

**PUBLIC NOTICE**  
**PSEC AGENDA**  
**PROFESSIONAL SERVICES EVALUATION COMMITTEE MEETING**  
**Thursday, November 4, 2021, 10:00 a.m.**  
**Eighth Floor, Conference Room 851**  
**Ed Ball Building, 214 N. Hogan Street**  
**Jacksonville, FL 32202**

[Join Teams Meeting](#)  
[Teams Meeting](#)

**Committee Members:** Gregory Pease, Chairman  
 Paul Barrett, Treasury  
 Harry Wilson, OGC

| Subcommittee Members              | ITEM #  | TITLE & ACTION   | MOTION   | CONTRA EXP | OUTCOME |
|-----------------------------------|---------|--|--|------------|---------|
| Wanda Verdejo<br>Michelle Monford | P-43-18 | <b>Contract Amendment No. 12<br/>Casualty Insurance Broker Services - Special Event FL-<br/>GA FY 21</b><br>Risk Management Division   | That Contract No. 9269-08 between the City of Jacksonville and Brown & Brown of Florida, Inc., for Contract Casualty Insurance Broker Services, for the placement, binding, and ratification of the purchase of various casualty insurance policies for the City of Jacksonville, be amended to: increase the maximum indebtedness by \$21,500.00 to a new not-to-exceed total maximum of \$9,963,152.00. All other terms and conditions shall remain the same except for such changes as the Office of General Counsel may deem appropriate to ensure compliance with the City's Ordinances, Procurement policies and procedures, and applicable federal and state laws | 09/30/22   |         |
| Michael Chao<br>Kislin De Han     | P-26-21 | <b>Fee &amp; Contract Negotiations<br/>Asbestos Abatement Consulting Services</b><br>Neighborhoods Department/Municipal Code<br>Compliance Division  | That the City of Jacksonville enter into a contract with APEX Companies, LLC to provide Asbestos Abatement Consulting Services by incorporating the Scope of Services identified as Exhibit 'A' and Fee Schedule identified as Exhibit 'B'; the initial period of services is from execution of the contract through two (2) years with four (4) one-year renewal options at terms mutually agreeable; the maximum indebtedness is a not-to-exceed amount of \$700,000.00. All other terms and conditions are per the RFP and the City's standard contract language.   |            |         |
| Dave McDaniel<br>Fred Pope        | P-32-20 | <b>Fee &amp; Contract Negotiations<br/>Landscape Architecture &amp; Support Professional Design Services for Landscape Improvement on Roadways and Other Public Facilities</b><br>Department of Public Works/Mowing and Landscape Maintenance Division | That the City of Jacksonville enter into a contract with Prosser, Inc., to provide Landscape Architecture & Support Professional Design Services for Landscape Improvement on Roadways and Other Public Facilities by incorporating the Scope of Services identified as Exhibit 'A' and the Fee Schedule identified as Exhibit 'B'; the initial period of service is from execution of the contract through one (1) year with two (2) two-year renewal options available at terms mutually agreeable; the maximum indebtedness is a not-to-exceed amount of \$1,500,000.00. All other terms and conditions are per the RFP and the City's standard contract language.    |            |         |

|  |                       |   |  |  |  |  |
|--|-----------------------|---|--|--|--|--|
| <p><b>William Joyce</b><br/><b>Robin Smith</b></p> | <p><b>P-03-21</b></p> | <p><b>Fee &amp; Contract Negotiations</b><br/><b>Debris Monitoring and Management Planning and Operations</b><br/>Department of Public Works/Engineering &amp; Construction Management Division</p>                             | <p>That the City of Jacksonville enter into a contract with Eisman &amp; Russo, Inc., for Debris Monitoring and Management Planning and Operations that incorporates the attached Scope of Services identified as Exhibit 'A' and Fee Summary 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 pursuant to this agreement is \$5,000,000.00; the initial period of service will be from execution of contract through four (4) years, with the option to renew for two (2) additional two-year periods upon satisfactory performance by the consultant. All other terms and conditions are as provided in the RFP and the City's standard contract language.</p>  | <p>It is the consensus of the committee that of the three (3) proposals received in response to the Request for Proposal (RFP) all were found to be responsive, interested, qualified and available to provide the required services. The ranking of first, second and third designates the order of qualification of these firms to perform the required services and alphabetically they are:</p> <ul style="list-style-type: none"> <li>2) Construction &amp; Engineering Services Consultants, Inc.</li> <li>3) CSI Geo. Inc.</li> <li>1) Via Consulting Services, Inc.</li> </ul> <p>We recommend the above list is forwarded to the Mayor for final selection so that fee and contract negotiations may begin with <u>VIA Consulting Services, Inc.</u>, the number one (1) ranked firm.</p> |  |  |
| <p><b>William Joyce</b><br/><b>Robin Smith</b></p> | <p><b>P-24-18</b></p> | <p><b>Contract Amendment No. 1</b><br/><b>Construction Engineering and Inspection Services for Hart Bridge Approach Modifications</b><br/>Department of Public Works/Engineering &amp; Construction Management Division</p>     | <p>That Contract No. 8107-12, originally executed February 10, 2020, between the City and GAI Consultants, Inc., for Construction Engineering and Inspection Services for Hart Bridge Approach Modifications be amended to incorporate the Scope of Services identified as Exhibit 'C' and Fee Schedule identified as Exhibit 'D'; increase the not-to-exceed limit for Construction Engineering and Inspection Services by \$662,128.79 to a new limit of \$2,517,858.27, thereby increasing the maximum indebtedness to the City by \$662,128.79 to a new maximum indebtedness of \$6,687,458.60. All other terms and conditions shall remain the same except for such changes as the Office of General Counsel may deem appropriate to ensure compliance with the City's ordinances, Procurement policies and procedures and applicable federal and state laws.</p> | <p>To project completion</p>   |  |  |
| <p><b>William Joyce</b><br/><b>Robin Smith</b></p> | <p><b>P-11-18</b></p> | <p><b>Contract Amendment 7</b><br/><b>Professional Design Services for Preparation of DCP &amp; RFP for Hart Expressway Modifications</b><br/>Department of Public Works/Engineering &amp; Construction Management Division</p> | <p>That Contract No. 10425-01 originally executed August 21, 2018 between the City of Jacksonville and STV, Inc., for Professional Design Services for Preparation of DCP &amp; RFP for Hart Expressway Modifications be amended to incorporate the attached Scope of Services identified as Exhibit 'O' and Fee Summary identified as Exhibit 'P'; add a new not-to-exceed limit for Post Design Services in the amount of \$120,274.70; thereby, increasing the maximum indebtedness by \$120,274.70 to a new maximum of \$4,315,543.44. All other terms and conditions shall remain the same except for such changes as the Office of</p>   | <p>To project completion</p>   |  |  |

|                                    |                |   |  |                 |  |
|------------------------------------|----------------|---|--|-----------------|--|
| <p>Robin Smith<br/>Steven Long</p> | <p>P-10-17</p> | <p><b>Contract Amendment No. 2<br/>Construction Engineering and Inspection (CEI)<br/>Services for City Bridge Projects-Annual Contract</b><br/>Department of Public Works/Engineering &amp;<br/>Construction Management Division</p>        | <p>General Counsel may deem appropriate to ensure compliance with the City's ordinances, Procurement policies and procedures and applicable federal and state laws.<br/><br/>That Contract No. 7420-14, originally executed November 2, 2017, between the City of Jacksonville and Elsmar &amp; Russo, Inc. for Construction Engineering and Inspection (CEI) Services for City Bridge Projects-Annual Contract be amended to exercise the second and final 2-year renewal extending the period of service from November 1, 2021, to November 1, 2023. The maximum indebtedness remains a not-to-exceed amount of \$2,000,000.00. All other terms and conditions shall remain the same except for such changes as the Office of General Counsel may deem appropriate to ensure compliance with the City's ordinances, Procurement policies and procedures and applicable federal and state laws.</p> | <p>11/01/21</p> |  |
| <p>Robin Smith<br/>Jill Enz</p>    | <p>P-20-19</p> | <p><b>Contract Amendment No. 1<br/>Architectural and Engineering Services for<br/>Miscellaneous Park Improvements - Annual Contract-<br/>West</b><br/>Department of Public Works/Engineering &amp;<br/>Construction Management Division</p> | <p>That Contract No. 8003-11, originally executed November 22, 2019, between the City and Hanson Professional Services, Inc., for Architectural and Engineering Services for Miscellaneous Park Improvements-Annual Contract- West, be amended by exercising the first of two, 2-year renewal options extending the period of service from November 22, 2021, through November 21, 2023, with one (1) renewal remaining at terms mutually agreeable; and to increase the maximum indebtedness by \$2,000,000.00 to a new maximum of \$4,000,000.00. All other terms and conditions shall remain the same except for such changes as the Office of General Counsel may deem appropriate to ensure compliance with the City's Ordinances, Procurement policies and procedures, and applicable federal and state laws.</p>  | <p>11/21/21</p> |  |
| <p>Meeting Adjourned:</p>          |                |   |  |                 |  |

*"The next PSEC meeting is scheduled to be held on Thursday, November 18, 2021."*





ONE CITY. ONE JACKSONVILLE.

# City of Jacksonville, Florida

*Lenny Curry, Mayor*

Division of Insurance and Risk Management  
117 West Duval Street  
Suite 335  
Jacksonville, FL 32202  
(904) 255-5310  
www.coj.net

## MEMORANDUM

Date: November 1, 2021

To: Greg Pease, Chairperson and Professional Services Evaluation Committee  
Copy: Alex Baker, PSEC Specialist

From: Wanda Verdejo, Property & Casualty Compliance Administrator *Wanda Verdejo*

Re: Brown & Brown Insurance Broker Services – P-43-18 contract 9269-08 Request for Amendment 12  
Casualty Insurance -Special Event – FL-GA FY 2021

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The Current contract with Brown & Brown (No. 9269-08) for Casualty Insurance Special Event FL-GA Broker Services allow for Brown & Brown to Place casualty insurance coverage for a term of October 26, 2021, to November 4,2021.

The current contract will be amended to place a variety of new Special Event FL-GA insurance policies for the City. See Attachment A. The premium adjustment from the current maximum indebtedness of \$9,941,652.00 by an additional \$21,500.00 for a new total maximum indebtedness of \$9,963,152.00

It is respectfully requested that City Contract No. 9269-08 with Brown & Brown be amended for the placement, binding, and ratification of the purchase of the Casualty Insurance Special Event FL-GA coverage for the City of Jacksonville effective October 26, 2021, to November 4,2021.

All other contract terms and conditions shall remain the same (nothing contained herein shall be amended, modified or otherwise revised without prior PSEC and Mayor's approval.)

Attachment Brown & Brown Invoice for Special Event Florida – Georgia

Thank you for your consideration

*Wanda Verdejo*

Property and Casualty Compliance Administrator  
for Risk Management Division  
City of Jacksonville  
117 West Duval Street, Suite 335  
Jacksonville, FL 32202-3381  
Phone : 904-255-5314



# Brown & Brown

INSURANCE®

City of Jacksonville, Florida  
Attn: Wanda  
117 West Duval St Ste 335  
Jacksonville, FL 32202

## INVOICE # 102621

|                 |                  |
|-----------------|------------------|
| Account Number: | Invoice Date:    |
| 00223982        | October 26, 2021 |

Policy: Special Event -- Florida Georgia  
Effective: 10/26/21

| Due Date | Trm | Description                   |    | Amount    |
|----------|-----|-------------------------------|----|-----------|
| 10/26/21 | New | Florida Georgia Special Event | \$ | 21,500.00 |

Make checks payable to:  
Brown & Brown of Florida, Inc.  
P.O. Box 745897  
Atlanta, GA 30374-5897

Overnight Payment to:  
Brown & Brown of Florida, Inc.  
Lockbox 745897  
6000 Feldwood Road  
College Park, GA 30349

Please include your account number on your check.

