Downtown Investment Authority

MEMORANDUM

TO: Greg Pease, Chairman
Professional Services Evaluation Committee (PSEC)

FROM: Aundra Wallace, Chief Executive Officer
Downtown Investment Authority

SUBJECT: Amendment to Contract 10368 between the City and Timothy Haahs and Assoc., Inc

DATE: February 5, 2018

P-47-17 AMDB#1

On behalf of the City of Jacksonville through the Downtown Investment Authority ("DIA"), as the Chief Executive Officer for DIA, I would like to amend the Agreement (10368) between the City of Jacksonville and Timothy Haahs and Assoc., Inc. (the "Contractor"), to revise Section 2. Compensation of the contract by changing the Contract Fee Summary attached as Revised Exhibits B-1 and B-2.

The DIA and the Contactor, mutually desire to amend the Contract Fee Summary as attached, to remove references to Expenses and base the compensation on fees alone (a "Lump Sum"), with the Contractor (and sub-contractors) absorbing their own costs and expenses associated with performing the services as specified in Exhibit A. the scope of Services. No changes are being made to the approved Scope of Services nor the Maximum Indebtedness of the City.

G:\Shared\Administration\Aundra Wallace\RFPs\Parking Strategy\Agreement\20180205_10368_Parking_Strategy_MEMO PEASE1.doc

City of Jacksonville, Florida

Lenny Curry, Mayor

Procurement Division
Ed Ball Building
214 N. Hogan Street, Suite 800
Jacksonville, Florida 32202

ONE CITY. ONE JACKSONVILLE.

November 2, 2017

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

Dear Mayor Curry:

Ref: P-47-17 Downtown Jacksonville Public Parking Strategy and Implementation Plan
Downtown Investment Authority (DIA)

The Professional Services Evaluation Committee met today in Board Room 851 on the eighth floor of the Ed Ball Building, for the purpose of concluding fee and contract negotiations with the number one ranked company for the above-captioned project.

The following motion/recommendation was **adopted:**

That the Downtown Investment Authority/City of Jacksonville enter into a contract with Tim Haahs for the provision of the Downtown Jacksonville Public Parking Strategy and Implementation Plan that; (i) incorporates the attached Scope of Services identified as Exhibit A and Contract Fee Summary identified as Exhibit B1 & B2; (ii) provide a period of service from date of execution of the contract through September 30, 2018, with one six-month option to renew at the discretion of the DIA Chief Executive Officer; and (iii) provide a not-to-exceed total maximum indebtedness of $195,765.00. All other terms and conditions are per the RFP and the city's standard contract language. Nothing contained herein shall be amended, modified, or otherwise revised, 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.

If the foregoing meets your approval, we respectfully request your signature and return to my office.

Respectfully submitted,

Gregory Pease, Chief
Procurement Division
N.H. Chairman, Professional Services
Evaluation Committee

APPROVED:

Lenny Curry, Mayor

This 2nd day of November 2017

GP ab

cc: Council Auditor
Jeff Close OGC
Melba Gray, GAD
Subcommittee Members

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

ENTERED

P-47 17 Jackson Re Downtown Public Parking Strategy Implementation Plan
Fee Schedule

