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.

October 22, 2018

10/25/18 11:19:44
Procurement Division

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

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

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

Melissa M. Long, P.E.
Chief, Environmental Quality Division

SUBJECT: P-36-16 NPDES Engineering and Permit Administration Services- Annual Contract
Contract No. 6398-23 Amendment 2
Consultant Services Account Nos.: PWGM461SW-03109 $810,761.25
PWML011-03109 $25,000.00
PWEN1F1NPDES-03109-PWS027-03 $75,139.00
PWCP31LSD538-06505-PW0465-01 $12,627.80
Internal Services Account No.: PWEN011AD

The Engineering Division has negotiated with the consultant selected for NPDES Engineering and Permit Administration Services- Annual Contract for year 3 of the initial contract and permit cycle resulting in the attached Scope of Services, Exhibit E and Contract Fee Schedule, Exhibit F, attached. JSEB firms to be utilized to meet the 15% Participation Percentage Plan for this contract are detailed on a separate attachment. The current expiration is December 25, 2018 with 2 additional 2 years renewals available.

Accordingly, this is to recommend that Contract No. 6398-23, originally executed December 26, 2016, between the City and England-Thims & Miller, Inc., for NPDES Engineering and Permit Administration Services- Annual Contract be amended to extend the expiration date to December 25, 2020 and to incorporate the attached Scope of Services, Exhibit E and Fee Summary Exhibit F to increase the lump sum amount for NPDES Engineering and Permit Administration Services by $866,628.05 to a new limit of $2,598,341.00 and to increase the not to exceed limits for: PWD Special Project Requests by $16,900 to a new limit of $36,900; EQD Special Project Requests by $15,000 to a new limit of $35,000.00 and M&LM Division Special Project Requests by $25,000.00 to a new limit of $75,000.00; thereby increasing the maximum indebtedness to the city by $923,528.05 to a new maximum indebtedness of $2,745,241.00 and with all other terms and conditions of the agreement remaining unchanged.

WJJ/lw

Attachments: Exhibits E & F
MBE Participation

cc: Lori A. West, Engineering Contract Specialist

ab

SCOPE OF SERVICES
AMENDMENT 02
CITY OF JACKSONVILLE CONTRACT 6398-23
NPDES ENGINEERING and PERMIT ADMINISTRATION SERVICES
SEPTEMBER 04, 2018

INTRODUCTION

The City's Stormwater Utility is responsible for the operation and maintenance of the MS4. The following City departments and divisions actively support the Utility's Stormwater Management Program.

- Public Works Department (PWD)
  - Engineering and Construction Management Division
  - Right of way and Stormwater Maintenance (RWSM) Division
  - Mowing & Landscape Maintenance (M&LM) Division
  - Solid Waste Division
- Neighborhoods Department
  - Environmental Quality Division (EQD) Water Branch
- Planning & Development Department
  - Development Services Division

This Amendment consistent with the Term of Agreement in the RFP, extends Contract 6398-23 for two years through December 25, 2020 and defines/funds England, Thims, & Miller, Inc.'s. (ETM's) NPDES Cycle 4 Permit Year 3 work. One two-year extension remains after this Amendment.

The objective of this Scope of Services is to assist the City with the update and ongoing implementation of its Stormwater Management Program (SWMP) as required by the NPDES Cycle 4 MS4 Permit and includes the following.

- Update of the City and FDOT District 2 MS4 Inventory
- Update, and technical support of inspection, analysis and reporting tools and related databases in accordance with the City's SWMP and related SOPs and plans as updated by the City and, if required, approved by FDEP.
- MAXIMO (TIVOLI) work order data analysis to enable the reporting of stormwater infrastructure maintenance and inspection activities in accordance with NPDES Cycle 4 Permit and Tributaries I & II BMAP requirements.
- Preparation of the City's NPDES Cycle 4 Permit Year 2 Annual Report.
- An updated estimate of pollutant loadings and event mean concentrations for each major outfall for inclusion with the Cycle 4 Permit Year 3 Annual Report.
- Preparation and submittal of the Ribault River Bacteria Pollution Control Plan Status Report for the period October 01, 2018 through September 30, 2019.
- Preparation and submittal of a Bacteria Pollution Control Implementation Plan for the Strawberry Creek water body no later than September 30, 2019.
- Preparation and submittal of the City's Tributaries I & II BMAP Annual Report for the period June 2016 thru September 2018 on or before January 31, 2019.
- Assist EQD and PWD preparation and submittal of its Cycle 4 Permit Year 3 SWMP Effectiveness Assessment Report
- Provide NPDES related special project services as requested and authorized.

SCOPE OF SERVICES
The following is a per task description of ETM's scope of services for Year 3 of the Cycle 4 NPDES Permit.

TASK 1 - MS4 INVENTORY UPDATE AND MAINTENANCE (Permit Part II)
The permit requires that the City maintain a current map-based inventory of it MS4 infrastructure to support MS4 operations, maintenance and inspection activities and the reporting of these activities in its Annual Report.

Task 1.A MS4 Update
ETM will, in accordance with MS4 Permit requirements, maintain an up to date inventory of the MS4 infrastructure owned and maintained by the City of Jacksonville (City) and FDOT District 2. FDOT District 2 MS4 infrastructure located within Jacksonville Beach, Neptune Beach, and Atlantic Beach are not included within ETM's scope of work.

