City of Jacksonville, Florida

Lenny Curry, Mayor

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

ONE CITY. ONE JACKSONVILLE.

August 23, 2018

MEMORANDUM

08/30/18 12:56:40
Procurement Division

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

R. Duane Kent, P.E.
Public Works Project Manager

SUBJECT: P-67-17 CEI Services for Fire Stations and Miscellaneous Vertical Construction
Consultant Services Account Nos.: N/A
Internal Services Account No.: PWEN011AD

The Engineering Division has negotiated with the consultant selected for CEI Services for Fire Stations and Miscellaneous Vertical Construction resulting in the Scope of Services, Exhibit A and Contract Fee Schedule, Exhibit B, attached. JSEB firms to be utilized to meet the 20% Participation Percentage Plan for this contract are detailed on a separate attachment.

Accordingly, this is to recommend that the City of Jacksonville enter into a contract with VIA Consulting Services, Inc., for CEI Services for Fire Stations and Miscellaneous Vertical Construction, that includes the attached Scope of Services identified as Exhibit "A" and Fee Schedule identified as Exhibit "B". Each project performed under this agreement shall be authorized by an individual Purchase Order with a not-to-exceed cost applicable thereto. The maximum indebtedness of the City pursuant to this agreement is $2,000,000.00. The initial Period of Service will be for two (2) years with the option to extend such contract for two (2) additional two (2) year periods upon satisfactory performance by the Consultant. Initial contract expiration date shall be 2 years from date of contract execution. All other terms and conditions of the Contract shall be as provided in the Request for Proposals and the Department of Public Works Prototype Agreement for professional services, as applicable.

WJJ/lw

Attachments: Exhibits A & B
JSEB Participation

cc: Lori A. West, Engineering Contract Specialist

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SCOPE OF SERVICES
CONSTRUCTION ENGINEERING AND INSPECTION (CEI) SERVICES

Services provided under this contract are for VIA Consulting Services, Inc. (Consultant) to provide Professional Construction Engineering and Inspection (CEI) services which are required for contract administration, inspection, and materials sampling and testing for some or all of the following Projects that are or may be funded within the duration of this contract:

1. Fire Station #61 (New) - Collins & Old Middleburg (Re# 016416 1250) - Funding in 17/18 CIP
2. Fire Station #63 (New) - Baymeadows Road East (Re# 167745 4610) - Funding in 17/18 CIP
3. Fire Station #73 (New) - NE corner Aviation and Airman Dr. at Cecil Commerce Center - Funded
4. Fire Station #56 (Renovation) - Simpson Way at Cecil Commerce Center – Funded
5. Backup Emergency Operations Center – Near Fire Station 56 at Cecil Commerce Center
6. Fire Station #64 (New) - In the proximity of Bertha and Harts Road
7. Fire Station #47 (New) - In the proximity of Ethel Road
8. Fire Station #65 (New) - In the proximity of Atlantic Blvd and St. Johns bluff
9. Blue Cypress Pool – Anticipated 2017/2018
10. Lonnie Miller Splash Pad Water Park – Anticipate 2017/2018
11. Lonnie Miller Park Amenities
12. 9A Baymeadows Baseball Complex –Anticipated 2018/2019
13. William Sheffield Regional Park – Anticipated 2019/2020
14. Fire Station #17 (Replacement) -In the proximity of 710 Huron Street
15. Fire Station #45 (Relocation)
16. Fire Station #25 (Replacement)
17. Fire Station #36 (Replacement)
18. Fire Station #66 (New)
19. Fire Station #67 (New)
20. Fire Station #12 (Replacement)
21. Marine Fire Station (New)
22. Fire Station #72 (New)
23. Miscellaneous City Buildings (under $2M)
24. Miscellaneous Parks Buildings & Associated Site Improvements (over $2M)

The Consultant understands that it is the City's intention to perform the CEI services for many City projects. However, at the City's option, CEI services may be requested of the CEI Consultant to supplement the City's staff or to provide full construction management and inspection services.

The City reserves the right to determine which projects, if any, will be administered and/or inspected under this contract and to add any similar fire station projects that may be funded in future CIPs.

