Docusign Envelope ID: AEA4C56F-69A1-4C83-B0CE-F34201720340

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: Prof. Design Services for DIA As-Needed Projects - Shipyards West Parking and Dining Plaza

Requested Action and Justification:

Recommend approval to amend the award with WGI, Inc. to incorporate Amendment #1A with the attached scope and fee, Exhibits A and B, to provide 30% Design Concepts for the Shipyards West Parking and Dining Plaza in the amount of $308,954.84.

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

Supplier:	WGI, Inc	**Basis of Award:**	Highest Evaluated	**BID Opening Date:**	2/6/2025

POA #:	71967-25	**PO #:**	N/A	**Change Order #:**	N/A
Solicitation #:	PDS 16069 25	**Contract #:**	71967-25	**Contract ADM #:**	1
Term:	Project Completion	**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:	10801	**Center:**	135801	**Acct:**	565050	**Proj:**	010647	**Activity:**	0000000000	$ 308,954.84
Fund:		**Center:**		**Acct:**		**Proj:**		**Activity:**		$
Fund:		**Center:**		**Acct:**		**Proj:**		**Activity:**		$

New NTE/GMP:	$ 308,954.84	**Contingent Amt:**	$ 0.00	**DMP/ODPO Amt:**	$ 0.00

Using Agency/BU:	PWEN:ENGINEERING AND CONSTRUCTION MANAGEMENT		
Concurrence:	Signed by: Scott Carter, P.E. 20991F9ADFC947E...	**Title:**	CHIEF OF ENGINEERING CONSTRUCTION MANAGEMENT 3/24/2026
Concurrence:	1EFA223D5D23487...	**Title:**	DIRECTOR OF PUBLIC WORKS 4/3/2026
Concurrence:		**Title:**	
Concurrence:		**Title:**	

Initial DT
Initial DT

Procurement Analyst/Buyer:	Signed by: Kemp, Benjamin 4C8860FACE2449C...	**Chief of Procurement:**	Signed by: Robert Warembourg, for Dustin Freeman 4/7/2026 4812CA1D431247A...
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:		**Action:**	
Members who disapprove:		**Signature:**	
Date:		**Date:**	

Docusign Envelope ID: AEA4C56F-69A1-4C83-B0CE-F34201720340

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: AEA4C56F-69A1-4C83-B0CE-F34201720340

A NEW DAY.

City of Jacksonville, Florida

Donna Deegan, Mayor

Public Works Department
214 N Hogan Street, 10th Floor
Jacksonville, FL 32202
(904) 630-CITY
www.coj.net

March 16, 2026

TO: Dustin Freeman
Chief of Procurement

THRU: Nina Sickler, P.E.
Director, Public Works Department
Colin Tarbert
Chief Executive Officer, Downtown Investment Authority

FROM: Scott Carter, P.E.
Chief, Engineering and Construction Management

SUBJECT: Selection Memorandum for RFI 02-25 Shipyards West Parking & Dining Plaza

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The Department of Public Works has issued a Request for Interest (RFI) for design services for Shipyards West Parking & Dining Plaza t under the Downtown Investment Authority's Professional Design Service Contracts for As-Needed Projects.

The two shortlisted firms' Letters of Interest were evaluated by three graders and are ranked as follows:

1. WGI, Inc.
2. Baker Consulting & Engineering, LLC

We intend to enter scope and fee negotiations with the number one ranked firm.

SC/rf

CC: Ben Koeppen, Project Manager, Public Works Department
Guy Parola, Director of Operations, Downtown Investment Authority

Docusign Envelope ID: AEA4C56F-69A1-4C83-B0CE-F34201720340

Exhibit A

APPROVED
By Ben Koeppen at 10:39 am, Mar 19, 2026

March 16, 2026 - revised

Ben Koeppen, Project Manager
City of Jacksonville, Public Works
117 West Duval Street, Suite 310
Jacksonville, Florida 32202

BKoeppen@coj.net

Re: Shipyards West, RFI 02-25 Design and Permitting of the Shipyards West Parking and Dining Plaza, Phase One Conceptual Development, Scope, and Fee

Dear Mr. Wilson,

WGI, Inc. (WGI) is happy to present this proposal to Downtown Investment Authority (DIA) of the City of Jacksonville (CLIENT) for professional services related to The Shipyards West CRA.

Due to the complexity of this project, WGI would like to propose a two-phase scope of services. The first phase scope and fee will be to develop the conceptual program and site plan for the CRA site. The second phase scope and fee will cover construction documents and permitting and be provided once the conceptual phase is completed. The purpose of this two-step process serves to help accurately identify the type of project needed for this site. Within this proposal, the Phase 1 scope of services, fees, and rates spreadsheet are outlined for the 30% Conceptual Design package.

We are confident that our expertise and commitment to excellence align with the requirements of Shipyards West CRA , and we look forward to the opportunity to contribute to its success. Please feel free to reach out if you have any questions or if further clarification is needed. We are excited about working with The DIA and believe that our collaboration will yield outstanding results.

Thank you for considering WGI, Inc. for this project. We look forward to the possibility of working together and are available to discuss any aspects of this proposal at your convenience.

Sincerely,

Walter Kloss
VP, Transportation and Alternative Delivery
WGI, Inc.

Enc.: Project Understanding, Scope, and Fee Proposal

EXHIBIT "A"

SCOPE OF SERVICES
FEE SCHEDULE

PROJECT UNDERSTANDING

The subject property consists of The CRA parcel within the Shipyards West property of approximately 1 acre and is located at 750 East Bay Street. The subject property is identified by the following Parcel Control Number(s): 073354-0000 and is located at the St. Johns River waterfront along Bay Street. Currently, the subject property contains a Future Land Use designation of Commercial Waterfront and is located within the Downtown CRA District and is designated as Urban Core Zoning district. The existing Shipyards West Master Plan is well developed and this CRA parcel will be fully integrated into the park program envisioned for the overall district.

Per our initial meeting with the DIA and key City members on October 10, 2025, the following Preliminary Outline was developed:

1. Develop 3 Options for a site plan with pros and cons analysis for each iteration. Options will include the following:
    a. Surface parking with covered space above with food and beverage on the perimeter;
    b. Surface parking with food and beverage building with a flexible event space on top (terrace);
    c. A hybrid of the two options listed above.
2. Program includes:
    a. An elevated activity terrace area or pavilion structure to capture the park and river views.
    b. Food and beverage opportunities with both temporary and permanent infrastructure;
    c. Flexible event space that converts vehicle parking to potential event space for temporary food and beverage;
    d. Surface parking with vehicle and pedestrian circulation (final number of parking spaces will be determined in the initial design phase).
    e. Permanent public restrooms;
    f. Site lighting for safety and activation.

g. Access and coordination with future development of the eastern CRA parcel
h. Landscape and green infrastructure
i. Structural design for possible retaining wall (s) and architectural features
j. Shade elements or structure(s)Pedestrian accessibility

3. We will include up to 3 typical iterations with DIA team meetings for presenting options and refine down to two options for public outreach;
4. We will attend 2 community Engagement meetings and give presentations once we narrow the options down.

The outline above will be fully integrated with the current Master Plan for the Shipyards West parcel as prepared by previously selected design team.

SCOPE OF SERVICES

PLANNING AND LANDSCAPE ARCHITECTURE SERVICES

I. Conceptual Site Design Phase (Drawings up to 30% Development)

A. Preliminary Conceptual Design Plans **Lump Sum, $56,337.40**

As listed under project understanding, WGI will develop the following preliminary options:

1. Prepare 3 Options for a site plan with pros and cons analysis for each iteration. Options will include the following:
   a. Surface parking with covered space above with food and beverage on the perimeter;
   b. Surface parking with food and beverage building with an event space on top (terrace);
   c. A hybrid of the two options listed above.
   d. Each of the three options will consider the following elements:
      i. Vehicle access points and internal traffic circulation
      ii. Overall surface parking lot footprint
      iii. Parking layout including number of spaces and parking efficiency
      iv. Setbacks, easements and other site constraints defined by the Owner
      v. Accommodation of transit and micromobility
2. Provide support to inhouse architectural team for conceptual building and integration into site design;
3. Prepare graphics for each concept including site plan, site cross section, perspective or elevation views, and character images.
4. Prepare integrated landscape design with shade structure(s)
5. Prepare preliminary site lighting concepts with fixture options
6. Provide project management and coordination services for design team during conceptual stage.

B. Final Conceptual Design Plan **Lump Sum, $18,045.85**

WGI will prepare one (1) Final Conceptual Landscape and Hardscape Plan for the project. The following is a list of services included in this phase:

1. Evaluate existing site conditions with site inventory and analysis;
2. Prepare one final concept plan for proposed improvement areas. Conceptual plan may include:
    a. Parking area layout and materials;
    b. pedestrian circulation areas;
    c. vehicular circulation areas;
    d. site furnishings;
    e. shade structures;
    f. building placement
    g. site walls/fencings;
    h. building massing;
    i. viewsheds;
3. Conceptual plan will include one (1) PLAN graphic rendering and one (1) material example board for preliminary discussions and meetings; and
4. Prepare perspective renderings and sections as required to convey design concept;
5. Prepare one (1) revision based on CLIENT feedback.

C. Presentation Materials **Lump Sum $13,236.00**

1. Preparation of one (1) digital presentation for use at meetings and hearings, with one (1) revision;
2. Prepare supplementary material including handouts and information required to facilitate the meeting; and
3. Printing of supplementary material will be billed as a reimbursable expense per the attached Fee Schedule.

II. Representation of Conceptual Design **Lump Sum $54,371.72**

WGI will provide up to 135 hours of representation of conceptual design. Additional representation if required beyond the 135 hours shall be subject to an additional work authorization request.

1. Preliminary coordination with outside consultants and DIA design team.
2. Attend meetings with CLIENT, development team and government officials through the planning and design process, either in person or via teleconference;
3. Coordination with CLIENT, development team and government officials throughout the planning and design process;
4. Attend three (3) meetings with CLIENT to review concept plans, renderings, and material boards and receive input on proposed design;
5. Attend two (2) community engagement meetings to receive feedback on the proposed design;
6. Attend one (1) final concept review meeting to receive approval from CLIENT before moving into the design development and final construction documentation phase.
7. Attend one (1) presentation of final conceptual design with community and/or government officials.

ARCHITECTURAL SERVICES

I. Architectural Programming and Concept Design — Lump Sum, $64,368.88

WGI will coordinate with CLIENT and prepare architectural program and concept design for a multi-level structure consisting of the following activities:

1. Develop architectural program for a multi-level structure per CLIENT direction, in conjunction with current design activities ongoing by others for the remainder of the adjacent park areas, and in coordination with other WGI design and engineering disciplines for core space requirements. Coordinate with CLIENT and PROJECT stakeholders in a collaborative, charrette-style meeting to define project goals and design requirements.
2. Prepare one (1) draft architectural concept design for the PROJECT with visualization consisting of the following:
    a. Four (4) total static 3-dimensional rendered images;
    b. One (1) color-rendered floor plan for each level; and
    c. One (1) virtual reality (VR) experience for each building to enhance CLIENT understanding of the proposed design solution.
3. Visualization efforts for static 3-dimensional rendered images will be coordinated with other WGI design and engineering disciplines for a comprehensive view of the architectural concept design and consist of the following:
    a. Generic illustration and potential of a coordinated landscape design with appropriate planting material; and
    b. Generic illustration of existing conditions and context only relevant to the particular rendering.
4. Submit architectural program and concept design to CLIENT in single, digital PDF format files consisting of the following:
    a. Draft Architectural Program and Vision document for review with CLIENT; and
    b. Final Architectural Program and Vision document based on feedback from CLIENT during review meeting.
5. Meetings:
    a. Attend one (1) kick-off meeting with CLIENT;
    b. Attend one (1) in-person design charrette meeting and visit subject property to review existing conditions, discuss goals and priorities with client, collaborate ideas, and document architectural opportunities and constraints for the proposed design solution;
    c. Attend weekly virtual progress meetings with CLIENT;
    d. Attend one (1) virtual meeting with CLIENT to review Draft Architectural Program and Vision document; and
    e. Additional representation for CLIENT and PROJECT estimated at 24 total hours.

NOTE: Modifications to the Draft Architectural Program and Vision document, including architectural concept design, will be limited to one (1) total collaborative revision only by CLIENT. Any additional modifications will be considered additional services and provided in accordance with WGI's hourly fee schedule in effect at the time of service, or a fixed fee to be negotiated once the scope of service is defined. WGI will not proceed to prepare final documents until approval of the draft architectural concept designs have been received, approved, and notice-to-proceed issued by CLIENT.