- All MS4 update work will be posted to the NPDES GIS database and hosted web site maintained by ETM. A copy of the updated MS4 inventory will be forwarded in ESRI geodatabase format to the City's Information Technology Division (ITD), GIS Section at completion of work for posting by ITD to the City's intranet site.
- The MS4 database maintained on the ETM hosted web site will serve as the MS4 infrastructure dataset accessed and used by the City to support MS4 structural control inspections, proactive and reactive Illicit Discharge Detection & Elimination (IDDE) investigations and other stormwater management plans and activities as required by the Permit.
- Positional accuracy of information will be relative to the City's parcel layer which serves as the NPDES GIS base map.

Information as depicted on the as-built drawing will be used to facilitate entry of the following MS4 infrastructure information (attributes) into the NPDES GIS database:

- Manhole, inlet and control structure rim & bottom invert elevations
- Control structure weir elevations
- Manhole, inlet and control structure type
- Open & closed conveyance segment lengths
- Open & closed conveyance upstream & downstream invert/bottom elevations
- Open & closed conveyance material & year constructed
- Closed conveyance (pipe) dimensions & shape
- Owner (City or FDOT)

ETM will, during the first 2 months of the Permit year coordinate with the City's CIP Manager and NPDES Coordinator the forward of approved as-built drawings by City departments and agencies to ETM. City of Jacksonville as-built drawings forwarded will include the following.

- Public Works Engineering – Roadway and Drainage Capital improvement and DSR projects
- JTA Roadway and Drainage improvement projects
- Private Development and Redevelopment projects for which the roadways and MS4 infrastructure has been transferred to the City
- Code 70 minor drainage addition and repair projects

All City provided as-built drawings will be forwarded as CAD drawing files unless not submitted as such by the project design consultant or contractor.

Drainage as-built drawings for FDOT District 2 MS4 infrastructure within the City will be forwarded to ETM by the FDOT District 2 NPDES Administrator or made available by the NPDES Administrator for download by ETM from the FDOT District 2 INFONET Site.

ETM's MS4 update scope of work also includes the following:

- Update parcel information via a download of Duval County Property Appraisers Office parcel map during the 4th quarter of Permit Year 3.
- Update of roadway centerlines and related attributes during the 4th quarter of Year 3. Information required for update will be forwarded to ETM by the City's Planning and Development Department.
    - Private, FDOT District 2, and City-owned and maintained roadways will be depicted via line style and/or color.
    - MS4 infrastructure located in roadways transferred from FDOT to the City will be reviewed with the City Surveyor and added to the City's MS4 inventory, as appropriate.
- Forward a copy of the updated MS4 GIS inventory database to the City's Information Technology Department (ITD)

Task 1.B M&LM Division Database Update

The M&LM Division is responsible for routine maintenance (mowing, litter removal, and vegetation management/spraying) of roadside and off-road ditches, conveyance swales and MS4 Ponds. To support effective maintenance of these MS4 structures, ROW's, and public lands ETM will:

- Add roadside and outfall ditches cleaned/re-graded by SWAT crews to the M&LM Division's Inspection Module database not already maintained by M&LM Division for routine maintenance and vegetation management purposes.
- Update and add to the Division's database City ponds posted to the NPDES GIS database (Task 1.A) and/or transferred to the M&LM Division for routine maintenance.
- Update all M&LM Division contractor maintenance schedules for Fiscal Year 2018/19 within 30 business days of receipt.

TASK 2 - STORMWATER MANAGEMENT PLAN (SWMP) UPDATE & IMPLEMENTATION

The NPDES Cycle 4 Permit requires that the SWMP be updated as needed to reflect changes in City standard operating procedures and/or resource allocation.

Task 2.A - SWMP Update

ETM will during this task update the SWMP "Smart Book" prepared during the Cycle 3 Permit. The focus of the update will be to replace references to the Cycle 3 Permit with the appropriate Cycle 4 Permit references and relink all SOPs, plans, and reports included in the Cycle 3 Permit SWMP. ETM will also insert new plans and reports submitted to FDEP and City updated, and new SOP's implemented by the City during year 3 of the Cycle 4 Permit

ETM will also during this task, work with Public Works, the Environmental Quality Division and the Development Services Division to update Erosion and Sediment Control inspection Stormwater Pollution Prevention Plan review standard operating procedures.

Task 2.B - NPDES Year 2 Annual Report Preparation Support
ETM will assist the City's NPDES Coordinator with the collection and analysis of data maintained by various departments. ETM will work with the City's NPDES Coordinator to collect, analyze, and format data and draft supporting text for the following NPDES Annual Report Sections:

- Section II Major Outfall Inventory
- Section IV Fiscal Analysis
- Section VII Stormwater Management Program (SWMP)
    - Part III.A.1 Structural Controls and Stormwater Systems Operations
    - Part III.A.3 Roadways - Street Sweeping, and nutrient reduction calculation
    - Part III.A.4 Flood Control Projects
    - Part III A.7.c Illicit Discharges and Improper Disposal
    - Part III A.7.g Limitation of Sanitary Sewer Seepage
- ETM will also assist EQD with assessing the effectiveness of its SOPs and plans associated with SWMP components.

In addition to the above, ETM will assist the City's NPDES Coordinator with preparation of the annual report as follows:

- Review and compilation of public education and outreach activity information provided by others to report the following:
    - Part III.A.6 Florida Friendly Yards & Neighborhoods Pesticides, Herbicides, and Fertilizer Application
    - Part III.A.7.e Illicit Discharges and Improper Disposal – Public Reporting
    - Part III.A.7.f Illicit Discharges and Improper Disposal – Oils, Toxics, and Household Hazardous Waste Control
    - Prepare draft activity related narrative text for inclusion by EQD in the status report.
- Preparation of an updated FDOT District 2 MS4 Structure inventory count.