Note: Some Fire Station number designations are preliminary and may change as locations are finalized.

The projects to be managed under this contract and associated project scopes and fees are to be determined on a project by project basis. Construction Management and other related Professional Services will start when a Purchase Order is issued and continue through the construction close-out and warranty period of the project. The services described below constitute full CEI support and are not intended to infer the consultant will perform all or any of them. Detailed scopes and fees will, therefore, be negotiated on each project which may or may not include the following services.

Services anticipated will generally include, but are in no way limited to, the following:

A. Constructability reviews
B. Schedule and conduct pre-construction conference as necessary
C. Issue Notice to Proceed to the contractor
D. Enforce and perform terms of the construction contract between the City and its contractor

E. Review shop drawings submitted by contractors for conformance to the specifications, and distribute to parties as necessary
F. Obtain and answer contractors' inquiries and RFI's in a timely manner
G. Provide qualified inspectors experienced in vertical construction to inspect the work to ensure that construction is proceeding in accordance with the contract documents
H. Direct the contractor on removal and replacement of defective work which does not meet the contract documents, or is otherwise incorrectly constructed
I. Review and analyze contract change order requests and proposals to determine validity thereof, and recommend appropriate action to the City
J. Review claims and disputes and recommend necessary actions
K. Review and recommend for approval contract change orders and forward necessary documentation and paperwork to the City as to the necessity for such changes, including substantiation of the extra costs thereof
L. Arrange for construction materials testing by third party testing laboratories and review test reports to ensure that materials installed meet the requirements of the contract documents
M. Review construction inspection reports relating to the contractors' performance and communicate with each, if necessary, regarding non-conformance to plan specifications, workmanship, etc.
N. Review contractors' requests for monthly progress payments and, if appropriate, certify pay application is proper and transmit to City with recommendation that the invoice be paid
O. Review contractors' pay requests for compliance with minority business enterprise participation requirements
P. Review contractors' proposals for additional work or change orders for compliance with minority business enterprise participation requirements
Q. Adjust requests for monthly progress payments, as necessary, to align amount of pay requested with actual progress of construction satisfactorily performed
R. In the event of the need to revise the contract drawings during the construction period, coordinate with the City and the Design Consultant to obtain the revised originals from the design consultant, review the changes and corrections on behalf of the City, and coordinate the issuance of new prints for the revised drawings to the parties concerned
S. Prepare and maintain monthly progress schedules and reports applicable to all phases of the construction operations, and such special reports as may be required to keep the City fully advised with respect to the progress of construction of the projects
T. Monitor contractors' preparation of in-progress as-built drawings during the course of construction to ensure that final as-built drawings on mylar will be easily produced
U. Collect final as-built drawings electronically and on mylar for each project, review for conformance with the contract documents and specifications, and recommend approval/disapproval to the City
V. If final as-builts are recommended for disapproval, monitor contractors' preparation of revised final as-built drawings.
W. Recommend in writing, that the City make final payment on a project when appropriate
X. Collect documents and deliverables, including release of liens and consent of surety, from the contractors prior to recommending that final payments be made
Y. Continue acting as the City's representative throughout the post-construction phase of the project, which generally cover the contractors' one-year warranty periods
Z. Deliver final documents, including originals of construction drawings and specifications, approved mylar as-built drawings, a DVD with as-built drawings in Autocad or .pdf format, two sets of blue line prints and the projects files to the City
AA. Evaluate and rate the contractor's performance, if requested to
BB. Direct the contractor to replace or correct of defective work which becomes known during the warranty period
CC. Provide monthly status reports to the City concerning warranty activities and corrective work by contractors.
DD. Enforce all warranty provisions of the contract documents
EE. Schedule and conduct an eleven (11) month warranty inspection of projects including the contractors, design consultants and City personnel as appropriate
FF. Develop eleven-month warranty punchlist and forward to the contractor for corrective action

GG. Monitor contractor's performance on addressing the punchlist

HH. Advise the City, in writing, when contractors have satisfactorily completed their obligations under the warranty periods of the contracts

II. Provide any other construction engineering and inspection services as may be necessary to implement the project

JJ. Schedule & conduct the Substantial Completion inspection. Produce punch lists including receiving those from the Design Consultants. Distribute them to the appropriate parties.