PARKING SERVICES

I. **Parking Concept Design** **Lump Sum, $10,199.38**

1. Develop up to three (3) conceptual options for surface parking, considering:

    - Vehicle access points
    - Overall parking lot footprint
    - Parking layout, including number of spaces and parking efficiency
    - Internal traffic circulation,
    - Accessible parking requirements
    - Pedestrian access and circulation
    - Conceptual structural system
    - Setbacks, easements, and other constraints defined by the Owner
    - Accommodation of transit and micromobility

    Note that the scope above will establish the required layout and function of the parking facility, but it will not define the façade architecture.

2. Prepare and submit conceptual site plan drawings, a parking isometric and a car tabulation chart.
3. Discuss the concepts with Owner and refine based on the conversation.
4. Prepare a preliminary order-of-magnitude estimate of probable construction costs for the concepts.

ARCHITECTURAL AND PARKING SERVICES ASSUMPTIONS

This proposal is based on the following:

1. WGI shall be entitled to rely on the completeness and accuracy of all information provided by CLIENT;
2. Scope outlined herein are the Basic Services associated with the Proposed Fee included. Any services requested that are outside these Basic Services shall be considered Additional Services and for which WGI will receive additional compensation. Additional Services must be authorized by CLIENT in writing and accepted by WGI;
3. WGI makes no warranty or guarantee, express or implied, of the concept designs as fully functional, constructible, and code-compliant design solutions at this stage of the process;
4. The deliverables for this PROJECT consists of single, digital PDF format files consisting of Draft and Final Architectural Program and Vision document as identified above. The associated 3-dimensional model(s) used to develop the deliverable are not included;
5. This proposal consists only of building programming, concept design and associated visualization services based on the information provided by CLIENT. Additional design and professional consulting services beyond what is explicitly included will be considered additional services;
6. In completing this proposal, WGI explicitly excludes the following:
    a. Any other architectural and engineering design work not explicitly listed in this proposal;
    b. Permitting or any other local agency coordination;
    c. Cost estimating beyond Order-of-Magnitude for conceptual estimate. Detailed cost estimates shall be the responsibility of the city's selected general contractor.
    d. Value Engineering, nor any revisions resulting from changes proposed by other parties;
    e. WGI is not responsible for identifying or documenting the removal of any hazardous materials such as asbestos, lead-based paint, etc.;

f. Project review fees, inspection fees, fiscal surety, permit fees, and other associated project-related fees are not part of this scope and remain the responsibility of the CLIENT;
g. Site visits, meetings, or representation of any kind not explicitly identified in this proposal; and
h. Printing or reproduction beyond conceptual development boards.

7. Documents provided by WGI will not be used for submittal to or review by permitting agencies;
8. Additional requirements or services not explicitly defined in this proposal or additional coordination not due to WGI's work will be invoiced on an hourly basis; and
9. Additional meetings, site visits, representation, or other services not included in this proposal and requested by CLIENT will be provided in accordance with WGI's hourly fee schedule in effect at the time of service, or a fixed fee to be negotiated once a scope of service is defined.

CIVIL ENGINEERING SERVICES

I. Preliminary Engineering Design — Lump Sum, $38,482.13

Develop a conceptual set of engineering plans to support the three (3) initial conceptual designs and provide guidance for identifying the path forward. These deliverables are intended to verify feasibility, support initial permitting coordination, and offer guidance on infrastructure layout and capacity. This phase will include the following tasks:

A. Review of Existing Topographic Conditions

1. Analyze existing topographic survey data (provided by CLIENT), of the subject site and surrounding properties to determine historical drainage patterns, which will inform the basis of design.

B. Schematic Drainage Verification

1. Review each of the proposed site plan concepts and provide a schematic-level assessment of the drainage approach, including confirmation of general conveyance, retention/detention strategies, and system capacity assumptions based on preliminary layout.
2. Prepare early-stage stormwater management calculations to estimate runoff volumes, required treatment volumes, and preliminary sizing of stormwater infrastructure in compliance with applicable regulations.

C. Preliminary Paving and Drainage Plan

1. Prepare preliminary paving and drainage plans showing the conceptual layout of drainage treatment, conveyance, and retention/detention areas.
    a. Incorporation of surface parking into site drainage plan, with driveway access from Bay Street
    b. Provide accessible design routes for parking and pedestrian use.

D. Preliminary Water and Sewer Layout

1. Develop preliminary water and wastewater utility plans, including approximate routing of service lines, connection points to existing infrastructure, and preliminary pipe sizes.

II. Engineering Representation Services **Lump Sum, $14,731.46**

WGI will provide engineering representation throughout the planning, coordination, and preliminary approval phases of the project. These services are intended to support the CLIENT and project team with technical guidance, agency communication, and collaborative problem-solving. The scope of services under this task includes the following:

A. Project Coordination Meetings

1. Attend progress meetings with the CLIENT and development team members, either in person or via teleconference, to provide civil engineering input, track project milestones, and support ongoing decision-making.

B. Jurisdictional Agency Meetings

1. Participate in up to three (3) meetings with local, regional, or utility agencies during the planning and approval process to help facilitate communication, respond to technical questions, and represent the project as needed.

C. Site Visits

1. Conduct one (1) site visit if requested by the CLIENT and/or development team to observe site conditions, assess engineering implications, or support discussions with contractors, surveyors, or other consultants.

D. Fee Basis and Time Allowance

This lump sum fee includes up to 36 hours of professional services for engineering representation. Should the level of effort exceed the included hours, due to extended agency processes, additional meetings, or CLIENT requested participation, those services will be billed as Additional Services in accordance with the terms of this agreement.

UTILITY COORDINATION SERVICES

I. Utility Coordination – Phase I Conceptual plan set distribution Lump Sum **$12,836.08**

1. Identifying Existing Utility Agency Owner(s): Per SSOCOF Design Ticket 325501175, there are 15 UAO's within project limits.
2. Make Utility Contacts: Distribute conceptual plans to all UAO contacts, obtain existing utility information, proposed facilities, existing easement information, and request compensable interest.
3. Individual/Team Meetings as necessary: Project Kick-off meeting, utility meeting and weekly meetings & estimate site visits with approximately 5 Utility Owners.
4. Review Utility Mark-ups: 15 UAO's; Review markups individually for any changes, missing information, or updates to the utility facilities depicted on the plans.
5. Utility Coordination/Follow-up: Follow up with all UAO's regarding anticipated design, permitting and relocation statuses throughout design duration/timeframes.

UTILITY COORDINATION EXCLUSIONS

1. Submittal to appropriate agency of Easement Subordinations and/or Abandonments (to be handled by each affected utility owner individually).

SUE SERVICES **Lump Sum $ 9,208.65**

1. Perform a Quality Level B field investigation to identify the horizonal position of the existing utilities in the parcel

I. Basis of Estimate

1. Survey is included to provide the horizontal location of the designated utilities.
2. Surveyor's report:
   a. A Surveyor's Report will be provided, which will summarize the findings and conclusions of the survey.
   b. The Report will include a description of the methods and techniques used, the limitations of the survey, and certify the report as correct for the client.
3. These services are not for a boundary or topographic survey.
4. Access to the subject project shall be granted upon prior notice if restricted, gated, and/or locked.
5. Permits and permit fees, if needed, are not included and are the responsibility of the CLIENT.
6. 3DModeling of pipe networks or BIM is not included.
7. Sketch and legal descriptions are not included.
8. Geophysical prospecting techniques are subject to outside interference which are beyond the control of WGI and may impede the effectiveness of the subsurface investigation. Soil conditions, utility material, size, depth, salt water and conductivity may prevent location of some subsurface utilities. No guarantee is hereby expressed that all utilities will be detected and located.
9. Generally, utilities found by vacuum excavation can be visually exposed to a depth equal to the water table; an air lance probe will be used for deeper utilities; however, visual confirmation may not be possible for utilities lying below the water table or utilities within directional bores. Note that the absence of identified utilities does not guarantee "no utility conflict".
10. Select backfill material, flowable fill or other material not included.
11. Traffic control, lane closures, and off duty law enforcement officer not included.

II. SUE Technical Standards

Quality Level B services include the horizontal, above ground detection, marking and mapping of underground utilities. Geophysical prospecting methods are used to indicate the presence and surface position of buried utilities. Utilities are identified and marked in the field in order to be surveyed and mapped. Quality Level B information should not be used for construction purposes, or where exact horizontal and vertical measurements are required.

The accuracy of Quality Level B designating information and depth of cover readings obtained by utilizing Geophysical and Ground Penetrating Radar equipment and techniques are subject to field and soil conditions beyond WGI's control.

WGI will make reasonable efforts to provide comprehensive and correct positional utility marks to the limits obtainable by the instrumentation used and the existing ground conditions; however, WGI provides no guarantee that all existing utilities on a particular site will be properly located using these methods.

Utilizing WGI's SUE services does not relieve any party from its obligation to contact the utility damage prevention system before digging begins. Utility marks placed on the ground by WGI are not to be used for construction purposes.

SUE Limits Drawn In Red

MISCELLANEOUS REIMBURSABLE COSTS

WGI will provide printing for up to two public outreach exhibits as follows:

I. Printing for Public outreach **Estimated $2,539.92***
   a) Up to 8, 24" x 36" exhibit boards mounted on rigid backing;
   b) Up to 2, 36" x 72" roll plots;
   c) Up to 10, 11 x 17 spiral bound presentation booklets
   *Quote estimate provided by vendor. The initial estimate has been doubled for 2 presentations.

II. Travel **Estimated NTE $8,908.30**
   1. Travel to and from site to conduct site visit;
   2. Travel to presentations or meetings with city, stakeholders or another governing jurisdiction;
   3. Fee to include reimbursables such as mileage, car rental, fuel, parking, lodging, air transportation, meals. Expenses are based on home office for discipline and may include regional or interstate travel.

GEOTECHNICAL ENGINEERING **Lump Sum $5,689.07**

See attached exhibit "B" dated December 30, 2025 provided by Meskel & Associates engineering.

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

PART I - GENERAL

1. Project	**2. Proposal No. / Contract No.**
Shipyards West, CRA Phase 1	RFI 02-25 P-xx-xx / TBD
3. Name of Consultant orSubconsultant:	**4. Date of Proposal**
WGI Inc.	03/16/2026

PART II - LABOR RELATED COSTS

5. Direct Labor (Reimbursable)	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Code G01 - Garages				
Architecture Scope				
Senior Architect	$88.42	57	$ $5,039.94	
Architect	$55.53	106	$ $5,886.18	
Architect Intern	$33.49	212	$ $7,099.88	
Engineer 2	$77.88	19	$ $1,479.72	
Parking Scope				
Principle Engineer	$122.32	1	$ $122.32	
Senior Engineer 2	$109.73	13	$ $1,426.49	
Senior Engineer 1	$96.71	1	$ $96.71	
Engineer 2	$77.88	3	$ $233.64	
Senior Engineering Technician	$43.27	28	$ $1,211.56	
Utility Coordinaton Scope				
Chief Utility Coordinator	$67.31	2	$134.62	
Senior Utility Coordinator	$55.76	8	$446.08	
Utilty Coordinator	$37.18	89	$3,309.02	
SUE Scope				
Project Manager 2	$83.61	2	$167.22	
Project Manager 1	$49.40	5	$247.00	
4 Person SUE Crew	$104.75	20	$2,095.00	
SU Analyst 3	$46.88	6	$281.28	
Code L03 - Landscape Architecture				
Project Management				
Principal Engineer	$122.32	22	$ $2,691.04	
Senior Engineer	$109.73	64	$ $7,022.72	

Planning and Landscape Architecture Scope				
Senior Landscape Architect	$88.24	123	$ $10,853.52	
Project Landscape Architect	$59.28	66	$ $3,912.48	
Landscape Designer/Landscape Planner	$54.92	96	$ $5,272.32	
Senior Planner	$69.71	99	$ $6,901.29	
Project Planner	$55.05	56	$ $3,082.80	
Planner	$47.02	70	$ $3,291.40	
Civil Scope				
Principal Engineer	$ 122.32	22	$2,691.04	
Senior Engineer 2	$ 109.73	38	$4,169.74	
Engineer 2	$ 77.88	46	$3,582.48	
Engineering Intern	$ 48.46	61	$2,956.06	
Senior Engineering Technician	$ 43.27	63	$2,726.01	
TOTAL DIRECT LABOR	$ 63.25	1398		$88,429.56
6. Overhead (Combined Fringe Benefit & Administrative)				
Overhead Rate	**200** % x Total Direct Labor			$ 176,859.12
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				**$265,288.68**
8. PROFIT: Labor Related Costs (Item 7)		x	**10%**	$ 26,528.87
PART III - OTHER COSTS				
9. Miscellaneous Direct Costs (Lump Sum)				
Printing			$ 2,539.92	
Transportation & Shipping			$ 8,908.30	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL				$ 11,448.22
10. SUBCONSULTANTS (Lump Sum)				
Geotechnical Engineering				
(Meskel & Associates Engineering)			$ 5,689.07	
			$	
			$	
SUB-CONTRACT SUB-TOTAL (Reimb/NTE)				$ 5,689.07
11. SUBCONTRACTS (Reimbursable/Not to Exceed)				
Topo Survey			$	
Geotechnical Investigations			$	
Environmental			$	
Structural/Bridge			$	
Geotechnical Investigations			$	
Geotechnical Investigations			$	
SUB-TOTAL REIMBURSABLES				$ -
PART IV - SUMMARY				
TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables) (Items 5, 6, 8, 9, 10, and 11)				**$ 308,954.84**
12. TOTAL PRIOR CONTRACT AMOUNT				N.A.
TOTAL AMENDED CONTRACT AMOUNT				N.A.

