

**PUBLIC NOTICE**  
**PSEC AGENDA**  
**PROFESSIONAL SERVICES EVALUATION COMMITTEE MEETING**  
**Thursday, June 3, 2021, 10:00 a.m.**  
**Eighth Floor, Conference Room 851**  
**Ed Ball Building, 214 N. Hogan Street**  
**Jacksonville, FL 32202**

**HYBRID MEETING**

<https://us02web.zoom.us/j/86268415008?pwd=UHlBaklkZkxRuemYrdHRWVGJ3bkdlZz09>  
 Join Zoom Meeting  
 Meeting ID: 862 6841 5008  
 Passcode: 657328

Committee Members: Gregory Pease, Chairman  
 Paul Barrett, Treasury  
 David Migut, OGC

Subcommittee Members	ITEM #	TITLE & ACTION	NOTION	CONTRACT EXP	OUTCOME
Leah Hayes Diane Moser	P-18-21	Approval to proceed with Evaluation of Proposals Received Classification and Pay Study Employee Services Department	That the committee approves proceeding with evaluation of the two (2) proposals received in accordance with Section 126.302(f) of the Procurement Manual.		
Harrison Conyers Bill Spann	P-10-21	Approval to proceed with Evaluation of Proposals Received Military Base Advocacy Military Affairs and Veterans Department	That the committee approves proceeding with evaluation of the two (2) proposals received in accordance with Section 126.302(f) of the Procurement Manual.		
Mary DiPerna Carolina Teran-Oceguera	P-04-21	Fee & Contract Negotiations Group Dental Insurance Plan Employee Services Department	That the City of Jacksonville enter into a Contract with Humana for Group Dental Insurance Plan to incorporate the attached Scope of Services Identified as Exhibit 'A' and Contract Fee Proposal Identified as Exhibit 'B'; the initial period of services shall be for three (3) years beginning January 1, 2022 through December 31, 2024, with two (2) one-year renewal options at terms mutually agreeable; the maximum indebtedness shall be a not-to-exceed amount of \$7,000,000.00 for the initial period. All other terms and conditions shall be according to the RFP and the City's standard contract language.		
Nikita Reed Tim Rogers	P-31-20	Subcommittee Report (Deferred 05/27/21) Professional Architectural Services for Oceanway/New Berlin Library Department of Public Works/Engineering & Construction Management Division	<p>It is the consensus of the committee that of the seven (7) proposals responding to the Request for Proposals (RFP) all were responsive, interested, qualified and available to provide the required services. The ranking of first, second and third, designates the order of qualification of these companies to perform the required services and alphabetically they are:</p> <ol style="list-style-type: none"> <li>3) G. M. Hill Engineering, Inc.</li> <li>1) PQH Group, Inc.</li> <li>2) TTV Architects, Inc.</li> </ol> <p>We recommend the above top three listed companies are scheduled for oral interviews for further evaluation.</p>		

<p>Robin Smith Nikita Reed</p>	<p>P-40-17</p>	<p>Contract Amendment No. 2 Professional Design Services for Armesdale Road Sidewalk and Roadway Improvements Department of Public Works/Engineering &amp; Construction Management Division</p>	<p>That Contract 10479, originally executed October 4, 2018, between the City of Jacksonville and Peters and Yalfee, Inc., for Professional Design Services for Armesdale Road Sidewalk and Roadway Improvements, be amended to: incorporate the attached Scope of Services identified as Exhibit E and Contract Fee Schedule identified as Exhibit F; increase the lump-sum amount for Design Services by \$104,970.65 to a new lump-sum amount of \$340,940.23; to increase the not-to-exceed limits for Lighting &amp; Structures Design by \$29,130.33 to a new limit of \$76,965.36, Geotechnical Services by \$1,495.97 to a new limit of \$7,619.55. That the committee approves proceeding with evaluation of the two (2) proposals received in accordance with Section 126.302(f) of the Procurement Manual.</p>	
<p>William Joyce Robin Smith</p>	<p>P-03-21</p>	<p>Approval to proceed with Evaluation of Proposals Received Debris Monitoring and Management Planning and Operations Department of Public Works/Engineering &amp; Construction Management Division</p>		
<p>William Joyce Robin Smith</p>	<p>P-40-16</p>	<p>Contract Amendment No. 8 Master Stormwater Management Plan (MSMP) Program Management Services - Annual Contract Department of Public Works/Engineering &amp; Construction Management Division</p>	<p>That Contract No. 6354-16, originally executed June 23, 2017, between the City of Jacksonville and CDM Smith Inc. for Master Stormwater Management Plan (MSMP) Program Management Services- Annual Contract be amended to incorporate the attached Scope of Services, identified as Exhibit O and Fee Summary identified as Exhibit P; to increase the not to exceed limit for CRS Support by \$42,641.58 to a new limit of \$82,641.58; thereby increasing the maximum indebtedness to the City by \$42,641.58 to a new amount of \$507,313.56. All other terms and conditions of the Agreement remain the same.</p>	<p>To Project Completion</p>
<p>cc: Council Auditor Subcommittee</p>				

MEETING ADJOURNED





ONE CITY. ONE JACKSONVILLE.

# City of Jacksonville, Florida

*Lenny Curry, Mayor*

Employee Services  
City Hall at St. James  
117 W. Duval Street, Suite 100  
Jacksonville, Florida 32202  
(904) 255-5600  
[www.coj.net](http://www.coj.net)

## MEMORANDUM

Date May 27, 2021

To: Greg Pease, Chairman  
Professional Services Evaluation Committee

From: Diane Moser, Director  
Employee Services

Leah Hayes, Chief of Talent Management  
Employee Services

Subject: Review of RFP Submittals for P-18-21 Classification and Pay Study

The Employee Services Department received only two (2) proposals for the Classification and Pay Study Request for Proposal(s)

Per Section 126.302(f) of the Procurement Code If:

**If "PSEC receives responses from less than three proposers, it shall resolicit proposals from proposers previously solicited and from additional persons, unless it determines, in writing, that no advantage would be obtained by resoliciting. Notwithstanding the number of responses received, PSEC may proceed to consider those proposers responding to the resolicitation or to the initial solicitation if it determines, in writing, that no advantage would be obtained by resoliciting."**

Considering that enough time was given for the proposals to be submitted and that we would expect no others to be received if we allow more time, we request to move forward with the evaluations of the two proposals received.





ONE CITY ONE JACKSONVILLE

# City of Jacksonville, Florida

## Military Affairs and Veterans Department

City Hall at St. James  
117 W. Duval St., Suite 175  
Jacksonville, FL 32202  
(904) 630-3680  
[www.coj.net/MilitaryAffairs](http://www.coj.net/MilitaryAffairs)

### MEMORANDUM

**Date:** May 27, 2021  
**To:** Gregory Pease, Chairman  
Professional Services Evaluation Committee  
**From:** Harrison Conyers, Supervisor  
Bill Spann, Director  
**Subject:** Review of RFP Submittals for P-10-21 Military Base Advocacy

The Military Affairs and Veterans Department received only two (2) proposals for the Military Base Advocacy Request for Proposal(s)

Per Section 126.302(f) of the Procurement Code if:

If "PSEC receives responses from less than three proposers, it shall resolicit proposals from proposers previously solicited and from additional persons, unless it determines, in writing, that no advantage would be obtained by resoliciting. Notwithstanding the number of responses received, PSEC may proceed to consider those proposers responding to the re-solicitation or to the initial solicitation if it determines, in writing, that no advantage would be obtained by resoliciting."

