

**PUBLIC NOTICE  
AGENDA  
PROFESSIONAL SERVICES EVALUATION COMMITTEE MEETING**  
Thursday, August 24, 2017, 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
Tom Fallin Steven Long	P-10-17	Fee & Contract Negotiations Construction Engineering and Inspection (CEI) Services for City Bridge Projects - Annual Contract Department of Public Works/Engineering and Construction Management Division	That the City of Jacksonville enter into a contract with Elman & Russo, Inc., for Construction Engineering and Inspection (CEI) Services for City Bridge Projects - Annual Contract, that (i) incorporates the attached Scope of Services identified as Exhibit 'A'; (ii) incorporates the attached Contract Fee Schedule identified as Exhibit 'B'; (iii) provide each project performed under this agreement shall be authorized by an individual Purchase Order with a not-to-exceed cost applicable thereto; (iv) the maximum indebtedness of the City pursuant to this agreement is \$1,000,000.00; and (v) the initial period of service will be from execution of the contract to two years with the option to renew such contract for two additional 2-year periods. All other terms and conditions are per the RFP and the City's standard contract language.		
Kevin Stork April Mitchell	P-40-13	Contract Amendment No. 4 Ambulance Billing Services Accounting Division/Jacksonville Fire & Rescue Department	That Contract No. 7724-03 between the City of Jacksonville and Advanced Data Processing, Inc., d/b/a Intermedix to provide Ambulance Billing Services, is amended to: (i) exercise the third of four renewal options extending the contract from October 1, 2017 to September 30, 2018, with one (1) renewal option remaining; (ii) incorporate the attached contract fee summary identified as Exhibit "G"; and (iv) increase the maximum indebtedness by \$940,473.65 for the services to a new not-to-exceed total maximum indebtedness of \$3,890,431.67. All other terms and conditions, as previously amended, 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.		

MEETING ADJOURNED:

CC: Council Auditor  
Subcommittee Members



# City of Jacksonville, Florida

*Lenny Curry, Mayor*

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

ONE CITY. ONE JACKSONVILLE.

August 10, 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

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

**SUBJECT:** P-10-17 Construction Engineering and Inspection (CEI) Services for  
City Bridge Projects-Annual Contract

The Engineering Division has negotiated with the consultant selected for Construction Engineering and Inspection (CEI) Services for City Bridge Projects-Annual Contract, resulting in the Scope of Services, Exhibit A and Contract Fee Schedule, Exhibit B, attached. This project is designated to be under the Equal Business Opportunity Program with a 20% JSEB Participation Goal.

Accordingly, this is to recommend that the City of Jacksonville enter into a contract with Eisman & Russo, Inc. for Construction Engineering and Inspection (CEI) Services for City Bridge Projects-Annual Contract, that includes the attached Scope of Services identified as Exhibit "A" and Fee Schedule identified as Exhibit "B". Each project performed under this agreement shall be authorized by an individual Purchase Order with a not-to-exceed cost applicable thereto. The maximum indebtedness of the City pursuant to this agreement is \$1,000,000.00. The initial Period of Service will be for two (2) years with the option to extend such contract for two (2) additional two (2) year periods upon satisfactory performance by the Consultant. Initial contract expiration date shall be 2 years from date of contract execution. All other terms and conditions of the Contract shall be as provided in the Request for Proposals and the Department of Public Works Prototype Agreement for professional services, as applicable.

JPP/lw

Attachment: Exhibits A & B

cc: Lori West, PW Contract Specialist

rb

SCOPE OF SERVICES

CONSTRUCTION ENGINEERING AND INSPECTION (CEI) SERVICES

FOR CITY BRIDGE PROJECTS ANNUAL CONTRACT

DESCRIPTION:

Services provided under this contract are for Eisman & Russo, Inc. (Consultant) to provide Construction Engineering and Inspection (CEI) services and other related professional services necessary to oversee the construction (by others) of various City of Jacksonville Bridge Improvement projects.

Consultant services will include constructability / bidability review of plans, construction inspection, material sampling and testing, survey control and administrative activities involved in completing the construction of a bridge project.

The Consultant understands that it is the City's Intention for the CEI Consultant to provide full construction management and inspection services.

The projects to be managed under this contract and associated project scopes and fees are to be determined on a project by project basis and a notice to proceed will be issued for each Task Order separately. Construction Management and other related Professional Services will start when a Purchase Order is issued and continue through the construction close-out and warranty period of the project. The services described below constitute full CEI support and are not intended to infer the consultant will perform all or any of them. Detailed scopes and fees will, therefore, be negotiated on each project which may or may not include the following services:

- Perform constructability reviews on design work performed by others
- Schedule and conduct pre-construction conferences as necessary
- Issue Notices to Proceed to contractors
- Enforce and perform terms of the construction contracts between the City and its contractors
- Review shop drawings submitted by contractors for conformance to the specifications, and distribute to parties as necessary
- Obtain and answer contractors' inquiries and RFI's in a timely manner
- Provide qualified construction inspectors to inspect the work to ensure that construction is proceeding in accordance with the specifications, and that work is constructed properly
- Direct the contractor on removal and replacement of defective work which does not meet specifications, or is otherwise incorrectly constructed
- Review and analyze contract change order requests and proposals to determine validity thereof, and recommend appropriate action to the City
- Review claims and disputes and recommend necessary actions
- Review and recommend for approval contract change orders and forward necessary documentation and paperwork to the City as to the necessity for such changes, including substantiation of the extra costs thereof
- Arrange for construction materials testing by third party testing laboratories and review test reports to ensure that materials installed meet the requirements of the contract documents
- Review construction inspection reports relating to the contractors' performance and communicate with each, if necessary, regarding non-conformance to plan specifications, workmanship, etc.
- Review contractors' requests for monthly progress payments and, if appropriate, certify pay

- application is proper and transmit to City with recommendation that the invoice be paid
- Review contractors' pay requests for compliance with minority business enterprise participation requirements
  - Review contractors' proposals for additional work or change orders for compliance with minority business enterprise participation requirements
  - Adjust requests for monthly progress payments, as necessary, to align amount of pay requested with actual progress of construction satisfactorily performed
  - In the event of the need to revise the contract drawings during the construction period, coordinate with the City and the Design Consultant to obtain the revised originals from the design consultant, review the changes and corrections on behalf of the City, and coordinate the issuance of new prints for the revised drawings to the parties concerned
  - Prepare and maintain monthly progress schedules and reports applicable to all phases of the construction operations, and such special reports as may be required to keep the City fully advised with respect to the progress of construction of the projects
  - Monitor contractors' preparation of in-progress as-built drawings during the course of construction to ensure that final as-built drawings on mylar will be easily produced
  - Collect final as-built drawings electronically and on mylar for each project, review for conformance with the contract documents and specifications, and recommend approval / disapproval to the City
  - If final as-builts are recommended for disapproval, monitor contractors' preparation of revised final as-built drawings.
  - Prepare a final engineering report on the construction status of each project
  - Recommend in writing, that the City make final payment on a project when appropriate
  - Collect documents and deliverables, including release of liens and consent of surety, from the contractors prior to recommending that final payments be made
  - Continue acting as the City's representative throughout the post-construction phase of the projects, which generally cover the contractors' one-year warranty periods
  - Deliver final documents, including originals of construction drawings and specifications, approved mylar as-built drawings, a DVD with as-built drawings in Autocad or .pdf format, two sets of blue line prints and the project files to the City
  - Prepare and deliver final project financial accounting reports to the City
  - Evaluate and rate the contractor's performance
  - Direct the contractor to replace or correct of defective work which becomes known during the warranty period
  - Provide monthly status reports to the City concerning warranty activities and corrective work by the contractors
  - Enforce all warranty provisions of the contract documents
  - Schedule and conduct an eleven (11) month warranty inspection of projects including the contractors, design consultants and City personnel as appropriate
  - Develop eleven-month warranty punchlist and forward to the contractor for corrective action
  - Monitor contractor's performance on addressing the punchlist
  - Advise the City, in writing, when contractors have satisfactorily completed their obligations under the warranty periods of the contracts
  - Provide any other construction engineering and inspections services as may be necessary to implement the project
  - Provide onsite construction testing services with properly trained / certified staff and/or subconsultants.