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

PART I - GENERAL

1. Project	**2. Proposal No. / Contract No.**
Shipyards West, CRA Phase 1	RFI 02-25 P-xx-xx / TBD
3. Name of Consultant orSubconsultant:	**4. Date of Proposal**
WGI Inc.	1/06/2026

PART II - LABOR RELATED COSTS

5. Direct Labor (Reimbursable)	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Code G01 - Garages				
Architecture Scope				
Senior Architect	$88.42	57	$ $5,039.94	
Architect	$55.53	106	$ $5,886.18	
Architect Intern	$33.49	212	$ $7,099.88	
Engineer 2	$77.88	19	$ $1,479.72	
Parking Scope				
Principle Engineer	$122.32	1	$ $122.32	
Senior Engineer 2	$109.73	13	$ $1,426.49	
Senior Engineer 1	$96.71	1	$ $96.71	
Engineer 2	$77.88	3	$ $233.64	
Senior Engineering Technician	$43.27	28	$ $1,211.56	
Utility Coordinaton Scope				
Chief Utility Coordinator	$67.31	2	$134.62	
Senior Utility Coordinator	$55.76	8	$446.08	
Utilty Coordinator	$37.18	89	$3,309.02	
SUE Scope				
Project Manager 2	$83.61	2	$167.22	
Project Manager 1	$49.40	5	$247.00	
4 Person SUE Crew	$104.75	20	$2,095.00	
SU Analyst 3	$46.88	6	$281.28	
Code L03 - Landscape Architecture				
Project Management				
Principal Engineer	$122.32	22	$ $2,691.04	
Senior Engineer	$109.73	64	$ $7,022.72	

Planning and Landscape Architecture Scope				
Seinor Landscape Architect	$88.24	123	$ $10,853.52	
Project Landscape Architect	$59.28	66	$ $3,912.48	
Landscape Designer/Landscape Planner	$54.92	96	$ $5,272.32	
Senior Planner	$69.71	99	$ $6,901.29	
Project Planner	$55.05	56	$ $3,082.80	
Planner	$47.02	70	$ $3,291.40	
Civil Scope				
Principal Engineer	$ 122.32	22	$2,691.04	
Senior Engineer 2	$ 109.73	38	$4,169.74	
Engineer 2	$ 77.88	46	$3,582.48	
Engineering Intern	$ 48.46	61	$2,956.06	
Senior Engineering Technician	$ 43.27	63	$2,726.01	
TOTAL DIRECT LABOR	$ 63.25	1398		$88,429.56
6. Overhead (Combined Fringe Benefit & Administrative)				
Overhead Rate	**200** % x Total Direct Labor			$ 176,859.12
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				**$265,288.68**
8. PROFIT: Labor Related Costs (Item 7)		x	**10%**	$ 26,528.87
PART III - OTHER COSTS				
9. Miscellaneous Direct Costs (Lump Sum)				
Printing			$ 2,539.92	
Transportation & Shipping			$ 8,908.30	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL				$ 11,448.22
10. SUBCONSULTANTS (Lump Sum)				
Geotechnical Engineering				
(Meskel & Associates Engineering)			$ 5,689.07	
			$	
			$	
SUB-CONTRACT SUB-TOTAL (Reimb/NTE)				$ 5,689.07
11. SUBCONTRACTS (Reimbursable/Not to Exceed)				
Topo Survey			$	
Geotechnical Investigations			$	
Environmental			$	
Structural/Bridge			$	
Geotechnical Investigations			$	
Geotechnical Investigations			$	
SUB-TOTAL REIMBURSABLES				$ -
PART IV - SUMMARY				
TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables) (Items 5, 6, 8, 9, 10, and 11)				**$ 308,954.84**
12. TOTAL PRIOR CONTRACT AMOUNT				N.A.
TOTAL AMENDED CONTRACT AMOUNT				N.A.

BASIS OF THIS PROPOSAL

1. WGI shall be entitled to rely on the completeness and accuracy of all information provided by CLIENT. Information requested by WGI during the project will include, but may not be limited to, the building floor plans, plumbing, utilities, and roof drain plans; environmental assessments; geotechnical reports; and survey (with CAD file);
2. Significant site plan modifications will require an amendment to this contract. WGI will submit a separate proposal for those services;
3. Additional submittals and coordination with permitting and approval agencies not due to WGI's work shall be subject to an additional work authorization request;
4. The project will be designed under one construction phase;
5. CLIENT will have a field supervisor to coordinate construction; and
6. Services only include those expressly identified herein. Additional services can be added under a separate scope authorization.

EXHIBIT "B"

**SCOPE OF SERVICES
FEE SCHEDULE FOR MESKEL &
ASSOCIATES ENGINEERING
(3 ADDITIONAL PAGES)**

Meskel & Associates Engineering
Geotechnical Engineering • Materials Testing • CEI Services
Environmental Consulting • Private Provider Services

December 30, 2025 - Revised

Ms. Corey Kissell Wong, PLA
WGI
4371 US Highway 17 South, Suite 203
Fleming Island, Florida 32003

Subject: Proposal for Geotechnical Engineering Services
CRA Project at Shipyards West
Jacksonville Florida
MAE Proposal No. 250731

Dear Ms. Kissell Wong:

MESKEL & ASSOCIATES ENGINEERING, PLLC (MAE) is pleased to present this proposal to provide the geotechnical engineering services for the subject project. Project information was included in your proposal request email of November 17, 2025, that included an outline of the approximate boundaries of the proposed CRA Scope area at Shipyards West in Jacksonville, Florida, along with a description of the project preliminary conceptual plans for the development.

Within the proposed CRA Scope area, we understand that it is planned to develop the site with one of three potential options: (1) surface parking area with food and beverage above the parking; (2) surface parking with food and beverage kiosks, restrooms and a dining terrace; and (3) a hybrid of options 1 and 2. MAE proposes herein to utilize borings previously completed within the CRA Scope area to provide a Preliminary Geotechnical Engineering Report and enable WGI to address for the City of Jacksonville the potential construction challenges at 30% design. To complete this report, MAE proposes to utilize 8 Standard Penetration Test (SPT) borings performed in 2023 within or approximately on the boundaries of the CRA Scope area ranging in depth from 30 to 50 feet below the existing ground surface, and two auger borings drilled to depths of 10 and 20 feet below the existing ground surface. Laboratory classification testing associated with these borings will also be utilized.

The results of the previous geotechnical exploration and laboratory testing will be used to provide site and subsurface information for the CRA Scope area, to evaluate the subsurface conditions at the site for the proposed construction as summarized herein.

A geotechnical engineer, licensed in the State of Florida will provide a preliminary geotechnical engineering evaluation of the subsurface conditions encountered at the previous boring locations and DRI locations. The results of the exploration and evaluation will be documented in a preliminary geotechnical engineering report that will include the following:

- Our understanding of the planned construction;
- The observed site conditions, such as topography, surface vegetation, etc. as they relate to the anticipated construction;

- The field and laboratory test procedures used and the results obtained;
- The encountered subsurface conditions, including subsurface profiles, measured groundwater levels, and estimated geotechnical engineering properties, as necessary;
- An estimate of the normal Seasonal High Groundwater Level at the boring locations;
- Graphical representation in profile view of our boring logs and stratification which will detail the number of borings performed, description and thickness of each soil layer, and SPT-N values at each sample interval;
- A preliminary geotechnical engineering evaluation of the site and subsurface conditions with respect to the anticipated construction;
- Preliminary recommendations discussing the feasibility of utilizing a shallow foundation design or a deep foundation design for the project, including expected construction or installation challenges and discussion on the anticipated performance of the foundation systems;
- Preliminary discussion on on-site pavement design for flexible and rigid pavements; and
- Preliminary discussion on expected site preparation and construction earthwork requirements for the project.

Based on the scope of the services outlined above, we propose to complete our work for a lump sum fee of **$5,689.07**. A Contract Fee Summary for these services based on rates agreed upon with the City of Jacksonville is provided as an attachment. This fee includes submittal of an electronic copy of the report. Please note that this fee is valid for 90 days following the date of this proposal. MAE reserves the right to revisit our proposal and adjust our fee as necessary if proposal acceptance is after 90 days. Our proposed fee includes submittal of an electronic copy of the report. Bound, paper copies can be provided at an additional cost of $100 per copy.

A returned copy of the attached authorization sheet will authorize our work. Our work will be performed in accordance with our General Conditions, a copy of which is attached to and made a part of this proposal.

Once authorization is received, we expect to submit our geotechnical report within 2 to 3 weeks after authorization.

We appreciate this opportunity to provide this proposal for your project. If you have any questions concerning this proposal, or if we can serve you in any other way, please contact us.

Sincerely,
MESKEL & ASSOCIATES ENGINEERING, PLLC

Maximilian Kemnitz, P.E.
Senior Geotechnical Engineer

Attachment: COJ Contract Fee Summary

Distribution: Ms. Corey Kissell Wong, PLA - WGI One (1) e-mail copy

CONTRACT FEE SUMMARY FOR ENGINEERING DIVISION
CITY OF JACKSONVILLE, FLORIDA

PART I - GENERAL	
1. Project COJ CRA Project at Shipyards West	**2. Contract No.**
3. Name of Consultant Meskel & Associates Engineering, PLLC	**4. Date of Proposal** December 30, 2025

PART II - LABOR RELATED COSTS				
5. Direct Labor	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Principal	$ 74.41	0	$ 0.00	
Chief Engineer	$ 68.69	0	$ 0.00	
Senior Project Engineer	$ 64.12	6	$ 384.72	
Project Engineer	$ 41.02	14	$ 574.28	
Engineer Intern	$ 29.78	10	$ 297.80	
Driller	$ 26.28	0	$ 0.00	
Assistant Driller	$ 20.11	0	$ 0.00	
Draftsperson/CAD Operator	$ 29.64	8	$ 237.12	
Sr. Field Technician	$ 30.25	4	$ 121.00	
Clerical	$ 27.26	4	$ 109.04	
TOTAL DIRECT LABOR	$37.48	46		$ 1,723.96
6. Overhead (Combined Fringe Benefit & Administrative) Overhead Rate	200 % x Total Direct Labor			$ 3,447.92
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				$ 5,171.88
8. PROFIT: Labor Related Costs (Item 7)		x	10%	$ 517.19

PART III - OTHER COSTS				
9. Miscellaneous Direct Costs				
Mobilization of Crew & Eq. -ATV, Track Mounted Rig	0	$600.00	$ 0.00	
Movement of Crew & Eq. Between Boreholes	0	$185.00	$ 0.00	
SPT Boring : 0 to 30 feet, per LF	0	$14.00	$ 0.00	
SPT Boring : 30 to 50 feet, per LF	0	$16.50	$ 0.00	
SPT Boring : 50 to 100 feet, per LF	0	$18.00	$ 0.00	
SPT Boring : 100 to 150 feet, per LF	0	$23.50	$ 0.00	
Grouting of Borings, per LF	0	$8.00	$ 0.00	
Undisturbed Samples of Soft Soils : 0 to 50 feet, each	0	$155.00	$ 0.00	
Auger Borings, per LF	0	$13.00	$ 0.00	
Addl Split-Spoon Samples, 0 to 50 feet, each	0	$40.00	$ 0.00	
Setting 4-inch Casing, per LF	0	$11.00	$ 0.00	
Field Permeability Tests (Double Ring Infiltrometer)	0	$400.00	$ 0.00	
Difficult Drilling and Sampling/Muck Probes, per Hour	0	$185.00	$ 0.00	
GPR Services – Utility Locates, Day	0	$1,300.00	$ 0.00	
Site Clearing-Access Paths, Mobilization of Eq.	0	$500.00	$ 0.00	
Site Clearing-Access Paths, per day	0	$2,000.00	$ 0.00	
Laboratory Testing				
Natural Moisture Content, ea.	0	$16.00	$ 0.00	
Percent Passing No. 200 Sieve, ea.	0	$40.00	$ 0.00	
Soil Gradation, ea	0	$65.00	$ 0.00	
Organic Content, ea	0	$40.00	$ 0.00	
Atterberg Limits, ea	0	$90.00	$ 0.00	
Corrosion Series, ea	0	$250.00	$ 0.00	
Limerock Bearing Ratio, ea	0	$320.00	$ 0.00	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL				$ -
10. SUBCONTRACTS (Lump Sum)				
SUB-CONTRACT SUB-TOTAL				$ -
TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)				$ 5,689.07
11. REIMBURSABLE COSTS (Limiting Amount)			0.00	
SUB-TOTAL REIMBURSABLES				$ -

PART IV - SUMMARY	
12. TOTAL AMOUNT AMENDMENT NO. 0 (Lump Sum + Reimbursables) (Items 5, 6, 8, 9, 10 and 11)	**$ 5,689.07**

Docusign Envelope ID: AEA4C56F-69A1-4C83-B0CE-F34201720340

A NEW DAY.