Task 2.C – Tributaries I & II BMAP Annual Report Preparation Support
The City is required to submit, by January 31, 2019, a status report summarizing ongoing and completed activities/projects for the period since submittal of its most recent annual Report. ETM will assist the City in preparing the 2018 Annual Report as follows:

- Summarize proactive, CARE driven, and SWAT initiative maintenance activities and associated costs as recorded in MAXIMO (TIVOLI).
- List each stormwater Capital and R&R project underway and completed along with costs incurred to date
- Summarize the number of proactive and reactive Illicit Discharge Detection & Elimination inspections; EQD CARE response water quality investigations; private lift station inspections and the number septic tanks phased out.

It is ETM's understanding that project and activity reporting requirements for the Tributaries BMAP Annual Report are unchanged from those required for the 2016 Annual Reports

Task 2.D – Ribault River Bacteria Pollution Control Plan (BPCP) Status Report
Support preparation of Ribault River Bacteria Pollution Control Plan status report. More specifically ETM will assemble all necessary data and prepare an activity table summarizing EQD's proactive and reactive inspections, RWSM's maintenance work, septic tanks phased out, DCHD's septic tank inspections and enforcement actions, and JEA's SSO response and maintenance activities completed.

Task 2.E – Strawberry Creek Bacteria Pollution Control Plan (BPCP) Implementation

The Cycle 4 MS4 Permit requires that the City develop and implement a Bacteria Control Plan for one water body (WBID) with an adopted bacteria TMDL, but not under a BMAP. This Plan is to be submitted to FDEP no later than September 30, 2019.

During Year 1 of the Cycle 4 Permit the FDEP approved the City's selection of Strawberry Creek for BPCP implementation. During Year 2 the City in conjunction Duval County DOH, JEA, and FDOT District 2 conducted a "Walk The WBID" exercise to identify potential bacteria sources, hot spots and intensive supplemental sample sties.

During Year 3 the City is required to submit a BPCP Implementation Plan for the Strawberry Creek WBID. ETM will assist the City with development of the BPCP as follows.

- Review and edit of the "Walk The WBID" exercise summary prepared by the City during Year 2.
- Review the FDEP 2010 Technical Report and document City and other stakeholder activities completed since issuance of the Technical Report.
- Assist the City with development of a targeted proactive IDDE inspection and source detection plan.
- A "TAT" level sampling program
- Work with Public Works Engineering Division staff to summarize drainage projects completed in WBID since adoption of the TMDL as well as projects underway and planned.
- Septic Tanks Phased out since adoption of the TMDL and the status of septic tank Phase out efforts in the WBID.
- Identification of targeted outreach and education plans.

TASK 3 – SWMP EFFECTIVENESS ASSESSMENT PROGRAM IMPLEMENTATION

The City submitted an updated Water Quality Monitoring Plan and Annual SWMP Effectiveness Assessment Program Plan with its Year 1 NPDES annual report. During Year 3, ETM will continue to assist City staff with the implementation of the FDEP approved SWMP Effectiveness Assessment Program Plan and assist in the preparation of the City's NPDES Year 3 SWMP Effectiveness Assessment report.

Task 3.A – Event Mean Concentration Update

The Cycle 4 Permit requires the City to submit an Annual Water Quality Trend Analysis Summary as part of its Annual SWMP Effectiveness Assessment report. The Permit also requires the City submit an updated Event Mean Concentration (EMC) pollutant loading calculation with its NPDES Year 3 Annual Report.

During Cycle 4 Permit Year 2 ETM updated the existing EMC Table to serve as benchmark pollutant load calculations for each Permit required Annual SWMP Effectiveness Assessment Report. At the end of Year 3 ETM will utilize WBID level annualized average rainfall to prepare the Permit required estimated pollutant loading estimates for all COJ and FDOT District 2 major outfalls.

Task 3.B – SWMP Effectiveness Assessment Report Preparation Support

The City's SWMP Assessment Program Plan was approved by FDEP November 15, 2017. ETM will at the end of Cycle 4 Year 3 assist the City's NPDES and Water Quality Monitoring Program Coordinators with the preparation of its Year 3 SWMP Effectiveness Assessment Report as defined on pages 44-47 of the FDEP approved plan which includes the following.

- Description of current Water Quality Monitoring Program
  - Number of samples taken
  - Change in frequency or location of samples taken to support overall Assessment Program objectives and conduct exceedance follow up and/or identify pollutant sources.
  - Summarize Water Quality trends at the waterbody level for the Assessment Program priority WBIDs and compare the water quality sample results to calculated EMC Table benchmark pollutant loads
- Summarize pollutant load reductions achieved.
  - During current reporting year
    - Street Sweeping
    - Septic Tank Phase Out
  - Since adoption of the Tributaries I & II BMAPs and Ribault River BPCP
  - Describe projects and activities completed during reporting period and their impact on water quality.
- Summarize inspection, maintenance activities

TASK 4 – MICROBE "LIFT" WATER QUALITY IMPROVEMENT PILOT PROJECT – POND SELECTION

The Lower St Johns River Basin Management Action Plan requires the City of Jacksonville to meet its Nutrient wasteload allocation as defined in the Total Nitrogen Total Maximum Daily Load by October 2023. The City recently tested the use of a microbe-based pond additive to reduce total nitrogen and fecal coliform and improve water quality within two of its stormwater management ponds. Initial results coupled with preliminary "life cycle" cost estimates illustrate that the use of microbe-based pond additive may prove to be an effective component of its overall program to meet its BMAP wasteload allocation and improve the overall effectiveness of its stormwater management program (SWMP)

To obtain FDEP nutrient reduction credit for total nitrogen removal a study (pilot project) based on FDEP approved methodology must be completed. The City of Jacksonville, FDEP and ETM have jointly developed and agreed to Microbe Lift Pilot Project Plan.

