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

September 27, 2017

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

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

FROM: Tom Fallin, P. E.
Chief, Engineering and Construction Management Division

Robert Skalitzky, Chief
Natural and Marine Resources

SUBJECT: P-52-17 Professional Services for Dock Inspections and Designs
RPWF165-06505---AFA017-01

The Engineering Division has negotiated with the consultant selected for Professional Services for Dock Inspections and Designs, resulting in the Scope of Services, Exhibit A and Contract Fee Schedule, Exhibit B. The City's JSEB program is not applicable to this project. Instructions provided for required Federal Affirmative Steps were included in the RFP.

Accordingly, this is to recommend that the City of Jacksonville enter into a contract with Taylor Engineering, Inc. for Professional Services for Dock Inspections and Designs, that includes the attached Scope of Services identified as Exhibit "A" and Fee Schedule identified as Exhibit "B", to provide a lump sum amount for Dock Inspections and Design in the amount of $99,921.49 with a maximum indebtedness to the City in the amount of $99,921.49 and with an expiration date of Project Completion. All other terms and conditions are as provided in the RFP and the City's standard contract language.

TF/lw

Attachment: Exhibits A & B

cc: Lori West, Contract Specialist

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Taylor Engineering, Inc

Scope of Work
For
City of Jacksonville
Professional Services for Dock Inspections and Designs
RFP: P-52-17

Phase I: Inspections and Reports

INTRODUCTION

Hurricane Matthew damaged six recreational docks/waterfront facilities in the City of Jacksonville (COJ). Through a qualification-based selection process, the COJ has chosen Taylor Engineering, Inc. to provide all professional services necessary for performing inspections, preparing condition reports including recommendations for repair and/or replacement, preparing final design and bid documents, and providing post design construction support to repair or replace these facilities as necessary.

Taylor Engineering anticipates this work will be completed in phases. Phase I will include detailed field inspections of each of the six docks followed by development of reports to document the findings, repair and/or replacement recommendations, and preliminary opinion of probable construction cost for any necessary remediation.

Once Taylor Engineering completes the inspections and identifies the necessary repairs and through separate authorization by COJ, Taylor Engineering will proceed with future phases of this work to include development of construction drawings and specifications and construction phase services.

As such, this scope of work details Phase I inspection and reporting efforts. We have prepared our proposal in accordance with the RFQ (P-52-17) and subsequent clarifications provided by the COJ through email correspondences received on August 17, 2017.

SCOPE OF WORK

Taylor Engineering will provide professional inspection and reporting services to assess requirements for remediation design and to determine opinion of probable construction cost for any necessary repairs. The docks/facilities requiring inspection are documented via aerial photographs herein and summarized as follows:

1) County Dock, County Dock Road and Mandarin Road, Jacksonville
    a. Fixed dock
2) Reddie Point Park Preserve, 4499 Yachtsman Way, Jacksonville
    a. One fixed dock and two floating docks
3) Trout River Floating Pier, Trout River Drive, Jacksonville
    a. Floating dock
4) Jim King Park, 8203 Heckscher Drive, Jacksonville
    a. Fixed walkway heading out to docks
5) Arlington Lions Club Park, 4322 Richard D. Gatlin Road, Jacksonville
    a. Fishing pier
    b. Boardwalk
6) Northbank Riverwalk floating docks, downtown by the Landing, Jacksonville
    a. 1430 feet of Bellingham floating dock

Task 1 Waterfront Facilities Assessment

Prior to commencing field work, Taylor Engineering will receive from COJ and review available as-built or design documents for each of the facilities. Based on available information, the dive team will prepare a dive plan.

Taylor Engineering will conduct Level I and Level II above-water and underwater field assessments to visually observe the damages to each of the six docks/facilities. Work will generally comply with American Society of Civil Engineers (*ASCE) Manual 130 – Waterfront Facilities Inspection and Assessment* guidelines. A professional engineer diver will lead the certified commercial diver inspection team. Inspection of topside elements will occur in unison with the underwater evaluation so that the team may correlate and document finding on an element-by-element basis.

