City of Jacksonville, Florida

Lenny Curry, Mayor

Department of Public Works
Engineering & Construction Management Division
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ONE CITY. ONE JACKSONVILLE

June 5, 2019

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

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

FROM: William J. Joyce, P.E.
Director of Operations

Dave McDaniel
Chief, Mowing & Landscape

SUBJECT: P-08-19 Comprehensive Cemetery Assessment Services

Memorial	PWCP32EVP519-069505-PW0872-01	$389,359.38
Sunset Memorial	PWCP32EVP519-069505-PW0873-01	$249,995.62
Old City	PWCP32EVP519-069505-PW0874-01	$149,991.96
Hillside	PWCP32EVP519-069505-PW0875-01	$ 29,982.04
Mt. Olive	PWCP32EVP519-069505-PW0876-01	$473,996.35

The Engineering Division has negotiated with the consultant selected for Comprehensive Cemetery Assessment Services, resulting in the attached Scope of Services, Exhibit A and Contract Fee Summary, Exhibit B. This project has been designated under the Equal Business Opportunity Program as Encouragement.

Accordingly, this is to recommend that the City of Jacksonville enter into a contract with Environmental Services, Inc. for Comprehensive Cemetery Assessment Services that includes the attached Scope of Services, Exhibit A and Fee Summary, Exhibit B, to provide a lump sum amount for Comprehensive Cemetery Assessment Services in the amount of $1,293,325.35 with a maximum indebtedness to the City in the amount of $1,293,325.35. The initial Period of Service will be for eighteen (18) months with the option to extend such contract for one (1) additional one (1) year period upon satisfactory performance by the Consultant. All other terms and conditions are as provided in the RFP and the City's standard contract language.

WJJ/lw

Attachment: Exhibits A & B
JSEB Participation

cc: Lori West, Contract Specialist

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Description of Services and Deliverables

The City of Jacksonville, through its Public Works Department, is seeking a qualified professional consultant to conduct a comprehensive assessment of the gravesites and mausoleums in Hillside Cemetery, Memorial Cemetery, Old City Cemetery, Sunset Memorial Cemetery and Mount Olive Cemetery. In addition, the consultant shall also conduct a general condition assessment of the entranceways, vehicle and pedestrian paths, handicap accessibility, fencing and significant landscape features, including the tree canopy, within each cemetery. Following a visual inspection, the consultant shall also identify any low-lying areas within each cemetery that may be prone to pooling or flooding. Collectively, these 5 cemeteries cover approximately 60 acres and contain a total of approximately 12,875 graves. Note: Because there are 5.62 acres inside Sunset Memorial Cemetery that have never been surveyed or mapped, the number of graves in this portion of the cemetery is not known and has therefore not been included in the approximate total number of graves referenced immediately above.

I. BACKGROUND INFORMATION ON THE 5 REFERENCED CEMETERIES*

Hillside Cemetery: Hillside Cemetery (a/k/a Potter's Field and Pauper's Field), is located off Moncrief Road in northwest Jacksonville at 3549 Owen Avenue and is maintained pursuant to the Chapters 406 and 497, Florida Statues, which requires the City of Jacksonville to provide for the disposition of the remains of deceased indigents. The cemetery, which consists of approximately 10 acres and has more than 4,000 graves, is owned by Duval County and has served as a burial site since 1920. Hillside is a heavily treed property and provides a tranquil setting for the burial of the indigent dead. There is also a small area that has been set aside for the scattering of cremains. Gravesites within this cemetery have not been surveyed or mapped.

Memorial Cemetery and Sunset Memorial Cemetery**: Memorial Cemetery and Sunset Memorial Cemetery were the first large scale cemeteries developed exclusively for Jacksonville's African-American community. The two cemeteries were established under the leadership of Abraham Lincoln Lewis, chief executive officer of the Afro-American Life Insurance Company, which was founded in Jacksonville, Florida in 1901. Memorial and Sunset Memorial are located in northwest Jacksonville on the north and south side of Moncrief Road, respectively, immediately west of Edgewood Avenue. Composed of two plats filed between1909 and 1928, Memorial Cemetery is located on a 20.3 acre parcel. Sunset Memorial Cemetery is located on Moncrief Road immediately across the street from Memorial Cemetery. The age of Sunset Memorial Cemetery has not been determined, but it does appear on a 1917 USGS Topographic Map. A total of 2,597 graves have been surveyed and mapped in Memorial Cemetery and a total of 219 graves have been surveyed and mapped within the .62 acre portion of Sunset Memorial Cemetery** that is currently being maintained by the City of Jacksonville.

Old City Cemetery: The Old City Cemetery is located at the northeast corner of East Union Street and North Washington Street just north and east of downtown Jacksonville. The cemetery served as Jacksonville's major burial site from 1852 until the opening of Evergreen Cemetery in 1881. Old City Cemetery contains the graves of a number of military veterans and, because of its long history, has a wide variety of monument types common during the nineteenth and early twentieth centuries. These monument types include those with symbolism indicative of the period as well as many reflecting membership in fraternal organizations. Burial records indicate there are

approximately 2,900 graves located within the 9.32 acre parcel that comprises **Old City Cemetery. Gravesites within this cemetery have not been surveyed or mapped.**

Mount Olive Cemetery: Mount Olive Cemetery is located in northwest Jacksonville on the north side of West 45th Street approximately one block east of Moncrief Road. This cemetery was developed from six plats filed between 1946 and 1967 and is not associated with the Afro-American Life Insurance Company. Mount Olive Cemetery, which covers 12.29 acres, is another of the large cemeteries developed for Jacksonville's African-American community during the period when the city was still segregated. A total of 3,160 graves have been surveyed and mapped at Mount Olive Cemetery.

***1997 ESI Report:** In 1997, the City of Jacksonville contracted with Environmental Services Inc. (ESI) to survey and map the gravesites at Memorial Cemetery, Sunset Memorial Cemetery and Mount Olive Cemetery. Hillside Cemetery and Old City Cemetery were not included under this contract. The contract called for the GIS mapping of individual gravesites; the preparation of a burial key for locating graves; the preparation of a National Register nomination for the three cemeteries; and developing preservation recommendations. The preservation concerns outlined in the ESI report, which are to some degree applicable to all five cemeteries, include fallen, sunken, broken and deteriorated grave markers, headstones and monuments; damaged and collapsing slabs, vaults and vault covers; the presence of grave-sized depressions and holes (probably as the result of exhumations and relocations); and the deteriorated condition of the five mausoleums located in Memorial Cemetery and Sunset Memorial Cemetery. At Memorial Cemetery a number of marble military headstones have been identified that were never placed in the ground at gravesites as well as others that had been placed in the ground but are not believed to be at actual gravesites.

Recommendations in the ESI report included the following:

1. Repair or replace any broken or collapsed vault covers.
2. Re-set sunken or fallen markers when requiring no conservation treatment.
3. Fill grave depressions and holes after being mapped and marked.
4. Catalogue and map the location of marker fragments and properly store.
5. Cleaning of markers and funerary artifacts following professional standards.
6. Conservation of broken markers following professional standards

**Note: Only .62 acres of the 6.24 acre tract that comprises Sunset Memorial Cemetery has been surveyed and mapped and is currently being maintained by the City. The remaining 5.62 acres of Sunset Memorial Cemetery will need to be cleared of underbrush, vines, small trees and other vegetative matter before the individual gravesites within this portion of Sunset Memorial Cemetery can be identified, inventoried and assessed.

II. PURPOSE OF PROJECT

The purpose of this comprehensive assessment project is to obtain a detailed understanding of the conditions in each cemetery specific to individual gravesites, including fallen, sunken, broken and deteriorated grave markers, headstones, monuments; damaged and collapsing slabs, vaults and vault covers; sunken or collapsed graves; and damaged or deteriorating mausoleums. The assessment will also include specific conservation recommendations for each damaged or

deteriorating grave marker, headstone, monument or mausoleum and a general cost estimate for each recommended repair, remediation or conservation measure. This project will also include a general condition assessment of handicap accessibility as well as a general condition assessment of entranceways, vehicle and pedestrian paths, fencing and significant landscape features, including the tree canopy, in each of the five cemeteries. This project will also require the consultant to conduct a visual inspection of each cemetery for the purpose of identifying any low-lying areas that may be prone to pooling or flooding.

III. PROJECT OBJECTIVE AND "SCOPE OF WORK" REQUIREMENTS

Consistent with the paragraph appearing immediately above in Section II, the objective of this project is to obtain an understanding of the conditions inside each of the five referenced cemeteries through the creation of five separate reports. To accomplish this, the required "Scope of Work" for each cemetery is as follows:

Individual gravesites:

In the case of individual gravesites, the consultant shall GIS map, evaluate and inventory each individual gravesite and shall report on each gravesite using an electronic reporting protocol and gravesite inventory form that has been approved by the City and stored in a searchable database.

Gravesite inventory forms shall be used to document the existing condition of each gravesite. At a minimum, and using separate fields, the inventory form shall identify each marker, headstone or monument by section; shall include the name(s) on the marker, headstone or monument; shall include a brief narrative describing the current condition of each marker, headstone or monument as well as the material from which it was made; shall describe the current condition and material type of any other significant funerary artifact or component specific to a particular gravesite that is visible above ground; shall recommend the appropriate repair, remediation or conservation measure for each marker, headstone or monument or other significant funerary feature or component; shall assign any one of four Priority Treatment Classifications to the recommended repair, remediation or conservation measure as described at the end of Section IV and shall provide the estimated cost of the recommended repair, remediation or conservation measure. All proposed repairs, remediation and conservation measures should be in accordance with the Standards of Practice and Code of Ethics of the American Institute for Conservation of Historic and Artistic Works (AIC).

All gravesite inventory forms shall also have a special field for reporting damaged slabs, vaults and vault covers, open or collapsed graves or any other condition specific to a particular gravesite that might compromise the integrity of a gravesite or pose a hazard to maintenance personnel or to the general public.

All gravesite inventory forms shall include at least one photograph of each marker, headstone or monument, taken from the front, which photograph shall contain a signboard with the plot number of each grave. Photography will be conducted according to the National Register Requirements for Digital and Film Photographic Prints (revised).

Each photograph and accompanying gravesite inventory form shall be linked to a specific grave, as well as to a base map, using a GIS mapping protocol approved by the City.

