

**PUBLIC NOTICE**  
**AGENDA**  
**PROFESSIONAL SERVICES EVALUATION COMMITTEE MEETING**  
 Thursday, April 12, 2018, 10:00 a.m.  
 Eighth Floor, Conference Room 851  
 Ed Ball Building, 214 N. Hogan Street  
 Jacksonville, FL 32202

**Committee Members:** Gregory Pease, Chairman  
 Patrick Greive, Treasury  
 Jeff Close, OGC

Subcommittee Members	ITEM #	TITLE & ACTION	MOTION	CONTR EXP	OUTCOME
Ed Randolph  Michael Thomas	P-16-17	<b>Contract Amendment No. 1 (Deferred 4/5/18)</b> <b>Civil Engineering and Land Planning Services for Cecil Commerce Center/Alliance Florida</b> Office of Economic Development	That Contract No. 6398-24 between the City of Jacksonville and England-Thims and Miller for civil engineering and land planning services for Cecil Commerce Center/Alliance Florida is amended to: (i) ratify the contract from March 20, 2018 to effective date of renewal and exercise the first of two one-year renewals extending the period of service to March 20, 2019, with one renewal option remaining; and (ii) incorporate the attached revised contract fee summary identified as Exhibit "C". The maximum indebtedness shall remain a not-to-exceed amount of \$250,000.00. All other terms and conditions 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.	03/20/18	

MEETING ADJOURNED:

cc: Council Auditor  
 Subcommittee Members



ONE CITY. ONE JACKSONVILLE.

# City of Jacksonville, Florida

*Lenny Curry, Mayor*

City Hall at St. James  
117 W. Duval St.  
Jacksonville, FL 32202  
(904) 630-CITY  
www.coj.net

## MEMORANDUM

Date: March 20, 2018

To: Gregory Pease, Chairman  
Professional Services Evaluation Committee (PSEC)

From: Ed Randolph, Director of Business Development  
Office of Economic Development(OED) 

Michael Thomas, Real Estate Manager  
Office of Economic Development (OED) 

Subject: **P-16-17 Civil Engineering and Land Planning Services for Cecil Commerce Center/Alliance Florida - Contract Amendment No. 1**

Contract 6398-24 between the City and ETM is set to expire March 20, 2018. All work has been performed satisfactorily for the past year. Section 1.2 of the contract allows for two, one year renewal options. Therefore, we wish to extend the contract for the 1st of the two one-year renewals. A revised rate sheet is attached as "Exhibit C".

Accordingly, this is to recommend that Contract # 6398-24, originally executed May 8, 2017, between the City of Jacksonville and England-Thims and Miller, Inc., for Civil Engineering and Land Planning Services for Cecil Commerce Center, be amended to exercise the first of two one-year renewal options to extend the Period of Service from March 20, 2018 to March 20, 2019, and revise the hourly rates as depicted in Exhibit A. The maximum indebtedness remains unchanged. 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.

Thank you for your consideration of this request.



**CITY OF JACKSONVILLE  
EQUAL BUSINESS OPPORTUNITY PROGRAM  
CONSULTANT AND CONTRACTOR'S MONTHLY REPORT**

PRIME CONTRACTOR NAME: England-Thims & Miller, Inc. PROJECT TITLE: Cecil Commerce Civil Engineering & Land Planning  
 PROFESSIONAL SERVICES NO. \_\_\_\_\_ - OR - CITY BID NO. P-16-17  
 CURRENT CONTRACT TOTAL AMOUNT \$ 250,000.00 CITY CONTRACT NO. 6398-24

INVOICE INFORMATION	
INVOICE NO.: <u>183837</u>	CURRENT INVOICE \$: <u>24,362.40</u>
FOR PERIOD ENDING DATE: <u>March 31, 2017</u>	CUMULATIVE INVOICED \$: <u>24,362.40</u>

CONTRACT GOAL TRACKING	
JSEB/MBE GOAL \$: <u>62,500.00</u>	JSEB/MBE GOAL %: <u>25.00%</u>
PRIOR MONTH CUMULATIVE JSEB/MBE \$: <u>0.00</u>	
PRIOR MONTH CUMULATIVE NON-JSEB/MBE \$: _____	FORMULA FOR CUMULATIVE MONTH % CUMULATIVE \$ / CUMULATIVE \$ INVOICED
CUMULATIVE JSEB/MBE \$: <u>5,427.00</u>	CUMULATIVE JSEB/MBE %: <u>22.20%</u>
CUMULATIVE NON-JSEB/MBE \$: _____	CUMULATIVE NON-JSEB/MBE %: <u>0.00%</u>

JSEB/MBE SUBCONTRACTORS TO BE PAID FROM THIS INVOICE						
COMPANY NAME	FEDERAL I.D. NO.	ZIP CODE	JSEB TYPE <sup>1</sup>	TYPE OF WORK <sup>2</sup>	\$ THIS PAYMENT	
CSI Geo		32246	AA	CEI		
Environmental Resource Solutions		32216	WBE	Environmental		
Meskel & Associates		32256	WBE	Geotechnical	5,427.00	
James B Gunter, PE		32258	MBE	Electrical Eng.		
Use Sheet 2 if additional lines are needed.					TOTAL	5,427.00

NON-JSEB/MBE SUBCONTRACTORS TO BE PAID FROM THIS INVOICE						
COMPANY NAME	FEDERAL I.D. NO.	ZIP CODE		TYPE OF WORK <sup>2</sup>	\$ THIS PAYMENT	
Robert M. Angas Associates		32258		Survey		
Clarson		32207		Survey		
Use Sheet 3 if additional lines are needed.					TOTAL	\$ 0.00

<sup>1</sup>JSEB (Small Disadvantaged Business Enterprise) / MBE (Small Business Enterprise) TYPES:  
 AA: African American; WBE: Woman; HANA: Hispanic, Asian, Native American; OTHER: Economically or Socially; MBE: Small Business  
<sup>2</sup>TYPE OF WORK: Examples: Catering, Clerical, Consulting, Engineering, Hauling, Janitorial, Masonry, Site Clearing, Technical Support

FOR CITY OF JACKSONVILLE USE ONLY			
DATE PROCESSED	DOCUMENT NO.	INDEX CODE - SUBOBJECT - PROJECT NO. - DETAIL	\$ THIS PAYMENT

- Notes:
- THIS MONTHLY FORM MUST BE COMPLETED AND SUBMITTED WITH ALL REQUESTS FOR PAYMENT AND FINAL PAYMENT.
  - Contractor shall attach to this form a typewritten explanation of any differences in JSEB/MBE participation from original contract commitment.

