City of Jacksonville, Florida

Lenny Curry, Mayor

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

ONE CITY. ONE JACKSONVILLE.

January 22, 2020

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

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

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

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

SUBJECT: P-11-17 St. Johns Bluff Road Sidewalk Improvement Projects
Contract 10101-01 Amendment 1
East side: PWSD114FAIR-06505-PW0153-02 $15,867.55
West side PWDS114FAIR-06505-PW0153-03 $23,775.90

Additional design services were needed to address scope modifications for this project. In addition, once the project begins construction, Post design services will be required. Negotiations with the consultant have resulted in the attached Scope of Services, Exhibit C and Contract Fee Schedule, Exhibit D to provide these services. JSEB firms to be utilized to meet the Participation Percentage Plan of 20% for this contract are detailed on a separate attachment.

Accordingly, this is to recommend that Contract 10101-01, originally executed November 2, 2017 between the City and Civil Services, Inc. for St. Johns Bluff Road Sidewalk Improvement Project, be amended to incorporate the attached Scope of Services, Exhibit C and Fee Schedule, Exhibit D, to add a new lump sum amount for Design Services for the East Side of St. Johns Bluff Road (East Side) in the amount of $21,235.41 and to decrease the not to exceed limit for Design Services for the East Side by $19,367.86 to a new limit of $215,280.20 and to add a new lump sum amount for Design Services for the west side of St. Johns Bluff Road (West Side) in the amount of $12,500.63 and to decrease the not to exceed limit for Design Services for the West Side by $1,100.98 to a new limit of $116,553.21 and to add new not to exceed limits for Post Design Services for the East Side in the amount of $14,000.00 and the West Side in the amount of $10,000.00 and a new not to exceed limit for Geotechnical for the West Side in the amount of $2,376.25, thereby increasing the maximum indebtedness by $39,643.45 to a new maximum of $391,945.70. All other terms and conditions are as provided in the RFP and the City's standard contract language.

JPP/lw

Attachment: Exhibits C & D
JSEB Participation

cc: Lori West, PW Contract Specialist, Engineering and Construction Management
David D. Hahn, P.E., Engineer Manager

EXHIBIT C

CIVIL SERVICES, INC.
CONSULTING ENGINEERS

ROADWAY • CIVIL • BRIDGE • WATER RESOURCES

Jacksonville • West Palm Beach • Atlanta • Augusta

December 16, 2019

David Hahn, PE (Engineer Manager)
City of Jacksonville
Engineering Design Section
214 N. Hogan Street, 10th Floor
Jacksonville, Florida 32202

P-11-17 East Sidewalk Improvements, St. Johns Bluff Road

Mr. Hahn,

The scope for this project has been modified somewhat from what was originally anticipated, estimated, and contracted. Additional work effort was required for right-of-way analysis, legal description preparation for temporary construction and permanent drainage easements and for additional design coordination and a secondary round of plan revisions for signing and pavement markings. At the same time we are requesting our contract be revised to include a reimbursable line item for Post Design/Construction Phase Service.

Christopher E. Morse, PE
Design Contract Manager

2394 St. Johns Bluff Road, S. • Jacksonville, FL 32246 • (904) 641-1834 • Fax (904) 645-0057 • www.civilservicesinc.com

EXHIBIT C

CIVIL SERVICES, INC.
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December 16, 2019

David Hahn, PE (Engineer Manager)
City of Jacksonville
Engineering Design Section
214 N. Hogan Street, 10th Floor
Jacksonville, Florida 32202

P-11-17 West Sidewalk Improvements, St. Johns Bluff Road

Mr. Hahn,

The scope for this project has been modified somewhat from what was originally anticipated, estimated, and contracted. Additional work effort was required for right-of-way analysis, legal description preparation for temporary construction and permanent drainage easements and for additional design coordination and a secondary round of plan revisions for signing and pavement markings. At the same time we are requesting our contract be revised to include a reimbursable line item for Post Design/Construction Phase Service.

