

PUBLIC NOTICE
PSEC AGENDA
PROFESSIONAL SERVICES EVALUATION COMMITTEE MEETING
Thursday, January 25, 2024, 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

<i>Subcommittee Members</i>	<i>ITEM #</i>	<i>BID/RFP #</i>	<i>TITLE & ACTION</i>	<i>MOTION</i>	<i>CONTRACT EXP</i>	<i>OUTCOME</i>
Christol Burgos Hector Vasquez	1	P-30-23	Approval to Reject All Bids/Withdraw RFP JFRD Medical Collection Services Jacksonville Fire & Rescue Department	That the Committee approve the Rejection of all BIDS and the withdrawal of the Request for Proposal P-30-23 according to Section 126.302 (f) of the Purchasing Code.		
Robin Smith Thomas McKnight	2	P-14-21	Contract Amendment No. 1 CEI Services for LaSalle Drainage Design Build Project Department of Public Works/Engineering & Construction Management Division	That Contract No. 71674-22, originally executed May 5, 2022, between the City of Jacksonville and AE Engineering, Inc., for CEI Services for LaSalle Drainage Design Build Project be amended to incorporate the attached Fee Summary, identified as Exhibit 'C' to increase the not-to-exceed limit for Construction Engineering and Inspection Services by \$2,785,101.00 to a new limit of \$3,587,177.07, thereby increasing the maximum indebtedness by \$2,785,101.00 to a new maximum amount of \$3,587,177.07. All other terms and conditions remains the same.		
Robin Smith Thomas McKnight	3	P-12-21	Contract Amendment No. 1 CEI Services on Moderate to Large City Projects Department of Public Works/Engineering & Construction Management Division	That Contract 71564-22, originally executed February 10, 2022, between the City of Jacksonville and VIA Consulting Services, Inc., for Construction Engineering and Inspection Services on Moderate to Large City Projects, be amended to increase the rates as requested in Exhibit 'C' and to increase the upset limit by \$3,000,000.00 to a new limit of \$6,000,000.00 and exercise the first renewal option extending the period of service from February 10, 2024 thru February 10, 2026, with one(1) renewal option remaining. All other terms and conditions shall remain unchanged.		
Robin Smith Thomas McKnight	4	P-43-20	Contract Amendment No. 2 Construction Engineering and Inspection Services for the Emerald Trail Tier 1 Projects Department of Public Works/Engineering & Construction Management Division	That Contract No. 71149-21, originally executed August 25, 2021, between the City and Meskel & Associates Engineering, PLLC for Construction Engineering and Inspection Services for the Emerald Trail Tier 1 Projects be amended to incorporate the attached Scope of Services identified as Exhibit 'E' and Contract Fee; Summary identified as Exhibit 'F'; to increase the not-to-exceed limit for Construction Engineering and Inspection Services by \$369,995.15 to a new limit of \$1,333,765.05; thereby, increasing the maximum indebtedness to the City by \$369,995.15, to a new not-to-exceed maximum indebtedness of \$1,333,765.05. All other terms and conditions shall remain unchanged.		

<p>Robin Smith Jonathan Page</p>	<p>5</p>	<p>P-04-23</p>	<p>Fee & Contract Negotiations Construction Engineering and Inspection Services for 4 Downtown Roadway Projects Department of Public Works/Engineering & Construction Management Division</p>	<p>That the City of Jacksonville enter into a contract with AE Engineering, Inc., for Construction Engineering, Inc. for Construction Engineering and Inspection Services for 4 Downtown Roadway Projects that includes the attached Scope of Services identified as Exhibit 'A' and Rate Schedules identified as Exhibit 'B' Each project performed under this agreement shall be authorized by an individual Purchase Order with a not-to-exceed cost applicable thereto. The maximum indebtedness of the City pursuant to this agreement is \$3,000,000.00. The Period of Service will be from Execution of the Contract to Project Completion. All other terms and conditions are per the RFP and the City's standard contract language.</p>		
<p>Meeting Adjourned: _____</p>						

"The next PSEC meeting is scheduled to be held on Thursday, February 8, 2024"

FIRE AND RESCUE DEPARTMENT



January 19, 2024

TO: Professional Standards Evaluation Committee (PSEC)

FROM: Keith Powers, Director/Fire Chief

RE: RFP P-30-23 Medical Collection Services

After careful review of the proposals from the two respondents to RFP P-30-2023, it has been determined that neither respondents meet the below stated minimum requirements: Specifically, information was missing for the following reasons:

AGT Medical Billing Solutions LLC

1.4 (1) Current Collection Agency License, not provided.

Pendrick Capital Partners Asset Management, LLC

1.4 (1) Copy of Bond, not provided.

JFRD will be exploring other options to contract these services.

If you have any questions, please contact Hector Vasquez at (904) 255-3239.