**CITY OF JACKSONVILLE  
EQUAL BUSINESS OPPORTUNITY PROGRAM  
CONSULTANT AND CONTRACTOR'S MONTHLY REPORT**

PRIME CONTRACTOR NAME England-Thims & Miller, Inc. PROJECT TITLE: Cecil Commerce Civil Engineering & Land Planning  
 PROFESSIONAL SERVICES NO. \_\_\_\_\_ - OR - CITY BID NO.: P-16-17  
 CURRENT CONTRACT TOTAL AMOUNT \$ 250,000.00 CITY CONTRACT NO. 6398-24

INVOICE INFORMATION	
INVOICE NO.: <u>0</u>	CURRENT INVOICE \$: <u>0.00</u>
FOR PERIOD ENDING DATE: <u>April 30, 2017</u>	CUMULATIVE INVOICED \$: <u>24,362.40</u>

CONTRACT GOAL TRACKING	
JSEB/MBE GOAL \$: <u>62,500.00</u>	JSEB/MBE GOAL %: <u>25.00%</u>
PRIOR MONTH CUMULATIVE JSEB/MBE \$: <u>5,427.00</u>	
PRIOR MONTH CUMULATIVE NON-JSEB/MBE \$: _____	FORMULA FOR CUMULATIVE MONTH %: CUMULATIVE \$ / CUMULATIVE \$ INVOICED
CUMULATIVE JSEB/MBE \$: <u>5,427.00</u>	CUMULATIVE JSEB/MBE %: <u>22.20%</u>
CUMULATIVE NON-JSEB/MBE \$: _____	CUMULATIVE NON-JSEB/MBE %: <u>0.00%</u>

JSEB/MBE SUBCONTRACTORS TO BE PAID FROM THIS INVOICE					
COMPANY NAME	FEDERAL I.D. NO.	ZIP CODE	JSEB TYPE <sup>1</sup>	TYPE OF WORK <sup>2</sup>	\$ THIS PAYMENT
CSI Geo		32246	AA	CEI	
Environmental Resource Solutions		32216	WBE	Environmental	
Meskel & Associates		32256	WBE	Geotechnical	
James B Gunter, PE		32258	MBE	Electrical Eng.	
Use Sheet 2 if additional lines are needed					TOTAL
					0.00

NON-JSEB/MBE SUBCONTRACTORS TO BE PAID FROM THIS INVOICE					
COMPANY NAME	FEDERAL I.D. NO.	ZIP CODE		TYPE OF WORK <sup>2</sup>	\$ THIS PAYMENT
Robert M. Angas Associates		32258		Survey	
Clarson		32207		Survey	
Use Sheet 3 if additional lines are needed					TOTAL
					\$ 0.00

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 AA: African American, WBE: Woman; HANA: Hispanic, Asian, Native American; OTHER: Economically or Socially; MBE: Small Business  
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**CITY OF JACKSONVILLE  
EQUAL BUSINESS OPPORTUNITY PROGRAM  
CONSULTANT AND CONTRACTOR'S MONTHLY REPORT**

PRIME CONTRACTOR NAME: England-Thims & Miller, Inc. PROJECT TITLE: Cecil Commerce Civil Engineering & Land Planning  
 PROFESSIONAL SERVICES NO. \_\_\_\_\_ - OR - CITY BID NO.: P-16-17  
 CURRENT CONTRACT TOTAL AMOUNT \$ 250,000.00 CITY CONTRACT NO. 6398-24

INVOICE INFORMATION	
INVOICE NO.: <u>184373</u>	CURRENT INVOICE \$: <u>972.10</u>
FOR PERIOD ENDING DATE: <u>May 31, 2017</u>	CUMULATIVE INVOICED \$: <u>25,334.50</u>

CONTRACT GOAL TRACKING	
JSEB/MBE GOAL \$: <u>62,500.00</u>	JSEB/MBE GOAL %: <u>25.00%</u>
PRIOR MONTH CUMULATIVE JSEB/MBE \$: <u>5,427.00</u>	
PRIOR MONTH CUMULATIVE NON-JSEB/MBE \$: _____	FORMULA FOR CUMULATIVE MONTH %: CUMULATIVE \$ / CUMULATIVE \$ INVOICED
CUMULATIVE JSEB/MBE \$: <u>5,427.00</u>	CUMULATIVE JSEB/MBE %: <u>22.20%</u>
CUMULATIVE NON-JSEB/MBE \$: _____	CUMULATIVE NON-JSEB/MBE %: <u>0.00%</u>

JSEB/MBE SUBCONTRACTORS TO BE PAID FROM THIS INVOICE						
COMPANY NAME	FEDERAL I.D. NO.	ZIP CODE	JSEB TYPE <sup>1</sup>	TYPE OF WORK <sup>2</sup>	\$ THIS PAYMENT	
CSI Geo		32246	AA	CEI		
Environmental Resource Solutions		32216	WBE	Environmental		
Meskel & Associates		32256	WBE	Geotechnical		
James B Gunter, PE		32258	MBE	Electrical Eng.		
Use Sheet 2 if additional lines are needed.					TOTAL	0.00

NON-JSEB/MBE SUBCONTRACTORS TO BE PAID FROM THIS INVOICE						
COMPANY NAME	FEDERAL I.D. NO.	ZIP CODE		TYPE OF WORK <sup>2</sup>	\$ THIS PAYMENT	
Robert M. Angas Associates		32258		Survey		
Clarson		32207		Survey		
Use Sheet 3 if additional lines are needed.					TOTAL	\$ 0.00

<sup>1</sup>JSEB (Small Disadvantaged Business Enterprise) / MBE (Small Business Enterprise) TYPES:  
 AA: African American, WBE: Woman; HANA: Hispanic, Asian, Native American, OTHER: Economically or Socially; MBE: Small Business  
<sup>2</sup>TYPE OF WORK: Examples Catering, Clerical, Consulting, Engineering, Hauling, Janitorial, Masonry, Site Clearing, Technical Support

