

**PUBLIC NOTICE**  
**"REVISED" AGENDA**  
**PROFESSIONAL SERVICES EVALUATION COMMITTEE MEETING**  
 Thursday November 12, 2020, 10:00 a.m.  
 Eighth Floor, Conference Room 851  
 Ed Ball Building, 214 N. Hogan Street  
 Jacksonville, FL 32202

Committee Members: Gregory Pease, Chairman  
 Randall Barnes, Treasury  
 David Migu, OCC

Subcommittee Members	ITEM #	TITLE & ACTION	MOTION	CONTR	OUTCOME
Robin Smith Method Identification, Mitigation and Related Permitting Activities Department of Public Works/Engineering & Construction Management Division	P-14-20	Fee & Contract Negotiations	That the City of Jacksonville enter into a contract with Alpha Envirotech Consulting, Inc., for Workload Identification, Mitigation and Related Permitting Activities, 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 hereinto. The maximum indebtedness of the City pursuant to this agreement is \$250,000.00. The initial period of service will be for a two (2) year period 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 Proposal and the City's Standard Contract language.		
Nikita Reed Construction Engineering and Inspection Services for the Emerald Trail Tier 1 Projects Department of Public Works/Engineering & Construction Management Division	P-43-20	Introduce & Review Scope	That the committee approves the Scope of Services/Request for Proposal (RFP) as presented with such minor changes thereto as may be approved by the Chief Procurement Officer and the Office of General Counsel appropriate to clarify the intent of the using agency and to ensure compliance with the City's ordinances, Procurement policies and procedures and applicable federal and state laws.		
April Mitchell Disaster Recovery Consulting Services Jacksonville Fire and Rescue Department/Emergency Preparedness Division	P-05-17	Contract Amendment No. 9	That Contract No. 10144-02 between the City of Jacksonville and Ernst & Young, LLP for Disaster Recovery Consulting Services be amended to: move \$300,000.00 from the Hurricane Imito Account (DR437) to the Hurricane Dorian Account (DR446). The maximum indebtedness remains a not-to-exceed amount of \$7,669,494.00 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 ordinances, Procurement policies and procedures and applicable federal and state laws.		
Steve Woodard Disaster Recovery Consulting Services Jacksonville Fire and Rescue Department/Emergency Preparedness Division	P-05-17	Contract Amendment No. 9	That Contract No. 10144-02 between the City of Jacksonville and Ernst & Young, LLP for Disaster Recovery Consulting Services be amended to: move \$300,000.00 from the Hurricane Imito Account (DR437) to the Hurricane Dorian Account (DR446). The maximum indebtedness remains a not-to-exceed amount of \$7,669,494.00 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 ordinances, Procurement policies and procedures and applicable federal and state laws.		
Marlene Russell Federal Government Relations Consultant Office of the Mayor	P-39-20	Introduce & Review Scope	That the committee approves the Scope of Services/Request for Proposal (RFP) as presented with such minor changes thereto as may be approved by the Chief Procurement Officer and the Office of General Counsel appropriate to clarify the intent of the using agency and to ensure compliance with the City's ordinances, Procurement policies and procedures and applicable federal and state laws.		
Jordan Eibury					
Randall Barnes General Banking Services Treasury Division	P-04-20	Subcommittee Report	If it is the consensus of the committee that of the seven (7) companies responding to the Request for Proposal (RFP) all were found to be responsible, interested, qualified and available to provide the required services, the ranking of first, second and third designated the order of qualification of these companies to perform the required services and alphabetically they are: 2) Bank of America N.A. 1) JF Morgan 3) TD BANK We recommend the above list is forwarded to the Mayor for final selection so that Fee and contract negotiations may begin with JF Morgan.		

Council Auditor  
 Subcommittee Members

# 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

October 30, 2020

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

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

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

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

Nikita Reed, P.E.  
Public Works Project Manager

SUBJECT: P-14-20 Welland Identification, Mitigation and Related Permitting Activities - Annual Contract

The Engineering Division has negotiated with the consultant selected for Welland Identification, Mitigation and Related Permitting Activities, resulting in the attached Scope of Services, Exhibit A and Contract Fee Schedule, Exhibit B. 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 the City of Jacksonville enter into a contract with Alpha Envirotech Consulting, Inc. for Welland Identification, Mitigation and Related Permitting Activities, 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 \$250,000.00. The initial Period of Service will be for a two (2) year period 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 City's Standard contract language.

RGS/mw

Attachments: Exhibits A & B  
JSEB Participation

cc: Lori A. West, PW Contract Specialist, Engineering & Construction Management

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ONE CITY, ONE JACKSONVILLE



**EXHIBIT "A"  
SCOPE OF SERVICES**

**DESCRIPTION:**

Services provided under this contract are for a Consultant to provide professional environmental services, wetland mitigation construction supervision, wetlands planting, mitigation monitoring and maintenance, as may be needed by the City from time to time on various design, construction and maintenance projects. It is expected that a detailed scope of services and fee will be negotiated on each project which may include, but not be limited to, the following:

**A. Site Assessments**

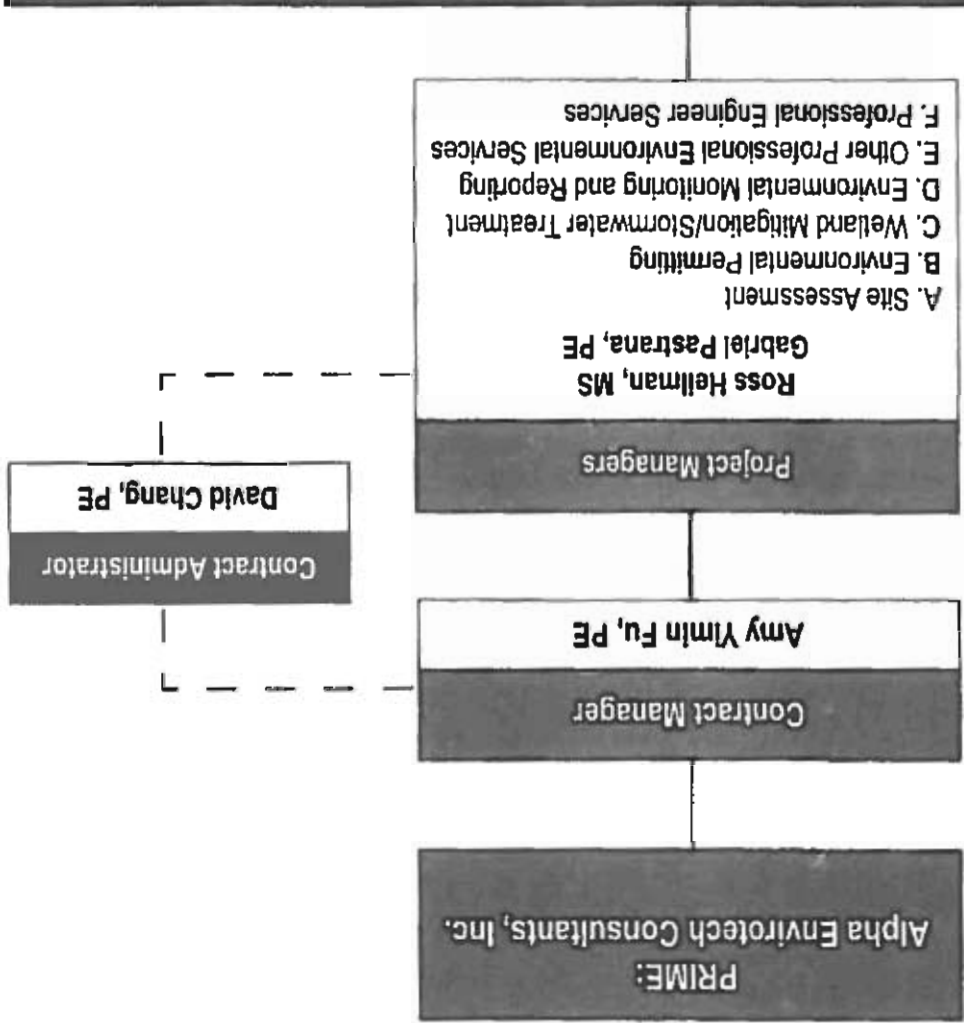
1. Conduct site assessments to determine the extent of jurisdictional wetlands including detailed descriptions of vegetative communities, permitting options, quality/classification of wetlands via the Uniform Mitigation Assessment Method (UMAM) and other pertinent environmental observations.
2. Produce mapping of the extent of wetlands on a property including the ability to provide GPS coordinates of wetland flagging points. Accompany and/or coordinate with land surveyors as needed to formally survey a wetland line.
3. Locate the limits of jurisdictional wetlands including verification, if needed, with personnel of appropriate regulatory agencies including the U. S. Army Corps of Engineers (COE), Florida Department of Environmental Protection (FDEP), St. Johns River Water Management District (SJRWMD) and any other agency that may regulate wetlands.
4. Conduct surveys to determine the existence of endangered or threatened species on project sites and advise the City of probable impact on such species and potential mitigation required for such impact.

**B. Environmental Permitting**

1. Advise the City on environmental permitting requirements and options and assist the City in complying with Agency procedures for obtaining permits.
2. Prepare and submit permit applications for dredging and/or fill within wetlands or waterbodies, negotiate permitting conditions with such agencies, and prepare responses to such agencies for additional information or other requirements.

- C. Wetland Mitigation/Stormwater Treatment
  - 1. Design mitigation or stormwater treatment plans as may be required by the various regulatory agencies to compensate for impact of construction projects in wetlands or for creation of wet detention systems.
  - 2. Negotiate wetland mitigation requirements with regulatory agencies including specific permit conditions and working with the various mitigation banks to obtain pricing and credit availability.
  - 3. Monitor wetland mitigation procedures and provide reporting as required by permit or regulatory agencies.
- D. Environmental Monitoring and Reports
  - 1. During construction affecting wetlands or protected waters, perform any turbidity sampling, testing and reporting required by permits or regulatory agencies.
  - 2. Monitor, inspect and verify completion of required wetland mitigation including creation of new wetlands.
  - 3. Conduct periodic monitoring of created wetlands including sampling and analysis as may be required by project permit. Provide recommended corrective actions as deemed necessary by the agencies.
  - 4. Perform or direct the performance of others in planting or replanting of required vegetation, removal of nuisance vegetation, and other maintenance as required to fulfill conditions of project permit.
- E. Planting and Maintenance – Provide labor and material for wetlands mitigation planting and/or maintenance as may be required by the City or any of its agencies.
- F. Other professional Environmental Services - Provide such other professional environmental services as may be required by the City or any of its agencies to meet regulatory requirements applicable to construction and maintenance projects.
- G. Consultant and/or its Sub-consultants shall be properly registered to perform any services under this contract which are required by the Laws of Florida to be performed by a Registered Architect, Landscape Architect, Engineer, Geologist or Land Surveyor.

# AEC Team Organizational Chart



**Project Managers**

Ross Hellman, MS  
Gabriel Pastrana, PE

A. Site Assessment  
B. Environmental Permitting  
C. Wetland Mitigation/Stormwater Treatment  
D. Environmental Monitoring and Reporting  
E. Other Professional Environmental Services  
F. Professional Engineer Services

**Contract Administrator**

David Chang, PE

**PRIME:**  
Alpha Envirotech Consultants, Inc.

**Contract Manager**

Amy Yimin Fu, PE

**Subconsultant Team Members**

**SMITH SURVEYING GROUP LLC (JSEB)**  
A.2 Surveying & Mapping  
G. Land Surveyor

**LG2 ENVIRONMENTAL SOLUTIONS, INC. (JSEB)**  
D.4 Planting/Replanting & Nuisance  
Vegetation Removal,  
E. Planting & Maintenance

**WOOD E&I SOLUTIONS, INC.**  
B.2 Dredge and Fill Permitting  
C.1 Stormwater Treatment  
A.4, C.3, D.2, D.3 Field Support, As Needed  
G. Professional Geologist

**THE R-A-M PROFESSIONAL GROUP (JSEB)**  
A.2 Surveying & Mapping  
G. Landscape Architect and Arborist

**SOLID ROCK ENGINEERING (JSEB)**  
C.1 Stormwater Treatment

**ONSITE ENVIRONMENTAL CONSULTING LLC (JSEB)**  
A.4 Endangered/Threatened Species Mitigation  
C.3, D.2, D.3 Field Support, As Needed  
G. Licensed Architect

**PQH GROUP, INC. (JSEB)**  
G. Licensed Architect

2) ALPHA ENVIROTECH

CONSULTING, INC.

EXHIBIT B (1 OF 1)

**SCHEDULE OF PROPOSED RATES**

NAME OF CONTRACTOR Alpha Envirotech Consulting, Inc.

Proposal Number P-14-20

1. Average hourly direct labor rates (without Fringe Benefits)
 

Principal (Partner or Senior Officer)	\$ 80	hr.	
Project Manager (Responsible Professional)	\$ 65	hr.	
Project Administrator	\$ 45	hr.	
Senior Environmental Engineer	\$ 55	hr.	
Senior Environmental Scientist	\$ 55	hr.	
Environmental Engineer / Field Inspector	\$ 47	hr.	
Environmental Scientist	\$ 47	hr.	
GIS Specialist	\$ 55	hr.	
Drafter or CAD Operator	\$ 25	hr.	
Administrative Specialist	\$ 20	hr.	

