

**PUBLIC NOTICE**  
**"REVISED" PSEC AGENDA**  
**PROFESSIONAL SERVICES EVALUATION COMMITTEE MEETING**  
 Thursday, May 27, 2021, 10:00 a.m.  
 Eighth Floor, Conference Room 851  
 Ed Ball Building, 214 N. Hogan Street  
 Jacksonville, FL 32202

**HYBRID MEETING**

Join Zoom Meeting  
<https://us02web.zoom.us/j/86268415008?pwd=UHlBakl6KzRuemYrdHRWWSGj3bkdlZ09>  
 Meeting ID: 862 6841 5008  
 Passcode: 657328

Committee Members: Gregory Pease, Chairman  
 Randall Barnes, Treasury  
 David Migat, OGC

Subcommittee Members	ITEM #	TITLE & ACTION	MOTION	CONTRA EXP	OUTCOME
Michael Turner Ken Lathrop	SS-10454-21	Single Source Purchase Oracle Cloud Consulting Services Finance and Administration Department/Information Technologies Division	That the City of Jacksonville enter into a Single Source Contract with Oracle America, Inc., for Oracle Cloud Consulting Services by incorporating the attached Ordering Document No. US-0982950 and Fee Agreement identified as Exhibit 'A'; the Period of Service will be from execution of the contract through one-year; the maximum indebtedness is a not-to-exceed purchase order amount of \$325,600.00; all other terms and conditions are per the City's standard contract language.		
Todd Smith Steve Woodard	P-09-21	Subcommittee Report Disaster Recovery and Mitigation Consulting Services for Incidents and Events Jacksonville Fire and Rescue Department/Emergency Preparedness Division	It is the consensus of the committee that of the six (6) proposals responding to the Request for Proposals (RFP) all were responsive, interested, qualified and available to provide the required services. The ranking of first, second and third, designates the order of qualification of these companies to perform the required services and alphabetically they are: 3) Deloitte & Touche, LLP 1) Ernst & Young, LLP 2) Innovative Emergency Management, Inc. (IEM) We recommend the above list is forwarded to the Mayor for final selection so that fee and contract negotiations may begin with Ernst & Young, LLP, the number one ranked company.		
Nikita Reed Tim Rogers	P-31-20	Subcommittee Report Professional Architectural Services for Oceanway/New Berlin Library Department of Public Works/Engineering & Construction Management Division	It is the consensus of the committee that of the seven (7) proposals responding to the Request for Proposals (RFP) all were responsive, interested, qualified and available to provide the required services. The ranking of first, second and third, designates the order of qualification of these companies to perform the required services and alphabetically they are: 3) G. M. Hill Engineering, Inc. 1) PQH Group, Inc. 2) ITV Architects, Inc. We recommend the above top three listed companies are scheduled for oral interviews for further evaluation.		

Robin Smith William Joyce	P-40-16	Contract Amendment No. 7 Master Stormwater Management Plan (MSMP) Program Management Services Annual Contract Department of Public Works/Engineering & Construction Management Division	That Contract No. 6354-16, originally executed June 23, 2017, between the City of Jacksonville and CDM Smith Inc. for Master Stormwater Management Plan (MSMP) Program Management Services-Annual Contract be amended to: exercise the second and final 2-year renewal option extending the period of service from June 22, 2021 through June 21, 2023; incorporate the attached Scope of Services identified as Exhibit M and Contract Fee Summary identified as Exhibit N; add a new lump-sum amount for MSMP County-wide CIP list in the amount of \$30,000.00 and a new not-to-exceed limit of \$20,000.00 for MSMP Support; thereby (iii) increasing the maximum indebtedness to the City by \$50,000.00 to a new not-to-exceed maximum of \$444,672.00. All other terms and conditions, as previously amended, shall remain the same except for such changes as the Office of General Counsel may deem appropriate to ensure compliance with the City's ordinance, Procurement policies and procedures and applicable federal and state laws.	INV6/22/21
William Joyce Tim Cutchfield	P-17-19	Contract Amendment No. 1 Professional Architectural and Engineering Services for Programming, Site Selection and Design of New Medical Examiner's Office Department of Public Works/Engineering & Construction Management Division	That Contract 10754, originally executed February 4, 2020 between the City of Jacksonville and Gresham Smith for Professional Architectural and Engineering Services for Programming, Site Selection and Design of the New Medical Examiner's Office be amended to incorporate the attached Scope of Services identified as Exhibit "C" and Fee Schedule identified as Exhibit "D"; add a new lump sum amount for Design Services in the amount of \$1,188,335.22; and new not to exceed limits for Transportation in the amount of \$3,000.00, Reproductions in the amount of \$7,000.00 and FGBC Registration Fee in the amount of \$500.00, thereby increasing the maximum indebtedness by \$1,198,835.22 to a new maximum indebtedness to the City in the amount of \$1,390,535.14. All other terms and conditions shall remain the same.	To Project Completion
Alex Baker		Addition to Legal Related Services List Procurement Division	That the committee approve the following company for inclusion to the Legal Related Services list under the category of Abstracts and Title Insurance Services:  Paradise Title of St. Augustine, LLC Pamela B. Gesell, Owner	
MEETING ADJOURNED				

cc: Council Auditor  
Subcommittee





# City of Jacksonville, Florida

*Lenny Curry, Mayor*

Information Technologies Division  
Ed Ball Building  
214 N. Hogan Street, Suite 900  
Jacksonville, Florida 32202

ONE CITY. ONE JACKSONVILLE.

May 10, 2021

**TO:** Gregory W. Pease  
Chief of Procurement

*SS-10454-21*

**VIA:** Kenneth Lathrop  
Chief of Information Technologies/CIO

Kenneth E. Lathrop  
Digitally signed by  
Kenneth E. Lathrop  
Date: 2021.05.13  
10:06:15 -04'00'

**FROM:** Michael Turner  
PMO Manager, Information Technologies Division

Michael S. Turner  
Digitally signed by  
Michael S. Turner  
Date: 2021.05.10  
16:03:18 -04'00'

**SUBJECT:** Enterprise Resource Planning (ERP) Request for Oracle Cloud Consulting Services

The Information Technologies Division, (ITD) requests to acquire Oracle Consulting Services (OCS), division of Oracle America, Inc. to conduct a system health check to determine the current state of the configuration of the City's 1Cloud Enterprise Resource Planning (ERP) System. This is a single source request for these services as Oracle America, Inc., is the developer and provider of the Oracle Cloud ERP Applications. OCS is the appropriate and prudent source for any Cloud applications analysis implementation. OCS is focused solely on providing application consulting services specific to Oracle Software.

During the health check, the OCS team will determine if 1.) Configuration changes are required, 2.) COJ business processes need revising, 3.) additional training is required or any combination of steps to resolve outstanding issues with the City's 1Cloud ERP System. That team will conduct discovery sessions to review documented implementation issues and current configurations of the 1Cloud system related to industry standards in the following areas: 1.) All Years Funds, 2.) Projects and Grants, 3.) Reporting. They will also conduct additional discovery sessions to review the current design and configuration at a high-level for: GL, Procurement, Payables, Receivables, Assets, Security, Roles and Workflows. Services include assisting COJ to make any corrections required.

This request is for time and materials services for Oracle Consulting Services to Oracle America, Inc. in the amount of \$325,650 for a period of 12 months from the effective date of the contract being signed. Upon award approval, a request for a formal contract will be made through the Office of General Counsel. A purchase order request for a not-to-exceed amount of \$325,600 utilizing the account string 53106.113002.565091.000636.00000000.000000.00000000 will be issued.

Tracy Geake  
Digitally signed by Tracy  
Geake  
Date: 2021.05.12  
10:51:49 -04'00'



# Requisition FAIT-500778-21

**Requisitioning BU** FAIT: Information Technologies  
**Entered By** Alexander Ciprian  
**Status** Pending approval  
**Description** Oracle Cloud Consulting Services for Enterprise Resource Planning (ERP) - PSEC Single Source Request  
 Term: For 12 Months from the contract effective date.

**Requisition Amount** 325,600 USD  
**Justification**  
**Funds Status** Reserved

**Emergency Requisition** No

**Attachments**

Title	File Name or URL	Description
City of Jacksonville letter -	City of Jacksonville letter - May 11 2021.pdf	Single Source Letter
Single Source Request Form-Ora	Single Source Request Form-Oracle Consulting Services.pdf	Single Source Request Form
US-OD-10982950-City of Jackson	US-OD-10982950-City of Jacksonville-v1.pdf	Oracle Ordering Document
Request For Approval Cover She	Request For Approval Cover Sheet - Oracle Consulting Services.docx	Approval Cover Sheet
1Cloud-PSEC Request for Oracle	1Cloud-PSEC Request for Oracle Consulting Services pdf	ITD Memo

**Lines**

Line	Item	Description	Category Name	Quantity	UOM	Price	Amount (USD)	Status	Funds Status
1		Oracle Cloud Consulting Services for Enterprise Resource Planning (ERP) - PSEC Single Source Request Term: For 12 Months from the contract effective date.	962.58 Professional Services (Not Otherwise Classified)			USD	325,600	Pending approval	Reserved

**Requester** Michael Turner  
**Urgent** No  
**Requested Delivery Date**  
**Deliver-to Location** Ed Ball 9th Floor Charge  
**Deliver-to Address** 214 North Hogan Street, 9TH FLOOR, Jacksonville, FL 32202, Duval, United States  
**Note to Buyer** Please assign to Alex Baker as this is a PSEC request. Thank you.

**Supplier** Oracle America, Inc.  
**Supplier Site** Ordering  
**Supplier Contact** John Austin  
**Contact Phone** (850)4022820  
**Charge Account** 53106.113002.565091.000636.00000000.000000.00000000

I CERTIFY THAT FUNDS FOR THIS PURCHASE WERE AUTHORIZED AND PROVIDED FOR IN THE CURRENT BUDGET.

May 11, 2021

Michael S. Turner  
PMO Manager  
City of Jacksonville | Information Technologies Division  
Finance and Administration Department  
214 N. Hogan Street, 9th floor  
Jacksonville, FL 32202

Dear Michael,

Oracle Consulting Services (OCS) is a division of Oracle America, Inc. and is focused solely on providing application consulting services specific to Oracle Software. Within Oracle, OCS is the only Oracle group that performs Oracle Cloud application implementations. OCS has a suite of proprietary tools, methods, capabilities, and accelerators to aid in efficient business results and focused implementations; all designed specifically for use with Oracle's Cloud software portfolio.

As Oracle America, Inc. is the developer and provider of the Cloud Applications, OCS is the appropriate and prudent source for any Cloud applications implementation. Contracting for the software implementation services directly with the company that is also the developer of the applications themselves provides many unique advantages, including deep product functional and technical capability and ready access to Oracle software development.

OCS has a unique view into Oracle's broader capabilities, and this allows us to advise, consult and guide our clients around Oracle's entire software suite. Underpinning all our work is our proprietary implementation methodology, True Cloud Method+ (TCM+). Internally developed and built from the ground up specifically for use in implementing Oracle's Cloud applications, TCM+, helps us to efficiently and consistently accelerate business outcomes for our clients in accordance with the Oracle Cloud application's modern best practices.

Sincerely,



Group Vice President  
North America Public Sector Consulting



ORDERING DOCUMENT

Customer Name: City of Jacksonville
Customer Address: 214 N. Hogan Street, 9th floor
Jacksonville, FL 32202

Oracle America, Inc.
500 Oracle Parkway
Redwood Shores, CA 94065

ORACLE CONTRACT INFORMATION

Agreement: Oracle Cloud Services Agreement Reference: US-CSA-CPQ-684547

Ordering Document Number: US-10982950

This order incorporates by reference the terms of the agreement specified above and all amendments thereto (the "Master Agreement"). As used in this order, "you" or "your" shall refer to the customer as defined in the Master Agreement. The following terms, as used in this order and the Master Agreement, whether or not capitalized, shall have the same meaning: "Agreement" and "Master Agreement"; "You" and "Your" and "Customer"; "Ordering Document" and "order"; "Services" and "services".

A. SERVICES

You have ordered the services listed below in the table and detailed in the attached exhibit(s), which are incorporated herein by reference.

All fees on this order are in US Dollars.

Table with 5 columns: Services, Reference, Fees, Estimated Expenses, Total Fees and Estimated Expenses. Row 1: Time and Materials Services, Exhibit 1, \$325,600.00, \$0.00, \$325,600.00. Row 2: Total Fees and Estimated Expenses, \$325,600.00.

B. ORDER TERMS

1. Payment Terms.

Fees and expenses are in accordance with the referenced exhibit(s). All fees payable to Oracle are due within 30 days from the invoice date. Invoices for services performed under separate exhibits may be provided separately. Fees for any time and materials engagements listed above (if any) are estimated fees, as detailed in the referenced time and material services exhibit(s).

2. Segmentation.

The purchase of any Products and related Service Offerings or other Service Offerings are all separate offers and separate from any other order for any Products and related Service Offerings or other Service Offerings You may receive or have received from Oracle. You understand that You may purchase any Products and related Service Offerings or other Service Offerings independently of any other Products or Service Offerings. Your obligation to pay for (a) any Products and related Service Offerings is not contingent on performance of any other Service Offerings or delivery of any other Products or (b) other Service Offerings is not contingent on delivery of any Products or performance of any additional/other Service Offerings. You acknowledge that You have entered into the purchase without reliance on any financing or leasing arrangement with Oracle or its affiliate.

3. Contact Information.

Oracle Consulting Sales Contact:

Name:	Scott Frendt
Address:	1910 Oracle Way Reston, VA 20190
Phone:	(678) 777-6744
Fax:	n/a
Email:	scott.frendt@oracle.com

Your Billing/Accounts Payable Contact:

Name:	Michael S. Turner
Address:	214 N. Hogan Street, 9th floor Jacksonville, FL 32202
Phone:	(904) 255-8413
Fax:	n/a
Email:	n/a

4. Order of Precedence.

In the event of any inconsistencies between (i) the Master Agreement and this order, this order shall take precedence, and (ii) this order (excluding exhibits) and any attached exhibits, the exhibits shall take precedence.

5. Change Control Process.

Any request for any change in services must be in writing; this includes requests for changes in project plans, scope, specifications, schedule, designs, requirements, service deliverables, software environment, hardware environment or any other aspect of your order. Oracle shall not be obligated to perform tasks related to changes in time, scope, cost, or contractual obligations until you and Oracle agree in writing to the proposed change in an amendment to this order and/or applicable exhibit(s).