The existing contract for the Military Base Advocacy will expire on June 30, 2021 and there are no extension provisions in the contract beyond this date.

Considering the foregoing information, staff request approval to evaluate the two submissions in-order to ensure the continued services.





# City of Jacksonville, Florida

*Lenny Curry, Mayor*

Employee Services Department  
City Hall, 117 West Duval St., Suite 150  
Jacksonville, Florida 32202

ONE CITY. ONE JACKSONVILLE

## MEMORANDUM

To: Greg Pease, Chairperson  
Professional Services Evaluation Committee

From: Mary DiPerna, Chief, Compensation and Benefits  
Carolina Teran-Oceguera, Manager, Compensation and Benefits

*Mary DiPerna*  
*Carolina Teran-Oceguera*

Re: P – 04-21 – Group Dental

Date: May 28, 2021

---

As a result of fee and contract negotiations with Humana, we recommend that the City enter into a contract with Humana for the City of Jacksonville Group Dental Insurance Plan. Humana has agreed to the following:

1. Increase the rate guarantee to 36 months and reduce the rate cap to 7% in year 5.
2. Recruit the top 100 nonparticipating providers.
3. Commit to sending a monthly claims feed, free of charge, to the City's flexible spending provider.

The contract shall begin on January 1, 2022 for an initial three-year period and will include renewal options for two additional one-year periods ending on December 31<sup>st</sup> of each year.

All other terms and conditions are according to the Scope of Services outlined in the Request for Proposal. The maximum indebtedness shall not exceed \$7,000,000 for the initial contract period.





Attn: Network Development  
100 Mansell Court East, Suite 400  
Roswell, GA 30076



When patients look for dental care,  
make sure they find your office



JOIN OUR NATIONWIDE NETWORK

Call 502-301-2154 or email  
[dentalrecruitment@humana.com](mailto:dentalrecruitment@humana.com)

Dear dental provider,

Your practice is dedicated to providing the best care for your patients. Do enough people know that? Partnering with Humana, one of the nation's largest dental benefits companies, extends the reach of your office. Members will then be able to see your listing on [Humana.com](http://Humana.com) when searching for providers in their area.

**When you join our network, you gain access to:**

- More than 2.2 million commercial members
- 2.6 million Humana Medicare members
- 2 million eligible federal employees

Humana has a long history of delivering outstanding care to our members and an outstanding experience for dentists in our network. **We offer innovative plans that focus on preventive care and whole body health:**

- Commercial plans include four periodontal cleanings in addition to three prophylaxis annually—and our exclusive extended and annual maximum
- Medicare Advantage benefits with no waiting periods and no deductibles
- The Federal Advantage with fixed copays for services—no deductibles and no out-of-network benefits

Humana is working to make it easier for healthcare providers in our network. Each dentist in our dental network receives a robust suite of support—from access to high-touch customer care to updates about dental panels.



To find out more, contact your Humana representative Jennifer Weltlich at 502-301-2154 or [dentalrecruitment@humana.com](mailto:dentalrecruitment@humana.com).

We look forward to working with you.

Sincerely,

Jennifer Weltlich  
Provider Contracting Manager  
Humana

P.S. To join our nationwide network, begin by calling 502-301-2154 or emailing [dentalrecruitment@humana.com](mailto:dentalrecruitment@humana.com)

LC4815ALL0320-B

Exhibit 'A'

**Baker, Alex**

---

**From:** Laura Nolan <lnolan@humana.com>  
**Sent:** Friday, May 28, 2021 7:34 AM  
**To:** Diperna, Mary  
**Cc:** Ann Edenfield (Ann\_Edenfield@ajg.com); Maisa Benjamin; Raymond Hodorski  
**Subject:** City of Jacksonville RFP Negotiation Follow up  
**Attachments:** COJ dental rate exhibit BaF 052721.pdf; ObsoleteandrateCDT code.docx; Actuary-DHMO CODES\_ RFP\_CITY OF JACKSONVILLE (004).docx; Providerrecruitment\_letter (003).pdf

**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.

Mary,

Good morning. In follow up to our discussions, I wanted to provide Humana's response. We are looking forward to working with you on the implementation of the dental. Humana has agreed to your requests. The items you asked for are listed below and I have attached several documents as a part of my response. I am available today to review and discuss the below items.

- Offer a 36 month guarantee with a 4<sup>th</sup> year cap of 6% and 5<sup>th</sup> year cap of 7%-Agreed (see attached rate exhibit)
- Substantiate all codes that were blank on Humana DHMO analysis- Every year Humana evaluates all claims codes processed from actual utilization on PPO plans. Once this evaluation is done the CDT core team works with clinical on the addition of new codes and adding them to the plans. While DHMO plans in general are typically leaner than DPPO plans, most claims will be covered under the codes listed on the DHMO schedule provided. The best example of this is the past year we analyzed 5 million claims and determined that 98.6% were covered under the DHMO schedule. Also, Humana is adding a number of codes not on the current plan offered today. For example, on perio maintenance that we do not have a frequency limitation. Finally, some codes are obsolete and others we do not cover the DHMO for clinical reasons to protect the member. I have prepared 2 separate documents to share with you. One is an updated schedule of Codes with the new codes Humana added and further clarification. The other document is from Dr. Fry's team that gives a list of explanation on why some of these codes are not covered under Humana's DHMO plans.
- Begin recruiting top 100 non par providers immediately. Confirmed. Please approve letter template (see attached) and the use of the City's name/logo. We would also like to schedule a 30 minute call to review the data provided from the incumbent.

<sup>1</sup>  
Exhibit 'A'

- Commit to sending a claims feed to Discovery FSA to help members substantiate claims – Confirmed. The database that we use to do this reporting is updated once a month (we schedule our feeds after the 5th of the month as this update is occurring until then). The database is an update of the previous months activity. We are also able to schedule it for the 5th or the 10th or even the 15th of the month based on the City's preference.

*Laura K. Nolan*

Health Solutions Executive- Public Sector

Humana

Office: 502.476.7176

Cell: 904.233.5606

[www.humana.com/coronavirus](http://www.humana.com/coronavirus)

Still have questions or concerns?

We're committed to ensuring you have the support. Your Humana representative will continue to be available to assist you locally. We have also established a dedicated service line, specifically for agents: Phone number: 1-800-592-3005 and Email: [COVIDquestions@humana.com](mailto:COVIDquestions@humana.com)

From: Diperna, Mary <MDiPerna@coj.net>

Sent: Wednesday, May 26, 2021 10:31 AM

To: Laura Nolan <lnolan@humana.com>

Cc: Ann Edenfield (Ann\_Edenfield@ajg.com) <Ann\_Edenfield@ajg.com>

Subject: Discovery substantiation fil

**[External Email: Use caution with links and attachments]**

Laura,

Please see attached guide that show exactly what Discovery needs for debit card substantiation.

