprietary of City of Jacksonville. It shall not be used, reproduced, or disclosed to others without the express and written consent of City of Jacksonville.

All responses to this solicitation must be submitted through the City's e-procurement system 1Cloud. If you need to refresh yourself on the instructions for viewing and responding to solicitations, please refer to the training information posted on the supplier portal located on the COJ Procurement Division website.

https://www.jacksonville.gov/departments/finance/procurement

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1 Overview

1.1 General Information

Title	**Professional Structural Engineering Services for Berkman Platform Repairs**		
Synopsis	**This is a Request for Proposals (RFPs) for Structural Engineering Consultants to provide Professional Structural Engineering services for structural repairs to the Berkman deck under the Berkman Park, Berkman Townhomes, and parking garage.**		
Amendment Date	**5/29/25 10:44 AM**		
Amendment Description	**Provide questions and answers from the Q&A period**		
Buyer	**Benjamin Kemp**	Outcome	**Contract Purchase Agreement**
E-Mail	**BKemp@coj.net**	Two Stage Evaluation	**Yes**

This is a two stage negotiation and all responses will be evaluated in two stages.

1.2 Schedule

Preview Date		Open Date	**5/29/25 10:44 AM**
Close Date	**6/26/25 10:00 AM**	Award Date	
Time Zone	**Eastern Standard Time**		
Pre-Bid Conference Location	**N/A**		
Pre-Bid Date/Time	**N/A**		
Question Cutoff Date/Time	**5/23/2025 @5:00PM**		

1.3 Negotiation Controls

Response Visibility **Sealed**

Lines Settings

Rank Indicator **1,2,3...**

Ranking Method **Multiattribute scoring**

1.4 Response Rules

This negotiation is governed by all the rules displayed below.

	Rule
☑	Suppliers are allowed to revise their submitted response up until Bid closing

1.5 Terms

Agreement Start Date		Agreement End Date	
Agreement Amount (USD)			
Payment Terms		Freight Terms	**Freight Prepaid**
Shipping Method	**Best Way**	FOB	**FOB Destination**
Negotiation Currency	**USD (US Dollar)**	Price Precision	**2**

1.6 Attachments

File Name or URL	Type	Description
16707-25 Addendum 1.pdf	File	

Docusign Envelope ID: AAC98DFA-FD69-40F7-972D-DDCC82BEB574

2 Requirements

**Response is required*

Suppliers must satisfy the following mandatory minimum requirements. By submitting a Response, Supplier warrants and represents that it satisfies these requirements. Failure to meet any of the requirements may result in the response being rejected as non-responsive. Suppliers must respond to each section through the drop-down selection or arrows at the top right.

2.1 Affirmation (Preliminary Response Stage)

*1.

Type name and title of person submitting bid in the comments box.

Select one of the following:-

☐ a. Acknowledge

Comments:

*2.

Type name of company in the comments box.

Select one of the following:-

☐ a. Acknowledge

Comments:

*3. No Alterations: Bidder has not altered the original Solicitation Document in any way and further understands that any such alteration of the original solicitation document may result in rejection of the bid.

Select one of the following:-

☐ a. Acknowledge

*4. Solicitation Silence: The Solicitation Silence policy is in effect for this solicitation and all communications related to this solicitation must be in writing to the designated procurement representative. Violations of the solicitation silence policy may result in the rejection/disqualification of the submission.

Select one of the following:-

☐ a. Acknowledge

*5. Legal authorization and solicitation specific minimum requirements: All bidders must be legally authorized to do business in Duval County and shall comply with all minimum requirements for this bid. Failure to submit evidence for meeting any of these requirements may be grounds for rejection. Vendor shall provide proof of applicable local business licenses and particulars such as specific licensure, experience on similar projects, years of expertise in the area etc.

Select one of the following:-

☐ a. Acknowledge

*6. Certification of No Conflict of Interest: Supplier certifies that no official or employee of the City or independent agency requiring the goods or services described in the specifications has a material financial interest in the Supplier's company. Supplier must complete and submit the attached Conflict of Interest Statement fully detailing any potential conflicts.

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Attachments:

File Name or URL	Type	Description
CONFLICT OF INTEREST CERTIFICA	File	

Select one of the following:-

☐ a. Contractor certifies that no official or employee of the City or independent agency requiring the goods or services described in the specifications has a material financial interest in the Contractor's company.

☐ b. Contractor cannot certify that no official or employee of the City or independent agency requiring the goods or services described in the specifications has a material financial interest in the Contractor's company.*(Response attachments are required)*

*7. Equal Business Opportunity Program: Pursuant to Part 6 of Chapter 126, Jacksonville Ordinance Code, the City of Jacksonville encourages the utilization and participation of Jacksonville Small and Emerging Businesses (JSEBs) in its contract awards based upon availability. It is the City's intent in adopting this program to reflect the philosophy with regards to enhancing participation of JSEBs in all areas of procurement.

Attachments:

File Name or URL	Type	Description
JSEB Project Goals Language.pd	File	

Select one of the following:-

☐ a. Acknowledge*(Response attachments are optional)*

*8. Electronic Signature: I understand this acknowledgment serves as my electronic signature and has the same force and effect as my manual signature.

Select one of the following:-

☐ a. Acknowledge*(Response attachments are optional)*

2.2 Submittal Statement (Preliminary Response Stage)

*1.

Accuracy of Work; Liability for Errors and Omissions

1. The CONSULTANT shall be responsible for the accuracy of its work, including work by any subcontractors, and shall promptly make necessary revisions or corrections resulting from errors and omissions on the part of the CONSULTANT or subcontractors without additional compensation. Acceptance of the work by the CITY shall not relieve the CONSULTANT of the responsibility for subsequent corrections of any such errors and the clarification of any ambiguities.

2. At any time during the construction of the Project provided for by the Contract Documents or during any phase of work performed by others based on data furnished by the CONSULTANT under this Agreement, the CONSULTANT shall confer with the CITY for the purpose of interpreting the information furnished and/or to correct any errors and/or omissions made by the CONSULTANT. The CONSULTANT shall prepare all drawings or data to correct its errors and/or omissions without added compensation, even though final payment may have already been received therefor.

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3. The CONSULTANT shall be and shall remain liable, in accordance with applicable law, for all damages to the CITY caused by the CONSULTANT's breach of contract or its negligent performance of any of the services furnished under this Agreement. The CONSULTANT shall not be responsible for (i) any time delays in the Project caused by circumstances beyond the CONSULTANT's control, or (ii) any additional construction costs, other than the "Recoverable Damages" defined below, that would have been incurred by the CITY if the Contract Documents had been properly prepared in the first place. However, the CONSULTANT will be liable to the CITY for the following damages associated with such breach of contract or negligent performance ("Recoverable Damages"): any retrofit expenses (such as the cost to remove installed work), intervening increases in the cost of the labor, supplies or building components, and any other avoidable costs resulting from the breach or negligent performance that are not otherwise recoverable under this Agreement; and liquidated damages equal to 20% of the cost of any Change Order issued to the CONTRACTOR to perform the work necessary to correct the breach or negligent performance. This payment shall not constitute a penalty, but rather is the parties' reasonable estimate of the amount necessary to compensate the CITY for (i) increased administrative/oversight costs of CITY staff, (ii) recovery of the "builder's premium" for Change Orders that the CITY cannot competitively bid out, and (iii) the damages resulting from the fact that CITY will need to pull funding from other CITY-budgeted projects to cover the costs of the Change Order; and any other damages available to the CITY at law or in equity.

Attachments:

File Name or URL	Type	Description
2.2.1 Errors and Omissions.pdf	File	

Select one of the following:-

☐ a. Acknowledge*(Response attachments are optional)*

2.3 General Requirements (Preliminary Response Stage)

*1. Scope of Services: The Public Works Department of the City of Jacksonville, Florida is currently accepting bids to obtain source(s) of supply for the item(s) or service(s) as outlined in the bid documents provided. See the attachment(s) for additional information. This is a Request for Proposals (RFPs) from Structural Engineering Consultants to provide Professional Structural Engineering services for the site survey, design, acquisition of all required permits, and bidding assistance and prepare plans and specifications for structural repairs to the Berkman deck under the Berkman Park, Berkman Townhomes, and parking garage. This concrete deck and steal pipe and H pile supported structure is located south of the Berkman Tower beyond the bulkhead along the Northbank Riverwalk on the St. Johns River. The design will be based on a feasibility study prepared by RS&H. The projects and required completion date will be specified and itemized on separate Purchase Orders issued throughout the period of the contract.

Services required under this contract may include, but are not limited to, the following:

 Preparing plans and specifications for the repair of the Berkman deck structure.

 Preparing a project probable cost to be used in estimating project budget.

 Participating in Preconstruction and Construction Progress Meetings.

 Answering Contractor questions.

 If requested, inspecting Contractor's work to ensure compliance with Contract specifications.

 Performing final review and approval of repairs as-builts

Attachments:

File Name or URL	Type	Description

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2.3.1 Location Map - Berkman	File	Location Map
2.3.1 Berkman Platform Inspec	File	
2.3.1 Berkman Platform - Fina	File	
2.3.1 Scope of Services - Str	File	

Select one of the following:-

☐ a. Acknowledge*(Response attachments are optional)*

*2.

Contractors must satisfy the following mandatory minimum requirements to have their Responses evaluated. By submitting a response, Contractor warrants and represents that it satisfies these requirements. Failure to meet these requirements will result in the Response not being evaluated and being rejected as non-responsive:

A. Authorized and licensed under Florida Statutes to perform the professional services sought by this RFP.

B. Capability to deliver final drawings in electronic form using either a standard .dxf or .dwg format.

C. Must possess a Local Business Tax Certificate, if applicable.

D. Prime must be FDOT prequalified in 4.1.2 – Minor Bridge Design

Select one of the following:-

☐ a. Acknowledge*(Response attachments are optional)*

*3. Please review and acknowledge the attached requirements.

Attachments:

File Name or URL	Type	Description
EXECUTIVE ORDER NO. 2013-05.pd	File	
Executive Order 98-01.pdf	File	

Select one of the following:-

☐ a. Acknowledge

*4. This is a qualifications-based selection. The price sheet attached is provided as a courtesy and will be discussed further upon negotiations with the top ranked supplier. Do not include this price sheet as part of the response.

Attachments:

File Name or URL	Type	Description
2.3.4 Price Sheet - Design Se	File	

Select one of the following:-

☐ a. Acknowledge

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*5.

Revisions to the Solicitation

The following sections are hereby removed from the *Terms and Conditions*. Please disregard these sections in their entirety.

A.2 Award

A.4 Quantities

C.10 Delivery

C.12 Discounts

C.29 "Or Equal" Interpretation

C.30 Performance Bond

C.31 Pickup and Returns

C. 31 Prices

C. 41 Quotations

Select one of the following:-

☐ a. Acknowledge

*6.

Response Format

To maintain comparability and facilitate the evaluation process, Responses shall be organized in the manner set forth below. Tab delineations for each of the five (5) sections listed below would be helpful. **Section 5, the Statement of Qualifications, is limited to a maximum of Ten written pages.**

1) Title Page: Include only RFP Title, RFP Number, Contractor's full name, address, phone number.

2) Cover Letter: Include only the following:

- €€€€€RFP Title and Number

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- Contractor's full name, address and phone number.
- Name of the person(s) who will be authorized to make representations for the Contractor, their titles, addresses (including email address) and telephone numbers.
- Contractor's Federal Employer ID Number.
- Written acknowledgement that (i) the Response is based on the terms set forth in the RFP and all amendments thereto posted on Buyer's website as of the date of the Response, and (ii) the Contractor will be responsible for monitoring Buyer's website for subsequent amendments and for either maintaining, amending or withdrawing the Response prior to the Response Due Date based on those subsequent amendments.
- Signature of Authorized Representative.

3) Required Forms. (Not included as part of Ten-page limitation**)** Attach all forms identified in RFP, each signed by an authorized representative. Examples of the forms that may be required and placed in Section 3 include:

- Local Business Tax Certificate (if applicable)
- Business References (include bank reference letters, financial reports/audits, insurance certificates, etc.). If the proposer desires, the Company financial reports can be submitted in a separate .pdf file from the proposal file. However, the file name must include the word "Confidential". For Example: "XYZ Engineering – Confidential Financial Info.pdf".
- Certificate of Insurance
- Equal Business Opportunity Program Forms (if JSEB participation is one of the grading criteria).
- Federal Forms (if required in Section 2.3.7.).
- Bid Bond (if applicable).
- Resumes of Proposed Project Team
- Attachment A-1 - Volume of Local Government Work Within the Last Five Years (if applicable)

4) Proof of Minimum Requirements. (Not included as part of Ten-page limitation**)** Responses will ONLY be accepted from companies meeting the minimum requirements in Section 2.3.2 of this solicitation. Contractor must address and provide clear documentation that they meet all minimum

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requirements.

5) Statement of Qualifications. (**Maximum of 10** written pages for this section) This portion of the Response will be used to provide the information Buyer needs to evaluate how well the Contractor meets the criteria listed in Section 3.7 – Evaluation Criteria. Failure to provide adequate information on any criterion will result in lower scores and could result in rejection of the Response as non-responsive . Please divide this portion of the Response into ten subsections (one subsection for each of the listed criteria).

Attachments:

File Name or URL	Type	Description
Volume of Work.pdf	File	

Select one of the following:-

☐ a. Acknowledge*(Response attachments are required)*

*7. Federal Funding: Complete and return all federal funding attachments.

Attachments:

File Name or URL	Type	Description
Fed Attachment I.pdf	File	
Fed Attachment H.pdf	File	
Fed Attachment G.pdf	File	
Fed Attachment F.pdf	File	
Fed Attachment E.pdf	File	
Fed Attachment D.pdf	File	
Fed Attachment C.pdf	File	
Fed Attachment B.pdf	File	
Fed Attachment A.pdf	File	
Fed Attachment Instructions.pd	File	

Select one of the following:-

☐ a. Acknowledge*(Response attachments are required)*

2.4 Requirements for PDS (Preliminary Response Stage)

*1. The City of Jacksonville ("**Buyer**") intends to hire an individual or firm ("**Contractor and or Consultant**") to provide the professional services described in this Request for Proposal ("**RFP**"). Persons interested in submitting a response to this RFP (a "**Response**") should carefully review this RFP for instructions on how to respond and for the applicable contractual terms.

1. Introduction

The City of Jacksonville ("**Buyer**") intends to hire an individual or firm ("**Contractor and or Consultant**") to provide

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the professional services described in this Request for Proposal ("**RFP**"). Persons interested in submitting a response to this RFP (a "**Response**") should carefully review this RFP for instructions on how to respond and for the applicable contractual terms.

2. Documents Available for Inspection

During preparation of a response to this RFQ, the following material is available for review by Contractors.

Arrangements for inspection should be made with the Contact Person identified in Bid. Copies of documents will be furnished to the extent permitted by law.

No Additional Documents available

3. Application of Chapter 287.055, Florida Statutes and Chapter 126, Ordinance Code, and Other Laws. The selection of and contracting with a Design-Build Firm under the RFQ will be in accordance with Section 287.055, Florida Statutes (the "Consultants' Competitive Negotiation Act") and Parts 2 and 7 of Chapter 126, of the Jacksonville Ordinance Code. Other provisions of federal, state, county and local laws, and administrative procedures, policies or rules may apply to the RFQ and any claims or disputes arising hereunder. Lack of knowledge of the law or administrative procedures, policies, or rules by any Design-Build Firm shall not constitute a cognizable defense against their effect.

4. Questions and Requests for Amendment to RFQ. If a Contractor (i) has questions about the RFQ, (ii) finds discrepancies, omissions or ambiguities in the RFQ, or (iii) believes any term or condition of the RFQ is unreasonable, Contractor should request an amendment to the RFQ. The request should reference the RFQ section at issue and include any specific language that Contractor recommends using.

All requests for amendment must be submitted in writing (via the 1Coud Procurement System) and, unless otherwise specified in the RFQ, be received by the Contact Person at least **ten (10) calendar days** before the Response Due Date. Questions and requests for amendments directed to the Contact Person or to any other City personnel shall not constitute a formal protest of the RFQ. Failure to request an interpretation or change will be considered evidence that Contractor understands and agrees to the provisions of the RFQ.

The posting of a written amendment is the only official method by which interpretations, clarifications, changes or additional information will be given by City prior to the opening of Responses. Any other

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interpretation, clarification, change or information will have no legal effect.

