City of Jacksonville, Florida

Lenny Curry, Mayor

Department of Public Works
Right of Way & Stormwater Maintenance Division
609 St. Johns Bluff Road
Jacksonville, FL 32225
(904) 472-2900
www.coj.net

ONE CITY. ONE JACKSONVILLE.

MEMORANDUM

DATE: **July 7, 2020**

TO: **Gregory Pease**
Director of Procurement
Intra-Governmental Services Department

THRU: **John P. Pappas, P.E., Director**
Department of Public Works

FROM: **Steven D. Long, Jr., P.E., Chief**
Right of Way and Stormwater Maintenance Division

RE: **BID #P-28-15; Countywide Program Management Services for Resurfacing and New Sidewalk Construction.**
Amendment #5, Contract #7420-12
Current Contract Amount $5,589,183.12

Contract #7420-12 between the City of Jacksonville and Eisman and Russo, Inc., for Countywide Program Management Services for Resurfacing and New Sidewalk Construction has been amended to exercise the second and final two (2) year renewal option that extended the period of services from October 1, 2019 through September 30, 2021 with no renewal options remaining. We respectfully request that contract #7420-12 be amended to add the second year of funding in the second renewal by incorporating the attached Contract fee Summary Form (Exhibit J), by increasing the maximum indebtedness for the contract by $1,094,567.00 to a new maximum of $6,683,750.12, with all other terms and conditions of the Agreement remaining unchanged.

Work will be performed under purchase order issued for the projects, and funding should be encumbered from accounts generated during the budget process that takes effect on October 1, 2020.

Please contact Steve Long or Joel Troupe with any questions. Thank you for your assistance.

SL/jt

cc: Joel Troupe/Contract Construction Manager

Countywide Program Management
For Resurfacing and New Sidewalk Construction

June 26, 2020

Mr. Steve Long, P.E.
Right of Way and Stormwater Maintenance Division
City of Jacksonville
609 St. Johns Bluff Road North
Jacksonville, FL 32225

Re: Engineering Services for Countywide Program Management
For Resurfacing and Sidewalk Construction
City Contract # 7420-12; Fee Proposal 2020-2021

Dear Mr. Long:

EISMAN & RUSSO is pleased to submit the attached proposal to provide Program Management Services under City Contract #7420-12 for the next contract period. We propose to maintain the same scope of services defined in Exhibit "A" of the original contract for both resurfacing and new sidewalk construction.

Attached for your consideration is the proposed Contract Fee Summary (Exhibit J) to provide Program Management Services for the period from October 1, 2020 through September 30, 2021. This document summarizes our cost and manpower requirements necessary to provide services for one (1) year. This manpower is based on providing Engineering Services for any street resurfacing and new sidewalk construction projects requested by the City's Right of Way and Stormwater Maintenance Division for the Countywide Program Management Services for Resurfacing and New Sidewalk Construction. Please note, there is no price increase in the hourly rates.

If the foregoing meets with your approval, we would appreciate your initiating the contract renewal process through the City's Professional Services Evaluation Committee.

Please feel free to contact me with any questions.

Sincerely,
EISMAN & RUSSO, INC.

Antonio J. Mahfoud, P.E.
President

Attachment

"EXHIBIT J"

CONTRACT FEE SUMMARY FOR ENGINEERING DIVISION
CITY OF JACKSONVILLE, FLORIDA

PART I - GENERAL

1. Project Countywide Program Mgmt., Resurfacing & New Sidewalk	3. Contract Number REF # P-28-15
2. Name of Consultant Eisman & Russo, Inc.	4. Proposal Date 06/26/20

PART II - LABOR RELATED COSTS

5. Direct Labor	Hourly Rate	Estimated Hours	Estimated Cost	Contract Amount
Program Manager	$49.68	100.0	$4,968.00	
Engineer - Registered	$43.00	80.0	$3,440.00	
Engineer - Non-Registered	$25.00	80.0	$2,000.00	
Document Control Manager	$31.00	1,980.0	$61,380.00	
Utility Coordinator			$0.00	
CADD Operator	$25.00	1,200.0	$30,000.00	
Senior Inspector	$26.00	3,600.0	$93,600.00	
Inspector	$22.00	4,000.0	$88,000.00	
Asphalt Plant Inspector		0.0	$0.00	
Clerical	$13.00	60.0	$780.00	
TOTAL DIRECT LABOR		11,100	Hours	$284,168.00
6. Overhead (Combined Fringe Benefit & Administrative) **Overhead Rate**		150 % x Total Direct Labor		$426,252.00
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				$710,420.00
8. PROFIT: Labor Related Costs (Item 7)			x 10%	$71,042.00