Christopher E. Morse, PE
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EXHIBIT D

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

PART I - GENERAL				
1. Project St Johns Bluff Road Sidewalk Design West			2. City RFP No. / Contract No. P-11-17 / 10101-01	
3. Name of Consultant Civil Services, Inc.			4 Date 12/2/2019	
PART II - LABOR RELATED COSTS				
5. Direct Labor (Limiting Amount)	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Project Manager	$58.55	11	$ 644.05	
Sr. Drainage Engineer	$44.23	8	$ 353.84	
Roadway Engineer	$44.85	44	$ 1,973.40	
Designer	$26.00	40	$ 1,040.00	
Clerical	$24.23	5	$ 121.15	
TOTAL DIRECT LABOR	$38.26	108		$ 4,132.44
6. Overhead (Combined Fringe Benefit & Administrative)				
Overhead Rate 175 % x Total Direct Labor				$ 7,231.77
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				$ 11,364.21
8. PROFIT: Labor Related Costs (Item 7)			X 10 %	$ 1,136.42
PART III - OTHER COSTS				
9. Miscellaneous Direct Costs (Lump Sum)	Quantity	Unit Cost		
MISCELLANEOUS DIRECT COSTS SUB-TOTAL				
10. SUBCONTRACTS (Lump Sum) Environmental Resource Solutions				
SUB-CONTRACT SUB-TOTAL				$ -
TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)				$ 12,500.63
11. REIMBURSABLE COSTS (Limiting Amount)				
DRMP SURVEYORS			$ (1,074.79)	
Peters & Yaffee + Signal Design at Lost Pine Drive			$ (26.19)	
Environmental Resource Solutions			$ 2,376.25	
Post Design/Construction Phase Services			$ 10,000.00	
SUB-TOTAL REIMBURSABLES				$ 11,275.27
PART IV - SUMMARY				
TOTAL AMOUNT OF Amendment 1 (Lump Sum Plus Reimbursables) (Items 5, 6, 8, 9, 10, and 11)				$ 23,775.90
ORIGINAL CONTRACT AMOUNT				$ 117,654.19
NEW CONTRACT AMOUNT				$ 141,430.09

EXHIBIT D

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

PART I - GENERAL				
1. Project St Johns Bluff Road Sidewalk Design East			2. City RFP No. / Contract No. P-11-17 / 10101-01	
3. Name of Consultant Civil Services, Inc.			4 Date 12/2/2019	
PART II - LABOR RELATED COSTS				
5. Direct Labor (Limiting Amount)	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Project Manager	$58.55	18	$ 1,053.90	
Sr. Drainage Engineer	$44.23	4	$ 176.92	
Roadway Engineer	$44.85	80	$ 3,588.00	
Designer	$26.00	80	$ 2,080.00	
Clerical	$24.23	5	$ 121.15	
TOTAL DIRECT LABOR	$37.54	187		$ 7,019.97
6. Overhead (Combined Fringe Benefit & Administrative)				
Overhead Rate 175 % x Total Direct Labor				$ 12,284.95
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				$ 19,304.92
8. PROFIT: Labor Related Costs (Item 7)			**X** 10 %	$ 1,930.49
PART III - OTHER COSTS				
9. Miscellaneous Direct Costs (Lump Sum)	Quantity	Unit Cost		
MISCELLANEOUS DIRECT COSTS SUB-TOTAL				$
10. SUBCONTRACTS (LUMP SUM)				
SUB-CONTRACT SUB-TOTAL				$ -
TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)				$ 21,235.41
11. REIMBURSABLE COSTS (Limiting Amount)				
DRMP SURVEYORS (Topo Survey)			$ (4,168.94)	
DRMP SURVEYORS (SUE Services at Lost Pine Drive)			$ (2,530.56)	
Environmental Resource Solutions			$ (120.10)	
Peters & Yaffee + Signal Design at Lost Pine Drive			$ -	
Peters & Yaffee (Mast arm)			$ (3.80)	
CSI, Pedestrian Bridge (structural)			$ (8,357.23)	
CSI, Mast Arm (structural)			$ (1,728.77)	
Pedestrian Bridge + Signal Design at Lost Pine Drive			$ -	
Geotech for Pedestrian Bridge+ Signal Design at Lost Pine Drive			$ (2,458.46)	
Post Design/Construction Phase Services			$ 14,000.00	
SUB-TOTAL REIMBURSABLES				$ (5,367.86)
PART IV - SUMMARY				
TOTAL AMOUNT OF AMENDMENT 1 (Lump Sum Plus Reimbursables) (Items 5, 6, 8, 9, 10 &				$ 15,867.55
ORIGINAL CONTRACT AMOUNT				$ 234,648.06
NEW CONTRACT AMOUNT				$ 250,515.61