Mary DiPerna, MAcc, CEBS

Chief of Compensation and Benefits

City of Jacksonville

117 W. Duval Street, Suite 150

Jacksonville, FL, 32202

Office: (904) 255-5552

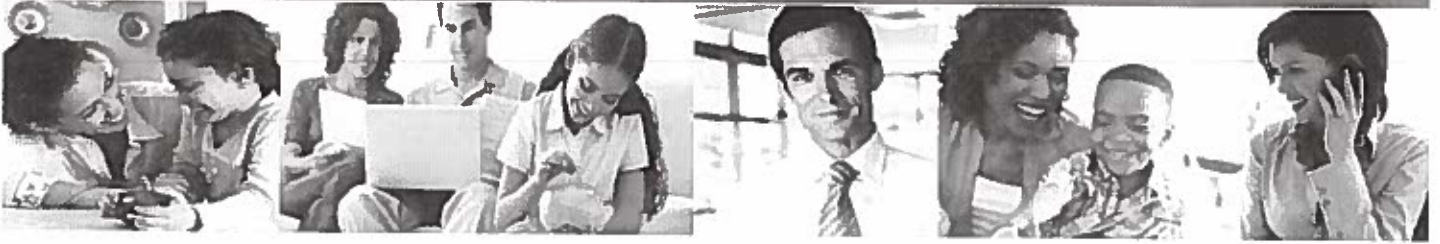
[mdiperna@coi.net](mailto:mdiperna@coi.net)

**ONE CITY ONE JACKSONVILLE!**

This e-mail message and any documents attached to it are confidential and may contain information that is protected from disclosure by various federal and state laws, including the HIPAA privacy rule (45 C.F.R., Part 164). This information is intended to be used solely by the entity or individual to whom this message is addressed. If you are not the intended recipient, be advised that any use, dissemination, forwarding, printing, or copying of this message without the sender's written permission is strictly prohibited and may be unlawful. Accordingly, if you have received this message in error, please notify the sender immediately by return e-mail or call 904-630-1314, and then delete this message.

FVh 'A' <sup>2</sup>

# Humana®



**Prepared for:**  
City of Jacksonville, FL

**Proposed coverage:**  
- Dental

**Broker:** LAURA NOLAN AGENCY

**Humana sales representative:** Laura Nolan

**Presented by:** LAURA NOLAN

**Proposal date:** 05/27/2021

*EKB 'B'*

# What's inside:

- > About Humana ..... 3
  
- Dental proposal:**
- > Plan highlights and rates ..... 5
- > Terms and conditions ..... 9

FXB 'B'



Benefits\* that help protect employee's health and finances.

- > **Medical:** Humana offers PPO, HMO, POS, and HDHP plans with a wide range of deductibles, copayments, and prescription drug designs with access to more than 650,000 providers and more than 4,000 hospitals nationwide. Our funding options include Flexible Spending Accounts (FSAs), Health Reimbursement Accounts (HRAs) and Health Savings Accounts (HSAs)
- > **Dental and vision:** Regular cleanings and eye exams can detect problems and other diseases throughout the body. Humana's dental and vision plans encourage prevention, early diagnosis, and treatment – helping employees stay more healthy and fit.
- > **Retiree benefits:** With our broad-based Medicare Advantage network and consumer-driven solutions, Humana is uniquely positioned to address employers' FASB and GASB risk-mitigation strategies while providing efficient, cost-effective benefit plan solutions for your Medicare-eligible retirees.

We're happy you're considering Humana for your employee benefits offering. For more than five decades, we've helped businesses of all sizes provide their employees with quality, affordable health care benefits. We can do the same for you.

You'll find Humana makes the employee benefits experience simpler for everyone involved by providing personal guidance and resources to help you and your employees make smart choices.

Here's what you can expect

- > A monthly newsletter, Focus, giving you the latest benefit news and industry trends
- > Resources for Spanish-speaking employees
- > *Newsweek* ranked Humana the best in customer service in 2019 in the health insurance category
- > Financially strong company ranked 56th on the Fortune 500
- > Friendly, personal service

Humana, working with your agent, will help you find a plan that's the best fit for you and your employees. And we'll work closely with you to control costs and help your employees lead healthier, more productive lives.

\* Availability varies by state

EKB 'B'



### Why choose Humana Specialty Benefits?

- > Personalize your benefits by working with your agent and our own experts. Together, we'll tailor a benefits package that works best for you and your employees
- > Dental insurance is one of the top-requested benefits by employees, followed by vision
- > Save on your rates when you add multiple Humana products
- > Expect a simple and friendly experience from people who care and are ready to help you and your employees

Dental and vision plans that improve health and save money

### INNOVATIVE DESIGN

- **Dental** - Built for promoting healthy bodies and smiles
  - **Three routine cleanings included**—more than the industry standard
  - **Four periodontal maintenance cleanings covered under preventive service**
  - **Extended and unlimited annual maximum options** let members get ongoing care when they need it
- **Vision** - Good eye health with an easy-to-use plan
  - **Additional covered diabetic eye exam, retinal imaging and more**
  - **Simple copays for most-used services**, and low fixed costs on premium lenses and coatings, which are typically expensive add-ons

### INDUSTRY-LEADING SERVICE

- Single point of contact provides best-in-class implementation, service and administration
- Dedicated EDI team to assist with implementation and ongoing complex data-sharing needs

### NATIONWIDE ACCESS

- Nationwide dental provider network with competitive discounts
- Nationwide vision network with over 99,000 vision providers in more than 25,000 locations including independent practitioners and retail locations

FLB 'B'

**Fully Insured**  
 Effective date: 01/01/2022

# Dental plan highlights and rates

## Proposed plan 1: CUSTOM PPO 100/80/50IN 80/80/50OUT ORTHO 5K U&C

### Employer Sponsored Non Dual Choice

#### Plan highlights

Preventive services coinsurance % Par	100	Extended annual max	No
Preventive services coinsurance % NonPar	80	Waive preventive on annual maximum	Not Selected
Basic services coinsurance % Par	80	Endodontics	Major
Basic services coinsurance % NonPar	80	Periodontics	Major
Major services coinsurance % Par	50	Composite fillings for molars	Not Selected
Major services coinsurance % NonPar	50	Complex surgical extractions	Basic
Individual Par Deductible	\$500	Implants	Major
Individual NonPar Deductible	\$500	Orthodontia	Adult/Child
Family Par Deductible	\$1500	Orthodontia coinsurance % Par	50
Family NonPar Deductible	\$1500	Orthodontia coinsurance % NonPar	50
Waive deductible on preventive	Yes	Orthodontia lifetime maximum	\$5000
Annual maximum Par	\$5000	Orthodontia lifetime maximum NonPar	\$5000
Annual maximum NonPar	\$5000	Voluntary	Not Selected

	EE	EESP	EECH	FAM
Estimated counts	435	142	44	55
Proposed rates	\$38.10	\$76.22	\$96.68	\$130.14
Estimated monthly premium	\$16,573.50	\$10,823.24	\$4,253.92	\$7,157.70
Estimated annual premium	\$198,882.00	\$129,878.88	\$51,047.04	\$85,892.41

**U&C:** Members and their families benefit from negotiated discounts on covered services by choosing dentists in our network. If a member visits a participating network dentist, the member will not receive a bill for charges more than the negotiated fee for covered services. If a member sees an out-of-network dentist, coinsurance will apply to the usual and customary charge. Out-of-network dentists may bill you for charges above the amount covered by your dental plan.