KP/hv





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
Jacksonville.gov

A NEW DAY

January 17, 2024

TO: Dustin Freeman, Chairman
Professional Services Evaluation Committee

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

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

Thomas G. McKnight *[Signature]*
Capital Improvement Construction Manager

SUBJECT: Amendment 1 P-14-21 Contract 71674-22 / PO 639646-22
AE Engineering, Inc.
CEI Services for LaSalle Drainage Design Build Project

Additional Construction Engineering and Inspection Services are needed for the new phase of construction for the LaSalle St. Drainage project. Negotiations have resulted in the attached Fee Summary, Exhibit C, attached. AE Engineering, Inc. is committed to meeting the 30% JSEB goal.

Accordingly, this is to recommend that Contract 71674-22, originally executed May 5, 2022, between the City and AE Engineering, Inc. for CEI for LaSalle Drainage Design Build Project be amended to incorporate the attached Fee Summary, Exhibit C to increase the not to exceed limit for Construction Engineering and Inspection Services by \$2,785,101.00 to a new limit of \$3,587,177.07, thereby increasing the maximum indebtedness by \$2,785,101.00 to a new maximum of the amount of \$3,587,177.07. 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
32124.153101.565051.001266.00000000.00000.0000000	Task 4	\$2,785,101.00
TOTAL		\$2,785,101.00

NS/lw

Attachment: Exhibit C

cc: Aaron Heric, Engineering and Construction Management

24 JAN 22 AM 10:45:04

CONSTRUCTION ENGINEERING SERVICES
 Construction CEI Project: Lasalle St Drainage Design Build

Direct Labor (Reimbursable)	Estimated Hours	Hourly Rate	Estimated Costs	
Senior Project Engineer	1831.50	\$82.40	\$150,915.60	
Project Administrator	4578.75	\$54.50	\$249,541.88	
Contract Support Specialist	3184.50	\$39.00	\$124,195.50	
Senior Inspector	6171.00	\$36.07	\$222,587.97	
Senior Inspector	5115.00	\$36.07	\$184,498.05	\$407,086.02
Senior Landscape Inspector	160.05	\$37.00	\$5,921.85	
Field Inspector	6270.00	\$28.00	\$175,560.00	
Field Inspector	5775.00	\$28.00	\$161,700.00	\$337,260.00
Community Specialist/Planner	19.80	\$50.00	\$990.00	
Clerical	80.03	\$20.00	\$1,600.50	
RCS	169.95	\$30.00	\$5,098.50	
TOTAL HOURS	33355.58	TOTAL DIRECT LABOR	\$1,282,609.85	
OVERHEAD RATE	150.00%		\$1,923,914.77	
PROFIT	10.00%	SUBTOTAL	\$3,206,524.61	
MATERIAL TESTING			\$320,652.46	
			\$60,000.00	
		TOTAL CONTRACT AMOUNT	\$3,587,177.07	
		LESS ORIGINAL	\$802,076.07	

NET AMOUNT OF AMENDMENT \$2,785,101.00



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
Jacksonville.gov

January 8, 2024

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

Thomas G. McKnight *Thomas G. McKnight*
Capital Improvement Construction Manager

SUBJECT: Amendment 1 P-12-21 Contract 71564-22
VIA Consulting Services, Inc.
Construction Engineering and Inspection Services on Moderate to Large City Projects

The subject contract expires February 9, 2024. 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. In addition, VIA Consulting Services, Inc. has requested a rate increase for themselves as well as their subconsultants, as detailed in Exhibit C and is committed to meeting the 30% JSEB Participation Percentage Plan for this contract.

Accordingly, this is to recommend that Contract 71564-22, originally executed February 10, 2022, between the City of Jacksonville and VIA Consulting Services, Inc., for Construction Engineering and Inspection Services on Moderate to Large City Projects, be amended to increase the rates as requested in Exhibit C and to increase the upset limit by \$3,000,000.00 to a new limit of \$6,000,000.00 and to extend the period of service from February 9, 2024 thru February 10, 2026, with all other terms and conditions of the Agreement as previously amended, remaining unchanged.

NS/lw

Attachments: Exhibit C

cc: David D. Hahn, P.E., Engineering and Construction Management

'24 JAN 22 AM 10:50:42

**P-12-21 Construction Engineering and Inspection Services on Moderate to Large City Projects -
Annual Contract
Form 1 - SCHEDULE OF PROPOSED PRICES/RATES**

NAME OF CONSULTANT _____ VIA Consulting Services, Inc. _____

Proposal Number P-12-21 _____

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

Company Principal (Responsible Professional)	\$ <u>84.44</u> hr.
Senior Project Engineer (Registered)	\$ <u>78.16</u> hr.
Project Administrator	\$ <u>56.30</u> hr.
Contract Support Specialist	\$ <u>38.46</u> hr.
Senior Inspector	\$ <u>37.89</u> hr.
Inspector	\$ <u>28.15</u> hr.
Clerical (Typist, Word Processor, Document Assembly, etc.)	\$ <u>23.82</u> hr.

2. Total Overhead Rate (to be applied to Direct Labor:) 150 %
3. Profit Rate (to be applied to Direct Labor plus Overhead) 10 %
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 VIA 51 %

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

**P-12-21 Construction Engineering and Inspection Services on Moderate to Large City Projects -
Annual Contract
Form 1 - SCHEDULE OF PROPOSED PRICES/RATES**

NAME OF CONSULTANT RS&H, Inc.

