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City of Jacksonville, Florida
Procurement Award Form (PAF)

Part 1: Form Type JPAC Award Request and Administrative Details

Goods and/or Services: Southbank Riverwalk Extension Haskell A&E - P-10-19

Requested Action/Authority:

Recommend approval of Amendment #3 and to incorporate the Scope of Services and Fee Schedule, Exhibits G & H in the amount of $52,946.19. Total revised expenditure not to exceed $1,105,784.82.

Justification/Explanation:

Additional improvements and modifications.

Legal Contract #:	70145-20	Contract Date:	06/24/2024	Change Order/AMD #:	Amendment #3	
PO/Release #:	604432-20-02	Bid Date:	01/14/2019	Awarded Supplier:	Haskell Architects & Engineers	
Licenses Verified:	N/A	Effective Date:	09/26/2024	Basis of Award:	N/A	
Federally Funded:	N/A	No. Invited:	N/A	Responses Received:	4	Attachments:
Solicitation:	N/A - P-10 - 19			Procurement Contract #:	POA - 70145-20	
Executed By:	Office of General Counsel					

PoP:Base:	Project Completion	Options:	N/A	Extension(s):	N/A
JSEB Rec.:	Participation	%:	20	Bonds Waived Pursuant To:	N/A

Fund:	32111	Center:	167101	Acct:	565051	Proj:	000805	Activity:	000000000	$	52,946.19
Fund:		Center:		Acct:		Proj:		Activity:		$	
Fund:		Center:		Acct:		Proj:		Activity:		$	

New NTE/GMP:	$ 1,105,784.82	Contingent Amount:	$ 0.00	DMP/ODPO Amount:	$ 0.00

Using Agency/BU:	PWGM:R-O-W_AND_STORMWATER_MAINTENANCE			
Concurrence:	Signed by: Gibbs, Sheldon 843DE27A46A74CA...	Title:	CHIEF OF ENGINEERING CONSTRUCTION MANAGEMENT	9/13/2024
Concurrence:	Signed by: Joseph, Daryl 05FF85FD2C5A429...	Title:	DIRECTOR OF PARKS, RECREATION, AND COMMUNITY SERVICES	9/13/2024
Concurrence:	DocuSigned by: Nina Sicker 1EFA223D5D23487...	Title:	DIRECTOR OF PUBLIC WORKS	9/18/2024
Concurrence:		Title:		

Procurement Analyst/Buyer:	Signed by: Baker, Alex 08D1A3C4B98C4CA...	Chief of Procurement:	Signed by: Robert Waremburg, for Dustin Freeman 4912CA1D431247A... 9/19/2024
Name:	Baker, Alex	Name:	Dustin L. Freeman

Initial DT
Initial WJ
Initial DT

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:

Docusign Envelope ID: 819258C0-4CEA-472B-BDA7-945AFC69F3A9

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.

Docusign Envelope ID: 819258C0-4CEA-472B-BDA7-945AFC69F3A9

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: 819258C0-4CEA-472B-BDA7-945AFC69F3A9

EXHIBIT G

HASKELL

Project: SBRW Extension Phase II
Location: Jacksonville, FL
Date: August 29, 2024
Design Manager: Shane Dankworth

PCO #	PCO DESCRIPTION
002	Additional design work/scope for SBRW Extension Phase II

Remarks Clarifications & Exclusions

This change order request (PCO#002) is in addition to the base contract and includes the following tasks:
1) Shade coverage report & modifications
2) New shade structure, Planter, and landscaping conceptual renderings
3) Visual impact studies & building riverwalk sections
4) Develop and complete design for new planters on two widened areas of the riverwalk.
5) Develop construction details for new planters.
6) Coordination w/ electrical and plumbing for new planters.
7) Coordination w/ irrigation designer for new planters.
8) Develop and complete design for side mounted railings.
9) Develop construction details for side mounted railings.
10) Metal shade structures will be added to increase shade coverage but will not meet 70% (not a requirment in Phase I or outset of current contract).
11) Develop construction details for metal shade structures.
12) One linear metal shade structure will be added to each of the two widened areas of the riverwalk (any more would be considered additional to this scope).
13) Electrical re-design to accommodate shifting and adding of metal shade structures.