Limitations, exclusions, waiting periods, and frequency or age limitations may apply. Do not cancel current group coverage until you receive written approval from Humana. Please verify the rates and selected plan(s) before implementation to ensure a smooth transition.

FVB 'B'



**Fully Insured**  
**Effective date:** 01/01/2022

## Dental plan highlights and rates

### Proposed plan 2: CUSTOM PPO 100/80/50IN 80/50/50OUT INFS

#### Employer Sponsored Dual Choice

##### Plan highlights

Preventive services coinsurance % Par	100	Annual maximum Par	\$1500
Preventive services coinsurance % NonPar	80	Annual maximum NonPar	\$1500
Basic services coinsurance % Par	80	Extended annual max	No
Basic services coinsurance % NonPar	50	Waive preventive on annual maximum	Not Selected
Major services coinsurance % Par	50	Endodontics	Major
Major services coinsurance % NonPar	50	Periodontics	Major
Individual Par Deductible	\$50	Composite fillings for molars	Not Selected
Individual NonPar Deductible	\$50	Complex surgical extractions	Basic
Family Par Deductible	\$150	Implants	Major
Family NonPar Deductible	\$150	Orthodontia	Not Available
Waive deductible on preventive	Yes	Voluntary	Not Selected

	EE	EESP	EECH	FAM
Estimated counts	979	344	118	138
Proposed rates	\$18.56	\$37.12	\$47.12	\$63.42
Estimated monthly premium	\$18,170.24	\$12,769.28	\$5,560.16	\$8,751.96
Estimated annual premium	\$218,042.88	\$153,231.34	\$66,721.91	\$105,023.52

**INFS:** Members and their families benefit from negotiated discounts on covered services by choosing dentists in our network. If a member visits a participating network dentist, the member will not receive a bill for charges more than the negotiated fee for covered services. If a member sees an out-of-network dentist, coinsurance will apply to the maximum allowable charge of one or more network providers in your geographic area. Out-of-network dentists may bill you for charges above the amount covered by your dental plan.

Limitations, exclusions, waiting periods, and frequency or age limitations may apply. Do not cancel current group coverage until you receive written approval from Humana. Please verify the rates and selected plan(s) before implementation to ensure a smooth transition.

FVB 'B'

**Fully Insured**  
**Effective date:** 01/01/2022

# Dental plan highlights and rates

## Proposed plan 3: CUSTOM TRADITIONAL PREFERRED 100/80/50 ORTHO 2K U&C

### Employer Sponsored Dual Choice

#### Plan highlights

Preventive services coinsurance %	100	Endodontics	Major
Basic services coinsurance %	80	Periodontics	Major
Major services coinsurance %	50	Composite fillings for molars	Not Selected
Individual Deductible	\$100	Complex surgical extractions	Basic
Family Deductible	\$300	Implants	Major
Waive deductible on preventive	Yes	Orthodontia	Adult/Child
Annual maximum	\$2000	Orthodontia coinsurance %	50
Extended annual max	No	Orthodontia lifetime maximum	\$2000
Waive preventive on annual maximum	Not Selected	Voluntary	Not Selected

	EE	EESP	EECH	FAM
Estimated counts	571	198	102	90
Proposed rates	\$29.70	\$59.39	\$75.43	\$101.43
Estimated monthly premium	\$16,958.70	\$11,759.22	\$7,693.86	\$9,128.70
Estimated annual premium	\$203,504.40	\$141,110.64	\$92,326.32	\$109,544.41

**U&C:** Members and their families benefit from negotiated discounts on covered services by choosing dentists in our network. If a member visits a participating network dentist, the member will not receive a bill for charges more than the negotiated fee for covered services. If a member sees an out-of-network dentist, coinsurance will apply to the usual and customary charge. Out-of-network dentists may bill you for charges above the amount covered by your dental plan.

Limitations, exclusions, waiting periods, and frequency or age limitations may apply. Do not cancel current group coverage until you receive written approval from Humana. Please verify the rates and selected plan(s) before implementation to ensure a smooth transition.

#### CUSTOM BENEFITS FOR TRAD AND PPO PLANS:

Fluoride application twice per year through age 18;  
 Periodontal maintenance twice per year covered in major;  
 Denture repair covered in basic;

*EVAB 'B'*

Fully Insured  
Effective date: 01/01/2022

# Dental plan highlights and rates

Proposed plan 4: FL DHMO/PREPAID HS205 ADULT/CHILD ORTHO

Employer Sponsored Dual Choice

	EE	EESP	EECH	FAM
Estimated counts	763	245	141	116
Proposed rates	\$10.85	\$21.70	\$24.41	\$39.26
Estimated monthly premium	\$8,278.55	\$5,316.50	\$3,441.81	\$4,554.16
Estimated annual premium	\$99,342.59	\$63,798.00	\$41,301.72	\$54,649.91

Limitations, exclusions, waiting periods, and frequency or age limitations may apply. Do not cancel current group coverage until you receive written approval from Humana. Please verify the rates and selected plan(s) before implementation to ensure a smooth transition.

FVA 'B'

**Fully Insured**

# Dental plan terms and conditions

**Rate Assumptions:**

- › The effective date is no later than 01/01/2022.
- › Rates are guaranteed for three (3) years from 01/01/2022 through 12/31/2024. If the average enrollment from 01/01/2022 through 09/30/2022 changes by +/-10% from the quoted enrollment of 4481 subscribers, HumanaDental reserves the right to adjust rates effective 01/01/2023.
- › Rates are based on SIC code 9111, situs state FL.
- › Plan assumes an employer/employee relationship exists between all parties
- › These rates include a replacement commission schedule of a level 0%
- › Humana requires any producer transacting the sale of insurance products on Humana's behalf to be contracted with Humana and appointed as Humana's agent in accordance with applicable law. The provision of this quoting information to the producer does not constitute an authorization of the named producer to solicit or otherwise transact the sale of insurance products on behalf of Humana, its affiliates, or subsidiaries. The information presented in this quote is intended for a producer's informational purposes only and shall not be distributed further.

**Enrollment:**

- › Rates are based on 8128 eligible employees.
- › If enrollment changes by +/-10 percent from the quoting enrollment of 4481 subscribers / 7178 members, underwriting reserves the right to re-evaluate rates.
- › On Employer Sponsored plans, no waiting periods will apply for initial or timely add-ons for PPO/TRP and DHMO plans.
- › Rates include an annual open enrollment at renewal time. Open enrollment allows employees to enroll as timely applicants during open enrollment. Standard waiting periods apply.