## CONTRACT FEE SUMMARY FORMAT FOR CITY OF JACKSONVILLE

PART II - GENERAL INFORMATION				
1. Project Construction Engineering & Inspection on City Bridge Projects			2. Proposal / Contract Number RFP #P-10-17	
3. Name of Consultant Eisman & Russo, Inc.  Subconsultant VIA Consulting Services, Inc. CSI-Geo, Inc. GRL Engineers, Inc.			4. Date of Proposal	
PART III - LABOR RELATED COSTS				
5. Direct Labor	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Principal	\$ 65.00		\$ -	
Sr. Project Engineer	\$ 58.50		\$ -	
Project Administrator	\$ 43.50		\$ -	
Contract Support Specialist	\$ 29.50		\$ -	
Senior Bridge Inspector	\$ 29.00		\$ -	
Bridge Inspector	\$ 23.50		\$ -	
Admin	\$ 21.00		\$ -	
<b>TOTAL DIRECT LABOR</b>		0		\$ -
6. Overhead (Combined Fringe Benefit & Administrative)				
Overhead Rate	160 % 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				
Transportation			\$	
Phone/Communications			\$	
Computer Equipment			\$	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL				\$ -
TOTAL LUMP SUM AMOUNT (Items 5, 6, 8 and 9)				\$ -
10. REIMBURSABLE COSTS (Limiting Amount)				
CSI-Geo, Inc		\$	0.00	
GRL Engineers, Inc.		\$	0.00	
R.E. Holland & Associates, Inc		\$	0.00	
Bolt Underwater Services, Inc		\$	0.00	
KTA-Tator, Inc.		\$	0.00	
SUB-TOTAL REIMBURSABLES				0.00
PART IV - SUMMARY				
TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables) (Items 5, 6, 8, 9 and 10)				\$ -



2017-2018  
**PUBLISHED FEE SCHEDULE**  
**FOR**  
**GEOTECHNICAL, CONSTRUCTION**  
**MATERIALS TESTING AND INSPECTION**

2394 St. Johns Bluff Road S, #200  
 Jacksonville, Florida 32246  
 (904) 641-1993  
 (904) 645-0057

	<b>Unit</b>	<b>Cost/Unit</b>
<b><u>CONSTRUCTION FIELD SERVICES</u></b>		
<b><u>Earthwork</u></b>		
In-Place Density Testing	Hour	\$50.00
Nuclear Soil Testing (minimum of 3 density tests per scheduled trip)	Test	\$25.00
In-Place Density Testing (OT) (minimum of 3 density tests per scheduled trip)	Test	\$30.00
Footing Inspection (with dynamic cone penetrometer and hand auger)	Hour	\$60.00
Proof Rolling (Senior Technician)	Hour	\$60.00
Soil Classification	Each	\$85.00
Sample Pick up Charge/Trip Charge	Each	\$85.00
Standby Time	Hour	\$50.00
<b><u>Concrete</u></b>		
Concrete Technician	Hour	\$50.00
Concrete Cylinders - One Set of 3 Concrete Cylinders (includes air, slump)	Test	\$85.00
Concrete Cylinders - One Set of 3 Concrete Cylinders (OT)	Test	\$150.00
Additional Concrete Cylinders	Each	\$20.00
Concrete Mix Design	Each	\$600.00
Concrete Mix Verification	Each	\$200.00
Mobilization of Concrete Coring	Each	\$375.00
4" Concrete Core	Each	\$125.00
6" Concrete Core	Each	\$145.00
Sample Pick up Charge/Trip Charge	Each	\$85.00
Standby Time	Hour	\$50.00
Drilled Shaft Inspector	Hour	\$65.00
Drilled Shaft Inspector (OT)	Hour	\$97.50
<b><u>Asphalt</u></b>		
Asphalt Technician (Certified FDOT) - Plant	Hour	\$75.00
Asphalt Technician (Certified FDOT) - Roadway	Hour	\$65.00
Extraction and Gradations, ASTM D-2172 and ASTM C-136	Test	\$300.00
Field Density Method, ASTM D-2922	Test	\$25.00
Thickness Verification	Test	\$25.00
Mix Design (four points - Marshall)	Test	\$675.00
Marshall Stability & Flow	Test	\$180.00
Mobilization of Asphalt Coring Equipment	Each	\$400.00
4" Asphalt Core with Base Depth Check	Each	\$125.00
4" Asphalt Core	Each	\$85.00
6" Asphalt Core with Base Depth Check	Each	\$145.00



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2394 St Johns Bluff Road S, #200  
 Jacksonville, Florida 32246  
 (904) 641-1993  
 (904) 645-0057

	Unit	Cost/Unit
6" Asphalt Core	Each	\$105.00
Standby Time	Hour	\$65.00
<b><u>Non-Destructive Testing (NDT)</u></b>		
<b><u>Magnetic Particle Examination</u></b>		
Level II Technician & Equipment	Hour	\$75.00
Materials		Cost + 10%
<b><u>Visual Examination</u></b>		
AWS/ASME	Hour	\$75.00
ASNT Level II	Hour	\$150.00
Structural Bolt Inspection	Hour	\$65.00
Truck Mileage Charge	Mile	\$1.00
ASME Pressure Vessel Engineer	Hour	\$200.00
ASME Pressure Vessel Rate		TBD
Geo Vibration Monitoring	Day	\$500.00

**LABORATORY TESTING**

**Aggregates**

Sieve Anlysis of Fine & Coarse AASHTO T27	Test	\$67.00
Soundness AASHTO T104	Each	\$450.00
Specific Gravity/Absorption Coarse AASHTO T85	Each	\$51.67
Total Moisture Content by Drying AASHTO T255	Each	\$30.00

**Asphalt**

Bulk Specific Gravity FM 1-T166	Each	\$35.00
Content FM 5-563	Each	\$120.00
Gradation FM 1-T030	Each	\$63.19
Los Angeles (LA) Abrasion Coarse Agg FM 3-C535	Each	\$450.00
Los Angeles (LA) Abrasion Small Agg FM 1-T096	Each	\$425.00

**Concrete**

Beam Flexural Testing ASTM C78	Each	\$50.00
Compressive Strength of Grout/Mortar ASTM C109	Each	\$22.00
Cylinder Curing, Capping & Breaking ASTM C39	Each	\$25.00
Drilled Cores & Sawed Beams ASTM C42	Each	\$30.00
Pavement Coring - 4" Dia	Each	\$125.00
Concrete Pavement Coring - 6" Dia	Each	\$110.00

**Soils**

Consol-Addtl Incrmnts AASHTO T216 (13 to 24 Loads)	Each	\$67.50
Consol-Addtl Incrmnts AASHTO T216 (up to 12 Loads)	Each	\$75.00



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2384 St. Johns Bluff Road S. #200  
 Jacksonville Florida 32246  
 (904) 641-1893  
 (904) 645-0057

	Unit	Cost/Unit
Consolidation - Constant Strain ASTM D4186	Each	\$450.00
Consol-Extend Load Incrmnts AASHTO T216	Day	\$40.00
Corrosion Series FM 5-550 through 5-553	Test	\$225.00
Field Vane Shear Test ASTM D2573	Test	\$95.00
Hydrometer Only AASHTO T88	Test	\$100.00
Limerock/California Bearing Ratio (LBR/CBR) FM 5-515	Test	\$335.00
Liquid Limit AASHTO T89	Test	\$50.00
Materials Finer than 200 Sieve FM 1-T011	Test	\$33.00
Miniature Vane Shear Test ASTM D4648	Each	\$5.00
Moisture Content Lab AASHTO T265	Each	\$21.00
Moisture Content Microwave AASHTO D4643	Test	\$15.00
Organic Content Ignition FM 1 T-267	Test	\$37.00
Particle Size Anlys AASHTO T88 (Incl. Hydrometer)	Test	\$150.00
Particle Size Anlys AASHTO T88 (No Hydrometer)	Test	\$65.00
Permeability Constant Head AASHTO T215	Test	\$365.00
Permeability Falling Head FM 5-513	Test	\$365.00
pH Soil or Water FM 5-550	Test	\$25.00
Plastic Limit & Plasticity Index AASHTO T90	Test	\$49.00
Proctor Modified FM 1-T180	Test	\$135.00
Proctor Standard AASHTO T99	Test	\$135.00
Resistivity Soil or Water FM 5-551	Test	\$55.00
Specific Gravity AASHTO T100	Test	\$70.00
Split Tensile Strgth of Rock Cores ASTM D3967	Test	\$120.00
Sulfate Soil or Water FM 5-553	Test	\$50.00
Triaxl Consl-Drain (CD) Per Point\Cell ASTM D7181	Test	\$185.00
Tri Cnsl-Undrm (CU) Pt\Cell AASHTO T297/ASTM D4767	Test	\$185.00
Tri Uncsl-Undrm (UU) Pt\Cell AASHTO T296/ASTM D2850	Test	\$150.00
Split Tensile Strgth of Rock Cores ASTM D3967	Test	\$115.00
Unconfined Compress - Soil AASHTO T208/ASTM D2166	Each	\$140.00
Hydrometer Method - ASTM D422, AASHTO T88	Test	\$100.00
Unconfined Compressive Strength of Concrete Cores ASTM C-138	/ea.	\$60.00
Unconfined Compressive Strength of Cohesive Soil ASTM D-2166	/ea.	\$140.00
Uncfd Comp. Strength of Intact Rock Cores (ASTM D 2938, limit 300 kips)	/ea.	\$145.00
Splitting Tensile Strength of Intact Rock Cores (ASTM D 3967)	/ea.	\$120.00
Pocket Penetrometer Test	/ea.	\$5.00
Discharge Water Sample Analysis	/ea.	\$550.00
Discharge Groundwater Sample Analysis	/ea.	\$650.00
Porosity	/ea.	\$155.00



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2394 St. Johns Bluff Road S, #200  
 Jacksonville, Florida 32246  
 (904) 641-1993  
 (904) 645-0057