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Pay by Credit card or Echeck:  
<https://bbjax.epaypolicy.com>

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**Wire Transfer Instructions:**  
Bank of America  
ABA# 026009593  
Account# 898102753412

**Thank you for your business!**

Phone: 904-565-1952  
Fax: 904-565-2440





ONE CITY. ONE JACKSONVILLE.

# City of Jacksonville, Florida

*Lenny Curry, Mayor*


City Hall at St. James  
117 W. Duval St.  
Jacksonville, FL 32202  
(904) 630-CITY  
www.coj.net

October 29, 2021

## MEMORANDUM

10/29/21 15:04:15  
Microsoft Word

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

FROM: Michael Chao, Division Chief   
Municipal Code Compliance Division, Neighborhoods Department

RE: P-26-21 Asbestos Abatement Consulting Services

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The Municipal Code Compliance Division/Neighborhoods Department has negotiated with the number one ranked consultant that submitted a proposal and was selected to provide Asbestos Abatement Consulting Services resulting in the attached Scope of Services, Exhibit A and Contract Fee Schedule, Exhibit B.

Accordingly, this is to recommend that the City of Jacksonville enter into a contract with Apex Companies, LLC to provide Asbestos Abatement Consulting Services that incorporates the attached Scope of Services identified as Exhibit A and Fee Schedule identified as Exhibit B. The initial contract period will be for 1 year from date of execution of contract thru September 30<sup>th</sup>, 2022, with 4 one-year renewals remaining at terms mutually agreeable. The maximum indebtedness is a not-to-exceed amount of \$ 700,000.00. All other terms and conditions of the Contract are per the City's standard contract language and as provided in the Request for Proposals.

Attachments: Exhibits A & B

cc: Alex Baker, PSEC Specialist

MC/kd



**Section 4  
Description of Services and Deliverables**

**SCOPE OF SERVICES for the City of Jacksonville, Municipal Code Compliance Division Asbestos Survey, Operation and Maintenance Plan, Abatement Recommendations**

**1.0 Introduction**

Asbestos consulting services are required for demolition of residential and commercial structures of 3 stories or less. Asbestos surveys are needed prior to demolition of each structure.

The Vendor shall perform an asbestos survey, prepare operation and maintenance plans and abatement specifications.

The purpose of the Vendor's asbestos survey and related activities is to identify and address any Asbestos Containing Material (ACM) (RACM) present in the facilities to be demolished by the City of Jacksonville.

These buildings have been identified for demolition and therefore must be surveyed and the presence or absence of ACM/RACM documented. The Vendor must also provide asbestos abatement recommendations.

**NOTE:** No subcontractors will be authorized under this contract. All Contractors bidding on this contract must have the qualifications to complete all tasks noted below (with the exception of the laboratory functions).

**2.0 Standards**

All asbestos consulting activities are to be conducted under the direction of an asbestos consultant, licensed pursuant to Sections 469.003-469.014 of Florida Statutes (F.S.) and shall be conducted in accordance with applicable local, state and federal laws, regulations and guidelines pertaining to asbestos in vacant buildings.

Asbestos surveys shall be performed, using as a guide, the Environmental Protection Agency's (EPA) Guidance for Controlling Asbestos-Containing Materials in Buildings (a/k/a the EPA Purple Book) and all updates thereto, the EPA asbestos protocol found in 40 CFR 763.80-763.99, the State of Florida Building Asbestos Survey Procedures Manual and Specifications, all of which by reference are made a part hereof, and/or other guidance procedures established by the EPA and Florida Department of Labor and Employment Security (FDLES) for vacant buildings proposed for demolition. All recommendations for asbestos abatement shall be in accordance with the National Emission Standards for Hazardous Air Pollutants (NESHAP), 40 CFR Part 61 Subpart M; Occupational Safety and Health Administration (OSHA) 29 CFR 1910.1001 and 1926.1101; U.S. Department of Transportation 49 CFR 171 and 172, Hazardous Material Regulations and all updates thereto; and recommendations made by the Florida Department of Environmental Protection (FDEP) or its designated authority. All services provided shall be in accordance with EPA guidelines, NESHAP, OSHA regulations, and all other applicable federal, state and local regulations.

**3.0 Equipment and Labor**

The Vendor shall provide all labor and equipment required to conduct the appropriate work task including, but not necessarily limited to, sampling tools and sample containers, spot encapsulates, respirators and other personal protective equipment, plastic sheeting, asbestos disposal bags, flashlights, ladders, photographic equipment and supplies, air monitoring equipment, and other supplies. The Vendor shall be responsible for transportation or delivery of bulk samples to the analytical laboratory and for proper disposal of contaminated waste.

**4.0 Asbestos Survey and Report**

The Vendor's asbestos survey, bulk sampling and analysis, and reporting activities shall comply with the EPA's Guidance for Controlling Asbestos-Containing Materials in Buildings (a/k/a the EPA Purple Book) and with 40 CFR 763.80-763.99 and all updates thereto, and shall include, but not be limited to, the following:

EXHIBIT 'A'

- A. Prior to the actual physical inspection, research and review structural or building specification plans as may be available for each building to be surveyed.
- B. All areas of homogeneous suspect material, without regard to the results of subsequent laboratory bulk analysis, shall be indicated on a set of building floor plans, detail summary or drawings.
- C. Areas of homogeneous suspect materials shall be clearly delineated in the report. The extent and location of ACM/ RACM/CAT I/CAT II and non-regulated must be shown in the final report.
- D. Identify all locations where ACM/RACM may be present but cannot be sampled, and provide an explanation for the reason it cannot be sampled. A diligent effort shall be made to sample all suspect ACM/RACM. Areas where access is impossible shall be indicated on the drawings with a notation as to why the areas could not and/or should not be fully investigated. When sampling may reduce the functional integrity of the structure, Vendor should obtain prior approval from the City of Jacksonville's Project Manager. Spaces ordinarily physically inaccessible may be made accessible and inspected. Some minor repairs may be necessary to maintain the structure in a safe condition, particularly during roof sampling.
- E. Collect and analyze a sufficient number of bulk samples of all suspect ACM/RACM as may be warranted by site conditions. Quality assurance and chain of custody procedures outlined in the Environmental Protection Agency (EPA)'s Guidance for Controlling Asbestos-Containing Materials in Buildings (a/k/a the EPA Purple Book) and 40 CFR 763.80-763.99 and all updates thereto shall be followed. Sampling locations shall be documented on a set of reasonably scaled building floor plans or drawings and marked with an identification number corresponding to the representative sample number.
- F. Bulk samples shall be collected from materials in each homogeneous area to determine the asbestos content and to identify the complete content matrix of the material. Photographic documentation of each bulk sampling location that includes the unique sampling numbers shall be provided in each survey report. These photos must be in a digital format. Bulk samples shall be analyzed utilizing polarized light microscopy (PLM) techniques by a National Voluntary Laboratory Accreditation Program (NVLAP) accredited laboratory. Point counting analysis of bulk samples shall be conducted as required by the policies and procedures established by NESHAP's 40 CFR Part 61.
- G. The analysis of bulk samples must identify the complete matrix of sample constituents consistent with the aforementioned Building Asbestos Survey Procedures Manual and Specifications, EPA's Guidance for Controlling Asbestos-Containing Materials in Buildings (a/k/a the EPA Purple Book) and 40 CFR 763.80-763.99 and all updates thereto. The analyst conducting the analysis shall have sufficient education, training and experience to perform the analysis in a competent manner. Applicable certifications of the analyst responsible for conducting the analysis as well as documentation of lab accreditation shall be provided in the survey report.
- H. A Material Hazard Assessment by homogeneous area shall be conducted for all areas where known or suspected ACM/RACM are present in order to assess the material for present and potential asbestos hazards. The material assessment shall be conducted pursuant to the Building Asbestos Survey Procedures Manual and Specifications and 40 CFR 763.80-763.99, and all updates thereto, utilizing the Hazard Assessment Decision Tree. The status of occupancy (vacant vs. occupied) and the fact that the facility will be demolished should be considered when preparing the Material Hazard Assessment. Abatement response actions

Exhibit 'A'

shall address the requirements of NESHAP's 40 CFR Part 61 Subpart M as they apply to buildings scheduled for demolition. The use of wet demolition methods for buildings containing non-regulated ACM/RACM shall be considered.

- I. The Vendor shall prepare an individual parcel specific survey/assessment report that summarizes the results of the survey and provide appropriate abatement response alternatives. The report shall include any and all documentation including lab analysis sheets, photographs, drawings, etc., which may be needed to substantiate the presence or absence, quantity, condition, and location of ACM/RACM.
- J. Vendor should make available to the City of Jacksonville one survey report sent via email and one (1) original copy with original signatures submitted to the City of Jacksonville or the authorized representative for review and approval within fifteen (15) calendar days of the date of the Letter of Authorization. Originals of survey reports and all subsequent revisions shall also be distributed to the City of Jacksonville. Revisions to the survey report shall be submitted to the City of Jacksonville within ten (10) calendar days of receipt of an agency review or recommendation letter. All reports and revisions shall be sent via email and by regular mail or hand delivery to the City of Jacksonville or authorized representative, and shall be signed and sealed by the Vendor licensed pursuant to F.S. 469.003-469.014, with a copy of said license provided in the survey report.

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(End of Section 4)

EXHIBIT 'A'

**Form 1 - Price Sheet**

NAME OF CONSULTANT Apex Companies, LLC

Proposal Number P-26-21

**SCHEDULE OF PROPOSED PRICES/RATES**

1. Flat Fee (payable upon completion of project or upon completion of listed deliverables):

\$795.00 per survey, analytical & report

2. If charges are based on hours worked, the hourly direct labor rates (without Fringe Benefits) are:

Principal (Partner or Senior Officer): \$ 125.00 hr.

Project Manager (Responsible Professional): \$ 85.00 hr.

3. Other Direct Project Costs per Unit (please specify)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. Estimated percentage of total fee to be performed by sub-contractors 50 %

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

\_\_\_\_\_

*Exhibit B*





ONE CITY ONE JACKSONVILLE

# City of Jacksonville, Florida

*Lenny Curry, Mayor*

Department of Public Works  
Mowing and Landscape Maintenance Division  
609 St. Johns Bluff Road N.  
Jacksonville, FL 32225  
(904) 255-4299  
www.coj.net

October 29, 2021

## MEMORANDUM

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

**THRU:** John Pappas, Director *John Pappas*  
Department of Public Works

**FROM:** Dave McDaniel, Division Chief *Dave McDaniel*  
Department of Public Works, Mowing & Landscape Division,

**RE:** P-32-20 Landscape Architecture & Support Professional Design Services for Landscape Improvement on Roadways and Other Public Facilities

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The Department of Public Works/Mowing & Landscape Division has completed its contract negotiations with Prosser Inc, the highest ranked consultant selected to provide professional design services for landscape improvement on roadways and other facilities.