2. Total Overhead Rate (to be applied to Direct Labor) 150 %
3. Profit Rate (to be applied to Direct Labor plus Overhead) 10 %
4. Wetland Plant Material – Installed
 

3 Gallon Tree Species	\$ NA	ea.	1 Gallon Tree Species
1 Gallon Shrub Species	\$ NA	ea.	Bare Root Herbaceous Species
Herbaceous 4" Species	\$ NA	ea.	GPS Trimble Rental (per day)
5. Cost of 3-man survey crew per 8 hour day (if applicable) NA day
6. Other Direct Project Costs per Unit (please specify):
 

Copies 8 1/2 X11 B&W - \$ 0.15	Color - \$ 0.85	per each	
11x17 B&W - \$ 0.30	Color - \$ 1.70	per each	
Plots	\$ 8.00	per each	
Travel	\$ 0.575	per mile; Vehicle rental \$90/day	
Deliveries	\$ 50	per each	
7. Estimated percentage of total fee to be performed by Subconsultants 20 %

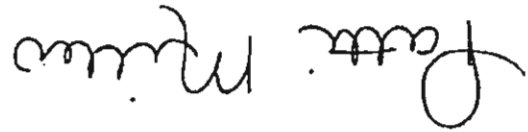
**Previously Holland &  
Associates, Inc.**

**3) SMITH SURVEYING  
GROUP LLC**



PART I - GENERAL			
1. Project	Welland Identification, Mitigation and Related Permitting Activities	Annual Contract	
2. Task	Surveying and Mapping	Smith Surveying Group	
3. Name of Consultant		4. Date of Proposal	8/21/2020
PART II - LABOR RELATED COSTS			
5. Direct Labor	Hourly Rate	Estimated Hours	Estimated Cost
Principal	\$66.00		\$0.00
Project Manager	\$63.64		\$0.00
Project Surveyor	\$60.55		\$0.00
Survey Technician (CADD)	\$42.35		\$0.00
Field Crew (three people)	\$60.55		\$0.00
Clerical	\$16.36		\$0.00
TOTAL DIRECT LABOR	#DIV/0!	0	\$
6. Overhead (Combined Fringe Benefit & Administrative)	150 % x Total Direct Labor		
Overhead Rate			
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)	\$		
8. PROFIT: Labor Related Costs (Item 7) x 10%	\$		
PART III - OTHER COSTS			
9. Miscellaneous Direct Costs	Transportation & Shipping	\$	0.00
	Original Reproductions	\$	0.00
	Reproduction	\$	0.00
MISCELLANEOUS DIRECT COSTS SUB-TOTAL		\$	0.00
10. SUBCONTRACTS (Lump Sum)	SUE - Subsurface Utility Engineering Services	\$	0.00
SUB-CONTRACT SUB-TOTAL		\$	0.00
TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)		\$	0.00
11. REIMBURSABLE COSTS (Limiting Amount)		\$	-
SUB-TOTAL REIMBURSABLES		\$	-
PART IV - SUMMARY			
TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables)			\$ -
(Items 5, 6, 8, 9, 10 and 11)			

Patti Miller  
CFO



Dear Amy, this letter is to let you know that Robert E. Holland Sr., is retiring and Tom Smith and all the other people from R.E. Holland & Associates, Inc. will now be under the name Smith Surveying Group, LLC. I have attached some paperwork for your review. Please feel free to contact me with any questions. Thank you and have a great week!

Attn: Amy Fu:

Alpha Envirotech Consulting, Inc.

August 31, 2020

SMITH SURVEYING GROUP



Department of Finance and Administration  
Procurement Division  
**CITY OF JACKSONVILLE**

May 26, 2020

Mr. Thomas Smith  
Smith Surveying Group, LLC  
9770 Baymeadows Road, Suite # 121  
Jacksonville, Florida, 32256

Re: JSEB Certification Approved

Dear Mr. Thomas Smith:

The City of Jacksonville is pleased to announce that your company has been re-certified as a Jacksonville Small and Emerging Business Enterprise (JSEB). This certification enables your company to compete for work and perform work as a JSEB enterprise. JSEB certification does NOT guarantee work.

905 Aircraft and Airport Operations Services
-10 Aerial Surveys & Mapping
920 Data Processing, Computer Programming, and Software Services, specifically:
-33 Mapping Services
925 Professional Engineering Services, specifically:
-86 Surveyor Services, Land
961 Miscellaneous Services No. 1 (Not Otherwise Classified), specifically:
-41 Global Positioning Systems Surveying
962 Miscellaneous Services, No. 2, specifically:
-52 Mapping Services

Smith Surveying Group, LLC will be identified as a certified JSEB on our website for tracking purposes. The City of Jacksonville's Jacksonville Small and Emerging Business website can be found at [www.jsebb.colnet.net](http://www.jsebb.colnet.net).

Your company's stature with the City of Jacksonville is active for one year provided there are no changes in ownership, control/operations of the company, or eligibility requirements during this certification period. Please be advised that you are required to notify this agency immediately of any changes in your business ownership, control/operations, or business service capabilities.

Sincerely,



Rose Nettles, JSEB Administrator  
Jacksonville Small & Emerging Business Office

Certification Approval Date: May 26, 2020  
Certification Expiration Date: May 26, 2021

EXHIBIT B

4) LG2 ENVIRONMENTAL SOLUTIONS,  
INC.

EXHIBIT B (1 OF 2)

**SCHEDULE OF PROPOSED RATES**

NAME OF CONTRACTOR LG2 ENVIRONMENTAL SOLUTIONS, INC. (Subconsultant)

