

**PUBLIC NOTICE**  
**PSIC AGENDA**  
**PROFESSIONAL SERVICES EVALUATION COMMITTEE MEETING**  
**Thursday, May 19, 2022, 10:00 a.m.**  
**Eighth Floor, Conference Room 851**  
**Ed Ball Building, 214 N. Hogan Street**  
**Jacksonville, FL 32202**

**Join Teams Meeting**  
**Teams Meeting**

**Committee Members:** Gregory Pease, Chairman  
 Brennan Merrill, Treasury  
 James McCain, Jr., OGC

Subcommittee Members	ITEM #	TITLE & ACTION	MOTION	CONTRA EXP	OUTCOME
Mary DiPerna Carolina Teran-Oceguera	P-26-22	Introduce & Review Scope Flexible Spending Administration Services Employee Services Department	That the committee approve the Scope of Services/Request for Proposal(RFP) as presented with such minor changes thereto as may be approved by the Chief Procurement Officer and the Office of General Counsel appropriate to clarify the intent of the using agency and to ensure compliance with the City's ordinances, Procurement policies and procedures and applicable federal and state laws.		
William Joyce Robin Smith	P-10-22	Approval to Reject All Proposals/Resolicit RFP CEI Services For The Jacksonville Fairgrounds Relocation Project Department of Public Works/Engineering & Construction Management Division	That the committee approve the Rejection of all Proposals and Re-solicitation of this RFP under RFP # P-24-22 according to Section 126.302 (d) of the Purchasing Code.		
William Joyce Robin Smith	P-24-18	Contract Amendment No. 2 Construction Engineering and Inspection Services for Hart Bridge Approach Modifications Department of Public Works/Engineering & Construction Management Division	That Contract No. 8107-12, originally executed February 10, 2020, between the City of Jacksonville and GAI Consultants, Inc., for Construction Engineering and Inspection Services for Hart Bridge Approach Modifications, be amended to incorporate the attached Scope of Services Identified as Exhibit E and Contract Fee Summary Identified as Exhibit F; increase the lump-sum amount for Construction Engineering and Inspection Services by \$797,137.46 to a new limit of \$3,314,995.73 and the not-to-exceed amount for Support Services by \$109,490.16 to a new limit of \$750,883.56; thereby, increasing the maximum indebtedness to the city by \$906,627.62 to a new total maximum of \$4,065,879.29. All other terms and conditions, as previously amended, shall remain the same.	"To project completion"	
William Joyce Steve Long	P-21-22	Introduce & Review Scope Professional Engineering Services for Cedar Point Road and Sawpit Road Improvements (New Berlin Road to Shark Road) Department of Public Works/Engineering & Construction Management Division	That the committee approve the Scope of Services/Request for Proposal(RFP) as presented with such minor changes thereto as may be approved by the Chief Procurement Officer and the Office of General Counsel appropriate to clarify the intent of the using agency and to ensure compliance with the City's ordinances, Procurement policies and procedures and applicable federal and state laws.		
Christopher LaDew Carlton Copeland	P-47-20	Contract Amendment No. 1 Traffic Signal Engineering Services Department of Public Works/Traffic Engineering Division	That Contract No. 71446-22, originally executed December 9, 2021, between the City of Jacksonville and Peters & Yaffee, for Traffic Signal Engineering Services, be amended to increase the maximum indebtedness by \$3,000,000.00 to a not-to-exceed maximum indebtedness of \$5,000,000.00. All other terms and conditions shall remain the same.	12/9/23	
Milita Reed Jill Enz	P-40-21	Subcommittee Report Professional Engineering Services for New Road Park Department of Public Works/Engineering & Construction Management Division	It is the consensus of the committee that of the four (4) proposals received in response to the Request for Proposal (RFP) all were found to be responsive, interested, qualified and available to provide the required services. The ranking of first, second and third designates the order of qualification of these firms to perform the required service and alphabetically they are: 1) Construction & Engineering Service Consultants, Inc. 2) Half Associates, Inc. 3) Kinley-Horn and Associates, Inc. We recommend the above list is forwarded to the Mayor for final selection so that fee and contract negotiations may begin with <b>Construction &amp; Engineering Service Consultant, Inc.</b> , the number one (1) ranked firm.		

Typica Young	P-17-22	Approval to Proceed with Evaluation of the One (1) Proposal	That the committee approves proceeding with evaluation of the one (1) proposal received in accordance with Section 126.302 (f) of the Procurement Code.		
Sarahyn Grass		Received Security and Privacy Assessment/Security and Privacy Framework Development			
Typica Young	P-41-21	Fee & Contract Negotiations	That the City of Jacksonville/Kids Hope Alliance enter into a Contract with The Children's Forum, Inc., for the provision of Mentoring and Training Services for Providers by incorporating the attached Scope of Services identified as Exhibit 'A' and Contract Fee schedule identified as Exhibit 'B'; providing a not to exceed maximum indebtedness of \$80,000.00; and a period of service from execution of the contract through one (1) year with two (2) one-year renewal options available upon mutual agreement. All other terms and agreements are per the RFP and the City's standard contract language.		
Deborah Primous		Mentoring and Training Services for Providers Kids Hope Alliance			
Leah Hayes	P-11-21	Contract Amendment No. 1	That Contract No. 71164-21, originally executed September 1, 2021, between the City of Jacksonville and St. Vincent's Full Service Urgent Care, LLC/Ascension for the Occupational Health & Medical Services Program, be amended to increase the maximum indebtedness by \$165,000.00 to a new not-to-exceed maximum indebtedness of \$675,000.00. All other terms and conditions shall remain the same, except for such changes as the Office of General Counsel may deem appropriate to ensure compliance with the City's Ordinances, Procurement policies and procedures, and applicable federal and state laws.	08/30/22	
Gina Ray		Occupational Health & Medical Services Program Employee Services Department			
Tracy Flynn	P-23-22	Introduce & Review Scope	That the committee approve the Scope of Services/Request for Proposal(RFP) as presented with such minor changes thereto as may be approved by the Chief Procurement Officer and the Office of General Counsel appropriate to clarify the intent of the using agency and to ensure compliance with the City's ordinances, Procurement policies and procedures and applicable federal and state laws.		
Patrick Gröwe		Casualty Actuarial Services Finance and Administration Department/Risk Management Division			
Noah Ray	P-25-22	Introduce & Review Scope	That the committee approve the Scope of Services/Request for Proposal(RFP) as presented with such minor changes thereto as may be approved by the Chief Procurement Officer and the Office of General Counsel appropriate to clarify the intent of the using agency and to ensure compliance with the City's ordinances, Procurement policies and procedures and applicable federal and state laws.		
Todd Smith		Training and Exercise Design, Management, & Program Support JFRD/Emergency Management Preparedness Division			
Bob Blanco	P-18-22	Introduce & Review Scope	That the committee approve the Scope of Services/Request for Proposal(RFP) as presented with such minor changes thereto as may be approved by the Chief Procurement Officer and the Office of General Counsel appropriate to clarify the intent of the using agency and to ensure compliance with the City's ordinances, Procurement policies and procedures and applicable federal and state laws.		
Elynn Cawin		Floodplain Permit Review Consultant Planning and Development Department			
			Meeting Adjourned:		

"The next PSEC meeting is scheduled to be held on Thursday, June 2, 2022."





# City of Jacksonville, Florida

*Lenny Curry, Mayor*

Employee Services Department  
City Hall, 117 West Duval St., Suite 150  
Jacksonville, Florida 32202

ONE CITY ONE JACKSONVILLE

## MEMORANDUM

To: Greg Pease, Chairperson  
Professional Services Evaluation Committee

From: Mary DiPerna, Chief, Compensation and Benefits  
Carolina Teran-Oceguera, Manager, Compensation and Benefits

Re: Certification Letter for P-26-22 Flexible Spending Administration Services

Date: May 11, 2022

*Mary DiPerna*  
*(C. Teran-Oceguera)*

Please take the appropriate action to issue a Request for Proposal (RFP) referenced above.

The following information is furnished in accordance with chapter 126.302 of the City Ordinance Code.

1. The general purpose of this RFP is to select a qualified provider who is interested and capable of providing Flexible Spending Administration services for City employees and eligible dependents, and those employees of several outside agencies.
2. The objectives of this service are to provide services at affordable and competitive costs.
3. The estimated period of time that the plan will be needed is January 1, 2023 through December 31, 2027.
4. The estimated cost is unable to be determined at this time. This information can be provided after the final fee and contract negotiations.
5. The proposed service will not be duplicated because the current contract expires on December 31, 2022.
6. List of current contracts or prior services that will be related to the proposed service. Discovery Benefits currently has the contract, and it will expire December 31, 2022.
7. The City cannot perform this service due to lack of personnel.
8. A subcommittee composed of Mary DiPerna, Chief, Compensation and Benefits (255-5552) and Carolina Teran-Oceguera, Manager, Compensation and Benefits (255-5553) will accept and review all proposals submitted for this service.
9. The funding source for internal billing is Fund 56201, Center 131103, and Account 531090.
10. The names and addresses of specific consultants the using agency wishes to be included in the solicitation process:



# City of Jacksonville, Florida

*Lenny Curry, Mayor*

Employee Services Department  
 City Hall, 117 West Duval St., Suite 150  
 Jacksonville, Florida 32202

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Ameriflex	Michelle Teadt	<a href="mailto:mteadt@myameriflex.com">mteadt@myameriflex.com</a>
Benefit Resource	Frank Hogshead	<a href="mailto:fhogshead@benefitresource.com">fhogshead@benefitresource.com</a>
Discovery Benefits	Amy Rothstein	<a href="mailto:arothstein@discoverybenefits.com">arothstein@discoverybenefits.com</a>
Flexible Benefit Administrators	G"Lanny" Browning, III	<a href="mailto:lanny@flex-admin.com">lanny@flex-admin.com</a>
Flores	Cindy Bistany	<a href="mailto:cindy.bistany@flores247.com">cindy.bistany@flores247.com</a>
Medcom	Tom Neal	<a href="mailto:tneal@medcombenefits.com">tneal@medcombenefits.com</a>
MetLife	Dave Gartrell	<a href="mailto:dgartrell@metlife.com">dgartrell@metlife.com</a>
TASC	Nathan Murray	<a href="mailto:nathan.murray@tasconline.com">nathan.murray@tasconline.com</a>

11. A signed statement to the effect the individuals responsible for developing the scope and Certification letter and the two individuals named herein to serve as subcommittee members, have read and understand the Procurement Manual and Procurement Committee Guidelines dated May, 2018

(See: <http://inside.coj.net/op/pr/default.aspx>)

  
 Subcommittee Member Signature

Chief, Compensation and Benefits

TITLE

  
 Subcommittee Member Signature

Manager, Compensation and Benefits

TITLE





# City of Jacksonville, Florida

*Lenny Curry, Mayor*

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

ONE CITY ONE JACKSONVILLE.