Exhibit B

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

PART I - GENERAL				
1. Project St Johns Bluff Road Sidewalk Design West			2. City RFP No. / Contract No. P-11-17 / 10101-01	
3. Name of Consultant Environmental Resource Solutions			4 Date 12/2/2019	
PART II - LABOR RELATED COSTS				
5. Direct Labor (Limiting Amount)	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Principal (Partner or Senior Officer) P	$50.00			
Project Manager (Resp. Professional)	$50.00			
Environmental Scientist	$38.25			
Environmental Scientist II/ Constr. Supervisor	$32.12			
Environmental Scientist III/ Mitigation Monitor	$30.07			
Environmental Scientist IV/ Field Inspector	$25.00			
Environmental Scientist V	$24.33			
Mitigation Laborer	$14.40			
GIS Specialist	$24.33			
Drafter or CADD Operator	$15.75			
Clerical (Word Proc., Document Assembly)	$16.82			
TOTAL DIRECT LABOR				$ -
6. Overhead (Combined Fringe Benefit & Administrative)				
Overhead Rate 175 % x Total Direct Labor				$ -
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				$ -
8. PROFIT: Labor Related Costs (Item 7)			**X** 10 %	$ -
PART III - OTHER COSTS				
9. Miscellaneous Direct Costs (Lump Sum)	Quantity	Unit Cost		
MISCELLANEOUS DIRECT COSTS SUB-TOTAL				
10. SUBCONTRACTS (Lump Sum) Environmental Resource Solutions				
SUB-CONTRACT SUB-TOTAL				$ -
TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)				$ -
11. REIMBURSABLE COSTS (Limiting Amount)				
SUB-TOTAL REIMBURSABLES (To be billed a the rates listed above)				$ 2,376.25
PART IV - SUMMARY				
TOTAL AMOUNT OF Amendment No. 1 (Reimbursable / Not to Exceed) (Items 5, 6, 8, 9, 10, and 11)				$ 2,376.25

EBO FORM 1
SCHEDULE OF SUBCONTRACTOR/SUBCONSULTANT PARTICIPATION

Name of Proposer: **Civil Services, Inc.**

Project Title: **St. Johns Bluff Road Sidewalk Design, East (P-11-17 / 10101-01)**

Proposal Number: _____ Total Base Proposal Amount (if applicable): **$15,867.55**

***Please list all JSEBs first**

Full Company Name	JSEB Category (African-American, Women, Asian, Native American, Non-MBE or Hispanic)	Type of Work to be Performed	Total Contract Value or Percentage
Civil Services, Inc.	AA	Civil Engineering	100.00 %

Attach additional list of subcontractors/sub-consultants as needed

CONSULTANT/SUBCONTRACTOR/SUPPLIER TOTAL VALUES	
African-American Participation Total	**100.00 %**
Hispanic-American Participation Total	%
Native-American Participation Total	%
Asian-American Participation Total	%
Woman Participation Total	%
Non-MBE Participation Total	**0.00 %**

The undersigned will enter into a formal Agreement with the JSEB Suppliers/Consultants/Subcontractors identified herein for work listed in this schedule conditioned upon execution of a contract with the City of Jacksonville. Under penalties of perjury I declare that I have read the foregoing conditions and instructions and the facts are true to the best of my knowledge and beliefs.

Signature of Proposer: [signature] Title: President Date: 12/19/19

Print Name: Christopher E. Morse

EBO FORM 1
SCHEDULE OF SUBCONTRACTOR/SUBCONSULTANT PARTICIPATION

Name of Proposer: **Civil Services, Inc.**

Project Title: **St. Johns Bluff Road Sidewalk Design, West (P-11-17 / 10101-01)**

Proposal Number: _____ Total Base Proposal Amount (if applicable): **$23,775.90**

***Please list all JSEBs first**

Full Company Name	JSEB Category (African-American, Women, Asian, Native American, Non-MBE or Hispanic)	Type of Work to be Performed	Total Contract Value or Percentage
Civil Services, Inc.	AA	Civil Engineering	90.00 %

Attach additional list of subcontractors/sub-consultants as needed

CONSULTANT/SUBCONTRACTOR/SUPPLIER TOTAL VALUES	
African-American Participation Total	**90.00 %**
Hispanic-American Participation Total	%
Native-American Participation Total	%
Asian-American Participation Total	%
Woman Participation Total	%
Non-MBE Participation Total	**10.00 %**

The undersigned will enter into a formal Agreement with the JSEB Suppliers/Consultants/Subcontractors identified herein for work listed in this schedule conditioned upon execution of a contract with the City of Jacksonville. Under penalties of perjury I declare that I have read the foregoing conditions and instructions and the facts are true to the best of my knowledge and beliefs.

Signature of Proposer: [signature] Title: President Date: 12/19/19

Print Name: Christopher E. Morse