

PUBLIC NOTICE
 AGENDA
 PROFESSIONAL SERVICES EVALUATION COMMITTEE MEETING
 Thursday, July 12, 2018, 10:00 a.m.
 Eighth Floor, Conference Room 851
 Jacksonville, FL 32202

Committee Members: Gregory Pease, Chairman
 Patrick Greive, Member, Treasury
 Jeff Close, Member, OGC

| Subcommittee Members | ITEM # | Title & Action | MOTION | CONTR EXP | OUTCOME |
|------------------------------------|---------|--|---|-----------|---------|
| Twane Duckworth Bibinia Centeno | P-18-18 | Subcommittee Report Casualty Actuarial Services Risk Management | It is the consensus of the committee that of the two (2) companies/firms responding to the Request for Proposal (RFP) both were found to be responsive, interested, qualified and available to provide the services required by the RFP. the ranking of first and second designates the order of qualification of these companies/firms to perform the required services and alphabetically they are: 1) AMI Risk Consultants, Inc. 2) Madison Consulting Group We recommend that the above list is forwarded to the Mayor for final selection so that fee and contract negotiations may begin with <u>AMI Risk Consultants, Inc.</u> , the number one ranked company/firm. | | |
| Jeff Foster Will Williams | P-30-07 | Contract Amendment No. 15 Program Director for Contaminated Site Remediation Department of Public Works | That Contract No. 6398-18 between the City of Jacksonville and England-Thlms and Miller, Inc., as Program Director for Contaminated Site Remediation, be amended to: (i) incorporate the attached Scope of Services identified as Exhibit 'CC' and Contract Fee Summary identified as Exhibit 'DD'; (ii) increase the amount for Civil Engineering Design for Ash Site Remediation for Lonnie Miller Park by \$7,610.00 to a new total of \$275,844.99; and (iii) increase the maximum indebtedness by \$7,610.00 to a new not-to-exceed total maximum of \$38,678,481.23. All other terms and conditions shall remain the same except for such changes as the Office of General Counsel may deem appropriate to ensure compliance with the City's ordinances, Procurement policies and procedures and applicable federal and state laws. | | |
| Patrick Greive Mike Weinstein | N/A | Financial Services informational update Treasury Division | Informational update - the Treasury Division hereby notifies PSEC that it will be procuring Fiscal Agent and Paying Agent Services in accordance with Section 126.313 of the Purchasing Code and the related Treasury and Pension Procurement procedures concurrent with our upcoming bond offering. | | |
| MEETING ADJOURNED: _____ | | | | | |

CC: Council Auditor
 Subcommittee Members



ONE CITY. ONE JACKSONVILLE.

City of Jacksonville, Florida

Lenny Curry, Mayor
Division of Insurance and Risk Management
117 West Duval Street
Suite 335
Jacksonville, FL 32202
(904) 630-7521
www.coj.net

MEMORANDUM

July 6, 2018

TO: Gregory Pease, Chairman
Professional Services Evaluation Committee

FROM:  Twane Duckworth, Chief
Finance and Administration Department/Risk Management Division

Bibinia Centeno, Manager, Finance & Administrative
Finance and Administration Department/Risk Management Division

Subject: Subcommittee Report Letter for P-18-18 Casualty Actuarial Services

The subcommittee received two (2) proposals for evaluation for the above referenced project and found all of them to be responsive, interested, qualified and available to provide the services required by the RFP.

The proposals were evaluated using the criteria outlined in the Purchasing Code as modified by the RFP (Attachment B – Evaluation Matrix). The Price Sheets (Form 1 – Price Sheet) for all proposers are provided.

Based on the above, the following proposers are determined to be qualified to perform the required service and these proposers in ranking order are:

1. AMI Risk Consultants, Inc.,
2. Madison Consulting Group

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

Attachments:
Scoring Matrix
Form 1 – Price Sheet (All Proposers)
Attachment B – Evaluation Matrix



City of Jacksonville, Florida

Lenny Curry, Mayor

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

ONE CITY. ONE JACKSONVILLE.

TO: Greg Pease, Chief, Procurement Division

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

FROM: Jeffrey S. Foster, P.G., Solid Waste Environmental Engineering Manager *Jeffrey S. Foster*
Will Williams, Chief, Solid Waste Division *Will Williams*

DATE: June 11, 2018

SUBJECT: Amendment No. 15 – Program Director for Contaminated Site Remediation
City Contract No. 6398-18, RFP No. P-30-07

As part of the continuing remediation activities under Project New Ground, ETM is currently working on the remediation and infrastructure design for the Lonnie Miller Park improvements that were approved under Amendment No. 14 (original Scope of Services). Additional work and reallocation of tasks and fee summary in Amendment #14 are needed to complete the project.