Proposal Number P-12-21

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

Company Principal (Responsible Professional)	\$ <u>84.44</u> hr.
Senior Project Engineer (Registered)	\$ <u>78.16</u> hr.
Project Administrator	\$ <u>56.30</u> hr.
Contract Support Specialist	\$ <u>38.46</u> hr.
Senior Inspector	\$ <u>37.89</u> hr.
Inspector	\$ <u>28.15</u> hr.
Clerical (Typist, Word Processor, Document Assembly, etc.)	\$ <u>23.82</u> hr.

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

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

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 Subconsultant 16 %

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

**P-12-21 Construction Engineering and Inspection Services on Moderate to Large City Projects -
Annual Contract
Form 1 - SCHEDULE OF PROPOSED PRICES/RATES**

NAME OF CONSULTANT Eisman & Russo, Inc.

Proposal Number P-12-21

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

Company Principal (Responsible Professional)	\$ <u>84.44</u> hr.
Senior Project Engineer (Registered)	\$ <u>78.16</u> hr.
Project Administrator	\$ <u>56.30</u> hr.
Contract Support Specialist	\$ <u>38.46</u> hr.
Senior Inspector	\$ <u>37.89</u> hr.
Inspector	\$ <u>28.15</u> hr.
Clerical (Typist, Word Processor, Document Assembly, etc.)	\$ <u>23.82</u> hr.

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

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

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 Subconsultant 16 %

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

**P-12-21 Construction Engineering and Inspection Services on Moderate to Large City Projects -
Annual Contract
Form 1 - SCHEDULE OF PROPOSED PRICES/RATES**

NAME OF CONSULTANT AE Engineering, Inc.

Proposal Number P-12-21

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

Company Principal (Responsible Professional)	\$ <u>84.44</u> hr.
Senior Project Engineer (Registered)	\$ <u>78.16</u> hr.
Project Administrator	\$ <u>56.30</u> hr.
Contract Support Specialist	\$ <u>38.46</u> hr.
Senior Inspector	\$ <u>37.89</u> hr.
Inspector	\$ <u>28.15</u> hr.
Clerical (Typist, Word Processor, Document Assembly, etc.)	\$ <u>23.82</u> hr.

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

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

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 Subconsultant 11 %

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

**P-12-21 Construction Engineering and Inspection Services on Moderate to Large City Projects -
Annual Contract
Form 1 - SCHEDULE OF PROPOSED PRICES/RATES**

NAME OF CONSULTANT SAM Surveying and Mapping, LLC

Proposal Number P12-21

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

Company Principal (Responsible Professional)	\$ <u>72.12</u> hr.
Senior Project Manager	\$ <u>55.29</u> hr.
Project Manager	\$ <u>42.50</u> hr.
Drafter or CADD Operator	\$ <u>25.00</u> hr.
Field Inspector	\$ <u>0</u> hr.
Field Crew (2 Man)	\$ <u>46.00</u> hr.
Field Crew (3 Man)	\$ <u>61.00</u> hr.
Clerical (Typist, Word Processor, Document Assembly, etc.)	\$ <u>22.00</u> hr.

2. Total Overhead Rate (to be applied to Direct Labor:) 193.09 %
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) \$ 1,960 day.
5. Other Direct Project Costs per Unit (please specify)

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

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



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
Jacksonville.gov

A NEW DAY

January 16, 2024

TO: Dustin Freeman, Chairman
Professional Services Evaluation Committee

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

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

Thomas G. McKnight *[Signature]*
Capital Improvement Construction Manager

SUBJECT: Amendment 2 P-43-20 Contract 71149-21 / PO 627185-21
Meskell & Associates, Inc.
Construction Engineering and Inspection Services for the Emerald Trail Tier 1 Projects

Additional Construction Engineering and Inspection Services are needed due to unforeseen delays in construction. Negotiations have resulted in the attached Scope of Services, Exhibit E and Contract Fee Schedule, Exhibit F. Meskel & Associates Engineering, PLLC is committed to meeting the 30% JSEB Participation Goal.

Accordingly, this is to recommend that Contract #71149-21, originally executed August 25, 2021, between the City and Meskel & Associates Engineering, PLLC for Construction Engineering and Inspection Services for the Emerald Trail Tier 1 Projects be amended to incorporate the attached Scope of Services, Exhibit E and Fee Summary, Exhibit F to increase the not to exceed limit for Construction Engineering and Inspection Services by \$369,995.15 to a new limit of \$1,333,765.05; thereby increasing the maximum indebtedness to the city by \$369,995.15 to a new maximum of \$1,333,765.05. 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
Project Number 010113	\$369,995.15
Total	

NS/lw

Attachment: Exhibits E& F

cc: Aaron Heric, Engineering and Construction Management

'24 JAN 22 AM 10:54:11

August 23, 2023
Updated November 21, 2023

Mr. Aaron Heric
City of Jacksonville Public Works
214 N. Hogan Street, 10th Floor
Jacksonville, Florida 32202

Subject: UPDATED Amendment #2 Proposal for Construction Engineering & Inspection Services
Emerald Trail Tier 1 Projects – Model Mile
Jacksonville, Florida
MAE Proposal No. 022820.2A