6. Force Majeure.

Neither of us shall be responsible for failure or delay of performance if caused by: an act of war, hostility, or sabotage; act of God; pandemic; electrical, internet, or telecommunication outage that is not caused by the obligated party; government restrictions (including the denial or cancellation of any export or other license); or other event outside the reasonable control of the obligated party. We both will use reasonable efforts to mitigate the effect of a force majeure event. If such event continues for more than thirty (30) days, either of us may cancel unperformed services upon written notice. This section does not excuse either party's obligation to take reasonable steps to follow its normal disaster recovery procedures or your obligation to pay for services provided.

7. Export.

Export laws and regulations of the United States and any other relevant local export laws and regulations apply to the programs and hardware (including any integrated software and operating system(s)). You agree that such export laws govern your use of the programs (including technical data), hardware (including any integrated software and operating system(s)) and any services deliverables provided under this order, and you agree to comply with all such export laws and regulations (including "deemed export" and "deemed re-export" regulations). You agree that no data, information, program, hardware (including any integrated software and operating system(s)) and/or materials resulting from services (or direct product thereof) will be exported, directly or indirectly, in violation of these laws, or will be used for any purpose prohibited by these laws including, without limitation, nuclear, chemical, or biological weapons proliferation, or development of missile technology.

8. Relationship Between Parties.

Oracle is an independent contractor and we agree that no partnership, joint venture, or agency relationship exists between us. We each will be responsible for paying our own employees, including employment related taxes and insurance. If while performing services Oracle requires access to other vendor's products that are part of your system, you will be responsible for acquiring all such products and the appropriate license rights necessary for Oracle to access such products on your behalf.



9. Rights Granted / Restrictions.

Upon payment hereunder, and subject to the terms of this order and the Master Agreement, You have the non-exclusive, non-assignable, royalty free, perpetual (but only in the case of deliverables for an on premise license), worldwide (subject to any applicable restrictions under US export laws), limited right to access and use, for Your internal business operations, the services that You ordered under this order and anything developed by Oracle and delivered to You under this order ("services and deliverables"). You may allow Your agents and contractors to use the services and deliverables for this purpose and You are responsible for their compliance with this order in such use. Oracle or its licensors retain all ownership and intellectual property rights to the services and deliverables, including derivative works thereof. You do not acquire any right or license to use, or allow Your Users in the case of a managed/hosted environment, to use, any service or deliverable in excess of the scope (including but not limited to the specified service environment) or duration of the services and deliverables ordered hereunder. The services and deliverables may be related to Your license to use products owned or distributed by Oracle which You acquire under a separate order. The agreement referenced in that order shall govern Your use of such products.

10. Ordering Document Definitions.

10.1 "Professional Services" means, collectively, the consulting and other professional services which you have ordered under this order.

10.2 "Services" for purposes of this order shall have the same meaning as the term "Professional Services". Accordingly, notwithstanding any provision or interpretation of the Master Agreement to the contrary, for purposes of this order, the term "Services" does not include any Cloud Services.

10.3 "Service Specifications" as used in the Master Agreement means any exhibit(s) attached to this order.

11. Services Privacy/Services Security.

In performing the Services under this order, Oracle will comply with the (a) Oracle Services Privacy Policy available at <http://www.oracle.com/legal/privacy/services-privacy-policy.html> and (b) Oracle Consulting & Advanced Customer Services Security Practices available at <https://www.oracle.com/corporate/contracts/consulting/policies.html>. Both documents are incorporated herein by reference. Oracle may update such policy and practices to reflect changes in, among other things, laws, regulations, rules, technology, and industry practices. Such updates will not materially reduce the level of performance, functionality, security, or availability of the Services. You agree to restrict Oracle's access to any content or information that imposes privacy, security or regulatory obligations greater than those specified in this order.

12. Additional Third Party Subprocessors for Oracle Consulting.

To the extent You provide personal information to Oracle as part of Oracle's provision of services under this order, Oracle will comply with the applicable version of the Oracle Data Processing Agreement for Oracle Services. The version of the Data Processing Agreement applicable to Your order is available at <https://www.oracle.com/corporate/contracts/cloud-services/contracts.html#data-processing> and is incorporated herein by reference.

For the services specified in this order, in addition to the Third Party Subprocessors listed on My Oracle Support, the following Third Party Subprocessors may also process Your personal information:

Third Party Subprocessor	Location	Type of Service
{N/A}		

This quote is valid through 21-MAY-2021 and shall become binding upon execution by you and acceptance by Oracle.

City of Jacksonville

ORACLE AMERICA, INC.

Authorized Signature: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Signature Date: \_\_\_\_\_

Signature Date: \_\_\_\_\_

Ordering Document Effective Date: \_\_\_\_\_  
*{To be completed by Oracle}*



## TIME AND MATERIALS EXHIBIT

### ORACLE CONTRACT INFORMATION

Customer Name: City of Jacksonville  
Ordering Document Number: US-10982950  
Exhibit Number: 1

This exhibit incorporates by reference the terms of the ordering document specified above.

#### 1. Description of Services.

Oracle will assist You with the following Services:

- A. Conduct discovery sessions to review documented implementation issues and current configuration of Your Cloud Enterprise Resource Planning ("ERP") "1Cloud" system related to industry standards in the following areas:
  - a. All years fund,
  - b. Projects and grants and
  - c. Reporting.
- B. Conduct additional discovery sessions to review the current design and configuration at a high-level (limited discovery to understand areas of focus) of Your Cloud ERP "1Cloud" system for the following areas:
  - a. Financial Management ("GL"),
  - b. Procurement,
  - c. Payables,
  - d. Receivables,
  - e. Asset management,
  - f. Security and user roles and
  - g. Workflows.
- C. Prepare and present a PowerPoint document of the results and recommendations to include:
  - a. Executive Summary/Overview of the findings,
  - b. Oracle/Your team composition,
  - c. Scope of assessment,
  - d. Findings from Cloud solution review by focus area,
  - e. Trend or risk comments and
  - f. Recommendations.
- D. Project Management Services
  - a. Guide the team in planning for, conducting workshops and producing deliverables,
  - b. Point of contact for the Oracle team,
  - c. Track progress and financial status and
  - d. Provide Project governance for engagement (manage issues, risks, decisions).
- E. Sixty-two and half (62.5) days will be to assist with issue resolution agreed to by both You and Oracle and under Your direction.

## 2. Your Obligations and Project Assumptions.

You acknowledge that Your timely provision of and access to office accommodations, facilities, and equipment (if applicable) and assistance, cooperation, complete and accurate information and data from Your officers, agents, and employees (collectively, "cooperation") are essential to the performance of any Services as set forth in this exhibit. Oracle will not be responsible for any deficiency in performing Services if such deficiency results from Your failure to provide full cooperation.

You acknowledge that Oracle's ability to perform the Services and any related estimate depends upon Your fulfillment of the following obligations and the following project assumptions:

### A. Your Obligations.

1. If the Services are provided in an Oracle hosted cloud environment, obtain Cloud Services under separate contract prior to the commencement of Services under this exhibit and maintain such Cloud Services for the duration of the Services provided under this exhibit.
2. Provide Oracle with full access to the relevant documentation and the functional, technical and business resources with adequate skills and knowledge to support the performance of Services.
3. Provide any notices, and obtain any consents, required for Oracle to perform Services.
4. Limit Oracle's access to any production environment or shared development environments to the extent necessary for Oracle to perform Services.
5. If Services are performed remotely, provide Oracle resources with remote access to Your systems and environments required for such Services, using an Oracle-defined standard virtual private network or an Oracle Web Conference or similar, agreed-upon third-party web conferencing application (collectively, "remote access tools"), including by: (a) installing the remote access tools prior to the commencement of Services and maintaining them for the duration of the Services (e.g., by acquiring any equipment and performing labor) to ensure all components of Your Oracle software environment are accessible and in compliance with all Oracle's requirements; and (b) obtaining all rights to use the remote access tools for all Oracle resources providing remote Services. You acknowledge and agree that: (i) Oracle is not responsible for network connections or any related problems, such as bandwidth issues, excessive latency, network outages, or any performance or other conditions caused by an internet service provider or the network connections; and (ii) all terms and conditions applicable to any third-party web conferencing application shall have no force or effect whatsoever.
6. If in the future, if applicable, provide, for all Oracle resources performing Services at Your site, a safe and healthful workspace (e.g., a workspace that is free from recognized hazards that are causing, or likely to cause, death or serious physical harm, a workspace that has proper ventilation, legally acceptable oxygen concentration levels, sound levels acceptable for resources performing Services in the workspace, and ergonomically correct work stations, etc.).
7. As required by U.S. Department of Labor regulations (20 CFR 655.734), You will allow Oracle to post a Notice regarding Oracle H-1B employee(s) at the work site prior to the employee's arrival on site.

### B. Project Assumptions.

1. This engagement entails a high-level review of the current design and configuration of the Oracle Cloud ERP system and the issues with the solution. The focus is not on a holistic deep dive or issue remediation.
2. This engagement is a remote engagement and there is no expectation of work onsite at the City of Jacksonville offices by Oracle Consulting.
3. Oracle will have access to end users, The City of Jacksonville's project team members, and, where applicable, third party providers of services.
4. In the future if any work is provided onsite, owing to the uncertainties of the evolving Covid-19 situation, the provision of any on-site Services under this order is subject to the delivery resources being permitted and able to perform such Services taking into consideration applicable laws and

regulations, including those pertaining to health, safety and mobility (whether in the country of service provision and/or the country of location of the delivery resources). If the provision of any on-site Services is negatively impacted due to circumstances related to or arising from the Covid-19 situation, Oracle and You agree to cooperate in good faith to review such impact and, if necessary, amend any resource plans, work plans, service specifications, time schedules and the like in accordance with the change control process of this order, including possibly putting in place an infrastructure (e.g. VPN) to enable a remote delivery of services. For the avoidance of doubt, this section is without prejudice to the parties' rights and obligations under the force majeure clause.

- C. **Out of Scope Services.** The following Services are not included in scope of, or fees for, Services under this exhibit. The excluded Services are provided as a point of reference and are not intended to be an exhaustive list. Some of these activities may be performed by Your project staff. Any or all can be added to this project at an additional cost via an Ordering Document amendment:
1. Oracle will not provide information regarding potential future functionality, or customizations
  2. Oracle will not perform any changes to the application configuration

3. **Rates, Estimated Fees and Expenses, and Taxes.**

- A. The Services specified above are provided on a time and materials ("T&M") basis; that is, You shall pay Oracle for all of the time spent performing such Services, plus materials, taxes and expenses.
- B. **US Rates.** For a period of twelve (12) months from the effective date of the ordering document, the Services described above will be provided at the rates set forth below. Thereafter, unless otherwise agreed by You and Oracle in writing, Services performed under this exhibit will be provided at Oracle's standard consulting rates in effect when Services are performed.

Resource Level	Hourly Rate
9 - Sr. Practice/Tech Director	\$500.00
8 - Practice/Tech Director	\$331.25
7 - Practice/Tech Manager	\$225.00
6M - Managing Principal Consultant	\$193.75
6T - Senior Principal Consultant	\$193.75
5 - Principal Consultant	\$170.00
4 - Senior Consultant	\$134.38
3 - Staff Consultant	\$116.88
2 - Associate Consultant	\$115.00

- C. **Estimated Fees and Expenses.** All fees and expenses will be invoiced monthly. The fee and expense estimates specified in Your order are intended only to be for Your budgeting and Oracle's resource scheduling purposes; these estimates do not include taxes. Oracle will invoice You for actual time spent performing the T&M Services, plus materials, taxes and expenses; such invoice may exceed the total estimated amount documented herein. Once fees for Services reach the estimate, Oracle will cooperate with You to provide continuing Services on a T&M basis.
- D. **Compensatory Tax.** The parties acknowledge that temporary living reimbursements to Oracle provided resources(s) may be deemed compensatory under federal, state, and local tax laws if a resource's assignment in a particular location will exceed or has exceeded one year. Where reasonably possible, Oracle will plan with You to limit the duration of a resource's assignment in a particular location to less than one year. If the requirements of the Services are such that it becomes necessary for a resource's Services in a particular location to continue for a year or more and as a result, the reimbursement of such resource's living expenses are deemed compensatory for tax purposes, then, You agree to pay Oracle the amount of additional compensation provided to such resource to compensate for taxes imposed.

4. Project Management

You and Oracle each agree to designate a project Manager who shall work together with the other party's project manager to facilitate an efficient delivery of Services.

particular facts and/or circumstances upon which his/her decision is based.

(b) Those persons or entities, other than the Protestant, who will be directly affected by the resolution of the protest shall be given notice of the protest hearing, and the Notice of Protest and any supplemental protest documentation shall be made available to them upon a written request for the same.

(c) When a Notice of Protest is filed pursuant to § 126.106(e)(3)(b), hereof, the Chief or applicable awards committee chairperson shall have the discretion to direct that the solicitation in question not be opened pending the resolution of the protest.

#### 126.106(e)(7) Protest Hearing Rules and Procedures

(a) Hearings hereunder shall be heard before the applicable committee, and shall begin with a general statement of the rules and procedures prescribed herein by a representative of the committee, followed by a general statement of the facts by a representative of the Procurement Division. Representatives of the Protestant, limited solely to its owners, officers, employees and/or legal counsel, will then be required to present its case based solely upon the issue(s) and information contained in the Notice of Protest and any timely submitted supplemental protest documentation. Those persons or entities, other than the Protestant, who have legal standing and will be directly affected by the resolution of the protest will be given an opportunity to be heard and to present information before the committee, which will be followed by a statement and the presentation of information from the Procurement Division and other governmental representatives. The Protestant must establish by the preponderance of the evidence that the protest should be granted based upon the law, facts and information presented. The committee is

entitled to ask questions of any party at any time during the hearing.

(b) For hearings hereunder, the formal rules of evidence pursuant to the Florida Evidence Code may be relaxed at the sole discretion of the presiding chairperson of the applicable committee. Hearsay evidence may be admissible and used to supplement or explain other evidence.

(c) Unless otherwise provided by the Code, the burden of proof shall rest with the Protestant. The standard of proof for proceedings hereunder shall be whether a Procurement Division recommendation or the decision or intended decision in question was clearly erroneous, arbitrary or capricious, fraudulent, or otherwise without any basis in fact or law. In any protest proceeding challenging a decision or intended decision to reject all bids, proposals, or replies, the standard of review shall be whether the decision or intended decision is illegal, arbitrary, dishonest, or fraudulent.

(d) A majority vote of the members of the applicable committee shall be required to grant a protest, hereunder; otherwise, the protest shall be denied, and, upon execution by the Mayor or his designee, said vote and/or decision of the applicable awards committee shall be posted and shall represent final agency action.

#### 126.106(e)(8) Independent Agency, Board or Delegated Authority

If a protest is filed and the solicitation is for the benefit of an independent agency, board, or delegated authority that has its own established procurement procedure and does not use the City's procurement process and/or protest procedures, then the person or entity protesting must follow the protest procedures of that independent agency, board, or delegated authority.