	Project Hours						Labor Fee					Expenses					Labor + Expenses				
	THA - PM ($190)	THA - Principal ($290)	SP+	NewTown Advisors	Kiss Global	Total	TimHasha	SP+	NewTown Advisors	Kiss Global	Total	TimHasha	NewTown Advisors	Kiss Global	Total	TimHasha	SP+	NewTown Advisors	Kiss Global	Total
Phase 1 - Public Parking Strategy and Implementation Plan	300	32	822	8	24	1,294	[illegible]	$94,640	$0	$24,000	$[illegible]	$11,520	$0	$500	$12,020	[illegible]	$94,640	$0	$24,500	$[illegible]
Task 1 - Parking Inventory	40	16	0	0	0	56	$12,240	$0	$0	$0	$12,240	$3,150	$0	$0	$3,150	$15,390	$0	$0	$0	$15,390
Task 2 - Catalog Buildings	24	0	0	0	0	24	$4,560	$0	$0	$0	$4,560	$0	$0	$0	$0	$4,560	$0	$0	$0	$4,560
Task 3 - Obtain/Review Agreements	8	0	0	0	0	8	$1,520	$0	$0	$0	$1,520	$0	$0	$0	$0	$1,520	$0	$0	$0	$1,520
Task 4 - Parking Occupancy Counts	100	0	780	0	0	880	$19,000	$93,200	$0	$0	$94,200	$5,750	$0	$0	$5,750	$24,750	$93,200	$0	$0	$99,950
Task 5 - Identify Future Development & Vacancy Growth	24	0	0	0	0	24	$4,560	$0	$0	$0	$4,560	$0	$0	$0	$0	$4,560	$0	$0	$0	$4,560
Task 6 - Obtain/Review Reports, Data, Zoning Requirements	16	0	0	0	0	16	$3,040	$0	$0	$0	$3,040	$0	$0	$0	$0	$3,040	$0	$0	$0	$3,040
Task 7 - Benchmark Parking Rate Analysis	16	0	0	0	0	16	$3,040	$0	$0	$0	$3,040	$0	$0	$0	$0	$3,040	$0	$0	$0	$3,040
Task 8 - Survey of Utilization by Trip Type	12	0	72	0	16	100	$2,280	$1,440	$0	$4,000	$7,720	$0	$0	$800	$800	$2,280	$1,440	$0	$4,800	$8,520
Task 9 - Stakeholder Interviews/Meetings	16	8	0	0	40	64	$3,360	$0	$0	$10,000	$13,360	$1,075	$0	$500	$1,575	$4,435	$0	$0	$10,500	$14,935
Task 10 - Quantify Current Adequacy/Recommendations	16	0	0	0	0	16	$3,040	$0	$0	$0	$3,040	$0	$0	$0	$0	$3,040	$0	$0	$0	$3,040
Task 11 - Quantify Future Adequacy/Recommendations	16	0	0	0	0	16	$3,040	$0	$0	$0	$3,040	$0	$0	$0	$0	$3,040	$0	$0	$0	$3,040
Task 12 - Review Ordinances vs. City Objectives	16	0	0	0	0	16	$3,040	$0	$0	$0	$3,040	$0	$0	$0	$0	$3,040	$0	$0	$0	$3,040
Task 13 - Coordinate Parking Signage/Wayfinding	16	8	0	0	0	24	$3,360	$0	$0	$0	$3,360	$1,250	$0	$0	$1,250	$4,610	$0	$0	$0	$4,610
Phase 2 - Residential Pay Permit Parking Program	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	$0	$1,000	[illegible]	[illegible]	[illegible]	$1,750	[illegible]	[illegible]	[illegible]	$0	$4,750	$1,500	[illegible]
Task 1 - Recommend RPP Locations	2	0	0	4	0	6	$380	$0	$1,000	$0	$1,380	$0	$0	$0	$0	$380	$0	$1,000	$0	$1,380
Task 2 - Neighborhood Meetings (2 consecutive days)	16	0	0	16	20	52	$3,040	$0	$4,000	$5,000	$12,040	$1,750	$1,750	$500	$4,000	$4,790	$0	$5,750	$5,500	$16,040
Task 3 - Develop an RPP Program & Costs	20	0	0	8	0	28	$3,800	$0	$2,000	$0	$5,800	$0	$0	$0	$0	$3,800	$0	$2,000	$0	$5,800
Meetings/Coordination	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
Kick-Off Meeting	24	8	0	4	8	44	$8,880	$0	$1,000	$2,000	$9,880	$1,700	$750	$100	$2,000	$10,580	$0	$1,700	$2,100	$11,880
Working Committee Coordination/Monthly Updates	40	0	0	0	0	40	$7,600	$0	$0	$0	$7,600	$0	$0	$0	$0	$7,600	$0	$0	$0	$7,600
Draft Report	40	2	0	0	1	43	$8,180	$0	$0	$100	$8,280	$0	$0	$0	$0	$8,180	$0	$0	$100	$8,280
Draft Report Presentation	24	8	8	0	4	36	$6,080	$0	$0	$1,000	$7,080	$2,250	$0	$300	$2,550	$8,330	$0	$0	$1,300	$9,630
Final Report	40	2	0	1	1	44	$8,180	$0	$250	$250	$8,680	$0	$0	$0	$0	$8,180	$0	$250	$250	$8,680
Final Report Presentation	24	8	0	0	4	36	$6,080	$0	$2,000	$1,000	$9,080	$2,750	$750	$500	$3,500	$8,830	$0	$2,750	$3,500	$12,580
PROJECT TOTAL	550	40	822	41	50	1,503	[illegible]	$94,640	[illegible]	$29,000	$[illegible]	$16,075	$2,500	$1,000	$21,575	$[illegible]	$94,640	[illegible]	$30,500	$[illegible]

Exhibit B-1

P-47-17 Jacksonville Downtown Public Parking Strategy Implementation Plan
Fee Schedule