Proposal Number P-14-20

1. Average hourly direct labor rates (without Fringe Benefits)	Principal (Partner or Senior Officer)	hr.	\$ 67.31
	Project Manager (Responsible Professional)	hr.	\$ 46.15
	Environmental Scientist I	hr.	\$ 40.87
	Environmental Scientist II / Construction Supervisor	hr.	\$ 38.46
	Environmental Scientist III / Mitigation Monitor	hr.	\$ 33.65
	Environmental Scientist IV / Field Inspector	hr.	\$ 28.85
	Environmental Scientist V	hr.	\$ 23.80
	Mitigation Laborer	hr.	\$ 21.63
	GIS Specialist	hr.	\$ 31.25
	Drafter or CAD Operator	hr.	\$ 23.08
	Clerical (Typist, Word Processor, Document Assembly, etc.)	hr.	\$ 19.23
2. Total Overhead Rate (to be applied to Direct Labor):		%	150
3. Profit Rate (to be applied to Direct Labor plus Overhead)		%	10
4. Wetland Plant Material – Installed—See below on Page 2.	3 Gallon Tree Species	ea.	\$ _____
	1 Gallon Shrub Species	ea.	\$ _____
	Bare Root Herbaceous Species	ea.	\$ _____
	Herbaceous 4" Species	ea.	\$ _____
5. Cost of 3-man survey crew per 8 hour day (if applicable) \$ _____/N/A _____ day			
6. Other Direct Project Costs per Unit (please specify):	Copies	8 1/2 X 11 B&W - \$ 0.07	Color - \$ 0.10
		11x17 B&W - \$0.09	Color - \$ 0.12
	Plots	\$ 7.50 per each	
	Travel	\$ 0.575 per mile	
	Deliveries	\$ 100 per each	
7. Estimated percentage of total fee to be performed by Subconsultants _____%			

4. Wetland Plant Material-continued below:

3-Gallon Tree	Less than 30	\$42.50
Species	30-99	\$33.00
installed		
	100-399	\$19.80
	400-999	\$17.00
	1000+	\$16.00
1-Gallon Tree	Less than 30	\$32.00
Species	30-99	\$28.00
installed		
	100-399	\$19.10
	400-999	\$14.80
	1000+	\$10.00
1-Gallon Shrub	Less than 30	\$32.00
Species	30-99	\$28.00
installed		
	100-399	\$19.10
	400-999	\$14.80
	1000+	\$10.00
Bare Root	Less than 400	\$11.25
Herbaceous	Greater than 400	\$10.00
installed		
Herb 4" Species	Less than 400	\$14.25
Greater than 400		\$8.75
installed		

**5) WOOD E&I SOLUTIONS, INC.**

EXHIBIT B (1 OF 1)

SCHEDULE OF PROPOSED RATES

NAME OF CONTRACTOR Wood PLC (Subconsultant)

Proposal Number P-14-20

1. Average hourly direct labor rates (without Fringe Benefits)

Principal (Partner or Senior Officer) \$ 88.49/hr.

Project Manager (Responsible Professional) \$ 56.92/hr.

Environmental Scientist I \$ 25.79/hr.

Senior Engineer (PE) \$ 61.85/hr.

Professional Geologist (PG) \$ 48.99/hr.

Engineer (PE) \$ 41.08/hr.

Project Coordinator \$ 24.99/hr.

Administrative Specialist \$ 21.96/hr.

GIS Specialist \$ 36.73/hr.

Remediation Specialist \$ 65.00/hr.

Clerical (Typist, Word Processor, Document Assembly, etc.) \$ 21.96/hr.

2. Total Overhead Rate (to be applied to Direct Labor): 150%

3. Profit Rate (to be applied to Direct Labor plus Overhead) 10%

4. Wetland Plant Material - Installed

3 Gallon Tree Species \$ N/A ea. 1 Gallon Tree Species \$ N/A ea.

1 Gallon Shrub Species \$ N/A ea. Bare Root Herbaceous Species \$ N/A ea.

Herbaceous 4" Species \$ N/A ea. GPS Trimble Rental (per day) \$ N/A

5. Cost of 3-man survey crew per 8 hour day (if applicable) \$ N/A day

6. Other Direct Project Costs per Unit (please specify):

Copies 8 1/2 X 11 B&W - \$ .15 Color - \$ .85

11x17 B&W - \$ .30 Color - \$1.70

Plots \$ N/A per each

Travel \$ .575 per mile

Deliveries \$ .20 per each

7. Estimated percentage of total fee to be performed by Subconsultants N/A%



## 6) THE R-A-M PROFESSIONAL GROUP

10/10/19

EXHIBIT B (1 OF 2)

SCHEDULE OF PROPOSED RATES

NAME OF CONTRACTOR BAM Professional Group, LLC/CPWG (Subconsultant)

Proposal Number P-14-20

1. Average hourly direct labor rates (without Fringe Benefits)

Principal, RLA \$ 50.00 hr.

Sr. Project Manager, RLA \$ 40.00 hr.

Project Manager, ISA \$ 50.00 hr.

Designer \$ 40.00 hr.

Technician \$ 15.00 hr.

Environmental Scientist IV / Field Inspector \$ hr.

Environmental Scientist V \$ hr.

Mitigation Laborer \$ hr.

GIS Specialist \$ hr.

Drafter or CADD Operator \$ hr.

Clerical (Typist, Word Processor, Document Assembly, etc.) \$ hr.

2. Total Overhead Rate (to be applied to Direct Labor): 150 %

3. Profit Rate (to be applied to Direct Labor plus Overhead) 10 %

4. Wetland Plant Material – Installed

3 Gallon Tree Species \$ ea. 1 Gallon Tree Species \$ ea.

1 Gallon Shrub Species \$ ea. Bare Root Herbaceous Species \$ ea.

Herbaceous 4" Species \$ ea. GPS Trimble Rental (per day) \$

5. Other Direct Project Costs per Unit (please specify):

Copies 8 1/2 X 11 B&W - \$ 0.15 Color - \$ 0.60

11x17 B&W - \$ 0.25 Color - \$ 1.00

Plots \$ 4.00 per each

Travel \$ 0.575 per mille

6. Estimated percentage of total fee to be performed by Subconsultants          %

EXHIBIT B (1 OF 1)

SCHEDULE OF PROPOSED RATES

NAME OF CONTRACTOR Gibb Philbeck Weaver Group, Inc. (CPWG)

Proposal Number P-14-20

1.	Average hourly direct labor rates (without Fringe Benefits)	
	Sr. Surveyor & Mapper (Principal)	\$ 64.90 hr.
	Professional Surveyor & Mapper / Project Surveyor	\$ 46.00 hr.
	Sr. Survey Technician	\$ 25.00 hr.
	Survey Technician	\$ 21.50 hr.
	Party Chief	\$ 26.00 hr.
	Instrument Person	\$ 16.75 hr.
	Rod Person	\$ 11.00 hr.
	Clerical (Typist, Word Processor, Document Assembly, etc.)	\$ 20.00 hr.
2.	Total Overhead Rate (to be applied to Direct Labor):	184.87 %
3.	Profit Rate (to be applied to Direct Labor plus Overhead)	10 %
4.	Cost of 2-person survey crew per 8 hour day (Cost includes party chief and instrument person)	\$ 1071.68 day
	Cost of 3-person survey crew per 8 hour day (Cost includes party chief, instrument person and rod person)	\$ 1347.44 day
5.	Other Direct Project Costs per Unit (please specify):	
	Copies 8 1/2 X 11 B&W - \$ 0.10	Color - \$ 1.25
	11x17 B&W - \$ 0.50	Color - \$ 2.00
	Plots (24x36)	\$ 3.00 per each (B&W), \$ 8.00 per each (Color)
	Travel	\$ 0.575 per mille (government rate)

