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
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ONE CITY. ONE JACKSONVILLE.

January 6, 2020

MEMORANDUM

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

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

FROM: William J. Joyce, P.E.
Director of Operations

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

SUBJECT: P-34-19 Professional Engineering Services for Storm Resiliency and Hardening
Consultant Services Account Nos.: N/A
Internal Services Account No.: PWEN011AD

The Engineering Division has negotiated with the consultant selected for Professional Engineering Services for Storm Resiliency and Hardening resulting in the Scope of Services, Exhibit A and Contract Rate Schedules, Exhibit B, attached. JSEB firms to be utilized to meet the 10% Participation Percentage Plan for this contract are detailed on a separate attachment.

Accordingly, this is to recommend that the City of Jacksonville enter into a contract with CDM Smith, Inc., for Professional Engineering Services for Storm Resiliency and Hardening, that includes the attached Scope of Services identified as Exhibit "A" and Rate Schedules, 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 $500,000.00. The Period of Service will be to Project Completion. All other terms and conditions are as provided in the RFP and the City's standard contract language.

RGS/lw

Attachments: Exhibits A & B
JSEB Participation

cc: Lori A. West, Engineering Contract Specialist, Engineering & Construction Management

Description of Services and Deliverables

Northeast Florida and the City of Jacksonville were directly impacted by both Hurricane Matthew in October, 2016 and Hurricane Irma in September, 2017. These were the first hurricanes to reach JEA's service area since Hurricane Dora in 1964. In addition, after a two (2) year drought period, over thirty-two inches (32") of rainfall was recorded in Jacksonville during the three (3) month period of June through August 2017, where fifty-two inches (52") of rainfall is the average annual amount over the past thirty (30) years. The extreme weather affected The City's stormwater management systems (stormwater pump stations, stormwater facilities/ponds, stormwater conveyance systems).

Recognizing the need to better prepared in the future, the City of Jacksonville is seeking the services of a qualified consulting firm to provide Professional Services related to a stormwater master plan modeling and resiliency analysis design implementation services. The following is a list of services that may be required on an as-needed basis as requested by the City, which will be authorized by individual task orders for individual projects. This list shall not be construed as an exclusive list of activities that successful firm may be engaged. City shall have the right, in its sole and absolute discretion, to require additional services that are consistent with the scope of services and those activities typically performed by stormwater consultants and for which the firm are experienced, qualified, and able to perform.

The consultant shall provide the below described work under an Engineering Services Agreement with the City for Infrastructure Resiliency Assessment, and associated program management and engineering design services updating the City's Master Stormwater Management Plan. This work description is general in nature and is to provide a framework of the expected scope of services.

PROJECT BACKGROUND

The CITY conducted a major update to their 1992 Master Stormwater Management Plan (MSMP) in 2011 and updated the tributary stormwater models in 2013. Since that time, the CITY has continued to develop and implement capital improvement projects. The 1992 and 2011 MSMP documents considered combined rainfall and tidal flooding to most accurately define flooding and solutions.

SCOPE OF WORK

MASTER STORMWATER MANAGEMENT PLAN UPDATE

Data Acquisition and Evaluation

The selected firm will update the existing database of stormwater management, water quality, meteorological, and streamflow data for the tributaries within Duval County for the purpose of updating, calibrating, and validating the tributary models.

Model Update and Upgrade

The selected firm will upgrade and update the SWMM version 5.0 models developed as part of the previous MSMP as appropriate to reflect the current system hydro-geometric properties. Models will be updated to SWMM version 5.1 and will be updated to reflect significant changes in land use and/or hydraulics within the basin.

Model Land Use and Hydraulic Update

The selected firm will incorporate the latest land use information available from the SJRWMD using the methodology documented in the CITY MSMP (CDM 2011).

Hydrologic and Hydraulic Analysis

The selected firm will perform H&H analyses for the tributary areas within the updated MSMP using hydrographs and peak runoff rates for the 2.33 year (mean annual), 5- year, 10-year, 25- year, and 100- year respectively).

Update of City GIS Data

The selected firm will perform post processing of the updated SWMM results for inclusion in the CITY's web application for stormwater modeling and boundary conditions. The selected firm will update the associated node and link diagrams as well as stage and flow time series data for each design storm event evaluated (42.9-, 20-, 10-, 4-, and 1-percent-annual-chance storm events). Information will be provided to the CITY GIS Department for implementation.

Project Alternatives

The selected firm will review and build on existing proposed MSMP alternatives in the updated model sub-basins. Information on wetlands, land availability, constructability, known environmental contamination, and other relevant factors will be used to determine if the proposed alternatives are still viable. .

Cost-Benefit Analysis

The selected firm will use the information developed using the updated SWMM to update the project cost-benefit analysis for each updated sub basin.

County-wide Prioritization and CIP Support

Selected firm will develop a long term CITY Capital Improvement Plan (CIP) based on the updated MSMP.

CIP Support

In addition to MSMP projects that result from above, selected firm will provide support on an as needed basis to evaluate potential projects that occur following the MSMP update.

RESILIENCY ANALYSIS AND PLANNING

The selected firm will review available data, models, studies, and design guidance documents to identify the critical CITY infrastructure which may be susceptible to increasing levels of precipitation, increasing changes in sea level or increased tidal surge, to identify the challenges and risks associated with these potential variances, and to provide for resiliency against the more severe storms, larger tidal events, and resulting impacts.

Review of Available Data, Models, Studies, and Design Guidance Documents

The selected firm will use the USACE Response to Climate Change website (Corpsclimate.us), planning and design guidance including the National Oceanic, Atmospheric Administration (NOAA) scenarios and reports resulting from JEA's Wastewater/Water System Resiliency Assessment to assess potential future scenarios.

Evaluations of Potential SLR and Precipitation Change Scenarios

The selected firm will evaluate potential SLR and precipitation changes on the CITY's stormwater management system. Different scenarios will be identified and tested to evaluate a range of potential outcomes for CIP, emergency, and contingency planning.

