DEPARTMENT OF PUBLIC WORKS

Jacksonville
Where Florida Begins.

March 16, 2017

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

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

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

R. Duane Kent, P.E.
Engineer Manager

SUBJECT: P-42-16 Wetland Identification, Mitigation and Related Permitting Activities
Consultant Services Account Nos.: Various
Internal Services Account No.: PWEN011AD

The Engineering Division has negotiated with the consultant selected for Wetland Identification, Mitigation and Related Permitting Activities, resulting in the attached Scope of Services, Exhibit A and Contract Fee Schedule, Exhibit B. MBE firms to be utilized to meet the 15% 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 Onsite Environmental Consulting, LLC for Wetland Identification, Mitigation and Related Permitting Activities, that includes the attached Scope of Services identified as Exhibit "A" and Fee Schedule identified as Exhibit "B". Each project performed under this agreement shall be authorized by an individual Purchase Order with a not-to-exceed cost applicable thereto. The maximum indebtedness of the City pursuant to this agreement is $250,000.00. The initial Period of Service will be for a one (1) year period with the option to extend such contract for two (2) additional one (1) year periods upon satisfactory performance by the Consultant. All other terms and conditions of the Contract shall be as provided in the Request for Proposals and the City's Standard contract language.

TF/lw

Attachment: Exhibits A & B
MBE Participation

cc: Lori West, Contract Specialist
Alex Baker, Procurement

214 North Hogan Street, 10th Floor Jacksonville, FL 32202 Phone: 904.255.8762 Fax: 904.255.8926 www.coj.net

ab

EXHIBIT "A"
SCOPE OF SERVICES

DESCRIPTION:

Services provided under this contract are for the Consultant to provide professional environmental services, wetland mitigation construction supervision, wetlands planting, mitigation monitoring and maintenance, as may be needed by the City from time to time on various design, construction and maintenance projects. A detailed scope of services and fee will, therefore, be negotiated on each project which may include, but not be limited to, the following:

A. Site Assessments

1. Conduct site assessments to determine the extent of jurisdictional wetlands including detailed descriptions of vegetative communities, permitting options, and other pertinent environmental observations.

2. Locate the limits of jurisdictional wetlands including verification, if needed, with personnel of appropriate regulatory agencies including the U. S. Army Corps of Engineers (COE), Florida Department of Environmental Protection (FDEP), St. Johns River Water Management District (SJRWMD) and any other agency that may regulate wetlands.

3. Conduct surveys to determine the existence of endangered or threatened species on project sites and advise the City of probable impact on such species and potential mitigation required for such impact.

B. Environmental Permitting

1. Advise the City on environmental permitting requirements and options and assist the City in complying with Agency procedures for obtaining permits.

2. Prepare and submit permit applications for dredging and/or fill within wetlands, negotiate permitting conditions with such agencies, and prepare responses to such agencies for additional information or other requirements.

C. Wetland Mitigation/Storm Water Treatment

1. Design mitigation or storm water treatment plans as may be required by the various regulatory agencies to compensate for impact of construction projects in wetlands or for creation of wet detention systems.

2. Negotiate wetland mitigation requirements with regulatory agencies including specific permit conditions.

3. Monitor wetland mitigation procedures and report as required by permit or regulatory agencies.

D. Environmental Monitoring and Reports

1. During construction affecting wetlands or protected waters, perform any turbidity sampling, testing and reporting required by permits or regulatory agencies.

2. Monitor, inspect and verify completion of required wetland mitigation including creation of new wetlands.

3. Conduct periodic monitoring of created wetlands including sampling and analysis as may be required by project permit. Provide recommended corrective actions as deemed necessary by the agencies.

4. Perform or direct the performance of others in planting or replanting of required vegetation, removal of nuisance vegetation, and other maintenance as required to fulfill conditions of project permit.

E. Planting and Maintenance

Provide labor and material for wetlands mitigation planting and/or maintenance as may be required by the City or any of its agencies.

F. Other Professional Environmental Services

Provide such other professional environmental services as may be required by the City or any of its agencies to meet regulatory requirements applicable to construction and maintenance projects.

G. Consultant shall not be authorized to perform any services which are required by the Laws of Florida to be performed by a registered architect, landscape architect, engineer, or land surveyor, unless the consultant is properly registered to perform such services, or engages a subconsultant who is appropriately registered.

