

**PUBLIC NOTICE
AGENDA
PROFESSIONAL SERVICES EVALUATION COMMITTEE MEETING**

Thursday, January 4, 2018, 10:00 a.m.
Eighth Floor, Conference Room 851
Jacksonville, FL 32202

Committee Members: Gregory Pease, Chairman
Patrick Greive, Member, Treasury
Jeff Close, Member, OGC

Subcommittee Members	ITEM #	Title & Action	MOTION	CONTR EXP	OUTCOME
Thomas Fallin Steven Long	P-07-17	Fee & Contract Negotiations Professional Design Services for Various Pedestrian Improvement and Sidewalk Projects-Annual Contract Department of Public Works	That the City of Jacksonville enter into a contract with GAI Consultants, Inc., for Professional Design Services for Various Pedestrian Improvement and Sidewalk Projects-Annual Contract that incorporates the attached Scope of Services identified as Exhibit 'A' and Contract Fee Schedule identified as Exhibit 'B'; each project performed under the agreement shall be authorized by an individual Purchase Order with a not-to-exceed cost applicable thereto; (ii) the initial period of service will be from date of execution of the contract to two (2) years with the option to renew for two additional two-year periods upon satisfactory performance by the Consultant; and (iii) the maximum indebtedness of the City pursuant to this agreement is \$1,000,000.00. All other terms and conditions are per the RFP and the City's standard contract language.		

MEETING ADJOURNED: _____

CC: Council Auditor
Subcommittee Members

HAPPY NEW YEAR!



City of Jacksonville, Florida

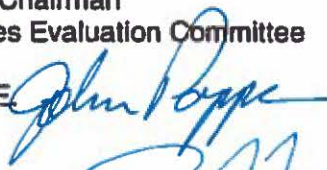
Lenny Curry, Mayor


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

ONE CITY ONE JACKSONVILLE.

December 18, 2017

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

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

FROM: Tom Fallin, P. E., Chief 
Engineering and Construction Management Division

Steven D. Long, Jr., P.E., Chief
Right-of-Way and Stormwater Maintenance



SUBJECT: P-07-17 Professional Design Services for Various Pedestrian Improvement and Sidewalk Projects- Annual Contract

The Engineering Division has negotiated with the consultant selected for Professional Design Services for Various Pedestrian Improvement and Sidewalk Projects- Annual Contract resulting in the attached Scope of Services, Exhibit A and Contract Fee Schedule, Exhibit B. MBE firms to be utilized to meet the 20% Participation Percentage Plan for this contract are detailed on a separate attachment.

Accordingly, this is to recommend that the City of Jacksonville enter into a contract with GAI Consultants, Inc. for Professional Design Services for Various Pedestrian Improvement and Sidewalk Projects- Annual Contract, that includes the attached Scope of Services identified as Exhibit "A" and Fee Schedule identified as Exhibit "B". Each project performed under this agreement shall be authorized by an individual Purchase Order with a not-to-exceed cost applicable thereto. The maximum indebtedness of the City pursuant to this agreement is \$1,000,000.00. The initial Period of Service will be for two (2) years with the option to extend such contract for two (2) additional two (2) year periods upon satisfactory performance by the Consultant. All other terms and conditions of the Contract shall be as provided in the Request for Proposals and the Department of Public Works Prototype Agreement for professional services, as applicable.

JPP/lw

Attachments: Exhibits A & B
MBE Participation

Scope of Services for P-07-17
Professional Design Services for Various Pedestrian Improvement and
Sidewalk Projects – Annual Contract
December 11, 2017

Under this contract, GAI Consultants, Inc. (Consultant) may provide Professional Engineering Design Services, and other professional services, which may be needed by the City of Jacksonville (City) from time to time on various pedestrian improvement and sidewalk improvement projects.

Services may consist of studies, conceptual designs, final designs, and/or construction administration (including field inspection). Services to be provided by the Consultant may include planning, surveying, engineering (including but not limited to civil, structural, and geotechnical), site and drainage design, and/or other design services as may be required for individual projects.

Design services under this contract, although primarily related to sidewalks, crosswalks and pedestrian bridges, may also include other types of work required for the design and construction of the pedestrian improvements. This work could include drainage modifications to ditches and storm drainage systems, bulkheads and other miscellaneous project related services.