First, a Level I assessment will consist of a visual and tactile inspection of the structural elements. If the elements are not visible due to the presence of marine growth, the inspection team will complete a Level II inspection which entails partial removal of marine growth (ASCE, 2015). A Level II inspection will occur on at least 10 percent of the structures when necessary.

As part of these site visits, Taylor Engineering will perform a condition assessment on specific structural elements including floating docks, fixed docks, support piles, pile caps, beams, joists, anchor piles, pile guides, fenders, moorings, gangways, ladders, and walkways. Taylor Engineering will document the condition of structural components and take a photographic record of the dock's structural members and main components. The photographic record will focus particularly on any damaged areas that might require repair and/or replacement.

Task 2 Conditions Assessment and Report Development

Taylor Engineering will prepare individual reports for each of the docks/facilities summarizing the findings from Task 1. The reports will include:

- Executive summary
- Condition assessment of above water and below-water structural components, including photographs taken from site observations
- Identification of item needing repair and/or replacement and recommendation for rehabilitation
- Preliminary cost opinions associated with repair recommendations. Cost opinions will provide pre-design budgetary cost ranges for recommended repairs and/or replacement.
- Repair vs. full replacement cost analysis and comparison for three structures identified by COJ including County Dock, Northbank Riverwalk Floating Docks, and Trout River Floating Docks.
- When warranted, evaluation of onsite measures of mitigation that correspond with Federal Emergency Management Association (FEMA) guideline. However, this scope of work excludes analyses of alternatives construction sites, as such sites have not yet been identified.
- Preparation of AutoCAD drawings (based on field measurements but without the benefit of Professional Surveying). Drawings will summarize main structural components and describe observed damages denoted through color-coded ratings.
- Detailed appendix tabulation of element-level inspection observations

Upon completion and submittal of the draft reports, Taylor Engineering will receive written comments from COJ and then meet with the COJ to discuss the reports' findings and recommendations and to review COJ's comments. Following this meeting, Taylor Engineering will prepare and submit final reports.

The final reports will serve as the basis for future phases of work in which Taylor Engineering, at the request of the COJ, can prepare design drawings and specifications for subsequent repairs or replacement of the docks/facilities.

DELIVERABLES

Taylor Engineering will provide:

- Final reports (two hardcopies and one PDF digital file for each site)
- Digital photographs of above-water and subsurface evaluation
- AutoCAD drawings (based on field measurements, but without the benefit of Professional Surveying) of each facility with graphic summary of associated condition assessment

SCHEDULE

The attached Gantt chart provides details on the proposed work schedule. Fieldwork schedules may vary depending on weather conditions. Notably, this schedule assumes a start date of 10/10/2017. We will provide an updated schedule with the actual start date upon receipt of notice to proceed.

FEES

Taylor Engineering will complete the work on a fixed fee basis for task-by-task fees as summarized in the table below. *Exhibit B* outlines these fees in the *Contract Fee Summary Format, Engineering Division, City of Jacksonville* including Taylor Engineering and UESI diver inspection subcontractor fees.

Task	Fee
Task 1 – Waterfront Facilities Assessment	$44,089.30
Task 2 – Conditions Assessment and Report Development	$55,832.19
TOTAL	**$99,921.49**