Mausoleums:

Memorial Cemetery and Sunset Memorial Cemetery have a total of five mausoleums between them. Using an electronic reporting protocol and special mausoleum inventory form approved by the City, the consultant shall evaluate, document and photograph the current condition of each mausoleum and shall recommend the appropriate measures for the repair, remediation and conservation of each mausoleum as well as the estimated cost of each recommended repair, remediation or conservation measure. In addition, the consultant shall map the location of each mausoleum using a GIS mapping protocol approved by the City and linked to a base map. All proposed repairs, remediation and conservation measures should be in accordance with the Standards of Practice and Code of Ethics of the American Institute for Conservation of Historic and Artistic Works (AIC).

Cemetery conditions:

Using a written narrative and a limited number of photographs for purposes of illustration, the consultant receiving a contract award under this RFP shall evaluate, assess and document the general condition of handicap accessibility within each cemetery as well as the general condition of entranceways, vehicle and pedestrian paths, fencing and significant landscape features, including the tree canopy, in each of the five cemeteries. The consultant shall also conduct a visual inspection of each cemetery for the purpose of identifying and documenting any low-lying areas that may be prone to pooling or flooding. As part of its condition assessment, and in cases where no grave marker, headstone, monument or other funerary artifact is present, the consultant shall also identify, photograph and GIS map any sunken or collapsed graves, significant depressions, open holes or other hazards that require remediation.

The consultant shall also recommend reasonable measures that could be taken to promote handicap accessibility as well as measures that would correct or remediate any deficiencies, problems or concerns involving entranceways, vehicle and pedestrian paths, fencing and significant landscape features, including the tree canopy, in each of the five cemeteries. The consultant shall also recommend measures that would reduce or eliminate any problems associated with pooling or flooding in low-lying areas. The consultant shall also provide a cost estimate for each measure it recommends to address any deficiency, problem or concern.

Special requirements for Sunset Memorial Cemetery:

There are approximately 5.62 acres inside Sunset Memorial Cemetery that have never been surveyed or mapped because of overgrown vegetation. So that the individual gravesites within this portion of Sunset Memorial Cemetery can be identified, inventoried and assessed as required under this RFP, the consulting firm receiving a contract award hereunder will be required to clear this 5.62 acre portion of the cemetery of all underbrush, vines, small trees of 5" diameter or less (ABH) and other vegetative matter. Once this has been completed, the consulting firm will be required to remove all fallen leaves, tree branches and other vegetative debris as well as all trash and other discards, regardless of type or kind, from throughout this portion of the cemetery. Prior to the

clearing of any vegetation in Sunset Memorial Cemetery, the consultant will submit a work plan to the City for its approval describing how the clearing will be done, the measures that will be taken to prevent damage to individual graves and gravesites while the clearing is taking place and how any open graves that are discovered during the clearing process will be quickly filled. Note: No equipment or trucks will be allowed to be used when clearing Sunset Memorial Cemetery that might damage any individual grave or gravesite or that might damage any other feature of the cemetery.

Priority Treatment Classifications: The priority of treatment for each grave marker, headstone, monument, funerary artifact and mausoleum will follow the standard classifications below:

Priority 1 markers are those that are a threat to the public and to themselves. Examples would include head-height monuments that are unstable and thus could be easily toppled constituting a significant threat of injury or death. Another example might be a stone marker where a needed repair could be accomplished with relative ease but if the stone is further damaged, the repair would become much costlier. In such a case the stone marker is classified as a threat to itself. Other examples include completely covered grave markers 3" or more below surface grade; markers that have broken into multiple pieces; broken or collapsed concrete vault lids which compromise the casket and lead to the eventual desecration of the interred or, in the case of broken vault lids that are flush with ground level, could pose a significant safety concern for visitors.

Priority 2 markers are those that are actively undergoing deterioration. Examples would include markers that are spalling, that are badly deteriorated, or that are broken and lying on the ground suffering additional damage. Another example would be markers on die bases where ferrous pins have been used. As they rust, the pins cause significant iron jacking which makes the replacement of these ferrous pins is a high priority. Other examples are vertical tablets that are broken into two or more pieces where the repair requires the pieces to be pinned together; repairs to markers that require material patches or mortar injections to fill cracks; markers that have fallen from their base or where the base is broken and requires a replacement base and base-pinning and/or adhesion back to base.

Priority 3 markers are those that require treatment but where a delay of 3-5 years is not likely to cause significant additional deterioration. In this case broken stones can be neatly and carefully stacked or leaned to prevent further deterioration allowing the repair to be delayed in the short-term. Also included are fallen markers and those that have become separated from the base and may be partially covered with dirt, vegetation or leaf debris. These markers will need to be excavated and re-set or excavated and carefully leaned.

Priority 4 markers are those that require little to no treatment or repair. These include markers that only require simple cleaning as well as partially sunken or leaning markers that are intact and only need to be re-set with gravel and sand.

EXHIBIT B

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

PART I - GENERAL

1. Project Comprehensive Cemetery Assessment Services	**2. Proposal No. / Contract No.** P-08-19 /
3. Name of Consultant Environmental Services, Inc.	**4. Date of Proposal** January 9, 2019

PART II - LABOR RELATED COSTS

5. Direct Labor (Limiting Amount)	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Historic Resource Specialist	$ 28.85	1,815	$ 52,362.75	
Architectural Conservator	$ 22.84	1,310	$ 29,920.40	
Preservation Planner	$ 22.12	974	$ 21,544.88	
Historian	$ 23.00	1,324	$ 30,452.00	
Senior Manager	$ 40.87	114	$ 4,659.18	
Project Manager	$ 32.00	196	$ 6,272.00	
Senior Scientist	$ 25.44	530	$ 13,483.20	
Project Scientist	$ 21.63	530	$ 11,463.90	
GIS/CAD Manager	$ 35.35	490	$ 17,321.50	
GIS/CAD Technician	$ 20.19	1,390	$ 28,064.10	
Executive Administrative Assistant	$ 20.75	148	$ 3,071.00	
TOTAL DIRECT LABOR	24.7834611	8,821		$ 218,614.91
6. Overhead (Combined Fringe Benefit & Administrative) Overhead Rate	174 % x Total Direct Labor			$ 380,389.95
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				**$ 599,004.86**
8. PROFIT: Labor Related Costs (Item 7)		x	10%	$ 59,900.49
TOTAL FEES				**$ 658,905.35**

PART III - OTHER COSTS

9. Miscellaneous Direct Costs Printing, Transportation, Deliveries, etc.	$ 22,320.00	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL		$ 22,320.00
10. SUBCONTRACTS (Lump Sum)		
Marquis Latimer + Halback (Landscape Architect)	$ 91,700.00	
Robert M. Angas (Surveyor)	$ 100,400.00	
Rosa Lowinger & Associates (Conservator)	$ 400,000.00	
Laboratory (Potential JSEB)	$ 20,000.00	
	$	
	$	
SUB-CONTRACT SUB-TOTAL	$	$ 612,100.00
TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)		$ 1,293,325.35
11. REIMBURSABLE COSTS (Limiting Amount) (Printing, Transportation, Deliveries, VMB, etc)	$	
SUB-TOTAL REIMBURSABLES		$ -

PART IV - SUMMARY

TOTAL AMOUNT OF CONTRACT (Lump Sum plus Reimbursables) (Items 5, 6, 8, 9, 10, and 11)	**$ 1,293,325.35**
~~12. TOTAL PRIOR CONTRACT AMOUNT~~	~~$ -~~
TOTAL CONTRACT AMOUNT	**$ 1,293,325.35**

EXHIBIT B

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

PART I - GENERAL

1. Project Comprehensive Cemetery Assessment Svc - Hillside Cemetery	**2. Proposal No. / Contract No.** P-08-19
3. Name of Consultant Environmental Services, Inc.	**4. Date of Proposal** January 9, 2019

PART II - LABOR RELATED COSTS

5. Direct Labor (Limiting Amount)	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Historic Resource Specialist	$ 28.85	40	$ 1,154.00	
Architectural Conservator	$ 22.84		$ 0.00	
Preservation Planner	$ 22.12	14	309.68	
Historian	$ 23.00	14	$ 322.00	
Senior Manager	$ 40.87		$ 0.00	
Project Manager	$ 32.00		0.00	
Senior Scientist	$ 25.44		$ 0.00	
Project Scientist	$ 21.63		$ 0.00	
GIS/CAD Manager	$ 35.35		0.00	
GIS/CAD Technician	$ 20.19		0.00	
Executive Administrative Assistant	$ 20.75		0.00	
TOTAL DIRECT LABOR	$ 26.26	68		$ 1,785.68
6. Overhead (Combined Fringe Benefit & Administrative) Overhead Rate	174 % x Total Direct Labor			$ 3,107.08
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				**$ 4,892.76**
8. PROFIT: Labor Related Costs (Item 7)	x	10%		$ 489.28
TOTAL FEES				**$ 5,382.04**

PART III - OTHER COSTS

9. Miscellaneous Direct Costs Printing, Transportation, Deliveries, etc.	$ 100.00	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL		$ 100.00
10. SUBCONTRACTS (Lump Sum)		
Marquis Latimer + Halback (Landscape Architect)	$ 4,100.00	
Robert M. Angas (Surveyor)	$ 18,400.00	
Rosa Lowinger & Associates (Conservator)	$ 2,000.00	
SUB-CONTRACT SUB-TOTAL		$ 24,500.00
TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)		$ 29,982.04
11. REIMBURSABLE COSTS (Limiting Amount)		
(Printing, Transportation, Deliveries, VMB, etc)	$	
SUB-TOTAL REIMBURSABLES		$ -

PART IV - SUMMARY

TOTAL AMOUNT OF CONTRACT (Lump sum plus Reimbursables) (Items 5, 6, 8, 9, 10, and 11)	**$ 29,982.04**
~~12. TOTAL PRIOR CONTRACT AMOUNT~~	~~$~~
TOTAL CONTRACT AMOUNT	**$ 29,982.04**

EXHIBIT B

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

PART I - GENERAL

1. Project Comprehensive Cemetery Assessment Svc - Memorial Cemetery	**2. Proposal No. / Contract No.** P-08-19
3. Name of Consultant Environmental Services, Inc.	**4. Date of Proposal** January 9, 2019