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EQUAL BUSINESS OPPORTUNITY PROGRAM  
CONSULTANT AND CONTRACTOR'S MONTHLY REPORT**

PRIME CONTRACTOR NAME England-Thims & Miller, Inc. PROJECT TITLE: Cecil Commerce Civil Engineering & Land Planning  
 PROFESSIONAL SERVICES NO. \_\_\_\_\_ - OR - CITY BID NO.: P-16-17  
 CURRENT CONTRACT TOTAL AMOUNT \$ 250,000.00 CITY CONTRACT NO. 6398-24

INVOICE INFORMATION	
INVOICE NO.: <u>0184616</u>	CURRENT INVOICE \$: <u>71,882.64</u>
FOR PERIOD ENDING DATE: <u>June 30, 2017</u>	CUMULATIVE INVOICED \$: <u>97,157.14</u>

CONTRACT GOAL TRACKING	
JSEB/MBE GOAL \$: <u>62,500.00</u>	JSEB/MBE GOAL %: <u>25.00%</u>
PRIOR MONTH CUMULATIVE JSEB/MBE \$: <u>5,427.00</u>	
PRIOR MONTH CUMULATIVE NON-JSEB/MBE \$: _____	FORMULA FOR CUMULATIVE MONTH % CUMULATIVE \$ / CUMULATIVE \$ INVOICED
CUMULATIVE JSEB/MBE \$: <u>31,202.00</u>	CUMULATIVE JSEB/MBE %: <u>32.10%</u>
CUMULATIVE NON-JSEB/MBE \$: <u>5,000.00</u>	CUMULATIVE NON-JSEB/MBE %: <u>5.10%</u>

JSEB/MBE SUBCONTRACTORS TO BE PAID FROM THIS INVOICE						
COMPANY NAME	FEDERAL I.D. NO.	ZIP CODE	JSEB TYPE <sup>1</sup>	TYPE OF WORK <sup>2</sup>	\$ THIS PAYMENT	
CSI Geo		32246	AA	CEI		
Environmental Resource Solutions		32216	WBE	Environmental	17,345.00	
Meskel & Associates		32256	WBE	Geotechnical	6,930.00	
James B Gunter, PE		32258	MBE	Electrical Eng.	1,500.00	
Use Sheet 2 if additional lines are needed.					TOTAL	25,775.00

NON-JSEB/MBE SUBCONTRACTORS TO BE PAID FROM THIS INVOICE						
COMPANY NAME	FEDERAL I.D. NO.	ZIP CODE		TYPE OF WORK <sup>2</sup>	\$ THIS PAYMENT	
Robert M. Angas Associates		32258		Survey		
Clarson		32207		Survey	5,000.00	
Use Sheet 3 if additional lines are needed.					TOTAL	\$ 5,000.00

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EQUAL BUSINESS OPPORTUNITY PROGRAM  
CONSULTANT AND CONTRACTOR'S MONTHLY REPORT**

PRIME CONTRACTOR NAME: England-Thims & Miller, Inc. PROJECT TITLE Cecil Commerce Civil Engineering & Land Planning  
 PROFESSIONAL SERVICES NO. \_\_\_\_\_ - OR - CITY BID NO.: P-16-17  
 CURRENT CONTRACT TOTAL AMOUNT \$ 250,000.00 CITY CONTRACT NO. 6398-24

INVOICE INFORMATION	
INVOICE NO.: <u>0</u>	CURRENT INVOICE \$: _____
FOR PERIOD ENDING DATE: <u>July 31, 2017</u>	CUMULATIVE INVOICED \$: <u>97,157.14</u>

CONTRACT GOAL TRACKING	
JSEB/MBE GOAL \$: <u>62,500.00</u>	JSEB/MBE GOAL %: <u>25.00%</u>
PRIOR MONTH CUMULATIVE JSEB/MBE \$: <u>31,202.00</u>	
PRIOR MONTH CUMULATIVE NON-JSEB/MBE \$: <u>5,000.00</u>	FORMULA FOR CUMULATIVE MONTH %: CUMULATIVE \$ / CUMULATIVE \$ INVOICED
CUMULATIVE JSEB/MBE \$: <u>31,202.00</u>	CUMULATIVE JSEB/MBE %: <u>32.10%</u>
CUMULATIVE NON-JSEB/MBE \$: <u>5,000.00</u>	CUMULATIVE NON-JSEB/MBE %: <u>5.10%</u>

JSEB/MBE SUBCONTRACTORS TO BE PAID FROM THIS INVOICE						
COMPANY NAME	FEDERAL I.D. NO.	ZIP CODE	JSEB TYPE <sup>1</sup>	TYPE OF WORK <sup>2</sup>	\$ THIS PAYMENT	
CSI Geo		32246	AA	CEI	0.00	
Environmental Resource Solutions		32216	WBE	Environmental	0.00	
Meskel & Associates		32256	WBE	Geotechnical	0.00	
James B Gunter, PE		32258	MBE	Electrical Eng.	0.00	
Use Sheet 2 if additional lines are needed.					TOTAL	0.00

NON-JSEB/MBE SUBCONTRACTORS TO BE PAID FROM THIS INVOICE						
COMPANY NAME	FEDERAL I.D. NO.	ZIP CODE		TYPE OF WORK <sup>2</sup>	\$ THIS PAYMENT	
Robert M. Angas Associates		32258		Survey	0.00	
Clarson		32207		Survey	0.00	
Use Sheet 3 if additional lines are needed.					TOTAL	\$ 0.00

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EQUAL BUSINESS OPPORTUNITY PROGRAM  
CONSULTANT AND CONTRACTOR'S MONTHLY REPORT**

PRIME CONTRACTOR NAME: England-Thims & Miller, Inc. PROJECT TITLE: Cecil Commerce Civil Engineering & Land Planning  
 PROFESSIONAL SERVICES NO. \_\_\_\_\_ - OR - CITY BID NO. P-16-17  
 CURRENT CONTRACT TOTAL AMOUNT \$ 250,000.00 CITY CONTRACT NO. 6398-24

INVOICE INFORMATION	
INVOICE NO.: <u>0185055 &amp; 0185056</u>	CURRENT INVOICE \$: <u>13,767.79</u>
FOR PERIOD ENDING DATE: <u>August 31, 2017</u>	CUMULATIVE INVOICED \$: <u>110,924.93</u>

