Docusign Envelope ID: BCF4186F-D948-4343-B1EF-A8B3406CC932

City of Jacksonville, Florida
Procurement Award Form (PAF)

Part 1: Form Type JPAC Award Request and Administrative Details

Goods and/or Services: Forest Trail Road Drainage Improvements P-50-22. Resubmittal

Requested Action/Authority:

Recommend approval to amend the award with C&ES Consultants to incorporate Amendment #2 which modifies the hydraulics analysis per Scope, Exhibit E and Fee Schedule, Exhibit F, and bring the plans to 90%. Total increase amount is $31,646.25, for a total revised GMP of $1,066,474.28.

Justification/Explanation:

Legal Contract #:	70629-23	Contract Date:	08/28/2023	Change Order/AMD #:	Amendment #2	
PO/Release #:	663227-23	Bid Date:	06/05/2023	Awarded Supplier:	C&ES Consultants	
Licenses Verified:	N/A	Effective Date:	11/21/2024	Basis of Award:	Highest Evaluated	
Federally Funded:	N/A	No. Invited:	N/A	Responses Received:	N/A	Attachments:
Solicitation:	PDS - P-50 - 22			Procurement Contract #:	POA - 70629-23	
Executed By:	Office of General Counsel					

PoP:Base:	Project Completion	Options:	N/A	Extension(s):	N/A
JSEB Rec.:	Participation	%:	25	Bonds Waived Pursuant To:	N/A

Fund:	32124	Center:	153119	Acct:	565051	Proj:	010583	Activity:	00000000	$	31,646.25
Fund:		Center:		Acct:		Proj:		Activity:		$	
Fund:		Center:		Acct:		Proj:		Activity:		$	

New NTE/GMP:	$ 1,066,474.28	Contingent Amount:	$ 0.00	DMP/ODPO Amount:	$ 0.00

Using Agency/BU:	PWEN:ENGINEERING_AND_CONSTRUCTION_MANAGEMENT			
Concurrence:	Signed by: Gibbs, Sheldon 843DE27A46A74CA...	Title:	CHIEF OF ENGINEERING CONSTRUCTION MANAGEMENT	10/29/2024
Concurrence:	DocuSigned by: Nina Sicker 1EFA223D5D23487...	Title:	DIRECTOR OF PUBLIC WORKS	10/31/2024
Concurrence:		Title:		
Concurrence:		Title:		

Initial DT

Initial DT

Procurement Analyst/Buyer:	Signed by: Kemp, Benjamin 17483D5CD0EE4C1...	Chief of Procurement:	DocuSigned by: B19F1D517352456... 11/19/2024
Name:	Kemp, Benjamin	Name:	Dustin L. Freeman

Part 2: JPAC Actions on Above Requests/Recommendations
All Award Actions Subject to Lawfully Appropriated Funds

Members Who Approve:	
Members Who Disapprove:	
Other Action:	

Date:

Part 3: Final Awarding Authority Action

Action:

Date:

Signature:

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PAF Instructions

Form Type: Select the type of award from the dropdown options. This form will be used for all Procurement awards (Administrative Awards and JPAC Requests).

Goods and/or Services: Enter a brief description of the types of goods and services included in the request.

Requested Action/Authority: Enter a brief description of the requested action or authority being sought. i.e.; *request permission to award to the lowest, responsive responsible bidder for ITB or award the highest ranked supplier for an RFP*.

Justification/Explanation: Enter a brief justification or explanation for the requested action. Use this box to add any additional information such as additional account strings, or other information essential for contract execution.

Legal Contract Number: Provide the existing City contract number if applicable. This will be the same number as your POA number.

Contract Date: Select the effective date for the contract using the calendar option in the form. Leave blank for contracts to become effective on the execution date.

Change Order/AMD #: Provide the applicable Change Order or Amendment number represented by this request.

Date: Enter the date of PAF submission.

Effective Date: Enter the effective date of requested authority and/or action.

Solicitation: Select the competitive procurement method used (1Cloud generated prefix), enter the 1Cloud generated numbering sequence, and 1Cloud generated fiscal year of solicitation

Basis of Award: Select from Lowest Price Technical Acceptable (LPTA), Highest Price Technical Acceptable (HPTA),

Procurement Contract #: This is your PO number. Select Type, Enter Number

PO/Release Number: Enter PO Release Number

Awarded Supplier: Enter Awarded Supplier Name

Federally Funded: Select yes or no from dropdown if Federal Funds will be used.

Responses Received: This is the number of responses received.

No Bids Received: The number of responses received that indicated supplier would not bid.

Executed By: Select whether executed by OGC or JPAC / Chief of Procurement

PoP Base: Select the Period of Performance for the initial period.

Options: Period for each renewal period i.e. one (1) two (2) year.

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Extensions: How many extensions have we preformed after the initial base period and option periods have been completed?

JSEB Goal: Select the percentage established by JSEB.

JESB Other: Select Encouragement or Set Aside Option

Bonds Waived Pursuant to: Select authority allowing bonds to be waived.