City reserves the right to amend, cancel or reissue the RFQ at its discretion. City reserves the right to request or obtain additional information about any and all Statement of Qualifications submitted in response to RFQ. The may also issue addenda to this RFQ which will be sent to each Design-Build Firm who received this RFQ. This includes the right to change the Response Due Date and the Contract award date. Notice of all amendments and cancellations will be posted on City's website (please contact the Contact Person if you are uncertain of the website address or if you experience problems accessing it). Contractor is responsible for monitoring this website for new or changing information.

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5. Public Meetings and Special Accommodations. Any meetings of the RFQ evaluation committee (i.e., the Competitive Sealed Proposal Evaluation Committee or Technical Review Committee) shall be noticed on City's website and shall comply with Florida's Open Meetings Laws. Please contact the Contact Person if you are uncertain of City's website address or if you experience problems accessing it. Persons requiring a special accommodation because of a disability should contact the Contact Person identified in Section 1 at least forty-eight (48) hours prior to the meeting.

6. Cost of Developing RFQ Response. All costs related to the preparation of SOQ Responses and any related activities are the sole responsibility of Contractor. City assumes no liability for any costs incurred by Contractors throughout the entire selection process.

7. Response Ownership. All Responses, including attachments, supplementary materials, addenda, etc., shall become property of City and shall not be returned to Contractor. City will have the right to use any and all ideas or adaptation of ideas presented in any Response. Acceptance or rejection of a Response shall not affect this right.

8. Public Records Law; Process For Protecting Trade Secrets and Other Information. Article 1, Section 24, Florida Constitution, guarantees every person access to all public records, and Section 119.011, Florida Statutes, provides a broad definition of public records. As such, all responses to the RFQ are public records unless exempt by law. If Contractor considers any portion of its Response to be exempt from disclosure under Florida law, Contractor must provide Buyer with a separate redacted copy of the Response and briefly describe in writing the grounds for claiming exemption from the public records law, including the specific

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statutory citation. Contractor shall be responsible for defending its determination that the redacted portions of its Response are confidential, trade secret or otherwise not subject to disclosure. Further, Contractor shall protect, defend, and indemnify Buyer for any and all claims arising from or relating to Contractor's determination that the redacted portions of its Response are confidential, trade secret or otherwise not subject to disclosure. If Contractor fails to submit a Redacted Copy with its Response in accordance with Section 2.4 above, Buyer is authorized to produce the entire Response in answer to a public records request.

In accordance with Section 119.0701, Florida Statutes, the Contractor shall:

(a) Keep and maintain public records required by City to perform the services; and

(b) Upon request from City's custodian of public records, provide City with a copy of the requested records or allow records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided for in Chapter 119, Florida Statutes, or as otherwise provided by law; and

(c) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Contract term and following completion of this Contract if Contractor does not transfer the records to City; and

(d) Upon completion of this Contract, transfer to City at no cost all public records in possession of Contractor or keep and maintain public records required by City to perform the service. If Contractor transfers all public records to City upon completion of this Contract, Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If Contractor keeps and maintains public records upon completion of this Contract, Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to City upon request from City's custodian of public records in a format that is compatible with City's information technology systems.

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The above requirements apply to a "Contractor" as defined in Section, 119.0701, Florida Statutes.

IF CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CITY'S CUSTODIAN OF PUBLIC RECORDS AT (904) 255-7674; PRR@COJ.NET; CITY OF JACKSONVILLE, PUBLIC RECORDS REQUEST, 214 N. HOGAN STREET, SUITE 1180, JACKSONVILLE, FLORIDA 32202.

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9. Multiple Responses from Same Contractor; No Collusion. More than one Response from an individual firm, partnership, corporation or association under the same or different names is not permitted. Reasonable grounds for believing that a Contractor is involved in more than one Response for the same work will be cause for rejection of all Responses in which such Contractor is believed to be involved. Any or all Responses will be rejected if there is reason to believe that collusion exists between Contractors. Responses in which the prices obviously are unbalanced will be grounds for rejection.

10. Convicted Vendor List. A person or affiliate placed on the State of Florida convicted vendor list pursuant to Section 287.133, Florida Statutes, following a conviction for a public entity crime may not do any of the following for a period of 36 months from the date of being placed on the convicted vendor list:

- submit a bid on a contract to provide any goods or services to a public entity;
- submit a bid on a contract with a public entity for the construction or repair of a public building or public work;
- submit bids on leases of real property to a public entity;
- be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and
- transact business with any public entity in excess of the Category Two threshold amount provided in Section 287.017, Florida Statutes.

11. Discriminatory Vendor List. An entity or affiliate placed on the State of Florida discriminatory vendor list pursuant to Section 287.134, Florida Statutes, may not:

- submit a bid on a contract to provide any goods or services to a public entity;

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- submit a bid on a contract with a public entity for the construction or repair of a public building or public work;
- submit bids on leases of real property to a public entity;
- be awarded or perform work as a contractor, supplier, sub-contractor, or consultant under a contract with any public entity; or
- transact business with any public entity.

12. Contractor Representations. In submitting a Response, Contractor understands, represents, and acknowledges the following (if Contractor cannot so certify to any of following, Contractor shall submit with its Response a written explanation of why it cannot do so).

- Contractor currently has no delinquent obligations to the City of Jacksonville or any of its independent agencies.
- The Response is submitted in good faith and without any prior or future consultation or agreement with any other respondent or potential respondent;
- To the best of the knowledge of the person signing the Response, neither the Contractor, its affiliates, subsidiaries, owners, partners, principals or officers:
  - is currently under investigation by any governmental authority for conspiracy or collusion with respect to bidding on any public contract;
  - is currently under suspension or debarment by any governmental authority in the United States;
  - has within the preceding three years been convicted of or had a civil judgment rendered against it, or is presently indicted for or otherwise criminally or civilly charged, in connection with (i) obtaining, attempting to obtain, or performing a federal, state, or local government transaction or public contract; (ii) violation of federal or state antitrust statutes; or (iii) commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; or
  - has within the preceding three-year period had one or more federal, state, or local government contracts terminated for cause or default.
- Contractor is not listed on either the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List. Pursuant to section 287.135, Florida Statutes, the submission of a false certification may subject the company to civil penalties, attorney's fees, and/or costs. [This certification applies to contracts of $1,000,000 or more. A list of the companies can be found as a link to "PFIA Quarterly Reports" at www.sbafla.com/fsb/]
- Contractor has read and understands the RFQ terms and conditions, and the Response is submitted in conformance with those terms and conditions.
- All representations made by Contractor to City in connection with the RFQ have been made after a diligent inquiry of its employees and agents responsible for preparing, approving,

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or submitting the Response.

- Contractor shall indemnify, defend, and hold harmless City and its employees against any cost, damage, or expense which may be incurred or be caused by any error in the Response.

- All information provided by, and representations made by, Contractor are material and important and may be relied upon by City in awarding the Contract.

13. <u>Provision of Services</u>. Contractor shall provide City with all of the services and deliverables described in the RFQ, the Response and the resulting Contract (collectively, the "Services"). If any services, functions or responsibilities are not specifically described in the RFQ, the Response or the resulting Contract but are necessary for the proper performance and provision of the Services, they shall be deemed to be implied by and included within the scope of the Services to the same extent and in the same manner as if specifically described herein.

14. <u>Relationship of the Parties</u>. In performance of the Services, Contractor shall be acting in the capacity of an independent contractor and not as an agent, employee, partner, joint venture or associate of City. Contractor shall be solely responsible for the labor, supplies, materials, means, methods, techniques, sequences and procedures utilized to perform the Services in accordance with the Contract.

15. <u>City's Right to Make Changes.</u> City may unilaterally require, by written order, changes altering, adding to, or deducting from the Services ("Changes"), provided that such Changes are within the general scope of the Contract. City will make an equitable adjustment in the Contract price or delivery date if the Change materially affects the cost or time of performance. Such equitable adjustments require the written consent of Contractor, which shall not be unreasonably withheld. The Parties will cooperate with each other in good faith in discussing the scope and nature of the Change, the availability of Contractor personnel, the expertise and resources to provide such Change, and the time period in which such Change will be implemented.

16. <u>Service Warranties</u>. Contractor warrants that the Services shall be performed and delivered in a professional, first-class manner in accordance with the Contract and the standards prevailing in the industry. Contractor shall also undertake the following actions without additional consideration during the term of the Contract and for one year thereafter: (i) promptly making necessary revisions or corrections to resolve any errors and omissions on the part of Contractor; and (ii) conferring with City for the purpose of interpreting any of the Services or information furnished. Acceptance of the Services by City shall not relieve Contractor of these responsibilities. The warranties and covenants in this paragraph will extend to all subcontractors as well.

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The foregoing warranties and covenants shall not apply (i) with respect to any portions of the Service that have been produced by anyone other than Contractor or its subcontractors; (ii) to any modifications made by anyone other than Contractor or its subcontractors or without Contractor's specific prior written consent; or (iii) to any use of the Service in a manner or for any purpose other than those contemplated in the Contract. EXCEPT AS EXPRESSLY STATED IN THE CONTRACT, THERE ARE NO WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION ANY IMPLIED WARRANTIES REGARDING MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. CONTRACTOR'S WARRANTIES EXTEND SOLELY TO CITY.

17. City Will Assist Contractor. At Contractor's request, City will provide reasonable assistance and cooperation to Contractor, including the supply of any data and information necessary for Contractor to provide the Services. City will also designate a Contract Manager who will, on behalf of City, work with Contractor and administer the Contract in accordance with its terms.

18. Location Requirements for Services. Unless otherwise stated in the RFQ or the Response, the majority of the Services shall be performed within Duval County, Florida and no Services will be performed outside of the United States. These restrictions may be modified in writing if City determines, in its sole discretion, that the restrictions impose an undue burden on Contractor's ability to perform the Services as contemplated in the Contract.

-

19. Use of Subcontractors; Flow-Down Provisions. Except to the extent the use of subcontractors is disclosed in the Response or consented to in writing by City, Contractor shall not be allowed to subcontract or assign any of its duties and obligations hereunder. In all cases, Contractor will be responsible for the acts or omissions of its subcontractors. Contractor will ensure that all relevant contractual obligations will flow down to the subcontractors and will be incorporated into the subcontracts (including the obligations relating to insurance, indemnification, delays, intellectual property rights, public records, non-discrimination, audits, security, location of services, termination, transition assistance, warranties, and the manner in which the Services are to be performed).

20. Meetings and Reports. Contractor must attend all meetings and public hearings relative to the Services where its presence is determined to be necessary and requested by City and Contractor can reasonably schedule its appearance. Unless otherwise agreed, Contractor shall provide a monthly report summarizing Contractor's performance. Contractor shall provide other periodic reports respecting the Services as City reasonably requests.

21. Ownership of Works.

(a) The term "Work" shall mean each deliverable, drawing, design, specification, rendering, notebook, tracing, photograph, reference book, equipment, expendable equipment and material, negative report finding, recommendation, data and memorandum of every description, shared with or delivered to City pursuant to the Contract.

(b) With the exception of Contractor's pre-existing intellectual capital and third-party intellectual capital as described

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in Section below, City shall own all right, title and interest, including ownership of copyright (limited to the extent permitted by the terms of any governing licenses), in and to each Work including, but not limited to, software, source code, reports, deliverable, or work product developed by Contractor specifically for City in connection with the Contract, and derivative works relating to the foregoing. The use of these Works in any manner by City shall not support any claim by Contractor for additional compensation.

(c) Each Work, and any portion thereof, shall be a "work made for hire" for City pursuant to federal copyright laws. Any software, report, deliverable, or work product as used in connection with the Work, but previously developed by Contractor specifically for other customers of Contractor or for the purpose of providing substantially similar services to other Contractor customers, generally shall not be considered "work made for hire", so long as the foregoing are not first conceived or reduced to practice as part of the Work. To the extent any of the Works are not deemed works made for hire by operation of law, Contractor hereby irrevocably assigns, transfers, and conveys to City, or its designee, without further consideration all of its right, title and interest in such Work, including all rights of patent, copyright, trade secret, trademark or other proprietary rights in such materials. Except as provided in the foregoing sentences, Contractor acknowledges that City shall have the right to obtain and hold in its own name any intellectual property right in and to the Work. Contractor agrees to execute any documents or take any other actions as may reasonably be necessary, or as City may reasonably request, to perfect or evidence City's ownership of the Work.

22. <u>Intellectual Property</u>.

(a) Contractor grants to City an irrevocable, perpetual, royalty free and fully paid-up right to use (and such right includes, without limitation, a right to copy, modify and create derivative works from the subject matter of the grant and the right to sublicense all, or any portion of, the foregoing rights to an affiliate or a third party who provides service to City. Contractor's intellectual property (including, without limitation, all trade secrets, patents, copyright and know-how) that is contained or embedded in, required for the use of, that was used in the production of or is required for the reproduction, modification, maintenance, servicing, improvement or continued operation of any applicable unit of Work.

(b) If the Work contains, has embedded in, or requires for the use of, any third party intellectual property, or if the third party intellectual property is required for the reproduction, modification, maintenance, servicing, improvement or continued operation of the Work, Contractor shall secure for City an irrevocable, perpetual, royalty free and fully paid-up right to use all third party intellectual property. Contractor shall secure such right at its expense and prior to incorporating any third party intellectual property (including, without limitation, all trade secrets, patents, copyright and know-how) into any Work, including, without limitation, all drawings or data provided under the Contract, and such right must include, without limitation, a right to copy, modify and create derivative works from the subject matter of the grant of the right and a right to sublicense all or any portion of the foregoing rights to an affiliate or a third party service provider. This subparagraph does not apply to standard office software (e.g., Microsoft Office).

(c) Should City, or any third party obtaining such Work through City, use the Work or any part

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thereof for any purpose other than that which is specified in the Contract, it shall be at City's and such third party's sole risk.

23. Software Development Processes and Standards. To the extent any software is developed, modified, or otherwise procured under the Contract, Contractor will use commercially-accepted software development and documentation processes and standards.

24. Limitation of Warranty for City-Furnished Software. In lieu of any other warranty expressed or implied herein, City warrants that any programming aids and software packages supplied for Contractor use as City-furnished property shall be suitable for their intended use on the system(s) for which designed. In the case of programming aids and software packages acquired by City from a commercial source, such warranty is limited to that set forth in the contractual document covering the product(s). Should City furnish Contractor with any programming aids or software packages that are found not to be suitable for their intended use on the system(s) for which designed, Contractor shall notify City and supply documentation regarding any defects and their effect on progress on the Contract. City will consider equitably adjusting the delivery performance dates or compensation, or both, and any other contractual provision affected by the City-furnished property in accordance with the procedures provided for in Section 3.3 above ("City's Right to Make Changes").

25. Loss of Data. If any City data or record is lost or corrupted due to the negligence of Contractor or any of its subcontractors or agents, Contractor shall be responsible for correcting and recreating all production, test, acceptance and training files or databases affected which are used in the provision of services, at no additional cost to the City in the manner and on the schedule set by City. This remedy shall be in addition to any other remedy City may be entitled to by law or the Contract.

26. Purchase Orders. If the Contract requires a Service to be ordered by City via purchase order, Contractor shall not deliver or furnish the Service until a City transmits a purchase order. All purchase orders shall bear the Contract or solicitation number, shall be placed by City directly with Contractor, and shall be deemed to incorporate by reference the Contract. Any discrepancy between the Contract terms and the terms stated on the Contractor's order form, confirmation, or acknowledgement shall be resolved in favor of terms most favorable to City.

27. Best Pricing for Comparable Services to Other Government Entities. Compensation for the Services shall be as set forth in the Contract. During the Contract term, if Contractor offers better pricing to other government entities for substantially the same or a smaller quantity of Services upon the same or similar terms of the Contract ("Better Pricing"), then the price under the Contract shall be immediately reduced to the better price. City may require Contractor to certify on an annual basis that Better Pricing (as defined above) does not exist.

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28. Invoicing and Payment.

(a) Unless otherwise specified in the RFQ, payment to Contractor for Services shall be made on a monthly basis for the Services provided by Contractor for the preceding month. Invoices shall contain the Contract number, purchase order number if applicable, and the appropriate vendor identification number. City may require any other information from Contractor that City deems necessary to verify its obligation to pay under the Contract. Payments will be made to Contractor approximately thirty (30) days after receipt and acceptance of a proper invoice. City does not pay service charges, interest or late fees unless required by law.