### CERTIFICATE OF ADOPTION AND IMPLEMENTATION

The preceding Procurement Protest Procedures are hereby adopted this 1<sup>st</sup> day of October, 2011, by the undersigned Chief of Procurement for immediate implementation, and will remain in full force and effect until such time as they may be formally revised, amended, supplemented, superseded, or abolished.

Procurement Division

Gregor Case, Chief of Procurement  
Jacksonville  
214 N. Hogan Street, 8<sup>th</sup> floor

## SINGLE SOURCE REQUEST

Pursuant to the City of Jacksonville Procurement Code § 126.206 & § 126.312, when requesting a purchase from a Supplier subject to the referenced sections, please complete this form to justify your request and submit to Procurement with applicable attachments

**PROVIDE A SUMMARY OF THE SCOPE OF GOODS/SERVICES TO BE PROVIDED; IDENTIFY EACH ITEM, COMPONENT OR SERVICE BEING PROCURED (ATTACH QUOTE/PROPOSAL):**

To have Oracle Consulting Services (OCS) team, a division of Oracle America, Inc to conduct a system health check to determine the current state of the configuration of the City's 1Cloud Enterprise Resource Planning (ERP) System in order to determine if 1.) Configuration changes are required, 2.) COJ business processes need revising, 3.) additional training is required or any combination of steps to resolve outstanding issues with the City's 1Cloud ERP System. Conduct discovery sessions to review documented implementation issues and current configuration of the 1Cloud system related to industry standards in the following areas: 1.) All Years Funds, 2.) Projects and Grants, 3.) Reporting. Conduct additional discovery sessions to review the current design and configuration at a high-level for: GL, Procurement, Payables, Receivables, Assets, Security, Roles and Workflows. Services include assisting COJ to make any corrections required. This is a time and materials services request for a cost of \$325,600 for a period of 12 months upon contract signing. Services will be procured using account string 53106.113002.565091.000636.00000000.00000.00000000.

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**PROVIDE A DETAILED JUSTIFICATION AS TO WHY THE REQUESTED GOODS/SERVICES CAN ONLY BE EFFICIENTLY AND EFFECTIVELY PROCURED THROUGH THE RECOMMENDED SINGLE SOURCE PROVIDER:**

As Oracle America, Inc., is the developer and provider of the Oracle Cloud ERP Applications, OCS is the appropriate and prudent source for any Cloud applications analysis implementation. OCS is focused solely on providing application consulting services specific to Oracle Software. Contracting for the software implementation services directly with the company that is also the developer of the applications themselves provides many unique advantages including deep product functional and technical capability and ready access to Oracle software development.

**ASSERT THAT YOU HAVE RESEARCHED THE AVAILABILITY OF THE REQUESTED GOODS/SERVICES FROM OTHER SOURCES IN APPLICABLE MARKETS AND HAVE DISCUSSED AND EVALUATED THE SAME WITH COJ'S PROCUREMENT AND EBO DIVISIONS:**

Oracle Consulting Services, OCS of Oracle America, Inc. is focused solely on providing application consulting services specific to Oracle Software. OCS has provided confirmation that their organization is the only company to provide the consulting services provided by Oracle.

Procurement Division \_\_\_\_\_

March, 2020



**Attachments:**

**Single Source Request from**

**Oracle Contract, Statement of Work, Quote (Exhibit 1 included)**

**Single Source Letter**

**CC:**

**Marlene Russell, Director of Organizational Effectiveness**

## **SINGLE SOURCE REQUEST**

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To have Oracle Consulting Services (OCS) team, a division of Oracle America, Inc to conduct a system health check to determine the current state of the configuration of the City's 1Cloud Enterprise Resource Planning (ERP) System in order to determine if 1.) Configuration changes are required, 2.) COJ business processes need revising, 3.) additional training is required or any combination of steps to resolve outstanding issues with the City's 1Cloud ERP System. Conduct discovery sessions to review documented implementation issues and current configuration of the 1Cloud system related to industry standards in the following areas: 1.) All Years Funds, 2.) Projects and Grants, 3.) Reporting. Conduct additional discovery sessions to review the current design and configuration at a high-level for: GL, Procurement, Payables, Receivables, Assets, Security, Roles and Workflows. Services include assisting COJ to make any corrections required. This is a time and materials services request for a cost of \$325,600 for a period of 12 months upon contract signing. Services will be procured using account string 53106.113002.565091.000636.00000000.00000.0000000.



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City of Jacksonville  
Fire and Rescue Department  
Emergency Preparedness Division

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MEMORANDUM

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

**FROM:** Steve Woodard, Director   
Emergency Preparedness Division

Todd Smith, Division Chief   
Emergency Preparedness Division

**RE:** P-09-21 Disaster Recovery and Mitigation Consulting Services for  
Incidents and Events

**DATE:** May 19, 2021

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The subcommittee received six (6) proposals for the **P-09-21 Disaster Recovery and Mitigation Consulting Services for Incidents and Events** and found six (6) to be responsive, interested, qualified, and available to provide the services required by the Request for Proposal (RFP).

The proposals were evaluated using the selection criteria outlined in the Purchasing Code as augmented by the RFP.

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:

- 3) DELOITTE & TOUCHE LLP
- 1) ERNST & YOUNG LLP
- 2) INNOVATIVE EMERGENCY MANAGEMENT, INC (IEM)

Please advise us when this item is placed on your agenda so we may be present. After a full committee review we request that this item is sent to the Mayor's Office for final decision.

Attachment(s): Scoring Matrix







# 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 18, 2021

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

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

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

Tim Rogers, Library Director *Tim Rogers*  
Jacksonville Public Library

SUBJECT: P-31-20 Professional Architectural Services for Oceanway/New Berlin Library

The subcommittee received Seven (7) proposals for evaluation for the subject project. All 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.

3. G. M. Hill Engineering, Inc.
1. PQH Group, Inc.
2. TTV Architects, Inc.

Based on Section 11 of the RFP, the three top-ranked proposals will be provided criteria and scheduling information for Oral Interviews, which will have an additional value of 20 points which will be added to the score from the evaluation of the Contractor's proposal. Final Ranking of the top three firms will be based on the combination of scores from the proposal evaluations and oral interviews. We anticipate needing thirty minutes for each presentation.

Accordingly, we request your approval to schedule the oral interviews for P-31-20 Professional Architectural Services for Oceanway/New Berlin Library.

JPP/w

Attachment: Scoring Matrix

cc: Lori West, PW Contract Specialist, Engineering and Construction Management

*SS*

Evaluation Matrix

EVALUATION SCALE 1-----20

PROJECT NO. P-31-20 Average

QUALIFIED EXTREMELY QUALIFIED PROFESSIONAL Architectural Services for the Communitywide Berlin Library

FIRM	COMPETENCE	CURRENT WORKLOAD	FINANCIAL RESPONSIBILITY	ABILITY TO OBSERVE COMPLIANCE WITH PLANS	PROFESSIONAL ACCOMPLISHMENTS RECORD	PRIORITY TO PROJECT	Plan & Present Demonstrable Commitment to Social Agency Initiatives & Corporate Values & Overall Market Focus	ABILITY TO DESIGN AN APPROACH AND WORK PLAN	An overall willingness to invest both time & budget	VOLUME OF CURRENT AND PRIOR WORK FOR USHER AGENCIES	OVERALL
MAXIMUM POINTS ASSESSED	10	10	5	10	5	10	20	20	10	10	110
PRAXIS 3	9.50	8.50	1.00	6.00	4.00	1.00	8.00	13.25	5.00	10.00	87.25
VRL ARCHITECTS, INC.	10.00	7.50	2.00	7.25	3.00	10.00	9.00	13.50	3.00	9.00	74.25
AKEL LOGAN & SHAFER	10.00	7.50	2.00	10.00	4.50	10.00	6.50	16.00	6.50	10.00	85.00
TTY ARCHITECTS, INC.	9.50	5.50	2.00	9.25	5.00	10.00	11.00	16.00	10.00	9.00	87.25
ROB DESIGN ASSOC	9.50	10.00	2.00	9.00	3.00	10.00	10.00	15.00	4.00	10.00	82.50
GM HILL	9.50	9.00	2.50	6.80	4.75	10.00	13.00	16.50	6.00	8.00	86.25
POH GROUP	10.00	10.00	2.00	8.50	3.50	10.00	20.00	12.50	18.00	9.00	95.50







# City of Jacksonville, Florida

*Lenny Curry, Mayor*

Department of Public Works  
214 N. Hogan St., 10<sup>th</sup> floor  
Jacksonville, FL 32202  
(904) 255-8786  
www.coj.net

ONE CITY. ONE JACKSONVILLE

May 11, 2021

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

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

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

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

SUBJECT: P-40-16 Master Stormwater Management Plan (MSMP) Program Management Services-  
Annual Contract  
Contract No. 6354-16 Amendment 7

CDM Smith, Inc. has been tasked to review the countywide list of MSMP projects and to update project information based on the re-prioritization of the CITY's level of service goals for flood control, water quality and operation and maintenance and to update estimated project costs based on CPI index and determine the ability of the proposed project to be implemented based on current land availability. Negotiations have resulted in the attached Scope of Services, Exhibit M and Fee Summary, Exhibit N. In addition, Contract #6354-16 is set to expire June 22, 2021. All work has been performed satisfactorily. Section 1.2 of the contract allows for two, two year renewals. Therefore, we wish to extend the contract for the 2<sup>nd</sup> of the two year renewals. There is no rate increase associated with this amendment. EBO goals of 15% continue to be met.

Accordingly, this is to recommend that Contract No. 6354-16, originally executed June 23, 2017, between the City of Jacksonville and CDM Smith Inc. for Master Stormwater Management Plan (MSMP) Program Management Services- Annual Contract be amended to extend the period of service from June 22, 2021 through June 21, 2023 and to incorporate the attached Scope of Services, Exhibit M and Fee Summary, Exhibit N to add a new lump sum amount for MSMP County-wide CIP list in the amount of \$30,000 and a new not to exceed limit of \$20,000 for MSMP Support, thereby increasing the maximum indebtedness to the City by \$50,000.00 to a new limit of \$464,672.00. All other terms and conditions of the Agreement remain unchanged.

Funding is as follows:

00111.153001.531090.000000.0000000.000000.00000000

JPP/lw

Attachment: Exhibits M & N

cc: Lori A. West,, Engineering and Construction Management

*LL*

**CITY OF JACKSONVILLE  
MASTER STORMWATER MANAGEMENT PLAN  
PROGRAM MANAGEMENT SERVICES  
6354-16**

**March 16, 2021**

**AMENDMENT NO. 7  
MASTER STORMWATER MANAGEMENT PLAN AVAILABILITY UPDATE**

This Authorization, when executed, shall be incorporated in and become part of the Agreement for Professional Services between the City of Jacksonville (CITY), and CDM Smith Inc. (ENGINEER), dated June 23, 2017 hereafter referred to as the Contract.

**PROJECT BACKGROUND**

The CITY conducted a major update to their 1992 Master Stormwater Management Plan (MSMP) in 2011 and updated the tributary stormwater models in 2013. Since that time, the CITY has continued to develop and implement capital improvement projects. The 1992 and 2011 MSMP documents considered combined rainfall and tidal flooding to most accurately define flooding and solutions. The current contract includes services related to update, refinement, and maintenance of the CITY's MSMP.

Since the 2013 update, the CITY has provided support to Jacksonville consultants, contractors, developers, and surveyors by distributing MSMP information and providing interpretation of MSMP data. As the CITY's Stormwater consultant, ENGINEER has become the keeper of this data and routinely provides access to the data as directed by the CITY.

Original Contract– The contract included development of a design criteria package and a grant application for the Doeboy Regional Stormwater Facility.

Amendment No. 1 – Amendment No. 1 includes preliminary design services related to development of stormwater treatment facilities for the Arlington area. The amendment includes modifying the existing stormwater model to include the proposed facility, quantifying water quality and quantity impacts, and preparing a cost estimate.

Amendment No. 2 – Amendment No. 2 includes services to maintain the MSMP data sets and models and distribute them to third parties at the CITY's direction on an as-requested basis.

Amendment No. 3 – Amendment No. 3 extended the contract timeline to June 21, 2021

Amendment No. 4 – Amendment No. 4 includes support for the City Community Rating System (CRS) 5-year audit and recertification.

Amendment No. 5 – Amendment No. 5 includes services to provide SWMM modeling services and interpretation of results in response to requests from the CITY for alternative analysis.

Amendment No. 6 – Amendment No. 6 revalidates the stormwater utility rate and documents the methodology in a technical memorandum.

Amendment No.7 – Amendment No. 7 reviews the countywide list of MSMP projects and updates project information based on 1) re-prioritization of the CITY’s level of service goals for flood control, water quality, and operation and maintenance, 2) updates estimated project costs based on CPI index, 3) determines ability of the proposed project to be implemented based on current land availability.

### **SCOPE OF WORK**

The following is a description of the services to be provided under this Authorization.

#### **TASK 1 - DOEBOY REGIONAL STORMWATER FACILITY**

There are no changes to this task.

#### **TASK 2 - ARLINGTON OED STORMWATER MASTER PLAN**

There is no change to this task.

#### **TASK 3 - ARLINGTON OED MEETINGS, PROJECT MANAGEMENT AND QUALITY CONTROL**

There is no change to this task.

#### **TASK 4 - MODELING OF MCCOY’S CREEK ALTERNATIVES**

There is no change to this task.

#### **TASK 5 - AS-NEEDED ENGINEERING SERVICES FOR MSMP MODELING QUERIES**

Task 5 is amended to exercise the second of two (2) two-year renewal options to extend the period of performance through June 21, 2023.

#### **TASK 6 - STORMWATER UTILITY FEE UPDATE 2020**

There is no change to this task.

#### **TASK 7 - MASTER STORMWATER MANAGEMENT PLAN UPDATE 2021**

##### **TASK 7.1 – KICKOFF MEETING**

CONSULTANT will hold a kickoff meeting with CITY Staff to review the existing MSMP project list and determine the format and criteria for updating the current list of 57 projects. Criteria will include 1) re-prioritization of the CITY’s level of service goals for flood control, water quality, and operation and maintenance, 2) updates estimated project costs based on CPI index, 3) determines ability of the proposed project to be implemented based on current land availability.

Deliverable: Kickoff Meeting Summary in electronic (\*.pdf) format.

##### **TASK 7.2 – REVALIDATE THE COUNTYWIDE LIST OF MSMP PROJECTS.**

CONSULTANT will perform a desktop analysis of the 57 existing MSMP projects based on the criteria established during the Kickoff Meeting. The CITY’s Countywide Projects Table will be updated to reflect the updated values and a technical memorandum will be developed to describe the updates performed.