Dear Mr. Heric:

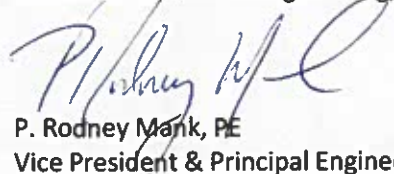
MESKEL & ASSOCIATES ENGINEERING, PLLC (MAE) is pleased to present you with this updated proposal Amendment to continue providing Construction Engineering and Inspection (CEI) services for the subject project. These services will continue to be provided to the City of Jacksonville (City) by the team of MAE and GAI Consultants, Inc. (GAI), who is a subconsultant to MAE. This proposal has been updated to continue services through January 2024 as requested.

The initial fee and time projection assumed the project would be completed in an estimated 360-day project duration. Based on the ongoing challenges, which included unforeseen work, contractor's overall progress and revisions to the plans, and additional scope, the project has required additional inspection and administration efforts while also extending the construction contract duration. The Amendment #1 proposal assumed that the project would be completed by June of this year. Because of further challenges to the contractor's schedule, it is anticipated that construction will continue until the end of January 2024, including final closeout.

We estimate that all remaining CEI funds will be 100 percent utilized before the end of August 2023. Based on our team's assessment of project completed to-date and planned future work schedules as provided by the contractor, we anticipate that the field work will continue through January 2024, with administrative closeout to occur during the same period. We therefore request the consultant contract be amended by adding **\$369,995.15** in fees and extending the contract time through January 31, 2024, to coincide with the estimated project closeout. Our Contract Fee Summary showing this Amendment amount is attached.

We appreciate the opportunity to provide this amendment proposal for this important City 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


P. Rodney Mank, PE
Vice President & Principal Engineer


Antoinette (Tina) D. Meskel, PE
President & Principal Engineer

Distribution: Mr. Aaron Heric – City of Jacksonville One (1) e-mail copy

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

PART I - GENERAL

1. Project CEI Services for the Emerald Trail Tier 1 Projects Original Contract	2. Proposal No. / Contract No. P-43-20 / TBD
3. Name of Consultant or Subconsultant: Meskel Engineering	4. Date of Proposal November 21, 2023

PART II - LABOR RELATED COSTS

5. Direct Labor (Reimbursable)	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Principle Engineer	\$ 68.25	0	\$ 0.00	
Senior Project Engineer	\$ 63.00	364	\$ 22,932.00	
Senior CEI Inspector	\$ 28.00	1,387	\$ 38,826.67	
Senior CEI Inspector	\$ 37.50	52	\$ 1,950.00	
Field Inspector	\$ 28.00	0	\$ 0.00	
Clerical	\$ 37.26	52	\$ 1,937.52	
TOTAL REIMBURSABLE LABOR	\$ 35.40	1854.666667		\$ 65,646.19
6. Overhead (Combined Fringe Benefit & Administrative)				
Overhead Rate	200 % x Total Direct Labor			\$ 131,292.38
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				\$ 196,938.57
8. PROFIT: Labor Related Costs (Item 7)			x 10%	\$ 19,693.86

PART III - OTHER COSTS

9. Miscellaneous Reimbursable Costs (Limited Amount)				
Materials Testing	\$	1,500.00		
Transportation & Shipping	\$	0.00		
Seismatrix - Vibration Monitoring	\$	0.00		
MISCELLANEOUS DIRECT COSTS SUB-TOTAL				\$ 1,500.00
10. JSEB SUBCONSULTANTS (Reimbursable/Not to Exceed)				
	\$			
	\$			
	\$			
	\$			
JSEB SUB-CONTRACTS SUB-TOTAL (Reimb/NTE)				\$ -
11. NON-JSEB SUBCONSULTANTS (Reimbursable/Not to Exceed)				
GAI Consultants	\$ \$	151,862.72		
	\$			
	\$			
	\$			
SUB SUB-TOTAL REIMBURSABLES				\$ 151,862.72

PART IV - SUMMARY

TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables) (Items 5, 6, 8, 9, 10, and 11)		\$ 369,995.15
12. TOTAL PRIOR CONTRACT AMOUNT		\$ 963,769.90
TOTAL AMENDED CONTRACT AMOUNT		\$ 1,333,765.05



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
Jacksonville.gov

January 11, 2024

TO: Dustin Freeman, Chairman
Professional Services Evaluation Committee

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

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

Jonathan Page, P.E. *JP*
Public Works Construction Project Manager

SUBJECT: Contract Scope and Fee Approval P-04-23
AE Engineering, Inc.
Construction Engineering and Inspection Services for 4 Downtown Roadway
Projects

The Engineering Division has negotiated with the consultant selected for Construction Engineering and Inspection Services for 4 Downtown Roadway Projects, resulting in the Scope of Services, Exhibit A and Contract Fee Schedule, Exhibit B, attached. JSEB firms to be utilized to meet the 30% 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 AE Engineering, Inc. for Construction Engineering and Inspection Services for 4 Downtown Roadway Projects that includes the attached Scope of Services identified as Exhibit "A" and Rate Schedules, identified as Exhibit "B". Each project performed under this agreement shall be authorized by an individual Purchase Order with a not-to-exceed cost applicable thereto. The maximum indebtedness of the City pursuant to this agreement is \$3,000,000.00. The Period of Service will be to Project Completion. All other terms and conditions are as provided in the RFP and the City's standard contract language.