(b) To the extent Contractor's fees include reimbursement for travel or travel- related expenses, such travel and travel-related expenses shall be subject to and governed by the provisions and limitations of Chapter 106, Part 7, Jacksonville Ordinance Code.

(c) City's obligations to make payment are contingent upon availability of lawfully appropriated funds for the Services.

29. Taxes. City is generally exempt from any taxes imposed by the State of Florida or the Federal Government. Exemption certificates will be provided upon request. Contractor shall not include any state, local and federal taxes in any prices quoted to City.

30. Right of Setoff. City may, in addition to other remedies available at law or equity and upon notice to Contractor, retain such monies from amounts due Contractor as may be necessary to satisfy any claim for damages, penalties, costs and the like asserted in good faith by City (or any other local government entity or authority located in Duval County, Florida) against Contractor.

31. Retention of Records / Audits.

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(a) Contractor must establish and maintain books, records, contracts, sub-contracts, papers, financial records, supporting documents, statistical records and all other documents pertaining to the Contract (collectively, the "Records"), in whatsoever form or format (including electronic storage media) is reasonable, safe and sufficient.

(b) Contractor must retain all Records for a minimum period of three (3) years after the final payment is made under the Contract. If an audit has been initiated and audit findings have not been resolved at the end of the three (3) year period, the Records shall be retained until resolution of the audit findings or any litigation which may be based on the terms of the Contract, at no additional cost to City. Records shall be retained for longer periods when the retention period exceeds the time frames required by law or ordinance.

(c) At all reasonable times for as long as the Records are maintained, Contractor must allow persons duly authorized by City (including City's auditor and inspector general offices), and to have full access to and the right to examine, copy or audit any of the Records, regardless of the form in which kept. Contractor will not charge City for any setup, supervision or space in connection with the examination and audit. Photocopying charges will not exceed the actual and reasonable cost of the copies to Contractor, and City shall be permitted to bring its photocopying equipment if City so desires.

(d) Contractor must comply with and cooperate in any audits or reports requested by City and must ensure that all related party transactions are disclosed to the auditor.

(e) Contractor must permit City to interview any of Contractor's employees, subcontractors and subcontractor employees to assure City of the satisfactory performance of the terms and conditions of the Contract. Unless the parties agree otherwise or City is willing to pay for the employee's reasonable travel expenses, the interviews will be conducted at the employee's primary place of work. Contractor will not charge City for any employee time unless the interview time for that employee exceeds eight (8) hours in a calendar year.

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(f) Following any audit or review, if performance of Contractor is, in the opinion of City, deficient, City will deliver to Contractor a written report of the deficiencies and request for development by Contractor of a corrective action plan. Contractor hereby agrees to prepare and submit, to City, said corrective plan within ten (10) days of receiving City's written report. Thereafter, Contractor must correct all deficiencies in the corrective action plan within a reasonable time after City's receipt of the corrective action plan.

(g) All reports and other information provided by Contractor pursuant to this Section shall be submitted under penalties of perjury, under Section 837.06, Florida Statutes.

(h) Contractor must include the aforementioned audit, inspection, investigation and record-keeping requirements in all subcontracts and Contract assignments.

(i) Contractor agrees to reimburse City for the reasonable costs of investigation incurred by City for audits, inspections and investigations that uncover a material violation of the Contract. Such costs shall include the salaries of investigators, including overtime, travel and lodging expenses, and expert witness and documentary fees. Contractor shall not be responsible for any costs of investigations that do not uncover a material violation of the Contract.

32. City's Right to Suspend Work. City may in its sole discretion suspend any or all activities under the Contract by providing a written notice to Contractor at least five (5) days in advance that outlines the particulars of suspension. Within ninety (90) days of providing such notice, or within any longer period agreed to by Contractor, City shall either (1) authorize the resumption of work, at which time activity shall resume, or (2) terminate the Contract in accordance with the applicable termination provisions. Suspension of work shall not entitle Contractor to any additional compensation.The parties will reasonably amend any schedules relating to performance of the Services to reflect the suspension of work hereunder. Contractor shall not be entitled to receive compensation for any work it performs after being excused from providing it hereunder.

33. City's Right to Terminate for Convenience. City reserves the right to terminate the Contract at any time and for any reason by giving written notice to Contractor. If the Contract is terminated for convenience as provided herein, City will be relieved of all further obligations other than payment for that amount of Services actually performed to the date of termination. Access to any and all work papers will be provided to the District after the termination of the Contract. The parties understand and agree that Contractor shall not have a reciprocal right to

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terminate the Contract for convenience; it being understood that City's payment for Services forms the consideration for Contractor not having this right. In the event of City's termination of the Contract, City (in its sole discretion) may also require Contractor to provide the Transition Services as set forth in Section 3.26 below.

34. City's Remedies Upon Contractor Default. Any one or more of the following events, if not cured within ten (10) calendar days after Contractor's receipt of written notice thereof, shall constitute an "Event of Default" on the part of Contractor: (1) Contractor fails to perform the Services within the time specified in the Contract or any extension, (2) Contractor fails to maintain adequate progress, thus endangering performance of the Contract, (3) Contractor fails to honor any other material term of the Contract, or (4) Contractor fails to abide by any statutory, regulatory, or licensing requirement. City may extend the 10-day cure period in its discretion.

In addition, the following shall constitute an immediate Event of Default with no right cure: (i) Contractor is found to have made a false representation or certification in its Response, or (ii) Contractor has been placed on the list maintained under Section 287.135, Florida Statutes, of companies with activities in Sudan or in Iran Petroleum Energy Sector.

Upon an "Event of Default" on the part of Contractor, City will be entitled to terminate the Contract and pursue such other remedies available at law or equity, including the recovery of any procurement costs and delay damages. The rights and remedies available to City under the Contract are distinct, separate and cumulative remedies, and no one of them, whether or not exercised by a party, shall be deemed to be in exclusion of any other.

If, after termination, it is determined that Contractor was not in default, or that the default was excusable, the rights and obligations of the parties shall be the same as if the termination had been issued for the convenience.

35. Contractor Remedies Upon City Default. City shall be in default if City fails to honor any material term of the Contract, and such failure is not cured within forty-five (45) calendar days after receipt of written notice thereof from Contractor. In the event of City's default, Contractor will be entitled to terminate the Contract and pursue such other remedies available at law or equity as it deems appropriate. **Except as expressly provided elsewhere in the Contract, Contractor will not be entitled to recover any lost profits or consequential damages.** The rights and remedies available to Contractor under the Contract are distinct, separate and cumulative remedies, and no one of them shall be deemed to be in exclusion of any other.

36. Transition Services. At any time prior to the date the Contract expires or terminates for any reason (the "Termination Date"), City may request Contractor to provide reasonable transition assistance services ("Transition Assistance"). Contractor shall provide such Transition Assistance until such time as City notifies Contractor that City no longer requires such Transition Assistance, but in no event for more than 180 days following the Termination Date.

Transition Assistance shall mean any services, functions or responsibilities that are ordinarily or customarily provided to a purchaser to ensure that the services provided to that purchaser by a contractor are fully transitioned in a smooth and efficient manner to a new service provider (either City itself or a third party contractor). Transition Assistance includes the development and implementation of a detailed transition plan.

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To the extent that Transition Assistance will involve third parties hired by City, those third parties shall cooperate with Contractor in its provision of Transition Assistance and sign any reasonable non-disclosure agreements required by Contractor.

Transition Assistance rendered before the Termination Date shall be provided at no additional cost to City. Transition Assistance rendered after the Termination Date shall be provided at the rates negotiated by the parties prior to the rendering of such service, which rates shall not exceed the standard market rates that Contractor charges to government entities for comparable services; provided however, that if City terminates the Contract because of a breach by Contractor, then (i) the Transition Assistance shall be provided at no cost to City, and (ii) City will be entitled to any other remedies available to it under law. Contractor may withhold Transition Assistance after the Termination Date if City does not provide reasonable assurance that the charges for such Transition Assistance will be paid to Contractor in accordance with the invoicing and payment provisions of the Contract.

37. Force Majeure, Notice of Delay, and No Damages for Delay. Neither party shall be responsible for delays in performance if the delay was beyond that party's control (or the control of its employees, subcontractors or agents). Contractor shall notify City in writing of any such delay or potential delay and describe the cause of the delay either (1) within ten (10) calendar days after the cause that creates or will create the delay first arose, if Contractor could reasonably foresee that a delay could occur as a result, or (2) if delay is not reasonably foreseeable, within five (5) calendar days after the date Contractor first had reason to believe that a delay could result. Based upon such notice, City will give Contractor a reasonable extension of time to perform; provided, however, that City may elect to terminate the Contract in whole or in part if City determines, in its sole judgment, that such a delay will significantly impair the value of the Contract to City. Providing notice in strict accordance with this paragraph is a condition precedent to such remedy. **THE FOREGOING SHALL CONSTITUTE CONTRACTOR'S SOLE REMEDY OR EXCUSE WITH RESPECT TO DELAY.** No claim for damages, other than for an extension of time, shall be asserted against City. Contractor shall not be entitled to an increase in the Contract price or payment of any kind from City for direct, indirect, consequential, impact or other costs, expenses or damages, including but not limited to costs of acceleration or inefficiency arising because of delay, disruption, interference, or hindrance from any cause whatsoever.

38. No Waiver. The delay or failure by a party to exercise or enforce any of its rights under the Contract shall not constitute or be deemed a waiver of that party's right thereafter to enforce those rights, nor shall any single or partial exercise of any such right preclude any other or further exercise thereof or the exercise of any other right. Unless otherwise agreed in writing, City's payment for the Services shall not release Contractor of its obligations under the Contract and shall not be deemed a waiver of City's right to insist upon strict performance hereof.

39. Qualification of Contractor Employees, Subcontractors, and Agents. All Contractor employees, subcontractors and agents performing work under the Contract shall be properly trained and qualified. Upon request, Contractor shall furnish a copy of technical certification or other proof of qualification. All employees, subcontractors and agents performing work under the Contract must comply with all reasonable administrative

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requirements of City and with all controlling laws and regulations relevant to the services they are providing under the Contract. City may conduct, and Contractor shall cooperate in, a security background check or other assessment of any employee, subcontractor or agent furnished by Contractor. City may refuse access to, or require replacement of, any personnel for reasonable cause.

Contractor shall take all actions necessary to ensure that Contractor's employees, subcontractors and agents are not considered employees of City. Such actions include, but are not limited to, ensuring that Contractor's employees, subcontractors and agents receive payment and any legally mandated insurance (e.g., workers' compensation and unemployment compensation) from an employer other than City.

As a condition to providing services to City, Contractor (and any subcontractor) will enroll and participate in the federal E-Verify Program within thirty days of the effective date of the Contract. Proof of enrollment and participation will be made available to City upon request.

40. Security Procedures. Contractor and its employees, subcontractors and agents shall comply fully with all generally applicable security procedures of the United States, the State of Florida and City in performance of the Contract. City agrees that any security procedures imposed by City specifically for the Contract will be reasonable and will not impose any unreasonable costs or hardships.

41. Restrictions on the Use or Disclosure of Buyer's Information. Contractor shall not use, copy or disclose to third parties, except in connection with performing the Services, any information obtained by Contractor or its agents, subcontractors or employees in the course of performing the Services, including, but not limited to, security procedures, business operations information, or commercial proprietary information in the possession of Buyer. At Buyer's request, all information furnished by Buyer will be returned to Buyer upon completion of the Services. Contractor shall not be required to keep confidential any information that has already been made publicly available through no fault of Contractor or that Contractor developed independently without relying on Buyer's information. To ensure confidentiality, Contractor shall take appropriate steps as to its employees, agents, and subcontractors, including the insertion of these restrictions in any subcontract agreement. The warranties of this paragraph shall survive the Contract.

42. Protection of Contractor's Trade Secrets and Other Confidential Information. All documents received by City in connection with this Agreement are subject to Chapter 119, Florida Statutes (the "Florida Public Records Law"). Any specific information that Contractor claims to be a trade secret or otherwise exempt from the Florida Public Records Law must be clearly identified as such by Contractor on all copies furnished to City. City agrees to notify Contractor of any third-party request to view such information, but it is Contractor's obligation to obtain a court order enjoining disclosure. If Contractor fails to obtain a court order enjoining disclosure within five (5) business days of Contractor's receiving notice of the request, City may release the requested information. Such release shall be deemed for purposes of the Contract to be made with Contractor's consent and will not be deemed to be a violation of law, including but not limited to laws concerning trade secrets, copy right or other intellectual property.

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43. Assignment. Each party binds itself and its respective successors and assigns in all respects to all of the terms, conditions, covenants and provisions of the Contract. Contractor shall not sell, assign or transfer any of its rights (including rights to payment), duties or obligations under the Contract without the prior written consent of City. In the event of any assignment, Contractor shall remain liable for performance of the Contract unless City expressly waives such liability. City may assign the Contract with prior written notice to Contractor of its intent to do so. Nothing herein shall be construed as creating any personal liability on the part of any officer, employee or agent of City.

44. Notice and Approval of Changes in Ownership. Because the award of the Contract may have been predicated upon Contractor's ownership structure, Contractor agrees that any transfer of a substantial interest in Contractor by any of its owners shall require City's prior written approval, which approval shall not be unreasonably withheld or unreasonably delayed. By execution of the Contract, Contractor represents that it has no knowledge of any intent to transfer a substantial interest in Contractor. A substantial interest shall mean at least 25% of the voting shares in Contractor. This section shall not apply to (i) transfers occurring upon the incapacitation or death of an owner; (ii) transfers associated with an initial public offering on the NYSE or NASDAQ markets; or (iii) transfers to a company whose stock is publicly traded on the NYSE or NASDAQ markets.

45. Assignment of Antitrust Claims. Contractor and City recognize that in actual economic practice, overcharges resulting from antitrust violations are in fact usually borne by City. Therefore, Contractor hereby assigns to City any and all claims under the antitrust laws of Florida or the United States for overcharges of goods, materials or services purchased in connection with the Contract.

46. Equal Employment Opportunity. The Equal Opportunity clause in Title 41, Part 60-1.4 of the Code of Federal Regulations (Paragraphs 1 through 7 of President's Executive Order 11246), the provisions of the Equal Opportunity for Individuals with Disabilities Act in 42 U.S.C. Section 12112, the Listing of Employment Openings for Veterans Clause in Title 41, Part 50-260.2 of the Code of Federal Regulations and the Disabled Veterans and Veterans of the Vietnam era Clause in Title 41, Part 60-250.5 of the Code of Federal Regulations, are incorporated herein by reference if and to the extent applicable. If Contractor is exempt from any of the above cited terms, written evidence of such exempt status must be provided to City.

47. Other Non-Discrimination Provisions. As required by Section 126.404, Jacksonville Ordinance Code, Contractor represents that it has adopted and will maintain a policy of non-discrimination against employees or applicants for employment on account of race, religion, sex, color, national origin, age or handicap, in all areas of employment relations, throughout the term of the Contract. Contractor agrees that, on written request, it will permit reasonable access to its records of employment, employment advertisement, application forms and other pertinent data and records, by the Executive Director of the Community Relations Commission, or successor agency or commission, for the purpose of investigation to ascertain compliance with the non-discrimination provisions of the Contract; *provided however*, that Contractor shall not be required to produce, for inspection, records covering periods of time more than one (1) year prior to the effective date of the Contract. Contractor

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agrees that, if any of the products or Services to be provided pursuant to the Contract are to be provided by a subcontractor, the provisions of this Section shall be incorporated into and become a part of the subcontract.

48. Prompt Payment to Subcontractors and Suppliers. The following is required by Chapter 126, Part 6, Jacksonville Ordinance Code; provided however, if Contractor does not use JSEB subcontractors, as identified below, this Section 3.38 shall not apply:

(a) *Generally*. When Contractor receives payment from City for labor, services or materials furnished by subcontractors and suppliers hired by Contractor, Contractor shall remit payment due (less proper retainage) to those subcontractors and suppliers within fifteen (15) calendar days after Contractor's receipt of payment from City. Nothing herein shall prohibit Contractor from disputing, pursuant to the terms hereof, all or any portion of a payment alleged to be due to its subcontractors and suppliers. In the event of such dispute, Contractor may dispute the disputed portion of any such payment only after Contractor has provided notice to the City and to the subcontractor or supplier whose payment is in dispute, which notice shall: (i) be in writing; (ii) state the amount in dispute; (iii) specifically describe the actions required to cure the dispute; and (iv) be delivered to City and said subcontractor or supplier within ten (10) calendar days after Contractor's receipt of payment from City. Contractor shall pay all undisputed amounts due within the time limits imposed by this Section.