Accordingly, we recommend that the City of Jacksonville execute a contract with Prosser Inc. to provide the professional design services described in the Request for Proposal P-32-20 and to incorporate the attached Scope of Services, Exhibit A, and the Fee Schedules from Prosser Inc. and its sub-consultants, Exhibit B.

The initial contract period will be for one-year from date of execution of the contract. The original one-year contract may be extended twice, each extension for two years.

The Consultant will provide design services for various projects identified by the City during the contract only when funding is appropriated, and a purchase order issued for each project. The maximum indebtedness during the contract will be the total value of the purchase orders issued during the contract, but not-to-exceed \$1,500,000 unless a contract amendment is executed extending the indebtedness.

All other terms and conditions of the Contract are per the City's standard contract language and as provided in the Request for Proposals.

Attachments: Exhibits A & B  
cc: Alex Baker, PSEC Specialist

LD

**P-32-20**

**LANDSCAPE ARCHITECTURE AND SUPPORT PROFESSIONAL DESIGN  
SERVICES FOR LANDSCAPE IMPROVEMENTS ON ROADWAYS AND  
OTHER PUBLIC FACILITIES**

**EXHIBIT A  
SCOPE OF SERVICES**

Professional design services from a Landscape Architect Business and other support design professionals, providing subsidiary design services, such as irrigation design, surveying, civil engineering, and electrical engineering. These services will be needed by the CITY from time to time to design and prepare bid documents for the installation of landscaping, hardscape, and other miscellaneous site improvements throughout Duval County at various roadways, and other public properties such as parks and library sites. The CITY may also request construction phase services.

The services will result in all drawings, specifications, and other documents needed for the CITY to seek bids, obtain permits and contract for construction of each project, utilizing relevant CITY and FDOT design standards. Many of the design projects will be related to street tree planting in residential neighborhoods and on public lands, as well as streetscape development. Standard City bid documents and City standards for tree planting and landscape design will be utilized. The Contractor may be required during the design phase to prepare presentation materials illustrating concepts, participate in meetings with various entities to obtain input, and then modify the design accordingly.

*Exhibit 'A'*

**P-32-20**  
**LANDSCAPE ARCHITECTURE AND SUPPORT PROFESSIONAL DESIGN**  
**SERVICES FOR LANDSCAPE IMPROVEMENTS ON ROADWAYS AND**  
**OTHER PUBLIC FACILITIES**

**EXHIBIT B**  
**CONTRACT FEE SCHEDULES**



**CITY OF JACKSONVILLE**

**SCHEDULE OF PROPOSED RATES – PRIME CONSULTANT**

Project Landscape Architecture & Support Professional Design Services RFP Number P-32-20  
 Prime Consultant Prosser Inc. Rate Submittal Date 10-26-2021  
 Consultant Services Provided On Attached Sheets (EDSA, Sunstate, Ohmega, CSI, CSI GEO, SSG, AE & Ag. Tech.

1. Average direct labor rates without Fringe Benefits (insert N/A when not applicable)

|  |          |     |
|--|----------|-----|
| Principal  | \$ 83.27 | hr. |
| Project Manager (Responsible Professional)                 | \$ 81.73 | hr. |
| Senior Engineer (Registered)                               | \$ 60.25 | hr. |
| Senior Architect   | \$       | hr. |
| Senior Landscape Architect                                 | \$ 58.50 | hr. |
| Design Engineer (Registered)                               | \$ 60.09 | hr. |
| Design Architect (Registered)                              | \$       | hr. |
| Design Landscape Architect (Registered)                    | \$ 49.70 | hr. |
| Designer (Non-registered)                                  | \$ 39.00 | hr. |
| CADD Operator/Drafter                                      | \$ 29.95 | hr. |
| Clerical (Typist, Word Processor, Document Assembly, etc.) | \$ 30.29 | hr. |

Other Assigned Personnel

|   |          |     |
|---|----------|-----|
| Senior Land Planner                           | \$ 58.50 | hr. |
| Senior Designer (FDOT)                        | \$ 44.40 | hr. |
| Land Planner                                  | \$ 42.30 | hr. |
| Graphic Designer                              | \$ 41.30 |     |
| CEI Senior Landscape Inspector                | \$ 31.57 | hr. |
| CEI Landscape Inspector                       | \$ 28.08 | hr. |
| CEI Project Admin./Project Engineer           | \$ 54.50 | hr. |
| CEI Assistant Project Admin./Project Engineer | \$ 41.00 | hr. |
| CEI Senior Inspector/Senior Engineer Intern   | \$ 34.95 | hr. |

- |    |   |               |   |
|----|---|---------------|---|
| 2. | Total Overhead Rate (to be applied to Direct Labor):                | <u>156.57</u> | % |
| 3. | Profit Rate to be applied to Direct Labor plus Overhead             | <u>10</u>     | % |
| 4. | Estimated percentage of total fee to be performed by subconsultants | <u>30</u>     | % |

5. Reimbursable Costs (Limiting Amount)

|  |      |                |
|--|------|----------------|
| Black/White Plot.....                  | SF   | <u>\$0.15</u>  |
| Full Color Plot (Standard Finish)..... | SF   | <u>\$7.48</u>  |
| 11 X 17 Black/White Copy.....          | E    | <u>\$0.58</u>  |
| 11 X 17 Full Color Copy.....           | E    | <u>\$2.53</u>  |
| 8.5" x 11" Black/White Copy.....       | E    | <u>\$0.29</u>  |
| 8.5" x 11" Full Color Copy.....        | E    | <u>\$1.27</u>  |
| Travel - Mileage.....                  | Mile | <u>\$0.67</u>  |
| Courier - Same Day.....                | E    | <u>\$27.60</u> |
| Standard Envelop Postage.....          | E    | <u>\$0.67</u>  |
| Oversize Envelope Postage.....         | E    | <u>\$0.90</u>  |

**CITY OF JACKSONVILLE**

**SCHEDULE OF PROPOSED RATES – SUB-CONSULTANT**

Project Landscape Architecture & Support Professional Design Services RFP Number P-32-20  
 Prime Consultant \_\_\_\_\_ Rate Submittal Date 10-26-2021  
 Sub-Consultant EDSA  
 Sub-Consultant Services Provided \_\_\_\_\_ Not Applicable

I. Average direct labor rates without Fringe Benefits (insert N/A when not applicable)

|  |                 |     |
|--|-----------------|-----|
| Principal  | <u>\$ 76.27</u> | hr. |
| Project Manager (Responsible Professional)                 | <u>\$ 81.73</u> | hr. |
| Senior Engineer (Registered)                               | <u>\$</u>       | hr. |
| Senior Architect   | <u>\$</u>       | hr. |
| Senior Landscape Architect                                 | <u>\$ 57.64</u> | hr. |
| Design Engineer (Registered)                               | <u>\$</u>       | hr. |
| Design Architect (Registered)                              | <u>\$</u>       | hr. |
| Design Landscape Architect (Registered)                    | <u>\$ 45.67</u> | hr. |
| Designer (Non-registered)                                  | <u>\$ 36.05</u> | hr. |
| CADD Operator/Drafter                                      | <u>\$ 29.95</u> | hr. |
| Clerical (Typist, Word Processor, Document Assembly, etc.) | <u>\$ 30.29</u> | hr. |

Other Personnel who may be assigned to a Project

|                            |                 |     |
|----------------------------|-----------------|-----|
| <u>Senior Land Planner</u> | <u>\$ 58.50</u> | hr. |
| <u>Land Planner</u>        | <u>\$ 42.30</u> | hr. |
| _____                      | <u>\$</u>       | hr. |
| _____                      | <u>\$</u>       | hr. |
| _____                      | <u>\$</u>       | hr. |
| _____                      | <u>\$</u>       | hr. |
| _____                      | <u>\$</u>       | hr. |
| _____                      | <u>\$</u>       | hr. |
| _____                      | <u>\$</u>       | hr. |
| _____                      | <u>\$</u>       | hr. |
| _____                      | <u>\$</u>       | hr. |
| _____                      | <u>\$</u>       | hr. |
| _____                      | <u>\$</u>       | hr. |
| _____                      | <u>\$</u>       | hr. |
| _____                      | <u>\$</u>       | hr. |
| _____                      | <u>\$</u>       | hr. |

2. Total Overhead Rate (to be applied to Direct Labor): 200 %  
 3. Profit Rate to be applied to Direct Labor plus Overhead 10 %

**CITY OF JACKSONVILLE**

**SCHEDULE OF PROPOSED RATES -- SUB-CONSULTANT**

**Project** Landscape Architecture & Support Professional Design Services **RFP Number** P-32-20  
**Prime Consultant** \_\_\_\_\_ **Rate Submittal Date** 10-26-2021  
**Sub-Consultant** Sunstate Nurseries  
**Sub-Consultant Services Provided** \_\_\_\_\_ **Not Applicable**

**1. Average direct labor rates without Fringe Benefits (insert N/A when not applicable)**

|  |                 |     |
|--|-----------------|-----|
| Principal  | <u>\$ 83.27</u> | hr  |
| Project Manager (Responsible Professional)                 | <u>\$ 81.73</u> | hr. |
| Senior Engineer (Registered)                               | <u>\$</u>       | hr. |
| Senior Architect   | <u>\$</u>       | hr. |
| Senior Landscape Architect                                 | <u>\$</u>       | hr. |
| Design Engineer (Registered)                               | <u>\$</u>       | hr. |
| Design Architect (Registered)                              | <u>\$</u>       | hr. |
| Design Landscape Architect (Registered)                    | <u>\$</u>       | hr. |
| Designer (Non-registered)                                  | <u>\$ 36.05</u> | hr. |
| CADD Operator/Drafter                                      | <u>\$ 29.95</u> | hr. |
| Clerical (Typist, Word Processor, Document Assembly, etc.) | <u>\$ 30.29</u> | hr. |

**Other Personnel who may be assigned to a Project**

|       |          |     |
|-------|----------|-----|
| _____ | \$ _____ | hr. |
| _____ | \$ _____ | hr. |
| _____ | \$ _____ | hr. |
| _____ | \$ _____ | hr. |
| _____ | \$ _____ | hr. |
| _____ | \$ _____ | hr. |
| _____ | \$ _____ | hr. |
| _____ | \$ _____ | hr. |
| _____ | \$ _____ | hr. |
| _____ | \$ _____ | hr. |
| _____ | \$ _____ | hr. |
| _____ | \$ _____ | hr. |
| _____ | \$ _____ | hr. |
| _____ | \$ _____ | hr. |
| _____ | \$ _____ | hr. |
| _____ | \$ _____ | hr. |

**2. Total Overhead Rate (to be applied to Direct Labor):** 120 %  
**3. Profit Rate to be applied to Direct Labor plus Overhead** 10 %

**SCHEDULE OF PROPOSED RATES – SUB-CONSULTANT**

Project Landscape Architecture & Support Professional Design Services RFP Number P-32-20  
 Prime Consultant \_\_\_\_\_ Rate Submittal Date 10-26-2021  
 Sub-Consultant Ohmega Electric  
 Sub-Consultant Services Provided Not Applicable