The technical memorandum will include a description of the criteria used to perform the update and the process used to apply them, including reference to any specific city development permits/reviews used to determine land availability.

For those projects where the top-ranking MSMP project is found to be no longer feasible, the next highest ranking project listed in the MSMP (CDM Smith 2011) will be evaluated/updated and added to the countywide ranking.

Deliverable: County-wide MSMP Project List in electronic (\*.xls) format. Project Update Technical Memorandum in electronic (\*.pdf) format.

**TASK 7.3 – PROJECT MANAGEMENT**

Activities performed under this task consist of those general functions required to maintain the project on schedule, within budget, and that the quality of the work products defined within this scope is consistent with CONSULTANT’s standards and OWNER’s expectations. Specific activities include project quality review of deliverables, periodic progress meetings (up to three meetings budgeted), and general administration of the contract.

**BASIS OF ESTIMATE**

The following have been used to develop this Scope of Work and the associated budget:

- CITY shall provide access to development services information on pending developments and platting related to land availability.
- CONSULTANT shall not update SWMM models nor re-run previous MSMP scenarios
- CONSULTANT shall not collect additional survey data as part of this effort.
- CONSULTANT will utilize the modeling and benefits analysis in the 2011 MSMP and 2014 MSMP Update for this analysis, no new benefits determinations or additional project alternatives are included in this effort.
- A maximum of 60 project alternatives will be evaluated under this effort.

**DELIVERABLES SUMMARY**

Task	Description	Format
Task 7.1	Kickoff Meeting Summary	Electronic (*.pdf)
Task 7.2	County-wide MSMP Project List	Electronic (*.xls)
	Project Update Technical Memorandum	Electronic (*.pdf)

**TIME OF COMPLETION/SCHEDULE**

The ENGINEER will begin work within 14 calendar days of receiving Notice to Proceed (NTP) from the CITY. The deliverables associated with Task 7 will be provided within 120 days of NTP. Deliverables associated with Task 5 are to be provided on an as requested basis. Schedules for each deliverable will be determined at the time of assignment.

**COMPENSATION AND PAYMENT**

ENGINEER will complete the work in Task 7 for a lump sum fee of \$30,000 as shown in Exhibit J. Invoices will be submitted monthly based on the percentage of work complete.

ENGINEER will complete the work in Task 5, as requested by the CITY. Invoices will be submitted monthly based on the labor hours spent and the hourly rates plus overhead and profit and other direct costs, as shown in Exhibit K. The total not-to-exceed fee for Task 5 is \$20,000. This upper limit will not be exceeded without prior written authorization by the OWNER.

The total amount of Amendment No. 7 is \$50,000. The new grand total amount of this contract is **\$464,672.**

**EXHIBIT N  
CONTRACT FEE SUMMARY FORMAT FOR ENGINEERING DIVISION**

**CITY OF JACKSONVILLE, FLORIDA  
MSMP PROGRAM MANAGEMENT SERVICES**

**PART I - GENERAL**

<b>1. Project</b>	<b>Proposal Number</b>
MSMP: Program Management Services - Am7A MSMP Update 2021	6354-16
<b>3. Name of Consultant</b>	<b>Date of Proposal</b>
CDM Smith Inc.	3/16/2021

**PART II - LABOR RELATED COSTS**

<b>5. Direct Labor</b>	<b>Hourly Rate</b>	<b>Estimated Hours</b>		<b>TOTAL</b>
Officer/Technical Expert	82.00	16	\$	1,312.00
Principal / Associate / Project Manager	69.00	42	\$	2,898.00
Senior Professional	55.00		\$	-
Project Engineer II / GIS Specialist III	45.00	48	\$	2,160.00
Project Engineer I / GIS Specialist II	38.00	82	\$	3,116.00
Sr. GIS Specialist/Designer	45.00		\$	-
GIS Specialist I / Drafter/Technician	32.00		\$	-
Clerical	23.00	25	\$	575.00
Field Staff Support Services	31.00		\$	-
<b>TOTAL DIRECT LABOR</b>	<b>47.00</b>	<b>213</b>		<b>\$ 10,061.00</b>
<b>6. Overhead (Combined Fringe Benefit &amp; Administrative)</b>				
Overhead Rate	170.2%	x Total Direct Labor	\$	17,123.82
<b>7. SUBTOTAL: Labor + Overhead (Items 5 &amp; 6)</b>			\$	<b>27,184.82</b>
<b>8. PROFIT: Labor Related Costs (Item 7)</b>		x	10%	\$ 2,718.48

**PART III - OTHER COSTS**

<b>9. Miscellaneous Direct Costs</b>				
Transportation, Per Diem and Equipment				
Presentation Boards				
Reproduction				
<b>MISCELLANEOUS DIRECT COSTS SUB-TOTAL</b>			\$	<b>96.70</b>

<b>10. SUBCONTRACTS (Lump Sum)</b>				
<b>SUB-CONTRACT SUB-TOTAL</b>			\$	<b>-</b>
<b>TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)</b>			\$	<b>30,000.00</b>

<b>11. REIMBURSABLE COSTS (Limiting Amount)</b>				
MSMP Support Services (CDM Smith)			\$	20,000
<b>SUB-TOTAL REIMBURSABLES</b>			\$	<b>20,000.00</b>

**PART IV - SUMMARY**

<b>TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables)</b>			\$	<b>50,000.00</b>
<b>12. PRIOR CONTRACT AMOUNT</b>			\$	414,672.00
<b>AMENDED AMOUNT OF CONTRACT</b>			\$	464,672.00

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

EXHIBIT D

**PART I - GENERAL**

<b>1. Project</b> COJ Medical Examiner's Office Building Design Services	<b>2. Proposal No. / Contract No.</b> TBD
<b>3. Name of Consultant</b> Ross Baruzzini Mitchell Planning-Morgue Equip. Planning	<b>4. Date of Proposal</b> 04/19/21

**PART II - LABOR RELATED COSTS**

<b>5. Direct Labor</b>	<b>Hourly Rate</b>	<b>Estimated Hours</b>	<b>Estimated Cost</b>	<b>TOTAL</b>
Architect P9 Principal/Senior Healthcare Planners	\$ 96.67	8	\$ 773.36	773.36
Architect P8/Engineer P8	\$ 71.67	8	\$ 573.36	573.36
Senior Architect P8/Project Manager/Senior Engineer P8	\$ 65.00	36	\$ 2,340.00	2,340.00
Senior Architect P7/Medical Planner/Systems Analyst/Senior Engineer P7	\$ 58.34	36	\$ 2,100.24	2,100.24
Architect P6/Project Engineer P6/Coordinator T7/Interior Designer P8	\$ 51.67	36	\$ 1,860.12	1,860.12
Architect P5/Engineer P5/Coordinator T6/Interior Designer P6	\$ 45.00	80	\$ 3,600.00	3,600.00
Architect P4/Engineer/Interior Designer P5/Coordinator T5	\$ 38.34	0	0.00	0.00
Intern Architect P3/Intern Designer P3/Coordinator T4	\$ 31.67	0	0.00	0.00
Intern Architect P2/Intern Designer P2/Intern Engineer P2/System Analyst CAD Tech T3/Intern Architect P1/Intern Designer P1	\$ 28.34	36	1,020.24	1,020.24
Administrative Support	\$ 25.00	0	0.00	0.00
	\$ 21.67	44	\$ 953.48	953.48
<b>TOTAL DIRECT LABOR</b>	<b>\$46.55</b>	<b>284</b>		<b>\$ 13,220.80</b>
<b>6. Overhead (Combined Fringe Benefit &amp; Administrative)</b>				
Overhead Rate	165 % x Total Direct Labor		\$	21,814.32
<b>7. SUBTOTAL: Labor + Overhead (Items 5 &amp; 6)</b>			\$	<b>35,035.12</b>
<b>8. PROFIT: Labor Related Costs (Item 7)</b>	x	10%	\$	<b>3,503.51</b>

**PART III - OTHER COSTS**

<b>9. Miscellaneous Direct Costs</b>		
Transportation & Shipping	\$	
Original Reproducibles	\$	
Reproduction	\$	
Other	\$	
<b>MISCELLANEOUS DIRECT COSTS SUB-TOTAL</b>	\$	
<b>10. SUBCONTRACTS (Lump Sum)</b>	\$	
<b>SUB-CONTRACT SUB-TOTAL</b>	\$	
<b>TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)</b>	\$	<b>38,538.63</b>
<b>11. REIMBURSABLE COSTS (Limiting Amount)</b>	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
<b>SUB-TOTAL REIMBURSABLES</b>	\$	

**PART IV - SUMMARY**

<b>12. TOTAL AMOUNT AMENDMENT NO. 0 (Lump Sum + Reimbursables)</b> (Items 5, 6, 8, 9, 10 and 11)	\$	<b>38,538.63</b>
<b>13. CURRENT CONTRACT AMOUNT</b>		
<b>14. NEW CONTRACT AMOUNT</b>	\$	<b>38,538.63</b>



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

EXHIBIT D

**PART I - GENERAL**

<b>1. Project</b> COJ Medical Examiner's Office Building Design Services	<b>2. Proposal No. / Contract No.</b> / TBD
<b>3. Name of Consultant</b> GAI Consultants, Inc.-30% Stormwater Design	<b>4. Date of Proposal</b> 4/6/2021-Revised 4/19/21

**PART II - LABOR RELATED COSTS**

<b>5. Direct Labor</b>	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Sr. Director	\$ 100.00	8	\$ 800.00	800.00
Director	\$ 75.00	14	\$ 1,050.00	1,050.00
Sr. Engineering Manager	\$ 65.50	40	\$ 2,620.00	2,620.00
Sr. Engineer	\$ 55.00	0	\$ 0.00	0.00
Project Engineer	\$ 42.25	80	\$ 3,380.00	3,380.00
Engineer Intern	\$ 33.00	100	\$ 3,300.00	3,300.00
Sr. LA Manager	\$ 60.00	0	\$ 0.00	0.00
Project LA	\$ 46.23	0	\$ 0.00	0.00
LA Technician	\$ 31.12	0	\$ 0.00	0.00
Lead Designer	\$ 41.20	0	\$ 0.00	0.00
Planning Manager	\$ 56.77	10	\$ 567.70	567.70
Sr. Planner	\$ 36.00	16	\$ 576.00	576.00
CAD Operator (Survey and Civil)	\$ 30.00	0	\$ 0.00	0.00
Surveyor (PSM)	\$ 61.21	0	\$ 0.00	0.00
Two-Man Survey Crew	\$ 50.00	0	\$ 0.00	0.00
Admin	\$ 23.00	20	\$ 460.00	460.00
<b>TOTAL DIRECT LABOR</b>	<b>\$50.61</b>	<b>252</b>		<b>\$ 12,754</b>
<b>6. Overhead (Combined Fringe Benefit &amp; Administrative)</b>				
Overhead Rate	175 % x Total Direct Labor			\$ 22,319
<b>7. SUBTOTAL: Labor + Overhead (Items 5 &amp; 6)</b>				<b>\$ 35,073</b>
<b>8. PROFIT: Labor Related Costs (Item 7)</b>		x	10%	<b>\$ 3,507</b>

**PART III - OTHER COSTS**

<b>9. Miscellaneous Direct Costs</b>				
Transportation & Shipping			\$	
Original Reproducibles			\$	
Reproduction			\$	
Other			\$	
<b>MISCELLANEOUS DIRECT COSTS SUB-TOTAL</b>				<b>\$ -</b>
<b>10. SUBCONTRACTS (Lump Sum)</b>				
SUB-CONTRACT SUB-TOTAL			\$	
<b>TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)</b>				<b>\$ 38,580</b>
<b>11. REIMBURSABLE COSTS (Limiting Amount)</b>				
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
<b>SUB-TOTAL REIMBURSABLES</b>				<b>\$ -</b>

**PART IV - SUMMARY**

<b>12. TOTAL AMOUNT AMENDMENT NO. 0 (Lump Sum + Reimbursables)</b> (Items 5, 6, 8, 9, 10 and 11)	<b>\$ 38,580</b>
<b>13. CURRENT CONTRACT AMOUNT</b>	
<b>14. NEW CONTRACT AMOUNT</b>	<b>\$ 38,580</b>

CONTRACT FEE SUMMARY FORMAT FOR ENGINEERING DIVISION CITY OF JACKSONVILLE, FLORIDA Exhibit J				
PART I - GENERAL				
1. Project COJ Medical Examiner's Office Building Design Services			2. Proposal No. / Contract No. FBD	
3. Name of Consultant Gresham Smith-Site Planning			4. Date of Proposal 04/19/21	
PART II - LABOR RELATED COSTS				
5. Direct Labor	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Architect P9/Principal/Senior Healthcare Planners	\$ 96.67	34	\$ 3,286.78	3,286.78
Architect P8/Engineer P8	\$ 71.67		\$ 0.00	0.00
Senior Architect P8/Project Manager/Senior Engineer P8	\$ 65.00	40	\$ 2,600.00	2,600.00
Senior Architect P7/Medical Planner/Systems Analyst/Senior Engineer P7	\$ 58.34		\$ 0.00	0.00
Architect P6/Project Engineer P6/Coordinator T7/Interior Designer P8	\$ 51.67		\$ 0.00	0.00
Architect P5/Engineer P5/Coordinator T6/Interior Designer P6	\$ 45.00	17	\$ 765.00	765.00
Architect P4/Engineer/Interior Designer P5/Coordinator T5	\$ 38.34		0.00	0.00
Intern Architect P3/Intern Designer P3/Coordinator T4	\$ 31.67		0.00	0.00
Intern Architect P2/Intern Designer P2/Intern Engineer P2/System Analyst	\$ 28.34		0.00	0.00
CAD Tech T3/Intern Architect P1/Intern Designer P1	\$ 25.00		0.00	0.00
Administrative Support	\$ 21.67	8	\$ 173.36	173.36
<b>TOTAL DIRECT LABOR</b>	<b>\$68.94</b>	<b>99</b>		<b>\$ 6,825.14</b>
6. Overhead (Combined Fringe Benefit & Administrative) Overhead Rate 165 % x Total Direct Labor				\$ 11,261.48
<b>7. SUBTOTAL: Labor + Overhead (Items 5 &amp; 6)</b>				<b>\$ 18,086.62</b>
<b>8. PROFIT: Labor Related Costs (Item 7) x 10%</b>				<b>\$ 1,808.66</b>
PART III - OTHER COSTS				
9. Miscellaneous Direct Costs				
Transportation & Shipping			\$ 0.00	
Original Reproducibles			\$ 0.00	
Reproduction			\$ 0.00	
Other			\$ 0.00	
<b>MISCELLANEOUS DIRECT COSTS SUB-TOTAL</b>				<b>\$ -</b>
10. SUBCONTRACTS (Lump Sum)				
<b>SUB-CONTRACT SUB-TOTAL</b>				<b>\$ -</b>
<b>TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)</b>				<b>\$ 19,895.28</b>
11. REIMBURSABLE COSTS (Limiting Amount)				
			\$ 0.00	
			\$ 0.00	
			\$ 0.00	
<b>SUB-TOTAL REIMBURSABLES</b>				<b>\$ -</b>
PART IV - SUMMARY				
<b>12. TOTAL AMOUNT AMENDMENT NO 0 (Lump Sum + Reimbursables) (Items 5, 6, 8, 9, 10 and 11)</b>				<b>\$ 19,895.28</b>
<b>13. CURRENT CONTRACT AMOUNT</b>				
<b>14. AMENDED CONTRACT AMOUNT</b>				<b>\$ 19,895.28</b>