In addition to SLR, the selected firm will analyze and identify potential changes in the frequency and intensity of storms expected within the project area during the time horizons.

Review and analysis of the Potential SLR and impacts on CITY infrastructure

The selected firm will perform hydrologic and hydraulic (H&H) analyses using the MSMP USEPA Storm Water Management Models (SWMMs) being updated to investigate the potential tidally-influenced sunny day (no rainfall) and joint tidal and design storm events on flood stages and level of service (LOS) for CITY-designated critical infrastructure, including stormwater, roadways, seawalls/bulkheads, and CITY emergency facilities.

Recommendations for project features and components

Adaptation strategies to limit overall risk and provide for system resiliency will be developed. The results of the analyses will be used to incorporate resiliency planning into current and future CITY projects. The types of strategies which may be recommended includes:

- Raising of key infrastructure or populations (transportation, historic buildings, pumps, etc.);
- Relocation or Redevelopment of vulnerable resources and populations; and
- Gray and green infrastructure improvements (living shorelines, armoring, wetland restoration, tide gates, pump stations, bulk heads, seawalls, etc.).

Resiliency Report

Selected firm will provide a Climate Resiliency Report that describes the data evaluation, development of future scenarios, identification of key infrastructure, impacts to infrastructure, and recommended actions.

Proposed Changes to the City Comprehensive Plan

Based on the Climate Resiliency Report, the selected firm will recommend changes/updates to the Conservation Coastal Management Element of the 2030 Comprehensive Plan.

FINAL DESIGN AND POST DESIGN SERVICES DURING CONSTRUCTION

Final Design

At the City's option, upon successful completion of the Master Planning and Resiliency Evaluation Phase, the Consultant's services may be terminated or extended to include Final Design. All design recommendations shall, as may be applicable, be consistent with:

- The City's Updated Master Storm Water Management Plan
- The City's Land Development Procedures Manual.
- Manual on Uniform Traffic Control Devices
- FDOT Minimum Standards for Design, Construction and Maintenance of Streets and Highways
- Florida's Design Criteria for Resurfacing, Restoration and Rehabilitation (RRR) of Streets and Highways
- FDOT Design Standard Index

It is intended that Consultant's services will result in all investigations (which may include property appraisals for right of way acquisitions), designs, drawings, specifications, permits and other documents needed for the City to determine the improvements needed (including utility adjustments), acquire necessary rights of way and easements, obtain required permits, seek bids, and contract for construction of the project. Additionally, upon successful completion of approx. 60% plan preparation and permitting, the

City retains the option of having the Consultant prepare a Design Criteria Package for the City to use to complete the project under a separate Design-Build Contract.

Post Design

Upon successful completion of the Final Design Phase, the Consultant's services may be terminated or extended to include Post Design Services During Construction.

A detailed Scope of Services defining the exact performance requirements and schedules for completion of each phase will be developed during negotiations with the selected Consultant to establish terms of the agreement for professional services and consultant's fee.

(End of Section 4 – Remainder of page intentionally left blank)

EXHIBIT B

Form 1- SCHEDULE OF Proposed PRICE/RATES

NAME OF CONTRACTOR	**CDM Smith Inc.**
Proposal Number	**P-34-19**

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

Technical Expert/Quality Manager	$ 72.00 hr.
Project Manager	$ 67.00 hr.
Design Enginer or Architect (Registered)	$ 51.00 hr.
Designer or Technician (Non-Registered) II	$ 43.00 hr.
Designer or Technician (Non-Registered) I	$ 35.00 hr.
Drafter or CADD Operator	$ 34.00 hr.
Field Inspector	$ 24.00 hr.
Clerical (Typist, Word Processor, Document Assembly, etc.)	$ 24.00 hr.

2. Total Overhead Rate (to be applied to Direct Labor:) $ **166.75** %

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

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

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

Subconsultants and direct expenses are not included in the hourlybilling rates.

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

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

Project Principal	$ 82.00 hr.
Project Accountant	$ 34.00 hr.
Sr Design Engineer or Architect (Registered)	$ 62.00 hr.

EXHIBIT B

Form 1- SCHEDULE OF Proposed PRICE/RATES

NAME OF CONTRACTOR	**Meskel & Associates**
Proposal Number	**P-34-19**

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

Technical Expert/Quality Manager	$ _____ hr.
Project Manager	$ 48.07 hr.
Design Enginer or Architect (Registered)	$ 30.40 hr.
Designer or Technician (Non-Registered) II	$ _____ hr.
Designer or Technician (Non-Registered) I	$ _____ hr.
Drafter or CADD Operator	$ 24.50 hr.
Field Inspector	$ 20.50 hr.
Clerical (Typist, Word Processor, Document Assembly, etc.)	$ 22.00 hr.

2. Total Overhead Rate (to be applied to Direct Labor:) $ 175 %

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

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

5. Other Direct Project Costs per Unit (please specify)
Subconsultants and direct expenses are not included in the hourlybilling rates. All subconsultant and other direct project related expenses are subject to a handling/administrative charge of 10 percent.

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

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

Project Principal	$ 57.70 hr.
Senior Field Inspector	$ 30.25 hr.

EXHIBIT B

Form 1- SCHEDULE OF Proposed PRICE/RATES

NAME OF CONTRACTOR: Taylor Engineering, Inc.

Proposal Number: P-34-19

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

Technical Expert/Quality Manager	$ _____ hr.
Project Manager	$ 58.66 hr.
Design Enginer or Architect (Registered)	$ 45.30 hr.
Designer or Technician (Non-Registered) II	$ 31.42 hr.
Designer or Technician (Non-Registered) I	$ _____ hr.
Drafter or CADD Operator	$ 37.89 hr.
Field Inspector	$ _____ hr.
Clerical (Typist, Word Processor, Document Assembly, etc.)	$ 19.81 hr.