CONTRACT GOAL TRACKING	
JSEB/MBE GOAL \$: <u>62,500.00</u>	JSEB/MBE GOAL %: <u>25.00%</u>
PRIOR MONTH CUMULATIVE JSEB/MBE \$: <u>31,202.00</u>	
PRIOR MONTH CUMULATIVE NON-JSEB/MBE \$: <u>5,000.00</u>	FORMULA FOR CUMULATIVE MONTH %: CUMULATIVE \$ / CUMULATIVE \$ INVOICED
CUMULATIVE JSEB/MBE \$: <u>31,802.00</u>	CUMULATIVE JSEB/MBE %: <u>28.60%</u>
CUMULATIVE NON-JSEB/MBE \$: <u>5,000.00</u>	CUMULATIVE NON-JSEB/MBE %: <u>4.50%</u>

JSEB/MBE SUBCONTRACTORS TO BE PAID FROM THIS INVOICE						
COMPANY NAME	FEDERAL I.D. NO.	ZIP CODE	JSEB TYPE <sup>1</sup>	TYPE OF WORK <sup>2</sup>	\$ THIS PAYMENT	
CSI Geo		32246	AA	CEI	0.00	
Environmental Resource Solutions		32216	WBE	Environmental	600.00	
Meskel & Associates		32256	WBE	Geotechnical	0.00	
James B Gunter, PE		32258	MBE	Electrical Eng.	0.00	
Use Sheet 2 if additional lines are needed.					TOTAL	600.00

NON-JSEB/MBE SUBCONTRACTORS TO BE PAID FROM THIS INVOICE						
COMPANY NAME	FEDERAL I.D. NO.	ZIP CODE		TYPE OF WORK <sup>2</sup>	\$ THIS PAYMENT	
Robert M. Angas Associates		32258		Survey	0.00	
Clarson		32207		Survey	0.00	
Use Sheet 3 if additional lines are needed.					TOTAL	\$ 0.00

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 PROFESSIONAL SERVICES NO. \_\_\_\_\_ - OR - CITY BID NO.: P-16-17  
 CURRENT CONTRACT TOTAL AMOUNT \$ 250,000.00 CITY CONTRACT NO. 6398-24

INVOICE INFORMATION	
INVOICE NO..	<u>0185079 &amp; 0185081</u>
CURRENT INVOICE \$	<u>8,429.89</u>
FOR PERIOD ENDING DATE:	<u>September 30, 2017</u>
CUMULATIVE INVOICED \$:	<u>119,354.82</u>

CONTRACT GOAL TRACKING	
JSEB/MBE GOAL \$:	<u>62,500.00</u>
JSEB/MBE GOAL %:	<u>25.00%</u>
PRIOR MONTH CUMULATIVE JSEB/MBE \$:	<u>31,802.00</u>
PRIOR MONTH CUMULATIVE NON-JSEB/MBE \$:	<u>5,000.00</u>
FORMULA FOR CUMULATIVE MONTH %: CUMULATIVE \$ / CUMULATIVE \$ INVOICED	
CUMULATIVE JSEB/MBE \$:	<u>31,802.00</u>
CUMULATIVE JSEB/MBE %:	<u>26.60%</u>
CUMULATIVE NON-JSEB/MBE \$:	<u>8,500.00</u>
CUMULATIVE NON-JSEB/MBE %:	<u>7.10%</u>

JSEB/MBE SUBCONTRACTORS TO BE PAID FROM THIS INVOICE						
COMPANY NAME	FEDERAL I.D. NO.	ZIP CODE	JSEB TYPE <sup>1</sup>	TYPE OF WORK <sup>2</sup>	\$ THIS PAYMENT	
CSI Geo		32246	AA	CEI	0.00	
Environmental Resource Solutions		32216	WBE	Environmental	0.00	
Meskel & Associates		32256	WBE	Geotechnical	0.00	
James B Gunter, PE		32258	MBE	Electrical Eng.	0.00	
Use Sheet 2 if additional lines are needed.					TOTAL	0.00

NON-JSEB/MBE SUBCONTRACTORS TO BE PAID FROM THIS INVOICE						
COMPANY NAME	FEDERAL I.D. NO.	ZIP CODE		TYPE OF WORK <sup>2</sup>	\$ THIS PAYMENT	
Robert M. Angas Associates		32258		Survey	0.00	
Clarson		32207		Survey	3,500.00	
Use Sheet 3 if additional lines are needed.					TOTAL	\$ 3,500.00

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 PROFESSIONAL SERVICES NO. \_\_\_\_\_ - OR - CITY BID NO.: P-16-17  
 CURRENT CONTRACT TOTAL AMOUNT \$ 250,000.00 CITY CONTRACT NO: 6398-24

INVOICE INFORMATION	
INVOICE NO.: <u>0185463 &amp; 0185466</u>	CURRENT INVOICE \$: <u>7,824.20</u>
FOR PERIOD ENDING DATE: <u>October 31, 2017</u>	CUMULATIVE INVOICED \$: <u>127,179.02</u>

CONTRACT GOAL TRACKING	
JSEB/MBE GOAL \$: <u>62,500.00</u>	JSEB/MBE GOAL %: <u>25.00%</u>
PRIOR MONTH CUMULATIVE JSEB/MBE \$: <u>31,802.00</u>	
PRIOR MONTH CUMULATIVE NON-JSEB/MBE \$: <u>8,500.00</u>	FORMULA FOR CUMULATIVE MONTH %: CUMULATIVE \$ / CUMULATIVE \$ INVOICED
CUMULATIVE JSEB/MBE \$: <u>31,802.00</u>	CUMULATIVE JSEB/MBE %: <u>25.00%</u>
CUMULATIVE NON-JSEB/MBE \$: <u>8,500.00</u>	CUMULATIVE NON-JSEB/MBE %: <u>6.60%</u>

JSEB/MBE SUBCONTRACTORS TO BE PAID FROM THIS INVOICE					
COMPANY NAME	FEDERAL I.D. NO.	ZIP CODE	JSEB TYPE <sup>1</sup>	TYPE OF WORK <sup>2</sup>	\$ THIS PAYMENT
CSI Geo		32246	AA	CEI	0.00
Environmental Resource Solutions		32216	WBE	Environmental	0.00
Meskel & Associates		32256	WBE	Geotechnical	0.00
James B Gunter, PE		32258	MBE	Electrical Eng.	0.00
Use Sheet 2 if additional lines are needed.					TOTAL
					0.00