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

EXHIBIT D

**PART I - GENERAL**

<b>1. Project</b> COJ Medical Examiner's Office Building Design Services	<b>2. Proposal No. / Contract No.</b> TBD
<b>3. Name of Consultant</b> Gresham Smith-FGBC Design Phase Coordination	<b>4. Date of Proposal</b> 04/19/21

**PART II - LABOR RELATED COSTS**

<b>5. Direct Labor</b>	<b>Hourly Rate</b>	<b>Estimated Hours</b>	<b>Estimated Cost</b>	<b>TOTAL</b>
Architect P9/Principal/Senior Healthcare Planners	\$ 96.67	4	\$ 386.68	386.68
Architect P8/Engineer P8	\$ 71.67	4	\$ 286.68	286.68
Senior Architect P8/Project Manager/Senior Engineer P8	\$ 65.00	8	\$ 520.00	520.00
Senior Architect P7/Medical Planner/Systems Analyst/Senior Engineer P7	\$ 58.34	10	\$ 583.40	583.40
Architect P6/Project Engineer P6/Coordinator T7/Interior Designer P8	\$ 51.67	10	\$ 516.70	516.70
Architect P5/Engineer P5/Coordinator T6/Interior Designer P6	\$ 45.00	10	\$ 450.00	450.00
Architect P4/Engineer/Interior Designer P5/Coordinator T5	\$ 38.34	0	0.00	0.00
Intern Architect P3/Intern Designer P3/Coordinator T4	\$ 31.67	0	0.00	0.00
Intern Architect P2/Intern Designer P2/Intern Engineer P2/System Analyst CAD Tech T3/Intern Architect P1/Intern Designer P1	\$ 28.34	8	226.72	226.72
Administrative Support	\$ 25.00	0	0.00	0.00
	\$ 21.67	8	\$ 173.36	173.36
<b>TOTAL DIRECT LABOR</b>	<b>\$50.70</b>	<b>62</b>		<b>\$ 3,143.54</b>
<b>6. Overhead (Combined Fringe Benefit &amp; Administrative)</b>				
Overhead Rate	165 % x Total Direct Labor		\$	5,186.84
<b>7. SUBTOTAL: Labor + Overhead (Items 5 &amp; 6)</b>			\$	<b>8,330.38</b>
<b>8. PROFIT: Labor Related Costs (Item 7)</b>	x	10%	\$	<b>833.04</b>

**PART III - OTHER COSTS**

<b>9. Miscellaneous Direct Costs</b>		
Transportation & Shipping	\$	
Original Reproducibles	\$	
Reproduction	\$	
Other	\$	
<b>MISCELLANEOUS DIRECT COSTS SUB-TOTAL</b>		\$
<b>10. SUBCONTRACTS (Lump Sum)</b>	\$	
<b>SUB-CONTRACT SUB-TOTAL</b>		\$
<b>TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)</b>		\$ <b>9,163.42</b>
<b>11. REIMBURSABLE COSTS (Limiting Amount)</b>	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
<b>SUB-TOTAL REIMBURSABLES</b>		\$

**PART IV - SUMMARY**

<b>12. TOTAL AMOUNT AMENDMENT NO. 0 (Lump Sum + Reimbursables)</b> (Items 5, 6, 8, 9, 10 and 11)	\$	<b>9,163.42</b>
<b>13. CURRENT CONTRACT AMOUNT</b>		
<b>14. NEW CONTRACT AMOUNT</b>	\$	<b>9,163.42</b>

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

EXHIBIT D

**PART I - GENERAL**

<b>1. Project</b> COJ Medical Examiner's Office Building Design Services	<b>2. Proposal No. / Contract No.</b> TBD
<b>3. Name of Consultant</b> Mary Tappouni FGBC Design Phase Administration	<b>4. Date of Proposal</b> 04/19/21

**PART II - LABOR RELATED COSTS**

<b>5. Direct Labor</b>	<b>Hourly Rate</b>	<b>Estimated Hours</b>	<b>Estimated Cost</b>	<b>TOTAL</b>
Architect P9/Principal/Senior Healthcare Planners	\$ 96.67	0	\$ 0.00	0.00
Architect P8/Engineer P8	\$ 71.67	0	\$ 0.00	0.00
Senior Architect P8/Project Manager/Senior Engineer P8	\$ 65.00	0	\$ 0.00	0.00
Senior Architect P7/Medical Planner/Systems Analyst/Senior Engineer P7	\$ 58.34	0	\$ 0.00	0.00
Architect P6/Project Engineer P6/Coordinator T7/Interior Designer P8	\$ 51.67	0	\$ 0.00	0.00
Architect P5/Engineer P5/Coordinator T6/Interior Designer P6	\$ 45.00	0	\$ 0.00	0.00
Architect P4/Engineer/Interior Designer P5/Coordinator T5	\$ 38.34	0	\$ 0.00	0.00
Intern Architect P3/Intern Designer P3/Coordinator T4	\$ 31.67	80	2,533.60	2,533.60
Intern Architect P2/Intern Designer P2/Intern Engineer P2/System Analyst CAD Tech T3/Intern Architect P1/Intern Designer P1	\$ 28.34	0	\$ 0.00	0.00
Administrative Support	\$ 25.00	0	\$ 0.00	0.00
Administrative Support	\$ 21.67	0	\$ 0.00	0.00
<b>TOTAL DIRECT LABOR</b>	<b>\$31.67</b>	<b>80</b>		<b>\$ 2,533.60</b>
<b>6. Overhead (Combined Fringe Benefit &amp; Administrative)</b>				
Overhead Rate	165 % x Total Direct Labor		\$	4,180.44
<b>7. SUBTOTAL: Labor + Overhead (Items 5 &amp; 6)</b>				<b>\$ 6,714.04</b>
<b>8. PROFIT: Labor Related Costs (Item 7)</b>				<b>\$ 671.40</b>
				<b>x 10%</b>

**PART III - OTHER COSTS**

<b>9. Miscellaneous Direct Costs</b>				
Transportation & Shipping		\$		
Original Reproducibles		\$		
Reproduction		\$		
Other		\$		
<b>MISCELLANEOUS DIRECT COSTS SUB-TOTAL</b>				<b>\$ -</b>
<b>10. SUBCONTRACTS (Lump Sum)</b>				
		\$		
<b>SUB-CONTRACT SUB-TOTAL</b>				<b>\$ -</b>
<b>TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)</b>				<b>\$ 7,385.44</b>
<b>11. REIMBURSABLE COSTS (Limiting Amount)</b>				
		\$		
		\$		
		\$		
		\$		
		\$		
		\$		
<b>SUB-TOTAL REIMBURSABLES</b>				<b>\$ -</b>

**PART IV - SUMMARY**

<b>12. TOTAL AMOUNT AMENDMENT NO. 0 (Lump Sum + Reimbursables)</b> (Items 5, 6, 8, 9, 10 and 11)	\$	7,385.44
<b>13. CURRENT CONTRACT AMOUNT</b>		
<b>14. NEW CONTRACT AMOUNT</b>	\$	7,385.44

CONTRACT FEE SUMMARY FORMAT FOR ENGINEERING DIVISION CITY OF JACKSONVILLE, FLORIDA Exhibit M				
PART I - GENERAL				
1. Project COJ Medical Examiner's Office Building Design Services			2. Proposal No. / Contract No. TBD	
3. Name of Consultant Gresham Smith-Signage			4. Date of Proposal 04.19.21	
PART II - LABOR RELATED COSTS				
5. Direct Labor	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Architect P9/Principal/Senior Healthcare Planners	\$ 96.67	16	\$ 1,546.72	1,546.72
Architect P8/Engineer P8	\$ 71.67	24	\$ 1,720.08	1,720.08
Senior Architect P8/Project Manager/Senior Engineer P8	\$ 65.00	0	\$ 0.00	0.00
Senior Architect P7/Medical Planner/Systems Analyst/Senior Engineer P7	\$ 58.34	0	\$ 0.00	0.00
Architect P6/Project Engineer P6/Coordinator T7/Interior Designer P8	\$ 51.67	72	\$ 3,720.24	3,720.24
Architect P5/Engineer P5/Coordinator T6/Interior Designer P6	\$ 45.00	72	\$ 3,240.00	3,240.00
Architect P4/Engineer/Interior Designer P5/Coordinator T5	\$ 38.34	0	0.00	0.00
Intern Architect P3/Intern Designer P3/Coordinator T4	\$ 31.67	0	0.00	0.00
Intern Architect P2/Intern Designer P2/Intern Engineer P2/System Analyst CAD Tech T3/Intern Architect P1/Intern Designer P1	\$ 25.00	0	0.00	0.00
Administrative Support	\$ 21.67	34	\$ 736.78	736.78
<b>TOTAL DIRECT LABOR</b>	<b>\$50.29</b>	<b>218</b>		<b>\$ 10,963.82</b>
6. Overhead (Combined Fringe Benefit & Administrative) Overhead Rate 165 % x Total Direct Labor				\$ 18,090.30
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				\$ 29,054.12
8. PROFIT: Labor Related Costs (Item 7) x 10%				\$ 2,905.41
PART III - OTHER COSTS				
9. Miscellaneous Direct Costs				
Transportation & Shipping			\$ 0.00	
Original Reproductions			\$ 0.00	
Reproduction			\$ 0.00	
Other			\$ 0.00	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL				\$ -
10. SUBCONTRACTS (Lump Sum)				
SUB-CONTRACT SUB-TOTAL				\$ -
TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)				\$ 31,959.53
11. REIMBURSABLE COSTS (Limiting Amount)				
				\$ 0.00
				\$ 0.00
SUB-TOTAL REIMBURSABLES				\$ -
PART IV - SUMMARY				
12. TOTAL AMOUNT AMENDMENT NO. 0 (Lump Sum + Reimbursables) (Items 5, 6, 8, 9, 10 and 11)				\$ 31,959.53
13. CURRENT CONTRACT AMOUNT				
14. AMENDED CONTRACT AMOUNT				\$ 31,959.53

**EBO FORM 1**  
**SCHEDULE OF SUBCONTRACTOR/SUBCONSULTANT PARTICIPATION**

Name of Proposer: Gresham Smith

Project Title: COJ-Medical Examiner's Office-Design Service Proposal

Proposal Number: \_\_\_\_\_ Total Base Proposal Amount (if applicable): \$1,380,035.14

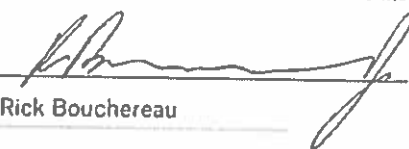
**\*Please list all JSEBs first**

Full Company Name	JSEB Category (African-American, Women, Asian, Native American, Non-MBE or Hispanic)	Type of Work to be Performed	Total Contract Value or Percentage
*Alpha Envirotech Consulting Inc.	Women	Environmental Engineering/Assessment	\$ 76,621.20
*Meskel & Associates Engineering, P.L.L.C.	Women	Geotechnical Engineering Services	\$ 24,654.96
GM Hill Engineering, Inc.	n/a	Structural Engineering Assessment	\$ 4,973.28
GAI Consultants	n/a	Site Selection	\$ 35,506.00
Gresham Smith	n/a	Programming/Site Design	\$ 49,944.48
*Eng Engineering Inc.	Asian American	Building MEP/FP/Low Voltage	\$250,057.16
*Mary Tappouni Consultant Breaking Ground Contracting Co.	Women	FGBC Design Phase Administration	\$ 7,385.44
Gresham Smith	n/a	Building Architectural Design, Site Plan, FGBC Coord	\$672,189.90
GM Hill Engineering Inc.	n/a	Building Structural Engineering	\$120,565.86
Ross & Baruzzini Mitchell Planning	n/a	Morgue Equipment Planning	\$ 38,538.63
GAI Consultants	n/a	30% Stormwater Design	\$ 38,580.00
Gresham Smith	n/a	30% Site Planning Design	\$ 19,895.28
Gresham Smith	n/a	FGBC Design Phase Coordination	\$ 9,163.42
Gresham Smith	n/a	Signage Design	\$ 31,959.53

\*Denotes JSEB Participating Consultants  
 Attach additional list of subcontractors/sub consultants as needed

CONSULTANT/SUBCONTRACTOR/SUPPLIER TOTAL VALUES	
African-American Participation Total	
Hispanic-American Participation Total	
Native-American Participation Total	
Asian-American Participation Total	\$250,057.16
Woman Participation Total	\$108,661.60
Non-MBE Participation Total	

The undersigned will enter into a formal Agreement with the JSEB Suppliers/Consultants/Subcontractors identified herein for work listed in this schedule conditioned upon execution of a contract with the City of Jacksonville. Under penalties of perjury I declare that I have read the foregoing conditions and instructions and the facts are true to the best of my knowledge and beliefs.

Signature of Proposer:  Title: Vice President Date: April 19, 2021  
 Print Name: Rick Bouchereau







# 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 17, 2021

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

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

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

Tim Crutchfield,  
Director of Operations, District IV Medical Examiner's Office Tim Crutchfield

RE: P-17-19 Professional Architectural and Engineering Services for Programming, Site Selection and Design of New Medical Examiner's Office  
Contract 10754 Amendment 1 PO 600682-20-021

Digitally signed by Tim Crutchfield  
DN: cn=Tim Crutchfield, o=City of Jacksonville  
Medical Examiner's Office,  
email=timcrutchfield@coj.net, c=US  
Date: 2021.05.17 12:24:21 -0500

The city will utilize a design build delivery method for this project. Design services are needed to provide 90% design, construction documents, permitting and construction phase services. Negotiations have resulted in the attached Scope of Services, Exhibit C and Contract Fee Schedule, Exhibit D. JSEB firms to be utilized to meet the 20% Participation Percentage Plan for this contract are detailed on a separate attachment.