EXHIBIT A

City of Jacksonville Dock Inspection Locations

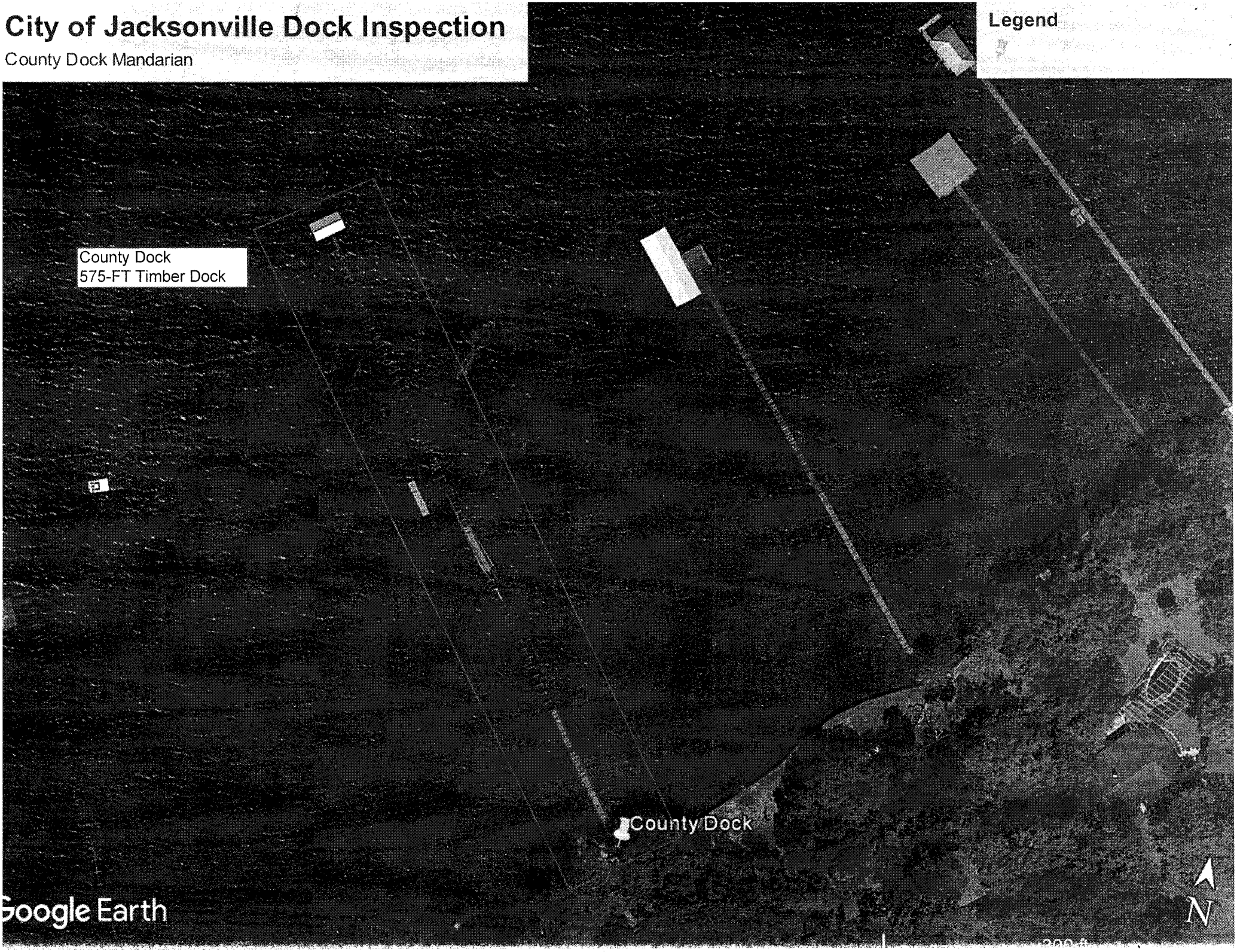
City of Jacksonville Dock Inspection

Aerial of Six Sites

City of Jacksonville Dock Inspections
Arlington Lions Club
a. Fishing Pier
b. Boardwalk
Legend
Richard Deady
Arlington Lions Club Park
Fishing Pier
Segment of Boardwalk
N
400 ft
Google Earth
© 2017 Google

