

PUBLIC NOTICE
PSEC AGENDA
PROFESSIONAL SERVICES EVALUATION COMMITTEE MEETING
Thursday, November 2, 2023, 10:00 a.m.
Eighth Floor, Conference Room 851
Ed Ball Building, 214 N. Hogan Street
Jacksonville, FL 32202

Join Teams Meeting

For Teams link, please visit coj.net/departments/finance/procurement

The Chief of the Procurement Division offers the following items for the PSEC Agenda. The posting of this agenda serves as an official notice of the City's intended decision for all recommended actions above the formal threshold. Please refer to 126.106(e), if you wish to protest any of these items.

Committee Members: Robert Waremburg, Chairman
Brennan Merrell, Treasury
James McCain, Jr., OGC

Subcommittee Members	ITEM #	BID/RFP #	TITLE & ACTION	MOTION	CONTRACT EXP	OUTCOME
Karen Bowling Brittany Norris	1	P-35-23	Subcommittee Report State Lobbyist Office of the Mayor	It is the consensus of the committee that of the six(6) proposals received in response to the Request for Proposals, 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: 3) Becker & Poliakoff P.A. 1) The Fiorentino Group 2) The Southern Group We recommend the above list is forwarded to the Mayor for final selection so that fee and contract negotiations may begin with The Fiorentino Group , the number one(1) ranked firm.		
Keith Powers Andre Ayoub	2	P-09-21	Contract Amendment No. 4 Disaster Recovery and Mitigation Consulting Services Jacksonville Fire and Rescue Department	That Contract No. 71181-21 between the Jacksonville Fire and Rescue Department and Ernst & Young, LLP for Disaster Recovery and Mitigation Consulting Services, be amended to increase the maximum indebtedness by \$2,374,000.00 to a new not-to-exceed amount of \$4,374,000.00. All other terms and conditions as previously amended, shall remain unchanged.	09/25/24	
Lori Boyer Guy Parola	3	P-38-23	Introduce & Review Scope Shipyards West CRA Project Design Services Consultant Downtown Investment Authority(DIA)	That the committee approve the Scope of Services/Request for Proposal as presented with such minor changes thereto as may be approved by the Chief of Procurement and Office of General Counsel appropriate to clarify the intent of the using agency and to ensure compliance with the City's ordinances, Procurement policies and applicable federal and state laws.		
Daryl Joseph Lori Boyer	4	P-38-21	Contract Amendment No. 1 Shipyards West Public Park Design Downtown Investment Authority(DIA)	That Contract No. 71920-22, originally executed August 23, 2022, between the City Of Jacksonville and Agency Landscape + Planning, LLC for Shipyards West-Kids Kampus Replacement Park CIP Scope be amended to ratify the contract from October 1, 2023 to date of award and change the contract period of service to project completion; incorporate the attached Scope of Services identified as Exhibit 'C' and Fee Summary identified as Exhibit 'D', increase the not-to-exceed limit for Design Services by	09/30/23	

				\$1,140,169.00 to a new limit \$2,525,381.00; thereby increasing the maximum indebtedness by \$1,140,169.00 to \$2,525,381.00. All other terms and conditions shall remain the same.		
Travis Jeffrey Chiquita Moore	5	P-39-18	Contract Amendment No. 1 Bond Underwriter Services Jacksonville Housing Finance Authority	That the Contract between the Jacksonville Housing Finance Authority and RBC Capital Markets, LLC for Bond Underwriter Services be amended to ratify the contract from September 30, 2023 ,to date of award and extend the period of service to September 30, 2024, with one (1) renewal remaining. All other terms and conditions shall remain the unchanged.	09/30/23	
Travis Jeffrey Chiquita Moore	6	P-40-18	Contract Amendment No. 1 Financial Advisor Jacksonville Housing Finance Authority	That the Contract between the Jacksonville Housing Finance Authority and The Hendrickson Company and the Community Concept Group, Inc., for Financial Advisor Services be amended to ratify the contract from September 30, 2023 ,to date of award and extend the period of service to September 30, 2024, with one (1) renewal remaining. All other terms and conditions shall remain unchanged.	09/30/23	
Travis Jeffrey Chiquita Moore	7	P-41-18	Contract Amendment No. 1 Bond Trustee Jacksonville Housing Finance Authority	That the Contract between the Jacksonville Housing Finance Authority and The Bank of New York Mellon Trust Company, N.A. and the Community Concept Group, Inc., for Bond Trustee Services, be amended to ratify the contract from September 30, 2023,to date of award and extend the period of service to September 30, 2024, with one (1) renewal remaining. All other terms and conditions shall remain unchanged.	09/30/23	
Robin Smith Thomas McKnight	8	P-25-20	Contract Amendment No. 1 CEI Services for Mayport Dock Redevelopment Department of Public Works/Engineering & Construction Management Division	That Contract No. 71375-21, originally executed January 12, 2022, between the City and AE Engineering, Inc. for CEI for Mayport Dock Redevelopment, be amended to incorporate the attached Fee Schedule identified as Exhibit 'C', increase the not-to-exceed limit for Construction Engineering and Inspection Services by \$104,755.20 to a new limit of \$897,823.01, thereby increasing the maximum indebtedness by \$104,755.20, to a new maximum indebtedness of \$897,823.01. All other terms and conditions shall remain the same.	<i>"To Project Completion"</i>	
Robin Smith Thomas McKnight	9	P-09-23	Introduce & Review Scope Engineering and Inspection Services for 3 Swimming Pool Projects Department of Public Works	That the committee approve the Scope of Services/Request for Proposal as presented with such minor changes thereto as may be approved by the Chief of Procurement and Office of General Counsel appropriate to clarify the intent of the using agency and to ensure compliance with the City's ordinances, Procurement policies and applicable federal and state laws.		
Robin Smith Thomas McKnight	10	P-43-23	Introduce & Review Scope Construction Engineering and Inspection Services for City Bridge/Structure Projects Under \$4M Department of Public Works	That the committee approve the Scope of Services/Request for Proposal as presented with such minor changes thereto as may be approved by the Chief of Procurement and Office of General Counsel appropriate to clarify the intent of the using agency and to ensure compliance with the City's ordinances, Procurement policies and applicable federal and state laws.		
Robin Smith Thomas McKnight	11	P-44-23	Introduce & Review Scope Professional Services for Various Pedestrian Improvement and Sidewalk Projects – Annual Contract Department of Public Works	That the committee approve the Scope of Services/Request for Proposal as presented with such minor changes thereto as may be approved by the Chief of Procurement and Office of General Counsel appropriate to clarify the intent of the using agency and to ensure compliance with the City's ordinances, Procurement policies and applicable federal and state laws.		
Robin Smith Nikita Reed	12	P-45-23	Introduce & Review Scope Engineering Design Services for Hopkins Creek Regional Stormwater Improvements Department of Public Works	That the committee approve the Scope of Services/Request for Proposal as presented with such minor changes thereto as may be approved by the Chief of Procurement and Office of General Counsel appropriate to clarify the intent of the using		

				agency and to ensure compliance with the City's ordinances, Procurement policies and applicable federal and state laws.		
Robin Smith Daniel VanSickle	13	P-03-23	Fee & Contract Negotiations Engineering Design Services for Shindler Drive Phase 2 Department of Public Works/ Engineering & Construction Management Division	That the City of Jacksonville enter into a contract with GAI Consultants, Inc., for Engineering Design Services for Shindler Drive Phase 2, that incorporates the attached Scope of Services identified as Exhibit 'A' and Fee Schedule identified as Exhibit 'B', provide a lump-sum amount for Design Services in the amount of \$1,911,227.21 and not-to-exceed limits for: Geotechnical in the amount of \$260,880.88, Survey in the amount of \$244,346.00, Environmental in the amount of \$55,535.40, Public Involvement in the amount of \$37,840.00, Traffic Counts in the amount of \$11,770.00, Utility Coordination in the amount of \$35,403.55, SUE in the amount of \$69,400.81, with a maximum indebtedness to the City in the amount of \$2,626,403.85 and with an expiration date of project completion. All other terms and conditions are as provided in the RFP and the City's standard contract language.		
Robin Smith James Carroll	14	P-10-17	Contract Amendment No. 3 Construction Engineering and Inspection (CEI) Services for City Bridge Projects - Annual Contract Department of Public Works/ Engineering & Construction Management Division	That Contract No. 7420-14, originally executed November 2, 2017, between the City Of Jacksonville and Eisman & Russo, Inc., for Construction Engineering and Inspection (CEI) Services for City Bridge Projects - Annual Contract be amended to ratify contract to date of award and extend period of service to May 1, 2024. All other terms and conditions as previously amended shall remain the unchanged.	11/01/23	
Robin Smith James Carroll	15	P-16-19	Contract Amendment No. 2 Professional Structural Engineering Services Department Of Public Works/ Engineering & Construction Management Division	That Contract No. 10425-02, originally executed November 15, 2019, between the City Of Jacksonville and STV, Inc., for Professional Structural Engineering Services, be amended to incorporate the attached request to increase the rates identified as Exhibit 'C'; extend the period of service from November 16, 2023, thru November 15, 2025, and increase the maximum indebtedness by \$3,000,000.00 to a new not-to-exceed maximum of \$9,000,000.00. All other terms and conditions shall remain unchanged.	11/16/23	
Robin Adams Chris Cicero	16	N/A	Informational Update Contract Amendment No. 2 Investment Consulting Services for 457(b) Deferred Compensation and 401(a) Defined Contribution Plans Finance and Administration Department/Treasury	The Treasury Division hereby notifies PSEC in accordance with Section 126.313 of the Purchasing Code and the related Treasury and Pension Procurement Procedures, that Contract No. 10624, originally executed February 1, 2019, between the City and Aon Hewitt Investment Consulting, Inc., Professional Services as Investment Consultant, be amended by exercising the second and final renewal option extending the period of services from February 1, 2024, thru January 31, 2026, and increasing the maximum indebtedness by \$221,400.00 to a new total maximum of \$721,400.00. This amount includes an additional not-to-exceed \$21,400.00 for additional services performed and invoiced basis. All other terms and conditions, as amended shall remain the same except for such changes as the Office of General Counsel may deem appropriate to ensure compliance with the City's Ordinances, Procurement policies and procedures and applicable federal and state laws.	01/31/24	
Meeting Adjourned: _____						

"The next PSEC meeting is scheduled to be held on Thursday, November 16, 2023."



OFFICE OF THE MAYOR

DONNA DEEGAN
MAYOR

CITY HALL SUITE 400
117 W. DUVAL STREET
JACKSONVILLE, FL 32202

MEMORANDUM

TO: Dustin Freeman, Chief Of Procurement

FROM: Karen Bowling, Chief Administrative Officer
On behalf of Mayor Deegan

Brittany Norris, Director of Intergovernmental Affairs
On behalf of Mayor Deegan

DATE: October 18th, 2023

SUBJECT: P-35-23 State Lobbyist

The Office of the Mayor received six (6) proposals for the State Lobbyist and found all to be responsive, interested, qualified and available to provide the services required by the Request for Proposal (RFP).

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

Based on the above, the following companies listed alphabetically and ranked were determined to be qualified and available to perform the required services and they are:

- 3) Becker & Poliakoff P.A.
- 1) The Fiorentino Group
- 2) The Southern Group

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

Attachment(s): Scoring Matrix

FIRE AND RESCUE DEPARTMENT



October 11, 2023

TO: Dustin Freeman, Chief of Procurement

FROM: Keith Powers, Director/Fire Chief
Andre Ayoub, Chief of Emergency Preparedness

RE: P-09-21 Disaster Recovery and Mitigation Consulting Svcs - Amd #4

The Jacksonville Fire and Rescue Department is requesting contract POA-71181-21 with Ernst & Young, LLP be amended to increase the maximum indebtedness by \$2,374,000.00 for a revised total maximum indebtedness not-to exceed \$4,374,000.00, with no other changes to the current terms and conditions.

Funding for this award to be encumbered by account as follows:

10602.122001.531090.000000.00000000.000000.00000000
(Activity will vary per event)

If you have any questions, please contact Dan Pearson at (904) 255-3265.

SW//dp

A handwritten signature in black ink, appearing to be "DP", is located to the left of the text "SW//dp".





Ernst & Young LLP
2926 Gran Bay Pkwy
Suite 500
Jacksonville, FL 32258

Tel: +1 214 969 8639
Fax: +1 886 697 1798
ey.com

Mr. Andre Ayoub
Director, Emergency Preparedness Division
City of Jacksonville
515 North Julia Street
Jacksonville, Florida 32202

October 10, 2023

Re: Contract #71181-21 Additional Funding

Dear Director Ayoub:

Ernst & Young LLP (EY) would like to request additional funds for Contract #71181-21. As of today, EY has provided invoices to the City of Jacksonville (the City) for fees and expenses incurred through September 30th, 2023 and expended a majority of the funds; thus, requiring additional funds for the current approved contract period ending September 26th, 2024. The analysis conducted provides additional funding needs of \$2,374,000, inclusive of the most recently declared event, Hurricane Idalia.

The analysis is based upon the scope of work that was agreed upon in the current contract and considers tasks to move the PA process forward for Hurricanes Matthew, Irma and Dorian, Ian, Nicole, and Idalia. This budget amount includes estimates including, but not limited to, project submissions, obligations, requests for reimbursement (RFRs), quarterly reporting, time extension requests, FEMA and FDEM requests for information, preparation of relevant disaster reconciliations, project closeouts, and potential appeals.

We believe EY is well qualified to keep providing these services to the City. We are currently supporting the City with grant management, compliance and administrative services in connection with the applications for reimbursement from State and Federal agencies and feel that we have built a strong relationship with JFRD, the City, each City department, the State of Florida, the past FEMA teams and the current FEMA team. The EY team has greatly enjoyed working with the City and JFRD for the last several years and look forward to a long-lasting relationship well beyond the recovery efforts of these five events.

If you have additional questions or need more information, please contact me at 1 (817) 706-7108 or allen.melton@ey.com. Thank you for an opportunity to keep serving the City of Jacksonville.

Yours sincerely,

Allen Melton
Partner



City of Jacksonville, Florida

Donna Deegan, Mayor

Procurement Division
Ed Ball Building
214 N. Hogan Street, Suite 800
Jacksonville, Florida 32202

ONE CITY. ONE JACKSONVILLE.

September 21, 2023

The Honorable Donna Deegan, Mayor
City of Jacksonville
4th Floor, St. James Building
Jacksonville, FL 32202

Dear Mayor Deegan:

Ref: P-09-21 Disaster Recovery and Mitigation Consulting Services (Amendment No.3)
Jacksonville Fire and Rescue Department/Emergency Preparedness

Pending Execution

The Professional Services Evaluation Committee met today in Board Room 851 on the eighth floor of the Ed Ball Building, for the purpose of amending the above-referenced contract.

The following motion/recommendation was adopted:

That Contract No. 71181-21 between the City of Jacksonville and Ernst & Young, LLP for Disaster Recovery and Mitigation Consulting Services for Incidents and Events, be amended to exercise the first renewal option extending the period of service from September 27, 2023, thru September 26, 2024, with two (2) renewal options remaining. The maximum indebtedness shall remain a not-to-exceed amount of \$2,000,000.00. All other terms and conditions shall remain unchanged.

If the foregoing meets your approval, please affix your signature and return to my office.

Respectfully submitted,

For: Dustin Freeman, Chief
Procurement Division
Chairman, Professional Services
Evaluation Committee

APPROVED:

Donna Deegan, Mayor

This *25th* day of *September*, 2023

DF: ab

cc: Council Auditor,
James McCain, Jr., OGC
Subcommittee Members

Karen Bowling
Chief Administrative Officer
For: Mayor Donna Deegan
Under Authority Of:
Executive Order No: 2023-02

SECOND AMENDMENT
TO
SERVICES CONTRACT
BETWEEN
CITY OF JACKSONVILLE
AND
ERNST & YOUNG, LLP
FOR

71181-21
AMO#2

DISASTER RECOVERY & MITIGATION CONSULTING SERVICES

THIS SECOND AMENDMENT to Contract for Disaster Recovery and Mitigation Consulting Services for incidents and events is made and entered into this 21 day of July, 2023, by and between the CITY OF JACKSONVILLE, a consolidated municipal corporation and political subdivision existing under the Constitution and laws of the State of Florida (the "City"), and ERNST & YOUNG, LLP, a limited liability partnership with its principal office at 5 Times Square, Suite 2000, New York, New York 10036 (the "Consultant").

WHEREAS, on September 27, 2021, City and Consultant made and entered into City of Jacksonville Contract No. 71181-21 (the "Contract"); and

WHEREAS, said Contract has been amended once previously; and

WHEREAS, said Contract should be amended further by adding \$400,000.00 to the Hurricane Dorian Disaster Recovery Account, the Hurricane Ian Disaster Recovery Account, and the Hurricane Nicole Disaster Recovery Account, thereby increasing the maximum indebtedness by \$400,000.00 to a new total maximum indebtedness not to exceed \$2,000,000.00, with all other provisions, terms, and conditions of said Contract remaining unchanged; now therefore

IN CONSIDERATION of the premises and the mutual covenants contained below and of other good and valuable consideration acknowledged by the parties to be sufficient, the parties agree to amend said Contract as follows:

1. The above-stated recitals are accurate, true, and correct and are incorporated herein and made a part hereof by this reference.

2. Section 3 of said Contract is amended by adding \$400,000.00 to the Hurricane Dorian Disaster Recovery Account (10602.122001.531090.008913.00000000.0.0), the Hurricane Ian Disaster Recovery Account (10602.122001.531090.000000.00001854.0.0), and the Hurricane Nicole Disaster Recovery Account (10602122001.531090.000000.00001856.0.0), thereby

increasing the maximum indebtedness by \$400,000.00 to a new total maximum indebtedness not to exceed \$2,000,000.00, and as amended shall read as follows:

"3. **Maximum Indebtedness.** As required by Section 106.431, *Ordinance Code*, City's maximum indebtedness for the Services under this Contract for the period of service shall be a fixed monetary amount not to exceed TWO MILLION AND 00/100 DOLLARS (\$2,000,000.00).

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

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

ATTEST:

By


James R. McLean, Jr.
Corporation Secretary




CITY OF JACKSONVILLE

By



Donna Deegan
Mayor


Karen Bowling
Chief Administrative Officer
For: Mayor Donna Deegan
Under Authority Of:
Executive Order No: 2023-02

WITNESS:

By

Signature

Type/Print Name

Title

ERNST & YOUNG, LLP

By


Signature

ALLEN MELTON
Type/Print Name

PARTNER
Title

Encumbrance and funding information for internal City use:

Account:.....

Amount:..... \$400,000.00

Maximum Indebtedness: \$2,000,000.00

The above-stated amount is the maximum fixed monetary amount of the foregoing contract.

In accordance with Section 24.103(e), *Ordinance Code*, I do hereby certify that there is an unexpended, unencumbered, and unimpounded balance in the appropriation sufficient to cover the foregoing agreement.



Director of Finance
City Contract #71181-21, 2nd Amendment

Form Approve:



Office of General Counsel



City of Jacksonville, Florida

Donna Deegan, Mayor

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

A NEW DAY.

October 24, 2023

TO: Dustin Freeman, Chairman
Professional Services Evaluation Committee

THRU: Nina Sicker, P.E. *Nina Sicker*
Director of Public Works

FROM: Robin G. Smith, PE *Robin G. Smith*
Chief, Engineering & Construction Management

Daryl T. Joseph *Daryl T. Joseph*
Director, Parks, Recreation and Community Services

Lori Boyer *Lori Boyer*
Downtown Investment Authority CEO

SUBJECT: Amendment 1/ PO 651841-23 P-38-21 Contract 71920-22
Agency Landscape + Planning, LLC
Shipyards West-Kids Kampus Replacement Park CIP Scope

As a result of expanded scope based on the 30% drawings estimated construction costs, additional services will be needed. Negotiations have resulted in the attached Scope of Services Exhibit C and Fee Summary, Exhibit D. The encouragement plan was utilized for this contract.

Accordingly, this is to recommend that contract 71920-22, originally executed August 23, 2022, between the City of Jacksonville and Agency Landscape + Planning, LLC for Shipyards West-Kids Kampus Replacement Park CIP Scope be amended to incorporate the attached Scope of Services, Exhibit C and Fee Summary, Exhibit D to increase the Not to Exceed limit for Design Services by \$1,140,169.00 to a new limit of \$2,525,381.00, thereby increasing the maximum indebtedness by \$1,140,169.00 to \$2,525,381.00 and to change the project expiration from September 30, 2023 to Project Completion. All other terms and conditions are as provided in the RFP and the City's standard contract language.

Funding for this project is as follows:

32124.153119.565031.010606.00000000.00000.00000000	\$1,114,474.98
32124.153119.565051.010606.00000000.00000.00000000	\$ 25,694.02
TOTAL	\$1,140,169.00

NS/tw

Attachment: Exhibits C & D

cc: Jill Enz, Parks, Recreation and Entertainment

A

Jill Enz, PLA, ASLA
Chief of Natural and Marine Resources
City of Jacksonville | Parks, Recreation and Community Services
214 N. Hogan Street
Jacksonville, FL 32202

May 30, 2023

Re: Jacksonville Shipyard West Additional Services Request - Amendment #1 (Agency Project AG2133)

Dear Jill,

Per the requirements of the Services Contract (Contract) for the Shipyards West Park project, between the City of Jacksonville (Client) and Agency Landscape + Planning executed August 23, 2022, this is to request your consideration of an additional services request to adjust the fee based on an increase in the project budget.

The Contract anticipated a project of approximately \$22.5 million dollars of construction including \$4 million dollars of architecture. The approved 30% drawings describe approximately \$50 million dollars of construction including \$11M of architecture.

We are requesting the following additional fee to deliver 60% drawings:

Scope	Design Fee	Construction Cost	Fee for 60% Drawings*	Existing Fee	Proposed Additional Fee
60% Drawings	12%	\$50,000,000	\$1,500,000	\$540,487	\$959,513

*60% drawings typically represent 25% of the total design fee to get through construction.

Schedule

We anticipate 60% drawings to be delivered by November of 2023.

Compensation

Our estimated fee for this scope of services is \$1,500,000. With credit remaining from the existing contract, this additional services request is for \$959,513.

Sincerely,



Gina Ford, FASLA
Principal and Co-Founder
Agency Landscape + Planning

Agency
Landscape + Planning

FEE BY TEAM: ADDITIONAL KKR / CIP SCOPE

CONTRACT FEE SUMMARY													
CITY OF JACKSONVILLE, FLORIDA													
PART 1. GENERAL INFORMATION													
Project: Shipyard West Public Park Design: Additional KKR / CIP SCOPE			Proposal #P-38-21		Firm: Agency Landscape + Planning LLC			Date: 8/26/2023					
PART 2. LABOR HOURS													
Phase	Principal		Project Manager		Level 3 - Senior LA		Level 2 - LA		Level 1 - LA		Admin		
	Hours	Rate	Hours	Rate	Hours	Rate	Hours	Rate	Hours	Rate	Hours	Rate	
7. KKR Additional Scope Design Development (60% Design)	7	154	\$13,860	180	\$12,600	300	\$15,000	660	\$26,400	700	\$24,500	31	\$783
8. KKR Additional Scope Regulatory Approvals (60%)	8	26	\$2,340	60	\$4,200	75	\$3,750	40	\$1,600	50	\$1,750	10	\$250
Optional (Not in Contract)													
9. KKR Scope Option to Proceed (by Client)	9	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0
10. KKR Scope Construction Documents (100%)	10	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0
TOTAL DIRECT LABOR			\$16,200		\$16,800		\$18,750		\$28,000		\$26,250		\$1,033
Overhead (Combined Fringe Benefit & Administrative)													
Overhead Rate 150% x Total Direct Labor			\$24,300	\$25,200	\$28,125	\$42,000	\$39,375	\$1,550					
SUBTOTAL: Labor + Overhead			\$40,500	\$42,000	\$46,875	\$70,000	\$65,625	\$2,683					
Profit (Labor Related Costs) x 10%			\$4,050	\$4,200	\$4,688	\$7,000	\$6,563	\$258					
TOTAL PART 2	\$294,341	\$44,600	\$46,200	\$61,563	\$77,000	\$72,168	\$2,841						
PART 3. OTHER COSTS													
SUBCONSULTANTS (Worksheets available on request)													
			JSEB		JSEB								
				\$	%								
Haskell	\$93,654	N	\$0	0.00%									
HLB Lighting	\$70,686	N	\$0	0.00%									
Mechling	\$92,896	Y	\$92,896	48.41%									
Meskel	\$105,036	Y	\$105,036	54.73%									
Moffett & Nichol	\$111,000	N	\$0	0.00%									
WXY	\$191,900	N	\$0	0.00%									
Subconsultant Total	\$645,172												
Subconsultant Total plus Total Part 2	\$899,613		\$197,932	21%									
Reimbursable Travel Expenses (9% of fee)	\$86,356												
Reimbursable Barge Rental Expense (if needed)	\$94,300												
TOTAL PART 3	\$1,140,168	Total Contract Value											

Schedule of Tasks	
7. KKR Design Development (60% Design)	18 weeks
8. KKR Regulatory Approvals (60%)	4 weeks
9. KKR Scope Option to Proceed (by Client)	Not in Contract
10. KKR Scope Construction Documents (100%)	Not in Contract

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

PART I - GENERAL

1. Project SHIPYARDS WEST - ADDITIONAL KIDS KAMPUS REPLACEMENT PARK CIP SCOPE SHIPYARDS WEST - KIDS KAMPUS REPLACEMENT PARK CIP SCOPE	2. Proposal No. / Contract No. P-38-21 / TBD
3. Name of Consultant or Subconsultant: Agency Landscape + Planning	4. Date of Proposal August 24, 2023

PART II - LABOR RELATED COSTS

5. Direct Labor	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Principal Landscape Architect	\$ 90.00	180	\$ 16,200.00	
Director & Project Manager	\$ 70.00	240	\$ 16,800.00	
L3 - Senior Landscape Architect	\$ 50.00	375	\$ 18,750.00	
L2 - Landscape Architect	\$ 40.00	700	\$ 28,000.00	
L1 - Landscape Designer	\$ 35.00	750	\$ 26,250.00	
Administrative	\$ 25.00	41.32	\$ 1,033.09	
			\$ 0.00	
TOTAL DIRECT LABOR	\$ 46.81	2286.3235		\$ 107,033
6. Overhead (Combined Fringe Benefit & Administrative)				
Overhead Rate	150 % x Total Direct Labor			\$ 160,550
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				\$ 267,583
8. PROFIT: Labor Related Costs (Item 7)			x 10%	\$ 26,758

PART III - OTHER COSTS

9. Miscellaneous Direct Costs (Reimbursable/Not to Exceed)				
Reimbursable Expenses (standard)	x 9%	\$	86,356.17	
Reimbursable Expenses (potential barge rental by Meskel)		\$	94300.00	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL				\$ 180,656
10. SUBCONSULTANTS (Lump Sum)				
- Civil, Structural, MEP Engineer (Haskell)		\$	93,654	
- Lighting Design (HLB)		\$	70,686	
- Environmental (Mechling)		\$	92,896	
- Geotechnical (Meskel)		\$	105,036	
- Marine Engineer (Moffatt & Nichol)		\$	111,000	
- Architect (WXY)		\$	191,900	
		\$		
SUB-CONTRACT SUB-TOTAL (Reimb/NTE)				\$ 665,172
11. SUBCONTRACTS (Reimbursable/Not to Exceed)				
- Survey		\$		
- Geotechnical		\$		
- Environmental		\$		
		\$		
		\$		
SUB-TOTAL REIMBURSABLES				\$ -

PART IV - SUMMARY

TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables) (Items 5, 6, 8, 9, 10, and 11)	\$ 1,140,169
12. TOTAL PRIOR CONTRACT AMOUNT	\$ 1,385,212.00
TOTAL AMENDED CONTRACT AMOUNT	\$ 2,525,381.00

Jacksonville Shipyards West (SYW) - KGRP
 50% DD - Haskell Additional Scope of Services
 August 25, 2023



Dear Ms. Gina Ford,

The scope below outlines Haskell's proposed additional design services during the added 50% Design Development phase of the project including all design scope revisions after Task 6: Final Schematic Design.

Task 6.5: KGRP - 50% Design Development

- Site Coordination
 - Anticipated Remedial Action Plan with site environmental controls.
- Site Design
 - Revised Park & amenities Programming
 - Layout & Geometry Plan (*Haskell Civil*)
 - Existing Conditions Plan (2 sheets). (*Haskell Civil*)
 - Geometry Plan (2 sheets). Coordination with hardscape, site furnishings, play equipment, splash pad, and/or lighting. (*Haskell Civil*)
 - Geometry Details (1 sheet). (*Haskell Civil*)
 - Preliminary Site Grading & Drainage Plans (*Haskell Civil*)
 - Drainage Plan coordination with hardscape, site furnishings.
 - On-site stormwater conveyance systems to utilize offsite regional credits.
 - Erosion Control and Sedimentation Plan (*Haskell Civil*)
 - Erosion & Sediment Control Plan
 - Site Utility Plans (*Haskell Civil*)
 - Utility Plan coordination with hardscape, site furnishings
- Building Engineering Plans – Events Pavilion Design scope revisions and added Exhibit Space
 - Structural review of additional Geotechnical for revised design (*Haskell Structural*)
 - Additional Engineering support for revised architectural concepts:
 - Structural (*Haskell Structural*)
 - HVAC (*Haskell Mechanical*)
 - Plumbing (*Haskell Plumbing*)
 - Electrical (*Haskell Electrical*)
- Estimate of probable construction cost (*Haskell Estimating*)
 - Assist Agency with additional construction costs overview for Design Scope revisions:
 - Site, Events Pavilion w/ Exhibit Space
 - Revised Civil, Structural, Mechanical, Electrical and Plumbing Designs
- Quality Assurance (*Haskell Quality*)
 - Review & coordination of additional geotechnical borings for Events Pavilion.
- Project Design Management and Administrative Support
- Additional AE meetings via Teams (*Haskell Design Team*)

[attached: DIA Shipyards West_CIP_Engineering Rate and Fee Form_Haskell_2023-08-25]

Sincerely,

 A handwritten signature in blue ink, appearing to read 'Christopher D. Flagg', is written over a circular blue stamp.

Christopher D. Flagg, FASLA
 Vice President, AE Operations Principal

Exhibit B				
CONTRACT FEE SUMMARY FORMAT FOR ENGINEERING DIVISION				
CITY OF JACKSONVILLE, FLORIDA				
PART I - GENERAL				
1. Project DIA Shipyards West (CIP-KKRP) Additional Services - Added Scope			2. Proposal No. / Contract No. P-38-21 / TBD	
3. Name of Consultant or Subconsultant: Haskell			4. Date of Proposal August 25, 2023	
PART II - LABOR RELATED COSTS				
5. Direct Labor	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Design Manager	\$ 136.00	20	\$ 2,720.00	
Design Engineer - Civil	\$ 150.00	75	\$ 11,250.00	
Designer - Civil	\$ 70.00	50	\$ 3,500.00	
Design Engineer - Structural	\$ 145.00	22	\$ 3,190.00	
Designer - Structural	\$ 70.00	15	\$ 1,050.00	
Design Engineer - Plumbing	\$ 100.00	20	\$ 2,000.00	
Design Engineer - Mechanical	\$ 145.00	20	\$ 2,900.00	
Designer - Mechanical	\$ 70.00	10	\$ 700.00	
Design Engineer - Electrical	\$ 145.00	20	\$ 2,900.00	
Designer - Electrical	\$ 70.00	10	\$ 700.00	
Estimating	\$ 95.00	20	\$ 1,900.00	
Quality Assurance	\$ 95.00	10	\$ 950.00	
Clerical - Admin Assistant	\$ 37.00	8	\$ 296.00	
TOTAL DIRECT LABOR	\$ 113.52	300		\$ 34,056.00
6. Overhead (Combined Fringe Benefit & Administrative)				
Overhead Rate			150 % x Total Direct Labor	\$ 51,084.00
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				\$ 85,140.00
8. PROFIT: Labor Related Costs (Item 7)				x 10% \$ 8,514.00
PART III - OTHER COSTS				
9. Miscellaneous Direct Costs (Lump Sum)				
Printing			\$ 0.00	
Transportation & Shipping			\$ 0.00	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL				\$ -
10. SUBCONSULTANTS (Lump Sum)				
- Survey			\$	
- Geotechnical			\$	
- Environmental			\$	
SUB-CONTRACT SUB-TOTAL (Reimb/NTE)				\$ -
11. SUBCONTRACTS (Reimbursable/Not to Exceed)				
- Survey			\$	
- Geotechnical			\$	
- Environmental			\$	
SUB-TOTAL REIMBURSABLES				\$ -
PART IV - SUMMARY				
TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables) (Items 5, 6, 8, 9, 10, and 11)				\$ 93,654.00
12. TOTAL PRIOR CONTRACT AMOUNT				N.A.
TOTAL AMENDED CONTRACT AMOUNT				N.A.



28 July 2023

Susannah Ross, ASLA
Director, Landscape Architect
Agency L+P
91 Harvey Street, Suite 2
Cambridge, MA 02140
617.686.6861
susannah@agencylp.com

Re: Jacksonville Shipyards West Public Park / Jacksonville, FL

Dear Susannah,

We are pleased to submit this **Additional Services Request** as lighting designers for the above project.

SCOPE OF WORK

The Scope of Services include 60% Design Development services for the CIP scope noted in the base proposal.

SCOPE OF SERVICES

The following professional services and deliverables are included as listed below. The Scope of Services assumes all "local" meetings will occur in Boston, MA.

- 1.1 Participate in conferences with the Client, Owner, Landscape Architect and other Consultants to discuss project concepts, illumination criteria, project cost guidelines, and schedule parameters. Meetings and Travel: Time for up to ten (10) hours of local meetings or online conferences during this phase is included in the fee.
- 1.2 Prepare a Lighting Design Concept Package (8-1/2" x 11" or 11" x 17" digital format) with up to three (3) design schemes for each area type that includes: sketches, illustrated plans and elevations, imagery and other visual presentation elements required for communication of the lighting design intent within the Design Team.
- 1.3 Prepare electric lighting calculations for typical representative space types as required for in-house verification of design concepts. Calculations are used as a design tool to study quality and quantity of luminaires only and are not intended to create photo-realistic presentation renderings.
- 1.4 Prepare updated layouts of proposed luminaires on 2D AutoCAD backgrounds.
- 1.5 Prepare an updated Luminaire Schedule (single-name specification), Product Data Sheets, and sketch recommendations for architectural mounting details.
- 1.6 Prepare general specification Section 26 5113 Architectural Luminaires, Sources, and Components for the architectural luminaires (in CSI format).
- 1.7 Prepare preliminary Lighting Control Intent Zoning Diagrams.

HLB Lighting Design

New York | San Francisco | Los Angeles | Boston | Miami | Denver | Austin

1.8 Provide assistance with the evaluation of a cost estimate (material cost only) prepared by the Contractor/Cost Estimator for specified luminaires and control equipment.

Deliverables in this phase:

- Up to two (2) issuances of the Lighting Design Concept Package
- Up to two (2) issuances of Luminaire Layouts
- Up to two (2) issuances of the Luminaire Schedule and Product Data Sheets Package
- Up to one (1) issuance of Architectural Luminaire Specification Section 26 5113
- Up to one (1) issuance of Control Intent Zoning Diagrams

COMPENSATION FOR PROFESSIONAL SERVICES

The Scope of Services listed herein will be provided as a fixed fee to be billed on a percent complete basis as follows:

CIP SCOPE OF WORK	FEE
60% Design Development	\$64,987.63
 General Reimbursable Expenses	 \$500

The proposal assumes all areas of the Project will be authorized and will proceed on a concurrent schedule. If areas or issuances of documents for the Project are not authorized or proceed on a non-concurrent schedule, the proposal will be subject to further negotiation.

Time spent in out-of-town travel is not anticipated and therefore is not included in the fee.

All other terms and conditions of our previous agreement shall remain in effect.

We trust the above meets with your approval and would appreciate your signing a copy of this additional service request and returning it to us at your earliest convenience. The returned copy will serve as our authorization to proceed.

ACCEPTED BY:

Horton Lees Brogden Lighting Design Inc.

Agency L+P



SIGNATURE

SIGNATURE

Robyn Goldstein, IALD, MIES

NAME

NAME

Principal

TITLE

TITLE

28 July 2023

DATE

DATE

Exhibit B **EXHIBIT D**
CONTRACT FEE SUMMARY FORMAT FOR ENGINEERING DIVISION
CITY OF JACKSONVILLE, FLORIDA

PART I - GENERAL

1. Project Project Name Original Contract	2. Proposal No. / Contract No. P-38-21 / TBD
3. Name of Consultant or Subconsultant: HLB Lighting Design	3. Date of Proposal 6/??/2023

PART II - LABOR RELATED COSTS

5. Direct Labor	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Principle Engineer	\$ 85.98	60	\$ 5,158.80	
Project Manager	\$ 42.68	142	\$ 6,060.56	
Design Engineer	\$ 33.82	180	\$ 6,087.60	
Designer or Technician			\$ 0.00	
Drafter			\$ 0.00	
Field Inspector			\$ 0.00	
Clerical			\$ 0.00	
TOTAL DIRECT LABOR	\$ 45.31	382		\$ 17,306.96
6. Overhead (Combined Fringe Benefit & Administrative)				
Overhead Rate			275.5 % x Total Direct Labor	\$ 47,680.67
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				\$ 64,987.63
8. PROFIT: Labor Related Costs (Item 7)			x	8%
				\$ 5,199.01

PART III - OTHER COSTS

9. Miscellaneous Direct Costs (Lump Sum)				
Printing			\$ 250.00	
Transportation & Shipping			\$ 250.00	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL				\$ 500.00
10. SUBCONSULTANTS (Lump Sum)				
- Survey			\$	
- Geotechnical			\$	
- Environmental			\$	
SUB-CONTRACT SUB-TOTAL (Reimb/NTE)				\$ -
11. SUBCONTRACTS (Reimbursable/Not to Exceed)				
- Survey			\$	
- Geotechnical			\$	
- Environmental			\$	
SUB-TOTAL REIMBURSABLES				\$ -

PART IV - SUMMARY

TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables) (Items 5, 6, 8, 9, 10, and 11)	\$ 70,686.64
12. TOTAL PRIOR CONTRACT AMOUNT	N.A.
TOTAL AMENDED CONTRACT AMOUNT	N.A.

August 25, 2022

Ms. Susannah Ross
Agency Landscape + Planning
91 Harvey Street, Suite 2
Cambridge, MA 02140

RE: Proposal for Environmental Consulting Services, REVISION 2
Shipyards West Public Park Kids Kampus Replacement Project CIP

Dear Ms. Ross:

We appreciate the opportunity to continue providing environmental consulting services as part of the Agency Landscape + Planning Team for the City of Jacksonville's (City's) Shipyards West Public Park Design. We are pleased to provide this proposal for additional services in support of the Agency Landscape + Planning Team's design services.

Project Understanding

We understand that the City has requested that Agency Landscape + Planning provide a proposal for continuing design services for the Shipyards West Public Park Kids Kampus Replacement Project CIP. This proposal provides a preliminary additional scope of work and cost estimate for environmental consultation associated with services necessary to support civil engineering, landscape, and architectural design services and for select Florida Department of Environmental Protection (FDEP) and/or JEA (wastewater utility) environmental permitting that will be required. This proposal assumes that anticipated updates to the design plans will require services in addition to these. We will prepare a proposal for the additional services upon your request.

Proposed Scope of Services

We propose to provide the following services:

- Comparison of locations where civil and/or architectural design show installations or excavations that will extend beneath the elevation of the groundwater table to the locations where soil and groundwater quality data has been previously determined.
- Conduct a soil and groundwater investigation for locations where construction will extend to depths beneath the groundwater table where there is no existing soil and groundwater quality data.
- The soil and groundwater investigation will include installation of soil borings and temporary monitoring wells.
- Dependent upon the location on the site, soil samples will be collected and submitted to a laboratory certified by the State of Florida for some combination of analysis of VOCs by EPA Method 8260, SVOCs by EPA Method 8270, TRPH by the FL-PRO Method, 8 RCRA Metals, and TCLP 8 RCRA Metals.
- Also depending upon the location on the site, groundwater samples will be collected per DEP-SOP-01/01, properly preserved, and submitted to a laboratory certified by the State of Florida for some combination of analysis of VOCs by EPA Method 8260, SVOCs by EPA Method 8270, TRPH by the FL-PRO Method, the 8 RCRA metals plus antimony, chromium (total and hexavalent), copper, mercury, nickel, zinc, and hardness. Turbidity and pH will be measured in the field.

- Prepare a report describing the investigation methodology and findings.
- Update the Soil Management Plan to revise waste disposal options and, if necessary, the Remedial Action Plan for the site based on the investigation findings.
- Prepare a site-specific environmental Health and Safety Plan for use during construction activities
- Prepare permit applications for discharge of produced groundwater (from dewatering) considering discharge to either the JEA sanitary sewer or to the St. Johns River. This task assumes that no design of treatment systems will be required.

Estimated Fees

Our estimated fee on a time and materials basis to provide the noted services is \$92,896.17. Please find attached the City Contract Fee spreadsheet showing the estimated fee breakdown.

Authorization

Please provide an Agency Landscape + Planning agreement to authorize our services.

Schedule

We are prepared to initiate our services upon your written authorization.

Closing

We appreciate the opportunity to provide this proposal. If you have any questions concerning this proposal, please contact me at 904-346-5468 or mmechling@mechlingeng.com.

Sincerely,

Mechling Engineering & Consulting, Inc.



Mark Mechling, P.E.
Principal

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

EXHIBIT D

PART I - GENERAL

1. Project Shipyards West - KKRIP CIP	2. Proposal No. / Contract No. P-38-21, 71920-22
3. Name of Consultant or Subconsultant: Mechling Engineering & Consulting, Inc.	4. Date of Proposal August 25, 2023

PART II - LABOR RELATED COSTS

5. Direct Labor	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Principle (P.E. or P.G.)	\$ 78.36	55	\$ 4,309.80	
Project Manager	\$ 64.90	55	\$ 3,569.50	
Senior Engineer (P.E.)	\$ 64.90	70	\$ 4,543.00	
Project Engineer	\$ 46.15	125	\$ 5,768.75	
Staff Engineer	\$ 36.18	95	\$ 3,437.10	
CADD Designer	\$ 40.00	40	\$ 1,600.00	
Field Technician	\$ 30.00	40	\$ 1,200.00	
Clerical	\$ 25.00	25	625.00	
TOTAL DIRECT LABOR	\$ 49.61	505		\$ 25,053.15
6. Overhead (Combined Fringe Benefit & Administrative)				
Overhead Rate	150 % x Total Direct Labor			\$ 37,579.73
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				\$ 62,632.88
8. PROFIT: Labor Related Costs (Item 7) x 10%				\$ 6,263.29

PART III - OTHER COSTS

9. Miscellaneous Direct Costs (Lump Sum)			
Printing			\$ 0.00
Transportation & Shipping			\$ 0.00
MISCELLANEOUS DIRECT COSTS SUB-TOTAL			\$ -
10. SUBCONSULTANTS (Lump Sum)			
- Survey			\$
- Geotechnical			\$
- Environmental			\$
SUB-CONTRACT SUB-TOTAL (Reimb/NTE)			\$ -
11. SUBCONTRACTS (Reimbursable/Not to Exceed)			
- Environmental Drillers			\$ 8,500.00
- Analytical Laboratory			\$ 8,500.00
- Survey			\$ 2,500.00
- Equipment Rental			\$ 2,500.00
- Consumables			\$ 2,000.00
SUB-TOTAL REIMBURSABLES			\$ 24,000.00

PART IV - SUMMARY

TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables) (Items 5, 6, 8, 9, 10, and 11)	\$ 92,896.17
12. TOTAL PRIOR CONTRACT AMOUNT	N.A.
TOTAL AMENDED CONTRACT AMOUNT	N.A.



August 18, 2023

Ms. Abigail Fiala, PLA, ASLA
 Agency Landscape + Planning, LLC
 91 Harvey Street, Suite 2
 Cambridge, MA 02140

Subject: Proposal for Geotechnical Exploration and Engineering Services
 Shipyards Park West – CIP Supplemental
 Jacksonville, Florida
 MAE Proposal No. 033421.1

Dear Ms. Fiala:

MESKEL & ASSOCIATES ENGINEERING, PLLC (MAE) is pleased to present this proposal for the geotechnical exploration and engineering services for the Shipyards West development. We were requested to provide a supplemental exploration on July 25, 2023, for the bulkhead areas and for deep foundation recommendations for the pavilion structure. We were provided with a revised site plan showing the new site layout on August 15, 2023.

Geotechnical Scope of Work

The objective of this geotechnical exploration is to provide site and subsurface information to evaluate the subsurface conditions within the existing bulkhead as well as the proposed pavilion construction. Based on the provided plans we understand up to 17 feet of fill may be placed on site. Based on these assumptions, we anticipate the following field services:

Test Location	Test No. & Type	Test Depth ft below ground surface
Bulkhead	17 SPT ¹ Borings	80 to 100 ²
Pavilion	3 SPT ¹ Borings	80

1. Standard Penetration Test (SPT) Boring
2. 14 Borings will be advanced 80 ft while the remaining borings will be advanced 100 ft.

Once the boring locations are determined, they will be staked/marked in the field and a Utility Locate Request will be filed with the Sunshine State One-Call (SSOC) system to attempt to locate existing underground utilities at the site in accordance with Florida law. We will also utilize a subcontractor to locate utilities not registered with the SSOC system. Any conflicts will be mitigated by moving the boring location a safe distance from the utility.

Once the SPT borings are completed, they will be backfilled with soil cuttings or a cement grout. Any borings located within existing concrete pavement will be backfilled with cementitious grout. We will take all reasonable precautions to prevent damage to property and will reasonably restore the site to the condition existing prior to the start of our fieldwork.

The recovered soil samples will be described in the field by the field crew. The field logs and samples will be delivered to our laboratory where the logs will be reviewed, and the samples classified by a geotechnical engineer. The soils will be classified using the Unified Soil Classification System (USCS).

Laboratory classification and index property tests will be performed as necessary on selected soil samples to confirm the soil classification and provide engineering characteristics to estimate compressibility.

A geotechnical engineer, licensed in the State of Florida, will direct the geotechnical exploration, and provide an engineering evaluation of the subsurface conditions encountered at the boring locations. The results of the exploration and engineering evaluation will be documented in an engineering report that will include the following:

- Our understanding of the planned construction,
- The observed site conditions, such as topography, surface vegetation, etc. as they relate to the anticipated construction,
- The field and laboratory test procedures used, and the results obtained,
- The encountered subsurface conditions, including subsurface profiles, measured groundwater levels, and estimated geotechnical engineering properties, as necessary,
- An estimate of the Seasonal High Groundwater Level at the site,
- A geotechnical engineering evaluation of the site and subsurface conditions with respect to the anticipated construction,
- Analysis of the soils/rock for pile supported structures to determine allowable pile capacity,
- Recommendations for deep foundation design parameters, including our estimate of the performance of the foundation system,

Once authorization is received, boring locations will be chosen and agreed to, and a utility locate request will be submitted. We will mobilize our field crew to the site within one week once the utilities have been marked and located. We anticipate that the fieldwork will take 3 to 4 weeks to complete, weather permitting. Laboratory testing will take up to an additional 1 to 2 weeks depending on the amount of lab testing assigned. We plan to submit a draft version of our geotechnical report approximately 2 weeks after completion of the field and laboratory testing. A final version of the report will be submitted one week following review and submittal of comments on our draft report.

Based on the scope of the services outlined above, we propose completing our work for the estimated fee shown in the table below.

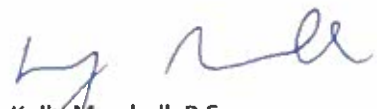
Bulkhead	
Description of Service	Estimated Fee
Field Exploration	\$47,320.00
Laboratory Testing	\$5,040.00
Professional and Technical Services	\$32,813.22
Subtotal:	\$85,173.22
Spud Barge (mobilization, tug service, work boat) if "water" borings from land side are unattainable. Will cost up to an additional:	\$94,300.00

Pavilion	
Description of Service	Estimated Fee
Field Exploration	\$10,350.00
Laboratory Testing	\$1,480.00
Professional and Technical Services	\$8,033.16
Subtotal:	\$19,863.16

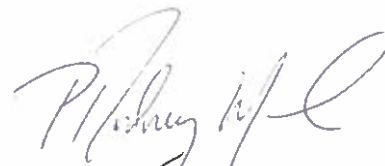
Our proposed fees include submittal of an electronic copy of each draft and final report. Bound, paper copies can be provided at an additional cost of \$100 per copy. We will contact you immediately if we encounter subsurface conditions that could require the borings to be advanced to deeper depths, and/or if additional engineering analysis/evaluation outside the scope of this proposal is necessary.

We appreciate this opportunity to provide this proposal for your project. If you have any questions concerning this proposal, or if we can serve you in any other way, please contact us.

Sincerely,
Meskel & Associates Engineering, PLLC



Kelly Marshall, P.E.
 Senior Project Engineer



P. Rodney Mank, P.E.
 Principal Engineer

Distribution: Ms. Gina Ford, Principal – Agency Landscape + Planning One (1) e-mail copy
 Ms. Susanna Ross, ASLA – Agency Landscape + Planning One (1) e-mail copy
 Ms. Abigail Fiala, PLA, ASLA – Agency Landscape + Planning One (1) e-mail copy

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

EXHIBIT D

PART I - GENERAL				
1. Project Shipyard West Park - CIP Supplemental			2. Contract No. P-38-21	
3. Name of Consultant Meskel & Associates Engineering, PLLC			4. Date of Proposal August 17, 2023	
PART II - LABOR RELATED COSTS				
5. Direct Labor	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Bulkhead				
Senior Project Engineer	\$ 60.58	15	\$ 908.70	
Project Engineer	\$ 38.75	120	\$ 4,650.00	
Driller	\$ 24.83	30	\$ 744.90	
Assistant Driller	\$ 19.00	30	\$ 570.00	
Draftsperson/CAD Operator	\$ 28.00	30	\$ 840.00	
Sr. Field Technician	\$ 28.58	60	\$ 1,714.80	
Clerical	\$ 25.75	20	\$ 515.00	
Pavilion				
Senior Project Engineer	\$ 60.58	5	\$ 302.90	
Project Engineer	\$ 38.75	40	\$ 1,550.00	
Draftsperson/CAD Operator	\$ 28.00	8	\$ 224.00	
Sr. Field Technician	\$ 28.58	8	\$ 228.64	
Clerical	\$ 25.75	5	\$ 128.75	
TOTAL DIRECT LABOR	\$40.58	305		\$ 12,377.69
6. Overhead (Combined Fringe Benefit & Administrative)				
Overhead Rate			200 % x Total Direct Labor	\$ 24,755.38
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				\$ 37,133.07
8. PROFIT: Labor Related Costs (Item 7)			x 10%	\$ 3,713.31
PART III - OTHER COSTS				
9. Miscellaneous Direct Costs				
Bulkhead				
Field Exploration				
Mobilization of Crew & Eq. -Truck Mounted Rig	1	\$600.00	\$ 600.00	
Movement of Crew & Eq. Between Boreholes	16	\$185.00	\$ 2,960.00	
SPT Boring : 0 to 30 feet, per LF	510	\$14.00	\$ 7,140.00	
SPT Boring : 30 to 50 feet, per LF	340	\$16.50	\$ 5,610.00	
SPT Boring : 50 to 100 feet, per LF	570	\$18.00	\$ 10,260.00	
Wash Borings : 0 to 50 feet, per LF	280	\$11.50	\$ 3,220.00	
Grouting of Borings, per LF	1420	\$8.00	\$ 11,360.00	
Setting 4-inch Casing, per LF	510	\$11.00	\$ 5,610.00	
Pavement Core with Patch	14	\$40.00	\$ 560.00	
Laboratory Testing				
Natural Moisture Content, ea.	50	\$16.00	\$ 800.00	
Sieve Analysis, ea. (-200 wash)	50	\$60.00	\$ 3,000.00	
Soil Gradation, ea	6	\$65.00	\$ 390.00	
Organic Content, ea	10	\$40.00	\$ 400.00	
Atterberg Limits, ea	5	\$90.00	\$ 450.00	

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

EXHIBIT D

PART I - GENERAL			
1. Project Shipyard West Park - CIP Supplemental		2. Contract No. P-38-21	
3. Name of Consultant Meskel & Associates Engineering, PLLC		4. Date of Proposal August 17, 2023	
Pavilion			
Field Exploration			
Mobilization of Crew & Eq. -Truck Mounted Rig	1	\$600.00	\$ 600.00
Movement of Crew & Eq. Between Boreholes	2	\$185.00	\$ 370.00
SPT Boring : 0 to 30 feet, per LF	90	\$14.00	\$ 1,260.00
SPT Boring : 30 to 50 feet, per LF	60	\$16.50	\$ 990.00
SPT Boring : 50 to 100 feet, per LF	90	\$18.00	\$ 1,620.00
Grouting of Borings, per LF	240	\$8.00	\$ 1,920.00
Setting 4-inch Casing, per LF	90	\$11.00	\$ 990.00
GPR Services – Utility Locates, Day	2	\$1,300.00	\$ 2,600.00
Laboratory Testing			
Natural Moisture Content, ea.	15	\$16.00	\$ 240.00
Sieve Analysis, ea. (-200 wash)	15	\$60.00	\$ 900.00
Organic Content, ea	4	\$40.00	\$ 160.00
Atterberg Limits, ea	2	\$90.00	\$ 180.00
MISCELLANEOUS DIRECT COSTS SUB-TOTAL			\$ 64,190.00
10. SUBCONTRACTS (Lump Sum)			
SUB-CONTRACT SUB-TOTAL			\$ -
TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)			\$ 105,036.38
11. REIMBURSABLE COSTS (Limiting Amount)			
Spud Barge (mobilization, tug service, work boat) if "water" borings from land side are unattainable. Will cost up to an additional:		94,300.00	
SUB-TOTAL REIMBURSABLES			\$ 94,300.00
PART IV - SUMMARY			
12. TOTAL AMOUNT AMENDMENT NO. <u>0</u> (Lump Sum + Reimbursables) (Items 5, 6, 8, 9, 10 and 11)			\$ 199,336.38

July 27, 2023

Agency Landscape + Planning
91 Harvey St. Suite 2,
Cambridge, MA 02140

Delivered via e-mail: susannah@agencylp.com; abigail@agencylp.com

Attn: Susannah Ross

**Subject: Jacksonville Shipyards Kids Kampus Replacement Park
Design Development Additional Services Fee Proposal**

Dear Susannah:

At the outset of the Kids Kampus Replacement Park (KKRP) project, Moffatt & Nichol and Agency prepared a scope of work based on elements we assumed would be included in the design. Most of the focus was on the existing piers which are in the CRA area which only included Schematic Design (30%). As such, our proposal included minimal Design Development effort for the KKRP portion of the project.

As the project has progressed, Agency's design now includes modifications to the alignment of the edge of the existing riverwalk that will require structural detailing. Our understanding of the site conditions has also progressed and analysis of the existing landside relieving platforms and bulkheads is also needed with regards to planned fill, structures, and loading conditions.

The following scope of work represents our additional services needed to progress the design for the KKRP portion of the project to the DD stage which is approximately 60% of final design. The new tasks are numbered under original Task 7 for consistency with the original project responsibility matrix.

SCOPE OF WORK

TASK 7B – RIVER'S EDGE MODIFICATIONS DESIGN DEVELOPMENT

- Review as built and design drawings of existing riverwalk sections.
- Review expected use and loading conditions for the sections of areas to be modified.
- Develop member sizing and main structural detailing for cantilever sections to modify the edge alignment.
- Update opinion of probable construction cost for waterside elements to reflect design development.
- Does not include design of a replacement bulkhead or bulkhead repairs.
- Geotechnical borings will be needed to refine design.