2. Total Overhead Rate (to be applied to Direct Labor:) $ 175 %

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

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

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

Subconsultants and direct expenses are not included in the hourlybilling rates. All subconsultant and other direct project related expenses are subject to a handling/administrative charge of 10 percent.

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

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

Project Principal	$ 70.47 hr.
Senior GIS Analyst	$ 48.57 hr.

EXHIBIT B

TAYLOR ENGINEER, INC.

STATEMENT OF DIRECT LABOR, FRINGE BENEFITS, AND GENERAL OVERHEAD

FOR THE YEAR ENDED DECEMBER 31, 2018

EXHIBIT B

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Certified Public Accountants

INDEPENDENT AUDITOR'S REPORT ON THE STATEMENT OF DIRECT LABOR, FRINGE BENEFITS, AND GENERAL OVERHEAD

Board of Directors and Stockholders
Taylor Engineer, Inc.

Report on the Statement of Direct Labor, Fringe Benefits, and General Overhead
We have audited the accompanying Statement of Direct Labor, Fringe Benefits, and General Overhead (hereinafter referred to as "the Statement") of Taylor Engineer, Inc. for the year ended December 31, 2018 and the related notes to the Statement.

Management's Responsibility for the Statement
Management is responsible for the preparation and fair presentation of the Statement in accordance with the basis of accounting practices prescribed by Part 31 of the Federal Acquisition Regulation (FAR). Management is also responsible for the design, implementation, and maintenance of internal controls relevant to the preparation and fair presentation of the Statement that is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility
Our responsibility is to express an opinion on the Statement based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the financial audit standards contained in *Government Auditing Standards* issued by the Comptroller General of the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the Statement is free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the Statement. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the Statement, whether due to fraud or error. In making those risk assessments, the auditor considers internal controls relevant to the Company's preparation of the Statement in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Company's internal controls. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the Statement.

We believe the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion
In our opinion, the Statement referred to above presents fairly, in all material respects, the direct labor, fringe benefits, and general overhead of the Company for the year ended December 31, 2018 on the basis of accounting described in Note B.

Basis of Accounting
We draw attention to Note B, which describes the basis of accounting. As described in Note B, the Statement is prepared by the Company on the basis of accounting prescribed by Part 31 of the Federal Acquisition Regulation (FAR), which is the basis of accounting other than accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

Restriction on Use
Our report is intended solely for the information and the use of Taylor Engineer, Inc. and government agencies or other customers related to contracts employing the Federal Acquisition Regulation cost principles and is not intended and should not be used by anyone other than these specified parties.

Other Reporting Required by Government Auditing Standards
In accordance with *Government Auditing Standards*, we have issued a report dated June 12, 2019, on our consideration of the Company's internal controls over financial reporting as it relates to the Statement and on our tests of its compliance with certain provisions of laws, regulations and contracts, including provisions of the applicable sections of Part 31 of the Federal Acquisition Regulation. The purpose of that report is to describe the scope of our testing of internal controls over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal controls over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Taylor Engineer, Inc.'s internal controls over financial reporting and compliance.

T. Wayne Owens & Associates, PC

Lawrenceville, GA
June 12, 2019

TAYLOR ENGINEER, INC.
STATEMENT OF DIRECT LABOR, FRINGE BENEFITS, AND GENERAL OVERHEAD
FOR THE YEAR ENDED DECEMBER 31, 2018

Description	Financial Statement Expense	Unallowable Costs	FAR Ref	Total Proposed	% of Direct Labor
Direct Labor	$ 2,821,213	$ -		$ 2,821,213	
INDIRECT COSTS					
Fringe Benefits:					
Holiday	$ 158,172	$ -		$ 158,172	
Paid time off	449,694	-		449,694	
Payroll taxes	387,990	(3,105)	(1)	384,885	
Retirement plan contributions	248,271	-		248,271	
Incentive compensation	684,915	-		684,915	
Employee group insurance	364,929	-		364,929	
Worker's compensation	12,171	-		12,171	
Other employee benefits	53,264	(6,956)	(2)(3)	46,308	
Total Fringe Benefits	$ 2,359,406	$ (10,061)		$ 2,349,345	83.27%
General Overhead:					
Indirect labor	$ 1,458,290	$ (46,279)	(4)(5)	$ 1,412,011	
Auto expense	54,606	(35,260)	(6)	19,346	
Bad debt	17,272	(17,272)	(7)	-	
Bank charges	1,484	-		1,484	
Bid and proposal	11,944	(1,803)	(8)(9)	10,141	
Business development	124,733	(88,295)	(3)(4)(9)(10)	36,438	
Computer expenses	246,224	-		246,224	
Contributions	37,789	(37,789)	(11)	-	
Depreciation and amortization	274,895	(74,386)	(12)	200,509	
Equipment rental	50,571	-		50,571	
Insurance	126,123	(838)	(13)	125,285	
Interest expense	14,088	(14,088)	(14)	-	
Meals and entertainment	91,631	(63,500)	(2)(3)(9)(10)	28,131	
Membership dues/publications/licenses	60,293	(22,503)	(15)	37,790	
Office supplies	48,256	(2,455)	(2)	45,801	
Postage/shipping/delivery	3,079	-		3,079	
Professional fees	57,865	(2,581)	(9)	55,284	
Recruiting	57,515	(298)	(9)	57,217	
Rent/utilities	692,913	-		692,913	
Repairs and maintenance	23,473	-		23,473	
Taxes	112,335	(83,635)	(16)	28,700	
Telephone/communications	39,123	-		39,123	
Training and seminars	120,708	(4,088)	(9)(10)	116,620	
Travel	38,484	(12,461)	(8)	26,023	
Direct expense recovery	(20,460)	-		(20,460)	
Total General Overhead	$ 3,743,234	$ (507,531)		$ 3,235,703	114.69%
Total Indirect Costs	$ 6,102,640	$ (517,592)		$ 5,585,048	197.96%
Facilities Capital Cost of Money (FCCM)				$ 16,519	0.59%

See accompanying independent auditor's report and notes.