May 5, 2022

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

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

SUBJECT: P-10-22 CEI Services for the Jacksonville Fair Relocation Project

Upon review of the proposals received, it was discovered that Attachment A-1 on which Contractors report the volume of work they have received from the City and its using within the Last five years was out of date. The 5 years that were listed at the top for the form were FY '16/'17 thru FY '20/'21 when they should have been FY '17/'18 thru FY '21/'22. Some submitting firms picked up on the discrepancy and edited the form to reflect the correct 5-year period and some did not. Grading the proposals, as submitted, would result in inaccurate grading for the category of Volume of Work over the last 5 years.

As a result, we are recommending that all proposals be rejected and the RFP readvertised with the correct Attachment A-1.

JPP/lw

Attachment:

cc: Lori West, Engineering and Construction Management



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# City of Jacksonville, Florida

*Lenny Curry, Mayor*

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

**TO:** Greg Pease, Chairperson  
Professional Services Evaluation Committee

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

**FROM:** Bill Joyce, P. E., Operations Director *Bill Joyce*  
Department of Public Works  
Robin Smith, P. E., Chief *Robin Smith*  
Engineering and Construction Management Division

**DATE:** May 11, 2022

**RE: REQUEST FOR PROPOSALS – RFP NO. P-24-22  
CONSTRUCTION ENGINEERING AND INSPECTION SERVICES FOR THE JACKSONVILLE  
FAIRGROUNDS RELOCATION PROJECT - READVERTISEMENT**

Please take appropriate action to issue the attached Request for Proposals (RFP) for subject professional services.

The following information is furnished as required by the Ordinance Code and Procurement Department Regulations:

1. The general purpose of these services is stated in the accompanying RFP.
2. The objective of this request is to make available professional services as stated in the RFP.
3. The services shall be performed in accordance with negotiated time schedules.
4. The cost for these services is estimated at approximately \$3,000,000.
5. These services will not duplicate prior or existing work.
6. There are no current or prior services directly related to this request.
7. Coordination has been completed between the pertinent Divisions of the Department of Public Works for proper utilization of these services.
8. The Department of Public Works does not have the in-house capabilities to provide these services.



9. A subcommittee composed of Bill Joyce, P. E., Operations Director, Department of Public Works, 255-8762; and Robin Smith, P. E., Chief, Engineering and Construction Management Division, 255-8710; is assigned to review submittals for this RFP.
10. Internal Services administrative costs should be charged to Account No. PWEN011AD.
11. Funding will be identified at the time purchase orders are issued for these services.
12. All firms who have expressed an interest in furnishing Professional Engineering Services as detailed in the RFP should be mailed a notice of this RFP.
13. The subcommittee members assigned to this RFP have read and understand the Procurement Administrative Code dated October 2005.
14. Three (3) weeks is believed to be sufficient time for interested parties to respond to this RFP.

We certify the contents of this memorandum are correct and true to the best of our knowledge.

Attachment: Request for Proposals  
Risk Management Approval (sent by e-mail)  
EBO Approval (sent by e-mail)

cc: Lori West, Contract Specialist, Engineering Division





# City of Jacksonville, Florida

Lenny Curry, Mayor

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

ONE CITY. ONE JACKSONVILLE.

May 9, 2022

**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

Robin G. Smith, P.E.  
Chief, Engineering and Construction Management

**SUBJECT:** P-24-18 Construction Engineering and Inspection Services for Hart Bridge Approach Modifications Contract 8107-12 Amendment 2 PO 600688-20-021

Additional coordination efforts due to unforeseen conditions, effects of the construction supply chain and required added contract time have extended the CEI services needed to project closeout. Negotiations have resulted in the attached Scope of Services, Exhibit E and Contract Fee Schedule, Exhibit F, attached. The City's JSEB program is not applicable to this project.

Accordingly, this is to recommend that Contract Number 8107-12, originally executed February 10, 2020 between the City and GAI Consultants, Inc. for Construction Engineering and Inspection Services for Hart Bridge Approach Modifications be amended to incorporate the attached Scope of Services, Exhibit E and Fee Summary, Exhibit F to increase the lump sum amount for Construction Engineering and Inspection Services by \$797,137.46 to a new limit of \$3,314,995.73 and the not to exceed limit for Support Services by \$109,490.16 to a new limit of \$750,883.56, thereby increasing the maximum indebtedness to the city by \$906,627.62 to a new maximum of \$4,065,879.29. All other terms and conditions are as provided in the RFP and the City's standard contract language.

Funding for this project should be as follows:

ACCOUNTS:	TOTAL
010407	
PWCP Public Works Capital Projects-Other Trans Svcs	
565051	
1	
32111-384020	
\$906,627.62	\$907,627.62

JPP/lw

Attachment: Exhibits E & F

cc: Lori West, Engineering and Construction Management

LD



Jacksonville Office  
12574 Flagler Center Blvd.  
Suite 202  
Jacksonville, Florida 32258

EXHIBIT E  
T 904.363.1110  
F 904.363.1115

May 3, 2022

GAI Project No.: B191205.00

Jack Gabriel, P.E., DBIA  
Project Manager  
Engineering-Construction Management Division  
214 N. Hogan Street, 10th Floor  
Jacksonville, Florida 32202

Attention: Mr. Gabriel, PE

Sent Via E-mail: [JackG@col.net](mailto:JackG@col.net)

**City of Jacksonville RFP# P-24-18 – Scope and Fee for Amendment #2  
Construction Engineering and Inspection Services for the Hart Bridge Approach Modifications  
Jacksonville, Florida**

Dear Mr. Gabriel, PE:

GAI Consultants, Inc. is pleased to provide you with the attached staff-hours and fee estimate to continue providing the required Construction and Engineering Inspection services on the Hart Bridge Expressway Ramps Realignment & Talleyrand Connector Project. The proposed scope and fee includes the additional inspection and administrative services including compliance monitoring for FHWA and FDOT requirements and remaining roadway construction elements.

The project's substantial completion date is also expected to occur in October 2022 due to unforeseen conditions that resulted in extra work, effects of the construction supply chain and required added contract time. This amendment will allow us to continue providing CEI services for the extended project duration. We look forward to continuing working with you and the rest of the City's team on this important project. If you have any questions, or need any additional information, please do not hesitate to give me a call.

Sincerely,

**GAI Consultants, Inc.**

**Andre R  
Sutherland**

Andre Sutherland, PE  
Assistant Vice President

Digitally signed by Andre R  
Sutherland  
Date: 2022.05.03 16:15:09 -04'00'

KRL/atd

Attachments: Exhibit E- Proposed Scope  
Exhibit F- Proposed Rates and Fee for GAI

cc: Gary Goldsberry  
Lori West

**Exhibit E**  
**SCOPE OF SERVICES**  
**Amendment #2**

**CLIENT:** City of Jacksonville – Department of Public Works

**PROJECT:** Construction Engineering and Inspection Services for Hart Bridge Approach Modifications COJ RFP# P-24-18

**CONSULTANT:** GAI Consultants, Inc.  
12574 Flagler Center Blvd., Suite 202  
Jacksonville, Florida 32258

**GENERAL**

The Hart Bridge Approach Modifications Project being undertaken by the City of Jacksonville in partnership with the Florida Department of Transportation under a Local Agency Program (LAP) for the complete demolition of the bridge approaching the Lot J along Bay Street/Gator Bowl Blvd. GAI Consultants, Inc.(GAI) and supporting Sub-Consultant services provided by Acuity Design Group, Inc. (ADG) CSI-Geo, Inc.(CSI-Geo), Construction and Engineering Services, Inc.(C&ES), England-Thims and Miller, Inc. (ETM), Meskel & Associates Engineering, PLLC (Meskel) and QDI Consulting, LLC.(QDI), collectively known as GAI will be providing Construction Engineering and Inspection Services for this project. The CEI Scope of Services outlined under Section 4.0 of the RFP # P-24-18 will be performed by GAI Consultants, for the City of Jacksonville, also referenced as "City" under the contract for P-24-18.

GAI will provide onsite construction inspection, management, and administrative services to verify the quality and quantity of work, but will not override the contractor's means, methods, techniques, sequences, or procedures of the construction selected by the contractor(s) or the safety precautions and programs incidental to the work of the contractor(s). GAI's efforts will also be directed toward assisting in the interpretation of the prepared drawings and specifications, shop drawing review, assistance in the resolution of field problems or questions, and determining whether the completed project will conform to the contract documents. GAI will continually verify the project is compliance with the procedures outlined in the LAP Agreement between FDOT and the City and the project's overall compliance with the contract documents.

**INSPECTION REQUIREMENTS**

The scope of the inspection for the remaining work includes, but is not limited to the following: maintenance of traffic; dewatering; control and abatement of erosion and water pollution; bridge demolition; grading; excavation and embankment; construction of roadway elements; modification of the existing bridge approaches; reinforced steel , approach slab pours; barrier wall pours; MSE wall construction; signing and pavement markings and other incidental construction. All required certifications will be maintained by onsite personnel as outlined in the City's RFP's Scope of Services Section 4.0. No premium overtime is expected for the inspection or administrative staff on the project with the exception of the pile driving activities. *Inspection duties are also expanded to*

*monitor the removal and replacement of subsoil material due to contaminated or unsuitable soils discovered on the project site. The monitoring of the pile driving operations are also expanded to include full PDA monitoring of all test and production piles for the intermediate piers and end bents.*

### **ADMINISTRATION REQUIREMENTS**

GAI shall oversee the daily administration of the contract, which includes but is not limited to verifying Equal Employment Opportunity (EEO) Compliance by documenting daily work efforts including contractors personnel, conduction routine employee interviews, submitting interviews to FDOT, reviewing and verifying all materials meet the contract requirements, review as-built drawings for accuracy, data entry into FDOT's MAC program for samples taken, verifying contractor's quality control test results, resolving FDOT's monthly comments concerning in MAC sample results.

Other activities include directional bore verification, inspection of drainage structures and verifying inverts, utility coordination, traffic signal inspection, miscellaneous drilled shaft verification inspection, entering required documents in FDOT's LAPIT. Meskel Engineering will perform laboratory verification for earthwork and concrete items. CSI will provide asphalt plant verification inspection and testing during roadway paving activities. GAI will monitor all RFIs, RFCs and RFMs, coordinate with the City, provide monthly aerials to document progress, verify key survey data and as-built bridge elevations, review change orders and assist the City in any Dispute Resolution meetings and contractor's request for equitable payment for additional work. GAI will also facilitate bi-weekly progress meetings and pre-work meetings. GAI will assist in coordinating with adjacent projects and affected third parties while resolving onsite issues with the contractor's daily operations. ADG will provide a Public Information Officer who will assist with required coordination for updates, coordinate with COJ to prepare statements for public release and any additional public outreach required for the project.