PART II - LABOR RELATED COSTS

5. Direct Labor (Limiting Amount)	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Historic Resource Specialist	$ 28.85	450	$ 12,982.50	
Architectural Conservator	$ 22.84	450	$ 10,278.00	
Preservation Planner	$ 22.12	300	6,636.00	
Historian	$ 23.00	450	$ 10,350.00	
Senior Manager	$ 40.87	16	$ 653.92	
Project Manager	$ 32.00	40	1,280.00	
Senior Scientist	$ 25.44	150	$ 3,816.00	
Project Scientist	$ 21.63	150	$ 3,244.50	
GIS/CAD Manager	$ 35.35	100	3,535.00	
GIS/CAD Technician	$ 20.19	350	7,066.50	
Executive Administrative Assistant	$ 20.75	45	933.75	
TOTAL DIRECT LABOR	$ 30.30	2,006		$ 60,776.17
6. Overhead (Combined Fringe Benefit & Administrative)				
Overhead Rate		174 % x Total Direct Labor		$ 105,750.54
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				**$ 166,526.71**
8. PROFIT: Labor Related Costs (Item 7)		x	10%	$ 16,652.67
TOTAL FEES				**$ 183,179.38**

PART III - OTHER COSTS

9. Miscellaneous Direct Costs		
Printing, Transportation, Deliveries, etc.	$ 1,580.00	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL		$ 1,580.00
10. SUBCONTRACTS (Lump Sum)		
Marquis Latimer + Halback (Landscape Architect)	$ 25,000.00	
Robert M. Angas (Surveyor)	$ 21,600.00	
Rosa Lowinger & Associates (Conservator)	$ 158,000.00	
SUB-CONTRACT SUB-TOTAL		$ 204,600.00
TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)		$ 389,359.38
11. REIMBURSABLE COSTS (Limiting Amount)		
(Printing, Transportation, Deliveries, VMB, etc)	$	
SUB-TOTAL REIMBURSABLES		$ -

PART IV - SUMMARY

TOTAL AMOUNT OF CONTRACT (Lump Sum plus Reimbursables) (Items 5, 6, 8, 9, 10, and 11)	**$ 389,359.38**
~~12. TOTAL PRIOR CONTRACT AMOUNT~~	~~$ -~~
TOTAL CONTRACT AMOUNT	**$ 389,359.38**

EXHIBIT B

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

PART I - GENERAL

1. Project Comprehensive Cemetery Assessment Svc -Sunset Memorial	**2. Proposal No. / Contract No.** P-08-19
3. Name of Consultant Environmental Services, Inc.	**4. Date of Proposal** January 9, 2019

PART II - LABOR RELATED COSTS

5. Direct Labor (Limiting Amount)	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Historic Resource Specialist	$ 28.85	465	$ 13,415.25	
Architectural Conservator	$ 22.84	260	$ 5,938.40	
Preservation Planner	$ 22.12	260	5,751.20	
Historian	$ 23.00	260	$ 5,980.00	
Senior Manager	$ 40.87	8	$ 326.96	
Project Manager	$ 32.00	16	512.00	
Senior Scientist	$ 25.44	80	$ 2,035.20	
Project Scientist	$ 21.63	80	$ 1,730.40	
GIS/CAD Manager	$ 35.35	60	2,121.00	
GIS/CAD Technician	$ 20.19	240	4,845.60	
Executive Administrative Assistant	$ 20.75	10	207.50	
TOTAL DIRECT LABOR	$ 30.00	1,429		$ 42,863.51
6. Overhead (Combined Fringe Benefit & Administrative)				
Overhead Rate	174 % x Total Direct Labor			$ 74,582.51
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				**$ 117,446.02**
8. PROFIT: Labor Related Costs (Item 7)		x	10%	$ 11,744.60
TOTAL FEES				**$ 129,190.62**

PART III - OTHER COSTS

9. Miscellaneous Direct Costs		
Printing, Transportation, Deliveries, etc.	$ 5,905.00	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL		$ 5,905.00
10. SUBCONTRACTS (Lump Sum)		
Marquis Latimer + Halback (Landscape Architect)	$ 16,500.00	
Robert M. Angas (Surveyor)	$ 18,400.00	
Rosa Lowinger & Associates (Conservator)	$ 80,000.00	
SUB-CONTRACT SUB-TOTAL		$ 114,900.00
TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)		$ 249,995.62
11. REIMBURSABLE COSTS (Limiting Amount)		
(Printing, Transportation, Deliveries, VMB, etc)	$	
SUB-TOTAL REIMBURSABLES		$ -

PART IV - SUMMARY

TOTAL AMOUNT OF CONTRACT (Lump sum plus Reimbursables) (Items 5, 6, 8, 9, 10, and 11)	**$ 249,995.62**
~~12. TOTAL PRIOR CONTRACT AMOUNT~~	~~$~~
TOTAL CONTRACT AMOUNT	**$ 249,995.62**

EXHIBIT B

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

PART I - GENERAL

1. Project Comprehensive Cemetery Assessment Svc - Old City Cemetery	**2. Proposal No. / Contract No.** P-08-19
3. Name of Consultant Environmental Services, Inc.	**4. Date of Proposal** January 9, 2019

PART II - LABOR RELATED COSTS

5. Direct Labor (Limiting Amount)	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Historic Resource Specialist	$ 28.85	260	$ 7,501.00	
Architectural Conservator	$ 22.84		$ 0.00	
Preservation Planner	$ 22.12		0.00	
Historian	$ 23.00		$ 0.00	
Senior Manager	$ 40.87	10	$ 408.70	
Project Manager	$ 32.00	20	640.00	
Senior Scientist	$ 25.44	50	$ 1,272.00	
Project Scientist	$ 21.63	50	$ 1,081.50	
GIS/CAD Manager	$ 35.35	80	2,828.00	
GIS/CAD Technician	$ 20.19	300	6,057.00	
Executive Administrative Assistant	$ 20.75	8	166.00	
TOTAL DIRECT LABOR	$ 51.16	390		$ 19,954.20
6. Overhead (Combined Fringe Benefit & Administrative)				
Overhead Rate	174 % x Total Direct Labor			$ 34,720.31
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				**$ 54,674.51**
8. PROFIT: Labor Related Costs (Item 7)		x	10%	$ 5,467.45
TOTAL FEES				**$ 60,141.96**

PART III - OTHER COSTS

9. Miscellaneous Direct Costs		
Printing, Transportation, Deliveries, etc.	$ 4,450.00	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL		$ 4,450.00
10. SUBCONTRACTS (Lump Sum)		
Marquis Latimer + Halback (Landscape Architect)	$ 25,000.00	
Robert M. Angas (Surveyor)	$ 20,400.00	
Rosa Lowinger & Associates (Conservator)	$ 40,000.00	
SUB-CONTRACT SUB-TOTAL		$ 85,400.00
TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)		$ 149,991.96
11. REIMBURSABLE COSTS (Limiting Amount)		
(Printing, Transportation, Deliveries, VMB, etc)	$	
SUB-TOTAL REIMBURSABLES		$ -

PART IV - SUMMARY

TOTAL AMOUNT OF CONTRACT (Lump Sum plus Reimbursables) (Items 5, 6, 8, 9, 10, and 11)	**$ 149,991.96**
~~**12. TOTAL PRIOR CONTRACT AMOUNT**~~	~~$~~
TOTAL CONTRACT AMOUNT	**$ 149,991.96**

EXHIBIT B

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

PART I - GENERAL

1. Project Comprehensive Cemetery Assessment Svc -Mt. Olive Cemetery	**2. Proposal No. / Contract No.** P-08-19
3. Name of Consultant Environmental Services, Inc.	**4. Date of Proposal** January 9, 2019

PART II - LABOR RELATED COSTS

5. Direct Labor (Limiting Amount)	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Historic Resource Specialist	$ 28.85	600	$ 17,310.00	
Architectural Conservator	$ 22.84	600	$ 13,704.00	
Preservation Planner	$ 22.12	400	8,848.00	
Historian	$ 23.00	600	$ 13,800.00	
Senior Manager	$ 40.87	80	$ 3,269.60	
Project Manager	$ 32.00	120	3,840.00	
Senior Scientist	$ 25.44	250	$ 6,360.00	
Project Scientist	$ 21.63	250	$ 5,407.50	
GIS/CAD Manager	$ 35.35	250	8,837.50	
GIS/CAD Technician	$ 20.19	500	10,095.00	
Executive Administrative Assistant	$ 20.75	85	1,763.75	
TOTAL DIRECT LABOR	$ 32.15	2,900		$ 93,235.35
6. Overhead (Combined Fringe Benefit & Administrative)				
Overhead Rate		174 % x Total Direct Labor		$ 162,229.51
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				**$ 255,464.86**
8. PROFIT: Labor Related Costs (Item 7)		x	10%	$ 25,546.49
TOTAL FEES				**$ 281,011.35**

PART III - OTHER COSTS

9. Miscellaneous Direct Costs		
Printing, Transportation, Deliveries, etc.	$ 10,285.00	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL		$ 10,285.00
10. SUBCONTRACTS (Lump Sum)		
Marquis Latimer + Halback (Landscape Architect)	$ 21,100.00	
Robert M. Angas (Surveyor)	$ 21,600.00	
Rosa Lowinger & Associates (Conservator)	$ 120,000.00	
Laboratory (Potential JSEB)	$ 20,000.00	
SUB-CONTRACT SUB-TOTAL		$ 182,700.00
TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)		$ 473,996.35
11. REIMBURSABLE COSTS (Limiting Amount)		
(Printing, Transportation, Deliveries, VMB, etc)	$	
SUB-TOTAL REIMBURSABLES		$ -

PART IV - SUMMARY

TOTAL AMOUNT OF CONTRACT (Lump Sum plus Reimbursables) (Items 5, 6, 8, 9, 10, and 11)	**$ 473,996.35**
~~12. TOTAL PRIOR CONTRACT AMOUNT~~	~~$~~
TOTAL CONTRACT AMOUNT	**$ 473,996.35**

Marquis Latimer + Halback
LANDSCAPE ARCHITECTURE · PLANNING

City of Jacksonville Comprehensive Cemetery Assessment Services
04.26.2019

1.0 - DESCRIPTION OF PROJECT, ASSUMPTIONS AND SCOPE OF WORK

1.1 The proposed project for the City of Jacksonville (COJ), is the general conditions assessment and recommendations for elements within **Hillside Cemetery, Memorial Cemetery, Old City Cemetery, Sunset Memorial Cemetery** and **Mount Olive Cemetery.** The project description, scope of services and deliverables re outlined in the COJ Request for Proposals dated December 3, 2018.

1.2 The Subconsultant shall be responsible for **landscape architectural services to include the assessment and recommendations** for all landscape and site features suchas entranceways, vehicle and pedestrian paths, statuary and funerary elements (other than individual gravesites or mausoleums), signage handicap accessibility, fencing and significant landscape planting features, including the tree canopy and existing landscape buffers, within each cemetery. The Subconsultant shall attend consultant team meetings and COJ staff meetings as necessary to properly coordinate the services.