TASK 7C – LANDSIDE RELIEVING PLATFORM REVIEW AND MINOR MODIFICATIONS

- Review as-built and design drawings of existing relieving platform structures.
- Review grading plans and evaluate potential impact of proposed loading on relieving platform structures.
- Provide alternatives to reinforce platform capacity where feasible.
- Evaluate modifications to relieving platforms to accommodate tree wells and other landscape objects.
- Provide design development drawings for minor modifications as needed.

- Assumes capacity of platforms is per prior design.

TASK 7D – EXISTING BULKHEAD IMPACT ANALYSIS

- Review as-built and design drawings of bulkhead structures.
- Review grading plans and evaluate potential impact of proposal loading on bulkhead.
- Provide alternatives to reinforce bulkhead capacity where feasible.
- Does not include design of a replacement bulkhead or bulkhead repairs.

DEPENDENCIES

- This proposal does not include design of foundations for the proposed restaurant.
- This proposal does not include design of other platforms or structures beyond those indicated. This does not include the small platform at the foot of Pier 2 and on the West side of Pier 4

SCHEDULE

Analysis of the relieving platforms and bulkhead requires finalized grading plans and loading information. M&N will provide conceptual recommendations for modifications, if needed, 2 weeks after receipt of grading plans and other requested loading information.

Drawings of river's edge modifications will be provided 8 weeks after receipt of plan geometry, elevation information, and other requested loading information.

FEE SUMMARY

The following table outlines the fees associated with the above tasks divided between the two contracts.

KKRP Additional Services	
Task 7B – River's Edge Modifications Design Development	\$55,000
Task 7C – Landside Relieving Platform Review and Minor Modifications	\$28,000
Task 7D – Existing Bulkhead Impact Analysis	\$28,000
Total	\$111,000

Moffatt & Nichol looks forward to continuing to support Agency on this transformational project for Jacksonville. If you have any questions or concerns regarding this proposal, please contact me at (813) 463-4423 or mherrman@moffattnichol.com.

Sincerely,

MOFFATT & NICHOL



Michael Herrman, PE
Vice President

Cc: Abigail Fiala

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

EXHIBIT D

PART I - GENERAL

1. Project KKRP Design Development Add Services Original Contract	2. Proposal No. / Contract No. P-38-21 / TBD
3. Name of Consultant or Subconsultant: Moffatt & Nichol	4. Date of Proposal July 27, 2023

PART II - LABOR RELATED COSTS

5. Direct Labor	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Principal Eng./PM	\$ 108.86	24	\$ 2,612.67	
Supervisory Eng.	\$ 95.67		\$ 0.00	
Senior Eng.	\$ 85.77	64	\$ 5,489.25	
Eng/Sci III	\$ 67.63	180	\$ 12,172.67	
Eng/Sci II	\$ 57.73		\$ 0.00	
Eng/Sci I	\$ 47.83	160	\$ 7,653.28	
Staff Eng	\$ 41.24		\$ 0.00	
Senior Tech	\$ 56.08	74	\$ 4,149.93	
Designer	\$ 47.83		\$ 0.00	
CADD II	\$ 41.24	110	\$ 4,535.89	
CADD I	\$ 36.29		\$ 0.00	
Word Processing	\$ 37.94		\$ 0.00	

TOTAL DIRECT LABOR \$ 59.83 612 \$ 36,613.69

6. Overhead (Combined Fringe Benefit & Administrative)
 Overhead Rate **175.58 %** x Total Direct Labor \$ 64,286.32

7. SUBTOTAL: Labor + Overhead (Items 5 & 6) \$ **100,900.01**

8. PROFIT: Labor Related Costs (Item 7) x **10%** \$ 10,090.00

PART III - OTHER COSTS

9. Miscellaneous Direct Costs (Lump Sum)		
Printing	\$	0.00
Transportation & Shipping	\$	9.99

MISCELLANEOUS DIRECT COSTS SUB-TOTAL \$ 9.99

10. SUBCONSULTANTS (Lump Sum)		
- Survey	\$	
- Geotechnical	\$	
- Environmental	\$	

SUB-CONTRACT SUB-TOTAL (Reimb/NTE) \$ -

11. SUBCONTRACTS (Reimbursable/Not to Exceed)		
- Survey	\$	
- Geotechnical	\$	
- Environmental	\$	

SUB-TOTAL REIMBURSABLES \$ -

PART IV - SUMMARY

TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables) (Items 5, 6, 8, 9, 10, and 11)	\$ 111,000.00
12. TOTAL PRIOR CONTRACT AMOUNT	N.A.
TOTAL AMENDED CONTRACT AMOUNT	N.A.

W X Y architecture + urban design

25 Park Place, 5th Floor, New York, NY 10007
 Tel 212 219-1953 Fax 212.274.1953 Web wxystudio.com

Principals
 Claire Weisz
 Mark Yoes
 Layng Pew
 Adam Lubinsky

August 4, 2023

Re: Jacksonville Shipyards West KKR Replacement Park Scope Add Services (CIP)

Dear Ms. Gina Ford,

The scope below outlines WXY's proposed activities during the Design Development phase of the project. This scope is based on \$11.17M of architectural work, as estimated following the SD phase.

Design Development (30-60% Design) (4 months)

During the Schematic Design phase, the design team advanced an initial concept and layout of buildings proposed for the CIP-designated portion of Shipyards West Park. This included a 22,240 sf parking structure with a 5,800 sf visitor center, a 2,980 sf park office/bike rental area, a 1,810 sf café, a 7,800 sf pavilion and a 10,000 sf exhibition space. Additionally, a number of park-supporting structures were developed to an SD level, including 6670 sf of shade structure area, a kayak storage locker, and two elevators to enhance the accessibility of historic sites, including the Fire Museum and the Orleck. For each of these structures, the design team conducted a variety of studies in concert with the site planning and landscape architecture to determine the placement of the buildings on the site, potential elevation, access, grading considerations, and initial approaches to the floor plan layout, architecture, parking and loading, and building massing. This work was compiled into the 100% SD submission provided to the client in early 2023. Following the SD phase the exhibition space was removed from the scope.

**Shipyards West CIP Buildings
Summary (per SD submission)**

			Cost/sf
Level 1 - Parking Garage	22,240	SF	\$100
Level 1 - Visitor Center	5800	SF	\$350
Level 1 - Park Office / Bike Rental	2980	SF	\$350
Level 1 - Café	1810	SF	\$350
Level 2 - Pavilion	7,800	SF	\$350
Level 2 - Exhibit Space*	10,000	SF	\$350

Park Support

Shade Structures	6670	SF	\$100
Kayak Storage Locker (standard unit)	1	EA	\$17000
Fire Museum Elevator	1	EA	\$912500
Orleck Access Elevator	1	EA	\$912500

*Red indicates not in DD scope

The total direct construction cost estimate for the CIP buildings is equal to \$11.17.

Building on the SD submission, the Design Development phase will advance the initial schematic design in tandem with the landscape architecture scope for park planning, civil engineering, and other sub-disciplines. Design Development will deepen the building design and expression, including an

investigation of materiality, sustainability, building systems, rooftop elements, circulation, and façades. This phase will ensure compliance with local regulations, zoning, and building codes, and adjust the schematic design based on these inputs.

Design Development will consist of the following deliverables

- Preparation of (60%) Design Development drawings, in coordination with structural, landscape, mechanical and electrical systems integrated into the architectural design
- Building Plans, sections, elevations, details, and schedules
- Preliminary detailing of elements including steps, ramps, railings, fencing, gates, and elevators.
- Supporting diagrams illustrating circulation, entrances, bike parking, and parking access.
- Flood resilience measures
- Development of parking garage plan, including circulation and pedestrian egress
- Coordination of waste, servicing, loading and delivery plans.
- Identification of materials consistent with the proposed architectural language
- Preparation of typical building elevations and sections, basic details of the exterior wall system, basic details of interiors including layout of a visitor center, park support office, catering kitchen and bathroom, small café, and ticket booth. This will include preliminary architectural interior layouts in coordination with structural and MEP disciplines.
- Design Development submission with design details outlined for all design concepts, MEP systems developed
- Coordination with Haskell deliverables, including plumbing, structural, electrical, fire protection systems, and energy infrastructure.
- 3D drawings of the building exterior showing proposed materials
- 3D drawings illustrating proposed architecture in coordination with the landscape
- Review for compliance with relevant local codes, statues, and other requirements
- Architectural development for two elevators, one connecting to the Orleck and a second connecting to the Fire Museum.
- Development of typical details and materials for up to 6670 sf of shade structures on Pier 4
- Weekly internal and client meetings

Total Fee:	\$271,900
Original Fee (DD only):	\$80,000
Projected Additional Services Fee:	\$191,900

ASSUMPTIONS & EXCLUSIONS

- Depending on how the project unfolds, services included in this scope are subject to change.
- The project is based on a cost estimate of \$11.17M. Should the cost estimate increase, this scope may need to be reevaluated.
- Additional items, such as external renderings, 3D printed models, etc. are not included in this scope.

Sincerely,



Claire Weisz
Founding Principal

WXY architecture + urban design

This Agreement entered into as of the day and year first written above.

CLIENT

(Signature)

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

EXHIBIT D

PART I - GENERAL

1. Project Jacksonville Shipyards KKRK Replacement Park (CIP) Original Contract	2. Proposal No. / Contract No. P-38-21 / TBD
3. Name of Consultant or Subconsultant: WXY architecture + urban design	4. Date of Proposal August 4, 2023

PART II - LABOR RELATED COSTS

5. Direct Labor	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Principal-in-Charge	\$ 132.00	35	\$ 4,620.00	
Associate Principal	\$ 88.00	65	\$ 5,720.00	
Associate	\$ 66.00	345	\$ 22,770.00	
Architectural Designer	\$ 56.00	650	\$ 36,400.00	
			\$ 0.00	
			\$ 0.00	
			\$ 0.00	
TOTAL DIRECT LABOR	\$ 63.48	1095		\$ 69,510.00
6. Overhead (Combined Fringe Benefit & Administrative)	Overhead Rate 150 % x Total Direct Labor			\$ 104,265.00
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				\$ 173,775.00
8. PROFIT: Labor Related Costs (Item 7)	x 10%			\$ 17,377.50

PART III - OTHER COSTS

9. Miscellaneous Direct Costs (Lump Sum)				
Printing			\$ 200.00	
Transportation & Shipping			\$ 0.00	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL				\$ 200.00
10. SUBCONSULTANTS (Lump Sum)				
- Survey			\$	
- Geotechnical			\$	
- Environmental			\$	
			\$	
SUB-CONTRACT SUB-TOTAL (Reimb/NTE)				\$ -
11. SUBCONTRACTS (Reimbursable/Not to Exceed)				
- Survey			\$	
- Geotechnical			\$	
- Environmental			\$	
			\$	
			\$	
SUB-TOTAL REIMBURSABLES				\$ -

PART IV - SUMMARY

TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables) (Items 5, 6, 8, 9, 10, and 11)	\$ 191,352.50
12. TOTAL PRIOR CONTRACT AMOUNT	
TOTAL AMENDED CONTRACT AMOUNT	\$ 191,352.50



Donna Deegan, Mayor


Housing and Community Development Division
Ed Ball Building
214 North Hogan Street, 7th Floor
(904) 255-8200
Jacksonville, FL 32202
www.coj.net

ONE CITY. ONE JACKSONVILLE.

MEMORANDUM

COJ PROCUREMENT

TO: Dustin Freeman, Chairman
Professional Services Evaluation Committee

FROM: Travis Jeffrey, Chief 
Housing and Community Development Division

RE: P-39-18 – Contract Ratification and Amendment to the
Professional Services Contract between the Jacksonville Housing Finance Authority
("JHFA") and RBC Capital Markets, LLC ("Consultant") for Bond Underwriter

DATE: October 9, 2023

'23 OCT 9 PM 12:08:43

Pursuant to Request for Proposal No. P-39-18 ("RFP") and Consultant's response to the RFP, the JHFA and the Consultant entered into a Professional Services Contract with Consultant for Bond Underwriter ("Bond Underwriter Services Contract"). A copy of the Bond Underwriter Services Contract is attached.

JHFA requests to exercise the first of two renewal options to the Bond Underwriter Services Contract to extend the period of services to September 30, 2024.

Accordingly, JHFA respectfully requests that:

- a) Ratification of the Bond Underwriter Services Contract from September 30, 2023, to the date of award; and
- b) Authorization to amend the Bond Underwriter Services Contract to exercise the first renewal option to extend the period of service from September 20, 2023, to September 30, 2024, with one renewal remaining.

Thank you for your consideration.

Attachments: Bond Underwriter Services Contract

cc: Alex Baker, Professional Services Specialist
Procurement Division

G:\Finance & Compliance\Procurement\P-39-18\Submittal – Contract Ratification and Renewal – RBC Capital Markets.doc

**PROFESSIONAL SERVICES CONTRACT
BETWEEN
JACKSONVILLE HOUSING FINANCE AUTHORITY
AND
RBC CAPITAL MARKETS, LLC
FOR
BOND UNDERWRITER**

THIS CONTRACT, made and entered into this ____ day of February, 2020 (the "Effective Date"), by and between the **JACKSONVILLE HOUSING FINANCE AUTHORITY** (the "JHFA"), a body politic and corporate, and **RBC CAPITAL MARKETS, LLC** (the "CONSULTANT"), a Florida Corporation.

WHEREAS, the JHFA (as the "Buyer") issued a Request for Proposal No. **P-39-18** (the "RFP"), a copy of which is on file with the City of Jacksonville's Procurement Division (the "Procurement Division"), for certain services described in the RFP (the "Services"); and

WHEREAS, based on CONSULTANT'S response to the RFP dated August 28, 2019, consisting of approximately 63 pages (the "Response"), a copy of which is on file with the Procurement Division, the JHFA has negotiated and awarded this Contract to CONSULTANT;

NOW THEREFORE, in consideration of the premises and the mutual covenants contained below, the parties agree as follows:

1. **Performance of Services.** The Services will be performed by CONSULTANT as specified in the RFP and the Response.
2. **Compensation.** CONSULTANT will be paid by the JHFA for the Services as specified on the Price Sheet attached as **Exhibit A**.
3. **Maximum Indebtedness.** The maximum indebtedness for all services and reimbursables pursuant to this Agreement shall not exceed the sum of \$0.00; it being understood that CONSULTANT is paid pursuant to the provisions of Exhibit A upon the completion of closing of the particular bond program or as otherwise set forth in the Bond Purchase Agreement for the particular bond program.
4. **Term.** The initial term of this Contract shall commence on the Effective Date and shall expire on September 30, 2023, unless sooner terminated by either party in accordance with the terms of the RFP. This Contract may be renewed for up to two (2) additional one (1) year periods by (i) the JHFA, at its sole discretion, upon written notice to CONSULTANT at least sixty (60) days prior to end of the then-current term, or (ii) upon the mutual agreement of the parties.
5. **Contract Documents.** This Contract consists of the following documents which are hereby incorporated as if fully set forth herein and which, in case of conflict, shall have priority in the order listed:
 - This document, as modified by any subsequent signed amendments

- Any amendments to the RFP
- Specific Information Regarding The RFP (Section 1 of the RFP)
- Description of Services (Section 4 of the RFP)
- General Instructions (Section 2 of the RFP)
- General Terms and Conditions of Agreement (Section 3 of the RFP)
- Any Purchase Order under the Contract
- The Response, provided that any terms in the Response that are prohibited under the RFP shall not be included in this Contract.

6. **Notices.** All notices under this Agreement shall be in writing and shall be delivered by certified mail, return receipt requested, or by other delivery with receipt to the following:

As to the JHFA:

Jacksonville Housing Finance Authority
 214 N. Hogan Street, 8th Floor
 Jacksonville, FL 32202
 Phone: (904) 255-8200
 Fax: (904) 255-8285

With a copy to:

Office of General Counsel
 Attn: Governmental Operations
 117 West Duval Street, Suite 480
 Jacksonville, FL 32202
 Phone: (904) 255-5100
 Fax: (904) 255-5119

As to the CONSULTANT:

RBC Capital Markets, LLC
 100 Second Avenue South, Suite 800
 St. Petersburg, FL 33701
 Phone: (727) 895-8892
 Fax: (727) 895-8895
 FEIN #41-1416330

7. **Contract Managers.** Each Party will designate a Contract Manager during the term of this Contract whose responsibility shall be to oversee the Party's performance of its duties and obligations pursuant to the terms of this Contract. As of the Effective Date, JHFA'S Contract Manager is Laura Stagner-Crites, and the CONSULTANT'S Contract Manager is Helen H. Feinberg. Each Party shall provide prompt written notice to the other Party of any changes to the Party's Contract Manager or his or her contact information; provided, such changes shall not be deemed Contract amendments and may be provided via email.

8. **Entire Agreement.** This Contract constitutes the entire agreement between the parties hereto for the Services to be performed and furnished by the CONSULTANT. No

statement, representation, writing, understanding, agreement, course of action or course of conduct, made by either party or any representative of either party, which is not expressed herein shall be binding. CONSULTANT may not unilaterally modify the terms of this Contract by affixing additional terms to materials delivered to the JHFA (e.g., "shrink wrap" terms accompanying or affixed to a deliverable) or by including such terms on a purchase order or payment document. CONSULTANT acknowledges that it is entering into this Contract for its own purposes and not for the benefit of any third party.

9. **Amendments.** All changes to, additions to, modifications of, or amendment to this Contract, or any of the terms, provisions and conditions hereof, shall be binding only when in writing and signed by the authorized officer, agent or representative of each of the parties hereto.

10. **Counterparts.** This Contract, and all amendments thereto, may be executed in several counterparts, each of which shall be deemed an original, and all of such counterparts together shall constitute one and the same instrument.

[Remainder of page left blank intentionally. Signature page follows immediately.]

IN WITNESS WHEREOF, the parties have executed this Contract as of the day and year first above written.

ATTEST:

JACKSONVILLE HOUSING FINANCE AUTHORITY

By _____

By _____
Bernard E. Smith
Chairman

In accordance with the *Ordinance Code*, of the JHFA of Jacksonville, I do hereby certify that there is an unexpended, unencumbered, and un-impounded balance in the appropriation sufficient to cover the foregoing agreement; and that provision has been made for the payment of monies provided therein to be paid.

Director of Finance
Contract Number: _____

Form Approved:

Office of General Counsel

ATTEST:

RBC CAPITAL MARKETS, LLC

By Denise A. Rodriguez
Signature
Denise A. Rodriguez
Type/Print Name
Senior Administrative Assistant
Title

By Helen H. Feinberg
Signature
Helen H. Feinberg
Type/Print Name
Managing Director
Title

**EXHIBIT A
PRICE SHEET**

(See Attached)

Form 1 - Price Sheet

NAME OF CONSULTANT

RBC Capital Markets

Proposal Number P-39-18

SCHEDULE OF PROPOSED PRICES/RATES

The JHFA desires the fee and cost proposal of respondents to include two (2) separate and distinct elements as follows:

- A) a Per Bond Rate for fee, exclusive of travel or other reimbursable costs, expressed as X amount per \$1,000 principal amount of bonds to be issued for (i) single family bond issues, (ii) single or multi-family projects of the JHFA using available funds and (iii) multi-family bond issues for private developers on a conduit financing basis; and (B) Hourly Rate(s) for a hypothetical \$20,000,000 single-family mortgage revenue bond issue of the JHFA including sub-contracting costs (if any) and travel and reimbursable expenses as required.

A Per Bond Rate (i) \$765/1,000 (ii) see (i) or (iii) (iii) \$5.00/1,000

see attached for detailed breakdown

This rate or these rates shall be applicable to all of the various bond issues, or any other similar financing programs of the JHFA. The rate(s) shall be expressed as X amount per \$1,000 principal amount of bonds issued. The rate(s) shall be applicable to (i) single-family bond issues, (ii) single or multi-family projects of the JHFA using its available funds, and (iii) multi-family bond issues of private developers with the JHFA serving as a conduit financing vehicle. The rate(s) shall be paid only if bonds are issued or upon closing if the financing is of a non-bond nature using available funds. Travel and reimbursable shall be as follows:

1. If it is deemed to be financially inadvisable to sell a proposed bond issue or proceed with any other financing program at any time during the term of the contract, or such bonds are not sold or financing program consummated because of market conditions or otherwise, the Underwriter will be paid by the JHFA for "Out of Pocket" expenses upon proper invoice rendered, such as authorized travel, transportation, telephone costs and related costs necessarily incurred as underwriter. Such costs will be paid as a cost of issuance.
2. If the bonds are sold or other financing program consummated the following expenses will be paid to the Underwriter or reimbursed from the proceeds of the bond issue or other legally available funds of the JHFA.
 - (a) The Underwriter will be paid by the JHFA for "Out of Pocket" expenses as set forth in Paragraph 1 above.
 - (b) The JHFA or its Financial Advisor will pay the cost of printing the bonds and the official statements. Actual costs of printing other documents or advertisements of notice of sale will be borne by the JHFA directly.
 - (c) Incidental costs incurred in executing and delivering the bonds shall be borne directly by the JHFA.

- (d) Actual charges of security rating agencies shall be borne by JHFA directly.
- (e) Incidental costs of any informational meetings authorized by the JHFA and held elsewhere than in the City of Jacksonville shall be paid by the Underwriter. Such costs shall not include travel or transportation costs of representatives of the JHFA traveling to such meetings, or any allowance for time of attendance of representatives of the Underwriter at such meetings.
- (f) Any costs of the Underwriter incurred which are not specifically provided for herein to be at the expense of the JHFA, shall be paid by the Underwriter.
- (g) Fee of Underwriter.

B. Hourly Rate(s)

Using a hypothetical \$20,000,000 single family mortgage revenue bond issue, set forth your present applicable hourly rates and state your proposed fee and expense estimate, each of which shall show a maximum not to exceed estimated amount and then a sum total not to exceed estimated amount for both fee and expenses.

Your proposed fee shall be based upon an hourly rate or hourly rates. Set forth all hourly rates that you may charge during the term of the contract. For example, you may want to set forth hourly rates for partners, associates, assistants, etc. Also, you may want to set forth hourly rates which differ based upon specific underwriting services, conference time, travel time, documents review, etc.

Your proposed expenses should cover estimates for travel (breakdown for number of trips, destination, airfare, meals, lodging, etc.), reproduction, postage, long distance telephone, air expense charges, and other "out of pocket" reimbursable expenses, including any surcharge or billing charge associated therewith.

Fee and expense methods of calculation, rates or estimated total maximum amounts shall not be binding upon the Underwriter or the JHFA. Any and all of the foregoing shall be subject to negotiation and mutual agreement. The JHFA specifically reserves the right to negotiate, accept or reject any proposed fee or expense which is not reasonable, necessary and acceptable to the JHFA for the proposed financing.

Estimated percentage of total fee to be performed by sub-contractors 0 %

Fees to be charged for Single Family and Multifamily Bond Issues: Appearing below are fee schedules for multifamily and single family bond transactions. It should be noted that our pricing is based on a level of year-round services provided to the JHFA including review of older issues, responses to requests for efforts on non-bond transactions, working with developers whose transactions might not come to fruition, etc. RBC is willing to work with the JHFA to meet both time and budget requirements associated with the Authority's transactions and believe that the Firm has demonstrated this ability based on past performance.

Fees for Single Family Transactions	
Management Fee	\$1.40/1,000 Subject to a \$25,000 minimum
Average Takedown	Estimated at \$5.50/1,000, but will vary based on structure and market conditions
Computer	\$.75/1,000 for the first \$20,000,000 (with minimum of \$15,000) – charged when rating agency cash flow projections are required
	\$.50/1,000 for each additional \$1,000,000
Expenses	The Underwriter also charges for all out-of-pocket expenses, including but not limited to travel (approximately \$250 per day trip), communications, duplication, CUSIPs, clearance, and underwriter's counsel.

Fees for Multifamily Conduit Transactions (AAA/AA+)	
Management Fee	\$25,000
Average Takedown	\$6.25/1,000 (assuming 30-40 year Fixed Rate term but will vary based on structure and market conditions) \$5.00/1,000 (assuming 15-18 year Fannie Mae M.TEB) \$3.75/1,000 (assuming short-term treasury backed structure)
	\$2.50/1,000 (Variable Rate)
Computer/Structure	\$1.00/bond (if Rating Agency Cash Flows are required) Subject to a \$10,000 minimum
Expenses	The Underwriter also charges for all out-of-pocket expenses, including but not limited to travel, communications, duplication, CUSIPs, clearance, and underwriter's counsel.

RBC Capital Markets is willing to adjust our fees based on the scope of the actual transaction.

Section B – Hourly Rates

It should be noted that hourly fees are not a customary form of compensation for bond underwriting services, however we have provided a quote on this basis as requested in the RFP. In Single Family transactions, the largest fee component is the Takedown which is a sales commission paid for the sale of the bonds. The Management Fee and Computer Fee could potentially be measured based on an hourly rate structure. Hourly Rates are set forth below:

As stated earlier, RBC Capital Markets attends monthly meetings, meets with staff/ JHFA professionals, and performs a variety of tasks and reviews as required. Fees have only been charged when a

transaction closes. For purposes of this scenario, it is presumed that 50% of meetings will be charged to Single Family and 50% to Multi-family transactions.

Estimated Hourly Time for \$20,000,000 Single Family Issues	
Managing Director / Lead Banker	60 hours @ \$350.00 = \$21,000
Quantitative Banker	60 hours @ \$350.00 = \$21,000
Support	40 hours @ \$150.00 = \$6,000
Computer Software Lease	\$5,000 (This fee is included on the fixed price transaction)

Total Management/Structure Cost Based on Hourly Structure	\$48,000.00
Takedown	\$110,000.00
Underwriter's Counsel	\$27,500.00
Conference Calls	\$1,500.00
Postage / Overnight Deliveries / Copying	\$200.00
Travel (5 meetings and closing)	\$2,500.00
Wires / Dalcomp / CUSIP, etc.	<u>\$2,000.00</u>
TOTAL SPREAD	\$191,700.00

- 1) All expenses are estimated and will be charged based on actual cost.
- 2) Typical travel includes the following estimations; roundtrip airfare or mileage at \$250.00, car rental (if needed) at \$60.00/day, hotel for one night while attending closing at \$200.00, and incidentals such as parking and meals.

Jacksonville HFA

as of:

August 26, 2019

(i) Proposed Single Family Bond Issue

\$ 20,000,000

Underwriter Fees		Per Bond
Management	\$ 28,000.00	\$ 1.40
Takedown	\$ 110,000.00	\$ 5.50
Computer	\$ 15,000.00	\$ 0.75
Total	\$ 153,000.00	\$ 7.66

(ii) Proposed Single or Multifamily project using available funds

\$ 20,000,000

*Please refer to (i) or (iii)

(iii) Proposed Short Term Multifamily Bond Issue

\$ 20,000,000

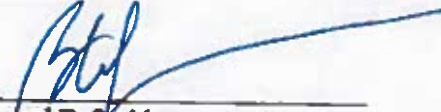
Underwriter Fees		Per Bond
Management	\$ 25,000.00	\$ 1.25
Takedown	\$ 75,000.00	\$ 3.75
Total	\$ 100,000.00	\$ 5.00

IN WITNESS WHEREOF, the parties have executed this Contract as of the day and year first above written.

ATTEST:

JACKSONVILLE HOUSING FINANCE
AUTHORITY

By _____

By 
Bernard E. Smith
Chairman

In accordance with the *Ordinance Code*, of the JHFA of Jacksonville, I do hereby certify that there is an unexpended, unencumbered, and un-impounded balance in the appropriation sufficient to cover the foregoing agreement; and that provision has been made for the payment of monies provided therein to be paid.


Director of Finance
Contract Number: _____

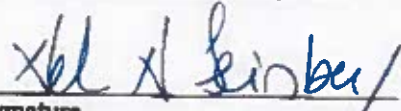
Form Approved:


Office of General Counsel

ATTEST:

RBC CAPITAL MARKETS, LLC

By 
Signature
Denise A. Rodriguez
Type/Print Name
Senior Administrative Assistant
Title

By 
Signature
Helen H. Feinberg
Type/Print Name
Managing Director
Title



City of Jacksonville, Florida

Lenny Curry, Mayor

Procurement Division
Ed Ball Building
214 N. Hogan Street, Suite 800
Jacksonville, Florida 32202

ONE CITY. ONE JACKSONVILLE.

January 17, 2020

Bernard E. Smith, Chairman
Jacksonville Housing Finance Authority Board
214 North Hogan Street, 7th Floor
Jacksonville, FL 32202

Dear Mr. Smith:

Ref: P-39-18 Bond Underwriter
Jacksonville Housing Finance Authority (JHFA)

The Professional Services Evaluation Committee met Thursday, January 16, 2020, in Conference Room 851 on the eighth floor of the Ed Ball Building, to conclude evaluation of various firms regarding the above-referenced project.

Recording of the deliberations of the committee meeting are available in the Office of the Chief of the Procurement Division.

It is the consensus of the committee that of the two (2) proposals received in response to the Request for Proposal (RFP); both were found to be responsive, interested, qualified, and available to perform the required services. The ranking of first and second designates the order of qualifications of these firms to perform the required services and alphabetically they are:

- 2) Raymond James
- 1) RBC Capital Markets

All proposals were turned over to Laura Stagner-Crites of the Jacksonville Housing Finance Authority staff. Fee and contract negotiations are now in order.

Respectfully submitted,



Gregory Pease, Chief
Procurement Division
Chairman, Professional Services
Evaluation Committee

APPROVED:



Bernard E. Smith, Chairman

This 17th day of January, 2020

GJP: ab

cc: James McCain, Jr. OGC
Laura Stagner-Crites, JHFA

JACKSONVILLE HOUSING FINANCE AUTHORITY



01/10/20 11:47:36
Procurement Division

MEMORANDUM

DATE: January 10, 2020
TO: Gregory Pease, Chairman
Professional Services Evaluation Committee
FROM: Laura Stagner-Crites, Director - Finance
Jacksonville Housing Finance Authority
SUBJECT: P-39-18 (Bond Underwriter)
Subcommittee Report

A handwritten signature in black ink, appearing to be "L. Stagner-Crites", is written over the "FROM:" line of the memorandum.

The Jacksonville Housing Finance Authority RFP subcommittee received two (2) responses for the above referenced item and found two (2) to be responsive, interested, qualified and available to provide the services required by the RFP. The proposals were independently evaluated by the subcommittee members utilizing the criteria outlined in the Purchasing Code as augmented by the RFP (see attached scoring matrix). The subcommittee members provided their scoring to Authority staff for calculation of the average scores for each vendor in each of the ten (10) categories.

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 qualifications of these firms to perform the required services:

- (2) – Raymond James
- (1) – RBC Capital Markets

We are submitting the attached information for your review and discussion at the next PSEC meeting.

Please do not hesitate to contact me if you need additional information or if you have any questions or concerns. Thank you.

Attachments: Scoring Matrix (Averaged)
Scoring Matrix (Subcommittee Member – Citrano)
Scoring Matrix (Subcommittee Member – Gulliford)

g:\jacksonville housing finance authority\jhfa procurement\2018 procurement\p-39-18 jhfa underwriter\p-39-18 bond underwriter subcommittee report transmittal.docx



Donna Deegan, Mayor


Housing and Community Development Division
Ed Ball Building
214 North Hogan Street, 7th Floor
(904) 255-8200
Jacksonville, FL 32202
www.coj.net

ONE CITY. ONE JACKSONVILLE.

MEMORANDUM

COJ PROCUREMENT

TO: Dustin Freeman, Chairman
Professional Services Evaluation Committee

FROM: Travis Jeffrey, Chief 
Housing and Community Development Division

RE: P-40-18 – Contract Ratification and Amendment to the
Professional Services Contract between the Jacksonville Housing Finance Authority
("JHFA") and The Hendrickson Company and The Community Concepts Group, Inc.
(collectively "Consultant") for Financial Advisor

DATE: October 9, 2023

'23 OCT 9 PM 12:08:50

Pursuant to Request for Proposal No. P-40-18 ("RFP") and Consultant's response to the RFP, the JHFA and the Consultant entered into a Professional Services Contract with Consultant for Financial Advisor ("Financial Advisor Services Contract"). A copy of the Financial Advisor Services Contract is attached.

JHFA requests to exercise the first of two renewal options to the Financial Advisor Services Contract to extend the period of services to September 30, 2024.

Accordingly, JHFA respectfully requests that:

- a) Ratification of the Financial Advisor Services Contract from September 30, 2023, to the date of award; and
- b) Authorization to amend the Financial Advisor Services Contract to exercise the first renewal option to extend the period of service from September 20, 2023, to September 30, 2024, with one renewal remaining.

Thank you for your consideration.

Attachments: Financial Advisor Services Contract

cc: Alex Baker, Professional Services Specialist
Procurement Division

G:\Finance & Compliance\Procurement\P-40-18\Submittal – Contract Ratification and Renewal – Hendrickson Co & Community Concepts Group.doc

**PROFESSIONAL SERVICES CONTRACT
BETWEEN
JACKSONVILLE HOUSING FINANCE AUTHORITY
AND
THE HENDRICKSON COMPANY AND THE COMMUNITY CONCEPTS GROUP, INC.
FOR
FINANCIAL ADVISOR**

THIS CONTRACT, made and entered into this ____ day of February, 2020 (the “Effective Date”), by and between the **JACKSONVILLE HOUSING FINANCE AUTHORITY** (the “JHFA”), a body politic and corporate, and **MARK HENDRICKSON d/b/a THE HENDRICKSON COMPANY, and THE COMMUNITY CONCEPTS GROUP, INC.** (collectively the “CONSULTANT”), a Florida corporation .

WHEREAS, the JHFA (as the “Buyer”) issued a Request for Proposal No. P-40-18 (the “RFP”), a copy of which is on file with the City of Jacksonville’s Procurement Division (the “Procurement Division”), for certain services described in the RFP (the “Services”); and

WHEREAS, based on CONSULTANT’S response to the RFP dated August 19, 2019, consisting of approximately 241 pages (the “Response”), a copy of which is on file with the Procurement Division, the JHFA has negotiated and awarded this Contract to CONSULTANT;

NOW THEREFORE, in consideration of the premises and the mutual covenants contained below, the parties agree as follows:

1. **Performance of Services.** The Services will be performed by CONSULTANT as specified in the RFP and the Response.
2. **Compensation.** CONSULTANT will be paid by the JHFA for the Services as specified on the Price Sheet attached as **Exhibit A.**
3. **Maximum Indebtedness.** As required by Section 106.431, *Ordinance Code*, the JHFA’s maximum indebtedness, for all products and services under this Contract shall be a fixed monetary amount not-to-exceed One Hundred Twenty-five Thousand and 00/100 Dollars (\$125,000.00).
4. **Term.** The initial term of this Contract shall commence on the Effective Date and shall expire on September 30, 2023, unless sooner terminated by either party in accordance with the terms of the RFP. This Contract may be renewed for up to two (2) additional one (1) year periods by (i) the JHFA, at its sole discretion, upon written notice to CONSULTANT at least sixty (60) days prior to end of the then-current term, or (ii) upon the mutual agreement of the parties.
5. **Contract Documents.** This Contract consists of the following documents which are hereby incorporated as if fully set forth herein and which, in case of conflict, shall have priority in the order listed:

- This document, as modified by any subsequent signed amendments
- Any amendments to the RFP
- Specific Information Regarding The RFP (Section 1 of the RFP)
- Description of Services and Deliverables (Section 4 of the RFP)
- General Instructions (Section 2 of the RFP)
- General Terms and Conditions of Agreement (Section 3 of the RFP)
- Any Purchase Order under the Contract
- The Response, provided that any terms in the Response that are prohibited under the RFP shall not be included in this Contract.

6. **Notices.** All notices under this Agreement shall be in writing and shall be delivered by certified mail, return receipt requested, or by other delivery with receipt to the following:

As to the JHFA:

Jacksonville Housing Finance Authority
 214 N. Hogan Street, 8th Floor
 Jacksonville, FL 32202
 Phone: (904) 255-8200
 Fax: (904) 255-8285

With a copy to:

Office of General Counsel
 Attn: Governmental Operations
 117 West Duval Street, Suite 480
 Jacksonville, FL 32202
 Phone: (904) 255-5100
 Fax: (904) 255-5119

As to the CONSULTANT:

The Hendrickson Company
 1404 Alban Avenue
 Tallahassee, FL 32301
 Phone: (850) 671-5601
 FEIN #50-0623455

The Community Concepts Group, Inc.
 1210 Hill-N-Dale
 Tallahassee, FL 32317
 Phone: (850) 656-2808
 FEIN # 20-8290065

7. **Contract Managers.** Each Party will designate a Contract Manager during the term of this Contract whose responsibility shall be to oversee the Party's performance of its duties and obligations pursuant to the terms of this Contract. As of the Effective Date, JHFA'S Contract Manager is Laura Stagner-Crites, and the CONSULTANT'S Contract Manager is

Mark Hendrickson . Each Party shall provide prompt written notice to the other Party of any changes to the Party's Contract Manager or his or her contact information; provided, such changes shall not be deemed Contract amendments and may be provided via email.

8. **Entire Agreement.** This Contract constitutes the entire agreement between the parties hereto for the Services to be performed and furnished by the CONSULTANT. No statement, representation, writing, understanding, agreement, course of action or course of conduct, made by either party or any representative of either party, which is not expressed herein shall be binding. CONSULTANT may not unilaterally modify the terms of this Contract by affixing additional terms to materials delivered to the JHFA (e.g., "shrink wrap" terms accompanying or affixed to a deliverable) or by including such terms on a purchase order or payment document. CONSULTANT acknowledges that it is entering into this Contract for its own purposes and not for the benefit of any third party.

9. **Amendments.** All changes to, additions to, modifications of, or amendment to this Contract, or any of the terms, provisions and conditions hereof, shall be binding only when in writing and signed by the authorized officer, agent or representative of each of the parties hereto.

10. **Counterparts.** This Contract, and all amendments thereto, may be executed in several counterparts, each of which shall be deemed an original, and all of such counterparts together shall constitute one and the same instrument.

[Remainder of page left blank intentionally. Signature page follows immediately.]

IN WITNESS WHEREOF, the parties have executed this Contract as of the day and year first above written.

ATTEST:

JACKSONVILLE HOUSING FINANCE AUTHORITY

By _____

By 
Bernard E. Smith
Chairman

In accordance with the *Ordinance Code*, of the JHFA of Jacksonville, I do hereby certify that there is an unexpended, unencumbered, and un-impounded balance in the appropriation sufficient to cover the foregoing agreement; and that provision has been made for the payment of monies provided therein to be paid


Director of Finance
Contract Number: _____


Form Approved:


Office of General Counsel

ATTEST:

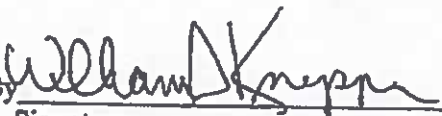
THE HENDRICKSON COMPANY


By 
Signature
Jamie A. Ross
Type/Print Name
N.A.
Title

By 
Signature
Mark A. Hendrickson
Type/Print Name
President
Title

ATTEST:

THE COMMUNITY CONCEPTS GROUP, INC.

By 
Signature
WILLIAM D. KNEPPER
Type/Print Name
N/A
Title

By 
Signature
SUSAN J. LEIGH
Type/Print Name
President
Title

**EXHIBIT A
PRICE SHEET**

Form 1 - Price Sheet

NAME OF CONSULTANT THE HENDRICKSON COMPANY + THE COMMODITY CONCEPTS GROUP, INC.
Proposal Number P-40-18 FINANCIAL ADVISOR

SCHEDULE OF PROPOSED PRICES/RATES

The JHFA desires the fee and cost proposal of respondents to include proposed annual Flat Fee, payable on a regular periodic basis for all general services, and all services for single family and multifamily bond issues generally described in Section 4 above. All out of pocket costs and travel costs shall be on a reimbursable basis.

A. Annual Flat Fee for General Services

\$ 125,000 * 2

Clearly state your proposed Annual Flat Fee and the basis for periodic payment (i.e. semiannually, quarterly, etc.) This fee is intended to be all-inclusive of general services to the JHFA on an ongoing basis as the same may arise from time to time for those services generally described in Section II A and B above. This fee is exclusive of travel and other reimbursable costs. If you believe there are any specific exclusions or exceptions to the all-inclusive nature of these services and this annual flat fee arrangement, please specifically set forth any such exceptions and please state your hourly rate for such excluded general services.

B. Out of Pocket Expenses

\$ 0

Such expenses include, but are not limited to the actual and reasonable cost of postage, delivery services, express mail, long distance telephone, document reproduction, and special studies or subcontracted services, but only if such special studies or subcontracted services are expressly approved in advance by the JHFA.

C. Travel Expenses

\$ 0

Your proposed expenses should cover estimates for travel (breakdown for number of trips, destination, coach air fare, meals, single room rate for lodging, vicinity transportation such as cab fare or car rental, etc.) All such travel expenses shall be reimbursed from proceeds from the bond issues.

D. Expenses Relating to Bond Issues

\$ 0

If it is deemed to be financially inadvisable to sell a proposed bond issue or proceed with any other financing program at any time during the term of the contract, or such bonds are not sold or other financing program consummated because of market conditions or otherwise, the Financial Advisor will be paid by the JHFA for "Out of Pocket" expenses and travel expenses upon proper invoice rendered as set forth in B and C above. Such costs will be paid from legally available funds of the JHFA.

If the bonds are sold or other financing program consummated the following expenses will be paid to the Financial Advisor or reimbursed from the proceeds of the bond issue or other legally available funds of the JHFA:

(a) The Financial Advisor will be paid by the JHFA for "Out of Pocket" expenses and travel expenses upon proper invoice rendered as set forth in Paragraph B and C above.

(b) The Financial Advisor may pay the cost of printing the bonds and the official statement. In such case, the JHFA will reimburse the Financial Advisor for the actual costs incurred in connection with the printing upon proper invoice rendered. In the alternative, actual costs of printing the bonds may be invoiced directly by the Financial Advisor to the JHFA

- (c) Actual charges of security rating agencies shall be borne by the JHFA directly.
- (d) Out of Pocket costs of any informational meetings authorized by the JHFA shall be paid by the Financial Advisor and reimbursed by the JHFA upon proper invoice rendered. Travel expenses will be reimbursed only if the meeting is held elsewhere than the City of Jacksonville.
- (e) Advertisements of the "Notice of Sale" will be reimbursed by the JHFA on an actual cost basis. Any costs of the Financial Advisor incurred which are not specifically provided for herein to be at the expense of the JHFA, shall be paid by the Financial Advisor.
- (f) Incidental costs incurred in executing and delivering the bonds shall be borne directly by the JHFA.

E. Estimated percentage of total fees to be performed by sub-contractors 0.1 %

*Proposed per bond rates, hourly rates and reimbursable expense estimates shall not be binding upon the JHFA. Any and all of the foregoing shall be subject to negotiation and mutual agreement except for travel reimbursement as specified in the Ordinance Code of the City of Jacksonville. The JHFA specifically reserves the right to negotiate, accept or reject any proposed per bond rates, hourly rates or reimbursable expenses which are not reasonable, necessary and acceptable to the JHFA

- *1 Subcontractor - Credit Underwriter not paid from this fee or any JHFA funds. Fee paid directly by loan applicant to the credit underwriter.
- *2 In addition to fixed fee paid by JHFA, there will be a multi-family application review fee paid directly by each applicant when submitting their application. JHFA will not pay this fee. The amount is proposed at \$3,000 per review, which is consistent with current JHFA policies.



City of Jacksonville, Florida

Lenny Curry, Mayor

Procurement Division
Ed Ball Building
214 N. Hogan Street, Suite 800
Jacksonville, Florida 32202

ONE CITY. ONE JACKSONVILLE.

January 30, 2020

Bernard E. Smith, Chairman
Jacksonville Housing Finance Authority
214 N. Hogan Street
7th Floor, St. James Building
Jacksonville, FL 32202

Dear Mr. Smith:

Ref: P-40-18 JHFA Financial Advisor
Jacksonville Housing Finance Authority

The Professional Services Evaluation Committee met today in Board Room 851 on the eighth floor of the Ed Ball Building, for the purpose of concluding fee and contract negotiations with the number one ranked company/firm for the above captioned project.

The following motion/recommendation was adopted:

That the Jacksonville Housing Finance Authority enter into a contract with the Hendrickson Company & The Community Concepts Group, Inc., as JHFA Financial Advisor by (i) incorporating the attached Scope of Services Identified as Exhibit 'A' and Contract Fee Schedule identified as Exhibit 'B'; (ii) providing \$125,000.00 annually for the services; (iii) provide a not-to-exceed total maximum indebtedness of \$375,000.00; and (iii) providing an initial period of service from execution of the contract to September 30, 2023, with two (2) one-year renewal options available. All other terms and conditions shall be in accordance with the RFP and the standard contractual language as is customary to the Jacksonville Housing Finance Authority.

If the foregoing meets your approval, we respectfully request your signature and return to my office.

Respectfully submitted,




Gregory Pease, Chief
Procurement Division
Chairman, Professional Services
Evaluation Committee

APPROVED:


Bernard E. Smith, Chairman

This 30th day of January 2020

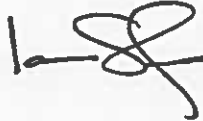
GP:ab

cc Subcommittee Members

JACKSONVILLE HOUSING FINANCE AUTHORITY



TO: Gregory Pease, Chairman
Professional Services Evaluation Committee

FROM: Laura Stagner-Crites, Director - Finance
Jacksonville Housing Finance Authority 

DATE: January 24, 2020

SUBJECT: Contract & Fee Negotiation - P-40-18 JHFA Financial Advisor

The Jacksonville Housing Finance Authority RFP Review Subcommittee has completed its fee and contract negotiations with The Hendrickson Company and The Community Concepts Group, Inc., which is the number one (1) ranked respondent to the above referenced RFP.

Accordingly, it is recommended that the Jacksonville Housing Finance Authority enter into a contract with The Hendrickson Company and The Community Concepts Group, Inc., incorporating the attached RFP identified as "Exhibit "A" and incorporating the attached fee schedule identified as "Exhibit "B" for a maximum not to exceed amount of \$25,000 annually.

Services shall be provided for a period commencing on the date of contract execution and ending September 30, 2023, with an option for two (2) additional one-year periods. All terms and conditions of the contract shall be in accordance with the RFP and in the standard contractual language as is customary to the Jacksonville Housing Finance Authority.

Your favorable consideration to this request is appreciated. Thank you.

g:\jacksonville housing finance authority\jhfa procurement\2018 procurement\p-40-18 jhfa financial advisor\p-40-18 financial advisor contract & fee.docx

Form 1 - Price Sheet

NAME OF CONSULTANT THE HENDRICKSON COMPANY + THE COMMUNITY CONCEPTS GROUP, INC.

Proposal Number P-40-18 FINANCIAL ADVISOR

SCHEDULE OF PROPOSED PRICES/RATES

The JHFA desires the fee and cost proposal of respondents to include proposed annual Flat Fee, payable on a regular periodic basis for all general services, and all services for single family and multifamily bond issues generally described in Section 4 above. All out of pocket costs and travel costs shall be on a reimbursable basis.

A. Annual Flat Fee for General Services

\$ 125,000 * 2

Clearly state your proposed Annual Flat Fee and the basis for periodic payment (i.e. semiannually, quarterly, etc.) This fee is intended to be all-inclusive of general services to the JHFA on an ongoing basis as the same may arise from time to time for those services generally described in Section II A and B above. This fee is exclusive of travel and other reimbursable costs. If you believe there are any specific exclusions or exceptions to the all-inclusive nature of these services and this annual flat fee arrangement, please specifically set forth any such exceptions and please state your hourly rate for such excluded general services.

B. Out of Pocket Expenses

\$ Ø

Such expenses include, but are not limited to the actual and reasonable cost of postage, delivery services, express mail, long distance telephone, document reproduction, and special studies or subcontracted services, but only if such special studies or subcontracted services are expressly approved in advance by the JHFA.

C. Travel Expenses

\$ Ø

Your proposed expenses should cover estimates for travel (breakdown for number of trips, destination, coach air fare, meals, single room rate for lodging, vicinity transportation such as cab fare or car rental, etc.) All such travel expenses shall be reimbursed from proceeds from the bond issues.

D. Expenses Relating to Bond Issues

\$ Ø

If it is deemed to be financially inadvisable to sell a proposed bond issue or proceed with any other financing program at any time during the term of the contract, or such bonds are not sold or other financing program consummated because of market conditions or otherwise, the Financial Advisor will be paid by the JHFA for "Out of Pocket" expenses and travel expenses upon proper invoice rendered as set forth in B and C above. Such costs will be paid from legally available funds of the JHFA.

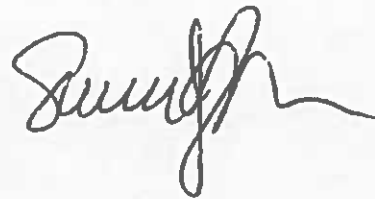
If the bonds are sold or other financing program consummated the following expenses will be paid to the Financial Advisor or reimbursed from the proceeds of the bond issue or other legally available funds of the JHFA:

- (a) The Financial Advisor will be paid by the JHFA for "Out of Pocket" expenses and travel expenses upon proper invoice rendered as set forth in Paragraph B and C above.
- (b) The Financial Advisor may pay the cost of printing the bonds and the official statement. In such case, the JHFA will reimburse the Financial Advisor for the actual costs incurred in connection with the printing upon proper invoice rendered. In the alternative, actual costs of printing the bonds may be invoiced directly by the Financial Advisor to the JHFA.

- (c) Actual charges of security rating agencies shall be borne by the JHFA directly.
- (d) Out of Pocket costs of any informational meetings authorized by the JHFA shall be paid by the Financial Advisor and reimbursed by the JHFA upon proper invoice rendered. Travel expenses will be reimbursed only if the meeting is held elsewhere than the City of Jacksonville.
- (e) Advertisements of the "Notice of Sale" will be reimbursed by the JHFA on an actual cost basis. Any costs of the Financial Advisor incurred which are not specifically provided for herein to be at the expense of the JHFA, shall be paid by the Financial Advisor.
- (f) Incidental costs incurred in executing and delivering the bonds shall be borne directly by the JHFA.

E. Estimated percentage of total fees to be performed by sub-contractors 0^{#1} %

*Proposed per bond rates, hourly rates and reimbursable expense estimates shall not be binding upon the JHFA. Any and all of the foregoing shall be subject to negotiation and mutual agreement except for travel reimbursement as specified in the Ordinance Code of the City of Jacksonville. The JHFA specifically reserves the right to negotiate, accept or reject any proposed per bond rates, hourly rates or reimbursable expenses which are not reasonable, necessary and acceptable to the JHFA.

- *1 Subcontractor - Credit Underwriter not paid from this fee or any JHFA funds. Fee paid directly by loan applicant to the credit underwriter.
- *2 In addition to fixed fee paid by JHFA, there will be a multi-family application review fee paid directly by each applicant when submitting their application. JHFA will not pay this fee. The amount is proposed at \$3,000 per review, which is consistent with current JHFA policies.



City of Jacksonville, Florida

Donna Deegan, Mayor


Housing and Community Development Division
Ed Ball Building
214 North Hogan Street, 7th Floor
(904) 255-8200
Jacksonville, FL 32202
www.coj.net

ONE CITY. ONE JACKSONVILLE.

MEMORANDUM

COJ PROCUREMENT

TO: Dustin Freeman, Chairman
Professional Services Evaluation Committee

FROM: Travis Jeffrey, Chief 
Housing and Community Development Division

RE: P-41-18 – Contract Ratification and Amendment to the
Professional Services Contract between the Jacksonville Housing Finance Authority
("JHFA") and The Bank of New York Mellon Trust Company, N.A. ("Consultant") for Bond
Trustee

DATE: October 9, 2023

'23 OCT 9 PM 12:08:58

Pursuant to Request for Proposal No. P-41-18 ("RFP") and Consultant's response to the RFP, the JHFA and the Consultant entered into a Professional Services Contract with Consultant for Bond Trustee ("Bond Trustee Services Contract"). A copy of the Bond Trustee Services Contract is attached.

JHFA requests to exercise the first of two renewal options to the Bond Trustee Services Contract to extend the period of services to September 30, 2024.

Accordingly, JHFA respectfully requests that:

- a) Ratification of the Bond Trustee Services Contract from September 30, 2023, to the date of award; and
- b) Authorization to amend the Bond Trustee Services Contract to exercise the first renewal option to extend the period of service from September 20, 2023, to September 30, 2024, with one renewal remaining.

Thank you for your consideration.

Attachments: Bond Trustee Services Contract

cc: Alex Baker, Professional Services Specialist
Procurement Division

G:\Finance & Compliance\Procurement\P-41-18\Submittal – Contract Ratification and Renewal – Bank of NY Mellon Trust Co.doc

**PROFESSIONAL SERVICES CONTRACT
BETWEEN
JACKSONVILLE HOUSING FINANCE AUTHORITY
AND
THE BANK OF NEW YORK MELLON TRUST COMPANY, N.A.
FOR
BOND TRUSTEE**

THIS CONTRACT, made and entered into this ____ day of February, 2020 (the "Effective Date"), by and between the JACKSONVILLE HOUSING FINANCE AUTHORITY (the "JHFA"), a body politic and corporate, and THE BANK OF NEW YORK MELLON TRUST COMPANY, N.A. (the "CONSULTANT"), a national association.

WHEREAS, the JHFA (as the "Buyer") issued a Request for Proposal No. P-41-18 (the "RFP"), a copy of which is on file with the City of Jacksonville's Procurement Division (the "Procurement Division"), for certain services described in the RFP (the "Services"); and

WHEREAS, based on CONSULTANT'S response to the RFP dated September 4, 2019, consisting of approximately 78 pages (the "Response"), a copy of which is on file with the Procurement Division, the JHFA has negotiated and awarded this Contract to CONSULTANT;

NOW THEREFORE, in consideration of the premises and the mutual covenants contained below, the parties agree as follows:

1. **Performance of Services.** The Services will be performed by CONSULTANT as specified in the RFP and the Response.
2. **Compensation.** CONSULTANT will be paid by the JHFA for the Services as specified on the Price Sheet attached as **Exhibit A.**
3. **Maximum Indebtedness.** The maximum indebtedness for all services and reimbursables pursuant to this Agreement shall not exceed the sum of \$0.00; it being understood that CONSULTANT is paid pursuant to the provisions of Exhibit A upon the completion of closing of the particular bond program or as otherwise set forth in the Bond Trust Indenture for the particular bond program.
4. **Term.** The initial term of this Contract shall commence on the Effective Date and shall expire on September 30, 2023, unless sooner terminated by either party in accordance with the terms of the RFP. This Contract may be renewed for up to two (2) additional one (1) year periods by (i) the JHFA, at its sole discretion, upon written notice to CONSULTANT at least sixty (60) days prior to end of the then-current term, or (ii) upon the mutual agreement of the parties.
5. **Contract Documents.** This Contract consists of the following documents which are hereby incorporated as if fully set forth herein and which, in case of conflict, shall have priority in the order listed:
 - This document, as modified by any subsequent signed amendments

- Any amendments to the RFP
- Specific Information Regarding The RFP (Section 1 of the RFP)
- Description of Services (Section 4 of the RFP)
- General Instructions (Section 2 of the RFP)
- General Terms and Conditions of Agreement (Section 3 of the RFP)
- Any Purchase Order under the Contract
- The Response, provided that any terms in the Response that are prohibited under the RFP shall not be included in this Contract.

6. **Notices.** All notices under this Agreement shall be in writing and shall be delivered by certified mail, return receipt requested, or by other delivery with receipt to the following:

As to the JHFA:

Jacksonville Housing Finance Authority
 214 N. Hogan Street, 8th Floor
 Jacksonville, FL 32202
 Phone: (904) 255-8200
 Fax: (904) 255-8285

With a copy to:

Office of General Counsel
 Attn: Governmental Operations
 117 West Duval Street, Suite 480
 Jacksonville, FL 32202
 Phone: (904) 255-5100
 Fax: (904) 255-5119

As to the CONSULTANT:

The Bank of New York Mellon Trust Company, N.A.
 10161 Centurion Parkway
 Jacksonville, FL 32256
 Phone: (904) 645-1906
 FEIN #95-3571558

7. **Contract Managers.** Each Party will designate a Contract Manager during the term of this Contract whose responsibility shall be to oversee the Party's performance of its duties and obligations pursuant to the terms of this Contract. As of the Effective Date, JHFA'S Contract Manager is Laura Stagner-Crites, and the CONSULTANT'S Contract Manager is Elizabeth Feezor. Each Party shall provide prompt written notice to the other Party of any changes to the Party's Contract Manager or his or her contact information; provided, such changes shall not be deemed Contract amendments and may be provided via email.