City of Jacksonville, Florida

Donna Deegan, Mayor

Public Works Department
214 N Hogan Street, 10th Floor
Jacksonville, FL 32202
(904) 630-CITY
www.coj.net

March 16, 2026

TO: Dustin Freeman
Chief of Procurement

THRU: Nina Sickler, P.E.
Director, Public Works Department
Colin Tarbert
Chief Executive Officer, Downtown Investment Authority

FROM: Scott Carter, P.E.
Chief, Engineering and Construction Management

SUBJECT: Selection Memorandum for RFI 02-25 Shipyards West Parking & Dining Plaza

The Department of Public Works has issued a Request for Interest (RFI) for design services for Shipyards West Parking & Dining Plaza t under the Downtown Investment Authority's Professional Design Service Contracts for As-Needed Projects.

The two shortlisted firms' Letters of Interest were evaluated by three graders and are ranked as follows:

1. WGI, Inc.
2. Baker Consulting & Engineering, LLC

We intend to enter scope and fee negotiations with the number one ranked firm.

SC/rf

CC: Ben Koeppen, Project Manager, Public Works Department
Guy Parola, Director of Operations, Downtown Investment Authority

Docusign Envelope ID: AEA4C56F-69A1-4C83-B0CE-F34201720340

APPROVED
By Ben Koeppen at 10:39 am, Mar 19, 2026

March 16, 2026 - revised

Ben Koeppen, Project Manager
City of Jacksonville, Public Works
117 West Duval Street, Suite 310
Jacksonville, Florida 32202

BKoeppen@coj.net

Re: Shipyards West, RFI 02-25 Design and Permitting of the Shipyards West Parking and Dining Plaza, Phase One Conceptual Development, Scope, and Fee

Dear Mr. Wilson,

WGI, Inc. (WGI) is happy to present this proposal to Downtown Investment Authority (DIA) of the City of Jacksonville (CLIENT) for professional services related to The Shipyards West CRA.

Due to the complexity of this project, WGI would like to propose a two-phase scope of services. The first phase scope and fee will be to develop the conceptual program and site plan for the CRA site. The second phase scope and fee will cover construction documents and permitting and be provided once the conceptual phase is completed. The purpose of this two-step process serves to help accurately identify the type of project needed for this site. Within this proposal, the Phase 1 scope of services, fees, and rates spreadsheet are outlined for the 30% Conceptual Design package.

We are confident that our expertise and commitment to excellence align with the requirements of Shipyards West CRA , and we look forward to the opportunity to contribute to its success. Please feel free to reach out if you have any questions or if further clarification is needed. We are excited about working with The DIA and believe that our collaboration will yield outstanding results.

Thank you for considering WGI, Inc. for this project. We look forward to the possibility of working together and are available to discuss any aspects of this proposal at your convenience.

Sincerely,

Walter Kloss
VP, Transportation and Alternative Delivery
WGI, Inc.

Enc.: Project Understanding, Scope, and Fee Proposal

Docusign Envelope ID: AEA4C56F-69A1-4C83-B0CE-F34201720340

EXHIBIT "A"

SCOPE OF SERVICES
FEE SCHEDULE

Docusign Envelope ID: AEA4C56F-69A1-4C83-B0CE-F34201720340

PROJECT UNDERSTANDING

The subject property consists of The CRA parcel within the Shipyards West property of approximately 1 acre and is located at 750 East Bay Street. The subject property is identified by the following Parcel Control Number(s): 073354-0000 and is located at the St. Johns River waterfront along Bay Street. Currently, the subject property contains a Future Land Use designation of Commercial Waterfront and is located within the Downtown CRA District and is designated as Urban Core Zoning district. The existing Shipyards West Master Plan is well developed and this CRA parcel will be fully integrated into the park program envisioned for the overall district.

Per our initial meeting with the DIA and key City members on October 10, 2025, the following Preliminary Outline was developed:

1. Develop 3 Options for a site plan with pros and cons analysis for each iteration. Options will include the following:
    a. Surface parking with covered space above with food and beverage on the perimeter;
    b. Surface parking with food and beverage building with a flexible event space on top (terrace);
    c. A hybrid of the two options listed above.
2. Program includes:
    a. An elevated activity terrace area or pavilion structure to capture the park and river views.
    b. Food and beverage opportunities with both temporary and permanent infrastructure;
    c. Flexible event space that converts vehicle parking to potential event space for temporary food and beverage;
    d. Surface parking with vehicle and pedestrian circulation (final number of parking spaces will be determined in the initial design phase).
    e. Permanent public restrooms;
    f. Site lighting for safety and activation.

g. Access and coordination with future development of the eastern CRA parcel
h. Landscape and green infrastructure
i. Structural design for possible retaining wall (s) and architectural features
j. Shade elements or structure(s)Pedestrian accessibility

3. We will include up to 3 typical iterations with DIA team meetings for presenting options and refine down to two options for public outreach;
4. We will attend 2 community Engagement meetings and give presentations once we narrow the options down.

The outline above will be fully integrated with the current Master Plan for the Shipyards West parcel as prepared by previously selected design team.

SCOPE OF SERVICES

PLANNING AND LANDSCAPE ARCHITECTURE SERVICES

I. Conceptual Site Design Phase (Drawings up to 30% Development)

A. Preliminary Conceptual Design Plans **Lump Sum, $56,337.40**

As listed under project understanding, WGI will develop the following preliminary options:

1. Prepare 3 Options for a site plan with pros and cons analysis for each iteration. Options will include the following:
   a. Surface parking with covered space above with food and beverage on the perimeter;
   b. Surface parking with food and beverage building with an event space on top (terrace);
   c. A hybrid of the two options listed above.
   d. Each of the three options will consider the following elements:
      i. Vehicle access points and internal traffic circulation
      ii. Overall surface parking lot footprint
      iii. Parking layout including number of spaces and parking efficiency
      iv. Setbacks, easements and other site constraints defined by the Owner
      v. Accommodation of transit and micromobility
2. Provide support to inhouse architectural team for conceptual building and integration into site design;
3. Prepare graphics for each concept including site plan, site cross section, perspective or elevation views, and character images.
4. Prepare integrated landscape design with shade structure(s)
5. Prepare preliminary site lighting concepts with fixture options
6. Provide project management and coordination services for design team during conceptual stage.

B. Final Conceptual Design Plan **Lump Sum, $18,045.85**

WGI will prepare one (1) Final Conceptual Landscape and Hardscape Plan for the project. The following is a list of services included in this phase:

1. Evaluate existing site conditions with site inventory and analysis;
2. Prepare one final concept plan for proposed improvement areas. Conceptual plan may include:
    a. Parking area layout and materials;
    b. pedestrian circulation areas;
    c. vehicular circulation areas;
    d. site furnishings;
    e. shade structures;
    f. building placement
    g. site walls/fencings;
    h. building massing;
    i. viewsheds;
3. Conceptual plan will include one (1) PLAN graphic rendering and one (1) material example board for preliminary discussions and meetings; and
4. Prepare perspective renderings and sections as required to convey design concept;
5. Prepare one (1) revision based on CLIENT feedback.

C. Presentation Materials **Lump Sum $13,236.00**

1. Preparation of one (1) digital presentation for use at meetings and hearings, with one (1) revision;
2. Prepare supplementary material including handouts and information required to facilitate the meeting; and
3. Printing of supplementary material will be billed as a reimbursable expense per the attached Fee Schedule.

II. Representation of Conceptual Design **Lump Sum $54,371.72**

WGI will provide up to 135 hours of representation of conceptual design. Additional representation if required beyond the 135 hours shall be subject to an additional work authorization request.

1. Preliminary coordination with outside consultants and DIA design team.
2. Attend meetings with CLIENT, development team and government officials through the planning and design process, either in person or via teleconference;
3. Coordination with CLIENT, development team and government officials throughout the planning and design process;
4. Attend three (3) meetings with CLIENT to review concept plans, renderings, and material boards and receive input on proposed design;
5. Attend two (2) community engagement meetings to receive feedback on the proposed design;
6. Attend one (1) final concept review meeting to receive approval from CLIENT before moving into the design development and final construction documentation phase.
7. Attend one (1) presentation of final conceptual design with community and/or government officials.

ARCHITECTURAL SERVICES

I. Architectural Programming and Concept Design — Lump Sum, $64,368.88

WGI will coordinate with CLIENT and prepare architectural program and concept design for a multi-level structure consisting of the following activities:

1. Develop architectural program for a multi-level structure per CLIENT direction, in conjunction with current design activities ongoing by others for the remainder of the adjacent park areas, and in coordination with other WGI design and engineering disciplines for core space requirements. Coordinate with CLIENT and PROJECT stakeholders in a collaborative, charrette-style meeting to define project goals and design requirements.
2. Prepare one (1) draft architectural concept design for the PROJECT with visualization consisting of the following:
    a. Four (4) total static 3-dimensional rendered images;
    b. One (1) color-rendered floor plan for each level; and
    c. One (1) virtual reality (VR) experience for each building to enhance CLIENT understanding of the proposed design solution.
3. Visualization efforts for static 3-dimensional rendered images will be coordinated with other WGI design and engineering disciplines for a comprehensive view of the architectural concept design and consist of the following:
    a. Generic illustration and potential of a coordinated landscape design with appropriate planting material; and
    b. Generic illustration of existing conditions and context only relevant to the particular rendering.
4. Submit architectural program and concept design to CLIENT in single, digital PDF format files consisting of the following:
    a. Draft Architectural Program and Vision document for review with CLIENT; and
    b. Final Architectural Program and Vision document based on feedback from CLIENT during review meeting.
5. Meetings:
    a. Attend one (1) kick-off meeting with CLIENT;
    b. Attend one (1) in-person design charrette meeting and visit subject property to review existing conditions, discuss goals and priorities with client, collaborate ideas, and document architectural opportunities and constraints for the proposed design solution;
    c. Attend weekly virtual progress meetings with CLIENT;
    d. Attend one (1) virtual meeting with CLIENT to review Draft Architectural Program and Vision document; and
    e. Additional representation for CLIENT and PROJECT estimated at 24 total hours.

NOTE: Modifications to the Draft Architectural Program and Vision document, including architectural concept design, will be limited to one (1) total collaborative revision only by CLIENT. Any additional modifications will be considered additional services and provided in accordance with WGI's hourly fee schedule in effect at the time of service, or a fixed fee to be negotiated once the scope of service is defined. WGI will not proceed to prepare final documents until approval of the draft architectural concept designs have been received, approved, and notice-to-proceed issued by CLIENT.

PARKING SERVICES

I. **Parking Concept Design** **Lump Sum, $10,199.38**

1. Develop up to three (3) conceptual options for surface parking, considering:

    - Vehicle access points
    - Overall parking lot footprint
    - Parking layout, including number of spaces and parking efficiency
    - Internal traffic circulation,
    - Accessible parking requirements
    - Pedestrian access and circulation
    - Conceptual structural system
    - Setbacks, easements, and other constraints defined by the Owner
    - Accommodation of transit and micromobility

    Note that the scope above will establish the required layout and function of the parking facility, but it will not define the façade architecture.

2. Prepare and submit conceptual site plan drawings, a parking isometric and a car tabulation chart.
3. Discuss the concepts with Owner and refine based on the conversation.
4. Prepare a preliminary order-of-magnitude estimate of probable construction costs for the concepts.