The first task is to select six treatment and six control stormwater ponds; 1-treatment and 1 control pond selected will be part of FDOT District 2 MS4. Only ponds constructed after the adoption of ERP rules will be considered. As part of this task ETM will with the active participation of COJ and FDOT complete the following work.

- Define and document treatment and control pond selection criteria
- Select potential treatment and control ponds
  - Define drainage area associated with each pond
  - Determine land use acres/mix with each pond
  - Identify rainfall monitoring location
- Final selection of treatment and control pond pairs including maps
  - Denote sample sites for each pond

All future ETM work for the Pilot Project to be described and authorized as part of a future amendment.

TASK 5 - PERMIT ADMINSTRATION TOOLKIT TECHNICAL SUPPORT

The purpose of this task is to provide user and technical support of the inspection modules and administrative dashboards developed during the Cycle 3 Permit within the City's stormwater operations/ maintenance activities and support St. Johns River Main Stem BMAP and Tributaries I & II BMAP obligations. This Task also includes technical support and Module maintenance during the Permit year.

Task 5.A MAXIMO Extract Refinement

During Cycle 3 Permit Years 4 and 5 ETM and PWD MAXIMO (TIVOLI) support staff defined repeatable standard extract scripts. ETM will on a quarterly basis and with the support of PWD MAXIMO (TIVOLI) support staff extract drainage related work orders. The quarterly extracts will enable ETM to perform the following activities and provide COJ staff data analysis for operational efficiency and reporting:

- Summarize and update SWAT accomplishments.
- Consolidate work order data for the Year 3 NPDES Annual Report, Ribault River and Strawberry Creek BPCP status reports as well as the Tributaries I & II BMAP, and SWMP Annual Effectiveness Assessment annual reports.
- Analyze and format extracted MAXIMO data to support PWD special project presentation needs and routine reporting for the following:
    - Analyze SWAT effectiveness through the analysis and roll up of pre and post SWAT CARE requests;
    - Compile and analyze the number and type of work orders for Annual SWMP Effectiveness Assessment reporting purposes.
    - Analyze RWSM performance metrics as related to completion of maintenance investigations and work orders as documented in the RWSM Maintenance Procedure Manual
- In conjunction with RWSM, review historical data to assist RWSM in planning proactive maintenance activities.

As in prior years all MAXIMO (TIVOLI) programming and related documentation will be completed by City staff.

Task 5.B - Technical Support & Systems Administration

ETM will host and maintain the NPDES web site and the modules developed or updated under during the Cycle 3 Permit period or as part the scope of services described in this document.

ETM will provide initial user training and support for 30 calendar days following initial release of each module updated during the scope of services period. The City's function group manager or supervisor is responsible for responding to user questions regarding proper usage of each released or updated module and maintaining the integrity of all data entered and the database associated with each module after the 30-day user training and support period described above.

All technical support requests will be forwarded to ETM by the appropriate City functional group manager or supervisor via email. The email forwarded will include a description of the issue; related screen shots of the problem encountered; and the module generated error notification.

ETM will respond to all technical support requests within 24 hours of receipt. ETM will resolve technical issues in a timely manner but cannot commit to completing all technical support requests

within 24 hours. ETM will also inform the City function group manager or supervisor when the application will be taken off line to test and post a "fix" to the module.

ETM is not responsible for resolving connectivity or performance caused by City or FDOT District 2 owned or maintained desktop and notebook PCs, local area networks, routers, air cards, or web site access restrictions.

User account creation, deactivation and general administration for each of each inspection module is the responsibility of City staff designated as administrator(s) for each module.

TASK 6 - PROJECT MANAGEMENT

ETM is responsible for the preparation and distribution of monthly status reports to all project stakeholders. The status report will summarize the status of all work in progress, describe work completed and planned as well as any outstanding issues that may impact timely completion of all work authorized under this and/or prior amendments. Other project management responsibilities include the following.

- The general day to day coordination and supervision of the ETM and sub-Consultant project team.
- Preparing for and attending program status and other meetings as requested and scheduled by the City Engineer, the City's NPDES Coordinator or their authorized representative.
- Meetings with RWSM, EQD, M&LM, and PWD Engineering Division Chiefs to review work in progress and resolve issues that may impede the completion of the work as described in this scope of services.
- Assist with preparation for and participate in monthly NPDES RWSM/EQD coordination meetings and quarterly executive briefings.
- Interface with appropriate FDEP personnel on NPDES Permit requirements, reports, updates as required to assist with continued Permit compliance.

Task 7 - REIMBURSABLE SERVICES

The purpose of the Reimbursable Services scope of work is to enable the City's Project Manager and NPDES Coordinator to authorize ETM to provide NPDES Permit special project services on an as needed basis. Reimbursable services authorized may include but not limited to the following.

Task 7.A - PWD NPDES Permit Special Project Requests

- Maps and related structure excel files to support SWAT crew field activities
- SWAT accomplishment mapping and reports
- Creation of City Council, public meeting, and other special purpose reports or presentation maps
- Special purpose MAXIMO (TIVOLI) work order history/trend reports and maps

Task 7.B - EQD NPDES Permit Special Project Requests

- Funding of certification level training courses led by FSA or other state certified trainer.
- Batch close of MS4 structural control inspections for roadside and outfall ditches, and connected culverts cleaned or repaired and replaced by SWAT crews.
- Update or modification of NPDES industry, illicit discharge, private lift station, MS4 structural control Inspection modules.