PCO # 2.1 - Design

DESCRIPTION	QTY	UM	UNIT COST	TOTAL	COMMENTS
Design Development Tasks and Management	1.0		$ 52,946.19	$ 52,946.19	
				$ -	
				$ -	
				$ -	
SUBTOTAL				**$ 52,946.19**	

Actual Labor and Expenses

DESCRIPTION				TOTAL	COMMENTS
***See COJ Contract Fee Summary Attached**				**$ 52,946.19**	
TOTAL SCN				**$ 52,946.19**	

Individual Activity Schedule Impact	
Days	0.0

*By signing below, executer acknowledges and approves all indicated costs and

Owner Approval

Customer Date Haskell Date

Docusign Envelope ID: 819258C0-4CEA-472B-BDA7-945AFC69F3A9

CONTRACT FEE SUMMARY FOR ENGINEERING DIVISION
CITY OF JACKSONVILLE, FLORIDA

EXHIBIT H

PART I - GENERAL

1. COJ SBRW Extension Phase II Additional Design Services **Change Order #002 (Additional Services Outside of Contract SOW)**	**2. Proposal No. #1900018** **COJ# P-1019**
3. Haskell Architects & Engineers ***Additional Scope to be added to Contract**	**4. Date of Proposal** 08/29/24

PART II - LABOR RELATED COSTS

5. Direct Labor	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Design Director	$ 99.30	12	$ 1,191.63	1,191.63
Design Manager	$ 65.14	40	$ 2,605.70	2,605.70
Landscape Discipline Lead (RLA)	$ 68.72	40	$ 2,748.69	2,748.69
Project Landscape Designer	$ 47.37	56	$ 2,652.72	2,652.72
Landscape Design Associate I	$ 34.04	112	$ 3,812.58	3,812.58
Landscape Design Associate I	$ 34.04	112	$ 3,812.48	3,812.48
Plumbing Lead Engineer	$ 76.14	4	$ 304.56	304.56
Plumbing Design Associate I	$ 33.68	20	$ 673.60	673.60
Electrical Senior Engineer	$ 64.21	8	$ 513.68	513.68
Electrical Design Associate II	$ 36.84	20	$ 736.80	736.80
Sr. Graphic Designer	$ 50.18	4	$ 200.72	200.72
TOTAL DIRECT LABOR	$ -			$ 19,253.16

6. Overhead (Combined Fringe Benefit & Administrative)		
Overhead Rate	150 % x Total Direct Labor	$ 28,879.74
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)		$ 48,132.90
8. PROFIT: Labor Related Costs (Item 7)	x 10%	$ 4,813.29

PART III - OTHER COSTS

9. Miscellaneous Direct Costs		
Transportation & Shipping	$ 0.00	
Original Reproducibles	$ 0.00	
Reproduction	$ 0.00	
Other	$ 0.00	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL		$ -
10. SUBCONTRACTS (REIMBURSABLE/NOT TO EXCEED)		
N/A		
	$ 0.00	
SUB-CONTRACT SUB-TOTAL		$0.00
TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)		$ 52,946.19
11. REIMBURSABLE COSTS (Limiting Amount)		
N/A	$ 0.00	
SUB-TOTAL REIMBURSABLES		$0.00

PART IV - SUMMARY

12. TOTAL AMOUNT CHANGE ORDER NO. 002 (Lump Sum + Reimbursables) (Items 5, 6, 8, 9, 10 and 11)	**$ 52,946.19**
13. CURRENT CONTRACT AMOUNT (Includes Change Order No. 001)	**$ 1,052,838.63**
14. AMENDED CONTRACT AMOUNT	**$ 1,105,784.82**

Docusign Envelope ID: 819258C0-4CEA-472B-BDA7-945AFC69F3A9

EBO FORM 1
SCHEDULE OF SUBCONTRACTOR/SUBCONSULTANT PARTICIPATION
PCO #2
CONTRACT PURCHASE AGREEMENT POA-70145-20
SOLICITATION NO.: P-10-19

Name of Proposer: **Haskell**

Project Title: **Professional Design Services for The Southbank Riverwalk Extension Phase II Change Order 002**

Proposal Number: **P-10-19** Total Base Proposal Amount (if applicable): **$ 52,946.19**

***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
Haskell		Design Management, Hardscape/Landscape, Plumbing & Electrical Engineering	$52,946.19 (100%)
***No JSEB Contractors for this Change Order (Limited SOW)**			

Attach additional list of subcontractors/sub-consultants as needed

CONSULTANT/SUBCONTRACTOR/SUPPLIER TOTAL VALUES	
African-American Participation Total	**N/A**
Hispanic-American Participation Total	**N/A**
Native-American Participation Total	**N/A**
Asian-American Participation Total	**N/A**
Women Participation Total	**N/A**
Non-MBE Participation Total	**$ 52,946.19** (100%)

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: _____ Title: _____ Date: August 29, 2024

Print Name: _____