ARCHITECTURAL AND PARKING SERVICES ASSUMPTIONS

This proposal is based on the following:

1. WGI shall be entitled to rely on the completeness and accuracy of all information provided by CLIENT;
2. Scope outlined herein are the Basic Services associated with the Proposed Fee included. Any services requested that are outside these Basic Services shall be considered Additional Services and for which WGI will receive additional compensation. Additional Services must be authorized by CLIENT in writing and accepted by WGI;
3. WGI makes no warranty or guarantee, express or implied, of the concept designs as fully functional, constructible, and code-compliant design solutions at this stage of the process;
4. The deliverables for this PROJECT consists of single, digital PDF format files consisting of Draft and Final Architectural Program and Vision document as identified above. The associated 3-dimensional model(s) used to develop the deliverable are not included;
5. This proposal consists only of building programming, concept design and associated visualization services based on the information provided by CLIENT. Additional design and professional consulting services beyond what is explicitly included will be considered additional services;
6. In completing this proposal, WGI explicitly excludes the following:
    a. Any other architectural and engineering design work not explicitly listed in this proposal;
    b. Permitting or any other local agency coordination;
    c. Cost estimating beyond Order-of-Magnitude for conceptual estimate. Detailed cost estimates shall be the responsibility of the city's selected general contractor.
    d. Value Engineering, nor any revisions resulting from changes proposed by other parties;
    e. WGI is not responsible for identifying or documenting the removal of any hazardous materials such as asbestos, lead-based paint, etc.;

f. Project review fees, inspection fees, fiscal surety, permit fees, and other associated project-related fees are not part of this scope and remain the responsibility of the CLIENT;
g. Site visits, meetings, or representation of any kind not explicitly identified in this proposal; and
h. Printing or reproduction beyond conceptual development boards.

7. Documents provided by WGI will not be used for submittal to or review by permitting agencies;
8. Additional requirements or services not explicitly defined in this proposal or additional coordination not due to WGI's work will be invoiced on an hourly basis; and
9. Additional meetings, site visits, representation, or other services not included in this proposal and requested by CLIENT will be provided in accordance with WGI's hourly fee schedule in effect at the time of service, or a fixed fee to be negotiated once a scope of service is defined.

CIVIL ENGINEERING SERVICES

I. Preliminary Engineering Design **Lump Sum, $38,482.13**

Develop a conceptual set of engineering plans to support the three (3) initial conceptual designs and provide guidance for identifying the path forward. These deliverables are intended to verify feasibility, support initial permitting coordination, and offer guidance on infrastructure layout and capacity. This phase will include the following tasks:

A. Review of Existing Topographic Conditions

1. Analyze existing topographic survey data (provided by CLIENT), of the subject site and surrounding properties to determine historical drainage patterns, which will inform the basis of design.

B. Schematic Drainage Verification

1. Review each of the proposed site plan concepts and provide a schematic-level assessment of the drainage approach, including confirmation of general conveyance, retention/detention strategies, and system capacity assumptions based on preliminary layout.
2. Prepare early-stage stormwater management calculations to estimate runoff volumes, required treatment volumes, and preliminary sizing of stormwater infrastructure in compliance with applicable regulations.

C. Preliminary Paving and Drainage Plan

1. Prepare preliminary paving and drainage plans showing the conceptual layout of drainage treatment, conveyance, and retention/detention areas.
    a. Incorporation of surface parking into site drainage plan, with driveway access from Bay Street
    b. Provide accessible design routes for parking and pedestrian use.

D. Preliminary Water and Sewer Layout

1. Develop preliminary water and wastewater utility plans, including approximate routing of service lines, connection points to existing infrastructure, and preliminary pipe sizes.

II. Engineering Representation Services **Lump Sum, $14,731.46**

WGI will provide engineering representation throughout the planning, coordination, and preliminary approval phases of the project. These services are intended to support the CLIENT and project team with technical guidance, agency communication, and collaborative problem-solving. The scope of services under this task includes the following:

A. Project Coordination Meetings

1. Attend progress meetings with the CLIENT and development team members, either in person or via teleconference, to provide civil engineering input, track project milestones, and support ongoing decision-making.

B. Jurisdictional Agency Meetings

1. Participate in up to three (3) meetings with local, regional, or utility agencies during the planning and approval process to help facilitate communication, respond to technical questions, and represent the project as needed.

C. Site Visits

1. Conduct one (1) site visit if requested by the CLIENT and/or development team to observe site conditions, assess engineering implications, or support discussions with contractors, surveyors, or other consultants.

D. Fee Basis and Time Allowance

This lump sum fee includes up to 36 hours of professional services for engineering representation. Should the level of effort exceed the included hours, due to extended agency processes, additional meetings, or CLIENT requested participation, those services will be billed as Additional Services in accordance with the terms of this agreement.

UTILITY COORDINATION SERVICES

I. Utility Coordination – Phase I Conceptual plan set distribution Lump Sum **$12,836.08**

1. Identifying Existing Utility Agency Owner(s): Per SSOCOF Design Ticket 325501175, there are 15 UAO's within project limits.
2. Make Utility Contacts: Distribute conceptual plans to all UAO contacts, obtain existing utility information, proposed facilities, existing easement information, and request compensable interest.
3. Individual/Team Meetings as necessary: Project Kick-off meeting, utility meeting and weekly meetings & estimate site visits with approximately 5 Utility Owners.
4. Review Utility Mark-ups: 15 UAO's; Review markups individually for any changes, missing information, or updates to the utility facilities depicted on the plans.
5. Utility Coordination/Follow-up: Follow up with all UAO's regarding anticipated design, permitting and relocation statuses throughout design duration/timeframes.

UTILITY COORDINATION EXCLUSIONS

1. Submittal to appropriate agency of Easement Subordinations and/or Abandonments (to be handled by each affected utility owner individually).

Docusign Envelope ID: AEA4C56F-69A1-4C83-B0CE-F34201720340

SUE SERVICES **Lump Sum $ 9,208.65**

1. Perform a Quality Level B field investigation to identify the horizonal position of the existing utilities in the parcel

I. Basis of Estimate

1. Survey is included to provide the horizontal location of the designated utilities.
2. Surveyor's report:
   a. A Surveyor's Report will be provided, which will summarize the findings and conclusions of the survey.
   b. The Report will include a description of the methods and techniques used, the limitations of the survey, and certify the report as correct for the client.
3. These services are not for a boundary or topographic survey.
4. Access to the subject project shall be granted upon prior notice if restricted, gated, and/or locked.
5. Permits and permit fees, if needed, are not included and are the responsibility of the CLIENT.
6. 3DModeling of pipe networks or BIM is not included.
7. Sketch and legal descriptions are not included.
8. Geophysical prospecting techniques are subject to outside interference which are beyond the control of WGI and may impede the effectiveness of the subsurface investigation. Soil conditions, utility material, size, depth, salt water and conductivity may prevent location of some subsurface utilities. No guarantee is hereby expressed that all utilities will be detected and located.
9. Generally, utilities found by vacuum excavation can be visually exposed to a depth equal to the water table; an air lance probe will be used for deeper utilities; however, visual confirmation may not be possible for utilities lying below the water table or utilities within directional bores. Note that the absence of identified utilities does not guarantee "no utility conflict".
10. Select backfill material, flowable fill or other material not included.
11. Traffic control, lane closures, and off duty law enforcement officer not included.

II. SUE Technical Standards

Quality Level B services include the horizontal, above ground detection, marking and mapping of underground utilities. Geophysical prospecting methods are used to indicate the presence and surface position of buried utilities. Utilities are identified and marked in the field in order to be surveyed and mapped. Quality Level B information should not be used for construction purposes, or where exact horizontal and vertical measurements are required.

The accuracy of Quality Level B designating information and depth of cover readings obtained by utilizing Geophysical and Ground Penetrating Radar equipment and techniques are subject to field and soil conditions beyond WGI's control.

WGI will make reasonable efforts to provide comprehensive and correct positional utility marks to the limits obtainable by the instrumentation used and the existing ground conditions; however, WGI provides no guarantee that all existing utilities on a particular site will be properly located using these methods.

Utilizing WGI's SUE services does not relieve any party from its obligation to contact the utility damage prevention system before digging begins. Utility marks placed on the ground by WGI are not to be used for construction purposes.

SUE Limits Drawn In Red

MISCELLANEOUS REIMBURSABLE COSTS

WGI will provide printing for up to two public outreach exhibits as follows:

I. Printing for Public outreach **Estimated $2,539.92***
   a) Up to 8, 24" x 36" exhibit boards mounted on rigid backing;
   b) Up to 2, 36" x 72" roll plots;
   c) Up to 10, 11 x 17 spiral bound presentation booklets
   *Quote estimate provided by vendor. The initial estimate has been doubled for 2 presentations.

II. Travel **Estimated NTE $8,908.30**
   1. Travel to and from site to conduct site visit;
   2. Travel to presentations or meetings with city, stakeholders or another governing jurisdiction;
   3. Fee to include reimbursables such as mileage, car rental, fuel, parking, lodging, air transportation, meals. Expenses are based on home office for discipline and may include regional or interstate travel.

GEOTECHNICAL ENGINEERING **Lump Sum $5,689.07**

See attached exhibit "B" dated December 30, 2025 provided by Meskel & Associates engineering.

Docusign Envelope ID: AEA4C56F-69A1-4C83-B0CE-F34201720340

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

PART I - GENERAL

1. Project	**2. Proposal No. / Contract No.**
Shipyards West, CRA Phase 1	RFI 02-25 P-xx-xx / TBD
3. Name of Consultant orSubconsultant:	**4. Date of Proposal**
WGI Inc.	03/16/2026

PART II - LABOR RELATED COSTS

5. Direct Labor (Reimbursable)	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Code G01 - Garages				
Architecture Scope				
Senior Architect	$88.42	57	$ $5,039.94	
Architect	$55.53	106	$ $5,886.18	
Architect Intern	$33.49	212	$ $7,099.88	
Engineer 2	$77.88	19	$ $1,479.72	
Parking Scope				
Principle Engineer	$122.32	1	$ $122.32	
Senior Engineer 2	$109.73	13	$ $1,426.49	
Senior Engineer 1	$96.71	1	$ $96.71	
Engineer 2	$77.88	3	$ $233.64	
Senior Engineering Technician	$43.27	28	$ $1,211.56	
Utility Coordinaton Scope				
Chief Utility Coordinator	$67.31	2	$134.62	
Senior Utility Coordinator	$55.76	8	$446.08	
Utilty Coordinator	$37.18	89	$3,309.02	
SUE Scope				
Project Manager 2	$83.61	2	$167.22	
Project Manager 1	$49.40	5	$247.00	
4 Person SUE Crew	$104.75	20	$2,095.00	
SU Analyst 3	$46.88	6	$281.28	
Code L03 - Landscape Architecture				
Project Management				
Principal Engineer	$122.32	22	$ $2,691.04	
Senior Engineer	$109.73	64	$ $7,022.72	

Planning and Landscape Architecture Scope				
Senior Landscape Architect	$88.24	123	$ $10,853.52	
Project Landscape Architect	$59.28	66	$ $3,912.48	
Landscape Designer/Landscape Planner	$54.92	96	$ $5,272.32	
Senior Planner	$69.71	99	$ $6,901.29	
Project Planner	$55.05	56	$ $3,082.80	
Planner	$47.02	70	$ $3,291.40	
Civil Scope				
Principal Engineer	$ 122.32	22	$2,691.04	
Senior Engineer 2	$ 109.73	38	$4,169.74	
Engineer 2	$ 77.88	46	$3,582.48	
Engineering Intern	$ 48.46	61	$2,956.06	
Senior Engineering Technician	$ 43.27	63	$2,726.01	
TOTAL DIRECT LABOR	$ 63.25	1398		$88,429.56
6. Overhead (Combined Fringe Benefit & Administrative)				
Overhead Rate	**200** % x Total Direct Labor			$ 176,859.12
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				**$265,288.68**
8. PROFIT: Labor Related Costs (Item 7)		x	**10%**	$ 26,528.87
PART III - OTHER COSTS				
9. Miscellaneous Direct Costs (Lump Sum)				
Printing			$ 2,539.92	
Transportation & Shipping			$ 8,908.30	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL				$ 11,448.22
10. SUBCONSULTANTS (Lump Sum)				
Geotechnical Engineering				
(Meskel & Associates Engineering)			$ 5,689.07	
			$	
			$	
SUB-CONTRACT SUB-TOTAL (Reimb/NTE)				$ 5,689.07
11. SUBCONTRACTS (Reimbursable/Not to Exceed)				
Topo Survey			$	
Geotechnical Investigations			$	
Environmental			$	
Structural/Bridge			$	
Geotechnical Investigations			$	
Geotechnical Investigations			$	
SUB-TOTAL REIMBURSABLES				$ -
PART IV - SUMMARY				
TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables) (Items 5, 6, 8, 9, 10, and 11)				**$ 308,954.84**
12. TOTAL PRIOR CONTRACT AMOUNT				N.A.
TOTAL AMENDED CONTRACT AMOUNT				N.A.