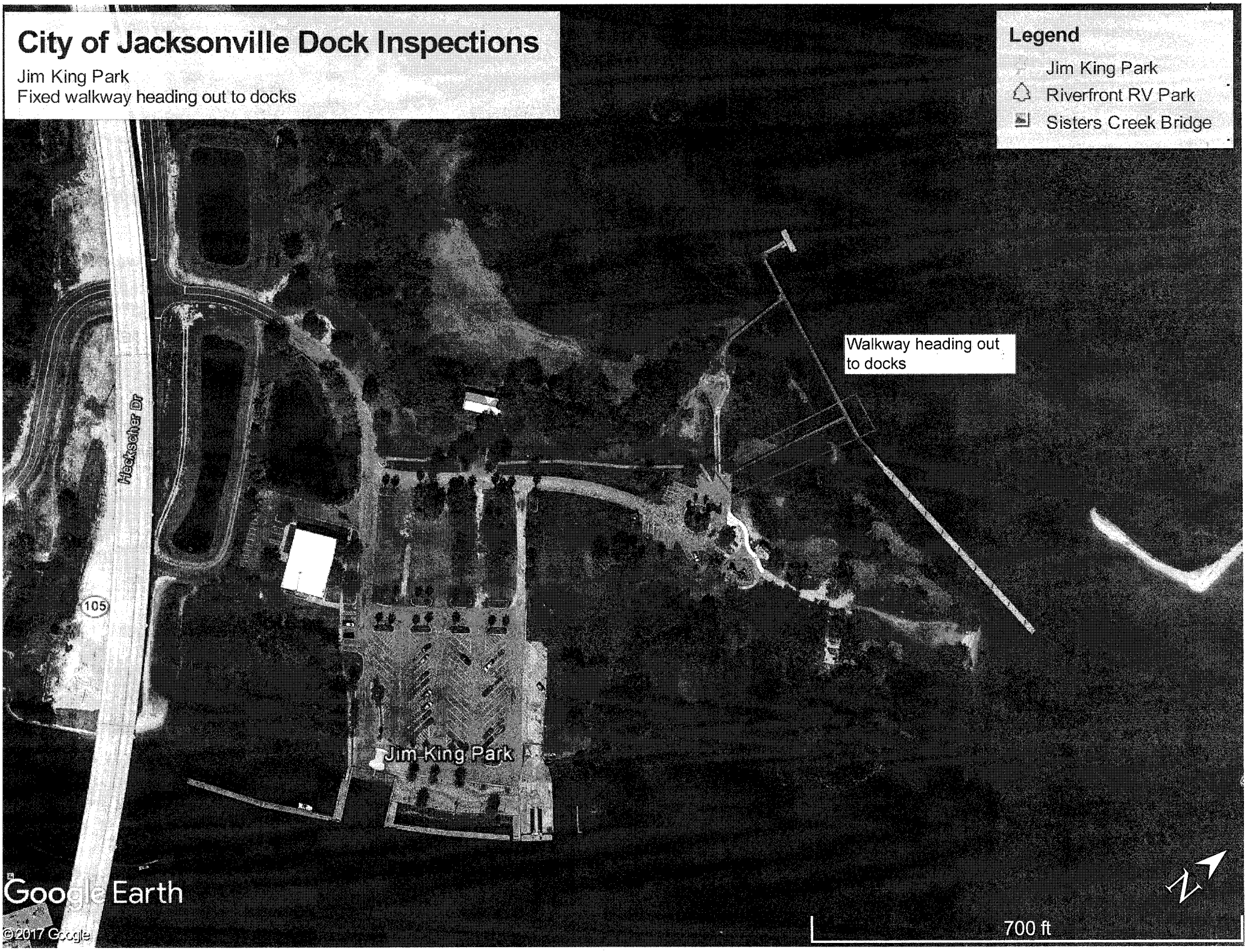
City of Jacksonville Dock Inspection

County Dock Mandarian



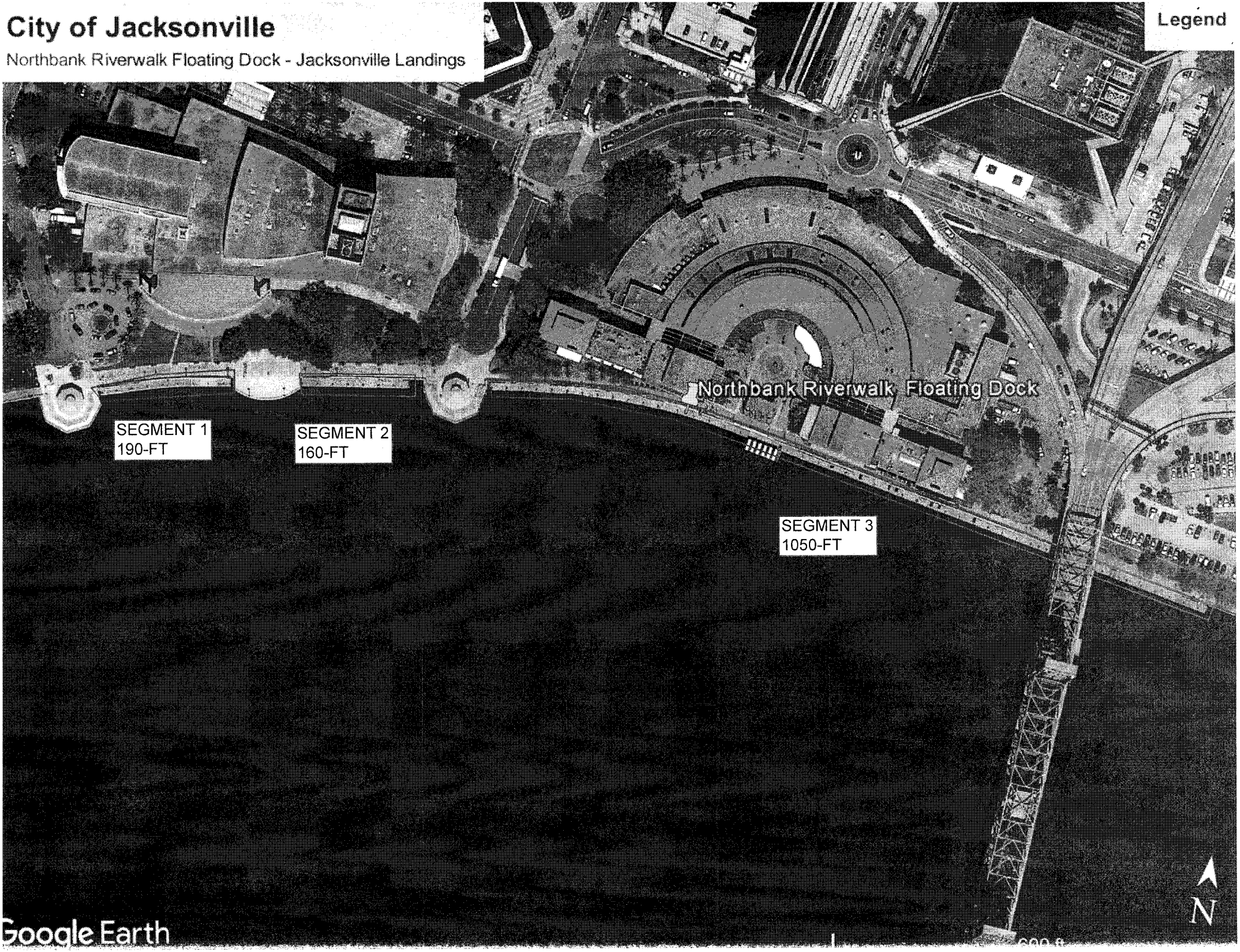
City of Jacksonville Dock Inspections

Jim King Park
Fixed walkway heading out to docks



City of Jacksonville

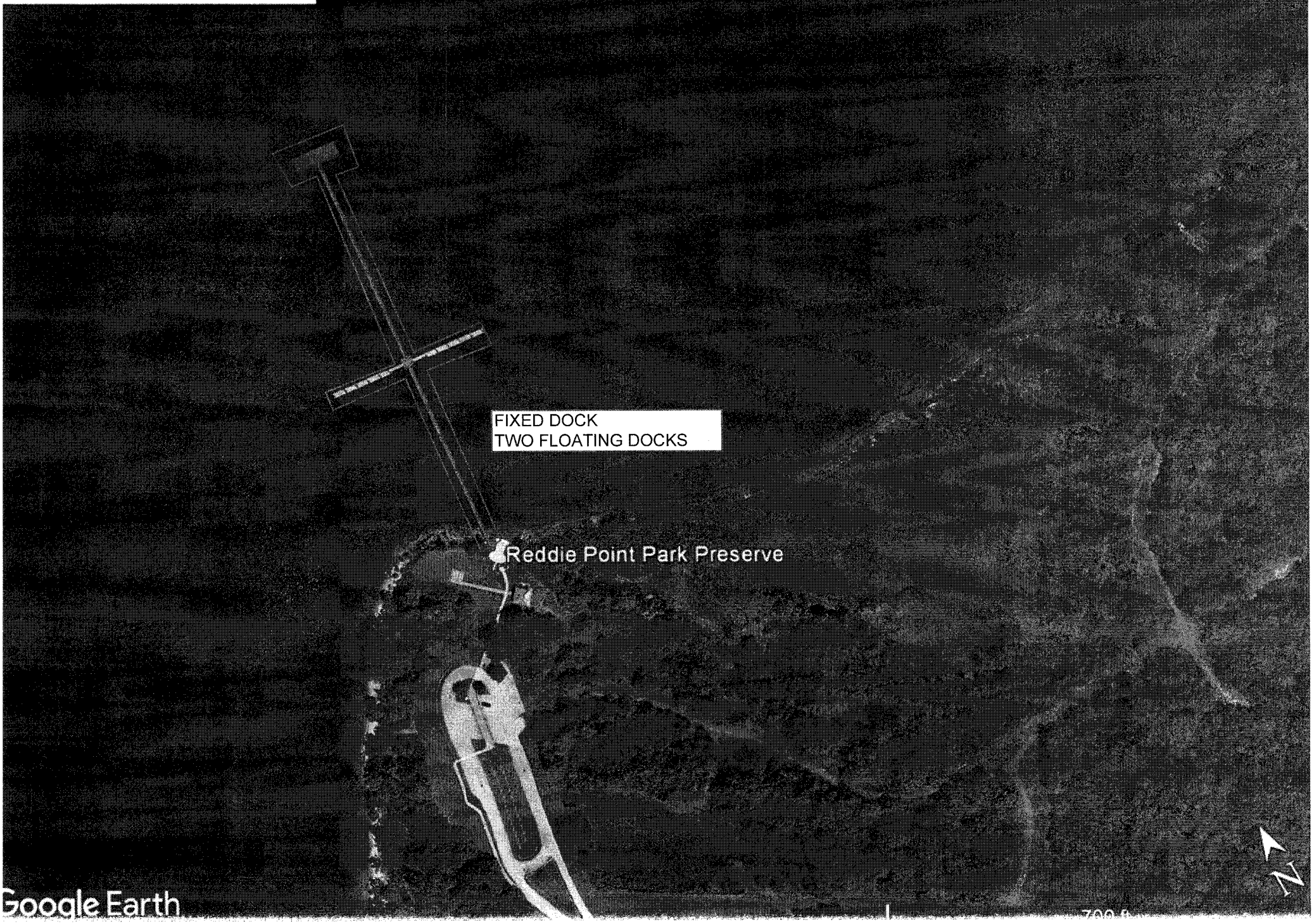
Northbank Riverwalk Floating Dock - Jacksonville Landings



City of Jacksonville

Reddie Point Park Preserve

Legend