	Unit	Cost/Unit
Unit Weight	/ea.	\$50.00
Dry & Moist Unit Weight	/ea.	\$55.00
<b>TRUCK RIG / ATV</b>		
<b><u>Mobilization/Demobilization</u></b>		
Truck Rig Mobilization 0-30 Miles	/ea.	\$550.00
Truck Rig Mobilization 30 Miles and over	/Mile	\$5.00
ATV Rig Mobilization 0-30 Miles	/ea.	\$625.00
ATV Rig Mobilization 30 Miles and over	/Mile	\$5.50
Out of Town Expenses (Per Dime-2 men crew)	/day	\$275.00
<b><u>Standard Penetration Test (SPT Borings)</u></b>		
0.0-50.0'	/lin.ft	\$13.25
51.0'-100.0'	/lin.ft	\$15.25
101.0'-150.0'	/lin.ft	\$17.00
151'-200'	/lin.ft	\$20.50
201'-250'	/lin.ft	\$23.50
<b><u>Extra Split Spoon Sample</u></b>		
0.0-50.0'	/ea.	\$31.00
51.0'-100.0'	/ea.	\$34.00
101.0'-150.0'	/ea.	\$38.00
151'-200'	/ea.	\$41.00
201'-250'	/ea.	\$47.00
<b><u>Auger Boring/Wash Boring</u></b>		
0.0-50.0'	/lin.ft	\$10.00
<b><u>3" Casing to Stabilize Borehole</u></b>		
0.0-50.0'	/lin.ft	\$8.50
51.0'-100.0'	/lin.ft	\$9.00
101.0'-150.0'	/lin.ft	\$9.50
151'-200'	/lin.ft	\$10.00
201'-250'	/lin.ft	\$10.50
<b><u>4" Casing to Stabilize Borehole</u></b>		
0.0-50.0'	/lin.ft	\$9.00
51.0'-100.0'	/lin.ft	\$9.50
101.0'-150.0'	/lin.ft	\$10.00
151'-200'	/lin.ft	\$10.50
201'-250'	/lin.ft	\$11.00
<b><u>6" Casing to Stabilize Borehole</u></b>		
0.0-50.0'	/lin.ft	\$9.50



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	Unit	Cost/Unit
51.0'-100.0'	/lin.ft	\$10.00
101.0'-150.0'	/lin.ft	\$10.50
<b><u>Grouting the Borehole</u></b>		
0.0-50.0'	/lin.ft	\$6.00
51.0'-100.0'	/lin.ft	\$7.00
101.0'-150.0'	/lin.ft	\$8.00
151'-200'	/lin.ft	\$8.50
201'-250'	/lin.ft	\$9.00
<b><u>Undisturbed Sample-Thin wall Shelby tube</u></b>		
0.0-50.0'	/ea.	\$140.00
51.0'-100.0'	/ea.	\$145.00
101.0'-150.0'	/ea.	\$150.00
151'-200'	/ea.	\$155.00
<b><u>Rock Coring less than 4" ID</u></b>		
0'-50'	/lin.ft	\$43.00
51'-100'	/lin.ft	\$48.00
101'-150'	/lin.ft	\$50.00
151'-200'	/lin.ft	\$55.00
201'-250'	/lin.ft	\$59.00
<b><u>Rock Coring 4" ID and over</u></b>		
0'-50'	/lin.ft	\$53.00
51'-100'	/lin.ft	\$58.00
101'-150'	/lin.ft	\$60.00
151'-200'	/lin.ft	\$65.00
201'-250'	/lin.ft	\$70.00

**TRIPOD**

<b><u>Mobilization/Demobilization</u></b>		
0-30 Miles	/trip	\$550.00
30 Miles and over	/Mile	\$5.00
Mobilization from Hole to Hole	/ea.	\$250.00
Out of Town Expenses(Per Dime-2 men Crew)	/day	\$275.00
<b><u>Standard Penetration Test (SPT Borings)</u></b>		
0.0-50.0'	/lin.ft	\$27.00
<b><u>Extra Spoon Split Sample</u></b>		
0.0-50.0'	/ea.	\$43.00
<b><u>Casing to Stabilize Borehole</u></b>		
0.0-50.0'	/lin.ft	\$15.50



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	Unit	Cost/Unit
<b><u>Grouting the Borehole</u></b>		
0.0-50.0'	/lin.ft	\$6.75
<b><u>Undisturbed Sample-Thin wall Shelby tube</u></b>		
0.0-50.0'	/ea.	\$210.00
<b>TRACK</b>		
<b><u>Mobilization/Demobilization</u></b>		
0-30 Miles	/trip	\$7,500.00
Out of Town Expenses(Per Dime-2 men Crew)	/day	\$275.00
Out of State Travel Permits	/trip	\$550.00
<b><u>Standard Penetration Test (SPT Borings)</u></b>		
0.0-50.0'	/lin.ft	\$24.50
51.0'-100.0'	/lin.ft	\$27.00
101.0'-150.0'	/lin.ft	\$29.00
151'-200'	/lin.ft	\$30.00
201'-250'	/lin.ft	\$33.00
<b><u>Extra Split Spoon Sample</u></b>		
0.0-50.0'	/ea.	\$37.00
51.0'-100.0'	/ea.	\$43.00
101.0'-150.0'	/ea.	\$45.00
151'-200'	/ea.	\$50.00
201'-250'	/ea.	\$57.00
<b><u>Auger Boring/Wash Boring</u></b>		
0.0-50.0'	/lin.ft	\$16.50
<b><u>3" Casing to Stabilize Borehole</u></b>		
0.0-50.0'	/lin.ft	\$15.50
51.0'-100.0'	/lin.ft	\$18.25
101.0'-150.0'	/lin.ft	\$19.50
151'-200'	/lin.ft	\$20.50
201'-250'	/lin.ft	\$22.00
<b><u>4" Casing to Stabilize Borehole</u></b>		
0.0-50.0'	/lin.ft	\$16.50
51.0'-100.0'	/lin.ft	\$19.00
101.0'-150.0'	/lin.ft	\$20.00
151'-200'	/lin.ft	\$21.25
201'-250'	/lin.ft	\$22.50
<b><u>6" Casing to Stabilize Borehole</u></b>		
0.0-50.0'	/lin.ft	\$17.75



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2384 St. Johns Bluff Road S, #200  
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 (904) 641-1983  
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	Unit	Cost/Unit
51.0'-100.0'	/lin.ft	\$20.25
101.0'-150.0'	/lin.ft	\$21.25
<b><u>Grouting the Borehole</u></b>		
0.0-50.0'	/lin.ft	\$6.75
51.0'-100.0'	/lin.ft	\$7.75
101.0'-150.0'	/lin.ft	\$8.50
151'-200'	/lin.ft	\$9.00
201'-250'	/lin.ft	\$9.50
<b><u>Undisturbed Sample-Thin wall Shelby tube</u></b>		
0.0-50.0'	/ea.	\$210.00
51.0'-100.0'	/ea.	\$230.00
101.0'-150.0'	/ea.	\$245.00
151'-200'	/ea.	\$250.00
<b><u>Rock Coring less than 4" ID</u></b>		
0'-50'	/lin.ft	\$48.00
51'-100'	/lin.ft	\$53.00
101'-150'	/lin.ft	\$55.00
151'-200'	/lin.ft	\$59.00
201'-250'	/lin.ft	\$65.00
<b><u>Rock Coring 4" ID and over</u></b>		
0'-50'	/lin.ft	\$58.00
51'-100'	/lin.ft	\$63.00
101'-150'	/lin.ft	\$65.00
151'-200'	/lin.ft	\$69.00
201'-250'	/lin.ft	\$75.00
<b><u>BARGE/AMPHIBIOUS</u></b>		
<b><u>Mobilization/Demobilization</u></b>		
Amphibious	/trip	\$9,100.00
Barge (Small)	/trip	\$9,100.00
Barge (Large)	/trip	\$25,500.00
Out of Town Expenses(Per Dime-2 men crew)	/day	\$275.00
Out of State Travel Permits	/trip	\$550.00
Move Barge Hole to Hole	/ea.	\$1,200.00
<b><u>Standard Penetration Test (SPT Borings)</u></b>		
0.0-50.0'	/lin.ft	\$23.50
51.0'-100.0'	/lin.ft	\$26.00
101.0'-150.0'	/lin.ft	\$29.00
151'-200'	/lin.ft	\$30.00



2017-2018  
**PUBLISHED FEE SCHEDULE  
 FOR  
 GEOTECHNICAL, CONSTRUCTION  
 MATERIALS TESTING AND INSPECTION**

2394 St. Johns Bluff Road S, #200  
 Jacksonville, Florida 32246  
 (904) 641-1993  
 (904) 645-0057

	Unit	Cost/Unit
201'-250'	/lin.ft	\$33.00
<b><u>Extra Split Spoon Sample</u></b>		
0.0-50.0'	/ea.	\$37.00
51.0'-100.0'	/ca.	\$43.00
101.0'-150.0'	/ea.	\$45.00
151'-200'	/ca.	\$50.00
201'-250'	/ca.	\$57.00
<b><u>Auger Boring/Wash Boring</u></b>		
0.0-50.0'	/lin.ft	\$16.50
<b><u>3" Casing to Stabilize Borehole</u></b>		
0.0-50.0'	/lin.ft	\$15.50
51.0'-100.0'	/lin.ft	\$18.25
101.0'-150.0'	/lin.ft	\$19.50
151'-200'	/lin.ft	\$20.50
201'-250'	/lin.ft	\$22.00
<b><u>4" Casing to Stabilize Borehole</u></b>		
0.0-50.0'	/lin.ft	\$16.50
51.0'-100.0'	/lin.ft	\$19.00
101.0'-150.0'	/lin.ft	\$20.00
151'-200'	/lin.ft	\$21.25
201'-250'	/lin.ft	\$22.50
<b><u>6" Casing to Stabilize Borehole</u></b>		
0.0-50.0'	/lin.ft	\$17.75
51.0'-100.0'	/lin.ft	\$20.25
101.0'-150.0'	/lin.ft	\$21.25
<b><u>Grouting the Borehole</u></b>		
0.0-50.0'	/lin.ft	\$6.75
51.0'-100.0'	/lin.ft	\$7.75
101.0'-150.0'	/lin.ft	\$8.50
151'-200'	/lin.ft	\$9.00
201'-250'	/lin.ft	\$9.50
<b><u>Undisturbed Sample-Thin wall Shelby tube</u></b>		
0.0-50.0'	/ea.	\$210.00
51.0'-100.0'	/ea.	\$230.00
101.0'-150.0'	/ea.	\$245.00
151'-200'	/ea.	\$250.00
<b><u>Rock Coring less than 4" ID</u></b>		
0.0-50.0'	/lin.ft	\$48.00