(b) *Jacksonville Small and Emerging Business Enterprise and Minority Business Enterprise Participation*. Notwithstanding Chapter 126, Part 6 of the Jacksonville Ordinance Code, Contractor shall pay all contracts awarded with certified Jacksonville Small and Emerging Business Enterprises ("JSEB"), as defined therein, their pro rata share of their earned portion of the progress payments made by City under the Contract within seven (7) business days after Contractor's receipt of payment from City (less proper retainage). The pro-rata share shall be based on all work completed, materials and equipment furnished, or services performed by the certified JSEB at the time of payment. As a condition precedent to progress and final payments to Contractor, Contractor shall provide to City, with its requisition for payment, documentation that sufficiently demonstrates that Contractor has made proper payments to its certified JSEB's from all prior payments Contractor has received from City. Contractor shall not unreasonably withhold payments to certified JSEB's if such payments have been made to Contractor. If Contractor withholds payment to its certified JSEB's, which payment has been made by City to Contractor, Contractor shall return said payment to City. Contractor shall provide notice to City and to the certified JSEB's whose payment is in dispute, which notice shall: (i) be in writing; (ii) state the amount in dispute; (iii) specifically describe the actions required to cure the dispute; and (iv) be delivered to City and said JSEB's within five (5) calendar days after Contractor's receipt of payment from City. Contractor shall pay all undisputed amounts due within the time limits imposed in this Section. The failure to pay undisputed amounts to the JSEB's within seven (7) business days shall be a breach of the Contract, compensable by one per-cent (1%) of the outstanding invoice being withheld by City, not as a penalty, but as liquidated damages to compensate for the additional contract administration by City.

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(c) *Third Party Liability.* The Prompt Payment requirements hereunder shall in no way create any contractual relationship or obligation between City and any subcontractor, supplier, JSEB or any third party or create any City liability for Contractor's failure to make timely payments hereunder. However, Contractor's failure to comply with the Prompt Payment requirements shall constitute a material breach of Contractor's contractual obligations to City. As a result of said breach, City, without waiving any other available remedy it may have against Contractor, may: (i) issue joint checks; and (ii) charge Contractor a 0.2% daily late payment charge or the charges specified in said Chapter 126 of the Jacksonville Ordinance Code for JSEB's and in Chapter 218, Florida Statutes, for non-JSEB's, whichever is greater.

49. Conflicts of Interest. Contractor acknowledges that Section 126.112 of the Jacksonville Ordinance Code requires that a public official who has a financial interest in a bid or contract make a disclosure at the time that the bid or contract is submitted or at the time that the public official acquires a financial interest in the bid or contract, including but not limited to the public official's name, public office or position held, bid or proposal number, and the position or relationship of the public official with the bidder or contractor.

50. Contingent Fees Prohibited. Contractor warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for Contractor, to solicit or secure the Contract and that it has not paid or agreed to pay any person, company, corporation, individual or firm, other than a bona- fide employee working solely for Contractor, any fee, commission, percentage, gift or any other consideration, contingent upon or resulting from the award or making of the Contract. For the breach or violation of these provisions, City shall have the right to terminate the Contract without liability and, at its discretion, to deduct from the contract price, or otherwise recover, the full amount of such fee, commission, percentage, gift or consideration.

51. Truth in Negotiation Certificate. The execution of the Contract by Contractor shall be deemed to be a simultaneous execution of a Truth-In-Negotiation Certificate, whereby Contractor states that the wage rates and other factual unit costs supporting the compensation hereunder are accurate, complete and current at the time of contracting. Further Contractor agrees that the compensation hereunder shall be adjusted to exclude any significant sums where City determines the contract price was increased due to inaccurate, incomplete or non-current wage rates and other factual unit costs, provided that any and all such adjustments shall be made within one (1) year following the completion date of the Contract.

52. Compliance with Applicable Laws. Contractor (and any subcontractors) must comply with all applicable federal, state and local laws, rules and regulations as the same exist and as may be amended from time to time, including, but not limited to:

- Section 287.055, Florida Statutes (the Consultants' Competitive Negotiation Act);

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- Chapter 119, Florida Statutes (the Florida Public Records Law);
- Section 286.011, Florida Statutes (the Florida Sunshine Law);
- Chapter 602, Jacksonville Ordinance Code (the Jacksonville Ethics Code);
- Chapter 126, Jacksonville Ordinance Code (the Jacksonville Purchasing Code); and
- All licensing and certification requirements applicable to performing the Services.

53. Cooperative Purchasing.Pursuant to their own governing laws, and subject to the agreement of Contractor, other entities may be permitted to make purchases at the terms and conditions contained herein. These purchases are independent of the agreement between City and Contractor, and City shall not be a party to such transactions.

54. Warranty of Ability to Perform. Contractor warrants that (i) it is ready, willing and able to perform its obligations under the Contract, and (ii) to the best of Contractor's knowledge, there are no pending or threatened actions, proceedings, investigations or any other legal or financial conditions that would in any way prohibit, restrain, or diminish Contractor's ability to satisfy its Contract obligations. Contractor shall immediately notify City in writing if its ability to perform is compromised in any manner during the term of the Contract.

55. Warranty of Authority to Sign Contract. Each person signing the Contract warrants that he or she is duly authorized to do so and to bind the respective party to the Contract.

56. Governing State Law/Severability/Venue/Waiver of Jury Trial. The rights, obligations and remedies of the parties as specified under the Contract shall be interpreted and governed in all aspects by the laws of the State of Florida. Should any provision of the Contract be determined by the courts to be illegal, unenforceable or in conflict with any applicable law, the validity of the remaining provisions shall not be impaired. Venue for litigation of the Contract shall be exclusively in courts of competent jurisdiction located in Jacksonville, Duval County, Florida. The parties waive any and all rights to a jury trial with respect to disputes arising under the Contract.

57. Construction. Both parties acknowledge that they have had the opportunity to provide meaningful input into the terms and conditions contained in the Contract. Therefore, any doubtful or ambiguous provisions contained herein shall not be construed against the party who physically prepared the Contract. Article headings appearing herein are inserted for convenience or reference only and shall in no way be construed to be interpretations oftext.

58. Office of Inspector General. The City of Jacksonville has established an Office of Inspector General, Section 602.301, Part 3, Chapter 602, Ordinance Code, as may be amended. The Inspector General's authority includes but is not limited to the power to: review past, present, and proposed City contracts, transactions, accounts, and records; require the production of records; and, audit, investigate, monitor, and inspect the activities of the City, its officials, employees, contractors, their subcontractors and lower tier subcontractors, and

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other parties doing business with the City and/or receiving City funds in order to ensure compliance with contract requirements and detect corruption and fraud. Failure to cooperate with the Inspector General or interfering with or impeding any investigation shall be a violation of Section 602.309, Ordinance Code.

59. Ethics Provisions for Vendors/Suppliers. The bidder, by affixing its signature to the proposal form, and/or the acceptance of a purchase order, represents that it has reviewed the provisions of the Jacksonville Ethics Code contained in chapter 602, Jacksonville Ordinance Code and the provisions of the Purchasing code contained in chapter 126, Jacksonville Ordinance Code and has read and will comply with the Mandatory Ethics Training for Suppliers located on the Procurement Website..

68. Employment Eligibility. Pursuant to the provisions of section 448.095, Florida Statutes, the parties agree to the following. For purpose of this section, the term "contract" includes this Agreement and any contract between the Contractor and any of its subcontractors:

(a) The Contractor and any of its subcontractors shall register with and use the E-Verify system to verify the work authorization status of all newly hired employees. The Contractor and any of its subcontractors may not enter into a contract unless each party to the contract registers with and uses the E-Verify system.

(b) 1. If the Contractor enters into a contract with a subcontractor, the subcontractor must provide the Contractor with an affidavit stating that the subcontractor does not employ, contract with, or subcontract with an unauthorized alien.

2. If the City has a good faith belief that a subcontractor knowingly violated this subsection, but the contractor otherwise complied with this subsection, then the City shall promptly notify the Contractor and order the Contractor to immediately terminate the contract with the subcontractor.

3. A contract terminated under subparagraph 1. or subparagraph 2. shall not a breach of contract and may not be considered as such.

(c) 1. The City, the Contractor, or any of the Contractor's subcontractors who has a good faith belief that a person or entity with which it is contracting has knowingly violated s. 448.09 (1), Florida Statues, shall terminate the contract with the person or entity.

2. If the City has a good faith belief that a subcontractor knowingly violated this subsection, but the Contractor otherwise complied with this subsection, the City shall promptly notify the Contractor and order the Contractor to immediately terminate the contract with the sub-contractor.

3. A contract terminated under subparagraph 1. or subparagraph 2. shall not be a breach of Contract and may not be considered as such.

(d) The City, Contractor, or any of Contractor's subcontractors may file an action with a circuit county court to challenge a termination under paragraph (c) no later than 20 calendar days after the date on which the contract was terminated.

(e) If the City terminates the Agreement with Contractor under paragraph (c), the Contractor may not be awarded a public contract for at least 1 year after the date on which the Agreement

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was terminated.

(f) The Contractor is liable for any additional costs incurred by the City as a result of the termination of a contract.

Attachments:

File Name or URL	Type	Description
General Requirements for Profe	File	

Select one of the following:-

☐ a. Acknowledge

2.5 Insurance Requirements (Preliminary Response Stage)

*1. PDS Insurance Requirements

City reserves the right to review the attached insurance requirements for construction projects in excess of $3,000,000 and make changes when deemed necessary. Compensation will be provided for justifiable, documented corresponding increases in insurance costs.

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B. Indemnification and Insurance Requirements.

B.1. Requirements

Indemnification

Applicant and its subcontractors (the "Indemnifying Party") shall hold harmless, indemnify, and defend the City of Jacksonville and their respective members, officers, officials, employees and agents (collectively the "Indemnified Parties") from and against, without limitation, any and all claims, suits, actions, losses, damages, injuries, liabilities, fines, penalties, costs and expenses of whatsoever kind or nature, which may be incurred by, charged to or recovered from any of the foregoing Indemnified Parties for:

a. General Tort Liability, for any negligent act, error or omission, recklessness, or intentionally wrongful conduct on the part of the Indemnifying Party that causes injury (whether mental or corporeal) to persons (including death) or damage to property, whether arising out of or incidental to the Indemnifying Party's performance of the Agreement, operations, services or work performed hereunder; and

b. Environmental Liability, to the extent this Agreement contemplates environmental exposures, arising from or in connection with any environmental, health and safety liabilities, claims, citations, clean-up, or damages whether arising out of or relating to the operation or other activities performed in connection with the Agreement; and

c. Intellectual Property Liability, to the extent this Agreement contemplates intellectual property exposures, arising directly or indirectly out of any allegation that the Services provided under this Agreement (the "Service(s)"), any product generated by the Services, or any part of the Services as contemplated in this Agreement, constitutes an infringement of any copyright, patent, trade secret or any other intellectual property right. If in any suit or proceeding, the Services, or any product generated by the Services, is held to constitute an infringement and its use is permanently enjoined, the Indemnifying Party shall, immediately, make every reasonable effort to secure within sixty (60) days, for the Indemnified Parties, a license, authorizing the continued use of the Service or product. If the Indemnifying Party fails to secure such a license for the Indemnified Parties, then the Indemnifying Party shall replace the Service or product with a non-infringing Service or product or modify such Service or product in a way satisfactory to the City, so that the Service or product is non-infringing.

If an Indemnified Party exercises its right under this Agreement, the Indemnified Party will (1) provide reasonable notice to the Indemnifying Party of the applicable claim or liability, and (2) allow Indemnifying Party, at its own expense, to participate in the litigation of such claim or liability to protect its interests. The scope and terms of the indemnity obligations herein described are separate and apart from, and shall not be limited by, any insurance provided pursuant to the Agreement or otherwise. Such terms of indemnity shall survive the expiration or termination of the Agreement.

In the event that any portion of the scope or terms of this indemnity is in derogation of Section 725.06 or 725.08 of the Florida Statutes, all other terms of this indemnity shall remain in full force and effect. Further, any term which offends Section 725.06 or 725.08 of the Florida Statutes will be modified to comply with said statutes.

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Insurance

Without limiting its liability under this Contract, Provider shall at all times during the term of this Contract procure prior to commencement of work and maintain at its sole expense during the life of this Contract (and Provider shall require its, subcontractors, laborers, materialmen and suppliers to provide, as applicable), insurance of the types and limits not less than amounts stated below:

Insurance Coverages

Schedule	Limits
Worker's Compensation	Florida Statutory Coverage
Employer's Liability	$ 100,000 Each Accident
	$ 500,000 Disease Policy Limit
	$ 100,000 Each Employee/Disease

This insurance shall cover the Applicant (and, to the extent they are not otherwise insured, its subcontractors) for those sources of liability which would be covered by the latest edition of the standard Workers' Compensation policy, as filed for use in the State of Florida by the National Council on Compensation Insurance (NCCI), without any restrictive endorsements other than the Florida Employers Liability Coverage Endorsement (NCCI Form WC 09 03), those which are required by the State of Florida, or any restrictive NCCI endorsements which, under an NCCI filing, must be attached to the policy (i.e., mandatory endorsements). In addition to coverage for the Florida Workers' Compensation Act, where appropriate, coverage is to be included for the Federal Employers' Liability Act, USL&H and Jones, and any other applicable federal or state law.

Commercial General Liability	$2,000,000	General Aggregate
	$2,000,000	Products & Comp. Ops. Agg.
	$1,000,000	Personal/Advertising Injury
	$1,000,000	Each Occurrence
	$ 50,000	Damage to Rental Premises
	$ 5,000	Medical Expenses

Such insurance shall be no more restrictive than that provided by the most recent version of the standard Commercial General Liability Form (ISO Form CG 00 01) as filed for use in the State of Florida without any restrictive endorsements other than those reasonably required by the City's Office of Insurance and Risk Management. An Excess Liability policy or Umbrella policy can be used to satisfy the above limits.

Automobile Liability $1,000,000 Combined Single Limit
(Coverage for all automobiles, owned, hired or non-owned used in performance of the Services)

Such insurance shall be no more restrictive than that provided by the most recent version of the standard Business Auto Coverage Form (ISO Form CA0001) as filed for use in the State of Florida without any restrictive endorsements other than those which are required by the State of Florida, or equivalent manuscript form, must be attached to the policy equivalent endorsement as filed with ISO (i.e., mandatory endorsement).

Professional Liability $1,000,000 per Claim and Aggregate

Any entity hired to perform professional services as a part of this contract shall maintain professional liability coverage on an Occurrence Form or a Claims Made Form with a retroactive date to at least the first date of this Contract and with a three-year reporting option beyond the annual expiration date of the policy.

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Commercial Marine Insurance $1,000,000 Limit
Enables businesses to be protected when transporting goods and people via water. Not only does this insure your watercraft, but also any products that are aboard the ship in the event of an accident.