PART III - OTHER COSTS

9. Miscellaneous Direct Costs			
Transportation	$	34,500.00	
Phone/Communication	$	3,000.00	
Computer Equipment/Software	$	10,000.00	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL			$47,500.00
10. SUBCONTRACTS (Limiting Amount)			
Inspection/GIS (CSI/Geograrmetrics) JSEB	$	131,055.00	
Inspection (RDBG) JSEB	$	134,550.00	
SUB-CONTRACT SUB-TOTAL			$265,605.00
TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)			**$1,094,567.00**
11. REIMBURSABLE COSTS (Limiting Amount)			
	$	0.00	
SUB-TOTAL REIMBURSABLES			$0.00

PART IV - SUMMARY

TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables) (Items 5, 6, 8, 9, 10 and 11)	**$1,094,567.00**
PREVIOUS CONTRACT AMOUNT	**$5,589,183.12**

"EXHIBIT J"

CONTRACT FEE SUMMARY FOR ENGINEERING DIVISION
CITY OF JACKSONVILLE, FLORIDA

PART I - GENERAL

1. Project Countywide Program Mgmt., New Sidewalk Only	3. Contract Number REF # P-28-15
2. Name of Consultant Eisman & Russo, Inc.	4. Proposal Date 06/26/20

PART II - LABOR RELATED COSTS

5. Direct Labor	Hourly Rate	Estimated Hours	Estimated Cost	Contract Amount
Program Manager	$49.68	20.0	$993.60	
Engineer - Registered	$43.00	8.0	$344.00	
Engineer - Non-Registered	$25.00	20.0	$500.00	
Document Control Manager	$31.00	200.0	$6,200.00	
Utility Coordinator		0.0	$0.00	
CADD Operator	$25.00	80.0	$2,000.00	
Senior Inspector	$26.00	800.0	$20,800.00	
Inspector	$22.00	1,000.0	$22,000.00	
Asphalt Plant Inspector		0.0	$0.00	
Clerical	$13.00	6.0	$78.00	
TOTAL DIRECT LABOR		2,134	Hours	$52,915.60
6. Overhead (Combined Fringe Benefit & Administrative)				
Overhead Rate	150 % x Total Direct Labor			$79,373.40
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				$132,289.00
8. PROFIT: Labor Related Costs (Item 7)		x	10%	$13,228.90

PART III - OTHER COSTS

9. Miscellaneous Direct Costs			
Transportation	$	4,200.00	
Phone/Communication	$	300.00	
Computer Equipment	$	0.00	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL			$4,500.00
10. SUBCONTRACTS (Limiting Amount)			
Inspection/GIS (CSI/Geograrmetrics) JSEB	$	0.00	
Inspection (RDBG) JSEB	$	0.00	
SUB-CONTRACT SUB-TOTAL			$0.00
TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)			**$150,017.90**
11. REIMBURSABLE COSTS (Limiting Amount)			
	$	0.00	
SUB-TOTAL REIMBURSABLES			$0.00

PART IV - SUMMARY

TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables) (Items 5, 6, 8, 9, 10 and 11)	**$150,017.90**

CONTRACT FEE SUMMARY FOR ENGINEERING DIVISION
CITY OF JACKSONVILLE, FLORIDA

PART I - GENERAL	
1. Project Countywide Program Mgmt., Resurfacing & New Sidewalk	3. Contract Number REF # P-28-15
2. Name of Consultant CSI Geo, Inc.	4. Proposal Date 06/26/20