Funding Source: Fund/Center/Account/Project/Activity, all fields are required even if zeros.

New NTE/GMP: Enter the new total not to exceed the amount. Note, this should match the contract maximum indebtedness, if applicable**.**

Contingent Amount: If your agency requests an allowance for unforeseen additional expenses, then specify the amount of your requested increase and new NTE that represents the contingency allowance. This is over and above any quote.

DMP/ODPO Amount: Enter the total Direct Materials Purchase/Owner Direct Purchase Order amount for project.

Attachments: Name any attachments included as supplemental information to the PAF.

Using Agency/BU: This should be the requesting agency/requirement owner.

Concurrence: Electronic Signature

Title: Enter the title of person electronically signing form.

**Any fields where there is no data available, or no entry is required, either leave it blank or enter N/A. Any fields where there is known data, include for informational purposes. Any changes to an original award should contain the data that is being changed and any other relevant data required for JPAC review and approval.*

Docusign Envelope ID: BCF4186F-D948-4343-B1EF-A8B3406CC932

EXHIBIT E

September 20, 2024

Michael Derbaum, P. E.
Project Manager – Engineering Design Section
City of Jacksonville
Public Works Department
214 N. Hogan Street, 10th Floor
Jacksonville, Florida 32202
(904) 255-8703
www.coj.net

Re: Proposal for Consulting Services
Civil-Site Engineering
P-50-22 Professional Engineering Services for
Forest Trail Road Drainage Improvements
Jacksonville, Florida
Hydraulics and Drainage Modification – Amendment no. 2

Dear Mr. Derbaum:

Construction & Engineering Services Consultants, Inc. (C&ES) is pleased to submit the following fee proposal to City of Jacksonville (THE CLIENT), per your request to modify the hydraulics analysis from the previous RFP scope of work (SOW).

Scope of Work

- C&ES will provide re-evaluation of all culverts and ditch sizing provided in current design, based on latest information provided regarding additional residential development plans by others. Based on the finding, C&ES will change the culverts sizes from the current design at 60% to 90% submittal.

- C&ES will change the road profile from the current design based on the new culvert sizes that crosses Forest Trail Road, Trail Ridge Road, and Trail Ridge Court.

- C&ES will revise Plan & Profile of new ditches and cross sections.

  Note: This proposal does not include all changes made after 90% submittal.

TOTAL PROPOSAL FEE: $ 31,646.25 (AMENDMENT no. 2)

This proposal will remain in effect for a period of 60 days from the date of this letter. Acceptance after that period is subject to a review of the conditions stated herein, and possible revision by C&ES in response to changed conditions.

Docusign Envelope ID: BCF4186F-D948-4343-B1EF-A8B3406CC932

If this proposal meets with your approval, please send us your copy of the contract agreement for our signature. Once the executed agreement is finalized, we will consider it our Notice to Proceed and will perform this work on a timely matter. We look forward to the opportunity of working with you on this project.

If you have any questions, please do not hesitate to contact our office at 904-652-1186.

Sincerely,

CONSTRUCTION & ENGINEERING SERVICES CONSULTANTS, INC.

Digitally signed by Claro N. Magpantay, P.E.
Date: 2024.09.22 17:05:03 -04'00'

Claro N. Magpantay, P.E.
Principal Civil Engineer
Director of Engineering

cc: **Steven J. Davis, CEO**
Monique Allen, President

Docusign Envelope ID: BCF4186F-D948-4343-B1EF-A8B3406CC932

Exhibit B
CONTRACT FEE SUMMARY FORMAT FOR ENGINEERING DIVISION
CITY OF JACKSONVILLE, FLORIDA

EXHIBIT F

PART I - GENERAL

1. Project Forest Trail Road Drainage Improvements Amendment no. 2	**2. Proposal No. / Contract No.** P-50-22 / 70629-23
3. Name of Consultant orSubconsultant: Construction and Engineering Services Consultants, Inc.	**4. Date of Proposal** September 20, 2024

PART II - LABOR RELATED COSTS

5. Direct Labor (Reimbursable)	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Principal in Charge	$ 82.50	2	$ 165.00	
Project Manager/Engineer of Record	$ 74.80	19	$ 1,421.20	
QA/QC Engineer	$ 69.30	0	$ 0.00	
MOT Engineer	$ 62.70	0	$ 0.00	
Senior Staff Engineer	$ 62.70	31	$ 1,943.70	
Associate Staff Engineer	$ 52.80	21	$ 1,108.80	
Senior Cad Technician	$ 42.35	21	$ 889.35	
Cad Technician	$ 34.10	10	$ 341.00	
Administrative	$ 24.20	0	$ 0.00	
TOTAL DIRECT LABOR	$ 56.43	104		$ 5,869.05
6. Overhead (Combined Fringe Benefit & Administrative) Overhead Rate	173.7 % x Total Direct Labor			$ 10,194.54
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				**$ 16,063.59**
8. PROFIT: Labor Related Costs (Item 7)	x		**10%**	$ 1,606.36