KK. Conduct, or participate in, periodic project progress meetings. Frequency of the meetings will be determined by the City. If the CEI conducts the meeting, produce & distribute meeting minutes to include actions items & their responsible parties.

P-67-17 CEI Services for Fire Stations and Misc. Vertical Construction Projects
Form 1 – SCHEDULE OF PROPOSED PRICES/RATES

NAME OF CONSULTANT_____VIA Consulting Services, Inc._____

Proposal Number_____P67-17_____

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

Company Principal (Responsible Professional)	$ 72.00 hr.
Senior Project Engineer (Registered)	$ 63.00 hr.
Project Administrator	$ 47.00 hr.
Contract Support Specialist	$ 32.00 hr.
Senior Inspector	$ 30.00 hr.
Inspector	$ 24.00 hr
Clerical (Typist, Word Processor, Document Assembly, etc.)	$ 21.00 hr.

2. Total Overhead Rate (to be applied to Direct Labor:) 160 %

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

4. Cost of 4-man survey crew per 8 hour day (If applicable) $_____hr.

5. Other Direct Project Costs per Unit (please specify)

_____

_____

_____

6. Estimated percentage of total fee to be performed by subconsultants 50 %

7. Please provide any other relevant rates that may apply to this project including average direct hourly labor rates for other categories of proposed personnel

_____

_____

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P-67-17 CEI Services for Fire Stations and Misc. Vertical Construction Projects
Form 1 – SCHEDULE OF PROPOSED PRICES/RATES

NAME OF CONSULTANT Eisman & Russo, Inc.

Proposal Number P67-17

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

Company Principal (Responsible Professional)	$ 72.00 hr.
Senior Project Engineer (Registered)	$ 63.00 hr.
Project Administrator	$ 47.00 hr.
Contract Support Specialist	$ 32.00 hr.
Senior Inspector	$ 30.00 hr.
Inspector	$ 24.00 hr
Clerical (Typist, Word Processor, Document Assembly, etc.)	$ 21.00 hr.

2. Total Overhead Rate (to be applied to Direct Labor:) 160 %

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

4. Cost of 4-man survey crew per 8 hour day (If applicable) $ _____ hr.

5. Other Direct Project Costs per Unit (please specify)

_____

_____

_____

6. Estimated percentage of total fee to be performed by subconsultants 46 %

7. Please provide any other relevant rates that may apply to this project including average direct hourly labor rates for other categories of proposed personnel

_____

_____

_____

P-67-17 CEI Services for Fire Stations and Misc. Vertical Construction Projects
Form 1 - SCHEDULE OF PROPOSED PRICES/RATES

NAME OF CONSULTANT_____Atlantic Engineering Services, Inc._____

Proposal Number_____P67-17_____

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

Threshold Inspector (P.E., SI)	$ 53.68 hr.
Threshold Inspector (P.E.)	$ 37.17 hr.
Threshold Inspector (EIT)	$ 29.67 hr.
Clerical (Typist, Word Processor, Document Assembly, etc.)	$_____ hr.

2. Total Overhead Rate (to be applied to Direct Labor:) 160 %

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

4. Cost of 4-man survey crew per 8 hour day (If applicable) $_____ hr.

5. Other Direct Project Costs per Unit (please specify)

_____

_____

_____

6. Estimated percentage of total fee to be performed by subconsultants 1 %

7. Please provide any other relevant rates that may apply to this project including average direct hourly labor rates for other categories of proposed personnel

_____

_____

_____

P-67-17 CEI Services for Fire Stations and Misc. Vertical Construction Projects
Form 1 – SCHEDULE OF PROPOSED PRICES/RATES

NAME OF CONSULTANT Johnson Survey and Mappers, Inc.

Proposal Number P67-17

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

Company Principal (Responsible Professional)	$ 72.12 hr.
Project Manager	$ 40.00 hr.
Designer or Technician (Non-Registered)	$ 30.00 hr.
Drafter or CADD Operator	$ 25.00 hr.
Field Inspector	$ 0 hr
Clerical (Typist, Word Processor, Document Assembly, etc.)	$ 18.00 hr.