City of Jacksonville Dock Inspection

Trout River Floating Pier

Tue 10/10/17	Wed 10/11/17	2	Prepare and Execute Diver Subcontracts (2 days)
Thu 10/12/17	Wed 10/18/17	3	Perparation of Dive Plan and Inspection Plan (5 days)
Thu 10/19/17	Fri 10/20/17	4	County Dock Mandarin Inspection (2 days)
Mon 10/23/17	Tue 10/24/17	5	Reddie Pointe Inspection (2 days)
Wed 10/25/17	Wed 10/25/17	6	Arlington Lions Club Inspection (1 day)
Thu 10/26/17	Thu 10/26/17	7	Trout River Inspection (1 day)
Fri 10/27/17	Mon 10/30/17	8	Northbank Inspection (2 days)
Tue 10/31/17	Tue 10/31/17	9	Jim King Park Inspection (1 day)
Tue 10/31/17	Tue 10/31/17	10	10/31
Wed 11/1/17	Thu 11/30/17	10	Report Development (20 days)
Thu 11/30/17	Thu 11/30/17	12	11/30
Fri 12/1/17	Thu 12/14/17	12	Client Review and Response (10 days)
Fri 12/15/17	Fri 1/5/18	14	Taylor (10 days)
Fri 1/5/18	Fri 1/5/18	15	1/5