8. **Entire Agreement.** This Contract constitutes the entire agreement between the parties hereto for the Services to be performed and furnished by the CONSULTANT. No statement, representation, writing, understanding, agreement, course of action or course of

conduct, made by either party or any representative of either party, which is not expressed herein shall be binding. CONSULTANT may not unilaterally modify the terms of this Contract by affixing additional terms to materials delivered to the JHFA (e.g., "shrink wrap" terms accompanying or affixed to a deliverable) or by including such terms on a purchase order or payment document. CONSULTANT acknowledges that it is entering into this Contract for its own purposes and not for the benefit of any third party.

9. **Amendments.** All changes to, additions to, modifications of, or amendment to this Contract, or any of the terms, provisions and conditions hereof, shall be binding only when in writing and signed by the authorized officer, agent or representative of each of the parties hereto.

10. **Counterparts.** This Contract, and all amendments thereto, may be executed in several counterparts, each of which shall be deemed an original, and all of such counterparts together shall constitute one and the same instrument.

[Remainder of page left blank intentionally. Signature page follows immediately.]

IN WITNESS WHEREOF, the parties have executed this Contract as of the day and year first above written.

ATTEST:

JACKSONVILLE HOUSING FINANCE
AUTHORITY

By _____

By  _____
Bernard E. Smith
Chairman

In accordance with the *Ordinance Code*, of the JHFA of Jacksonville, I do hereby certify that there is an unexpended, unencumbered, and un-impounded balance in the appropriation sufficient to cover the foregoing agreement; and that provision has been made for the payment of monies provided therein to be paid.

Director of Finance
Contract Number: _____

Form Approved:


Office of General Counsel

ATTEST:

THE BANK OF NEW YORK MELLON
TRUST COMPANY, N.A.

By _____
Signature

By _____
Signature

Type/Print Name

Type/Print Name

Title

Title

IN WITNESS WHEREOF, the parties have executed this Contract as of the day and year first above written.

ATTEST:

**JACKSONVILLE HOUSING FINANCE
AUTHORITY**

By _____

By _____

Bernard E. Smith
Chairman

In accordance with the *Ordinance Code*, of the JHFA of Jacksonville, I do hereby certify that there is an unexpended, unencumbered, and un-impounded balance in the appropriation sufficient to cover the foregoing agreement; and that provision has been made for the payment of monies provided therein to be paid.

Director of Finance
Contract Number: _____

Form Approved:

Office of General Counsel

ATTEST:

**THE BANK OF NEW YORK MELLON,
N.A.**

By _____

Signature

By _____

Signature

Type/Print Name

Type/Print Name

Title

Title

**EXHIBIT A
PRICE SHEET**

(See Attached)

Form 1 - Price Sheet

NAME OF CONSULTANT The Bank of New York Mellon Trust Company, N.A.

Proposal Number REP # P-41-18

SCHEDULE OF PROPOSED PRICES/RATES

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

Please refer to our MultiFamily and Single Family fee schedules attached for complete pricing.

2. **Per Bond Rates** - These rates shall be expressed as X amount per \$1,000 principal amount of bonds to be issued for (i) a hypothetical \$20,000,000 single family bond issue (and whether the rates change the higher or lower the amount of the issue); and (ii) a hypothetical \$20,000,000 multi-family project bond issue (and whether the rates change the higher or lower the amount of the issue), together with sub-contracting costs (if any - please specifically identify) and travel and reimbursable expenses. Please include any proposed minimum or maximum fee. It is understood and agreed that attendance at JHFA meetings and any City Council meetings is included in this fee.

Please refer to our MultiFamily and Single Family fee schedules attached for complete pricing.

3. **Hourly Rates** - Set forth all present applicable hourly rates that you may charge during the term of the engagement for services rendered outside of a specific bond transaction, and identify the work if possible. For example, you may set forth hourly rates for partners, associates, paralegals, etc. Also, you may set forth hourly rates which differ based upon court preparation and court appearances, conference time, travel time, document drafting, etc. Do not use "blended" hourly rates.

Please refer to our MultiFamily and Single Family fee schedules attached for complete pricing.

4. **Reimbursable Expenses** - Your proposed reimbursable expenses should cover estimates for travel (air fare, meals, lodging, etc.), reproduction, postage, long distance telephone, air express charges, and other "out of pocket" reimbursable expenses, including any surcharge or billing charge associated therewith. Travel expenses will be adjusted in accordance with the City Ordinance Code and Rules promulgated thereunder. Also, include any substantial costs for services to be performed on a subcontracted basis.

Please refer to our MultiFamily and Single Family fee schedules attached for complete pricing.

5. Estimated percentage of total fee to be performed by sub-contractors 0 %

Proposed per bond rates, hourly rates and reimbursable expense estimates shall not be binding upon the JHFA. Any and all of the foregoing shall be subject to negotiation and mutual agreement except for travel reimbursement as specified in the Ordinance Code of the City of Jacksonville. The JHFA specifically reserves the right to negotiate, accept or reject any proposed per bond rates, hourly rates or reimbursable expenses which are not reasonable, necessary and acceptable to the JHFA.



Jacksonville Housing Finance Authority RFP #P-41-18

Date: August 28, 2019

Presented By:
BNY Mellon Corporate Trust

**Fee Schedule for Single Family Transactions
for the following:**

- **Trustee**
- **Paying Agent**
- **Registrar**
- **Dissemination Agent**
- **Arbitrage Rebate Analyst**



BNY MELLON

Fee Schedule - Single Family Transactions

Subject to the Terms and Disclosures below, upon appointment of The Bank of New York Mellon Trust Company, N.A. ("BNYM" or "us" or "affiliates" or "subsidiaries") in the roles as outlined within this Fee Schedule (this "Fee Schedule"), Jacksonville Housing Finance Authority ("Client") shall be responsible for the payment of the fees, expenses and charges as set forth herein. Fees are payable or accrue at the time of the execution of the governing documents (the "Transaction Documents") in connection with the closing of the transaction (the "Transaction") which is the subject of this Fee Schedule.

General Fees

Acceptance Fee

\$3,500

The Transaction Acceptance Fee is payable at the time of the execution of the governing documents in connection with the closing of the transaction which is the subject of this Agreement (the "Transaction"), and compensates BNYM for the following: review of all supporting documents, initial establishment of the required accounts and Know Your Client checks.

Annual Trustee Administration Fee

2 Basis Points of Outstanding

Annual Minimum

Subject to minimum of \$2,000 per Tranche

Annual fees of 2 basis points of bonds outstanding, subject to a minimum of \$2,000 per Tranche, covers the duties and responsibilities related to account administration and bondholder services, which may include maintenance of accounts on various systems, collection and payment of principal and interest to bondholders, the preparation and distribution of any sinking fund redemption notices and the monitoring of issuer compliance. The fee is payable in arrears for the year and shall not be prorated.

Annual Paying Agent/Registrar Fee

Included in Trustee Fee

An annual charge covering the normal paying agent duties related to account administration and bondholder services. Our pricing is based on the assumption that the bonds are DTC-eligible/book-entry only. If the bonds are certificated or physical, an additional \$1,000 per year will be added to the Annual Paying Agent Administrative fee. This fee is payable annually, in arrears.

Annual Tender Agent Fee

Included in Trustee Fee

An annual charge covering the normal administrative duties and responsibilities, assuming the issuance of book entry bonds.

Annual Dissemination Agent Fee

\$250

An annual charge covering the normal dissemination agent duties that include but are not limited to determining the names and addresses of repositories, annually file the Annual Report, Audited Financial Statement with each National and State repository and upon receipt file a notice of material event to both National and State Repositories.

Investment Compensation

With respect to investments in money market mutual funds for which BNYM provides shareholder services, BNYM (or its affiliates) may receive fees from the mutual funds (or their affiliates) for shareholder services as set forth in the Authorization and Direction to Invest Cash Balances in Money Market Mutual Funds or other similar fees described in the fund prospectus.

Investment Agreement/Repurchase/Forward Purchase

Agreement – Annual Fee, per agreement

(if applicable) \$1,000

An annual fee for ongoing administration of each Investment Agreement, Repurchase Agreement or Forward Purchase Agreement.

PRIVATE AND CONFIDENTIAL

The information contained within this Fee Schedule is the proprietary information of The Bank of New York Mellon and is confidential. This document, either in whole or in part, must not be reproduced or disclosed to others or used for purposes other than that for which it has been supplied without the prior written permission of The Bank of New York Mellon. Client shall not use BNY Mellon's name or trademarks without its prior written permission.

BNYM will assess a setup fee of \$500 covering the review and negotiation of each agreement. The fees and expenses incurred by BNYM's Counsel in connection with its review and negotiation of each agreement will additionally be billed at the actual amount of fees and expenses charged by Counsel.

Counsel Fees - External

\$6,000

If external legal counsel is retained by BNYM, a bill for the fees, expenses and disbursements of such external legal counsel will be sent to Client. Client will be billed for the actual amount of the fees, expenses and disbursements charged by external legal counsel for its services plus any applicable taxes, and such amount will be payable upon the closing of the Transaction. In the event that the Transaction is terminated prior to closing, Client will remain responsible for the payment of external counsel fees, expenses and disbursements incurred up to and including the termination date.

Arbitrage Rebate Calculations

\$1,250 per annual report

(Available in an Annual or 5 Year Option)

\$2,500 per 5 year report

Our arbitrage rebate compliance services are designed to help tax-exempt bond issuers and conduit borrowers comply with the yield restriction and arbitrage rebate requirements of Internal Revenue Code Section 148 and related Treasury Regulations. When BNYM is the trustee and/or paying agent for your tax-exempt bonds, we simplify the process and provide seamless arbitrage reporting and information. Payable upon delivery of calculation report.

Extraordinary Services/Miscellaneous Fees

The charges may be hourly or fixed for performing extraordinary or other services not contemplated at the time of the execution of the Transaction Documents or not specifically covered elsewhere in this schedule will be commensurate with the service to be provided and may be charged in BNY Mellon's sole discretion. If it is contemplated that BNY Mellon hold/and or value collateral, additional acceptance, administration and counsel review fees will be applicable to the agreement governing such services. If the bonds are converted to certificated form, additional annual fees will be charged for any applicable tender agent and/or registrar/paying agent services. Additional information will be provided at such time. If all outstanding bonds of a series are defeased or redeemed, or BNY Mellon is removed as paying agent prior to the maturity of the bonds, a termination fee may be assessed at that time.

Miscellaneous fees and expenses may include, but are not necessarily limited to supplemental agreements, tender processing, the preparation and distribution of sinking fund redemption notices, optional redemptions, failed remarketing processing, preparation of special or interim reports, UCC filing fees, auditor confirmation fees, wire transfer fees, Letter of Credit drawdown fees, transaction fees to settle third-party trades, and reconciliation fees to balance trust account balances to third-party investment provider statements. Counsel, accountants, special agents and others will be charged at the actual amount of fees and expenses billed. FDIC or other governmental charges will be passed along as incurred. Reimbursement will be required for any out-of-pocket expenses and will be invoiced to the Client at cost.

Client agrees to reimburse BNYM for extraordinary expenses incurred by it in connection with the Transaction to the extent permitted by law.

Unless specifically listed in this Fee Schedule, the fees, expenses and disbursements of BNYM legal counsel are not included in the charges listed above.

Default Administration

If a default occurs under the Transaction Documents, the services of each employee of BNYM administering such default will be charged at the prevailing hourly rate for default administration services as set out from time to time. In addition, all of BNYM's costs and expenses "including but not limited to any legal costs, travel costs and applicable taxes" shall be charged to Client.

PRIVATE AND CONFIDENTIAL

The information contained within this Fee Schedule is the proprietary information of The Bank of New York Mellon and is confidential. This document, either in whole or in part, must not be reproduced or disclosed to others or used for purposes other than that for which it has been supplied without the prior written permission of The Bank of New York Mellon. Client shall not use BNY Mellon's name or trademarks without its prior written permission.

Negative Interest Rates – Charges

With respect to any funds invested by BNYM in connection with the Transaction, if: (i) any recognized overnight benchmark rate or any official overnight interest rate set by a central bank or other monetary authority is negative or zero; or (ii) any market counterparty or other institution applies a negative interest rate or any related charge to any account or balance of BNYM or any account or balance opened for You by BNYM, BNYM may apply a charge to any of Your accounts or balances. BNYM will give you prompt written notice of the application of any such charges. You acknowledge and agree that the application of such a charge by BNYM may cause the effective interest rate applicable to your account or balance to be negative, notwithstanding that one or more of the rates set by third parties specified in clauses (i) and (ii) above may be positive.

Terms and Disclosures

General

BNYM's final acceptance of its appointment pursuant to the Transaction Documents is subject to the full review and approval of all related documentation and standard Know Your Client procedures. In the event that this Transaction does not proceed with BNYM in the roles contemplated by this Fee Schedule and the Transaction Documents, Client will be responsible for payment of any external counsel fees and expenses and out-of-pocket expenses which BNYM may have incurred up to and including the termination date.

Client shall be responsible for filing any applicable information returns with the U.S. Department of Treasury, Internal Revenue Service in connection with payments made by BNYM to vendors who have not performed services for BNYM's benefit under the various bond or note issuances or other undertakings contemplated by this Fee Schedule.

The Bank of New York Mellon Corporation is a global financial organization that operates in and provides services and products to clients through its affiliates and subsidiaries located in multiple jurisdictions (the "BNY Mellon Group"). The BNY Mellon Group may (i) centralize in one or more affiliates and subsidiaries certain activities (the "Centralized Functions"), including audit, accounting, administration, risk management, legal, compliance, sales, product communication, relationship management, and the compilation and analysis of information and data regarding Client (which, for purposes of this provision, includes the name and business contact information for Client employees and representatives) and the accounts established pursuant to the Transaction Documents ("Client Information") and (ii) use third party service providers to store, maintain and process Client Information ("Outsourced Functions"). Notwithstanding anything to the contrary contained elsewhere in this Fee Schedule or the Transaction Documents and solely in connection with the Centralized Functions and/or Outsourced Functions, Client consents to the disclosure of, and authorizes BNY Mellon to disclose, Client Information to (i) other members of the BNY Mellon Group (and their respective officers, directors and employees) and to (ii) third-party service providers (but solely in connection with Outsourced Functions) who are required to maintain the confidentiality of Client Information. In addition, the BNY Mellon Group may aggregate Client Information with other data collected and/or calculated by the BNY Mellon Group, and the BNY Mellon Group will own all such aggregated data, provided that the BNY Mellon Group shall not distribute the aggregated data in a format that identifies Client Information with Client specifically. Client represents that it is authorized to consent to the foregoing and that the disclosure of Client Information in connection with the Centralized Functions and/or Outsourced Functions does not violate any relevant data protection legislation. Client also consents to the disclosure of Client Information to governmental and regulatory authorities in jurisdictions where the BNY Mellon Group operates and otherwise as required by law.

Please note the fees quoted in this Fee Schedule are based upon the information available at the present time. Further quotes may be provided once the structure of the deal has been finalized. Annual Fees cover a period of one year and any portion thereof and are not subject to pro-rata. Fees may be subject to adjustment during the life of the engagement.

Advance Fees

BNYM requires that Client agree to the fees quoted in this Fee Schedule prior to the commencement of any work or the provision of any services by BNYM in relation to the Transaction. In the event that BNYM provides any services to Client prior to your agreement to the fees quoted herein, the commencement of such work or the provision of such services shall not be deemed to constitute a waiver of the fees listed in this Fee Schedule. BNYM reserves the right to cease providing services until such time as

PRIVATE AND CONFIDENTIAL

The information contained within this Fee Schedule is the proprietary information of The Bank of New York Mellon and is confidential. This document, either in whole or in part, must not be reproduced or disclosed to others or used for purposes other than that for which it has been supplied without the prior written permission of The Bank of New York Mellon. Client shall not use BNY Mellon's name or trademarks without its prior written permission.

Client agrees to the fees quoted herein. BNYM reserves the right to request that any and all fees due and payable pursuant to this Fee Schedule and related in any way to the Transaction are paid in advance (either in whole or in part) prior to the provision of any services.

Acceptance/Revocation of Offer

You may agree to the fees quoted herein by (i) executing this Fee Schedule and returning it to us, (ii) closing the Transaction, or (iii) instructing us or continuing to instruct us after receipt of this Fee Schedule. Upon the earlier to occur of (i), (ii) and (iii), the fees quoted herein shall be deemed accepted by you. If you agree to the fees quoted herein, the terms of this Fee Schedule shall supersede any prior fees quoted with respect to the Transaction. BNYM may revoke the terms of this Fee Schedule if the Transaction does not close within three months from the date of this Fee Schedule. Should the Transaction fail to close for any reason, a termination fee equal to BNYM's Acceptance Fee, any external counsel fees, expenses and disbursements and all out-of-pocket expenses will apply.

Confidential Information

Except as otherwise provided by law, all information provided to Client by BNYM must remain confidential and may not be intentionally disclosed, reproduced, copied, published, or displayed in any form to any third party without BNYM's prior written approval.

Client Notice Required By the USA Patriot Act

To help the U.S. government fight the funding of terrorism and money laundering activities, US Federal law requires all financial institutions to obtain, verify and record information that identifies each person (whether an individual or organization) for which a relationship is established. When Client establishes a relationship with BNYM, we will ask Client to provide certain information (and documents) that will help us to identify Client. We will ask for your organization's name, physical address, tax identification or other government registration number and other information that will help us identify Client. We may also ask for a Certificate of Incorporation or similar document or other pertinent identifying documentation for your type of organization.

Jacksonville Housing Finance Authority hereby accepts and agrees to the fees and the terms and conditions set forth in this Fee Schedule.

By: _____
Name: _____ *(Print name in full)*
Title: _____
Date: _____

PRIVATE AND CONFIDENTIAL

The information contained within this Fee Schedule is the proprietary information of The Bank of New York Mellon and is confidential. This document, either in whole or in part, must not be reproduced or disclosed to others or used for purposes other than that for which it has been supplied without the prior written permission of The Bank of New York Mellon. Client shall not use BNY Mellon's name or trademarks without its prior written permission.



Jacksonville Housing Finance Authority RFP #P-41-18

Date: August 28, 2019

Presented By:
BNY Mellon Corporate Trust

**Fee Schedule for Multifamily Transactions
for the following:**

- **Trustee**
- **Paying Agent**
- **Registrar**
- **Dissemination Agent**
- **Arbitrage Rebate Analyst**



Fee Schedule – Multifamily Transactions

Subject to the Terms and Disclosures below, upon appointment of The Bank of New York Mellon Trust Company, N.A. (“BNYM” or “us” or “affiliates” or “subsidiaries”) in the roles as outlined within this Fee Schedule (this “Fee Schedule”), Jacksonville Housing Finance Authority (“Client”) shall be responsible for the payment of the fees, expenses and charges as set forth herein. Fees are payable or accrue at the time of the execution of the governing documents (the “Transaction Documents”) in connection with the closing of the transaction (the “Transaction”) which is the subject of this Fee Schedule.

General Fees

Acceptance Fee

\$3,500

The Transaction Acceptance Fee is payable at the time of the execution of the governing documents in connection with the closing of the transaction which is the subject of this Agreement (the “Transaction”), and compensates BNYM for the following: review of all supporting documents, initial establishment of the required accounts and Know Your Client checks.

Annual Trustee Administration Fee

2.125 Basis Points

Minimum Fee \$4,250/Maximum Fee \$4,250

(assumes \$20 million on outstanding)

Annual fees of 2.125 basis points of bonds outstanding, subject to a minimum of \$4,250 per Tranche, covers the duties and responsibilities related to account administration and bondholder services, which may include maintenance of accounts on various systems, collection and payment of principal and interest to bondholders, the preparation and distribution of any sinking fund redemption notices and the monitoring of issuer compliance. The fee is payable in arrears for the year and shall not be prorated.

Annual Paying Agent/Registrar Fee

Included in Trustee Fee

An annual charge covering the normal paying agent duties related to account administration and bondholder services. Our pricing is based on the assumption that the bonds are DTC-eligible/book-entry only. If the bonds are certificated or physical, an additional \$1,000 per year will be added to the Annual Paying Agent Administrative fee. This fee is payable annually, in arrears.

Annual Tender Agent Fee

Included in Trustee Fee

An annual charge covering the normal administrative duties and responsibilities, assuming the issuance of book entry bonds.

Annual Dissemination Agent Fee

\$250

An annual charge covering the normal dissemination agent duties that include but are not limited to determining the names and addresses of repositories, annually file the Annual Report, Audited Financial Statement with each National and State repository and upon receipt file a notice of material event to both National and State Repositories.

Investment Compensation

With respect to investments in money market mutual funds for which BNYM provides shareholder services, BNYM (or its affiliates) may receive fees from the mutual funds (or their affiliates) for shareholder services as set forth in the Authorization and Direction to Invest Cash Balances in Money Market Mutual Funds or other similar fees described in the fund prospectus.

Investment Agreement/Repurchase/Forward Purchase Agreement – Annual Fee, per agreement

(if applicable) \$1,000

An annual fee for ongoing administration of each Investment Agreement, Repurchase Agreement or Forward Purchase Agreement.

PRIVATE AND CONFIDENTIAL

The information contained within this Fee Schedule is the proprietary information of The Bank of New York Mellon and is confidential. This document, either in whole or in part, must not be reproduced or disclosed to others or used for purposes other than that for which it has been supplied without the prior written permission of The Bank of New York Mellon. Client shall not use BNY Mellon’s name or trademarks without its prior written permission.

BNY Mellon Corporate Trust
Fee Schedule for Jacksonville Housing Finance Authority Bond Trustee RFP#P41-18

BNYM will assess a setup fee of \$500 covering the review and negotiation of each agreement. The fees and expenses incurred by BNYM's Counsel in connection with its review and negotiation of each agreement will additionally be billed at the actual amount of fees and expenses charged by Counsel.

Counsel Fees - External

\$6,000

If external legal counsel is retained by BNYM, a bill for the fees, expenses and disbursements of such external legal counsel will be sent to Client. Client will be billed for the actual amount of the fees, expenses and disbursements charged by external legal counsel for its services plus any applicable taxes, and such amount will be payable upon the closing of the Transaction. In the event that the Transaction is terminated prior to closing, Client will remain responsible for the payment of external counsel fees, expenses and disbursements incurred up to and including the termination date.

Arbitrage Rebate Calculations

\$1,250 per annual report

(Available in an Annual or 5 Year Option)

\$2,500 per 5 year report

Our arbitrage rebate compliance services are designed to help tax-exempt bond issuers and conduit borrowers comply with the yield restriction and arbitrage rebate requirements of Internal Revenue Code Section 148 and related Treasury Regulations. When BNYM is the trustee and/or paying agent for your tax-exempt bonds, we simplify the process and provide seamless arbitrage reporting and information. Payable upon delivery of calculation report.

Extraordinary Services/Miscellaneous Fees

The charges may be hourly or fixed for performing extraordinary or other services not contemplated at the time of the execution of the Transaction Documents or not specifically covered elsewhere in this schedule will be commensurate with the service to be provided and may be charged in BNY Mellon's sole discretion. If it is contemplated that BNY Mellon hold/and or value collateral, additional acceptance, administration and counsel review fees will be applicable to the agreement governing such services. If the bonds are converted to certificated form, additional annual fees will be charged for any applicable tender agent and/or registrar/paying agent services. Additional information will be provided at such time. If all outstanding bonds of a series are defeased or redeemed, or BNY Mellon is removed as paying agent prior to the maturity of the bonds, a termination fee may be assessed at that time.

Miscellaneous fees and expenses may include, but are not necessarily limited to supplemental agreements, tender processing, the preparation and distribution of sinking fund redemption notices, optional redemptions, failed remarketing processing, preparation of special or interim reports, UCC filing fees, auditor confirmation fees, wire transfer fees, Letter of Credit drawdown fees, transaction fees to settle third-party trades, and reconciliation fees to balance trust account balances to third-party investment provider statements. Counsel, accountants, special agents and others will be charged at the actual amount of fees and expenses billed. FDIC or other governmental charges will be passed along as incurred. Reimbursement will be required for any out-of-pocket expenses and will be invoiced to the Client at cost.

Client agrees to reimburse BNYM for extraordinary expenses incurred by it in connection with the Transaction to the extent permitted by law.

Unless specifically listed in this Fee Schedule, the fees, expenses and disbursements of BNYM legal counsel are not included in the charges listed above.

Default Administration

If a default occurs under the Transaction Documents, the services of each employee of BNYM administering such default will be charged at the prevailing hourly rate for default administration services as set out from time to time. In addition, all of BNYM's costs and expenses "including but not limited to any legal costs, travel costs and applicable taxes" shall be charged to Client.

PRIVATE AND CONFIDENTIAL

The information contained within this Fee Schedule is the proprietary information of The Bank of New York Mellon and is confidential. This document, either in whole or in part, must not be reproduced or disclosed to others or used for purposes other than that for which it has been supplied without the prior written permission of The Bank of New York Mellon. Client shall not use BNY Mellon's name or trademarks without its prior written permission.

Negative Interest Rates – Charges

With respect to any funds invested by BNYM in connection with the Transaction, if: (i) any recognized overnight benchmark rate or any official overnight interest rate set by a central bank or other monetary authority is negative or zero; or (ii) any market counterparty or other institution applies a negative interest rate or any related charge to any account or balance of BNYM or any account or balance opened for You by BNYM, BNYM may apply a charge to any of Your accounts or balances. BNYM will give you prompt written notice of the application of any such charges. You acknowledge and agree that the application of such a charge by BNYM may cause the effective interest rate applicable to your account or balance to be negative, notwithstanding that one or more of the rates set by third parties specified in clauses (i) and (ii) above may be positive.

Terms and Disclosures

General

BNYM's final acceptance of its appointment pursuant to the Transaction Documents is subject to the full review and approval of all related documentation and standard Know Your Client procedures. In the event that this Transaction does not proceed with BNYM in the roles contemplated by this Fee Schedule and the Transaction Documents, Client will be responsible for payment of any external counsel fees and expenses and out-of-pocket expenses which BNYM may have incurred up to and including the termination date.

Client shall be responsible for filing any applicable information returns with the U.S. Department of Treasury, Internal Revenue Service in connection with payments made by BNYM to vendors who have not performed services for BNYM's benefit under the various bond or note issuances or other undertakings contemplated by this Fee Schedule.

The Bank of New York Mellon Corporation is a global financial organization that operates in and provides services and products to clients through its affiliates and subsidiaries located in multiple jurisdictions (the "BNY Mellon Group"). The BNY Mellon Group may (i) centralize in one or more affiliates and subsidiaries certain activities (the "Centralized Functions"), including audit, accounting, administration, risk management, legal, compliance, sales, product communication, relationship management, and the compilation and analysis of information and data regarding Client (which, for purposes of this provision, includes the name and business contact information for Client employees and representatives) and the accounts established pursuant to the Transaction Documents ("Client Information") and (ii) use third party service providers to store, maintain and process Client Information ("Outsourced Functions"). Notwithstanding anything to the contrary contained elsewhere in this Fee Schedule or the Transaction Documents and solely in connection with the Centralized Functions and/or Outsourced Functions, Client consents to the disclosure of, and authorizes BNY Mellon to disclose, Client Information to (i) other members of the BNY Mellon Group (and their respective officers, directors and employees) and to (ii) third-party service providers (but solely in connection with Outsourced Functions) who are required to maintain the confidentiality of Client Information. In addition, the BNY Mellon Group may aggregate Client Information with other data collected and/or calculated by the BNY Mellon Group, and the BNY Mellon Group will own all such aggregated data, provided that the BNY Mellon Group shall not distribute the aggregated data in a format that identifies Client Information with Client specifically. Client represents that it is authorized to consent to the foregoing and that the disclosure of Client Information in connection with the Centralized Functions and/or Outsourced Functions does not violate any relevant data protection legislation. Client also consents to the disclosure of Client Information to governmental and regulatory authorities in jurisdictions where the BNY Mellon Group operates and otherwise as required by law.

Please note the fees quoted in this Fee Schedule are based upon the information available at the present time. Further quotes may be provided once the structure of the deal has been finalized. Annual Fees cover a period of one year and any portion thereof and are not subject to pro-ration. Fees may be subject to adjustment during the life of the engagement.

Advance Fees

BNYM requires that Client agree to the fees quoted in this Fee Schedule prior to the commencement of any work or the provision of any services by BNYM in relation to the Transaction. In the event that BNYM provides any services to Client prior to your agreement to the fees quoted herein, the commencement of such work or the provision of such services shall not be deemed to constitute a waiver of the fees listed in this Fee Schedule. BNYM reserves the right to cease providing services until such time as

PRIVATE AND CONFIDENTIAL

The information contained within this Fee Schedule is the proprietary information of The Bank of New York Mellon and is confidential. This document, either in whole or in part, must not be reproduced or disclosed to others or used for purposes other than that for which it has been supplied without the prior written permission of The Bank of New York Mellon. Client shall not use BNY Mellon's name or trademarks without its prior written permission.

Client agrees to the fees quoted herein. BNYM reserves the right to request that any and all fees due and payable pursuant to this Fee Schedule and related in any way to the Transaction are paid in advance (either in whole or in part) prior to the provision of any services.

Acceptance/Revocation of Offer

You may agree to the fees quoted herein by (i) executing this Fee Schedule and returning it to us, (ii) closing the Transaction, or (iii) instructing us or continuing to instruct us after receipt of this Fee Schedule. Upon the earlier to occur of (i), (ii) and (iii), the fees quoted herein shall be deemed accepted by you. If you agree to the fees quoted herein, the terms of this Fee Schedule shall supersede any prior fees quoted with respect to the Transaction. BNYM may revoke the terms of this Fee Schedule if the Transaction does not close within three months from the date of this Fee Schedule. Should the Transaction fail to close for any reason, a termination fee equal to BNYM's Acceptance Fee, any external counsel fees, expenses and disbursements and all out-of-pocket expenses will apply.

Confidential Information

Except as otherwise provided by law, all information provided to Client by BNYM must remain confidential and may not be intentionally disclosed, reproduced, copied, published, or displayed in any form to any third party without BNYM's prior written approval.

Client Notice Required By the USA Patriot Act

To help the U.S. government fight the funding of terrorism and money laundering activities, US Federal law requires all financial institutions to obtain, verify and record information that identifies each person (whether an individual or organization) for which a relationship is established. When Client establishes a relationship with BNYM, we will ask Client to provide certain information (and documents) that will help us to identify Client. We will ask for your organization's name, physical address, tax identification or other government registration number and other information that will help us identify Client. We may also ask for a Certificate of Incorporation or similar document or other pertinent identifying documentation for your type of organization.

Jacksonville Housing Finance Authority hereby accepts and agrees to the fees and the terms and conditions set forth in this Fee Schedule.

By: _____
Name: _____ (Print name in full)
Title: _____
Date: _____

PRIVATE AND CONFIDENTIAL

The information contained within this Fee Schedule is the proprietary information of The Bank of New York Mellon and is confidential. This document, either in whole or in part, must not be reproduced or disclosed to others or used for purposes other than that for which it has been supplied without the prior written permission of The Bank of New York Mellon. Client shall not use BNY Mellon's name or trademarks without its prior written permission.



City of Jacksonville, Florida

Lenny Curry, Mayor

Procurement Division
Ed Ball Building
214 N. Hogan Street, Suite 800
Jacksonville, Florida 32202

ONE CITY. ONE JACKSONVILLE

January 30, 2020

Bernard E. Smith, Chairman
Jacksonville Housing Finance Authority
214 N. Hogan Street
7th Floor, St. James Building
Jacksonville, FL 32202

Dear Mr. Smith:

Ref: P-40-18 JHFA Trustee
Jacksonville Housing Finance Authority


The Professional Services Evaluation Committee met today in Board Room 851 on the eighth floor of the Ed Ball Building, for the purpose of concluding fee and contract negotiations with the number one ranked company/firm for the above captioned project.

The following motion/recommendation was adopted:

That the Jacksonville Housing Finance Authority enter into a contract with the BNY Mellon Trust Company, N.A., as JHFA Trustee by (i) incorporating the attached Scope of Services Identified as Exhibit 'A' and Contract Fee Schedule Identified as Exhibit 'B'; Because these fees are paid out of the proceeds of the underlying issues, this contract will not be encumbered within the City's accounting system, and (ii) providing an initial period of service from execution of the contract to September 30, 2023, with two (2) one-year renewal options available. All other terms and conditions shall be in accordance with the RFP and the standard contractual language as is customary to the Jacksonville Housing Finance Authority.

If the foregoing meets your approval, we respectfully request your signature and return to my office.

Respectfully submitted,


Gregory Pease, Chief
Procurement Division
Chairman, Professional Services
Evaluation Committee

APPROVED:


Bernard E. Smith, Chairman

This 30th day of January, 2020


GP: ab

cc Subcommittee Members

JACKSONVILLE HOUSING FINANCE AUTHORITY



TO: Gregory Pease, Chairman
Professional Services Evaluation Committee

FROM: Laura Stagner-Crites, Director - Finance
Jacksonville Housing Finance Authority 

DATE: January 24, 2020

SUBJECT: Contract & Fee Negotiation - P-41-18 JHFA Trustee

The Jacksonville Housing Finance Authority RFP Review Subcommittee has completed its fee and contract negotiations with BNY Mellon Trust Company, N.A., which is the number one (1) ranked respondent to the above referenced RFP.

Accordingly, it is recommended that the Jacksonville Housing Finance Authority enter into a contract with BNY Mellon Trust Company, N.A., incorporating the attached RFP identified as "Exhibit "A" and incorporating the attached fee schedule identified as "Exhibit "B". Because these fees are paid out of the proceeds of the underlying issues, this contract will not be encumbered within the City's accounting system.

Services shall be provided for a period commencing on the date of contract execution and ending September 30, 2023, with an option for two (2) additional one-year periods. All terms and conditions of the contract shall be in accordance with the RFP and in the standard contractual language as is customary to the Jacksonville Housing Finance Authority.

Your favorable consideration to this request is appreciated. Thank you.

g:\jacksonville housing finance authority\jhfa procurement\2018 procurement\p-41-18 jhfa trustee\p-41-18 bond trustee contract & fee.docx

Form 1 - Price Sheet

NAME OF CONSULTANT The Bank of New York Mellon Trust Company, N.A.

Proposal Number RFP # P-41-18

SCHEDULE OF PROPOSED PRICES/RATES

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

Please refer to our MultiFamily and Single Family fee schedules attached for complete pricing.

2. **Per Bond Rates** - These rates shall be expressed as X amount per \$1,000 principal amount of bonds to be issued for (i) a hypothetical \$20,000,000 single family bond issue (and whether the rates change the higher or lower the amount of the issue); and (ii) a hypothetical \$20,000,000 multi-family project bond issue (and whether the rates change the higher or lower the amount of the issue), together with sub-contracting costs (if any - please specifically identify) and travel and reimbursable expenses. Please include any proposed minimum or maximum fee. It is understood and agreed that attendance at JHFA meetings and any City Council meetings is included in this fee.

Please refer to our MultiFamily and Single Family fee schedules attached for complete pricing.

3. **Hourly Rates** - Set forth all present applicable hourly rates that you may charge during the term of the engagement for services rendered outside of a specific bond transaction, and identify the work if possible. For example, you may set forth hourly rates for partners, associates, paralegals, etc. Also, you may set forth hourly rates which differ based upon court preparation and court appearances, conference time, travel time, document drafting, etc. Do not use "blended" hourly rates.

Please refer to our MultiFamily and Single Family fee schedules attached for complete pricing.

4. **Reimbursable Expenses** - Your proposed reimbursable expenses should cover estimates for travel (air fare, meals, lodging, etc.), reproduction, postage, long distance telephone, air express charges, and other "out of pocket" reimbursable expenses, including any surcharge or billing charge associated therewith. Travel expenses will be adjusted in accordance with the City Ordinance Code and Rules promulgated thereunder. Also, include any substantial costs for services to be performed on a subcontracted basis.

Please refer to our MultiFamily and Single Family fee schedules attached for complete pricing.

5. **Estimated percentage of total fee to be performed by sub-contractors** 0 %

Proposed per bond rates, hourly rates and reimbursable expense estimates shall not be binding upon the JHFA. Any and all of the foregoing shall be subject to negotiation and mutual agreement except for travel reimbursement as specified in the Ordinance Code of the City of Jacksonville. The JHFA specifically reserves the right to negotiate, accept or reject any proposed per bond rates, hourly rates or reimbursable expenses which are not reasonable, necessary and acceptable to the JHFA.



Jacksonville Housing Finance Authority RFP #P-41-18

Date: August 28, 2019

Presented By:

BNY Mellon Corporate Trust

**Fee Schedule for Single Family Transactions
for the following:**

- Trustee
- Paying Agent
- Registrar
- Dissemination Agent
- Arbitrage Rebate Analyst



BNY MELLON

Fee Schedule - Single Family Transactions

Subject to the Terms and Disclosures below, upon appointment of The Bank of New York Mellon Trust Company, N.A. ("BNYM" or "us" or "affiliates" or "subsidiaries") in the roles as outlined within this Fee Schedule (this "Fee Schedule"), Jacksonville Housing Finance Authority ("Client") shall be responsible for the payment of the fees, expenses and charges as set forth herein. Fees are payable or accrue at the time of the execution of the governing documents (the "Transaction Documents") in connection with the closing of the transaction (the "Transaction") which is the subject of this Fee Schedule.

General Fees

Acceptance Fee	\$3,500
----------------	---------

The Transaction Acceptance Fee is payable at the time of the execution of the governing documents in connection with the closing of the transaction which is the subject of this Agreement (the "Transaction"), and compensates BNYM for the following: review of all supporting documents, initial establishment of the required accounts and Know Your Client checks.

Annual Trustee Administration Fee	2 Basis Points of Outstanding
Annual Minimum	Subject to minimum of \$2,000 per Tranche

Annual fees of 2 basis points of bonds outstanding, subject to a minimum of \$2,000 per Tranche, covers the duties and responsibilities related to account administration and bondholder services, which may include maintenance of accounts on various systems, collection and payment of principal and interest to bondholders, the preparation and distribution of any sinking fund redemption notices and the monitoring of issuer compliance. The fee is payable in arrears for the year and shall not be prorated.

Annual Paying Agent/Registrar Fee	Included in Trustee Fee
-----------------------------------	-------------------------

An annual charge covering the normal paying agent duties related to account administration and bondholder services. Our pricing is based on the assumption that the bonds are DTC-eligible/book-entry only. If the bonds are certificated or physical, an additional \$1,000 per year will be added to the Annual Paying Agent Administrative fee. This fee is payable annually, in arrears.

Annual Tender Agent Fee	Included in Trustee Fee
-------------------------	-------------------------

An annual charge covering the normal administrative duties and responsibilities, assuming the issuance of book entry bonds.

Annual Dissemination Agent Fee	\$250
--------------------------------	-------

An annual charge covering the normal dissemination agent duties that include but are not limited to determining the names and addresses of repositories, annually file the Annual Report, Audited Financial Statement with each National and State repository and upon receipt file a notice of material event to both National and State Repositories.

Investment Compensation

With respect to investments in money market mutual funds for which BNYM provides shareholder services, BNYM (or its affiliates) may receive fees from the mutual funds (or their affiliates) for shareholder services as set forth in the Authorization and Direction to Invest Cash Balances in Money Market Mutual Funds or other similar fees described in the fund prospectus.

Investment Agreement/Repurchase/Forward Purchase Agreement – Annual Fee, per agreement	(if applicable) \$1,000
----------------------------------------------------------------------------------------	-------------------------

An annual fee for ongoing administration of each Investment Agreement, Repurchase Agreement or Forward Purchase Agreement.

PRIVATE AND CONFIDENTIAL

The information contained within this Fee Schedule is the proprietary information of The Bank of New York Mellon and is confidential. This document, either in whole or in part, must not be reproduced or disclosed to others or used for purposes other than that for which it has been supplied without the prior written permission of The Bank of New York Mellon. Client shall not use BNY Mellon's name or trademarks without its prior written permission.

BNYM will assess a setup fee of \$500 covering the review and negotiation of each agreement. The fees and expenses incurred by BNYM's Counsel in connection with its review and negotiation of each agreement will additionally be billed at the actual amount of fees and expenses charged by Counsel.

Counsel Fees - External

\$6,000

If external legal counsel is retained by BNYM, a bill for the fees, expenses and disbursements of such external legal counsel will be sent to Client. Client will be billed for the actual amount of the fees, expenses and disbursements charged by external legal counsel for its services plus any applicable taxes, and such amount will be payable upon the closing of the Transaction. In the event that the Transaction is terminated prior to closing, Client will remain responsible for the payment of external counsel fees, expenses and disbursements incurred up to and including the termination date.

Arbitrage Rebate Calculations

\$1,250 per annual report

(Available in an Annual or 5 Year Option)

\$2,500 per 5 year report

Our arbitrage rebate compliance services are designed to help tax-exempt bond issuers and conduit borrowers comply with the yield restriction and arbitrage rebate requirements of Internal Revenue Code Section 148 and related Treasury Regulations. When BNYM is the trustee and/or paying agent for your tax-exempt bonds, we simplify the process and provide seamless arbitrage reporting and information. Payable upon delivery of calculation report.

Extraordinary Services/Miscellaneous Fees

The charges may be hourly or fixed for performing extraordinary or other services not contemplated at the time of the execution of the Transaction Documents or not specifically covered elsewhere in this schedule will be commensurate with the service to be provided and may be charged in BNY Mellon's sole discretion. If it is contemplated that BNY Mellon hold/and or value collateral, additional acceptance, administration and counsel review fees will be applicable to the agreement governing such services. If the bonds are converted to certificated form, additional annual fees will be charged for any applicable tender agent and/or registrar/paying agent services. Additional information will be provided at such time. If all outstanding bonds of a series are defeased or redeemed, or BNY Mellon is removed as paying agent prior to the maturity of the bonds, a termination fee may be assessed at that time.

Miscellaneous fees and expenses may include, but are not necessarily limited to supplemental agreements, tender processing, the preparation and distribution of sinking fund redemption notices, optional redemptions, failed remarketing processing, preparation of special or interim reports, UCC filing fees, auditor confirmation fees, wire transfer fees, Letter of Credit drawdown fees, transaction fees to settle third-party trades, and reconciliation fees to balance trust account balances to third-party investment provider statements. Counsel, accountants, special agents and others will be charged at the actual amount of fees and expenses billed. FDIC or other governmental charges will be passed along as incurred. Reimbursement will be required for any out-of-pocket expenses and will be invoiced to the Client at cost.

Client agrees to reimburse BNYM for extraordinary expenses incurred by it in connection with the Transaction to the extent permitted by law.

Unless specifically listed in this Fee Schedule, the fees, expenses and disbursements of BNYM legal counsel are not included in the charges listed above.

Default Administration

If a default occurs under the Transaction Documents, the services of each employee of BNYM administering such default will be charged at the prevailing hourly rate for default administration services as set out from time to time. In addition, all of BNYM's costs and expenses "including but not limited to any legal costs, travel costs and applicable taxes" shall be charged to Client.

PRIVATE AND CONFIDENTIAL

The information contained within this Fee Schedule is the proprietary information of The Bank of New York Mellon and is confidential. This document, either in whole or in part, must not be reproduced or disclosed to others or used for purposes other than that for which it has been supplied without the prior written permission of The Bank of New York Mellon. Client shall not use BNY Mellon's name or trademarks without its prior written permission.

Negative Interest Rates – Charges

With respect to any funds invested by BNYM in connection with the Transaction, if: (i) any recognized overnight benchmark rate or any official overnight interest rate set by a central bank or other monetary authority is negative or zero; or (ii) any market counterparty or other institution applies a negative interest rate or any related charge to any account or balance of BNYM or any account or balance opened for You by BNYM, BNYM may apply a charge to any of Your accounts or balances. BNYM will give you prompt written notice of the application of any such charges. You acknowledge and agree that the application of such a charge by BNYM may cause the effective interest rate applicable to your account or balance to be negative, notwithstanding that one or more of the rates set by third parties specified in clauses (i) and (ii) above may be positive.

Terms and Disclosures

General

BNYM's final acceptance of its appointment pursuant to the Transaction Documents is subject to the full review and approval of all related documentation and standard Know Your Client procedures. In the event that this Transaction does not proceed with BNYM in the roles contemplated by this Fee Schedule and the Transaction Documents, Client will be responsible for payment of any external counsel fees and expenses and out-of-pocket expenses which BNYM may have incurred up to and including the termination date.

Client shall be responsible for filing any applicable information returns with the U.S. Department of Treasury, Internal Revenue Service in connection with payments made by BNYM to vendors who have not performed services for BNYM's benefit under the various bond or note issuances or other undertakings contemplated by this Fee Schedule.

The Bank of New York Mellon Corporation is a global financial organization that operates in and provides services and products to clients through its affiliates and subsidiaries located in multiple jurisdictions (the "BNY Mellon Group"). The BNY Mellon Group may (i) centralize in one or more affiliates and subsidiaries certain activities (the "Centralized Functions"), including audit, accounting, administration, risk management, legal, compliance, sales, product communication, relationship management, and the compilation and analysis of information and data regarding Client (which, for purposes of this provision, includes the name and business contact information for Client employees and representatives) and the accounts established pursuant to the Transaction Documents ("Client Information") and (ii) use third party service providers to store, maintain and process Client Information ("Outsourced Functions"). Notwithstanding anything to the contrary contained elsewhere in this Fee Schedule or the Transaction Documents and solely in connection with the Centralized Functions and/or Outsourced Functions, Client consents to the disclosure of, and authorizes BNY Mellon to disclose, Client Information to (i) other members of the BNY Mellon Group (and their respective officers, directors and employees) and to (ii) third party service providers (but solely in connection with Outsourced Functions) who are required to maintain the confidentiality of Client Information. In addition, the BNY Mellon Group may aggregate Client Information with other data collected and/or calculated by the BNY Mellon Group, and the BNY Mellon Group will own all such aggregated data, provided that the BNY Mellon Group shall not distribute the aggregated data in a format that identifies Client Information with Client specifically. Client represents that it is authorized to consent to the foregoing and that the disclosure of Client Information in connection with the Centralized Functions and/or Outsourced Functions does not violate any relevant data protection legislation. Client also consents to the disclosure of Client Information to governmental and regulatory authorities in jurisdictions where the BNY Mellon Group operates and otherwise as required by law.

Please note the fees quoted in this Fee Schedule are based upon the information available at the present time. Further quotes may be provided once the structure of the deal has been finalized. Annual Fees cover a period of one year and any portion thereof and are not subject to pro-rata. Fees may be subject to adjustment during the life of the engagement.

Advance Fees

BNYM requires that Client agree to the fees quoted in this Fee Schedule prior to the commencement of any work or the provision of any services by BNYM in relation to the Transaction. In the event that BNYM provides any services to Client prior to your agreement to the fees quoted herein, the commencement of such work or the provision of such services shall not be deemed to constitute a waiver of the fees listed in this Fee Schedule. BNYM reserves the right to cease providing services until such time as

PRIVATE AND CONFIDENTIAL

The information contained within this Fee Schedule is the proprietary information of The Bank of New York Mellon and is confidential. This document, either in whole or in part, must not be reproduced or disclosed to others or used for purposes other than that for which it has been supplied without the prior written permission of The Bank of New York Mellon. Client shall not use BNY Mellon's name or trademarks without its prior written permission.

Client agrees to the fees quoted herein. BNYM reserves the right to request that any and all fees due and payable pursuant to this Fee Schedule and related in any way to the Transaction are paid in advance (either in whole or in part) prior to the provision of any services.

Acceptance/Revocation of Offer

You may agree to the fees quoted herein by (i) executing this Fee Schedule and returning it to us, (ii) closing the Transaction, or (iii) instructing us or continuing to instruct us after receipt of this Fee Schedule. Upon the earlier to occur of (i), (ii) and (iii), the fees quoted herein shall be deemed accepted by you. If you agree to the fees quoted herein, the terms of this Fee Schedule shall supersede any prior fees quoted with respect to the Transaction. BNYM may revoke the terms of this Fee Schedule if the Transaction does not close within three months from the date of this Fee Schedule. Should the Transaction fail to close for any reason, a termination fee equal to BNYM's Acceptance Fee, any external counsel fees, expenses and disbursements and all out-of-pocket expenses will apply.

Confidential Information

Except as otherwise provided by law, all information provided to Client by BNYM must remain confidential and may not be intentionally disclosed, reproduced, copied, published, or displayed in any form to any third party without BNYM's prior written approval.

Client Notice Required By the USA Patriot Act

To help the U.S. government fight the funding of terrorism and money laundering activities, US Federal law requires all financial institutions to obtain, verify and record information that identifies each person (whether an individual or organization) for which a relationship is established. When Client establishes a relationship with BNYM, we will ask Client to provide certain information (and documents) that will help us to identify Client. We will ask for your organization's name, physical address, tax identification or other government registration number and other information that will help us identify Client. We may also ask for a Certificate of Incorporation or similar document or other pertinent identifying documentation for your type of organization.

Jacksonville Housing Finance Authority hereby accepts and agrees to the fees and the terms and conditions set forth in this Fee Schedule.

By: _____
Name: _____ (Print name in full)
Title: _____
Date: _____

PRIVATE AND CONFIDENTIAL

The information contained within this Fee Schedule is the proprietary information of The Bank of New York Mellon and is confidential. This document, either in whole or in part, must not be reproduced or disclosed to others or used for purposes other than that for which it has been supplied without the prior written permission of The Bank of New York Mellon. Client shall not use BNY Mellon's name or trademarks without its prior written permission.



City of Jacksonville, Florida

Donna Deegan, Mayor

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

A NEW DAY

October 23, 2023

TO: Dustin Freeman
Chief of Procurement

'23 OCT 26 AM 10:46:11

THRU: Nina Sickler, P.E.
Director of Public Works

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

COJ PROCUREMENT

Thomas G. McKnight
Capital Improvement Construction Manager

SUBJECT: Amendment 1 P-25-20 Contract 71375-21/ PO 634699-22
AE Engineering, Inc.
CEI Services for Mayport Dock Redevelopment

Construction delays for the Mayport Dock Redevelopment have extended beyond the original estimated time for completion. Additional time is needed so that CEI Services are continued thru construction completion as indicated on the attached Fee Schedule, Exhibit C. AE Engineering, Inc. is committed to meeting the 20% JSEB Participation Goal for this project.

Accordingly, this is to recommend that Contract 71375-21, originally executed January 12, 2022, between the City and AE Engineering, Inc. for CEI for Mayport Dock Redevelopment, be amended to incorporate the attached Fee Schedule, Exhibit C, to increase the not to exceed limit for Construction Engineering and Inspection Services by \$104,755.20 to a new limit of \$897,823.01, thereby increasing the maximum indebtedness by \$104,755.20 to a new maximum indebtedness of \$897,823.01. All other terms and conditions are as provided in the RFP and the City's standard contract language.

Funding for this project is as follows:

ACCOUNTS:	TOTAL
32124.153101.565051.009007.00000000.00000.00000000	
009007	
PWCP Public Works Capital Proj-Othr Trans Svcs	
565051	
3	
32124-384020	\$104,755.20

NS/lw

Attachment: Exhibit C
JSEB Participation

cc: Daryl Weinstein, Engineering and Construction Management

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

PART I - GENERAL

1. Project CEI Services for Mayport Dock Redevelopment Original Contract - AMENDMENT 1	2. Proposal No. / Contract No. P-25-20
3. Name of Consultant or Subconsultant: AE Engineering, Inc.	4. Date of Proposal September 11, 2023

PART II - LABOR RELATED COSTS

5. Direct Labor (Reimbursable)	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Senior Project Engineer	\$ 82.40	48	\$ 3,955.20	3955.2
Project Administrator	\$ 54.50	240	\$ 13,080.00	13080
Contract Support Specialist	\$ 39.00	96	\$ 3,744.00	3744
Senior Inspector	\$ 36.07	480	\$ 17,313.60	17313.6
Field Inspector	\$ 26.00	0	\$ 0.00	0
Clerical	\$ 20.00	0	\$ 0.00	0
RCS	\$ 30.00	0	\$ 0.00	0
			\$ 0.00	0
TOTAL DIRECT LABOR	\$ 44.09	864		\$ 38,092.80
6. Overhead (Combined Fringe Benefit & Administrative)	Overhead Rate			
	150 % x Total Direct Labor			\$ 57,139.20
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				\$ 95,232.00
8. PROFIT: Labor Related Costs (Item 7)	x			10%
				\$ 9,523.20

PART III - OTHER COSTS

9. Miscellaneous Direct Costs (Lump Sum)				
Printing			\$ 0.00	
Transportation & Shipping			\$ 0.00	
Materials Testing 100 cyl \$15 each			\$ 0.00	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL				\$ -
10. SUBCONSULTANTS (Lump Sum)				
			\$	
			\$	
SUB-CONTRACT SUB-TOTAL (Reimb/NTE)				\$ -
11. SUBCONTRACTS (Reimbursable/Not to Exceed)				
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
SUB-TOTAL REIMBURSABLES				\$ -

PART IV - SUMMARY

TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables) (Items 5, 6, 8, 9, 10, and 11)	\$ 104,755.20
12. TOTAL PRIOR CONTRACT AMOUNT	\$ 793,067.81
TOTAL AMENDED CONTRACT AMOUNT	\$ 897,823.01

EBO FORM 1
SCHEDULE OF SUBCONTRACTOR/SUBCONSULTANT PARTICIPATION

Name of Proposer: AE Engineering, Inc.

Project Title: CEI Services for Mayport Dock Redevelopment

Proposal Number: P-25-20 Total Base Proposal Amount (if applicable): \$ 104,755.20

***Please list all JSEBs first**

Full Company Name	JSEB Category (African-American, Women, Asian, Native American, Non-MBE or Hispanic)	Type of Work to be Performed	Total Contract Value or Percentage
<u>AE Engineering, Inc.</u>	<u>N/A</u>	<u>CEI</u>	<u>100%</u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>

Attach additional list of subcontractors/sub-consultants as needed

CONSULTANT/SUBCONTRACTOR/SUPPLIER TOTAL VALUES	
African-American Participation Total	
Hispanic-American Participation Total	
Native-American Participation Total	
Asian-American Participation Total	
Woman Participation Total	
Non-MBE Participation Total	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 Cory W Nichols Digitally signed by Cory W Nichols Date: 2023.10.23 15:07:16 -04'00' Title: Vice - President Date: 10/23/2023

Print Name: Cory Nichols



A NEW DAY.

City of Jacksonville, Florida

Donna Deegan, Mayor

Department of Public Works
214 N. Hogan St., 10th Floor
Jacksonville, FL 32202
(904) 630-CITY
www.coj.net

MEMORANDUM

TO: Dustin Freeman, Chairperson
Professional Services Evaluation Committee

THRU: Nina Sickler, P. E. *[Signature]*
Director of Public Works

FROM: Robin Smith, P. E., Chief *[Signature]*
Engineering and Construction Management Division

Tom McKnight, Manager, Construction Management Section *[Signature]*
Engineering and Construction Management Division

COJ PROCUREMENT

'23 OCT 26 AM 10:47:2

SUBJECT: Request for Proposals – RFP NO. P-09-23
Construction Engineering and Inspection Services for 3 Swimming Pool Projects

DATE: October 24, 2023

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

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

1. The general purpose of these services is stated in the accompanying RFP.
2. The objective of this request is to make available professional services as stated in the RFP.
3. The services shall be performed in accordance with negotiated time schedules.
4. The cost of these services is estimated at approximately \$2,700,000.
5. These services will not duplicate prior or existing work.
6. There are no current or prior services directly related to this request.
7. Coordination has been completed between the pertinent Divisions of the Department of Public Works for proper utilization of these services.
8. The Department of Public Works does not have the in-house capabilities to provide these services.