1. Average direct labor rates without Fringe Benefits (insert N/A when not applicable)

|  |           |     |
|--|-----------|-----|
| Principal  | \$ 107.08 | hr  |
| Project Manager (Responsible Professional)                 | \$ 81.73  | hr. |
| Senior Engineer (Registered)                               | \$ 69.38  | hr. |
| Senior Architect   | \$        | hr. |
| Senior Landscape Architect                                 | \$        | hr. |
| Design Engineer (Registered)                               | \$ 44.46  | hr. |
| Design Architect (Registered)                              | \$        | hr. |
| Design Landscape Architect (Registered)                    | \$        | hr. |
| Designer (Non-registered)                                  | \$ 30.80  | hr. |
| CADD Operator/Drafter                                      | \$ 29.95  | hr. |
| Clerical (Typist, Word Processor, Document Assembly, etc.) | \$ 30.29  | hr. |

Other Personnel who may be assigned to a Project

|       |    |     |
|-------|----|-----|
| _____ | \$ | hr. |
| _____ | \$ | hr. |
| _____ | \$ | hr. |
| _____ | \$ | hr. |
| _____ | \$ | hr. |
| _____ | \$ | hr. |
| _____ | \$ | hr. |
| _____ | \$ | hr. |
| _____ | \$ | hr. |
| _____ | \$ | hr. |
| _____ | \$ | hr. |
| _____ | \$ | hr. |
| _____ | \$ | hr. |
| _____ | \$ | hr. |
| _____ | \$ | hr. |
| _____ | \$ | hr. |

2. Total Overhead Rate (to be applied to Direct Labor): 96.22 %  
 3. Profit Rate to be applied to Direct Labor plus Overhead 10 %

**SCHEDULE OF PROPOSED RATES – SUB-CONSULTANT**

Project Landscape Architecture & Support Professional Design Services RFP Number P-32-20  
 Prime Consultant \_\_\_\_\_ Rate Submittal Date 10-26-2021  
 Sub-Consultant CSI (Structural and Civil Engineering)  
 Sub-Consultant Services Provided \_\_\_\_\_ Not Applicable

I. Average direct labor rates without Fringe Benefits (insert N/A when not applicable)

|  |    |       |     |
|--|----|-------|-----|
| Principal  | \$ | _____ | hr. |
| Project Manager (Responsible Professional)                 | \$ | _____ | hr. |
| Senior Engineer (Registered)                               | \$ | 74.52 | hr. |
| Senior Architect   | \$ | _____ | hr. |
| Senior Landscape Architect                                 | \$ | _____ | hr. |
| Design Engineer (Registered)                               | \$ | 72.53 | hr. |
| Design Architect (Registered)                              | \$ | _____ | hr. |
| Design Landscape Architect (Registered)                    | \$ | _____ | hr. |
| Designer (Non-registered)                                  | \$ | 33.50 | hr. |
| CADD Operator/Drafter                                      | \$ | 29.95 | hr. |
| Clerical (Typist, Word Processor, Document Assembly, etc.) | \$ | 30.29 | hr. |

Other Personnel who may be assigned to a Project

|                   |    |       |     |
|-------------------|----|-------|-----|
| Senior Engineer 1 | \$ | 72.67 | hr. |
| Senior Engineer 2 | \$ | 75.97 | hr. |
| _____             | \$ | _____ | hr. |
| _____             | \$ | _____ | hr. |
| _____             | \$ | _____ | hr. |
| _____             | \$ | _____ | hr. |
| _____             | \$ | _____ | hr. |
| _____             | \$ | _____ | hr. |
| _____             | \$ | _____ | hr. |
| _____             | \$ | _____ | hr. |
| _____             | \$ | _____ | hr. |
| _____             | \$ | _____ | hr. |
| _____             | \$ | _____ | hr. |
| _____             | \$ | _____ | hr. |
| _____             | \$ | _____ | hr. |

- |    |   |            |   |
|----|---|------------|---|
| 2. | Total Overhead Rate (to be applied to Direct Labor):    | <u>200</u> | % |
| 3. | Profit Rate to be applied to Direct Labor plus Overhead | <u>10</u>  | % |

**SCHEDULE OF PROPOSED RATES – SUB-CONSULTANT**

Project Landscape Architecture & Support Professional Design Services RFP Number P-32-20  
 Prime Consultant \_\_\_\_\_ Rate Submittal Date 10-26-2021  
 Sub-Consultant CSI (Geotech) – provided for consistency, geotechnical  
Fees will be provided by proposal on a project basis  
 Sub-Consultant Services Provided \_\_\_\_\_ Not Applicable

I. Average direct labor rates without Fringe Benefits (insert N/A when not applicable)

|  |                 |     |
|--|-----------------|-----|
| Principal  | \$ _____        | hr  |
| Project Manager (Responsible Professional)                 | \$ _____        | hr. |
| Senior Engineer (Registered)                               | \$ <u>69.23</u> | hr. |
| Senior Architect   | \$ _____        | hr. |
| Senior Landscape Architect                                 | \$ _____        | hr. |
| Design Engineer (Registered)                               | \$ _____        | hr. |
| Design Architect (Registered)                              | \$ _____        | hr. |
| Design Landscape Architect (Registered)                    | \$ _____        | hr. |
| Designer (Non-registered)                                  | \$ <u>33.50</u> | hr. |
| CADD Operator/Drafter                                      | \$ <u>29.95</u> | hr. |
| Clerical (Typist, Word Processor, Document Assembly, etc.) | \$ <u>30.29</u> | hr. |

Other Personnel who may be assigned to a Project

|                               |                 |     |
|-------------------------------|-----------------|-----|
| <u>Engineering Technician</u> | \$ <u>29.82</u> | hr. |
| _____                         | \$ _____        | hr. |
| _____                         | \$ _____        | hr. |
| _____                         | \$ _____        | hr. |
| _____                         | \$ _____        | hr. |
| _____                         | \$ _____        | hr. |
| _____                         | \$ _____        | hr. |
| _____                         | \$ _____        | hr. |
| _____                         | \$ _____        | hr. |
| _____                         | \$ _____        | hr. |
| _____                         | \$ _____        | hr. |
| _____                         | \$ _____        | hr. |
| _____                         | \$ _____        | hr. |
| _____                         | \$ _____        | hr. |
| _____                         | \$ _____        | hr. |
| _____                         | \$ _____        | hr. |

2. Total Overhead Rate (to be applied to Direct Labor): 150 %  
 3. Profit Rate to be applied to Direct Labor plus Overhead 10 %

**SCHEDULE OF PROPOSED RATES – SUB-CONSULTANT**

Project Landscape Architecture & Support Professional Design Services RFP Number P-32-20  
 Prime Consultant \_\_\_\_\_ Rate Submittal Date 10-26-2021  
 Sub-Consultant Smith Survey Group (SSG) – provided for consistency,  
Survey fees will be provided by proposal on a project basis  
 Sub-Consultant Services Provided \_\_\_\_\_ Not Applicable

1. Average direct labor rates without Fringe Benefits (insert N/A when not applicable)

|  |                 |     |
|--|-----------------|-----|
| Principal  | <u>\$ 65.67</u> | hr  |
| Project Manager (Responsible Professional)                 | <u>\$ 60.00</u> | hr. |
| Senior Engineer (Registered)                               | <u>\$</u>       | hr. |
| Senior Architect   | <u>\$</u>       | hr. |
| Senior Landscape Architect                                 | <u>\$</u>       | hr. |
| Design Engineer (Registered)                               | <u>\$</u>       | hr. |
| Design Architect (Registered)                              | <u>\$</u>       | hr. |
| Design Landscape Architect (Registered)                    | <u>\$</u>       | hr. |
| Designer (Non-registered)                                  | <u>\$</u>       | hr. |
| CADD Operator/Drafter                                      | <u>\$</u>       | hr. |
| Clerical (Typist, Word Processor, Document Assembly, etc.) | <u>\$ 30.29</u> | hr. |

Other Personnel who may be assigned to a Project

|                                     |                 |     |
|-------------------------------------|-----------------|-----|
| <u>Survey Technician 1 (Entry)</u>  | <u>\$ 16.00</u> | hr. |
| <u>Survey Technician 2 (Junior)</u> | <u>\$ 19.00</u> | hr. |
| <u>Survey Technician 3 (Senior)</u> | <u>\$ 23.00</u> | hr. |
| <u>Surveyor</u>                     | <u>\$ 44.24</u> | hr. |
| _____                               | <u>\$</u>       | hr. |
| _____                               | <u>\$</u>       | hr. |
| _____                               | <u>\$</u>       | hr. |
| _____                               | <u>\$</u>       | hr. |
| _____                               | <u>\$</u>       | hr. |
| _____                               | <u>\$</u>       | hr. |
| _____                               | <u>\$</u>       | hr. |
| _____                               | <u>\$</u>       | hr. |
| _____                               | <u>\$</u>       | hr. |
| _____                               | <u>\$</u>       | hr. |
| _____                               | <u>\$</u>       | hr. |
| _____                               | <u>\$</u>       | hr. |
| _____                               | <u>\$</u>       | hr. |

2. Total Overhead Rate (to be applied to Direct Labor): 150 %  
 3. Profit Rate to be applied to Direct Labor plus Overhead 10 %

**SCHEDULE OF PROPOSED RATES – SUB-CONSULTANT**

Project Landscape Architecture & Support Professional Design Services RFP Number P-32-20  
 Prime Consultant \_\_\_\_\_ Rate Submittal Date 10-26-2021  
 Sub-Consultant AE Engineering (CEI)  
 Sub-Consultant Services Provided Not Applicable

I. Average direct labor rates without Fringe Benefits (insert N/A when not applicable)

|  |           |     |
|--|-----------|-----|
| Principal  | \$ 102.00 | hr. |
| Project Manager (Responsible Professional)                 | \$ 60.00  | hr. |
| Senior Engineer (Registered)                               | \$ _____  | hr. |
| Senior Architect   | \$ _____  | hr. |
| Senior Landscape Architect                                 | \$ _____  | hr. |
| Design Engineer (Registered)                               | \$ _____  | hr. |
| Design Architect (Registered)                              | \$ _____  | hr. |
| Design Landscape Architect (Registered)                    | \$ _____  | hr. |
| Designer (Non-registered)                                  | \$ _____  | hr. |
| CADD Operator/Drafter                                      | \$ _____  | hr. |
| Clerical (Typist, Word Processor, Document Assembly, etc.) | \$ 30.29  | hr. |

Other Personnel who may be assigned to a Project

|                                       |          |     |
|---------------------------------------|----------|-----|
| <u>CEI Senior Landscape Inspector</u> | \$ 31.57 | hr. |
| <u>CEI Landscape Inspector</u>        | \$ 28.08 | hr. |
| _____                                 | \$ _____ | hr. |
| _____                                 | \$ _____ | hr. |
| _____                                 | \$ _____ | hr. |
| _____                                 | \$ _____ | hr. |
| _____                                 | \$ _____ | hr. |
| _____                                 | \$ _____ | hr. |
| _____                                 | \$ _____ | hr. |
| _____                                 | \$ _____ | hr. |
| _____                                 | \$ _____ | hr. |
| _____                                 | \$ _____ | hr. |
| _____                                 | \$ _____ | hr. |
| _____                                 | \$ _____ | hr. |
| _____                                 | \$ _____ | hr. |
| _____                                 | \$ _____ | hr. |

2. Total Overhead Rate (to be applied to Direct Labor): 156.11 %  
 3. Profit Rate to be applied to Direct Labor plus Overhead 10 %



**SCHEDULE OF PROPOSED RATES – SUB-CONSULTANT**

Project Landscape Architecture & Support Professional Design Services RFP Number P-32-20  
 Prime Consultant \_\_\_\_\_ Rate Submittal Date 10-26-2021  
 Sub-Consultant Agrarian Technologies (Agronomist)  
 Sub-Consultant Services Provided Not Applicable