June 16, 2020

Shelia Tate, President  
 CRIBB PHILBECK WEAVER GROUP, INC.  
 3918 North Highland Avenue  
 Tampa, Florida 33603

Dear Ms. Tate:

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

- Group 3 - Highway Design - Roadway
- 3.1 - Minor Highway Design
- Group 6 - Traffic Engineering and Operations Studies
  - 6.1 - Traffic Engineering Studies
  - 6.2 - Traffic Signal Timing
  - 6.3.1 - Intelligent Transportation Systems Analysis and Design
  - 6.3.2 - Intelligent Transportation Systems Implementation
  - 6.3.3 - Intelligent Transportation Traffic Engineering Systems Communications
  - 6.3.4 - Intelligent Transportation Systems Software Development
- Group 7 - Traffic Operations Design
  - 7.1 - Signaling, Pavement Marking and Channelization
  - 7.2 - Lighting
  - 7.3 - Signalization
- Group 8 - Survey and Mapping
  - 8.1 - Control Surveying
  - 8.2 - Design, Right of Way & Construction Surveying
  - 8.4 - Right of Way Mapping
- Group 13 - Planning
  - 13.4 - Systems Planning
  - 13.5 - Subarea/Corridor Planning
  - 13.6 - Land Planning/Engineering
  - 13.7 - Transportation Statistics

Group 15 - Landscape Architect

Your firm is now technically prequalified with the Department for Professional Services in the above referenced work types. The overhead audit has been accepted, and your firm may pursue projects in the referenced work types with fees of any dollar amount. This status shall be valid until June 30, 2021 for contracting purposes.

Approved Rates				
Home/ Branch	Facilities Capital Cost	Premium Overtime	Reimburse Actual Expenses	Expense Direct
184.87%	0.970%	Excluded	No	17.49%

Per Title 23, U.S. Code 112, there are restrictions on sharing indirect cost rates. Refer to Code for additional information.

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

Sincerely,



Carlayn Kell  
 Professional Services  
 Qualification Administrator

# 7) SOLID ROCK ENGINEERING

EXHIBIT B (1 OF 1)

**SCHEDULE OF PROPOSED RATES**

NAME OF CONTRACTOR Solid Rock Engineering Consultants, Inc.

Proposal Number P-14-20

1. Average hourly direct labor rates (without Fringe Benefits)

Professional Engineer \$90/hour

QA/QC Manager \$80/hour

Project Manager \$75/hour

Project Engineer \$77/hour

CAD Designer \$48/hour

CAD Operator \$42/hour

Clerical \$27/hour

2. Total Overhead Rate (to be applied to Direct Labor) 150%

3. Profit Rate (to be applied to Direct Labor plus Overhead) 10%

4. Other Direct Project Costs per Unit

Mileage \$0.575/Mile

24 X 36 black & white plots \$2.00/sheet

8.5 X 11 black & white \$0.15/sheet

8.5 X 11 color \$0.85/sheet

11 X 17 black & white \$0.30/sheet

11 X 17 color \$1.70/sheet

Deliveries within 15 miles \$20.00

Estimated percentage of total fee to be performed by Subconsultants N/A

EXHIBIT

8) ONSITE ENVIRONMENTAL CONSULTING  
LLC



EXHIBIT B (pg 1 of 2)

SCHEDULE OF PROPOSED RATES

NAME OF CONTRACTOR Alpha Envirotech Consulting, Inc.

Proposal Number P-14-20



Subcontractor Rates for ONSITE ENVIRONMENTAL CONSULTING, LLC

1. Average hourly direct labor rates (without Fringe Benefits)

Principal (Partner or Senior Officer)	hr.	\$ 40.00
Project Manager (Responsible Professional)	hr.	\$ 38.00
Environmental Scientist I	hr.	\$ 33.00
Environmental Scientist II / Construction Supervisor	hr.	\$ 29.50
Environmental Scientist III / Mitigation Monitor	hr.	\$ 24.50
Environmental Scientist IV / Field Inspector	hr.	\$ 22.00
Environmental Scientist V	hr.	\$ 18.00
Mitigation Laborer	hr.	\$ 14.50
GIS Specialist	hr.	\$ 24.00
Drafter or CAD Operator	hr.	\$ 21.50
Clerical (Typist, Word Processor, Document Assembly, etc.)	hr.	\$ 15.00

2.	Total Overhead Rate (to be applied to Direct Labor):	150 %
3.	Profit Rate (to be applied to Direct Labor plus Overhead)	10 %
4.	Wetland Plant Material - Installed	
	3 Gallon Tree Species	ea. \$ N/A
	1 Gallon Shrub Species	ea. \$ N/A
	Bare Root Herbaceous Species	ea. \$ N/A
	Herbaceous 4" Species	ea. \$ N/A
5.	Cost of 3-man survey crew per 8-hour day (if applicable)	\$ N/A day
6.	Other Direct Project Costs per Unit (please specify):	
	Copies 8 1/2 X 11 B&W - \$ N/A	Color - \$ N/A
	11x17 B&W - \$ N/A	Color - \$ N/A
	Plots	\$ N/A per each
	Travel	\$ .575 per mile
	Truck Rental	\$ 75.00 per day
	Deliveries	\$ N/A per each

7. Estimated percentage of total fee to be performed by Subconsultants 0 %

EXHIBIT B (pg 2 of 2)

SCHEDULE OF PROPOSED RATES (cont.)

ONSITE ENVIRONMENTAL CONSULTING, LLC  
 Current Schedule of Fees as of January 2020



Specialized Field Equipment & Fees §	Rate (day = 8 hours)
Post-processed GPS	\$100.00/day or \$60/half day
4WD All-Terrain Vehicle	\$200.00/day
Kayak/Boat Rental	\$150.00/day or \$90/half day
Climbing Equipment	\$100.00/day
Tree Stand	\$100.00/day
Camouflage "Ghillie" Suit	\$75.00/day
Spotting Scope w/Tripod	\$ 50.00/day
Soil Auger	\$ 50.00/day

§ We do not charge for items we consider standard field supplies. This includes typical biologist equipment such as flagging tape, pin-flags, binoculars, machete, wetland soil probe, digital camera, field books, incidental copies, etc.

9) PQH GROUP INC.