9. A subcommittee composed of Robin Smith, P. E., Chief, Engineering and Construction Management Division, 255-8710; and Tom McKnight, Manager, Construction Management Section, Engineering and Construction Management Division, 255-8744, is assigned to review submittals for this RFP.
10. Internal Services administrative costs should be charged to Account No. PWEN011AD.
11. Funding will be identified at the time purchase orders are issued for these services.
12. All firms who have expressed an interest in furnishing Professional Engineering Services as detailed in the RFP should be mailed a notice of this RFP.
13. The subcommittee members assigned to this RFP have read and understand the Procurement Administrative Code dated April 2022.
14. Three (3) weeks is believed to be sufficient time for interested parties to respond to this RFP.

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

Attachments: Request for Proposals
Risk Management Approval (sent by e-mail)
EBO Approval (sent by e-mail)

cc: Tammy Duggan, PW Contracts and Finance Manager
Lori West, Contract Specialist, Engineering Division



City of Jacksonville, Florida

Donna Deegan, Mayor

Department of Public Works
214 N. Hogan St., 10th Floor
Jacksonville, FL 32202
(904) 630-CITY
www.coj.net

A NEW DAY.

MEMORANDUM

TO: Dustin Freeman, Chairperson
Professional Services Evaluation Committee

THRU: Nina Sickler, P. E. *Nina Sickler*
Director of Public Works

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

Tom McKnight, Manager, Construction Management Section *Tom McKnight*
Engineering and Construction Management Division

SUBJECT: Request for Proposals – RFP NO. P-43-23
Construction Engineering and Inspection Services for City Bridge/Structure
Projects under \$4M

DATE: October 24, 2023

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

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

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

9. A subcommittee composed of Robin Smith, P. E., Chief, Engineering and Construction Management Division, 255-8710; and Tom McKnight, Manager, Construction Management Section, Engineering and Construction Management Division, 255-8744, is assigned to review submittals for this RFP.
10. Internal Services administrative costs should be charged to Account No. PWEN011AD.
11. Funding will be identified at the time purchase orders are issued for these services.
12. All firms who have expressed an interest in furnishing Professional Engineering Services as detailed in the RFP should be mailed a notice of this RFP.
13. The subcommittee members assigned to this RFP have read and understand the Procurement Administrative Code dated April 2022.
14. Three (3) weeks is believed to be sufficient time for interested parties to respond to this RFP.

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

Attachments: Request for Proposals
Risk Management Approval (sent by e-mail)
EBO Approval (sent by e-mail)

cc: Tammy Duggan, PW Contracts and Finance Manager
Lori West, Contract Specialist



A NEW DAY.

City of Jacksonville, Florida

Donna Deegan, Mayor

Department of Public Works
214 N. Hogan St., 10th Floor
Jacksonville, FL 32202
(904) 630-CITY
www.coj.net

MEMORANDUM

TO: Dustin Freeman, Chairperson
Professional Services Evaluation Committee

COJ PROCUREMENT

THRU Nina Sickler, P. E. *Nina Sickler*
Director of Public Works

'23 OCT 26 AM 10:46:55

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

Nikita Reed, P. E., Project Manager *Nikita Reed*
Engineering and Construction Management Division

SUBJECT: Request for Proposals – RFP NO. P-44-23
Professional Services for Various Pedestrian Improvement and Sidewalk Projects
– Annual Contract - Draft

DATE: October 24, 2023

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

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

1. The general purpose of these services is stated in the accompanying RFP.
2. The objective of this request is to make available professional services as stated in the RFP.
3. The services shall be performed in accordance with negotiated time schedules.
4. The cost of these services is estimated at approximately \$2,500,000.
5. These services will not duplicate prior or existing work.
6. There are no current or prior services directly related to this request.
7. Coordination has been completed between the pertinent Divisions of the Department of Public Works for proper utilization of these services.
8. The Department of Public Works does not have the in-house capabilities to provide these services.

9. A subcommittee composed of Robin Smith, P. E., Chief, Engineering and Construction Management Division, 255-8710; and Nikita Reed, P. E., Project Manager, Engineering and Construction Management Division, 255-8702, is assigned to review submittals for this RFP.
10. Internal Services administrative costs should be charged to Account No. PWEN011AD.
11. Funding will be identified at the time purchase orders are issued for these services.
12. All firms who have expressed an interest in furnishing Professional Engineering Services as detailed in the RFP should be mailed a notice of this RFP.
13. The subcommittee members assigned to this RFP have read and understand the Procurement Administrative Code dated April 2022.
14. Three (3) weeks is believed to be sufficient time for interested parties to respond to this RFP.

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

Attachments: Request for Proposals
Risk Management Approval (sent by e-mail)
EBO Approval (sent by e-mail)

cc: Tammy Duggan, PW Contracts and Finance Manager
Lori West, Contract Specialist



A NEW DAY.

City of Jacksonville, Florida

Donna Deegan, Mayor


Department of Public Works
214 N. Hogan St., 10th Floor
Jacksonville, FL 32202


(904) 630-CITY

www.coj.net

MEMORANDUM

TO: Dustin Freeman, Chairperson
Professional Services Evaluation Committee

THRU: Nina Sickler, P. E. 
Director of Public Works

FROM: Robin Smith, P. E., Chief
Engineering and Construction Management Division
Nikita Reed, P. E., Project Manager 
Engineering and Construction Management Division

SUBJECT: Request for Proposals – RFP NO. P-45-23
Engineering Design Services for Hopkins Creek Regional Stormwater
Improvements - DRAFT

DATE: October 24, 2023

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

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

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

9. A subcommittee composed of Robin Smith, P. E., Chief, Engineering and Construction Management Division, 255-8710; and Nikita Reed, P. E., Project Manager, Engineering and Construction Management Division, 255-8702, is assigned to review submittals for this RFP.
10. Internal Services administrative costs should be charged to Account No. PWEN011AD.
11. Funding will be identified at the time purchase orders are issued for these services.
12. All firms who have expressed an interest in furnishing Professional Engineering Services as detailed in the RFP should be mailed a notice of this RFP.
13. The subcommittee members assigned to this RFP have read and understand the Procurement Administrative Code dated April 2022.
14. Three (3) weeks is believed to be sufficient time for interested parties to respond to this RFP.

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

Attachments: Request for Proposals
Risk Management Approval (sent by e-mail)
EBO Approval (sent by e-mail)

cc: Tammy Duggan, PW Contracts and Finance Manager
Lori West, Contract Specialist



City of Jacksonville, Florida

Donna Deegan, Mayor

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

A NEW DAY.

October 24, 2023

TO: Dustin Freeman, Chairman
Professional Services Evaluation Committee

THRU: Nina Sickler, P.E. *Nina Sickler*
Director of Public Works

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

Daniel VanSickle *Daniel VanSickle*
Professional Engineer

SUBJECT: Contract Scope and Fee Approval P-03-23
GAI Consultants, Inc.
Engineering Design Services for Shindler Drive Phase 2

'23 OCT 26 AM 10:46:29

COJ PROCUREMENT

The Engineering Division has negotiated with the consultant selected for Engineering Design Services for Shindler Drive Phase 2 to provide 100% design, resulting in the Scope of Services, Exhibit A and Contract Fee Schedule, Exhibit B, attached. JSEB firms to be utilized to meet the 25% Participation Percentage Plan for this contract are detailed on a separate attachment.

Accordingly, this is to recommend that the City of Jacksonville enter into a contract with GAI Consultants, Inc. for Engineering Design Services for Shindler Drive Phase 2, that includes the attached Scope of Services, Exhibit A and Fee Schedule, Exhibit B, to provide a lump sum amount for Design Services in the amount of \$1,911,227.21 and not to exceed limits for: Geotechnical in the amount of \$260,880.88, Survey in the amount of \$244,346.00, Environmental in the amount of \$55,535.40, Public Involvement in the amount of \$37,840.00, Traffic Counts in the amount of \$11,770.00, Utility Coordination in the amount of \$35,403.55, SUE in the amount of \$69,400.81; with a maximum indebtedness to the City in the amount of \$2,626,403.85 and with an expiration date of Project Completion. All other terms and conditions are as provided in the RFP and the City's standard contract language.

Funding for this project is as follows:

ACCOUNTS:			
32111.153101.565030.007889.00000000.00000.0000000	3		\$2,626,403.85
TOTAL			\$2,626,403.85

NS/lw

Attachment: Exhibits A& B
JSEB Participation



Jacksonville Office
12574 Flagler Center Blvd., Suite 202
Jacksonville, FL 32258

EXHIBIT A
T 904.363.1110
F 904.363.1115

10/17/23

Mr. Daniel VanSickle, PE
City of Jacksonville/ Department of Public Works/
Engineering and Construction Management Division
214 N. Hogan Street,
Jacksonville, FL 32202

**Subject: P-03-23 Engineering Design Services for Shindler Drive-Phase 2
GAI B230356 –Design Scope of Work and Fee Proposal**

Dear Mr. VanSickle:

Please accept this scope of work and fee proposal for subject work. The total amount is broken down under attached exhibits detailing the lump sum (LS) and reimbursable limiting amount (LA).

The Fee Summary is as follows:

GAI Consultants (LS):	\$1,643,633.22
Subconsultant (LS):	\$ 267,593.99 (JSEB)
GAI Consultants (LA):	\$ 194,296.00
Subconsultant (LA):	<u>\$ 520,880.64 (JSEB)</u>
Total:	\$2,626,403.85

We appreciate the opportunity to submit and look forward to moving this project forward. Feel free to call me on my mobile line 904-237-2466 to discuss any of this detail.

Sincerely,



Ronald Hoogland, P.E.
Assistant Vice President

File Name: P-03-23 Shindler GAI Fee R230356

gaiconsultants.com

ENGINEERING DESIGN SERVICES FOR SHINDLER DR. – PHASE 2**RFP NO: P-03-23****CITY OF JACKSONVILLE, FLORIDA****I. GENERAL SCOPE**

The City intends to improve Shindler Dr from Collins Road to 103rd Street (3.3-miles of project length). The project limits lie within two neighborhoods: Jacksonville Heights South and Settlers Landing, which is bound by Old Middleburg Rd to the west and the Ortega River to the East. The key project objective is to improve vehicular, bicycle and pedestrian safety. GAI will provide the consulting services necessary for establishing the corridor changes and assist the City in community public participation as the neighborhood learns of the improvements.

This scope of services describes the approach to initial concept acceptance, data to be collected and the general engineering assignment that will be required to develop a final set of constructible plans, that the City can then use for contractor bidding. Please also refer to fee exhibits for added scope of services, production detail and assumptions the GAI team has made for the proposed work.

II. DETAILED SCOPE FOR FINAL DESIGN CONSTRUCTION PLANS AND SPECIFICATIONS**Task 1: Concept Development Brief and Public Meeting**

The City developed plans in 2010 for this 2-lane roadway, proposed a rural section to include 2-11-ft lanes, 4-ft bicycle lanes, and 5-ft concrete sidewalks. The improvements also considered an urban curb and gutter sections to tie-in the intersection to the south and north at Collins Road and 103rd St, respectively. The improvements proposed attempted to construct the rural template within the existing 66-ft of right-of-way (ROW).

The City prefers to improve bicycle access by utilizing a shared-use-path (SUP) option, in lieu of Bicycle lanes. The concept brief will provide a review of:

- Traffic Study objective is to verify traffic capacity improvement of the corridor is not required beyond a three-lane section and needed intersection improvements to including left turn lane installations at existing side streets. The analysis and brief will include:
 - Review existing traffic data from previous planning studies available.
 - Collect existing traffic counts as noted under subconsultant details.
 - Perform traffic analysis in accordance w guidance from traffic analysis handbook and project traffic forecasting handbook.
 - Utilize forecasted data from the North Florida Transportation Planning Organization (Long range transportation plan travel demand model).
 - Capacity analysis to be based on Highway Capacity Manual procedure. (a microsimulation traffic analysis is not proposed).
 - Future Demand forecasting will be developed for opening and design year Directional Hours Volumes that include turning movement projections for AM and PM peak hours.
 - Operational Analysis will be completed with highway capacity software and Synchro to obtain delay at signalized and unsignalized intersections.
 - Determine NB and SB movement left turn lane length requirements on Shindler Drive
 - Perform Roadway Audit (Qualitative assessment)
- Proposed Typical section: Urban curb and gutter section over the length of project adding the SUP on one or both sides of the roadway. The roadway template option will consider the

opportunity to install a three lanes section (two travel lanes and a bidirectional center lane (or turn lane)) over the project limits. This typical section may also offer an opportunity to install median islands, where traffic operations are not impacted. If traffic islands are proposed the ability of vehicle u-turns will be addressed. The typical section proposed will be discussed with the City for consensus prior to any roadway plan development work.

- Roadway plan and profile (15% line and grade). Provide preliminary cross sections at 1000ft intervals.
- The concept roadway plan will be sent to existing utility companies so that they may designate facility locations.
- Bridge replacement over Mile Branch Creek. Existing Shindler Drive Bridge (Bridge No 724318), crossing, was built in 1956 and improved in 1986. The proposed bridge typical section will satisfy roadway operational requirements and pedestrian/bicycle access. GAI anticipates maintaining the two-span arrangement, utilizing Florida Slab Beams (FSBs).
- Environmental Preliminary permitting, including landscaping opportunity plan.
- Preliminary Drainage design approach:
 - Evaluation of pre versus post flows by proposing two stormwater pond locations (one north and south of Mile Branch Creek) and an assessment of stormwater outfall capacity should stormwater runoff increase. GAI does not anticipate a drainage boundary study to support any added downstream flows, to prove no impacts to downstream conditions.
 - Evaluate preliminary drainage cross culvert requirements and concept conveyance system.
 - Develop a drainage map showing existing and concept collection system.
- Determine concept ROW needs.

A public information meeting will be held to display the proposed plan accepted by the City.

Task 2: Project Management and Administration

Project management to include progress meetings, reports, billing, field reviews and key coordination with permit agency stakeholders.

Public Information will include involvement plans, scheduled public meetings, presentations, and coordination with key agencies. The detailed tasks are attached under the hourly descriptions by PIO subconsultant.

Task 3: Data Collection and Review

- Acquire and review existing survey within the project limits. Survey will include all surface details, roadway, curb, markings, signs, signals, driveways, drainage, and utilities. Survey will extend to ROW and 10 feet outside right-of-way, where fencing is not blocking the property. The selected area outside the ROW to be considered will be discussed w the City and may include several building structures. Reference survey scope of work for additional detail. Subconsultant survey crew will supplemental topographic survey (wetland flagging, utility designations, private property survey outside corridor limits, drainage outfall extension, pond locations, etc.), and ROW mapping under a limiting amount to capture additional areas not completed under limiting amount.
- Acquire existing plans from the City/Florida Department of Transportation (FDOT). Also collect existing private development drainage plans from St Johns River Water Management District (SJRWMD) and City of Jacksonville Master Stormwater Plans.

- Conduct geotechnical investigations per attached exhibit.
- Meet with FDOT to discuss project and planned impacts to 103rd St (SR134).
- Collect traffic counts as detailed in services attached.
- Acquire Utility plans/markups/GIS plots within project corridor. Refer to utility scope of work.

Task 4: Analysis/Engineering

A. Drainage Analysis/ Plan Development

All drainage recommendations shall be based on the City Standard Specifications and Details, the Land Development Procedures Manual and the regulations and policies of applicable permitting agencies.

The concept stormwater facility plan addressed under Task 1, will summarize approach to collection, attenuation, and water quality. Note given the typical section will include three lanes and pedestrian facilities, impervious area will create additional stormwater runoff.

GAI anticipates utilizing approximately 190 drainage structures to collect and distribute stormwater to stormwater facility and outfalls. Given that there is JEA sewer gravity mains, additional conflict structures can also be anticipated. The detailed drainage analysis of the drainage network will include offsite drainage coming into the city system, review of all available drainage plans acquired, surface runoff spread and existing conveyance conditions. It is also assumed that given the direct connectivity of this roadway to the Ortega River that compensation will be allowed if some of the drainage cannot be collected efficiently. GAI will refer to the City SWMM model to ensure any cross-culvert upgrades do not impact downstream condition. A full analysis of the downstream boundary is not planned. The scope of services considers the analysis of two pond locations. The expected need for the stormwater facilities is primarily to satisfy post flow restrictions and to consider potential flood plain compensation. According to previous corridor water management permits additional water quality requirements for this subject project may be compensated as treatment credits at the 103rd Street Regional Stormwater Facility located in McGirts Creek Park.

Storm Drainage Analysis/Design Services will include storm sewer collection design, cross culvert designs, drainage structure sheets, summary of drainage structure sheets, stormwater ponds (2), SJRWMD permit, and NPDES details (SWPPP, erosion and sedimentation control).

An FDOT general use permit will be required at 103rd St (SR134), intersection approach widening which will impact several inlets. Drainage connection coordination is required.

A Bridge Hydraulic Report will be required at mile branch including floodplain impact review.

B. Roadway Plans

Design Analysis / Plan Development:

Design will be inside right-of-way limits. Any temporary easements or ROW issues discovered with be identified for City direction, requiring added services.

Typical Section Package: GAI will prepare Typical Sections for the project to be submitted to the City of Jacksonville for review and approval. This package will include the recommended pavement design.

Plans- GAI will design horizontal and vertical geometry to City standards. Design will meet City land development requirements and when applicable the Florida Greenbook. Recommended plan view will primarily come from Task 1 concept plan efforts. Full template reconstruction is expected, given the rural shoulder section is to be converted to an urban curb and gutter. Minimum longitudinal profile requirements combined with back of sidewalk and side street tie-ins will set grade elevation needs.

Milling and resurfacing limits and widening will be established where roadway minimum profiles can be maintained and to match existing in roadway pavements.

Construct raised landscaped islands in the center of the roadway where feasible. Detail may be required to encourage traffic calming features, improved aesthetics, and pedestrian refuge. Potential landscaping will be addressed under the concept task.

Any driveway closures that may be required due to design decisions or constraints will vetted with the City. Property owners will be advised by certified letter.

All proposed curb cut ramps to meet current ADA state standards.

C. Structures

Bridge Design, analysis and load rating shall be in accordance with latest Florida Department of Transportation Structures Manual and Governing Regulations. The design will be based off the information and requirements in the geotechnical report and bridge hydraulic recommendations for scour. A US Coast Guard Permit will not be required as this bridge is not over a navigable waterway.

The design will advance bridge selected under Task 1. Design will utilize preferred structure type, piles, span and bridge length. The proposed concept will consider replacement of the existing bridge and coordination of traffic control plan. Refer to added detail by subconsultant.

Sheet pile walls wrapping either abutment is the preferred City configuration.

D. Traffic Control, Business and Pedestrian Maintenance Plans

GAI will design a safe and effective Traffic Control Plan to move vehicular and pedestrian traffic during all phases of construction. GAI will adhere to City requirements and utilize FDOT Florida Design Manual and design standard index where applicable.

Elements and key construction measures addressed in the plans may include:

- **Pedestrian traffic:** temporary protected pedestrian walkways, pedestrian detours, temporary easements, construction steps and sequencing techniques with appropriate construction limitations.
- **Vehicular access:** major phasing requirements, lane limitation requirements, traffic detours and rerouting, special signage, limited mainline and side street closures, maintaining side street circulation, temporary signals as required.
- **Emergency vehicle access**
- **Maintaining utility services:** minimizing interrupted service by construction sequencing, limiting switch-over times, coordination with JEA engineering during design of utility.
- **Maintenance of bus routes** and stops will be considered.

GAI will prepare contract plan sheets, notes, and details to include typical sections, general notes and sequencing information, plan sheets, temporary driveway details, and business access details.

E. Environmental

GAI will review existing field conditions to field delineate the landward extent of wetlands and other jurisdictional surface waters within the project area and to determine if there are any threatened or endangered species within the project limits. SJRWMD/USACE/FDEP permitting of the creek improvements will be completed as required. Refer to subconsultants services for additional details.

The GAI Design Team will conduct a pre-application meeting with the SJRWMD to ensure that all potential issues associated with wetland impact, state-owned lands, and surface water management are discussed and agreed to prior to the submittal of the permit applications.

F. Contamination/Archeology

Contamination will include assessment of existing bridge demolition and a Phase I review of commercial properties and selected pond locations. Also included is limited sampling for existing gas station. A limited Archeology Phase I will be conducted for the corridor including proposed pond locations. This work is detailed under subconsultant services.

G. Utility Adjustment Coordination and Sheets

GAI will advise all utility companies identified by "Sunshine One" of the potential project encroachments affecting the corridor and request existing utility facility information noted above under data collection.

GAI will schedule a Utility coordination meeting at the 60% design stage to review utility markups provided and how their facility may be impacted by City design plans. The utility companies will be requested to provide a progress update of expected relocations or maintenance of existing facility. The utility coordinator will develop the conflict matrix with design staff assistance to track status of utilities.

Utility adjustment plans will be created for the plan submittals. These plans will reflect the on-going interpretation of utility services to remain or be relocated. If the utility company provides a copy of their facility design, these will be included in the utility adjustment sheets as information.

The utility matrix will be used to update affected utilities and to achieve a proposed utility schedule. The utility coordinator will draft preliminary schedules for each utility company, which will be refined by the utility company (utility company establishes their planned approach) and the final schedule commitment will be included in the contract specifications. The GAI team will assist the City in coordinating and documenting the utility plans, however, is not negotiating with each utility company, certifying utility commitments, or designing utility work under the City contract.

Refer to attached fee exhibit for additional information on utility coordination.

H. Subsurface Utility Locates (Limiting Amount)

A limiting amount of underground utility investigation will be needed to address underground and overhead utility/facility infrastructure that may be impacted by planned construction. Subsurface utility locates or "soft dig" test holes will be utilized to verify key existing utility locations. All "vvh" data will be shown in the utility adjustment sheets. This information will be used in determining where utility conflicts exist, designing improvements to avoid conflicts, and minimizing the chance of unforeseen conflicts during construction. This work may require maintenance of traffic and permits to excavate within ROW.

I. Signalization Plans

The project encroaches two signalized intersections, 103rd street and Collins Road. There are no anticipated signal upgrades at Collins Road, however some lighting improvements at the crosswalks may be justified. Impacts to the 103rd Street signalized intersection will require the replacement of the diagonal signal system with Mast Arm structures. It is assumed that the City will want to maintain the signal configuration, however upgrade intersection turning control radius, curb return radius, pedestrian crosswalk upgrades, and south approach tie-in to 103rd St. Improvements to the intersection may also require replacing advance signal loop detection, therefore any intersection resurfacing will be limited to include stop bar markings and pedestrian crossing restriping.

Modification of signal timings at both intersections will be required.

Design will include the installation of Rectangular Flashing Beacon (RRFB) signal and signage for two mid-block crosswalk locations.

J. Lighting Plans

GAI will model fixture photometric for determining streetlight and sidewalk requirements. Illumination requirements will meet City/FDOT standards for both roadway and pedestrian sidewalk. GAI will coordinate with the JEA to ensure consistency in the design of lighting appurtenances and service connections.

Lighting will address pedestrian crosswalk lighting requirements at the intersections with 103rd street and Colins Road and additional mid-block crossings.

K. Signing and Marking plans

Signing and Marking plans to meet all Manual on Uniform Traffic Control Devices (MUTCD), State and City requirements. GAI will review and inventory all roadway signing within corridor limits and propose upgrades as needed. There are no plans to modify existing seed limit within the corridor.

L. Landscaping plans

A landscaping opportunity plan will be provided to the City. Tree mitigation impacts and calculations will be provided as required under City Land development manual.

M. Public Meetings

Two public meeting are proposed one to introduce the Cities selected typical section and corridor plan and a second public meeting prior to construction to illustrate the plan developed.

N. Geotechnical Engineering

Geotechnical exploration services are addressed by the subconsultant. These services will be a limiting amount to include review of available geotechnical information and use of the data provided.

Task 5: Plan submittals to include Concept, 60%, 90% and 100% (Final)

- The Concept plan will include general plan view and project intent. The concept will provide approach layout, typical section, planned improvements and preliminary striping. The concept will also include a landscape opportunity plan.
- Hold a public meeting to discuss plan approach following city concept plan approval. Also hold a public meeting once the plans are ready to share with community for input. The scope detail of the public information task is an attached exhibit.
- Each submittal will include an Opinion of Probable Construction Cost (OPC)
- Submit preliminary specifications prior to 100%.
- Coordinate and acquire permits with SJRWMD, USACE and FDOT
- Acquire FDOT Permit for the improvements planned at 103rd ST (SR134).

Deliverables: Plan Submittal copies, bid documents, original signed sealed documents and permits will be provided and billed under reimbursable expenses as noted in fee estimate.

Task 6: Bidding Services

Attend and facilitate Pre-Bid Meeting, review and respond to any questions, and prepare addendums as necessary. Provide the City and assessment of bids once received.

III. SCHEDULE:

- **Notice to Proceed:** No work on this project shall be performed until a contract has been executed and a Notice to Proceed is issued which specifically authorizes such work.
- **Production Schedule:** To be negotiated. We anticipate a concept plan submittal followed by 60%, 90% and Final plans requiring City reviews (assume 30-day review time frame).

Exceptions:

1. Streetscaping, Landscaping and Irrigation Plans are not required.
2. Proposed ROW and legal descriptions are not included since this still needs to be determined.
3. A Sovereign Submerged Lands (SSL) easement for proposed bridge is not anticipated.
4. Interconnect cable installation is not required.
5. Signal improvements at 103rd St may require minor restriping modifications, however, does not include extended resurfacing limits east and west of the intersection. Any improvements resulting from the Old Middleburg City project that may encroach on the Shindler project limits are not considered.
6. Post Design Services to be negotiated.

CONTRACT FEE SUMMARY FOR				
Professional Structural Engineering Services for Shindler				
PART I - GENERAL				
1. Project Professional Structural Engineering Services Shindler			2. Project Number P-03-23	
3. Name of Consultant GAI Consultants, Inc.			4. Date of Proposal 10/17/2023	
PART II - LABOR RELATED COSTS				
5. DIRECT LABOR	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Principal	\$ 125.00	53	6,625.00	
Project Manager	\$ 106.00	409	43,354.00	
Assistant Project Manager	\$ 81.00	535	43,335.00	
Senior Engineer 2	\$ 92.00	129	11,868.00	
Senior Engineer 1	\$ 72.00	2150	154,800.00	
Project Engineer 2	\$ 62.00	1902	117,924.00	
Project Engineer 1	\$ 51.00	1996	101,796.00	
Engineer Intern	\$ 40.00	944	37,760.00	
Senior Designer	\$ 46.00	422	19,412.00	
Designer/Sr. CADD Technician	\$ 36.00	65	2,340.00	
CADD Technician	\$ 32.00	65	2,080.00	
Clerical	\$ 27.00	66	1,782.00	
TOTAL DIRECT LABOR				\$ 543,076.00
6. OVERHEAD (Combined Fringe Benefits & Administrative)				
Overhead Rate			174.30%	\$ 946,581.468
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				\$ 1,489,657.47
8. PROFIT: Labor Related Costs (Item 7)				\$ 148,965.75
SUB-TOTAL SALARY RELATED COSTS				\$ 1,638,623.22
PART III - OTHER COSTS				
9. MISCELLANEOUS DIRECT COSTS (Lump Sum)				
Misc. Direct Expenses (Lump Sum)				\$ 5,010.00
MISCELLANEOUS DIRECT COSTS SUB-TOTAL				\$ 5,010.00
10. SUBCONTRACTS (Lump Sum)				
Four Waters (Drainage Design Assistance)(JSEB)				\$ 45,731.41
CTS (Traffic Brief) (JSEB)				\$ 100,432.58
Morales (Structures) (JSEB)				\$ 121,430.00
SUB-CONTRACT SUB-TOTAL				\$ 267,593.99
11. Subcontracts (Reimbursable Sum)				
GAI Survey				\$ 194,296.00
Meskle (Geotechnical Investigation) (JSEB)				\$ 260,880.88
Smith Survey Group (Survey) (JSEB)				\$ 50,050.00
NDN (Environmental, Permitting and Cultural Resources) (JSEB)				\$ 55,535.40
Acuity (JSEB)				\$ 37,840.00
CTS (Peggy Mallone Assoc., Traffic Counts) (JSEB)				\$ 11,770.00
Four Waters: (Utility Coordination) (JSEB)				\$ 35,403.55
Four waters: England Thims and Miller (SUE -w each location surveyed) (JSEB)				\$ 69,400.81
SUB-CONTRACT SUB-TOTAL				\$ 715,176.64
PART IV - SUMMARY				
TOTAL AMOUNT (Items 5, 6, 8, 9, 10 and 11)				\$ 2,626,403.85



Florida Department of Transportation

RON DESANTIS
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

JARED W. PERDUE, P.E.
SECRETARY

July 5, 2022

Kevin Leadbetter, Senior Vice President
G-A-I CONSULTANTS, INC.
618 East South Street, Suite 700
Orlando, Florida 32801

Dear Mr. Leadbetter:

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

Group 2 - Project Development and Environmental (PD&E) Studies

Group 3 - Highway Design - Roadway

- 3.1 - Minor Highway Design
- 3.2 - Major Highway Design
- 3.3 - Controlled Access Highway Design

Group 4 - Highway Design - Bridges

- 4.1.1 - Miscellaneous Structures
- 4.1.2 - Minor Bridge Design
- 4.2.1 - Major Bridge Design - Concrete
- 4.2.2 - Major Bridge Design - Steel

Group 5 - Bridge Inspection

- 5.1 - Conventional Bridge Inspection
- 5.4 - Bridge Load Rating

Group 6 - Traffic Engineering and Operations Studies

- 6.1 - Traffic Engineering Studies
- 6.2 - Traffic Signal Timing
- 6.3.1 - Intelligent Transportation Systems Analysis and Design
- 6.3.2 - Intelligent Transportation Systems Implementation

Group 7 - Traffic Operations Design

- 7.1 - Signing, Pavement Marking and Channelization
- 7.2 - Lighting
- 7.3 - Signalization

- Group 8 - Survey and Mapping
 - 8.1 - Control Surveying
 - 8.2 - Design, Right of Way & Construction Surveying
 - 8.4 - Right of Way Mapping

- Group 10 - Construction Engineering Inspection
 - 10.1 - Roadway Construction Engineering Inspection
 - 10.3 - Construction Materials Inspection
 - 10.4 - Minor Bridge & Miscellaneous Structures CEI
 - 10.5.1 - Major Bridge CEI - Concrete
 - 10.5.2 - Major Bridge CEI - Steel

- Group 11 - Engineering Contract Administration and Management

- Group 13 - Planning
 - 13.4 - Systems Planning
 - 13.6 - Land Planning/Engineering

- Group 15 - Landscape Architect

- Group 21 - Acquisition, Negotiation, Closing, and Order of Taking

- Group 24 - Acquisition Relocation Assistance

Your firm is now technically prequalified with the Department for Professional Services in the above referenced work types. The overhead audit has been accepted, and your firm may pursue projects in the referenced work types with fees of any dollar amount. This status shall be valid until June 30, 2023, for contracting purposes.

Approved Rates

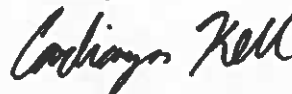
Home/ Branch Overhead	Field Overhead	Facilities Capital Cost of Money	Premium Overtime	Reimburse Actual Expenses	Home Direct Expense	Field Direct Expense
174.30%	138.12%	0.057%	Reimbursed	No	4.39%	21.85%*

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

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

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

Sincerely,



Carliayn Kell
Professional Services
Qualification Administrator

ESTIMATE OF WORK EFFORT AND COST - PRIME CONSULTANT

Name of Project: Slender Drive
 County: P-03-23
 FPN: N/A
 EAP No.: N/A

Consultant Name: GAI Consultants, Inc.
 Consultant No.: P230356
 Date: 10/17/23
 Estimator: RPH

Staff Classification	Total Staff Hours From "SH Summary"	Principal	Project Manager	Assistant Manager	Senior Engineer 1	Senior Engineer 2	Project Engineer 1	Project Engineer 2	Engineer Intern	CADD Tech.	Designer / Sr. CADD Tech.	SH		Salary Cost By Activity	Average Rate Per Task
												By Activity	Activity		
3. Project General and Project Common Tasks	440	4	88	174.00	82.00	168	101	101	140.00	132.00	336.00	144.20	177.50	531.578	371.77
4. Roadway Analysis	2,282	23	114	228	571	228	571	228	0	0	0	0	68	146,758	64.28
5. Roadway Plans	1,578	16	47	79	384	0	394	110	158	0	0	0	0	96,659	61.33
6a. Drainage Analysis	1,468	0	73	73	440	0	367	73	147	0	0	0	1,468	891,452	602.38
6b. Drainage Plans	1,048	10	31	0	292	0	210	0	147	0	0	0	1,048	561,458	536.64
7. Utilities	37	0	1	2	0	0	0	0	4	0	0	0	37	50,300	1,360.00
8. Environmental Permits and Env. Clearances	64	0	13	51	0	0	0	0	4	0	0	0	0	89,777	1,403.09
9. Structures - Misc. Tasks, Drgs. Non-Tech.	90	0	5	0	14	23	18	2	9	0	0	0	64	86,123	1,345.69
10. Structures - Bridge Development Report	20	0	1	0	3	4	4	0	2	0	0	0	0	1,284	64.20
11. Structures - Temporary Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
12. Structures - Short Span Concrete Bridge	78	0	4	11	15	8	15	8	8	0	0	0	76	54,864	704.66
13. Structures - Medium Span Concrete Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
14. Structures - Structural Steel Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
15. Structures - Segmental Concrete Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
16. Structures - Movable Span	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
17. Structures - Retaining Walls	250	0	13	0	38	50	25	50	25	0	0	0	251	116,149	464.34
18. Structures - Miscellaneous	82	4	12	12	16	16	16	16	16	0	0	0	80	55,136	689.20
19. Signing & Pavement Marking Analysis	278	0	8	14	0	0	56	70	47	14	14	0	278	115,888	416.86
20. Signing & Pavement Marking Plans	124	0	6	6	0	0	31	25	25	6	6	0	124	36,825	297.05
21. Signalization Analysis	202	0	6	10	0	0	40	40	34	0	0	0	202	11,447	56.65
22. Signalization Plans	106	0	5	5	0	0	21	27	11	10	10	0	106	55,882	526.95
23. Lighting Analysis	452	0	14	23	0	0	90	113	77	5	5	0	452	325,814	720.81
24. Lighting Plans	139	0	7	7	0	0	28	35	14	7	7	0	139	37,784	271.46
25. Landscape Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
26. Landscape Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
27. Survey (Field & Office Support)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
28. Photogrammetry	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
29. Mapping	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
30. Terrestrial Mobile LIDAR	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
31. Architecture Development	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
32. Noise Barriers Impact Design Assessment	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
33. Intelligent Transportation Systems Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
34. Intelligent Transportation Systems Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
35. Geotechnical	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
36. 3D Modeling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
Total Staff Hours	8,732	53	409	535	129	2,150	1,802	1,996	944	65	65	422	86	\$543,076.00	\$62.17
Total Staff Costs		\$6,625.00	\$43,354.00	\$43,335.00	\$11,868.00	\$154,800.00	\$117,824.00	\$101,796.00	\$37,760.00	\$2,080.00	\$2,340.00	\$19,412.00	\$1,762.00	\$543,076.00	\$62.17

Category	Amount	Check #
SALARY RELATED COSTS		
OVERHEAD		
Subtotal	\$174,336.00	
EXPENSES		
Subtotal	\$13,000.00	
SUBTOTAL ESTIMATED FEE:	\$187,336.00	
Subcontract		
Four Wetans (Chainage Design)	\$418,731.41	
Subcontract		
CTS Traffic Study	\$119,432.58	
Subcontract		
Wetans (Structures)	\$121,430.00	
Subcontract		
JSEB Limiting Amount	\$200,880.88	
Subcontract		
Meskal Geotechnical	\$50,050.00	
Subcontract		
Smith Survey	\$55,535.40	
Subcontract		
NON Environmental Contamination, Archae.	\$11,776.00	
Subcontract		
CTS (PMA, Traffic Counts)	\$37,840.00	
Subcontract		
Acuity (public meetings)	\$35,403.55	
Subcontract		
Four Wetans (Utility Coordination)	\$69,400.81	
Subcontract		
GAI Limiting Amount	\$184,296.00	
Subcontract		
GAI Survey	\$882,770.83	
SUBTOTAL ESTIMATED FEE:	\$1,842,770.83	
GRAND TOTAL ESTIMATED FEE:	\$2,029,403.85	

Category	Amount	Check #
SALARY RELATED COSTS		
OVERHEAD		
Subtotal	\$174,336.00	
EXPENSES		
Subtotal	\$13,000.00	
SUBTOTAL ESTIMATED FEE:	\$187,336.00	
Subcontract		
Four Wetans (Chainage Design)	\$418,731.41	
Subcontract		
CTS Traffic Study	\$119,432.58	
Subcontract		
Wetans (Structures)	\$121,430.00	
Subcontract		
JSEB Limiting Amount	\$200,880.88	
Subcontract		
Meskal Geotechnical	\$50,050.00	
Subcontract		
Smith Survey	\$55,535.40	
Subcontract		
NON Environmental Contamination, Archae.	\$11,776.00	
Subcontract		
CTS (PMA, Traffic Counts)	\$37,840.00	
Subcontract		
Acuity (public meetings)	\$35,403.55	
Subcontract		
Four Wetans (Utility Coordination)	\$69,400.81	
Subcontract		
GAI Limiting Amount	\$184,296.00	
Subcontract		
GAI Survey	\$882,770.83	
SUBTOTAL ESTIMATED FEE:	\$1,842,770.83	
GRAND TOTAL ESTIMATED FEE:	\$2,029,403.85	

Notes:
 1. This sheet to be used by Prime Consultant to calculate the Grand Total fee.
 2. Manually enter fee from each subcontract. Unused subcontract rows may be hidden.

Project Activity 3: General Tasks

Estimator:		Shindler Drive P-03-23				
Representing		Print Name		Signature / Date		
FDOT District						
Consultant Name						
NOTE: Signature Block is optional, per District preference						
Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
3.1	Public Involvement					
3.1.1	Community Awareness Plan	LS	1	8	8	Handled by Subconsultant (hours to support subconsultant)
3.1.2	Notifications	LS	1	0	0	
3.1.3	Preparing Mailing Lists	LS	1	0	0	by the City, assist w graphic from below plans and power point
3.1.4	Median Modification Letters	LS	1	0	0	n/a
3.1.5	Driveway Modification Letters	LS	1	0	0	Keep driveways (driveway closures are not planned)
3.1.6	Newsletters	LS	1	0	0	n/a
3.1.7	Renderings and Fly Throughs	LS	1	40	40	7 boards will be printed and mounted to cover the project limits, cost to produce digital layouts
3.1.8	PowerPoint Presentation	LS	1	16	16	prepare for concept and then for final, share coordination w subconsultant
3.1.9	Public Meeting Preparations	LS	1	16	16	assistance
3.1.10	Public Meeting Attendance/Followup	LS	1	12	12	2 engineers, 2 meetings @ 3hrs each
3.1.11	Other Agency Meetings	LS	1	0	0	n/a
3.1.12	Web Site	LS	1	0	0	n/a
3.1 Public Involvement Subtotal					92	
3.2	Joint Project Agreements	EA	0	0	0	n/a
3.3	Specifications & Estimates					
3.3.1	Specifications Package Preparation	LS	1	40	40	assist the city on the preparation
3.3.2	Estimated Quantities Report Preparation	Report Components	1	18	0	
3.4	Contract Maintenance and Project Documentation	LS	1	82	82	16 to set up+3hrs each *18 months+ 12 final docs
3.5	Value Engineering (Multi-Discipline Team) Review	LS	1	0	0	n/a
3.6	Prime Consultant Project Manager Meetings	LS	1	146	146	See listing below
3.7	Plans Update	LS	1	0	0	n/a

Project Activity 3: General Tasks

Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
3.8	Post Design Services	LS	1	0	0	n/a
3.9	Digital Delivery	LS	1	0	0	n/a
3.10	Risk Assessment Workshop	LS	1	0	0	n/a
3.11	Railroad, Transit, and/or Airport Coordination	LS	1	0	0	n/a
3.11.1	Aeronautical Evaluation	LS	1	0	0	n/a
3.12	Landscape and Existing Vegetation Coordination	LS	1	0	0	n/a
3.13	Other Project General Tasks	LS	1	80	80	bidding
3. Project Common and Project General Tasks Total 440						
3.6 - List of Project Manager Meetings						
Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
	Roadway Analysis	EA	2	2	4	
	Drainage	EA	3	3	9	
	Utilities	EA	6	3	18	
	Environmental	EA	3	3	9	
	Structures	EA	4	2	8	
	Signing & Pavement Marking	EA	1	2	2	
	Signalization	EA	1	2	2	
	Lighting	EA	2	3	6	
	Landscape Architecture	EA	0	0	0	
	Survey	EA	2	3	6	
	Photogrammetry	EA	0	0	0	
	ROW & Mapping	EA	2	3	6	
	Terrestrial Mobile LIDAR	EA	0	0	0	
	Architecture	EA	0	0	0	
	Noise Barriers	EA	0	0	0	
	ITS Analysis	EA	0	0	0	
	Geotechnical	EA	2	2	4	
	Progress Meetings	EA	18	2	36	team updates
	Phase Reviews	EA	3	4	12	in person
	Field Reviews	EA	8	3	24	
Total Project Manager Meetings					146	Total PM Meeting Hours carries to Task 3.6 above

Project Activity 4: Roadway Analysis

Estimator:

Shindler Drive
P-03-23

Representing		Print Name		Signature / Date		
FDOT District						
Consultant Name						
<i>NOTE: Signature Block is optional, per District preference</i>						
Task No.	Task	Units	No of Units	Hours/Unit	Total Hours	Comments
4.1	Typical Section Package	LS	1	46	46	urban curb and gutter, coin, 103rd, bridge (16 for first +3sa +10)
4.2	Pavement Type Selection Report	LS	1	40	40	include in design doc
4.3	Pavement Design Package	LS	1	0	0	no submittal package prepared
4.4	Cross-Slope Correction	LS	1	0	0	n/a
4.5	Horizontal/Vertical Master Design Files	LS	1	820	820	mid range 280 + 180*3.
4.6	Access Management	LS	1	0	0	n/a
4.7	Roundabout Final Design Analysis	LS	1	0	0	n/a
4.8	Cross Section Design Files	LS	1	300	300	100hrs per mile X 3--mid range
4.9	Temporary Traffic Control Plan Analysis	LS	1	310	310	level II (120, no temp signals at 103rd or Colvin), =50 x3.mile (temp sections), no temp lighting, 40hrs temp draining
4.10	Master TTCF Design Files	LS	1	112	112	32hr*3.0 mi. + 40hrs *2 phases for ped alt
4.11a	Selective Clearing and Grubbing of Existing Vegetation/Field Assessment	LS	1	0	0	n/a
4.11b	Selective Clearing and Grubbing Site Inventory of Existing Vegetation and Cross-Discipline Coordination (OPTIONAL SERVICES)	LS	1	0	0	n/a
4.11c	Selective Clearing and Grubbing - Existing Vegetation Maintenance Report	LS	1	0	0	n/a
4.12	Tree Disposition Plan	LS	1	36	36	tree clearing permit =12*3. (table)
4.13	Design Variations and Exceptions	LS	1	0	0	n/a
4.14	Design Report	LS	1	80	80	
4.15	Roadway Quantities for EQ Report	Length (Miles)	3.00	Calculated Hours		
		Complexity	Mid Range			
		Interchanges Rest Areas	0			
4.16	TTCF Quantities for EQ Report	Complexity		Calculated Hours	24	Lump sum signs (temp paving, pcms)
		Major Phases	0			
4.17	Cost Estimate	LS	1	68	68	4 each (initial at 32hrs + 12hrs *3)eg
4.18	Technical Special Provisions and Modified Special Provisions	LS	1	0	0	N/A
4.19	Other Roadway Analyses	LS	1	60	60	Landscaping Opportunity, tree protection plan details
Roadway Analysis Technical Subtotal					1896	

Project Activity 4: Roadway Analysis

Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
4.20	Field Reviews	LS	1	60	60	
4.21	Monitor Existing Structures	LS	1	0	0	
4.22	Technical Meetings	LS	1	32	32	Meetings are listed below
4.23	Quality Assurance/Quality Control	LS	%	6%	114	
4.24	Independent Peer Review	LS	%	0%	0	
4.25	Supervision	LS	%	6%	114	
Roadway Analysis Nontechnical Subtotal						
		LS	%	3%	66	
4. Roadway Analysis Total						
		LS	%		2282	

Technical Meetings	Units	No of Units	Hours/ Unit	Total Hours	Comments	PM Attendance at Meeting Required?	Number
Typical Section	EA	0	0	0			0
Pavement	EA	0	0	0			0
Access Management	EA	0	0	0			0
15% Line and Grade	EA	2	4	8			0
Driveways	EA	0	0	0			0
Local Governments (cities, counties, MPO)	EA	2	4	8			0
Work Zone Traffic Control	EA	2	4	8			0
30/60/90/100% Comment Review Meetings	EA	2	4	8			0
Other Meetings	EA	0	0	0			0
Subtotal Technical Meetings							
		EA	0	0	32		0
Progress Meetings (if required by FDOT)							
		EA	0	0	0	PM attendance at Progress Meetings is manually entered on General Task 3	0
Phase Review Meetings							
		EA	0	0	0	PM attendance at Phase Review Meetings is manually entered on General Task 3	0
Total Meetings							
		EA	0	0	32	Total Project Manager Meetings (carries to Tab 3)	0

Continued to Tab 3

Continued to Tab 3

EXHIBIT B

Project Activity 5: Roadway Plans

Estimator:

Shindler Drive
P-03-23

Representing	Print Name	Signature / Date
FDOT District		
Consultant Name		

NOTE: Signature Block is optional, per District preference

Task No.	Task	Scale	Units	No. of Units or Sheet	Hours/ Unit or Sheet	Total Hours	Comments
5.1	Key Sheet		Sheet	1	8	8	
5.2	Typical Section Sheets						
5.2.1	Typical Sections		EA	4	6	24	no sections for any side streets (i.e. Collins Road, 103rd St., etc)
5.2.2	Typical Section Details		EA	2	8	16	
5.3	General Notes/Pay Item Notes		Sheet	2	16	32	
5.4	Project Layout		Sheet	7	4	28	
5.5	Plan/Profile Sheet		Sheet	29	6	174	3.miles =29sht at 560ft/sht + 1 sht (40 scale)
5.6	Profile Sheet		Sheet	0	0	0	n/a
5.7	Plan Sheet		Sheet	0	0	0	n/a
5.8	Special Profile		Sheet	17	6	102	driveways 8ea per sheet (136 driveways-17 sheets)
5.9	Back-of-Sidewalk Profile Sheet		Sheet	0	0	0	n/a
5.10	Interchange Layout Sheet		Sheet	0	0	0	n/a
5.11	Ramp Terminal Details (Plan View)		Sheet	0	0	0	n/a
5.12	Intersection Layout Details		Sheet	1	12	12	103rd
5.13	Curb profiles (side streets)		EA	14	4	56	Each intersection assuming two curb returns
5.14	Cross-Section Pattern Sheets		Sheet	0	0	0	n/a
5.15	Roadway Soil Survey Sheets		Sheet	4	1	4	by others
5.16	Cross Sections		EA	175	0.5	88	159 sections for 3 miles, plus 16 misc

EXHIBIT B

Project Activity 5: Roadway Plans

Task No.	Task	Scale	Units	No. of Units or Sheet	Hours/ Unit or Sheet	Total Hours	Comments
5.17	Temporary Traffic Control Plan Sheets		Sheet	62	6	372	2 phases (construct shindler in 1/2 s) -29 sheets x 2, 2 intersection sheets x 2
5.18	Temporary Traffic Control Cross Section Sheets		EA	40	0.5	20	assume 40 sections only
5.19	Temporary Traffic Control Detail Sheets		Sheet	3	12	36	phasing and notes
5.20	Utility Adjustment Sheets		Sheet	31	10	310	29 + 2 intersections
5.21	Selective Clearing and Grubbing Sheets						
5.21.1	Selective Clearing and Grubbing		Sheet	0	0	0	n/a
5.21.2	Selective Clearing and Grubbing Details		Sheet	0	0	0	n/a
5.22	Tree Disposition Sheets						
5.22.1	Tree Disposition Plan Sheets		Sheet	28	3	84	tree plan sheets (for tree clearing permit)
5.22.2	Tree Disposition Plan Tables and Schedules		Sheet	2	12	24	tree mitigation and tree protection
5.23	Project Control Sheets		Sheet	1	16	16	1
5.24	Environmental Detail Sheets		Sheet	3	8	24	3-mitigation sheets for permitting (bridge location, cross culvert south of 103rd st and pond)
5.25	Utility Verification Sheets (SUE Data)		Sheet	2	8	16	
Roadway Plans Technical Subtotal						1446	
5.26	Quality Assurance/Quality Control		LS	%	6%	87	
5.27	Supervision		LS	%	3%	43	
5. Roadway Plans Total						1576	

EXHIBIT B

Project Activity 6a: Drainage Analysis

Estimator:

Shindler Drive
P-03-23

Representing	Print Name	Signature / Date
FOOT District		
Consultant Name		

NOTE: Signature Block is optional, per District preference

Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
6a.1	Drainage Map Hydrology	Per Map	6	6	36	6 maps @ 1"-200' scale (6 outfalls, plus 103rd st (SR134) storm outfall)
6a.2	Base Clearance Calculations	Per Location	5	16	80	check bridge and the 4 cross culvert localions
6a.3	Pond Siting Analysis and Report	LS	1	6	6	pond locations by others, support role hours only
6a.4	Design of Cross Drains	EA	4	15	60	4 cross drains
6a.5	Design of Ditches	Per Ditch Mile	0	0	0	n/a assuming Urban section
6a.6	Design of Stormwater Management Facility (Offsite or Infield Pond)	EA	0	0	0	by others
6a.7	Design of Stormwater Management Facility (Roadside Treatment Swales and Linear Ponds)	Per Cell	0	0	0	n/a
6a.8	Design of Floodplain Compensation	Per Floodplain Basin	3	10	30	3 Locations for potential impacts
6a.9	Design of Storm Drains	EA	180	2.5	450	3. Miles @ 2 Inlets per 300 ft =106 structures; 2008 design included 214 Structures, assume 3/4 difference (214-116=98) or 74
6a.10	Optional Culvert Material	EA	180	0.15	27	
6a.11	French Drain Systems	Per Cell	0	0	0	N/A
6a.11.1	Existing French Drain Systems	Per Cell	0	0	0	N/A
6a.12	Drainage Wells	EA	0	0	0	N/A
6a.13	Drainage Design Documentation Report	LS	1	80	80	
6a.14	Bridge Hydraulic Report	EA	1	200	200	Mile Branch Bridge is FEMA Floodway +80 hrs; Assume raising bridge to provide drift clearance

EXHIBIT B

Project Activity 6a: Drainage Analysis

Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
6a.15	Temporary Drainage Analysis	LS	1	60	60	template reconstruction, within constrained ROW will require temporary drainage design
6a.16	Drainage Quantities for EQ Report	Drainage Structures		Calculated Hours 16	16	hours to complete quantities only, no tables, no reports, excel sheet tabulation
6a.17	Cost Estimate	LS	1	16	16	Urban project longer than 1 mile
6a.18	Technical Special Provisions / Modified Special Provisions	LS	1	0	0	nothing expected
6a.19	Hydroplanning Analysis	LS	1	0	0	less than 45mph not required
6a.20	Existing Permit Analysis	LS	1	32	32	Need to review existing permit, Evaluate COJ master Stormwater Plan and Review McGirts Regional Stormwater Facility permit
6a.21	Other Drainage Analysis	LS	1	40	40	SURWMD Permitting * 1 round of RAI and support subconsultant on USACE on mitigation impacts
6a.22	FDOT Permit connection	LS	1	40	40	FDOT general use permit (drainage related effort) Intersection approach widening will be required
6a.23	Erosion Control Plan	LS	1	18	20	npdes-items, SWPPP, and details (6hrs per mile x 3.)
Drainage Analysis Technical Subtotal						
1193						
6a.24	Field Reviews	LS	2	16	32	2 people @ 8 hrs each (includes travel) * 2 visits
6a.25	Technical Meetings	LS	1	54	54	Meetings are listed below
6a.26	Environmental Look-Around (ELA) Meeting	LS	1	0	0	
6a.27	Quality Assurance/Quality Control	LS	%	6%	72	
6a.28	Independent Peer Review	LS	%	0%	0	
6a.29	Supervision	LS	%	6%	72	
Drainage Analysis Nontechnical Subtotal						
230						
6a.30	Coordination	LS	%	3%	43	
6a. Drainage Analysis Total						
1486						

Technical Meetings	Units	No of Units	Hours/ Unit	Total Hours	Comments	PM Attendance at Meeting Required?	Number	
Base Clearance Water Elevation	EA	0	0	0			0	
Pond Siting	EA	0	0	0	subconsultant		0	
Agency (SURWMD)	EA	1	12	12	Assume 1 pre-App (2 people @ 6hrs includes prep. & travel)		0	
Local Governments (cities, counties)	EA	0	0	0			0	
FDOT Drainage	EA	1	6	6			0	
Other Meetings	EA	0	0	0			0	
Subtotal Technical Meetings								0
Progress Meetings (if required by FDOT)								0
Phase Review Meetings								0
Total Meetings								0
Total Project Manager Meetings (carries to Tab 3)								0

EXHIBIT B

6b. Drainage Plans

6b. Drainage Plans Staff Hours											
Representing		Print Name						Signature / Date			
FOOT District											
Consultant Name											
NOTE: Signature block is optional, per District preference											
Task No.	Task	Project Parameter			Staff Hours			Negotiated	Documentation		
		Description	Units	Complexity	Calculated	Department	Consultant				
6b.1	Drainage Map (Including Interchanges)	Length (Miles)	6.00	24	144	0	0	144	Provide documentation when negotiated hours differ from the calculated hours. 6 maps @ 1"=200' scale (7 outfalls)		
6b.2	Bridge Hydraulics Recommendation Sheets	Bridges	1	32	32	0	0	32			
6b.3	Drainage Structures	Drainage Structures summary	190	2	380	0	0	380			
		Ditches	6	24	120	0	0	120			
6b.4	Lateral Ditches	optional pipe still	4	24	96	0	0	96	Lateral Ditch Plan/Profile		
		Cross Section Alignments	2	6	12	0	0	12			
		Ponds	24	0.5	12	0	0	12			
6b.5	Retention/Detention/Floodplain Compensation Ponds	Ponds	0	Standard	0	0	0	0	to be performed by others-subconsultant		
		Cross Section Alignments	0	Complex	0	0	0	0	N/A		
6b.6	Erosion Control Plan	sheet	32	4	128	0	0	128			
6b.7	SWPPP	sheet	2	6	12	0	0	12			
Drainage Plans Technical Subtotal					936	0	0	936			
6b.8	Quality Assurance/Quality Control	%	1	6%	56			56			
6b.9	Supervision	%	1	6%	56			56			
6. Drainage Plans Total							1048				

Project Activity 7: Utilities

Estimator:

Shindler Drive
P-03-23

Representing	Print Name	Signature / Date
FDOT District		
Consultant Name		

NOTE: Signature Block is optional, per District preference

Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
7.1	Utility Kickoff Meeting	LS	1	0	0	included under 7.9
7.2	Identify Existing Utility Agency Owner(s)	LS	1	0	0	Note: Refer to staff hours by subcontractor for reimbursable support hours. GAI hours are to participate as prime consultant, however does involve full coordination of utility collection and monitoring of each utility to ensure relocations and new designs are completed as required to accommodate new construction.
7.3	Make Utility Contacts	LS	0	0	0	
7.4	Exception Processing	LS	1	0	0	
7.5	Preliminary Utility Meeting	LS	1	0	0	included under 7.9
7.6	Individual/Field Meetings	LS	1	0	0	included under 7.9
7.7	Collect and Review Plans and Data from UAO(s)	LS	0	0	0	
7.8	Subordination of Easements Coordination	LS	0	0	0	
7.9	Utility Design Meeting	LS	1	17	17	Meeting is listed below
7.10	Review Utility Markups & Work Schedules, and Processing of Schedules & Agreements	LS	12	1	12	review all of the written schedules by others
7.11	Utility Coordination/Followup	LS	8	1	8	follow up on final relocations
7.12	Utility Constructability Review	LS	1	0	0	n/a
7.13	Additional Utility Services	LS	1	0	0	n/a
7.14	Processing Utility Work by Highway Contractor (UWHC)	LS	1	0	0	
7.15	Contract Plans to UAO(s)	LS	1	0	0	
7.16	Certification/Close-Out	LS	1	0	0	
7.17	Other Utilities	LS	1	0	0	
7. Utilities Total					37	

