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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: CEI Services for Various Moderate to Large Projects

Requested Action and Justification:

Recommend approval to utilize the second and final two-year renewal option with VIA Consulting Services, Inc. from February 10, 2026 through February 9, 2028. Increase the agreement in the amount of $3,000,000.00 for a new total not to exceed $9,000,000.00. All other terms and conditions to remain unchanged.

To be executed via formal contract amendment through the Office of General Counsel and encumbered by various Purchase Orders.

Supplier:	VIA Consulting Service, Inc.	**Basis of Award:**	Highest Evaluated	**BID Opening Date:**	7/21/2021

POA #:	71564-22	**PO #:**	N/A	**Change Order #:**	N/A
Solicitation #:	PDS P-12 21	**Contract #:**	71564-22	**Contract ADM #:**	2
Term:	2 years	**Options:**	2, 2 year	**Options Used:**	1

Federally Funded:	No	**JSEB Rec:**	Participation
Licenses Verified:	Yes	**JSEB %:**	30
Bonds Required:	No	**Bonds Waived Pursuant To:**	N/A

Fund:	000000	**Center:**	000000	**Acct:**	000000	**Proj:**	000000	**Activity:**	00000000	$	3,000,000.00
Fund:		**Center:**		**Acct:**		**Proj:**		**Activity:**		$	
Fund:		**Center:**		**Acct:**		**Proj:**		**Activity:**		$	

New NTE/GMP:	$ 9,000,000.00	**Contingent Amt:**	$ 0.00	**DMP/ODPO Amt:**	$ 0.00

Using Agency/BU:	PWOD:OFFICE OF THE DIRECTOR			
Concurrence:	Signed by: Scott Carter 2A0991F8ADFC947E...	**Title:**	CHIEF OF ENGINEERING CONSTRUCTION MANAGEMENT	1/13/2026
Concurrence:	1EFA223D5D23487...	**Title:**	DIRECTOR OF PUBLIC WORKS	1/15/2026
Concurrence:		**Title:**		
Concurrence:		**Title:**		

Initial DT

Procurement Analyst/Buyer:	Signed by: Kemp, Benjamin 4C8860DFACE2449C...	**Chief of Procurement:**	Signed by: B10F1D517352456...	1/27/2026
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:**	

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PAF Instructions
Part 1 (using agency)

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

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

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

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

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

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

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

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

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

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

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

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

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

Options: Period of time for each renewal or option.

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

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

JSEB Rec: Select Encouragement or JSEB Set Aside Option.

JESB %: If JSEB Participation, enter the percentage.

Bonds Waived Pursuant to: Select option from Drop down.

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

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

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

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

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

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

Title: Title of person electronically signing form.

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

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

Docusign Envelope ID: DDC214C4-DD53-4A37-A741-52B36DC4FC57

From: Pete Sheridan
To: Baxter, John - PWEN
Cc: Suzanna Milbrandt
Subject: RE: Contract #71564-22, CEI on Various Moderate to Large City Projects, Contract renewal
Date: Thursday, January 8, 2026 9:43:46 AM
Attachments: image001.gif

EXTERNAL EMAIL: This email originated from a non-COJ email address. Do not click any links or open any attachments unless you trust the sender and know the content is safe.

John, we are appreciative and honored to extend this contract for another year. We are fine with the current rates and terms for this contract extension. Thank you so much for the opportunity to continue our services with the City under this contract. Thanks

Peter J. Sheridan, III, P.E.
Vice President
VIA Consulting Services, Inc. (DBE)
10250 Normandy Boulevard, Suite 304
Jacksonville, Fl. 32221
904-735-5174 (cell)
904-783-9842 (office)

From: Baxter, John - PWEN <JBaxter@coj.net>
Sent: Wednesday, January 7, 2026 10:35 AM
To: Pete Sheridan <psheridan@via-cs.com>
Subject: Contract #71564-22, CEI on Various Moderate to Large City Projects, Contract renewal

Pete,
We are planning to proceed with exercising the next renewal option for your contract.
Before moving forward, I wanted to check with you to confirm whether you have any objections or concerns with extending the contract under the existing terms.