NAME OF CONSULTANT POH Group, Inc. (Subconsultant)  
 Contract Number: P-14-20 Professional Services for Wetlands Identification, Mitigation and Related Permitting Activities- Annual Contract

**SCHEDULE OF PROPOSED RATES - (2020)**

1.	Average hourly direct labor rates (without Fringe Benefits)	hr.	\$ 77.73
	Principal, Branch Manager or Senior Officer	hr.	\$ 50.34
	Project Manager (Responsible Professional)	hr.	\$ 39.74
	Designer or Technician (Non-Registered)	hr.	\$ 29.85
	Drafter or CAD Operator	hr.	\$ 25.02
	Field Inspector	hr.	\$ 33.81
	Clerical (Typist, Word Processor, Document Assembly, etc.)	hr.	\$ 24.04
2.	Total Overhead Rate (to be applied to Direct Labor):	%	150
3.	Profit Rate (to be applied to Direct Labor plus Overhead)	%	10%
4.	Cost of 4-man survey crew per 8 hour day (If applicable)	\$	---
5.	Other Direct Project Costs per Unit (please specify)		
6.	Estimated percentage of total fee to be performed by subconsultants	%	-
7.	Please provide any other relevant rates that may apply to this project including average direct hourly labor rates for other categories of proposed personnel		

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

**Alpha Envirotech Consulting, Inc.**

Name of Proposer:

**Wetland Identification, Mitigation and Related Permitting Activities**

Project Title:

**P-14-20**

Proposal Number:

Total Base Proposal Amount (if applicable):

**N/A**

*\*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
Smith Surveying Group LLC	Non-MBE	Land Surveying Services	TBD
LG2 Environmental Solutions, Inc.	WBE	Planting & Nuisance Vegetation Removal	TBD
Onsite Environmental Consulting, LLC	WBE	Endangered/Threatened Species Mitigation, field support	TBD
The R-A-M Professional Group, Inc.	WBC	Land Surveying and Land Architect and Arbonst	TBD
Solid Rock Engineering	Native American	Stormwater Treatment	TBD
PQH Group, Inc.	MBE	Licensed Architect	TBD

Attach additional list of subcontractors/sub-consultants as needed

CONSULTANT/SUBCONTRACTOR/SUPPLIER TOTAL VALUES	
African-American Participation Total	\$ NA
Hispanic-American Participation Total	NA
Native-American Participation Total	NA
Asian-American Participation Total	NA
Woman Participation Total	NA
Non-MBE Participation Total	\$ NA

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: **President**

Date: **09/16/2020**

Print Name: **Amy Yimin Fu, P.E.**



06

1. The general purpose of these services is stated in the accompanying RFP.
2. The objective of this request is to make available professional services as stated in the RFP.
3. The services shall be performed in accordance with negotiated time schedules.
4. The estimated cost for these services is \$3,200,000.
5. These services will not duplicate prior or existing work.
6. There are no current or prior services directly related to this request.
7. Coordination has been completed between the pertinent Divisions of the Department of Public Works for proper utilization of these services.
8. The Department of Public Works does not have the in house capabilities to provide these services.

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

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

**REQUEST FOR PROPOSALS - RFP NO. P-43-20  
CONSTRUCTION ENGINEERING AND INSPECTION SERVICES FOR THE  
EMERALD TRAIL TIER 1 PROJECTS**

**RE:**

**DATE:** October 12, 2020

**FROM:**

Nikita Reed, P. E., Design Section Manager  
Engineering and Construction Management Division  
Tom McKnight, Capital Improvement Construction Manager  
Engineering and Construction Management Division

*Handwritten initials: T.M.K.*

**THRU:**

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

*Handwritten signature: Nikita Reed*

**TO:**

Greg Pease, Chairperson  
Professional Services Evaluation Committee

ONE CITY, ONE JACKSONVILLE.



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

*Lenny Curry, Mayor*

**City of Jacksonville, Florida**

9. A subcommittee composed of Nikita Reed, P. E., Design Section Manager, Engineering and Construction Management Division, 255-8702; and Tom McKnight, Capital Improvement Construction Manager, Engineering and Construction Management Division, 255-8744; is assigned to review submittals for this RFP.

- 10. Internal Services administrative costs should be charged to Account No. PWEN011AD.
- 11. Funding will be identified at the time purchase orders are issued for these services.
- 12. All firms who have expressed an interest in furnishing Professional Architectural and Engineering Services as detailed in the RFP should be mailed a notice of this RFP.
- 13. The subcommittee members assigned to this RFP have read and understand the Procurement Manual dated March 2017.
- 14. Three (3) weeks is believed to be sufficient time for interested parties to respond to this RFP.

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

WJ:dh

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

cc: David D. Hahn, P. E., Engineer Manager, Engineering Design Section  
Lori West, Contract Specialist, Engineering Division





EMERGENCY PREPAREDNESS DIVISION

November 2, 2020

MEMORANDUM

TO: Greg W. Pease, Chief of Procurement Division

FROM: Steve Woodard, Director, Emergency Preparedness Division,  
Fire and Rescue Department

RE: RFP P05-17 Disaster Recovery Consulting Services

That Contract No. 10144-02 between the City of Jacksonville and Ernst & Young, LLP for Disaster Recovery Consulting Services, which is in the third renewal period of service until February 7, 2021, with no change in the not-to-exceed total maximum indebtedness of \$7,689,494.00 is amended to move \$300,000.00 from the Hurricane Irma (DR4337) account to the Hurricane Dorian (DR4468) account.

All other terms and conditions shall remain the same.

Your assistance in concurring with this recommendation for the respective change is appreciated. If you have questions or need additional information regarding this request, please contact Steve Woodard at 904-255-3128.