1.3 It is understood that the effort will be conducted in two segments, which addresses requests from the City of Jacksonville and helps with efficiency in design tasks. Specifically:

A. **GROUP 1: Hillside Cemetery, Memorial Cemetery, and Old City Cemetery**
B. **GROUP 2: Sunset Memorial Cemetery and Mt. Olive Cemetery**

1.3 **Specific scope of work and phases of the Subconsultant** include the following:

A. Project Management and Meetings
   1. Attendance and participation at kick-off meeting with consultant team and COJ;
   2. Attendance and participation at regular consultant team and COJ meetings;
   3. Attendance and participation at key stakeholders and COJ Commission public meetings and presentations (not to exceed three); and
   4. Appropriate project management of elements under the control of the Subconsultant.

B. Inventory and Assessment of Cemetery Landscape Architectural Elements
   1. Review and research of historic records and on-site inventory of all landscape elements including location and photo documentation;
   2. Based on the on-site inventory, the Subconsultant shall provide an assessment of all landscape elements;
   3. Assessment of areas or elements that do not meet appropriate handicap accessibility standards;
   4. Assistance and review of existing tree canopy by the Subconsultants arboriculturist; and
   5. Assistance and review of the consultant team inventory and assessment of individual gravesites and mausoleums.
   6. Assistance and review of environmental site factors that are affecting the landscape elements suchas soil conditions, wetland or low drainage areas, existing tree canopy, maintenance procedures, etc.

C. Recommendations and Final Document of Cemetery Landscape Architectural Elements
   1. Development of framework plans in text and graphics of all landscape features for each cemetery;
   2. Recommendations in text and graphics for appropriate repair, remediation or conservation measure for all landscape elements or components; assigning any one of four Priority Treatment Classifications to the recommended repair, remediation or conservation measure;
   3. Recommendations in text and graphics for accommodating appropriate handicap

accessibility;

4. Cost estimate for each measure it recommends to address any deficiency, problem or concern; and
5. Review and assistance of consultant team final document in text and graphics.

1.4 The work of the Subconsultant shall be based on information provided in digital form by COJ and the consultant team, suchas as-built surveys, new surveys, or aerials of existing conditions (boundary, site features / infrastructure, trees / vegetation), studies / reports/geotechnical, proposed improvements affecting the design, etc. The Subconsultant shall field truth the information and coordinate with COJ and the consultant team if additional information is required.

1.5 Subconsultant will **provide one (1) hard copy and a digital copy of each milestone deliverable** as part of the basic services. Additional deliverables shall be provided as an additional expense.

2.0 – Fees, Reimbursable Expenses and Hourly Rates

2.1 The Consultant agrees to pay the Subconsultant a **fee, <u>based on the attached level of effort estimate</u>, for the Landscape Architectural Elements Inventory, Assessment and Recommendations.**

2.2 The Subconsultant shall be paid monthly, based on the percentage of completion, for the following:

A. **Hillside Cemetery, Memorial Cemetery, and Old City Cemetery (GROUP 1)**

1.	Project Management and Meetings	$ 10,820.00
2.	Inventory and Assessment	$ 25,970.00
3.	Recommendations and Final Document	$ 16,110.00
4.	Reimbursable Expenses, including travel	$ 1,200.00
5.	**Total Fee**	$ 54,100.00

B. **Sunset Memorial Cemetery (GROUP 2)**

1.	Project Management and Meetings	$ 3,220.00
2.	Inventory and Assessment	$ 8,050.00
3.	Recommendations and Final Document	$ 7,390.00
4.	Reimbursable Expenses, including travel	$ 400.00
5.	**Total Fee**	$ 16,500.00

C. **Mt. Olive Cemetery (GROUP 2)**

1.	Project Management and Meetings	$ 4,140.00
2.	Inventory and Assessment	$ 10,350.00
3.	Recommendations and Final Document	$ 6,210.00
4.	Reimbursable Expenses, including travel	$ 400.00
5.	**Total Fee**	$ 21,100.00

2.3 Reimbursable Expenses

A. The Subconsultant shall provide one (1) digital file as the deliverable at each milestone task. The Consultant shall provide all other materials. Additional printing, reproduction, etc. and other out-of-pocket costs shall are in addition to the fees stated above. The Subconsultant shall be reimbursed for additional reproduction / blueprints and camera-ready artwork approved postage / deliveries, at cost plus 10%.

2.4 Hourly Rates

A.	Senior Principal	$ 255/hr
B.	Principal	$ 180/hr
C.	Senior Associate	$ 130/hr
D.	Associate	$ 110/hr
E.	Staff	$ 65/hr

ROBERT M. ANGAS ASSOCIATES, INC.
SURVEYORS • PLANNERS • CIVIL ENGINEERS
Since 1924

www.rmangas.com
tel 904-642-8550 • fax 904-642-4165
14775 Old St. Augustine Road • Jacksonville, Florida 32258

January 29, 2019

Environmental Solutions, Inc.
c/o Ms. Patricia Davenport-Jacobs
Historic Resources
7220 Financial Way, Suite 100
Jacksonville, Florida 32256
Tel: (904) 470-2200
Email: pdavenport@ESI.CC

ESI will perform the Tree Surveys

Reference: ***COJ / RFQ P-08-19 Comprehensive Cemetery Assessment Services***

Dear Ms. Davenport,

Pursuant to your request, Robert M. Angas Associates, Inc., is pleased to submit a fee proposal for surveying services for five cemeteries as outlined in the RFQ and as located within the City of Jacksonville, Florida. Our proposed scope of services and fee schedule are as follows:

Site 1: Old City Cemetery

This site being comprised of two parcels located northerly of Union Street and easterly of Washington Street.

Task 1a: Boundary Survey

Prepare a boundary survey for the site referenced above that complies with Florida's Board of Professional Surveyors and Mappers Standards of Practice of Chapter 5J-17, Florida Administrative Code, pursuant to Chapter 472, Florida Statutes. The location and mapping of all improvements and utilities will be limited to above ground visible evidence only. This scope of service does not include addressing title commitments, reports, certifications or other items typically associated with an ALTA/NSPS Land Title Survey that is not a state specific requirement. If any of these services are required, then they will be considered additional services billable at our hourly rates. The delivery shall consist of signed and sealed copies of the finalized map of survey.

Lump Sum Fee $11,800.00

Task 1b: Topographic Survey

Prepare a topographic survey for the parcel referenced above. The survey is to extend through the parcel overlapping twenty-five feet beyond the boundary lines, where applicable. The topographic survey data to be collected will be surveyed in a 100 foot grid as measured at 100 foot intervals or at any change in topography. The surveyed data will be referenced to a published horizontal and vertical datum. The location and mapping of improvements and utilities will be limited to above ground visible evidence only. Pipe sizes, types and inverts will be obtained where accessible from the surface through manholes and inlets. The deliverables will consist of digital data (Cadd) files of the survey suitable for civil engineering design with final signed and sealed maps to follow.

Lump Sum Fee.....$8,600.00

Task 1c: Protected Tree Survey

Prepare a protected tree survey for the parcel referenced above in accordance with the City of Jacksonville standards for tree protection which includes locating all trees six inches and larger within twenty feet of all rights of way; all protected trees eight inches and larger within ten feet of property lines; and all protected trees 11.5 inches and larger within the interior of the parcel. The deliverable will consist of a digital data (CADD) file of the survey suitable for civil engineering design.

Lump Sum Fee.....$6,700.00

<u>Site 2: Mount Olive Cemetery</u>

This site being located northeasterly of Moncrief Road, southwesterly of Castellano Avenue and westerly of 45th Street.

Task 2a: Boundary Survey

Prepare a boundary survey for the site referenced above that complies with Florida's Board of Professional Surveyors and Mappers Standards of Practice of Chapter 5J-17, Florida Administrative Code, pursuant to Chapter 472, Florida Statutes. The location and mapping of all improvements and utilities will be limited to above ground visible evidence only. This scope of service does not include addressing title commitments, reports, certifications or other items typically associated with an ALTA/NSPS Land Title Survey that is not a state specific requirement. If any of these services are required,

then they will be considered additional services billable at our hourly rates. The delivery shall consist of signed and sealed copies of the finalized map of survey.

Lump Sum Fee $11,800.00

Task 2b: Topographic Survey

Prepare a topographic survey for the parcel referenced above. The survey is to extend through the parcel overlapping twenty-five feet beyond the boundary lines, where applicable. The topographic survey data to be collected will be surveyed in a 100 foot grid as measured at 100 foot intervals or at any change in topography. The surveyed data will be referenced to a published horizontal and vertical datum. The location and mapping of improvements and utilities will be limited to above ground visible evidence only. Pipe sizes, types and inverts will be obtained where accessible from the surface through manholes and inlets. The deliverables will consist of digital data (Cadd) files of the survey suitable for civil engineering design with final signed and sealed maps to follow.

Lump Sum Fee.....$9,800.00

Task 2c: Protected Tree Survey

Prepare a protected tree survey for the parcel referenced above in accordance with the City of Jacksonville standards for tree protection which includes locating all trees six inches and larger within twenty feet of all rights of way; all protected trees eight inches and larger within ten feet of property lines; and all protected trees 11.5 inches and larger within the interior of the parcel. The deliverable will consist of a digital data (CADD) file of the survey suitable for civil engineering design.

Lump Sum Fee.....$8,600.00

<u>Site 3: Hillside Cemetery</u>

This site being located easterly of Owen Avenue and southeasterly of Winton Drive.

Task 3a: Boundary Survey

Prepare a boundary survey for the site referenced above that complies with Florida's Board of Professional Surveyors and Mappers Standards of Practice of Chapter 5J-17, Florida Administrative Code, pursuant to Chapter 472, Florida Statutes. The location and mapping of all improvements and utilities will be limited to above ground visible evidence only. This scope of service does not include addressing title commitments,

reports, certifications or other items typically associated with an ALTA/NSPS Land Title Survey that is not a state specific requirement. If any of these services are required, then they will be considered additional services billable at our hourly rates. The delivery shall consist of signed and sealed copies of the finalized map of survey.