Additional Insurance Provisions

a. Certificates of Insurance. Applicant shall deliver the City of Jacksonville Certificates of Insurance that shows the corresponding City Contract or Bid Number in the Description, Additional Insureds, Waivers of Subrogation and & statement as provided below. The certificates of insurance shall be mailed to the City of Jacksonville (Attention: Chief of Risk Management), 117 W. Duval Street, Suite 335, Jacksonville, Florida 32202.

b. Additional Insured: All insurance except Worker's Compensation, shall be endorsed to name the City of Jacksonville and their respective members, officers, officials, employees and agents as Additional Insured. Additional Insured for General Liability shall be in a form no more restrictive than CG2010 and, if products and completed operations is required, CG2037, Automobile Liability CA2048.

c. Waiver of Subrogation. All required insurance policies shall be endorsed to provide for a waiver of underwriter's rights of subrogation in favor of the City of Jacksonville and their respective members, officers, officials, employees, and agents.

c. Carrier Qualifications. The above insurance shall be written by an insurer holding a current certificate of authority pursuant to chapter 624, Florida State or a company that is declared as an approved Surplus Lines carrier under Chapter 626 Florida Statutes. Such Insurance shall be written by an insurer with an A.M. Best Rating of A- VII or better.

e. Applicant Insurance Primary. The insurance provided by the Applicant shall apply on a primary basis to, and shall not require contribution from, any other insurance or self-insurance maintained by the City of Jacksonville and their respective members, officers, officials, employees, and agents.

f. Deductible or Self-Insured Retention Provisions. All deductibles and self-insured retentions associated with coverages required for compliance with this Agreement shall remain the sole and exclusive responsibility of the named insured Applicant. Under no circumstances will the City of Jacksonville and their respective members, officers, officials, employees and agents be responsible for paying any deductible or self-insured retention related to this Agreement.

g. Agreement Insurance Additional Remedy. Compliance with the insurance requirements of this Agreement shall not limit the liability of the Applicant or its Subcontractors, employees or agents to the City of Jacksonville and their respective members, officers, officials, employees and agents shall be in addition to and not in lieu of any other remedy available under this Agreement or otherwise.

h. Waiver / Estoppel. Neither approval by City of Jacksonville nor failure to disapprove the insurance furnished by Applicant shall relieve Applicant of Applicant's full responsibility to provide insurance as required under this Contract / Agreement / Lease.

i. Notice. The relieve Applicant shall provide an endorsement issued by the insurer to provide the City thirty (30) days prior written notice of any change in the above insurance coverage limits or cancellation, including expiration or non-renewal. If such endorsement is not provided, the Contractor, as applicable, shall provide said a thirty (30) days written notice of any change in the above coverages or limits, coverage being suspended, voided, cancelled, including expiration or non-renewal.

j. Survival. Anything to the contrary notwithstanding, the liabilities of the Applicant under this Agreement shall survive and not be terminated, reduced, or otherwise limited by any expiration or termination of insurance coverage.

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k. Additional Insurance. Depending upon the nature of any aspect of any project and its accompanying exposures and liabilities, the City of Jacksonville may reasonably require additional insurance coverages in amounts responsive to those liabilities, which may or may not require that the City of Jacksonville and their respective members, officers, officials, employees and agents also be named as an additional insured.

l. Special Provision: Prior to executing this Agreement, Applicant shall present this Agreement and insurance requirements to its Insurance Agent Affirming: (1) That the Agent has personally reviewed the insurance requirements of the Contract Documents, and (2) That the Agent is capable (has proper market access) to provide the coverages and limits of liability required on behalf of Agreement.

Bonds and Other Performance Security – NOT APPLICABLE TO THIS CONTRACT

Select one of the following:-

☐ a. Acknowledge

2.6 Sample Contract (Preliminary Response Stage)

*1. Please review and acknowledge the attached sample Professional Design Services Contract.

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SAMPLE

SERVICES CONTRACT
BETWEEN
[THE CITY OF JACKSONVILLE]
AND
INSERT CORPORATE NAME OF CONTRACTOR
FOR
INSERT SUMMARY OF SERVICES TO BE PERFORMED

THIS CONTRACT, made and entered into this day of_____, 201 __(the "Effective Date"), by and between the CITY OF JACKSONVILLE (the "CITY"), a municipal corporation existing under the Constitution and the laws of the State of Florida, and_____(the "CONTRACTOR"), a _____corporation authorized to transact business in Florida and with its principal offices at _____.

WHEREAS, the CITY (as the "Buyer") issued a Request for Proposal No._____(the "RFP") for certain services described in the RFP (the "Services"); and

WHEREAS, based on CONTRACTOR'S response to the RFP dated_____, consisting of pages (the "Response"), the CITY has negotiated and awarded this Contract toCONTRACTOR;

NOW THEREFORE, in consideration of the promises and the mutual covenants contained below, the parties agree as follows:

1. **Performance of Services.** The Services will be performed by CONTRACTOR as specified in the RFP and the Response.

2. **Compensation.** CONTRACTOR will be paid by the CITY for the Services (as follows: _____) or (as specified on the Price Sheets attached as Exhibit __).

3. **Maximum Indebtedness.** As required by Section 106.431, *Ordinance Code*, the CITY's maximum indebtedness, for all products and services under this Contract shall be a fixed monetary amount not-to-exceed _____($_____).

4. **Term.** The initial term of this Contract shall commence on the Effective Date and shall expire on _____, unless sooner terminated by either party in accordance with the terms of the RFP. This Contract may be renewed for up to_____additional one (1) year periods by (i) the CITY, it its sole discretion, upon written notice to CONTRACTOR at least sixty (60) days prior to end of the then-current term, or (ii) upon the mutual agreement of the parties.

5. **Contract Documents.** This Contract consists of the following documents which are hereby incorporated as if fully set forth herein and which, in case of conflict, shall have priority in the order listed:
   - This document, as modified by any subsequent signed amendments
   - Any amendments to the RFP
   - Specific Information Regarding The RFP (Section 1 of the RFP)
   - Description of Services and Deliverables (Section 4 of the RFP)
   - General Instructions to Respondents (Section 2 of the RFP)
   - General Contract Conditions (Section 3 of the RFP)
   - Any Purchase Order under the Contract
   - The Response, provided that any terms in the Response that are prohibited under the RFP shall not be included in this Contract.

6. **Notices.** All notices under this Agreement shall be in writing and shall be delivered by certified mail, return receipt requested, or by other delivery with receipt to the following:

As to the CITY:

_____
_____
_____

As to the CONTRACTOR:

_____
_____
_____

7. **Contract Managers.** Each Party will designate a Contract Manager during the term of this Contract whose responsibility shall be to oversee the Party's performance of its duties and obligations pursuant to the terms of this Contract. As of the Effective Date, CITY'S Contract Manager is [Insert Name and Address], and the CONTRACTOR'S Contract Manager is [Insert Name and Address] . Each Party shall provide prompt written notice to the other Party of any changes to the Party's Contract Manager or his or her contact information; provided, such changes shall not be deemed Contract amendments and may be provided viaemail.

8. **Entire Agreement.** This Contract constitutes the entire agreement between the parties hereto for the Services to be performed and furnished by the CONTRACTOR. No statement, representation, writing, understanding, agreement, course of action or course of conduct, made by either party or any representative of either party, which is not expressed herein shall be binding. CONTRACTOR may not unilaterally modify the terms of this Contract by affixing additional terms to materials delivered to the CITY (e.g., "shrink wrap" terms accompanying or affixed to a deliverable) or by including such terms on a purchase order or payment document. CONTRACTOR acknowledges that it is entering into this Contract for its own purposes and not for the benefit of any third party.

9. **Amendments.** All changes to, additions to, modifications of, or amendment to this Contract, or any of the terms, provisions and conditions hereof, shall be binding only when in writing and signed by the authorized officer, agent or representative of each of the parties hereto.

10. **Counterparts.** This Contract, and all amendments thereto, may be executed in several counterparts, each of which shall be deemed an original, and all of such counterparts together shall constitute one and the same instrument.

[Remainder of page left blank intentionally. Signature page follows immediately.]

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IN WITNESS WHEREOF, the parties have executed this Contract as of the day and year first above written.

ATTEST: CITY OF JACKSONVILLE

By _____ By _____
James McCain Donna Deegan
Corporation Secretary Mayor

In accordance with the Ordinance Code, of the City of Jacksonville, I do hereby certify that there is an unexpended, unencumbered, and un-impounded balance in the appropriation sufficient to cover the foregoing agreement, and that provision has been made for the payment of monies provided therein to be paid.

_____
Director of Finance
CITY Contract Number: _____

Form Approved:

_____
Office of General Counsel

ATTEST: INSERT NAME OF CONTRACTOR.

By _____ By _____
Signature Signature

_____ _____
Type/Print Name Type/Print Name

_____ _____
Title Title

Attachments:

File Name or URL	Type	Description
Sample Professional Services C	File	

Select one of the following:-

☐ a. Acknowledge

2.7 Evaluation Criteria - Preliminary Response Stage (Preliminary Response Stage)

Section Maximum Score: 130

*1.

COMPETENCE. Provide names and resumes of all individuals to be assigned to this project who have worked on similar projects as identified in this RFP. List the previous projects these individuals have worked

on similar to the one in the RFP, which have been satisfactorily completed. (20 points maximum score)

Maximum Score: 20

Select one of the following:-

☐ a. Acknowledge

*2.

CURRENT WORKLOAD. Provide an itemized list of current projects and workload including status for each. Describe ability of firm to perform this project given its current workload. (10 points maximum score)

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Maximum Score: 10

Select one of the following:-

☐ a. Acknowledge

*3.

FINANCIAL RESPONSIBILITY. Describe form of business, i.e., proprietorship, partnership, corporation; years in business; changes in ownership; bank reference(s); past, present, pending and/or threatened legal proceedings within any forum; and any other information the Contractor may wish to supply to demonstrate financial responsibility. If the proposer desires, their Company Financial Information can be submitted in a separate .pdf file from the proposal file. However, the file name must include the word "Confidential". For Example: "XYZ Engineering – Confidential Financial Info.pdf" Failure to provide all listed information and documentation will result in score less than maximum for this criterion. **(5 points maximum score)**

Maximum Score: 5

Select one of the following:-

☐ a. Acknowledge

*4.

ABILITY TO OBSERVE AND ADVISE WHETHER PLANS AND SPECIFICATIONS ARE BEING COMPLIED WITH, WHERE APPLICABLE. Describe experience, ability, and understanding of Contractor and assigned personnel in observing and monitoring instruction or direction to similarly related tasks. **(10 points maximum score)**

Maximum Score: 10

Select one of the following:-

☐ a. Acknowledge

*5.

PAST AND PRESENT RECORD OF PROFESSIONAL ACCOMPLISHMENTS WITH CITY AGENCIES AND OTHERS. Describe any outstanding accomplishments that relate to specific services being sought including awards and recognition. (5 points maximum score)

Maximum Score: 5

Select one of the following:-

☐ a. Acknowledge

*6.

PROXIMITY TO THE PROJECT. Document the location of Contractor's corporate headquarters, which, if located in Jacksonville, Florida, no further information is required under this criterion and maximum points will be awarded. If Contractor's corporate headquarters are not located in Jacksonville, Florida, please document the location and the nature of business of Contractor's branch office(s), if any, that are located in and/or that are closest to Jacksonville, Florida, the number of employees assigned thereto and the period of continuous existence thereof. Additionally, Contractors are requested to demonstrate, define and provide examples of their ability to provide the services contemplated herein in a manner comparable to having a local office in Jacksonville, Florida or to show that a local office is not necessary to satisfactorily perform the services required for this project, in which event maximum points may be awarded. **(10 points maximum score)**

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Maximum Score: 10

Select one of the following:-

☐ a. Acknowledge

*7.

PAST AND PRESENT DEMONSTRATED COMMITMENT TO SMALL AND EMERGING BUSINESSES AND CONTRIBUTIONS TOWARD A DIVERSE MARKET PLACE. Responding to this evaluation criterion necessitates that Contractors indicate their past and present commitment to small and emerging businesses. More specifically, responses to this evaluation criterion should include, without limitation, statements that document the Contractor's: (i) commitment to diversity among the directors, officers, members and/or employees that make up its firm; (ii) commitment to diversity within its community and beyond; (iii) commitment to and/or utilization of small and emerging businesses on past projects; and (iv) commitment to and/or utilization of small and emerging businesses, certified JSEBs in particular, for the project solicitation in question. Prime JSEB contractors responding to this solicitation must indicate what percentage of the work will be performed with in-house staff and what percentage by other JSEBs. Prime JSEBs self-performing at least 50% of the work described in this solicitation shall receive the maximum points allowed. **(20 points maximum score)**

Maximum Score: 20

Select one of the following:-

☐ a. Acknowledge

*8.

ABILITY TO DESIGN AN APPROACH AND WORK PLAN TO MEET THE PROJECT REQUIREMENTS. Describe the Contractor's understanding of the requirements of this solicitation, and its ability, approach and/or plan to satisfy the same in complete compliance with all applicable federal, state and local laws, statutes, ordinances, rules and regulations. **(30 points maximum score)**

Maximum Score: 30

Select one of the following:-

☐ a. Acknowledge

*9.

AN OVERALL WILLINGNESS TO MEET BOTH TIME AND BUDGET REQUIREMENTS FOR THE PROJECT. In an effort to remain consistent with Chapter 287, Florida Statutes, responding to this evaluation criterion necessitates that a proposer include statements and references demonstrating that the proposer met both time and budget requirements on projects of similar size and scope that were completed by the proposer within the past three years and that the proposer is meeting both time and budget requirements on projects of similar size and scope that are currently being performed by the proposer ("Reference Projects"). As part of its response to this evaluation criterion, the proposer:

1. must submit an expressed statement of its overall willingness to meet both time and budget requirements for the project in question; and

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2. should submit, without limitation, project narratives, schedules, cost and fee summaries and owner references for any Reference Projects.

During contract negotiations, successful proposers will be required to provide a Schedule of Proposed Rates on the forms provided as Price Sheet. Such rates and costs will be used in the negotiation of fees and shall remain in effect throughout the length of the contract, except such rates may be adjusted when an amendment to the original agreement is being negotiated; provided any increases in rates shall not exceed actual increases in the CPI since the date of response to the RFP. Unless specifically identified otherwise on the form, rates for subconsultants also shall not exceed those shown on the form.

Proposed Overhead rate is limited to 175% of direct labor. Proposed overhead rates in excess of 175% shall conform to Federal Acquisition regulations as established by a governmental audit certified to by Certified Public Accountant. However, under no circumstance shall the overhead rate exceed 200%. Profit rate shall only be applied to direct labor plus overhead. No mark-up or profit shall be paid on non-labor-related costs such as reimbursables or on services provided by subconsultants or others. **(10 Points maximum score)**

Maximum Score: 10

Select one of the following:-

☐ a. Acknowledge

*10. **THE VOLUME OF CURRENT AND PRIOR WORK PERFORMED FOR USING AGENCIES SHALL BE CONSIDERED A MINUS FACTOR.** Provide a list on Attachment A-1 of all local government projects including the fees awarded for each on which the Prime Contractor has been awarded during the past five (5) years. Include only those projects on which Contractor was the Prime Contractor (do not delete fees paid to subcontractors or others). Such list shall include all work for the City of Jacksonville and its various "using agencies," which is defined in the Jacksonville Ordinance Code as "a department, division, office, board, agency, commission or other unit of Buyer and independent agency required by law or voluntarily requesting to utilize the services of the [Procurement] Division"; and with any of Buyer's Independent Authorities"; and on projects undertaken with others that are similar in nature to the size and scope of professional services and/or work required for the project solicitation herein. In other words, if you have a contract that was advertised on the City of Jacksonville's Procurement website, the value of the contract should be listed in the appropriate column on Attachment A-1. If the Contractor has not performed work for any of these agencies during the past five (5) years, the response should so clearly state. The minus factor methodology for this criterion will be based on the fees awarded. The higher the volume of fees the lower the score, less volume of fees the higher the score. **(10 pointsmaximum score)**

Maximum Score: 10

Select one of the following:-

☐ a. Acknowledge

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3 Lines

3.1 Line Information

Line	Estimated Quantity	Response Price	Line Amount	Response Minimum Release Amount
1-Professional Design Services Qualification Based Evaluation, please enter 1.00 for price.				

3.2 Line Details

3.2.1 Line 1 Professional Design Services Qualification Based Evaluation, please enter 1.00 for price.

Category Name	**925.88 Structural Engineering**		
Allow Alternate Lines	**No**		
Target Minimum Release Amount (USD)		Estimated Total Amount (USD)	
Start Price (USD)			

4 Contract Terms

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A. Solicitation Overview

A.1. Scope of Work

The Public Works Department of the City of Jacksonville, Florida is currently accepting bids to obtain source(s) of supply for the item(s)/service(s) as outlined in the bid documents provided. The purpose of this bid invitation is to obtain information about your firm and its ability to provide these item(s)/service(s) and to obtain pricing commitments for Professional Structural Engineering Services for Berkman Platform Repairs as listed in the bid documents.

A.2. Award

Award will be made to the highest ranked, responsive, responsible bidder.

A.3. Buy American Preference

As per Section 126.114, Ordinance Code, preference will be given to a responsive and responsible vendor offering American manufactured, assembled, or produced goods, and who is within 5% of the lowest responsive and responsible bidder. To receive this preference, the bidder must select the Buy American Preference Compliance Certificate indicator and attach supporting documentation and/or evidence attesting that at least 51% offered in the bid response is manufactured, assembled, or produced in the United States.