Attachments:

- Exhibit A - Eight Amendment, Executed July 29, 2020
- Exhibit B - Schedule of Proposed Prices/Rates
- Exhibit c - Supplemental Required Federal Contract Clauses

**EIGHTH AMENDMENT TO SERVICES CONTRACT**

**BETWEEN**

**CITY OF JACKSONVILLE**

**AND**

**ERNST & YOUNG, LLP**

**FOR**

**DISASTER RECOVERY CONSULTING SERVICES**

**THIS EIGHTH AMENDMENT to Services Contract for disaster recovery consulting services**

**(the "Services") is made and entered into this 29 day of July, 2020, by and between**

**the CITY OF JACKSONVILLE, a municipal corporation existing under the Constitution and the laws of**

**the State of Florida (the "City"), and ERNST & YOUNG, LLP, a professional services company with its**

**principal office at 5 Times Square, 14<sup>th</sup> Floor, New York, New York, New York 10036-6530 (the "Contractor").**

**RECITALS:**

**WHEREAS, on March 1, 2017, the parties made and entered into City of Jacksonville Contract**

**No. 10144-02 (the "Contract") for the Services; and**

**WHEREAS, from February 7, 2020, through the day and year first above written the parties have**

**worked together continuously and without interruption with respect to the Services; and**

**WHEREAS, said Contract has been amended seven (7) times previously; and**

**WHEREAS, said Contract should be amended further by increasing the COVID-19 (DR4486)**

**Account by \$500,000, thus increasing the maximum indebtedness by \$500,000.00 to a new total maximum**

**indebtedness of \$7,689,494.00, with all other provisions, terms, and conditions of said Contract remaining**

**unchanged; now therefore**

**IN CONSIDERATION of the premises and the mutual covenants and for other good and valuable**

**consideration acknowledged by the parties to be sufficient, the parties agree as follows:**

**1. The above-stated recitals are accurate, true, and correct and are incorporated herein and**

**made a part hereof by this reference.**

**2. Section 3 of said Contract is amended by increasing the COVID-19 (DR4486) Account by**

**\$500,000.00, thus increasing the maximum indebtedness by \$500,000.00 to a new total maximum**

**indebtedness of \$7,689,494.00, and as amended shall read as follows:**

**"3. Maximum Indebtedness. As required by Section 106.431, Ordinance**

**Code, City's maximum indebtedness for the Services under this Contract for the period of service**

**shall be a fixed monetary amount not to exceed SEVEN MILLION SIX HUNDRED EIGHTY-**

**NINE THOUSAND FOUR HUNDRED NINETY-FOUR AND 00/100 DOLLARS**

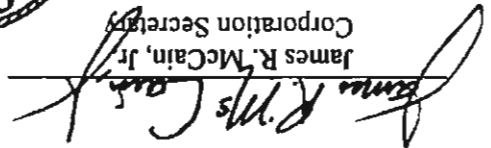
**(\$7,689,494.00)."**

*10/14-02  
Amd 8*

**SAVE AND EXCEPT** as expressly amended in and by this instrument, the provisions, terms, and conditions of said Contract, as previously amended, shall remain unchanged and shall continue in full force and effect.

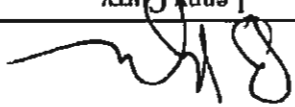
**IN WITNESS WHEREOF**, the parties hereto have executed this Eighth Amendment as of the day and year first above written.

**ATTEST:**

  
James R. McCain, Jr.  
Corporation Secretary



**WITNESS:**

**CITY OF JACKSONVILLE**  
  
Lenny Curry  
Mayor  
Brian Hughes  
Chief Administrative Officer  
For: Mayor Lenny Curry  
Under Authority of:  
Executive Order No: 2019-02  
**ERNST & YOUNG, LLP**

\_\_\_\_\_  
Signature  
Allen Melton  
\_\_\_\_\_  
Type/Print Name  
Partner  
\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature  
\_\_\_\_\_  
Type/Print Name  
\_\_\_\_\_  
Title

*[Handwritten Signature]*  
Corporation Secretary

Form Approve

*[Handwritten Signature]*  
Director of Finance  
City Contract 10144-02; 8th Amendment  
For *[Handwritten]* *[Handwritten]*

In accordance with Section 24.103(e), *Ordinance Code*, I do hereby certify that there is an unexpended, unencumbered, and unimpounded balance in the appropriation sufficient to cover the foregoing agreement; provided however, this certification is not nor shall it be interpreted as an encumbrance of funding under this Contract. Actual encumbrances shall be made by subsequent purchase orders, as specified in said Contract.

The above-stated amount is the maximum fixed monetary amount of the foregoing contract. It shall not be encumbered by the foregoing contract. It shall be encumbered by one or more subsequently issued purchase orders that must reference the foregoing Contract. All financial examinations and funds control checking will be made at the time such purchase order(s) are issued.

**Total Maximum Indebtedness** ..... \$7,689,494.00

TOTAL: \$500,000.00

Amount for COVID-19 (DR4486) PO-606595-20 \$500,000.00

**Encumbrance and funding information for internal City use:**

Exhibit A

Schedule of Proposed Prices/Rates

Form 1 - Price Sheet

NAME OF CONSULTANT East & Young LLP

Proposal Number P-05-17

SCHEDULE OF PROPOSED PRICES/RATES

1. If charges are based on hours worked, the hourly direct labor rates, the rates are inclusive of general and administrative expenses and profit.

Principal (Partner or Senior Officer) \$ 412 hr.

Senior Consultant (Responsible Professionals): \$ 310 hr.

Consultant: \$ 242 hr.

Junior Consultant: \$ 165 hr.

Program & Admin Support \$ 125 hr.

1. Equipment Driver (Crisis Only (if applicable)) \$ N/A

4. Please provide any other relevant rates that may apply to this project including direct hourly labor rates for other categories of proposed personnel.

Total Cost: Estimated percent of claimed damages: \$ 1.1

Travel expenses such as lodging and per diem will follow guidelines established by the US General Services Administration (GSA) applicable rates for the area.

**Exhibit B**  
**Supplemental Required Federal Contract Clauses**

In addition to other provisions required by the Federal agency or non-Federal entity, all contracts made by the non-Federal entity under the Federal award must contain the following provisions, as applicable:

1. **Contract Work Hours and Safety Standards Act.**

(1) ~~Overtime Requirements.~~ No contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek.

(2) ~~Violation: Liability for unpaid wages; liquidated damages.~~ In the event of any violation of the clause set forth in paragraph (1) of this section, the contractor and any subcontractor responsible therefor shall be liable for the unpaid wages. In addition, such contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, in such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in paragraph (1) of this section, in the sum of \$10 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in paragraph (1) of this section.

(3) ~~Withholding for unpaid wages and liquidated damages.~~ The City of Jacksonville shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any monies payable on

account of work performed by the contractor or subcontractor under any such contract or any other federal contract with the same prime contractor, or any other federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime contractor, such sums may be determined to be necessary to satisfy any liabilities of such contractor or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in paragraph (2) of this section.

(4) **Subcontracts.** The contractor or subcontractor shall insert in any subcontracts the clauses set forth in paragraphs (1) through (4) of this section and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in paragraphs (1) through (4) of this section.

2. Clean Air Act.

(1) The contractor agrees to comply with all applicable standards, orders, or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. § 7401 et seq.

(2) The contractor agrees to report each violation to the State of Florida and understands and agrees that the State of Florida will, in turn, report each violation as required to assure notification to the City of Jacksonville, Federal Emergency Management Agency, and the appropriate Environmental Protection Agency Regional Office.