Please let me know if you'd like to discuss anything or if you have any questions.

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Thank you.

John M. Baxter, P.E.
Engineering Supervisor
City of Jacksonville | Public Works Department
214 North Hogan Street, 10th Floor
Jacksonville, Florida 32202
(904) 255-8725
Jacksonville.gov - Welcome

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City of Jacksonville, Florida

Donna Deegan, Mayor

Procurement Division
Ed Ball Building
214 N. Hogan Street, Suite 800
Jacksonville, Florida 32202

A NEW DAY.

January 25, 2024

The Honorable Donna Deegan, Mayor
City of Jacksonville
4th Floor, St. James Building
Jacksonville, FL 32202

Dear Mayor Deegan:

Ref: P-12-21 CEI Services On Moderate To Large City Projects (Amendment No. 1)
Department of Public Works/Engineering & Construction Management Division

The Professional Services Evaluation Committee met today in Board Room 851 on the eighth floor of the Ed Ball Building, for the purpose of amending the above referenced contract

The following motion/recommendation was **adopted:**

That Contract 71564-22, originally executed February 10, 2022, between the City of Jacksonville and VIA Consulting Services, Inc., for Construction Engineering and Inspection Services on Moderate to Large City Projects, be amended to increase the rates as requested in Exhibit 'C' and to increase the upset limit by $3,000,000.00 to a new limit of $6,000,000.00 and exercise the first renewal option extending the period of service from February 10, 2024 thru February 10, 2026, with one(1) renewal option remaining. All other terms and conditions shall remain unchanged.

If the foregoing meets your approval, we respectfully request your signature and return to my office.

Respectfully submitted,

Dustin Freeman, Chief
Procurement Division
Chairman, Professional Services
Evaluation Committee

APPROVED:

Karen Bowling

Donna Deegan, Mayor

This 29th day of January, 2024

DF: ab

cc: Council Auditor
James McCain, Jr., OGC
Subcommittee Members

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

Docusign Envelope ID: DDC214C4-DD53-4A37-A741-52B36DC4FC57

City of Jacksonville, Florida

Donna Deegan, Mayor

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

A NEW DAY

January 8, 2024

TO: Dustin Freeman, Chairman
Professional Services Evaluation Committee

THRU: Nina Sickler, P.E.
Director of Public Works

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

Thomas G. McKnight
Capital Improvement Construction Manager

SUBJECT: Amendment 1 P-12-21 Contract 71564-22
VIA Consulting Services, Inc.
Construction Engineering and Inspection Services on Moderate to Large City Projects

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The subject contract expires February 9, 2024. All work has been performed satisfactorily for the past two years. Section 1.2 of the contract allows for two, two year renewals. Therefore, we wish to extend the contract for the 1st of the two year renewals. In addition, VIA Consulting Services, Inc. has requested a rate increase for themselves as well as their subconsultants, as detailed in Exhibit C and is committed to meeting the 30% JSEB Participation Percentage Plan for this contract.

Accordingly, this is to recommend that Contract 71564-22, originally executed February 10, 2022, between the City of Jacksonville and VIA Consulting Services, Inc., for Construction Engineering and Inspection Services on Moderate to Large City Projects, be amended to increase the rates as requested in Exhibit C and to increase the upset limit by $3,000,000.00 to a new limit of $6,000,000.00 and to extend the period of service from February 9, 2024 thru February 10, 2026, with all other terms and conditions of the Agreement as previously amended, remaining unchanged.

NS/lw

Attachments: Exhibit C

cc: David D. Hahn, P.E., Engineering and Construction Management

'24 JAN 22 AM10:50:42

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EXHIBIT C

P-12-21 Construction Engineering and Inspection Services on Moderate to Large City Projects – Annual Contract
Form 1 – SCHEDULE OF PROPOSED PRICES/RATES

NAME OF CONSULTANT VIA Consulting Services, Inc.