Accordingly, this is to recommend that Contract 10754, originally executed February 4, 2020 between the City of Jacksonville and Gresham Smith for Professional Design Services for Professional Architectural and Engineering Services for Programming, Site Selection and Design of the New Medical Examiner's Office be amended to incorporate the attached Scope of Services identified as Exhibit "C" and Fee Schedule identified as Exhibit "D", to add a new lump sum amount for Design Services in the amount of \$1,188,335.22 and new not to exceed limits for: Transportation in the amount of \$3,000.00, Reproductions in the amount of \$7,000.00 and FGBC Registration Fee in the amount of \$500.00, thereby increasing the maximum indebtedness by \$1,198,835.22 to a new maximum indebtedness to the City in the amount of \$1,390,535.14. 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
006237	
PWCP Public Bldgs Capt Proj-Othr Gen Gov Svcs	
565031	
1	
32111-384020	
\$1,198,835.22	\$1,198,835.22

WJJ/lw

Attachment: Exhibits C & D  
JSEB Participation

cc Lori West, Engineering and Construction Management  
David D. Hahn, P.E., Engineer Manager, Engineering and Construction Management



Revised April 19, 2021

Maria C. Williams, P.E.  
City of Jacksonville | Department of Public Works  
214 N. Hogan Street - 10th Floor  
Jacksonville, FL 32202

Subject: COJ-Medical Examiner's Office  
Design Service Proposal  
Gresham Smith Project Number: TBD

Dear Maria,

We appreciate the opportunity to submit this design service proposal for the referenced project. This proposal is based on a 50,341 SF facility located on two floors as described in the attached Exhibit C-MEO Program dated 11/6/2020.

#### Scope

We understand that the City of Jacksonville will utilize a design build delivery method for the project. Thus, this proposal is limited to design services through the completion of 90% Design Submittal as described in Exhibit A Project Scope and Deliverables. The 90% Design Submittal will be issued to the Design Build Firm designated by the COJ to complete the following remaining phases of the project under separate contract:

- Complete the 100% Construction Documents under the supervision of the architect and engineers of record registered in the local jurisdiction.
- Submit Sign and Sealed documents to obtain required building permit(s).
- Perform pricing and construction administration phase services to fully implement the design.

#### Fees

• Architectural (Gresham Smith-Exhibit E)	\$ 672,189.90
• Structural Engineering (G.M. Hill Engineering, Inc.-Exhibit F)	\$ 120,565.86
• MEP/FP/Technology/Low Voltage (Eng Engineering-Exhibit G)	\$ 250,057.16
• Morgue Equip. Planning (Ross Baruzzini/Mitchell Planning-Exhibit H)	\$ 38,538.63
• 30% Stormwater Design (GAI Engineering-Exhibit I)	\$ 38,580.00
• 30% Site Planning Design (Gresham Smith-Exhibit J)	\$ 19,895.28
• FGBC Design Coordination (Gresham Smith-Exhibit K)	\$ 9,163.42
• FGBC Design Phase Administration (Mary Tappouni-Exhibit L)	\$ 7,385.44
• <u>Signage Design (Gresham Smith-Exhibit M)</u>	<u>\$ 31,959.53</u>
<b>Total Design Services described in Exhibit A</b>	<b>\$1,188,335.22</b>

*Genuine Ingenuity*

225 Water Street  
Suite 2200  
Jacksonville, FL 32202  
904.332.6699

GreshamSmith.com

Firm's Florida Cert. No. AAP000034 /  
CA3806 / IB26000797 / LC26000381

**BASIC SERVICE BILLING SCHEDULE**

30% Stormwater Design/Site Survey	\$38,580.00
30% Site Design	\$19,895.28
30% Building Design	\$338,957.98
60% Building Design	\$338,957.98
90% Building Design	\$451,943.98
<b>Total Fee</b>	<b>\$1,188,335.22</b>

**Miscellaneous Direct Costs**

• Transportation	\$ 3,000.00
• Reproduction	\$ 7,000.00
• FGBC Registration Fee	\$ 500.00
<b>Total Misc. Direct Costs</b>	<b>\$ 10,500.00</b>

**Total Contact Amount (Exhibit E Fee Summary) \$1,198,835.22**

**SUMMARY OF MILESTONE DESIGN DURATIONS**

Note: Durations for workdays are provided for each milestone in addition to the completion date. Refer to Exhibit D for detailed design schedule which will be updated to reflect the actual start date upon execution of the design agreement.

**Site Design**

- 30% Stormwater Package (30 Days)

GAI has advised that they must complete the 30% stormwater package, obtain a geotechnical report and updated site survey before they can commit to issue dates for the 60% Design and Regulatory Site Review Packages. They require the information noted above to fully assess the extent of site design from an infrastructure perspective, particularly if a structured vault system is required to meet stormwater requirements. If the stormwater outfall is routed to a DOT jurisdiction, then FDOT Drainage permitting will be required in addition to Water Management and local site plan/zoning reviews. Additionally, re-routing the existing drainage infrastructure will have its own set of permitting challenges that we will need to overcome. GAI's advised that we could use a place holder of 9 months to complete the final civil design and permitting once they are authorized to proceed with those tasks.

**Building Design**

- 30% Design Package (40 Days)
- 30% COJ Design Review/Approval (10 Days)
- 60% Design Package (50 Days)
- 60% COJ Design Review (10 Days)
- 90% Design Package (65 Days)
- 90% COJ Design Review (10 Days)

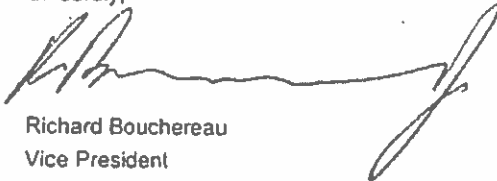
**Exclusions**

- Threshold Inspection services as this building is not required to have that certification.
- Civil Engineering and Landscape Design services to advance the design from 30% Stormwater Design through Final Submittals for SJWMD and COJ Zoning/10 set site plan reviews.
- FGBC Certification design phase services for the Civil Engineering by GAI. Those services are noted as to be determined (TBD) in the Contract Fee Summary for Gresham Smith in Exhibit E and excluded from the Project Scope and Deliverables in Exhibit A as the full extent of site design scope is not fully defined at this point. The scope of work and fee will be amended to include the excluded Civil Engineering and Landscape Design Services and Civil FGBC Certification noted above as soon as the scope of that work is fully understood.
- Energy Modeling to support FGBC credits beyond the code minimum.
- FGBC Certification for the Construction Phase
- Energy and Building Envelope Commissioning
- Procurement of specified new owner furnished morgue equipment and furniture including development of procurement strategies, specifications, instructions for bidding, procurement service analysis, Bid submittal and evaluation, approval, purchase order/requisition development, scheduling, tracking, expediting, and transportation management for equipment associated with Equipment Planning in Exhibit H.
- Low voltage IT/Phone, and related equipment will be provided by the Owner.

Refer to Exhibit A Project Scope and Deliverables for full listing of exclusions

If you have any questions to advance the contract negotiations for the services described in this proposal, please do not hesitate to call me at 904-332-6699

Sincerely,



Richard Bouchereau  
Vice President  
Copy: File

**Exhibit A****Project Scope & Deliverables**

COJ Medical Examiner's Office

Revised May 5, 2021

**PROGRAM ELEMENTS**

The City of Jacksonville is proceeding the development of a series of parcels referred to as the Golfair Site to accommodate the attached program for the City of Jacksonville Medical Examiner's Office revised November 6, 2020 (Exhibit C) totaling 50,341 s.f.

**BASIC SERVICES (Building Design)**

The Architect shall provide the following documents to the Owner in AutoCAD Format for all disciplines at the end of the 90% Design Phase in addition to preliminary review packages at the 30% and 60% Design Phases:

1. Architectural, Interior and Furniture Design Services (Gresham Smith)
  - a. Coordination of utilities, services, lighting, and owner provided medical and IT equipment.
  - b. Room Signage Schedule identifying names assigned to each space in the project scope as noted in items 11 and 12 below.
2. MEP/FP Design (Eng Engineering)
  - a. Heating, Ventilating and Air-Conditioning (HVAC) Engineering
  - b. Plumbing Engineering
  - c. Electrical Engineering
  - d. Fire Protection Design with head layout and hydraulic calculations.
3. Technology/Low Voltage (Eng Engineering)
  - a. Structured Cabling Systems to include cable pathways, telecommunication rooms, fiber and copper backbone and horizontal cabling for all networked devices.
  - b. Security Systems to include access control and cable, IP video surveillance system, duress alarm, connected to access control system and security audio and/or video intercoms.
  - c. Overhead Paging Systems to include speakers, amplifiers, zone control, cable, and interface to telephone system.
  - d. Clock Systems to include master controller for synchronization, wired or wireless clocks and employee time clocks
  - e. Low Voltage pathways to the patch panels in the data room.
  - f. Audio Visual Connections in Multi-Purpose meeting spaces.
4. Structural Design (GM Hill Engineering, Inc.)
  - a. Foundations
  - b. Framing
  - c. Miscellaneous Steel



COJ Medical Examiner's Office  
Exhibit A

5. Morgue Equipment Planning (Baruzzini/Mitchell)
6. 30% Stormwater Design by (GAI Engineering)
7. Site Planning (Gresham Smith)
8. FGBC Design Phase Coordination with FGBC Administrator (Gresham Smith)
9. FGBC Design Phase Administration (Mary Tappouni)
10. Preliminary estimated cost at 60% and detailed estimated cost at 90% design (Gresham Smith)
11. Signage (Basic Services-Gresham Smith)
  - a. Room Signage Schedule identifying names assigned to each space in the project scope. (Gresham Smith)
  - b. Location of lighted exit signage and strobes along the path of egress required by the Florida Building Code and NFPA. (Eng Engineering)
  - c. DOT directional/stop and ADA signs required by local ordinance and site regulatory in their scope to complete the 10-set package. This scope and fee will be added later after they deliver the 30% stormwater design. (GAI Engineering)
12. Signage-Exhibit M (Gresham Smith) supplemental service to expand signage scope for signage concepts beyond code minimum noted above to include interior wayfinding signs and exterior signage identifying entrances, designated parking/service areas and building monument signage beyond code minimum. Develop two to three design concepts for review and selection of one concept by the client. Each sign type for the approved concept will include scaled and dimensioned drawings with materials, colors, finishes, and typography noted. The scope of work will also include location plans that show where each sign goes and a schedule with the messaging for each sign. Sign locations will be coordinated with architecture and interior design. The design intent deliverable will not include fabrication and engineering details.
13. Regular meetings and coordination with the Owner and Construction Manager throughout the design phase to address, cost, constructability, safety, infection control, logistics and other issues that impact the operation of the facility.
14. Development of a detailed schedule for design activity and milestone dates where design packages will be issued to the construction manager/contractor for pricing and review.
15. Preparation of minutes from design meetings to document decisions.

#### Reimbursable Costs

1. Transportation and Shipping
2. Reproduction to include the following owner review packages at each design phase.
  - a. Three 24"x36" Drawing sets at 30%, 60% and 90% Design Phases
  - b. One 11"x17" Drawing set at 30%, 60% and 90% Phases
  - c. Renderings requested by the owner
3. FGBC Registration Fees

#### DELIVERABLES-BASIC SERVICES

The Architect will provide AutoCAD files for the following items in the 90% Design Phase Submittal to the Owner in addition to the drawings sets noted in reproduction direct costs above:

1. Architectural Drawings: 90% Plans
  - a. Architectural Cover Sheet (Project Data, Maps, Notes.)
  - b. Architectural Floor Plan (Dimensioned with notes, wall types, key notes, etc.)



COJ Medical Examiner's Office  
Exhibit A

- c. Door Types, Door & Hardware Schedules, Interior Door and Window Details
- d. Interior Elevations (Cabinet and Room)
- e. Millwork Details
- f. Reflected Ceiling Plan and Details
- g. Project Manual/Specifications Book
2. Interior Design and Preliminary Furniture Drawings
  - a. Floor Finish Plan and Finish Schedule
  - b. Wall Finish Schedule and Details
  - c. Preliminary Furniture Layout keyed to cut sheets with proposed new selections
3. MEP Engineering Drawings
  - a. Mechanical Plan (HVAC with Equipment Schedules and Details)
  - b. Electrical Plans (Power, Lighting, Fixture Schedules, and Details)
  - c. Plumbing Plans (Wastewater, Venting, Domestic Water, Air, Vacuum and Medical Gases); also, Plumbing
  - d. Riser Diagrams with Plumbing Notes and Schedules
4. Low Voltage/Security Engineering Drawings
  - a. Voice/Data
  - b. CCTV/Security
  - c. Card Reader and electrified door controls
  - d. Equipment Connectivity
5. Structural Engineering Drawings
  - a. Foundation Plan
  - b. Framing Plan and Details
  - c. Miscellaneous Steel Details
6. Morgue Equipment Drawings
  - a. Equipment Schedule
  - b. Equipment Cut Sheets
  - c. Keyed Equipment Plan
7. FGBC certification as described in Exhibit B
8. Exterior and Interior Signage: Develop two to three design concepts for review and selection of one concept by the client listed below. Each sign type for the approved concept will include scaled and dimensioned drawings with materials, colors, finishes, and typography noted. The scope of work will also include location plans that show where each sign goes and a schedule with the messaging for each sign. Sign locations will be coordinated with architecture and interior design. The design intent deliverable will not include fabrication and engineering details.



COJ Medical Examiner's Office  
Exhibit A

Exterior

- a. Freestanding main identification
- b. Building identification
- c. Entrance identification
- d. Parking and loading dock signage

Interior

- a. Lobby reception identification
- b. Primary directional wayfinding
- c. Department identification
- d. Room identification
- e. Life safety required signage
- f. Regulatory signage for OSHA and team member safety (specific needs and requirements provided by client)

OWNER PROVIDED ITEMS

1. The Owner shall provide the following information to the Design Team at the start of Design Development for coordination purposes:
  - a. Surveys-Topographical/Boundary
  - b. Soils Investigations/Report
  - c. Cut sheet/requirements for Information Technology and CCTV equipment

Note. Eng Engineering will coordinate with the Owner's IT provider to determine power, data and cooling requirements for IT equipment so they can design low voltage pathway infrastructure and power supply to the patch panels in the data room and provide required cooling to that space. Pathways include data service entry and location of data outlets on plans.