TAYLOR ENGINEER, INC.
DESCRIPTION OF FAR REFERENCES AND AUDIT ADJUSTMENTS
FOR THE YEAR ENDED DECEMBER 31, 2018

(1)	31.201-6 (a)	Accounting for unallowable costs - When an unallowable cost is incurred, its directly associated costs are also unallowable.
(2)	31.205-13 (b)	Employee morale, health, welfare, food service, and dormitory costs and credits - Costs of gifts are unallowable.
(3)	31.205-14	Entertainment costs - Costs of amusement, diversions, social activities, and any directly associated costs such as tickets to shows or sports events, meals, lodging, rentals, transportation, and gratuities are unallowable.
(4)	31.205-1 (f)	Public relations and advertising costs - Public relations and advertising costs designed to call favorable attention to the contractor and its activities is unallowable.
(5)	31.205-6 (b) (2)	Compensation for personal services - Compensation in excess of amounts determined to be reasonable are unallowable.
(6)	31.205-6 (m) (2)	Compensation for personal services - That portion of the cost of company-furnished automobiles that relates to personal use by employees (including transportation to and from work) is unallowable regardless of whether the cost is reported as taxable income to the employees.
(7)	31.205-3	Bad debts - Bad debts, including actual or estimated losses arising from uncollectible accounts receivable due from customers and other claims, and any directly associated costs such as collection costs, and legal costs are unallowable.
(8)	31.205-46 (a)	Travel costs - Costs that exceed, on a daily basis, the maximum per diem rates in effect at the time of travel as set forth in the Federal Travel Regulations are unallowable.
(9)	31.201-2(d)	Determining allowability - Costs not supported with documentation are unallowable.
(10)	31.205-51	Costs of alcoholic beverages - Costs of alcoholic beverages are unallowable.
(11)	31.205-8	Contributions or donations - Contributions or donations are unallowable.
(12)	31.205-49	Goodwill - an unidentifiable intangible asset, originates under the purchase method of accounting for a business combination when the price paid by the acquiring company exceeds the sum of the identifiable individual assets acquired less liabilities assumed, based upon their fair values. The excess is commonly referred to as goodwill. Goodwill may arise from the acquisition of a company as a whole or a portion thereof. Any costs for amortization, expensing, write-off, or write-down of goodwill (however represented) are unallowable.
(13)	31.201-2 (d)	Determining allowability - Accounting for costs for another period are unallowable.
(14)	31.205-20	Interest and other financial costs - Interest on borrowings (however represented) are unallowable.
(15)	31.205-22 (a) (1)	Lobbying and political activity costs - Costs associated with attempts to influence the outcomes of any Federal, State, or local election, referendum, initiative, or similar procedure, through in kind or cash contributions, endorsements, publicity, or similar activities are unallowable.
(16)	31.205-41 (b) (7)	Taxes - Income tax accruals designed to account for the tax effects of differences between taxable income and pretax income as reflected by the books of account and financial statements are unallowable.

See accompanying independent auditor's report and notes.

TAYLOR ENGINEER, INC.
NOTES TO THE STATEMENT OF DIRECT LABOR, FRINGE BENEFITS, AND GENERAL OVERHEAD
FOR THE YEAR ENDED DECEMBER 31, 2018

NOTE A - DESCRIPTION OF THE COMPANY

Taylor Engineer, Inc. (the "Company") provides engineering services in the United States, Puerto Rico, and South America. The Company's services include beach and inlet management, dredging, environmental restoration and permitting, federal project planning and programming, infrastructure flood risk management, natural resource assessments, storm water solutions, water resources management, and waterway and marine structures; and environmental, coastal, civil, and structural engineering services for the design, development, and construction of new marinas, docks, and pier projects, as well as observation, assessment, evaluation, and renovation design services for existing facilities.

The Company serves commercial/private, local, state, and federal government clients. The Company, a Florida corporation, was founded on September 3, 1987, and is organized under Chapter C of the Internal Revenue Code. The Company has offices in Jacksonville (headquarters), Destin, Sarasota, and Tampa, Florida with approximately 57 total employees.

Revenues are derived from billings for services and other reimbursable expenses. Approximately, 31%, 32%, 28% and 9% of revenues are derived from local government, federal government, state government, and commercial/private, respectively. Revenues are recognized on contracts as costs are incurred.

NOTE B - BASIS OF ACCOUNTING

The Company's Statement of Direct Labor, Fringe Benefits, and General Overhead (the "Statement") was prepared on the basis of accounting practices prescribed by Part 31 of the Federal Acquisition Regulation (FAR) and certain other Federal regulations (i.e. Federal Travel Regulation). Accordingly, the Statement is not intended to present the results of operations of the Company in conformity with accounting principles generally accepted in the United States of America.

The preparation of this Statement requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Actual results could differ from those estimates and assumptions.

NOTE C - DESCRIPTION OF ACCOUNTING POLICIES

The Company's financial accounting system is maintained on the accrual basis and the cash basis is used for income tax reporting purposes.

The Company maintains an integrated job order cost accounting system for recording and accumulating costs incurred under its contracts wherein contracts and subcontracts are assigned individual project numbers. Direct costs are coded to the corresponding project number so that they may be segregated and accumulated in the Company's job order cost accounting system. The Company identifies a cost as a direct cost if it can be specifically identified with a particular final cost objective, i.e. a project related cost. It is irrelevant whether or not the costs are actually billed. Direct costs are not included in the overhead pool and direct accounts have been established in the Company's general ledger.

The Company considers a cost to be an indirect cost if the cost is not directly identified with a single, final cost objective, but is identified with two or more final cost objectives or an intermediate cost objective.