**Plan Design:**

- › Proposal is contingent on Humana being the only dental plan(s) offered.
- › This plan is based on Humana's dental standard certificate language and includes custom benefits. To ensure quality, Humana requires a 40-day notice before the effective date to complete all facets of implementation and quality-assurance testing. Tasks during this time include internal and external meetings to discuss plan design, receiving and loading eligibility, building plan-specific benefits, and creating, printing and mailing ID cards.
- › Texas legislation does not permit plans with differing levels of in- and out-of-network benefits. Residents can only be offered Traditional Preferred/Plus Plans.
- › Dependent age limitations are based on situs state requirements unless otherwise noted.

**Billing:**

- › With our standard billing cycle, premiums are due by the first of the month for which coverage is to be provided. Grace period is 31 days.
- › Humana may adjust rates because of changes in plan design, legislation, or regulations that affect benefits payable, eligible, or contractual provisions.

For the January 1, 2025 renewal, the rates from January 1, 2025 through December 31, 2025 will not increase your rates more than 6 percent.

For the January 1, 2026 renewal, the rates will not increase more than 7 percent.

The Humana rates include an implementation credit of \$5,000 payable once over the contract term.





# City of Jacksonville, Florida

*Lenny Curry, Mayor*

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

ONE CITY. ONE JACKSONVILLE.

May 18, 2021

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

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

FROM: Nikita Reed, P.E. *Nikita Reed*  
Public Works Project Manager

Tim Rogers, Library Director *Tim Rogers*  
Jacksonville Public Library

SUBJECT: P-31-20 Professional Architectural Services for Oceanway/New Berlin Library

The subcommittee received Seven (7) proposals for evaluation for the subject project. All were found to be responsive, interested, qualified and available to provide the services required by the RFP.

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

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

3. G. M. Hill Engineering, Inc.
1. PQH Group, Inc.
2. TTV Architects, Inc.

Based on Section 11 of the RFP, the three top-ranked proposals will be provided criteria and scheduling information for Oral Interviews, which will have an additional value of 20 points which will be added to the score from the evaluation of the Contractor's proposal. Final Ranking of the top three firms will be based on the combination of scores from the proposal evaluations and oral interviews. We anticipate needing thirty minutes for each presentation.

Accordingly, we request your approval to schedule the oral interviews for P-31-20 Professional Architectural Services for Oceanway/New Berlin Library.

JPP/lw

Attachment: Scoring Matrix

cc: Lori West, PW Contract Specialist, Engineering and Construction Management

*SS*

Evaluation Matrix

EVALUATION SCALE 1-----20

PROJECT NO. P-31-20 Average

PROJECT TITLE: Professional Architectural Services for the CommunityNew Berlin Library

EXTREMELY QUALIFIED

QUALIFIED	COMPETENCE	CURRENT WORKLOAD	FINANCIAL RESPONSIBILITY	ABILITY TO OBSERVE COMPLIANCE WITH PLANS	PROFESSIONAL ACCOMPLISHMENTS RECORD	PRIORITY TO PROJECT	Fast & Precise Responses to Solicit Agency Business & Oversee Submittals	ABILITY TO DESIGN AN APPROACH AND WORK PLAN	An owner's willingness to meet both time & budget	VOLUME OF CURRENT AND PAST WORK FOR USING AGENCIES	OVERALL
FRAM ASSESSED	10	10	5	10	5	10	20	20	10	10	110
PRAXIS 3	9.50	8.50	1.00	8.00	4.00	1.00	8.00	12.25	5.00	10.00	87.25
VRL ARCHITECTS, INC.	10.00	7.50	2.00	7.25	3.00	10.00	9.00	13.50	3.00	9.00	74.25
AKEL LOGAN & SHAFER	10.00	7.50	2.00	10.00	4.50	10.00	8.50	16.00	6.50	10.00	85.00
TTY ARCHITECTS, INC.	9.50	5.50	2.00	9.25	5.00	10.00	11.00	16.00	10.00	9.00	87.25
ROB DESIGN ASSOC	9.50	10.00	2.00	9.00	3.00	18.00	10.00	15.00	4.00	10.00	82.50
GM HILL	9.50	9.00	2.50	6.00	4.75	10.00	13.00	16.50	8.00	9.00	86.25
POH GROUP	10.00	10.00	2.00	8.50	3.50	10.00	20.00	12.50	18.00	9.00	95.50







# City of Jacksonville, Florida

Lenny Curry, Mayor

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

ONE CITY ONE JACKSONVILLE

May 20, 2021

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

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

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

Nikita Reed, P.E.  
Public Works Project Manager *Nikita Reed*

SUBJECT: P-60-17 Professional Design Services for Armsdale Road Sidewalk and Roadway Improvements  
Contract 10479/ PO 600440-20-021 Amendment 2

Design modifications are needed to include a traffic signal design, lighting design modifications, drainage improvements and easement documents. Negotiations have resulted in the attached Scope of Services, Exhibit E and Contract Fee Schedule, Exhibit F. JSEB firms to be utilized to meet the 20% Participation Percentage Plan for this contract are detailed on a separate attachment. There is no rate increase associated with this amendment.

Accordingly, this is to recommend that Contract 10479, originally executed October 4, 2018, between the City and Peters and Yaffee, Inc. for Professional Design Services for Armsdale Road Sidewalk and Roadway Improvements be amended to incorporate the attached Scope of Services, Exhibit E and Fee Schedule, Exhibit F, to increase the lump sum amount for Design Services by \$104,970.65 to a new lump sum amount of \$340,940.23, to increase the not to exceed limits for Lighting & Structures Design by \$29,130.33 to a new limit of \$76,985.38, Geotechnical Services by \$1,495.97 to a new limit of \$7,619.55, Survey by \$16,788.52 to a new limit of \$72,368.98 and Subsurface Utility Engineering by \$2,791.45 to a new limit of \$26,744.67, thereby increasing the maximum indebtedness by \$155,176.92 to a new maximum of \$561,754.93. All other terms and conditions are as provided in the RFP and the City's standard contract language.

Funding for this project should be as follows:

ACCOUNTS:	TOTAL
001350	
EDCP JIA Area Redev CRA Capital Projects - Industry Development	
565050	
1	
10804-381910	
\$155,176.92	\$155,176.92

RGS/lw

Attachment: Exhibits E & F  
JSEB Participation

cc: David D. Hahn, P.E., Project Manager, Engineering & Construction Management  
Lori West, Engineering & Construction Management

84

**SCOPE OF SERVICES  
SUPPLEMENTAL AGREEMENT NO. 2  
May 12, 2021**

**PROFESSIONAL DESIGN SERVICES FOR  
ARMSDALE ROAD SIDEWALK AND ROADWAY  
IMPROVEMENTS CONTRACT NO. 10479  
CITY OF JACKSONVILLE, FLORIDA**

**A. BACKGROUND**

The Consultant (Peters and Yaffee, Inc.) was originally retained by the City of Jacksonville (COJ) under Contract No. 10479 for the Engineering Design Phase for Armsdale Road Sidewalk and Roadway Improvements. The Notice to Proceed was dated October 9, 2018.