Consultant's services will result in all required surveys, structural and environmental investigations along with all drawings, specifications, and other documents needed for the City to acquire any necessary land or easements, adjust utilities and make connections thereto, seek bids, obtain permits, and assist in contracting for construction of each project. The Consultant may be required to prepare presentation material illustrating concepts, participate in public meetings to obtain citizens input, and modify each design accordingly.

Consultant's services on each project may be in three (3) phases: study/conceptual design, final design, and Construction/Post Design, with separate negotiation and fee for each phase. At the City's option upon completion of each phase, Consultant's services may be extended to include the next phase after negotiation of mutually satisfactory terms.

Specific services, schedules, and deliverables will be developed and mutually documented between the Consultant and the City upon a request for proposal for each individual project. Fees for the services rendered shall be in accordance with the attached rate schedules, as may be amended upon contract renewals that may occur per Section 1.3 of the RFQ.

Exhibit 'A'

**Contract Fee Summary for
Professional Design Services for Various Pedestrian Improvement and Sidewalk Projects**

PART I - GENERAL				
1. Project - Prof. Design Svcs. For Various Ped. Improvement and Sidewalk Projects - Annual Contract			2. Project Number P-07-17	
3. Name of Consultant GAI Consultants, Inc.			4. Date of Proposal 12/6/2017 (Rev. 12/15/17)	
PART II - LABOR RELATED COSTS				
5. DIRECT LABOR	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Project Manager (Responsible Prof.)	\$66.21	0	\$ 0.00	
Project Engineer	\$50.26	0	\$ 0.00	
Engineer Intern	\$32.20	0	\$ 0.00	
Senior Designer	\$39.16	0	\$ 0.00	
Designer/Sr. CADD Technician	\$29.06	0	\$ 0.00	
CADD Technician	\$23.83	0	\$ 0.00	
Clerical	\$19.29	0	\$ 0.00	
Survey Manager (PSM)	\$59.74	0	\$ 0.00	
Three Man Survey Crew	\$87.30	0	\$ 0.00	
TOTAL DIRECT LABOR				\$ -
6. OVERHEAD (Combined Fringe Benefits & Administrative)				
Overhead Rate 173.68%				\$ -
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				\$ -
8. PROFIT: Labor Related Costs (Item 7)				\$ -
				\$ -
SUB-TOTAL SALARY RELATED COSTS				\$ -
PART III - OTHER COSTS				
9. MISCELLANEOUS DIRECT COSTS				
MISCELLANEOUS DIRECT COSTS SUB-TOTAL				\$ -
10. SUBCONTRACTS (Lump Sum)				
SUB-CONTRACT SUB-TOTAL				\$ -
PART IV - SUMMARY				
TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)				\$ -

EXhibit 'B'

**Contract Fee Summary for
Professional Design Services for Various Pedestrian Improvement and Sidewalk Projects**

PART I - GENERAL				
1. Project - Prof. Design Svcs. For Various Ped. Improvement and Sidewalk Projects - Annual Contract			2. Project Number P-07-17	
3. Name of Consultant Peters and Yaffee, Inc.			4. Date of Proposal 12/6/2017	
PART II - LABOR RELATED COSTS				
5. DIRECT LABOR	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Principal	\$ 72.93	0	\$ 0.00	
Chief Engineer	\$ 64.00	0	\$ 0.00	
Senior Engineer	\$ 62.96	0	\$ 0.00	
Project Engineer	\$ 40.38	0	\$ 0.00	
Engineer Intern	\$ 29.56	0	\$ 0.00	
Designer	\$ 24.95	0	\$ 0.00	
Designer Associate	\$ 23.20	0	\$ 0.00	
Clerical	\$ 22.20	0	\$ 0.00	
		0	\$ 0.00	
		0	\$ 0.00	
		0	\$ 0.00	
TOTAL DIRECT LABOR				\$ -
6. OVERHEAD (Combined Fringe Benefits & Administrative) Overhead Rate 175.00%				\$ -
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				\$ -
8. PROFIT: Labor Related Costs (Item 7) x 10%				\$ -
SUB-TOTAL SALARY RELATED COSTS				\$ -
PART III - OTHER COSTS				
9. MISCELLANEOUS DIRECT COSTS				
MISCELLANEOUS DIRECT COSTS SUB-TOTAL				\$ -
10. SUBCONTRACTS (Lump Sum)				
SUB-CONTRACT SUB-TOTAL				\$ -
PART IV - SUMMARY				
TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)				\$ -

Exhibit 'B'