Task 7.C - M&LM Division NPDES Permit Special Project Requests

- Update of existing or development of new M&LM Inspection Module functions
- Creation of City Council, public meeting, and other special purpose reports or presentation maps

Budget amounts allocated to each reimbursable service can be redistributed as deemed necessary by the City's NPDES Coordinator or authorized representative.

ETM will prepare and submit to the requesting department/division's authorized representative and the City's NPDES Coordinator a statement of work and cost estimate for each special project request requiring more than 40 hours of labor to complete.

For requests that require less than 40 hours of labor to complete, email correspondence between ETM and the COJ authorized representative will be used to authorize and document the work to be performed.

EXHIBIT F

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

PART I - GENERAL	
1. Project NPDES Engineering & Permit Administration Amendment 02	**2. Proposal Number** P-36-16
3. Name of Consultant England-Thims & Miller, Inc.	**4 Date of Proposal** 9/4/2018

PART II - LABOR RELATED COSTS				
5. Direct Labor	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Principal-in-Charge	$ 80.00	60	$ 4,800.00	
Client Manager	$ 61.55	140	$ 8,617.00	
Project Manager	$ 54.80	834	$ 45,703.20	
Senior Engineer	$ 48.14	1346	$ 64,796.44	
Senior Scientist	$ 41.64	0	$ 0.00	
Senior Programmer	$ 39.96	784	$ 31,328.64	
GIS Programmer	$ 36.64	962	$ 35,247.68	
GIS Analyst	$ 31.43	1970	$ 61,917.10	
GIS Technician	$ 18.73	1476	$ 27,645.48	
Clerical	$ 23.91	138	$ 3,299.58	
TOTAL DIRECT LABOR		7710		$ 283,355.12
6. Overhead (Combined Fringe Benefit & Administrative) Overhead Rate	164.42 % x Total Direct Labor			$ 465,892.49
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				$ 749,247.61
8. PROFIT: Labor Related Costs (Item 7)	x	10%		$ 74,924.76

PART III - OTHER COSTS		
9. Miscellaneous Direct Costs		
Transportation	$ 1,275.68	
Web Site Hosting	$ 31,800.00	
Reproduction	$ 8,300.00	
Shipping	$ 80.00	
Provide Data Extracts and Maps to Other Agencies	$ 1,000.00	
SUB-TOTAL MISCELLANEOUS DIRECT COSTS	$	$ 42,455.68
10. CREDITS		
	$ 0.00	
CREDITS SUB-TOTAL	$ 0.00	$ -
TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)		$ 866,628.05
11. Reimbursable Service Costs - Limiting Amount		
A - PWD NPDES Special Project Requests	$ 16,900.00	
B - EQD NPDES Special Project Requests	$ 15,000.00	
C - M&LM Division NPDES Special Project Requests	$ 25,000.00	
SUB-TOTAL REIMBURSABLE SERVICES		$ 56,900.00

PART IV - SUMMARY	
TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables) (Items 5, 6, 8, 9, 10 and 11)	$ 923,528.05
12. PRIOR CONTRACT AMOUNT	$ 1,821,712.95
AMENDED AMOUNT OF CONTRACT	**$ 2,745,241.00**

ESTIMATE OF WORK EFFORT AND FEE FOR
NPDES ENGINEERING and PERMIT ADMINISTRATION SERVICES

CONSULTANT: England-Thims & Miller, Inc. NAME OF PROJECT: NPDES Engineering & Permit Administration Amendment 02

RFP NO: P-36-16

ESTIMATOR NAME - DATE : Errol Bos - September 04, 2018

TASK	ACTIVITY	PRINCIPAL-in-CHARGE RATE = $ 80.00		CLIENT MANAGER RATE = $ 61.55		PROJECT MANAGER RATE = $ 54.80		SENIOR ENGINEER RATE = $ 48.14		SENIOR SCIENTIST RATE = $ 41.64		SENIOR PROGRAMMER RATE = $ 39.96		GIS PROGRAMMER RATE = 36.64	
		MAN HOURS	LABOR COST	MAN HOURS	LABOR COST	MAN HOURS	LABOR COST	MAN HOURS	LABOR COST	MAN HOURS	LABOR COST	MAN HOURS	LABOR COST	MAN HOURS	LABOR COST
1	MS4 Inventory Update	0	$0.00	0	$0.00	136	$7,452.80	364	$17,522.96	0	0.00	120	4,795.20	310	11,358.40
2	Stormwater Management Plan (SWMP) Update	0	$0.00	20	$1,231.00	180	$9,864.00	312	$15,019.68	0	0.00	0	0.00	48	1,758.72
3	SWMP Effectiveness Assessment Program Implementation	0	$0.00	16	$984.80	40	$2,192.00	140	$6,739.60	0	0.00	8	319.68	16	586.24
4	Microbe Lift Pilot Project - Pond Selection	0	$0.00	4	$246.20	6	$328.80	10	$481.40	0	0.00	4	159.84	4	146.56
5	Permit Administration Toolkit Development & Support	0	$0.00	0	$0.00	92	$5,041.60	200	$9,628.00	0	0.00	512	20,459.52	524	19,199.36
6	Project Management	60	$4,800.00	100	$6,155.00	380	$20,824.00	320	$15,404.80	0	0.00	140	5,594.40	60	2,198.40
	TOTAL	60	$4,800.00	140	$8,617.00	834	$45,703.20	1346	$64,796.44	0	0.00	784	31,328.64	962	35,247.68