**B. PURPOSE**

The purpose of this Scope of Services (Supplemental Agreement No. 2) is to provide authorization for supplemental services to the above described Contract related to the roadway and drainage design, signing and pavement marking design, signalization design, lighting design, specification package preparation and permitting with the St. Johns River Water Management District (SJRWMD) and the Army Corps of Engineers (ACOE).

**C. SUPPLEMENTAL SERVICES TO BE PERFORMED**

The services under this agreement are intended to provide supplemental services in addition to the services included in the original Scope of Services dated July 5, 2018 and the subsequent contract amendment dated November 6, 2019. The supplemental services are:

1. Specifications Package Preparation

The Consultant will update the Specifications Package to incorporate the recent changes to Section 31 and to add necessary information for the new signal installation.

2. Roadway and Drainage Analysis and Plans

The Consultant will review the updated lighting design to determine if updates are necessary to the roadway plans to avoid conflicts with proposed light pole locations. This effort will also include updating the roadway design to avoid identified conflicts.

The Consultant will update the roadway and drainage design for the addition of a northbound left turn lane and a southbound left turn lane at the intersection of Armsdale Road and Duval Road. Total length of turn lane improvements is estimated to be 1500'.

3. Environmental Permitting

The Consultant will prepare and submit for a Permit Exemption Request Letter for addition of new turn lanes from SJRWMD and respond to any comments.

4. Signing and Pavement Marking Analysis and Plans

The Consultant will revise the existing signing and pavement marking design to include the addition of northbound and southbound left turn lanes on Duval Road at the intersection with Armsdale Road.

5. Signalization Analysis and Plans

The Consultant will develop and include a new box span signalization design for a new traffic signal at the intersection of Armsdale Road and Duval Road.

6. Structural Analysis and Plans

STV will provide structural design services for a box span at the Armsdale Road North/Duval Road intersection. STV will check vertical clearances; perform structural design of the box span, pole, and foundations using the FDOT ATLAS design program; and provide construction plans consisting of concrete span wire data tables (standard and/or special design as applicable). Information to be provided by others includes, but is not limited to, geotechnical design parameters; sign and signal sizes and locations; pole configurations, and survey information.

7. Lighting Design Analysis and Plans

The Consultant will revise the existing lighting design to meet City of Jacksonville Collector Road criteria requirements. A lighting design and plans will be provided for the Armsdale Road/Duval Road intersection.

8. Geotechnical

Perform three SPT borings to depths of 30 feet below existing ground surface at the proposed signalization structures at the Duval Road/Armsdale Road intersection.

Underground utility locates will be identified through the Sunshine One-Call System. Private utilities not registered with the system, such as irrigation systems, will need to be located by the Owner.

Laboratory classification and index property tests will be performed as necessary on selected soil samples obtained from the exploration.

The results of the exploration and engineering evaluation will then be documented in a report containing the following:

A brief discussion of our understanding of the planned construction and imposed loading conditions.

A presentation of the field and laboratory test procedures used and the data obtained.

A presentation of the existing on-site conditions, such as topography, surface vegetation, etc. as they relate to the planned construction.

**EXHIBIT E**

A presentation of the encountered subsurface conditions, including subsurface profiles and measured groundwater levels, estimated seasonal high groundwater levels, and estimated geotechnical engineering properties (as necessary).

Recommended soil parameters for foundation design of the signalization structures.

**9. Subsurface Utility Engineering**

Perform exploratory excavations at proposed signal pole locations to provide Quality Level A SUE information on all utility conflicts and establish a cleared area for signal pole design. A total of four (4) exploratory excavations will be provided (one in each quadrant of the Armsdale Road/Duval Road Intersection).

**10. Design Survey**

The Consultant will prepare the required drawings and legal descriptions for a new 20' wide drainage easement that will be acquired north of existing Right of Way of Armsdale Road at the cross drain located at Station 79+50. The Consultant will also prepare drawings and legal descriptions for 28 Temporary Construction Easements of varying widths for the project.

**D. CONSULTANT RESPONSIBILITIES**

All services and requirements as outlined in the original Contract No. 10479, including any Supplemental Amendments, shall remain in full force and effect.

**E. CITY OF JACKSONVILLE'S RESPONSIBILITIES**

The COJ's responsibilities shall remain the same as in the original Contract No. 10479, including any Supplemental Amendments.

**F. NOTICE TO PROCEED**

No work on this project will be performed until a fully executed Contract Amendment and Notice to Proceed has been issued by COJ authorizing Consultant to initiate execution of this Supplemental Agreement No. 2.

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

<b>PART I - GENERAL</b>				
1. Project Armsdale Road Sidewalk & Roadway Imp.		2. Proposal Number P-60-17		
3. Name of Consultant Peters & Yaffe, Inc.		4. Date of Proposal 5/12/2021		
<b>PART II - LABOR RELATED COSTS</b>				
5. Direct Labor	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Principal	\$76.57	43	\$3,292.51	
Project Manager	\$69.62	98	\$6,822.76	
Senior Engineer	\$65.30	102	\$6,660.60	
Desing Engineer	\$42.40	235	\$9,964.00	
Designer (Non-Reg)	\$26.20	111	\$2,908.20	
Engineering Intern	\$30.13	98	\$2,952.74	
Drafter/CAD Tech	\$23.98	75	\$1,798.50	
Clerical	\$23.21	13	\$301.73	
<b>TOTAL DIRECT LABOR</b>		<b>775</b>	<b>Hours</b>	<b>\$34,701.04</b>
6. Overhead (Combined Fringe Benefit & Administrative)			175.00%	\$60,726.82
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				\$95,427.86
8. PROFIT: Labor Related Costs (Item 7)			x 10%	\$9,542.79
<b>PART III - OTHER COSTS</b>				
9. Miscellaneous Direct Costs				
<b>MISCELLANEOUS DIRECT COSTS SUB-TOTAL</b>				<b>\$0.00</b>
10. SUBCONTRACTS (Reimbursable/Not to Exceed)				
<b>SUB-CONTRACT SUB-TOTAL</b>				<b>\$0.00</b>
<b>TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)</b>				<b>\$104,970.65</b>
11. REIMBURSABLE COSTS (Limiting Amount)				
Lighting & Structures Design (STV)			29,130.33	
Landscape Design (Janet Whitmill)				
Environmental Services (ERS)				
Geotechnical Investigations (ECS Limited)			1,495.97	
Design Survey (Robert M. Angus)			16,788.52	
Subsurface Utility Enginccring (DRMP)			2,791.45	
<b>SUB-TOTAL REIMBURSABLES</b>				<b>\$50,206.27</b>
<b>PART IV - SUMMARY</b>				
<b>TOTAL AMOUNT OF AMENDMENT #6 (Lump Sum Plus Reimbursables) (Items 5, 6, 8, 9, 10 and 11)</b>				<b>\$155,176.92</b>
12. PRIOR CONTRACT AMOUNT (Through Amendment # 1)				\$406,578.01
<b>AMENDED AMOUNT OF CONTRACT</b>				<b>\$561,754.93</b>