The Company's method of estimating costs for pricing purposes during the proposal process is consistent with the accumulating and reporting of costs under its job order cost accounting system.

TAYLOR ENGINEER, INC.
NOTES TO THE STATEMENT OF DIRECT LABOR, FRINGE BENEFITS, AND GENERAL OVERHEAD
FOR THE YEAR ENDED DECEMBER 31, 2018

NOTE D - DESCRIPTION OF OVERHEAD RATE STRUCTURE

The Company has a company-wide reporting unit.

All costs are allocated based on direct labor. The direct labor base includes all salaries and wages and the premium portion of overtime specifically identified with a project except compensated personal absence (holidays, vacations, sick leave and excused absence).

Fringe benefits include costs for compensated personal absence, payroll taxes, insurance, group insurance and other personnel related costs.

The Company does not maintain or calculate a Field Office Overhead Rate.

Other Direct Costs (ODC) are consistently charged to projects, regardless of whether the ODCs are billable under the contracts. ODCs that are charged to projects include but are not limited to subconsultants, permits, travel, meals, materials/supplies, postage/shipping/delivery, equipment rental, and reproduction.

NOTE E - DESCRIPTION OF LABOR RELATED COSTS

Project Labor

The Company charged labor to all projects using standard hourly rates.

Variance

Variances are recorded in the accounting system when payroll is processed. A variance occurs when an employee works more or less than 40 hours during a week.

Paid Time Off

Employees earn paid time off (PTO) away from work. Employees may use this time for vacation, personal time, personal illness, or time off to care for dependents. Employees do not earn PTO while on unpaid leave or while receiving short- or long-term disability benefits. PTO accrues on the following schedule:

	Annual accrual in weeks			
Years of Service	**Band A**	**Band B**	**Band C**	**Band D**
0-5	3	4	4.5	6
5-10	4	4.5	5	
10-15	5	5	5.5	
15-20	5.5	5.5	6	
20+	6	6		

- **Band A** - Accounting 1 & 2, Administrative 1 & 2, CAD 1 & 2, Engineer 1 – 4, Finance 1 & 2, GIS 1 & 2, HR 1 & 2, IT 1 & 2, Marketing 1 & 2, Scientist 1 & 2.
- **Band B** - Accounting 3, Administrative 3, CAD 3, Engineer 5 & 6, Finance 3, GIS 3 & 4, GISP 3 & 4, HR 3, IT 3, Marketing 3, Scientist 3 & 4
- **Band C** - Accounting 4, Administrative 4, CAD 4, Engineer 7 & 8, Finance 4, GIS 5, HR 4, IT 4, Marketing 4, Scientist 5
- **Band D** - Officer

TAYLOR ENGINEER, INC.
NOTES TO THE STATEMENT OF DIRECT LABOR, FRINGE BENEFITS, AND GENERAL OVERHEAD
FOR THE YEAR ENDED DECEMBER 31, 2018

NOTE E - DESCRIPTION OF LABOR RELATED COSTS (Continued)

The Company may authorize the sell-back of unused PTO each year. Employees may request to sell back some of their accrued PTO hours. Selling back hours entitles employees to forfeit accrued PTO hours in exchange for compensation at the employee's current hourly rate. Employees may sell back between one and two weeks of PTO each year sell-back is authorized.

Comp Time - The Company does not have a comp time policy.

Paid Overtime and Uncompensated Overtime

Premium Overtime - Costs are incurred in meeting certain deadlines. Hourly employees are compensated for overtime via a cash payment equal to time and a half (premium portion) for all hours worked in excess of 40 per week. The premium portion of paid overtime is included in direct labor if specifically identified to a project; otherwise it is recorded in the indirect cost pool.

Uncompensated Overtime - The Company does not pay salaried employees for time worked in excess of 40 hours per week. The Company uses the hours proration method for accounting for uncompensated overtime, a proration of pay period hours worked to the number of normal hours in the pay period. Under this method, the total hours worked are prorated to a 40-hour week.

Highly Compensated Executives

The Company performed an analysis of executive compensation in accordance with Chapter 7 of the AASHTO Audit Guide. The analysis included an examination of the activities performed by Company executives, and the forms of compensation paid to executives. A total of $46,597 was eliminated from overhead related to personal use of company vehicles, marketing/entertainment, and acquisition.

The Company did not pay compensation in excess of the Section 702 limit of $525,000 in the Bipartisan Budget Act of 2013. Additionally, the Company did not pay compensation to senior executives in excess of the FAR 31.205-6 (p) limit of $1,144,888 for FY 2018.

Reasonable Compensation Levels

The Company uses compensation survey data from the National Compensation Matrix (NCM). Executive compensation in excess of the reasonable compensation levels was identified. Therefore, $3,930 was removed from the overhead pool.

Pension Plan

The Company operates a 401(k) plan, meeting the requirements of FAR 31.205-6 (j), to which it does make a matching contribution. In addition, the Company has a defined contribution profit sharing plan, meeting the requirements of FAR 31.205-6 (k) (1), which covers all employees who meet certain minimum requirements. The Company's contributions included in the overhead pool amounted to $121,271.

The Company also has an Employee Stock Ownership Plan (ESOP) which covers all eligible employees. The Company's contributions included in the overhead pool amounted to $127,000.

Contract Labor

The Company uses contract labor for engineering related services, and bills this labor as other direct costs.

TAYLOR ENGINEER, INC.
NOTES TO THE STATEMENT OF DIRECT LABOR, FRINGE BENEFITS, AND GENERAL OVERHEAD
FOR THE YEAR ENDED DECEMBER 31, 2018

NOTE F - DESCRIPTION OF DEPRECIATION/LEASING POLICIES

Certain assets are purchased and depreciated while others are leased and considered operating leases. The annual lease costs are included in the overhead pool. The depreciation reflected on the Company's Statement differs from the acceptable depreciation for Federal income tax purposes. The amounts included in the overhead pool are stated in a manner consistent with the Company's depreciation policies and do not exceed the amounts reflected in the Statement; the amounts included in the Statement are allowable under FAR 31.205-11(c).