TASK	ACTIVITY	GIS ANALYST RATE = $ 31.43		GIS TECHNICIAN RATE = $ 18.73		CLERICAL RATE = $ 23.91		MAN HOURS BY ACTIVITY	SALARY COST BY ACTIVITY	AVG. HOURLY COST	SALARY COST DIST. %
		MAN HOURS	LABOR COST	MAN HOURS	LABOR COST	MAN HOURS	LABOR COST				
1	MS4 Inventory Update	1360	$42,744.80	1460	$27,345.80	40	$956.40	3790	$112,176.36	$29.60	39.6
2	TMDL Self Implementation	124	$3,897.32	0	$0.00	24	$573.84	708	$32,344.56	$45.68	11.4
3	SWMP Effectiveness Assessment Program Implementation	72	$2,262.96	16	$299.68	16	$382.56	324	$13,767.52	$42.49	4.9
4	Microbe Lift Pilot Project - Pond Selection	94	$2,954.42	0	$0.00	2	$47.82	124	$4,365.04	$35.20	1.5
5	Permit Administration Toolkit Development & Support	280	$8,800.40	0	$0.00	8	$191.28	1616	$63,320.16	$39.18	22.3
6	Project Management	40	$1,257.20	0	$0.00	48	$1,147.68	1148	$57,381.48	$49.98	20.3
	TOTAL	1970	$61,917.10	1476	$27,645.48	138	$3,299.58	7710	$283,355.12	$36.75	100.0

SUMMARY OF MANHOUR REQUIREMENTS

CONSULTANT: England Thims & Miller, Inc **NAME OF PROJECT: NPDES Engineering & Permit Administration Amendment 02**

RFP NO.: P-36-16

Prepared: 4-Sep-18

TASK	ITEM		TOTAL MAN HOURS	COMMENTS
1	MS4 Inventory Update		3790.0	
2	TMDL Self Implementation		708.0	
3	SWMP Effectiveness Assessment Program Implementation		324.0	
4	Microbe "Lift" Pilot Project - Pond Selection		124.0	
5	Permit Administration Toolkit Development & Support		1616.0	
6	Project Management		1148.0	
	TOTAL		7710.0	

DESIGN SURVEY PARTIES		SIZE OF PARTY	PARTY DAYS	COMMENTS			
		3-Man	0.0				
		4-Man	0.0				
	TOTAL NUMBER OF PARTY DAYS		0.0				

MISCELLANEOUS DIRECT COSTS

CONSULTANT: **England-Thims & Miller, Inc.** **NAME OF PROJECT:** **NPDES Engineering & Permit Administration Amendment 02**

RFP NO. P-36-16

Prepared: 04-Sep-18

ITEM DESCRIPTION										ITEM TOTAL	COMMENTS
Drafting Medium: (Mylar Original Reproducibles)											
			0	Sheets @	$12.00	Per Sheet =				$ -	
Reproduction (Blue Line & Sepias)											
			B&W Plots	8.5" x 11"	Color Plots						
Monthly Reports			0	1,000	0						
As-Built Black & White Plots			500		0	6 square feet/plot					
Special Request Color Plots					400	6 square feet/plot					
		Total Sheets	100	1,000	400	=	1500				
	Cost:	B&W Plots	100	Sheets @	$ 9.00	=	$ 900.00				
		8.5"x 11"	1,000	Sheets @	$ 0.20	=	$ 200.00				
		Color Plots	200	Sheets @	$ 36.00	=	$ 7,200.00			$ 8,300.00	
Travel From: ETM Office - 14775 St. Augustine Rd											
To Project:		# Trips									
Transport.		10	x	55	miles	x	$0.560	per mile*	$ 308.00		
To City Hall:		# Trips									
Transport.		30	x	32	miles	x	$0.560	per mile*	$ 537.60		
To Other Agency:		# Trips									
Transport.		24	x	32	miles	x	$0.560	per mile*	$ 430.08	$ 1,275.68	
Other (Specify)											
Shipping				(2 Deliveries @ $40.00 Each)						$ 80.00	
Level 3 Secure Web Site Hosting and Database Administration				(12 months @ $2,650 per month)						$ 31,800.00	
Provide Database Extracts and Maps to Other Agencies				(2 @ $500 Each)						$ 1,000.00	
TOTAL COST										**$ 42,455.68**	

SURVEY SERVICES

CONSULTANT: England Thims & Miller, Inc.
SUBCONSULTANT: Robert M. Angas & Associates
RFP NO.: P-36-16