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

<b>PART I - GENERAL</b>				
1. Project Armsdale Road Sidewalk - STV Amendment #1 (Lighting/Structures)			2. Proposal Number COJ P-60-17	
3. Name of Consultant STV Incorporated			4. Date of Proposal 4/29/2021	
<b>PART II - LABOR RELATED COSTS</b>				
5. Direct Labor	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Project Manager	\$63.87	10	\$638.70	
Principal	\$98.04	0	\$0.00	
Chief Engineer	\$78.25	36	\$2,817.00	
Senior Engineer	\$58.20	55	\$3,201.00	
Design Engineer	\$41.33	46	\$1,901.18	
Designer	\$40.66	0	\$0.00	
CADD/Computer Tech	\$26.93	19	\$511.67	
Engineering Intern	\$29.49	19	\$560.31	
Clerical	\$20.45	0	\$0.00	
<b>TOTAL DIRECT LABOR</b>		<b>185 Hours</b>		<b>\$9,629.86</b>
6. Overhead (Combined Fringe Benefit & Administrative)				
				175%
				<b>\$16,852.26</b>
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				<b>\$26,482.12</b>
8. PROFIT: Labor Related Costs (Item 7)			x	10%
				<b>\$2,648.21</b>
<b>PART III - OTHER COSTS</b>				
9. Miscellaneous Direct Costs				
S				
S				
S				
S				
<b>MISCELLANEOUS DIRECT COSTS SUB-TOTAL</b>				<b>\$0.00</b>
10. SUBCONTRACTS (Lump Sum)				
S				
S				
<b>SUB-CONTRACT SUB-TOTAL</b>				<b>\$0.00</b>
<b>TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)</b>				<b>\$0.00</b>
11. REIMBURSABLE COSTS (Limiting Amount)				<b>\$29,130.33</b>
<b>SUB-TOTAL REIMBURSABLES</b>				<b>\$29,130.33</b>
<b>PART IV - SUMMARY</b>				
<b>TOTAL AMOUNT OF AMENDMENT</b>				<b>\$29,130.33</b>
12. PRIOR CONTRACT AMOUNT				<b>\$47,855.05</b>
<b>AMENDED AMOUNT OF CONTRACT</b>				<b>\$76,985.38</b>

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

<b>PART I - GENERAL</b>				
<b>1. Project</b> Armsdale Road Sidewalk & Roadway Improvements		<b>2. Proposal Number</b> COJ P-60-17		
<b>3. Name of Consultant</b> ECS Florida, LLC		<b>4. Date of Proposal</b> 4/29/2021		
<b>PART II - LABOR RELATED COSTS</b>				
<b>5. Direct Labor</b>	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Principal	\$ -	-	\$ 0.00	
Drillers (Field Inspector)	\$ 20.21	1	\$ 20.21	
Senior Engineer	\$ 47.00	2	\$ 94.00	
Project Engineer (P.E.)	\$ 36.73	4	\$ 146.92	
Designer (Non-Reg.)	\$ -	-	0.00	
Staff Engineer (E.I.)	\$ 28.20	4	\$ 112.80	
Drafter/CADD	\$ 28.13	3	\$ 84.39	
Clerical	\$ 17.50	2	\$ 35.00	
<b>TOTAL DIRECT LABOR</b>	\$30.83	16		\$ 493.32
<b>6. Overhead (Combined Fringe Benefit &amp; Administrative)</b>				
Overhead Rate			175 % x Total Direct Labor	\$ 863.31
<b>7. SUBTOTAL: Labor + Overhead (Items 5 &amp; 6)</b>				\$ 1,356.63
<b>8. PROFIT: Labor Related Costs (Item 7)</b>				\$ 135.66
				x 10%
<b>PART III - OTHER COSTS</b>				
<b>9. Miscellaneous Direct Costs</b>				
Truck Drilling Rig Mobilization			\$ 600.00	
Drill Rig SPT Borings (3 borings at 30ft, signals)			\$ 1,305.00	
Moisture Content Tests			\$ 90.00	
Percent Fines Content Tests			\$ 90.00	
<b>MISCELLANEOUS DIRECT COSTS SUB-TOTAL</b>				\$ 2,085.00
<b>10. SUBCONTRACTS (Lump Sum)</b>				
Remaining Original Contract Amount			\$ (2,081.32)	
			\$	
			\$	
Other (Specify)			\$	
<b>SUB-CONTRACT SUB-TOTAL</b>				\$ (2,081.32)
<b>TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)</b>				\$ 1,495.97
<b>11. REIMBURSABLE COSTS (Limiting Amount)</b>				
<b>SUB-TOTAL REIMBURSABLES</b>				\$
<b>PART IV - SUMMARY</b>				
<b>TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables)</b> (Items 5, 6, 8, 9, 10 and 11)				\$ 1,495.97

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

**PART I - GENERAL**

<b>1. Project</b> Armsdale Road Sidewalk & Roadway Improvements	<b>2. Proposal No. / Contract No.</b> COJ P-60-17
<b>3. Name of Consultant or Subconsultant:</b> ETM Surveying & Mapping, Inc. (Robert M. Angas Associates, Inc.)	<b>4. Date of Proposal</b> May 12, 2021

**PART II - LABOR RELATED COSTS**

5. Direct Labor (Reimbursable)	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Sr. PSM	\$ 64.91	42.74	\$ 2,774.25	
Survey Technician	\$ 37.00	85.48	\$ 3,162.76	
Clerical	\$ 28.25	2.1225	\$ 59.96	
			\$ 0.00	
			\$ 0.00	
			\$ 0.00	
<b>TOTAL DIRECT LABOR</b>	\$ 46.01	130.3425		\$ 5,996.97
<b>6. Overhead (Combined Fringe Benefit &amp; Administrative)</b>				
Overhead Rate	154.5 % x Total Direct Labor			\$ 9,265.32
<b>7. SUBTOTAL: Labor + Overhead (Items 5 &amp; 6)</b>				<b>\$ 15,262.29</b>
<b>8. PROFIT: Labor Related Costs (Item 7) x 10%</b>				<b>\$ 1,526.23</b>

**PART III - OTHER COSTS**

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

**PART IV - SUMMARY**

<b>TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables)</b> (Items 5, 6, 8, 9, 10, and 11)	<b>\$ 16,788.52</b>
<b>12. TOTAL PRIOR CONTRACT AMOUNT</b>	
<b>TOTAL AMENDED CONTRACT AMOUNT</b>	