1. Average direct labor rates without Fringe Benefits (insert N/A when not applicable)

|  |                 |     |
|--|-----------------|-----|
| Principal  | \$ <u>80.00</u> | hr  |
| Project Manager (Responsible Professional)                 | \$ _____        | hr. |
| Senior Engineer (Registered)                               | \$ _____        | hr. |
| Senior Architect   | \$ _____        | hr. |
| Senior Landscape Architect                                 | \$ _____        | hr. |
| Design Engineer (Registered)                               | \$ _____        | hr. |
| Design Architect (Registered)                              | \$ _____        | hr. |
| Design Landscape Architect (Registered)                    | \$ _____        | hr. |
| Designer (Non-registered)                                  | \$ _____        | hr. |
| CADD Operator/Drafter                                      | \$ _____        | hr. |
| Clerical (Typist, Word Processor, Document Assembly, etc.) | \$ <u>30.29</u> | hr. |

Other Personnel who may be assigned to a Project

|  |                 |     |
|--|-----------------|-----|
| <u>Agronomist (FDOT Senior Environmental Specialist)</u> | \$ <u>45.60</u> | hr. |
| _____  | \$ _____        | hr. |
| _____  | \$ _____        | hr. |
| _____  | \$ _____        | hr. |
| _____  | \$ _____        | hr. |
| _____  | \$ _____        | hr. |
| _____  | \$ _____        | hr. |
| _____  | \$ _____        | hr. |
| _____  | \$ _____        | hr. |
| _____  | \$ _____        | hr. |
| _____  | \$ _____        | hr. |
| _____  | \$ _____        | hr. |
| _____  | \$ _____        | hr. |
| _____  | \$ _____        | hr. |
| _____  | \$ _____        | hr. |

2. Total Overhead Rate (to be applied to Direct Labor): 76 %  
 3. Profit Rate to be applied to Direct Labor plus Overhead 10 %





# City of Jacksonville, Florida

*Lenny Curry, Mayor*

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

ONE CITY. ONE JACKSONVILLE.

October 19, 2021

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

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

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

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

**SUBJECT:** Recommendation to Award  
P-03-21 Debris Monitoring and Management Planning and Operations

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The Department of Public Works has negotiated with the consultant selected for Debris Monitoring and Management Planning and Operations Contract, resulting in the Scope of Services, Exhibit A, Contract Fee Schedule, Exhibit B, attached. The City's JSEB program is not applicable to this project.

Accordingly, this is to recommend that the City of Jacksonville enter into a contract with Eisman & Russo, Inc. for Debris Monitoring and Management Planning and Operations Contract, that includes the attached Scope of Services identified as Exhibit "A" and Fee Schedule identified as Exhibit "B". Each project performed under this agreement shall be authorized by an individual Purchase Order with a not-to-exceed cost applicable thereto. The maximum indebtedness of the City pursuant to this agreement is \$5,000,000.00. The initial Period of Service will be for four (4) years with the option to extend such contract for two (2) additional two (2) year periods upon satisfactory performance by the Consultant. Initial contract expiration date shall be 4 years from date of contract execution. All other terms and conditions are as provided in the RFP and the City's standard contract language.

JPP/lw

Attachment: Exhibits A & B

cc: Lori West, PW Contract Specialist

LD

## SCOPE OF SERVICES

### 4.1 Background

The City of Jacksonville is situated in the northeast corner of Florida. It is a consolidated City government; comprising 840 square miles and +/- 3600 miles of paved, locally maintained roads, approximately 400 miles of private roads and almost 1100 miles of paved state/federal roads. The greater metropolitan area boasts more than one million residents.

The City of Jacksonville has selected Eisman & Russo, Inc., a highly experienced and highly qualified Disaster and Debris Monitoring Management Firm, hereinafter referred to as the Debris Monitor, to provide Disaster/Debris Monitoring Services in accordance with the terms, conditions, and specifications contained in this Request for Proposals RFP No. P-03-21.

### 4.2 General Information

This contract would potentially be invoked for Local, State, and Federally declared disaster events. Disasters include natural events such as hurricanes, tornadoes, windstorms, floods, and fires, as well as man-made events or emergencies such as civil unrest and terrorist attacks. In the event of a disaster or emergency, services may include the Debris Monitor providing monitoring debris management activities, project management services, assisting the City, Federal and State reporting and reimbursement efforts, on-call support to include all support services necessary to insure the safety and well-being of all residents and visitors to the City. Debris Monitor may also be called upon throughout the year to assist in writing grants and render services to assist the City with special needs and events other than full-scale disasters, as determined by the Department of Public Works.

The Debris Monitor shall be responsible for monitoring the recovery efforts of the City's Debris Management Contractor (DMC) in the field in accordance with Federal Emergency Management Administration (FEMA), state and local policies and guidelines. Services include monitoring debris collection, and Temporary Debris Sites (TDS), as well as data reporting and other related services. Debris Monitor shall monitor the DMC's progress and suggest and assist with implementing recommendations to improve efficiency.

The Debris Monitor must adhere to all requirements and regulations established by FEMA, the Federal Highway Administration (FHWA), Florida Department of Transportation (FDOT), Natural Resources Conservation Service (NRCS), U.S. Army Corps of Engineers (USACE) and any other governmental agency with jurisdiction over response and recovery actions.

The Debris Monitor will work under the direction of the City's Contract Manager. The Department of Public Works will issue the Notice to Proceed to start work and the notice to reduce resources and to end work. All payments under the contract resulting from this RFP shall be made only for services approved by the Contract Manager.

### 4.3 Services

Debris Monitor shall work closely with the City's DMC to ensure that all work is FEMA-compliant and all documentation is properly obtained, including GPS coordinates and photos.

Debris Monitor shall conduct its work so as not to interfere with the disaster response and recovery activities of Federal, State and local government or agencies, or of any public utilities.

The Contract Manager and Debris Monitor will monitor all DMC operations. DMC is expected to work closely with the Debris Monitor and has the responsibility to follow FEMA procedural protocol and guidelines, obtaining all required documentation during the performance of work. Each truck driver will be given a load ticket that validates where the material originated. The estimated quantity will be recorded on the load ticket and a copy of the load ticket will be given to the truck driver.

#### **4.4 Project Management and Process Oversight**

The Debris Monitor is expected to meet the following Project management requirements during the course of the contract:

Debris Monitor shall appoint a Project Manager, fluent in English, who will be the City's primary point-of-contact and will be responsible for all services and personnel that are provided by Debris Monitor. The Project Managers shall be appointed for a minimum of one (1) year to fully understand the scope and responsibilities of the recovery plan. It is recommended that personnel substitution commence at the annual meeting, which generally occurs in May.

The Project Manager and other key personnel shall report to the City's Emergency Operations Center (EOC) within eight (8) hours of notification by the City. Commencement of work shall begin within twenty-four (24) hours of issuance of Notice to Proceed. The City may issue Notice to proceed twenty-four (24) to forty-eight (48) hours prior to a storm event depending upon the magnitude of the event in order to allow sufficient time to prepare for commencement of operations.

The Project Manager shall assist the City in developing a Debris Management Action Plan for the specific occurrence. Debris Monitor will also be requested to assist in other debris recovery planning efforts, such as identifying adequate, estimating debris quantities, and developing disaster plans for debris clearance following a disaster event.

The Project Manager shall attend all meetings and briefings designated by the City. Daily meetings will be conducted by the City with Debris Monitor, DMC and other essential personnel in order to confirm daily debris recovery activities and schedules, address and resolve problems, and discuss progress of the debris recovery effort.

Debris Monitor shall provide trained personnel to observe, direct and document the activities of the DMC. Debris Monitor shall be responsible for scheduling work for all its personnel on a daily basis. Debris Monitor shall assist the City in coordinating work assignments for the DMC.

Debris Monitor shall monitor the DMC's progress and record the progress daily, including mapping all streets and locations where debris was collected.

The expectation is that the Debris Monitor shall be operational at the completion of the first phase (Cut & Toss) first 70 hours. DMC and City employees will report to the Field Operations Center to obtain work orders and field monitors from the Debris Monitor before work is commenced. Debris Monitor shall also prepare project worksheets, right-of-entry forms, and any other required forms for the work group.

Debris Monitor shall track and coordinate with City personnel to respond to problems in the field and to citizen's complaints, including commercial or residential property damage claims as a result of debris removal.

Debris Monitor shall prepare FEMA worksheets and review such worksheets with City staff.

Debris Monitor shall provide the following annual services at the Debris Monitor's expense:

- Debris Monitor shall attend and participate in an annual meeting with the City, which is usually held in May.
- Debris Monitor shall prepare and present a written plan of operations, including a clear description of the percentage of work.
- Debris Monitor may subcontract out and a list of subcontractors, at an annual meeting with the City.
- Debris Monitor shall provide phone consultations and reference information to City staff upon request.

#### **4.5 Duties of Debris Monitors**

Debris Monitor shall provide monitoring for all aspects of the debris removal operation, including activities at all loading, staging, and disposal sites. Debris monitors may have different roles and responsibilities at different stages or components of a debris removal operation; and individual may assume the role of each monitor type at various stages of the disaster. Debris monitors shall report directly to the "field supervisor regarding their daily oversight. All logs and load tickets are submitted daily to the field supervisor.

#### **4.6 Loading/Site Monitors**

In order to obtain FEMA reimbursement for Eligible Debris, all loads must be monitored in the field by collection monitors. Specific activities shall include, but not be limited to, the following:

Debris Monitor shall document all recovery work to ensure that proper records are maintained for load tickets and recovery costs for reimbursement purposes. During the first seventy (70) hours following a presidential declared disaster, this may require documenting times that DMC manpower and equipment are actively used in order to document time-and-material reimbursements. This shall also include any photographs or other means of confirming debris load information for reimbursement purposes.

Debris Monitor shall assist the City in preparing reports necessary for reimbursement by FEMA, FHWA and any other applicable Federal, State or local agencies.

Debris Monitor shall provide daily reports throughout the disaster event, including updates for the daily briefing meetings; reports on the review and validation of the DMC; cubic yard/tonnage reports that provide the number of trucks and volume/tonnage of debris received and a final report following completion of debris recovery operations.

Debris Monitor shall retain all documentation for at least ten (10) years following a disaster or emergency event.

#### 4.7 Field Collection Monitoring

Debris Monitor shall provide personnel to serve as Field Monitors and Field Supervisors. The primary function of the Field Monitors is to verify that debris picked up by the DMC recovery crews are Eligible Debris and to issue debris load tickets for such Eligible Debris. Field Supervisors shall oversee and coordinate the work of the Field Monitors.

Debris Monitor shall train all Field Monitors and Supervisors to ensure that proper FEMA documentation protocol requirements are instituted and followed. Debris Monitor shall equip all Field Monitors with vehicle transportation and with state-of-the-art technology, which shall include cameras, computers, communication devices, GPS devices, and other equipment as deemed necessary and/or appropriate.

Debris Monitor will have Field Monitors stationed at designated Inspection Sites. Debris Monitor will also have roving monitors that will observe DMC operations to ensure that only Eligible Debris is removed from the areas designated by the City and to verify the proper loading and compaction of debris into debris recovery equipment. Photographs of debris shall be taken as directed by the City to verify the source and type of debris for reimbursement purposes. Trucks that are observed picking up material outside of the designated rights-of-way or that is ineligible will have all loads hauled that day deducted and the load tickets invalidated.