Proposal Number **P-12-21**

1. Average hourly direct labor rates (without Fringe Benefits)

Company Principal (Responsible Professional)	$ 84.44 hr.
Senior Project Engineer (Registered)	$ 78.16 hr.
Project Administrator	$ 56.30 hr.
Contract Support Specialist	$ 38.46 hr.
Senior Inspector	$ 37.89 hr.
Inspector	$ 28.15 hr
Clerical (Typist, Word Processor, Document Assembly, etc.)	$ 23.82 hr.

2. Total Overhead Rate (to be applied to Direct Labor:) 150 %

3. Profit Rate (to be applied to Direct Labor plus Overhead) 10 %

4. Cost of 4-man survey crew per 8 hour day (If applicable) $ _____ hr.

5. Other Direct Project Costs per Unit (please specify)

_____

_____

6. Estimated percentage of total fee to be performed by VIA 51 %

7. Please provide any other relevant rates that may apply to this project including average direct hourly labor rates for other categories of proposed personnel

_____

_____

_____

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EXHIBIT C

P-12-21 Construction Engineering and Inspection Services on Moderate to Large City Projects – Annual Contract
Form 1 – SCHEDULE OF PROPOSED PRICES/RATES

NAME OF CONSULTANT RS&H, Inc.

Proposal Number P-12-21

1. Average hourly direct labor rates (without Fringe Benefits)

Company Principal (Responsible Professional)	$ 84.44 hr.
Senior Project Engineer (Registered)	$ 78.16 hr.
Project Administrator	$ 56.30 hr.
Contract Support Specialist	$ 38.46 hr.
Senior Inspector	$ 37.89 hr.
Inspector	$ 28.15 hr
Clerical (Typist, Word Processor, Document Assembly, etc.)	$ 23.82 hr.

2. Total Overhead Rate (to be applied to Direct Labor:) 150 %

3. Profit Rate (to be applied to Direct Labor plus Overhead) 10 %

4. Cost of 4-man survey crew per 8 hour day (If applicable) $ _____ hr.

5. Other Direct Project Costs per Unit (please specify)

_____

_____

6. Estimated percentage of total fee to be performed by Subconsultant 16 %

7. Please provide any other relevant rates that may apply to this project including average direct hourly labor rates for other categories of proposed personnel

_____

_____

_____

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EXHIBIT C

P-12-21 Construction Engineering and Inspection Services on Moderate to Large City Projects – Annual Contract
Form 1 – SCHEDULE OF PROPOSED PRICES/RATES

NAME OF CONSULTANT Eisman & Russo, Inc.

Proposal Number P-12-21

1. Average hourly direct labor rates (without Fringe Benefits)

Company Principal (Responsible Professional)	$ 84.44 hr.
Senior Project Engineer (Registered)	$ 78.16 hr.
Project Administrator	$ 56.30 hr.
Contract Support Specialist	$ 38.46 hr.
Senior Inspector	$ 37.89 hr.
Inspector	$ 28.15 hr
Clerical (Typist, Word Processor, Document Assembly, etc.)	$ 23.82 hr.

2. Total Overhead Rate (to be applied to Direct Labor:) 150 %

3. Profit Rate (to be applied to Direct Labor plus Overhead) 10 %

4. Cost of 4-man survey crew per 8 hour day (If applicable) $ _____ hr.

5. Other Direct Project Costs per Unit (please specify)

_____

_____

6. Estimated percentage of total fee to be performed by Subconsultant 16 %

7. Please provide any other relevant rates that may apply to this project including average direct hourly labor rates for other categories of proposed personnel

_____

_____

_____

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EXHIBIT C

P-12-21 Construction Engineering and Inspection Services on Moderate to Large City Projects – Annual Contract
Form 1 – SCHEDULE OF PROPOSED PRICES/RATES

NAME OF CONSULTANT AE Engineering, Inc.