NS/lw

Attachment: Exhibits A & B
JSEB Participation

cc: Jonathan Page, P.E., Engineering and Construction Management

'24 JAN 22 AM 10:48:14

Description of Services and Deliverables

I. GENERAL:

This is a Request for Proposals (RFP) from Consultants to provide Construction Engineering and Inspection (CEI) services for constructability reviews, contract administration, inspection, and for materials sampling and testing for five roadway projects with an anticipated construction cost exceeding \$4,000,000. The City reserves the right to perform some of the work required on this project or to specify the extent of the work needed for this project.

City roadway and drainage projects that may or may not require CEI services under this contract include:

- Julia Street (2-Way from State St. to the St. Johns River) - Selecting Design/Build Firm
- Pearl Street (2-Way from State St. to the St. Johns River) - Selecting Design/Build Firm
- Monroe Street (2-Way from I-95 to the Courthouse) - Selecting Design/Build Firm
- Liberty Street (Complete Streets Project from State St. to the St. Johns River) - Selecting Design/Build Firm

Projects in the above list may not be administered and inspected under this contract if the construction bid is below \$4,000,000 or if the City decides to separately advertise for CEI services on one or more of the projects.

II. ANTICIPATED CONSTRUCTION ENGINEERING AND INSPECTION (CEI) SERVICES:

Services to be provided under this contract may include, but may not be limited to, the following:

- Design Phase constructability reviews
- Schedule and conduct pre-construction conferences as necessary
- Ensure that all necessary private property agreements, utility agreements, construction easements and construction/environmental permits are on file.
- Issue Notices to Proceed to contractors
- Enforce and perform terms of the construction contracts between the City and its contractors
- Review shop drawings submitted by contractors for conformance to the specifications, and distribute to parties as necessary
- Review thoroughly and answer contractors' inquiries and RFI's in a timely manner
- Provide qualified construction inspectors to inspect the work to ensure that construction is proceeding in accordance with the specifications, and that work is constructed in conformance with the contract plans and specifications.
- Direct the contractor, after consultation with the City, on removal and replacement of defective work which does not meet specifications, or is otherwise incorrectly constructed
- Review and analyze contract change order requests and proposals to determine validity and potential cost/time impacts thereof, and recommend appropriate action to the City
- Review claims and disputes and recommend necessary actions
- Review and recommend for approval contract change orders and forward necessary documentation and paperwork to the City as to the necessity for such changes, including substantiation of the extra costs thereof
- Arrange for construction materials testing by third party testing laboratories and review test reports to ensure that materials installed meet the requirements of the contract documents
- Review construction inspection reports relating to the contractors' performance and communicate with each, if necessary, regarding non-conformance to plan specifications, workmanship, etc.
- Review contractors' requests for monthly progress payments and, if appropriate, certify pay application is proper and transmit to City with recommendation that the invoice be paid
- Review contractors' pay requests for compliance with minority business enterprise participation requirements
- Review contractors' proposals for additional work or change orders for compliance with minority business enterprise participation requirements
- Adjust requests for monthly progress payments, as necessary, to align amount of pay requested with actual progress of construction satisfactorily performed

- In the event of the need to revise the contract drawings during the construction period, coordinate with the City and the Design Consultant to obtain the revised originals from the design consultant, review the changes and corrections on behalf of the City, and coordinate the issuance of new prints for the revised drawings to the parties concerned
- Prepare and maintain monthly progress schedules and reports applicable to all phases of the construction operations, and such special reports as may be required to keep the City fully advised with respect to the progress of construction of the projects
- Monitor contractors' preparation of in-progress as-built drawings during the course of construction to ensure that final as-built drawings will be easily produced
- Collect final as-built drawings electronically and for each project, review for conformance with the contract documents and specifications, and recommend approval/disapproval to the City
- If final as-builts are recommended for disapproval, monitor contractor's preparation of revised final as-built drawings.
- Prepare a final engineering report on the construction status of each project, including lessons learned.
- Recommend in writing, that the City make final payment on a project when appropriate
- Collect documents and deliverables, including release of liens and consent of surety, when required, from the contractors prior to recommending that final payments be made
- Continue acting as the City's representative throughout the post-construction phase of the projects, which generally cover the contractors' one-year warranty periods
- Deliver final documents, including originals of construction drawings and specifications, approved mylar as-built drawings, a DVD with as-built drawings in AutoCAD or .pdf format, two sets of blue line prints and the projects files to the City
- Prepare and deliver final project financial accounting reports to the City
- Evaluate and rate the contractor's performance
- Direct the contractor to replace or correct defective work which becomes known during the warranty period
- Provide monthly status reports to the City concerning warranty activities and corrective work by contractors.
- Enforce all warranty provisions of the contract documents
- Schedule and conduct an eleven (11) month warranty inspection of projects including the contractors, design consultants and City personnel as appropriate
- Develop eleven-month warranty punchlist and forward to the contractor for corrective action
- Monitor contractor's performance on addressing the punchlist
- Advise the City, in writing, when contractors have satisfactorily completed their obligations under the warranty periods of the contracts
- Provide any other construction engineering and inspection services as may be necessary to implement a successful project