If a Field Monitor finds that the DMC's work is not performed as specified by the City, the Field Monitor must immediately initiate a stop work order and notify the Field Supervisor or Project Manager. All stop work orders must be documented and reported to the City's Contract Manager within 24 hours of the time of infraction.

Field Monitors shall survey their assigned areas for special needs and record detailed information, including GPS and photo documentation, specific location, specific threat, and any special circumstances regarding the following: Hazardous Stumps, and leaning trees (leaners), as well as a random sample of hanging limbs (hangers). For Hazardous Stumps, Field Monitors shall also record the stump's diameter measured two feet up the trunk from the ground and the quantity of material to fill the hole. Field Monitors shall also document, in detail, removal of the Hazardous Stumps, leaners or hangers.

Field Monitors shall enforce the DMC's Clean As You Go Policy.

The loading site monitors shall perform on-site, street level debris monitoring at all loading sites to verify debris eligibility based on contract requirements, and initiate debris removal documentation using load tickets. Loading site debris monitors shall:

- Estimate load volumes and issue load tickets at the load sites, retaining a copy of the ticket (for detailed description of load ticket chain-of-custody).
- Maintain logs of daily subcontractor performance, eligibility or other activities as required.
- Implement all safety requirements.
- Perform a pre-work inspection of debris collection areas before loading to identify the location of covered utility meters, transformers, fire hydrants, mailboxes, etc. as a

baseline to account for any collateral damage as a result of the debris removal operations.

- Determine whether each load is to be claimed for reimbursement based upon FEMA eligibility criteria.
- Loads that have been identified as ineligible debris must be marked as such.
- Document eligible hazardous trees, including hangers, leaners and stumps.
- Verify global positioning system (GPS) readings or an address/location of leaning trees with hanging limbs, and uprooted/exposed stumps that constitute an immediate threat; (if necessary a separate ticket should be written).
- Trucks arriving at pick-up site that are already loaded should not be issued a ticket.
- Ensure that force account labor and/or debris contractor work is within the assigned scope.

#### 4.8 Load Tickets

Debris Monitor shall provide load tickets to track and document the removal and management of all Eligible Debris. Debris Monitor shall ensure that load tickets meet the requirements of FEMA and other Federal or State reimbursement agencies. Debris Monitor shall retain original completed tickets on behalf of the City, which shall be turned over to the City, daily. Copies of completed load tickets shall also be retained by Debris Monitor, vehicle driver, subcontractor, and DMC. Additionally, load tickets shall be scanned into a master electronic file with a summary spreadsheet identifying each truck and ticket.

- Each load ticket shall contain the following information:
- Prime Contractor name
- City contract/Disaster number
- Load ticket number
- Sub-Contractor name
- Truck Driver name
- Date and time of pick up
- Date and time of delivery
- Pick up location (street address of primary street between specific area)
- Loading zone number
- Debris Clearing Cycle (push, first pass, second pass, third pass, etc.)
- Truck ID number and capacity
- Total cubic yards picked up
- Debris classification (vegetative, white goods, C&D, mulch, stump, etc.)
- Delivery site
- Load Monitor printer name and signature
- Dump Monitor printed name and signature

#### 4.9 Temporary Debris Site Monitors

Debris Monitor shall ensure all loads of debris brought to the site by the DMC and all loads of debris exiting the site are documented with properly completed load tickets. By signing the load ticket, the Site Monitor is certifying that all information on the document is complete and accurate, including load volumes.



Photograph loads of debris, as directed by the City, and record load information on the photograph.

Collect all load tickets and provide copies of them to the DMC's designated personnel.

Obtain and verify the DMC's fleet documentation. Debris Monitor will obtain from the DMC such documentation, including the make; model; license plate number; DMC equipment number; measured maximum volume, in cubic yards, of the load bed of each piece of equipment to be utilized to transport debris; and any other information necessary to comply with FEMA requirements. The measured volume shall be calculated from actual physical measurement performed by DMC and the reported volume shall be the same as shown on the signs affixed to each piece of equipment.

Debris Monitor shall update the fleet documents as the DMC adds or deletes vehicles from the collection fleet or when measurement calculations are modified through the random verification process. Debris Monitor shall also periodically and randomly perform volume capacity verifications of recovery vehicles.

Verify that all DMC equipment has been completely emptied.

#### **4.10 Other Related Services**

Upon request by the City's Contract Manager or her designee, Debris Monitor shall provide Aerial Drone Photographs and Videos of debris sites. Quality shall be extremely sharp and clear containing reference boundaries for location identification.

Debris Monitor shall provide other related services as requested by the City. Such services may include, but would not be limited to, the following:

Perform damage assessments to determine areas impacted, quantities of debris and types of debris.

Assist the City in obtaining any necessary permits, licenses and certificates as may be required to perform debris management work and in clarifying and resolving any compliance issues.

Provide training to City staff as directed by the Contract Manager.

Be prepared with appropriate supervisors, staff, and watercraft to oversee clearing of debris from canals and waterways, where required. Upon request by the City's Contract Manager or her designee, Debris Monitor shall provide Aerial Drone Photographs and Videos of debris sites. Photographs shall be extremely sharp and clear containing reference boundaries for location identification.

#### **4.11 Debris Monitor Personnel**

Debris Monitor shall secure, at its expense, all necessary personnel required to perform the services under this RFP. Such personnel shall not be employees of or have any contractual relationship with the City or the City's DMC.

Debris Monitor shall have a professional staff with the knowledge, skills and training to monitor

the disaster recovery process efficiently and effectively. Extensive knowledge of FEMA, FHWA, FDOT, FDEP and other applicable Federal, State or local agency laws, regulations and policies is required.

Debris Monitor and Project Manager shall have experience in the FHWA, FEMA, and other applicable Federal, State, and/or local programs to assist the City in its disaster response and recovery efforts. Proper documentation by Debris Monitor as required by FHWA and FEMA is required for all debris removal monitoring operations to ensure reimbursement to the City from the appropriate agency. If necessary, Debris Monitor's personnel shall possess any certifications or licenses that are required by Federal, State or local law in order to perform such services.

At the annual meeting with the City, Debris Monitor shall submit an operations report that identifies key personnel and positions/classifications dedicated to this contract. Debris Monitor shall update the operations report for any changes such as additions or deletions of staff. Any changes in key personnel, such as, but not limited to, the Project Manager and Field Supervisors, must be approved by the City. The City retains the right to request personnel replacements.

Debris Monitor's staffing plan shall include the positions listed below. Debris Monitor may use other positions as necessary and as approved by the City. All such positions and applicable hourly rates, inclusive of any associated costs to provide services, shall be listed in the "Rate Sheet".

**SCHEDULE OF PROPOSED RATES**NAME OF CONSULTANT: Eisman & Russo, Inc.Proposal Number: P-03-21 Debris Monitoring and Management Planning & Operations

## 1. Average hourly reimbursable labor rates (without Fringe Benefits)

|                                  | Straight<br>Time | Overtime (A) |
|----------------------------------|------------------|--------------|
| Senior Officer or CPA Accountant | \$ <u>60.00</u>  | <u>60.00</u> |
| Program Manager                  | \$ <u>60.00</u>  | <u>60.00</u> |
| Project Manager                  | \$ <u>45.00</u>  | <u>45.00</u> |
| Project Administrator            | \$ <u>44.00</u>  | <u>44.00</u> |
| Data Manager                     | \$ <u>35.00</u>  | <u>35.00</u> |
| Environmental Specialist         | \$ <u>40.00</u>  | <u>40.00</u> |
| Project Engineer (Registered)    | \$ <u>48.00</u>  | <u>48.00</u> |
| Senior Inspector                 | \$ <u>29.00</u>  | <u>43.50</u> |
| Inspector                        | \$ <u>24.00</u>  | <u>36.00</u> |
| Field & Data Supervisor          | \$ <u>28.00</u>  | <u>28.00</u> |
| GIS Specialist                   | \$ <u>47.00</u>  | <u>47.00</u> |
| Drafter/CADD/Web Site Operator   | \$ <u>28.00</u>  | <u>42.00</u> |
| Truck Certifier                  | \$ <u>20.00</u>  | <u>30.00</u> |
| Field Monitor                    | \$ <u>17.00</u>  | <u>25.50</u> |
| Tower/Site Monitor               | \$ <u>20.00</u>  | <u>30.00</u> |
| Accounting Technician            | \$ <u>22.00</u>  | <u>33.00</u> |
| Administrative Assistant         | \$ <u>16.00</u>  | <u>24.00</u> |
| Clerical/Data Entry              | \$ <u>17.00</u>  | <u>25.50</u> |

(A) Overtime rates apply over 40 hours per week

2. Overhead Rate (to be applied to Direct Labor) 150 %
3. Profit Rate (to be applied to Direct Labor plus Overhead) 10 %
4. Other Project Costs shall be paid on a reimbursable basis (vehicle mileage at Federal rate, load tickets, other only with Pre-approval from COJ)

Exhibit B

5. Grant Writing Average hourly reimbursable labor rates (without Fringe Benefits)

|  |                 |              |
|--|-----------------|--------------|
| Principal (Partner or Senior Officer)        | \$ <u>87.00</u> | <u>87.00</u> |
| Project Manager                              | \$ <u>65.00</u> | <u>65.00</u> |
| Senior Consultant (Responsible Professional) | \$ <u>55.30</u> | <u>55.30</u> |
| Consultant                                   | \$ <u>41.00</u> | <u>41.00</u> |
| Junior Consultant                            | \$ <u>26.50</u> | <u>26.50</u> |
| Program & Admin Support                      | \$ <u>14.00</u> | <u>21.00</u> |

(A) Overtime rates apply over 40 hours per week

|   |              |
|---|--------------|
| Overhead Rate (to be applied to Direct Labor)             | <u>160 %</u> |
| Profit Rate (to be applied to Direct Labor plus Overhead) | <u>10 %</u>  |

6. Grant Writing Costs

Equipment and Direct Costs (only if applicable and with pre-approval from COJ)

Travel (including lodging and per diem) will follow US GSA applicable rates for the area.

**Michael Greene**

---

**From:** Steven J. Davis <sdavis@candesconsults.com>  
**Sent:** Wednesday, September 22, 2021 4:24 PM  
**To:** Michael Greene  
**Subject:** Debris Management Rates Approved by C&ES  
**Attachments:** COJ Rates - 2021.pdf

Mr. Greene,

Construction and Engineering Services Consultants, Inc. approves of the proposed rates for the Debris Management Contract for the City of Jacksonville.

*Mr. Steven J. Davis*

*President/CEO*



*Construction & Engineering Services Consultants, Inc.*

9432 Baymeadows Rd, Suite 100

Jacksonville, FL 32256

904 652-1186 office

904 652-1191 fax

904-219-8778 cell

sdavis@candesconsults.com

**Michael Greene**

---

**From:** Andre Duart <ADuart@synergy-dr.com>  
**Sent:** Thursday, September 23, 2021 11:36 AM  
**To:** Michael Greene  
**Subject:** RE: 2021 COJ Hurricane rates

We agree to these rates.



*Setting the New Standard*

Andre Duart  
President / COO  
C: 954.465.8084  
SynergyDisasterRecovery.com  
[ADuart@Synergy-DR.com](mailto:ADuart@Synergy-DR.com) (Please note my new email)

**From:** Michael Greene <mgreene@eismanrusso.com>  
**Sent:** Thursday, September 23, 2021 9:18 AM  
**To:** Andre Duart <ADuart@synergy-dr.com>  
**Subject:** 2021 COJ Hurricane rates

Andre

Attached please find the 2021 COJ Hurricane rates.  
Do you agree with these rates?