Proposal Number **P-12-21**

1. Average hourly direct labor rates (without Fringe Benefits)

Company Principal (Responsible Professional)	$ 84.44 hr.
Senior Project Engineer (Registered)	$ 78.16 hr.
Project Administrator	$ 56.30 hr.
Contract Support Specialist	$ 38.46 hr.
Senior Inspector	$ 37.89 hr.
Inspector	$ 28.15 hr
Clerical (Typist, Word Processor, Document Assembly, etc.)	$ 23.82 hr.

2. Total Overhead Rate (to be applied to Direct Labor:) 150 %

3. Profit Rate (to be applied to Direct Labor plus Overhead) 10 %

4. Cost of 4-man survey crew per 8 hour day (If applicable) $ _____ hr.

5. Other Direct Project Costs per Unit (please specify)

_____

_____

6. Estimated percentage of total fee to be performed by Subconsultant 11 %

7. Please provide any other relevant rates that may apply to this project including average direct hourly labor rates for other categories of proposed personnel

_____

_____

_____

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EXHIBIT C

P-12-21 Construction Engineering and Inspection Services on Moderate to Large City Projects – Annual Contract
Form 1 – SCHEDULE OF PROPOSED PRICES/RATES

NAME OF CONSULTANT SAM Surveying and Mapping, LLC

Proposal Number P12-21

1. Average hourly direct labor rates (without Fringe Benefits)

Company Principal (Responsible Professional)	$ 72.12 hr.
Senior Project Manager	$ 55.29 hr.
Project Manager	$ 42.50 hr.
Drafter or CADD Operator	$ 25.00 hr.
Field Inspector	$ 0 hr.
Field Crew (2 Man)	$ 46.00 hr.
Field Crew (3 Man)	$ 61.00 hr.
Clerical (Typist, Word Processor, Document Assembly, etc.)	$ 22.00 hr.

2. Total Overhead Rate (to be applied to Direct Labor:) 193.09 %

3. Profit Rate (to be applied to Direct Labor plus Overhead) 10 %

4. Cost of 4-man survey crew per 8 hour day (If applicable) $ 1,960 day.

5. Other Direct Project Costs per Unit (please specify)

_____

_____

6. Estimated percentage of total fee to be performed by subconsultants _____%

7. Please provide any other relevant rates that may apply to this project including average direct hourly labor rates for other categories of proposed personnel

_____

_____

Docusign Envelope ID: DDC214C4-DD53-4A37-A741-52B36DC4FC57

From: West, Lori - PWOD
Sent: Tuesday, January 27, 2026 8:42 AM
To: Kemp, Benjamin - ASPS; Faris, Renee - PWEN; Duggan, Tammy - PWOD
Cc: Leslie-Burney, Annette - ASPS
Subject: RE: P-12-21 AMD #2

It?s a master contract/upset limit so we can issue Pos as needed from various project
accounts. There isn?t any one specific fund.

Lori A. West
City of Jacksonville |Engineering and Construction Management Division
214 N. Hogan Street, 10th Floor
Jacksonville, FL 32202
www.jacksonville.gov

From: Kemp, Benjamin - ASPS <BKemp@coj.net>
Sent: Tuesday, January 27, 2026 8:40 AM
To: West, Lori - PWOD <LWEST@coj.net>; Faris, Renee - PWEN <RFaris@coj.net>; Duggan, Tammy - PWOD <TDuggan@coj.net>
Cc: Leslie-Burney, Annette - ASPS <ABurney@coj.net>
Subject: P-12-21 AMD #2

Good morning,

Could you provide me an account number or fragments of an account number for the attached
JPAC award.

Thanks,

Ben Kemp
Purchasing Analyst
Procurement division
City of Jacksonville
Phone: (904) 255-8820

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information. If you are not the intended recipient or believe that you have received this
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otherwise use this information.

Please click on the links below for any of the following for Bids and Awards:

For Bidding Opportunities: Jacksonville.gov - Bidding Opportunities (Including Capital
Improvement and Design/Build)

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For COJ weekly award intentions: Jacksonville.gov - Agendas and Minutes

For bid award information: Procurement Division (coj.net)

For Public Records: COJ Public Records (govqa.us)