EXHIBIT B

Project Activity 7: Utilities

Technical Meetings	Units	No of Units	Hours/ Unit	Total Hours	Comments	PM Attendance at Meeting Required?	Number
Kickoff (see 7.1)	EA	1	2	2	minutes, meeting and prep		0
Preliminary Meeting (see 7.5)	EA	1	2	2	identify each and the rep, sunshine one		0
Individual UAO Meetings (see 7.6)	EA	1	1	1	assume jea, others in the field		0
Field Meetings (see 7.6)	EA	8	1	8			0
Design Meeting (see 7.9)	EA	2	2	4	progress meeting with design team		0
Other Meetings (this is automatically added into Utilities Total (cell F27))	EA	0	0	0			0
Total Meetings				17	Total Project Manager Meetings (carries to Tab 3)		0

Carries to Tab 3

Project Activity 8: Environmental Permits

Estimator:

Shindler Drive
P-03-23

Representing	Print Name	Signature / Date
FDOT District		
Consultant Name		

NOTE: Signature Block is optional, per District preference

Task No.	Task	Units	No. of Units	Hours/ Units	Total Hours	Comments
Environmental Permits and Environmental Clearances						
8.1	Preliminary Project Research	LS	1	4	4	in cooperation w subconsultant
	Permits					
8.2	Field Work					
8.2.1	Pond Site Alternatives	per pond site	1	0	0	
8.2.2	Establish Wetland Jurisdictional Lines and Assessments	LS	1	0	0	
8.2.3	Species Surveys	LS	1	2	2	endangered species to be coordinated w subconsultant
8.3	Agency Verification of Wetland Data	LS	1	8	8	meet w agency to verify all wetlands-one field visit
8.4	Complete And Submit All Required Permit Applications					
8.4.1	Complete and Submit All Required Wetland Permit Applications	LS	1	12	12	review permit app and coordinate w subconsultatn on UMAM
8.4.2	Complete and Submit All Required Species Permit Applications	LS	1	0	0	
8.5	Coordinate and Review Dredge and Fill Sketches	LS	1	16	16	bridge dredge and fill figures-coord permit w sub
8.6	Complete and Submit Documentation for Coordination and/or USCG Permit Application					
8.6.1	Prepare and submit required documents for USCG coordination	LS	1	0	0	
8.6.2	Complete and submit USCG Bridge Application	LS	1	0	0	
8.7	Prepare Water Management District or Local Water Control District Right of Way Occupancy Permit Application	LS	1	0	0	
8.8	Prepare Coastal Construction Control Line (CCCL) Permit Application	LS	1	0	0	

Project Activity 8: Environmental Permits

Task No.	Task	Units	No. of Units	Hours/ Units	Total Hours	Comments
8.9	Prepare USACE Section 408 Application to Alter a Civil Works Project	LS	1	0	0	
8.10	Compensatory Mitigation Plan	LS	1	0	0	
8.11	Mitigation Coordination and Meetings	LS	1	0	0	
8.12	Regulatory Agency Support	LS	1	0	0	
Environmental Clearances/Reevaluations						
8.13	Technical support to Department for Environmental Clearances and Reevaluations (use when consultant provides technical support only)					
8.13.1	NEPA or SEIR Reevaluation	LS	1	0	0	all work by subconsultant
8.13.2	Archaeological and Historical Resources	LS	1	0	0	
8.13.3	Wetland Impact Analysis	LS	1	0	0	
8.13.4	Essential Fish Habitat Impact Analysis	LS	1	0	0	
8.13.5	Protected Species and Habitat Impact Analysis	LS	1	0	0	
8.14	Preparation of Environmental Clearances and Reevaluations (use when consultant prepares all documents associated with reevaluation)					
8.14.1	NEPA or SEIR Reevaluation	LS	1	0	0	all work by subconsultant
8.14.2	Archaeological and Historical Resources	LS	1	0	0	
8.14.3	Wetland Impact Analysis	LS	1	0	0	
8.14.4	Essential Fish Habitat Impact Analysis	LS	1	0	0	
8.14.5	Protected Species and Habitat Impact Analysis	LS	1	0	0	
8.15	Other Environmental Permits	LS	1	0	0	
8.16	Contamination Impact Analysis	LS	1	0	0	
8.17	Asbestos Survey	LS	1	0	0	
Environmental Permits and Environmental Clearances/Reevaluations Technical Subtotal					42	
8.18	Technical Meetings	LS	1	12	12	Meetings are listed below

Project Activity 8: Environmental Permits

Task No.	Task	Units	No. of Units	Hours/ Units	Total Hours	Comments
8.19	Quality Assurance/Quality Control	LS	%	7%	3	
8.20	Supervision	LS	%	7%	3	
Environmental Permits and Environmental Clearances Nontechnical Subtotal						18
8.21	Coordination	LS	%	7%	4	
8. Environmental Permits and Environmental Clearances Total						64

Technical Meetings	Units	No of Units	Hours/ Unit	Total Hours	Comments	PM Attendance at Meeting Required?	Number
WMD	EA	1	8	8			0
NMFS	EA	0	0	0			0
USACE	EA	0	0	0			0
USCG	EA	0	0	0			0
USFWS	EA	0	0	0			0
FWCC	EA	0	0	0			0
FDOT	EA	0	0	0			0
Other Meetings	EA	0	0	0			0
Subtotal Technical Meetings				8	Subtotal Project Manager Meetings		0
Progress Meetings (if required by FDOT)				4	PM attendance at Progress Meetings is manually entered on General Task 3		--
Phase Review Meetings				0	PM attendance at Phase Review Meetings is manually entered on General Task 3		--
Total Meetings				12	Total Project Manager Meetings (carries to Tab 3)		0

Project Activity 9: Structures Summary and Miscellaneous Tasks and Drawings

Estimator:

Shindler Drive
P-03-23

Representing	Print Name	Signature / Date
FDOT District		
Consultant Name		

NOTE: Signature Block is optional, per District preference

Task No.	Task	Units	Design and Production Staffhours				Comments				
			No. of Units	Hours per Unit	No. of Sheets	Total					
General Drawings											
9.1	Key Sheet and Index of Drawings	Sheet	1	2	1	2	signature on morales sheet				
9.2	Project Layout	Sheet	0	0	0	0					
9.3	General Notes and Bid Item Notes	Sheet	1	4	1	4	qc morales				
9.4	Miscellaneous Common Details	Sheet	0	0	0	0					
9.5	Incorporate Report of Core Borings	Sheet	0	0	0	0					
9.6	Standard Plans- Bridges	LS	1	0		0					
9.7	Existing Bridge Plans	LS	1	0		0					
9.8	Structures Quantities for EQ Report	Bridges	1	Calculated Hours		0	no report required				
		Walls	0								
		Box Culverts	0								
9.9	Cost Estimate	LS	1	4		4					
9.10	Technical Special Provisions and Modified Special Provisions	LS	1	0		0					
Structures - Summary and Miscellaneous Tasks and Drawings											
Task No.	Task	Total	Task 10	Task 11	Task 12	Task 13	Task 14	Task 15	Task 16	Task 17	Task 18
10-16	Bridge 1	96	20	0	76	0	0	0	0		
10-16	Bridge 2	0									
10-16	Bridge 3	0									
10-16	Bridge 4	0									

Project Activity 9: Structures Summary and Miscellaneous Tasks and Drawings

Task No.	Task	Units	No. of Units	Hours per Unit	Total	Comments
10-16	Bridge 5	0				
10-16	Bridge 6	0				
10-16	Bridge 7	0				
10-16	Bridge 8	0				
10-16	Bridge 9	0				
10-16	Bridge 10	0				
17	Retaining Walls	250				250
18	Miscellaneous Structures	82				82
Structures Technical Subtotal		428	20	0	76	0 0 0 0 250
9.11	Field Reviews	LS	1	4	4	
9.12	Technical Meetings	LS	1	6	6	Meetings are listed below
9.13	Quality Assurance/Quality Control	LS	%	6%	26	
9.14	Independent Peer Review	LS	1	0	0	
9.15	Supervision	LS	%	6%	26	
Structures Nontechnical Subtotal					82	
9.16	Coordination	LS	1	18	18	assist morales Roadway 2, Utility 2, Geotech 2, Bridge Hydraulic 2, Maintenance 4, Drainage 2, City 4
9. Structures - Summary and Miscellaneous Tasks and Drawings					90	

Technical Meetings	Units	No. of Units	Hours/ Unit	Total Hours	Comments	PM Attendance at Meeting Required?	Number
BDR Coordination/Review	EA	0	0	0			0
90/100% Comment Review	EA	1	4	4			0
Aesthetics Coordination	EA	0	0	0			0
Regulatory Agency	EA	0	0	0			0
Local Governments (cities, counties)	EA	1	2	2			0
Utility Companies	EA	0	0	0			0
Other Meetings	EA	0	0	0			0
Subtotal Technical Meetings				6			0
Progress Meetings (if required by FDOT)	EA	0	0	0		PM attendance at Progress Meetings is manually entered on General Task 3	0
Phase Review Meetings	EA	0	0	0		PM attendance at Phase Review Meetings is manually entered on General Task 3	0
Total Meetings				6	Total Project Manager Meetings (carries to Tab 3)		0

EXHIBIT B

Project Activity 10: BDR

Shindler Drive
P-03-23

Estimator:
Bridge Identifier (Number or Name):

Representing	Print Name	Signature / Date
FDOT District		
Consultant Name		

NOTE: Signature Block is optional, per District preference

Task No.	Task	Units	No of Units	Hours/ Unit	No. of Sheets	Total Hours	Comments
General Requirement							
10.1	Bridge Geometry	LS	1	0		0	
10.2	Ship Impact Data Collection	LS	1	0		0	
10.3	Ship Impact Criteria	EA	0	0		0	
Superstructure Alternatives							
10.4	Short Span Concrete Bridge	EA ALT	0	0		0	
10.5	Medium Span Concrete Bridge	EA ALT	0	0		0	
10.6	Long Span Concrete Bridge	EA ALT	0	0		0	
10.7	Structural Steel Bridge	EA ALT	0	0		0	
Foundation & Substructure Alternatives							
10.8	Pier/Bent	EA Type	0	0		0	
10.9	Shallow Foundations / GRS Abutments	EA Type	0	0		0	
10.10	Deep Foundations	EA Foundation Evaluated	0	0		0	
Movable Span							
10.11	Data Collection and Design Criteria	LS	1	0		0	
10.12	Movable Span Geometrics and Clearances	LS	1	0		0	
10.13	Deck System Evaluation	LS	1	0		0	
10.14	Framing Plan Development	LS	1	0		0	
10.15	Main Girder Preliminary Design	LS	1	0		0	
10.16	Conceptual Span Balance/Counterweight	LS	1	0		0	

EXHIBIT B

Project Activity 10: BDR

Task No.	Task	Units	No of Units	Hours/ Unit	No. of Sheets	Total Hours	Comments
10.17	Support System Development	LS	1	0		0	
10.18	Drive Power Calculations	LS	1	0		0	
10.19	Drive System Development	LS	1	0		0	
10.20	Power and Control Development	LS	1	0		0	
10.21	Conceptual Pier Design	LS	1	0		0	
10.22	Foundation Analysis (FL PIER)	LS	1	0		0	
10.23	Tender Visibility Study	LS	1	0		0	
Other BDR Issues							
10.24	Aesthetics	LS	1	0		0	
10.25	TTCP/Staged Construction Requirements	LS	1	4		4	
10.26	Constructibility Requirements	LS	1	2		2	
10.27	Load Railing for damaged/widened structures	EA Unit	1	0		0	
10.28	Quantity and Cost Estimates	EA ALT	1	2		2	
10.29	Quantity and Cost Estimates - Movable Span	LS	1	0		0	
10.30	Wall Type Justification	LS	1	4		4	Assuming sheet pile walls at bridge ends , discuss in Bridge Memo
Report Preparation							
10.31	Exhibits	EA SHEET	1	2		2	
10.32	Exhibits - Movable Span	EA SHEET	0	0		0	
10.33	Report Preparation	LS	1	6		6	review
10.34	Report Preparation - Movable Span	LS	1	0		0	
10.35	BDR Submittal Package	LS	1	0		0	
10. Structures - Bridge Development Report Total						20	
When ONLY 30% plans are final deliverable, use Task Nos. as shown for applicable bridge types for project Activities 12 thru 16. Staffhours to be negotiated and scaled appropriately.							

EXHIBIT B

Project Activity 17: Retaining Walls

Estimator:

Shindler Drive
P-03-23

Representing	Print Name	Signature / Date
FDOT District		
Consultant Name		

NOTE: Signature Block is optional, per District preference

Task No.	Task	Unit	No. of Units	Hours/Unit	No. of Sheets	Total Hours	Comments
General Requirements							
17.1	Key Sheet	Sheet	1	16	1	16	
17.2	Horizontal Wall Geometry	Per Wall	6	5		30	Assume wrap around walls at each bridge end
Permanent Proprietary Walls							
17.3	Vertical Wall Geometry	Per Wall	0	0		0	
17.4	Semi-Standard Drawings	Sheet	0	0	0	0	
17.5	Wall Plan and Elevations (Control Drawings)	Sheet	0	0	0	0	
17.6	Details	Sheet	0	0	0	0	
Temporary Proprietary Walls							
17.7	Vertical Wall Geometry	Per Wall	0	0		0	
17.8	Semi-Standard Drawings	Sheet	0	0	0	0	
17.9	Wall Plan and Elevations (Control Drawings)	Sheet	0	0	0	0	
17.10	Details	Sheet	0	0	0	0	
Cast-in-Place Retaining Walls							
17.11	Design	EA Design	0	0		0	
17.12	Vertical Wall Geometry	EA Wall	0	0		0	
17.13	General Notes	Sheet	0	0	0	0	
17.14	Wall Plan and Elevations (Control Drawings)	Sheet	0	0	0	0	
17.15	Sections and Details	Sheet	0	0	0	0	
17.16	Reinforcing Bar List	Sheet	0	0	0	0	

EXHIBIT B

Project Activity 17: Retaining Walls

Task No.	Task	Unit	No. of Units	Hours/ Unit	No. of Sheets	Total Hours	Comments
Other Retaining Walls and Bulkheads							
17.17	Design	EA Design	4	20		80	Assume one design under bridge and one on the side for each end bent
17.18	Vertical Wall Geometry	EA Wall	4	5		20	short walls
17.19	General Notes, Tables and Misc. Details	Sheet	2	16	2	32	
17.20	Wall Plan and Elevations	Sheet	2	20	2	40	short walls plan and elevation fit on 1 sheet for each bridge end
17.21	Details	Sheet	2	16	2	32	
17: Structures - Retaining Walls Total					7	250	

Project Activity 18: Miscellaneous Structures

Estimator:

Shinder Drive
P-03-23

Representing		Print Name		Signature / Date			
FDOT District							
Consultant Name							
NOTE: Signature Block is optional, per District preference							
Task No.	Task	Unit	No. of Units	Hours/ Unit	No. of Sheets	Total Hours	Comments
Concrete Box Culvert							
18.1	Concrete Box Culverts	EA	0	0	0	0	
18.2	Concrete Box Culverts Extensions	EA Extension	0	0	0	0	
18.3	Concrete Box Culvert Data Table Plan Sheets	Sheet	0	0	0	0	
18.4	Concrete Box Culvert Special Details Plan Sheets	Sheet	0	0	0	0	
Strain Poles							
18.5	Street Strain Poles	Initial Config EA Add'l Config	0	0	0	0	
18.6	Concrete Strain Poles	Initial Config EA Add'l Config	0	0	0	0	
18.7	Strain Pole Data Table Plan Sheets	Sheet	0	0	0	0	
18.8	Strain Pole Special Details Plan Sheets	Sheet	0	0	0	0	
Mast Arms							
18.9	Mast Arms	EA Design	3	20		60	
18.10	Mast Arms Data Table Plan Sheets	Sheet	1	6	1	6	
18.11	Mast Arm Special Details Plan Sheets	Sheet	1	16	1	16	
Overhead/Cantilever Sign Structures							
18.12	Cantilever Sign Structures	EA Design	0	0	0	0	
18.13	Overhead Span Sign Structures	EA Design	0	0	0	0	
18.14	Special (Long Span) Overhead Span Sign Structures	EA Design	0	0	0	0	
18.15	Monobay Overhead Sign Structure	EA Design	0	0	0	0	
18.16	Bridge Mounted Signs (Attached to Superstr.)	EA Design	0	0	0	0	
18.17	Overhead and Cantilever Sign Structures Data Table Plan Sheets	Sheet	0	0	0	0	
18.18	Overhead and Cantilever Sign Structures Special Details Plan Sheets	Sheet	0	0	0	0	
High Mast Lighting							
18.19	Non-Standard High Mast Lighting Structures	EA Design	0	0	0	0	
18.20	High Mast Lighting Special Details Plan Sheets	Sheet	0	0	0	0	
Noise Barrier Walls (Ground Mount)							
18.21	Horizontal Wall Geometry	EA Wall	0	0	0	0	
18.22	Vertical Wall Geometry	EA Wall	0	0	0	0	
18.23	Summary of Quantities - Aesthetic Requirements	Sheet	0	0	0	0	
18.24	Control Drawings	Sheet	0	0	0	0	
18.25	Design of Noise Barrier Walls Covered by Standards	EA Design	0	0	0	0	
18.26	Design of Noise Barrier Walls Not Covered by Standards	EA Design	0	0	0	0	
18.27	Aesthetic Details	LS	1	0	0	0	
Special Structures							
18.28	Fender System	LS	1	0	0	0	
18.29	Fender System Access	LS	1	0	0	0	
18.30	Special Structures	LS	1	0	0	0	

EXHIBIT B

Project Activity 18: Miscellaneous Structures

18.31	Other Structures	LS	1	0	0	0
Ancillary Structures Report						
18.32	Condition Evaluation of Signal and Sign Structures, and High Mast Light Poles	EA structure	0	0	0	0
18.33	Condition Evaluation of Signal and Sign Structures, and High Mast Light Poles (No As built or Design Plans Available)	EA structure	0	0	0	0
18.34	Analytical Evaluation of Signal and Sign Structures, and High Mast Light Poles	EA structure	0	0	0	0
18.35	Ancillary Structures Report	LS	1	0	0	0
18. Structures - Miscellaneous Total			2	0	0	82

Project Activity 19: Signing and Pavement Marking Analysis

Estimator:

Shindler Drive
P-03-23

Representing	Print Name	Signature / Date
FDOT District		
Consultant Name		

NOTE: Signature Block is optional, per District preference

Task No.	Task	Units	No. of Units	Hours/Units	Total Hours	Comments
19.1	Traffic Data Analysis	LS	1	2	2	
19.2	No Passing Zone Study	LS	1	0	0	
19.3	Signing and Pavement Marking Master Design File	LS	1	162	162	=30 set up +120 (40hr*3.miles)+ 6*2 intersections
19.4	Multi-Post Sign Support Calculations	EA	1	0	0	
19.5	Sign Panel Design Analysis	EA	1	0	0	
19.6	Sign Lighting/Electrical Calculations	EA	1	0	0	
19.7	S&PM Quantities for EQ Report	Length (Miles)	0.00	Calculated Hours	20	
		Complexity	Mid Range			
		Interchanges Rest Areas	1	20		
19.8	Cost Estimate	LS	1	40	40	
19.9	Technical Special Provisions and Modified Special Provisions	LS	1	0	0	
19.10	Other Signing and Pavement Marking	LS	1	0	0	
Signing and Pavement Marking Analysis Technical Subtotal					224	
19.11	Field Reviews	LS	1	12	12	
19.12	Technical Meetings	LS	1	8	8	Meetings are listed below
19.13	Quality Assurance/Quality Control	LS	%	6%	13	
19.14	Independent Peer Review	LS	%	0%	0	
19.15	Supervision	LS	%	6%	13	
Signing and Pavement Marking Analysis Nontechnical Subtotal					46	
19.16	Coordination	LS	%	3%	8	
19. Signing and Pavement Marking Analysis Total					278	

Project Activity 19: Signing and Pavement Marking Analysis

Task No.	Task	Units	No. of Units	Hours/ Units	Total Hours	Comments	PM Attendance at Meeting Required?	Number
Technical Meetings								
	Sign Panel Design	EA	0	0	0			0
	Queue Length Analysis	EA	0	0	0			0
	Local Governments (cities, counties)	EA	4	2	8			0
	Other Meetings	EA	0	0	0			0
	Subtotal Technical Meetings				8		Subtotal Project Manager Meetings	0
	Progress Meetings (if required by FDOT)	EA	0	0	0	PM attendance at Progress Meetings is manually entered on General Task 3		--
	Phase Review Meetings	EA	0	0	0	PM attendance at Phase Review Meetings is manually entered on General Task 3		--
	Total Meetings				8	Total Project Manager Meetings (carries to Tab 3)		0

Cannot be 19 12

Cannot be Tab 3

EXHIBIT B

20. Signing and Pavement Marking Plans									
Representing		Print Name			Signature / Date				
FDOT District									
Consultant Name									
NOTE: Signature Block is optional, per District preference									
Task No.	Task	Project Parameter			Staff Hours			Documentation	
	Description	Units	Complexity	Calculated	Department	Consultant	Negotiated	Provide documentation when negotiated hours differ from the calculated hours.	
20.1	Key Sheet	1		4	0	0	4		
	Signature Sheet	1		2	0	0	0		
20.2	General Notes/Pay Item Notes	1	Standard	12	0	0	12		
20.3	Project Layout	0		0	0	0	0		
	Length (Miles)	3.00	Low Range	90	0	0	90	3 x 30hrs each	
20.4	Plan Sheet	2		4	0	0	4		
	Sig Intersection	0		0	0	0	0		
	Mid-Block Xing	0		0	0	0	0		
	Interchange	0		0	0	0	0		
	Roundabout	0		0	0	0	0		
	Rest Area	0		0	0	0	0		
	Toll Facility	0		0	0	0	0		
	Details	0	Simple	0	0	0	0		
	Details	0	Standard	0	0	0	0		
	Details	0	Complex	0	0	0	0		
20.6	Service Point Details	0	Simple	0	0	0	0		
	Service Point	0	Standard	0	0	0	0		
20.7	Guide Sign Data	0		0	0	0	0		
	Sign Panel	0		0	0	0	0		
	Multi-post signs	0		0	0	0	0		
20.8	Cross Sections (Sign Installations)	0	Standard	0	0	0	0		
	Overhead Sign Structures	0	Complex	0	0	0	0		
				S&PM Plans Technical Hours Subtotal	0	0	110		
20.9	Quality Assurance/Quality Control	1	6%	7			7		
20.10	Supervision	1	6%	7			7		
				S&PM Plans Total	0	0	124		

Circle in Summary Tab

Project Activity 21: Signalization Analysis

Estimator

Shindler Drive
P-09-23

Representing	Print Name	Signature / Date
FDOT District		
Consultant Name		

NOTE: Signature Block is optional, per District preference

Task No.	Task	Units	No. of Units	Hours/ Unit	Total Hours	Comments
21.1	Traffic Data Collection	LS	1	4	4	
21.2	Traffic Data Analysis	PI	2	8	16	review data collected by subcontractor
21.3	Signal Warrant Study	LS	1	0	0	103rd st and collins rd
21.4	System Timings	LS	1	0	0	N/A
21.5	Reference and Master Signalization Design File	PI	2	30	60	103rd st and shindler
21.6	Reference and Master Interconnect Communication Design File	LS	1	0	0	50hrs at 103rd and 10hrs at collins rd
21.7	Overhead Street Name Sign Design	EA	4	3	12	
21.8	Pole Elevation Analysis	LS	1	2	2	
21.9	Traffic Signal Operation Report	LS	1	0	0	
21.10	Signalization Quantities for EQ Report	Signalized Intersections	1	20	20	Calculated Hours
21.11	Cost Estimate	LS	1	12	12	
21.12	Technical Special Provisions and Modified Special Provisions	LS	1	0	0	
21.13	Other Signalization Analysis	LS	1	4	4	coordination w JEA on rfb connections
Signalization Analysis Technical Subtotal					144	
21.14	Field Reviews	LS	1	12	12	
21.15	Technical Meetings	LS	1	22	22	Meetings are listed below
21.16	Quality Assurance/Quality Control	LS	%	9%	9	
21.17	Independent Peer Review	LS	%	0%	0	
21.18	Supervision	LS	%	9%	9	
Signalization Analysis Nontechnical Subtotal					52	
21.19	Coordination	LS	%	0%	0	
21. Signalization Analysis Total					202	

Technical Meetings	Units	No of Units	Hours/ Unit	Total Hours	Comments	PM Attendance at Meeting Required?	Number
FOOT Traffic Operations	EA	2	2	4	fdot		0
FOOT Traffic Design	EA	0	0	0			0
Power Company (services point coordination)	EA	2	3	6	ps		0
Maintaining Agency (cities, counties)	EA	4	2	8			0
Railroads	EA	0	0	0			0
Other Meetings	EA	0	0	0			0
Subtotal Technical Meetings					18		0
Progress Meetings (if required by FDOT)	EA	2	2	4	PM attendance at Progress Meetings is manually entered on General Task 3		--
Phase Review Meetings	EA	0	0	0	PM attendance at Phase Review Meetings is manually entered on General Task 3		--
Total Meetings					22	Total Project Manager Meetings (carries to Tab 3)	0

EXHIBIT B

22. Signalization Plans											
Representing		Print Name						Signature / Date			
FDOT District											
Consultant Name											
NOTE: Signature block is optional, per District preference											
Task No.	Task	Project Parameter			Staff Hours			Documentation			
		Description	Units	Complexity	Calculated	Department	Consultant		Negotiated		
22.1	Key Sheet		1		4	0	0	1			
	Signature Sheet		1		2	0	0	2			
22.2	General Notes/Pay Item Notes		1	Standard	10	0	0	10			
22.3	Signalization Plan Sheets	Signalized Intersections	2		20	0	0	20			
22.4	Interconnect Plan Sheets	Length (Miles)	0.00		0	0	0	0			
22.5	Traffic Monitoring Site	Sites (Loop Detect.)	0		0	0	0	0			
		Sites (Other Detect.)	0		0	0	0	0			
22.6	Guide Sign Data	Sign Panel	2		4	0	0	4			
			0	Simple	0	0	0	0			
22.7	Special Details	Details	3	Standard	6	0	0	6			
			2		20	0	0	20			RRFB-two locations (10hr each)
22.8	Service Point Details	Service Point	2	Simple	24	0	0	24			service pts for two new RRFB (12hr ea)
			0	Standard	0	0	0	0			
22.9	Mast Arm / Monotube Data	Signal Arm	4	Simple Mast Arm	4	0	0	4			
			0	Double Mast Arm	0	0	0	0			
22.10	Strain Pole Schedule	Span	0		0	0	0	0			
22.11	TTCP Signal	Intersections w/ ped signal	0		0	0	0	0			
		Intersections w/ ped signal	0		0	0	0	0			
22.12	Temporary Detection Sheet	Intersections	0		0	0	0	0			
Signalization Plans Technical Hours Subtotal					94	0	0	94			
20.13	Quality Assurance/Quality Control	%	1	6%	6			6			
20.14	Supervision	%	1	6%	6			6			
Signalization Plans Total								106			

Project Activity 23: Lighting Analysis

Estimator:

Shindler Drive
P-03-23

Representing	Print Name	Signature / Date
FDOT District		
Consultant Name		

NOTE: Signature Block is optional, per District preference

Task No.	Task	Units	No. of Units	Hours/Units	Total Hours	Comments
23.1	Lighting Justification Report	LS	1	0	0	There is JEA lighting fixtures throughout the project
23.2	Lighting Design Analysis Report (LDAR)	LS	1	80	80	
23.3	Voltage Drop Calculations	EA	6	3	18	
23.4	FDEP Coordination and Report	LS	1	0	0	
23.5	Reference and Master Design Files	LS	1	165	165	15 hrs fro set up. 40hrs per mile @3.X40=120+ 15 x 2 intersections=(15*120+30)
23.6	Temporary Highway Lighting	LS	1	40	40	assume temporary lighting required at 103rd st during construction
23.7	Design Documentation	LS	1	16	16	
23.8	Lighting Quantities for EQ Report	Light Poles	1	Calculated Hours 20	20	quantities
23.9	Cost Estimate	LS	1	12	12	
23.10	Technical Special Provisions and Modified Special Provisions	LS	1	0	0	
23.11	Other Lighting Analysis	LS	1	12	12	2-rfb locations
		Lighting Analysis Technical Subtotal			363	
23.12	Field Reviews	LS	1	12	12	
23.13	Technical Meetings	LS	1	20	20	
23.14	Quality Assurance/Quality Control	LS	%	6%	22	
23.15	Independent Peer Review	LS	%	0%	0	
23.16	Supervision	LS	%	6%	22	
		Lighting Analysis Nontechnical Subtotal			76	
23.17	Coordination	LS	%	3%	13	
		23. Lighting Analysis Total			452	

Project Activity 23: Lighting Analysis

Technical Meetings	Units	No of Units	Hours/ Unit	Total Hours	Comments	PM Attendance at Meeting Required?	Number
FDOT Lighting Design	EA	0	0	0			0
FDOT Traffic Design	EA	0	0	0			0
Power Company (service point coordination)	EA	2	4	8	meeting w JEA		0
Maintaining Agency (cities, counties)	EA	0	0	0			0
Airport authority	EA	0	0	0			0
FDEP Lighting (coast areas)	EA	0	0	0			0
Other Meetings	EA	0	0	0			0
Subtotal Technical Meetings				8	Subtotal Project Manager Meetings		0
Progress Meetings (if required by FDOT)	EA	6	2	12	PM attendance at Progress Meetings is manually entered on General Task 3		--
Phase Review Meetings	EA	0	0	0	PM attendance at Phase Review Meetings is manually entered on General Task 3		--
Total Meetings				20	Total Project Manager Meetings (carries to Tab 3)		0

Carries to 23.13

Carries to Tab 3

EXHIBIT B

Representing		24. Lighting Plans										Print Name		Signature / Date			
FDOT District																	
Consultant Name																	
NOTE: Signature Block is optional per District preference																	
Task No.	Task	Description	Units	Complexity	Calculated	Department	Consultant	Negotiated	Documentation	Provide documentation when negotiated hours differ from the calculated hours							
24.1	Key Sheet		1		4	0	0	4									
	Signature Sheet		1		2	0	0	0									
24.2	General Notes/Pay Item Notes		1	Standard	8	0	0	8									
24.3	Pole Data, Legend and Criteria	Poles	1		6	0	0	0									
24.4	Project Layout		0		0	0	0	0									
	Plan Sheets (Corridor Projects)	Length (Miles)	3.00		90	0	0	90		3 x 30 hrs each							
24.5	Plan Sheets (Isolated Locations)	Intersections or Mid-Blocks or Rest Areas	2		8	0	0	8									
			0		0	0	0	0									
			0	Simple	0	0	0	0									
			0	Standard	0	0	0	0									
			0	Complex	0	0	0	0									
			2	Simple	12	0	0	12									
			0	Standard	0	0	0	0									
			0	Complex	0	0	0	0									
24.8	Temporary Highway Lighting		0		0	0	0	0									
		Lighting Plans Technical Hours Subtotal			131	0	0	123									
24.9	Quality Assurance/Quality Control	%	1	6%	8			8									
24.10	Supervision	%	1	6%	8			8									
		Lighting Plans Total						139									

October 17, 2023



Right-of-Way Mapping and Route & Topographic Survey for Shindler Drive from Collins Road to 103rd Street 17,000 feet, Duval County

Project Description: Route, Topographic, & utility survey of 3 miles of proposed road and going 33 feet each side of centerline or to right-of-way line plus 10 feet where fencing is not blocking the ROW, for project in Duval County, Florida. The route survey will be from the whole intersection of Collins Road to 103rd Street and include Right-of-way maps of whole corridor. The 3D Route, topographic, & utility survey will include the route centerline of road and right-of-way lines as we will attempt to locate available property corners to come up with right-of-way however no attempt will be made to verify private boundary lines. We will also locate utilities from above ground indicators to the underground utilities along with any hand holes or manholes we can open plus locate above and below for bridge crossing. The survey will include 3D topography of the route with any buildings, driveways, sidewalks, above ground utility indicators to underground utilities, signs, light poles, drainage, fences, parking, curbing and other topography features along route. The survey may extend past right-of-way to include adjacent significant property features.

A. Scope of Services

Task 1: Route & 3D Topography Survey

- Set horizontal and vertical control in state plane coordinates for site. Locate any property corners along route. Perform 3D Route and Topographic surveying per description above.
- Produce CAD and final right-of-way survey signed and sealed Survey.

B. Completion Schedule

- The Survey services will take six to eight (6-8) weeks to complete upon commencement of services. When a Notice-To-Proceed is issued, an anticipated date will be provided.

C. Detail of Professional Survey Services

- The Survey will require GAI to add a horizontal control (NAD83 state plane datum) by Survey grade GPS Trimble R-8 receivers through a networked control station with accuracies of 0.02' and benchmarks will be set coming off benchmarks on State roads and will be on a NAVD88 datum and per profession standards run closed traverse to 2 different control and benchmarks for Quality check.
- The Survey will also locate available monumentation along the right-of-way lines to determine alignment and create Right-of-way Lines.
- The Survey will locate 3D topography along the route and may extend beyond the right-of-way to connect adjacent topographic features to our route. The topographic survey will include any buildings, driveways, sidewalks, fences, walls, signs, light poles, drainage, parking, and other topographic features within the route and may locate topographic features within adjacent Right-of-way. All topography will have elevations and contours plotted into Survey Map and CAD files.
- The Survey will locate any utility tops, markers, cuts in pavement, signs of utilities, or sunshine utility painted locations along the road. Also, we will review any as-builts for any information they may have and show on survey.
- A new Right-of-way Map, Route, 3D Topographic, & Utility Survey map will be produced from above information. The surveyor will show all information and produce this survey in CAD format with 1 foot contours and to a scaled relation to the existing ground conditions depicting as much information on the survey as per scope for an urban project. The Survey map will be professionally printed with the Surveyor signing and sealing as many prints as requested.



P-53-22 Survy Scope and Fee 10-17-23

D. Limiting Amount Fee

- Task 1 Hourly rates not to exceed for the Professional Services outlined in the Scope of Services: \$245,087.00 (GAI) (\$95,739.00 Field and \$98,557.00 Mapping) and \$50,050.00 sub for Smith Surveying to assist on survey tasks.

Total = \$244,346.00

Sincerely,

GAI Consultants, Inc.

Joseph K. Lek, P.S.M.
Survey Manager

Attachment: Exhibits- contract fees

Proposal For Surveying Services City of Jacksonville, Florida				
PART I - GENERAL				
1. Project Shindler Drive - Phase 2 Topo full 17,000LF			2. Proposal Number	
3. Name of Consultant GAI Consultants, Inc.			4. Date of Proposal 10/12/2023	
PART II - LABOR RELATED COSTS				
5. Direct Labor	Hourly Rate	Estimated Hours	Total Cost	TOTAL
Professional Surveyor	\$ 75.00	78	\$ 5,850.00	
3-Man Crew	\$ 100.00	160	\$ 16,000.00	
Survey CAD Technician	\$ 36.00	200	\$ 7,200.00	
EI	\$ 40.00	40	\$ 1,600.00	
Clerical	\$ 27.00	40	\$ 1,080.00	
Total Direct Labor				\$ 31,730.00
6. Overhead (Fringe & Administrative) Audited Overhead Rate <u>174.3%</u> x Total Direct Labor				\$ 55,305.39
7. Subtotal (Direct Labor + Overhead)				\$ 87,035.39
8. Profit Profit <u>10%</u> x (Direct Labor + Overhead)				\$ 8,703.54
TOTAL Labor Related Costs				\$ 95,739.00
PART III - OTHER COSTS				
9. Miscellaneous Direct Costs				
Miscellaneous Direct Costs SUBTOTAL				\$ -
10. Subconsultants Smith Surveying				\$ 50,050.00
Subconsultants SUBTOTAL				\$ 50,050.00
TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9, and 10)				\$ 145,789.00

Proposal For Surveying Services City of Jacksonville, Florida				
PART I - GENERAL				
1. Project		2. Proposal Number		
Shindler Drive - Phase 2 R/W Mapping 17,000LF				
3. Name of Consultant		4. Date of Proposal		
GAI Consultants, Inc.		10/12/23		
PART II - LABOR RELATED COSTS				
5. Direct Labor	Hourly Rate	Estimated Hours	Total Cost	TOTAL
Professional Surveyor	\$ 75.00	72	\$ 5,400.00	
2-Man Crew	\$ 65.00	320	\$ 20,800.00	
Survey CAD Technician	\$ 36.00	120	\$ 4,320.00	
EI	\$ 40.00	32	\$ 1,280.00	
Clerical	\$ 27.00	32	\$ 864.00	
Total Direct Labor				\$ 32,664.00
6. Overhead (Fringe & Administrative)				
Audited Overhead Rate <u>174.3%</u> x Total Direct Labor				\$ 56,933.35
7. Subtotal (Direct Labor + Overhead)				\$ 89,597.35
8. Profit				
Profit <u>10%</u> x (Direct Labor + Overhead)				\$ 8,959.74
TOTAL Labor Related Costs				\$ 98,557.09
PART III - OTHER COSTS				
9. Miscellaneous Direct Costs				
Miscellaneous Direct Costs SUBTOTAL				\$ -
10. Subconsultants				
None				\$ -
Subconsultants SUBTOTAL				\$ -
TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9, and 10)				\$ 98,557.00

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

PART I - GENERAL

1. Project COJ Shindler Road: Topo and Mapping support	2. Proposal No. / Contract No. Shindler Road
3. Name of Consultant or Subconsultant: Smith Surveying Group, LLC	4. Date of Proposal October 6, 2023

PART II - LABOR RELATED COSTS

5. Direct Labor (Reimbursable)	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Principal	\$ 70.72	0	\$ 0.00	0
Chief Surveyor	\$ 67.82	0	\$ 0.00	0
Project Surveyor	\$ 56.18	40	\$ 2,247.20	2247.2
MOT	\$ -	0	\$ 0.00	0
CADD	\$ 45.45	40	\$ 1,818.00	1818
Survey Crew	\$ 67.82	206	\$ 13,970.92	13970.92
Admin	\$ 16.37	10	\$ 163.70	163.7
TOTAL DIRECT LABOR	\$ 61.49	296		\$ 18,199.82

6. Overhead (Combined Fringe Benefit & Administrative)			
Overhead Rate	150 % x Total Direct Labor		\$ 27,299.73
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)			\$ 45,499.55
8. PROFIT: Labor Related Costs (Item 5) x 10%			\$ 4,549.96

PART III - OTHER COSTS

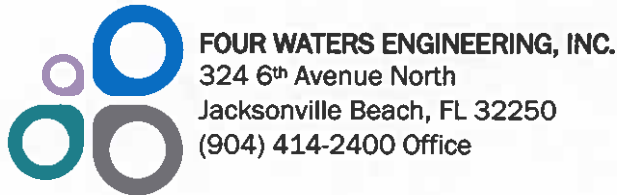
9. Miscellaneous Direct Costs (Lump Sum)			
Printing		\$	0.00
Transportation & Shipping		\$	0.00
		\$	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL			\$ -
10. SUBCONSULTANTS (Lump Sum)		\$	
		\$	
SUB-CONTRACT SUB-TOTAL (Reimb/NTE)			\$ -
11. SUBCONTRACTS (Reimbursable/Not to Exceed)		\$	
		\$	
SUB-TOTAL REIMBURSABLES			\$ -

PART IV - SUMMARY

TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables) (Items 5, 6, 8, 9, 10, and 11)	\$ 50,050.00
12. TOTAL PRIOR CONTRACT AMOUNT	N.A.
TOTAL AMENDED CONTRACT AMOUNT	N.A.

Subconsultant Scope and Fee Backup

Four Waters including ETM



August 25, 2023 (Rev October 3, 2023)
(Sent Electronically)

Ron Hoogland, P.E.
GAI Consultants
12574 Flagler Center Blvd, Suite 202
Jacksonville, FL 32258
r.hoogland@gaiconsultants.com

Re: Proposal for Professional Engineering Services
Shindler Drive – Phase 2, City of Jacksonville
Drainage and Utility Accommodation Assistance

Dear Mr. Hoogland:

Four Waters Engineering, Inc. (4Waters) is pleased to provide this proposal to GAI Consultants to provide engineering design services for the City of Jacksonville Shindler Drive – Phase 2 project, specifically assistance with drainage design and utility accommodation coordination. The Shindler Drive – Phase 2 project includes improvements to three miles of Shindler Drive from Collins Road to 103rd Street.

Based on our discussions with GAI, we understand our scope of work to include coordination during design with utility owners within the right-of-way of the project corridor and assistance with conceptualization and design of two drainage ponds for the project.

This proposal has been prepared based on information provided by GAI and in the RFQ documents. 4Waters proposes the following tasks to complete the noted project scope.

Task 1.0 – Utility Coordination

4Waters will provide utility coordination for the GAI design of Shindler Drive – Phase 2 project. It is our understanding that all Utility Adjustment drawings will be provided by GAI. 4Waters will be responsible for reviewing the conceptual and final design plans and preparing utility conflict matrix, coordinating with all utility agency owners (UAOs) and their consultants (as needed) for utility adjustment designs, and coordinating the information to GAI. Based on information provided by ETM Surveying & Mapping, Inc., it is our understanding that there are eight utility owners with twelve utilities within the project corridor with approximately 90,000 linear feet of utilities. Coordination is anticipated to include:

- Utility Kickoff Meeting
- Identify Existing Utility Agency Owner(s)
- Make Utility Contacts
- Preliminary Utility Meeting
- Individual/Field Meetings with UAO(s)

August 25, 2023

Page 2

- Collect and Review Plans and Data from UAO(s)
- Utility Design Meeting
- Review Utility Markups & Work Schedules, and Processing of Schedules
- Utility Coordination/Followup

Also included in this task is effort by ETM Surveying & Mapping, Inc. to provide Level A soft digs for utility exploration. The effort includes up to 55 soft cover test holes and 20 hard cover test holes which are to be located and directed by GAI. The ETM Surveying & Mapping proposal is attached.

This task will be on a reimbursable basis.

Task 2.0 – Drainage Ponds

Task includes the conceptualization and design of two stormwater ponds with locations to be determined but assumed north and south of Mile Branch Creek.

Task 2.1 Project Initiation & Kickoff:

- Initiate project with GAI and 4Waters staff.
- Attend kickoff meeting.

Task 2.2 Data Collection & Previous Design Review:

- General data collection for 4Waters use including but not limited to aerial, LiDAR, utilities, soils, FEMA data, parcel data, JEA data, wetlands, etc.
- Review CW design plans, drainage report, and permitting information to get familiar with project.
 - GAI to provide documents for review that are relevant to CW design and permitting.
- CW design uses McGirts Creek Park Regional Stormwater Facility, 4Waters to review this document provided by GAI to get understanding of CW project approach.
- **Deliverable:** Brief technical memo summary review of CW design and permitting.
- Meeting with GAI.

Task 2.3 Conceptual Design of Two Ponds:

- Review surrounding future developments in permitting with COJ or ERPs that have not been constructed for potential partnership opportunities of shared stormwater detention ponds.
- Review properties adjacent to Shindler Drive for two stormwater attenuation ponds.
- Determine size of attenuation ponds based on existing and proposed flow conditions provided by GAI.
- Determine size of ponds and outfall device for ponds needed to meet pre and post flow condition requirements of SJRWMD.
- **Deliverable:** Prepare brief technical memo of conceptual pond location determination, pond sizing and conceptual pond design figures.
- Design meeting and coordination with GAI.

Task 2.4 Final Design of Two Ponds;

Upon approval of conceptual design and required land acquisitions, proceed with final design of two ponds with outfall device.

August 25, 2023

Page 3

- **Deliverable:** Prepare final construction drawings of two ponds and outfall devices with brief technical memo of pond sizing and outfall device calculations.
- Design meeting and coordination with GAI.

Task 2.5 Permitting Assistance:

- Virtual attendance to a pre-application meeting with SJRWMD.

Assumptions/Limitations:

- Cross pipes are not being evaluated.
- GAI to provide existing and proposed flow conditions for 4Waters use to size ponds and outfall device.
- GAI to prepare agenda and meeting minutes for meetings.
- GAI to provide geotechnical data that includes groundwater level and estimated seasonal high water table at pond locations.
- Survey and wetland data to be provided by GAI.

This task will be on a lump sum basis.

Schedule and Professional Service Fees

We are available to begin work immediately upon execution of a contract and will adhere to the schedule established by GAI and the City.

We appreciate this opportunity to be part of the GAI team and work with the City. Please find attached a detailed fee summary sheet for the identified scope of work. The task 1.0 fees are reimbursable and the task 2.0 fees are lump sum. The total proposed professional services fee is \$150,535.77. If you have any questions, please contact me at abryan@4WEng.com or (904) 414-2400 Ext. 51.

Regards,
Four Waters Engineering, Inc.



Angela Bryan, PE
Principal Engineer

Attachments

**CONTRACT RATES SUMMARY FOR
Engineering Design Services for Shindler Drive - Phase 2**

PART I - GENERAL				
1. Project - Engineering Design Services for Shindler Drive - Phase 2			2. Project Number P-03-23	
3. Name of Consultant Four Waters Engineering, Inc.			4. Date of Proposal 8/25/2023 (Rev 10/3/2023)	
PART II - LABOR RELATED COSTS				
5. Direct Labor (Task 2.0)	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Principal Engineer	\$ 69.09	19	\$ 1,312.71	
Senior Engineer/EOR	\$ 61.87	69.5	\$ 4,299.97	
Staff Engineer	\$ 52.73	34	\$ 1,792.68	
Associate Engineer	\$ 45.46	109.5	\$ 4,977.32	
Engineer Intern	\$ 34.55	20	\$ 690.90	
CADD Designer	\$ 40.73	52	\$ 2,117.86	
Administrative	\$ 25.45	31.5	\$ 801.80	
TOTAL DIRECT LABOR		335.5		\$ 15,993.24
6. Overhead (Combined Fringe Benefit & Administrative)				
Overhead Rate	150 % x Total Direct Labor			\$ 23,989.86
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				\$ 39,983.10
8. PROFIT: Labor Related Costs (Item 7) x 10%				\$ 3,998.31
PART III - OTHER COSTS				
9. Miscellaneous Direct Costs				
Mileage for Field Visits/Meetings (\$0.655/mile)			\$ 750.00	
Printing			\$ 1,000.00	
				\$ 1,750.00
10. SUBCONTRACTS (Lump Sum)				
SUB-CONTRACT SUB-TOTAL				
TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)				\$ 45,731.41
11. REIMBURSABLE COSTS (Limiting Amount)				
4Waters Engineering (Task 1.0) (See attached)			\$ 35,403.55	
ETM Surveying & Mapping (Task 1.0)			\$ 69,400.81	
SUB-TOTAL REIMBURSABLES				\$ 104,804.36
PART IV - SUMMARY				
TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables) (Items 5, 6, 8, 9, 10 and 11)				\$ 150,535.77

**CONTRACT RATES SUMMARY FOR
Engineering Design Services for Shindler Drive - Phase 2**

PART I - GENERAL				
1. Project - Engineering Design Services for Shindler Drive - Phase 2			2. Project Number P-03-23	
3. Name of Consultant Four Waters Engineering, Inc.			4. Date of Proposal 8/25/2023 (Rev 10/3/2023)	
PART II - LABOR RELATED COSTS				
5. Direct Labor (Task 1.0)	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Principal Engineer	\$ 69.09	12	\$ 829.08	
Senior Engineer/EOR	\$ 61.87	98	\$ 6,063.26	
Staff Engineer	\$ 52.73	110	\$ 5,799.86	
Associate Engineer	\$ 45.46	0	\$ 0.00	
Engineer Intern	\$ 34.55	0	\$ 0.00	
CADD Designer	\$ 40.73	0	\$ 0.00	
Administrative	\$ 25.45	0	\$ 0.00	
TOTAL DIRECT LABOR		220		\$ 12,692.20
6. Overhead (Combined Fringe Benefit & Administrative)				
Overhead Rate	150 % x Total Direct Labor			\$ 19,038.30
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				\$ 31,730.50
8. PROFIT: Labor Related Costs (Item 7) x 10%				\$ 3,173.05
PART III - OTHER COSTS				
9. Miscellaneous Direct Costs				
Mileage for Utility Mtgs/Field Visits (\$0.655/mile)			\$ 500.00	
				\$ 500.00
10. SUBCONTRACTS (Lump Sum)				
SUB-CONTRACT SUB-TOTAL				
TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)				\$ 35,403.55
11. REIMBURSABLE COSTS (Limiting Amount)				
SUB-TOTAL REIMBURSABLES				\$ -
PART IV - SUMMARY				
TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables) (Items 5, 6, 8, 9, 10 and 11)				\$ 35,403.55

EXHIBIT B

COJ Shindler Drive Improvements - Phase 2
 Four Waters Proposal for Professional Engineering Services to GAI - Task 2 Labor Breakdown

Task Description	Principal Engineer Hours PM	Senior Engineer Hours MK	Staff Engineer Hours S Modeler	Associate Engineer Hours RP	Intern Hours	CAD Draft Hours	Administrative Hours	Total Professional Service Fees
TASK 2.1 Project Initiation, Kickoff Meeting, & Project Management								
Task 2.1A								
Project Initiation & Kickoff Meeting	2 \$138.18	4 \$247.48	0 \$0.00	4 \$181.82	0 \$0.00	0 \$0.00	2 \$50.91	1,236.56
Task 2.1B								
Project Management	6 \$414.54	0 \$0.00	0 \$0.00	0 \$0.00	0 \$0.00	0 \$0.00	8 \$203.63	618.39
TASK 2.2 Data Collection and Design & Permitting Review								
Task 2.2A								
Data Collection & Previous Design Review	1 \$69.09	8 \$494.96	8 \$421.81	8 \$363.64	0 \$0.00	0 \$0.00	4 \$101.82	2,827.73
Task 2.2B								
Brief Tech Memo Summary Review	1 \$69.09	4 \$247.48	2 \$105.45	6 \$272.73	0 \$0.00	2 \$81.46	2 \$50.91	1,451.31
Task 2.2C								
Data review meeting & coordination with GAI	1 \$69.09	4 \$247.48	0 \$0.00	4 \$181.82	0 \$0.00	0 \$0.00	2 \$50.91	827.12
TASK 2.3 Conceptual Design								
Task 2.3A								
Conceptual Pond Evaluation	2 \$138.18	8 \$494.96	12 \$632.71	32 \$1,454.56	8 \$276.36	8 \$325.82	2 \$50.91	5,587.12
Task 2.3B								
Brief Conceptual Pond Tech Memo	1 \$69.09	4 \$247.48	4 \$210.90	12 \$545.46	0 \$0.00	8 \$325.82	2 \$50.91	3,373.50
Task 2.3C								
Design meetings and coordination with GAI	1 \$69.09	6 \$371.22	0 \$0.00	6 \$272.73	0 \$0.00	0 \$0.00	2 \$50.91	1,449.67
TASK 2.4 Final Design								
Task 2.4A								
100% Pond Design	2 \$138.18	20 \$1,237.40	6 \$316.36	24 \$1,090.92	12 \$414.54	32 \$1,303.30	2 \$50.91	6,142.66
Task 2.4B								
Brief Pond Design Calculations Tech Memo	1 \$69.09	4 \$247.48	2 \$105.45	6 \$272.73	0 \$0.00	2 \$81.46	2 \$50.91	4,551.60
Task 2.4C								
Design meetings and coordination with GAI	1 \$69.09	6 \$371.22	0 \$0.00	6 \$272.73	0 \$0.00	0 \$0.00	2 \$50.91	827.12
TASK 2.5 Permitting Assistance								
Task 2.5A								
Pre-Application Meeting (attend virtually)	0.0 \$0.00	1.5 \$92.81	0 \$0.00	1.5 \$68.18	0 \$0.00	0 \$0.00	1.5 \$38.18	199.17
TOTAL ALL TASKS	19.0 \$1,312.71	69.5 \$4,299.97	34.0 \$1,792.68	109.5 \$4,977.32	20.0 \$690.90	52.0 \$2,117.86	31.5 \$801.80	15,993.24

Revised August 15, 2023
July 28, 2023

Four Waters Engineering, Inc.
c/o Ms. Angela Bryan, PE, LEED AP
324 6th Avenue North
Jacksonville Beach, FL 32250
Tel: (904) 414-2400
Email: abryan@4weng.com

Reference: **COJ Shindler Drive Project ~ Subsurface Utility Services**

Dear Ms. Bryan,

Pursuant to your request, ETM Surveying & Mapping, Inc., is pleased to submit a fee proposal for subsurface utility services for the City of Jacksonville Shindler Drive Project in Jacksonville, Florida. Our proposed scope of services and fee schedule are as follows:

Shindler Drive - Subsurface Utility Services

Provide subsurface utility engineering services for the project described above and as depicted on graphics provided by client. Through our initial design ticket through Sunshine811, we have found eight (8) utility owners with twelve (12) utilities within our project vicinity with approximately 90,000 linear feet of utilities to be designated. This scope of services also includes providing up to fifty-five (55) soft cover test holes and twenty (20) hard cover test holes, as directed by the engineer of record for obtaining confirmation of various subsurface utility types and depths (to top of service or pipe) sufficient for engineering design purposes. This scope of service also includes providing surveyed location of the utility designation and test holes. The deliverables will consist of finalized designating sketches and finalized test hole reports and a CAD file suitable for engineering design.

Utility Test Holes

Maximum Limiting Fee..... \$69,400.81

(See Attached Rate Sheet – Exhibit A)

Estimated budget is based on available utility as-builts at time of work. Any discrepancies between existing utilities and as-builts may require additional fees.

Reference: City of Jacksonville Shindler Drive Project ~ Subsurface Utility Services

Items Not Included

- | | |
|-------------------------------------|---------------------------------|
| Title Review | Tree Survey |
| Jurisdictional Wetlands Survey | Construction Layout |
| As-Built Survey | Plat Preparation |
| Sketch and Legal Description | County Plat Review |
| Mean High Water Line Survey | Plat Processing for Recordation |
| Document Processing for Recordation | Boundary Survey |
| Topographic Survey | |

Costs such as additional printing and delivery services will be invoiced at direct cost plus 15%. Fees outlined hereon are valid for a period of 90 days from the above referenced date.

Please indicate your agreement with this proposal and the attached General Conditions by signing in the space provided and return one copy to our office.

If you should have any questions or need additional information, please call. Thank you for this opportunity to be of professional service.

Sincerely,

ETM SURVEYING & MAPPING, INC.