EXHIBIT "B" (1 of 3)

NAME OF CONSULTANT **Onsite Environmental Consulting, LLC (JSEB)**

Proposal Number P-42-16 Wetland Identification, Mitigation and Related Permitting Activities

SCHEDULE OF PROPOSED RATES

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

Principal (Partner or Senior Officer)	$ 40.00 hr.
Senior Project Manager	$ 34.00 hr.
Project Manager	$ 30.00 hr.
Senior Environmental Scientist	$ 25.00 hr.
Environmental Scientist	$ 20.00 hr.
Field Technician	$ 15.00 hr.
GIS Analyst	$ 25.00 hr.
GIS Technician	$ 20.00 hr.
Administrative/Clerical	$ 15.00 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. Wetland Plant Material – Installed (as noted below):

3 Gallon Tree Species	$15.00 ea.
1 Gallon Tree Species	$ 6.00 ea.
1 Gallon Shrub Species	$ 6.00 ea.
Bare Root Herbaceous Species	$ 1.00 ea.
Herbaceous 4" Species	$ 2.00 ea.

Notes:
1. Assumes quantities are sufficient to support the mob/demob.
2. Assumes common mitigation species.
3. Assumes standard warranty of 80% for 90 days

GPS Trimble Rental (per day) $100/day

5. Cost of 4-man survey crew per 8-hour day (If applicable) $ 1,657.70 day

6. Other Direct Project Costs per Unit (please specify):
   - Copies 8.5X11 B&W - $ 0.10 Color - $ 0.60
     11x17 B&W - $ 0.20 Color - $ 1.20
   - Plots $ 10.00 ea.
   - Travel $ 0.50/mi.
   - Deliveries $ 10.00 ea.

7. Estimated percentage of total fee to be performed by Subconsultants 8%-12%

EXHIBIT "B" (2 of 3)

NAME OF CONSULTANT Solid Rock Engineering Inc (JSEB) – SUBCONSULTANT

Proposal Number P-42-16 Wetland Identification, Mitigation and Related Permitting Activities

SCHEDULE OF PROPOSED RATES

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

Principal (Partner or Senior Officer)	$ 75.00	hr.
Project Manager (Responsible Professional)	$ 65.00	hr.
Engineer	$ 50.00	hr.
Design/Draftsman	$ 36.67	hr.
Office Admin	$ 31.67	hr.
Clerical (Typist, Word Processor, Document Assembly, etc.)	$ 21.67	hr.

2. Total Overhead Rate (to be applied to Direct Labor:) 1.75 %

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

4. Other Direct Project Costs per Unit (please specify):
   Copies 8X11 B&W - $ 0.10 Color - $ 0.60
   11x17 B&W - $ 0.20 Color - $ 1.20

   Plots $ 10.00 ea.

   Travel $ 0.50/mi.

   Deliveries $ 10.00 ea.

EXHIBIT "B" (3 of 3)

NAME OF CONSULTANT Johnson Surveying & Mapping Inc (JSEB) – SUBCONSULTANT

Proposal Number P-42-16 Wetland Identification, Mitigation and Related Permitting Activities

SCHEDULE OF PROPOSED RATES

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

Professional Land Surveyor	$ 60.00	hr.
Field Crew - (cost of 4-man crew)	$ 68.50	hr.
Field Crew: Crew Leader	$ 25.00	hr.
Field Crew: Instrument Person	$ 17.50	hr.
Field Crew: Rodman #1	$ 13.00	hr.
Field Crew: Rodman #2	$ 13.00	hr.
AutoCadd Technician	$ 25.00	hr.
Clerical (Typist, Word Processor, Document Assembly, etc.)	$ 16.83	hr.

2. Total Overhead Rate (to be applied to Direct Labor:) 1.75 %

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

4. Other Direct Project Costs per Unit (please specify):
   Copies 8X11 B&W - $ 0.10 Color - $ 0.60
   11x17 B&W - $ 0.20 Color - $ 1.20

   Plots $ 10.00 ea.

   Travel $ 0.50/mi.

   Deliveries $ 10.00 ea.

Equal Opportunity Employer

DEPARTMENT OF PUBLIC WORKS
Engineering Division

MINORITY PARTICIPATION
Attachment to Fee & Contract Negotiations or Contract Amendment

Title: Wetland Identification, Mitigation and Related Permitting Activities
Project No.: RFP No. P-42-16
Date: January 27, 2017

	Company's Name (Minority Subconsultant)	Classification (Minority Status)	Type of Work (Scope of Services)	Dollar Value
1.)	Onsite Environmental Consulting, LLC	JSEB, Woman Owned	Environmental Consulting	TBD
2.)	Solid Rock Engineering, Inc.	JSEB, Native American	Civil Engineering	2%-3%
3.)	Johnson Surveying & Mapping, Inc.	JSEB, Non MBE	Surveying	4%-6%
4.)	EarthBalance	n/a	Ecological Restoration	2%-3%
5.)				
6.)				

Check one:

This is: Original Fee Negotiation X

This is: Contract Amendment No. _____

Date of this Document: March 14, 2017