EXCLUDED SERVICES

1. 100% Design Phase including signed and sealed documents. The architect and engineers of record will be designated by the Design Builder under separate agreement.
2. Post Design Services Performed by the Design Building under separate agreement
  - a. Permitting and Pricing-The Design Builder will complete the Design Documents and Designate the Design professionals to sign and seal drawings for permitting.
  - b. Construction Administration: The Design Building will perform the following services under separate agreement during construction to include shop drawing/RFI reviews and participation in bi-weekly jobsite coordination meetings and preparation of a monthly field observation reports.
3. Procurement of specified new owner furnished morgue equipment and furniture that occurs during the construction phase including development of procurement strategies, specifications, instructions for bidding, procurement service analysis. Bid submittal and evaluation, approval, purchase order/requisition development, scheduling, tracking, expediting and transportation management for equipment associated with equipment planning in Exhibit H.
4. Low voltage IT/Phone, and related equipment will be provided by the Owner. (See note under Owner Provided Items for Eng Engineering scope of work regarding design low voltage data pathway infrastructure and power supply to the patch panels in the data room.)





COJ Medical Examiner's Office  
Exhibit A

5. Soils Investigations/Report
6. Site DRI, PUD, Site Plan Review and/or Zoning Modifications.
7. Civil Engineering Design beyond 30% Site Design noted in basic services.
8. Landscape Architectural & Irrigation Design.

Note: The scope of work and fee in this proposal will be amended to include the scope for Civil Engineering, Landscape Design Services and Civil FGBC Certification excluded in items 7-8 noted as soon as the scope of that work is fully understood after completion of the 30% Stormwater Design Phase.

9. FGBC Consultation beyond those listed in Exhibit B
10. Owner Requested Changes to Approved Documents
11. Site Survey

**Exhibit B****FGBC Certification Scope**

COJ Medical Examiner's Office

Revised April 19, 2021

We understand the City of Jacksonville Medical Examiner Office project will be targeting Base FGBC certification. This proposal includes Energy Modeling, Design Coordination and Design Phase Administration to the extent required to incorporate FGBC goals established at the project kick off meeting into the design. We understand the Owner will enter into a separate agreement for Construction Phase FGBC Services that are excluded in this proposal. The following details the scope of work for the Design Phase Services that are in the scope of work in this proposal:

**DESIGN PHASE SERVICES****FGBC Administration***Project Initiation/Goal Setting*

As part of the project kick off, the FGBC Administrator will facilitate a 2-hour kickoff meeting to establish goals for the project as well as roles and responsibilities. Attendees will include the Owner, facilities/building engineer, architect, interior designer, electrical engineer, mechanical engineer, plumbing engineer, landscape architect, civil engineer and the contractor. During this meeting we will review the FGBC scorecard and establish a plan to achieve each credit in the design. At the end of the kick-off meeting, we will have a clear understanding of the project goals and how each FGBC credit contributes towards achieving that goal. The FGBC Administrator will develop an Action Item list that will track progress throughout design.

*Design Phase Administration*

During Schematic Design and Design Development, the FGBC Administrator will work with the design team and the Owner to align the project design with the identified FGBC credits as part of the preparation to achieve certification. The FGBC Administrator will create and maintain an action items list to track the progress of both the design related items and the FGBC documentation. A status of FGBC credit progress and documentation will be provided at project status meetings held bi-weekly or monthly, depending on project schedule. It is assumed these meetings will be approximately 1 hour in length. The FGBC Administrator will provide a complete plan and specification review at each project milestone (30%, 60% and 90% Design Phase Packages) to verify credit compliance. The comments from each review will be shared at the project team meeting (including the Owner) in order to verify the design is on track to meet the FGBC credit requirements. The FGBC Administrator will work with the contractor to understand cost implications of credit requirements and inform FGBC-related decision making. We will be available to the project team throughout design to offer support and answer questions related to FGBC credit requirements and implications to design.

*FGBC-related Specifications*

The FGBC Administrator will provide sample FGBC specifications to the project design team that can be easily tailored and updated for this project. We will work with the Owner to develop the Division 01 Sustainable Design and Construction Waste Management specification sections. Specifications would be reviewed as part of the same milestone reviews noted above (30%, 60% and 90% Design Phase Packages) by the FGBC Administrator.

*FGBC Design Documentation*

The FGBC Administrator will facilitate the process of documentation and work with project design team members to complete the relevant FGBC design requirements/credits. Each discipline will be responsible for compiling the appropriate data and exhibits as required by FGBC.

Genuine Ingenuity

Firm's Florida Cert. No. AAP000034 /  
CA3806 / IB26000797 / LC26000381

Two Alhambra Plaza

Suite 1200

Coral Gables, FL 33134

786.532.2100

GreshamSmith.com



*FGBC Design Phase Submittal*

Upon completion of the design phase submittal, The FGBC Administrator will provide a comparison of FGBC credit requirements, the associated design elements and completeness of the description in the documentation for submittal to the Owner along with the 90% Design Package

**FGBC Design Coordination**

The Architect will provide the following services in support for FGBC Certification:

- a. Coordinate with the assigned FGBC Administrator to align the project design with the FGBC target credits developed by the administrator as part of the preparation to achieve certification
- b. Participate in monthly meetings with the FGBC Administrator to review their action item list to track progress of design initiatives to achieve target credits.
- c. Submit 30%, 60% and 90% design packages to the FGBC Administrator for review specifications and plans for credit compliance.
- d. Participate a 1 hour meeting with the FGBC Administrator after each package review to verify the design is on track to meet the FGBC credit requirements.

We understand that the energy modeling required by the Florida building code will be sufficient for the submission to FGBC for baseline Florida energy credit. This, any additional modeling that may be required to support credits sought is excluded from this proposal.

**CONSTRUCTION PHASE SERVICE EXCLUSIONS**

The following construction phase services are excluded from the scope of work as we understand that these tasks will be provided by others under separate agreement at the point the 90% Design is turned over to the Design Build Firm who will implement the design

- *Energy Modeling beyond Code Minimum*
- *FGBC Application and Documentation*
- *Construction Phase Administration*
- *Contractor Team Support*
- *Submittal Reviews*
- *Final FGBC Review and FGBC Submittal*
- *Defense of the FGBC Application*

**Fee Schedule**

ITEM	TEAM MEMBER	DESIGN PHASE FEE
<b>FGBC Registration</b>		
FGBC Registration Fee		\$500.00
<b>FGBC Design Phase Services</b>		
Design Coordination	Gresham Smith (Exhibit K)	\$9,163.42
Design Administration	Mary Tappouni Consultant (Exhibit L)	\$7,385.44
<b>Subtotal:</b>		<b>\$16,548.86</b>
<b>FGBC Energy Model Fee</b>		
Energy Modeling required beyond Florida Code Minimum		Not Included
<b>TOTAL FGBC DESIGN PHASE</b>		<b>\$17,048.86</b>



**Fee Clarifications/Assumptions**

- Gresham Smith cannot guarantee FGBC certification.
- This proposal is based on the building description and size provided by the Client and assumes the project will pursue base FGBC certification.
- Gresham Smith assumes that the Owner/Contractor agreement and any Owner/Consultant agreements obligates the contractor-design-build /consultant to complete the required FGBC documentation.

Gresham Smith assumes that any consultants hired directly by the Owner will participate in the same manner as the rest of the design team in the FGBC certification process. They will be expected to attend the FGBC Design Kick off meeting and the FGBC Construction Kick off meeting, speak to the completeness of their design as related to the FGBC credit requirements and complete the documentation in FGCC online for their assigned credits

City of Jacksonville Medical Examiner's Office				Gresham Smith	
Jacksonville, Florida Revised 11/6/2020					
Level	Jacksonville Facility Proposed			Comments	
	Qty.	NSF	Total	10	20-30
<b>Building #1 - Administrative Area</b>					
			Ground Level	Level 2	
1 Lobby & Waiting	1	400	400		10-12 seats (2 families)
1 Reception/Clerical/ Transcript	1	320	320		Include Accounting workstation
1 Public Restroom(s)	2	60	120		Baby changing stations to be included
1 Unisex Restroom	0	60	0		Confirm Provision for transgender
1 Family Support Room	2	120	240		include monitor in family support room
1 Family Patio/Garden Area	1	0	0		include
2 Conference Room, Large	1	1200		1,200	Multi use/classroom/ USE as Command Center plan for 40-50
2 Conference Room(s), Small	1	600		600	Moveable partition divided into 3 rooms (200 sf each); include Shelving for hardcopy reference material in new of library
2 Chief Medical Examiner's Office	1	320		320	includes desk space and restroom conference area and area for grooming Needs area for Sofa
2 Physician /ME Offices	10	160		1,600	CONFIRM #1
2 Resident/visiting Physician Work Space	5	80		400	CONFIRM #2
2 Visiting Fellow	1	120		120	CONFIRM #3
2 Operation Managers Office	1	160		160	Needs to fit Sofa
2 Records Storage	1	700		700	High Density storage- Records include workstation- 80 SF
1 Histology work Area	1	120	120		Needs direct exhaust with hood venty size
1 Histology Slide Storage	1	300	300		Slides Only, connected to above work area
2 Records Work Area	1	80		80	For viewing records
1 General Supply	1	120	120		Mass Casualty items
2 Copier/Mail/Work Room	1	250		250	Includes office supply storage
2 Staff Restrooms	2	180		360	Multi Staff
2 Break Room	1	300		300	Shared for all 4 building areas
Staff Patio	1				Employees will need space this as well BBQ
2 Housekeeping Closet	1	100		100	
2 Communication Data Room	1	160		160	Area for Support Staff Desk
2 MECHAN CAL/HVAC	1	500		500	
2 ELECT ROOM	1	100		100	
Species Net Total			1,620	6,950	
Grossing Factor (40%)			1.4	1.4	
Building 101 Total BGSF			2,187	9,383	includes circulation, Walls, and structure, Chases
<b>Building # 2 - Morgue Area</b>					
			Ground Level	Level 2	
Intake/Discharge Control	1	180	180		
Personal Effects	1	60	60		
Body Intake	1	200	200		Scale include Photography Station
Body Discharge	1	200	200		
Body Storage Coolers	3	900	2,700		40 Each
Freezer	1	160	160		Specimen Storage
Toliet Room	1	60	60		For outside personnel use Zoned near decedent pick up area to limit access to remaining facility
Autopsy Room	10	400	4,000		Orlando B Workstations includes circulation
Decedent Wash Down Area	1	120	120		
Formalin Prep & Wash	1	100	100		
Dry Work Area	1	100	100		
Clothes Drying Room	1	160	160		4 Drying cabinets
Tissue Recovery Area/Room	1	120	120		Isolated room for tissue procurement agencies locate with outside access from morgue
Autopsy Viewing Area for Authorized Visitors (non-family)	1	400	400		Holding & Viewing room with surgical theater viewing set up 360 degree seating area raised above autopsy/viewing station for teaching purposes and to keep law enforcement off floor
Supply Room	1	120	120		
Specimen Storage	1	300	300		Blood /specimens. Needs good ventilation /50 gallons drum Wet tissue storage.
Evidence Storage	1	100	100		Confirm convenient access to Autopsy area
Dry Storage	1	80	80		
Drug Storage	1	60	60		
CT Scanner/X Ray Room	1	400	400		No CT scanner in Orlando plan
Photography Station	1	300	300		Needed at intake and provide separate workspace for 3-4/ including storage
Photography Office	1	180	180		Provide 4 computer stations/printers/label Area directly connected to Autopsy Area to support admin duties for techs
Tech Workroom	1	180	180		
Morgue Supervisor Office	1	80	80		
2 Chief Forensic Investigator Office	1	160		160	Needs to fit Sofa
Forensic Investigators Work Area	14	90		1,440	Orlando Facility houses function in Morgue Plan for Modular Furniture, locate within Morgue building for 24 hr access Jacksonville currently has 9 investigators
2 Forensic Investigator Equipment Storage Area	1	120		120	Storage for Personal Equipment and Protection Assume full height Storage cabinet/locks 16 total
2 Investigator Office Lobby	1	100		100	Investigator area lobby

2 On Call Room	4	80			
2 On Call Room TK/Showers	1	80			320 Locate next to Investigators
Housekeeping Closet	1				80 Use locker area toilets & Showers
Spaces Net Total		100	100		
				10,460	2720
<b>Staff Area</b>					
Male Locker Room	1	192	192		
Male Shower/Restroom	1	375	375		3 Showers, 2 WC, 2 Urinal
Female Locker Room	1	192	192		
Female Shower/Restroom	1	375	375		3 Showers, 4 WC
Small Break room	1	150	150		for 24 hr access part of Morgue building
Spaces Net Total				1,284	
<b>Morgue Support Areas</b>					
Soiled Linen Cleaning Industrial Washer/Dryer	1	100	100		
Gowning Area	1	100	100		
Linen & Equip Storage	1	100	100		
Bio-Hazard Storage	1	160	160		Accessible to vendor near loading dock
Flammable Liquid Storage	1	80	80		
Loading Dock	1	480	480		Storage unit inside dock - Vent to accommodate semi-truck
Warehouse Storage	1	350	350		
Garage	1	2500	2,500		Connected to dock Storage of Equipment and supplies Covered with Doors at either end Confirm ability to Mechanically cool or ventilate Confirm number of vehicles - 4' Area for 2 ambulances side by side Need height for truck access
<b>M &amp; E Support</b>					
Communication/Data Room	1	56	56		
Fire Riser Closet	1	54	54		
Electrical Room	1	120	120		
Main Electrical Room	1	180	180		
Mechanical Room	1	180	180		
Mechanical & Maintenance Room	1	900	900		Confirm Maintenance function
Boiler Room	1	230	230		
Spaces Net Total				5,590	
Net Space Total				17,334	2220
Grossing Factor (40%)				1.4	1.4 Includes Circulation, Walls, and structure, Chases
<b>Building 102 Total BGSF</b>				<b>24,268</b>	<b>3108</b>
<b>Building # 3 - Decomposition / Infectious Disease Morgue</b>					
			Ground Level	Level 2	Isolator/negative
Decomp Garage	1	1000	1,000		
Decedent Wash-Down Area	1	120	120		
Drying Room	1	120	120		
Anthropology Work Area	1	170	170		attached to bone storage for cleaning bones
Bone Storage	1	100	100		
De-imp Autopsy Area	2	400	800		
Body Cooler	1	900	900		40 Body Hold
XRAY Room	1	400	400		
Electrical room	1	100	100		
Mechanical Room	1	500	500		
Spaces Net Total				4,160	
Grossing Factor (40%)				1.4	Includes Circulation, Walls, and structure Chases
<b>Building 103 BGSF</b>				<b>5,824</b>	
<b>Building Area # 4 - Laboratory</b>					
			Ground Level	Level 2	
2 Lab Bench Area	2	900		1,800	
2 Shared Work Area	2	180		360	
2 Tissue Room	1	200		200	
2 Equipment Core	1	200		200	Freezers, Refrig
2 Office	2	100		200	
2 Conference	1	180		180	
2 Staff Toilets	2	60		120	
2 Housekeeping Closet	1	100		100	
2 Electrical Closet	1	100		100	
2 Data Room	1	120		120	
2 Mechanical Room	1	500		500	
1 Med Gas Manifold & Storage Room	1	100		100	At Grade/also need dist bed water system
2 Spaces Net Total				3,980	
Grossing Factor (40%)					Includes Circulation, Walls, and structure Chases, Stairs
<b>Building 104 Total BGSF</b>				<b>5,572</b>	1.4 Elevator if two stories Verify existing lab footprint
			<b>Ground Level Area Total</b>	<b>Level 2 Area Total</b>	<b>Combined Facility Area Total</b>
<b>Sub TOTAL by Floor</b>			<b>32,279</b>	<b>18,063</b>	