Lump Sum Fee $9,800.00

Task 3b: Topographic Survey

Prepare a topographic survey for the parcel referenced above. The survey is to extend through the parcel overlapping twenty-five feet beyond the boundary lines, where applicable. The topographic survey data to be collected will be surveyed in a 100 foot grid as measured at 100 foot intervals or at any change in topography. The surveyed data will be referenced to a published horizontal and vertical datum. The location and mapping of improvements and utilities will be limited to above ground visible evidence only. Pipe sizes, types and inverts will be obtained where accessible from the surface through manholes and inlets. The deliverables will consist of digital data (Cadd) files of the survey suitable for civil engineering design with final signed and sealed maps to follow.

Lump Sum Fee.....$8,600.00

Task 3c: Protected Tree Survey

Prepare a protected tree survey for the parcel referenced above in accordance with the City of Jacksonville standards for tree protection which includes locating all trees six inches and larger within twenty feet of all rights of way; all protected trees eight inches and larger within ten feet of property lines; and all protected trees 11.5 inches and larger within the interior of the parcel. The deliverable will consist of a digital data (CADD) file of the survey suitable for civil engineering design.

Lump Sum Fee.....$11,300.00

<u>Site 4: Memorial Cemetery</u>

This site being located easterly of Moncrief Road, southerly of Restlawn Drive and northerly of Edgewood Avenue.

Task 4a: Boundary Survey

Prepare a boundary survey for the site referenced above that complies with Florida's Board of Professional Surveyors and Mappers Standards of Practice of Chapter 5J-17,

Florida Administrative Code, pursuant to Chapter 472, Florida Statutes. The location and mapping of all improvements and utilities will be limited to above ground visible evidence only. This scope of service does not include addressing title commitments, reports, certifications or other items typically associated with an ALTA/NSPS Land Title Survey that is not a state specific requirement. If any of these services are required, then they will be considered additional services billable at our hourly rates. The delivery shall consist of signed and sealed copies of the finalized map of survey.

Lump Sum Fee $11,800.00

Task 4b: Topographic Survey

Prepare a topographic survey for the parcel referenced above. The survey is to extend through the parcel overlapping twenty-five feet beyond the boundary lines, where applicable. The topographic survey data to be collected will be surveyed in a 100 foot grid as measured at 100 foot intervals or at any change in topography. The surveyed data will be referenced to a published horizontal and vertical datum. The location and mapping of improvements and utilities will be limited to above ground visible evidence only. Pipe sizes, types and inverts will be obtained where accessible from the surface through manholes and inlets. The deliverables will consist of digital data (Cadd) files of the survey suitable for civil engineering design with final signed and sealed maps to follow.

Lump Sum Fee.....$9,800.00

Task 4c: Protected Tree Survey

Prepare a protected tree survey for the parcel referenced above in accordance with the City of Jacksonville standards for tree protection which includes locating all trees six inches and larger within twenty feet of all rights of way; all protected trees eight inches and larger within ten feet of property lines; and all protected trees 11.5 inches and larger within the interior of the parcel. The deliverable will consist of a digital data (CADD) file of the survey suitable for civil engineering design.

Lump Sum Fee.....$14,600.00

Site 5: Sunset Memorial Cemetery

This site being located westerly of Moncrief Road and northerly of Edgewood Avenue.

Task 5a: Boundary Survey

Prepare a boundary survey for the site referenced above that complies with Florida's Board of Professional Surveyors and Mappers Standards of Practice of Chapter 5J-17, Florida Administrative Code, pursuant to Chapter 472, Florida Statutes. The location and mapping of all improvements and utilities will be limited to above ground visible evidence only. This scope of service does not include addressing title commitments, reports, certifications or other items typically associated with an ALTA/NSPS Land Title Survey that is not a state specific requirement. If any of these services are required, then they will be considered additional services billable at our hourly rates. The delivery shall consist of signed and sealed copies of the finalized map of survey.

Lump Sum Fee $9,800.00

Task 5b: Topographic Survey

Prepare a topographic survey for the parcel referenced above. The survey is to extend through the parcel overlapping twenty-five feet beyond the boundary lines, where applicable. The topographic survey data to be collected will be surveyed in a 100 foot grid as measured at 100 foot intervals or at any change in topography. The surveyed data will be referenced to a published horizontal and vertical datum. The location and mapping of improvements and utilities will be limited to above ground visible evidence only. Pipe sizes, types and inverts will be obtained where accessible from the surface through manholes and inlets. The deliverables will consist of digital data (Cadd) files of the survey suitable for civil engineering design with final signed and sealed maps to follow.

Lump Sum Fee.....$8,600.00

Task 5c: Protected Tree Survey

Prepare a protected tree survey for the parcel referenced above in accordance with the City of Jacksonville standards for tree protection which includes locating all trees six inches and larger within twenty feet of all rights of way; all protected trees eight inches and larger within ten feet of property lines; and all protected trees 11.5 inches and larger within the interior of the parcel. The deliverable will consist of a digital data (CADD) file of the survey suitable for civil engineering design.

Lump Sum Fee.....$12,800.00

Fee Summary

		Lump Sum Fee
Site 1: Old City Cemetery		
Task 1.a	Boundary Survey	$11,800.00
Task 1.b	Topographic Survey	$8,600.00
Task 1.c	Protected Tree Survey	$6,700.00
Site 2: Mount Olive Cemetery		
Task 2.a	Boundary Survey	$11,800.00
Task 2.b	Topographic Survey	$9,800.00
Task 2.c	Protected Tree Survey	$8,600.00
Site 3: Hillside Cemetery		
Task 3.a	Boundary Survey	$9,800.00
Task 3.b	Topographic Survey	$8,600.00
Task 3.c	Protected Tree Survey	$11,300.00
Site 4: Memorial Cemetery		
Task 4.a	Boundary Survey	$11,800.00
Task 4.b	Topographic Survey	$9,800.00
Task 4.c	Protected Tree Survey	$14,600.00
Site 5: Sunset Memorial Cemetery		
Task 5.a	Boundary Survey	$9,800.00
Task 5.b	Topographic Survey	$8,600.00
Task 5.c	Protected Tree Survey	$12,800.00
	TOTAL FEE SUMMARY	**$154,400.00**

Items Not Included

Excavation of Underground Facilities
Construction Layout
Plat Preparation
County Plat Review
Plat Processing for Recordation
Title Review
Jurisdictional Wetlands Survey
As-Built Survey
Sketch and Legal Description
Mean High Water Line Survey
Document Processing for Recordation

Cost such as additional printing and delivery services will be invoiced at direct cost plus 15%. Fees outlined hereon are valid for a period of 90 days from the above referenced date.

Other services that employ High Definition Lidar Scanning, Ground Penetrating Radar, and GIS Mapping are available on an hourly basis as per our hourly rates. Our 2019 Hourly Rates Schedule is attached hereto for reference.

Please indicate your agreement with this proposal and the attached General Conditions by signing in the space provided and return one copy to our office.

If you should have any questions or need additional information, please call. Thank you for this opportunity to be of professional service.

Sincerely,

ROBERT M. ANGAS ASSOCIATES, INC.

Damon J. Kelly, P.S.M.
Vice President

Accepted this _____day

of _____,2019.

By: _____
Signature

_____
Print Name and Title

_____
Company

Attachments: General Conditions
Hourly Rates

GENERAL CONDITIONS

PAYMENT TERMS - Payment is due upon receipt of our invoice. If payment is not received within thirty days from the invoice date, Client agrees to pay a finance charge on the principal amount of the past due account of one and one-half percent per month. If one and one-half percent per month exceeds the maximum allowed by law, the charge shall automatically be reduced to the maximum legally allowable.

In the event Client requests termination of the services prior to completion, the Client shall pay all charges incurred through the date services are stopped. If during the execution of the services, Robert M. Angas Associates, Inc. is required to stop operations as a result of changes in the scope of services such as requests by the Client or requirements of third parties, additional charges will be applicable.

Client agrees to pay mobilization charges for any work ordered when, upon arrival of survey crew, job site is not prepared for crew to properly perform scope of services.

INSURANCE - Robert M. Angas Associates, Inc. maintains Workers' Compensation and Employer's Liability insurance in conformance with applicable state law. In addition we maintain Comprehensive General Liability Insurance and Automobile Liability Insurance with bodily injury and property damage limits of $1,000,000. A certificate of insurance can be supplied evidencing such coverage which contains a clause providing that ten days written notice be given prior to cancellation.

Cost of the above coverage is included in our quoted fees. If additional coverage or increased limits of liability are required, Robert M. Angas Associates, Inc. will endeavor to obtain the requested insurance and charge separately for costs associated with additional coverage or increased limits.

STANDARD OF CARE - The only warranty or guarantee made by Robert M. Angas Associates, Inc. in connections with the services performed hereunder, is that we will use that degree of care and skill ordinarily exercised under similar conditions by reputable members of our profession practicing in the same or similar locality. No other warranty, expressed or implied, is made or intended by our proposal for surveying services or by our furnishing oral or written reports.

LIMITATION OF LIABILITY - To the fullest extent permitted by law, and notwithstanding any other provision of this Agreement, the total liability, in the aggregate, of Robert M. Angas Associates, Inc. and its officers, directors, partners, employees, agents and subconsultants, and any of them, to the Client and anyone claiming by, through or under the Client, for any and all claims, losses, costs or damages of any nature whatsoever arising out of, resulting from or in any way related to the Project or the Agreement from any cause or causes, including but not limited to the negligence, professional errors or omissions, strict liability, breach of contract or warranty, express or implied, of Robert M. Angas Associates, Inc. and its officers, directors, employees, agents or subconsultants, or any of them, shall not exceed the total compensation received by Robert M. Angas Associates, Inc. under this Agreement, or the total amount of $50,000.00, whichever is less.

If Client prefers to have higher limits on professional liability, Robert M. Angas Associates, Inc agrees to increase the limits up to a maximum of $500,000 upon Clients written request at the time of accepting this proposal provided that the Client agrees to pay an additional charge as a result of such increase.

ENVIRONMENTALLY PROTECTED LANDS - Robert M. Angas Associates, Inc. shall not be held liable or responsible for the location or lack of location of any areas within a job site that are considered environmentally protected or are restricted by City, County, State or Federal restrictions. Robert M. Angas Associates, Inc. will, however, at the Client's request and expense locate such areas if they have been so designated with flagging by an environmental consultant and/or governmental authority. It is further understood that the Client shall be responsible for any permitting required in these areas and shall hold Robert M. Angas Associates, Inc. harmless for any losses or liabilities resulting from such permitting or regulatory action.

RIGHT-OF-ENTRY - Client shall be responsible for obtaining rights of entry for Robert M. Angas Associates, Inc.'s employees to any properties included in this contract for purposes of performing scope of work duties. We will take reasonable precautions to minimize damage to the property caused by our operations, but we have not included in our fee the cost of restoration of damage which may result. If Client desires us to restore the property to its former condition, we will accomplish this and add the cost to our fee.