2017-2018  
**PUBLISHED FEE SCHEDULE**  
**FOR**  
**GEOTECHNICAL, CONSTRUCTION**  
**MATERIALS TESTING AND INSPECTION**

2394 St. Johns Bluff Road S. #200  
 Jacksonville, Florida 32246  
 (904) 641-1993  
 (904) 645-0057

	Unit	Cost/Unit
51.0'-100.0'	/lin.ft	\$53.00
101.0'-150.0'	/lin.ft	\$55.00
151'-200'	/lin.ft	\$59.00
201'-250'	/lin.ft	\$65.00
<b><u>Rock Coring 4" ID and over</u></b>		
0.0-50.0'	/lin.ft	\$58.00
51.0'-100.0'	/lin.ft	\$63.00
101.0'-150.0'	/lin.ft	\$65.00
151'-200'	/lin.ft	\$69.00
201'-250'	/lin.ft	\$75.00
<b><u>OTHER SERVICES</u></b>		
Support Boat & Operator	/day	\$475.00
Air Boat Mobilization	/ea.	\$850.00
Tugboat Mobilization	/ea.	\$1,200.00
Pavement Coring Equip Mobilization	/ea.	\$400.00
Hand Augers Mobilization	/ea.	\$250.00
Hand Auger with DCP - ASTM D1452	/lin.ft	\$19.00
Hand Auger with SCP - ASTM D1453	/lin.ft	\$19.00
CPT Rig Mobilization	/ea.	\$800.00
CPT Truck/MB 0-200ft	/lin.ft	\$17.50
CPT Dissipation Test	/hrs.	\$200.00
Mobilization Ground Penetrating Radar (GPR)	/ea.	\$400.00
Ground Penetrating Radar (GPR)	/day	\$1,250.00
Dilatometer Sounding	/hrs.	\$200.00
Drilling by the hour/Stand By Time/Difficult Access-(2-person)	/hrs.	\$225.00
Drilling by the hour/Stand By Time/Difficult Access-(3-person)	/hrs.	\$285.00
Drill Crew Support Vehicle	/day	\$256.00
Dozer/Clearing	/day	\$950.00
Backhoe	/day	\$950.00
Chainsaw	/day	\$535.00
Soil Probing 2-Person Crew	/day	\$1,150.00
MOT	/day	\$1,100.00
4" Asphalt Core with Base Depth Check	/ea.	\$125.00
4" Asphalt Core	/ea.	\$85.00
6" Asphalt Core with Base Depth Check	/ea.	\$145.00
6" Asphalt Core	/ea.	\$105.00
4" Concrete Core	/ea.	\$125.00



2017-2018  
**PUBLISHED FEE SCHEDULE**  
**FOR**  
**GEOTECHNICAL, CONSTRUCTION**  
**MATERIALS TESTING AND INSPECTION**

2394 St. Johns Bluff Road S, #200  
 Jacksonville, Florida 32246  
 (904) 641-1993  
 (904) 645-0057

	Unit	Cost/Unit
6" Concrete Core	/ea.	\$145.00
Patching	/ea.	\$45.00
Core Box (cardboard)	/ea.	\$50.00
Sample Pick-up	/ea.	\$90.00
Temporary Monitoring Well @ 15'	/ea.	\$800.00
Piezometer 2" 0-50ft	/lin.ft	\$27.00
Concrete Pad & Cover for Monitoring Well	/ea.	\$100.00
Discharge Groundwater Sampling(After installation of temporary monitoring well )	/ea.	\$210.00
CSX Transportation Application Fee	/ea.	\$1,000.00
Rialroad Commercial General Liability Insurance (CGL)	/ea.	\$525.00
CSX Safety Training	/ea.	\$1,200.00
Railroad Protective Liability Fee (RPL)	/ea.	\$3,300.00
CSX Transportation Flagman	/day	\$1,050.00
CSX Transportation Inspector	/day	\$1,575.00
<b><u>In Situ Tests</u></b>		
Soil Percolation Tests - Double Ring Infiltration (1-Foot Depth)	/ea. test	\$420.00
Soil Percolation Tests - Cased Borehole Permeability 0-10ft	/ea. test	\$320.00
Soil Percolation Tests - Cased Borehole Permeability 10-25ft	/ca. test	\$370.00
Dynamic Cone Penetrometer Test	/hr	\$90.00
Field Vane Shear Tests (ASTM D 2573)*	/ea. test	\$145.00
Piezocone (CPT)	/day	\$2,625.00

**SCHEDULE OF MEASUREMENT AND ANALYSIS CHARGES**

Effective January 1, 2017  
(subject to change without notice)

The following rates are for field testing work using either High Strain Impacts (pile driving hammer or drop weight) analyzed by the Pile Driving Analyzer® (PDA) system, Cross Hole Sonic Logging (CSL) with CHA equipment, Thermal Integrity Profiling using a Thermal Integrity Profiler (TIP) system, and Low Strain (Pulse Echo Method) tests (with a small hand held hammer) and the Pile Integrity Tester™ (PIT) system. PDA tests are used for assessing bearing capacity (in conjunction with CAPWAP® analyses), hammer performance, driving stresses and pile integrity. CHA, TIP and PIT only allow for the evaluation of the integrity of drilled shafts (CHA, TIP, and PIT) or driven concrete piles (only PIT). Additional testing services include static load test monitoring with the Static Load Tester (SLT) system, foundation length inductive testing using the Length Inductive Test Equipment (LITE) and drilled shaft base condition assessments using the Shaft Quantitative Inspection Device (SQUID).

Field testing may be done by a GRL engineer on-site or via remote processing with the SiteLink™ PDA equipment (see Section 4). GRL will assign a qualified and experienced engineer for field testing. If the client requests that work be performed by a specific GRL engineer, then an additional charge may occur. To assist GRL to provide proper equipment and qualified personnel, a one week notice is requested. Rescheduling (even on a daily basis) is usually possible. For late notice by client, extra travel expenses and travel time charges may accrue. The client is responsible for providing safe working conditions and any required safety equipment for conformance with OSHA or local safety conditions. For PDA testing, 110 Volt AC power (line power or small generator) and assistance in attaching transducers to pile may be needed. For CSL testing, shaft tops must be easily and safely accessible. Also the CSL access tubes must be previously installed in the shaft, extend at least 2 feet above the top of concrete and be completely filled with water. TIP testing requires either installation of Thermal Wire® cables or insertion of a thermal probe in dewatered CSL access tubes. For PIT testing, the client must provide readily accessible clean pile tops, cut down to sound concrete and smoothly ground for sensor attachment and hammer impact.

If the client requires measurements in adverse weather conditions, then the measurement equipment has to be sheltered, providing dry conditions and a reasonable temperature range (32 to 100°F or 0 to 35°C). This rate schedule only applies in conjunction with GRL Testing Equipment charges (see Items 2, 4, 6, and 7). For other consulting work, the Schedule of Labor and Computer Time Charges will apply. Furthermore, our daily rates apply even if only a partial day is worked.

Payment terms are Net 30 Days; 1.5% interest added after 30 days.

**1. TESTING - GRL ENGINEER on-site**

*(a) Normal Situations*

Civil Engineer - generally only one GRL engineer per 8 hour work day (Monday - Friday, between 6 am to 6 pm) is required for pile testing. \$ 1,035

*(b) Extended Situations*

Civil Engineer - per 8 hour working weekend or GRL holiday \$ 1,550  
 - per non-working weekend day or GRL holiday, if travel to home is not feasible \$ 1,085  
 - per overtime hour (above 8 hour work day) \$ 175  
 - per 8-hour night shift (between 6pm and 6am) \$ 1,550

*(c) Travel Time*

Travel time per hour per Continental USA round-trip ~~\$ 90~~  
 Maximum \$900/trip ~~to be negotiated~~  
 Travel Time outside of the Continental USA ~~to be negotiated~~  
 Projects requiring more than one GRL engineer



*AED*

*Removed Per Mohamad Hussein, P.E*

**SCHEDULE OF MEASUREMENT AND ANALYSIS CHARGES (continued)**

Effective January 1, 2017  
(subject to change without notice)

**2. TESTING EQUIPMENT - used on site by GRL Engineer**

Field measurement equipment includes for High Strain Dynamic Testing, a Pile Driving Analyzer (PDA) with all necessary transducers and accessories; or for Integrity testing Cross Hole Sonic Logging the CHA with transmitter, receiver and encoders; or for Static Load Testing, the Static Load Tester (SLT) or basic data acquisition system with all accessories for measuring pile head or shaft top movement, or for Low Strain Pulse Echo Testing all necessary PIT equipment; or for steel pile length measurements, the LITE with accessories.

	PDA	CHA	SLT	PIT	LITE
a) Complete set of equipment per day. (includes weekdays, working holidays, working weekends and night shifts)	\$ 600	\$ 475	\$ 500	\$ 350	\$ 300
b) Equipment standby on weekend days or GRL holidays.	N/C	N/C	N/C	N/C	N/C
c) Mobilization of equipment – (Continental U.S. only). (one time only charge to same project)	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200
d) Equipment in transit, per day. (This charge will normally not occur since engineer usually carries equipment to site. However, excess baggage cost and/or porter gratuities must be expected as we travel with only one engineer and baggage assistance is essential).	\$ 350	\$ 350	\$ 350	\$ 350	\$ 50

Any equipment, malfunctioning due to circumstances under the control of GRL Engineers, Inc. will be replaced at no charge in the most expedient manner.