*Administration requirements include monitoring of the EEO board, monitoring of the overall project's progress for the completion of the quarterly FHWA and FDOT reports, processing the Change Order requests related to numerous unforeseen conditions, subsurface conflicts, responding to queries from the City, FDOT and FHWA on Change Orders.*

GAI shall review the contractor's monthly CPM Schedule for overall compliance and forward a copy to the City.

**NPDES Inspections** – Immediately following each rainfall event of ½" or greater, the inspector will visit the site, inspect all erosion/sedimentation control measures, direct the contractor to repair or replace damaged erosion/sedimentation controls and verify that the required work is done in accordance with the NPDES/permit requirements.

**Authority** – The City gives GAI the authority to require the contractor to correct all work not in compliance with the approved plans and/or City requirements. If the contractor refuses or fails to take the required corrective action, GAI shall immediately notify the City.

**Testing** – GAI's qualified field representatives will be responsible for selecting locations for verification of concrete plastic and compressive strength, compaction and density testing and verifying that all required Contractor's Quality Control testing is performed in accordance with City's requirements/specifications for locations and frequency. Field verification samples will be collected by GAI. Laboratory Verification Samples will be tested by Meskel and CSI at an accredited lab and by qualified personnel, as required to meet the LAP requirements. Random samples will be collected for all materials outlined in FDOT's Material Acquisition and Certification program and submitted to the FDOT's State Materials Office (SMO) as required.

The construction contractor is expected to provide his own quality assurance testing and will be independent of the services provided herein.

All inspection and testing requirements shall apply at all times while construction operations are being performed including weekends and holidays.

**Inspector Logs** – GAI and its subconsultants' onsite inspector shall maintain an inspection log throughout the duration of construction. This log shall include but not be limited to the following:

- Location and description of construction operations taking place at time of site visit
- Specific information regarding inspection/acceptance of project materials
- Information on construction problems and directions given to the contractor to resolve the problems
- Summaries of contractor's personnel and equipment

On days where there is no construction or no construction requiring inspection, the daily log should note either that there was no activity or list the operations that were taking place (per the contractor) and state "No inspection required". Copies of the Inspector Log shall be uploaded into LAPIT. A copy of all documents will be provided to the City.

**Shop drawings** – Upon receipt of shop drawing from the contractor, GAI shall forward the Contract's shop drawing review for each component requiring shop drawings. GAI shall coordinate with the Engineer of Record in the shop drawing review process. GAI will coordinate the review and strive to return shop drawings within the allowable timeframe or less to the contractor. Final approved shop drawings shall be submitted to the City to be RFC'ed after all comments are resolved.

**As-builts** – GAI shall review as-builts drawings. Drawings that do not meet the requirements outlined in the Contract Documents will be returned to the Contractor for

correction. Final as-built drawings shall be submitted to the City for concurrence and acceptance.

**Contractor Pay Requests and Change Orders** – GAI's Project Administrator and Senior Project Engineer will assist the City's Project Manager as-needed with evaluating the contractor's pay request. GAI will assist the City's Project Manager as necessary in processing of the pay request and processing of any Contractor change order requests on the project.

**Substantial Completion** – The City shall be notified in advance of the substantial completion inspection to allow the City's various Departments time to plan to participate. GAI, in coordination with the City's Project Manager, will also keep FDOT personnel updated of the project's milestones and supply any requested documents for review.

Following the Substantial Completion inspection, a copy of the punch list of items to be completed along with a list of the persons attending the inspection shall be e-mailed to each of the above agencies.

**Final Documentation** – Prior to the City's acceptance of the project, GAI will turn over the following documents:

- Original Inspector's Logs
- All test reports for the project (including those tests that failed and were retested)
- All approved shop drawings
- Certification stating that the materials and construction that were inspected by the GAI's qualified individual, that all inspection services were provided as outlined in the scope of services, that construction has been completed in substantial conformance with the approved plans, and that the as-built drawings have been reviewed and meet the City's requirements. This certification is to be signed and sealed by GAI's Senior Project Engineer based upon the scope of the services.

### **Schedule**

GAI will provide, as needed, the above described services during construction, and closeout of the project. Substantial completion for the construction contract is currently estimated to be *October 2022* with Project Closeout by *November 2022*.

No additional compensation will be provided by GAI in the event the construction goes beyond *November 2022* unless authorized by the City. Should the construction time exceed the current *Project Closeout date*, and additional compensation is required above the proposed fee in order to continue provision of services, GAI will receive written authorization for compensation from the City prior to providing any additional services.



**Method of Compensation**

Payment will be made in accordance with the City's original contract. No changes will be made to the original contract and terms of payment unless mutually agreed to by the City and GAI.

**Exclusions from Scope of Service**

The Contractor shall be responsible for his Quality Control Inspection efforts required by the construction contract. GAI Consultants will not be responsible for offsite testing and inspection at fabrication facilities for steel products, casting yards for precast and prestressed concrete structures and all other similar locations which require inspection and testing.

The field office and required space, electricity, and internet connection for GAI to accomplish daily tasks and keep the required field records will be supplied by the City through the construction contract. GAI will not be expected to pay for the associated field office and the associated field office expenses.

**Additional Services**

Additional services may be added to this contract during the course of work based on negotiated fees. These respective fees shall be determined jointly by the City's staff and GAI. No work shall be undertaken on any additional service tasks without the written authorization of the City.

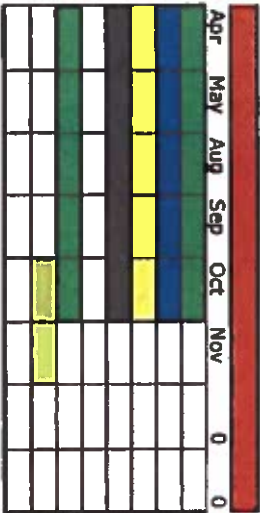
**EXHIBIT E**

**Hart Bridge Expressway Approach Modifications Project  
Amendment #2**

Month number

1 2 3 4 5 6 7 8

Major Phases  
**Signalization**  
**Signaling and Pavement Markings**  
**Roadway Lighting**  
 Phase 2 Traffic Control  
 Phase 2 Bridge Construction  
 Phase 2 Roadway and Drainage  
 Project Closeout



**POSITION**  
 SPE  
 Project Administrator  
 Secretary/Clerk  
 Senior Inspector (Bridge)  
 Senior Insp (Rdwy)  
 Rdwy Insp  
 Survey Technician  
 Survey Crew-3 Person  
 Sr Surveyor/Mapper

**Personnel**  
 Paul Bedard, PE  
 D. Osteen/C. Padgett  
 Kathleen Gunn  
 George Holder  
 Bobby Williams  
 Mike Tippett  
 GAI  
 GAI  
 GAI  
 Joe Lek

GAI  
 GAI  
 GAI  
 GAI  
 GAI  
 GAI  
 GAI

	Apr	May	Aug	Sep	Oct	Nov
1.00	1.00	1.00	1.00	1.00	1.00	0.85
1.00	1.00	1.00	1.00	1.00	1.00	0.85
1.00	1.00	1.00	1.00	1.00	1.00	0.85
1.00	0.00	0.00	0.00	0.00	0.00	0.00
2.20	2.20	2.20	2.20	2.20	1.10	1.00
2.20	1.10	1.10	1.00	1.00	1.00	0.00
0.00	0.00	0.00	0.50	0.50	0.50	0.00
0.00	0.00	0.00	0.50	0.50	0.50	0.00
0.04	0.04	0.04	0.20	0.20	0.20	0.02

Staffmonths

(Staffmonths\*165)

5.85  
 5.85  
 5.85  
 1.00  
 10.90  
 6.40  
 0.00  
 1.00  
 0.54

965.25  
 965.25  
 965.25  
 165.00  
 1798.50  
 1056.00  
 0.00  
 165.00  
 89.10

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

**EXHIBIT F**

<b>PART I - GENERAL</b>				
1. Project Hart Bridge Approach Modifications- CEI Services		2. Proposal Number P-24-18		
3. Name of Consultant GAI Consultants, Inc.		4. Date of Proposal 5/3/2022		
<b>PART II - LABOR RELATED COSTS</b>				
5. Direct Labor	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Senior Project Engineer	\$73.50	965.25	\$70,945.88	
Project Administrator	\$47.55	965.25	\$45,897.64	
Secretary/Clerk	\$26.15	965.25	\$25,241.29	
Sr. Bridge Inspector	\$38.50	165.00	\$6,352.50	
Sr. Roadway Inspector	\$36.75	1798.50	\$66,094.88	
Bridge Inspector	\$30.00	0.00	\$0.00	
Roadway Inspector	\$28.50	1056.00	\$30,096.00	
2 Man Survey Crew- GAI	\$59.28	0.00	\$0.00	
3 Man Survey Crew- GAI	\$79.04	165.00	\$13,041.60	
Sr. Surveyor/Mapper- GAI	\$65.62	89.10	\$5,846.74	
<b>TOTAL DIRECT LABOR</b>		<b>6.080 Hours</b>		<b>\$263,516.52</b>
6. Overhead (Combined Fringe Benefit & Administrative)			175.00%	\$461,153.90
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				\$724,670.42
8. PROFIT: Labor Related Costs (Item 7)			x 10%	\$72,467.04
<b>PART III - OTHER COSTS</b>				
9. Miscellaneous Direct Costs			\$	
			\$	
			\$	
			\$	
<b>MISCELLANEOUS DIRECT COSTS SUB-TOTAL</b>				<b>\$0.00</b>
10. SUBCONTRACTS (Lump Sum)			\$	
			\$	
<b>SUB-CONTRACT SUB-TOTAL</b>				<b>\$0.00</b>
<b>TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)</b>				<b>\$797,137.46</b>
11. REIMBURSABLE COSTS (Limiting Amount)				
Acuity Design Group			\$ 0.00	
C&ES			\$ 44,491.15	
CSI Geo			\$ 0.00	
ETM			\$ 0.00	
MAE			\$ 64,999.01	
QDI			\$ 0.00	
<b>SUB-TOTAL REIMBURSABLES</b>				<b>\$109,490.16</b>
<b>PART IV - SUMMARY</b>				
<b>TOTAL AMOUNT OF AMENDMENT #2 (Lump Sum Plus Reimbursables)</b> (Items 5, 6, 8, 9, 10 and 11)				<b>906,627.62</b>
12. PRIOR CONTRACT AMOUNT				3,159,251.67
<b>AMENDED AMOUNT OF CONTRACT</b>				<b>4,065,879.29</b>