GOVERNING LAW - This agreement shall be governed in all respects by the laws of the State of Florida.

CONSTRUCTION LAYOUT - It is understood by the Client that Robert M. Angas Associates, Inc. shall not be held liable for any errors in layout or construction work when the original stakes or points have been destroyed or disturbed in any way.

It is further understood that the Client shall be responsible for furnishing Robert M. Angas Associates, Inc. with approved plans and specifications and/or revised plans and specifications for such layout and/or construction work and shall have a construction supervisor or authorized agent approve any and all field changes or modifications to such plans with a written statement.

ZONING RESTRICTIONS AND EASEMENT - Robert M. Angas Associates, Inc. shall be held harmless for the location or lack of location of any easements, building setback lines or special restriction lines unless documents such as Title Opinions and/or Restrictive Covenants accurately describing such easements or lines have been supplied to us with sufficient time to review such documents.

OWNERSHIP OF DOCUMENTS - All documents, including, but not limited to drawings, specifications, reports, field notes, calculations and estimates, prepared by Robert M. Angas Associates, Inc. as instruments of service pursuant to this Agreement, shall be the sole property of Robert M. Angas Associates, Inc. Client agrees that all documents of any nature furnished to Client or Client's agents or designees, if not paid for, will be returned upon demand and will not be used by Client for any purpose whatsoever. Client further agrees that under no circumstances shall any documents produced by Robert M. Angas Associates, Inc., pursuant to this Agreement be used at any location or for any project not expressly provided for in this Agreement without the written permission of Robert M. Angas Associates, Inc.

SAFETY - Should Robert M. Angas Associates, Inc., provide periodic observations and surveying services at the job site during construction, Client agrees that, in accordance with generally accepted construction practices, the contractor will be solely and completely responsible for working conditions on the job site, including safety of all persons and property during the performance of the work and compliance with OSHA regulations, and that these requirements will apply continuously and not be limited to normal working hours.

INDEMNIFICATION - In addition, and notwithstanding any other provisions of this Agreement, the Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless Robert M. Angas Associates, Inc. and its directors, employees, agents and subconsultants from and against all damage, liability or cost, including reasonable attorneys' fees and defense costs, arising out of or in any way connected with this project or the performance by any of the parties above named of the services under this Agreement, excepting only those damages, liabilities or costs attributable to the sole negligence or willful misconduct of Robert M. Angas Associates, Inc.

PURSUANT TO FLORIDA STATUTES SECTION 558.0035(2013), AN INDIVIDUAL EMPLOYEE OR AGENT MAY NOT BE HELD INDIVIDUALLY LIABLE FOR NEGLIGENCE.

MUTUAL WAIVER OF CONSEQUENTIAL DAMAGES – In no event shall either party hereunder be liable to the other party for punitive, speculative, consequential or special damages of any kind.

ASSIGNABILITY - Client and Robert M. Angas Associates, Inc., respectively bind themselves, their successors and assigns to the other party to this Agreement and to the successors and assigns of such other party with respect to all covenants of this Agreement. Neither Client nor Robert M. Angas Associates, Inc. shall assign this Agreement without the prior written consent of the other party.

SEVERABILITY AND SURVIVAL – If any of the provisions contained in this Agreement are held invalid, illegal, or unenforceable, such invalidity, illegality or unenforceability will not affect any other provision, and this Agreement will be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.

INTEGRATION - This Agreement represents the entire and integrated Agreement between Client and Robert M. Angas Associates, Inc. and supersedes all prior negotiations, representations or Agreements, either written or oral. This Agreement may be amended only by written instrument signed by both parties.

THIRD PARTY BENEFICIARY - Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either Client or Robert M. Angas Associates, Inc.

ROBERT M. ANGAS ASSOCIATES, INC.
www.rmangas.com
tel 904-642-8550 • fax 904-642-4165
14775 Old St. Augustine Road • Jacksonville, Florida 32258

2019
Schedule of Hourly Rates

Administrative/Office Survey Support

Principal Surveyor	$210.00 /Hour
Senior Surveyor - Vice President	$189.00 /Hour
Senior Project Surveyor	$168.00 /Hour
Project Surveyor	$147.00 /Hour
Utility Coordination Manager	$140.00 /Hour
Utility Coordinator	$120.00 /Hour
Project Manager	$115.00 /Hour
Administrative Support	$81.00 /Hour
CADD Survey Technician	$105.00 /Hour

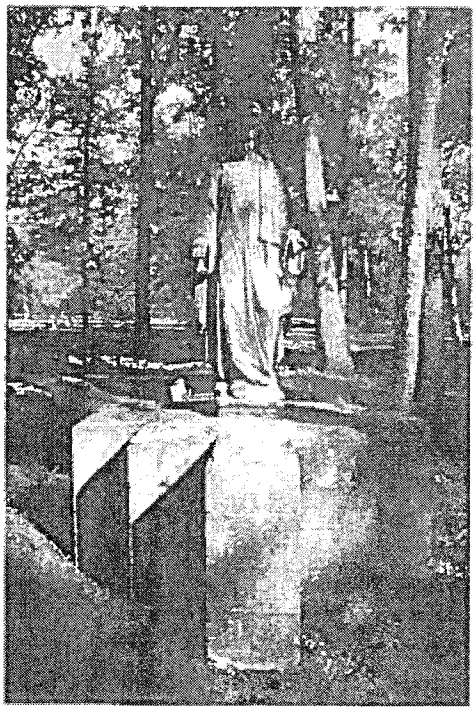
Field Survey

Field Supervisor	$126.00 /Hour
Survey Field Crew	$157.00 /Hour
Utility Coordination Field Crew	$140.00 /Hour
GIS Field Crew	$125.00 /Hour
GIS Technician	$105.00 /Hour

COMPREHENSIVE CEMETERY ASSESSMENT SERVICES

Proposal for Conservation Assessment Services

January 28, 2019



Prepared for:

Environmental Services, Inc.
Attn: Patricia Davenport, Historic Resources Specialist
7220 Financial Way, Suite 100
Jacksonville, FL 32256

Prepared By:

Rosa Lowinger, Principal and Chief Conservator
Kelly Ciociola, Senior Conservator
RLA Conservation of Art & Architecture
5418 Packard Street.
Los Angeles, CA 90019
EIN: 26-181204
rlowinger@rosalowinger.com

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Addenda- CVs for principal staff

Environmental Services, Inc.
Attn: Patricia Davenport, Historic Resources Specialist
7220 Financial Way, Suite 100
Jacksonville, Florida 32256

Dear Ms. Davenport:

Thank you for your interest in the pairing with RLA Conservation in your proposal for the Comprehensive Cemetery Assessment of five (5) cemeteries in Jacksonville, FL. It is our understanding that you are requesting for RLA to survey grave sites and mausoleums at the following 3 cemeteries in the greater Jacksonville area:

- 100% ca. 2900 graves at the Old City Cemetery on 9.32 acres
- 50% of ca. 3160 graves at Mt. Olive Cemetery on 12.29 acres, a total of 1580
- 2 mausoleums in Memorial Cemetery

We understand that the purpose of this comprehensive assessment project is to obtain a detailed report on the conditions in each cemetery specific to individual gravesites. The objects would include fallen, sunken, broken and deteriorated grave markers, headstones, and monuments; damaged and collapsing slabs, vaults and vault covers; sunken or collapsed graves; and damaged or deteriorating mausoleums. We will also provide specific conservation recommendations for each damaged grave marker, headstone, monument or mausoleum, and a general cost estimate for each recommended repair, remediation or conservation measure.

RLA is pleased to submit the following fee proposal and statement of qualifications.

As you will see in our credentials, we have over 30 years of professional experience in the field of conservation and are a firm of seven professionally trained conservators who hold M.A. Degrees from recognized conservation training programs, four of whom are Professional Associates of the American Institute for Conservation. We have extensive experience with stone outdoor sculpture and cemetery projects that include full assessments of Cypress Lawn Memorial Park in Colma, California, and the Miami City Cemetery, and assessments and technician training at the Cristobal Colón Cemetery in Havana, Cuba, one of the largest in the Western Hemisphere. We performed the City-wide sculpture assessment for the Jacksonville Cultural Council in 2017 and are a South Florida based firm with deep knowledge of the extreme conditions of Florida coastal environments. We look forward to partnering with you on this project.

Rosa Lowinger

Rosa Lowinger, Principal and Chief Conservator
Rosa Lowinger and Associates

II. FIRM PROFILE AND PERSONNEL

RLA Conservation Inc. is a full-service conservation firm, specializing in the preservation of historic monuments, sculpture, architectural elements, and three-dimensional artwork. Established in Los Angeles, CA in 2006 and in Miami, FL in 2009, RLA is a nationally certified woman and Hispanic-owned small business. We are capable of handling projects that range in size from small individual object treatments to multi-year, multi-million dollar projects, and are an equal opportunity employer committed to diversity in hiring.

RLA director Rosa Lowinger is one of the nation's leading conservators of monuments and sculpture. Our current firm differs from other local firms in that we only allow fully trained conservators with Masters Degrees from accredited and recognized conservation or museum studies programs to serve as our project managers. We are recognized nationally for developing and implementing the highest-level innovative solutions to complex conservation problems and our unique ability to communicate this information to our clients verbally and in print.

We are dedicated to upholding the Code of Ethics and Guidelines for Practice of the American Institute for the Conservation of Historic and Artistic Works (AIC), the Secretary of the Interior's Standards for the Treatment of Historic Properties, and other applicable international charters.

RLA has a broad range of experience that relates to the work in Jacksonville and its Cemeteries. Included among these is work on stone, cast stone, cemeteries, sculpture parks, and museum historical collections. Most notable among our related work are the following projects:

Historic cemetery assessments conducted for Cypress Lawn Memorial Park in Colma, CA (1993-, 2001) and the Forest Lawn Memorial Park in Glendale, CA (1990, 2008). At the two cemetery sites, RLA has carried out conservation assessments and undertaken treatments for materials including masonry, stone, metal, and mosaic tiles. In addition, RLA has carried out assessments for the Cementerio Cristobal Colón in Havana, Cuba, the Miami City Cemetery, the Recoleta Cemetery in Buenos Aires Argentina, and the National Memorial Cemetery of the Pacific in Hawaii.

Principal Conservator Rosa Lowinger and Senior Conservator Kelly Ciociola both have extensive experience working in Jacksonville and the surrounding areas.