Equipment lost or damaged due to circumstances not under the control of GRL based on current repair or replacement cost. Replacement costs as of January 2017 are provided below:

PDA Strain transducer	\$ 620	
PDA, PIT accelerometer	\$ 1,325,	\$ 1,115
PDA, PIT wireless transmitter	\$ 1,220,	\$ 1,515
PDA strain transducer repair	at cost	
PDA or PIT accelerometer repair	at cost	
PDA Wireless transmitter repair	at cost	
PDA or CHA Main cable	\$ 475,	\$ 475
PDA or CHA Connection cable	\$ 515,	\$ 415
CHA transmitter/receiver probe	\$ 1,100	
CHA transmitter/receiver cable	\$ 440	
SLT LVDT or digital dial gage	at cost	
LITE cable and/or sensor	\$ 1,935	

**3. TRAVEL, LIVING AND SHIPPING EXPENSES**

Mileage (company and personal automobiles)		\$0.536 per mile
Per diem:		
- Overnight/Partial Overnight Rate		\$51.00/38.25
- more than 8 hours trip/work (not overnight)		\$ 20.00
All Other Expenses (airfare, rental car, hotel, etc.)		at cost

*APD*  
*Reimbursed Per Mohamed Hussein A/e*

**SCHEDULE OF MEASUREMENT AND ANALYSIS CHARGES (continued)**  
**Effective January 1, 2017**  
 (subject to change without notice)

**4. SITELINK™ TESTING**

The following rates are for testing work using High Strain impacts (pile driving hammer or drop weight) analyzed via SiteLink™ dynamic foundation testing. The Pile Driving Analyzer® required for SiteLink™ testing can either be purchased by the client from Pile Dynamics (tel: 216-831-6131) or the equipment rented from GRL when needed.

GRL will assign a qualified and experienced engineer for evaluating data acquired from field testing. The SiteLink™ PDA is used by the client on-site to collect and send data to GRL at their office and thus (a) facilitate the contractor's scheduling of testing, (b) avoid travel expenses and travel time charges, and (c) speed up analysis and reporting of results. Some on-site assistance on the very first project by GRL may be desirable and can be obtained from GRL at a standard rate.

**4.1 Equipment Charges – SiteLink™ PDA**

**(a) Equipment Mobilization**

Complete PDA system with broadband (for USA use), sensors and cables. Client provides drill, and other incidental tools for pile preparation, as well as internet/phone connection on international projects.  
 \$200 (plus shipping)

**(b) Equipment Charge – SiteLink™**

per non-working weekday (e.g. standby rate)	\$50
per non-working weekend day	N/C
Max charge per week	\$825
Max charge per month	\$3,100

Equipment lost or damaged charged at repair or replacement value. Equipment is insured during transit by GRL. Client assumes responsibility upon arrival on-site. Any malfunctioning equipment will be replaced in the most expedient manner when GRL is notified by client. For cost of damaged equipment, see section 2, above.

**4.2 Engineering Charges for SiteLink™ data collection, analysis and report**

<b>(a) daily set up charge<sup>1</sup></b>	<b>\$515</b>
<b>(b) monitoring charge, per pile – regular<sup>2</sup>, initial drive event</b>	<b>\$210</b>
<b>(c) monitoring charge, per pile – regular<sup>2</sup>, restrike event</b>	<b>\$130</b>
<b>(d) monitoring charge, per pile – premium<sup>3</sup>, initial drive event</b>	<b>\$310</b>
<b>(e) monitoring charge, per pile – premium<sup>3</sup>, restrike event</b>	<b>\$310</b>

Note: at least one third of all tested piles should have a CAPWAP analysis performed. See analysis rate schedule for CAPWAP pricing.

<sup>1</sup> Base charge once test day is confirmed.

<sup>2</sup> For tests performed during standard work period (6:30am – 5:30pm)

<sup>3</sup> For tests performed after standard work period/weekends/holidays

**4.3 SiteLink Summary Reports**

Per pile tested	\$100
Minimum report charge	\$1,000

**SCHEDULE OF MEASUREMENT AND ANALYSIS CHARGES (continued)**  
**Effective January 1, 2017**  
(subject to change without notice)

**5. ANALYSES AND SUMMARY REPORTS****5.1 CAPWAP Analysis of One Record**

(a) Each CAPWAP analysis	\$300
(b) For complex situations (drilled shafts, augered-cast-in-place piles etc.)	\$450
(c) For length in excess of 330 ft (100m) add \$.3/ ft (\$1/m) to a maximum of	\$625

**5.2 PIT-W Analysis of Low Strain Record**

(a) Frequency domain analysis, per record	\$75
(b) PIT-W - Profile analysis, per record	\$150

**5.3 GRLWEAP Wave Equation Analysis**

(a) For bearing graph analysis of one situation,	\$350
Additional related analyses, each	\$250
(b) Additional related analysis, inspectors chart only	\$125
(c) For driveability analysis of one situation,	\$725
Additional related analyses, each	\$375
(d) Offshore leg pile driveability, per platform	\$4,350
(e) Refined wave equation analysis, including CAPWAP	\$1,250

**5.4 Tomography Analysis of CHA CSL Data**

(a) Tomography analysis, \$75 per tube with a minimum of	\$320
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**5.5 Summary Reports**

(a) Standard PDA onshore measurement projects, \$ 100 per pile with a minimum PDA summary report charge of	\$1,000
(b) PDI PLOT (graphical/numerical summary of PDA results), per pile	\$100
(c) CHA projects, \$30 per CSL profile with a minimum of	\$800
(d) SLT reports without embedded instrumentation, per pile or test type	\$1,000
(e) SLT reports with embedded instrumentation, \$ 300 per instrumentation level plus the base SLT report charge of	\$1,000
(f) PIT projects, \$30 per pile, with a minimum of	\$800
(g) GRLWEAP Wave Equation Report (plus applicable analysis charges in 5.3)	\$725
(h) SQUID projects, \$30 per shaft, with a minimum of	\$1000
(i) For special analyses or report work, see Schedule of Labor and Computer Time Charges	

**SCHEDULE OF MEASUREMENT AND ANALYSIS CHARGES (continued)**

Effective January 1, 2017

(subject to change without notice)

**6. THERMAL INTEGRITY PROFILING (TIP)**

The following rates are for testing work using Thermal Integrity Profiling (TIP). Two methods are available for assessing shaft integrity with this test. Shafts can be fitted with Thermal Wire<sup>®</sup> cable whereby thermal data is retrieved via a TAP data collector as the shaft concrete cures. Alternatively, a TIP probe can be lowered into dewatered CSL access tubes and data manually collected at the appropriate time during the curing process. If the project opts for the Thermal Wire<sup>®</sup> cable method, then the GRL engineer will assist the client in determining the appropriate amount of length required and have the wire shipped to the client's site. Installation of the Thermal Wire<sup>®</sup> cable to the shaft cage is the responsibility of the contractor, though GRL does provide guidance and assistance as feasible.

**6.1 GRL Engineer Charges – TIP**

GRL engineer on-site and travel charges for TIP jobs are the same as outlined in section (1) and (3).

**6.2 Equipment Charges – TIP**

**(a) Equipment Mobilization – Probe or Wire method**

One time charge per project (Continental USA only) plus shipping charges (at cost) \$200

**(b) Equipment Charge – TIP Probe method**

Complete set of TIP equipment with TIP Main Unit and Probe, per day \$475

**(c) Equipment Charge – TIP Wire method**

<b>(i) TIP Main Unit</b>	Daily Rate	per day	\$210
	Weekly Rate	per week	\$680
	Monthly Rate (1 to 3 month duration)	per month	\$2,600

**(ii) TAP Box (plus sales tax)**

Month or Partial Month	each	\$100
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**(iii) Thermal Wire cables (plus sales tax)**

Non-instrumented cable	per foot	\$5
Splice Connector	per foot	\$1
	each	\$25

**6.3 Report**

Per shaft tested (multi-wire or probe)	\$300
Per CFA pile / soil nail (single wire)	\$150
Minimum report charge	\$800

**6.4 Shipping**

Shipping charges of equipment and cables to site are charged at cost. Thermal Wire cable discounts apply for total order per project. Equipment lost or damaged charged at repair or replacement value. Equipment is insured during transit by GRL. Client assumes responsibility upon arrival on-site. Any malfunctioning equipment will be replaced in the most expedient manner when GRL is notified by client.

**SCHEDULE OF MEASUREMENT AND ANALYSIS CHARGES (continued)**  
**Effective January 1, 2017**  
(subject to change without notice)

**7. SHAFT QUANTITATIVE INSPECTION DEVICE (SQUID)**

The following rates are for testing work using Shaft Quantitative Inspection Device (SQUID). This test requires the mobilization with sufficient advance notice of the SQUID device which may typically then remain at the job site for the duration of the inspection period. SQUID testing can be performed with the GRL Engineer on-site or remotely in real time (subject to availability of cell phone service at the site).

The client is responsible for providing and operating the necessary crane and rigging to deploy the SQUID. Freight charges for the unit are at cost and require an independent quote per project. Arrangements should be made with the client to maintain the SQUID in a safe and secure manner in between test periods should the unit be kept on site and responsibility for any damage to the unit is the responsibility of the client (which must be clearly stated to the client in the quote and contract).

**6.1 Engineer Charges – SQUID**

GRL engineer on-site and travel charges for SQUID jobs are the same as outlined in section (1) and (3).