NON-JSEB/MBE SUBCONTRACTORS TO BE PAID FROM THIS INVOICE					
COMPANY NAME	FEDERAL I.D. NO.	ZIP CODE		TYPE OF WORK <sup>2</sup>	\$ THIS PAYMENT
Robert M. Angas Associates		32258		Survey	0.00
Clarson		32207		Survey	0.00
Use Sheet 3 if additional lines are needed.					TOTAL
					\$ 0.00

<sup>1</sup>JSEB (Small Disadvantaged Business Enterprise) / MBE (Small Business Enterprise) TYPES:  
 AA: African American, WBE: Woman, HANA: Hispanic, Asian, Native American, OTHER: Economically or Socially, MBE: Small Business  
<sup>2</sup>TYPE OF WORK: Examples: Catering, Clerical, Consulting, Engineering, Hauling, Janitorial, Masonry, Site Clearing, Technical Support

FOR CITY OF JACKSONVILLE USE ONLY			
DATE PROCESSED	DOCUMENT NO.	INDEX CODE - SUBJECT - PROJECT NO. - DETAIL	\$ THIS PAYMENT

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  - Contractor shall attach to this form a typewritten explanation of any differences in JSEB/MBE participation from original contract commitment.

**CITY OF JACKSONVILLE  
EQUAL BUSINESS OPPORTUNITY PROGRAM  
CONSULTANT AND CONTRACTOR'S MONTHLY REPORT**

PRIME CONTRACTOR NAME: England-Thims & Miller, Inc. PROJECT TITLE: Cecil Commerce Civil Engineering & Land Planning  
 PROFESSIONAL SERVICES NO. \_\_\_\_\_ - OR - CITY BID NO.: P-16-17  
 CURRENT CONTRACT TOTAL AMOUNT \$ 250,000.00 CITY CONTRACT NO 6398-24

INVOICE INFORMATION	
INVOICE NO.: <u>0185731</u>	CURRENT INVOICE \$: <u>1,844.28</u>
FOR PERIOD ENDING DATE: <u>November 30, 2017</u>	CUMULATIVE INVOICED \$: <u>129,023.30</u>

CONTRACT GOAL TRACKING	
JSEB/MBE GOAL \$: <u>62,500.00</u>	JSEB/MBE GOAL %: <u>25.00%</u>
PRIOR MONTH CUMULATIVE JSEB/MBE \$: <u>31,802.00</u>	
PRIOR MONTH CUMULATIVE NON-JSEB/MBE \$: <u>8,500.00</u>	FORMULA FOR CUMULATIVE MONTH %: CUMULATIVE \$ / CUMULATIVE \$ INVOICED
CUMULATIVE JSEB/MBE \$: <u>31,802.00</u>	CUMULATIVE JSEB/MBE %: <u>24.60%</u>
CUMULATIVE NON-JSEB/MBE \$: <u>8,500.00</u>	CUMULATIVE NON-JSEB/MBE %: <u>6.50%</u>

JSEB/MBE SUBCONTRACTORS TO BE PAID FROM THIS INVOICE						
COMPANY NAME	FEDERAL I.D. NO	ZIP CODE	JSEB TYPE <sup>1</sup>	TYPE OF WORK <sup>2</sup>	\$ THIS PAYMENT	
CSI Geo		32246	AA	CEI	0.00	
Environmental Resource Solutions		32216	WBE	Environmental	0.00	
Meskel & Associates		32256	WBE	Geotechnical	0.00	
James B Gunter, PE		32258	MBE	Electrical Eng.	0.00	
Use Sheet 2 if additional lines are needed.					TOTAL	0.00

NON-JSEB/MBE SUBCONTRACTORS TO BE PAID FROM THIS INVOICE						
COMPANY NAME	FEDERAL I.D. NO.	ZIP CODE		TYPE OF WORK <sup>2</sup>	\$ THIS PAYMENT	
Robert M. Angas Associates		32258		Survey	0.00	
Clarson		32207		Survey	0.00	
Use Sheet 3 if additional lines are needed.					TOTAL	\$ 0.00

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FOR CITY OF JACKSONVILLE USE ONLY			
DATE PROCESSED	DOCUMENT NO.	INDEX CODE - SUBOBJECT - PROJECT NO. - DETAIL	\$ THIS PAYMENT

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**CITY OF JACKSONVILLE  
EQUAL BUSINESS OPPORTUNITY PROGRAM  
CONSULTANT AND CONTRACTOR'S MONTHLY REPORT**

PRIME CONTRACTOR NAME England-Thims & Miller, Inc. PROJECT TITLE: Cecil Commerce Civil Engineering & Land Planning  
 PROFESSIONAL SERVICES NO. \_\_\_\_\_ - OR - CITY BID NO.: P-16-17  
 CURRENT CONTRACT TOTAL AMOUNT \$ 250,000.00 CITY CONTRACT NO. 6398-24

INVOICE INFORMATION	
INVOICE NO.: <u>0</u>	CURRENT INVOICE \$: <u>0.00</u>
FOR PERIOD ENDING DATE: <u>December 31, 2017</u>	CUMULATIVE INVOICED \$: <u>129,023.30</u>

CONTRACT GOAL TRACKING	
JSEB/MBE GOAL \$: <u>62,500.00</u>	JSEB/MBE GOAL %: <u>25.00%</u>
PRIOR MONTH CUMULATIVE JSEB/MBE \$: <u>31,802.00</u>	
PRIOR MONTH CUMULATIVE NON-JSEB/MBE \$: <u>8,500.00</u>	FORMULA FOR CUMULATIVE MONTH %: CUMULATIVE \$ / CUMULATIVE \$ INVOICED
CUMULATIVE JSEB/MBE \$: <u>31,802.00</u>	CUMULATIVE JSEB/MBE %: <u>24.60%</u>
CUMULATIVE NON-JSEB/MBE \$: <u>8,500.00</u>	CUMULATIVE NON-JSEB/MBE %: <u>6.50%</u>