Accordingly, this is to recommend that the contract, between the City and England-Thims and Miller, Inc. for Program Director for contaminated Site Remediation, is amended to (i) incorporate the Attached Scope of Services identified as Exhibit "CC"; incorporating the attached Contract Fee Summary Form identified as Exhibit "DD"; by increasing the amount for Civil Engineering Design for Ash Site Remediation for Lonnie Miller Park by \$7,610.00 to a new total of \$275,844.99 as identified in Exhibit "DD"; and increase the maximum indebtedness by \$7,610.00 to a new not-to-exceed total maximum indebtedness of \$38,678,481.23. All other terms and conditions, as previously amended, shall remain the same. Nothing contained herein shall be amended, modified, or otherwise revised without prior approval from PSEC and the Mayor.

Sufficient funding is available in ERAS329AS ERR002 01 069505. Please notify the Solid Waste Division when this item will be placed on the agenda so a representative of Solid Waste can attend.

CC: Nickii Brookins, SWD
Ann Brackin, DPW

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EXHIBIT "CC"
SCOPE OF SERVICES
CIVIL ENGINEERING DESIGN FOR
ASH SITE REMEDIATION

1.0 BACKGROUND

England, Thims & Miller, Inc. (ETM) has a Contract (Architectural/Engineering Services as Program Director for Contaminated Site Remediation) with the City of Jacksonville (the City) to serve as the City's Program Director for the remediation of ash contaminated sites within the City, as required by the Remedial Design/Remedial Action Consent Decree for Jacksonville Ash and Brown's Dump Sites Administered under the Comprehensive Environmental, Response, Compensation and Liability Act ("Consent Decree") between the City and the Environmental Protection Agency. The main focus of the remediation efforts has been the four EPA-jurisdictional sites that have Records of Decision (RODs), i.e. Brown's Dump Site, 5th and Cleveland Incinerator Site, Forest Street Incinerator Site, and Lonnie Miller Park Site.

The City is planning to redevelop the Lonnie Miller Park which also requires remediation. In an effort to save funds, the City has elected to join the remediation and development efforts into one project. ETM has an Amendment with the City to conduct a topographic survey and tree inventory, prepare engineering plans and environmental permitting for the park development.

This Amendment is for the following three tasks:

Task 1

Increase the Wetland Delineation, Verification and Permitting costs from the original estimate of \$12,500 to \$18,000 as shown in the attached Proposal from our subconsultant, Environmental Services, Inc. This updated scope of services includes obtaining an ACOE Nationwide Permit, if necessary as well as cost increases from the original 2015 Scope of Services. The total net increase is \$5,500.

Task 2

Provide the application fee to St. Johns River Water Management District for the Environmental Resource Permit for the park improvements which was not included in the original Scope of Services. The application fee is \$2,110.

Task 3

Reduce the Surveying Services (including Protected Tree Survey) (less \$34,835.63), remove the Tree Mitigation/Code Landscape and Irrigation Plans task (to be prepared by others) (less \$10,013.14), remove the Limited Construction Administration task (less \$24,347.35), and add tasks for preparation of the Remediation Plans (add \$19,360.49), Remedial Action Work Plan (add \$12,514.08), Technical Specifications (add \$32,321.55), and design for connecting the existing sewer pump station to the new proposed pump station (add \$5,000) for the Remediation of Lonnie Miller Park for \$69,196.12. This task is described below, and the total net increase is \$0.00.

Exhibit CC

Lonnie Miller Park Remediation and Pump Station

Task 3A – Remediation Plan and Details

ETM shall prepare Remediation Plans for as needed for the remediation of the Lonnie Miller Park site. These plans shall provide a design of the remediation of the entire park sufficient for the contractor to conduct the remediation. This shall include the site-specific condition of the remediation (excavation with backfill to the proper design depth as well as capping areas where appropriate). This shall include design of trenching necessary to install proposed utilities. This shall include preparation of the various remediation details. The lump sum fee is \$19,360.49.