NAME OF PROJECT **NPDES Engineering & Permit Administration Amendment 02**

SURVEY PARTY HOURLY RATES: 2-MAN RATE= $130.00 3-MAN RATE= $150.56

ITEM Design Survey	3-MAN DAYS	4-MAN DAYS	3-MAN COST	4-MAN COST	TOTAL COST	COMMENTS
Baseline Control			$0.00	$0.00	$0.00	
Alignment			$0.00	$0.00	$0.00	
Target Placement			$0.00	$0.00	$0.00	
Reference Points			$0.00	$0.00	$0.00	
Section Line Ties			$0.00	$0.00	$0.00	
Property / Subdivision Ties			$0.00	$0.00	$0.00	
Side Street Intersections			$0.00	$0.00	$0.00	
Topography			$0.00	$0.00	$0.00	
Bench Levels			$0.00	$0.00	$0.00	
Roadway Cross-Sections			$0.00	$0.00	$0.00	Not included in Scope of Services
Underground Utilities			$0.00	$0.00	$0.00	
Bridge Data Survey			$0.00	$0.00	$0.00	
Mitigation Site Surveys			$0.00	$0.00	$0.00	
Tree Mitigation Surveys			$0.00	$0.00	$0.00	
SURVEY PARTY DAY TOTALS	0	0	$0.00	$0.00	$0.00	
OFFICE SUPPORT	UNIT	NO. OF UNITS	COST/ UNIT	COST	TOTAL COST	
Principal	Hour	0		$0.00		
Surveyor	Hour	0		$0.00		
Technician	Hour	0		$0.00		
TOTAL					$0.00	
ITEM RIGHTS-OF-WAY	UNIT	NO. OF UNITS	M/H PER UNIT	TOTAL MANHOURS	TOTAL COST	
Right-of-Way Maps	Sheet	0	0	0		
Add'l Legal Descriptions	Each			0		
Title Searchs	LS	0	0	0	$0.00	
RIGHTS-OF-WAY TOTALS				0	$0.00	
TOTAL SURVEYS, PHOTOGRAPHY & RIGHTS-OF-WAY			Prepared : 9/19/2018		$0.00	

TASK 1 - MS4 INVENTORY UPDATE

CONSULTANT: England Thims & Miller, Inc.
RFP NO.: P-36-16
Prepared: 4-Sep-18

NAME OF PROJECT: NPDES Engineering & Permit Administration Amendment 02

ITEM		UNIT	NO. OF Projects	M-H PER UNIT	TOTAL MANHOURS	COMMENTS
Task 1.A	MS4 Update	Lump Sum	1	3410.0	3410.0	
Task 1.B	M&LM Division Database Update	Lump Sum	1	380.0	380.0	
TOTAL MS4 INVENTORY UPDATE					**3790.0**	

TASK 2 -STORMWATER MANAGEMENT PLAN (SWMP) UPDATE & IMPLEMENTATION

CONSULTANT: England Thims & Miller, Inc. **NAME OF PROJECT: NPDES Engineering & Permit Administration Amendment 02**

RFP NO.: 1P-36-16

Prepared: 4-Sep-18

	ITEM	UNIT	NO. OF UNITS	M-H PER UNIT	TOTAL MANHOURS	COMMENTS
Task 2.A	SWMP Update	Lump Sum	1	180.0	180.0	
Task 2.B	NPDES Year 2 Annual Report Preparation Support	Lump Sum	1	232.0	232.0	
Task 2.C	Tributaries I & II Annual Report Preparation Support	Lump Sum	1	40.0	40.0	
Task 2.D	Ribault River BPCP Status Report	Lump Sum	1	88.0	88.0	
Task 2.E	Strawberry Creek BPCP Implementation Plan	Lump Sum	1	168.0	168.0	
	TOTAL SWMP UPDATE & IMPLEMENTATION				**708.0**	

TMDL SELF IMPLEMENTATION

CONSULTANT: England Thims & Miller, Inc.
RFP NO.: P-2 P-36-16
Prepared: 4-Sep-18

NAME OF PROJECT: NPDES Engineering & Permit Administration Amendment 02

	ITEM	UNIT	NO. OF UNITS		M-H PER UNIT	TOTAL MANHOURS	COMMENTS
	NOT IN SCOPE OF SERVICES						
	TOTAL TMDL SELF IMPLEMENTATION					**0.0**	

TASK 3 - SWMP EFFECTIVENESS ASSESSMENT PROGRAM IMPLEMENTATION

CONSULTANT: England Thims & Miller, Inc.
RFP NO.: P-36-16
Prepared: 4-Sep-18

NAME OF PROJECT: NPDES Engineering & Permit Administration Amendment 02

ITEM		UNIT	NO. OF UNITS	M-H PER UNIT	TOTAL MANHOURS	COMMENTS
Task 3.A	Event Mean Concentration Table Update	Lump Sum	1	180.0	180.0	
Task 3.B	SWMP Effectiveness Assessment Report Preparation Support	Lump Sum	1	144.0	144.0	
OTAL SWMP EFFECTIVENESS ASSESSMENT IMPLEMENTATIO					**324.0**	

TASK 4 - MICROBE LIFT PILOT PROJECT

CONSULTANT: England Thims & Miller, Inc. **NAME OF PROJECT: NPDES Engineering & Permit Administration Amendment 02**

RFP NO.: P-36 -16

Prepared: 4-Sep-18

	ITEM	UNIT	NO. OF UNITS	M-H PER UNIT	TOTAL MANHOURS	COMMENT
Task 4	Pond Selection	Lump Sum	1	124.0	124.0	
	TOTAL PROJECT MANAGEMENT				**124.0**	

TASK 5 - PERMIT ADINISTRATION TOOLKIT DEVELOPMENT & SUPPORT

CONSULTANT: England Thims & Miller, Inc
RFP NO.: P - 36 - 16
Prepared: 4-Sep-18

NAME OF PROJECT: NPDES Engineering & Permit Administration Amendment

ITEM		UNIT	NO. OF UNITS	M-H PER UNIT	TOTAL MANHOURS	COMMENTS
Task 4.A	MAXIMO Extract Enhancement	Lump Sum	1	272.0	272.0	
Task 4.B	Technical Support & Systems Administration	Lump Sum	1	1494.0	1344.0	
TOTAL PERMIT ADMINISTRATION TOOLKIT DEVELOPMENT & SUPPORT					**1616.0**	