Bidder is not required to submit for the Buy American Preference. Bidders may quote items less than 51% American made but will not be eligible for the preference.

Restrictions and exemptions may apply. Please refer to Section 126.114 for specifics.

A.4. Term of Agreement

The term of the agreement is a One-time Purchase and will commence upon execution of the PO or contract and will continue until completion and acceptance of the stated Scope of Work as specified.

A.5. Quantities

Quantities indicated are fixed.

A.6. Federal Funding Provisions

This Project may be funded partly or in whole by the Federal Government. Therefore, Bidders must comply with the below Federal provisions set forth pursuant to C.F.R. §200.317-326 to be considered for award.

Bidders shall include the following forms with their sealed bids in addition to all other forms identified in the bidding documents:

Form 1 - Certification Regarding Debarment and Suspension

Form 2 - Certification Regarding Lobbying

1. REQUIRED FEDERAL AFFIRMATIVE STEPS.

The prime supplier, if subcontractors are used, must, at a minimum, take the following six "affirmative steps" to assure that minority firms, women's business enterprises, and labor area surplus firms are used when possible:

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1. Solicitation Listing. The sub-grantee must place qualified small and minority businesses and women's business enterprises on solicitation lists.
2. Soliciting. The sub-grantee must assure that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources.
3. Breaking-up Requirements. The sub-grantee must divide total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority business, and women's business enterprises. In applying this requirement, it is important to recognize that dividing up a large requirement into smaller parts so as to fall beneath the small acquisition threshold is prohibited, as would the opposite technique of bundling requirements so that it precludes small businesses, minority firms, and women's business enterprises from being a prime supplier. Notwithstanding, dividing a bona fide large requirement into smaller components to facilitate participation by small businesses would be acceptable.
4. Accommodating Delivery Schedules. The sub-grantee must establish delivery schedules, where the requirement permits, which encourage participation by small and minority businesses and Women's Business Enterprises.
5. Using Federal Agencies. Using the services and assistance of the Small Business Administration, and the Minority Business Development Agency of the Department of Commerce.
6. Affirmative Steps for Suppliers. The City of Jacksonville must require the prime supplier, if subcontracts are to be let, to take the five affirmative steps described above.

2. EQUAL OPPORTUNITY CLAUSE. (All Federal assisted construction contracts)

During the performance of this contract, the supplier agrees as follows:

1. The supplier will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The supplier will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, or national origin. Such action shall include, but not be limited to the following: Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The supplier agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.
2. The supplier will, in all solicitations or advertisements for employees placed by or on behalf of the supplier, state that all qualified applicants will receive considerations for employment without regard to race, color, religion, sex, or national origin.
3. The supplier will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of the supplier's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
4. The supplier will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.
5. The supplier will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
6. In the event of the supplier's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part and the supplier may be declared

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ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions as may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

7. The supplier will include the portion of the sentence immediately preceding paragraph (1) and the provisions of paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The supplier will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance: Provided, however, That in the event a supplier becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the administering agency the supplier may request the United States to enter into such litigation to protect the interests of the United States."

3. COMPLIANCE WITH THE COPELAND "ANTI-KICKBACK" ACT. (For contracts exceeding $10,000)

1. Supplier. The supplier shall comply with 18 U.S.C. 874, 40 U.S.C. 3145, and the requirements of 29 C.F.R. pt. 3 as may be applicable, which are incorporated by reference into this contract.
2. Subcontracts. The supplier or subcontractor shall insert in any subcontracts the clause above and such other clauses as the FEMA may by appropriate instructions require, and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime supplier shall be responsible for the compliance by any subcontractor or lower tier subcontractor with all of these contract clauses.
3. Breach. A breach of the contract clauses above may be grounds for termination of the contract, and for debarment as a supplier and subcontractor as provided in 29 C.F.R. 5.12.

4. DAVIS-BACON ACT. (All prime construction contracts in excess of $2,000)

On any project upon which funding is provided by an agency of the United States Government, all regulations applicable thereto including, but not limited to, Title VI of the Civil Rights Act of 1964 (24 CFR, parts 1 & 2); Title VIII of the Civil Rights Act of 1968 (24 CFR, part 115); Federal Labor Standards Provisions (HUD-4020.1); the Davis-Bacon Act; the Anti-Kickback Act; and the Contract Work Hours Standards Act, shall apply and the Bidder or SUPPLIER shall conform thereto.

5. CONTRACT WORK HOURS AND SAFETY STANDARDS. (All contracts exceeding $100,000)

1. Overtime requirements. No supplier or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-halftimes the basic rate of pay for all hours worked in excess of forty hours in such workweek.
2. Violation; liability for unpaid wages; liquidated damages. In the event of any violation of the clause set forth in paragraph (1) of this section the supplier and any subcontractor responsible therefor shall be liable for the unpaid wages. In addition, such supplier and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in paragraph (1) of this section, in the sum of $10 for each calendar day on which such individual was required or permitted to work in excess of the standard

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workweek of forty hours without payment of the overtime wages required by the clause set forth in paragraph (1) of this section.

3. Withholding for unpaid wages and liquidated damages. The (write in the name of the Federal agency or the loan or grant recipient) shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by the supplier or subcontractor under any such contract or any other Federal contract with the same prime supplier, or any other federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime supplier, such sums as may be determined to be necessary to satisfy any liabilities of such supplier or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in paragraph (2) of this section.

4. Subcontracts. The supplier or subcontractor shall insert in any subcontracts the clauses set forth in paragraph (1) through (4) of this section and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime supplier shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in paragraphs (1) through (4) of this section."

6. RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT. (All contracts)

Any discovery or invention that arises during the course of the contract shall be reported to the non-Federal entity. This clause should require the supplier to disclose promptly inventions to the contracting officer (within 2 months) after the inventor discloses it in writing to supplier personnel responsible for patent matters. The awarding agency shall determine how rights in the invention/discovery shall be allocated consistent with "Government Patent Policy" and Title 37 C.F.R. § 401.

If the Federal award meets the definition of "funding agreement" under 37 C.F.R. §.401.2(a) and the recipient or sub-recipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or sub-recipient must comply with the requirements of Title 37 C.F.R. § 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency. Reference: Part 200 Appendix II (F)

DOJ award terms and conditions contained in grant or cooperative agreement award documentation also may contain provisions regarding patents and intellectual property, specifically including requirements or special instructions, that may require that non-Federal entities include specific contract provisions (as applicable) in procurement contracts entered into under DOJ grant or cooperative agreement awards.

7. DEBARMENT AND SUSPENSION. (All contracts)

1. This contract is a covered transaction for purposes of 2 C.F.R. pt. 180 and 2 C.F.R. pt. 3000. As such the supplier is required to verify that none of the supplier, its principals (defined at 2 C.F.R. § 180.995), or its affiliates (defined at 2 C.F.R. §180.905) are excluded (defined at 2 C.F.R. § 180.940) or disqualified (defined at 2 C.F.R. § 180.935).

2. The supplier must comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, Sub-part C and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into.

3. This certification is a material representation of fact relied upon by sub-recipient. If it is later determined that the supplier did not comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, in addition to remedies available to the City serving as recipient and named sub-recipient, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment.

4. The bidder or proposer agrees to comply with the requirements of 2 C.F.R. pt. 180,

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subpart C and 2 C.F.R. pt. 3000, subpart C while this offer is valid and throughout the period of any contract that may arise from this offer. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions."

A prospective supplier that is listed on the government-wide Excluded Parties List System in the System for Award Management (www.SAM.gov) as suspended or debarred, CANNOT be awarded a contract funded with Federal Assistance.

Form 1 attached hereto shall be certified as required, and be submitted with the bid proposal.

8. CLEAN AIR ACT AND THE FEDERAL WATER POLLUTION CONTROL ACT. (All contracts exceeding $150,000)

Clean Air Act

1. The supplier agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. § 7401 et seq.
2. The supplier agrees to report each violation to the (name ofthe state agency or local or Indian tribal government) and understands and agrees that the (name of the state agency or local or Indian tribal government} will, in tum, report each violation as required to assure notification to the (name of recipient), Federal Emergency Management Agency, and the appropriate Environmental Protection Agency Regional Office.
3. The supplier agrees to include these requirements in each subcontract exceeding $100,000 financed in whole or in part with Federal assistance provided by FEMA.

Federal Water Pollution Control Act

1. The supplier agrees to comply with all applicable standards, orders or regulations issued pursuant to the Federal Water Pollution Control Act, as amended, 33 U.S.C. 1251 et seq.
2. The supplier agrees to report each violation to the (name of the state agency or local or Indian tribal government) and understands and agrees that the (name of the state agency or local or Indian tribal 7 government) will, in tum, report each violation as required to assure notification to the (name of recipient), Federal Emergency Management Agency, and the appropriate Environmental Protection Agency Regional Office.
3. The supplier agrees to include these requirements in each subcontract exceeding $100,000 financed in whole or in part with Federal assistance provided by FEMA."

9. BYRD ANTI-LOBBYING AMENDMENT, 31 U.S.C 1352. (All contracts exceeding $100,000)

Suppliers who apply or bid for an award of $100,000 or more shall file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant, or any other award covered by 31 U.S.C. 1352. Each tier shall also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the recipient.

Form 2 attached hereto shall be filled out, authenticated as required, and must be submitted at the time of the scheduled bid opening. Failure to submit the required form with the bid opening will make the bid non-responsive and will be cause for rejection.

10. RECOVERED MATERIALS. (All contracts)

In the performance of this contract, the Supplier shall make maximum use of products containing recovered materials that are EPA-designated items unless the product cannot be acquired:

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1. Competitively within a timeframe providing for compliance with the contract performance schedule;
2. Meeting contract performance requirements; or
3. At a reasonable price.

Information about this requirement is available at EPA's Comprehensive Procurement Guidelines web site, http://www.epa.gov/cpg.

The list of EPA-designate items is available at http://www.epa.gov/cpg/products.htm.

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B. Equal Business Opportunity Plan

B.1. Encouragement Plan for Jacksonville Small and Emerging Business Program

It is an official policy of the City of Jacksonville to encourage the maximum participation of **Jacksonville Small Emerging Business (JSEB)** in its contract awards based upon availability. **Under the encouragement plan, vendors are required to make all efforts reasonably necessary to ensure that City certified JSEB have a full and fair opportunity to compete for performance on this project.**

Bidders/Suppliers/Consultants or any entity doing business with the City shall not discriminate on the basis of race, ethnicity, national origin or gender in the award and performance of the work under this contract.

Please use the attached form 1 (Schedule of Participation) to submit JSEB Participation on this Bid. You may contact the Jacksonville Small & Emerging Business Office at (904) 255-8620 to verify the status of a JSEB or visit our web site at www.JSEB.coj.net.

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C. General Conditions

C.1. Assignment

The Bidder shall not assign, transfer, convey, sublet, novation, or otherwise dispose of this Agreement, or of any or all of its rights, title, or interests therein, or its power to execute such agreement to any person, firm, or corporation without prior written authorization by the City.

C.2. Audit Provision

A person or entity providing capital improvements, contractual services, supplies, professional design services, or professional services purchased by the City pursuant to a method of purchase, unless otherwise provided herein, shall agree and be deemed to have agreed by virtue of doing business under contract with the City to all access and examination at all reasonable times by the Council Auditor or any duly authorized representative of the Council Auditor to business records directly pertinent to the transaction until the expiration of three years after final payment pursuant to the transaction. No examination shall be conducted until the Council Auditor has made a recommendation to the Council President that the examination should be conducted and until the Council President has approved the conducting of the examination.

C.3. Bid / Surety Requirements

All bids that may require a bid security or surety in the form of a certified check, cashier's check or bid bond in the amount as prescribed in the bid documents must accompany the bid submission prior to the scheduled bid opening. Certified and cashier's checks will be deposited by the City and reimbursement checks will be issued once an award is made. Failure to submit the above information timely will be grounds for rejection of bid.

C.4. Cartage

No charge will be allowed for cartage or packages unless by special agreement.

C.5. Certificate of Insurance

Each supplier shall maintain, for the entire term of this bid, current insurance coverage as stated in the bid documents. All insurance certificates shall list the City of Jacksonville as an additional insured. The awarded vendor will be required to submit a copy of the insurance certificate within ten (10) days from date of receipt of award notice. Bid number should be listed on certificate.

C.6. COJ - Debarment List

In accordance with the City's Procurement Code, the Chief of Procurement and all agencies are advised to cease doing business with disqualified suppliers as they appear on the Disqualified/Probationary Suppliers list located on the Supplier Portal.

C.7. Collusion

THE BIDDER, BY AFFIXING HIS SIGNATURE TO THIS PROPOSAL, AGREES TO THE FOLLOWING: "BIDDER CERTIFIES THAT THIS BID IS MADE WITHOUT ANY PREVIOUS UNDERSTANDING, AGREEMENT OR CONNECTION WITH ANY PERSON, FIRM, OR CORPORATION MAKING A BID FOR THE SAME ITEMS, AND IS IN ALL RESPECTS FAIR, WITHOUT OUTSIDE CONTROL, COLLUSION, FRAUD OR OTHERWISE ILLEGAL ACTION."

C.8. Compliance with Specifications

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The bidder, by affixing its signature to the bid form submitted, agrees to provide item(s)/service (s) in accordance with the bid documents provided. Bidder must bid only a single offering for each bid item. Multiple offerings, alternates (unless stated) and or stipulations may be cause for bid rejection. Bidder should bid only on forms provided herein unless otherwise stated. Bid submissions shall be in ink or typewritten. All corrections must be initialed.

C.9. Data Required to be Submitted

Whenever the specifications indicate a product or a particular manufacturer, model, or brand in the absence of any statement to the contrary by the bidder, the bid will be interpreted as for the exact brand, model, or manufacturer specified, together with all accessories, qualities, tolerances, compositions, etc. enumerated in the detailed specifications.

If no particular brand, model or make is specified, and if no data is required to be submitted with this bid, the successful contractor, after award and before manufacturer or shipment, may be required to submit working drawings or detailed descriptive data sufficient to enable the City to judge contractor is in compliance with if each requirement of the specifications.

C.10. Delivery

A packing list shall accompany all shipments, which shall indicate, at a minimum, the following: purchase order number, item number and description, date of shipment, quantity ordered and shipped, unit price, and unit of measure.

C.11. Deviations to Specifications

In addition to the requirements of paragraph five, all deviations from the specifications must be noted in detail by the bidder in writing at the time of the submittal of the formal bid. The absence of a written list of specification deviations at the time of submittal of the bid will hold the bidder strictly accountable to the City to the specifications as written. Any deviation from the specifications as written not previously submitted, as required by the above, will be grounds for rejection of the material and/or equipment when delivered.

C.12. Discounts

ALL DISCOUNTS OTHER THAN PROMPT PAYMENT TO BE INCLUDED IN BID PRICE. PROMPT PAYMENT DISCOUNTS OF LESS THAN THIRTY (30) DAYS WILL NOT BE CONSIDERED IN DETERMINING LOW BID.

C.13. Electronic Payments

Bidders/Suppliers are encouraged to enroll in the City of Jacksonville's Automated Clearing House ("ACH") electronic payment program. ACH allows for systematic direct payment to suppliers. The ACH enrollment form can be downloaded at www.coj.net under the Online Forms link on the Finance Department page.

C.14. Errors in Bids

Bidders or their authorized representatives are expected to fully inform themselves as to the conditions, requirements, and specifications before submitting bids; failure to do so will be at the bidder's own risk and bidder cannot secure relief on the plea of error. Neither law nor regulations make allowance for errors either of omission or commission on the part of bidders. In case of error in extension of prices in the bid, the unit price will govern.

C.15. Escalation / De-escalation

All pricing submitted shall remain firm for the first year of the initial contract period. After the

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first year of the contract term, a supplier may submit in writing a request for price escalation/de-escalation for the percentage of change as listed in the Consumer Price Index (CPI) and/or documentation notifying of an industry-wide increase. The City reserves the right to decline any price increase request.

C.16. Ethics Provision for Vendors / Suppliers

The Bidder, by affixing its signature to the proposal form, and/or the acceptance of a purchase order, represents that it has reviewed the provisions of the Jacksonville Ethics Code contained in the Ordinance Code and the provisions of the Purchasing code contained in the Ordinance Code and has read and will comply with the Mandatory Ethics Training for Suppliers located on the Procurement Website.