III. CONSTRUCTION MANAGEMENT RESPONSIBILITIES WITHIN THE CITY OF JACKSONVILLE'S TECHNOLOGY ENVIRONMENT:

The City of Jacksonville is seeking a CEI firm with strong technical skills to coordinate, manage and inspect this project using web, content management geographic information system (GIS), and e-commerce technology tools throughout the construction phase. Ideal candidate will establish project resource requirements and manage deliverables in a web-enabled environment. The CEI construction manager is expected to drive the delivery, to specification, on schedule and within budget, of this project using a centralized, enterprise-wide communications strategy supporting four components: GIS, project management, performance management and schedule management.

- IV. A detailed Scope of Services defining the exact performance requirements and contract schedule for each project will be developed during negotiations with the selected Consultant to establish terms of the agreement for professional services and consultant's fee and Purchase Orders Issued.

(End of Section 4 - Remainder of page intentionally left blank)

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

PART I - GENERAL

1. Project CEI Services for Four Downtown Roadway Projects	2. Proposal No. / Contract No. P-04-23 / TBD
3. Name of Consultant or Subconsultant: AE Engineering, Inc.	4. Date of Proposal December 21, 2023

PART II - LABOR RELATED COSTS

5. Direct Labor (Reimbursable)	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Senior Project Engineer	\$ 88.10		\$ 0.00	0
Project Administrator	\$ 59.91		\$ 0.00	0
Assistant Project Admin	\$ 49.25		\$ 0.00	0
Contract Support Specialist	\$ 39.00		\$ 0.00	0
Senior Inspector	\$ 40.00		\$ 0.00	0
Senior Bridge Inspector	\$ 48.00		\$ 0.00	0
Senior Landscape Inspector	\$ 42.50		\$ 0.00	0
Inspector	\$ 31.50		\$ 0.00	0
Bridge Inspector	\$ 42.00		\$ 0.00	0
Landscape Inspector	\$ 34.95		\$ 0.00	0
Clerical	\$ 25.00		\$ 0.00	0
RCS	\$ 33.54		\$ 0.00	0
TOTAL DIRECT LABOR	#DIV/0!	0	\$ -	
6. Overhead (Combined Fringe Benefit & Administrative)				
Overhead Rate			150 % x Total Direct Labor	\$ -
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				\$ -
8. PROFIT: Labor Related Costs (Item 7)				\$ -
				x 10%

PART III - OTHER COSTS

9. Miscellaneous Direct Costs (Lump Sum)				
Field Office per month			\$ 3,000.00	
			\$	
			\$	
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)	\$ -
12. TOTAL PRIOR CONTRACT AMOUNT	N.A.
TOTAL AMENDED CONTRACT AMOUNT	N.A.



**2024 FEE SCHEDULE FOR PROFESSIONAL SERVICES
CONSTRUCTION MATERIALS TESTING**

SOILS AND AGGREGATE TESTING		
Proctor – Standard (ASTM D698 / AASHTO T99)	EACH	\$120
Proctor –Modified (ASTM D1557 / AASHTO T180)	EACH	\$150
Limerock Bearing Ratio (LBR) (FM 5-515)	EACH	\$325
Moisture Content (ASTM D2216)	EACH	\$15
Aggregate Sieve Analysis (AASHTO T27)	EACH	\$120
Aggregate Soundness	EACH	\$300
Coarse Aggregate Specific Gravity/Absorption	EACH	\$85
Fine Aggregate Specific Gravity/Absorption	EACH	\$115
Carbonate Content	EACH	\$95
Soils Particle Size Analysis (No Hydrometer)	EACH	\$65
Soils Particle Size Analysis (Includes Hydrometer)	EACH	\$165
Organic Content – Ignition Method	EACH	\$65
Atterberg Limits	EACH	\$80
Soil Specific Gravity	EACH	\$120
Permeability Constant Head / FM - T215	EACH	\$350
Corrosive Series (pH, Sulfate, Chloride, Resistivity)	EACH	\$190
pH of Soil or Water	EACH	\$85
Sulfate Content - Soil or Water	EACH	\$85
Chloride Content - Soil or Water	EACH	\$85
Resistivity - Soil or Water	EACH	\$65
In-situ Density Testing	EACH	\$18
Engineering Technician	HOUR	\$65
CONCRETE TESTING		
Concrete Cylinder Sampling - includes slump, air content, temperature, and molding (set of 5)	EACH	\$100
Casting of Additional Specimens	EACH	\$20
Additional Slump	EACH	\$10
Additional Air Content	EACH	\$10
Compressive Strength Test of Cylinders	EACH	\$20
Concrete Beam Sampling and Strength Testing	EACH	\$120
Concrete Grout Prism Sampling and Strength Testing (set of 4)	EACH	\$55
Engineering Technician	HOUR	\$65