TASK 6 - PROJECT MANAGEMENT

CONSULTANT: England Thims & Miller, Inc. **NAME OF PROJECT: NPDES Engineering & Permit Administration Amendment 02**

RFP NO.: P-36 -16

Prepared: 4-Sep-18

ITEM		UNIT	NO. OF UNITS	M-H PER UNIT	TOTAL MANHOURS	COMMENT
Task 5	Project Management	Lump Sum	1	1148.0	1148.0	
	TOTAL PROJECT MANAGEMENT				**1148.0**	

EBO FORM 1
SCHEDULE OF SUBCONTRACTOR/SUBCONSULTANT PARTICIPATION

Name of Proposer: **England, Thims & Miller Inc.**

Project Title: **NPDES Engineering & Permit Administration -Amendment 2**

Proposal Number: **P-36-16** Total Base Proposal Amount (if applicable): **$923,528.05**

***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
Four Waters Engineering, Inc.	Woman Owned	MS4 Update & Mapping	15%

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	
Woman Participation Total	$138,556.94
Non-MBE Participation Total	$ 0.00

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: Robert J. Kermitz Title: Vice President Date: Sept. 19, 2018

Print Name: Robert J. Kermitz

CYCLE 4 PERMIT YEAR 3 DRAFT FEE PROPOSAL SUMMARY - SEPTEMBER 04, 2018			
TASK	TOTAL PRICE	FDOT SHARE %	TRUE FDOT SHARE
TASK 1 - MS4 INVENTORY UPDATE	**$ 326,278.41**		**$ 61,631.61**
Task 1.A - MS4 Update	$ 290,037.70	20%	$ 58,007.54
Task 1.B - M&LM Division Database Update	$ 36,240.71	10%	$ 3,624.07
TASK 2 - STORMWATER MANAGEMENT PLAN (SWMP) UPDATE	**$ 94,078.03**		**$ 6,422.88**
Task 2.A - SWMP Update	$ 24,531.65	0%	$ -
Task 2.B - NPDES Year 1 Annual Report Preparation Support	$ 31,295.24	10%	$ 3,129.52
Task 2.C - Tributaries I & II BMAP Annual Report Preparation Support	$ 5,317.54	0%	$ -
Task 2.D - Ribault River BPCP Status Report	$ 10,725.71	10%	$ 1,072.57
Task 2.E - Strawberry Creek BPCP (Implementation Plan)	$ 22,207.89	10%	$ 2,220.79
TASK 3 - SWMP EFFECTIVENESS ASSESSMENT PROGRAM IMPLEMENTATION	**$ 40,044.49**		**$ 4,004.45**
Task 3.A - Event Mean Concentration Table Update	$ 22,310.40	10%	$ 2,231.04
Task 3.B - SWMP Effectiveness Assessment Report Preparation Support	$ 17,734.09	10%	$ 1,773.41
TASK 4 - MICROBE "LIFT" PILOT PROJECT - POND SELECTION	**$ 12,696.24**	10%	**$ 1,269.62**
TASK 5 - PERMIT ADMINISTRATION TOOLKIT DEVELOPMENT & SUPPORT	**$ 184,174.28**		**$ -**
Task 5.A - MAXIMO Extract Refinement	$ 33,447.15	0%	$ -
Task 5.B - Technical Support & Systems Administration	$ 150,727.13	0%	$ -
TASK 6 - PROJECT MANAGEMENT	**$ 166,900.92**		**$ 16,690.09**
Task 6.A Project Supervision & Management	$ 166,900.92	10%	$ 16,690.09
TOTAL LUMP SUM LABOR	$ 824,172.37		
MISCELLANEOUS DIRECT COSTS	$ 42,455.68	5%	$ 2,122.78
TOTAL LUMP SUM	**$ 866,628.05**		**$ 92,141.44**
TASK 7 - REIMBURSABLE SERVICES	**$ 56,900.00**		
Task 7.A - PWD Special Project Requests	$ 16,900.00	0%	$ -
Task 7.B - EQD Special Project Requests	$ 15,000.00	0%	$ -
Task 7.C - M&LM Division Special Projects	$ 25,000.00	0%	$ -
TOTAL CYCLE 4 YEAR 2 (LUMP SUM + REIMBURSABLE SERVICES)	**$ 923,528.05**		
FDOT AGREEMENT CONTRIBUTION	$ (75,139.00)		
M&LM DIVISON FUNDED - SPECIAL PROJECTS	$ (25,000.00)		
NET COJ PWD COST	**$ 823,389.05**		

FDOT COST CHARE VS CONTRIBUTION SUMMARY	
TASK 1 - MS4 INVENTORY UPDATE	$ 61,631.61
TASK 2 - STORMWATER MANAGEMENT PLAN (SWMP) UPDATE	$ 6,422.88
TASK 3 - SWMP EFFECTIVENESS ASSESSMENT PROGRAM IMPLEMENTATION	$ 4,004.45
TASK 4 - MICROBE "LIFT" PILOT PROJECT - POND SELECTION	$ 1,269.62
TASK 4 - PERMIT ADMINISTRATION TOOLKIT DEVELOPMENT & SUPPORT	$ -
TASK 5 - PROJECT MANAGEMENT	$ 16,690.09
MISCELLANEOUS DIRECT COSTS	$ 2,122.78
TOTAL TRUE FDOT COST	**$ 92,141.44**
FDOT AGREEMENT CONTRIBUTION	**$ 75,139.00**
TRUE FDOT COST VS. CONTRIBUTION	**$ (17,002.44)**