JSEB/MBE SUBCONTRACTORS TO BE PAID FROM THIS INVOICE						
COMPANY NAME	FEDERAL I.D. NO.	ZIP CODE	JSEB TYPE <sup>1</sup>	TYPE OF WORK <sup>2</sup>	\$ THIS PAYMENT	
CSI Geo		32246	AA	CEI	0.00	
Environmental Resource Solutions		32216	WBE	Environmental	0.00	
Meskel & Associates		32256	WBE	Geotechnical	0.00	
James B Gunter, PE		32258	MBE	Electrical Eng.	0.00	
Use Sheet 2 if additional lines are needed.					TOTAL	0.00

NON-JSEB/MBE SUBCONTRACTORS TO BE PAID FROM THIS INVOICE						
COMPANY NAME	FEDERAL I.D. NO.	ZIP CODE		TYPE OF WORK <sup>2</sup>	\$ THIS PAYMENT	
Robert M. Angas Associates		32258		Survey	0.00	
Clarson		32207		Survey	0.00	
Use Sheet 3 if additional lines are needed.					TOTAL	\$ 0.00

<sup>1</sup>JSEB (Small Disadvantaged Business Enterprise) / MBE (Small Business Enterprise) TYPES:  
 AA: African American; WBE: Woman; HANA: Hispanic, Asian, Native American; OTHER: Economically or Socially; MBE: Small Business  
<sup>2</sup>TYPE OF WORK: Examples: Catering, Clerical, Consulting, Engineering, Hauling, Janitorial, Masonry, Site Clearing, Technical Support

FOR CITY OF JACKSONVILLE USE ONLY			
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**CITY OF JACKSONVILLE  
EQUAL BUSINESS OPPORTUNITY PROGRAM  
CONSULTANT AND CONTRACTOR'S MONTHLY REPORT**

PRIME CONTRACTOR NAME England-Thims & Miller, Inc PROJECT TITLE: Cecil Commerce Civil Engineering & Land Planning  
 PROFESSIONAL SERVICES NO. \_\_\_\_\_ - OR - CITY BID NO.: P-16-17  
 CURRENT CONTRACT TOTAL AMOUNT \$ 250,000.00 CITY CONTRACT NO. 6398-24

INVOICE INFORMATION	
INVOICE NO.: <u>0186319 &amp; 0186318</u>	CURRENT INVOICE \$: <u>10,954.48</u>
FOR PERIOD ENDING DATE: <u>January 30, 2018</u>	CUMULATIVE INVOICED \$: <u>139,977.78</u>

CONTRACT GOAL TRACKING	
JSEB/MBE GOAL \$: <u>62,500.00</u>	JSEB/MBE GOAL %: <u>25.00%</u>
PRIOR MONTH CUMULATIVE JSEB/MBE \$: <u>31,802.00</u>	
PRIOR MONTH CUMULATIVE NON-JSEB/MBE \$: <u>8,500.00</u>	FORMULA FOR CUMULATIVE MONTH %: CUMULATIVE \$ / CUMULATIVE \$ INVOICED
CUMULATIVE JSEB/MBE \$: <u>39,100.28</u>	CUMULATIVE JSEB/MBE %: <u>27.90%</u>
CUMULATIVE NON-JSEB/MBE \$: <u>8,500.00</u>	CUMULATIVE NON-JSEB/MBE %: <u>6.00%</u>

JSEB/MBE SUBCONTRACTORS TO BE PAID FROM THIS INVOICE						
COMPANY NAME	FEDERAL I.D. NO.	ZIP CODE	JSEB TYPE <sup>1</sup>	TYPE OF WORK <sup>2</sup>	\$ THIS PAYMENT	
CSI Geo		32246	AA	CEI	0.00	
Environmental Resource Solutions		32216	WBE	Environmental	7,298.28	
Meskel & Associates		32256	WBE	Geotechnical	0.00	
James B Gunter, PE		32258	MBE	Electrical Eng.	0.00	
Use Sheet 2 if additional lines are needed.					TOTAL	7,298.28

NON-JSEB/MBE SUBCONTRACTORS TO BE PAID FROM THIS INVOICE						
COMPANY NAME	FEDERAL I.D. NO.	ZIP CODE		TYPE OF WORK <sup>2</sup>	\$ THIS PAYMENT	
Robert M. Angas Associates		32258		Survey	0.00	
Clarson		32207		Survey	0.00	
Use Sheet 3 if additional lines are needed.					TOTAL	\$ 0.00

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<sup>2</sup>TYPE OF WORK. Examples: Catering, Clerical, Consulting, Engineering, Hauling, Janitorial, Masonry, Site Clearing, Technical Support

FOR CITY OF JACKSONVILLE USE ONLY			
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**CITY OF JACKSONVILLE  
EQUAL BUSINESS OPPORTUNITY PROGRAM  
CONSULTANT AND CONTRACTOR'S MONTHLY REPORT**

PRIME CONTRACTOR NAME: England-Thims & Miller, Inc PROJECT TITLE: Cecil Commerce Civil Engineering & Land Planning  
 PROFESSIONAL SERVICES NO. \_\_\_\_\_ - OR - CITY BID NO.: P-16-17  
 CURRENT CONTRACT TOTAL AMOUNT \$ 250,000.00 CITY CONTRACT NO. 6398-24

INVOICE INFORMATION	
INVOICE NO.: <u>0186318 &amp; 0186319</u>	CURRENT INVOICE \$: <u>15,638.93</u>
FOR PERIOD ENDING DATE: <u>February 28, 2018</u>	CUMULATIVE INVOICED \$: <u>155,616.71</u>

CONTRACT GOAL TRACKING	
JSEB/MBE GOAL \$: <u>62,500.00</u>	JSEB/MBE GOAL %: <u>25.00%</u>
PRIOR MONTH CUMULATIVE JSEB/MBE \$: <u>39,100.28</u>	
PRIOR MONTH CUMULATIVE NON-JSEB/MBE \$: <u>8,500.00</u>	FORMULA FOR CUMULATIVE MONTH %: CUMULATIVE \$ / CUMULATIVE \$ INVOICED
CUMULATIVE JSEB/MBE \$: <u>41,853.03</u>	CUMULATIVE JSEB/MBE %: <u>26.80%</u>
CUMULATIVE NON-JSEB/MBE \$: <u>8,500.00</u>	CUMULATIVE NON-JSEB/MBE %: <u>5.40%</u>