Task 3B - Remedial Action Work Plan

A Remedial Action Work Plan (RAWP) has been developed by ETM for the Lonnie Miller Site and the plan was approved by the EPA on May 25, 2010. The RAWP was for the remediation of parcels within the Lonnie Miller Site. ETM will use the approved RAWP as a base document and modify the RAWP as needed for the remediation of the Lonnie Miller Park site. This shall include addressing the site-specific issues such as the reuse of fill on site from stormwater ponds, placing a two-foot cap in lieu of excavating and backfilling, providing additional plans and details, a site-specific confirmation sampling plan, and providing Institutional Controls. This proposal assumes that this modification can be provided via a letter modification to the existing RAWP. The deliverable is a submittal of the RAWP to the EPA and response to one Request for Additional Information from EPA. The lump sum fee is \$12,514.08.

Task 3C - Technical Specifications

ETM will draft the Technical Specification for the remediation of Lonnie Miller Park to correspond to the Remedial Design Plans. Specifically, ETM will draft the following Sections regarding the remediation:

- Section 30 - Scope of Work
- Section 31 - Special Conditions
- Section 32 - Remedial Actions
- Section 33 - Performance Specifications
- Section 34 - Performance Specifications (See Task 1 above)

In addition, to the above Technical Specifications, ETM will draft the Bid Pricing Proposal for the Remediation elements of the Lonnie Miller Park project. The lump sum fee is \$32,321.55.

Task 3D - Existing Sewer System

ETM will redesign the existing sewer system. This will include abandoning the existing pump station and directing the flow via gravity to the new proposed pump station. This shall include designing the connection of the new force main to the existing force main in Soutel Boulevard. The lump sum fee is \$5,000.00.

Overall, this Amendment is a total of \$7,610.

EXHIBIT 'CC'

EXHIBIT "DD"

**CONTRACT FEE SUMMARY
CITY OF JACKSONVILLE, FLORIDA**

| PART I - GENERAL | | | | | | |
|--|--------------|----------|----------------------------|---|----------|-----------------|
| 1. Project Civil Engineering for Ash Site Remediation - Lonnie Miller Regional Park Improvements | | | | 2. Proposal Number P-30-07 (Amendment #15A) | | |
| 3. Name of Consultant England-Thims & Miller, Inc. Contract #6398-18 | | | | 4. Date of Proposal 04/24/18 | | |
| PART II - LABOR RELATED COSTS | | | | | | |
| 5. Direct Labor | Hourly Rates | | Estimated Hours | Estimated Cost | | TOTAL |
| | Original | Reduced | | | | |
| Program Director | \$ 74.52 | \$ 73.03 | 0 | \$ | 0.00 | |
| Deputy Program Director | \$ 74.52 | \$ 73.03 | 0 | \$ | 0.00 | |
| Senior Engineer | \$ 47.58 | \$ 46.63 | 0 | \$ | 0.00 | |
| Designer | | \$ 38.14 | 0 | \$ | 0.00 | |
| Senior Planner / Senior Landscape Arch. | | \$ 46.63 | 0 | \$ | 0.00 | |
| Landscape Architect | | \$ 32.92 | 0 | \$ | 0.00 | |
| GIS Administrator | \$ 40.99 | \$ 40.17 | 0 | \$ | 0.00 | |
| Lead Construction Inspector | | \$ 32.92 | 0 | \$ | 0.00 | |
| GIS Programmer | \$ 33.13 | \$ 32.47 | 0 | \$ | 0.00 | |
| Cad Technician/GIS Analyst | \$ 22.04 | \$ 21.60 | 0 | \$ | 0.00 | |
| Administrative | \$ 21.73 | \$ 21.30 | 0 | \$ | 0.00 | |
| TOTAL DIRECT LABOR | | | | | | \$ - |
| 6. Overhead (Combined Fringe Benefit & Administrative) | | | | | | |
| Overhead Rate | | | 150 % x Total Direct Labor | | | \$ - |
| 7. SUBTOTAL: Labor + Overhead (Items 5 & 6) | | | | | | \$ - |
| 8. PROFIT: Labor Related Costs (Item 7) | | | | | | x 10% \$ - |
| TOTAL DIRECT LABOR | | | | | | \$ - |
| PART III - OTHER COSTS | | | | | | |
| 9. Miscellaneous Direct Costs | | | | | | |
| SJRWMD Environmental Resource Permit Application Fee | | | | \$ | 2,110.00 | |
| MISCELLANEOUS DIRECT COSTS SUB-TOTAL | | | | | | \$2,110.00 |
| 10. SUBCONTRACTS (Lump Sum) | | | | | | |
| SUB-CONTRACT SUB-TOTAL | | | | | | |
| TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10) | | | | | | \$ 2,110.00 |
| 11. Reimbursable Costs - (Limiting Amount) | | | | | | |
| Environmental Services, Inc. (Wetland Delineation, Boundary Verification, ERP assistance, and RAI assistance) See ESI Prop | | | | \$ | 5,500.00 | |
| SUB-TOTAL REIMBURSABLES | | | | | | \$ 5,500.00 |
| PART IV - SUMMARY | | | | | | |
| TOTAL AMOUNT OF AMENDMENT #15A (Lump Sum Plus Reimbursables) (Items 5, 6, 8, 9, 10 and 11) | | | | | | \$7,610.00 |
| 12. PRIOR CONTRACT AMOUNT (Through Amendment #14) | | | | | | \$38,670,871.23 |
| AMENDED AMOUNT OF CONTRACT | | | | | | \$38,678,481.23 |