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

<b>PART I - GENERAL</b>				
<b>1. Project</b> Hart Bridge Approach Modifications - CEI			<b>2. Contract Number</b>	
<b>3. Name of Consultant</b> Construction & Engineering Services (C&ES) Consultants, Inc.			<b>4. Date of Proposal</b> 04/19/22	
<b>PART II - LABOR RELATED COSTS</b>				
<b>5. Direct Labor</b>	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Senior Inspector	\$37.00	130	\$ 4,810.00	
Inspector	\$30.00	320	\$ 9,600.00	
			\$ 0.00	
			\$ 0.00	
			\$ 0.00	
			\$ 0.00	
			\$ 0.00	
<b>TOTAL DIRECT LABOR</b>	<b>\$32.02</b>	<b>450</b>		<b>\$14,410.00</b>
<b>6. Overhead (Combined Fringe Benefit &amp; Administrative)</b>				
Overhead Rate		175% x Total Direct Labor		<b>\$25,217.50</b>
<b>7. SUBTOTAL: Labor + Overhead (Items 5 &amp; 6)</b>				<b>\$39,627.50</b>
<b>8. PROFIT: Labor Related Costs (Item 7)</b>				<b>\$3,962.75</b>
				<b>10% x (Labor + Overhead)</b>
<b>PART III - OTHER COSTS</b>				
<b>9. Miscellaneous Direct Costs</b>				
MILEAGE - \$0.585 x 70 days x 22 miles/day			\$ 900.90	
<b>MISCELLANEOUS DIRECT COSTS SUB-TOTAL</b>				<b>\$900.90</b>
<b>10. TIME AND MILEAGE</b>				
LABOR/OVERHEAD/PROFIT				\$43,590.25
MILEAGE				\$900.90
<b>SUB-TOTAL:</b>				<b>\$44,491.15</b>
<b>TOTAL AMOUNT (Items 5, 6, 8, 9)</b>				<b>\$44,491.15</b>
<b>PART IV - SUMMARY</b>				
<b>TOTAL AMOUNT (Items 5, 6, 8, 9)</b>				<b>\$44,491.15</b>

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

<b>PART I - GENERAL</b>				
1. Project Hart Bridge Approach Modifications- CEI		2. Proposal Number P-24-18		
3. Name of Consultant Meskel & Associates Engineering, PLLC		4. Date of Proposal April 28, 2022		
<b>PART II - LABOR RELATED COSTS</b>				
5. Direct Labor	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
MAT Chief Engineer	\$ 57.70	5	\$288.50	
MAT Senior Engineer	\$ 48.08	0	\$0.00	
MAT Engineer Intern	\$ 30.40	0	\$0.00	
MAT CADD/Comp. Tech	\$ 23.00	6	\$138.00	
MAT Secretary/Clerical	\$ 22.00	9	\$198.00	
MAT Senior Inspector	\$ 27.50	340	\$9,350.00	
MAT Senior Inspector - OT	\$ 41.25	50	\$2,062.50	
MAT Inspector	\$ 18.00	0	\$0.00	
CEI Geo. Tech-Pile Foundation	\$ 21.00	0	\$0.00	
CEI Geo. Tech-Pile Foundation-OT	\$ 31.50	0	\$0.00	
MAT Project Engineer - PDA	\$ 27.30	200	\$5,460.00	
MAT Senior Engineer - PDA	\$ 64.90	8	\$519.20	
			\$0.00	
<b>TOTAL DIRECT LABOR</b>		<b>618</b> Hours		<b>\$18,016.20</b>
6. Overhead (Combined Fringe Benefit & Administrative)				
				175.00%
				<b>\$31,528.35</b>
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				<b>\$49,544.55</b>
8. PROFIT: Labor Related Costs (Item 7)				x 10%
				<b>\$4,954.46</b>
<b>PART III - OTHER COSTS</b>				
9. Miscellaneous Direct Costs				
PDA Equipment, Per Day	21 Days		\$500.00	\$10,500.00
Preliminary WEAP Analysis - Per Hammer Type	0 Each		\$750.00	\$0.00
			\$	
			\$	
<b>MISCELLANEOUS DIRECT COSTS SUB-TOTAL</b>				<b>\$10,500.00</b>
10. SUBCONTRACTS (Lump Sum)				
			\$	
			\$	
<b>SUB-CONTRACT SUB-TOTAL</b>				<b>\$0.00</b>
<b>TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)</b>				<b>\$64,999.01</b>
11. REIMBURSABLE COSTS (Limiting Amount)				
			\$	0.00
			\$	0.00
			\$	0.00
			\$	0.00
<b>SUB-TOTAL REIMBURSABLES</b>				<b>\$0.00</b>
<b>PART IV - SUMMARY</b>				
<b>TOTAL AMOUNT OF AMENDMENT #1 (Lump Sum Plus Reimbursables)</b> (Items 5, 6, 8, 9, 10 and 11)				<b>\$64,999.01</b>
12. PRIOR CONTRACT AMOUNT				<b>\$80,211.38</b>
<b>AMENDED AMOUNT OF CONTRACT</b>				<b>\$145,210.39</b>





ONE CITY. ONE JACKSONVILLE.

# City of Jacksonville, Florida

*Lenny Curry, Mayor*

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

**TO:** Greg Pease, Chairperson  
Professional Services Evaluation Committee

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

**FROM:** Bill Joyce, P. E., Operations Director  
Department of Public Works

Steve Long, P. E., Chief  
Right of Way and Stormwater Maintenance Division *Steve Long*

**DATE:** May 11, 2022

**RE: REQUEST FOR PROPOSALS – RFP NO. P-21-22  
PROFESSIONAL ENGINEERING SERVICES FOR CEDAR POINT ROAD AND SAWPIT  
ROAD IMPROVEMENTS (NEW BERLIN ROAD TO SHARK ROAD)**

Please take appropriate action to issue the attached Request for Proposals (RFP) for subject professional services.

The following information is furnished as required by the Ordinance Code and Procurement Department Regulations:

1. The general purpose of these services is stated in the accompanying RFP.
2. The objective of this request is to make available professional services as stated in the RFP.
3. The services shall be performed in accordance with negotiated time schedules.
4. The cost for these services is estimated at approximately \$2,500,000.
5. These services will not duplicate prior or existing work.
6. There are no current or prior services directly related to this request.
7. Coordination has been completed between the pertinent Divisions of the Department of Public Works for proper utilization of these services.
8. The Department of Public Works does not have the in-house capabilities to provide these services.

9. A subcommittee composed of Bill Joyce, P. E., Operations Director, Department of Public Works, 255-8762; and Steve Long, P. E., Chief, Right of Way and Stormwater Maintenance Division, 255-4282; is assigned to review submittals for this RFP.
10. Internal Services administrative costs should be charged to Account No. PWEN011AD.
11. Funding will be identified at the time purchase orders are issued for these services.
12. All firms who have expressed an interest in furnishing Professional Engineering Services as detailed in the RFP should be mailed a notice of this RFP.
13. The subcommittee members assigned to this RFP have read and understand the Procurement Administrative Code dated October 2005.
14. Three (3) weeks is believed to be sufficient time for interested parties to respond to this RFP.

We certify the contents of this memorandum are correct and true to the best of our knowledge.

Attachment: Request for Proposals  
Risk Management Approval (sent by e-mail)  
EBO Approval (sent by e-mail)

cc: Lori West, Contract Specialist, Engineering Division







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# City of Jacksonville, Florida

*Lenny Curry, Mayor*

Department of Public Works  
Traffic Engineering Division  
1007 Superior Street  
Jacksonville, FL 32254  
(904) 255-7533  
www.coj.net

May 11, 2022

TO: Gregory W. Pease, Chief of Procurement  
THRU: John Pappas, P.E., Director *John Pappas*  
FROM: Christopher W. LeDew, P.E., Chief *Ch LeDew*  
SUBJECT: Peters & Yaffee – Contract 71446-22  
P-47-20 – Traffic Signal Engineering Services  
Increase amount by \$3,000,000  
Current Not to Exceed: \$2,000,000  
PWTE-500974-22

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Contract 71466-22 established the limit of maximum indebtedness for all projects to be performed pursuant to the Agreement at \$2,000,000.00. The expiration of this Agreement is December 9, 2023, with two (2) two-year renewals. With a backlog of work due to only one consultant for the past year, the increase in funding due to LOGT and a new consultant, the traffic signal engineering services have exceeded \$1,500,000 to date.

Accordingly, this is to recommend that contract 71446-22, originally executed December 9, 2021, between the City of Jacksonville and Peters & Yaffee, for Traffic Signal Engineering Services, be increased by \$3,000,000. The maximum indebtedness will be increased to \$5,000,000.00. All other terms and conditions of the contract shall remain the same.

This increase is being requested due to the continued need for Professional Engineering Services to support the business needs of the Traffic Engineering division.

Thank you for your consideration in this matter.

Attachment: PSEC Memo approved October 25, 2021

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# City of Jacksonville, Florida

**Lenny Curry, Mayor**

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

**ONE CITY. ONE JACKSONVILLE.**

October 21, 2021

The Honorable Lenny Curry, Mayor  
City of Jacksonville  
4<sup>th</sup> Floor, St. James Building  
Jacksonville, FL 32202

Dear Mayor Curry:

**Re: P-47-20 Traffic Signal Engineering Services**  
Department of Public Works/Traffic Engineering Division



The Professional Services Evaluation Committee met today in Board Room 851 on the eighth floor of the Ed Ball Building, for the purpose of concluding fee and contract negotiations with the number one ranked company/firm for the above-captioned project.

The following motion/recommendation was adopted:

That the City of Jacksonville enter a contract with Peters & Yaffee to provide Traffic Signal Engineering Services to incorporate the attached Scope of Services identified as Exhibit A and Fee Schedule identified as Exhibit B; the period of service is from execution of the contract through two (2) years with two (2) two-year renewal options available at terms mutually agreeable; The maximum indebtedness is a not-to-exceed amount of \$2,000,000.00. All other terms and conditions are per the RFP and the City's standard contract language.

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

Respectfully submitted,

  
Gregory Pease, Chief  
Procurement Division  
Chairman, Professional Services  
Evaluation Committee 

APPROVED:

  
Lenny Curry, Mayor

This 25<sup>th</sup> day of October, 2021

GP:ob

cc: Council Auditor  
James McCann, Jr. OGC  
Subcommittee Members



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# City of Jacksonville, Florida

**Lenny Curry, Mayor**

Department of Public Works  
Traffic Engineering Division  
1007 Superior Street  
Jacksonville, FL 32254  
(904) 255-7533  
www.coj.net

**MEMORANDUM**

October 13, 2021

**TO:** Gregory W. Pease, Chairman  
Professional Services Evaluation Committee (PSEC)

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

**FROM:** Christopher W. LeDew, P.E., Chief Traffic  
Engineering Division *Chris LeDew*  
Carlton Copeland, Traffic Signal Supervisor  
Traffic Engineering Division *Carlton Copeland*

**SUBJECT:** P-47-20- Traffic Signal Engineering Services

Traffic Engineering has negotiated with the number one ranked consultant that submitted a proposal and was selected to provide Traffic Signal Engineering Services resulting in the attached Scope of Services, Exhibit A and Contract Fee Schedule, Exhibit B.