In addition to work with cemeteries, RLA also serves as ongoing conservation consultant to two major collections of stone and cast stone sculpture. These are the Huntington Art Gallery and Vizcaya Museum and Gardens. We also serve as conservators for the General Services Administration (GSA), the Lowe Art Museum at University of Miami, the Wolfsonian and Frost Art Museums at Florida International University, the Museum of Contemporary Art in North Miami, the Miami Art Museum, Metropolitan Dade County Art in Public Places, the Palm Beach County Cultural Council, the Cummer Museum, the Jacksonville International Airport, the Los Angeles Metropolitan Transit Authority, the Hawaii State Foundation for Culture and the Arts, the Los Angeles County Arts Commission, the Montana Historical Society, the University Art Museum at Cal State – Long Beach, the California Parks Association, the Broad Art Foundation, the Palm Springs Art Museum, the Chinati Foundation in Marfa, TX, as well as the cities of Santa Monica (CA), Los Angeles (CA), Miami

Beach (FL), Coral Gables (FL), San Jose (CA), Inglewood (CA), West Hollywood (CA), Sioux Falls (SD), Southlake (TX), and Honolulu (HI).

PERSONNEL

CONSERVATORS:

ROSA LOWINGER, Principal and Senior Conservator, is the director of all of RLA's studio activities and supervises all conservation projects. Rosa's 30-year career has been devoted primarily to work on outdoor sculpture and monuments, with a specialty in stone, cast stone, and concrete. A Fellow of the American Institute for Conservation of Historic and Artistic Works since 1984, she holds a 1982 M.A. in art history and conservation from New York University's Institute of Fine Arts. Rosa's list of outdoor stone, concrete, cast stone and cemetery treatments is extensive. She has served as chief consulting conservator to the Watts Towers project from 1988-2004, to Forest Lawn Memorial Park from 1988-2005, and to Cypress Lawn Memorial Park from 1999 to the present. A recognized expert in problems of dealing with vandalism against art and public space, she was awarded the 2008-2009 prestigious Rome Prize in Conservation at the American Academy in Rome to research strategies for combating this phenomenon. In 2010, she was hired by Smithsonian Undersecretary for Arts and Culture, Richard Kurin, to carry out the post-earthquake recovery of the remaining painted concrete murals at Holy Trinity Cathedral in Port-Au-Prince, Haiti. She is the Associate Editor of the University of Pennsylvania's conservation journal *Change Over Time* and a member of the Association for Preservation Technology's Modern Heritage Committee.

KELLY CIOCIOLA, Senior Conservator and Professional Associate of the AIC, holds an M.S. in historic preservation from the joint Clemson University and College of Charleston graduate program in Charleston, SC. Prior to joining RLA, Kelly spent 3 years as an Architectural and Sculptural Conservator for Kreilick Conservation, LLC. Her experience in Philadelphia includes the management and execution of treatments on prominent projects such as the Merchants' Exchange Building, including the implementation of the Carrara marble capitals treatment plan and the weathervane at Independence Hall. She has also worked on several cemetery projects including a survey of the Yeakel Cemetery in Wyndmoor, PA, treatment of Prioleau Cemetery in Charleston, SC, treatment of several mausoleums at Woodlawn Cemetery in Bronx, NY, and treatment of several prominent monuments in Veteran's Cemeteries in Louisville, KY, Chicago, IL, and Memphis, TN.

At RLA she is the lead conservator on the treatment of over 80 sculptures, fountains, and mosaics for a large corporate theme park client in Orlando, FL, sculptures within the Orange County Convention Center, sculptures and historic architecture for The City of Coral Gables, as well as the City of Miami Beach, the University of Miami, Florida International University, the Cummer Museum in Jacksonville (FL). Materials within these collections include stone, cast stone, patinated bronze, stainless steel, painted ferrous metal, concrete, and ceramics, among other materials. Kelly is a certified Jahn® Mortar installer and is Class 4 Laser trained.

CHRISTINA VARVI, Senior Conservator and Professional Associate of the AIC, holds an M.S. in historic preservation with a concentration in materials conservation from Columbia University. Prior to joining RLA, Christina conserved and maintained the 51 bronze and natural stone sculptures at the Central Park Conservancy in New York City. Working with Jablonski Building Conservation, she performed cleaning of the 19th century Whitney memorial in Woodlawn Cemetery in the Bronx, as well as treated 12 ceramic relief tile murals removed from an MTA subway station below the World Trade Center site and performed paint and mortar analysis for various structures throughout New York. As a graduate student, Christina carried out conditions assessments, cleaning tests, mortar and plaster analysis, finishes analysis, as well as various stabilization and consolidation techniques. In particular, she completed an in-depth condition assessment of a 19th century granite mausoleum located in Woodlawn Cemetery in the Bronx. Since joining RLA, she has served as lead onsite conservator for structural and surface treatments of the marble mausoleum, fountains, and natural stone sculpture collection at the Huntington Library, which include cleaning, stone consolidation, re-pinning and patching. She has also lead collection surveys, maintenances, and conservation treatments for the cities of Beverly Hills (CA), West Hollywood (CA), Santa Monica (CA), Inglewood (CA), Santa Fe Springs (CA), Sioux Falls (SD), Kansas City (MO), Southlake (TX), Los Angeles County Arts Commission (CA), San Diego International Airport (CA), Cal State University, Long Beach (CA), Arizona State University, and the Montana Historical Society. Christina recently surveyed the Huntington Library's collection of 150 outdoor sculptures. Christina is a certified Jahn® Mortar installer and aerial scissor lift operator.

DAVID ESPINOSA, Associate Conservator and Professional Associate of the AIC, holds an MSc in Historic Preservation from the University of Oregon. A specialist in outdoor sculpture and masonry, David is skilled in traditional and contemporary conservation techniques with expertise in welding, Class IV Nd:YAG laser cleaning, and IBIX micro-abrasion. Prior to joining RLA David worked with Lorton Stone, LLC and with Conservation Solutions, Inc. on prominent projects like the US Capitol, the Washington Monument, and Arlington Cemetery. He is a Cathedral Stone certified Jahn Mortar installer, certified aerial work platform operator, and OSHA 30-Hr certified for the construction industry.

CONSERVATION TECHNICIANS:

HUMBERTO DEL RIO, Chief Technician, holds a B.S. in Chemistry from Martires de Giron Instituto Politecnico de Quimica in Havana, Cuba, with a specialization in Industrial Chemistry. From 2003-2004 Humberto served as a conservation technician trainee at the Cementerio de Cristobal Colón in Havana, Cuba, cleaning and repairing marble, brick and cast stone funerary monuments at one of Latin America's largest cemeteries. He has worked for Rosa Lowinger since 2006 and has been the senior technician for all Florida- based projects at RLA since 2008. This includes RLA's cast stone, stone, and concrete treatments at Vizcaya Museum and Gardens, City of Coral Gables, Wolfsonian Museum, and the City of Miami Beach, FL.

PABLO BROUWER, Conservation Technician, holds a 1984 BA in Industrial Design from the Instituto Politecnico, in Havana Cuba. With RLA since June 2014, Pablo works directly under Chief

technician Humberto Del Rio on bronze, masonry, and mosaics conservation and is well versed in cleaning and repairs. Prior to joining RLA Pablo worked for 2 years as a gallery preparator and technician for the Nina Menocal Gallery in Mexico City.

NELSON HALLONQUIST, Lead Conservation Technician, holds a B.A. in Sociology from the University of Central Florida. Nelson has served as the lead technician for all of RLA's California, west, and mid-west based sculpture and public art projects, architectural elements, and maintenance for private clients. His work includes treatments and maintenances for the Cities of Beverly Hills (CA), Pasadena (CA), Oakland (CA), Southlake (TX), Kansas City (MO), the Huntington Library, San Diego International Airport, Casa del Herrero, and many private clients throughout southern California. Nelson is versed in the maintenance and treatment of stone, cast stone, masonry, bronze, stainless steel, painted mild steel, ceramic, electronic media, wood, glass, and plaster, among other materials. In addition to treatments/maintenances, Nelson assists RLA conservators with condition assessments and documentation, both written and photographic.

Additional RLA technicians for on-site work will include one or two of the following individuals:

David Olivera, B.A. Art Center College of Design. With RLA since 2010
Yenny Cabrera, B.A. Instituto Superior de Arte in Havana, Cuba. With RLA since 2015
Junior Norelus, B.A., Université Autonome de Port-au-Prince. With RLA since 2011
John Klinkose, Pennsylvania Academy of Fine Arts. With RLA since 2015.
Maximilian Gonzalez, B.A., Kansas City Art Institute. With RLA since 2016.

PROFESSIONAL AFFILIATIONS

Rosa Lowinger:

- Fellow, American Institute for Conservation (AIC), Objects and Architectural Specialty Groups, Membership Committee
- Fellow, American Academy in Rome (Rome prize recipient 2008)
- Fellow ICCROM (International Center for the Study of the Preservation and Restoration of Cultural Property)
- Member, Western Association of Art Conservators
- Member, Association for Preservation Technology International
- Member of Technical Committee for Modern Heritage
- Board Member, Florida Association of Public Art Professionals (2011-2013)
- Board Member, Vincent Price Art Museum
- Board Member, Florida Association of Museums

- Member, ArtTable, Los Angeles Chapter member
- Member, International Institute for Conservation
- Founding Member, International Network for the Conservation of Contemporary Art

Kelly Ciociola

- Professional Associate, AIC, Objects and Architectural Specialty Groups
- Member, Association for Preservation Technology International
- Member, National Trust for Historic Preservation
- Member, Florida Trust for Historic Preservation
- Member, Florida Association of Public Art Professionals

Christina Varvi

- Professional Associate, AIC, Objects and Architectural Specialty Groups
- Member, Association for Preservation Technology International
- Member, Western Chapter – Association for Preservation Technology
- Member, Western Association of Art Conservation
- Member, National Trust for Historic Preservation
- Member, California Preservation Foundation

David Espinosa

- Professional Associate, AIC, Objects and Architectural Specialty Groups
- Member, Association for Preservation Technology International
- Member, Washington Conservation Guild

AWARDS

Rosa Lowinger:

2014 Getty Foundation- *Keeping it Modern* Initiative
RLA is a key member of the team that received one of the first round of awards for conservation of modern heritage. For development of conservation protocols for the Miami Marine Stadium.

2012 American Institute for Conservation
Service Award to American Institute for Conservation for coordination of Cuba travel program.