EXHIBIT 'DD'

EXHIBIT "DD"

Lonnie Miller Park Redevelopment
Amendment No. 15 to Contract No. 6398-18

| Existing Contract Amendment | | Approved Amendment | Proposed Amendment |
|-----------------------------|--|---------------------------|--------------------|
| Task 1 | Surveying Services | | |
| | a. Topographic Survey | \$45,000.00 | -\$14,835.63 |
| | b. Protected Tree Inventory | \$20,000.00 | -\$20,000.00 |
| Task 2 | Wetland Delineation, Verification and Permitting | \$12,500.00 | \$5,500.00 |
| | Wetland Application Fee | | \$2,110.00 |
| Task 3 | Park Improvement Construction Documents | \$86,251.00 | |
| Task 4 | Sanitary Sewer Pump Station and Forcemain Design | \$14,352.58 | |
| Task 5 | Tree Mitigation/Code Landscape and Irrigation Plan | \$10,013.14 | -\$10,013.14 |
| Task 6 | St. Johns River Water Management District Permit Application | \$27,697.73 | |
| Task 7 | JEA Review Process | \$2,821.17 | |
| Task 8 | FDEP Water Distribution System General Permit | \$2,098.47 | |
| Task 9 | FDEP Sanitary Sewer Collection System General Permit | \$2,098.47 | |
| Task 10 | FDEP NPDES General Notice of Intent – Construction Permit | \$1,888.70 | |
| Task 11 | COJ Site Clearing Permit Application | \$2,473.74 | |
| Task 12 | JEA Electric Design Coordination | \$3,104.70 | |
| Task 13 | Geotechnical Exploration and Groundwater Sampling and Analysis for General Permit for Discharge of Produced Groundwater | \$1,587.96 \$12,000.00 | |
| Task 14 | Limited Construction Administration | \$24,347.35 | -\$24,347.35 |
| New Tasks | | | |
| Task 15 | Prepare Remediation Plans and Details | | \$19,360.49 |
| Task 16 | Remedial Action Work Plan | N/A | \$12,514.08 |
| Task 17 | Technical Specifications for Remediation | N/A | \$32,321.55 |
| Task 18 | Design Existing Sewer System to Connect to new Pump Station | N/A | \$5,000.00 |
| | TOTAL | \$268,234.99 | \$7,610.00 |

Exhibit 'D' D

EXHIBIT "DD"