C.17. Extension

In addition to any renewal options contained herein, the City has the right to extend any award resulting from this Bid for the period of time necessary for the City to release, award, and implement a replacement agreement for the commodities and/or contractual services provided in this Bid. Such extension shall be based upon the same prices, terms, and conditions set forth in this Bid.

C.18. Favored Nation Clause

Based on similar size and quantity, it is understood that the Bidder is providing the City the same or better pricing than other governmental agencies. If during the term of this Agreement, the Bidder offers other governmental agencies better pricing for the same item, the Bidder agrees to offer the City the reduced price.

C.19. Force Majeure, Notice of Delay, and No Damages for Delay

Neither party shall be responsible for delays in performance if the delay was beyond that party's control (or the control of its employees, subcontractors, or agents). Supplier shall notify Buyer in writing of any such delay or potential delay and describe the cause of the delay either (1) within ten (10) calendar days after the cause that creates or will create the delay first arose if Supplier could reasonably foresee that a delay could occur as a result, or (2) if delay is not reasonably foreseeable, within five (5) calendar days after the date Supplier first had reason to believe that a delay could result. Based upon such notice, Buyer will give Supplier a reasonable extension of time to perform; provided, however, that Buyer may elect to terminate the Contract in whole or in part if Buyer determines, in its sole judgment, that such a delay will significantly impair the value of the Contract to Buyer. Providing notice in strict accordance with this paragraph is a condition precedent to such remedy. **THE FOREGOING SHALL CONSTITUTE SUPPLIER'S SOLE REMEDY OR EXCUSE WITH RESPECT TO DELAY**. No claim for damages, other than for an extension of time, shall be asserted against Buyer. Supplier shall not be entitled to an increase in the Contract price or payment of any kind from Buyer for direct, indirect, consequential, impact, or other costs, expenses, or damages, including but not limited to costs of acceleration or inefficiency arising because of delay, disruption, interference, or hindrance from any cause whatsoever.

C.20. Guarantee

Contractor will unconditionally guarantee the materials and workmanship on all equipment furnished by it for a period of one year from date of acceptance of the items delivered and installed, unless otherwise specified herein. If, within the guarantee period, any defects or signs of deterioration are noted, which, in the opinion of the City are due to faulty design, installation, workmanship, or materials, upon ratification, the Contractor, at its expense, will repair or adjust the equipment or parts to correct the condition or replace the part or entire unit to the complete satisfaction of the City. Repairs, replacements or adjustments will be made only at such times as will be designated by the City as least detrimental to the operation of City business.

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C.21. Invoicing

Invoices will be issued once supplies/services are delivered and/or rendered to the City of Jacksonville or its agencies. At a minimum, invoices must include: purchase order number or contract number; item number and description; date of shipment; quantity ordered and shipped; unit prices; unit of measure; and, extended totals. Payment terms are net thirty (30) days. All original invoices shall be submitted to: City of Jacksonville, General Accounting Division, COJ1CloudInvoices@coj.net. The invoice email subject line MUST BE: inv_300000008806179. Invoices can also be submitted through the 1Cloud Supplier Portal.

C.22. Laws and Regulations

Applicable provisions of all federal, state, county, and local laws, and all ordinances, rules, and regulations shall govern the development, submittal, and evaluation of all Bids received in proposal hereto and shall govern any and all claims and disputes which may arise between the Bidders submitting a proposal hereto and the City by and through its officers, employees, and authorized representatives, or any other persons, natural or otherwise; lack of knowledge by any Bidder shall not constitute a cognizable defense against the legal effect thereof.

C.23. Legal Workforce

Owner shall consider the employment, by Supplier/Contractor, of unauthorized aliens a violation of section 274A (e) of the Immigration and Nationalization Act. Such violation shall be cause for unilateral cancellation of the Contract upon thirty (30) days' prior written notice of such cancellation, notwithstanding any other provisions to the contrary in the Specifications and other Contract Documents.

Supplier/Contractor shall utilize the U.S. Department of Homeland Security's E-Verify system, in accordance with the terms governing use of the system, to confirm the employment eligibility of:

a. all persons employed by the Supplier/Contractor during the term of the Contract to perform employment duties within Jacksonville, Duval County, Florida;

b. all persons, including subcontractors, assigned by the Supplier/Contractor to perform work pursuant to the Contract with the Owner.

C.24. Licenses Requirement

Bidders / Suppliers responding to a solicitation or by acceptance of a Purchase Order issued by the City of Jacksonville agree to obtain and maintain all applicable local, state and federal licenses required by law.

C.25. Marketing / Advertising

By submitting or being awarded this Bid, Bidder agrees not to use the results as a part of any marketing and/or commercial advertising using the City's name, logos, etc. without the express written consent of the City.

C.26. Nondiscrimination Provisions

As required by the Ordinance Code, Contractor represents that it has adopted and will maintain throughout the term of this contract a policy of nondiscrimination or harassment against any person with regard to race, color, sex (including pregnancy), sexual orientation, gender identity or expression, religion, political affiliation, national origin, disability, age, marital status, veteran status, or any other impermissible factor in recruitment, hiring, compensation, training, placement, promotion, discipline, demotion, transfers, layoff, recall, termination, working conditions and related terms and conditions of employment. Contractor agrees that on written request, it will permit reasonable access to its records of employment, employment advertisement, application forms and other pertinent data and records by the Executive Director of the Community Relations Commission, or successor agency or commission, for the purpose of

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investigation to ascertain compliance with the non-discrimination provisions of the Contract; provided however, that Contractor shall not be required to produce for inspection records covering periods of time more than one (1) year prior to the effective date of the Contract. Contractor agrees that if any of the products or Services to be provided pursuant to the Contract are to be provided by a subcontractor, the provisions of this section shall be incorporated into and become a part of the subcontract.

C.27. Office of Inspector General

The City of Jacksonville has established an Office of Inspector General. The Inspector General's authority includes but is not limited to the power to: review past, present, and proposed City contracts, transactions, accounts, and records; require the production of records; and, audit, investigate, monitor, and inspect the activities of the City, its officials, employees, suppliers, their subcontractors and lower tier subcontractors, and other parties doing business with the City and/or receiving City funds in order to ensure compliance with contract requirements and detect corruption and fraud. Failure to cooperate with the Inspector General or interfering with or impeding any investigation shall be a violation of the Ordinance Code.

C.28. Office of the Ombudsman

Failure to comply with the terms and conditions of a contract and/or failure to respond to the Notice of Non-Compliance may result in, but not be limited to, withholding of payment (s), breach of contract, cancellation of contract, filing against performance bonds(s) and disciplinary action, including contractor debarment, in accordance with the Ordinance Code. If a payment or performance dispute arises as to whether the contractor is in non-compliance, the complainant shall engage the Office of the Ombudsman to investigate the matter. During the period of any contest or dispute, the contractor shall otherwise continue to perform under the contract unless instructed otherwise.

C.29. "Or Equal" Interpretation

Even though a particular manufacturer's name or brand is specified, bids will be considered on other brands or on the products of other manufacturers unless noted otherwise. On all such bids, Bidder will clearly indicate the product (brand and model number) on which it is bidding, and will supply a sample or sufficient data in detail to enable an intelligent comparison to be made with the particular brand or manufacture specified. All samples will be submitted in accordance with procedures outlined in the paragraph on **SAMPLES**. Catalog cuts and technical descriptive data will be attached to the original copy of the bid where applicable. Failure to submit the above information may be a sufficient ground for rejection of bid.

C.30. Performance Bond

When applicable, the successful bidder on this bid must furnish a performance bond as indicated in the specifications, made out to the City of Jacksonville, Florida, and prepared on an approved form as security for the faithful performance of its contract within ten (10) days of its notification that its bid has been accepted. The surety thereon must be a surety company authorized and licensed to transact business in the State of Florida. Attorneys in facts who sign bid bonds must file with each bond a certified copy of their power of attorney to sign said bonds. The successful bidder or bidders, upon failure or refusal to furnish within ten (10) days after its notification the required performance bonds, will pay to the City of Jacksonville, as liquidated damages for such failure or refusal, an amount in cash equal to the security deposited with its bid.

C.31. Pickup and Returns

City reserves the right to return an order in whole or in part if the merchandise is not in compliance with the bid specifications. City or its agencies will determine compliance with bid specifications. Pick up and returns will be made within forty-eight (48) hours of notification at no

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charge to the City or its agencies.

C.32. Prices

All unit prices shall include freight, delivery, and handling charges to the delivery location as outlined in the bid documents.

C.33. Procurement Division as Agent

When the Procurement Division is acting as an agent for "other public activities" (defined as activities receiving financial support, in part from the City but not under the direct governing jurisdiction of the Consolidated Government), the name of such public activity will be substituted for the word "City" in the foregoing paragraphs Nos. 1 - 52.

C.34. Prohibition Against Considering Social

PROHIBITION AGAINST CONSIDERING SOCIAL, POLITICAL OR IDEOLOGICAL INTERESTS IN GOVERNMENT CONTRACTING

Pursuant to Section 287.05701, Florida Statutes, as amended, Contractor is hereby notified that the City in awarding contracts to vendors may not:

(1)Request documentation or consider a vendor's social, political, or ideological interests when determining if the vendor is a responsible vendor; and

(2)Give preference to a vendor based on the vendor's social, political, or ideological interests.

C.35. Prompt Payment to Subcontractors and Suppliers

The following is required by the Ordinance Code; provided however, if Supplier does not use JSEB subcontractors, as identified below, this section shall not apply:

a. Generally - When Supplier receives payment from city for labor, services, or materials furnished by subcontractors and suppliers hired by Supplier, Supplier shall remit payment due (less proper retainage) to those subcontractors and suppliers within fifteen (15) calendar days after Supplier's receipt of payment from city. Nothing herein shall prohibit Supplier from disputing, pursuant to the terms hereof, all or any portion of a payment alleged to be due to its subcontractors and suppliers. In the event of such a dispute, Supplier may withhold the disputed portion of any such payment only after Supplier has provided notice to City and to the subcontractor or supplier whose payment is in dispute, which notice shall: (i) be in writing; (ii) state the amount in dispute; (iii) specifically describe the actions required to cure the dispute; and (iv) be delivered to City and said subcontractor or supplier within ten (10) calendar days after Supplier's receipt of payment from City. Supplier shall pay all undisputed amounts due within the time limits imposed by this section.

b. Jacksonville Small Business Enterprise (JSEB) and Minority Business Enterprise (MBE) - Notwithstanding the Ordinance Code, Supplier shall pay all contracts awarded with certified JSEBs and MBEs as defined therein their pro-rata share of their earned portion of the progress payments made by City under the applicable contract within seven (7) business days of Supplier's receipt of payment from City (less proper retainage). The pro-rata share shall be based on all work completed, materials, and equipment furnished or services performed by the certified JSEB or MBE at the time of payment. As a condition precedent to progress and final payments to Supplier, Supplier shall provide to City, with its requisition for payment, documentation that sufficiently demonstrates that Supplier has made proper payments to its certified JSEB or MBE from all prior payments that Supplier has received from City. Supplier shall not unreasonably withhold payments to certified JSEB or MBE if such payments have been made to the Supplier. If Supplier

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withholds payment to its certified JSEBs or MBEs, which payment has been made by City to Supplier, Supplier shall return said payment to City. Supplier shall provide notice to City and to the certified JSEB or MBE whose payment is in dispute, which notice shall: (i) be in writing; (ii) state the amount in dispute; (iii) specifically describe the actions required to cure the dispute; and be delivered to City and said subcontractor or supplier within five (5) calendar days after Supplier's receipt of payment from City. Supplier shall pay all undisputed amounts due within the time limits imposed by this section. The failure to pay undisputed amounts to the JSEB or MBE within seven (7) business days shall be a breach of contract, compensable by 1% of the outstanding invoice's being withheld by the City as liquidated damages. Continued failure to adhere to this clause may be cause for termination.

c. Third-Party Liability – The Prompt Payment requirements hereunder shall, in no way, create any contractual relationship or obligation between City and any subcontractor, supplier, JSEB, MBE, or any third-party or create any city liability for Supplier's failure to make timely payments hereunder. However, Supplier's failure to comply with the Prompt Payment requirements shall constitute a material breach of its contractual obligations to city. As a result of said breach, City, without waiving any other available remedy it may have against Supplier, may: (i) issue joint checks; and (ii) charge Supplier a 0.2% daily interest penalty or the penalties specified in the Ordinance Code for JSEBs or MBEs and in Chapter 218, Florida Statutes, for non-JSEB or non-MBE, whichever is greater.

C.36. Provision for Other Agencies

Each bidder agrees that when submitting its bid, it will make available to all City agencies and departments, bi-City agencies, and in-City fire departments, the bid it submits in accordance with the bid terms and conditions, should any said department or agency wish to buy under this bid proposal.

C.37. Public Entity Crime Information

A person or affiliate who has been placed on the State of Florida convicted vendor list following a conviction for a public entity crime may not: submit a bid on a contract to provide any goods or services to a public entity; submit a bid on a contract with a public entity for the construction or repair of a public building or public work; submit bids on leases of real property to a public entity; be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; or transact business with any public entity for a period of thirty-six (36) months from the date of being placed on the convicted vendor list.

C.38. Public Records

In accordance with Section 119.0701, Florida Statutes, the Contractor shall:

a. Keep and maintain public records required by City to perform the services; and

b. Upon request from City's custodian of public records, provide City with a copy of the requested records or allow records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided for in Chapter 119, Florida Statutes, or as otherwise provided by law; and

c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Contract term and following completion of this Contract if Contractor does not transfer the records to City; and

d. Upon completion of this Contract, transfer to City at no cost all public records in possession of Contractor or keep and maintain public records required by City to perform the service. If Contractor transfers all public records to City upon completion of this Contract, Contractor shall destroy any duplicate public records that are exempt or

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confidential and exempt from public records disclosure requirements. If Contractor keeps and maintains public records upon completion of this Contract, Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to City upon request from City's custodian of public records in a format that is compatible with City's information technology systems.

The requirements in this solicitation apply to a "Contractor" as defined in Section, 119.0701 Florida Statues. For the purposes of this solicitation "Supplier" is to be defined the same.

C.39. Purchases by Other Public Agencies / Piggyback

With the consent and agreement of the Bidder, purchases may be made under this solicitation and resulting contract by other governmental agencies, political subdivisions within the State of Florida, or any other public entity. Such purchases shall be governed by the same terms and conditions stated herein. Further, it is understood that each agency will issue its own purchase orders to the Bidder. This agreement in no way restricts or interferes with the right of any other public agency to rebid any or all of these items.

C.40. Question Cutoff

All questions regarding the bid documents, specifications, or pertaining to the Pre-Bid Conference MUST be submitted in writing by clicking on the "Message" tab located on the top right area of the solicitation. Answers to questions received timely will be issued by an addendum. Questions submitted after the cutoff date on the solicitation schedule may not get answered.

C.41. Quotations

No bidder will be allowed to offer more than one price on each item even though he or she may feel that he or she has two or more types or styles that will meet specifications. Bidders must determine for themselves which to offer. **IF SAID BIDDER SHOULD SUBMIT MORE THAN ONE PRICE ON ANY ITEM, ALL PRICES FOR THAT ITEM WILL BE REJECTED AT THE DISCRETION OF THE CHIEF OF THE PROCUREMENT DIVISION**.

C.42. Report of Unsatisfactory Products and / or Services

A Supplier Performance Report form will be utilized to document unsatisfactory performance during the term of this Bid. The report may become an important part of the Bidder's history. The report and process will assist the City in determining whether there is a continuing pattern of problems which may need to be addressed through termination of contract and/or suspension of the Supplier from future Bidding.

C.43. Reporting

City may request during the term of this Bid, reports, including but not limited to usage, pricing, and delivery. Suppliers will be required to provide reports requested in hard copy and electronic format as required.

C.44. Reservations

City reserves the right to reject any or all bids or any parts thereof and/or to waive information if such action is deemed to be in the best interests of the City.

City reserves the right to cancel any contract, if in its opinion, Contractor fails at any time to perform adequately the stipulations of this invitation to bid, and the general conditions and specifications which are attached and made part of this bid, or in any case of any attempt to willfully impose upon City materials or products or workmanship which is, in the opinion of City,

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of an unacceptable quality. Any action taken in pursuance of this latter stipulation will not affect or impair any rights or claim of City to damages for the breach of any covenants of the contract by the Contractor. City also reserves the right to reject the bid of any bidder who has previously failed to perform adequately after having once been awarded a prior bid for furnishing materials similar in nature to those materials mentioned in the bid.