I need a response in writing to submit to COJ ASAP.

Thanks

Michael

**Michael Greene**

---

**From:** Yvonne McClain <ymcclain@cmtsllc.com>  
**Sent:** Wednesday, September 22, 2021 4:43 PM  
**To:** Michael Greene  
**Subject:** FW: COJ - 2021 Hurricane rates  
**Attachments:** COJ Rates - 2021.pdf

Hi Michael,

I'm glad I was sitting at my laptop checking spam. For some reason your email went to spam. Yes the rate are good with us.

**Yvonne McClain, Chief Operating Officer**  
CMTS LLC  
8837 Goodby's Executive Dr., Ste 2  
Jacksonville, FL 32217  
Office: (904) 739-9804  
Mobile: (503) 201-8787  
[ymcclain@cmtsllc.com](mailto:ymcclain@cmtsllc.com)



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**From:** Michael Greene <mgreene@eismanrusso.com>  
**Sent:** Wednesday, September 22, 2021 3:51 PM  
**To:** Yvonne McClain <ymcclain@cmtsllc.com>  
**Subject:** RE: COJ - 2021 Hurricane rates

Yvonne

Attached please find the 2021 COJ Hurricane rates.  
Do you agree with these rates?

I need a response in writing to submit to COJ ASAP.

Thanks

Michael

**Michael Greene**

---

**From:** Pete Sheridan <psheridan@via-cs.com>  
**Sent:** Thursday, September 23, 2021 7:53 AM  
**To:** Michael Greene  
**Subject:** RE: COJ - 2021 Hurricane rates

Michael, sorry, I was catching up with Tony on this. Yes we are good with the rates.

Peter J. Sheridan, III, P.E.  
Vice President  
VIA Consulting Services, Inc. (DBE)  
10250 Normandy Boulevard, Suite 304  
Jacksonville, Fl. 32221  
904-735-5174 (cell)  
904-783-9842 (office)



**From:** Michael Greene <mgreene@eismanrusso.com>  
**Sent:** Wednesday, September 22, 2021 3:52 PM  
**To:** Pete Sheridan <psheridan@via-cs.com>  
**Subject:** FW: COJ - 2021 Hurricane rates

**From:** Michael Greene  
**Sent:** Wednesday, September 22, 2021 3:50 PM  
**To:** Pete Sheridan <[psheridan@via-cs.com](mailto:psheridan@via-cs.com)>  
**Subject:** COJ - 2021 Hurricane rates

Pete

Attached please find the 2021 COJ Hurricane rates.  
Do you agree with these rates?

I need a response in writing to submit to COJ ASAP.

Thanks

Michael







# City of Jacksonville, Florida

*Lenny Curry, Mayor*

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

ONE CITY ONE JACKSONVILLE

October 15, 2021

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

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

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

Thomas G. McKnight *THANK*  
Capital Improvement Construction Manager

SUBJECT: P-12-21 Construction Engineering and Inspection Services on Moderate to Large City Projects

The subcommittee received three (3) proposals for evaluation for the subject project and found them to be responsive, interested, qualified and available to provide the services required by the RFP.

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

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

2. Construction & Engineering Services Consultants, Inc.
3. CSI Geo, Inc.
1. VIA Consulting Services, Inc.

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

JPP/lw

Attachment: Scoring Matrix

cc: Lori West, Engineering and Construction Management

LD







# City of Jacksonville, Florida

*Lenny Curry, Mayor*

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

ONE CITY ONE JACKSONVILLE

October 20, 2021

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

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

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

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

**SUBJECT:** P-24-18 Construction Engineering and Inspection Services for Hart Bridge Approach  
Modifications Contract 8107-12 Amendment 1 PO 600688-20-021

Additional coordination efforts due to additional subsoiling/contaminated material and unforeseen conditions and reporting have extended the CEI services needed to project closeout. Negotiations have resulted in the attached Scope of Services, Exhibit C and Contract Fee Schedule, Exhibit D, attached. The City's JSEB program is not applicable to this project.

Accordingly, this is to recommend that Contract Number 8107-12, originally executed February 10, 2020 between the City and GAI Consultants, Inc. for Construction Engineering and Inspection Services for Hart Bridge Approach Modifications be amended to incorporate the attached Scope of Services, Exhibit C and Fee Summary, Exhibit D to increase the not to exceed limit for Construction Engineering and Inspection Services by \$662,128.79 to a new limit of \$2,517,858.27, thereby increasing the maximum indebtedness to the city by \$662,128.79 to a new maximum of \$6,687,458.60. All other terms and conditions are as provided in the RFP and the City's standard contract language.

Funding for this project should be as follows:

| ACCOUNTS:   | TOTAL        |
|---|--------------|
| 001095  |              |
| PWCP Public Works Capital Projects-Other Trans Svcs |              |
| 565051  |              |
| 2   |              |
| 32111-384020  |              |
| \$662,128.79  | \$662,128.79 |

WJJ/lw

Attachment: Exhibits C & D

cc: Lori West, Engineering and Construction Management  
Rich Cooper, Engineering and Construction Management

LD

**Exhibit C**  
**SCOPE OF SERVICES**  
**Amendment #1**

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

**PROJECT:** Construction Engineering and Inspection Services for Hart Bridge Approach Modifications

**CONSULTANT:** GAI Consultants, Inc.  
1301 Riverplace Blvd., Suite 900  
Jacksonville, Florida 32207

**GENERAL**

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

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

**INSPECTION REQUIREMENTS**

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

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

### **ADMINISTRATION REQUIREMENTS**

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

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

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

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

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

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

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

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

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

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

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

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

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

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



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

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

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

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

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

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

### **Schedule**

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

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

### **Method of Compensation**

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

**Exclusions from Scope of Service**

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

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

**Additional Services**

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

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

| <b>PART I - GENERAL</b>  |             |                                  |                |                     |
|--|-------------|----------------------------------|----------------|---------------------|
| 1. Project<br>Hart Bridge Approach Modifications- CEI Services                                     |             | 2. Proposal Number<br>P-24-18    |                |                     |
| 3. Name of Consultant<br>GAI Consultants, Inc.   |             | 4. Date of Proposal<br>5/14/2021 |                |                     |
| <b>PART II - LABOR RELATED COSTS</b>   |             |                                  |                |                     |
| 5. Direct Labor  | Hourly Rate | Estimated Hours                  | Estimated Cost | TOTAL               |
| Senior Project Engineer  | \$73.50     | 544.50                           | \$40,020.75    |                     |
| Project Administrator  | \$47.55     | 1113.75                          | \$52,958.81    |                     |
| Secretary/Clerk  | \$26.15     | 1485.00                          | \$38,832.75    |                     |
| Sr. Bridge Inspector   | \$38.50     | 165.00                           | \$6,352.50     |                     |
| Sr. Roadway Inspector  | \$36.75     | 1237.50                          | \$45,478.13    |                     |
| Bridge Inspector   | \$30.00     | 0.00                             | \$0.00         |                     |
| Roadway Inspector  | \$28.50     | 825.00                           | \$23,512.50    |                     |
| 2 Man Survey Crew- GAI   | \$59.28     | 0.00                             | \$0.00         |                     |
| 3 Man Survey Crew- GAI   | \$79.04     | 123.75                           | \$9,781.20     |                     |
| Sr. Surveyor/Mapper- GAI   | \$65.62     | 29.70                            | \$1,948.91     |                     |
| <b>TOTAL DIRECT LABOR</b>  |             | <b>5,495 Hours</b>               |                | <b>\$218,885.55</b> |
| 6. Overhead (Combined Fringe Benefit & Administrative)   |             |                                  | 175.00%        | \$383,049.72        |
| 7. SUBTOTAL: Labor + Overhead (Items 5 & 6)  |             |                                  |                | \$601,935.27        |
| 8. PROFIT: Labor Related Costs (Item 7)  |             |                                  | x 10%          | \$60,193.53         |
| <b>PART III - OTHER COSTS</b>  |             |                                  |                |                     |
| 9. Miscellaneous Direct Costs  |             |                                  | \$             |                     |
|  |             |                                  | \$             |                     |
|  |             |                                  | \$             |                     |
|  |             |                                  | \$             |                     |
| <b>MISCELLANEOUS DIRECT COSTS SUB-TOTAL</b>  |             |                                  |                | <b>\$0.00</b>       |
| 10. SUBCONTRACTS (Lump Sum)  |             |                                  | \$             |                     |
|  |             |                                  | \$             |                     |
| <b>SUB-CONTRACT SUB-TOTAL</b>  |             |                                  |                | <b>\$0.00</b>       |
| <b>TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)</b>   |             |                                  |                | <b>\$662,128.79</b> |
| 11. REIMBURSABLE COSTS (Limiting Amount)   |             |                                  |                |                     |
| <b>SUB-TOTAL REIMBURSABLES</b>   |             |                                  |                | <b>\$0.00</b>       |
| <b>PART IV - SUMMARY</b>   |             |                                  |                |                     |
| <b>TOTAL AMOUNT OF AMENDMENT #1 (Lump Sum Plus Reimbursables)</b><br>(Items 5, 6, 8, 9, 10 and 11) |             |                                  |                | <b>\$662,128.79</b> |
| 12. PRIOR CONTRACT AMOUNT  |             |                                  |                | \$0.00              |
| <b>AMENDED AMOUNT OF CONTRACT</b>  |             |                                  |                | <b>\$662,128.79</b> |





# City of Jacksonville, Florida

*Lenny Curry, Mayor*

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

ONE CITY. ONE JACKSONVILLE

October 13, 2021

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

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

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

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

SUBJECT: P-11-18 Professional Design Services for Preparation of DCP & RFP for Hart Expressway  
Modifications  
Contract 10425-01 Amendment 7

The purpose of this amendment is to provide post design services for the Hart Expressway modifications. The Engineering Division has negotiated with the consultant to provide these services resulting in the attached Scope of Services, Exhibit O and Fee Summary, Exhibit P. JSEB firms to be utilized to meet the 15% Participation Percentage Plan for this contract are detailed on a separate attachment.

Accordingly, this is to recommend that Contract Number 10425-01, originally executed August 21, 2018 between the City and STV, Incorporated for Professional Design Services for Preparation of DCP & RFP for Hart Expressway Modifications, be amended to incorporate the attached Scope of Services, Exhibit O and Fee Summary, Exhibit P, to add a new Not to Exceed limit for Post Design Services in the amount of \$120,274.70, thereby increasing the maximum indebtedness by \$120,274.70 to a new maximum of \$4,315,543.44. All other terms and conditions are as provided in the RFP and the City's standard contract language.