**6.2 Equipment Charges – SQUID**

**(a) Equipment Mobilization**

Charge per mobilization (Continental USA only) plus shipping charges (at cost)	\$500
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**(b) Equipment Charge**

Daily Rate	per day	\$760
Weekly Rate	per week	\$2,500
Monthly Rate (1 to 3 month duration)	per month	\$7,500

**6.3 Report**

Per shaft tested – engineer on site	\$30
Per shaft tested – remotely in real time ( ≤ 3 ft diameter)	\$300
Per shaft tested – remotely in real time ( > 3 ft and ≤ 7 ft diameter)	\$500
Per shaft tested – remotely in real time ( > 7 ft diameter)	\$700
Final Summary Report (In addition to per shaft tested)	\$1000

**6.4 Shipping**

Shipping charges of SQUID equipment and accessories to site are charged at cost. Equipment lost or damaged charged at repair or replacement value. Equipment is insured during transit by GRL. Client assumes responsibility upon arrival on-site. Any malfunctioning equipment will be replaced in the most expedient manner when GRL is notified by client.

**SCHEDULE OF DAILY EQUIPMENT CHARGES**  
Effective January 1, 2017

	First Day Rate	Additional Days Rate	Hourly Rate	Mobilization*
a) Complete set of PDA Equipment	\$600	\$600	N/A	\$200
b) Complete set of CHA Equipment	\$475	\$475	N/A	\$200
c) Complete set of TIP Equipment – Probe	\$450	\$450	\$150	\$200
d) TIP Main Unit – Thermal Wire**	\$210	\$210	\$160	\$200
e) SLT Data Logger and LVDT's	\$500	\$500	\$150	\$200
f) Complete set of PIT Equipment	\$350	\$350	\$120	\$200
g) Complete set of LITE Equipment	\$250	\$250	N/A	\$50
h) Saximeter™	\$25	\$25	\$10	\$100
i) SQUID****	\$760	\$760	N/A	\$500
j) APPLE 1 ton - Helical***	\$525	\$420	N/A	\$900
k) Apple 4.5 ton***	\$925	\$740	N/A	\$1,750
l) APPLE 7 ton***	\$1,000	\$800	N/A	\$1,750
m) APPLE 15 ton***	\$1,750	\$1,400	N/A	\$1,750
n) APPLE 20 ton***	\$2,500	\$2,000	N/A	\$1,750
o) APPLE 40 ton***	\$5,000	\$4,000	N/A	\$2,750
p) APPLE 60 ton***	\$10,000	\$8,000	N/A	\$3,750
q) APPLE 80 ton***	\$12,000	\$9,600	N/A	\$4,250

\* Shipping/freight charges are additional to the mobilization rates quoted and charged at cost.

\*\* Does not include TAP boxes or wire.

\*\*\* Daily standby rates to be negotiated.

\*\*\*\* Weekly and monthly rates at \$2,500 and \$7,500, respectively.

GRL Engineers, Inc.  
30725 Aurora Road  
Cleveland, OH 44139

Phone: (216) 831-6131 / Fax: (216) 831-0916  
email: [info@grlengineers.com](mailto:info@grlengineers.com) / Web page: [www.grlengineers.com](http://www.grlengineers.com)

Professional Surveyors & Mappers  
**R.E. Holland**  
 & Associates, Inc.

**ATTACHMENT  
 HOURLY RATE SHEET  
 STANDARD BILLING RATES**

(Hourly Loaded Unit Prices - Effective August 1, 2017)

1) Principal (Professional Partner)	\$150.00
2) Project Surveyor (Professional)	\$150.00
3) Three Man Survey Crew	\$165.00
4) Two Man GPS Survey Crew	\$165.00
5) Two Man Survey Crew	\$150.00
6) Robotic Crew	\$150.00
7) Survey Technician (Computational)	\$ 95.00
8) CADD Technician	\$ 95.00
9) Clerical Services	\$ 35.00
10) Research Services (Technician)	\$ 65.00
11) Expert Witness (Professional)	\$250.00
12) MOT Flagging	\$1500.00 per day
Overhead Multiplier	154%
Profit Multiplier	10%

Direct Expenses are invoiced to the client and may include, but are not limited to, the following items: long distance telephone calls and telecopier transmissions, vehicular mileage expenses, travel and per diem costs, reproduction costs, mailing and shipping charges, overnight courier charges, extra monumentation costs, non-ordinary consumables, special requested items, subcontracted work items, specialized personal protective equipment, etc. Reproductive costs are as follows, each;

CD ROM	\$11.00
letter/legal Xerox copy	0.033
11" x 17" Xerox copy	1.10
18" x 24" Blueline Copy	2.20
24" x 36" Blueline Copy	3.30



7930 62ND STREET NORTH • PINELLAS PARK, FL 33781 • (727)546-4198 • FAX (727)549-8131  
www.boltunderwater.com

**City of Jacksonville Bridge Projects Rate Sheet – RFP No. P-10-17**

As requested, the following figures reflect BOLT's rates on the above referenced project.

**LABOR (2017-2018):** Includes Dive Crew and Diving Equipment:  
**4 HOUR MINIMUM / PORTAL TO PORTAL**

**Standard Rates for this project:** \$84.04/Hour C.B.I./Diver or Supervisor, \$50.04/Hour Diver-Inspector, \$50.04/Hour Diver-Inspector.

3-Person Crew is \$184.12/Hour – CBI/Diver, Diver, Diver

4-Person Crew is \$234.17/Hour – CBI/Diver, Diver, Diver, Diver

**PENETRATION DIVES:** Per OSHA requirements of a 4-Person Dive Team w/surface supplied communications and gear.

4-Person Crew is \$234.17/Hour – CBI/Diver, Diver/Tender, Diver/Tender, Diver

**EQUIPMENT:** Not included in Flat Rate.

In-House equipment and prices charged are the same for all governmental projects.

Dive Boats: \$275.00/Day each, includes fuel

Underwater Color Video: \$200.00/Day

Underwater Digital Photography Equipment: \$75.00/Day each

Underwater Ultrasonic Testing Equipment: \$300.00/Day

Boat and Operator (Snooper Support etc./Engineer Inspection): \$275.00/Day plus Operators hourly rate (Diver/Inspector \$50.04 Hourly).

**LODGING:** 90.00 per day per person

**MEALS:** 30.00 per person

**ADMINISTRATION:** Report processing will be charged at 2 hours per, at a rate of \$47.73

Sincerely,

A handwritten signature in black ink, appearing to read "Mollie Griswold", written over a horizontal line.

Mollie Griswold, C.B.I., President  
Bolt Underwater Services, Inc.

FOR INFORMATION ONLY - DO NOT SUBMIT WITH YOUR PROPOSAL

Form 1 - SCHEDULE OF PROPOSED PRICES/RATES

NAME OF CONSULTANT KTA-TATOR, INC.

Proposal Number P-10-17

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

Project Manager (Responsible Professional)	\$ _____ hr.
Design Engineer or Architect (Registered)	\$ _____ hr.
Designer or Technician (Non-Registered)	\$ _____ hr.
Drafter or CADD Operator	\$ _____ hr.
Field Inspector (Jeff Morehead)	\$ <u>25.13</u> hr.
Clerical (Typist, Word Processor, Document Assembly, etc.)	\$ _____ hr.

2. Total Overhead Rate (to be applied to Direct Labor:) 146.09 %

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) \$ N/A hr.

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

N/A  
\_\_\_\_\_  
\_\_\_\_\_

6. Estimated percentage of total fee to be performed by subconsultants N/A %

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

N/A  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**EBO FORM 1**  
**SCHEDULE OF SUBCONTRACTOR/SUBCONSULTANT PARTICIPATION**

Name of Proposer: Eisman & Russo, Inc.

Project Title: Construction Engineering & Inspection for City Bridge Projects

Proposal Number: P-10-17 Total Base Proposal Amount (if applicable): \_\_\_\_\_

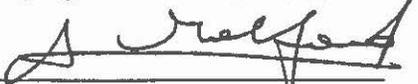
**\*Please list all JSEBs first**

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
VIA Consulting Services, Inc.	WBO	CEI	13%
CSI Geo, Inc.	AA	CEI, Geotech, Testing	6%
RE Holland & Associates	Non-MBE, JSEB	Survey	1%
GRL Engineers, Inc.	Non-MBE, Non-JSEB	PDA Testing	1%
Bolt Underwater Services	Non-MBE, Non-JSEB	Underwater/Diving	1%
KTA-tator, Inc.	Non-MBE, Non-JSEB	Coating Insp.	1%

Attach additional list of subcontractors/sub-consultants as needed

CONSULTANT/SUBCONTRACTOR/SUPPLIER TOTAL VALUES	
African-American Participation Total	6%
Hispanic-American Participation Total	Non-MBE/JSEB = 1%
Native-American Participation Total	
Asian-American Participation Total	
Woman Participation Total	13%
Non-MBE Participation Total	total JSEB = 20%

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.

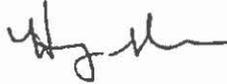
Signature of Proposer:  Title: President / CEO Date: 3/1/2017

Print Name: Antonio J. Mahfoud, PE

ACCOUNTING DIVISION



**MEMORANDUM**

DATE: August 16, 2017  
TO: Gregory Pease, Chief Procurement  
THRU: Kevin Stork, Comptroller   
FROM: Henry Noles, Manager of Accounting Services, A/P and A/R   
RE: Contract Renewal 7724-03  
P-40-13 for Ambulance Billing Service

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It is recommended that the City exercise its third renewal option to extend its contract with Advanced Data Processing, Inc., (DBA: Intermedix- ADPI) for their services in the provision of rescue ambulance billings and related services for another year beginning on October 1, 2017 through September 30, 2018. This will be the third of the four renewal options allowed in the contract.