ASPHALT TESTING		
Gyratory Compaction with Bulk Specific Gravity (ASTM D6925)	EACH	\$175
Theoretical Maximum Specific Gravity (ASTM D2041)	EACH	\$200
Asphalt Content by Ignition (ASTM D6307)	EACH	\$150
Mechanical Sieve Analysis of Extracted Aggregate (ASTM D5444)	EACH	\$210
Bulk Specific Gravity (ASTM D2726) (Trim & Bulk Cores)	EACH	\$95
Drilling/Patching Asphalt Core (+Tech Time)	EACH	\$35
Asphalt Level 1 Technician	HOUR	\$70
Asphalt Level 1 Technician (Over 8 hours)	HOUR	\$85
Asphalt Level 2 Technician	HOUR	\$80
Asphalt Level 2 Technician (Over 8 hours)	HOUR	\$95
Asphalt Project Manager	HOUR	\$95
Asphalt Admin	HOUR	\$65
Mobilization Fees		
< 50 Miles from Office	EACH	\$500
51-100 Miles from Office	EACH	\$1,000
101-150 Miles from Office	EACH	\$1,500
> 150 Miles from Office	EACH	TBD
PRIVATE PROVIDER BUILDING INSPECTION SERVICES		
Plans Review	PER SF	\$0.35
Building and Trades Inspections	EACH	\$200
Certified Building Inspector (Structural, Electrical, Mechanical)	HOUR	\$180
Welding Inspections	HOUR	\$105
BID Admin	HOUR	\$65
Permit Courier	TRIP	\$100
PROFESSIONAL SERVICES		
Senior Engineer, P.E. (Review, sign and seal reports)	HOUR	\$240
Administrative / Clerical / Reporting	HOUR	\$65
TRAVEL ASSOCIATED COSTS		
Overnight Accommodations (>75 miles from office, includes hotel and per diem)	NIGHT	\$375
Trip Charge (>75 miles from office, when trip does not include overnight stay)	EACH	\$150

**CONTRACT FEE SUMMARY
CITY OF JACKSONVILLE, FLORIDA**

PART I - GENERAL				
1. Project CEI Services for Four Downtown Roadway Projects			2. Proposal Number P-04-23	
3. Name of Consultant England-Thims & Miller, Inc.			4. Date of Proposal 12/21/23	
PART II - LABOR RELATED COSTS				
5. Direct Labor	Hourly Rates	Estimated Hours	Estimated Cost	TOTAL
		0	\$ 0.00	
Senior Engineer	\$ 87.50	0	\$ 0.00	
Project Administrator	\$ 59.48	0	\$ 0.00	
Contract Support Specialist	\$ 37.55	0	\$ 0.00	
Senior Inspector	\$ 36.75	0	\$ 0.00	
Senior Bridge Inspector	\$ 41.11	0	\$ 0.00	
Senior Landscape Inspector	\$ 41.51	0	\$ 0.00	
Inspector	\$ 28.00	0	\$ 0.00	
Bridge Inspector	\$ 31.00	0	\$ 0.00	
Landscape Inspector	\$ 34.00	0	\$ 0.00	
TOTAL DIRECT LABOR		-		\$ -
6. Overhead (Combined Fringe Benefit & Administrative)				
Overhead Rate	200 % x Total Direct Labor			\$ -
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				\$ -
8. PROFIT: Labor Related Costs (Item 7)				\$ -
				x 10%
TOTAL LABOR (Items 5, 6, 7 and 8)				\$ -
PART III - OTHER COSTS				
9. Miscellaneous Direct Costs				
MISCELLANEOUS DIRECT COSTS SUB-TOTAL				\$0.00
10. SUBCONTRACTS (Lump Sum)				
SUB-CONTRACT SUB-TOTAL				\$0.00
TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)				\$ -
11. Reimbursable Costs - Limiting Amount				
SUB-TOTAL REIMBURSABLES				\$ -
PART IV - SUMMARY				
TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables)				\$ -
12. PRIOR CONTRACT AMOUNT				\$0.00
AMENDED AMOUNT OF CONTRACT				\$0.00



Florida Department of Transportation

RON DESANTIS
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

JARED W. PERDUE, P.E.
SECRETARY

July 4, 2023

Christopher Wilkey, Chief Financial Officer
ENGLAND, THIMS & MILLER, INC.
14775 Old St. Augustine Road
Jacksonville, Florida 32258

Dear Mr. Wilkey:

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

Group 7 - Traffic Operations Design

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

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 13 - Planning

- 13.4 - Systems Planning
- 13.5 - Subarea/Corridor Planning
- 13.6 - Land Planning/Engineering

Group 15 - Landscape Architect

Your firm is now technically prequalified with the Department for Professional Services in the above referenced work types. The overhead audit has been accepted, and your firm may pursue projects in the referenced work types with fees of any dollar amount. This status shall be valid until June 30, 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
225.31%	183.97%	0.641%	Reimbursed	No	6.92%	28.31%*