Barry Scott
Director of Survey Operations, Shareholder

Andrew Knuppel, P.S.M.
Vice President

Accepted this _____ day

of _____, 2023

By: _____
Signature

Print Name and Title

Company

Attachments: General Conditions

Exhibit A EXHIBIT B
CONTRACT FEE SUMMARY FORMAT FOR ENGINEERING DIVISION
CITY OF JACKSONVILLE, FLORIDA

PART I - GENERAL

1. Project - Survey & SUE Services for the Shindler Drive Project Test Holes	2. Proposal No. / Contract No. P-53-22
3. Name of Consultant or Subconsultant: ETM Surveying & Mapping, Inc.	4. Date of Proposal August 15, 2023

PART II - LABOR RELATED COSTS

5. Direct Labor (Reimbursable)	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
SUR Principal	\$ 70.60	1	\$ 70.60	
SUR Surveyor (Registered)	\$ 53.99	2	\$ 107.98	
SUR Crew Chief	\$ 28.65	40	\$ 1,146.00	
SUR Instrument Operator	\$ 20.79	40	\$ 831.60	
SUR Field Assistant	\$ 17.11	40	\$ 684.40	
SUR Technician	\$ 34.17	8	\$ 273.36	
SUR Drafter/Cadd Operator	\$ 31.15	16	\$ 498.40	
SUR Clerical	\$ 26.13	2	\$ 52.26	
SUE Senior Utility Coordinator	\$ 47.74	25	\$ 1,193.50	
SUE Analyst	\$ 24.57	40	\$ 982.80	
SUE Crew Chief	\$ 30.01	80	\$ 2,400.80	
SUE Instrument Technician	\$ 24.00	80	\$ 1,920.00	
SUE Technician	\$ 18.54	0	\$ 0.00	
			\$ 0.00	
TOTAL DIRECT LABOR	\$ 27.17	374		\$ 10,161.70
6. Overhead (Combined Fringe Benefit & Administrative)				
Overhead Rate			167.5 % x Total Direct Labor	\$ 17,020.85
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				\$ 27,182.55
8. PROFIT: Labor Related Costs (Item 7)			x 10%	\$ 2,718.26

PART III - OTHER COSTS

9. Miscellaneous Direct Costs (Lump Sum)				
Hard Surface Test Hole \$600 each	20	\$	12,000.00	\$ 12,000.00
Soft Surface Test Hole \$500 each	55	\$	27,500.00	\$ 27,500.00
				\$
MISCELLANEOUS DIRECT COSTS SUB-TOTAL				\$ 39,500.00
10. SUBCONSULTANTS (Lump Sum)				
				\$
				\$
SUB-CONTRACT SUB-TOTAL (Reimb/NTE)				\$ -
11. SUBCONTRACTS (Reimbursable/Not to Exceed)				
				\$
				\$
				\$
SUB-TOTAL REIMBURSABLES				\$ -

PART IV - SUMMARY

TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables) (Items 5, 6, 8, 9, 10, and 11)	\$ 69,400.81
12. TOTAL PRIOR CONTRACT AMOUNT	N.A.
TOTAL AMENDED CONTRACT AMOUNT	N.A.



Florida Department of Transportation

RON DESANTIS
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

JARED W. PERDUE, P.E.
SECRETARY

June 23, 2022

Scott Graham, Vice President
ETM SURVEYING & MAPPING, INC.
14775 Old St. Augustine Road
Jacksonville, Florida 32258

Dear Mr. Graham:

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

- Group 8 - Survey and Mapping
 - 8.1 - Control Surveying
 - 8.2 - Design, Right of Way & Construction Surveying
 - 8.4 - Right of Way Mapping

Your firm is now technically prequalified with the Department for Professional Services in the above referenced work types. The overhead audit has been accepted, and your firm may pursue projects in the referenced work types with fees of any dollar amount. This status shall be valid until June 30, 2023, for contracting purposes.

Approved Rates

Home/ Branch Overhead	Facilities Capital Cost of Money	Premium Overtime	Reimburse Actual Expenses	Home Direct Expense
167.50%	0.406%	Reimbursed	No	3.58%

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

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

Sincerely,

Carliayn Kell
Professional Services
Qualification Administrator

I. Purpose

The intent of this project is to perform a Design Traffic Analysis to facilitate the design of roadway improvements for Shindler Road.

II. Description

The project limits along Shindler Road from Collins Road to SR 134 (103rd Street).

III. Scope of Work

The consultant will conduct a develop an Operational and Safety Analysis Technical Memorandum and summary Design Traffic Analysis Report (DTAR) to determine the appropriate typical section and roadway improvements for Shindler Road and intersections. The analysis will include the following tasks:

A. Data Collection

Traffic data will be collected to identify current traffic and circulation patterns, identify any hazardous locations, and provide base data for projecting future traffic volumes. All counts will be tabulated in electronic spreadsheet format and graphed. Data collection efforts will include:

1. 24-hour Class Hose Count (per lane) will be taken at the following locations:
 - Shindler Drive between Falcon Trace Drive South and Falcon Trace Drive North
 - Shindler Road north of Marlee Road
 - Shindler Road between Barco Lane and Circle K south driveway

2. Turning Movement Counts (TMC) – Two-hour AM and PM peak hour manual turning movement counts (separated by cars, trucks, pedestrians and bicyclists) will be conducted at the following intersections:
 - Shindler Road at Collins Road – (Multi-Unit)
 - Shindler Road at Falcon Trace Drive South
 - Shindler Road at Falcon Trace Drive North
 - Shindler Road at Walden Road
 - Shindler Road at Taurus Street
 - Shindler Road at Taylor Field Road – (Multi-Unit)
 - Shindler Road at Feldman Road
 - Shindler Road at Hipps Road
 - Shindler Road at Kaye Lane
 - Shindler Road at Marlee Road
 - Shindler Road at Bellrose Avenue – (Multi-Unit)
 - Shindler Road at Trilby Avenue
 - Shindler Road at Barco Lane
 - Shindler Road at Circle K south driveway
 - Shindler Road at Circle K north driveway
 - Shindler Road at SR 134 (103rd Street) – (Multi-Unit)
 - Old Middleburg Road at Circle K south driveway
 - Old Middleburg Road at Circle K north driveway

- B. **Transportation Model**
Base Year, Interim Year (10 Year) and Horizon Year (20 Year) traffic volumes will be developed using the most recent Northeast Regional Planning Model (NERPM_ABv3). The model will be used for traffic forecasting. Planned and programmed developments and improvements will be added or validated within the model. Traffic projections will be developed for Base Year, Interim Year and Horizon Year.
- C. **Operational Analysis**
The analysis will determine the roadway's existing and proposed Level of Service (LOS) for the existing conditions and for Base Year, Interim Year and Horizon Year to determine the required number of travel lanes or preferred typical section. The latest version of Synchro/SimTraffic will be utilized for the AM and PM peak periods to evaluate existing operation versus the recommended improvements. This analysis will also include LOS analysis for the individual intersections within the corridor under study.
- D. **Qualitative Assessment**
A field visit will be conducted during the morning and evening peak traffic period to make qualitative assessments of operation, particularly in terms of queue lengths, sight distance, delays, travel speeds, high crash segments, high crash spots, access, conflicts, or any other operational characteristics that should be considered in evaluating the need for safety or operational improvements.
- E. **Safety Analysis**
The Consultant will obtain and review copies of traffic crash reports for the most recent complete five (5) calendar years from Signal Four Analytics (S4A). The analysis includes the preparation of crash summary sheets and identification of crash patterns.
- F. **Multimodal Analysis**
Emphasis will be provided to ensure that the improved roadway system will accommodate many types of users—bicyclists, passenger cars, pedestrians, transit, and trucks to provide an appropriate balance between the various modes.
- G. **Preliminary Design Parameters**
Based on prior tasks, recommendations for the following will be provided to the prime consultant to prepare improvement concepts for the corridor:
- Typical section
 - Multimodal accommodation
 - Intersection lane configuration
 - Turn lane lengths
 - Proposed access management classification for Shindler Road and median opening locations.
- H. **Documentation**
A comprehensive operational and safety technical memorandum will be developed that analyzes the existing and future needs of Shindler Road. A Design Traffic Analysis Report (DTAR) summarizing technical memorandum findings will be provided as a deliverable to guide in designing the recommended improvements.

Exhibit B CONTRACT FEE SUMMARY FORMAT FOR ENGINEERING DIVISION CITY OF JACKSONVILLE, FLORIDA				
PART I - GENERAL				
1. Project Shindler Road Phase 2 Shindler Road Phase 2 Design Traffic Analysis			2. Proposal No. / Contract No. TBD / TBD	
3. Name of Consultant or Subconsultant: Chindalur Traffic Solutions, Inc.			4. Date of Proposal October 2, 2023	
PART II - LABOR RELATED COSTS				
5. Direct Labor (Reimbursable)	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Principle Engineer	\$ 86.65	86	\$ 7,451.90	
Traffic Engineer/Project Manager	\$ 67.55	344	\$ 23,237.20	
Chief Designer	\$ 60.00	12	\$ 720.00	
Senior Designer	\$ 50.00	76	\$ 3,800.00	
Contract Coordinator	\$ 27.00	40	\$ 1,080.00	
			\$ 0.00	
			\$ 0.00	
TOTAL DIRECT LABOR	\$ 65.03	558		\$ 36,289.10
6. Overhead (Combined Fringe Benefit & Administrative) Overhead Rate 150% x Total Direct Labor				\$ 54,433.65
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				\$ 90,722.75
8. PROFIT: Labor Related Costs (Item 7) x 10%				\$ 9,072.28
PART III - OTHER COSTS				
9. Miscellaneous Direct Costs (Lump Sum)				
Printing			\$ 500.00	
Transportation & Shipping			\$ 137.55	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL				\$ 637.55
10. SUBCONSULTANTS (Lump Sum)				
			\$	
			\$	
SUB-CONTRACT SUB-TOTAL (Reimb/NTE)				\$ -
11. SUBCONTRACTS (Reimbursable/Not to Exceed)				
Data Collection			\$ \$ 11,770.00	
			\$	
			\$	
			\$	
			\$	
			\$	
SUB-TOTAL REIMBURSABLES				\$ 11,770.00
PART IV - SUMMARY				
TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables) (Items 5, 6, 8, 9, 10, and 11)				\$ 112,202.58
12. TOTAL PRIOR CONTRACT AMOUNT				N.A.
TOTAL AMENDED CONTRACT AMOUNT				N.A.

EXHIBIT B

Shindler Road Phase 2 Design Traffic Analysis

Task	Basis of Estimate	Number of Units	Hours per Unit	Number of Sheets	Total Hours	CADD Hours	Remarks
1 Transportation Model	Hours	1	44		44		
2 Traffic Projections and Operational Analysis	Hours	1	144		144		
3 Field Review/Qualitative Assessment	Hours	1	32		32		
4 Safety Analysis	Hours	1	62		62		
5 Multimodal Analysis	Hours	1	18		18		
6 Preliminary Design Parameters	Hours	1	22		22		
7 Operational and Safety Technical Memorandum - DRAFT	Hours	1	48		48		
8 Operational and Safety Technical Memorandum - FINAL	Hours	1	20		20		
9 Design Traffic Analysis Report - DRAFT	Hours	1	42		42		
10 Design Traffic Analysis Report - FINAL	Hours	1	20		20		
11 Quality Control	Hours	1	56		56		
12 Coordination	Hours	1	32		32		
13 Progress Meetings	Hours	1	18		18		
Total					558		

	15%	62%	2%	14%	7%	100%
	Principle Engineer QA/QC	Traffic Engineer/ Project Manager	Chief Designer	Senior Designer	Contract Coordinator	Total Man Hours
Activity Man-Hours	86	344	12	76	40	558
Hour Distribution						

Scope of work and fee proposal for the complete replacement of the Bridge including a preliminary engineering report instead of a BDR.

Structural General Tasks

Meetings with City staff such as progress/phase review meetings, local governments, public involvement, etc.

Roadway Coordination: Coordinate geometry, typical sections, TCP, drainage, signing, lighting, signalization, construction schedule, submittal requirement, etc.

Utility Coordination: Coordinate utility conflicts and relocations, bridge mounted utilities, including meetings with utility owners.

Coordination with District Bridge Maintenance, bearings, expansion joints, inspectability.

Permit Coordination: Provide sketches and information for permitting with USACE, USCG, local WMDs.

Geotechnical Coordination: Coordination with geotechnical engineer, including boring plan, foundation loads and installation table, wall external stability requirements, pier stability requirements

Bridge Hydraulics Coordination: Coordination with hydraulics engineer, including bridge opening and geometry, stabilization of waterway slopes, deck drainage, scour and stream velocity.

Provide input to the creation of the Specification package and review of final package

Identify existing structures in need of settlement, vibration and/or groundwater monitoring by the contractor during construction and to coordinate with and assist the EOR and Geotechnical Engineer to develop mitigation strategies.

Preliminary Engineering Report

Horizontal and vertical alignment, vertical and horizontal clearances, alignment skews, baseline intersections.

Analysis of flat slab (CIP) concrete, precast slab unit bridges, double tee.

Defining geometric configuration of piers, preliminary design and determination of foundation loads (top of footing up).

Coordination with Traffic Control Plan and development of staged construction / demolition requirements.

Evaluation of construction equipment, materials delivery, site access, construction methodology.

Establish unit prices, develop quantities and cost estimates.

Plan & Elevation, Typical Bridge Section, TCP staging, special details, Superstructure and Substructure Sections for each Alternatives.

Writing and editing report.

Bridge Design

Determination of final bridge geometry including calculation of vertical and horizontal clearances based on final member sizes and locations, and final project geometry.

Determination of structure and expansion joint movements and expansion joint type.

Develop index of sheets, general notes, bid item notes, surface finish details, etc.

Incorporate Report of Core Borings into project plans. Label & incorporate existing bridge plans.

Assemble bridge quantities into Plan Summary Boxes, summarize totals and finalize forms. Prepare initial cost estimate, updating as necessary.

Develop of general plan and elevation sheet

Develop of the phased construction details to match the roadway traffic control plans.

End bent geometry, including bearing elevations, pile layout cut-offs, and bearing pad locations.

Design of bent cap and reinforcement including bar bending details, quantities, and development of pile/cap interface.

Develop of End Bent Plan and Elevation, Bent cap sections, pile/cap connection details, wingwall details.

Bent geometry, including bearing elevations, pile layout cut-offs, and bearing pad locations.

Design of bent and cap including bar bending details, quantities, development of pile/cap interface, and stability analysis for normal loadings.

Develop of Bent Plan and Elevation, Bent cap sections, pile/cap connection details.

Develop foundation layout and notes. Installation table information from geotechnical input.

Develop of top of deck and approach slab finish grade elevations.

Provide cross-sections, schematic plan, FGE table.

Design of each unique prestressed slab unit and reinforcement including bar bending details, slab camber/deflection diagram, post-tensioning, quantities and barrier interface.

Plan view showing arrangement of prestress slab units and spacing for transverse post-tensioning (PT).

Develop details of prestressed slab units showing prestressing information, reinforcement, and post-tensioning blackout details.

Develop details of deck topping and reinforcement.

Cross-sections, including keyway and diaphragm details, sidewalk details, topping and barrier details, slab deflection details, etc.

Develop rebar table.

Develop LRFR load rating for superstructure.

Provide input for the Specifications Package.

Note: Scope and fee assume a full bridge replacement. Should the City decide on a different option prior to bridge design, a scope and fee adjustment will be negotiated at that time.

Exhibit B

EXHIBIT B

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

PART I - GENERAL

1. Project	2. Proposal No. / Contract No. Shindler Road
3. Name of Consultant or Subconsultant: Morales Consulting Engineers, Inc.	4. Date of Proposal August 3, 2023

PART II - LABOR RELATED COSTS

5. Direct Labor (Reimbursable)	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Project Manager	\$ 54.55	78	\$ 4,254.90	4254.9
Design Engineer	\$ 60.00	634	\$ 38,040.00	38040
Senior Engineering Tech Technician/Cadd Clerical	\$ 29.09	64	\$ 1,861.76	1861.76
TOTAL DIRECT LABOR	\$ 56.90	776		\$ 44,156.66
6. Overhead (Combined Fringe Benefit & Administrative)	Overhead Rate 150 % x Total Direct Labor			\$ 66,234.99
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				\$ 110,391.65
8. PROFIT: Labor Related Costs (Item 5) x 10%				\$ 11,039.17

PART III - OTHER COSTS

9. Miscellaneous Direct Costs (Lump Sum)	
Printing	\$ 0.00
Transportation & Shipping	\$ 0.00
	\$
MISCELLANEOUS DIRECT COSTS SUB-TOTAL	\$ -
10. SUBCONSULTANTS (Lump Sum)	\$
	\$
SUB-CONTRACT SUB-TOTAL (Reimb/NTE)	\$ -
11. SUBCONTRACTS (Reimbursable/Not to Exceed)	\$
	\$
SUB-TOTAL REIMBURSABLES	\$ -

PART IV - SUMMARY

TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables) (Items 5, 6, 8, 9, 10, and 11)	\$ 121,431.00
12. TOTAL PRIOR CONTRACT AMOUNT	N.A.
TOTAL AMENDED CONTRACT AMOUNT	N.A.

ESTIMATE OF WORK EFFORT AND COST

Name of Project:
 County:
 Proj No.

Shindler Drive
 DUVAL

Morales Consulting Engineers
 30712
 8/3/2023
 Ed Morales

Staff Classification	Total Staff Hours From "SH Summary -	Project Manager	Project Engineer	CADD	SH		Salary Cost By Activity	Average Rate Per Task
					By	Activity		
3. Project General and Project Common Tasks	40	4	32	4		40	\$6,200	\$155.00
9. Structures - Misc. Tasks, Dwgs, Non-Tech.	187	19	150	19		188	\$29,120	\$154.89
10. Structures - Preliminary Design	138	14	124	0		138	\$22,560	\$163.48
12. Structures - Short Span Concrete Bridge	410	41	328	41		410	\$63,550	\$155.00
18. Structures - Inspection and repair recommendation	0	0	0	0		0	\$0	#DIV/0!
Total Staff Hours	775	78	634	64		776		
Total Staff Cost		\$11,700.00	\$104,610.00	\$5,120.00			\$121,430.00	\$156.48

Check = \$121,430.00

SALARY RELATED COSTS:

\$121,430.00

GRAND TOTAL ESTIMATED FEE:

\$121,430.00

Project Activity 3: General Tasks

Estimator:

Shindler Drive

Representing	Print Name	Signature / Date
COJ		
Morales Consulting Engineers	Ed Morales	

NOTE: Signature Block is optional, per District preference

Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
3.3	Specifications Package Preparation	LS	1	8	8	
3.6	Prime Consultant Project Manager Meetings	LS	1	24	24	See listing below
3.9	Digital Delivery	LS	1	8	8	
3. Project Common and Project General Tasks Total					40	

3.6 - List of Project Manager Meetings	Units	No of Units	Hours/ Unit	Total Hours	Comments
Structures	EA	6	4	24	
Total Project Manager Meetings		6		24	

Project Activity 9: Structures Summary and Miscellaneous Tasks and Drawings

Estimator:

Sheldor Dine

Representing	Print Name	Signature / Date
COJ	Ed Morales	
Hueltes Consulting Engineers NOTE: Signature Block is optional, per District preference		

Task No.	Task	Units	Design and Production Staff/Hours				Comments
			No. of Units	Hours per Unit	No. of Sheets	Total	
General Drawings							
0.1	Key Sheet and Index of Drawings	Sheet	1	4	1	4	
0.3	General Notes and Bid Item Notes	Sheet	1	16	1	16	
0.5	Incorporate Report of Core Borings	Sheet	1	1	1	1	
0.6	Existing Bridge Plans	LS	1	4		4	
0.7	Assemble Plan Summary Boxes and Quantities	LS	1	16		16	
0.8	Cost Estimate	LS	1	8		8	
Structures - Summary and Miscellaneous Tasks and Drawings Subtotal							
	Total	Total	Task 10	Task 11	Task 12	Task 13	Task 16
10-16	Bridge 1	548	138	0	410	0	
16	Miscellaneous Structures	0					
Structures Technical Subtotal							
	Total	548	138	0	410	0	0
Task No.	Task	Units	No. of Units	Hours per Unit	Total	Comments	
0.10	Field Reviews	LS	1	4	4		
0.11	Technical Meetings	LS	1	10	10	Meetings are listed below	
0.12	Quality Assurance/Quality Control	LS	%	10%	60		
0.14	Supervision	LS	%	7%	42		
Structures Nontechnical Subtotal							
0.15	Contribution	LS	1	16	16		
9. Structures - Summary and Miscellaneous Tasks and Drawings Nontechnical and Coordination Jobs							
Total							

Technical Meetings	Units	No. of Units	Hours/Unit	Total Hours	PM Attendance at Meeting Required?	Number
BDR Coordination/Review	EA	1	4	4		0
DR 100% Comment Review	EA	1	4	4		0
Local Governments (crisp, counties)	EA	1	4	4		0
USKY Companies	EA	1	4	4		0
Subtotal Technical Meetings	EA	5	0	16		0
Progress Meetings	EA	0	0	0		0
Total Meetings	EA	5	0	16		0

Continued on Page 3

EXHIBIT B

Project Activity 10: BDR

Estimator: Standler, Dina

Bridge Identifier (Number or Name):

Representing	Print Name	Signature / Date
COJ		
Morales Consulting Engineers	Ed Morales	

NOTE: Signature Block is optional, per District preference

Task No.	Task	Units	No of Units	Hour/Unit	No. of Sheets	Total Hours	Comments
General Requirement							
10.1	Bridge Geometry	LS	1	8		8	18
Superstructure Alternatives							
10.4	Short Span Concrete Bridge	EA/ALT	2	8		16	28
Foundation & Substructure Alternatives							
10.8	Pier/Bent	EA Type	1	6		6	16
10.25	TCP/Staged Construction Requirements	LS	1	16		16	18
10.26	Constructibility Requirements	LS	1	8		8	18
10.28	Quantity and Cost Estimates	EA/ALT	1	8		8	18
Report Preparation							
10.31	Exhibits	EA SHEET	4	12		48	4.12
10.33	Report Preparation	LS	1	20		20	1.20
10.35	Preliminary Eng Report Submittal Package	LS	1	4		4	1.4
10. Structures - Bridge Development Report Total						138	

Project Activity 12: Structures - Short Span Concrete

Shawler Drive

Estimator

Bridge Identifier (Number or Name)

Representing	Print Name	Signature / Date
CDJ	Ed Morales	
Morales Consulting Engineers		

Task No.	Task	Units	No. of Units	Hours/Unit	No. of Sheets	Total Hours	Comments
General Layout Design and Plans							
12.1	Overall Bridge Final Geometry	LS	1	4		4	
12.2	Expansion/Construction Analysis	EA Unit	1	2		2	
12.3	General Plan and Elevation	Sheet	1	30	1	30	
12.4	Construction Staging	Sheet	0	0	0	0	
12.5	Approach Slab Plan and Details	Sheet	1	8	1	8	
12.6	Miscellaneous Details	Sheet	1	24	1	24	
End Bent Design and Plans							
12.7	End Bent Geometry	EA End Bent	1	16		16	
12.8	End Bent Structural Design	EA Design	1	24		24	
12.9	End Bent Plan and Elevation	Sheet	1	16	1	16	
12.10	End Bent Details	Sheet	1	12	1	12	
Intermediate Bent Design and Plans							
12.11	Bent Geometry	EA Bent	1	12		12	
12.12	Bent Stability Analysis	EA Analysis	1	12		12	
12.13	Bent Structural Design	EA Design	1	16		16	
12.14	Bent Plan and Elevation	Sheet	2	12	2	24	
12.15	Bent Details	Sheet	2	8	2	16	
Walls/Retaining Substructure Design and Plans							
12.16	Foundation Layout	Sheet	1	24	1	24	
Walls/Retaining Superstructure Design and Plans							
12.17	Final Grade Elevation Calculation	LS	1	16		16	
12.18	Final Grade Elevations	Sheet	1	24	1	24	
Prestressed Slab Unit Bridges							
12.22	Prestressed Slab Unit Design	EA Design	1	16		16	
12.23	Prestressed Slab Unit Layout	Sheet	1	24	1	24	
12.24	Prestressed Slab Unit Details and Schedule	Sheet	1	24	1	24	
12.25	Deck Topping Reinforcing Layout	Sheet	1	12	1	12	
12.26	Superstructure Sections and Details	Sheet	1	20	1	20	
12.27	Reinforcing Bar List	Sheet	1	8	1	8	
12.28	Load Rating	EA Unit	1	20		20	
12. Structural - Short Span Concrete Bridge Total						18	410

EXHIBIT B

Project Activity 18: Miscellaneous Structures

Estimator: Shindler Drive

Representing	Print Name	Signature / Date
COJ		
Morales Consulting Engineers	Ed Morales	

NOTE: Signature Block is optional, per District preference

Task No.	Task	Unit	No. of Units	Hour/ Unit	No. of Sheets	Total Hours	Comments
Bridge Inspection							
18.28	Review of existing Reports	LS	1	0		0	
18.29	Field Inspection	LS	1	0		0	
18.30	Development of Recommended repairs	LS	1	0		0	
18. Structures - Miscellaneous Total					0	0	

GEOTECHNICAL SCOPE

COJ P-03-23 – Engineering Design Services For Shindler Drive – Phase 2

The objective of the geotechnical exploration is to provide site and subsurface information to evaluate the subsurface conditions for the proposed construction. Based on the provided information, the following table summarizes the requested scope of services.

Test Location	Test No. & Type	Test Depth ft below existing ground
Shindler Drive Widening (16,000 LF) Typical Section 1 or 2	256 Auger Borings ¹	6
	68 Standard Penetration Test (SPT) Borings ¹	20
	12 Pavement Cores ²	2
	6 Bulk Samples (LBR/Corrosion Series Testing)	Upper 5 feet
Bridge (No. 724318) crossing Mile Branch Creek & Sheet Pile Walls	3 SPT Borings ³	125
	8 SPT Borings ⁴	40
	1 Bulk Sample (Scour Analysis)	Creek bed
	3 Bulk Samples (Corrosion Series Testing)	Upper 5 feet
Pipe Culvert Extensions (East side of Shindler Drive only)	7 SPT Borings ⁵	20
	7 Bulk Sample (Corrosion Series Testing)	Upper 5 feet

1. Auger borings and SPT borings for Shindler Drive widening on both sides of the roadway will be performed every 100 LF and 500 LF, respectively, to aid in design of the roadway widening, per the FDOT Soils & Foundations Handbook.
2. Pavement cores will be performed every 1,500 LF per lane to aid in pavement design of the widening.
3. SPT Borings for the bridge replacement will be performed at each bridge abutment near the end bents and at the intermediate bent through the bridge deck. The number of borings and boring depths are in accordance with the FDOT Soils & Foundations Handbook.
4. SPT Borings for the sheet pile walls will be performed on each side of each bridge. Walls are expected to wrap around each bridge approach. The number of borings and boring depths are in accordance with the FDOT Soils & Foundations Handbook.
5. SPT Borings for the pipe culvert extensions are based on the locations shown in the scope documents.
6. Limerock Bearing Ratio (LBR) and Corrosion Series Testing will be performed on bulk samples collected along the roadway widening.
7. Muck Probing to be performed near the marsh/wetland areas and at pipe culvert extensions.

The locations appear to be easily accessible with our truck-mounted drilling equipment with Maintenance-of-Traffic at the pavement core and structure boring locations. We will locate the borings using our hand-held GPS equipment, accurate to within 3 meters (+/- 10 feet), as requested. The borings will be performed in general accordance with ASTM D 1586. Once the SPT borings are completed, they will be backfilled with grout per St. Johns River Water Management District guidelines. Once the auger borings are completed, they will be backfilled with native soil cuttings. Once the pavement cores are complete, they will be backfilled with asphalt cold patch. We will take all reasonable precautions to prevent damage to property and will reasonably restore the boring and pavement core locations to the condition existing prior to the start of our fieldwork.

In accordance with Florida law, we will attempt to locate existing underground utilities at the site by utilizing the Sunshine State One-Call (SSOC) system. Any private utilities not included in the SSOC system will need to be located by the Owner. We will make every attempt to minimize the need for maintenance of traffic operations, with the exception of signs and cones, as required. It should be noted that the presence of overhead and below grade utilities may require that the boring be offset a minimal distance away from the actual structure location(s).

The recovered soil samples will be described in the field by the field crew. The field logs and samples will be delivered to our laboratory, where the logs will be reviewed, and the samples will be classified, by a geotechnical engineer in general accordance with ASTM D2488. The asphalt surface course samples from the pavement cores will also be returned to the laboratory to confirm the asphalt thickness.

Laboratory classification, soil index tests, consolidation, shear, and corrosion series testing will be performed in general accordance with ASTM and/or Florida Method (FM) procedures for each applicable test as necessary on selected soil samples to confirm the soil and/or environmental classification and provide engineering characteristics to estimate compressibility. The LBR tests will be performed in general accordance with the FM test method 5-515.

A geotechnical engineer, licensed in the State of Florida, will direct the geotechnical exploration and provide an engineering evaluation of the subsurface conditions encountered at the boring locations. The results of the exploration and engineering evaluation will be documented in a report that will include the following:

- Our understanding of the planned construction and general description of the project;
- A boring location plan detailing the location of each boring and type of equipment used;
- Field exploration procedures and soil sampling methods used;
- Graphical representation in profile view of our boring logs and stratification which will detail the number of borings performed, description and thickness of each soil layer, any fluid loss(es) during drilling, and SPT-N values at each sample interval;
- The laboratory test procedures performed, and the results obtained;
- Results of the muck probing near the west approach embankment;
- Results of the corrosion series testing and limerock bearing ratio testing;
- Results of the grain size analysis on the creek bed soils to assist with the hydraulic analysis (D50);
- Design LBR using the Mean & 90% Methods;
- A Roadway Soil Survey Sheet;
- Recommendations for engineering design parameters associated with the culvert design;
- Recommendations for deep foundations to support the bridge including axial pile capacities, soil parameters for lateral soil-pile response analysis, and construction considerations; and
- Signed and sealed core boring sheets for the project plans.

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

EXHIBIT B

PART I - GENERAL				
1. Project P-03-23 Engineering Design Services For Shindler Drive – Phase 2			2. Contract No. P-03-23	
3. Name of Consultant Meskel & Associates Engineering, PLLC			4. Date of Proposal August 2, 2023	
PART II - LABOR RELATED COSTS				
5. Direct Labor	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Principal, P.E.	\$ 74,205	32	\$ 2,374.56	
Project Manager, P.E.	\$ 70,190	128	\$ 8,984.32	
Senior Engineer, P.E.	\$ 72,355	64	\$ 4,630.72	
Staff Engineer, E.I.	\$ 32,200	224	\$ 7,212.80	
CADD Technician/Drafter	\$ 30,000	64	\$ 1,920.00	
Senior Engineering Technician	\$ 42,500	64	\$ 2,720.00	
Field Inspector	\$ 34,500	32	\$ 1,104.00	
Clerical	\$ 25,850	32	\$ 827.20	
TOTAL DIRECT LABOR	\$46,52	640		\$ 29,773.60
6. Overhead (Combined Fringe Benefit & Administrative)				
Overhead Rate			200 % x Total Direct Labor	\$ 59,547.20
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				\$ 89,320.80
8. PROFIT: Labor Related Costs (Item 7)			x	10%
				\$ 8,932.08
PART III - OTHER COSTS				
9. Miscellaneous Direct Costs				
Field Exploration - Bridge at Edgely Branch				
Mobilization of Crew & Eq -Truck Mounted Rig	1	\$650.00	\$	650.00
Mobilization of Crew & Eq -ATV/Track Mounted Rig	1	\$1,200.00	\$	1,200.00
Movement of Crew & Eq. Between Boreholes	30	\$185.00	\$	5,550.00
SPT Boring : 0 to 30 feet, per LF	1805	\$15.00	\$	27,075.00
SPT Boring : 30 to 50 feet, per LF	140	\$17.50	\$	2,450.00
SPT Boring : 50 to 100 feet, per LF	150	\$21.00	\$	3,150.00
SPT Boring : 100 to 150 feet, per LF	100	\$28.00	\$	2,800.00
Wash Borings : 0 to 50 feet, per LF	25	\$12.00	\$	300.00
Grouting of Borings, per LF	2220	\$8.00	\$	17,760.00
Undisturbed Samples of Soft Soils : 0 to 50 feet, each	8	\$175.00	\$	1,400.00
Auger Borings, per LF	1536	\$13.00	\$	19,968.00
Add Split-Spoon Samples, 0 to 50 feet, each	294	\$45.00	\$	13,230.00
Add Split-Spoon Samples, 50 to 100 feet, each	30	\$50.00	\$	1,500.00
Add Split-Spoon Samples, 100 to 150 feet, each	19	\$55.00	\$	1,045.00
Setting 4-inch Casing, per LF	0	\$12.00	\$	0.00
Pavement Core with Asphalt Patch	12	\$90.00	\$	1,080.00
Difficult Drilling and Sampling/Muck Probes, per Hour	30	\$225.00	\$	6,750.00
GPR Services – Utility Locates, Day	2	\$1,300.00	\$	2,600.00
MOT Services – Lane Closure/Flagging Operation, Day	13	\$2,500.00	\$	32,500.00
Laboratory Testing				
Natural Moisture Content, ea.	140	\$18.00	\$	2,520.00
Sieve Analysis, ea.	33	\$60.00	\$	1,980.00
Soil Gradation, ea	53	\$90.00	\$	4,770.00
Organic Content, ea	27	\$50.00	\$	1,350.00
Atterberg Limits, ea	27	\$100.00	\$	2,700.00
Corrosion Series, ea	16	\$250.00	\$	4,000.00
Triaxial Shear (UU), ea	4	\$250.00	\$	1,000.00
Consolidation, ea	2	\$600.00	\$	1,200.00
Limerock Bearing Ratio, ea	6	\$350.00	\$	2,100.00
MISCELLANEOUS DIRECT COSTS SUB-TOTAL				\$ 162,628.00
10. SUBCONTRACTS (Lump Sum)				
SUB-CONTRACT SUB-TOTAL				\$ -
TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)				\$ 260,880.88
11. REIMBURSABLE COSTS (Limiting Amount)				
				0.00
SUB-TOTAL REIMBURSABLES				\$ -
PART IV - SUMMARY				
12. TOTAL AMOUNT AMENDMENT NO. 0 (Lump Sum + Reimbursables) (Items 5, 6, 8, 9, 10 and 11)				\$ 260,880.88



Florida Department of Transportation

RON DESANTIS
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

JARED W. PERDUE, P.E.
SECRETARY

June 19, 2023

Antoinette Meskel, President
MESKEL & ASSOCIATES ENGINEERING, PLLC
3728 Philips Highway, Suite 208
Jacksonville, Florida 32207

Dear Ms. Meskel:

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

Group 9 - Soil Exploration, Material Testing and Foundations

- 9.1 - Soil Exploration
- 9.2 - Geotechnical Classification Laboratory Testing
- 9.3 - Highway Materials Testing
- 9.4.1 - Standard Foundation Studies
- 9.5 - Geotechnical Specialty Laboratory Testing

Group 10 - Construction Engineering Inspection

- 10.1 - Roadway Construction Engineering Inspection
- 10.3 - Construction Materials Inspection

Your firm is now technically prequalified with the Department for Professional Services in the above referenced work types. The overhead audit has been accepted, and your firm may pursue projects in the referenced work types with fees of any dollar amount. This status shall be valid until June 30, 2024, for contracting purposes.

Approved Rates

Home/ Branch Overhead	Field Overhead	Facilities Capital Cost of Money	Premium Overtime	Reimburse Actual Expenses	Home Direct Expense	Field Direct Expense	Published Fee Schedule
231.00%	142.37%	1.247%	Reimbursed	No	8.20%	0.00%*	Yes

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

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

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

Sincerely,

Carliayn Kell
Professional Services
Qualification Administrator

EXHIBIT B

ESTIMATE OF WORK EFFORT AND COST - SUBCONSULTANT

Name of Project: P-03-23 Engineering Design Services For Shindler Drive - Phase 2
 County: Duval
 FPN: P-03-23
 FAP No.: N/A
 Consultant Name: Mestel & Associates Engineering
 Consultant No.: 0019-0039
 Date: 8/2/2023
 Estimator: B. Harbison

Staff Classification	Principal, P.E.	Project Manager	Senior Engineer	Staff Engineer, E.I.	CADD Technician/D	Senior Engineering	Field Inspector	Clerical	Staff Classification 9	Staff Classification 10	Staff Classification 11	Staff Classification 12	SH By	Salary Cost By Activity	Average Rate Per Task
3. Project General and Project Common Tasks	\$74.21	\$70.89	\$12.28	\$22.29	\$31.00	\$42.80	\$34.50	\$35.65	\$0.00	\$41.00	\$0.00	\$0.00	0	\$0	#DIV/0!
4. Roadway Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
5. Roadway Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
6a. Drainage Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
6b. Drainage Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
7. Utilities	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
8. Environmental Permits and Env. Clearances	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
9. Structures - Misc. Tasks, Devs. Non-Tech	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
10. Structures - Bridge Development Report	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
11. Structures - Temporary Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
12. Structures - Short Span Concrete Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
13. Structures - Medium Span Concrete Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
14. Structures - Segmental Concrete Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
15. Structures - Movable Span	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
16. Structures - Retaining Walls	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
17. Structures - Miscellaneous	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
18. Structures - Miscellaneous	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
19. Signing & Pavement Marking Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
20. Signing & Pavement Marking Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
21. Signalization Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
22. Signalization Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
23. Lighting Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
24. Lighting Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
25. Landscape Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
26. Landscape Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
27. Survey (Field & Office Support)	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
28. Photogrammetry	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
28. Mapping	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
30. Terrestrial Mobile LIDAR	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
31. Architecture Development	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
32. Noise Barriers Impact Design Assessment	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
33. Intelligent Transportation Systems Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
34. Intelligent Transportation Systems Plans	640	32	128	64	64	64	32	32	0	0	0	0	640	\$29,774	\$46.52
35. Geotechnical	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
36. 3D Modeling	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
Total Staff Hours	32	128	64	224	64	64	32	32	\$0.00	\$0.00	\$0.00	\$0.00	640	\$29,774	\$46.52
Total Staff Cost	\$2,374.56	\$8,964.32	\$4,830.72	\$7,212.80	\$1,920.00	\$2,720.00	\$1,040.00	\$827.20	\$0.00	\$0.00	\$0.00	\$0.00	640	\$29,773.80	\$46.52

Staff Classification	Principal, P.E.	Project Manager	Senior Engineer	Staff Engineer, E.I.	CADD Technician/D	Senior Engineering	Field Inspector	Clerical	Staff Classification 9	Staff Classification 10	Staff Classification 11	Staff Classification 12	SH By	Salary Cost By Activity	Average Rate Per Task
3. Project General and Project Common Tasks	\$74.21	\$70.89	\$12.28	\$22.29	\$31.00	\$42.80	\$34.50	\$35.65	\$0.00	\$41.00	\$0.00	\$0.00	0	\$0	#DIV/0!
4. Roadway Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
5. Roadway Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
6a. Drainage Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
6b. Drainage Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
7. Utilities	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
8. Environmental Permits and Env. Clearances	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
9. Structures - Misc. Tasks, Devs. Non-Tech	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
10. Structures - Bridge Development Report	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
11. Structures - Temporary Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
12. Structures - Short Span Concrete Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
13. Structures - Medium Span Concrete Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
14. Structures - Segmental Concrete Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
15. Structures - Movable Span	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
16. Structures - Retaining Walls	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
17. Structures - Miscellaneous	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
18. Structures - Miscellaneous	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
19. Signing & Pavement Marking Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
20. Signing & Pavement Marking Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
21. Signalization Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
22. Signalization Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
23. Lighting Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
24. Lighting Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
25. Landscape Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
26. Landscape Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
27. Survey (Field & Office Support)	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
28. Photogrammetry	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
28. Mapping	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
30. Terrestrial Mobile LIDAR	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
31. Architecture Development	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
32. Noise Barriers Impact Design Assessment	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
33. Intelligent Transportation Systems Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
34. Intelligent Transportation Systems Plans	640	32	128	64	64	64	32	32	0	0	0	0	640	\$29,774	\$46.52
35. Geotechnical	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
36. 3D Modeling	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
Total Staff Hours	32	128	64	224	64	64	32	32	\$0.00	\$0.00	\$0.00	\$0.00	640	\$29,773.80	\$46.52
Total Staff Cost	\$2,374.56	\$8,964.32	\$4,830.72	\$7,212.80	\$1,920.00	\$2,720.00	\$1,040.00	\$827.20	\$0.00	\$0.00	\$0.00	\$0.00	640	\$29,773.80	\$46.52

Notes:
 1. This sheet to be used by Subconsultant to calculate its fee.

35. Geotechnical

Estimator: P-03-23 Engineering Design Services For Shindler Drive – Phase 2
P-03-23

Representing	Print Name	Signature / Date
FDOT District		
Consultant Name		

NOTE: Signature Block is optional, per District preference

Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
	Roadway					
35.1	Document Collection and Review	LS	1	4	4	Shindler Drive: 16,000 LF Widening both sides 1 auger borings per 100 LF each side of the road, 1 pavement core per 1500 LF
35.2	Develop Detailed Boring Location Plan	LS	1	8	8	1 SPT boring per 500 LF each side of the road, 1 bulk sample for LBR and Corrosions every 1500 LF
35.3	Stake Borings/Utility Clearance	Boring	342	0.1	34	TOTAL: 256 Auger Borings at 6 LF each = 1,536 LF Auger; 68 SPT Borings at 20 LF each = 1,360 LF SPT;
35.4	Muck Probing	Crew Day	1	10	10	12 Pavement Cores (1 core every 1500 LF each lane); 6 Bulk samples (LBR & Corrosions)
35.5	Coordinate and Develop MOT Plans for Field Investigation	EA	1	4	4	
35.6	Drilling Access Permits	Location	1	4	4	
35.7	Property Clearances	EA	0	0	0	N/A Within COJ ROW. Unless requested.
35.8	Groundwater Monitoring	EA	0	0	0	N/A
35.9	LBR/Resilient Modulus Sampling	EA	6	1	6	
35.10	Coordination of Field Work	100 lf of boring	28.96	1.5	43	
35.11	Soil and Rock Classification - Roadway	100 lf of boring	28.96	1	29	
35.12	Design LBR	LS	1	4	4	
35.13	Laboratory Data	100 lf of boring	28.96	1	29	
35.14	Seasonal High Water Table	Boring	324	0.025	8	
35.15	Parameters for Water Retention Areas	EA	0	0	0	N/A
35.16	Delineate Limits of Unsuitable Material	Cross-section	5	1	5	
35.17	Electronic Files for Cross-Sections	100 lf of boring	28.96	1	29	
35.18	Embankment Settlement and Stability	Embankment Boring	0	0	0	N/A
35.19	Monitor Existing Structures	LS	1	0	0	N/A

35. Geotechnical

Task No.	Task	Units	No of Units	Hours/Unit	Total Hours	Comments
35.20	Stormwater Volume Recovery and/or Background Seepage Analysis	EA	0	0	0	N/A
35.21	Geotechnical Recommendations	LS	1	16	16	
35.22	Pavement Condition Survey and Pavement Evaluation Report	LS	1	16	16	
35.23	Preliminary Roadway Report	LS	1	24	24	
35.24	Final Report	EA	1	17	17	
35.25	Auger Boring Drafting	100 lf boring	15.36	3	46	
35.26	SPT Boring Drafting	100 lf boring	13.6	4	54	
		Roadway Geotechnical Subtotal			390	
Structures						
35.27	Develop Detailed Boring Location Plan	LS	1	2	2	Bridge at Mile Branch: 3 SPT Borings to 125 feet each; Pipe Ext.; 7 SPT Borings to 20 feet each Sheet Pile Walls: 8 SPT Borings to 40 feet each (8 per bridge)
35.28	Stake Borings/Utility Clearance	Boring	18	0.5	9	TOTAL: 18 SPT Borings 835 LF SPT
35.29	Coordinate and Develop MOT Plans for Field Investigation	EA	0	0	0	N/A Included in MOT Plans for Roadway Effort
35.30	Drilling Access Permits	Location	0	0	0	N/A Included in Access Permit for Roadway Effort
35.31	Property Clearances	EA	0	0	0	N/A
35.32	Collection of Corrosion Samples	EA	16	0.5	8	Bulk samples (1 per 1500 LF of roadway, 1 per sheet pile walls at each abutment, and 2 per bridge) = 40 TOTAL
35.33	Coordination of Field Work	100 lf of boring	8.35	1.5	13	
35.34	Soil and Rock Classification - Structures	100 lf of boring	8.35	1	8	
35.35	Tabulation of Laboratory Data	100 lf of boring	8.35	1	8	
35.36	Estimate Design Groundwater Level for Structures	EA	4	1	4	
35.37	Selection of Foundation Alternatives (BDR)	Bridge boring	1	4	4	
35.38	Detailed Analysis of Selected Foundation Alternates(s)	Bridge boring	2	4	8	
35.39	Bridge Construction and Testing Recommendations	Bridge boring	3	3	9	
35.40	Lateral Load Analysis (Optional)	Bridge boring	3	2	6	
35.41	Walls	Wall Boring	0	0	0	
35.42	Sheet Pile Wall Analysis (Optional)	Wall Boring	8	2	16	Sheet Pile Walls on both sides of each bridge.
35.43	Design Soil Parameters for Signs, Signals, High Mast Lights, and Strain Poles and Geotechnical Recommendations	Boring	0	0	0	N/A

35. Geotechnical

Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
35.44	Box Culvert Analysis	EA	7	2	14	Culvert Extensions
35.45	Preliminary Report - BDR	EA	0	0	0	N/A
35.46	Final Report - Bridge and Associated Walls	EA	1	20	20	
35.47	Final Reports - Signs, Signals, Box Culvert, Walls and High Mast Lights	EA	1	16	16	N/A
35.48	SPT Boring Drafting	100 ft of boring	8.35	4	33	
35.49	Other Geotechnical	LS	1	0	0	
		Structural Geotechnical Subtotal			178	
		Geotechnical Technical Subtotal			568	
35.50	Technical Special Provisions and Modified Special Provisions	EA	0	0	0	
35.51	Field Reviews	LS	1	14	14	
35.52	Technical Meetings	LS	1	5	5	Meetings listed below
35.53	Quality Assurance/Quality Control	LS	%	3%	17	
35.54	Supervision	LS	%	3%	17	
		Geotechnical Nontechnical Subtotal			53	
35.55	Coordination	LS	%	3%	19	
		35. Geotechnical Total			640	

Technical Meetings	Units	No of Units	Hours/ Unit	Total Hours	Comments	PM Attendance at Meeting Required?	Number
Kickoff Meeting with FDOT	EA	0	0	0			0
Boring Layout Approval	EA	0	0	0			0
Attend in BDR Review Meeting	EA	0	0	0			0
30/60/90% Submittal Review	EA	0	0	0			0
Other Meetings	EA	5	1	5			0
Subtotal Technical Meetings				5	Subtotal Project Manager Meetings		0
Progress Meetings (if required by FDOT)	EA	0	0	0	PM attendance at Progress Meetings is manually entered on General Task 3		--
Phase Review Meetings	EA	0	0	0	PM attendance at Phase Review Meetings is manually entered on General Task 3		--
Total Meetings				5	Total Project Manager Meetings (carries to Tab 3)		0

Carries to Tab 3

Carries to 35.52



October 2, 2023

Mr. Ron Hoogland, P.E.
12574 Flagler Center Blvd.
Suite 202
Jacksonville, FL 32258

**RE: Cost Estimate for Environmental Services
Shindler Drive
Jacksonville, Duval County, Florida**

Dear Mr. Hoogland:

The NDN Companies (NDN) is pleased to submit a cost proposal to perform a limited contamination assessment, wetland and protected species survey, and a potential Phase I archeological survey along Shindler Drive between 103rd Street and Collins Road, Jacksonville, Duval County, Florida; hereafter referred to as the site. A summary of the proposed scope of work is provided as follows.

SCOPE OF WORK

Based on a desktop survey of the site, there appears to be two gas stations (potential source of contamination (PSOC)) along the right of way within the project area. NDN has prepared the following proposed scope of work:

- advance up to six soil borings at each PSOC;
- visually inspect the soil from land surface to the groundwater table for evidence of impacts;
- screen the soils with an organic vapor analyzer equipped with a photo ionization detector (OVA-PID);
- collect up to four soil samples for laboratory analysis;
- install up to two temporary wells;
- collect groundwater samples from the temporary wells for laboratory analysis; and
- prepare a letter report summarizing the results of the investigation.

Task 1: Contamination Assessment

Soil Boring Advancement and Soil Screening

NDN will advance up to six soil borings at each of the two PSOC identified during the desktop survey. The soil borings will be advanced in the right of way, adjacent to the property boundaries. The soil borings will be advanced using a hand auger to a depth sufficient to reach the top of the groundwater table. Soil borings are not anticipated to exceed 10 feet below land surface (BLS). Soil samples will be collected at one-foot intervals from each boring from land surface to approximately 10 feet BLS or the water table interface, whichever is encountered first. Soil samples will be screened with a calibrated OVA-PID. The OVA-PID results will be used as a screening tool to indicate the presence of volatile organic vapors at each boring location. The samples will also be visually inspected for signs of contamination such as unusual staining or odors. Upon completion of the borings, the soil borings will be backfilled to ground level.

Soil Laboratory Analyses

Based on the results of the soil screening activities and site observations, NDN will collect up to four soil samples (two samples per PSOC), for laboratory analysis. The soil samples will be submitted to a National Environmental Laboratory Accreditation Program (NELAP) certified laboratory. The samples will be analyzed for the parameters listed in

- EPA Method 8270 for Polynuclear Aromatic Hydrocarbons (PAHs),
- EPA Method 8260B for Volatile Organic Compounds (VOCs),
- EPA Method 6010 for 8 RCRA Metals, and
- FL-PRO Method for Total Recoverable Petroleum Hydrocarbons (TRPHs).

Temporary Well Installation & Groundwater Sample Collection

Based on the results of the soil screening and visual analysis, NDN will install four temporary wells (two per PSOC) in the locations determined to be the most likely to show groundwater impacts. NDN will install the temporary monitor wells to a completion depth that sufficiently intersects the shallow water table to provide proper hydraulic communication to obtain a representative groundwater sample. Dedicated HDPE tubing and a peristaltic pump will be used to develop the monitor wells and obtain groundwater samples. The temporary wells will be developed to remove any sediment introduced during installation until groundwater shows little or no turbidity.

Groundwater Laboratory Analyses

Groundwater samples will be collected from temporary wells and submitted to a NELAP certified laboratory for analysis of the parameters listed in

- EPA Method 8270 for PAHs,
- EPA Method 8260 for VOAs,
- EPA Method 6010 for 8 RCRA Metals, and
- FL-PRO Method for TRPHs.

Report Preparation

A letter report will be prepared documenting the results of our investigation. The report will include a tabulated summary of all field and analytical data collected during the investigation, scaled figures indicating the locations of the samples collected and illustrations of any known impacts, and recommendations for any additional sampling or required management of impacted soil or groundwater.

Task 2: Natural Resource Surveys

Listed Species Survey

A listed (threatened and endangered) species survey will consist of a data collection effort to document the occurrence or potential occurrence of federal and state listed species throughout the site as well as the quality of the habitat potentially utilized by protected species. NDN will prepare a report to include a description of the site, and natural resources present including listed species. Figures will be generated to illustrate the locations of resources found and will include a land use map, environmental features map and soil types map. All notable features with respect to listed species will be recorded with a GPS capable of submeter accuracy and photographed for reporting purposes.

This cost estimate has been prepared assuming two site visits. The first site visit will be to perform the initial survey and locate the potential presence of listed species. A second site visit will be performed at a time, deemed appropriate by GAI or the permitting agencies, during the construction planning or permitting process to confirm or update the status of listed species at the site.

Wetland Delineation

A wetland delineation will be performed at the site to help inform GAI about the regulated areas on the proposed project area and in support of the permit application. The purpose of this work is to provide information regarding the presence and location of freshwater wetlands within the contiguous portion of the impact boundaries. NDN biologists will identify, and GPS (sub-meter accuracy) mark the landward extent of surface water/wetland boundaries for use in the development of a wetland locations map set.

The wetland delineation will be performed in accordance with the procedures listed within Chapter 62-340, of the Florida Administrative Code (F.A.C.) and within the 1987 Federal Manual for Identifying and Delineating Jurisdictional Wetlands and the Regional Supplement to the Corps of Engineers Manual: Atlantic and Gulf Coastal Plain Region.

Wetland Permitting

NDN will prepare an Application for Environmental Resource Permit and section 404 application. Map sets to be included in the applications are the site location map, proposed wetland impact mapbook, land use map, and NRCS soils map. Pricing will allow for one round of comments/request for additional information (RAI) from FDEP and USACE and the subsequent response. In preparation of the application submittal, NDN will coordinate and attend (1) one on-site pre-application meeting with both the FDEP and USACE.

UMAM Assessment

If necessary, NDN will prepare both Qualitative and Quantitative UMAM forms for all proposed wetland impact areas in accordance with 62-345.400, F.A.C. Wetland features will be evaluated for functional indicators to include location and landscape support, water environment, and community structure.

Report Preparation

NDN will prepare and submit an NRE Report in accordance with FDOT guidance. The NRE Report will include a description of the project area and the proposed project, survey methodology, detailed discussions of each of the natural resources present within the project area, anticipated impact determinations to each natural resource identified, implementation measures and design considerations to minimize or avoid impacts, discussion of anticipated permits, figures, and a photographic log.

Task 3: Phase I Archeological Survey

NDN will conduct a Phase I Cultural Resource Assessment Survey (CRAS) Shindler Drive between 103rd Street and Collins Road, Jacksonville, Duval County, Florida for the City of Jacksonville. NDN will conduct all work in accordance with Section 106 of the National Historic Preservation Act of 1966 (Public Law 89-655, as amended), as implemented by 36 CFR 800 (Protection of Historic Properties, effective August 2004), as well as Chapters 267 and 373, Florida Statutes (FS), Chapter 1A-46, Florida Administrative Code, and Florida's Coastal Management Program. All work will be performed in accordance with the standards and guidelines contained in the Cultural Resource Management Standards and Operational Manual: Module 3 (FDHR 2003). The Principal Investigators and Crew Chief all meet the Secretary of the Interior's Professional Qualification Standards (48 FR 44716) for archaeology, history, architecture, architectural history, or historic architecture.

Work to be performed as part of the Phase I CRAS and undertaking include the following:

- CRAS of the project area of potential effects (APE), once determined, includes background research, field survey (archaeological survey, and historical structure documentation if necessary), and preparation of a technical report presenting the results of survey including National Register of Historic Places (NRHP) recommendations.
 - o The purpose of the survey is to locate and identify any cultural resources within the APE and document historic structures (45 years old or older) also within the APE.

Mr. Ron Hoogland, P.E.
October 2, 2023
Page 4

NDN assumes the following:

- Extent of the APE will be determined prior to mobilization for survey;
- Excavation of up to 75 shovel test pits;
- Documentation of up to one historical structures;
- Identification of no archaeological sites and up to one (1) archaeological occurrence.

Any requirements or results from survey beyond these assumptions will be out of scope for this contract and require a change order.

ESTIMATED COST

The estimated costs to complete the work described herein are as follows:

- Task 1: Contamination Assessment and Report
- Task 2: Natural Resource Surveys and Report
- Task 3: Phase I Archeological Survey and Report

The cost to conduct the scope of services described above is **\$ 55,535.40**. The work will be conducted and billed as needed and will not exceed \$55,535.40 without prior approval. Please note that the proposed methodologies may change based on field conditions. Should additional tasks be required beyond the scope presented herein, a revised cost estimate will be provided.

Additional meetings, consultation, or other services requested or required by you, or others (e.g. client representatives, attorneys, etc.) beyond the outlined scope of services will be invoiced on a "Lump Sum" basis, following your approval of the additional scope of services.

If this cost estimate, which incorporates the attached General Terms and Conditions by reference, meets with your approval, please sign and return the enclosed agreement or issue your purchase order accepting this proposal as your authorization to proceed. If you have any questions, please feel free to contact me at (904) 800-2671.