Accordingly, this is to recommend that the City of Jacksonville enter a contract with Peters and Yaffee to provide Traffic Signal Engineering Services which incorporates the attached Scope of Services identified as Exhibit A and Fee Schedule identified as Exhibit B. The initial contract period will be for two years from date of execution of contract, with two (2) two-year renewals at terms mutually agreeable. The maximum indebtedness is a not-to-exceed amount of \$2,000,000. All other terms and conditions of the Contract are per the City's standard contract language and as provided in the Request for Proposals.

Attachments: Exhibits A & B

## EXHIBIT A

### SECTION 4 Description of Services and Deliverables

These various Traffic Signal Engineering services that may be requested under this contract include, but are not limited to the following.

- Signal Design
- Related Construction Engineering Inspection (CEI) work as related to Traffic Engineering
- Signing and Pavement Marking Schematics
- Intersection Capacity Analysis using Highway Capacity Software (HCS)
- Development of Balanced Roadway Network Volumes
- Corridor and Roadway Network Analysis and Forecasting using Quadstone Paramic Microsimulation, Synchro, and/or Sim Traffic
- Develop, complete, or update CUBE transportation models
- Implementation of approved traffic signal timing plans and related items into controllers, cabinets, and network
- Development of Traffic Signal Timing and Coordination Plans for arterials and roadway networks
- Report preparation
- Assist with Public Notifications and/or Public Information Meetings
- Cost Estimates
- Traffic Capacity Analysis Software (not limited to: HCS, Synchro, SIDRA, CAD, Microstation, etc.)
- Field Reviews
- Condition Diagrams
- Traffic Control Warrant Analysis
- Travel Time and Delay Studies
- Intersection Design
- Structural Analysis
- MOT Review
- Development Plan Review
- Conceptual Design
- Utility coordination
- Supplemental work tasks associated with the above activities.

#### A. Performance

A major objective of this contract is for the consultant to provide the requested Traffic Engineering Services as expeditiously as possible while maintaining a high degree of thoroughness and professionalism. The Consultant shall be aware that multiple Purchase Orders can be open concurrently.

The Consultant shall ensure that all tasks requiring field activities are conducted professionally and in a manner that utilizes accepted safety methods and practices. The safety of the traveling public and the Consultant's field staff shall be an essential goal of each field study activity.

#### B. General Guidelines

At a minimum, the latest edition of the following reference manuals will apply to the design of traffic operational improvements:

1. Manual on Uniform Traffic Control Devices (MUTCD)
2. FDOT Florida Design Manual

- a. Qualitative Assessment
- b. Field Intersection Inventory (Condition Diagram)
- c. Collision Analysis
- d. Twelve-Hour TMC, Vehicles and Pedestrians
- e. Signal Timing Optimization Analysis (Synchro) or (HCS)
- f. Conclusion/Recommendations Report

## 2. Roadway Study - Travel Time and Delay

Travel time and delay information shall be conducted in each direction of travel during the morning and afternoon peak traffic periods as determined from 24-hour traffic counts, and also during a daytime off-peak period. The number of runs to be made for each direction and time shall be determined by the procedure in Chapter XIV of the MUTS Manual. From the travel time and delay data, a Traffic System Performance Evaluation, Link Performance Profile, and a Speed Profile shall be generated by computer for each period and direction. These printouts shall be supplemented with a written analysis of the route location giving possible causes of the measured stops, delays, and contained travel speeds.

A "basic" analysis consists of three (3) 2-hour study periods: AM Peak, Off Peak, and PM Peak. The number of runs required for statistical significance will be determined based on travel during these specific periods.

If the statistical sample requires more runs than can be accomplished during the basic analysis, one (1) or more additive periods will be authorized by the City to permit accomplishing the required analysis.

## 3. Signalized Arterial Analysis

This analysis will involve arterial and signalized intersection operational analysis for peak hour periods to establish existing traffic patterns and identify and reduce operational deficiencies. This analysis will be divided into two phases. An operational analysis with pre-approved simulation modeling along with a technical report with recommendations will constitute Phase I. Phase II will involve design and implementation plan for the improvements recommended in Phase I.

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

**PART I - GENERAL**

<b>1. Project</b>	<b>2. Proposal No. / Contract No.</b>
<b>3. Name of Consultant or Subconsultant:</b> Acuity Design Group, Inc.	<b>4. Date of Proposal</b>

**PART II - LABOR RELATED COSTS**

5. Direct Labor (Reimbursable)	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Public Involvement Officer	\$ 65.00	1	\$ 65.00	65
PIO Assistant	\$ 35.00	1	\$ 35.00	35
<b>TOTAL DIRECT LABOR</b>				<b>\$ 100.00</b>
<b>6. Overhead (Combined Fringe Benefit &amp; Administrative)</b>				
Overhead Rate	150 % x Total Direct Labor			<b>\$ 150.00</b>
<b>7. SUBTOTAL: Labor + Overhead (Items 5 &amp; 6)</b>				<b>\$ 250.00</b>
<b>8. PROFIT: Labor Related Costs (Item 7)</b>				<b>\$ 25.00</b>
				<b>x 10%</b>

**PART III - OTHER COSTS**

<b>9. Miscellaneous Direct Costs (Lump Sum)</b>				
Printing			\$ 0.00	
Transportation & Shipping			\$ 0.00	
<b>MISCELLANEOUS DIRECT COSTS SUB-TOTAL</b>				<b>\$ -</b>
<b>10. SUBCONSULTANTS (Lump Sum)</b>				
			\$	
			\$	
<b>SUB-CONTRACT SUB-TOTAL (Reimb/NTE)</b>				<b>\$ -</b>
<b>11. SUBCONTRACTS (Reimbursable/Not to Exceed)</b>				
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
<b>SUB-TOTAL REIMBURSABLES</b>				<b>\$ -</b>

**PART IV - SUMMARY**

<b>TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables)</b> (Items 5, 6, 8, 9, 10, and 11)		<b>\$ 275.00</b>
<b>12. TOTAL PRIOR CONTRACT AMOUNT</b>		N.A.
<b>TOTAL AMENDED CONTRACT AMOUNT</b>		N.A.

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

**PART I - GENERAL**

<b>1. Project</b> Traffic Signal Engineering Services Original Contract	<b>2. Proposal No. / Contract No.</b> P-47-20 / TBD
<b>3. Name of Consultant or Subconsultant:</b> England-Thims & Miller, Inc.	<b>4. Date of Proposal</b> September 28, 2021

**PART II - LABOR RELATED COSTS**

5. Direct Labor (Reimbursable)	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Senior Engineer	\$ 69.71		\$ 0.00	
Engineer	\$ 42.34		\$ 0.00	
Senior Planner	\$ 61.80		\$ 0.00	
Planner	\$ 37.11		\$ 0.00	
Senior Designer	\$ 40.97		\$ 0.00	
Designer	\$ 30.10		\$ 0.00	
Senior Traffic Technician	\$ 41.73		\$ 0.00	
<b>TOTAL DIRECT LABOR</b>		#DIV/0! 0		\$ -
<b>6. Overhead (Combined Fringe Benefit &amp; Administrative)</b> Overhead Rate 200 % x Total Direct Labor				\$ -
<b>7. SUBTOTAL: Labor + Overhead (Items 5 &amp; 6)</b>				\$ -
<b>8. PROFIT: Labor Related Costs (Item 7)</b> x 10%				\$ -

**PART III - OTHER COSTS**

<b>9. Miscellaneous Direct Costs (Lump Sum)</b> Printing \$ 0.00 Transportation & Shipping \$ 0.00		
<b>MISCELLANEOUS DIRECT COSTS SUB-TOTAL</b>		\$ -
<b>10. SUBCONSULTANTS (Lump Sum)</b>	\$	
<b>SUB-CONTRACT SUB-TOTAL (Reimb/NTE)</b>		\$ -
<b>11. SUBCONTRACTS (Reimbursable/Not to Exceed)</b>	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
<b>SUB-TOTAL REIMBURSABLES</b>		\$ -

**PART IV - SUMMARY**

<b>TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables)</b> (Items 5, 6, 8, 9, 10, and 11)	\$ -
<b>12. TOTAL PRIOR CONTRACT AMOUNT</b>	N.A.
<b>TOTAL AMENDED CONTRACT AMOUNT</b>	N.A.



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

**PART I - GENERAL**

<b>1. Project</b> Broward Road Widening Original Contract	<b>2. Proposal No. / Contract No.</b> P-20-20 / TBO
<b>3. Name of Consultant or Subconsultant:</b> Keville	<b>4. Date of Proposal</b> April 20, 2021

**PART II - LABOR RELATED COSTS**

5. Direct Labor (Reimbursable)	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
CEI Sr. Project Engineer	\$ 71.99		\$ 0.00	
CEI Project Administrator	\$ 48.50		\$ 0.00	
CEI Contract Support Specialist	\$ 36.40		\$ 0.00	
CEI Sr. Roadway and Bridge Inspector	\$ 35.36		\$ 0.00	
CEI Roadway and Bridge Inspector	\$ 29.24		\$ 0.00	
CEI Inspector's Aide	\$ 20.00		\$ 0.00	
CEI Clerical	\$ 30.09		\$ 0.00	
<b>TOTAL DIRECT LABOR</b>	<b>#DIV/0!</b>	<b>0</b>		<b>\$ -</b>
<b>6. Overhead (Combined Fringe Benefit &amp; Administrative)</b>				
Overhead Rate			127.82 % x Total Direct Labor	\$ -
<b>7. SUBTOTAL: Labor + Overhead (Items 5 &amp; 6)</b>				<b>\$ -</b>
<b>8. PROFIT: Labor Related Costs (Item 7)</b>			x 10%	<b>\$ -</b>

**PART III - OTHER COSTS**

<b>9. Miscellaneous Direct Costs (Lump Sum)</b>			
Printing			\$ 0.00
Transportation & Shipping			\$ 0.00
<b>MISCELLANEOUS DIRECT COSTS SUB-TOTAL</b>			
<b>\$ -</b>			
<b>10. SUBCONSULTANTS (Lump Sum)</b>			
			\$
			\$
<b>SUB-CONTRACT SUB-TOTAL (Reimb/NTE)</b>			
<b>\$ -</b>			
<b>11. SUBCONTRACTS (Reimbursable/Not to Exceed)</b>			
			\$
			\$
			\$
			\$
			\$
			\$
<b>SUB-TOTAL REIMBURSABLES</b>			
<b>\$ -</b>			

**PART IV - SUMMARY**

<b>TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables)</b> (Items 5, 6, 8, 9, 10, and 11)		<b>\$ -</b>
<b>12. TOTAL PRIOR CONTRACT AMOUNT</b>		N.A.
<b>TOTAL AMENDED CONTRACT AMOUNT</b>		N.A.