CONTRACT FEE SUMMARY FORMAT FOR ENGINEERING DIVISION CITY OF JACKSONVILLE, FLORIDA Exhibit E				
PART I - GENERAL				
1. Project COJ Medical Examiner's Office Design		2. Proposal No. / Contract No. TBD		
3. Name of Consultant Gresham Smith-Building Design/Direct Costs/Consultants		4. Date of Proposal 3/26/2021 Revised 5/5/2021		
PART II - LABOR RELATED COSTS				
5. Direct Labor	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Architect P9/Principal/Senior Healthcare Planners	\$ 96.67	160	\$ 15,467.20	15,467.20
Architect P8 Engineer P8	\$ 71.67	320	\$ 22,934.40	22,934.40
Senior Architect P8/Project Manager				
Senior Engineer P8	\$ 65.00	80	\$ 5,200.00	5,200.00
Senior Architect P7/Medical Planner				
Systems Analyst/Senior Engineer P7	\$ 58.34	560	\$ 32,670.40	32,670.40
Architect P6/Project Engineer P6/				
Coordinator T7/Interior Designer P8	\$ 51.67	160	\$ 8,267.20	8,267.20
Architect P5/Engineer P5/Coordinator				
T6/Interior Designer P6	\$ 45.00	520	\$ 23,400.00	23,400.00
Architect P4/Engineer/Interior Designer				
P5/Coordinator T5	\$ 38.34	520	\$ 19,936.80	19,936.80
Intern Architect P3/Intern Designer				
P3/Coordinator T4	\$ 31.67	1280	\$ 40,537.60	40,537.60
Intern Architect P2/Intern Designer				
P2/Intern Engineer P2/System Analyst	\$ 28.34	1760	\$ 49,878.40	49,878.40
CAD Tech T3/Intern Architect P1/Intern				
Designer P1	\$ 25.00	90	\$ 2,250.00	2,250.00
Administrative Support	\$ 21.67	464	\$ 10,054.88	10,054.88
<b>TOTAL DIRECT LABOR</b>	<b>\$38.99</b>	<b>5914</b>	<b>\$ 230,596.88</b>	<b>\$ 230,596.88</b>
6. Overhead (Combined Fringe Benefit & Administrative)				
Overhead Rate	165 % x Total Direct Labor			\$ 380,484.85
<b>7. SUBTOTAL: Labor + Overhead (Items 5 &amp; 6)</b>				<b>\$ 611,081.73</b>
<b>8. PROFIT: Labor Related Costs (Item 7)</b>				<b>\$ 61,108.17</b>
				<b>10%</b>
PART III - OTHER COSTS				
9. Miscellaneous Direct Costs				
			\$	
			\$	
			\$	
			\$	
<b>MISCELLANEOUS DIRECT COSTS SUB-TOTAL</b>				<b>\$</b>
10. SUBCONTRACTS (Lump Sum)				
Structural Engineering (G.M. Hill Engineering, Inc.) (Exhibit F)			\$ 120,565.86	
MEP/FP/Technology/Low Voltage (Eng Engineering) (Exhibit G)			\$ 250,057.16	
Morgue Equip. Planning (Ross Baruzzini/Mitchell Planning Exhibit H)			\$ 38,538.63	
30% Stormwater Design (GAI Engineering-Exhibit I)			\$ 38,580.00	
30% Site Planning Design (Gresham Smith-Exhibit J)			\$ 19,895.28	
FGBC Design Coordination (Gresham Smith-Exhibit K)			\$ 9,163.42	
FGBC Design Phase Administration (Mary Tappouni-Exhibit L)			\$ 7,385.44	
Signage Design (Gresham Smith Exhibit M)			\$ 31,959.53	
<b>SUB-CONTRACT SUB TOTAL</b>				<b>\$ 516,145.32</b>
<b>TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)</b>				<b>\$ 1,188,335.22</b>
11. REIMBURSABLE COSTS (Limiting Amount)				
Transportation			\$ 3,000.00	
*Reproduction			\$ 7,000.00	
FGBC Registration Fee			\$ 500.00	
			\$	
			\$	
			\$	
<b>SUB TOTAL REIMBURSABLES</b>				<b>\$ 10,500.00</b>
PART IV - SUMMARY				
<b>12. TOTAL AMOUNT AMENDMENT NO. 0 (Lump Sum + Reimbursables)</b>				<b>\$ 1,198,835.22</b>
<b>13. CURRENT CONTRACT AMOUNT</b>				<b>\$191,699.92</b>
<b>14. NEW CONTRACT AMOUNT</b>				<b>\$ 1,390,535.14</b>

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

EXHIBIT D

**PART I - GENERAL**

<b>1. Project</b> C(1) Medical Examiner's Office Building Design Services	<b>2. Proposal No./ Contract No.</b> TBD
<b>3. Name of Consultant</b> GM Hill Engineering Inc.-Building Structural Engineering	<b>4. Date of Proposal</b> 04/19/21

**PART II - LABOR RELATED COSTS**

<b>5. Direct Labor</b>	<b>Hourly Rate</b>	<b>Estimated Hours</b>	<b>Estimated Cost</b>	<b>TOTAL</b>
Architect P9/Principal/Senior Healthcare Planners	\$ 96.67	20	\$ 1,933.40	1,933.40
Architect P8/Engineer P8	\$ 71.67	65	\$ 4,658.55	4,658.55
Senior Architect P8/Project Manager/Senior Engineer P8	\$ 65.00	155	\$ 10,075.00	10,075.00
Senior Architect P7/Medical Planner/Systems Analyst/Senior Engineer P7	\$ 58.34	155	\$ 9,042.70	9,042.70
Architect P6/Project Engineer P6/Coordinator T7/Interior Designer P8	\$ 51.67	255	\$ 13,175.85	13,175.85
Architect P5/Engineer P5/Coordinator T6/Interior Designer P6	\$ 45.00	55	\$ 2,475.00	2,475.00
Architect P4/Engineer/Interior Designer P5/Coordinator T5	\$ 38.34	0	0.00	0.00
Intern Architect P3/Intern Designer P3/Coordinator T4	\$ 31.67	0	0.00	0.00
Intern Architect P2/Intern Designer P2/Intern Engineer P2/System Analyst	\$ 28.34	0	0.00	0.00
CAD Tech T3/Intern Architect P1/Intern Designer P1	\$ 25.00	0	0.00	0.00
Administrative Support	\$ 21.67	0	\$ 0.00	0.00
<b>TOTAL DIRECT LABOR</b>	<b>\$58.67</b>	<b>705</b>		<b>\$ 41,360.50</b>

<b>6. Overhead (Combined Fringe Benefit &amp; Administrative)</b>	
Overhead Rate	165 % x Total Direct Labor
	\$ 68,244.83
<b>7. SUBTOTAL: Labor + Overhead (Items 5 &amp; 6)</b>	<b>\$ 109,605.33</b>
<b>8. PROFIT: Labor Related Costs (Item 7)</b>	<b>x 10% \$ 10,960.53</b>

**PART III - OTHER COSTS**

<b>9. Miscellaneous Direct Costs</b>	
Transportation & Shipping	\$
Original Reproducibles	\$
Reproduction	\$
Other	\$
<b>MISCELLANEOUS DIRECT COSTS SUB-TOTAL</b>	<b>\$ -</b>

<b>10. SUBCONTRACTS (Lump Sum)</b>	
SUB-CONTRACT SUB-TOTAL	\$ -
<b>TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)</b>	<b>\$ 120,565.86</b>

<b>11. REIMBURSABLE COSTS (Limiting Amount)</b>	
	\$
	\$
	\$
	\$
	\$
	\$
	\$
<b>SUB-TOTAL REIMBURSABLES</b>	<b>\$ -</b>

**PART IV - SUMMARY**

<b>12. TOTAL AMOUNT AMENDMENT NO. 0 (Lump Sum + Reimbursables)</b> (Items 5, 6, 8, 9, 10 and 11)	<b>\$ 120,565.86</b>
<b>13. CURRENT CONTRACT AMOUNT</b>	
<b>14. NEW CONTRACT AMOUNT</b>	<b>\$ 120,565.86</b>



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

EXHIBIT D

**PART I - GENERAL**

<b>1. Project</b> (O) Medical Examiner's Office Building Design Services	<b>2. Proposal No. / Contract No.</b> TBD
<b>3. Name of Consultant</b> Eng Engineering MEP/FP/Low Voltage	<b>4. Date of Proposal</b> 04/19/21

**PART II - LABOR RELATED COSTS**

<b>5. Direct Labor</b>	<b>Hourly Rate</b>	<b>Estimated Hours</b>	<b>Estimated Cost</b>	<b>TOTAL</b>
Architect P9/Principal/Senior Healthcare Planners	\$ 96.67	80	\$ 7,733.60	7,733.60
Architect P8/Engineer P8	\$ 71.67	120	\$ 8,600.40	8,600.40
Senior Architect P8/Project Manager/Senior Engineer P8	\$ 65.00	200	\$ 13,000.00	13,000.00
Senior Architect P7/Medical Planner/Systems Analyst/Senior Engineer P7	\$ 58.34	200	\$ 11,668.00	11,668.00
Architect P6/Project Engineer P6/Coordinator T7/Interior Designer P8	\$ 51.67	200	\$ 10,334.00	10,334.00
Architect P5/Engineer P5/Coordinator T6/Interior Designer P6	\$ 45.00	200	\$ 9,000.00	9,000.00
Architect P4/Engineer/Interior Designer P5/Coordinator T5	\$ 38.34	260	\$ 9,968.40	9,968.40
Intern Architect P3/Intern Designer P3/Coordinator T4	\$ 31.67	0	\$ 0.00	0.00
Intern Architect P2/Intern Designer P2/Intern Engineer P2/System Analyst CAD Tech T3/Intern Architect P1/Intern Designer P1	\$ 28.34	485	\$ 13,744.90	13,744.90
Administrative Support	\$ 25.00	0	\$ 0.00	0.00
	\$ 21.67	80	\$ 1,733.60	1,733.60
<b>TOTAL DIRECT LABOR</b>	<b>\$47.00</b>	<b>1825</b>		<b>\$ 85,782.90</b>

<b>6. Overhead (Combined Fringe Benefit &amp; Administrative)</b>	
Overhead Rate	165 % x Total Direct Labor
	\$ 141,541.79
<b>7. SUBTOTAL: Labor + Overhead (Items 5 &amp; 6)</b>	<b>\$ 227,324.69</b>
<b>8. PROFIT: Labor Related Costs (Item 7)</b>	<b>x 10% = \$ 22,732.47</b>

**PART III - OTHER COSTS**

<b>9. Miscellaneous Direct Costs</b>		\$ -
Transportation & Shipping	\$	
Original Reproducibles	\$	
Reproduction	\$	
Other	\$	
<b>MISCELLANEOUS DIRECT COSTS SUB-TOTAL</b>		<b>\$ -</b>

<b>10. SUBCONTRACTS (Lump Sum)</b>		\$ -
SUB-CONTRACT SUB-TOTAL	\$	\$ -
<b>TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)</b>		<b>\$ 250,057.16</b>

<b>11. REIMBURSABLE COSTS (Limiting Amount)</b>		\$ -
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
<b>SUB-TOTAL REIMBURSABLES</b>		<b>\$ -</b>

**PART IV - SUMMARY**

<b>12. TOTAL AMOUNT AMENDMENT NO. 0 (Lump Sum + Reimbursables)</b> (Items 5, 6, 8, 9, 10 and 11)	<b>\$ 250,057.16</b>
<b>13. CURRENT CONTRACT AMOUNT</b>	
<b>14. NEW CONTRACT AMOUNT</b>	<b>\$ 250,057.16</b>



OFFICE OF GENERAL COUNSEL  
CITY OF JACKSONVILLE

JASON R. GABRIEL\*  
GENERAL COUNSEL



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GABY YOUNG

\*BOARD CERTIFIED CITY, COUNTY  
AND LOCAL GOVERNMENT LAW

May 24, 2021


Alex Baker  
Professional Services Specialist  
Finance and Administration Department, Procurement Division  
214 North Hogan Street, Suite 800  
Jacksonville, Florida 32202

Re: Paradise Title of St. Augustine, LLC

Dear Ms. Baker:

I have completed my review of the information provided by Pamela B. Gesell on behalf of Paradise Title of St. Augustine, LLC and have concluded that Paradise Title of St. Augustine, LLC is a qualified, interested, and available source for the category of Abstracts and Title Insurance Services. I recommend that Paradise Title of St. Augustine, LLC be added to the list maintained pursuant to Section 126.308(b).

Please contact me with any questions.

Sincerely,  
  
Jim McCain  
Assistant General Counsel

**Paradise Title of St. Augustine, LLC**

**2225 A1A SOUTH, SUITE C-8  
St. Augustine, Florida 32080-0320  
Phone 904-471-2553 Fax 904-209-6823**

May 20, 2021

Professional Services Specialist  
Finance and Administration Department/Procurement Division  
214 N. Hogan Street, Suite 800  
Jacksonville, FL 32202  
Attn: Alex Baker

RE: Legal Related Service List

Dear Alex:

Please consider adding Paradise Title of St. Augustine LLC to your Legal Related Services List to perform Real Estate Closings.

Please let me know if you need any additional information/documentation.

Sincerely,



Pamella B. Gesell  
Owner

PARADISE TITLE OF ST. AUGUSTINE, LLC  
1590 SAN LUCIE COURT

ST AUGUSTINE, FL, 32080

## FLORIDA DEPARTMENT OF FINANCIAL SERVICES

PARADISE TITLE OF ST. AUGUSTINE, LLC  
1590 SAN LUCIE COURT

ST AUGUSTINE, FL, 32080

License Number: P096506

IS LICENSED TO TRANSACT THE FOLLOWING CLASSES OF INSURANCE

Title Agency - Corp or Firm 05/17/2007

This licensee must have an active appointment with the insurer  
for which products or services are being marketed

This license will expire if more than 48 months elapse without an appointment  
for each class of insurance listed on this license. If such expiration occurs, the  
licensee will be required to re-qualify as a first-time applicant.