Sincerely,
The NDN Companies



Geoff Reichold, P.G.
Principal

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

PART I - GENERAL

1. Project Shindler Road	2. Proposal No. / Contract No. Shindler Road
3. Name of Consultant or Subconsultant: The NDN Companies	4. Date of Proposal July 24, 2023

PART II - LABOR RELATED COSTS

5. Direct Labor (Reimbursable)	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
	\$ 72.12	73	\$ 5,264.76	5264.76
	\$ 36.06	414	\$ 14,928.84	14928.84
TOTAL DIRECT LABOR				\$ 20,193.60
6. Overhead (Combined Fringe Benefit & Administrative)				
Overhead Rate			150 % x Total Direct Labor	\$ 30,290.40
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				\$ 50,484.00
8. PROFIT: Labor Related Costs (Item 7) x 10%				\$ 5,048.40

PART III - OTHER COSTS

9. Miscellaneous Direct Costs (Lump Sum)			
Printing		\$	0.00
Transportation & Shipping		\$	0.00
		\$	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL			\$ -
10. SUBCONSULTANTS (Lump Sum)			
		\$	
		\$	
SUB-CONTRACT SUB-TOTAL (Reimb/NTE)			\$ -
11. SUBCONTRACTS (Reimbursable/Not to Exceed)			
		\$	
		\$	
SUB-TOTAL REIMBURSABLES			\$ -

PART IV - SUMMARY

TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables) (Items 5, 6, 8, 9, 10, and 11)	\$ 55,532.40
12. TOTAL PRIOR CONTRACT AMOUNT	N.A.
TOTAL AMENDED CONTRACT AMOUNT	N.A.

Project Activity 4. Environmental Permits

Estimator

Shedder Drive
©

Representing	Print Name	Signature / Date
FDOT District		
The NDH Companies		

NOTE: Signature Block is optional, per District preference

Task No.	Task	Units	No. of Units	Hours/ Units	Total Hours	Comments
Environmental Permits, Compliance and Clearances						
8.1	Preliminary Project Research	LS	1	0	0	
Permits						
Field Work						
8.2.1	Pond Site Alternatives	per pond site	0	0	0	
8.2.2	Establish Wetland Jurisdictional Lines and Assessments	LS	1	100	100	
8.2.3	Species Surveys	LS	1	50	50	
8.2.4	Archeological Surveys	LS	1	60	60	
8.3	Agency Verification of Wetland Data	LS	1	0	0	
8.4 Complete And Submit All Required Permit Applications						
8.4.1	Complete and Submit All Required Wetland Permit Applications	LS	1	60	60	
8.4.2	Complete and Submit All Required Species Permit Applications	LS	1	30	30	
8.5	Prepare Dredge and Fill Sketches (as needed)	LS	1	0	0	
8.6	Prepare USCG Permit Sketches	LS	1	0	0	
8.7	Prepare Water Management District Right-of-Way Occupancy Permit	LS	1	0	0	
8.8	Prepare Coastal Construction Control Line (CCCL) Permit Application	LS	1	0	0	
8.9	Prepare Tree Permit Information	LS	1	0	0	
8.10	Mitigation Design	LS	1	0	0	
8.11	Mitigation Coordination and Meetings	LS	1	0	0	
8.12	Other Environmental Permits	LS	1	0	0	
Environmental Clearances/Reevaluations						
8.13	Technical support to Department for Environmental Clearances and Reevaluations (use when consultant provides technical support only)					
8.13.1	NEPA or SEIR Reevaluation	LS	1	0	0	
8.13.2	Archeological and Historical Features	LS	1	0	0	
8.13.3	Wetland Impact Analysis	LS	1	0	0	
8.13.4	Essential Fish Habitat	LS	1	0	0	
8.13.5	Wildlife and Habitat Impact Analysis	LS	1	0	0	
8.13.6	Section 7 or Section 10 Consultation	LS	1	0	0	
8.14	Preparation of Environmental Clearances and Reevaluations (use when consultant prepares all documents associated with reevaluation)					
8.14.1	NEPA or SEIR Reevaluation	LS	1	0	0	
8.14.2	Archeological and Historical Features	LS	1	0	0	
8.14.3	Wetland Impact Analysis	LS	1	0	0	
8.14.4	Essential Fish Habitat	LS	1	0	0	
8.14.5	Wildlife and Habitat Impact Analysis	LS	1	0	0	
8.14.6	Section 7 or Section 10 Consultation	LS	1	0	0	
8.15	Contamination Impact Analysis	LS	1	100	100	Phase I Contamination screening
8.16	Asbestos Survey	LS	1	0	0	
Environmental Permits, Compliance, and Clearances/Reevaluations Technical Subtotal					400	
8.17	Technical Meetings	LS	1	24	24	Meetings are listed below
8.18	Quality Assurance/Quality Control	LS	%	5%	20	
8.19	Supervision	LS	%	5%	20	
Environmental Permits, Compliance and Clearances Nontechnical Subtotal					64	
8.20	Coordination	LS	%	5%	23	
8. Environmental Permits, Compliance and Clearances Total					487	

Technical Meetings	Units	No of Units	Hours/ Unit	Total Hours	PM Attendance at Meeting Required?	Number	
WMD	EA	0	0	0		0	
NMFS	EA	0	0	0		0	
USACE	EA	0	0	0		0	
USCG	EA	0	0	0		0	
USFWS	EA	0	0	0		0	
FWCC	EA	0	0	0		0	
COJ	EA	2	3	6		0	
S.R/VMD	EA	2	3	6		0	
Subtotal Technical Meetings				12	Subtotal Project Manager Meetings	0	
Progress Meetings (if required by FDOT)		EA	2	3	6	<i>PM attendance at Progress Meetings is manually entered on General Task 3</i>	--
Phase Review Meetings		EA	2	3	6	<i>PM attendance at Phase Review Meetings is manually entered on General Task 3</i>	--
Total Meetings				24	Total Project Manager Meetings (carries to Tab 3)	0	

Continues to Tab 11

Continues to Tab 11



5800 Beach Blvd., Ste. 203-267
Jacksonville, FL 32207
www.ADGmark.com
904-619-8605

Public Involvement Scope of Services

ADG Scope for McCoys Creek	Total hours
Project Management/Meetings	
Internal meetings and coordination; participation in meetings with COJ staff as needed	16
Public Participation Plan	80
Public Meeting	88
Outreach	
Identify opportunities for team/ staff outreach and coordinate; staff as needed:	
2 Community Meetings	24
4 Government Relations Meetings/Agency Meetings	24
Misc. Meetings	10
Surveys - assist in developing survey questions and formatting presentation results for two rounds of surveys	20
Total Hours	240



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

PART I - GENERAL

1. Project	2. Proposal No. / Contract No. Shindler Road
3. Name of Consultant or Subconsultant: Acuity Design Group, Inc.	4. Date of Proposal August 16, 2023

PART II - LABOR RELATED COSTS

5. Direct Labor (Reimbursable)	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Public Involvement Officer	\$ 67.00	160	\$ 10,720.00	10720
PIO Assistant	\$ 38.00	80	\$ 3,040.00	3040
TOTAL DIRECT LABOR				\$ 13,760.00
6. Overhead (Combined Fringe Benefit & Administrative) Overhead Rate 150 % x Total Direct Labor				\$ 20,640.00
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				\$ 34,400.00
8. PROFIT: Labor Related Costs (Item 5) x 10%				\$ 3,440.00

PART III - OTHER COSTS

9. Miscellaneous Direct Costs (Lump Sum)		
Printing	\$	0.00
Transportation & Shipping	\$	0.00
		\$
MISCELLANEOUS DIRECT COSTS SUB-TOTAL		\$ -
10. SUBCONSULTANTS (Lump Sum)		
		\$
		\$
SUB-CONTRACT SUB-TOTAL (Reimb/NTE)		\$ -
11. SUBCONTRACTS (Reimbursable/Not to Exceed)		
		\$
		\$
SUB-TOTAL REIMBURSABLES		\$ -

PART IV - SUMMARY

TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables) (Items 5, 6, 8, 9, 10, and 11)	\$ 37,840.00
12. TOTAL PRIOR CONTRACT AMOUNT	N.A.
TOTAL AMENDED CONTRACT AMOUNT	N.A.

EBO FORM 1
SCHEDULE OF SUBCONTRACTOR/SUBCONSULTANT PARTICIPATION

Name of Proposer: GAI Consultant, Inc

Project Title: Engineering Design Services for Shindler Drive-Phase 2

Proposal Number: P-03-23 Total Base Proposal Amount (if applicable): \$2,626,403.85

***Please list all JSEBs first**

Full Company Name	JSEB Category (African-American, Women, Asian, Native American, Non-MBE or Hispanic)	Type of Work to be Performed	Total Contract Value or Percentage
Four Waters	Woman	Drainage Design Assistance	\$45,731.41
Chindalur Traffic Solutions	asian	Traffic Brief	\$112,202.58
Morales	Hispanic	Structures	\$121,430
Meskle	Woman	Geotechnical Investigation	\$260,880.88
Smith Survey Group	Non-mbe	Survey Support	\$50,050
Acuity	African American	Public Information	\$37,840
Four Waters:	Woman	Utility Coordination	\$94323.92

Attach additional list of subcontractors/sub-consultants as needed

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

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

Signature of Ronald F Hoogland  Title: Assistant VP Date: 10-18-23

Print Name: Ronald Hoogland



A NEW DAY.

City of Jacksonville, Florida

Donna Deegan, Mayor

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

October 19, 2023

'23 OCT 26 AM 10:47:42

TO: Dustin Freeman
Chief of Procurement

THRU: Nina Sickler, P.E.
Director of Public Works

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

for James Carroll
Chief, Right-of-Way and Stormwater Maintenance

COJ PROCUREMENT

SUBJECT: Amendment 3/ POA 70086-20 P-10-17 Contract 7 420-14
Eisman & Russo, Inc.
Construction Engineering and Inspection (CEI) Services for City Bridge Projects
Annual Contract

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, 2023. No further renewal options are available; however, the replacement contract will not be executed before this expiration. Continued services are needed until the replacement contract is executed. 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 ratify the dates and to extend the Period of Service from November 2, 2023 to May 1, 2024; with all other terms and conditions of the Agreement remaining unchanged.

NS/lw

cc: Gary Goldsberry, P.E., Engineering and Construction Management

**SECOND AMENDMENT TO CONTRACT
BETWEEN
CITY OF JACKSONVILLE
AND
EISMAN & RUSSO, INC.
FOR
CONSTRUCTION ENGINEERING AND INSPECTION SERVICES
FOR CITY BRIDGE PROJECTS – ANNUAL CONTRACT**

7420-14
Amd #2

THIS SECOND AMENDMENT to annual Services Contract for construction engineering and inspection services for City bridge projects (the “Services”) is made and entered into this 28 day of December, 2020 (the “Effective Date”), by and between the CITY OF JACKSONVILLE, a consolidated municipal corporation and political subdivision existing under the Constitution and the laws of the State of Florida (the “City”), and EISMAN & RUSSO, INC., a Florida profit corporation with its principal office at 6455 Powers Avenue, Jacksonville, Florida 32217 (the “Contractor”).

WHEREAS, on November 2, 2017, the parties made and entered into City of Jacksonville Contract No. 7420-14 (the “Contract”) for the Services; and

WHEREAS, from November 1, 2021, through the day and year first above written, the parties have worked together continuously and without interruption on the Services; and

WHEREAS, said Contract has been amended once previously; and

WHEREAS, said Contract should be amended further by accepting, adopting, and ratifying all actions of the parties under said Contract from November 1, 2021, through the day and year first above written, and by exercising the second and final 2-year renewal option so as to extend the period of service through November 1, 2023, with no renewal options remaining, and with all other provisions, terms, and conditions of said Contract remaining unchanged; now therefore

IN CONSIDERATION of the premises and the mutual covenants contained below and for other good and valuable consideration acknowledged by the parties to be sufficient, the parties agree as follows:

1. The above-stated recitals are accurate, true, and correct and are incorporated herein and made a part hereof by this reference.

2. All actions of the parties under the provisions, terms, and conditions of said Contract from November 1, 2021, through the day and year first above written are accepted, adopted, and ratified.

3. Section 4 of said Contract is amended by exercising the second and final 2-year renewal option so as to extend the period of service through November 1, 2023, with no renewal options remaining, and as amended shall read as follows:

“4. **Term.** The period of service of this Contract shall commence on the date of its execution and continue for a period of four years until November 1, 2023.”

4. The maximum indebtedness shall remain an amount not to exceed \$2,000,000.00.


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

Remainder of page left blank intentionally. Signature page follows immediately.]

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

ATTEST:

By James R. McCain, Jr.
James R. McCain, Jr.
Corporation Secretary



CITY OF JACKSONVILLE

By [Signature]
Lenny Curry
Mayor

Brian Hughes
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No: 2019-02

WITNESS:

By [Signature]
Signature
Angela Maxwell
Type/Print Name
Accounting Administrator
Title

EISMAN & RUSSO, INC.

By [Signature]
Signature
Antonio MAREANO
Type/Print Name
PRESIDENT
Title

Form Approve:

[Signature]
Office of General Counsel

In compliance with the Ordinance Code of the City of Jacksonville, I do certify that there is an unexpanded, unencumbered and unimpounded balance in the appropriation sufficient to cover the foregoing Agreement and that provision has been made for the payment of the monies provided therein to be paid.

[Signature]
Director of Finance
Contract # 7420-14
Amd. #2



City of Jacksonville, Florida

Lenny Curry, Mayor

Procurement Division
Ed Ball Building
214 N. Hogan Street, Suite 800
Jacksonville, Florida 32202

ONE CITY. ONE JACKSONVILLE.

November 4, 2021

The Honorable Lenny Curry, Mayor
City of Jacksonville
4th Floor, St. James Building
Jacksonville, FL 32202

Dear Mayor Curry:

Ref: **P-10-17 Construction Engineering and Inspection (CEI) Services for City Bridge Projects-Annual Contract (Amendment No. 2)**
Department of Public Works/Engineering & Construction Management Division

The Professional Services Evaluation Committee met today in Board Room 851 on the eighth floor of the Ed Ball Building, for the purpose of amending the above-referenced contract.

The following motion/recommendation was adopted:

That Contract No 7420-14, originally executed November 2, 2017, between the City of Jacksonville and Eisman & 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 shall remain 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.

If the foregoing meets your approval, we respectfully request your signature and return to my office.

Respectfully submitted,


Gregory Pease, Chief
Procurement Division
Chairman, Professional Services
Evaluation Committee

APPROVED:


Lenny Curry, Mayor

This 5th day of November, 2021

GP ab
cc

Council Auditor
Mary Wilson, OGC
Subcommittee Members

Brian Hughes
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of
Executive Order No 2019-02

Contract Purchase Agreement – Conversion POA-70086-20 Change Order 1



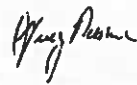
Agreement	POA-70086-20
Agreement Date	28-APR-2020
Change Order	1
Change Order Date	16-NOV-2021
Revision	1
Agreement Amount	1,957,645.54 USD
Solicitation Number	P-10-17

Sold To
City of Jacksonville
117 West Duval Street
Suite 375
JACKSONVILLE, FL 32202
US

Supplier **Eisman & Russo, Inc.**
6455 Powers Avenue
JACKSONVILLE, FL 32217

Notes exercise final renewal & extend POS to 11/01/23 Amd #2

Supplier Number	Payment Terms	Freight Terms	FOB	Shipping Method
20095	Net 30	Freight Prepaid	FOB Destination	Best Way
Start Date	End Date	Contact To		
01-Nov-2019	01-Nov-2023	Alexzandria Baker abaker@coj.net Phone 904-2558830		

This Order is subject to the General conditions attached here to. Manufacturer's Federal excise tax exempt no 59-89-0120K Florida State sales and use tax exemption no. 85-8012621607C-8	Approved by Gregory Pease, Chief Procurement Division 
------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------



A NEW DAY.

City of Jacksonville, Florida

Donna Deegan, Mayor

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

October 19, 2023

TO: Dustin Freeman
Chief of Procurement

THRU: Nina Sickler, P.E. *Nina Sickler*
Director of Public Works

COJ PROCUREMENT

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

James Carroll
James Carroll
Chief, Right-of-Way and Stormwater Management

Stewart Long '23 OCT 26 AM 10:48:00

SUBJECT: Amendment 2/ POA 70009-20 P-16-19 Contract 10425-02
STV, Inc.
Professional Structural Engineering Services

Contract #10425-02 with STV, Inc. is set to expire on November 15, 2023. 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 2nd of the two year renewals. STV, Inc. has requested a rate increase for themselves as well as their subconsultants, as shown in Exhibit C and is committed to meeting the 20% JSEB goals established for this contract.

Accordingly, this is to recommend that Contract No. 10425-02, originally executed November 15, 2019, between the City and STV, Inc. for Professional Structural Engineering Services, be amended to increase the rates as requested in Exhibit C and to extend the Period of Service from November 16, 2023 thru November 15, 2025 and increase the maximum indebtedness by \$3,000,000.00, to a new maximum of \$9,000,000.00, with all other terms and conditions of the Agreement remaining unchanged.

RGS/lw

Attachments: Exhibit C

cc: Gary Goldsberry, P.E. Engineering and Construction Management



October 12, 2023

Attn: Ms. Lori A. West

Engineering Contract Manager
City of Jacksonville
Engineering and Construction Management Division
214 N. Hogan Street, 10th Floor
Jacksonville, FL 32202

Re: COJ P-16-19 Professional Structural Engineering Services – Annual Contract Renewal Request

Dear Ms. West,

STV is pleased to submit this request for renewal of the subject contract for another 2-year term extending from November 15, 2023 thru November 15, 2025. Please find enclosed the following attachments, as requested:

- Revised rates based on maximum increase of 12.23% as per CPI index changes from Aug 2021 to 2023 as per our earlier coordination.
- Overhead Audit backups for team members where OH rate exceeds 150%.

We appreciate this opportunity and look forward to providing continuity of our services. If you have any questions, please do not hesitate to contact me at 904.466.2210 (M) or via email bhushan.godbole@stvinc.com.

Sincerely,

STV Incorporated

A handwritten signature in blue ink, appearing to read 'Bhushan Godbole'.

Bhushan Godbole, P.E.
Project Manager

A handwritten signature in blue ink, appearing to read 'J. Keith Jackson'.

J. Keith Jackson, P.E.
Vice President

Enclosures:

CC: Gary Goldsberry, P.E. / Engineering Project Manager

FORM 1
SCHEDULE OF PROPOSED PRICES/RATES

NAME OF CONTRACTOR STV Incorporated

Proposal Number P-16-19 Professional Structural Engineering Services – Annual Contract

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

Project Manager (Responsible Professional)	\$	83.94	hr.
Architect (Registered)	\$		hr.
Design Engineer (Registered)	\$	41.94	hr.
Designer or Technician (Non-Registered)	\$	50.08	hr.
Drafter or CADD Operator	\$	36.62	hr.
Clerical (Typist, Word Processor, Document Assembly, etc.)	\$	27.36	hr.

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

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

4. Cost of 4-man survey crew per 8 hour day (If applicable) \$ N/A hr.

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

N/A

6. Estimated percentage of total fee to be performed by subconsultants N/A %

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

Chief Engineer: \$ 96.87

Principal: \$ 120.18

Senior Engineer: \$ 74.58

Engineering Intern: \$ 34.59

SCHEDULE OF PROPOSED PRICES/RATESNAME OF CONTRACTOR: DRMP, INC.Proposal Number P-16-19 Professional Structural Engineering Services — Annual Contract

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

Principal Manager (Partner or Senior Officer) (5% Max)	\$ <u>84.26 / \$231.72</u> hr.
Project Manager (Responsible Professional)	\$ <u>62.05 / \$170.64</u> hr.
Survey Technician (Non-Registered)	\$ <u>22.44 / \$61.72</u> hr.
Party Chief	\$ <u>29.97/82.41</u> hr.
Instrument Person	\$ <u>19.94/\$54.84</u> hr.
Rod Person	\$ <u>18.50/50.87</u> hr.
Contract Coordinator (Typist, Word Processor, Document Assembly, etc.)	\$ <u>35.30/\$97.10</u> hr.
2. Total Overhead Rate (to be applied to Direct Labor:)	<u>150</u> %
3. Profit Rate (to be applied to Direct Labor plus Overhead)	<u>10</u> %
4. Cost of 2-person survey crew per 8-hour day (If applicable)	\$ <u>137.25</u> hr.
5. Cost of 3-person survey crew per 8-hour day (If applicable)	\$ <u>188.12</u> hr.
6. Cost of 4-person survey crew per 8-hour day (If applicable)	\$ <u>239.00</u> hr.
7. Other Direct Project Costs per Unit (please specify)	

Subsurface Utility Engineering Hourly Rates

(Based on loaded rates at 150% Overhead and 10% Profit)

Senior SUE Technician	\$103.85
2-Person Utility Designated/Locate Crew	\$188.25
3-Person Vacuum Excavation SUE Crew	\$262.30
4-Person Vacuum Excavation SUE Crew	\$336.40
SUE Project Manager	\$165.00
Mobile Survey Operator	\$74.00

Subsurface Utility Engineering (Replacement Materials)

Bag of Concrete	\$5.00/each
Bag of Asphalt	\$14.00/each

FORM 1
SCHEDULE OF PROPOSED PRICES/RATES

NAME OF CONTRACTOR Peters & Yaffee, Inc.

Proposal Number P-16-19 Professional Structural Engineering Services – Annual Contract

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

Project Manager (Responsible Professional)	\$ <u>78.44</u> hr.
Architect (Registered)	\$ <u>n/a</u> hr.
Design Engineer (Registered)	\$ <u>43.35</u> hr.
Designer or Technician (Non-Registered)	\$ <u>32.34</u> hr.
Drafter or CADD Operator	\$ <u>n/a</u> hr.
Clerical (Typist, Word Processor, Document Assembly, etc.)	\$ <u>27.47</u> hr.

- | | |
|--------------------------------------------------------------|-------------------|
| 2. Total Overhead Rate (to be applied to Direct Labor:) | <u>196.20</u> % |
| 3. Profit Rate (to be applied to Direct Labor plus Overhead) | <u>10</u> % |
| 4. Cost of 4-man survey crew per 8 hour day (If applicable) | \$ <u>n/a</u> hr. |
| 5. Other Direct Project Costs per Unit (please specify) | |

6. Estimated percentage of total fee to be performed by subconsultants 0 %

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

- Principal (\$ 97.88)
- Senior Engineer (\$ 77.16)
- Engineering Intern (\$ 38.36)
- Designer Associate (\$ 17.95)



Florida Department of Transportation

RON DESANTIS
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

JARED W. PERDUE, P.E.
SECRETARY

June 30, 2023

Dow Peters, President
PETERS AND YAFFEE, INC.
9822 Tapestry Park Circle, Suite 205
Jacksonville, Florida 32246

Dear Mr. Peters:

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

- Group 3 - Highway Design - Roadway
 - 3.1 - Minor Highway Design
 - 3.2 - Major Highway Design

- Group 6 - Traffic Engineering and Operations Studies
 - 6.1 - Traffic Engineering Studies
 - 6.2 - Traffic Signal Timing
 - 6.3.1 - Intelligent Transportation Systems Analysis and Design

- Group 7 - Traffic Operations Design
 - 7.1 - Signing, Pavement Marking and Channelization
 - 7.2 - Lighting
 - 7.3 - Signalization

Your firm is now technically prequalified with the Department for Professional Services in the above referenced work types. The overhead audit has been accepted, and your firm may pursue projects in the referenced work types with fees of any dollar amount. This status shall be valid until June 30, 2024, for contracting purposes.

Approved Rates

Home/ Branch Overhead	Facilities Capital Cost of Money	Premium Overtime	Reimburse Actual Expenses	Home Direct Expense
196.20%*	0.376%	Reimbursed	No	0.20%

*For multi-year contracts, DOT has adjusted the overhead rates to mitigate the adverse impacts of Payroll Protection Program loan forgiveness. For information on the adjusted overhead rates, contact the district Procurement Office.

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

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

Sincerely,

A handwritten signature in blue ink that reads "Carliayn Kell". The signature is written in a cursive, flowing style.

Carliayn Kell
Professional Services
Qualification Administrator

FORM 1
SCHEDULE OF PROPOSED PRICES/RATES

NAME OF CONTRACTOR Taylor Engineering, Inc.

Proposal Number P-16-19 Professional Structural Engineering Services – Annual Contract

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

Project Manager (Responsible Professional)	\$ <u>65.44</u> hr.
Architect (Registered)	\$ _____ hr.
Design Engineer (Registered)	\$ <u>65.44</u> hr.
Designer or Technician (Non-Registered)	\$ <u>38.31</u> hr.
Drafter or CADD Operator	\$ <u>51.41</u> hr.
Clerical (Typist, Word Processor, Document Assembly, etc.)	\$ <u>26.98</u> hr.

2. Total Overhead Rate (to be applied to Direct Labor:) 193 %

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

4. Cost of 4-man survey crew per 8 hour day (If applicable) \$ _____ hr.

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

Sediment grains size analysis, \$75 per sample

6. Estimated percentage of total fee to be performed by subconsultants 0 %

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

Stambaugh Ness

Taylor Engineering, Inc.

Statement of Direct Labor, Fringe Benefits,
and General Overhead

For the Year Ended December 31, 2022

CONTENTS

INDEPENDENT AUDITORS' REPORT	3
FINANCIAL STATEMENT	
Statement of Direct Labor, Fringe Benefits, and General Overhead	5
Description of FAR References and Audit Adjustments	6
Notes to the Statement of Direct Labor, Fringe Benefits, and General Overhead	7
INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROLS AND COMPLIANCE	14

INDEPENDENT AUDITORS' REPORT

Board of Directors
Taylor Engineering, Inc.

Opinion

We have audited the accompanying Statement of Direct Labor, Fringe Benefits, and General Overhead (the Statement) of Taylor Engineering, Inc. (the Company), for the year ended December 31, 2022, and the related notes to the Statement.

In our opinion, the accompanying Statement referred to above presents fairly, in all material respects, the direct labor, fringe benefits, and general overhead of the Company for the year ended December 31, 2022, in accordance with accounting practices prescribed by Part 31 of the Federal Acquisition Regulation (FAR) described in Note B.

Basis of Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (U.S. GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Statement section of our report. We are required to be independent of the Company and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Emphasis of Matter - Basis of Accounting

We draw attention to Note B of the Statement, which describes the basis of accounting. As described in Note B, the Statement is prepared by the Company on the basis of accounting practices prescribed by Part 31 of the FAR, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

Responsibilities of Management for the Statement

Management is responsible for the preparation and fair presentation of the Statement in accordance with accounting practices prescribed by Part 31 of the FAR, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the Statement that is free from material misstatement, whether due to fraud or error.

Auditors' Responsibilities for the Audit of the Statement

Our objectives are to obtain reasonable assurance about whether the Statement as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with U.S. GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the Statement.

INDEPENDENT AUDITORS' REPORT - continued

Auditors' Responsibilities for the Audit of the Statement - continued

In performing an audit in accordance with U.S. GAAS and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the Statement, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the Statement.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Company's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the Statement.

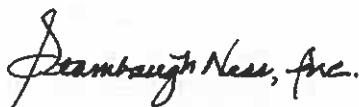
We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Other Matter - Restriction on Use

This report is intended solely for the information and use of the Board of Directors and management of the Company and government agencies or other customers related to contracts employing the FAR cost principles and is not intended, and should not be, used by anyone other than these specified parties.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated June 2, 2023 on our consideration of the Company's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, and contracts, including provisions of the applicable sections of Part 31 of the FAR. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Company's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Company's internal control over financial reporting and compliance.



York, Pennsylvania
June 2, 2023

TAYLOR ENGINEERING, INC.Statement of Direct Labor, Fringe Benefits, and General Overhead
For the Year Ended December 31, 2022

Description	Financial Stmt	Unallowable Costs	Reference	Total Proposed	% of Direct Labor
Direct Labor	<u>\$ 2,865,822</u>	<u>\$ -</u>		<u>\$ 2,865,822</u>	
INDIRECT COSTS					
Fringe Benefits:					
Employee group insurance	\$ 618,532	\$ -		\$ 618,532	
Incentive compensation	142,316	-		142,316	
Payroll taxes	393,902	(1,667)	(1)	392,235	
PTO (vacation, sick and holiday)	702,570	-		702,570	
Retirement plan expenses	266,869	-		266,869	
Workers compensation	13,635	-		13,635	
Other employee benefits	41,746	(28,363)	(2)(3)	13,383	
Total Fringe Benefits	<u>2,179,570</u>	<u>(30,030)</u>		<u>2,149,540</u>	<u>75.01%</u>
General Overhead:					
Indirect labor	1,744,100	(36,656)	(4)(5)	1,707,444	
Auto	53,607	-		53,607	
Bid and proposal	4,033	-		4,033	
Business development	65,075	(18,584)	(5)(6)(7)(8)	46,491	
Computer equipment and supplies	287,442	-		287,442	
Conferences, seminars and training	121,868	(27,558)	(5)	94,310	
Contributions	6,454	(6,454)	(9)	-	
Depreciation and amortization	216,425	(21,053)	(10)	195,372	
Dues and licenses	54,780	(16,727)	(2)	38,053	
Equipment rental and maintenance	28,218	-		28,218	
(Gain) loss on disposal of fixed assets	3,469	-		3,469	
Insurance	161,644	-		161,644	
Interest	1,494	(1,494)	(11)	-	
Meals and entertainment	66,325	(40,796)	(2)(6)(12)(13)	25,529	
Office supplies	18,983	-		18,983	
Postage, shipping and delivery	3,090	-		3,090	
Production supplies	10,342	-		10,342	
Professional fees	41,629	-		41,629	
Recruitment	15,549	-		15,549	
Rent	602,899	-		602,899	
Taxes	25,545	2	(14)	25,547	
Telephone	29,843	-		29,843	
Travel	34,606	(16,319)	(6)(8)(15)	18,287	
Utilities	13,714	-		13,714	
Direct cost recovery	(38,788)	-		(38,788)	
Total General Overhead	<u>3,572,346</u>	<u>(185,639)</u>		<u>3,386,707</u>	<u>118.18%</u>
Total Indirect Costs	<u>\$ 5,751,916</u>	<u>\$ (215,669)</u>		<u>\$ 5,536,247</u>	<u>193.19%</u>
Facilities Capital Cost of Money				<u>\$ 35,130</u>	<u>1.23%</u>

See Accompanying Notes

TAYLOR ENGINEERING, INC.
Description of FAR References and Audit Adjustments
For the Year Ended December 31, 2022

- (1) 31.201-6(a) Accounting for unallowable costs - When an unallowable cost is incurred, its directly associated costs are also unallowable.
- (2) 31.205-13(b) Employee morale, health, welfare, food service, and dormitory costs and credits - Costs of gifts and recreation are unallowable.
- (3) 31.205-6(e)(2) - Compensation for personal services - Differential allowances for additional income taxes resulting from domestic assignments are unallowable.
- (4) 31.205-6(m)(2) Compensation for personal services - That portion of the cost of company-furnished automobiles that relates to personal use by employees (including transportation to and from work) is unallowable regardless of whether the cost is reported as taxable income to the employees.
- (5) 31.205-1(f)(2) Public relations and advertising costs - All costs of trade shows and other special events which do not contain a significant effort to promote the export sales of products normally sold to the U.S. Government are unallowable.
- (6) 31.205-14 Entertainment costs - Costs of amusement, diversions, social activities, and any directly associated costs such as tickets to shows or sports events, meals, lodging, rentals, transportation, and gratuities are unallowable.
- (7) 31.205-1(f)(5) Public relations and advertising costs - Costs of promotional material, motion pictures, videotapes, brochures, handouts, magazines, and other media that are designed to call favorable attention to the contractor and its activities are unallowable.
- (8) 31.205-46(a)(2) Travel costs - Lodging, meals, and incidental expenses that exceed, on a daily basis, the maximum per diem rates in effect at the time of travel as set forth in the Federal Travel Regulations are unallowable.
- (9) 31.205-8 Contributions or donations - Contributions or donations are unallowable.
- (10) 31.205-49 Goodwill - Costs for amortization, expensing, write-off, or write-down of goodwill (however represented) are unallowable.
- (11) 31.205-20 Interest and other financial costs - Interest on borrowings (however represented) are unallowable.
- (12) 31.205-51 Costs of alcoholic beverages - Costs of alcoholic beverages are unallowable.
- (13) FAR 31.205-1(f)(4) Unallowable costs of ceremonies or corporate celebrations.
- (14) 31.205-41(b)(1) Taxes - Federal income and excess profits taxes are unallowable.
- (15) 31.201-2(d) Determining allowability - Costs not supported with documentation are unallowable.

TAYLOR ENGINEERING, INC.

Notes to the Statement of Direct Labor, Fringe Benefits, and General Overhead
For the Year Ended December 31, 2022

NOTE A - DESCRIPTION OF THE COMPANY

Taylor Engineering, Inc. (the Company) provides engineering services in the United States, Puerto Rico, and South America. The Company's services include beach and inlet management, dredging, environmental restoration and permitting, federal project planning and programming, infrastructure flood risk management, natural resource assessments, storm water solutions, water resources management, and waterway and marine structures; and environmental, coastal, civil, and structural engineering services for the design, development, and construction of new marinas, docks, and pier projects, as well as observation, assessment, evaluation, and renovation design services for existing facilities.

The Company serves commercial/private, local, state, and federal government clients. The Company, a Florida corporation, was founded on September 3, 1987, and is organized under Subchapter S of the Internal Revenue Code. The Company has offices in Jacksonville (headquarters), Destin, Sarasota, and Tampa, Florida with approximately 52 total employees.

Revenues are derived from billings for services and other reimbursable expenses. Approximately, 36%, 33%, 20%, and 11% of revenues are derived from local government, state government, federal government, and commercial/private, respectively. Revenues are recognized on contracts as costs are incurred.

NOTE B - BASIS OF ACCOUNTING

The Company's Statement of Direct Labor, Fringe Benefits, and General Overhead (the Statement) was prepared on the basis of accounting practices prescribed by Part 31 of the Federal Acquisition Regulation (FAR) and certain other Federal regulations (i.e. Federal Travel Regulation). Accordingly, the Statement is not intended to present the results of operations of the Company in conformity with accounting principles generally accepted in the United States of America.

The preparation of this Statement requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Actual results could differ from those estimates and assumptions.

NOTE C - DESCRIPTION OF ACCOUNTING POLICIES

The Company's financial accounting system is maintained on the accrual basis and the cash basis is used for income tax reporting purposes.

The Company maintains an integrated job order cost accounting system for recording and accumulating costs incurred under its contracts wherein contracts and subcontracts are assigned individual project numbers. Direct costs are coded to the corresponding project number so that they may be segregated and accumulated in the Company's job order cost accounting system. The Company identifies a cost as a direct cost if it can be specifically identified with a particular final cost objective, i.e. a project related cost. It is irrelevant whether or not the costs are actually billed. Direct costs are not included in the overhead pool and direct accounts have been established in the Company's general ledger.

TAYLOR ENGINEERING, INC.

Notes to the Statement of Direct Labor, Fringe Benefits, and General Overhead
For the Year Ended December 31, 2022

NOTE C - DESCRIPTION OF ACCOUNTING POLICIES - continued

The Company considers a cost to be an indirect cost if the cost is not directly identified with a single, final cost objective, but is identified with two or more final cost objectives or an intermediate cost objective.

The Company's method of estimating costs for pricing purposes during the proposal process is consistent with the accumulating and reporting of costs under its job order cost accounting system.

NOTE D - DESCRIPTION OF THE OVERHEAD RATE STRUCTURE

The Company has a company-wide reporting unit.

All costs are allocated based on direct labor. The direct labor base includes all salaries and wages specifically identified with a project except compensated personal absence (holidays, vacations, sick leave and excused absence) and the premium portion of paid overtime.

Fringe benefits include costs for compensated personal absence, payroll taxes, insurance, group insurance and other personnel related costs.

The Company does not maintain or calculate a Field Office Overhead Rate.

Other Direct Costs (ODC) are consistently charged to projects, regardless of whether the ODCs are billable under the contracts. ODCs that are charged to projects include but are not limited to subconsultants, permits, travel, meals, materials/supplies, postage/shipping/delivery, equipment rental, and reproduction.

NOTE E - DESCRIPTION OF LABOR RELATED COSTS**Project Labor**

The Company charged labor to all projects using standard hourly rates.

Variance

Variances are recorded in the accounting system when payroll is processed. A variance occurs when an employee works more or less than 40 hours during a week.

TAYLOR ENGINEERING, INC.

Notes to the Statement of Direct Labor, Fringe Benefits, and General Overhead
For the Year Ended December 31, 2022

NOTE E - DESCRIPTION OF LABOR RELATED COSTS - continuedPaid Time Off

Employees earn paid time off (PTO) away from work. Employees may use this time for vacation, personal time, personal illness, or time off to care for dependents. Employees do not earn PTO while on unpaid leave or while receiving short- or long-term disability benefits. PTO accrues on the following schedule:

Annual Accrual in Weeks

<u>Years of Service</u>	<u>Band A</u>	<u>Band B</u>	<u>Band C</u>	<u>Band D</u>
0-2	3.5	4.0	4.5	6
2-5	4.0	4.5	5.0	6
5-10	4.5	5.0	5.5	6
10-15	5.0	5.5	6.0	6
15-20	5.5	6.0	6.0	6
20+	6.0	6.0	6.0	6

- **Band A** - Accounting 1 & 2, Administrative 1 & 2, CAD 1 & 2, Engineer 1 - 4, Finance 1 & 2, GIS 1 & 2, HR 1 & 2, IT 1 & 2, Marketing 1 & 2, Scientist 1 & 2
- **Band B** - Accounting 3, Administrative 3, CAD 3, Engineer 5 & 6, Finance 3, GIS 3 & 4, GISP 3 & 4, HR 3, IT 3, Marketing 3, Scientist 3 & 4
- **Band C** - Accounting 4, Administrative 4, CAD 4, Engineer 7 & 8, Finance 4, GIS 5, HR 4, IT 4, Marketing 4, Scientist 5
- **Band D** - Officer

The Company may authorize the sell-back of unused PTO each year. Employees may request to sell back some of their accrued PTO hours. Selling back hours entitles employees to forfeit accrued PTO hours in exchange for compensation at the employee's current hourly rate. Employees may sell back between one and two weeks of PTO each year sell-back is authorized.

Comp Time - The Company does not have a comp time policy.

Paid Overtime and Uncompensated Overtime

Premium Overtime - Costs are incurred in meeting certain deadlines. Hourly and non-exempt employees are compensated for overtime via a cash payment equal to time and a half (premium portion) for all hours worked in excess of 40 per week. The premium portion of paid overtime is included in the indirect cost pool.

Uncompensated Overtime - The Company does not pay exempt employees for time worked in excess of 40 hours per week. The time in excess of 40 hours was credited to the overhead cost pool. The net credit amount of (\$9,446) consisted of hours worked in excess or below 40 hours per week multiplied by the employee's standard hourly rate.

TAYLOR ENGINEERING, INC.

Notes to the Statement of Direct Labor, Fringe Benefits, and General Overhead
For the Year Ended December 31, 2022

NOTE E - DESCRIPTION OF LABOR RELATED COSTS - continued**Paid Overtime and Uncompensated Overtime - continued**

Additionally, the Company does not pay exempt salaried employees for time worked in excess of 40 hours per week. The Company encourages employees to record all hours worked, including hours exceeding their standard weekly hours. However, the Company allows these employees to use the hours proration method for accounting for uncompensated overtime, a proration of pay period hours worked to the number of normal hours in the pay period. Under this method, the total hours worked are prorated to a 40-hour week.

Highly Compensated Executives

The Company performed an analysis of executive compensation in accordance with Chapter 7 of the AASHTO Audit Guide. The analysis included an examination of the activities performed by Company executives, and the forms of compensation paid to executives. A total of \$28,130 was eliminated from overhead related to personal use of company vehicles, marketing labor and unallowable gifts.

The Company did not pay compensation in excess of the Section 702 limit of \$589,000 in the Bipartisan Budget Act of 2013. Additionally, the Company did not pay compensation to senior executives in excess of the FAR 31.205-6(p) limit of \$1,144,888 for FY 2022.

Reasonable Compensation Levels

The Company uses compensation survey data from the National Compensation Matrix (NCM). No executive compensation in excess of the reasonable compensation levels was identified.

Pension Plan

The Company operates a 401(k) plan, meeting the requirements of FAR 31.205-6(j), to which it does make a matching contribution. In addition, the Company has a defined contribution profit sharing plan, meeting the requirements of FAR 31.205-6(k)(1), which covers all employees who meet certain minimum requirements. The Company's contributions included in the overhead pool amounted to \$121,421.

The Company also has an Employee Stock Ownership Plan (ESOP) which covers all eligible employees. The Company's contributions included in the overhead pool amounted to \$135,000.

Contract Labor

The Company uses contract labor for engineering related services and bills this labor as other direct costs.

TAYLOR ENGINEERING, INC.

Notes to the Statement of Direct Labor, Fringe Benefits, and General Overhead
For the Year Ended December 31, 2022

NOTE F - DESCRIPTION OF DEPRECIATION/LEASING POLICIES

Certain assets are purchased and depreciated while others are leased and considered operating leases. The annual lease costs are included in the overhead pool. The depreciation reflected on the Company's Statement differs from the acceptable depreciation for Federal income tax purposes. The amounts included in the overhead pool are stated in a manner consistent with the Company's depreciation policies and do not exceed the amounts reflected in the Statement; the amounts included in the Statement are allowable under FAR 31.205-11(c).

NOTE G - FACILITIES CAPITAL COST OF MONEY

The cost-of-money rate has been calculated in accordance with FAR 31.205-10, using average net book values of equipment and facilities multiplied by the prompt payment act rate for the applicable period. Equipment and facilities include furniture and fixtures, computer equipment, vehicles, and leasehold improvements. The calculation was made as follows:

<u>Description</u>	<u>Total Proposed</u>
Net book value of assets - prior year	\$ 602,582
Net book value of assets - current year	<u>1,897,797</u>
Average net book value	1,250,190
Multiplied by: average treasury rate	<u>2.81%</u>
Equals: facilities capital cost of money	<u>\$ 35,130</u>
Divided by: direct labor base	<u>\$ 2,865,822</u>
Equals: facilities capital cost of money rate	<u>1.23%</u>

NOTE H- LIST OF DIRECT COSTS ACCOUNTS

The Company charges the following types of costs directly to projects:

- Subconsultants
- Permits
- Travel
- Meals
- Materials/supplies
- Postage/shipping/delivery
- Equipment rental
- Reproduction

As noted above, direct costs are coded to the corresponding project number so they may be segregated and accumulated in the Company's job order cost accounting system. The Company identifies a cost as a direct cost if it can be specifically identified with a particular final cost objective, i.e., a project related cost. It is irrelevant whether or not the costs are actually billed. Direct costs are not included in the overhead pool and direct accounts have been established in the Company's general ledger.

TAYLOR ENGINEERING, INC.

Notes to the Statement of Direct Labor, Fringe Benefits, and General Overhead
For the Year Ended December 31, 2022

NOTE H - LIST OF DIRECT COSTS ACCOUNTS continued

In addition, the Company has the following charge rates.

<u>In-House Cost</u>	<u>Unit Cost</u>
Mileage	IRS Rate
Boat	\$300/day
ADCP	\$500/day
Tide Gage	\$25/day

NOTE I - DIRECT EXPENSE RATE

The Company's direct expense rate was based on the direct costs accumulated in the job cost records and recorded in the general ledger:

<u>Description</u>	<u>Financial Stmt Expense</u>	<u>Unallowable Costs</u>	<u>Reference</u>	<u>Total Proposed</u>
Direct Labor	<u>\$ 2,865,822</u>	<u>\$ -</u>		<u>\$2,865,822</u>
Direct Costs				
Auto	4,960	-		4,960
Contract labor and temporary help	64,823	(64,823)	(1)	-
Equipment rental and maintenance	22,453	-		22,453
Meals and entertainment	11,017	(2,810)	(2)	8,207
Miscellaneous	5,295	(166)	(3)	5,129
Office supplies	(234)	-		(234)
Permits	1,048	(1,048)	(4)	-
Postage, shipping and delivery	1,328	-		1,328
Printing and reproduction	245	-		245
Production supplies	2,097	-		2,097
Subconsultants	1,742,533	(1,742,533)	(5)	-
Travel	73,228	(11,878)	(1)(6)	61,350
Total Direct Costs	<u>\$ 1,928,793</u>	<u>\$ (1,823,258)</u>		<u>\$ 105,535</u>
Direct Expense Rate				<u>3.68%</u>

(1) Contract labor costs are considered as pass through direct costs and are to be excluded from the direct expense rate.

(2) Costs in excess of the per diem and travel expenses allowed per Florida Statute 112.061 are unallowable.

(3) FAR 31.205-1 Public relations and advertising costs - Public relations and advertising costs designed to call favorable attention to the contractor and its activities are unallowable.

(4) Permit fees are considered as pass through direct costs and are to be excluded from the direct expense rate.

(5) Subconsultant costs are pass through direct costs; thus, are excluded from the direct expense rate

(6) Lodging costs in excess of \$175 per night are unallowable per the Laws of Florida, Chapters 2020-114 and 2021-37.

TAYLOR ENGINEERING, INC.

Notes to the Statement of Direct Labor, Fringe Benefits, and General Overhead
For the Year Ended December 31, 2022

NOTE J - SUBSEQUENT EVENTS

The Company has evaluated events and transactions for potential recognition or disclosure in the Statement of Direct Labor, Fringe Benefits, and General Overhead through the date of this audit report, the date the statement was available to be issued. No subsequent events requiring recognition or disclosure have been identified.

NOTE K - AUDITOR CONTACT

The person to contact relative to this engagement is:

T. Wayne Owens, CPA
Stambaugh Ness, Inc.
220 St. Charles Way, Suite 150
York, PA 17402

Phone: (717) 208-4132
E-mail: wowens@stambaughness.com

INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL AND COMPLIANCE

Board of Directors
Taylor Engineering, Inc.

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Controller General of the United States, the Statement of Direct Labor, Fringe Benefits, and General Overhead (the Statement) of Taylor Engineering, Inc. (the Company) for the year ended December 31, 2022, and the related notes to the Statement, and have issued our report thereon dated June 2, 2023.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the Statement, we considered the Company's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the Statement, but not for the purpose of expressing an opinion on the effectiveness of the Company's internal control. Accordingly, we do not express an opinion on the effectiveness of the Company's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Company's Statement will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

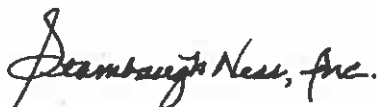
Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Company's Statement is free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, and contracts, including provisions of the applicable sections of Part 31 of the Federal Acquisition Regulation (FAR), noncompliance with which could have a direct and material effect on the Statement. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL AND COMPLIANCE - continued**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Company's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Company's internal control and compliance. Accordingly, this communication is not suitable for any other purpose. This report is intended solely for the information and the use of the Company and government agencies, or other customers related to contracts employing the FAR cost principles and is not intended, and should not be, used by anyone other than these specified parties.



York, Pennsylvania
June 2, 2023

The following table shows the results of the analysis of variance for the dependent variable of *Yield* (kg/ha) across different *Genotypes* and *Environments*. The analysis was conducted using a two-way ANOVA model. The results are presented in the following table:

Source	Sum of Squares	D.F.	Mean Square	F-Value	Probability > F
Genotype	1234.56	5	246.91	12.34	0.0001
Environment	5678.90	10	567.89	27.89	<0.0001
Genotype * Environment	3456.78	50	69.14	3.45	0.0012
Error	15678.90	200	78.39		

The results indicate that both genotype and environment have a significant effect on yield. The genotype effect is highly significant (p < 0.0001), and the environment effect is also highly significant (p < 0.0001). The interaction between genotype and environment is also significant (p = 0.0012).

Form 1 - SCHEDULE OF PROPOSED PRICES/RATES

NAME OF CONSULTANT Osiris 9 Consulting, LLC

Proposal Number P-16-19 Professional Structural Engineering Services- Annual Contract

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

Project Manager (Responsible Professional)	\$ <u>84.17</u> hr.
Architect (Registered)	\$ <u>N/A</u> hr.
Design Engineer (Registered)	\$ <u>63.94</u> hr.
Designer or Technician (Non-Registered)	\$ <u>28.63</u> hr.
Drafter or CADD Operator	\$ <u>28.05</u> hr.
Clerical (Typist, Word Processor, Document Assembly, etc.)	\$ <u>N/A</u> hr.

2. Total Overhead Rate (to be applied to Direct Labor:) _____ 191.41%

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

4. Cost of 4-man survey crew per 8 hour day (If applicable) \$ N/A hr.

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

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

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

Principal Engineer- \$92.66 (5%Max)

Public Involvement Specialist- \$67.34/hr _____

Senior Planner- \$42.73/hr _____

Design Intern- \$16.83/hr _____



Florida Department of Transportation

**RON DESANTIS
GOVERNOR**

605 Suwannee Street
Tallahassee, FL 32399-0450

**JARED W. PERDUE, P.E.
SECRETARY**

June 29, 2023

Imran Ghani, President
OSIRIS 9 CONSULTING, LLC
10199 Southside Boulevard, Suite 104
Jacksonville, Florida 32256

Dear Mr. Ghani:

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

Group 2 - Project Development and Environmental (PD&E) Studies

Group 3 - Highway Design - Roadway

- 3.1 - Minor Highway Design
- 3.2 - Major Highway Design
- 3.3 - Controlled Access Highway Design

Group 6 -Traffic Engineering and Operations Studies

- 6.1 - Traffic Engineering Studies
- 6.2 - Traffic Signal Timing
- 6.3.1 - Intelligent Transportation Systems Analysis and Design
- 6.3.2 - Intelligent Transportation Systems Implementation
- 6.3.3 - Intelligent Transportation Traffic Engineering Systems Communications

Group 7 - Traffic Operations Design

- 7.1 - Signing, Pavement Marking and Channelization
- 7.2 - Lighting
- 7.3 - Signalization

Group 13 - Planning

- 13.3 - Policy Planning
- 13.4 - Systems Planning
- 13.5 - Subarea/Corridor Planning
- 13.6 - Land Planning/Engineering

Your firm is now technically prequalified with the Department for Professional Services in the above referenced work types. The overhead audit has been accepted, and your firm may pursue projects in the referenced work types with fees of any dollar amount. This status shall be valid until June 30, 2024, for contracting purposes.

Approved Rates

Home/ Branch Overhead	Facilities Capital Cost of Money	Premium Overtime	Reimburse Actual Expenses	Home Direct Expense
191.41%	0.008%	Reimbursed	No	0.18%

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

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

Sincerely,



Carliayn Kell
Professional Services
Qualification Administrator

SCHEDULE OF PROPOSED RATES – SUB-CONSULTANT

Project Professional Structural Engineering Services 2023-2025 **RFP Number** P-16-19
Prime Consultant STV **Rate Submittal Date** 10/10/2023
Sub-Consultant SES Environmental Resource Solutions LLC
Sub-Consultant Services Provided Environmental Services

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

Project Manager	\$ 94.42	hr
Sr. Environmental Scientist II	\$ 59.82	hr.
Senior Environmental Scientist III	\$ 53.96	hr.
Environmental Scientist I	\$ 48.74	hr.
Environmental Scientist II	\$ 45.52	hr.
Environmental Scientist IV	\$ 36.95	hr.
Environmental Technician I	\$ 28.05	hr.
Environmental Technician II	\$ 22.60	hr.
Environmental Technician III	\$ 20.50	hr.
GIS Specialist	\$ 33.45	hr.
CADD / Drafter	\$ 28.05	hr.
Clerical (Typist, Word Processor, etc.)	\$ 21.99	hr.

Other Personnel who may be assigned to a Project

_____	\$ _____	hr.
_____	_____	_____
_____	_____	_____

- | | | |
|-------------------------------------------------------------|----------|-------|
| 2. Total Overhead Rate (to be applied to Direct Labor): | 169.62 | % |
| 3. Profit Rate to be applied to Direct Labor plus Overhead | 10 | % |
| 4. Cost of 4-Man survey crew per 8 hour day (if applicable) | \$ _____ | Hr. |
| 5. Other Direct Project Cost per Unit (please specify) | _____ | _____ |

Godbole, Bhushan

From: Owens, Jeffrey <Jeffrey.Owens@dot.state.fl.us>
Sent: Tuesday, September 5, 2023 10:56 AM
To: Charlie Cruz
Cc: Kell, Carliayn; Cook, Jonathan; Walls, Kelly
Subject: SES Environmental Resource Solutions, LLC - approval memo for FYE 3/31/23

[EXTERNAL]



Florida Department of Transportation

RON DESANTIS
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

JARED W. PERDUE, P.E.
SECRETARY

This Office has completed a review of the self-certification information submitted by SES Environmental Resource Solutions, LLC for the period ending March 31, 2023. The rates we have accepted are listed below. The overhead and direct expense rates are limited to the department caps. **This Firm is not a Professional Services Firm as defined by Rule Chapter 14-75.**

REVIEW OF SELF-CERTIFICATION

CONSULTANT NAME	SES Environmental Resource Solutions, LLC	F/Y Ended	3/31/23	Rate Expiration Date	10/1/24
CPA'S NAME	Self-Certification	DATE OF RECEIPT	9/5/23	Cert. DATE	8/29/23

REPORT STATUS

REJECTED	OT PREMIUM	Reimb. Actual Expenses
X	Excluded (Excluded or Reimb)	NO

COST BASED RATES

OVERHEAD		DIRECT EXPENSE		FCCM	Published Fee Schedule
Home	Field	Home	Field		
169.62%		6.26%		0.000%	NO
Capped		Capped			

Jeffrey B. Owens
Procurement Office
Florida Department of Transportation
850-414-4539
jeffrey.owens@dot.state.fl.us

Please note that Florida has a broad public records law and that all correspondence, including e-mail, may be subject to disclosure. However, Indirect Cost Rate information is protected by Title 23 U.S. Code 112.

Are you doing your part for Florida? Report FRAUD... 1-800-255-8099! With your help, we all benefit.

FORM 1
SCHEDULE OF PROPOSED PRICES/RATES

NAME OF CONTRACTOR MESKEL & ASSOCIATES ENGINEERING

Proposal Number P-16-19 Professional Structural Engineering Services – Annual Contract

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

Project Manager (Responsible Professional)	\$ <u>53.95</u> hr.
Architect (Registered)	\$ <u>--</u> hr.
Design Engineer (Registered)	\$ <u>--</u> hr.
Designer or Technician (Non-Registered)	\$ <u>--</u> hr.
Drafter or CADD Operator	\$ <u>27.49</u> hr.
Clerical (Typist, Word Processor, Document Assembly, etc.)	\$ <u>24.69</u> hr.

- 2. Total Overhead Rate (to be applied to Direct Labor:) 200.00 %
- 3. Profit Rate (to be applied to Direct Labor plus Overhead) 10 %
- 4. Cost of 4-man survey crew per 8 hour day (If applicable) \$ -- hr.
- 5. Other Direct Project Costs per Unit (please specify)

N/A

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

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

SEE MAE RELEVANT RATES ATTACHED

MESKEL & ASSOCIATES ENGINEERING

COJ P-16-19 Professional Structural Engineering Services Annual Contract - 2023-2025 Renewal

Personnel Classification	MAE Hourly Rates (Original)	Rate Increase (2023-2025)	MAE Hourly Rates (2023-2025)	Home Office Overhead	Partially Loaded Billable Rate	PROFIT	Loaded Billable Rate (2023-2025)
Principal, P.E.	\$ 57.07	12.23%	\$ 64.05	200.00%	\$ 192.15	10.00%	\$ 211.37
Project Manager, P.E., P.G.	\$ 48.07	12.23%	\$ 53.95	200.00%	\$ 161.85	10.00%	\$ 178.04
Staff Engineer, E.I.	\$ 30.40	12.23%	\$ 34.11	200.00%	\$ 102.33	10.00%	\$ 112.56
Drafter	\$ 24.50	12.23%	\$ 27.49	200.00%	\$ 82.47	10.00%	\$ 90.72
Senior Field Inspector	\$ 30.25	12.23%	\$ 33.95	200.00%	\$ 101.85	10.00%	\$ 112.04
Field Inspector	\$ 20.50	12.23%	\$ 23.00	200.00%	\$ 69.00	10.00%	\$ 75.90
Clerical	\$ 22.00	12.23%	\$ 24.69	200.00%	\$ 74.07	10.00%	\$ 81.48



Florida Department of Transportation

RON DESANTIS
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

JARED W. PERDUE, P.E.
SECRETARY

June 19, 2023

Antoinette Meskel, President
MESKEL & ASSOCIATES ENGINEERING, PLLC
3728 Philips Highway, Suite 208
Jacksonville, Florida 32207

Dear Ms. Meskel:

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

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

Your firm is now technically prequalified with the Department for Professional Services in the above referenced work types. The overhead audit has been accepted, and your firm may pursue projects in the referenced work types with fees of any dollar amount. This status shall be valid until June 30, 2024, for contracting purposes.