2011 Smithsonian Institution, Haiti Cultural Recovery Center
Achievement Award for Stabilization and Removal of Murals at Holy Trinity Cathedral

Association for Preservation Technology
Achievement Award for Service to APT

2009 Fellow of International Conservation Center in Rome (ICCROM)
Rome, Italy

Fellow- American Academy in Rome
Project: A Comprehensive History of Art Vandalism
American Academy in Rome Rome, Italy

2008 Los Angeles Conservancy
Preservation Award for Conservation of "History of Transportation," a 240-foot petrachrome WPA mural by Helen Lundeberg in Inglewood, CA (Through SCS.)

2005 Amistad Foundation, New York, NY
Cross-cultural understanding award for ***Tropicana Nights: the Life and Times of the Legendary Cuban Nightclub.***

2001 Los Angeles Conservancy
Preservation Award for Conservation of "Vanishing Race," a 1930 cast-stone WPA sculpture. (Through SCS.)

2000 Getty Preserve L.A. Award
For Assessment of damage to "History of Transportation" mural. (Through SCS.)

1998 California Preservation Foundation
For conservation of "Portal of the Folded Wings" 1926 cast stone and ceramic tile aviation monument in Burbank, CA restored after Northridge Earthquake. (Through SCS.)

1997 Los Angeles Conservancy Preservation Award:
For conservation of "Portal of the Folded Wings," a 1926 cast stone and ceramic tile monument in Burbank. CA. (Through SCS.)

III. REFERENCES

RLA has extensive experience providing services for masonry structures and cemeteries. We also are highly skilled in conducting large scale surveys of collections and sites. The following references are pertinent to this proposal:

1. Vizcaya Museum and Gardens, Miami, FL:

RLA served as the chief architectural and sculpture conservation consulting firm to Vizcaya Museum and Gardens since 2008 – 2014, when the Museum hired RLA conservator Lauren Hall to serve as their first in-house conservator. From 2008-2009, RLA surveyed 180 outdoor garden sculptures in limestone, cast stone, sandstone, terracotta, and marble. From 2009-2013, RLA conducted a comprehensive conservation survey and testing program for cleaning, consolidation, repair, removal of fungal growths, accretions, and unsound repairs in epoxy and concrete from all stone, cast stone, limestone, plaster, stucco, wood, metal and masonry elements of the 1914 historic mansion and its

accompanying garden structures. RLA conservators have served as conservation site supervisor for a major construction project to replace Vizcaya's courtyard canopy and repair work on the cast stone columns at the East, West and South Loggias, including repair, compensation, replacement, and protection of elements during construction. In 2017 RLA conducted a complete restoration of four decorative wrought iron and bronze lanterns for the main exterior facade.

Dates on Site: 2008- 2017

Contacts: Remko Jansonius, Deputy Director of Collections & Curatorial Affairs
Vizcaya Museum and Gardens
Miami, FL 33129
tel. 305.860.8433
remko.jansonius@vizcayamuseum.org

2. Cypress Lawn Memorial Park, Colma, CA:

Rosa Lowinger has served as an architectural and sculpture conservation consultant to Cypress Lawn Memorial Park since 1998. In the early 2000's Lowinger performed a full survey of historic monuments and assisted with resetting, cleaning, and stabilization of mausoleums under her role as chief conservator of Sculpture Conservation Studio. Lowinger performed construction vibration monitoring and stabilization of the sandstone De la Montanya mausoleum in preparation for and during construction of the Bay Area Rapid Transit (BART) extension through Colmas. Additional work has included conservation of the DeYoung, Baldwin, Larkin, Kip and Hearst mausoleums and exterior sculpture and headstones and lichen mitigation at the 19th century marble and granite Newhall memorial and associated monuments.

Dates on Site: 1998-2004; 2009-2012

Contacts: Ken Varner, Director
Cypress Lawn Memorial Park
1370 El Camino Real
Colma, CA 94014
650.755.0580
kvarner@cypresslawn.com

3. The Huntington Library, San Marino, CA

RLA has conducted two recent surveys for the Huntington. In 2016-7 all 125 garden statuary, monuments, and furnishings in stone and metal were surveyed. In 2017, a selection of 200 indoor sculptures in the European Art Collection were surveyed. Select treatments include cleaning and repair of thirty-two (32) 18th century limestone, marble, and cast stone garden sculptures from the Veneto, 17th-19th c. marble and Istrian stone fountains with extreme staining, fungus, and mineral deposits, poulticing and stone consolidation of the early 20th century marble Huntington Mausoleum due to water infiltration throughout the structure, and repair and relocation of a monumental 18th century *Neptune* sculpture.

Dates on Site: March 2010 – Present

Contact: Catherine Hess, Chief Curator of European Art
Huntington Library, Art Collections, & Botanical Gardens
1151 Oxford Rd.
San Marino, CA 91108
tel: 626-405-2230 chess@huntington.org

4. City of Coral Gables, FL:
RLA has been the onsite conservator for the city of Coral Gables since 2012 performing repairs and conservation treatments at City Hall and various masonry monuments around the city. A comprehensive survey of the materials and elements at City Hall was carried out in 2014. In 2016 - 2017, RLA was contracted to work on two large restoration projects for the City; the restoration of the Merrick House, a National Landmark Building, and seven Historic Plazas and Entrances located throughout the City. Both of these projects required hands on restoration, including cleaning, microinjection grouting, patching, and stabilization, as well as conservation oversight of the other subcontractors to protect the historic fabric.

Dates on Site: March 2012 – Present

Contacts: Donna Spain, Historic Preservation Officer
City of Coral Gables, FL
2800 SW 72nd Ave
Miami, FL 33155
tel: 305.460.5095 dspain@coralgables.com

5. CULTURAL COUNCIL OF GREATER JACKSONVILLE, FL
In 2016, RLA conducted two surveys that encompassed fifty-six (56) City-owned public artworks and integral architectural works including painted and ceramic tile murals, paintings on canvas, framed and glazed photographs, aluminum, granite, soapstone, concrete, LED lighting, neon, stained glass, acrylic, fiberglass, cast stone, mirror, and bronze. Special focus on this collection has addressed emergency concerns from floods and hurricanes. RLA continues to provide pre-fabrication and pre-construction reviews of proposed/new public artworks as well as re-assessing artworks recently impacted by Hurricane Irma in 2017.

Contact: Ms. Christie Holechek
Cultural Council of Greater Jacksonville – Art in Public Places Program
300 W. Water Street, Suite 201
Jacksonville, FL 32202
Tel: 904-358-3600, ext. 12 Email: christie@culturalcouncil.org

6. CITY OF CHARLOTTE, NC

The Arts and Sciences Council serves as the designated "Office of Cultural Resources" for the City of Charlotte, Mecklenburg County, and six suburban towns. In 2015, RLA conducted a survey of fifty-nine works of sculpture, integrated design elements, murals, paintings, textiles, and photographs located both indoors and outdoors throughout the region. The survey was the basis for developing a comprehensive maintenance, preservation, and conservation program for the collection.

Dates onsite: 2015 - 2016

Contact: Mr. Todd Stewart, Program Director – Public Art
Arts and Sciences Council
227 W. Trade Street, Ste. 250
Charlotte, NC 28202
Tel: 704-335-3273 Email: todd.stewart@artsandscience.org

Additional References

Haiti Cultural Recovery Project, Smithsonian Institution
Dr. Richard Kurin, Undersecretary for Arts and Culture
Smithsonian Institute
Center for Folklife and Cultural Heritage, Washington, DC 20013-7012
202-633-5240 kurin@si.edu

Professor Frank G. Matero, Professor of Historic Preservation
University of Pennsylvania
102 Meyerson Hall, 210 South 34th Street
Philadelphia, PA 19104
fgmatero@design.upenn.edu

Ms. Jeanne Marie Teutonico, Deputy Director
The Getty Conservation Institute
Getty Center Drive
Los Angeles, CA 90049
310 440-7325 jteutonico@getty.edu

IV. SCOPE OF WORK

RLA recognizes that the purpose of this comprehensive assessment project is to obtain a detailed understanding of the conditions in each cemetery specific to individual gravesites, including fallen, sunken, broken and deteriorated grave markers, headstones, monuments; damaged and collapsing slabs, vaults and vault covers; sunken or collapsed graves; and damaged or deteriorating mausoleums. We will provide this information in the format required by ESI. RLA will provide all personnel for the project, specifically as it pertains to the following sites and approximate numbers of graves:

- 100% ca. 2900 graves at the Old City Cemetery on 9.32 acres
- 50% of ca. 3160 graves at Mt. Olive Cemetery on 12.29 acres, a total of 1580
- 2 mausoleums in Memorial Cemetery

RLA will conduct this work onsite using a trained conservator and technicians with no less than 3 years of experience conducting surveys at cemeteries and outdoor sculpture sites. The assessment will also include, for each grave marker, headstone, monument, or mausoleum:

- Methods and materials for conservation of each damaged or grave marker
- Recommendations on structural improvements
- Maintenance recommendations
- Information on which sort of personnel should be used to do which types of treatment
- A general cost estimate for each treatment
- Recommendations for site improvement
- Prioritization of treatments on a scale of 1-5, to be defined in conjunction with ESI, including identifying any public safety hazards.

The data will be delivered in electronic formats to E.S.I. for incorporation into their full document reports.

All methods and materials recommended will conform to the Code of Ethics and Guidelines for Practice of the American Institute for the Conservation of Historic and Artistic Works (AIC), the Secretary of the Interior's Standards for the Treatment of Historic Properties, and other applicable international charters.

V. PROJECT COSTS

This project price is based on the overall number of RLA is basing our cost proposal on surveying 4482 graves/ monuments/ mausoleums at three different sites. The work price is based on daily 8-hour days of surveying in increments of no less than 5 days and includes all expenses including materials, lodging, travel, and labor.

Cost estimates are based on rates of $125.00/hr. for senior and assistant conservators, and $81.25/hr. for trained conservation technicians. The costs below reflect a 3-5 months of total work, however we understand that this will be broken up depending on the needs of the overall contract.

Total Estimated Costs: **$ 400,000.00**

Thank you for your consideration of our qualifications. Please do not hesitate to contact us with any questions regarding our protocol, experience, or costs. We greatly look forward to working with Environmental Services, Inc.

Proposed by:

Rosa Lowinger, Principal and Chief Conservator
RLA Conservation

Kelly Ciociola, Senior Conservator

Attachments: Lowinger CV
Ciociola CV
Varvi CV
Espinosa CV
Del Rio CV
Hallonquist CV