Docusign Envelope ID: AEA4C56F-69A1-4C83-B0CE-F34201720340

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

PART I - GENERAL

1. Project	2. Proposal No. / Contract No.
Shipyards West, CRA Phase 1	RFI 02-25 P-xx-xx / TBD
3. Name of Consultant orSubconsultant:	**4. Date of Proposal**
WGI Inc.	1/06/2026

PART II - LABOR RELATED COSTS

5. Direct Labor (Reimbursable)	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Code G01 - Garages				
Architecture Scope				
Senior Architect	$88.42	57	$ $5,039.94	
Architect	$55.53	106	$ $5,886.18	
Architect Intern	$33.49	212	$ $7,099.88	
Engineer 2	$77.88	19	$ $1,479.72	
Parking Scope				
Principle Engineer	$122.32	1	$ $122.32	
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Chief Utility Coordinator	$67.31	2	$134.62	
Senior Utility Coordinator	$55.76	8	$446.08	
Utilty Coordinator	$37.18	89	$3,309.02	
SUE Scope				
Project Manager 2	$83.61	2	$167.22	
Project Manager 1	$49.40	5	$247.00	
4 Person SUE Crew	$104.75	20	$2,095.00	
SU Analyst 3	$46.88	6	$281.28	
Code L03 - Landscape Architecture				
Project Management				
Principal Engineer	$122.32	22	$ $2,691.04	
Senior Engineer	$109.73	64	$ $7,022.72	

Docusign Envelope ID: AEA4C56F-69A1-4C83-B0CE-F34201720340

Planning and Landscape Architecture Scope				
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Landscape Designer/Landscape Planner	$54.92	96	$ $5,272.32	
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Project Planner	$55.05	56	$ $3,082.80	
Planner	$47.02	70	$ $3,291.40	
Civil Scope				
Principal Engineer	$ 122.32	22	$2,691.04	
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Engineer 2	$ 77.88	46	$3,582.48	
Engineering Intern	$ 48.46	61	$2,956.06	
Senior Engineering Technician	$ 43.27	63	$2,726.01	
TOTAL DIRECT LABOR	$ 63.25	1398		$88,429.56
6. Overhead (Combined Fringe Benefit & Administrative)				
Overhead Rate	**200** % x Total Direct Labor			$ 176,859.12
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				**$265,288.68**
8. PROFIT: Labor Related Costs (Item 7)		x	**10%**	$ 26,528.87
PART III - OTHER COSTS				
9. Miscellaneous Direct Costs (Lump Sum)				
Printing			$ 2,539.92	
Transportation & Shipping			$ 8,908.30	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL				$ 11,448.22
10. SUBCONSULTANTS (Lump Sum)				
Geotechnical Engineering				
(Meskel & Associates Engineering)			$ 5,689.07	
			$	
			$	
SUB-CONTRACT SUB-TOTAL (Reimb/NTE)				$ 5,689.07
11. SUBCONTRACTS (Reimbursable/Not to Exceed)				
Topo Survey			$	
Geotechnical Investigations			$	
Environmental			$	
Structural/Bridge			$	
Geotechnical Investigations			$	
Geotechnical Investigations			$	
SUB-TOTAL REIMBURSABLES				$ -
PART IV - SUMMARY				
TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables) (Items 5, 6, 8, 9, 10, and 11)				**$ 308,954.84**
12. TOTAL PRIOR CONTRACT AMOUNT				N.A.
TOTAL AMENDED CONTRACT AMOUNT				N.A.

Docusign Envelope ID: AEA4C56F-69A1-4C83-B0CE-F34201720340

BASIS OF THIS PROPOSAL

1. WGI shall be entitled to rely on the completeness and accuracy of all information provided by CLIENT. Information requested by WGI during the project will include, but may not be limited to, the building floor plans, plumbing, utilities, and roof drain plans; environmental assessments; geotechnical reports; and survey (with CAD file);
2. Significant site plan modifications will require an amendment to this contract. WGI will submit a separate proposal for those services;
3. Additional submittals and coordination with permitting and approval agencies not due to WGI's work shall be subject to an additional work authorization request;
4. The project will be designed under one construction phase;
5. CLIENT will have a field supervisor to coordinate construction; and
6. Services only include those expressly identified herein. Additional services can be added under a separate scope authorization.

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EXHIBIT "B"

**SCOPE OF SERVICES
FEE SCHEDULE FOR MESKEL &
ASSOCIATES ENGINEERING
(3 ADDITIONAL PAGES)**

Docusign Envelope ID: AEA4C56F-69A1-4C83-B0CE-F34201720340

Meskel & Associates Engineering
Geotechnical Engineering • Materials Testing • CEI Services
Environmental Consulting • Private Provider Services

December 30, 2025 - Revised

Ms. Corey Kissell Wong, PLA
WGI
4371 US Highway 17 South, Suite 203
Fleming Island, Florida 32003

Subject: Proposal for Geotechnical Engineering Services
CRA Project at Shipyards West
Jacksonville Florida
MAE Proposal No. 250731

Dear Ms. Kissell Wong:

MESKEL & ASSOCIATES ENGINEERING, PLLC (MAE) is pleased to present this proposal to provide the geotechnical engineering services for the subject project. Project information was included in your proposal request email of November 17, 2025, that included an outline of the approximate boundaries of the proposed CRA Scope area at Shipyards West in Jacksonville, Florida, along with a description of the project preliminary conceptual plans for the development.

Within the proposed CRA Scope area, we understand that it is planned to develop the site with one of three potential options: (1) surface parking area with food and beverage above the parking; (2) surface parking with food and beverage kiosks, restrooms and a dining terrace; and (3) a hybrid of options 1 and 2. MAE proposes herein to utilize borings previously completed within the CRA Scope area to provide a Preliminary Geotechnical Engineering Report and enable WGI to address for the City of Jacksonville the potential construction challenges at 30% design. To complete this report, MAE proposes to utilize 8 Standard Penetration Test (SPT) borings performed in 2023 within or approximately on the boundaries of the CRA Scope area ranging in depth from 30 to 50 feet below the existing ground surface, and two auger borings drilled to depths of 10 and 20 feet below the existing ground surface. Laboratory classification testing associated with these borings will also be utilized.

The results of the previous geotechnical exploration and laboratory testing will be used to provide site and subsurface information for the CRA Scope area, to evaluate the subsurface conditions at the site for the proposed construction as summarized herein.

A geotechnical engineer, licensed in the State of Florida will provide a preliminary geotechnical engineering evaluation of the subsurface conditions encountered at the previous boring locations and DRI locations. The results of the exploration and evaluation will be documented in a preliminary geotechnical engineering report that will include the following:

- Our understanding of the planned construction;
- The observed site conditions, such as topography, surface vegetation, etc. as they relate to the anticipated construction;

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- The field and laboratory test procedures used and the results obtained;
- The encountered subsurface conditions, including subsurface profiles, measured groundwater levels, and estimated geotechnical engineering properties, as necessary;
- An estimate of the normal Seasonal High Groundwater Level at the boring locations;
- Graphical representation in profile view of our boring logs and stratification which will detail the number of borings performed, description and thickness of each soil layer, and SPT-N values at each sample interval;
- A preliminary geotechnical engineering evaluation of the site and subsurface conditions with respect to the anticipated construction;
- Preliminary recommendations discussing the feasibility of utilizing a shallow foundation design or a deep foundation design for the project, including expected construction or installation challenges and discussion on the anticipated performance of the foundation systems;
- Preliminary discussion on on-site pavement design for flexible and rigid pavements; and
- Preliminary discussion on expected site preparation and construction earthwork requirements for the project.

Based on the scope of the services outlined above, we propose to complete our work for a lump sum fee of **$5,689.07**. A Contract Fee Summary for these services based on rates agreed upon with the City of Jacksonville is provided as an attachment. This fee includes submittal of an electronic copy of the report. Please note that this fee is valid for 90 days following the date of this proposal. MAE reserves the right to revisit our proposal and adjust our fee as necessary if proposal acceptance is after 90 days. Our proposed fee includes submittal of an electronic copy of the report. Bound, paper copies can be provided at an additional cost of $100 per copy.

A returned copy of the attached authorization sheet will authorize our work. Our work will be performed in accordance with our General Conditions, a copy of which is attached to and made a part of this proposal.

Once authorization is received, we expect to submit our geotechnical report within 2 to 3 weeks after authorization.

We appreciate this opportunity to provide this proposal for your project. If you have any questions concerning this proposal, or if we can serve you in any other way, please contact us.

Sincerely,
MESKEL & ASSOCIATES ENGINEERING, PLLC

Maximilian Kemnitz, P.E.
Senior Geotechnical Engineer

Attachment: COJ Contract Fee Summary

Distribution: Ms. Corey Kissell Wong, PLA - WGI One (1) e-mail copy

Docusign Envelope ID: AEA4C56F-69A1-4C83-B0CE-F34201720340

CONTRACT FEE SUMMARY FOR ENGINEERING DIVISION
CITY OF JACKSONVILLE, FLORIDA

PART I - GENERAL	
1. Project COJ CRA Project at Shipyards West	**2. Contract No.**
3. Name of Consultant Meskel & Associates Engineering, PLLC	**4. Date of Proposal** December 30, 2025

PART II - LABOR RELATED COSTS				
5. Direct Labor	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Principal	$ 74.41	0	$ 0.00	
Chief Engineer	$ 68.69	0	$ 0.00	
Senior Project Engineer	$ 64.12	6	$ 384.72	
Project Engineer	$ 41.02	14	$ 574.28	
Engineer Intern	$ 29.78	10	$ 297.80	
Driller	$ 26.28	0	$ 0.00	
Assistant Driller	$ 20.11	0	$ 0.00	
Draftsperson/CAD Operator	$ 29.64	8	$ 237.12	
Sr. Field Technician	$ 30.25	4	$ 121.00	
Clerical	$ 27.26	4	$ 109.04	
TOTAL DIRECT LABOR	$37.48	46		$ 1,723.96
6. Overhead (Combined Fringe Benefit & Administrative) Overhead Rate	200 % x Total Direct Labor			$ 3,447.92
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				$ 5,171.88
8. PROFIT: Labor Related Costs (Item 7)		x	10%	$ 517.19

PART III - OTHER COSTS				
9. Miscellaneous Direct Costs				
Mobilization of Crew & Eq. -ATV, Track Mounted Rig	0	$600.00	$ 0.00	
Movement of Crew & Eq. Between Boreholes	0	$185.00	$ 0.00	
SPT Boring : 0 to 30 feet, per LF	0	$14.00	$ 0.00	
SPT Boring : 30 to 50 feet, per LF	0	$16.50	$ 0.00	
SPT Boring : 50 to 100 feet, per LF	0	$18.00	$ 0.00	
SPT Boring : 100 to 150 feet, per LF	0	$23.50	$ 0.00	
Grouting of Borings, per LF	0	$8.00	$ 0.00	
Undisturbed Samples of Soft Soils : 0 to 50 feet, each	0	$155.00	$ 0.00	
Auger Borings, per LF	0	$13.00	$ 0.00	
Addl Split-Spoon Samples, 0 to 50 feet, each	0	$40.00	$ 0.00	
Setting 4-inch Casing, per LF	0	$11.00	$ 0.00	
Field Permeability Tests (Double Ring Infiltrometer)	0	$400.00	$ 0.00	
Difficult Drilling and Sampling/Muck Probes, per Hour	0	$185.00	$ 0.00	
GPR Services – Utility Locates, Day	0	$1,300.00	$ 0.00	
Site Clearing-Access Paths, Mobilization of Eq.	0	$500.00	$ 0.00	
Site Clearing-Access Paths, per day	0	$2,000.00	$ 0.00	
Laboratory Testing				
Natural Moisture Content, ea.	0	$16.00	$ 0.00	
Percent Passing No. 200 Sieve, ea.	0	$40.00	$ 0.00	
Soil Gradation, ea	0	$65.00	$ 0.00	
Organic Content, ea	0	$40.00	$ 0.00	
Atterberg Limits, ea	0	$90.00	$ 0.00	
Corrosion Series, ea	0	$250.00	$ 0.00	
Limerock Bearing Ratio, ea	0	$320.00	$ 0.00	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL				$ -
10. SUBCONTRACTS (Lump Sum)				
SUB-CONTRACT SUB-TOTAL				$ -
TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)				$ 5,689.07
11. REIMBURSABLE COSTS (Limiting Amount)			0.00	
SUB-TOTAL REIMBURSABLES				$ -

PART IV - SUMMARY	
12. TOTAL AMOUNT AMENDMENT NO. 0 (Lump Sum + Reimbursables) (Items 5, 6, 8, 9, 10 and 11)	**$ 5,689.07**

Docusign Envelope ID: AEA4C56F-69A1-4C83-B0CE-F34201720340

A NEW DAY.

City of Jacksonville, Florida

Donna Deegan, Mayor

Public Works Department
214 N Hogan Street, 10th Floor
Jacksonville, FL 32202
(904) 630-CITY
www.coj.net

September 9, 2025

TO: Dustin Freeman
Chief of Procurement

THRU: Nina Sickler
Director, Public Works Department
Colin Tarbert
Chief Executive Officer, Downtown Investment Authority

FROM: Scott Carter
Chief, Engineering and Construction Management

SUBJECT: Shortlist Memorandum for RFI 02-25 Shipyards West Parking & Dining Plaza

The Department of Public Works has issued a Request for Interest (RFI) for design services for Flagler Avenue Festival Street under the Downtown Investment Authority's Professional Design Service Contracts for As-Needed Projects.