Funding for this project should be encumbered as follows:

| ACCOUNTS:                                   | TOTAL        |
|---|--------------|
| 010407                                      |              |
| PWCP Public Works Cap Proj-Other Trans Svcs |              |
| 565051                                      |              |
| 1   |              |
| 32111-384020                                |              |
| \$120,274.70                                | \$120,274.70 |

RGS/lw

Attachment: Exhibits O & P  
JSEB Participation

cc: Lori West, Engineering and Construction Management  
Richard Cooper, Engineering and Construction Management  
Gary Goldsberry, P.E. Engineering and Construction Management

LD

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

| <b>PART I - GENERAL</b>  |             |                                   |                |                       |
|--|-------------|-----------------------------------|----------------|-----------------------|
| 1. Project<br>Hart Bridge Modification D-B DCP/RFP<br>Amendment #7 - Post Design Services          |             | 2. Proposal Number<br>P-11-18     |                |                       |
| 3. Name of Consultant<br>STV Incorporated  |             | 4. Date of Proposal<br>10/13/2021 |                |                       |
| <b>PART II - LABOR RELATED COSTS</b>   |             |                                   |                |                       |
| 5. Direct Labor  | Hourly Rate | Estimated Hours                   | Estimated Cost | TOTAL                 |
| Project Manager  | \$63.87     | 113                               | \$7,217.31     |                       |
| Principal  | \$98.04     | 8                                 | \$784.32       |                       |
| Chief Engineer   | \$76.12     | 150                               | \$11,418.00    |                       |
| Senior engineer  | \$58.20     | 150                               | \$8,730.00     |                       |
| Design Engineer  | \$41.33     | 90                                | \$3,719.70     |                       |
| Designer   | \$40.66     | 90                                | \$3,659.40     |                       |
| CADD/Computer Tech   | \$26.93     | 75                                | \$2,019.75     |                       |
| Engineering Intern   | \$29.49     | 75                                | \$2,211.75     |                       |
| Clerical   | \$20.45     | 0                                 | \$0.00         |                       |
| <b>TOTAL DIRECT LABOR</b>  |             | <b>751</b>                        | <b>Hours</b>   | <b>\$39,760.23</b>    |
| 6. Overhead (Combined Fringe Benefit & Administrative)   |             |                                   |                |                       |
|  |             |                                   |                | 175.00%               |
|  |             |                                   |                | \$69,580.40           |
| 7. SUBTOTAL: Labor + Overhead (Items 5 & 6)  |             |                                   |                | \$109,340.63          |
| 8. PROFIT: Labor Related Costs (Item 7)  |             |                                   |                | \$10,934.06           |
|  |             |                                   |                | x 10%                 |
| <b>PART III - OTHER COSTS</b>  |             |                                   |                |                       |
| 9. Miscellaneous Direct Costs  |             |                                   |                |                       |
| <b>MISCELLANEOUS DIRECT COSTS SUB-TOTAL</b>  |             |                                   |                | \$0.00                |
| 10. SUBCONTRACTS (Lump Sum)  |             |                                   |                |                       |
| ERS (Environmental)  |             |                                   | \$ -           |                       |
| Terracon (Contamination)   |             |                                   | \$ -           |                       |
| Peters & Yaffee (Signals/Signing/Marking)  |             |                                   | \$ -           |                       |
| Pond (Landscape)   |             |                                   | \$ -           |                       |
| SEARCH (Archaeology)   |             |                                   | \$ -           |                       |
| CSI Geo (Geotechnical)   |             |                                   | \$ -           |                       |
| Arcadis US (Traffic Analysis)  |             |                                   | \$ -           |                       |
| DRMP (Survey/SUE/Mapping)  |             |                                   | \$ -           |                       |
| Conсор Engineers (Structures Peer Review)  |             |                                   | \$ -           |                       |
| <b>SUB-CONTRACT SUB-TOTAL</b>  |             |                                   |                | \$ -                  |
| <b>TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)</b>   |             |                                   |                | \$0.00                |
| 11. REIMBURSABLE COSTS (Limiting Amount)   |             |                                   |                |                       |
| STV Incorporated (Rdwy/Drg/Str)  |             |                                   | \$120,274.70   | \$120,274.70          |
| CSI Geo (Geotechnical)   |             |                                   | \$ -           |                       |
| Terracon (Geotech)   |             |                                   | \$ -           |                       |
| DRMP (Survey/SUE)  |             |                                   | \$ -           |                       |
| Cardno (Utility Coordination)  |             |                                   | \$ -           |                       |
| <b>SUB-TOTAL REIMBURSABLES</b>   |             |                                   |                | \$120,274.70          |
| <b>PART IV - SUMMARY</b>   |             |                                   |                |                       |
| <b>TOTAL AMOUNT OF AMENDMENT #3 (Lump Sum Plus Reimbursables)</b><br>(Items 5, 6, 8, 9, 10 and 11) |             |                                   |                | \$120,274.70          |
| 12. PRIOR CONTRACT AMOUNT (Through Amendment # 6)  |             |                                   |                | \$4,195,268.74        |
| <b>AMENDED AMOUNT OF CONTRACT</b>  |             |                                   |                | <b>\$4,315,543.44</b> |

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

Name of Proposer: STV Incorporated

Project Title: Hart Bridge Modification D-B DCP/RFP

Proposal Number: P-11-18 Total Base Proposal Amount (if applicable): \$120,274.70

**\*Please list all JSEBs first**

| Full Company Name                          | JSEB Category<br>(African-American,<br>Women, Asian,<br>Native American,<br>Non-MBE or<br>Hispanic) | Type of Work to be<br>Performed         | Total Contract Value<br>or Percentage |
|--|---|---|---------------------------------------|
| CSI Geo. Inc.                              | African-American  | Geotechnical Investigations             | \$0.00                                |
| Environmental Resource Solutions Inc.      | Woman   | Environmental Investigations            | \$0.00                                |
| Meskel & Associates Engineering            | Woman   | Contamination Screening                 | \$0.00                                |
| Peters & Yaffee                            | African-American  | Signal/Signing/Marking                  | \$0.00                                |
| Cardno                                     | Non-MBE   | Utility Coordination                    | \$0.00                                |
| DRMP Inc.                                  | Non-MBE   | Topo Survey & SUE                       | \$0.00                                |
| POND Incorporated                          | Non-MBE   | Landscape Architecture                  | \$0.00                                |
| SEARCH Inc.                                | Non-MBE   | Cultural Resource Evaluation            | \$0.00                                |
| ARCADIS US Inc.                            | Non-MBE   | Traffic Analysis                        | \$0.00                                |
| Terracon Consulting Engineers & Scientists | Non-MBE   | Contamination<br>Screening/Geotechnical | \$0.00                                |
| Conсор Engineers                           | Non-MBE   | Independent Peer Review                 | \$0.00                                |
| STV  | Non-MBE   | Roadway/Drainage/Structure              | \$120,274.70                          |

Attach additional list of subcontractors/sub-consultants as needed

| CONSULTANT/SUBCONTRACTOR/SUPPLIER TOTAL VALUES |                     |
|--|---------------------|
| African-American Participation Total           | \$0.00 (0%)         |
| Hispanic-American Participation Total          |                     |
| Native-American Participation Total            |                     |
| Asian-American Participation Total             |                     |
| Woman Participation Total                      | \$0.00 (0%)         |
| Non-MBE Participation Total                    | \$120,274.70 (100%) |

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: J. Keith Jackson Title: STV Project Manager Date: October 13, 2021

Print Name: J. Keith Jackson, P.E.







# City of Jacksonville, Florida

*Lenny Curry, Mayor*

Department of Public Works  
Engineering & Construction Management Division  
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www.caj.net

ONE CITY ONE JACKSONVILLE

October 1, 2021

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

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

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

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

SUBJECT: P-10-17 Construction Engineering and Inspection (CEI) Services for  
City Bridge Projects-Annual Contract Amendment 2 POA-70092-20

Contract #7420-14 between the City and Eisman & Russo, Inc. for Construction Engineering and Inspection (CEI) Services for City Bridge Projects-Annual Contract expires on November 1, 2021. All work has been performed satisfactorily for the past two years. Section 1.2 of the contract allows for two, two year renewals. Therefore, we wish extend the contract for the 2<sup>nd</sup> of the two year renewals. There is no rate increase associated with this amendment. Eisman & Russo, Inc. is committed to meeting the 20% JSEB Participation Percentage Plan for this contract.

Accordingly, this is to recommend that Contract No. 7420-14, originally executed November 2, 2017 between the City and Eisman & Russo, Inc. for Construction Engineering and Inspection (CEI) Services for City Bridge Projects-Annual Contract be amended to extend the Period of Service from November 1, 2021 to November 1, 2023; with all other terms and conditions of the Agreement remaining unchanged.

JPP/lw

cc: Lori West, Engineering and Construction Management



*PR*



September 1, 2021

Lori West  
Department of Public Works  
City of Jacksonville  
214 N. Hogan Street, 10<sup>th</sup> Floor  
Jacksonville, FL 32202

RE: P-10-17, City Contract No. 7420-14  
CEI Services for City Bridge Projects

Dear Ms. West:

Eisman & Russo, Inc. is pleased to request an extension to the above referenced contract. The current contract period is valid thru November 1, 2021. In its sole discretion, the City of Jacksonville may renew the above referenced contract for up to two (2) two (2) year periods. With this letter, Eisman & Russo respectfully requests that the contract be extended for the second of these two (2) year periods. Please note that our contract rates will remain the same as approved on the original contract and Eisman & Russo is committed to meeting the 20% JSEB goal.

Please contact me if you have any issues at (904) 733-1478. Thank you for your time and consideration.

Sincerely,

EISMAN & RUSSO, INC.

A handwritten signature in blue ink that reads "Antonio Mahfoud".

Antonio Mahfoud, P.E.  
President





# 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  
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ONE CITY ONE JACKSONVILLE

September 30, 2021

## MEMORANDUM

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

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

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

Jill Enz, Manager,  
Parks Development and Natural Resources *Jill Enz*

**SUBJECT:** P-20-19 Architectural and Engineering Services for Miscellaneous Park Improvements-  
Annual Contract – West Contract # 8003-11 Amendment 1 POA-70011-20

Contract #8003-11 with Hanson Professional Services, Inc. is set to expire on November 22, 2021. All work has been performed satisfactorily for the past two years. Section 1.2 of the contract allows for two, two year renewals. Therefore, we wish to extend the contract for the 1st of the two year renewals. There is no rate increase associated with this amendment. Hanson Professional Services, Inc. is committed to meeting the 20% JSEB goals established for this contract.

Accordingly, this is to recommend that Contract No. 8003-11, originally executed November 22, 2019, between the City and Hanson Professional Services, Inc. for Architectural and Engineering Services for Miscellaneous Park Improvements- Annual Contract – West, be amended by extending the Period of Service from November 22, 2021 to November 21, 2023 and to increase the maximum indebtedness by \$2,000,000.00, to a new maximum of \$4,000,000.00, with all other terms and conditions of the Agreement remaining unchanged.

RGS/lw

Attachments: Renewal Request

cc: Lori A. West, Engineering & Construction Management  
Richard Cooper, Engineering & Construction Management

*SS*



Hanson Professional Services Inc.  
8075 Gate Parkway West  
Suite 204  
904-737-0000  
www.hanson-inc.com

August 31, 2021

Lori A. West  
Engineering Contract Manager  
City of Jacksonville  
Engineering and Construction Management Division  
214 N. Hogan Street, 10<sup>th</sup> Floor  
Jacksonville, FL 32202

RE: AE Svcs Misc. Park Imp. West P-20-19

Dear Ms. West:

We understand that the above-mentioned Hanson contract is set to expire on 11/22/21. With this contract we have 2 @ 2-year renewals available for contract extension. At this time, we would like to request to exercise the contract renewal option. We will continue with our current hourly rates, and we commit to meeting the 20% JSEB goals established in the contract.

Thank you.

Sincerely,

Chantal Bowen, PE  
Sr. Project Manager