PART II - LABOR RELATED COSTS				
5. Direct Labor	Hourly Rate	Estimated Hours	Estimated Cost	Contract Amount
Program Manager	$49.68		$0.00	
Engineer - Registered	$43.00		$0.00	
Engineer - Non-Registered	$25.00		$0.00	
Document Control Manager	$31.00		$0.00	
CADD Operator	$25.00		$0.00	
Senior Inspector	$26.00		$0.00	
Inspector	$22.00		$0.00	
Asphalt Plant Inspector	$20.50	1,000.0	$20,500.00	
Clerical	$13.00		$0.00	
TOTAL DIRECT LABOR		1,000	Hours	$20,500.00
6. Overhead (Combined Fringe Benefit & Administrative)				
Overhead Rate		150 % x Total Direct Labor		$30,750.00
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				$51,250.00
8. PROFIT: Labor Related Costs (Item 7)			x 10%	$5,125.00

PART III - OTHER COSTS			
9. Miscellaneous Direct Costs			
Transportation	$	0.00	
Phone/Communication	$	0.00	
Lap Top Computers			
MISCELLANEOUS DIRECT COSTS SUB-TOTAL			$0.00
10. SUBCONTRACTS			
Geogrametric	$	74,680.00	
SUB-CONTRACT SUB-TOTAL			$74,680.00
TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)			**$131,055.00**
11. REIMBURSABLE COSTS (Limiting Amount)			
	$		
SUB-TOTAL REIMBURSABLES			$0.00

PART IV - SUMMARY	
TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables) (Items 5, 6, 8, 9, 10 and 11)	**$131,055.00**

CONTRACT FEE SUMMARY FOR ENGINEERING DIVISION
CITY OF JACKSONVILLE, FLORIDA

PART I - GENERAL	
1. Project Countywide Program Mgmt., Resurfacing & New Sidewalk	3. Contract Number REF # P-28-15
2. Name of Consultant RDBG	4. Proposal Date 06/26/20

PART II - LABOR RELATED COSTS				
5. Direct Labor	Hourly Rate	Estimated Hours	Estimated Cost	Contract Amount
Program Manager	$49.68		$0.00	
Engineer - Registered	$43.00		$0.00	
Engineer - Non-Registered	$25.00		$0.00	
Document Control Manager	$31.00		$0.00	
Utility Coordinator			$0.00	
CADD Operator	$25.00		$0.00	
Supervisor			$0.00	
Senior Inspector	$26.00		$0.00	
Inspector	$22.00	2,100.0	$46,200.00	
Asphalt Plant Inspector			$0.00	
Clerical	$13.00		$0.00	
TOTAL DIRECT LABOR		2,100	Hours	$46,200.00
6. Overhead (Combined Fringe Benefit & Administrative) **Overhead Rate**	150 % x Total Direct Labor			$69,300.00
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				$115,500.00
8. PROFIT: Labor Related Costs (Item 7)			x 10%	$11,550.00

PART III - OTHER COSTS		
9. Miscellaneous Direct Costs		
Transportation	$ 6,900.00	
Phone/Communication	$ 600.00	
Lap Top Computers		
MISCELLANEOUS DIRECT COSTS SUB-TOTAL		$7,500.00
10. SUBCONTRACTS		
	$	
SUB-CONTRACT SUB-TOTAL		$0.00
TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)		**$134,550.00**
11. REIMBURSABLE COSTS (Limiting Amount)		
	$	
SUB-TOTAL REIMBURSABLES		$0.00

PART IV - SUMMARY	
TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables) (Items 5, 6, 8, 9, 10 and 11)	**$134,550.00**

GIS System

Geograrmetric - October 2020 - September 2021

Hosting	($1,200 per month)	$14,400.00
System Administration	($1,100 per month)	$13,200.00
Software Maintenance	($1,500 per month)	$18,000.00
Project Manager	($1,100 per month)	$13,200.00
Management Fee - 10%		$5,880.00
Miscellaneous		$10,000.00
Total		$74,680.00

Eisman & Russo, Inc
Program Manager for Resurfacing Project

Expenses			E&R	CSI	RDBG	Total
Vehicle			$34,500.00	$0.00	$6,900.00	$41,400.00
	1000	miles per month				
	$0.575	per mile (2020 IRS rate)				
	12	months				
	6	Vehicles	5	0	1	6.0
Computer Software			$10,000.00			$10,000.00
Phone						
	$50	per month	$3,000.00	$0.00	$600.00	$3,600.00
	12	months				
	6	phones	5	0	1	6
			$47,500.00	$0.00	$7,500.00	$55,000.00