Firms from the pre-qualified bench of consultants from solicitation 16069-25,4 were invited to respond to a Request For Interest if qualified under the code **G01- Garages; Vehicle Maintenance Facilities; Parking Decks.**

The twelve (12) firms solicited included:

- Almond Engineering, PA
- Baker Consulting & Engineering, LLC
- Gresham Smith
- Kimley-Horn and Associates, Inc.
- Matthews Design Group
- Pond & Company
- Prime AE Group Inc
- Raymond Global
- Simes & Rosch, LLC
- Timothy Haahs & Associates, Inc.
- WGI, Inc.
- Zyscovich LLC

Docusign Envelope ID: AEA4C56F-69A1-4C83-B0CE-F34201720340

Two (2) firms responded with Letters of Interest (LOIs) and were shortlisted for evaluation:

- Baker Consulting & Engineering, LLC
- WGI, Inc.

SC/rf

CC: Ben Koeppen, Project Manager, Public Works Department
Guy Parola, Director of Operations, Downtown Investment Authority

Docusign Envelope ID: AEA4C56F-69A1-4C83-B0CE-F34201720340

DIA JAX DOWNTOWN INVESTMENT AUTHORITY

Shipyards West Parking and Dining Plaza

Baker Design Build
Designing The Future + Building Today

219 N Newnan Street, 2nd Floor
Jacksonville, FL 32202

Docusign Envelope ID: AEA4C56F-69A1-4C83-B0CE-F34201720340

LETTER OF INTEREST

September 8, 2025

To: The Downtown Investment Authority

Re: Shipyards West Parking and Dining Plaza

Dear Committee Members,

Baker Design Build (BDB) is a woman-owned small business established in 2018 and registered with the State of Florida to perform professional engineering and construction services. Registered as an LLC, Baker Design Build is co-owned with Tamara Baker, PE, SI, CGC, PhD as the principal owner, and Kyle Davis, PE as President of Engineering. Our team of professionals are pleased to submit our qualifications and experience to provide engineering and project management services for the Shipyards West Parking and Dining Plaza project. Through the narrative outlined in this Letter of Interest we will document our ability to provide all the requisites defined in this Request for Interest. We have collaborated with local subcontractors that have a proven track record of quality workmanship.

Prime Firm Information
Baker Consulting & Engineering LLC
dba, Baker Design Build
219 N Newnan Street, 2nd Floor
Jacksonville, FL 32202

FEIN: 82-3977641
Duns: 081046395
UEI: HYG5BGQUERJ9

Responsible Employees:
Tamara Baker, PE, SI, CGC, PhD
Chief Executive Officer
904-219-8148 | tbaker@bdbjax.com

Bobby Baker, PE, CGC, CUC
Construction Operations Manager
904-559-2650 | bbaker@bdbjax.com

Bonding Capacity
$30M single | $60M aggregate

Small Business Certifications
Local: JSEB, OEO, LSBE
State: WBE, DBE
Federal: WOSB

SF330 PROFILE CODES

Profile Code	Experience
B02	Bridges
C06	Churches/Chapels
C07	Coastal Engineering
C10	Commercial/Shopping
C11	Community Facilities
C115	Construction Management
D07	Dining Halls/Clubs
G01	Garages/Veh Maintenance Facilities/Parking Decks
H04	Heating/Ventillation/Air Conditioning
H07	Highways/Streets/ Airfield Paving/ Parking Lots
R12	Roofing
S09	Structural Design Special

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BDB is confident in our ability to successfully manage this contract, while providing the City of Jacksonville and the Downtown Investment Authority with a high level of expertise. Our team of skilled design professionals brings deep knowledge to their respective disciplines and the ability to effectively multitask across multiple projects. BDB is committed to delivering seamless project facilitation, with key staff and team members readily available to the DIA and COJ program managers at a moment's notice. We will ensure clear communication and organized coordination throughout the duration of this contract. Backed by extensive project management experience, our highly qualified team not only meets but exceeds the professional qualifications outlined in this Letter of Interest. Each member has been carefully selected for their proven expertise, leadership within the community, and strong communication skills. Having successfully collaborated with these same firms on numerous design-build projects, we bring a proven record of integrating design and construction services to achieve outstanding results. Our consultants contribute targeted expertise that strengthens our core values, forming a unified design-build team. Together, we will prepare proposals, develop detailed design documents, coordinate construction activities, and ensure exceptional quality and client satisfaction. Collaboration during bidding will emphasize value engineering, constructability, and owner-focused solutions, positioning the team to deliver a project that meets DIA's scope, schedule, and budget requirements, while mitigating risk. By selecting BDB, DIA gains a single point of accountability for all scope under one contract, streamlining project delivery.

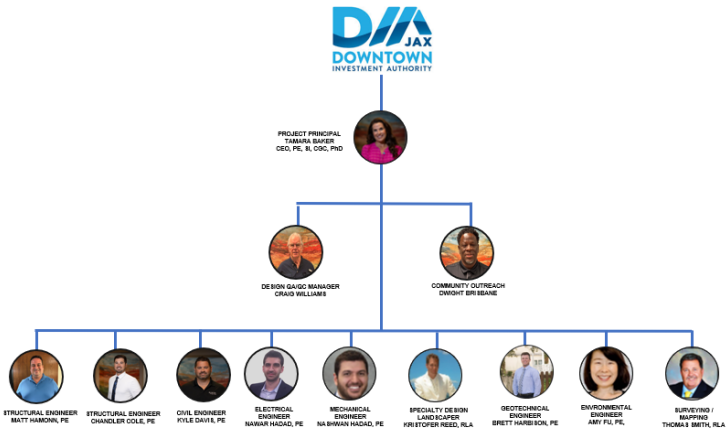
PRIME STAFF

Project Principal | Tamara Baker, PE, SI, CGC, PhD
Design QA/QC | Craig Williams
Community Engagement | Dwight Brisbane
Structural Engineering | Matt Hamann, PE
Structural Engineering | Chandler Cole, PE
Civil Engineering | Kyle Davis, PE

SUBCONSULTANT STAFF

Electrical Engineer | Nawar Hadad, PE
MEP/Fire Protection | Nashwan Hadad, PE
Landscape Engineer | Kristofer Reed, RLA
Geotechnical Engineering | Brett Harbison, PE
Environmental Engineering | Amy Fu, PE
Survey/Mapping | Thomas Smith, PSM

PROFESSIONAL DESIGN TEAM



PRIOR PROJECT EXPERIENCE

- Kings Avenue Parking Garage Structural Repairs Design-Build
- JIA Parking Garage | Threshold Inspections
- Grand Ocean Mixed-Use Development
  Retail/Dining/Parking Garage
  Civil/Structural Engineering
- New Flagler Executive Airport Terminal Facility
  Porte Corchere | Structural Engineering

If you have further questions, please feel free to reach out at anytime.

Sincerely,

Tamara G. Baker, PE, SI, CGC, PhD
Chief Executive Officer
904-219-8148 | **tbaker@bdbjax.com**

Docusign Envelope ID: AEA4C56F-69A1-4C83-B0CE-F34201720340

LETTER OF INTEREST

Primary Contact
Josh Mattox, PE
904.470.4503
Josh.Mattox@wginc.com

Local Office
WGI, Inc.
4371 US Highway 17 South
Suite 203
Flemming Island, FL 32003

September 8, 2025

Scott Wilson
Project Manager
Downtown Investment Authority
117 West Duval Street, Suite 310
Jacksonville, FL 32202

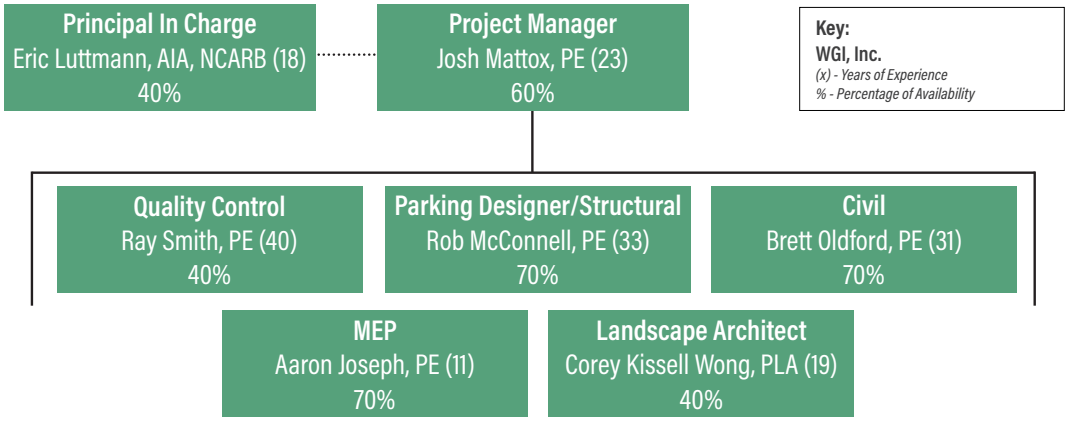
RE: RFI #02-25 Design and Permitting of the Shipyards West Parking and Food Truck Plaza

Dear Selection Committee Members:

WGI, Inc. (WGI) is excited to demonstrate our parking design and plaza experience to the Downtown Investment Authority (DIA) and the City of Jacksonville (COJ). Through our extensive parking design and plaza design knowledge, we understand that designing a well-functioning parking structure creates a user-friendly parking experience that will be a valuable resource for the COJ.

WGI has deep familiarity with both the project site and the COJ. **Josh Mattox, PE,** our proposed project manager, was selected for his extensive local experience, having spent the past 23 years delivering projects across North Florida and the Jacksonville area. Josh's longstanding relationships with COJ, as well as his profound understanding of local permitting and plan delivery processes, make him the ideal choice to lead this project. **Rob McConnell, PE,** brings 33 years of parking design and structural engineering experience to the team. Rob has remained a leader of practical, sustainable design for all parking projects. **Eric Luttmann, AIA, NCARB** carries 18 years of experience master planning and designing mixed-use, public space projects of similar scope and complexity across the state. Most recently, Eric led the design for JTA's Autonomous Innovation Center and collaborated with the COJ and DIA to create a unique urban intervention incorporating accessible and welcoming public amenity space around the secure facility.

ORGANIZATIONAL CHART



RELEVANT PROJECT EXPERIENCE

WGI's parking experience includes a wide variety of garage and plaza uses and sizes.

RELEVANT PAST EXPERIENCE		
PROJECT NAME	PROJECT DESCRIPTION	CHALLENGES
Arts District Parking Garage Kansas City, MO	1,000-space, cast-in-place, post-tensioned parking structure with landscaped plaza serving the adjacent Kauffman Center for the Performing Arts. Designed for a 100-year service life. Express ramps aid quick access for events. Plaza level is designed to host catering events.	Built into a steeply sloping site requiring permanent earth retention using rock anchors. The curved geometry of the garage matches the curvature of the adjacent performing arts center.
Studio Park Mixed-Use Development, Grand Rapids, MI	919-space, cast-in-place post-tensioned parking structure which serves the adjacent mixed-use development, including a movie theater, hotel, office and retail. The parking structure is also designed for a future mixed-use development on the top level of the parking structure.	Vertical and horizontal circulation within the parking structure is designed for special events at the adjacent Van Andel Arena. Parking structure includes a parking guidance system to help patrons quickly find available parking spaces.
The Dot Mixed-Use Development Parking Structure, Ferndale, MI	397-space, cast-in-place post-tensioned parking structure with street level retail space. The parking structure is designed to support two future mixed-use levels above the parking structure.	Designed for one-level below grade. The parking structure also includes support elements within the parking structure to serve the future mixed-use development such as lobby space, access for services, utilities, stair and elevator access.

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PRESENT WORKLOAD AND THE AVAILABILITY OF ASSIGNED STAFF

WGI has the staffing capacity and proven processes to perform this work in a timely manner while managing our ongoing workload. We routinely deliver numerous projects simultaneously by leveraging the depth of our team resources across disciplines. Many of the key team included in our staffing plan can flex beyond their assigned responsibilities, further strengthening our ability to handle concurrent assignments without compromising quality or schedule.

Our team's experience in managing large, complex programs demonstrates this capacity. We apply best practices in resource allocation and project delivery, supported by firmwide staffing tools including AEC 360/BST, VENA, and three-week look-ahead staffing spreadsheets. These systems allow us to monitor workloads, anticipate demand, and proactively reassign staff to provide coverage across all current and upcoming efforts.

For this project, our Project Management Plan delivers work on schedule and in alignment with milestones approved by the COJ. Immediately following notice to proceed, we will conduct a project kick-off meeting with the stakeholders and/or COJ staff. The design team will establish clear communication channels, confirm assignments, and set key deadlines. Weekly meetings and progress reports will provide the COJ with transparency on staff availability, budget, and schedule while supporting public outreach as needed.