Approved Rates

Home/ Branch Overhead	Field Overhead	Facilities Capital Cost of Money	Premium Overtime	Reimburse Actual Expenses	Home Direct Expense	Field Direct Expense	Published Fee Schedule
231.00%	142.37%	1.247%	Reimbursed	No	8.20%	0.00%*	Yes

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

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

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

Sincerely,

Carliayn Kell
Professional Services
Qualification Administrator

**FORM 1
SCHEDULE OF PROPOSED PRICES/RATES**

NAME OF CONTRACTOR Terracon Consultants, Inc.

Proposal Number P-16-19 Professional Structural Engineering Services – Annual Contract

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

Project Manager (Responsible Professional)	\$ <u>94.96</u> hr.
Architect (Registered)	\$ <u>N/A</u> hr.
Design Engineer (Registered)	\$ <u>62.05</u> hr.
Designer or Technician (Non-Registered)	\$ <u>33.99</u> hr.
Drafter or CADD Operator	\$ <u>38.34</u> hr.
Clerical (Typist, Word Processor, Document Assembly, etc.)	\$ <u>31.94</u> hr.

2. Total Overhead Rate (to be applied to Direct Labor:) 199.08 %

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

4. Cost of 4-man survey crew per 8 hour day (If applicable) \$ N/A hr.

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

See attached rate sheets

6. Estimated percentage of total fee to be performed by subconsultants 10 %

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

N/A

PROPOSED TERRACON CONSULTANTS, INC. 2023 COJ FEE SCHEDULE			
ITEM	MEASURE	2019 COST	Proposed 2023 Cost
104 - Aggregate Sieve Analysis of Fine & Coarse AASHTO T27	Test	\$90.00	\$101.00
106- Aggregate Specific Gravity/ Absorption Coarse AASHTO T85	Test	\$75.00	\$84.17
107- Aggregate Total Moisture Content by Drying AASHTO T255	Test	\$75.00	\$84.17
200- Asphalt Bulk Specific Gravity FM 1-T166	Test	\$75.00	\$84.17
201- Asphalt Content FM 5-563	Test	\$165.00	\$185.17
202- Asphalt Friction Panel	Test	\$155.00	\$173.95
203- Asphalt Gradation & Content FM 1-T030 & FM 5-563	Test	\$200.00	\$224.46
204- Asphalt Gradation FM 1-T030	Test	\$95.00	\$106.61
205- Asphalt Gyatory Compaction 3 Specimens AASHTO T312	Test	\$85.00	\$95.39
206- Asphalt Los Angeles (LA) Abrasion Coarse Agg FM 3-C535	Test	\$350.00	\$392.80
207- Asphalt Los Angeles (LA) Abrasion Small Agg FM 1-T096	Test	\$375.00	\$420.86
208- Asphalt Max Specific Gravity FM 1-T209	Test	\$150.00	\$168.34
209- Asphalt Pavement Coring - 4" dia with Base Depth Check	Each	\$250.00	\$280.57
210- Asphalt Pvmnt. Coring - 4" dia without Base Depth Check	Each	\$175.00	\$196.40
211- Asphalt Pavement Coring - 6" dia with Base Depth Check	Each	\$300.00	\$336.69
212- Asphalt Pvmnt. Coring - 6" dia without Base Depth Check	Each	\$200.00	\$224.46
213- Asphalt Structural Panel (See Long Description)	Test	\$500.00	\$561.15
300- Concrete Beam Flexural Testing ASTM C78	Test	\$50.00	\$56.11
301- Concrete Compressive Strength of Grout/Mortar ASTM C109	Test	\$25.00	\$28.05
302- Concrete Cylinder Curing, Capping & Breaking ASTM C140	Test	\$22.00	\$24.69
303- Concrete Drilled Cores & Sawed Beams ASTM C140	Test	\$40.00	\$44.89
304- Concrete Masonry Unit Sampling & Testing ASTM C140	Test	\$200.00	\$224.46
305- Concrete Pavement Coring - 4" Dia	Each	\$250.00	\$280.57
306- Concrete Pavement Coring - 6" Dia	Each	\$300.00	\$336.69
401- Geo Auger Borings-H& & Truck/Mud Bug	LF	\$12.00	\$13.46
402- Geo Suger Borings-Track	LF	\$15.00	\$16.83
406- Geo Barge (Rental without Labor)	Task	TBD	TBD
407- Geo Chainsaw (owned)	Day	\$65.00	\$72.94
408- Geo Concrete Pad & Cover for Monitoring Wells	Each	\$300.00	\$336.69
409- Geo CPT Truck/ Mud Bug 0-50 ft	LF	\$13.00	\$14.58
410- Geo CPT Truck/Mud Bug 50-100 ft	LF	\$14.00	\$15.71
411- Geo CPT Truck/ Mud Bug 100-150 ft	LF	\$16.00	\$17.95
412- Geo CPT Truck/ Mud Bug 150-200 ft	LF	\$21.00	\$23.56
413- Geo Crosshole Sonic Logging (CSL)	Day	\$2,500.00	\$2,805.75
414- Geo Dilatometer Sounding	Hour	\$300.00	\$336.69
415- Geo Double Ring Infiltration ASTM D3385	Each	\$600.00	\$673.38
418- Geo Drill Crew Support Vehicle	Day	\$175.00	\$196.40
419- Geo Drilling Crew 2-Person	Hour	\$200.00	\$224.46
420- Geo Drilling Crew 3-Person	Hour	\$250.00	\$280.57
421- Geo Dynamic Pile Testing/ Pile Driving Analysis	Day	\$2,500.00	\$2,805.75
422- Geo Extra SPT Samples-Barge/ Track/ Amphibious 0-50 ft	Each	\$60.00	\$67.33
423- Geo Extra SPT Samples-Barge/ Track/ Amphibious 50-100 ft	Each	\$82.50	\$92.58
424- Geo Extra SPT Samples-Barge/ Track/ Amphibious 100-150 ft	Each	\$124.00	\$139.16
425- Geo Extra SPT Samples-Barge/ Track/ Amphibious 150-200 ft	Each	\$159.00	\$178.44
426- Geo Extra SPT Samples-Barge/ Track/ Amphibious 200-250 ft	Each	\$239.00	\$268.22
427- Geo Extra SPT Samples-Truck/ Mud Bug 0-50 ft	Each	\$40.00	\$44.89
428- Geo Extra SPT Samples-Truck/ Mud Bug 50-100 ft	Each	\$55.00	\$61.72
429- Geo Extra SPT Samples-Truck/ Mud Bug 100-150 ft	Each	\$75.00	\$84.17
430- Geo Extra SPT Samples-Truck/ Mud Bug 150-200 ft	Each	\$102.00	\$114.47
431- Geo Extra SPT Samples-Truck/ Mud Bug 200-250 ft	Each	\$139.00	\$155.99
432- Geo Field Permeability 0-10 ft Open-End Borehole Method	Each	\$300.00	\$336.69
433- Geo Field Permeability 10-25 ft Open-End Borehole Method	Each	\$400.00	\$448.92
434- Geo Ground Penetrating Radar (GPR)	Hour	\$350.00	\$392.80
435- Geo Grout Boreholes- Barge/Track/Amphibious 0-50 ft	LF	\$8.00	\$8.97

PROPOSED TERRACON CONSULTANTS, INC. 2023 COJ FEE SCHEDULE			
ITEM	MEASURE	2019 COST	Proposed 2023 Cost
436- Geo Grout Boreholes- Barge/Track/Amphibious 50-100 ft	LF	\$10.00	\$11.22
437- Geo Grout Boreholes- Barge/Track/Amphibious 100-150 ft	LF	\$12.00	\$13.46
438- Geo Grout Boreholes- Barge/Track/Amphibious 150-200 ft	LF	\$15.00	\$16.83
439- Geo Grout Boreholes- Barge/Track/Amphibious 200-250 ft	LF	\$18.00	\$20.20
440- Geo Grout Boreholes- Truck/Mud Bug 0-50 ft	LF	\$5.50	\$6.17
441- Geo Grout Boreholes- Truck/Mud Bug 50-100 ft	LF	\$6.50	\$7.29
442- Geo Grout Boreholes- Truck/Mud Bug 100-150 ft	LF	\$8.00	\$8.97
443- Geo Grout Boreholes- Truck/Mud Bug 150-200 ft	LF	\$10.00	\$11.22
444- Geo Grout Boreholes- Truck/Mud Bug 200-250 ft	LF	\$15.00	\$16.83
445- Geo Grouted Monitor Well 2" 0-50 ft	LF	\$30.00	\$33.66
446- Geo H& Auger with DCP (0-50 ft) ASTM D1452	LF	\$25.00	\$28.05
447- Geo H& Auger with SCP (0-50 ft) ASTM D1453	LF	\$20.00	\$22.44
448- Geo Mini Shaft Inspection	Hour	\$350.00	\$392.80
449- Geo Noise Monitoring	Hour	\$300.00	\$336.69
450- Geo Piezometer 2" 0-50 ft	LF	\$40.00	\$44.89
451- Geo Pile Integrity Testing	Hour	\$350.00	\$392.80
452- Geo Rock Coring Brg/Track/Amph 0-50 ft 4" ID & over	LF	\$80.00	\$89.78
453- Geo Rock Coring Brg/Track/Amph 0-50 ft less than 4" ID	LF	\$56.25	\$63.12
454- Geo Rock Coring Brg/Track/Amph 50-100 ft 4" ID & over	LF	\$94.00	\$105.49
455- Geo Rock Coring Brg/Track/Amph 50-100 ft less than 4" ID	LF	\$64.50	\$72.38
456- Geo Rock Coring Brg/Track/Amph 100-150 ft 4" ID & over	LF	\$122.00	\$136.92
457- Geo Rock Coring Brg/Track/Amph 100-150 ft less than 4" ID	LF	\$76.50	\$85.85
458- Geo Rock Coring Brg/Track/Amph 150-200 ft 4" ID & over	LF	\$154.00	\$172.83
459- Geo Rock Coring Brg/Track/Amph 150-200 ft less than 4" ID	LF	\$91.50	\$102.69
460- Geo Rock Coring Brg/Track/Amph 200-250 ft 4" ID & over	LF	\$203.00	\$227.82
461- Geo Rock Coring Brg/Track/Amph 200-250 ft less than 4" ID	LF	\$109.50	\$122.89
462- Geo Rock Coring Truck/Mud Bug 0-50 ft 4" ID & OVER	LF	\$70.00	\$78.56
463- Geo Rock Coring Truck/Mud Bug 0-50 ft less than 4" ID	LF	\$37.50	\$42.08
464- Geo Rock Coring Truck/Mud Bug 50-100 ft 4" ID & over	LF	\$80.00	\$89.78
465 - Geo Rock Coring Truck/Mud bug 50-100 ft less than 4" ID	LF	\$43.00	\$48.25
466- Geo Rock Coring Truck/Mud Bug 100-150 ft 4" ID & over	LF	\$90.00	\$101.00
467- Geo Rock Coring Truck/Mud Bug 100-150 ft less than 4" ID	LF	\$51.00	\$57.23
468- Geo Rock Coring Truck/Mud Bug 150-200 ft 4" ID & over	LF	\$99.50	\$111.66
469- Geo Rock Coring Truck/Mud Bug 150-200 ft less than 4" ID	LF	\$61.00	\$68.46
470- Geo Rock Coring Truck/Mud Bug 200-250 ft 4" ID & over	LF	\$127.00	\$142.53
471- Geo Rock Coring Truck/Mud Bug 200-250 ft less than 4" ID	LF	\$73.00	\$81.92
472- Geo Saximeter Testing	Hour	\$175.00	\$196.40
473- Geo SPT Barge/Track/Amphibious 0-50 ft	LF	\$23.00	\$25.81
474- Geo SPT Barge/Track/Amphibious 50-100 ft	LF	\$30.00	\$33.66
475- Geo SPT Barge/Track/Amphibious 100-150 ft	LF	\$45.00	\$50.50
476- Geo SPT Barge/Track/Amphibious 150-200 ft	LF	\$63.00	\$70.70
477- Geo SPT Barge/Track/Amphibious 200-250 ft	LF	\$72.00	\$80.80
478- Geo SPT Truck/Mud Bug 0-50 ft	LF	\$16.00	\$17.95
479- Geo SPT Truck/Mud Bug 50-100 ft	LF	\$18.00	\$20.20
480- Geo SPT Truck/Mud Bug 100-150 ft	LF	\$31.00	\$34.79
481- Geo SPT Truck/Mud Bug 150-200 ft	LF	\$42.00	\$47.13
482- Geo SPT Truck/Mud Bug 200-250 ft	LF	\$49.00	\$54.99
483- Geo Temp Casing 3" Barge/Track/Amphibious 0-50 ft	LF	\$14.00	\$15.71
484- Geo Temp Casing 3" Barge/Track/Amphibious 50-100 ft	LF	\$17.00	\$19.07
485- Geo Temp Casing 3" Barge/Track/Amphibious 100-150 ft	LF	\$20.00	\$22.44
486- Geo Temp Casing 3" Barge/Track/Amphibious 150-200 ft	LF	\$25.00	\$28.05
487- Geo Temp Casing 3" Barge/Track/Amphibious 200-250 ft	LF	\$30.00	\$33.66
488- Geo Temp Casing 3" Truck/Mud Bug 0-50 ft	LF	\$10.00	\$11.22
489- Geo Temp Casing 3" Truck/Mud Bug 50-100 ft	LF	\$12.00	\$13.46

PROPOSED TERRACON CONSULTANTS, INC. 2023 COJ FEE SCHEDULE			
ITEM	MEASURE	2019 COST	Proposed 2023 Cost
490- Geo Temp Casing 3" Truck/Mud Bug 100-150 ft	LF	\$16.00	\$17.95
491- Geo Temp Casing 3" Truck/Mud Bug 150-200 ft	LF	\$18.00	\$20.20
492- Geo Temp Casing 3" Truck/Mud Bug 200-250 ft	LF	\$22.00	\$24.69
493- Geo Temp Casing 4" Barge/Track/Amphibious 0-50 ft	LF	\$18.00	\$20.20
494- Geo Temp Casing 4" Barge/Track/Amphibious 50-100 ft	LF	\$19.50	\$21.88
495- Geo Temp Casing 4" Barge/Track/Amphibious 100-150 ft	LF	\$22.50	\$25.25
496- Geo Temp Casing 4" Barge/Track/Amphibious 150-200 ft	LF	\$25.50	\$28.61
497- Geo Temp Casing 4" Barge/Track/Amphibious 200-250 ft	LF	\$29.00	\$32.54
498- Geo Temp Casing 4" Truck/Mud Bug 0-50 ft	LF	\$12.00	\$13.46
499- Geo Temp Casing 4" Truck/Mud Bug 50-100 ft	LF	\$13.00	\$14.58
500- Geo Temp Casing 4" Truck/Mud Bug 100-150 ft	LF	\$15.00	\$16.83
501- Geo Temp Casing 4" Truck/Mud Bug 150-200 ft	LF	\$17.00	\$19.07
502- Geo Temp Casing 4" Truck/Mud Bug 200-250 ft	LF	\$19.00	\$21.32
503- Geo Temp Casing 6" Barge/Track/Amphibious 0-50 ft	LF	\$29.00	\$32.54
504- Geo Temp Casing 6" Barge/Track/Amphibious 50-100 ft	LF	\$33.00	\$37.03
505- Geo Temp Casing 6" Barge/Track/Amphibious 100-150 ft	LF	\$20.00	\$22.44
506- Geo Temp Casing 6" Barge/Track/Amphibious 150-200 ft	LF	\$23.00	\$25.81
507- Geo Temp Casing 6" Barge/Track/Amphibious 200-250 ft	LF	\$26.00	\$29.17
508- Geo Temp Casing 6" Truck/Mud Bug 0-50 ft	LF	\$14.00	\$15.71
509- Geo Temp Casing 6" Truck/Mud Bug 50-100 ft	LF	\$16.00	\$17.95
510- Geo Temp Casing 6" Truck/Mud Bug 100-150 ft	LF	\$18.00	\$20.20
511- Geo Temp Casing 6" Truck/Mud Bug 150-200 ft	LF	\$20.00	\$22.44
512- Geo Temp Casing 6" Truck/Mud Bug 200-250 ft	LF	\$22.00	\$24.69
513- Geo Thermal Integrity Tester (TI)	Hour	\$400.00	\$448.92
514- Geo Truck/Mud Bug Mobil (30 miles straightline distance)	Each	\$650.00	\$729.49
515- Geo Undisturbed Samples Barge/Track/Amphibious 0-50 ft	Each	\$225.00	\$252.51
516- Geo Undisturbed Samples Barge/Track/Amphibious 50-100 ft	Each	\$300.00	\$336.69
517- Geo Undisturbed Samples Barge/Track/Amphibious 100-150 ft	Each	\$375.00	\$420.86
518- Geo Undisturbed Samples Barge/Track/Amphibious 150-200 ft	Each	\$450.00	\$505.03
519- Geo Undisturbed Samples Truck/Mud Bug 0-50 ft	Each	\$150.00	\$168.34
520- Geo Undisturbed Samples Truck/Mud Bug 50-100 ft	Each	\$200.00	\$224.46
521- Geo Undisturbed Samples Truck/Mud Bug 100-150 ft	Each	\$250.00	\$280.57
522- Geo Undisturbed Samples Truck/Mud Bug 150-200 ft	Each	\$300.00	\$336.69
523- Geo Vibration & Noise Monitoring	Day	\$1,500.00	\$1,683.45
524- Geo Vibration Monitoring	Day	\$1,500.00	\$1,683.45
525- Geo Well Development	Hour	\$175.00	\$196.40
600- Mobilization - Crosshole Sonic Logging (CSL) Equipment	Each	\$400.00	\$448.92
602- Mobilization - Vibration Monitoring Equipment	Each	\$300.00	\$336.69
603- Mobilization Asphalt Coring Equipment	Each	\$600.00	\$673.38
604- Mobilization Barge Large	Each	TBD	TBD
605- Mobilization Barge Small	Each	TBD	TBD
606- Mobilization Concrete Coring	Each	\$600.00	\$673.38
607- Mobilization Cne Penetrometer Test Rig	Each	\$2,500.00	\$2,805.75
608- Mobilization Drill Rig Amphibious	Each	TBD	TBD
610- Mobilization Drill Rig Track Mount	Each	\$3,000.00	\$3,366.90
611- Mobilization Drill Rig Trailer Mount	Each	\$600.00	\$673.38
612- Mobilization Drill Rig Truck Mount	Each	\$650.00	\$729.49
613- Mobilization Mini-Shaft Inspection Device	Each	\$2,500.00	\$2,805.75
614- Mobilization Mudbug/All Terrain Vehicle	Each	\$750.00	\$841.72
615- Mobilization Pile Driving Analyzer Equipment	Each	\$550.00	\$617.26
616- Mobilization Pile Integrity Tester Equipment	Each	\$350.00	\$392.80
618- Mobilization Support Boat	Each	\$500.00	\$561.15
619- Mobilization Tri-Pod	Each	\$2,500.00	\$2,805.75
703- MOT Light Tower	Each	\$140.00	\$157.12

PROPOSED TERRACON CONSULTANTS, INC. 2023 COJ FEE SCHEDULE			
ITEM	MEASURE	2019 COST	Proposed 2023 Cost
706- MOT Portable Sign	Each	\$60.00	\$67.33
708- MOT Provide Channelizing Devices- Cone	Each	\$10.00	\$11.22
800- Soils Chloride Soil or Water FM 5-552	Test	\$50.00	\$56.11
801- Soils Consol - Addtl Incrmnts AASHTO T216 (13 to 24 Loads)	Each	\$75.00	\$84.17
802- Soils Consol - Addtl Incrmnts AASHTO T216 (up to 12 Loads)	Each	\$750.00	\$841.72
804- Soils Consol- Extend Load Incrmnts AASHTO T216	Day	\$150.00	\$168.34
805- soils Corrosion Series FM 5-550 through 5-553	Test	\$200.00	\$224.46
806- Soils Direct Shear Consolid Drained/ Point AASHTO T236	Test	\$350.00	\$392.80
807- Soils Field Vane Shear Test ASTM D2573	Test	\$400.00	\$448.92
808- Soils Flexible Wall Permeability ASTM D5084	Test	\$600.00	\$673.38
809- Soils Hydrometer Only AASHTO T88	Test	\$200.00	\$224.46
810- Soils Limerock Bearing Ratio (LBR) FM 5-515	Test	\$400.00	\$448.92
811- Soils Liquid Limit AASHTO T89	Test	\$60.00	\$67.33
812- Soils Materials Finer than 200 Sieve FM 1-T011	Test	\$75.00	\$84.17
813- Soils Maximum Density ASTM D4254	Test	\$200.00	\$224.46
815- Soils Minimum Density ASTM D4253	Test	\$200.00	\$224.46
816- Soils Moisture Content Lab AASHTO T265	Test	\$20.00	\$22.44
817- Soils Moisture Content Laboratory AASHTO T265	Test	\$20.00	\$22.44
819- Soils Organic Content Ignition FM 1 T-267	Test	\$60.00	\$67.33
821- Soils Particle Size Anlys AASHTO T88 (Incl. Hydrometer)	Test	\$240.00	\$269.35
822- Soils Particle Size Anlys AASHTO T88 (No Hydrometer)	Test	\$100.00	\$112.23
823- Soils Permeability Contant Head AASHTO T215	Test	\$350.00	\$392.80
824- Soils Permeability Falling Head FM 5-513	Test	\$350.00	\$392.80
825- Soils pH Soil or Water FM 5-550	Test	\$50.00	\$56.11
826- Soils Plastic Limity & Plasticity Index AASHTO T90	Test	\$60.00	\$67.33
827- Soils Proctor Modified FM 1-T180	Test	\$130.00	\$145.89
828- Soils Proctor Standard AASHTO T99	Test	\$130.00	\$145.89
829- Soils Resistivity Soil or Water FM 5-551	Test	\$50.00	\$56.11
830- Soils Shrinkage Factor AASHTO T92	Test	\$100.00	\$112.23
831- Soils Specific Gravity AASHTO T100	Test	\$75.00	\$84.17
832- Soils Split Tensile Strgth of Rock Cores ASTM D3967	Test	\$200.00	\$224.46
833- Soils Sulfate Soil or Water FM 5-553	Test	\$65.00	\$72.94
834- Soils Swell Potential ATM D4546	Test	\$500.00	\$561.15
835- Soils Triaxial Consl-Drain (CD) Per Point/ Cell ASTM D7181	Test	\$600.00	\$673.38
836- Soils Tri Cnsl-Undrn (CU) Pt/Cell AASHTO T297/ASTM D4767	Test	\$500.00	\$561.15
837- Soils Tri Uncsl-Undrn (UU) Pt/Cell ASSHTO T296/ASTM D2850	Test	\$350.00	\$392.80
838- Soils Unconfined Compression - Rock ASTM D7012, Method C	Test	\$250.00	\$280.57
839- Soils Unconfined Compress - Soil AASHTO T208/ ASTM D2166	Test	\$200.00	\$224.46



Florida Department of Transportation

RON DESANTIS GOVERNOR

JARED W. PERDUE, P.E. SECRETARY

June 19, 2023

John Kimberly IV, Vice President
TERRACON CONSULTANTS, INC.
3559 Timberlane School Road
Tallahassee, Florida 32312

Dear Mr. Kimberly:

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

- Group 9 - Soil Exploration, Material Testing and Foundations
9.1 - Soil Exploration
9.2 - Geotechnical Classification Laboratory Testing
9.3 - Highway Materials Testing
9.4.1 - Standard Foundation Studies
9.4.2 - Non-Redundant Drilled Shaft Bridge Foundation Studies
9.5 - Geotechnical Specialty Laboratory Testing
Group 10 - Construction Engineering Inspection
10.3 - Construction Materials Inspection

Your firm is now technically prequalified with the Department for Professional Services in the above referenced work types. The overhead audit has been accepted, and your firm may pursue projects in the referenced work types with fees of any dollar amount. This status shall be valid until June 30, 2024, for contracting purposes.

Approved Rates

Table with 8 columns: Home/Branch Overhead, Field Overhead, Facilities Capital Cost of Money, Premium Overtime, Reimburse Actual Expenses, Home Direct Expense, Field Direct Expense, Published Fee Schedule. Row 1: 199.08%, 161.89%, 0.845%, Reimbursed, No, 18.11%, 13.70%*, Yes

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

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

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

Sincerely,



Carliayn Kell
Professional Services
Qualification Administrator

FORM 1
SCHEDULE OF PROPOSED PRICES/RATES

NAME OF CONTRACTOR T2 UES, Inc. d/b/a T2 Utility Engineers

Proposal Number P-16-19 Professional Structural Engineering Services – Annual Contract

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

Project Manager (Responsible Professional)	\$ <u>63.73</u> hr.
Architect (Registered)	\$ _____ hr.
Design Engineer (Registered)	\$ _____ hr.
Designer or Technician (Non-Registered)	\$ _____ hr.
Drafter or CADD Operator	\$ _____ hr.
Clerical (Typist, Word Processor, Document Assembly, etc.)	\$ <u>34.42</u> hr.

2. Total Overhead Rate (to be applied to Direct Labor:) 187.24 %

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

4. Cost of 4-man survey crew per 8 hour day (If applicable) \$ _____ hr.

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

6. Estimated percentage of total fee to be performed by subconsultants 0 %

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



Florida Department of Transportation

RON DESANTIS
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

JARED W. PERDUE, P.E.
SECRETARY

December 5, 2022

Daryl Thie, Vice President, Southern US
T2 UES, INC. d/b/a T2 UTILITY ENGINEERS
159 SW Spencer Court, Suite 106
Lake City, Florida 32024

Dear Mr. Thie:

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

- Group 8 - Survey and Mapping
 - 8.1 - Control Surveying
 - 8.2 - Design, Right of Way & Construction Surveying
 - 8.3 - Photogrammetric Mapping
 - 8.4 - Right of Way Mapping

Your firm is now technically prequalified with the Department for Professional Services in the above referenced work types. The overhead audit has been accepted, and your firm may pursue projects in the referenced work types with fees of any dollar amount. This status shall be valid until December 31, 2023, for contracting purposes.

Approved Rates

Home/ Branch Overhead	Field Overhead	Facilities Capital Cost of Money	Premium Overtime	Reimburse Actual Expenses	Home Direct Expense	Field Direct Expense	Published Fee Schedule
187.24%	156.74%	0.154%	Reimbursed	No	21.15%	14.00%*	Yes

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

Subsurface Utility Engineering Rates

Vacuum Excavation Equipment	\$63.00 per hour
Designating Equipment	\$28.00 per hour

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

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

Sincerely,

Carliayn Kell
Professional Services
Qualification Administrator



City of Jacksonville, Florida

Lenny Curry, Mayor

Procurement Division
Ed Ball Building
214 N. Hogan Street, Suite 800
Jacksonville, Florida 32202

ONE CITY. ONE JACKSONVILLE.

October 21, 2021

The Honorable Lenny Curry, Mayor
City of Jacksonville
4th Floor, St. James Building
Jacksonville, FL 32202

Dear Mayor Curry:

Ref: P-16-19 Professional Structural Engineering Services (Amendment No. 1)
Finance and Administration Department/Risk Management Division

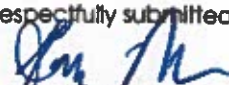
The Professional Services Evaluation Committee met today in Board Room 851 on the eighth floor of the Ed Ball Building, for the purpose of amending the above referenced contract.

The following motion/recommendation was adopted:


That Contract No. 10425-02, originally executed November 15, 2019, between the City of Jacksonville and STV, Inc. for Professional Structural Engineering Services, be amended to exercise the first of two (2) renewal options extending the period of service from November 16, 2021, through November 15, 2023, with one (1) renewal option remaining; and increase the maximum indebtedness by \$3,000,000.00 to a new maximum of \$6,000,000.00. 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.

If the foregoing meets your approval, we respectfully request your signature and return to my office.

Respectfully submitted,


Gregory Pease, Chief
Procurement Division
Chairman, Professional Services
Evaluation Committee

APPROVED:


Lenny Curry, Mayor

This 21st day of October, 2021

GP: ob

cc Council Auditor
James McCain, Jr., OGC
Subcommittee Members



City of Jacksonville, Florida

Lenny Curry, Mayor

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

ONE CITY ONE JACKSONVILLE

September 23, 2021

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

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

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

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

SUBJECT: P-18-19 Professional Structural Engineering Services
STV, Inc. Contract 10425-02 Amendment 1 POA 70009-20

Contract #10425-02 with STV, Inc. is set to expire on November 15, 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. STV, Inc. is committed to meeting the 20% JSEB goals established for this contract.

Accordingly, this is to recommend that Contract No. 10425-02, originally executed November 15, 2019, between the City and STV, Inc. for Professional Structural Engineering Services, be amended by extending the Period of Service from November 16, 2021 to November 15, 2023 and to increase the maximum indebtedness by \$3,000,000.00, to a new maximum of \$6,000,000.00, with all other terms and conditions of the Agreement remaining unchanged.

RGS/iw

Attachments: Renewal Request

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

pd

From: [Jackson, J. Keith](#)
To: [West, Lori](#)
Cc: [Goldsherry, Gary](#)
Subject: Request for First Renewal - STV Professional Structural Engineering Services - P-16-19
Date: Wednesday, September 1, 2021 5:56:55 AM
Attachments: [image001.png](#)

EXTERNAL EMAIL: This email originated from a non-COJ email address. Do not click any links or open any attachments unless you trust the sender and know the content is safe.

Good morning, Lori.

With our current contract set to expire on November 15, 2021, STV is requesting that COJ exercise the first of the two contract renewals. There will be no change in our rates and STV remains committed to meeting the 20% JSEB goals established for this contract.

Thank you and please let me know if you have any questions or concerns.

Regards,

J. KEITH JACKSON, P.E.
Associate
Engineering Director, Transportation & Infrastructure Florida
STV | 5200 Belfort Road, Suite 400, Jacksonville, FL 32256
(d) 904.265.7724 | (m) 904.445.0106 | (f) 904.730.7766 | (o) 904.730.9777
keith.jackson@stvinc.com | www.stvinc.com



Please consider the environment before printing this e-mail

Redesigned and rebuilt: visit our new website at www.stvinc.com



The information contained in this electronic message is intended only for the use of the individual or entity to which it is addressed and may contain information that is privileged, confidential and exempt from disclosure under applicable law. If the reader of this message is not the intended recipient, you are informed that any dissemination, copying or disclosure of the material contained herein, in whole or in part, is strictly prohibited. If you have received this transmission in error, please notify STV and purge this message.

FINANCE AND ADMINISTRATION DEPARTMENT

ONE CITY • ONE JACKSONVILLE!

MEMORANDUM

TO: Dustin Freeman, Chief of Procurement
Professional Services Evaluation Committee (PSEC)

FROM: Robin Adams – Senior Manager of Treasury Administration
Treasury Division

Chris Cicero - Treasurer
Treasury Division



RE: Aon Hewitt Investment Consulting, Inc. – Amendment #2 (2nd of 2
Final Contract Extension).

DATE: October 31, 2023

The Finance and Administration Dept requests that Contract No. 10624, originally executed February 1, 2019, between the City and Aon Hewitt Investment Consulting, Inc., for Professional Services as Investment Consultant, be amended by (i) exercising the second of two, two-year renewal options with a period of service from February 1, 2024, through January 31, 2026; and (ii) increasing the maximum indebtedness by \$221,400.00, to a new total maximum of \$721,400.00. The Services are expanded to include services to assist the City with its vendor selection process for a financial coaching vendor. The Contractor will be paid by the City an additional amount not to exceed \$21,400 in consideration for the Additional Services on a services performed and invoiced basis. 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.

cc: Alex Baker, PSEC Specialist

10624

SERVICES
CONTRACT
BETWEEN
THE CITY OF
JACKSONVILLE AND
AON HEWITT INVESTMENT
CONSULTING, INC.

FOR

INVESTMENT CONSULTING SERVICES FOR 457(b) DEFERRED COMPENSATION AND
401(a) DEFINED CONTRIBUTION PLANS

THIS CONTRACT, made and entered into this 1 day of February, 2019 (the "Effective Date"), by and between the CITY OF JACKSONVILLE (the "CITY"), a consolidated political subdivision and municipal corporation existing under the Constitution and the laws of the State of Florida, and AON HEWITT INVESTMENT CONSULTING, INC., an Illinois corporation authorized to transact business in Florida and with its principal offices at 200 East Randolph Street, Chicago, Illinois 60606 (the "CONTRACTOR").

WHEREAS, the CITY (as the "Buyer") issued a Request for Proposal No. T-32-18 (the "RFP") for certain services described in the RFP (the "Services"); and

WHEREAS, based on CONTRACTOR'S response to the RFP dated August 22, 2018, consisting of 343 pages (the "Response"), the CITY has negotiated and awarded this Contract to CONTRACTOR.

NOW THEREFORE, in consideration of the premises and the mutual covenants contained below, the parties hereto agree as follows:

1. Performance of Services. The Services will be performed by CONTRACTOR as specified in the RFP and the Response.

2. Compensation. The CONTRACTOR will be paid by the CITY for the Services as follows:

*Eighty Four Thousand and No/100 Dollars (\$84,000.00)
per year escalating three percent (3%) per year
commencing the second year of the term and continuing
through the renewal periods.*

3. Maximum Indebtedness. As required by Section 106.431, *Ordinance Code*, the CITY'S maximum indebtedness, for all products and services under this Contract shall be a fixed monetary amount not-to-exceed Three Hundred Thousand and no/100 Dollars (\$300,000.00) for the original Term and, if the City elects the renewal periods, Two Hundred Thousand Dollars (\$200,000.00) for each of the renewal period.

4. Term. The initial term of this Contract shall commence on the Effective Date and shall expire three (3) years thereafter on February 1, 2022, unless sooner terminated by either party in accordance with the terms of the RFP. This Contract may be renewed for up to two (2) additional two (2) year periods by (i) the CITY, at its sole discretion, upon written notice to CONTRACTOR at least

Version: 9

sixty (60) days prior to end of the then current term, or (ii) upon the mutual agreement of the parties.

5. **Contract Documents.** This Contract consists of the following documents which are hereby incorporated as if fully set forth herein and which, in case of conflict, shall have priority in the order listed:

- This document, as modified by any amendments, as reflected in Section 6 below, or in subsequent signed amendments.
- Any amendments to the RFP.
- Specific Information Regarding The RFP (Section 1 of the RFP).
- Description of Services and Deliverables (Section 4 of the RFP).
- General Instructions to Respondents (Section 2 of the RFP).
- General Contract Conditions (Section 3 of the RFP), as amended in Section 6 below.
- Any Purchase Order under the Contract.
- The Response, provided that any terms in the Response that are prohibited under the RFP shall not be included in this Contract.

6. **Amendments to the Contract.** The following represents the mutually agreed upon amendments to Sections of this Contract, as described below:

- a. Section 3 of the RFP (General Contract Conditions) shall be amended by replacing Section 3.3 (Buyer's Right to Make Changes) in its entirety with the following:

"3.3. Buyer's Right to Make Changes. Buyer may propose through written order, changes altering, adding to, or deducting from the Services ("Changes"), provided that such Changes are within the general scope of the Contract. Buyer will make an equitable adjustment in the Contract price or delivery date if the Change materially affects the cost or time of performance. Such equitable adjustments require the written consent of Contractor, which shall not be unreasonably withheld. The Parties will cooperate with each other in good faith in discussing the scope and nature of the Change, the availability of Contractor personnel, the expertise and resources to provide such Change, and the time period in which such Change will be implemented. Contractor will not unreasonably refuse to comply with any such request from Buyer under this Item 3."

- b. Section 3 of the RFP (General Contract Conditions) shall be amended by replacing Section 3.15 (Best Pricing for Comparable Services to Other Government Entities) in its entirety with the following:

"3.15. Best Pricing for Comparable Services to Other Government Entities. Compensation for the Services shall be as set forth in the Contract. "

- c. Section 3 of the RFP (General Contract Conditions) shall be amended by amending Section 3.19 (Retention of Records/ Audits) as follows:

The second sentence in 3.19(c) shall be amended and replaced in its entirety with the following language:

Version: 9

Document Number: 1256082

Page 2 of 11

“Contractor will not charge Buyer for any reasonable setup, supervision or space in connection with the examination and audit.”

Section 3.19(d) shall be amended and replaced in its entirety with the following language:

“(d) Consultant must comply with and cooperate in any reasonable audits or reports requested by Buyer, and must ensure that all related party transactions are disclosed to the auditor.”

Section 3.19(e) shall be deleted in its entirety and be replaced with the following language:

(e) Consultant will make its personnel available to speak with Buyer’s representatives to provide assessments of the progress of the Services as described in Section 4 of the RFP. Such Consultant’s personnel shall be those employees who work on and are assigned by Consultant to provide the Services described in Section 4 to Buyer. Unless the parties agree otherwise or Buyer is willing to pay for the employee’s reasonable travel expenses, the interviews will be conducted at the employee’s primary place of work. Contractor will not charge Buyer for any employee time unless the interview time for that employee exceeds eight (8) hours in a calendar year.

Section 3.19(f) shall be amended and replaced in its entirety with the following language:

“(f) Following any audit or review, if performance of Consultant’s, is in the opinion of Buyer, deficient, Buyer will deliver to Contractor a written report of the deficiencies and request for development by Contractor of a corrective action plan. Contractor hereby agrees to prepare and submit, to Buyer, a response to the request for development of said corrective plan within ten (10) days of receiving Buyer’s written report. Thereafter, if Contractor agrees, Contractor will correct all deficiencies in the corrective action plan within a reasonable time after Buyer’s receipt of the corrective action plan.”

Section 3.19(i) shall be deleted in its entirety.

- d. Section 3 of the RFP (General Contract Conditions) shall be amended by replacing Section 3.20 (Indemnification) in its entirety with the following:

“3.20 Indemnification.

Contractor shall hold harmless, indemnify, and defend the City of Jacksonville and City’s members, officers, officials, employees and agents (collectively the “Indemnified Parties”) from and against, without limitation, any and all claims, suits, actions, losses, damages, injuries, liabilities, fines, penalties, costs and expenses of whatsoever kind or nature, which may be incurred by, charged to or recovered from any of the foregoing Indemnified Parties for:

- (a) General Tort Liability, for any negligent act, error or omission, recklessness or intentionally wrongful conduct on the part of the Indemnifying Parties that causes injury (whether mental or corporeal) to persons (including death) or damage to property, whether arising out of or incidental to the Indemnifying Parties’ performance of the Contract, operations, services or work performed hereunder; and

Version: 9

Document Number: 1256082

Page 3 of 11

- (b) **Environmental Liability**, to the extent this Contract contemplates environmental exposures, arising from or in connection with any environmental, health and safety liabilities, claims, citations, cleanup or damages whether arising out of or relating to the operation or other activities performed in connection with the Contract.
- (c) **Intellectual Property Liability**, to the extent this Contract contemplates intellectual property exposures, arising directly or indirectly out of any allegation that the Services, any product generated by the Services, or any part of the Services as contemplated in this Contract, constitutes an infringement of any copyright, patent, trade secret or any other intellectual property right. If in any suit or proceeding, the Services, or any product generated by the Services, is held to constitute an infringement and its use is permanently enjoined, the Indemnifying Parties shall, immediately, make every reasonable effort to secure within 60 days, for the Indemnified Parties a license, authorizing the continued use of the Service or product. If the Indemnifying Parties fail to secure such a license for the Indemnified Parties, then the Indemnifying Parties shall replace the Service or product with a non-infringing Service or product or modify such Service or product in a way satisfactory to Buyer, so that the Service or product is non- infringing.

If an Indemnifying Party exercises its rights under this Contract, the Indemnifying Party will (1) provide reasonable notice to the Indemnified Parties of the applicable claim or liability, and (2) allow Indemnified Parties, at their own expense, to participate in the litigation of such claim or liability to protect their interests. The scope and terms of the indemnity obligations herein described are separate and apart from, and shall not be limited by any insurance provided pursuant to the Contract or otherwise. Such terms of indemnity shall survive the expiration or termination of the Contract.

In the event that any portion of the scope or terms of this indemnity is in derogation of Section 725.06 or 725.08 of the Florida Statutes, all other terms of this indemnity shall remain in full force and effect. Further, any term which offends Section 725.06 or 725.08 of the Florida Statutes will be modified to comply with said statutes.”

Limitation of Liability. NOTWITHSTANDING ANY OTHER PROVISION HEREIN TO THE CONTRARY AND TO THE EXTENT PERMITTED BY FLORIDA LAW, NEITHER CITY NOR CONTRACTOR SHALL BE LIABLE FOR ANY SPECULATIVE OR UNFORESEEABLE DAMAGES OR FOR ANY INCIDENTAL, INDIRECT, SPECIAL, CONSEQUENTIAL OR PUNITIVE DAMAGES ARISING OUT OF OR RELATED TO CITY'S OR CONTRACTOR'S ACTS OR OMISSIONS OR A BREACH OF THIS CONTRACT.

Notwithstanding any other provision herein to the contrary and to the extent permitted by Florida law, for all damages arising out of or related to this Contract, Contractor's cumulative liability for such damages will be limited to an amount equal to two times the maximum indebtedness under this Contract. This limitation of liability is separate and apart from the insurance requirements under this Contract. The foregoing cap on limitations of liability do not apply to (i) personal injury, death, tangible or real property

Version: 9

damage, (ii) Contractor's breach of any fiduciary obligation owed to the Plan; (iii) third party claims arising under any of the indemnity or warranty provisions of this Contract, including but not limited to indemnification obligations related to third party intellectual property rights, (iv) claims covered by any insurance policies required under this Contract, or (v) costs or attorneys' fees that Buyer is entitled to recover as a prevailing party in any action. These limitations of liability are in no way to be construed as a waiver or limitation by CITY of its sovereign immunity accorded by the Florida Constitution as codified in § 768.28, Florida Statutes.

- e. Section 3 of the RFP (General Contract Conditions) shall be amended by amending Section 3.21 (Insurance (See Attachment G)) as follows:

Any occurrence of the term "Service Provider" in Section 3.21 (Attachment G: Insurance Requirements) shall refer to the term "Contractor" and any use of the term City shall refer to Buyer.

Under the provision for Commercial General Liability coverage, Contractor's coverage shall be in accordance with the following: "Such insurance shall be no more restrictive than that provided by the most recent version of the standard Commercial General Liability Form (ISO Form CG 00 01) as filed for use in the State of Florida without any restrictive endorsements other than those reasonably required by the City's Office of Insurance and Risk Management, or the insurer because of the Services performed by Contractor. An Excess Liability policy or Umbrella policy can be used to satisfy the above limits."

Under the provision for Automobile Liability coverage, Contractor's coverage shall be in accordance with the following: "Such insurance shall be no more restrictive than that provided by the most recent version of the standard Business Auto Coverage Form (ISO Form CA0001) as filed for use in the State of Florida without any restrictive endorsements other than those which are required by the State of Florida, or the insurer because of the Services performed by Contractor, or equivalent manuscript form, must be attached to the policy equivalent endorsement as filed with ISO (i.e., mandatory endorsement)."

Under the provision for Crime - Employee coverage, Contractor's coverage shall be in accordance with the following:

Crime/ Fidelity Bond – Employee Dishonesty: \$1,000,000 Per Loss, for property: 1) Owned by Contractor; 2) Held by Contractor; or 3) for which Contractor is liable. Coverage shall include a computer system rider.

Under the section titled Additional Insurance Provisions, the following provisions shall be amended and replaced in its entirety with the following:

- "A. Additional Insured: All insurance except Worker's Compensation, Crime/ Fidelity Bond, and Professional Liability shall include the City of Jacksonville and City's members, officials, officers, employees and agents as Additional Insured on a blanket basis. Additional Insured for General Liability shall be in a form no more restrictive than CG2026, Automobile Liability CA2048, or a reasonable equivalent."
- "B. Waiver of Subrogation. All insurance policies, except for the Crime/ Fidelity Bond and Professional Liability policies, shall be endorsed to provide for a blanket waiver of underwriter's rights of subrogation in favor of the City of Jacksonville and its members, officials, officers employees and agents."

Version: 9

Document Number: 1256082

Page 5 of 11

"C. Contractor's Insurance Primary. The Commercial General Liability and Automobile Liability insurance provided by the Contractor shall apply on a primary basis to, and shall not require contribution from, any other insurance or self-insurance maintained by the City or any City members, officials, officers, employees and agents."

There are no edits to Items D. through G.

"H. Carrier Qualifications. The above insurance shall be written by an insurer able to conduct business in the State of Florida. Such Insurance shall be written by an insurer with an A.M. Best Rating of A- VII or better."

There are no edits to Items I. and J.

"K. Additional Insurance. Depending upon the nature of any aspect of any project and its accompanying exposures and liabilities, the City may reasonably request additional insurance coverages in amounts responsive to those liabilities, which may or may not request that the City also be named as an additional insured."

f. Section 3 of the RFP (General Contract Conditions) shall be amended by replacing Section 3.23 (Buyer's Right to Terminate for Convenience) in its entirety with the following:

"3.23. **Rights of Termination.** Buyer reserves the right to terminate the Contract for any reason by giving thirty (30) days advance written notice to Contractor. If the Contract is terminated for convenience as provided herein, Buyer will be relieved of all further obligations other than payment for that amount of Services actually performed to the date of termination. Access to any and all work papers will be provided to the Buyer after the termination of the Contract. Contractor may terminate this Contract for cause upon 30 days' prior written notice to Buyer or for convenience upon 60 days' written notice to Buyer. In the event of Buyer's termination of the Contract for cause, Buyer (in its sole discretion) may also request Contractor to provide the Transition Services as set forth in Section 3.26 below."

g. Section 3 of the RFP (General Contract Conditions) shall be amended by amending Section 3.24 (Buyer's Remedies Upon Contractor Default) as follows:

The third paragraph of Section 3.24 shall be amended by replacing it in its entirety with the following:

"Upon an "Event of Default" on the part of Contractor, Buyer will be entitled to terminate the Contract and pursue such other remedies available at law or equity, including the recovery of any re-procurement costs and delay damages. The rights and remedies available to Buyer under the Contract are distinct, separate and cumulative remedies, and no one of them, whether or not exercised by a party, shall be deemed to be in exclusion of any other, but all such remedies are subject to the terms of this Contract."

h. Section 3 of the RFP (General Contract Conditions) shall be amended by replacing Section 3.25 (Contractor Remedies Upon Buyer Default) in its entirety with the following:

"3.25. **Contractor Remedies Upon Buyer Default.** Buyer shall be in default if Buyer fails to honor any material term of the Contract, and such failure is not cured within forty-five (45) calendar days after receipt of written notice thereof from Contractor. In the event of Buyer's default, Contractor will be entitled to terminate the Contract and pursue such other remedies available at law or equity as it deems

Version: 9

Document Number: 1256082

Page 6 of 11

appropriate. Except as expressly provided elsewhere in the Contract, Contractor will not be entitled to recover any lost profits or consequential damages. The rights and remedies available to Contractor under the Contract are distinct, separate and cumulative remedies, and no one of them shall be deemed to be in exclusion of any other, but all such remedies are subject to the terms of this Contract.”

- i. Section 3 of the RFP (General Contract Conditions) shall be amended by replacing Section 3.26 (Transition Services) in its entirety with the following:

“3.26. Transition Services. At any time prior to the date the Contract expires or terminates for any reason (the “Termination Date”), Buyer may request Contractor to provide reasonable transition assistance services (“Transition Assistance”).

Transition Assistance shall mean any services, functions or responsibilities that are ordinarily or customarily provided to a purchaser to ensure that the services provided to that purchaser by a contractor are fully transitioned in a smooth and efficient manner to a new service provider (either Buyer itself or a third party contractor). Transition Assistance includes the development and implementation of a detailed transition plan. To the extent that Transition Assistance will involve third parties hired by Buyer, those third parties shall cooperate with Contractor in its provision of Transition Assistance and sign any reasonable non-disclosure agreements required by Contractor.

Transition Assistance rendered before the Termination Date shall be provided at reasonable additional cost to Buyer, based on a pro rata portion of the Fees for the Services under this Contract. Transition Assistance rendered after the Termination Date shall be provided at the rates negotiated by the parties prior to the rendering of such service, which rates shall not exceed the standard market rates that Contractor charges to government entities for comparable services; provided however, that if Buyer terminates the Contract because of a breach by Contractor, then (i) the Transition Assistance shall be provided at no cost to Buyer upon a judicial determination of Contractor’s breach, and (ii) Buyer will be entitled to any other remedies available to it under this Contract and under law. Contractor may withhold Transition Assistance if Buyer does not provide reasonable assurance that the charges for such Transition Assistance will be paid to Contractor in accordance with the invoicing and payment provisions of the Contract.”

- j. Section 3 of the RFP (General Contract Conditions) shall be amended by replacing Section 3.29 (Qualification of Contractor Employees, Subcontractors, and Agents.) in its entirety with the following:

“3.29. Qualification of Contractor Employees, Subcontractors, and Agents. All Contractor employees, subcontractors and agents performing work under the Contract shall be properly trained and qualified. Upon request, Contractor shall furnish a copy of technical certification or other proof of qualification, unless such request is inconsistent with Contractor’s internal policies and human resources processes. All employees, subcontractors and agents performing work under the Contract must comply with all reasonable administrative requirements of Buyer and with all controlling laws and regulations relevant to the Services they are providing under the Contract. Buyer may refuse access to, or require replacement of, any personnel for reasonable cause.

Contractor shall take all actions necessary to ensure that Contractor’s employees, subcontractors and agents are not considered employees of Buyer. Such actions include, but are not limited to, ensuring that Contractor’s employees, subcontractors and agents receive payment and any legally mandated insurance (e.g., workers’ compensation and unemployment compensation) from an employer other than Buyer.”

As a condition to providing services to Buyer, Contractor (and any subcontractor) will enroll and

Version: 9

participate in the federal E-Verify Program (or another program reasonable acceptable to Buyer) within thirty days of the effective date of the Contract. Proof of enrollment and participation will be made available to Buyer upon request.

- k. Section 3 of the RFP (General Contract Conditions) shall be amended by replacing Section 3.31 (Restrictions on the Use or Disclosure of Buyer's Information) in its entirety with the following:

"3.31. Restrictions on the Use or Disclosure of Buyer's Information. Contractor shall not use, copy or disclose to third parties, except in connection with performing the Services or as required by law or regulation applicable to Contractor or Services, any information obtained by Contractor or its agents, subcontractors or employees in the course of performing the Services, including, but not limited to, security procedures, business operations information, or commercial proprietary information in the possession of Buyer. At Buyer's request, all information furnished by Buyer will be returned to Buyer upon completion of the Services, except that copies of any such information that is required to be maintained in Contractor's books and records as required by applicable law and regulation applicable to Contractor or the Services. Contractor shall not be required to keep confidential any information that has already been made publicly available through no fault of Contractor or that Contractor developed independently without relying on Buyer's information. To ensure confidentiality, Contractor shall take appropriate steps as to its employees, agents, and subcontractors, including the insertion of these restrictions in any subcontract agreement. The warranties of this paragraph shall survive the Contract."

- l. Section 4 of the RFP (Description of Services and Deliverables) shall be amended as follows:

Any use of the term "City" shall be used to refer to "Buyer."

The first bullet point under the section titled, Investment Option Selection, shall be amended by replacing it in its entirety with the following:

"Evaluating current investment options within the Plan to recommend a suitable, appropriate, understandable and well-diversified portfolio to be offered to and constructed by Plan participants who possess various risk tolerances and varying degrees of investment experience and knowledge."

The seventh and eighth bullet points under the section titled, Investment Option Selection, shall be amended by replacing them in their entireties with the following:

"Review and recommend to Buyer on the use of a Self-directed brokerage (SDB) window and Managed Account options for the Plan, and on the SDB window and Managed Account option providers."

•

- m. Section 4 of the RFP (Description of Services and Deliverables) shall be amended as follows:

The first paragraph in the section titled, Investment Performance Monitoring/ Reporting, shall be replaced in its entirety with the following:

"Contractor will conduct a quarterly analysis of the performance and investment portfolio characteristics of the Plan's options. The results of this analysis will be presented quarterly, in detailed form, to Buyer, in summary format, annually to an audience which may include, but not be limited to, City Council, various union members, and other interested parties, as long as Contractor is not in a position to provide investment advice to individuals in their capacity as Plan participants or individual investors. The reports provided will include the services listed below:"

Version: 9

Document Number: 1256082

Page 8 of 11

7. **Notices.** All notices under this Contract shall be in writing and shall be delivered by certified mail, return receipt requested, or by other delivery with receipt to the following:

As to the CITY:

Randall Barnes, Treasurer
City of Jacksonville
117 W. Duval Street, Suite 300
Jacksonville, Florida 32202
Rbarnes@coj.net
904.630.0872 (O)

As to the CONTRACTOR:

Kevin Vandolder, CFA
DC Client Practice Leader
Aon Hewitt Investment Consulting, Inc.
9442 Capital of TX Highway
Austin, Texas 78759
847.398.4752 (O)
312.882.6281 (M)

8. **Contract Managers.** Each party will designate a Contract Manager during the term of this Contract whose responsibility shall be to oversee the party's performance of its duties and obligations pursuant to the terms of this Contract. As of the Effective Date, CITY'S Contract Manager is Randall Barnes, 117 West Duval Street, Suite 300, Jacksonville, FL 32202, and the CONTRACTOR'S Contract Manager is Kevin Vandolder, 9442 Capital of TX Highway, Austin, TX 78759. Each party shall provide prompt written notice to the other party of any changes to the party's Contract Manager or his or her contact information; provided, such changes shall not be deemed Contract amendments and may be provided via email.

9. **Entire Agreement.** This Contract constitutes the entire agreement between the parties hereto for the Services to be performed and furnished by the CONTRACTOR. No statement, representation, writing, understanding, agreement, course of action or course of conduct, made by either party or any representative of either party, which is not expressed herein, shall be binding. CONTRACTOR may not unilaterally modify the terms of this Contract by affixing additional terms to materials delivered to the CITY (e.g., "shrink wrap" terms accompanying or affixed to a deliverable) or by including such terms on a purchase order or payment document. CONTRACTOR acknowledges that it is entering into this Contract for its own purposes and not for the benefit of any third party.

10. **Amendments.** All changes to, additions to, modifications of, or amendment to this Contract, or any of the terms, provisions and conditions hereof, shall be binding only when in writing and signed by the authorized officer, agent or representative of each of the parties hereto.

11. **Counterparts.** This Contract, and all amendments thereto, may be executed in several counterparts, each of which shall be deemed an original, and all of such counterparts together shall constitute one and the same instrument.

[Remainder of page left blank intentionally. Signature page follows immediately.]

Version: 9

Document Number: 1256082

Page 9 of 11

IN WITNESS WHEREOF, the parties have executed this Contract as of the day and year first above written.

ATTEST:

AON HEWITT INVESTMENT CONSULTING, INC.

By: [Signature]

Signature

Michael T. Novy

Type/Print Name

VP-Legal

Title

By: _____

Signature

Type/Print Name

Title

ATTEST:

By: [Signature]

James McCain
Corporation Secretary



By: [Signature]

Lenny Curry
Mayor
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No. 2015-05

In accordance with the *Ordinance Code*, of the City of Jacksonville, I do hereby certify that there is an unexpended, unencumbered, and un-impounded balance in the appropriation sufficient to cover the foregoing agreement; and that provision has been made for the payment of monies provided therein to be paid.

[Signature]

Director of Finance
CITY Contract Number: 10624

Form Approved: [Signature]
Office of General Counsel

Version: 9

GC-#1256082-v3-Services_Contract_for_T-32-18_RFP docx