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

**PART I - GENERAL**

<b>1. Project</b> Traffic Signal Engineering Services	<b>2. Proposal No. / Contract No.</b> P-47 20 T80
<b>3. Name of Consultant or Subconsultant:</b> Meskel & Associates Engineering PLLC	<b>4. Date of Proposal</b> September 1, 2021

**PART II - LABOR RELATED COSTS**

5. Direct Labor (Reimbursable)	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Principal	\$ 68.25		\$ 0.00	
Chief Engineer	\$ 63.00		\$ 0.00	
Project Manager/Senior Engineer	\$ 55.65		\$ 0.00	
Project Engineer, PE	\$ 37.50		\$ 0.00	
Staff Engineer, EI	\$ 25.50		\$ 0.00	
Draftsperson/CADD Operator	\$ 26.50		\$ 0.00	
Senior Field Technician	\$ 26.00		\$ 0.00	
Clerical	\$ 18.75		\$ 0.00	
<b>TOTAL DIRECT LABOR</b>	<b>#DIV/0!</b>	<b>0</b>	<b>\$ -</b>	<b>\$ -</b>
<b>6. Overhead (Combined Fringe Benefit &amp; Administrative)</b>				
Overhead Rate			200 % x Total Direct Labor	\$ -
<b>7. SUBTOTAL: Labor + Overhead (Items 5 &amp; 6)</b>				\$ -
<b>8. PROFIT: Labor Related Costs (Item 7)</b>				\$ -
				x 10% \$ -

**PART III - OTHER COSTS**

<b>9. Miscellaneous Direct Costs (Lump Sum)</b>				
Field Exploration				
Mobilization of Crew & Eq. - Truck Mounted Rig	\$550.00	\$	0.00	
Movement of Crew & Eq. Between Boreholes	\$165.00	\$	0.00	
Mobilization of Crew & Eq. - Coiling Rig	\$375.00	\$	0.00	
Pavement Cores, ea	\$150.00	\$	0.00	
SPT Boring 0 to 30 feet, per LF	\$13.50	\$	0.00	
SPT Boring 30 to 50 feet, per LF	\$14.50	\$	0.00	
SPT Boring 50 to 100 feet, per LF	\$17.50	\$	0.00	
SPT Boring - Extra Samples, 0 to 50 feet, ea.	\$34.00	\$	0.00	
SPT Boring - Extra Samples: 50 to 100 feet, ea	\$38.00	\$	0.00	
Auger Borings, per LF	\$11.00	\$	0.00	
Grouting Borings, per foot	\$8.50	\$	0.00	
Temporary Casing, 4-Inch, per foot	\$10.50	\$	0.00	
Laboratory Testing				
Natural Moisture Content, ea.	\$18.00	\$	0.00	
Percent Passing No 200 Sieve, ea	\$50.00	\$	0.00	
Soil Gradation, ea	\$75.00	\$	0.00	
Organic Content, ea	\$45.00	\$	0.00	
Atterberg Limits, ea	\$95.00	\$	0.00	
Corrosion Series, ea	\$200.00	\$	0.00	
<b>MISCELLANEOUS DIRECT COSTS SUB-TOTAL</b>				\$ -

<b>10. SUBCONSULTANTS (Lump Sum)</b>	\$	\$ -
<b>SUB-CONTRACT SUB-TOTAL (Reimb/NTE)</b>	\$	\$ -
<b>11. SUBCONTRACTS (Reimbursable/Not to Exceed)</b>	\$	\$ -
	\$	
	\$	
	\$	
	\$	
	\$	
<b>SUB-TOTAL REIMBURSABLES</b>	\$	\$ -

**PART IV - SUMMARY**

<b>TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables)</b> (Items 5, 6, 8, 9, 10 and 11)	\$ -
<b>12. TOTAL PRIOR CONTRACT AMOUNT</b>	NA
<b>TOTAL AMENDED CONTRACT AMOUNT</b>	NA





# City of Jacksonville, Florida

**Lenny Curry, Mayor**

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

ONE CITY ONE JACKSONVILLE

May 2, 2022

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

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

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

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

Jill Enz *Jill Enz*  
Chief, Natural and Marine Resources

SUBJECT: P-40-21 Professional Engineering Services for Ivey Road Park

The subcommittee received four (4) proposals for evaluation for the subject project. Four were found to be responsive, interested, qualified and available to provide the services required by the RFP.

The proposals were evaluated using the criteria outlined in the Purchasing Code as augmented by the RFP (see attached matrix).

Based on the above, the following firms listed alphabetically were determined to be the most qualified of those submitting proposals. The ranking of first, second, and third designates the order of qualification of these firms to perform the required services.

1. Construction & Engineering Service Consultants, Inc.
2. Hall Associates, Inc.
3. Kimley-Horn and Associates, Inc.

We recommend that the above list be forwarded to the Mayor for final selection.

JPP/lw

Attachment: Scoring Matrix

Evaluation Matrix

PROJECT NO. P-40-21

Professional Engineering Services for Nvy Road Park

EVALUATION SCALE  
 1-----20

EXTREMELY QUALIFIED

QUALIFIED

FIRM	COMPETENCE	CURRENT WORKLOAD	FINANCIAL RESPONSIBILITY	ABILITY TO OBSERVE COMPLIANCE WITH PLANS	PROFESSIONAL ACCOMPLISHMENTS RECORD	PROXIMITY TO PROJECT	Past & Present Demonstrated Commitment to Small & Minority Businesses & Contributions Toward A Diverse Market Place	ABILITY TO DESIGN AN APPROACH AND WORK PLAN	TIME & BUDGET	VOLUME OF CURRENT AND PRIOR WORK FOR USING AGENCIES	OVERALL
<b>MAXIMUM POINTS ASSESSED</b>	10	10	5	10	5	10	20	20	10	10	110
Construction & Engineering Service Consultants, Inc.	8.00	9.00	3.00	8.50	4.00	10.00	20.00	16.00	9.00	6.00	93.50
Pond & Company	9.50	6.50	5.00	8.38	3.50	4.00	13.50	13.50	10.00	7.00	80.88
Kimley Horn	9.00	6.00	4.50	8.00	4.00	6.50	12.50	13.50	9.50	9.00	82.50
Hall Associates, Inc.	10.00	8.50	5.00	8.38	4.50	4.00	12.50	17.50	6.50	10.00	86.88

1

3

2



PROCUREMENT DIVISION

MEMORANDUM

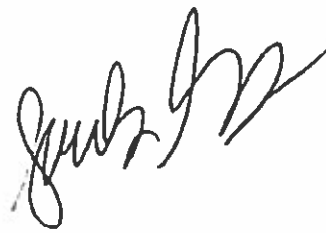
**Date:** May 5, 2022

**To:** Gregory Pease, Chairman  
Professional Services Evaluation Committee

**From:** Saralyn Grass, Chief Administrative Officer  
Kids Hope Alliance

Tyrlica Young, Director, Research and Grants  
Kids Hope Alliance

**Subject:** Review of RFP Submittal for P-17-22 Security and Privacy  
Assessment/Security and Privacy Framework Development



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The Employee Services Department received only one (1) proposal for the **Security and Privacy Assessment/Security and Privacy Framework Development** Request for Proposal(s)

Per Section 126.302(f) of the Procurement Code if:

If "PSEC receives responses from less than three proposers, it shall resolicit proposals from proposers previously solicited and from additional persons, unless it determines, in writing, that no advantage would be obtained by resoliciting. Notwithstanding the number of responses received, PSEC may proceed to consider those proposers responding to the resolicitation or to the initial solicitation if it determines, in writing, that no advantage would be obtained by resoliciting."

Considering the foregoing information, staff request the process that should be followed in order to ensure the continued services by evaluating the proposal received.







**MEMORANDUM**

**TO:** Gregory Pease, Chief of Procurement

**FROM:** Saralyn Grass, Chief Administrative Officer,  
Kids Hope Alliance (KHA)

Michael Weinstein, Chief Executive Officer  
Kids Hope Alliance (KHA)

Kenneth Darity, Chief Programs Officer,  
Kids Hope Alliance (KHA)

**SUBJECT:** Award Recommendation for BID # P-41-21 Kids Hope Alliance, Mentoring and Training Services for Providers

**DATE:** May 11, 2022

Kids Hope Alliance (KHA) has completed preliminary evaluations of BID # P-41-21 and is recommending that the Professional Services Evaluation Committee (PSEC) make a final recommendation to the Mayor for funding to be awarded to The Children's Forum/Florida Afterschool Network in the amount of \$80,000.

The terms of agreements will commence upon full execution of contract through July 31, 2023. KHA will have the option, in its sole discretion, to renew such contracts for up to two (2) additional one (1) year terms upon satisfactory performance by Contractor. Contracts are subject to early termination as set forth elsewhere in this RFP.

The following documentation is accompanying this memo:

Exhibit A – Scope

Exhibit B – Fess

In addition:

- i. The scope of services for the recommended awards is included in the RFP and in the narrative response submitted as part of the evaluation.
- ii. Other terms and conditions (i.e. duration, service period, etc.) have been included in the responses to the RFP and will be incorporated by reference into the final contract.

The funding of this project will be from the following Accounting Codes:

Fund	Center	Account	Project	Activity	Line Item	Future
10904	181314	549006	005643	00000000	00000	0000000

**Total Funding**

**\$80,000**

**Kids Hope Alliance**

**1095 A. Philip Randolph Blvd. | Jacksonville, Florida 32206 | T-(904) 255-4400 | F-(904) 255-4500**



Upon approval of this request, the contract will be executed by the City of Jacksonville Office of General Counsel.