TIM HAAHS

	Direct Labor	Overhead	Profit	Total Direct, Overhead & Profit	Expenses	Total
Phase I - Public Parking Strategy and Implementation Plan						
Task 1 - Parking Inventory	$18,400	$30,246	$21,434	$70,080	$11,225	$81,305
Task 2 - Catalog Buildings	$3,200	$5,260	$3,780	$12,240	$3,150	$15,390
Task 3 - Obtain/Review Agreements	$1,200	$1,973	$1,387	$4,560	$0	$4,560
Task 4 - Parking Occupancy Counts	$400	$658	$462	$1,520	$0	$1,520
Task 5 - Identify Future Development & Vacancy Growth	$5,000	$8,219	$5,781	$19,000	$5,750	$24,750
Task 6 - Obtain/Review Reports, Data, Zoning Requirements	$1,200	$1,973	$1,387	$4,560	$0	$4,560
Task 7 - Benchmark Parking Rate Analysis	$800	$1,315	$925	$3,040	$0	$3,040
Task 8 - Survey of Utilization by Trip Type	$800	$1,315	$925	$3,040	$0	$3,040
Task 9 - Stakeholder Interviews/Meetings	$600	$986	$694	$2,280	$0	$2,280
Task 10 - Quantify Current Adequacy/Recommendations	$1,400	$2,301	$1,659	$5,360	$1,075	$6,435
Task 11 - Quantify Future Adequacy/Recommendations	$800	$1,315	$925	$3,040	$0	$3,040
Task 12 - Review Ordinances vs. City Objectives	$800	$1,315	$925	$3,040	$0	$3,040
Task 13 - Coordinate Parking Signage/Wayfinding	$800	$1,315	$925	$3,040	$0	$3,040
	$1,400	$2,301	$1,659	$5,360	$1,250	$6,610
Phase II - Residential On-Street Parking Program						
Task 1 - Recommend RPP Locations	$1,900	$3,123	$2,197	$7,220	$1,750	$8,970
Task 2 - Neighborhood Meetings (2 consecutive days)	$100	$164	$116	$380	$0	$380
Task 3 - Develop an RPP Program & Costs	$800	$1,315	$925	$3,040	$1,750	$4,790
	$1,000	$1,644	$1,156	$3,800	$0	$3,800
Reporting/Meetings						
Kick-Off Meeting	$11,700	$19,233	$13,667	$44,600	$5,700	$50,300
Working Committee Coordination/Monthly Updates	$1,800	$2,959	$2,121	$6,880	$1,200	$8,080
Draft Report	$2,000	$3,288	$2,312	$7,600	$0	$7,600
Draft Report Presentation	$2,150	$3,534	$2,496	$8,180	$0	$8,180
Final Report	$1,800	$2,959	$2,121	$6,880	$2,250	$9,130
Final Report Presentation	$2,150	$3,534	$2,496	$8,180	$0	$8,180
	$1,800	$2,959	$2,121	$6,880	$2,250	$9,130
PROJECT TOTAL	$32,000	$52,602	$37,298	$121,900	$18,675	$140,575

Overhead Average 164% of direct labor
Profit Average 117% of direct labor

TIM HAAHS

	Direct Labor	Overhead	Profit	Total
Project Manger	$50.00	$82.00	$58.00	$190.00
Principal	$75.00	$125.00	$90.00	$290.00

Exhibit B2

REVISED: 1/18/2018

P-47-17 Jacksonville Downtown Public Parking Strategy Implementation Plan
Fee Schedule