JSEB/MBE SUBCONTRACTORS TO BE PAID FROM THIS INVOICE						
COMPANY NAME	FEDERAL I.D. NO.	ZIP CODE	JSEB TYPE <sup>1</sup>	TYPE OF WORK <sup>2</sup>	\$ THIS PAYMENT	
CSI Geo		32246	AA	CEI	0.00	
Environmental Resource Solutions		32216	WBE	Environmental	2,752.75	
Meskel & Associates		32256	WBE	Geotechnical	0.00	
James B Gunter, PE		32258	MBE	Electrical Eng.	0.00	
Use Sheet 2 if additional lines are needed.					TOTAL	2,752.75

NON-JSEB/MBE SUBCONTRACTORS TO BE PAID FROM THIS INVOICE						
COMPANY NAME	FEDERAL I.D. NO.	ZIP CODE		TYPE OF WORK <sup>2</sup>	\$ THIS PAYMENT	
Robert M. Angas Associates		32258		Survey	0.00	
Clarson		32207		Survey	0.00	
Use Sheet 3 if additional lines are needed.					TOTAL	\$ 0.00

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<sup>2</sup>TYPE OF WORK: Examples: Catering, Clerical, Consulting, Engineering, Hauling, Janitorial, Masonry, Site Clearing, Technical Support

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**SERVICES CONTRACT  
BETWEEN  
THE CITY OF JACKSONVILLE  
AND  
ENGLAND, THIMS & MILLER, INC.  
FOR  
CIVIL ENGINEERING AND LAND PLANNING SERVICES FOR CECIL COMMERCE  
CENTER/ALLIANCE FLORIDA**

**THIS CONTRACT** (the "Contract") is made and entered into this 8 day of May, 2017 (the "Effective Date"), by and between the CITY OF JACKSONVILLE (the "CITY"), a municipal corporation existing under the Constitution and the laws of the State of Florida, ENGLAND, THIMS AND MILLER, INC. (the "CONTRACTOR"), a corporation authorized to do business in the State of Florida, with offices located at 14775 Old St. Augustine Road, Jacksonville, FL 32258; for Civil Engineering and Land Planning Services for Cecil Commerce Center/Alliance Florida (the "Project").

**WHEREAS**, the CITY (as the "Buyer") issued a Request for Proposal No. P-16-17 (the "RFP") for certain services described in the RFP (the "Services"); and

**WHEREAS**, based on CONTRACTOR'S response to the RFP dated January 25, 2017, consisting of 69 pages (the "Response"), the CITY has negotiated and awarded this Contract to CONTRACTOR;

**NOW THEREFORE**, in consideration of the premises and the mutual covenants contained below, the parties agree as follows:

1. **Performance of Services.** The Services will be performed by CONTRACTOR as specified in the RFP and the Response and Exhibit A attached hereto.

2. **Compensation.** CONTRACTOR will be paid by the CITY for the Services on a monthly invoice basis, in accordance with the Contract Fee Summary attached hereto as Exhibit B.

3. **Maximum Indebtedness.** As required by Section 106.431, *Ordinance Code*, the CITY's maximum indebtedness, for all products and services under this Contract shall be a fixed monetary amount not-to-exceed TWO HUNDRED FIFTY THOUSAND AND NO/100 DOLLARS (\$250,000.00).

4. **Term.** The initial term of this Contract shall commence on the Effective Date and shall expire on March 20, 2018, unless sooner terminated by either party in accordance with the terms of the RFP. This Contract may be renewed for up to two (2) additional one (1) year periods by (i) the CITY, at its sole discretion, upon written notice to CONTRACTOR at least sixty (60) days prior to end of the then-current term, or (ii) upon the mutual agreement of the parties.

5. **Contract Documents.** This Contract consists of the following documents which are hereby incorporated as if fully set forth herein and which, in case of conflict, shall have priority in the order listed:

- This document, as modified by any subsequent signed amendments
- Any amendments to the RFP
- Specific Information Regarding the RFP (Section 1 of the RFP)
- Description of Services (Section 4 of the RFP)
- General Instructions to Respondents (Section 2 of the RFP)
- General Terms and Conditions of Agreement (Section 3 of the RFP)
- Any Purchase Order under the Contract
- The Response, provided that any terms in the Response that are prohibited under the RFP shall not be included in this Contract.

6. **Notices.** All notices under this Agreement shall be in writing and shall be delivered by certified mail, return receipt requested, or by other delivery with receipt to the following:

As to the CITY:

City of Jacksonville  
Office of Economic Development, Suite 275  
117 W. Duval Street  
Jacksonville, Florida 32202

As to the CONTRACTOR:

England, Thims & Miller, Inc.  
14775 Old St. Augustine Road  
Jacksonville, Florida 32258  
Attn: Joe Tarver

7. **Contract Managers.** Each Party will designate a Contract Manager during the term of this Contract whose responsibility shall be to oversee the Party's performance of its duties and obligations pursuant to the terms of this Contract. As of the Effective Date, CITY'S Contract Manager is Michael Thomas, and the CONTRACTOR'S Contract Manager is Joe Tarver. Each Party shall provide prompt written notice to the other Party of any changes to the Party's Contract Manager or his or her contact information; provided, such changes shall not be deemed Contract amendments and may be provided via email.

8. **Entire Agreement.** This Contract constitutes the entire agreement between the parties hereto for the Services to be performed and furnished by the CONTRACTOR. No statement, representation, writing, understanding, agreement, course of action or course of conduct, made by either party or any representative of either party, which is not expressed herein shall be binding. CONTRACTOR may not unilaterally modify the terms of this Contract by affixing additional terms to materials delivered to the CITY (e.g., "shrink wrap" terms accompanying or affixed to a deliverable) or by including such terms on a purchase order or

payment document. CONTRACTOR acknowledges that it is entering into this Contract for its own purposes and not for the benefit of any third party.

9. **Amendments.** All changes to, additions to, modifications of, or amendment to this Contract, or any of the terms, provisions and conditions hereof, shall be binding only when in writing and signed by the authorized officer, agent or representative of each of the parties hereto.

10. **Counterparts.** This Contract, and all amendments thereto, may be executed in several counterparts, each of which shall be deemed an original, and all of such counterparts together shall constitute one and the same instrument.

**[Remainder of page left blank intentionally. Signature page follows immediately.]**

IN WITNESS WHEREOF, the parties have executed this Contract as of the day and year first above written.