Accordingly, this is to recommend that the contract #7724-03 between the City and Advanced Data Processing, Inc. (DBA: Intermedix – ADPI) be amended increasing the maximum indebtedness for fiscal year 2017 /2018 by an amount not to exceed \$940,473.65, bringing the new total maximum indebtedness to the City of \$3,890,431.67. Details are attached.

Your favorable response to this recommendation is greatly appreciated.

Attachment:  
Memo of request to extend current services  
Contract Scope of Service (Exhibit A)  
ADPI Contract Summary  
ADPI (Intermedix) Contract Payment Schedule

Cc: Jacksonville Fire Rescue Department



August 10, 2017

Wisteria S. Williams, CGFO  
Manager of Accounting Services  
City of Jacksonville  
Intra-Governmental Services Department/Procurement Division  
214 N. Hogan Street, Suite 800  
Jacksonville, FL 32202

RE: Contract # 7724-03, option to renew

Dear Ms. Williams:

Advanced Data Processing, Inc. (d/b/a Intermedix) requests to extend our current Ambulance Billing Services Agreement for EMS billing and collections with the City of Jacksonville, originally entered into on October 1, 2014, with a renewal option for the period of 10/1/2017 – 9/30/2018. The Agreement shall, upon your signature below, extend through September 30, 2018.

Sincerely,

Melissa Leigh  
Sr. VP, General Counsel and Corporate Secretary

Accepted: City of Jacksonville

By: Kevin G. Stork  
Title: Comptroller; Chief, Accounting Division

08/14/17 09:38:28  
COJ - Procurement Division

## ADPI Contract Summary

Procurement # P-40-13

Contract # 7724-03

Description	Increase Maximun Indebtedness	Total Maximun Indebtedness
<b>Initial Contract</b> <u>October 1, 2014 - September 30, 2015</u>		\$1,074,659.00
<b>Amend #1</b> <u>Chg fee for Medicaid transports. Flat fee of \$13,500.00 / mo</u>		
<b>Amend #2</b> <u>a). 1st renew option 10/01/2015 - 09/30/2016; b). amend sections as agreed in Attachment A; c). Increase max indebtedness \$1,085,780.</u>	\$ 1,085,780.00	\$2,160,439.00
<b>Amendment #3</b> <u>a) 2nd renewal option 10/01/2016 - 09/30/2017 b) Amend scope of service Section S-Additional Ad Hoc reports c) Increase Max Indebtedness - \$789,519.02</u>	\$ 789,519.02	\$2,949,958.02
<b>Amendment #4</b> <u>a) 3rd renewal option 10/01/17 - 09/30/18 b) Increase Max Indebtedness - \$940,473.65</u>	\$ 940,473.65	\$3,890,431.67

Exhibit G'

**Intermedix Contract**

FY 2017 totals		Annual Maximum	Contract Total	
Initial Contract Maximum (10/1/16 - 09/30/17)		\$ 1,085,780.00	Initial Contract	\$ 1,074,659.00
		\$ 1,085,780.00	Admend 1	\$ 1,085,780.00
			Admend 2	\$ 789,519.02
subtotal		\$ 1,085,780.00		\$ 2,949,958.02
Medicaid Monthly Fee			2015 Total	\$ 942,461.80
HIPAA Monthly Fee			2016 Total	\$ 937,237.78
Non-Medicaid Accounts	3.85% of Collection	\$ 1,085,780.00	2017 Total	\$ 941,721.38
Amendments 3		\$ 789,519.02	Remaining	\$ 128,537.06
		<b>Non-Medicaid Fees</b>		
Years Maximum Incentives (not including HIPAA or Medicaid fees)		\$1,875,299.02		
		<b>Medicaid Processor Total Monthly Billing</b>		
FY Payments	3.85%	\$13,500.00		
Oct-16	\$67,533.94	\$13,500.00	\$81,033.94	
Nov-16	\$63,813.80	\$13,500.00	\$77,313.80	
Dec-16	\$66,452.80	\$13,500.00	\$79,952.80	
Jan-17	\$62,778.06	\$13,500.00	\$76,278.06	
Feb-17	\$53,122.95	\$13,500.00	\$66,622.95	
Mar-17	\$72,744.58	\$13,500.00	\$86,244.58	
Apr-17	\$57,981.83	\$13,500.00	\$71,481.83	
May-17	\$72,523.01	\$13,500.00	\$86,023.01	
Jun-17	\$68,913.80	\$13,500.00	\$82,413.80	
Jul-17	\$64,618.87	\$13,500.00	\$78,118.87	
Aug-17	\$64,618.87	\$13,500.00	\$78,118.87	
Sep-17	\$64,618.87	\$13,500.00	\$78,118.87	
Total Paid	\$779,721.38	\$162,000.00	\$941,721.38	
Amount Available for collections	\$1,095,577.64		\$144,058.62	
	<b>\$97,465.17</b> Average Mthly Chrg.		<b>AVERAGE</b> <b>MTHLY CHG</b> \$ 117,715.17	

Historical 7% increase

*EXHIBIT 'G'*

**EXHIBIT "E"**  
**TO AGREEMENT BETWEEN**  
**THE CITY OF JACKSONVILLE and**  
**ADVANCED DATA PROCESSING, INC.**  
**(DOING BUSINESS AS INTERMEDIX CORP.)**

**FOR AMBULANCE BILLING SERVICES**

**SCOPE OF SERVICES**

**BILLING AGENT must possess and provide a copy to the CITY, all licenses and permits in compliance with City, State and Federal regulations to provide the services requested and must comply with any and all applicable Federal, State and Local laws, rules and regulations as the same exist and may be amended from time to time.**

**In addition, the BILLING AGENT shall:**

- A. Be able to assign the billing patient(s) number(s) and list the number(s) in a designated field in the report. The number should correspond with the rescue incident number used by the Jacksonville Fire and Rescue Department (JFRD) on its Incident Report preceded by a two (2) digit number representing the calendar year and a two (2) digit suffix to designate the number of patients assigned to the incident. (i.e. 08067951-01)**
  
- B. Have a computer system with the capability to transmit, receive and support transmission via electronic media specified by the institutions for the following tasks:**
  - 1. Post payments received from the bank on a daily basis**
  - 2. Turn over delinquent accounts to a collection agency designated by CITY.**
  - 3. Post payments received from primary and secondary collections agencies.**
  - 4. Receive the ambulance report via electronic download daily unless otherwise instructed by the CITY from the JFRD. The BILLING AGENT must be able to adapt to changes in the CITY's format that may occur from time to time.**
  - 5. Submit claims on a daily basis via electronic transmissions where feasible, to Medicare, Medicaid, Commercial Insurance, self-pay patients, etc.**
  - 6. Provide a minimum of three (3) personnel to support the billing cycles, provide customer service and in-house collections.**
  - 7. Have the ability to send and receive information electronically via media specified by the CITY.**
  - 8. BILLING AGENT must provide HIPAA compliant secure website(s) (a different site for each of the main hospital groups) for the CITY, the BILLING AGENT and the hospitals to transmit and receive data from each other.**
  - 9. BILLING AGENT must provide a secure access via the Web to allow the designated CITY Administrators access to real time billing information and payment information for quality management purposes.**
  
- C. Present samples of documentation as written proof of validated optimum data transmission speeds, security / encryption license, written validation on HIPAA secure websites and copy of most current SSAE 16 Report (FKA SAS 70).**

- D. Provide the following prior to the implementation date:
1. Proof of compliance with and certification (audit) of HIPAA HITECH standards.
  2. Proof of compliance with and certification (audit) of HIPAA HITECH standards on an annual basis prior to any contract renewal.
  3. All necessary forms, postage, and supplies to support the billing cycles, receivables, and transmittal of all lock box receipts.
  4. All postage, including overnight when necessary, for all correspondence between the billing company and the City that is necessary to support the billing process.

NOTE: Additional cost increases in the normal course of business such as postage shall not be passed along to the CITY during the current year of the agreement.

- E. Disclose present back-up procedures for daily, weekly and monthly backups, off-site storage locations and the safeguarding of the database information. Disclose contingency plans for disaster recovery for various states of emergency to include those that are natural as well as man-made.
- F. Provide, within thirty (30) days after termination of the contract and at no cost to the CITY, a detailed listing of all accounts and continue to provide the CITY General Accounting Division (GAD) maintenance for the life of the credit file (7 years) on every account processed by them; including but not limited by the following:
1. Posting payments received from the primary and secondary insurance and payments received from the collection agencies designated by CITY to the individual's account.
  2. Re-submitting of claims and patient invoices when necessary.
  3. Turning over billings to a collection agency designated by the CITY as needed.

Note: These services are part of the daily routine of the billing cycle, therefore in the normal cost.

- G. At the CITY's discretion, the BILLING AGENT, at no cost to the CITY, shall convert all active and inactive files from the prior billing company to their prospective format as required (prior to the life of the credit file or 7 years) and maintain such records as specified by the CITY, with updates as needed on an on-going basis in accordance with the contract requirements.
- H. Exemplify desirable current communication technologies and systems in regards to the billing/collection process with the insurance carriers as well as with the patients. Accepting current forms of payments including credit card and check payments by phone and online.
- I. Develop / provide a matrix of quality measurements the CITY can expect from the BILLING AGENT. A monthly quality compliance report shall be produced indicating how monthly results and performance (Quality levels) measures with the established goals and standards (timelines, error rates, etc.) ranked. This includes a matrix breakdown by report author, by reimbursement percentage and why the account was denied payment. This report or matrix will be due to the CITY no later than the 15th of each month. The BILLING AGENT will meet with the CITY at the CITY's location to discuss and review billing issues.
- J. Undertake processing of third party reimbursement through information provided on the rescue report, medical records or from information the patient provided after the initial billing. The BILLING AGENT shall be solely responsible for obtaining all necessary patient demographics and insurance information necessary for billing purposes. The BILLING AGENT shall utilize multiple sources, including but not limited to the patient care report, hospital information, patient correspondence, etc. The CITY at a minimum, will attempt to obtain name and Date of Birth. However, failure to obtain this information does not relieve the BILLING AGENT of their responsibility as stated above.