Table 1
Ash Site Remediation
Lonnie Miller Park Remediation

| | | CONSULTANT: England-Thoms & Miller, Inc. | | NAME OF PROJECT: Overall Program Director for Contaminated Site Remediation | | | | | | | | | | | | | | | | |
|------|---|---|------------|---|------------|--------------------------|------------|-------------------------|------------|---------------------------|------------|-------------------------------------|------------|--------------------------------------|------------|----------------------------------|------------|----------|-----------------------|-------------------------|
| | | RFP NO.: P-30-07 (Lonnie Miller Park Remediation) | | | | | | | | | | | | | | | | | | |
| | | CONTRACT NO.: #6398-1B | | | | | | | | | | | | | | | | | | |
| TASK | ACTIVITY | STAFF RATE: | | Principal \$73.03 | | Program Director \$73.03 | | Senior Engineer \$46.63 | | GIS Administrator \$40.17 | | Lead Construction Inspector \$32.92 | | GIS Analyst / CAD Technician \$21.60 | | Administrative Assistant \$21.30 | | Expenses | TOTAL | |
| | | MAN HOURS | LABOR COST | MAN HOURS | LABOR COST | MAN HOURS | LABOR COST | MAN HOURS | LABOR COST | MAN HOURS | LABOR COST | MAN HOURS | LABOR COST | MAN HOURS | LABOR COST | MAN HOURS | LABOR COST | | MAN HOURS BY ACTIVITY | SALARY COST BY ACTIVITY |
| 1 | Remedial Action Work Plan | | | 6 | \$438.18 | 60 | \$2,797.80 | 2 | \$80.34 | 0 | \$0.00 | 24 | \$518.40 | 8 | \$170.40 | | | 100 | \$4,005.12 | |
| | Expenses (Reproduction, printing, shipping, deliveries, etc.) | | | | | | | | | | | | | | | | \$1,500.00 | | \$1,500.00 | |
| | Total Lump Sum Cost | 0 | \$0.00 | 6 | \$438.18 | 60 | \$2,797.80 | 2 | \$80.34 | 0 | \$0.00 | 24 | \$518.40 | 8 | \$170.40 | | \$1,500.00 | 100 | \$5,105.12 | |
| 2 | Technical Specifications | | | 48 | \$3,505.44 | 120 | \$5,595.60 | 4 | \$160.68 | 4 | \$131.68 | 8 | \$172.80 | 60 | \$1,278.00 | | | 244 | \$19,344.20 | |
| | Section 30 - Scope of Work | | | | | | | | | | | | | | | | | | | |
| | Section 31 - Special Conditions | | | | | | | | | | | | | | | | | | | |
| | Section 32 - Remedial Actions | | | | | | | | | | | | | | | | | | | |
| | Section 33 - Performance Specifications | | | | | | | | | | | | | | | | | | | |
| | Section 33 - Performance Specifications | | | | | | | | | | | | | | | | | | | |
| | Bid Pricing Proposal | | | | | | | | | | | | | | | | | | | |
| | Expenses (Reproduction, printing, shipping, deliveries, etc.) | | | | | | | | | | | | | | | | | | | |
| | TOTAL LUMP SUM COST | 0 | \$0.00 | 54 | \$3,943.62 | 180 | \$8,393.40 | 6 | \$241.02 | 4 | \$131.68 | 32 | \$691.20 | 68 | \$1,448.40 | | \$4,000.00 | 344 | \$18,849.32 | |

Total = (Unburdened Rate + 150% Overhead + 10% Profit) + Expenses = \$44,835.63

EXHIBIT 'DD'

PROCUREMENT DIVISION



February 2, 2017

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

Dear Mayor Curry:

Ref: P-30-07 Program Director for Contaminated Site Remediation (Amendment No. 14)
Department of Public Works

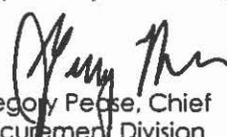
The Professional Services Evaluation Committee met today in Board Room 851 on the eighth floor of the Ed Ball Building, for the purpose of amending the above-referenced contract.

The following motion/recommendation was adopted:

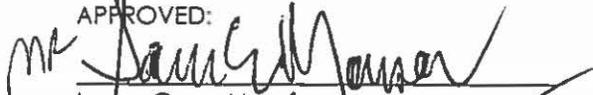
That Contract No. 6398-18 between the City of Jacksonville and England-Thims and Miller, Inc. for Program Director for Contaminated Site Remediation, is amended to: (i) incorporate the attached Scope of Services for the Ash Program Director Identified as Exhibit 'Y' in the amount of \$1,999,081.83; (ii) incorporate the attached Contract Fee summary identified as Exhibit 'Z'; additionally (iii) incorporate the attached Scope of Services for the Civil Engineering Design for Ash Site Remediation for Lonnie Miller Park contained in Exhibit 'AA' in the amount of \$268,234.99 the additional funding required for these tasks are detailed in Exhibit 'BB' Contract Fee Summary; and (iv) increase the maximum indebtedness by \$2,267,316.82 to a new not-to-exceed total maximum indebtedness of \$38,670,871.23. All other terms and conditions, as previously amended, shall remain the same. Nothing contained herein shall be amended, modified, or otherwise revised without prior approval from PSEC and the Mayor.

If the foregoing meets your approval, please affix your signature and return to my office.

Respectfully submitted,


Gregory Pease, Chief
Procurement Division
Chairman, Professional Services
Evaluation Committee

APPROVED:


Lenny Curry, Mayor
This 2nd day of February, 2017

Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No. 2015-05

GP: ab

cc: Council Auditor,
Julia Davis, OGC
Melba Gray, GAD
Subcommittee Members

FINANCE AND ADMINISTRATION DEPARTMENT

214 N. Hogan Street, Suite 800 / Jacksonville, FL 32202 / Phone: 904.255.8800 / Fax: 904.255.8837 / www.coj.net

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