**Contract Fee Summary for
Professional Design Services for Various Pedestrian Improvement and Sidewalk Projects**

PART I - GENERAL				
1. Project - Prof. Design Svcs. For Various Ped. Improvement and Sidewalk Projects - Annual Contract			2. Project Number P-07-17	
3. Name of Consultant Onsite Environmental Consulting, LLC			4. Date of Proposal 12/6/2017	
PART II - LABOR RELATED COSTS				
5. DIRECT LABOR	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Company Principal	\$ 39.67		\$ 0.00	
Senior Project Manager	\$ 33.06		\$ 0.00	
Project Manager	\$ 29.75		\$ 0.00	
Senior Environmental Scientist	\$ 24.79		\$ 0.00	
Environmental Scientist	\$ 19.83		\$ 0.00	
Field Technician	\$ 14.88		\$ 0.00	
Field Assistant	\$ 9.92		\$ 0.00	
GIS Analyst	\$ 24.79		\$ 0.00	
GIS Technician	\$ 19.83		\$ 0.00	
Administrative/Clerical	\$ 9.92		\$ 0.00	
			\$ 0.00	
TOTAL DIRECT LABOR				\$ -
6. OVERHEAD (Combined Fringe Benefits & Administrative) Overhead Rate 175.00%				\$ -
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				\$ -
8. PROFIT: Labor Related Costs (Item 7) x 10%				\$ -
SUB-TOTAL SALARY RELATED COSTS				\$ -
PART III - OTHER COSTS				
9. MISCELLANEOUS DIRECT COSTS				
MISCELLANEOUS DIRECT COSTS SUB-TOTAL				\$ -
10. SUBCONTRACTS (Lump Sum)				
SUB-CONTRACT SUB-TOTAL				\$ -
PART IV - SUMMARY				
TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)				\$ -

Exhibit B

**Contract Fee Summary for
Professional Design Services for Various Pedestrian Improvement and Sidewalk Projects**

PART I - GENERAL				
1. Project - Prof. Design Svcs. For Various Ped. Improvement and Sidewalk Projects - Annual Contract			2. Project Number P-07-17	
3. Name of Consultant Meskel & Associates Engineering, PLLC			4. Date of Proposal 12/7/2017	
PART II - LABOR RELATED COSTS				
5. DIRECT LABOR	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Principal	\$ 50.96	0	\$ 0.00	
Project Manager (Responsible Prof.)	\$ 50.96	0	\$ 0.00	
Senior Project Engineer	\$ 45.67	0	\$ 0.00	
Engineer Intern	\$ 28.00	0	\$ 0.00	
Senior Inspector	\$ 29.33	0	\$ 0.00	
Field Technician	\$ 22.25	0	\$ 0.00	
CADD Technician	\$ 21.00	0	\$ 0.00	
Clerical	\$ 19.75	0	\$ 0.00	
Senior Driller	\$ 23.50	0	\$ 0.00	
Drill Helper	\$ 16.00	0	\$ 0.00	
		0	\$ 0.00	
TOTAL DIRECT LABOR				\$ -
6. OVERHEAD (Combined Fringe Benefits & Administrative) Overhead Rate 200.00%				\$ -
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				\$ -
8. PROFIT: Labor Related Costs (Item 7) x 10%				\$ -
SUB-TOTAL SALARY RELATED COSTS				\$ -
PART III - OTHER COSTS				
9. MISCELLANEOUS DIRECT COSTS				
MISCELLANEOUS DIRECT COSTS SUB-TOTAL				\$ -
10. SUBCONTRACTS (Lump Sum)				
SUB-CONTRACT SUB-TOTAL				\$ -
PART IV - SUMMARY				
TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)				\$ -

EXHIBIT 'B'