Standard Form 330 Profile Code

G01	D07	P07
C07	G01	S03
C08	H04	S09
C11	I06	S13
C18	L03	T04
	L05	

WGI Core Values

PASSION FOR PEOPLE

BE THE **CHANGE** YOU SEEK

COMMIT TO **GREATNESS**

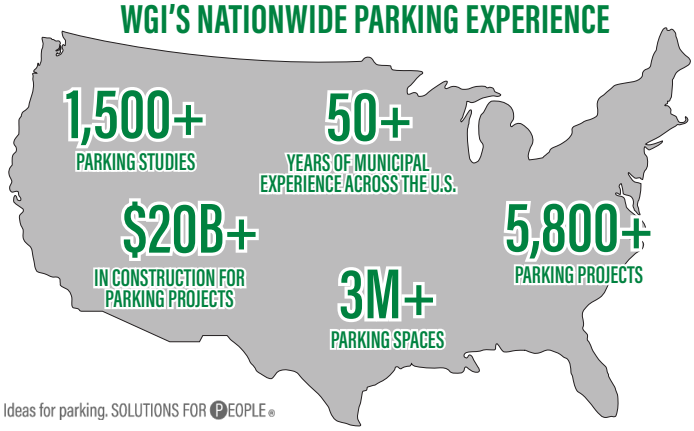
PROJECT UNDERSTANDING AND TECHNICAL APPROACH

The design of mixed-use parking structures in urban environments requires careful planning and expertise. **The WGI team will leverage our more than 50 years of experience as parking consultants, architects, planners and engineers to provide a creative and cost-effective parking solution that meets the needs of the initial development while providing flexibility for the future dining hall on the top level.** We employ a fundamental philosophy that tailors the parking structure to people with a focus on user comfort and crime prevention through environmental design. Our team of experts will provide leadership on best practices for mixed-use parking structures while managing the estimated engineering cost model throughout the design process to promote a streamlined design and project delivery. We will provide an intuitive parking layout with ample wayfinding and provide options for parking technology usage such as parking guidance and parking space availability systems.

Sincerely,

Josh Mattox, PE
Project Manager

WGI'S NATIONWIDE PARKING EXPERIENCE



"I have found the staff with WGI to be very collaborative during the design phase of our 900-space parking garage. The owner's interest was their primary concern, and their knowledge of parking structures was extensive. During the construction phase of the project, the College's Director of Project Management said that Ray Smith was the most responsive design consultant he has had for any construction project at the college."

Mark Pace
Parking and Transportation Manager
Montgomery College
240.567.4213

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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 Design Service Contracts for As-Needed Projects

Requested Action and Justification:

Recommend approval to reject Strategic Logistics Express LLC for failing to include the required SF-330 form resulting in a score less than the minimum requirements.

Recommend approval of award to the highest-ranking suppliers (see attached list of qualified suppliers) for Professional Design Service Contracts for As-Needed Projects. Total contract expenditure amount not to exceed $8,000,000.00.

Separate task orders will be released for future projects and brought back to the JPAC for approval. The period of service will be for three (3) years with three (3), one (1) year renewal options subject to approval with supplier and City of Jacksonville.

Supplier:	See attached list	**Basis of Award:**	Highest Evaluated	**BID Opening Date:**	02/06/2025

POA #:	N/A	**PO #:**	N/A	**Change Order #:**	N/A
Solicitation #:	RFQ 16069 25	**Contract #:**	N/A	**Contract Amd #:**	N/A
Term:	3 years	**Options:**	3, 1-year	**Options Used:**	N/A

Federally Funded:	N/A	**JSEB Rec:**	Encouragement	**Bonds Waived Pursuant To:**	N/A
Licenses Verified:	N/A	**JSEB %:**	0		

Fund:	10801	**Center:**	135115	**Acct:**	531090	**Proj:**	000000	**Activity:**	00001238	$ 8,000,000.00
Fund:		**Center:**		**Acct:**		**Proj:**		**Activity:**		$
Fund:		**Center:**		**Acct:**		**Proj:**		**Activity:**		$

New NTE/GMP:	$ 8,000,000.00	**Contingent Amt:**	$ 0.00	**DMP/ODPO Amt:**	$

Using Agency/BU:	DIAD:DOWNTOWN_INVESTMENT_AUTHORITY		
Concurrence:	DocuSigned by: Fax 0BB9A216A6C4A9...	**Title:**	CHIEF OF NATURAL AND MARINE RESOURCES 4/8/2025
Concurrence:	DocuSigned by: DeVault, Allan 47EEAAF69A4C48C...	**Title:**	CRA REDEVELOPMENT MANAGER 4/8/2025
Concurrence:		**Title:**	
Concurrence:		**Title:**	

Procurement Analyst/Buyer:	Signed by: Warchol, LeeAnn 2E2F4A9A4B4D4B8...	**Chief of Procurement:**	DocuSigned by: 4/15/2025 B18C1D017D52482...
Name:	Warchol, LeeAnn	**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:**	DocuSigned by: Karen Bowling 1C34E1215062481...
Date:	4/17/2025	**Date:**	4/17/2025

Karen Bowling
Chief Administrative Officer
For: Mayor Donna Deegan
Under Authority Of:
Executive Order No: 2023-02

Docusign Envelope ID: AEA4C56F-69A1-4C83-B0CE-F34201720340

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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Downtown Investment Authority

MEMORANDUM

TO: Dustin Freeman
Chief of Procurement Division

FROM: Guy Parola
Director of Operations

SUBJECT: Request for Qualification: Downtown Multi-consultant RFQ

DATE: August 23, 2024

On behalf of the Downtown Investment Authority, please take appropriate action to issue a Request for Qualifications (RFQ) for the referenced professional services.

The following information is furnished in accordance with chapter 126.302 of the City Ordinance Code.

1. The general purpose of the RFQ:

   The DIA is seeking to qualify a broad list of qualified consultants to provide specific professional services under task order releases which will be administered by the Public Works Department.

2. The Objective of the study or services:

   The Downtown Investment Authority has authorized funding for multiple design and construction projects in the DIA Community Redevelopment Agencies' budgets and seeks to efficiently proceed with the design and construction of those projects using qualified professionals.

3. The estimated period of time needed over which task orders may be issued to qualified consultants:
   Two (2) years.

4. The estimated cost of the service or study:
   To be determined by task order.

5. Whether the proposed study or service would or would not duplicate a prior or existing study or service:

   Not Applicable.

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6. List of current contracts or prior services or studies which are related to the proposed study or service.

   Not Applicable.

7. A statement as to why the service/study cannot be done by department or agency staff:

   The City cannot perform this service due to lack of personnel and expertise.

8. The **names** and **telephone numbers** of **three** representatives from the City designated to serve on the evaluation committee as subcommittee members;

   Guy Parola, Downtown Investment Authority
   gparola@coj.net
   904-255-5305

   Jill Enz, Department of Parks, Recreation and Community Development
   jenz@coj.net
   904-255-7941

   Sheldon Gibbs, Department of Public Works
   Sgibbs1@coj.net
   904-255-8710

9. A project funding account number

   10801.135115.549006.000000.00001822.00000.0000000
   10801.135115.531090.000000.00001278.00000.0000000
   00111.135102.531090.000000.00000000.00000.0000000
   10802.135115.549006.000000.00001822.00000.0000000
   10802.135115.531090.000000.00001278.00000.0000000

10. The **names** and email **addresses** of **specific consultants** the using agency wishes to be included in the solicitation process.

    None.

Guy Parola, Director of Operations
Downtown Investment Authority

Attachments: Scope of RFQ
Draft Transmittal Memo

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Supplier	Supplier Contact	Response	Score
Baker Consulting & Engineering, LLC	Valasek, Kellie	441774	89.67
JBrown Professional Group Inc	Scott, Cheli	441655	74.67
England, Thims & Miller, Inc	Hadziavdic, Medina	441784	83.33
Alpha Envirotech Consulting, Inc	FU, Amy	442182	93.33
Construction and Engineering Services Consultants Inc	Lee, Jennifer	442221	88.67
Alliant Engineering, Inc.	Liguori, Kathy	442170	63.67
Hanson Professional Services Inc.	Widholm, Eric	442237	80.67
Halff Associates, Inc.	Hunter, Lauren	441722	81.33
Simes & Rosch, LLC	Earney, Kimberly	442263	89.00
Dewberry Engineering Inc.	Harbin, Constance	441934	82.67
Landwise Design, Inc	Robers, Ladd	441625	89.33
Eng Engineering Inc	Eng, Edward	442231	82.00
Castle Bay Design Studio LLC	Daniels, Jonathan	442275	69.67
Prime AE Group Inc	Szykowny, Peggy	442167	76.67
Kevin C. Knowles Civil Engineering, Inc.	KNOWLES, KEVIN	441861	71.67
Degrove Surveyors Inc.	Niles, Matthew	441818	66.67
Kimley-Horn and Associates, Inc.	Athas, Erin	441973	78.67
VIA Consulting Services, Inc.	Whaley, Sherry	442271	93.67
Pond & Company	Brown, Sommer	441958	83.33
Meskel & Associates Engineering, PLLC	Oehmann, Jamie	441757	96.00
Southeastern Surveying and Mapping Corporation	MATTHEWS, ALSSA	442343	74.00
GAI Consultants Inc	DIAZ, ASHLEY	441713	85.00
WGI, Inc.	.development, .business	442344	78.33
Carnahan, Proctor and Cross, Inc.	Scudella-Beltran , Maria	441867	70.00
Loci Architects, LLC	Duncan, Catherine	442295	86.00
CSI Geo, Inc.	Renzi, Jill	442178	89.67
Cogdell Studios	Cogdell, Vance	441640	81.67
Osiris 9 Consulting, LLC	Ghani, Imran	442116	81.00
Raymond Engineering-Georgia, Inc	Salas, Guido	442350	75.33
Alfred Benesch & Company	Simpkins, Kelly	442316	79.00
Metric Engineering Inc.	Perez, Mariley	442138	71.67
Strategic Logistics Express LLC	Bridgeforth, Troy	442354	48.67
Four Waters Engineering	Bryan, Angela	442153	89.33
Russell Rowland Inc	Rowland, Parker	442281	86.00
Kasper Architecture and Development, Inc	Escobar, Nicole	442367	92.33
NV5, Inc.	Braddy, Shannon	442091	75.33
DLZ Florida, LLC	Melander, Kaylan	442043	69.33
DRMP,INC.	GARCIA, PRISCILLA	442081	81.33
Smith Surveying Group, LLC	Miller, Patti	442261	83.33
Prime ABA Buyer Inc	Lewis, Brooke	442337	79.33
WSB, LLCProspective	Jones, Aria	442362	77.67
Almond Engineering, PA	Almond, Hillary	441769	89.67
Haddad Engineering	Haddad, Namir	441853	65.33
PQH Group Inc.	Rehberg, Cyndi	441993	94.67

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Gresham Smith	Harring, Shelby	441888	78.00
Timothy Haahs & Associates, Inc.	Crowley, Jennifer	442203	71.00
NFPSProspective	Mirsch-Wenner, Daina	441883	77.67
Matthews Design Group	WASHINGTON, RACHEL	442387	72.33
The Haskell Company	Thurlow, Jacob	442379	75.33
The Parris Company, Inc.	Parris, James	442054	75.67

Docusign Envelope ID: AEA4C56F-69A1-4C83-B0CE-F34201720340

Response Amount	Overall Rank	Shortlist
1.00	1	Shortlisted
1.00	2	Shortlisted
1.00	3	Shortlisted
1.00	4	Shortlisted
1.00	5	Shortlisted
1.00	6	Shortlisted
1.00	7	Shortlisted
1.00	8	Shortlisted
1.00	9	Shortlisted
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1.00	45	Shortlisted
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1.00	47	Shortlisted
1.00	48	Shortlisted
1.00	49	Shortlisted
1.00	50	Shortlisted

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Kevin C. Knowles Civil Engineering, Inc.	71.67
Degrove Surveyors Inc.	66.67
Kimley-Horn and Associates, Inc.	78.67
VIA Consulting Services, Inc.	93.67
Pond & Company	83.33
Meskel & Associates Engineering, PLLC	96.00
Southeastern Surveying and Mapping Corporation	74.00
GAI Consultants Inc	85.00
WGI, Inc.	78.33
Carnahan, Proctor and Cross, Inc.	70.00
Loci Architects, LLC	86.00
CSI Geo, Inc.	89.67
Cogdell Studios	81.67
Osiris 9 Consulting, LLC	81.00
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Matthews Design Group	72.33
The Haskell Company	75.33
The Parris Company, Inc.	75.67
** Strategic Logistics Express LLC	48.67