- K. Provide a quarterly list of the electronic data connection and interface summaries with each of the CITY's destination hospitals, along with samples of each download, or connection data.
- L. Provide accurate coding of procedures and diagnosis as well as correlation of documentation. NOTE: The BILLING AGENT shall be responsible for any penalties or charges due to miss-coding of data.
- M. Periodically, at least every six (6) months, in accordance with Chapter 123 of the City of Jacksonville Ordinance Code, the BILLING AGENT shall make recommendations in writing to the Chief of Rescue regarding any changes to the fee schedule that may be needed. The BILLING AGENT shall give advice on changes in statutory insurance, commercial insurance and / or law that may affect the methodology of the billing process (i.e. procedures, procedure codes and fees, etc.) this should also be in writing to the Chief of Rescue. In all cases, the BILLING AGENT shall be in compliance with all statutory changes that may occur.
- N. Produce an initial claim to process Indigent/Charity patient(s) within the normal processing time established after receiving the rescue report and adjust in accordance with Chapter 158.302 of the City of Jacksonville Ordinance Code. The BILLING AGENT shall provide a monthly report, in Microsoft Excel format, to the JFRD as well as the Finance Department GAD of the CITY detailing the number of indigent patient claims processed or canceled, as well as all other related information or statistics as deemed necessary by the CITY.
- O. Undertake frequency of Billing as follows:
1. Submit claims to Medicare, Medicaid, and third party payers on a daily basis via electronic transmission where applicable.
  2. Unless otherwise instructed by the CITY, BILLING AGENT shall file a claim with the appropriate insurance carrier within three (3) working days after receipt of the necessary information to do so.
  3. Provide a toll free telephone number and e-mail address that is specifically for City of Jacksonville accounts and place that phone number and e-mail address on all statements directly under the balance of the account, and at the top of each statement.
  4. Display account payment and balance information on the patient accounts.
- P. Provide in-house collections including but not limited to the following:
1. Third - party payers shall be monitored for payments. Follow up shall occur if payment is not received within forty-five (45) days of the billing date
  2. If payment from the third-party is not received within forty-five (45) days, the payment is sought from the patient via the self-pay billing process outlined below.
  3. Self-pay accounts will be reviewed and worked by the BILLING AGENT as follows:
    - a) An initial statement will be sent to the patient after all patient demographic and insurance data sources have been researched. This should be within the seven (7) day range of an account being entered into the billing system.
    - b) Additional statements will be sent to the patient every thirty (30) days from the last patient statement date or last claim filed date, whichever is later, until such time as the account is paid in full or turned over to the CITY designated collection company.
    - c) A minimum of two (2) statements will be sent to a patient before an account is considered to be turned over to the CITY designated collection company. The exception to this requirement is when there is a bad address on the account, or there is good reason to believe that the account will not be paid. In this case, the account will be considered for collections sooner.
    - d) The final patient statement will contain language indicating that the account will be sent to collections within thirty (30) days if a payment or payment arrangement is not made.

- e) Patient accounts one hundred, twenty (120) days old will be reviewed and sent to the CITY'S designated collection company each month. Accounts with a last patient statement or claim filing date more than thirty (30) days from the current date, that have a bad address, or have been identified as an account that will not pay will be selected.
- f) Prior to turning patient accounts over to collections, each account will be reviewed as follows:
  1. Patient demographic and insurance information will be rechecked with the receiving hospital.
  2. Where a valid phone number exists, a phone call to the patient to receive updated demographic and insurance information or to get the patient set up on a payment plan will be made.
  3. The accounts will be reviewed with the BILLING AGENT'S patient advocate and a representative of the CITY, to see if any additional errors or information can be identified.
  4. If patient demographics change, insurance changes or account processing concerns are found during the pre-collection review process, the account will be removed from the current month's collection file. Otherwise, the account will be sent to the CITY designated collection agency
  5. If during the process outlined in above subsections f3 and f4 changes are found, then patient account shall reset in the billing process to the beginning of section "P". This is to protect the patient from errors beyond their control, or the CITY's, in not obtaining correct information at the time of contact, and preventing unnecessary collection turnovers. This herein will be referred to as the "Reset Clause".

- Q. The BILLING AGENT shall report recovery from the collection agencies (primary and secondary) on a monthly basis. In addition, the BILLING AGENT shall report monthly, to the collection agency and the CITY, all collections it has received on billings that have been turned over to the collection agency.
- R. Keep an unmatched filing system of any payment unable to post with copies of the checks and back up. A monthly report of unmatched payments shall be generated and provided to the CITY.
- S. Provide the CITY with all management reports currently supplied, transmitted electronically by the 10<sup>th</sup> business day of the following month as well as any additional ad hoc reports requested, including but not limited to any PENT QRE Data, required by the JFRD or the GAD, within five (5) business days of request.
- T. Re-invoice and re-file claims as needed to insurance carriers for the CITY designated collection agencies for the life of the credit file - seven (7) years.
- U. Maintain a daily filing system for all deposits control sheets intact with the original (E.O.B.) unless otherwise instructed by CITY.
- V. Maintain accounts in the database system for the life of the account and recall / retrieve any account when requested by the CITY and or collection agency.
- W. Be the single point of contact (patient advocate) for all billing and billing related complaints.
  1. The BILLING AGENT shall maintain a patient advocate on site at a location determined by the CITY, which is currently at JFRD Headquarters.
    - a. The patient advocate will report to the BILLING AGENT and a "designated official" as determined by the Division Chief of Rescue. The patient advocate will follow the 8:00 a.m. - 5:00 p.m. CITY work schedule



The BILLING AGENT on behalf of the CITY shall enclose a copy of the CITY's Privacy Notice with the initial statement mailed to the patient.

AA. Insure that all medical billing coders are certified as professional coders by a nationally recognized accreditation / certification organization (i.e. The National Academy of Ambulance Coding) and provide written verification of such.

BB. Comply with all applicable laws, rules and regulations pertaining to the 2003 Fair and Accurate Credit Transactions Act, to include but not limited to the Federal Trade Commissions "Red Flag Rules". This is to include all revisions and updates since the 2003 law passage as it pertains to creditors, billing agencies, covered entities, fire and rescue agencies, EMS agencies, ambulance services, etc. Under the Red Flag Rules, BILLING AGENT acknowledges its obligations as your Business Associate under the requirements of the Identity Theft Red Flag Rules promulgated under the Fair and Accurate Credit Transactions Act of 2003 ("Red Flag Rules") found in 16 C.F.R. Part 681. In accordance with these obligations, BILLING AGENT agrees:

1. To ensure that activities are conducted in accordance with reasonable policies and procedures designed to help detect, prevent, and mitigate the risk of identity theft.
2. To have in place policies, procedures, and training to help detect relevant Red Flags that may arise in the performance of services on CITY's behalf.
3. To use reasonable efforts to help ensure that any agent or third party who performs services on BILLING AGENT'S behalf in connection with CITY accounts, including a sub-BILLING AGENT, agrees to implement reasonable policies, procedures, and training designed to help detect, prevent, and mitigate the risk of identity theft.
4. To alert CITY to any red flag incident of which BILLING AGENT becomes aware and the steps BILLING AGENT takes to mitigate any potential security compromise that may have occurred and provide a report of any threat of identity theft as a result of the incident.

CC. Provide support to the CITY for all EMS billing audits and other administrative and judicial proceedings relating to the BILLING AGENT's scope of services including, but not limited to, the following:

1. Account information via electronic medium including PCR information that has been captured into the billing system.
2. Transaction history.
3. Explanation of benefits (EOB) images.
4. Documentation supporting services provided, including level of service.
5. Non-legal review of accounts being audited to assist CITY in properly analyzing auditors' findings including, but not limited to researching, investigating, identifying and verifying recipients of services, claims for reimbursement, and payments received.
6. Providing CITY with detailed explanations and justifications of claims submitted and levels of services, in a format as specified by CITY; review of all explanations and justifications by the BILLING AGENT's compliance officer, a senior coder, and BILLING AGENT personnel having a previous or current certification of paramedic, or higher, and having EMS experience.
7. Participation in discussions to facilitate the audit process and ultimate resolution.
8. Allowing on-site access to CITY and/or audit personnel, as necessary, for the review of documentation and billing processes.
9. Cooperation with any administrative or judicial proceeding including, but not limited to, providing testimony and responses to discovery requests.

DD. Certify that all patient billing /collection and report information will be on one database platform. Should the BILLING AGENT change hardware or software platforms, the BILLING AGENT shall be responsible for movement and /or conversion of the data to the updated platform at no additional cost to the CITY.

- EE. The BILLING AGENT shall be responsible for furnishing training to all appropriate COJ personnel on issues regarding HIPAA compliance, Medicare/Medicaid requirements, PCR documentation, refund/write-off considerations and requirements and other such related issues regarding billing for ambulance service. The BILLING AGENT shall furnish sufficient staff to provide and/or participate in training programs for COJ personnel on a quarterly basis or as requested by the COJ for the training of newly hired and/or reassigned personnel within the COJ.
- FF. The BILLING AGENT shall provide annual continuing education modules for use with field personnel on data collection and report writing. Continuing education shall be accomplished either on-site or through a web-enabled learning system.