OFFICE OF THE DIRECTOR

Jacksonville
Where Florida Begins.

MEMORANDUM

TO: Greg Pease, Chairman
Professional Services Evaluation Committee

FROM: Joel McEachin, City Planner Supervisor
Community Planning Division
Planning and Development Department

David McDaniel, Chief
Mowing & Landscape Maintenance Division
Department of Public Works

SUBJECT: P-20-16 Request for Amendment No. 1 to Contract #10235
Pinehurst Cemetery Comprehensive Assessment and
Other Services Study

DATE: December 5, 2016

The Planning and Development Department requests approval to exercise the Pinehurst Cemetery Comprehensive Assessment and Other Services Study contract's sole six-month renewal option with Environmental Services, Inc., from February 25, 2017 through August 24, 2017, under the same terms and conditions of contract agreement #10235 (CTPW16000062-01) to ensure adequate time for the completion of all services within the contract. No monetary increase is associated with this request.

Attached is Environmental Service, Inc.'s concurrence with this request. Your assistance in approving this recommendation for the requested renewal option period would be appreciated. If you have questions or need additional information regarding this request, please do not hesitate to contact us.

Attachments: Environmental Service, Inc.'s extension request letter
Exhibit "B" to original contract – compensation structure

ENVIRONMENTAL SERVICES, INC.
7220 Financial Way, Suite 100
Jacksonville, FL 32256

Phone 904-470-2200 * Fax 904-470-2112

www.environmentalservicesinc.com

6 December 2016

Ms. Susan Saltsgiver
Planning Services Manager
Planning and Development Department
City of Jacksonville
214 N. Hogan Street, Suite 300
Jacksonville, FL 32202

RE: Contract 10235

Dear Susan:

ESI approves to exercise the first and final six-month renewal option to Contract 10235 for Pinehurst Cemetery Comprehensive Assessment and Other Services Study from February 25, 2017 through August 24, 2017, under the same terms and conditions as the original contract, with no monetary increase associated with the amendment.

Please let me know if you need any additional information.

Sincerely Yours,

ENVIRONMENTAL SERVICES, INC.

Brent Handley
Vice President/Technical Director

Exhibit B
Contract Fee Summary

Field Work

Field Work Hours

Title	OH (180%)	Base+OH	Net Fee (10%)	Billing Rate	Hours	Cost
VP/Technical Director	$85.52	$133.03	$11.97	**$145.00**	4	$ 580.00
Historic Resource Specialist	$46.75	$72.73	$7.27	**$80.00**	547.5	$ 43,800.00
Project Archaeologist	$26.30	$40.91	$4.09	**$45.00**	480	$ 21,600.00

Mileage @ $0.54/mile		$	3,186.00
Graphics		$	1,000.00
Field supplies		$	334.00
Subcontractor	WEI - Amy Rollis	$	15,000.00
	Total Field Work	$	85,500.00

Graphics/Field Work Prep

Graphics Work Hours

Title	OH (180%)	Base+OH	Net Fee (10%)	Billing Rate	Hours	Cost
GIS Senior Manager	$64.87	$100.91	$9.08	**$110.00**	10	$ 1,100.00
GIS/CAD Technician	$35.06	$54.54	$5.45	**$60.00**	60	$ 3,600.00

Total Graphics	$	4,700.00

Reporting

Reporting Work Hours

Title	OH (180%)	Base+OH	Net Fee (10%)	Billing Rate	Hours	Cost
VP/Technical Director	$85.52	$133.03	$11.97	**$145.00**	8	$ 1,160.00
Senior Manager	$64.88	$100.93	$9.08	**$110.00**	4	$ 440.00
Historic Resource Specialist	$46.75	$72.73	$7.27	**$80.00**	40	$ 3,200.00
GIS/CAD Analyst	$46.75	$72.73	$7.27	**$80.00**	10	$ 800.00
Executive Admin Assistant	$40.91	$63.64	$6.36	**$70.00**	16	$ 1,120.00

Other expenditures	$	30.00
Total Reporting	$	6,750.00

Meetings

Meeting Hours

Title	OH (180%)	Base+OH	Net Fee (10%)	Billing Rate	Hours	Cost
Historic Resource Specialist	$46.75	$72.73	$7.27	**$80.00**	30	$ 2,400.00

Mileage @ $0.54/mile	$	64.30
Plotter Printing/Color	$	85.20
Total Meetings	$	2,550.00

Total Project Costs	**$**	**99,500.00**