ATTEST:

CITY OF JACKSONVILLE

By *James R. McCain, Jr.*  
 James McCain, Jr.  
 Corporation Secretary

*Lenny Curry*  
 Lenny Curry  
 Mayor

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



In accordance with the Ordinance of the City of Jacksonville, I do hereby certify that there is an unexpended, unencumbered, and un-impounded balance in the appropriation sufficient to cover the foregoing agreement; and that provision has been made for the payment of monies provided therein to be paid.

*[Signature]*  
 Director of Finance  
 CITY Contract Number: 6398-24

Form Approved:

*[Signature]*  
 Office of General Counsel

ATTEST:

ENGLAND, THIMS AND MILLER, INC.

By *Robert J. Kerwitz*  
 Signature  
Robert J. Kerwitz  
 Type/Print Name  
Vice President  
 Title

By *Joseph A. Tarver*  
 Signature  
JOSEPH A. TARVER  
 Type/Print Name  
EXEC. V.P.  
 Title

**Exhibit A**

**Scope of Services**  
*(see one page, following)*

## SCOPE OF SERVICES

### P-16-17

1. Develop land plans, as needed, for development parcels shown in master plan. The land plans should include but should not be limited to the following: conceptual building size and layout (based on use), proposed retention pond locations, wetland boundaries, points of ingress and egress, and any known easements or other impediments to development.
2. Plan traffic circulation and utility infrastructure to adequately serve development parcels and sub-parcels, as needed.
3. Manage the CCC master stormwater system permits currently in place.
4. Review and modify (if necessary) any traffic concurrency agreements for CCC.
5. Provide topographical and boundary surveys as well as wetland delineations for development parcels, as needed.
6. Provide construction contract management and construction inspection services (CEI) on all City Engineering projects at CCC.
7. Attend all CCC related meetings as requested by OED staff.
8. Coordinate and communicate, at the request of OED staff, with all City and State agencies that regulate development at CCC.
9. Potentially assist in the following projects:
  - Design/build of a 2 or 4 lane road that will access the megasite portion of Cecil Commerce Center North
  - Ongoing sitewide drainage maintenance and improvement
  - Installation of a drainage structure under New World Avenue west of its intersection with Cecil Commerce Parkway
10. Any and all such other engineering and land planning services, which are deemed necessary by the OED staff, for Cecil Commerce Center.

**Exhibit B**  
**Contract Fee Summary**

Average hourly direct labor rates (without Fringe Benefits)

Principal	\$60.10
Project Manager	\$52.00
Senior Engineer	\$47.58
Senior Landscape Architect	\$37.99
GIS Programmer	\$33.13
Cad Technician	\$22.04
Administrative	\$21.73

Plus:

Overhead Rate	150%
Profit	10%



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
4/21/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Harden and Associates 501 Riverside Avenue, Suite 1000 Jacksonville FL 32202	<b>CONTACT NAME:</b> Todd Peters <b>PHONE (A/C, No, Ext):</b> 904-354-3785 <b>E-MAIL ADDRESS:</b> tpeters@hardeninsight.com	<b>FAX (A/C, No):</b> 904-634-1302
	<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b> ENGLA-1 England Thims & Miller Inc. Robert M Angas Assoc Inc; EMM Properties, LLC 14775 Old St. Augustine Rd. Jacksonville FL 32258	<b>INSURER A:</b> National Fire Insurance Co. <b>NAIC #</b> 20478	
	<b>INSURER B:</b> Valley Forge Insurance Company <b>20508</b>	
	<b>INSURER C:</b> Continental Casualty Co. <b>20443</b>	
	<b>INSURER D:</b> Transportation Insurance Co. <b>20494</b>	
	<b>INSURER E:</b>	
	<b>INSURER F:</b>	

**COVERAGES** **CERTIFICATE NUMBER: 275441664** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADD'L SUBR INSR   WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	Y   Y	5095133518	1/1/2017	1/1/2018	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$500,000 MED EXP (Any one person) \$15,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	Y   Y	2087980833	1/1/2017	1/1/2018	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
D	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$10,000		2087980847	1/1/2017	1/1/2018	EACH OCCURRENCE \$20,000,000 AGGREGATE \$20,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y   N   N/A	596111288	1/1/2017	1/1/2018	<input checked="" type="checkbox"/> WC STATU-TORY LIMITS   <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
C	Professional Liability		AEH113771078	1/1/2017	1/1/2018	Per Claim/Aggregate \$10M/\$15M

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)  
 Re: P-16-17 Civil Engineering and Land Planning Services for Cecil Commerce Center / Alliance Florida  
 The City of Jacksonville and its members, officials, officers, employees and agents are listed as additional insureds with regards to the General liability and auto liability. Waiver of subrogation applies in favor of all policies. All policies are primary and non contributory. 30 days notice of cancellation endorsement applies to all policies.

<b>CERTIFICATE HOLDER</b> City of Jacksonville Attn: Chief of Risk Management 117 W. Duval Street Suite 335 Jacksonville FL 32202	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Todd Peters</i>
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**Baker, Alex**

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**From:** Cruz, Aileen  
**Sent:** Thursday, April 05, 2018 9:54 AM  
**To:** Pease, Gregory; Rubio, Mario  
**Cc:** Martinez, Maurice; Nunziato, Christine; Baker, Alex  
**Subject:** P-16-17 Cecil Commerce Civil Engineering & Land Planning

*Good Morning,*

*After reviewing the information again they have met the goal of 25%. I have included below the totals for you. Based on what was invoiced they stand at 26% JSEB Usage.*

**Cecil Commerce Civil Engineering & Land Planning**

Month	JSEB	Awarded
3/2017	Meskel & Associates	\$ 5,427.00
4/2017	-	\$ -
5/2017	-	\$ -
6/2017	Environmental Resource Solutions	\$ 17,345.00
6/2017	Meskel & Associates	\$ 6,930.00
7/2017		\$ -
8/2017	Environmental Resource Solutions	\$ 600.00
9/2017		\$ -
10/2017		\$ -
11/2017		\$ -
12/2017		\$ -
1/2018	Environmental Resource Solutions	\$ 7,298.28
2/2018	Environmental Resource Solutions	\$ 2,752.75

Total Invoiced	Total	\$ 40,353.03
\$ 155,616.71	JSEB % Total	\$ 0.26

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