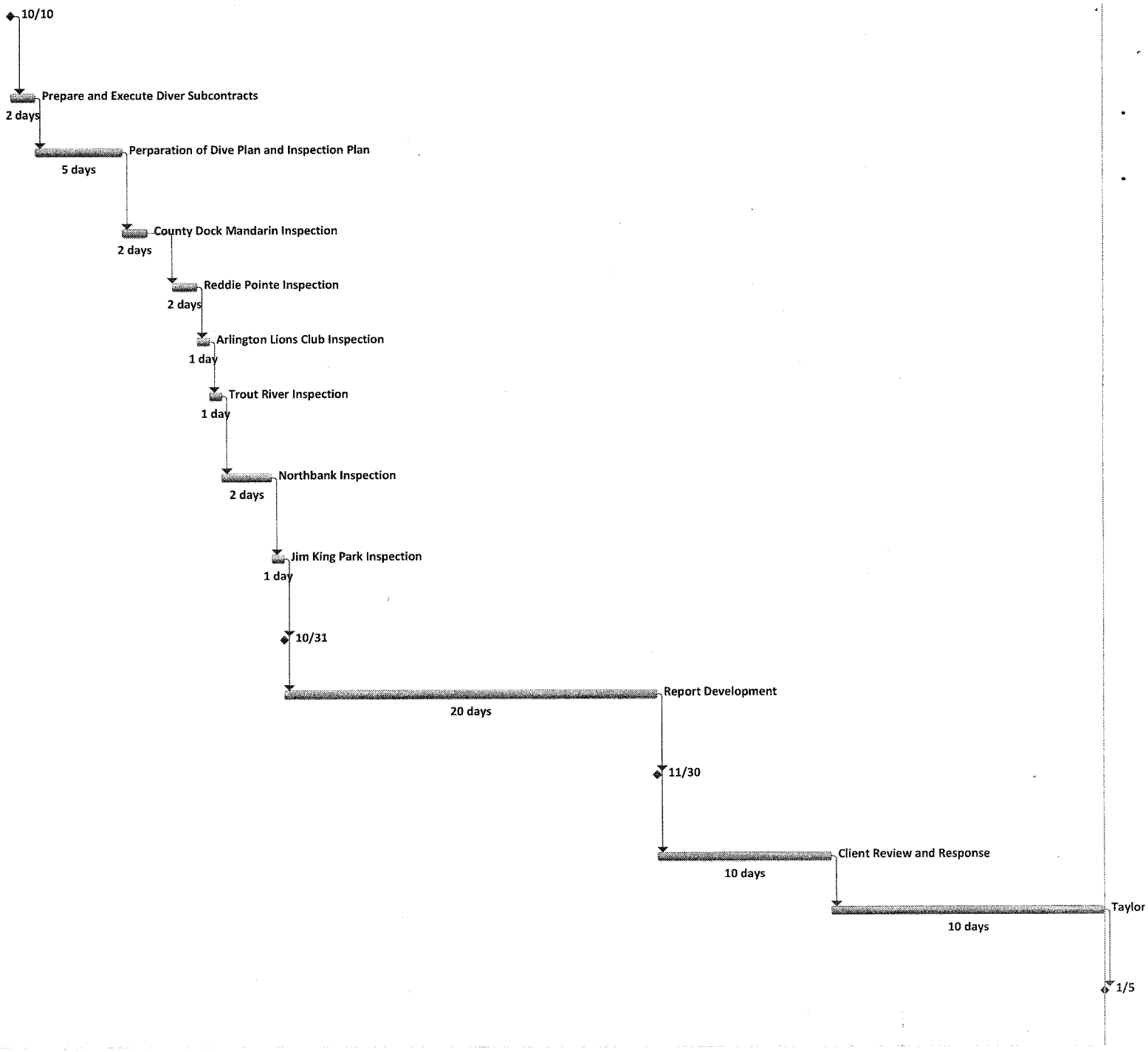


EXHIBIT B

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

PART I - GENERAL	
1. Project Dock Inspections and Designs	2. Proposal No. / Contract No. P-52-17 / TBD
3. Name of Consultant Taylor Engineering, Inc.	4. Date of Proposal 9/13/2017