(3) The contractor agrees to include these requirements in each subcontract exceeding \$150,000 financed in whole or in part with federal assistance provided by FEMA.

2. Federal Water Pollution Control Act.

(1) The contractor agrees to comply with all applicable standards, orders, or regulations issued pursuant to the Federal Water Pollution Control Act, as amended, 33 U.S.C. § 1251 et seq.

(2) The contractor agrees to report each violation to the State of Florida and understands and agrees that the State of Florida will, in turn, report each violation to the City of



Jacksonville, Federal Emergency Management Agency, and the appropriate Environmental Protection Agency Regional Office.

3. Procurement of Recovered Materials.

(1) In the performance of the contract, the contractor shall make maximum use of products containing recovered materials that are EPA-designated items unless the product cannot be acquired

(a) Competitively within a timeframe providing for compliance with the contract performance schedule;

(b) Meeting contract performance requirements; or

(c) At a reasonable price.

(2) Information about this requirement, along with a list of EPA-designated items, is available at EPA's Comprehensive Procurement Guidelines web site, <https://www.epa.gov/srm/comprehensive-procurement-guidelines-cpr-program>.

4. Additional FEMA requirements: Access to Records.

(1) The contractor agrees to provide the State of Florida, City of Jacksonville, the FEMA administrator, the Comptroller General of the United States, or any of their authorized representatives access to any books, documents, papers, and records of the contractor which are directly pertinent to this Contract for the purpose of making audits, examinations, excerpts, and transcriptions.

(2) The contractor agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed.

(3) The contractor agrees to provide the FEMA Administrator or his authorized representatives access to construction or other work sites pertaining to the work being completed under the Contract.



OFFICE OF MAYOR LENNY CURRY



ST. JAMES BUILDING  
117 W. DUVAL STREET, SUITE 400  
JACKSONVILLE, FLORIDA 32202

TEL: (904) 630-1776  
FAX: (904) 630-2391  
www.city.net

MEMORANDUM

September 22, 2020

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

FROM: Jordan Elsbury, Chief of Staff  
Marlene Russell, Director of Organizational Effectiveness

RE: P-39-20 – Federal Government Relations Consultant

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

The following information is provided in accordance with Chapter 126.302 of the City Ordinance Code.

1. The general purpose of the service or study:  
The City of Jacksonville is seeking experienced individuals or government relations firms to provide federal lobbying services.
2. The Objective of the services:  
To provide federal lobbying services for the City including representation, information, professional advice, and support services.  
3. The estimated period of time needed for the service or study:  
Services will include an initial contract of one year with the option of three (3), one (1) year renewals.  
4. The estimated cost of the service or study: TBD
5. Whether the proposed study or service would or would not duplicate a prior or existing study or service:

The prior Federal Lobbyist contract expires on March 31, 2021 and the requested services for a new contract are related to federal lobbyist services.

6. List of current contracts or prior services or studies which are related to the proposed study or service.

The current contract for federal lobbyist services expire March 31, 2021, creating this need for future services.

7. A statement as to why the service/study cannot be done by department or agency staff:

The city has secured federal lobbyist services in the past and its experience is such that this scope of services cannot be performed and is not being performed by current city staff. Due to the contemplated workload and unique requirements, it is in the best interest of the city to have this scope of services performed by an independent consultant.

8. The names and telephone numbers of two representatives from the using agency designated to serve on the evaluation committee as subcommittee members.

Jordan Elsbury, Chief of Staff, 904.255.5013  
Marlene Russell, Director Organizational Effectiveness, 904.255.5010

9. A project funding account number

00111.194004.531090.0000671.00000-00000000

10. The names and email addresses of specific consultants the using agency wished to be included in the solicitation process.

Ballard Partners  
201 East Park Avenue  
5<sup>th</sup> Floor  
Tallahassee, FL 32301  
[ballard@ballardfl.com](mailto:ballard@ballardfl.com)

Gray Robinson  
301 S Bronough St, Suite 600  
Tallahassee, FL 32301  
[dean.cannon@gray-robinson.com](mailto:dean.cannon@gray-robinson.com)

Holland & Knight  
50 N. Laura St, Suite 3900  
Jacksonville, FL 32202  
[Andrew.blasko@hkklaw.com](mailto:Andrew.blasko@hkklaw.com)

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

Both subcommittee members have read and understand the Procurement Manual and Procurement Committee Guidelines.

We are requesting this request be placed on the November 12, 2020, PSFC agenda for consideration.

Attachment - RFP





November 10, 2020

**MEMORANDUM**

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

FROM: Paul Barrett, CFA, CIPM, Sr. Manager of Debt and Investments  
Treasury Division

RE: **P-04-20 General Banking Services**

The subcommittee received seven (7) proposals for the General Banking Services and found all 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 qualification of these firms to perform the required services:

- 2) Bank of America N.A.
- 1) JP Morgan
- 3) TD Bank

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 be sent to the Mayor's Office for final decision

Attachment(s): Scoring Matrix

Evaluation Matrix

PROJECT NO. P-04-20

PROJECT TITLE:

General Banking Services

QUALIFIED EXTREMELY QUALIFIED

1-----25

EVALUATION SCALE

FIRM	COMPETENCE	CURRENT WORKLOAD	FINANCIAL RESPONSIBILITY	ABILITY TO OBSERVE COMPLIANCE WITH PLANS	PROFESSIONAL ACCOMPLISHMENTS RECORD	PROXIMITY TO PROJECT	Part & Present Demonstrated Commitment to Small & Minority Businesses & Diverse Market Place Contributors Toward A PLAN AND WORK	Willingness to meet time & budget	VOLUME OF CURRENT AND PRIOR WORK FOR USING AGENCIES	OVERALL
MAXIMUM POINTS ASSESSED	25	10	10	5	10	5	10	15	5	100
Bank of America	23.33	8.33	8.50	4.00	9.67	5.00	9.67	11.00	2.00	86.50
J P Morgan	24.33	9.67	8.83	4.67	9.33	4.17	9.67	10.33	3.00	89.00
TD BANK	22.67	9.00	9.00	4.67	7.67	3.33	9.33	8.00	4.00	82.67
Wells Fargo	23.00	8.83	7.33	4.00	9.33	4.67	9.67	8.33	1.67	81.83
BB&T	21.00	8.17	7.67	4.67	5.67	4.17	9.00	6.33	5.00	76.68
REGIONS	20.00	7.33	7.67	4.00	7.33	3.50	9.00	4.67	5.00	73.50
Valley Banks	16.33	6.67	6.00	3.00	1.00	2.67	6.00	11.67	6.67	65.01