Should the contractor fail to comply with the conditions of this Contract or fail to complete the required work or furnish the required materials within the time stipulated in the Contract, City reserves the right to purchase on the open market or to complete the required work at the expense of Contractor or by recourse to provisions of the faithful performance bond if such bond is required under the conditions of this bid.

Should the Contractor fail to furnish any item or items, or to complete the required work included in this Contract, City reserves the right to withdraw such items or required work from the operation of this Contract without incurring further liabilities on the part of City thereby.

SHOULD ANY BIDDER HAVE ANY QUESTIONS AS TO THE INTENT OR MEANING OF ANY PART OF THIS SOLICITATION IT SHOULD CONTACT THE PROCUREMENT DIVISION IN TIME TO RECEIVE A WRITTEN REPLY BEFORE SUBMITTING ITS BID.

All items furnished must be completely new, and free from defects unless specified otherwise. No others will be accepted under the terms and intent of this bid.

City reserves the right to terminate the Contract or Purchase Order at any time and for any reason by giving written notice to Contractor unless otherwise specified within the solicitation documents. If the Contract or Purchase Order is terminated for convenience as provided herein, City will be relieved of all further obligations other than payment for that amount of goods or services actually provided to the date of termination.

C.45. Right to Reject

City reserves the right to reject any or all bid(s), to waive minor irregularities and/or to accept the bid(s), which in its sole judgment best serves the interests of the City.

C.46. Samples

The samples submitted by bidders on items for which they have received an award may be retained by City until the delivery of contracted items is completed and accepted. Bidders whose samples are retained may remove them after delivery is accepted.

Samples on which bidders are unsuccessful must be removed as soon as possible after an award has been made on the item or items for which the samples have been submitted. The City will not be responsible for such samples if not removed by the bidder within thirty (30) days after the award has been made. The City reserves the right to consume any or all samples for testing purposes.

Bidders will make all arrangements for delivery of samples to place designated as well as the removal of samples. Cost of delivery and removal of samples will be borne by the bidder.

All sample packages will be marked "Sample for the Procurement Division" and each sample will bear the name of the bidder, item number, bid number and will be clearly tagged or marked in a substantial manner. Failure of the bidder to clearly identify samples as indicated may be considered sufficient reason for rejection of bid.

C.47. Solicitation Silence Policy

City's Procurement Division has implemented a Solicitation Silence Policy that prohibits certain oral communication regarding a solicitation during the period the policy is in effect. Written communications to the Chief of the Procurement Division or his or her

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staff are allowed at all times.

Prohibitions

a. Any oral communication regarding a particular solicitation is prohibited between a potential supplier, service provider, bidder, lobbyist, or consultant and City employees, staff, or hired consultant.

b. Exceptions to the Solicitation Silence Policy - Unless specifically provided in the applicable solicitation document, the Solicitation Silence Policy does not apply to the following:

1) communications regarding a particular solicitation between the Chief of the Procurement Division or his or her staff responsible for administering the procurement process for such solicitation, provided the communication is limited strictly to matters of process or procedure already contained in the corresponding solicitation document;

2) communications between a potential supplier, service provider, bidder, consultant, or lobbyist and City employees responsible for administering the Jacksonville Small Emerging Business Program, provided the communication is limited strictly to matters of programmatic process or procedures;

3) communications with the Office of General Counsel and his or her staff;

4) emergency procurement of goods and services pursuant to Chapter126.102(e), *Ordinance Code*;

5) oral communications at pre-bid conferences;

6) oral presentations before publicly noticed committee meetings;

7) contract negotiations during any duly noticed public meeting;

8) duly noticed site visits to determine competency of bidders during the period between bid opening and the issuance of the Chief of Procurement Division's written recommendation; and

9) communications in writing at any time to the Chief of Procurement Division or his or her staff unless specifically prohibited by the applicable solicitations document.

Commencement and Termination of the Solicitation Silence Period

c. The period of Solicitation Silence commences after the advertisement of the solicitation document. The period of Solicitation Silence terminates after the Chief of the Procurement Division issues a written recommendation to the corresponding awarding committee. If the awarding committee refers the Chief's recommendation back for further review, the Solicitation Silence period shall be reinstated until such time as the Chief issues a subsequent recommendation.

Written Communication during the Solicitation Silence Period

d. When the Solicitation Silence period is in effect, any communication shall be in writing unless one of the exceptions applies. Written communication may be in the form of letter, email, or facsimile.

If Not an Exception

e. If an oral inquiry calls for an answer or response that is not within the scope of the exception, Bidder should request that the question be presented in writing to the Chief of the Procurement Division or his or her staff for a response.

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C.48. State Contract

City reserves the right to utilize contracts established by the State of Florida and or other governmental agencies for items/ services covered under this bid. City reserves the right to cancel such Contract in whole or in part for such items or services.

C.49. Submission of Bids

All Bid submissions must be transmitted electronically through 1Cloud Supplier Portal included with the bid notification. It is the sole responsibility of the Supplier to ensure that its Bid response is submitted through 1Cloud supplier portal no later than the time and date specified in the Bid or subsequent addenda.

a. Bidder is responsible for allowing adequate time to upload its submittal on 1Cloud before the electronic submission deadline. If technical difficulties arise during submission of the Bid response, it is the Bidder's responsibility to contact the Procurement Division representative at the phone number listed on the bid form. City shall not be responsible for delays caused in any occurrence.

b. Submittals hand delivered or, sent by mail, facsimile, electronic mail, telephone, or any other means not specified herein will not be accepted. Bidder or Proposer may be allowed to withdraw its bid or proposal at any time prior to opening. Bid submittals may not be withdrawn after the bid due date. Once the Bid response is submitted, a confirmation number will appear on the Supplier Portal.

c. Each Bid submittal must include the Bid Form with the signature in the space(s) provided of an officer or employee having authority to bind the Bidder. Only the terms and conditions of this Bid, as released by the Procurement Division or amended via addendum, are valid. Any modification to any term or condition by the Contractor is not binding unless it is expressly agreed to in writing by City.

C.50. Supplier Accessibility

City or its representative must be able to contact, during normal business hours, by telephone or email any supplier providing goods or services to City or its agencies. Any supplier accessibility requirements outlined in the specifications supersede this section.

C.51. Supplier Representation

If this Agreement is for goods or services of $1 million or more, the City, pursuant to Section 287.135(3)(c), Florida Statutes, may terminate this Agreement at City's option if Contractor:

a. Is found to have submitted a false certification under Section 287.135(5), Florida Statutes;

b. Has been placed on the Scrutinized Companies that Boycott Israel List created pursuant to Section 215.4725, Florida Statutes, or is engaged in a boycott of Israel;

c. Has been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List created pursuant to Section 215.473, Florida Statutes; or

d. Has been engaged in business operations in Cuba or Syria.

C.52. Taxes

The City of Jacksonville is exempt from the following taxes: (a) State of Florida Sales Tax by Certificate No 85-8012621607C-8; and, (b) Manufacturer's Federal Excise Tax Registration No. 59-6000.344.

C.53. W-9 Requirement

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All bidders are encouraged to submit with their bid submission a revised W-9 if any company information has changed within the last six (6) months. It is the supplier's responsibility to ensure that the City has a current W-9 on file and is listed in the 1Cloud system.

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D. Protest Procedures

D.1. Purpose and Scope

These protest procedures are promulgated pursuant to the Jacksonville Ordinance Code (the "Jax P-Code"), which authorizes the Jacksonville Procurement Awards Committee (the "JPAC") to prepare and publish rules and regulations governing bid protests. In the event a court of competent jurisdiction declares any provision of these Procurement Protest Procedures to be unconstitutional, invalid, or otherwise unenforceable, then all remaining provisions shall be severable, valid, and enforceable regardless of the invalidity of any other provision.

1. In accordance with theprocedurescontained herein,anyactual or prospective respondent to a City of Jacksonville competitive solicitation, be it person or entity that is adversely affected by a decision or an intended decision concerning a solicitation, solicitation documents, award, or any other process or procedureprescribedinthe Jax P-Codeandwhohasstandingto protestsaid decision or intended decision under Florida Law (the"Protestant"), musttimelyfileawrittenNoticeof Protest seeking to challengethedecision or intended decision.

2. The issue(s) raised, andtheinformation containedintheNoticeofProtestandany supplemental documentation filed mustclearlyidentify and explain thefactualand legal basisfor any relief sought andshall be theonly issue(s) and information the Protestant may present for consideration to the Chief of Procurement or before the JPAC.

D.2. Definitions

For these Protest Procedures, the following definitions are provided:

1. "Competitive solicitation" or "solicitation" shall includewithoutlimitationa formal invitationtobid,competitive sealedbid,multi-stepcompetitive sealedbid,competitive sealed proposal,ora requestforproposalsand/or qualifications.

2. "Posting"meansthenotificationof solicitations, decisionsorintendeddecision,orother mattersrelatingto procurementonacentralizedinternetwebsite,byplacing thesame onthe bulletinboard(s)designatedbythe ProcurementDivisionforthispurpose, orasmay be consistentwith the Jax P-Code.

3. "Non-competitive purchase" means any single source procurement pursuant to the Jax P-Code and Section (4) (H) of the Procurement Operating Manual.

4. "Electronic transfer" islimitedsolelytoemail transmissionsthat appearlegiblyonpaperto the Chief of Procurement.

5. "Final agencyaction"meansafinaldecisionthat results from aproceedinghereunder,and includesactions whichareaffirmative,negative,injunctive,ordeclaratory inform.

6. "Procurement process" has the same meaning as "contract solicitation or award process."

D.3. Timely Notice of Protest

a. Recommendations of Award and/or Bid Rejection.

A Protestant shall have forty eight (48) hours after either the posting or written notification of a decision or intended decision, whichever is earlier, in which to file a written Notice of Protest in order to timely challenge or seek relief from a Procurement Division recommended award of an exceptional purchase or an award or recommended conclusion to any bid or proposal solicitation process, including without limitation: (i) a recommendation to reject a

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bid or proposal; (ii) a contract award; or (iii) the short listing of bidders or proposers.

b. Bid/Proposal Specifications and/or Requirements.

A Protestant shall have ten (10) business days after the posting of a solicitation or forty eight (48) hours after the posted date and time of a pre-bid or pre-proposal conference, whichever is earlier, or forty eight (48) hours after the posting of an addendum, in which to file a written Notice of Protest in order to timely challenge the requirements, terms and/or conditions contained in bid or proposal documents, including without limitation any provisions governing or establishing: (i) the basis for making the award in question; (ii) evaluation criteria; (iii) equipment, product, or material specifications; (iv) proposed project schedules; (v) statements regarding participation goals or other equal opportunity measures; or (vi) other general solicitation or project requirements.

c. Computation of Time

Computation of the time limitations or periods contained herein shall be governed by and shall be pursuant to Florida Rule of Civil Procedure l.090(a) Florida Rule of Judicial Administration 2.514. Failure to file a written Notice of Protest within the applicable time limitation or period shall constitute a waiver of any right, remedy, or relief available hereunder.

d. Form and Content of the Notice of Protest

A written Notice of Protest shall: (i) be addressed to the Chief;

(ii) identify the solicitation, decision, or recommended award in question by number and title or any other language sufficient to enable the Chief to identify the same; (iii) state the timeliness of the protest; (iv) state Protestant's legal standing to protest; and (v) clearly state with particularity the issue(s), material fact(s) and legal authority upon which the protest is based.

D.4. Request for Extension to File Supplemental Protest Documentation

At the time of filing a timely Notice of Protest hereunder, a Protestant may request an extension of three (3) business days after the date its Notice of Protest is timely received in which to provide supplemental protest documentation. Failure to do so or to timely submit the supplemental protest documentation shall constitute a waiver of any right to the same.

D.5. Delivery of Protest

The timely filing of a Notice of Protest shall be accomplished when said notice is received by the Procurement Division within the applicable time limitation or period contained herein. Filing a notice may be accomplished by manual transfer via hand-delivery or mail to the Chief of Procurement at 214 North Hogan Street, 8th floor, Jacksonville, Florida 32202 or by electronic transfer via facsimile to (904) 255-8837. The responsibility and burden of proof that its Notice of Protest has been timely and properly received shall rest with the Protestant, regardless as to the method of delivery employed.

D.6. Stay of Procurement During Protest

The City shall not proceed further with the competitive solicitation of or with the award of the contract until the purchasing agent, after consultation with the head of the using agency, makes a written determination that the award of the contract without delay is necessary to protect substantial interests of the City.

D.7. Authority to Resolve

Upon the receipt of a timely filed written Notice of Protest, the Chief of Procurement

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shall have the authority to settle and resolve the timely filed protest.

1. **Chief of Procurement Decision:** If in working with the protestant, and the respective requirement owner/s (Using Agency), the Chief or his/her designee cannot settle or resolve the Protest, and there was not a mutual agreement made, the Chief shall promptly issue a decision in writing, emailed to the Protestant that states; the reasons for the action taken; and informs the Protestant of its right to an administrative review as provided in the Jax P-Code.

2. **Administrative Review Protest:** The Protestant shall have forty-eight (48) hours after receiving the written decision via email from the Chief or his/her designee to timely file a protest seeking JPACs administrative review of the originally filed protest. This protest shall follow the same methods of format and delivery previously used for the original protest.

D.8. JPAC Administrative Review Process

Upon receipt of a timely filed protest requesting an administrative review. The Chief or his/her designee shall schedule and provide the aggrieved respondent with notice of the time, date, and place where the administrative review will be heard. Any other actual or prospective respondents, other than the Protestant, who will be directly affected by the resolution of the protest shall also be given notice of the protest hearing, the Notice of Protest, and any supplemental protest documentation shall be made available to them upon a written request for the same.

1. **JPAC Procedures:**Hearings hereunder shall begin with a general statement of the rules and procedures prescribed herein by a representative of the committee, followed by a general statement of the facts by a representative of the Procurement Division. Representatives of the Protestant, limited solely to its owners, officers, employees and/or legal counsel, will then be required to present its case based solely upon the issue(s) and information contained in the Notice of Protest and any timely submitted supplemental protest documentation.

2. All respondents or potential respondents to the intended decision in question, who would be directly affected by the resolution of the protest shall be given an opportunity to be heard and to present information before the committee, which will be followed by a statement and the presentation of information from the Procurement Division and other governmental representatives. The Protestant must establish by the preponderance of the evidence that the protest should be granted based upon the law, facts and information presented. The committee is entitled to ask questions of any party at any time during the hearing.

3. For hearings hereunder, the formal rules of evidence pursuant to the Florida Evidence Code may be relaxed at the sole discretion of the presiding chairperson of the applicable committee. Hearsay evidence may be admissible and used to supplement or explain other evidence.

4. Unless otherwise provided by the Code, the burdenof proof shallrest with the Protestant. The standardofproofforproceedingshereunder shallbe whetheraProcurement Divisionrecommendationorthe decisionorintended decisioninquestionwasclearly erroneous,arbitrary,orcapricious,fraudulent,orotherwise withoutanybasis infactorlaw.In anyprotestproceeding challengingadecisionorintendeddecisiontorejectall bids,proposals,or replies,thestandardofreviewshallbe whetherthe decision orintendeddecisionisillegal, arbitrary, dishonest,orfraudulent.

5. Amajorityvoteofthemembersoftheapplicable committee shallberequiredtogranta protest,hereunder; otherwise,theprotestshallbedenied,and,uponexecution bythemayororhis

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designee,saidvoteand/ordecisionof theJPAC shallbepostedandshall representfinalagency action.

D.9. Independent Agency, Board, or Delegated Authority

If a protest is filed and the solicitation is for the benefit of an independent agency, board, or delegated authority that has its own established procurement procedure and does not use the city's procurement process and/or protest procedures, then the person or entity protesting must follow the protest procedures of that independent agency, board, or delegated authority.

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E. Addenda

E.1. Amendments / Addenda

All addenda will be listed here accordingly. Addenda are issued for clarification of information provided with the above titled project and will become part of the solicitation. If an addendum is issued after a Supplier has already submitted a response to the solicitation, the Supplier will be required to acknowledge the addendum to validate its response again. If this is not done, the submission will be withdrawn and cannot be considered. It is recommended that all suppliers check the system for any addenda they may have missed prior to the electronic submission deadline.