**Contract Fee Summary for
Professional Design Services for Various Pedestrian Improvement and Sidewalk Projects**

PART I - GENERAL				
1. Project - Prof. Design Svcs. For Various Ped. Improvement and Sidewalk Projects - Annual Contract			2. Project Number P-07-17	
3. Name of Consultant F.R. Aleman and Associates, Inc.			4. Date of Proposal 12/6/2017	
PART II - LABOR RELATED COSTS				
5. DIRECT LABOR	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Project Manager (Responsible Prof.)	\$ 46.00		\$ 0.00	
Sr. Utility Coordinator	\$ 56.50		\$ 0.00	
Sr. Utility Technician	\$ 28.00		\$ 0.00	
Utility Technician	\$ 24.00		\$ 0.00	
Designer/GIS Survey-SUE Analyst	\$ 35.50		\$ 0.00	
CADD Technician	\$ 32.62		\$ 0.00	
Clerical	\$ 20.00		\$ 0.00	
TOTAL DIRECT LABOR				\$ -
6. OVERHEAD (Combined Fringe Benefits & Administrative)				
Overhead Rate 176.79%				\$ -
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				\$ -
8. PROFIT: Labor Related Costs (Item 7)				\$ -
				x 10%
SUB-TOTAL SALARY RELATED COSTS				\$ -
PART III - OTHER SERVICES p/Units				
9. MISCELLANEOUS DIRECT COSTS		Estimated Units	Unit Price	
SUE Services - Designating (Day)			\$ 1,880.00	\$ -
SUE Services - Locating (Day)			\$ 1,880.00	
Test Holes (Soft Surface) Min. 5 for mobilization (Unit)			\$ 320.00	\$ -
Test Holes (Hard Surface) Min. 5 for mobilization (Unit)			\$ 360.00	\$ -
Standard MOT Services (Day)			\$ 500.00	\$ -
Advanced MOT Services (Day)			\$ 1,200.00	\$ -
MISCELLANEOUS DIRECT COSTS SUB-TOTAL				\$ -
10. SUBCONTRACTS (Lump Sum)				
SUB-CONTRACT SUB-TOTAL				\$ -
PART IV - SUMMARY				
TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)				\$ -

FR Aleman will not provide Surveying Services for this contract.

Exhibit 'B'



ONE CITY. ONE JACKSONVILLE.

City of Jacksonville, Florida

Lenny Curry, Mayor

Department of Public Works
 Office of the Director
 214 N. Hogan Street, 10th Floor
 Jacksonville, FL 32202
 (904) 255-8786
 www.coj.net

JSEB PARTICIPATION Attachment to Fee & Contract Negotiations or Contract Amendment

Title: Professional Design Services for Various Pedestrian Improvement and Sidewalks Projects - Annual Contract - RFP P-07-17

Date: 12/18/17

	Company's Name (JSEB Subconsultant)	Classification (JSEB Status)	Type of Work (Scope of Services)	Dollar Value
1.)	Peters and Yaffee, Inc.	African-American	Civil Engineering Support Services	TBD
2.)	Onsite Environmental Consulting, LLC	Women	Environmental Consulting and Permitting	TBD
3.)	Meskel & Associates Engineering, PLLC	Women	Geotechnical Services	TBD
4.)	F.R. Aleman & Associates, Inc.	-	Utility Exploration/SUE	TBD
5.)				
6.)				
7.)				
8.)				
9.)				

Check one:

This is: Original Fee Negotiation	X
This is: Contract Amendment No.	
Date of This Document:	12/18/17



Florida Department of Transportation

RICK SCOTT
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

MIKE DEW
SECRETARY

June 15, 2017

Anoinette Meskel, President
MESKEL & ASSOCIATES ENGINEERING, PLLC
8936 Western Way, Suite 12
Jacksonville, Florida 32256

Dear Ms. Meskel:

The Florida Department of Transportation has reviewed your application for qualification package and determined that the data submitted is adequate to qualify your firm for the following types of work:

- Group 9 - Soil Exploration, Material Testing and Foundations
 - 9.1 - Soil Exploration
 - 9.2 - Geotechnical Classification Laboratory Testing
 - 9.3 - Highway Materials Testing
 - 9.4.1 - Standard Foundation Studies
- Group 10 - Construction Engineering Inspection
 - 10.3 - Construction Materials Inspection

Your overhead audit has been accepted, enabling your firm to compete for Professional Services projects advertised at the unlimited level, with estimated fees of any dollar amount. This status shall be valid until June 30, 2018 for contracting purposes.

	Home/ Branch <u>Office</u>	Field <u>Office</u>	Facilities Capital Cost <u>of Money</u>	Overtime <u>Premium</u>	<u>Direct Expense</u>	Published Fee <u>Schedule</u>
Indirect Cost	266.84%	124.16%	0.322%	Reimbursed	3.11% (Home) 0.00% (Field)*	Yes

*Rent and utilities excluded from field office rate. These costs will be directly reimbursed on contracts that require the consultant to provide field office.

Should you have any questions, please feel free to contact me by email at carliayn.kell@dot.state.fl.us or by phone at 850-414-4597.

Sincerely,

Carliayn Kell
Professional Services
Qualification Administrator

www.fdot.gov