NOTE G - FACILITIES CAPITAL COST OF MONEY

The cost-of-money rate has been calculated in accordance with FAR 31.205-10, using average net book values of equipment and facilities multiplied by the prompt payment act rate for the applicable period. Equipment and facilities include furniture and fixtures, computer equipment, vehicles, and leasehold improvements. The calculation was made as follows:

Net book value of assets - prior year	$	523,222
Net book value of assets - current year		555,569
Average net book value	$	539,396
Multiplied by: average treasury rate		3.0625%
Equals: facilities capital cost of money	$	16,519
Divided by: direct labor base	$	2,821,213
Equals: Facilities Capital cost of money rate		0.59%

NOTE H - LIST OF DIRECT COSTS ACCOUNTS

The Company charges the following types of costs directly to projects:

- Subconsultants
- Permits
- Travel
- Meals
- Materials/supplies
- Postage/sipping/delivery
- Equipment rental
- Reproduction

As noted above, direct costs are coded to the corresponding project number so they may be segregated and accumulated in the Company's job order cost accounting system. The Company identifies a cost as a direct cost if it can be specifically identified with a particular final cost objective, i.e., a project related cost. It is irrelevant whether or not the costs are actually billed. Direct costs are not included in the overhead pool and direct accounts have been established in the Company's general ledger.

In addition, the Company has the following charge rate.

In-House Cost	Unit Cost
Mileage	IRS Rate ($0.545/mile)

The accuracy of the rate noted above was verified during project testing. The in-house costs were proper, complete, and consistent for the project selected for testing.

TAYLOR ENGINEER, INC.
NOTES TO THE STATEMENT OF DIRECT LABOR, FRINGE BENEFITS, AND GENERAL OVERHEAD
FOR THE YEAR ENDED DECEMBER 31, 2018

NOTE I - DIRECT EXPENSE RATE

The Company's direct expense rate was based on the direct costs accumulated in the job cost records and recorded in the general ledger:

Direct Expenses	Amount
Travel	$ 102,423
Meals	16,017
Materials/supplies	8,130
Postage/shipping/delivery	4,729
Equipment rental	11,876
Reproduction	1,610
Miscellaneous	3,330
Total Direct Expenses	$ 148,115
Unallowable Lodging*	(3,097)
Unallowable Meals*	(3,439)
Unallowable Mileage*	(7,460)
Unallowable Miscellaneous	-
Allowable Expenses	$ 134,119
Direct Labor	$ 2,821,213
Direct Expense Rate	4.75%

*The unallowable costs that were removed from direct expenses were costs in excess of the per diem and travel expenses allowed in Florida Statute 112.061 and the $150 per night lodging limit per Chapter 2016-62, Laws of Florida.

NOTE J - SUBSEQUENT EVENTS

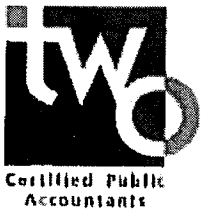
The Company has evaluated events and transactions for potential recognition or disclosure in the Statement of Direct Labor, Fringe Benefits, and General Overhead through June 12, 2019, the date the statement was available to be issued. No subsequent events requiring recognition or disclosure have been identified.

NOTE K - AUDITOR CONTACT

The person to contact relative to this engagement is:

T. Wayne Owens, CPA
T. Wayne Owens & Associates, PC
1689 Duluth Highway
Lawrenceville, GA 30043

Phone: (678) 261-8566
E-mail: wowens@twocpa.com



INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL AND COMPLIANCE

Board of Directors and Stockholders
Taylor Engineer, Inc.

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in the *Government Auditing Standards* issued by the Controller General of the United States, the Statement of Direct Labor, Fringe Benefits, and General Overhead (hereinafter referred to as "the Statement") of Taylor Engineer, Inc. (Company) as of December 31, 2018 and the related notes to the Statement and have issued our report thereon dated June 12, 2019.

Internal Control Over Financial Reporting

In planning and performing our audit of the Statement, we considered Taylor Engineer, Inc.'s internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing an opinion on the Statement, but not for the purpose of expressing an opinion on the effectiveness of Taylor Engineer, Inc.'s internal control. Accordingly, we do not express an opinion on the effectiveness of Taylor Engineer, Inc.'s internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the Company's Statement will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Taylor Engineer, Inc.'s Statement is free from material misstatement, we performed tests of the Company's compliance with certain provisions of laws, regulations, contracts, and grant agreements including provisions of the applicable sections of 48 CFR Part 31, noncompliance with which could have a direct and material effect on the determination of the amounts reported on the Statement. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards.*

T. Wayne Owens & Associates, PC
1689 Duluth Hwy, Lawrenceville, GA 30043 1005 Broad Street, Ste 302, Augusta, GA 30901
TWO CPAs & Consultants, Inc.
5960 Venture Dr. Suite D, Dublin, OH 43017
GA 678.261.8566 OH 614.335.9005 Web twocpa.com

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the result of that testing, and not to provide an opinion on the effectiveness of the Company's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Company's internal control and compliance. This report is intended solely for the use and information of the Company and government agencies or other customers related to contracts employing the cost principles of the Federal Acquisition Regulation, and should not be used for any other purpose.

T. Wayne Owens & Associates, PC

Lawrenceville, GA
June 12, 2019

EXHIBIT B

Form 1- SCHEDULE OF Proposed PRICE/RATES

NAME OF CONTRACTOR **Hart & Associates**

Proposal Number **P-34-19**

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

Technical Expert/Quality Manager	$ _____ hr.
Project Manager	$ 33.65 hr.
Design Enginer or Architect (Registered)	$ _____ hr.
Designer or Technician (Non-Registered) II	$ _____ hr.
Designer or Technician (Non-Registered) I	$ _____ hr.
Drafter or CADD Operator	$ _____ hr.
Field Inspector	$ _____ hr.
Clerical (Typist, Word Processor, Document Assembly, etc.)	$ _____ hr.