If you desire additional information, please contact Tyrica Young at 904-255-4423 or e-mail me at [tyricay@coj.net](mailto:tyricay@coj.net)

Cc: Alex Baker, Buyer  
Jessica Pitts, Director, Finance  
Joyce Watson, Director, Administration, Contracts, and Purchasing  
Tyrica Young, Director, Research and Grants

Training Indirect Costs	N/A	This indirect cost will cover, payroll, reimbursement processes, accounting, technology supplies and other administrative expenses.	N/A	N/A	\$6,000
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Training: Travel	Travel for Training	This will cover the travel expenses needed for the trainers to host the quarterly in-person workshops.	Travel documentation	TBD	\$2,000
Training Indirect Costs	N/A	This indirect cost will cover, payroll, reimbursement processes, accounting, technology supplies and other administrative expenses.	N/A	N/A	\$2,000

Mentoring and Capacity Building Budget

Scope of Services Item	Deliverables	Description	Activities	Timeline	Budget/Price
------------------------	--------------	-------------	------------	----------	--------------

Mentoring/Capacity Building	Mentoring narrative	The Network will work 1:1 with the selected nonprofit organizations to develop and support the creation, execution and follow through on an individualized capacity building plan.	Mentoring log (date, time, person met with); participant survey conducted twice a year; contractor survey annually (provided by KHA)	Weekly to bi-weekly	\$38,000
Mentoring/Capacity Building	Mentoring Contracts	The Network will utilize its network of subject matter experts to provide content specific workshops to the mentoring cohort.	Workshop agenda and mentoring call log	Two per cohort	\$12,000
Mentoring/Capacity Building	Site-Visit Log	The Network will conduct a site visit to the selected nonprofit organizations to provide hands on mentoring and capacity building activities with their agency staff.	Conduct a visit to the selected nonprofit organizations as needed. Visits will be 2-3 hours and will be tailored to the specific needs of the agency. The agency will receive a summary of the visit with actionable next steps for the organization. Network will maintain a log of the visits conducted. This log will include, date, duration, agency, actionable items.	1 visit per agency	\$4,000





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# City of Jacksonville, Florida

*Lenny Curry, Mayor*

Employee Services  
City Hall at St. James  
117 W. Duval Street, Suite 100  
Jacksonville, Florida 32202  
(904) 255-5600  
www.coj.net

**MEMORANDUM**

**DATE:** May 16, 2022

**TO:** Gregory Pease, Chairman  
Professional Services Evaluation Committee

**FROM:** Leah Hayes, Division Chief of Talent Management  
Employee Services Department *Leah Hayes*

**SUBJECT:** Increase Maximum Indebtedness for P-11-21 Occupational Health & Medical Services Program Contract #71164-21 *AMD #1*

Employee Services requests approval to increase contract # 71164-21 with St. Vincent's Full Service Urgent Care, LLC to provide Occupational Health & Medical Services under the same fees, terms and conditions of the current contract agreement by \$165,000. This is to ensure there is adequate funding to cover ongoing health and medical services through the end of the contract period, August 31, 2022. This will revise the maximum indebtedness from \$510,000 to a not-to-exceed amount of \$675,000.





# City of Jacksonville, Florida

Lenny Curry, Mayor

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

ONE CITY. ONE JACKSONVILLE.

July 1, 2021

The Honorable Lenny Curry, Mayor  
City of Jacksonville  
4<sup>th</sup> Floor, St. James Building  
Jacksonville, FL 32202

Dear Mayor Curry:

**Ref: P-11-21 Occupational Health & Medical Services**  
Employee Services Department

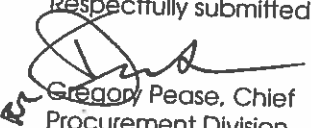
The Professional Services Evaluation Committee met today in Board Room 851 on the eighth floor of the Ed Ball Building, for the purpose of concluding fee and contract negotiations with the number one ranked company/firm for the above-captioned project.

The following motion/recommendation was adopted:

That the City of Jacksonville enter into a contract with Ascension St. Vincent's Full Service Urgent Care, LLC, for the provision of Occupational Health & Medical Services; that incorporates the attached Scope of Services identified as Exhibit 'A' and Contract Fee Summary identified as Exhibit 'B'; the period of service is one year from date of execution of the contract with four (4) one-year renewals at terms mutually agreeable; the maximum indebtedness is a not-to-exceed annual amount of \$510,000.00. All other terms and conditions are per the RFP and the City's standard contract language.

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

Respectfully submitted,

  
Gregory Pease, Chief  
Procurement Division  
Chairman, Professional Services  
Evaluation Committee

APPROVED:

  
Lenny Curry, Mayor

This 1<sup>st</sup> day of July 2021

GP: ab

cc: Council Auditor  
David Mugar OGC  
Subcommittee Members

Brian Hughes  
Chief Administrative Officer  
For: Mayor Lenny Curry  
Under Authority of:  
Executive Order No. 2019-02



ONE CITY. ONE JACKSONVILLE.

# City of Jacksonville, Florida

Lenny Curry, Mayor

Employee Services  
City Hall  
117 W. Duval St Suite 100  
Jacksonville, Florida 32202

## MEMORANDUM

DATE: June 25, 2021

TO: Greg Pease, Chairman  
Professional Services Evaluation Committee (PSEC)

FROM: Leah Hayes, Chief of Talent Management  
Employee Services Department

Diane F. Moser, Director  
Employee Services Department

RE: P-11-21 Occupational Health and Medical Services

The Employee Services Department has negotiated with the number one ranked consultant, Ascension St. Vincent's Full Service Urgent Care, LLC that submitted a proposal and was selected to provide the Occupational Health and Medical Services in the attached Description of Services and Deliverables, Exhibit A and Contract Fee Schedule, Exhibit B.

Accordingly, this is to recommend that the City of Jacksonville enter into a contract with Ascension St. Vincent's Full Service Urgent Care, LLC that incorporates the attached Description of Services and Deliverables identified as Exhibit A and Fee Schedule identified as Exhibit B. The initial contract period will be for one year from date of execution of the contract, with four (4) one-year renewals at terms mutually agreeable. The annual maximum indebtedness is a not-to-exceed amount of \$510,000.00. All other terms and conditions of the Contract are per the City's standard contract language and as provided in the Request for Proposals.

Attachments: Exhibits A & B

cc: Alex Baker, PSEC Specialist

# Exhibit B

P-11-21 City of Jacksonville Occupational Health and Medical Services

## MEDICAL AND SUBSTANCE ABUSE TESTING SERVICES QUOTATION OF RATES & FEES OR CHARGES

	SERVICE	RATE/FEE/CHARGE
1.	Complete Medical Certificate form; Review job requirements/ criteria; general review of systems; height, weight, temperature, pulse, blood pressure; audiometric testing; color vision and visual acuity testing; determine ability to perform job requirements; indicate and pre-existing condition for pension purposes	\$55.00
2.	Chest X-ray, one view	
3.	Chest X-ray, two view	\$40.00
4.	EKG, when specified	\$50.00
5.	Back X-ray with range of motion examination and functional capacity, two view Lumbar Spine, when specified	\$25.00
6.	Tuberculin Test (PPD), or other labs, when specified	\$60.00
7.	Pulmonary Function Test, when specified	\$15.00
8.	Hepatitis Profile, when specified	\$30.00
9.	Urine specimen collection for 7 Panel Drug Screen (Cannabinoids, Cocaine, Opiates, 6-Acetylmorphine, Phencyclidine, Amphetamines, Methylenedioxymethamphetamine)	\$50.00
	a. Initial Test	\$27.00
	b. Confirmation test by GC/MS	
	c. Additional lab fees (e.g. retest of specimen, quantitative)	\$140.00
10.	Urine specimen collection for 5 Panel Drug Screen (Amphetamines, Cocaine, Cannabinoids, Opiates, Phencyclidine, Barbiturates, Benzodiazepines, Methaqualone, Methadone, Propoxyphene).	
	a. Initial Test	\$27.00
	b. Confirmation test by GC/MS	
	c. Additional lab fees (e.g. retest of specimen, quantitative)	\$140.00
11.	Medical Review Officer (MRO) services to interpret all Controlled Substances Screens	\$0.00 incl. in 9 and 10.
12.	Alcohol Screen:	
	a. Blood Specimen	\$23.00
	b. Evidential Breath Test (EBT)	\$20.00
	c. Confirmation EBT	\$20.00
13.	L-RPR (Blood Serology)	\$10.00
14.	Chemistry Profile (SMAC LP UA CBC Diff) Including Reticulocyte Count	\$35.00
15.	Titmus vision examination, when specified	\$10.00
16.	Hemoglobin A1C-(HbA1C)	\$12.00
17.	HIV / AIDS, when specified	\$17.00
18.	Interferon Blood Test for TB	\$50.00

	SERVICE	RATE/FEE/CHARGE
19.	Acetylcholinesterase / Serum Cholinesterase	\$30.00
20.	Serum Polychlorinated Biphenyls	\$70.00
21.	Complete Blood Count w/Differential & Platelet Evaluation	\$10.00
22.	Blood Lead Screen OSHA	\$25.00
23.	Blood Lead Screen with ZPP	\$30.00
24.	Heavy Metal Screen (Ar, Cd, Cr, Mr)	\$115.00
25.	Phenol Screen	\$65.00
26.	Urinalysis Dip Without Microscopy	\$7.00
27.	Fitness-for-duty physical examination	\$55.00
28.	Pension Disability Assessment (initial)	\$250.00
29.	Pension Disability Assessment (second or any subsequent review)	\$50.00
30.	Review of supplemental medical information	\$50.00/hr
31.	<del>Consultation</del>	<del>\$50.00/hr</del>
32.	Expert witness testimony Medical Review Officer	\$150.00/15 min
	Cardiologist	\$200.00/15 min
	Radiologist/Laboratory	\$150.00/15 min
33.	Cardio-Pulmonary Stress Test, when specified	\$385.00
34.	Bruce Protocol Stress Test, when specified	\$185.00
35.	Jobsite assessment	\$75.00/hr
36.	Psychological or psychiatric evaluation	\$700 w/o test \$800 w/test
37.	Cardiologist Services	
	Complete Echo Study	\$250.00
	Office Consultation	\$250.00
38.	MRI, when specified (\$w/out contrast/\$ with contrast)	\$425/\$575
39.	Respirator Mask Fit	\$20.00
40.	Other (list/itemize):	
	PSA	\$22.00
	Hepatitis A Titer	\$22.00
	Hep A First/Second	\$82.00 each
	Hepatitis B Titer	\$22.00
	Hep B First/Second/Third	\$65.00 each
	Hepatitis C Titer	\$25.00
	Rabies Titer	\$35.00
	Rabies Vaccine	\$305.00
	Tetanus (Td) Vaccine	\$40.00
	Flu (Fee varies by season and make-up of vaccine)	\$35.00