*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

**CONTRACT FEE SUMMARY
CITY OF JACKSONVILLE, FLORIDA**

PART I - GENERAL				
1. Project CEI Services for Four Downtown Roadway Projects			2. Proposal Number P-04-23	
3. Name of Consultant ETM Surveying & Mapping, Inc.			4. Date of Proposal 12/21/23	
PART II - LABOR RELATED COSTS				
5. Direct Labor	Hourly Rates	Estimated Hours	Estimated Cost	TOTAL
		0	\$ 0.00	
Senior Surveyor	\$ 76.92	0	\$ 0.00	
Project Manager	\$ 43.16	0	\$ 0.00	
Survey Technician	\$ 37.19	0	\$ 0.00	
CADD Operator	\$ 24.81	0	\$ 0.00	
Project Administrator	\$ 28.38	0	\$ 0.00	
Sr. Utility Coordinator	\$ 49.65	0	\$ 0.00	
SUE Analyst	\$ 24.59	0	\$ 0.00	
Crew Chief	\$ 32.99	0	\$ 0.00	
Instrument Operator	\$ 25.00	0	\$ 0.00	
Field Assistant	\$ 20.00	0	\$ 0.00	
SUE Crew Chief	\$ 39.02	0	\$ 0.00	
SUE Instrument Technician	\$ 27.00	0	\$ 0.00	
SUE Technician	\$ 20.00	0	\$ 0.00	
	\$ -	0	\$ 0.00	
TOTAL DIRECT LABOR				\$ -
6. Overhead (Combined Fringe Benefit & Administrative)				
Overhead Rate	200 % x Total Direct Labor			\$ -
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				\$ -
8. PROFIT: Labor Related Costs (Item 7)				\$ -
				x 10%
TOTAL LABOR (Items 5, 6, 7 and 8)				\$ -
PART III - OTHER COSTS				
9. Miscellaneous Direct Costs				
MISCELLANEOUS DIRECT COSTS SUB-TOTAL				\$ 0.00
10. SUBCONTRACTS (Lump Sum)				
SUB-CONTRACT SUB-TOTAL				\$ 0.00
TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)				\$ -
11. Reimbursable Costs - Limiting Amount				
See Attached Schedule				
SUB-TOTAL REIMBURSABLES				\$ -
PART IV - SUMMARY				
TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables)				\$ -
12. PRIOR CONTRACT AMOUNT				\$ 0.00
AMENDED AMOUNT OF CONTRACT				\$ 0.00

NAME OF CONTRACTOR ETM Surveying & Mapping, Inc.Proposal Number **Reimbursable Costs:**

Description	Unit Price
VAC 0-4' Depth (each)	\$ 400.00
VAC >4'-8' Depth (each)	\$ 475.00
VAC >8'-12' Depth (each)	\$ 750.00
VAC >12'-16' Depth (each)	\$ 1,050.00
Exploratory test trench, VACE 0-4' (LF) (4' Depth)	\$ 800.00
Exploratory test trench, VACE >4'-8' (LF) (4' Depth)	\$ 1,600.00
Additive Alternate No. 1 – PAV 0-3" (each)	\$ 70.00
Additive Alternate No. 2 – PAV >3"-6" (each)	\$ 90.00
Additive Alternate No. 3 – PAV >6"-12" (each)	\$ 150.00
Additive Alternate No. 4 – PAV >12" (each)	\$ 170.00
MOT – FDOT Roadway – per day (to include time to obtain an approved FDOT Permit)	\$ 590.00 (Sub to ACME)
MOT – COJ Roadway – per day	\$ 350.00



Florida Department of Transportation

RON DESANTIS
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

JARED W. PERDUE, P.E.
SECRETARY

July 12, 2023

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, 2024, for contracting purposes.

Approved Rates

Home/ Branch Overhead	Facilities Capital Cost of Money	Premium Overtime	Reimburse Actual Expenses	Home Direct Expense
210.53%	1.098%	Reimbursed	No	4.78%

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

EBO FORM 1
SCHEDULE OF SUBCONTRACTOR/SUBCONSULTANT PARTICIPATION

Name of Proposer: AE Engineering, Inc.

Project Title: CEI Services for Four Downtown Roadway Projects

Proposal Number: P-04-23 Total Base Proposal Amount (if applicable): _____

***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>African-American</u>	<u>CEI Services</u>	<u>75%</u>
<u>ETM Surveying & Mapping, Inc.</u>	<u>N/A</u>	<u>Surveying</u>	<u>2%</u>
<u>England-Thims & Miller, Inc.</u>	<u>N/A</u>	<u>CEI Services</u>	<u>23%</u>

Attach additional list of subcontractors/sub-consultants as needed

CONSULTANT/SUBCONTRACTOR/SUPPLIER TOTAL VALUES	
African-American Participation Total	75%
Hispanic-American Participation Total	
Native-American Participation Total	
Asian-American Participation Total	
Woman Participation Total	
Non-MBE Participation Total	25%

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: 2024.01.11 11:00:34 -05'00' Title: SVP Date: Jan 11,,2024

Proposer: _____

Print Name: Cory Nichols, P.E.