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

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

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

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

Subconsultants and direct expenses are not included in the hourlybilling rates. All subconsultant and other direct project related expenses are subject to a handling/administrative charge of 10 percent.

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

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

Outreach Director	$ 27.40 hr.
Outreach Specialist	$ 22.12 hr.

EXHIBIT B

Form 1- SCHEDULE OF Proposed PRICE/RATES

NAME OF CONTRACTOR	Mo2, LLC
Proposal Number	P-34-19

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

Technical Expert/Quality Manager	$ _____ hr.
Project Manager	$ 65.00 hr.
Design Enginer or Architect (Registered)	$ _____ hr.
Designer or Technician (Non-Registered) II	$ _____ hr.
Designer or Technician (Non-Registered) I	$ _____ hr.
Drafter or CADD Operator	$ _____ hr.
Field Inspector	$ _____ hr.
Clerical (Typist, Word Processor, Document Assembly, etc.)	$ _____ hr.

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

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

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

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

Subconsultants and direct expenses are not included in the hourlybilling rates.

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

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

$ hr.

$ hr.

EXHIBIT B

Form 1- SCHEDULE OF Proposed PRICE/RATES

NAME OF CONTRACTOR	**Jacobs Engineering Group**
Proposal Number	**P-34-19**

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

Technical Expert/Quality Manager	$ 89.00 hr.
Project Manager	$ 75.00 hr.
Design Enginer or Architect (Registered)	$ 60.00 hr.
Designer or Technician (Non-Registered) II	$ 53.27 hr.
Designer or Technician (Non-Registered) I	$ 43.45 hr.
Drafter or CADD Operator	$ 43.07 hr.
Field Inspector	$ N/A hr.
Clerical (Typist, Word Processor, Document Assembly, etc.)	$ 29.26 hr.

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

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

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

5. Other Direct Project Costs per Unit (please specify)
Subconsultants and direct expenses are not included in the hourlybilling rates.

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

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

Project Principal	$ 88.00 hr.
Project Accountant	$ 31.20 hr.
Senior Design Enginer or Architect (Registered)	$ 75.50 hr.
Modeler	$ 76.90 hr.
Project Controls	$ 37.89 hr.

EXHIBIT B

Form 1- SCHEDULE OF Proposed PRICE/RATES

NAME OF CONTRACTOR: Four Waters Engineering, Inc.

Proposal Number: P-34-19

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

Technical Expert/Quality Manager	$ 62.50 hr.
Project Manager	$ 53.00 hr.
Design Enginer or Architect (Registered)	$ 57.75 hr.
Designer or Technician (Non-Registered) II	$ 39.50 hr.
Designer or Technician (Non-Registered) I	$ 33.50 hr.
Drafter or CADD Operator	$ 34.50 hr.
Field Inspector	$ 32.00 hr.
Clerical (Typist, Word Processor, Document Assembly, etc.)	$ 25.24 hr.

2. Total Overhead Rate (to be applied to Direct Labor:) $ 149.8 %

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

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

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

Subconsultants and direct expenses are not included in the hourlybilling rates. All subconsultant and other direct project related expenses are subject to a handling/administrative charge of 10 percent.

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

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

Senior Modeler	$ 57.75 hr.
Modeler	$ 48.50 hr.

EXHIBIT B

Form 1- SCHEDULE OF Proposed PRICE/RATES

NAME OF CONTRACTOR	**VIA Consulting Services, Inc.**
Proposal Number	**P-34-19**

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

Technical Expert/Quality Manager	$ _____ hr.
Project Manager	$ 63.00 hr.
Design Enginer or Architect (Registered)	$ _____ hr.
Designer or Technician (Non-Registered) II	$ _____ hr.
Designer or Technician (Non-Registered) I	$ _____ hr.
Drafter or CADD Operator	$ _____ hr.
Field Inspector	$ 24.00 hr.
Clerical (Typist, Word Processor, Document Assembly, etc.)	$ 21.00 hr.

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

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

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

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

Subconsultants and direct expenses are not included in the hourlybilling rates.

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

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

Project Principal	$ 72.00 hr.
Project Administrator	$ 47.00 hr.
Contract Support Specialist	$ 32.00 hr
Senior Inspector	$ 30.00 hr.

EXHIBIT B

Form 1- SCHEDULE OF Proposed PRICE/RATES

NAME OF CONTRACTOR	**Ghiotto & Associates, Inc.**
Proposal Number	**P-34-19**

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

Technical Expert/Quality Manager	$ _____ hr.
Project Manager	$ _____ hr.
Design Enginer or Architect (Registered)	$ _____ hr.
Designer or Technician (Non-Registered) II	$ _____ hr.
Designer or Technician (Non-Registered) I	$ _____ hr.
Drafter or CADD Operator	$ _____ hr.
Field Inspector	$ _____ hr.
Clerical (Typist, Word Processor, Document Assembly, etc.)	$ _____ hr.

2. Total Overhead Rate (to be applied to Direct Labor:) $ 138.94 %

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) $ 1428.96 day

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

Subconsultants and direct expenses are not included in the hourlybilling rates.