41.	SERVICE	Physician's Name(s)	RATE/FEE/CHARGE
	Specialties: Addiction Medicine	Dr. Jacqueline Pasco	**
	Allergy & Immunology	Dr. Sanjay Swami Dr. Harry Katz	**
	Anesthesia-Pain Medicine	Ascension St. Vincent's Spine & Pain Institute	**
	Cardiology	Ascension St. Vincent's Cardiology	**
	Dermatology	Dr. Madeliene Galners Dr. Jonathan Kantor	**
	General Surgery (hernias)	North Florida Surgeons	**
	Infectious Diseases	Dr. Jennifer Katsolis Dr. Catherine Smith	**
	Neurology	St. Vincent's Spine & Brain Institute	**
	Ophthalmology	Clay Eye Physicians and Surgeons	**
	Orthopedics	SE Orthopedics Specialists	**
	Physical Medicine & Rehabilitation	Dr. John Evans	**
	Psychiatric/Psychology	Dr. Jacqueline Pasco, Psychiatrist Dr. Justin D'Arienzo, Psychologist Dr. Roxanne Louh, Psychologist	**
	Pulmonology	St. Vincent's Lung, Sleep, and Critical Care Associates	**
	Toxicology	Dr. Stephen J. Kracht, MRO Dr. Delores Loveless, MRO	**
<p>The City of Jacksonville requires that Provider provide results within 4 working days for candidates who pass physical examinations without complications, with the exception of annual HAZMAT and Medical Surveillance exams, which require a Phenol test that can take up to twenty-one (21) days for the results to come back. The day of the examination shall not be counted in the calculation of the 4 working days. Failure to meet this deadline may result in the City reducing the fee by 50%.</p>			
<p>On-site immunizations and Health Fairs will occur during the week and during normal business hours. Provider will provide services during these hours.</p>		<p>Time Frame (to-from hours)</p>	<p>On-site Service Cost + Normal Cost of Service</p>
		<p>7:00am to 7:00pm M-F</p>	<p>\$40/hr. RN, 2 hr. min \$25/hr. MA, 2 hr. min \$150/hr. MD, 2 hr. min</p>
<p>On-call-After Hours Services</p>		<p>After 7pm M-F</p>	<p>*N/A</p>

\*N/A per addendum answers stating that 24/7 no longer required by this RFP.

\*\*Note for All\*\* Physicians will be in the St. Vincent's Health Network. Rates will be the contracted insurance rates of the appropriate CPT code.

Additional Services mentioned in RFP P-11-21 and not found on the provided Quotation of Rates and Fees or Charges Form – these services are also listed in our current contract P-32-16 – these services are mentioned as a deviation on the deviations page of this RFP.

	SERVICE	RATE/FEE/CHARGE
1.	Cardiovascular Ultrasound (Carotid, Abdominal Aorta, ABI)	\$100.00
2.	NFPA 1582 – Isokinetic Testing	\$40.00
3.	Body Composition Analysis – Body Metrics Pro System US	\$45.00
4.	Body Composition Analysis – DexaScan	\$130.00
5.	TSH – Thyroid Stimulating Hormone	\$18.00
6.	Hemocult	\$20.00
7.	Audiometric Testing	\$30.00
8.	Thyroid Ultrasound Diagnostic	\$200.00
9.	Liver, Pancreas, Spleen, Gall Bladder, and Kidney US	\$200.00
10.	Osteoporosis Bone Density	\$140.00
11.	Functional Capacity Evaluation	\$40.00
12.	Total Lipid Profile	\$12.00
13.	Hair Drug Screen	\$40.00

	SERVICE	RATE/FEE/CHARGE
1.	MMR Titer	\$25.00
2.	MMR Vaccine	\$95.00
3.	Tdap Vaccine	\$55.00
4.	Chicken Pox Varicella Vaccine	\$160.00
5.	Blood Chromium Screen	\$30.00
6.	Urine Cadmium Screen	\$42.00
7.	Beta-2 Microglobulin	\$35.00
8.	Urinary Phenol Screen	\$65.00

	SERVICE	RATE/FEE/CHARGE
1.	NO SHOW Fee for Psychiatrist or Psychologist	\$150.00
2.	Consultation Fee by phone or in person with Psychiatrist or Psychologist	\$150.00/hr.
3.	Additional Diagnostic Assessment by Psychologist	\$250.00/hr.
4.	Drug Screen Charge for specific Drug not currently tested in the standard panel performed for the COJ Contract – this would be a drug test requested by the Psychiatrist to monitor compliance with prescription or to test for a drug of abuse not tested in the standard panel performed for the COJ Contract	\$3.00 per add on – per drug to be tested.





ONE CITY. ONE JACKSONVILLE.

MEMORANDUM

May 16, 2022

TO: Gregory Pease, Chairman  
Professional Services Evaluation Committee

FROM: Tracy Flynn, Chief of Risk Management  
Risk Management Division

A handwritten signature in black ink, appearing to read "Tracy Flynn", is written over the name in the "FROM:" field.

Subject: Certification Letter for P-23-22 Casualty Actuarial Services

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Please take appropriate action to issue a Request for Proposal (RFP) for the referenced professional services.

The following information is furnished in accordance with chapter 126.302 of the City Ordinance Code.

1. The general purpose of the service or study: See attached RFP
2. The Objective of the study or services: is to make available professional serves as stated in the RFP.
3. The estimated period of time needed for the service or study: Is three years, plus two, one-year options for extension, for a maximum possible of five years
4. The estimated cost of the service or study: \$ Ongoing Services TBD. 27,200 a year was last contract









# City of Jacksonville, Florida

*Lenny Curry, Mayor*

Jacksonville Fire and Rescue  
Emergency Preparedness Division  
(904) 255-3110  
[www.coj.net/jaxready](http://www.coj.net/jaxready)

ONE CITY. ONE JACKSONVILLE.

## MEMORANDUM

May 16, 2022

**TO:** Gregory Pease, Chairman  
Professional Services Evaluation Committee

**FROM:** Noah Ray, Emergency Preparedness Supervisor  
Jacksonville Fire & Rescue Department/Emergency Preparedness Division

**Subject:** Certification Letter for P-25-22 Training and Exercise Design, Management, and Program Support

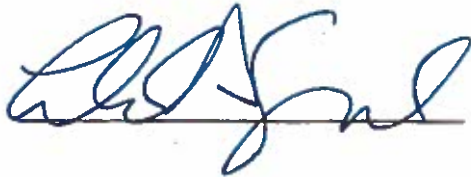
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Please take appropriate action to issue a Request for Proposal (RFP) for the referenced professional services.

The following information is furnished in accordance with chapter 126.302 of the City Ordinance Code.

1. The general purpose of the service or study:
  - Contract support to develop a series of exercises. Please see attached RFP for further details.
2. The Objective of the study or services:
  - Enhance regional coordination with regard to mass feeding operations.
3. The estimated period of time needed for the service or study:
  - Is one year, plus one six month extension, for a total of eighteen months.
4. The estimated cost of the service or study:
  - \$450,000.
5. Whether the proposed study or service will not duplicate a prior or existing work.
  - No, it will not.
6. List of current contracts or prior services or studies which are related to the proposed study or service:
  - None.
7. A statement as to why the service cannot be done by department or agency staff:
  - Department staff do not possess required to complete this project; contractor support is required.

8. The names and telephone numbers of two representatives from the using agency designated to serve on the evaluation committee as subcommittee members:
- Todd Smith, Division Chief, Emergency Preparedness Division
    - (904) 255-3118
  - Noah Ray, Emergency Preparedness Supervisor, Emergency Preparedness Division
    - (904) 255-3117
9. A project funding account number:
- PROJECT# 009167; ORACLE FUND# 11409; ORACLE CENTER# 122003; ACCOUNT# 531090
10. The names and addresses of specific consultants the using agency wishes to be included in the solicitation process: All firms who have expressed an interest in furnishing Professional Services as detailed in the RFP should be notified of this RFP.
- All Hands Consulting, 11101 Resort Rd, #125, Ellicott City, MD 21042 (410) 988-8942
    - Contact@AllHandsConsulting.com(410) 988-8942
  - Integrated Solutions Consulting, Inc. 220 S. Buchanan St. Edwardsville, IL 62025
    - Dan Martin dan.martin@i-s-consulting.com (847) 477-6542
  - 1955 Evergreen Blvd., Bldg. 200, Ste. 300 Duluth, GA 30096
    - Christina Parkins christina.parkins@tetrattech.com (704) 796-6431
  - Hagerty Consulting, Inc. 1618 Orrington Avenue, Suite 201 Evanston, IL 60201
    - Katie Freeman katie.freeman@hagertyconsluting.com (847) 492-8454 x119
  - Innovative Emergency Management, Inc. (IEM) PO Box 110265 Research Triangle Park, NC 27709
    - Ana María del Pino; IEM Contract Management [Contracts@iem.com](mailto:Contracts@iem.com) 787.717.1287
  - EMSI, Inc. 219 East Davis Street, Suite 210 Culpeper, VA 22701
    - Dana Deptula, Operations Manager, [dan.deptula@emsics.com](mailto:dan.deptula@emsics.com) (540) 423-9004
11. A signed statement to the effect the individuals responsible for developing the scope and Certification letter and the two individuals named herein to serve as subcommittee Members, have read and understand the Procurement Manual and Procurement Committee Guidelines dated May, 2022



Director / Chief of Emergency Preparedness  
TITLE



Emergency Preparedness Supervisor  
TITLE





**ONE CITY. ONE JACKSONVILLE.**

**MEMORANDUM**

May 16, 2022

**TO:** Gregory Pease, Chairman  
Professional Services Evaluation Committee

**FROM:** Ellyn Cavin, Chief of Development Services  
Planning and Development Department

Bob Blanco, Planning Services Manager  
Planning and Development Department

**Subject: Certification Letter for P-18-22 FloodPlain Permit Review Consultant**

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Please take appropriate action to issue a Request for Proposal (RFP) for the referenced professional services.

The following information is furnished in accordance with chapter 126.302 of the City Ordinance Code.

1. The general purpose of the service or study: See attached RFP
2. The Objective of the study or services: is to make available professional serves as stated in the RFP.
3. The estimated period of time needed for the service or study: Is three years, plus two, one-year options for extension, for a maximum possible of five years
4. The estimated cost of the service: \$85,000.00
5. Whether the proposed study or service will not duplicate a prior or existing work.

6. List of current contracts or prior services or studies which are related to the proposed study or service:
7. A statement as to why the service/study cannot be done by department or agency staff:
8. The names and telephone numbers of two representatives from the using agency designated to serve on the evaluation committee as subcommittee members:

Ellyn Cavin 255-8205  
 Tanja McCoy 255-8203

9. A project funding account number: Funding will be identified at the time purchase orders are issued for these services
10. The names and addresses of specific consultants the using agency wishes to be included in the solicitation process:

CDM Smith 4651 Salisbury Rd #420 Jacksonville FL 32256  
 Schwalls Consulting LLC - dschwalls@schwallsconsulting.com

11. A signed statement to the effect the individuals responsible for developing the scope and Certification letter and the two individuals named herein to serve as subcommittee Members, have read and understand the Procurement Manual and Procurement Committee Guidelines dated May, 2022

Ellyn Cavin

Chief - Development  
 TITLE Services Division

Ellyn Cavin for  
Tanja McCoy

Planning Services Manager  
 TITLE