2. Total Overhead Rate (to be applied to Direct Labor:) 175 %

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

4. Cost of 4-man survey crew per 8 hour day (If applicable) $ 1,750 day.

5. Other Direct Project Costs per Unit (please specify)

   3 man crew rate - $1,500.00 per day

6. Estimated percentage of total fee to be performed by subconsultants 1 %

7. Please provide any other relevant rates that may apply to this project including average direct hourly labor rates for other categories of proposed personnel

P-67-17 CEI Services for Fire Stations and Misc. Vertical Construction Projects
Form 1 – SCHEDULE OF PROPOSED PRICES/RATES

NAME OF CONSULTANT_____CSI Geo, Inc._____

Proposal Number_____P67-17_____

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

Company Principal (Responsible Professional)	$_____hr.
Senior Project Engineer (Registered)	$_____hr.
Project Administrator	$_____hr.
Contract Support Specialist	$_____hr.
Senior Inspector	$ 30.00 hr.
Inspector	$ 24.00 hr
Welding/ Bolt Torque Inspector	$ 28.00 hr
Clerical (Typist, Word Processor, Document Assembly, etc.)	$_____hr.

2. Total Overhead Rate (to be applied to Direct Labor:) 160 %

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

4. Cost of 4-man survey crew per 8 hour day (If applicable) $_____hr.

5. Other Direct Project Costs per Unit (please specify)

_____

_____

_____

6. Estimated percentage of total fee to be performed by subconsultants 2 %

7. Please provide any other relevant rates that may apply to this project including average direct hourly labor rates for other categories of proposed personnel

See attached rates for material testing and sampling _____

_____

EXHIBIT B

CSIGeo
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2017-2018
PUBLISHED FEE SCHEDULE
FOR
CONSTRUCTION MATERIALS TESTING AND INSPECTION SERVICES

2394 St. Johns Bluff Road S, #200
Jacksonville, Florida 32246
(904) 641-1993
(904) 645-0057

FIELD INVESTIGATION	**Unit**	**Cost/Unit**
FIELD TESTING		
Concrete		
Mobilization of Concrete Coring	Each	$375.00
4" Concrete Core	Each	$125.00
6" Concrete Core	Each	$145.00
Asphalt		
Asphalt Technician (Certified FDOT) - Plant	Hour	$75.00
Extraction and Gradations, ASTM D-2172 and ASTM C-136	Test	$300.00
Thickness Verification	Test	$25.00
Mobilization of Asphalt Coring Equipment	Each	$400.00
4" Asphalt Core with Base Depth Check	Each	$125.00
4" Asphalt Core	Each	$85.00
6" Asphalt Core with Base Depth Check	Each	$145.00
6" Asphalt Core	Each	$105.00
Standby Time	Hour	$65.00

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2017-2018
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2394 St. Johns Bluff Road S, #200
Jacksonville, Florida 32246
(904) 641-1993
(904) 645-0057