Exhibit B-1

	Lump Sum Fee				
	TimHaahs	SP+	NewTown Advisors	Klas Global	Total
Phase I - Public Parking Strategy and Implementation Plan	**$81,305**	**$16,640**	**$0**	**$14,800**	**$112,745**
Task 1 - Parking Inventory	$15,390	$0	$0	$0	$15,390
Task 2 - Catalog Buildings	$4,560	$0	$0	$0	$4,560
Task 3 - Obtain/Review Agreements	$1,520	$0	$0	$0	$1,520
Task 4 - Parking Occupancy Counts	$24,750	$15,200	$0	$0	$39,950
Task 5 - Identify Future Development & Vacancy Growth	$4,560	$0	$0	$0	$4,560
Task 6 - Obtain/Review Reports, Data, Zoning Requirements	$3,040	$0	$0	$0	$3,040
Task 7 - Benchmark Parking Rate Analysis	$3,040	$0	$0	$0	$3,040
Task 8 - Survey of Utilization by Trip Type	$2,280	$1,440	$0	$4,300	$8,020
Task 9 - Stakeholder Interviews/Meetings	$6,435	$0	$0	$10,500	$16,935
Task 10 - Quantify Current Adequacy/Recommendations	$3,040	$0	$0	$0	$3,040
Task 11 - Quantify Future Adequacy/Recommendations	$3,040	$0	$0	$0	$3,040
Task 12 - Review Ordinances vs. City Objectives	$3,040	$0	$0	$0	$3,040
Task 13 - Coordinate Parking Signage/Wayfinding	$6,610	$0	$0	$0	$6,610
Phase II - Residential On-Street Parking Program	**$8,970**	**$0**	**$8,750**	**$5,500**	**$23,220**
Task 1 - Recommend RPP Locations	$380	$0	$1,000	$0	$1,380
Task 2 - Neighborhood Meetings (2 consecutive days)	$4,790	$0	$5,750	$5,500	$16,040
Task 3 - Develop an RPP Program & Costs	$3,800	$0	$2,000	$0	$5,800
Reporting/Meetings	**$50,300**	**$0**	**$4,700**	**$4,800**	**$59,800**
Kick-Off Meeting	$8,080	$0	$1,700	$2,100	$11,880
Working Committee Coordination/Monthly Updates	$7,600	$0	$0	$0	$7,600
Draft Report	$8,180	$0	$0	$250	$8,430
Draft Report Presentation	$9,130	$0	$0	$1,100	$10,230
Final Report	$8,180	$0	$250	$250	$8,680
Final Report Presentation	$9,130	$0	$2,750	$1,100	$12,980
PROJECT TOTAL	**$140,575**	**$16,640**	**$13,450**	**$25,100**	**$195,765**

Revised Exhibit B-1

P-47-17 Jacksonville Downtown Public Parking Strategy Implementation Plan
Fee Schedule

REVISED: 1/18/2018

Exhibit B-2

TIM HAAHS

	Direct Labor	Overhead	Profit	Total Direct, Overhead & Profit
Phase I - Public Parking Strategy and Implementation Plan	**$18,400**	**$41,471**	**$21,434**	**$81,305**
Task 1 - Parking Inventory	$3,200	$8,410	$3,780	$15,390
Task 2 - Catalog Buildings	$1,200	$1,973	$1,387	$4,560
Task 3 - Obtain/Review Agreements	$400	$658	$462	$1,520
Task 4 - Parking Occupancy Counts	$5,000	$13,969	$5,781	$24,750
Task 5 - Identify Future Development & Vacancy Growth	$1,200	$1,973	$1,387	$4,560
Task 6 - Obtain/Review Reports, Data, Zoning Requirements	$800	$1,315	$925	$3,040
Task 7 - Benchmark Parking Rate Analysis	$800	$1,315	$925	$3,040
Task 8 - Survey of Utilization by Trip Type	$600	$986	$694	$2,280
Task 9 - Stakeholder Interviews/Meetings	$1,400	$3,376	$1,659	$6,435
Task 10 - Quantify Current Adequacy/Recommendations	$800	$1,315	$925	$3,040
Task 11 - Quantify Future Adequacy/Recommendations	$800	$1,315	$925	$3,040
Task 12 - Review Ordinances vs. City Objectives	$800	$1,315	$925	$3,040
Task 13 - Coordinate Parking Signage/Wayfinding	$1,400	$3,551	$1,659	$6,610
Phase II - Residential On-Street Parking Program	**$1,900**	**$4,873**	**$2,197**	**$8,970**
Task 1 - Recommend RPP Locations	$100	$164	$116	$380
Task 2 - Neighborhood Meetings (2 consecutive days)	$800	$3,065	$925	$4,790
Task 3 - Develop an RPP Program & Costs	$1,000	$1,644	$1,156	$3,800
Reporting/Meetings	**$11,700**	**$24,933**	**$13,667**	**$50,300**
Kick-Off Meeting	$1,800	$4,159	$2,121	$8,080
Working Committee Coordination/Monthly Updates	$2,000	$3,288	$2,312	$7,600
Draft Report	$2,150	$3,534	$2,496	$8,180
Draft Report Presentation	$1,800	$5,209	$2,121	$9,130
Final Report	$2,150	$3,534	$2,496	$8,180
Final Report Presentation	$1,800	$5,209	$2,121	$9,130
PROJECT TOTAL	**$32,000**	**$71,277**	**$37,298**	**$140,575**

Overhead Average 164% of direct labor
Profit Average 117% of direct labor

TIM HAAHS

	Direct Labor	Overhead	Profit	Total
Project Manger	$50.00	$82.00	$58.00	$190.00
Principal	$75.00	$125.00	$90.00	$290.00

Revised Exhibit B-2