PART II - LABOR RELATED COSTS				
5. Direct Labor (Limiting Amount)	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Principal Engineer	$ 67.87	25	$ 1,696.75	
Senior Professional	$ 55.41	28	$ 1,551.48	
Staff Professional	$ 31.48	436	$ 13,725.28	
Sr. CAD Manager	$ 45.90	13	$ 596.70	
Project CAD	$ 35.41	180	$ 6,373.80	
Admin/Document Prep	$ 19.67	32	$ 629.44	
TOTAL DIRECT LABOR	$ 34.42	714		$ 24,573.45
6. Overhead (Combined Fringe Benefit & Administrative)				
Overhead Rate	175 % x Total Direct Labor			$ 43,003.54
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				**$ 67,576.99**
8. PROFIT: Labor Related Costs (Item 7)		x	10%	$ 6,757.70

PART III - OTHER COSTS		
9. Miscellaneous Costs (Reinmbursable/NTE)		
Jon Boat Rental (5 days)	$ 250.00	
Travel	$ 145.80	
Per Diem	$ 450.00	
	$	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL		$ 845.80
10. SUBCONTRACTS (Reimbursable/Not to Exceed)		
Underwater Engineering Services, Inc.	$ 24,741.00	
See Attached for backup.	$	
SUB-CONTRACT SUB-TOTAL (Reimb/NTE)		$ 24,741.00
11. REIMBURSABLE COSTS (Limiting Amount)		
	$	
	$	
	$	
SUB-TOTAL REIMBURSABLES		$ -

PART IV - SUMMARY	
TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables / Not To Exceed) (Items 5, 6, 8, 9, 10, and 11)	**$ 99,921.49**

EXHIBIT B

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

PART I - GENERAL	
1. Project Dock Inspections and Designs	2. Proposal No. / Contract No. P-52-17 / TBD
3. Name of Consultant Underwater Engineering Svcs, Inc.	4. Date of Proposal 9/13/2017

PART II - LABOR RELATED COSTS				
5. Direct Labor (Limiting Amount)	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Principle Engineer	$ -	0	$ 0.00	
Project Manager, PE Diver	$ 64.00	75	$ 4,800.00	
CBI Diver	$ 34.89	59	$ 2,058.51	
Diver-Tender	$ 25.00	50	$ 1,250.00	
CADD Operator	$ -	0	$ 0.00	
Clerical	$ -	0	$ 0.00	
TOTAL DIRECT LABOR	$ 44.07	184		$ 8,108.51
6. Overhead (Combined Fringe Benefit & Administrative)				
Overhead Rate	150 % x Total Direct Labor			$ 12,162.77
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				$ 20,271.28
8. PROFIT: Labor Related Costs (Item 7)		x	10%	$ 2,027.13

PART III - OTHER COSTS				
9. Miscellaneous Costs (Reimbursable/NTE)				
Meals	$ 51.00	15	$ 765.00	
Transportation	$ 0.54	560	$ 302.40	
Equipment Rental	$ 275.00	5	$ 1,375.00	
Lodging	$ 103.00	15	$ 1,545.00	
MISCELLANEOUS COSTS SUB-TOTAL				$ 2,442.40
10. SUBCONTRACTS (Reimbursable/Not to Exceed)				
			$	
			$	
SUB-CONTRACT SUB-TOTAL (Reimb/NTE)				$ -
11. REIMBURSABLE COSTS (Limiting Amount)				
			$	
			$	
			$	
SUB-TOTAL REIMBURSABLES				$ -

PART IV - SUMMARY	
TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables/ Not To Exceed) (Items 5, 6, 8, 9, 10, and 11)	$ 24,741.00