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

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

Rates shown below are direct labor rates EXCEPT for 3-man crew rate which is loaded using the Total Overhead Rate of 138.94% and a Profit Rate of 10%:

Senior Professional Surveyor & Mapper	$ 110.00 hr.
Project Professional Surveyor & Mapper	$ 52.36 hr.
Survey CADD Technician	$ 31.83 hr.
Survey Contract Coordinator	$ 28.50 hr.
Cost of 3-man survey crew per 8 hour day	$ 1142.00 day

EXHIBIT B

Florida Department of Transportation

RICK SCOTT
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

MIKE DEW
SECRETARY

June 27, 2018

Robert A. Hamm, Vice President
CDM SMITH INC.
2308 Killearn Center Boulevard, Suite 201
Tallahassee, Florida 32309

Dear Mr. Hamm:

The Florida Department of Transportation has reviewed your application for prequalification package and determined that the data submitted is adequate to technically prequalify your firm for the following types of work:

Group 2 - Project Development and Environmental (PD&E) Studies

Group 3 - Highway Design - Roadway

- 3.1 - Minor Highway Design
- 3.2 - Major Highway Design
- 3.3 - Controlled Access Highway Design

Group 4 - Highway Design - Bridges

- 4.1.1 - Miscellaneous Structures
- 4.1.2 - Minor Bridge Design
- 4.2.1 - Major Bridge Design - Concrete
- 4.2.2 - Major Bridge Design - Steel

Group 5 - Bridge Inspection

- 5.1 - Conventional Bridge Inspection
- 5.3 - Complex Bridge Inspection
- 5.4 - Bridge Load Rating

Group 6 - Traffic Engineering and Operations Studies

- 6.1 - Traffic Engineering Studies
- 6.2 - Traffic Signal Timing
- 6.3.1 - Intelligent Transportation Systems Analysis and Design

Group 7 - Traffic Operations Design

- 7.1 - Signing, Pavement Marking and Channelization
- 7.2 - Lighting
- 7.3 - Signalization

Group 10 - Construction Engineering Inspection

10.1 - Roadway Construction Engineering Inspection
10.3 - Construction Materials Inspection
10.4 - Minor Bridge & Miscellaneous Structures CEI
10.5.1 - Major Bridge CEI - Concrete
10.5.2 - Major Bridge CEI - Steel

Group 11 - Engineering Contract Administration and Management

Group 13 - Planning

13.3 - Policy Planning
13.4 - Systems Planning
13.5 - Subarea/Corridor Planning
13.6 - Land Planning/Engineering
13.7 - Transportation Statistics

Group 14 - Architect

Your firm is now technically prequalified with the Department for Professional Services in the above referenced work types. The overhead audit has been accepted, and your firm may pursue in the referenced work types with fees of any dollar amount. This status shall be valid until June 30, 2019 for contracting purposes.

Approved Rates

Home/ Branch Overhead	Field Overhead	Facilities Capital Cost of Money	Premium Overtime	Reimburse Actual Expenses	Home Direct Expense	Field Direct Expense
166.75%	132.07%	0.487%	Excluded	No	9.98%	11.68%*

*Rent and utilities excluded from field office rate. These costs will be directly reimbursed on contracts that require the consultant to provide field office.

Should you have any questions, please feel free to contact me by email at carliayn.kell@dot.state.fl.us or by phone at 850-414-4597.

Sincerely,

Carliayn Kell

Carliayn Kell
Professional Services
Qualification Administrator

EXHIBIT B

Florida Department of Transportation

RON DESANTIS
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

KEVIN J. THIBAULT, P.E.
SECRETARY

July 22, 2019

Anoinette Meskel, President
MESKEL & ASSOCIATES ENGINEERING, PLLC
8936 Western Way, Suite 12
Jacksonville, Florida 32256

Dear Ms. Meskel:

The Florida Department of Transportation has reviewed your application for prequalification package and determined that the data submitted is adequate to technically prequalify your firm for the following types of work:

Group 9 - Soil Exploration, Material Testing and Foundations

- 9.1 - Soil Exploration
- 9.2 - Geotechnical Classification Laboratory Testing
- 9.3 - Highway Materials Testing
- 9.4.1 - Standard Foundation Studies

Group 10 - Construction Engineering Inspection

- 10.3 - Construction Materials Inspection

Your firm is now technically prequalified with the Department for Professional Services in the above referenced work types. The overhead audit has been accepted, and your firm may pursue projects in the referenced work types with fees of any dollar amount. This status shall be valid until June 30, 2020 for contracting purposes.

Approved Rates

Home/ Branch Overhead	Field Overhead	Facilities Capital Cost of Money	Premium Overtime	Reimburse Actual Expenses	Home Direct Expense	Field Direct Expense	Published Fee Schedule
246.83%	138.60%	0.398%	Reimbursed	No	1.40%	0.00%*	Yes

*Rent and utilities excluded from field office rate. These costs will be directly reimbursed on contracts that require the consultant to provide field office.

Per Title 23, U.S. Code 112, there are restrictions on sharing indirect cost rates. Refer to Code for additional information.

Should you have any questions, please feel free to contact me by email at carliayn.kell@dot.state.fl.us or by phone at 850-414-4597.

Sincerely,

Carliayn Kell

Carliayn Kell
Professional Services
Qualification Administrator

EBO FORM 1
SCHEDULE OF SUBCONTRACTOR/SUBCONSULTANT PARTICIPATION

Name of Proposer: **CDM Smith Inc.**

Project Title: **City of Jacksonville Master Stormwater Management Plan (MSMP) update and Resiliency Plan**

Proposal Number: **P- 34 -19** Total Base Proposal Amount (if applicable): **$ 500,000**

***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
Hart & Associates	African-American	Community Outreach	3%
4 Waters	Women	H&H Modeling	5%
Meskel & Assoc	Women	Geotechnical Services	2%

Attach additional list of subcontractors/sub-consultants as needed

CONSULTANT/SUBCONTRACTOR/SUPPLIER TOTAL VALUES	
African-American Participation Total	3%
Hispanic-American Participation Total	
Native-American Participation Total	
Asian-American Participation Total	
Woman Participation Total	7%
Non-MBE Participation Total	

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: Shayne Wood Title: Vice President Date: January 6, 2020

Print Name: Shayne Wood, P.E.