FIELD INVESTIGATION	Unit	Cost/Unit

LABORATORY TESTING

Aggregates		
Sieve Anlsys of Fine & Coarse AASHTO T27	Test	$65.00
Soundness AASHTO T104	Each	$450.00
Specific Gravity/Absorption Coarse AASHTO T85	Each	$51.67
Total Moisture Content by Drying AASHTO T255	Each	$30.00
Asphalt		
Bulk Specific Gravity FM 1-T166	Each	$35.00
Content FM 5-563	Each	$120.00
Gradation FM 1-T030	Each	$63.19
Los Angeles (LA) Abrasion Coarse Agg FM 3-C535	Each	$450.00
Los Angeles (LA) Abrasion Small Agg FM 1-T096	Each	$425.00
Concrete		
Beam Flexural Testing ASTM C78	Each	$50.00
Compressive Strength of Grout\Mortar ASTM C109	Each	$15.00
Cylinder Curing, Capping & Breaking ASTM C39	Each	$15.00
Drilled Cores & Sawed Beams ASTM C42	Each	$30.00
Pavement Coring - 4" Dia	Each	$125.00
Concrete Pavement Coring - 6" Dia	Each	$110.00
Soils		
Consol-Addtl Incrmnts AASHTO T216 (13 to 24 Loads)	Each	$67.50
Consol-Addtl Incrmnts AASHTO T216 (up to 12 Loads)	Each	$75.00
Consolidation - Constant Strain ASTM D4186	Each	$450.00
Consol-Extend Load Incrmnts AASHTO T216	Day	$40.00
Corrosion Series FM 5-550 through 5-553	Test	$225.00
Field Vane Shear Test ASTM D2573	Test	$95.00
Hydrometer Only AASHTO T88	Test	$100.00
Limerock/California Bearing Ratio (LBR/CBR) FM 5-515	Test	$225.00
Liquid Limit AASHTO T89	Test	$50.00
Materials Finer than 200 Sieve FM 1-T011	Test	$33.00
Miniature Vane Shear Test ASTM D4648	Each	$5.00
Moisture Content Lab AASHTO T265	Each	$21.00
Moisture Content Microwave AASHTO D4643	Test	$15.00

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FOR
CONSTRUCTION MATERIALS TESTING AND INSPECTION SERVICES

2394 St. Johns Bluff Road S, #200
Jacksonville, Florida 32246
(904) 641-1993
(904) 645-0057

FIELD INVESTIGATION	Unit	Cost/Unit
Organic Content Ignition FM 1 T-267	Test	$37.00
Particle Size Anlys AASHTO T88 (Incl. Hydrometer)	Test	$150.00
Particle Size Anlys AASHTO T88 (No Hydrometer)	Test	$65.00
Permeability Constant Head AASHTO T215	Test	$365.00
Permeability Falling Head FM 5-513	Test	$365.00
pH Soil or Water FM 5-550	Test	$25.00
Plastic Limit & Plasticity Index AASHTO T90	Test	$49.00
Proctor Modified FM 1-T180	Test	$95.00
Proctor Standard AASHTO T99	Test	$95.00
Resistivity Soil or Water FM 5-551	Test	$55.00
Specific Gravity AASHTO T100	Test	$70.00
Split Tensile Strgth of Rock Cores ASTM D3967	Test	$120.00
Sulfate Soil or Water FM 5-553	Test	$50.00
Triaxl Consl-Drain (CD) Per Point\Cell ASTM D7181	Test	$185.00
Tri Cnsl-Undrn (CU) Pt\Cell AASHTO T297/ASTM D4767	Test	$185.00
Tri Uncsl-Undrn (UU) Pt\Cell AASHTO T296/ASTM D2850	Test	$150.00
Split Tensile Strgth of Rock Cores ASTM D3967	Test	$115.00
Unconfined Compress - Soil AASHTO T208/ASTM D2166	Each	$140.00
One-Point Proctor ASTM D1556	Each	$141.00

EBO FORM 1
SCHEDULE OF SUBCONTRACTOR/SUBCONSULTANT PARTICIPATION

Name of Proposer: VIA Consulting Services, Inc.

Project Title: Construction Engineering Inspection Services for Fire Stations and Miscellaneous Vertical Construction Projects

Proposal Number: P-67-17 Total Base Proposal Amount (if applicable):

***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
VIA Consulting Services, Inc.	Women	CEI Services	50%
Eisman & Russo, Inc.	N/A	CEI Services	46%
CSI Geo, Inc.	African-American	Geotech / Material Testing	2%
Johnson Surveying & Mapping, Inc.	Non-MBE	Land Survey	1%
Atlantic Engineering Services	N/A	Threshold Inspection	1%

Attach additional list of subcontractors/sub-consultants as needed

CONSULTANT/SUBCONTRACTOR/SUPPLIER TOTAL VALUES	
African-American Participation Total	2%
Hispanic-American Participation Total	
Native-American Participation Total	
Asian-American Participation Total	
Woman Participation Total	50%
Non-MBE Participation Total	1%

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: Suzanna K. Milbrandt Title: President Date: 11/3/17

Print Name: Suzanna K. Milbrandt