PART III - OTHER COSTS

9. Miscellaneous Direct Costs (Lump Sum)		
Printing	$ 0.00	
Transportation & Shipping	$ 0.00	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL		$ -
10. SUBCONSULTANTS (Lump Sum)		
a) STV - Bridge Design	13,976.30	
SUB-CONTRACT SUB-TOTAL (Lump Sum)		$ 13,976.30
11. SUBCONTRACTS (Reimbursable/Not to Exceed)		
SUB-TOTAL REIMBURSABLES		$ -

PART IV - SUMMARY

TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables) (Items 5, 6, 8, 9, 10, and 11)	**$ 31,646.25**
12. TOTAL PRIOR CONTRACT AMOUNT	$ 1,034,828.03
TOTAL AMENDED CONTRACT AMOUNT	$ 1,066,474.28

City of Jacksonville, Florida

Donna Deegan, Mayor

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

ONE CITY. ONE JACKSONVILLE

July 13, 2023

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

Dear Mayor Deegan:

Ref: P-50-22 Professional Design Services for Forest Trail Road Drainage Improvements
Department of Public Works/Engineering & Construction Management Division

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/firm for the above-captioned project.

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

That the City of Jacksonville enter into a contract with Construction and Engineering Services Consultants, Inc., for Professional Design Services for Forest Trail Road Drainage Improvements, that incorporates the attached Scope of Services identified as Exhibit 'A' and Fee Schedule identified as Exhibit 'B'; provide a lump-sum amount for Design Services in the amount of $598,454.67, and not-to-exceed limits for: Permitting in the amount of $3,000.00, Bridge Design in the amount of $78,854.82, Geotechnical in the amount of $85,547.25, Survey in the amount of $89,734.22, Environmental in the amount of $90,280.00; Real Estate Services in the amount of $13,637.50 and Contingency in the amount of $30,000.00, with a maximum indebtedness to the City in the amount of $989,508.46; the period of service will be from execution of the contract to project completion. All other terms and conditions are as provided in the RFP and the City's standard contract language.

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

Respectfully submitted,

Dustin Freeman, Chief
Procurement Division
Chairman, Professional Services
Evaluation Committee

APPROVED: Karen E. Bowling

Donna Deegan, Mayor

Karen Bowling
Chief Administrative Officer
For: Mayor Donna Deegan
Under Authority Of:
Executive Order No: 2023-02

This 13th day of July, 2023

DF: ab

cc Council Auditor
Jeremy Brown, OGC
Subcommittee Members

CONFIRMED

City of Jacksonville, Florida

Donna Deegan, Mayor

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

ONE CITY. ONE JACKSONVILLE.

July 5, 2023

TO: Dustin Freeman, Chairman
Professional Services Evaluation Committee

THRU: Steven D. Long, Jr., P.E.
Director of Public Works

FROM: Robin Smith, P. E., Chief
Engineering and Construction Management Division

Nikita L. Reed, P.E.
Public Works Project Manager

Michael Derbaum, P.E.
Professional Engineer

SUBJECT: P-50-22 Professional Design Services for Forest Trail Road Drainage Improvements

The Engineering Division has negotiated with the consultant selected for Professional Design Services for Forest Trail Road Drainage Improvements, resulting in the Scope of Services, Exhibit A and Contract Fee Schedule, Exhibit B, attached. JSEB firms to be utilized to meet the 25% 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 Construction and Engineering Services Consultants, Inc. for Professional Design Services for Forest Trail Road Drainage Improvements, that includes the attached Scope of Services, Exhibit A and Fee Schedule, Exhibit B, to provide a lump sum amount for Design Services in the amount of $598,454.67 and not to exceed limits for: Permitting in the amount of $3,000.00, Bridge Design in the amount of $78,854.82, Geotechnical in the amount of $85,547.25, Survey in the amount of $89,734.22, Environmental in the amount of $90,280.00, Real Estate Services in the amount of $13,637.50 and Contingency in the amount of $30,000.00, with a maximum indebtedness to the City in the amount of $989,508.46 and with an expiration date of Project Completion. All other terms and conditions are as provided in the RFP and the City's standard contract language.

Funding for this project is as follows:

ACCOUNTS:	
32124.153119.565031.010583.00.00.00	$750,000.00
32124.153119.565051.010583.00.00.00	$239,508.46
TOTAL	$989,508.46

SDL/lw

Attachment: Exhibits A& B
JSEB Participation

cc: Lori West, Engineering and Construction Management
Michael Derbaum, P.E., Engineering and Construction Management

City of Jacksonville, Florida

Donna Deegan, Mayor

Department of Public Works
Engineering & Construction Management Division
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Jacksonville, FL 32202
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ONE CITY. ONE JACKSONVILLE.

July 5, 2023

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SDL/lw

Attachment: Exhibits A& B
JSEB Participation

cc: Lori West, Engineering and Construction Management
Michael Derbaum, P.E., Engineering and Construction Management