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

<b>PART I - GENERAL</b>				
<b>1. Project</b> Armsdale Road Sidewalk & Roadway Improvements		<b>2. Proposal Number</b> COJ P-60-17		
<b>3. Name of Consultant</b> DRMP, Inc.		<b>4. Date of Proposal</b> 4/30/2021		
<b>PART II - LABOR RELATED COSTS</b>				
<b>5. Direct Labor</b>	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Senior (PSM)	\$ 60.58		\$ 0.00	
Project (PSM)	\$ 48.08	4	\$ 192.32	
Survey Tech	\$ 36.06	10	\$ 360.60	
Secretary/Clerical	\$ 22.54	1	\$ 22.54	
	\$ -		0.00	
3-man Survey Crew	\$ 55.34	5	\$ 276.70	
2-man Designate SUE Crew	\$ 50.91	0	\$ 0.00	
3-man Vacuum SUE Crew	\$ 74.55	32	\$ 2,385.60	
<b>TOTAL DIRECT LABOR</b>	<b>\$62.26</b>	<b>52</b>		<b>\$ 3,237.76</b>
<b>6. Overhead (Combined Fringe Benefit &amp; Administrative)</b>				
Overhead Rate			150 % x Total Direct Labor	\$ 4,856.64
<b>7. SUBTOTAL: Labor + Overhead (Items 5 &amp; 6)</b>				<b>\$ 8,094.40</b>
<b>8. PROFIT: Labor Related Costs (Item 7)</b>			x 10%	<b>\$ 809.44</b>
<b>PART III - OTHER COSTS</b>				
<b>9. Miscellaneous Direct Costs</b>				
Transportation & Shipping			\$ 0.00	
Original Reproducibles			\$ 0.00	
Reproduction			\$ 0.00	
Other (Specify)			\$ 0.00	
<b>MISCELLANEOUS DIRECT COSTS SUB-TOTAL</b>				<b>\$ -</b>
<b>10. SUBCONTRACTS (Lump Sum)</b>				
Remaining Original Contract Amount			\$ (6,112.39)	
			\$	
			\$	
Other (Specify)			\$	
<b>SUB-CONTRACT SUB-TOTAL</b>				<b>\$ (6,112.39)</b>
<b>TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)</b>				<b>\$ 2,791.45</b>
<b>11. REIMBURSABLE COSTS (Limiting Amount)</b>				
<b>SUB-TOTAL REIMBURSABLES</b>				<b>\$ -</b>
<b>PART IV - SUMMARY</b>				
<b>TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables)</b> (Items 5, 6, 8, 9, 10 and 11)				<b>\$ 2,791.45</b>







# City of Jacksonville, Florida

*Lenny Curry, Mayor*

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

ONE CITY. ONE JACKSONVILLE.

May 18, 2021

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

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

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

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

RE: REQUEST FOR PERMISSION TO REVIEW PROPOSAL  
P-03-21 Debris Monitoring and Management Planning and Operations

The Department of Public Works received only two (2) proposals for the RFP solicitation for the Referenced RFP. Per Section 126.302(f) of the Procurement Code if:

"PSEC receives responses from less than three proposers, it shall re-solicit proposals from proposers previously solicited and from additional persons, unless it determines, in writing, that no advantage would be obtained by re-soliciting. Notwithstanding the number of responses received, PSEC may proceed to consider those proposers responding to the re-solicitation or to the initial solicitation if it determines, in writing, that no advantage would be obtained by re-soliciting."

Only three firms attended the pre-proposal meeting with only 2 responding, the 3<sup>rd</sup> will be a sub consultant to one of the respondents. Since this is a specialty discipline, the Department of Public Works does not have employees with the necessary expertise. The City has, in the past, hired a Consultant to provide these services. The RFP was advertised for 37 days and was downloaded by 38 firms. We feel that this time afforded ample time for consulting firms to become aware of the RFP and prepare/submit responses. Additionally, we believe that we have received proposals from qualified firms.

Considering the foregoing information, staff requests permission to review and grade the proposal received.

JPP/lw

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

*88*





# City of Jacksonville, Florida

*Lenny Curry, Mayor*

Department of Public Works  
214 N. Hogan St., 10<sup>th</sup> floor  
Jacksonville, FL 32202  
(904) 255-8786  
www.coj.net

ONE CITY. ONE JACKSONVILLE

May 19, 2021

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

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

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

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

SUBJECT: P-40-16 Master Stormwater Management Plan (MSMP) Program Management Services-  
Annual Contract  
Contract No. 6354-16 Amendment B

Professional engineering services are needed to support the City's floodplain management program as it relates to the Community Rating System (CRS) compliance under the National Flood Insurance Program. Negotiations with the consultant have resulted in the Attached Scope of Services, Exhibit O and Fee Summary, Exhibit P. There is no rate increase associated with this amendment. CDM Smith, Inc. is committed to meeting the 15% JSEB participation goals established for this contract.

Accordingly, this is to recommend that Contract No. 6354-16, originally executed June 23, 2017, between the City of Jacksonville and CDM Smith Inc. for Master Stormwater Management Plan (MSMP) Program Management Services- Annual Contract be amended to incorporate the attached Scope of Services, Exhibit O and Fee Summary, Exhibit P to increase the not to exceed limit for CRS Support by \$42,641.58 to a new limit of \$82,641.58, thereby increasing the maximum indebtedness to the City by \$42,641.58 to a new limit of \$507,313.58. All other terms and conditions of the Agreement remain unchanged.

Funding is as follows:

15104.143004.531090.000000.00000000.000000.00000000

JPP/lw

Attachment: Exhibits O & P

cc: Lori A. West,, Engineering and Construction Management

*SP*

**CITY OF JACKSONVILLE  
MASTER STORMWATER MANAGEMENT PLAN  
PROGRAM MANAGEMENT SERVICES  
6354-16**

April 26, 2021

**AMENDMENT NO. 8  
COMMUNITY RATING SYSTEM UPDATE**

This Authorization, when executed, shall be incorporated in and become part of the Agreement for Professional Services between the City of Jacksonville (CITY), and CDM Smith Inc. (ENGINEER), dated June 23, 2017 hereafter referred to as the Contract.

**PROJECT BACKGROUND**

The CITY conducted a major update to their 1992 Master Stormwater Management Plan (MSMP) in 2011 and updated the tributary stormwater models in 2013. Since that time, the CITY has continued to develop and implement capital improvement projects. The 1992 and 2011 MSMP documents considered combined rainfall and tidal flooding to most accurately define flooding and solutions. The current contract includes services related to update, refinement, and maintenance of the CITY's MSMP.

Since the 2013 update, the CITY has provided support to Jacksonville consultants, contractors, developers, and surveyors by distributing MSMP information and providing interpretation of MSMP data. As the CITY's Stormwater consultant, ENGINEER has become the keeper of this data and routinely provides access to the data as directed by the CITY.

Original Contract– The contract included development of a design criteria package and a grant application for the Doeboy Regional Stormwater Facility.

Amendment No. 1 – Amendment No. 1 includes preliminary design services related to development of stormwater treatment facilities for the Arlington area. The amendment includes modifying the existing stormwater model to include the proposed facility, quantifying water quality and quantity impacts, and preparing a cost estimate.

Amendment No. 2 – Amendment No. 2 includes services to maintain the MSMP data sets and models and distribute them to third parties at the CITY's direction on an as-requested basis.

Amendment No. 3 – Amendment No. 3 extended the contract timeline to June 21, 2021

Amendment No. 4 – Amendment No. 4 includes support for the City Community Rating System (CRS) 5-year audit and recertification.

Amendment No. 5 – Amendment No. 5 includes services to provide SWMM modeling services and interpretation of results in response to requests from the CITY for alternative analysis.

Amendment No. 6 – Amendment No. 6 revalidates the stormwater utility rate and documents the methodology in a technical memorandum.

Amendment No.7 – Amendment No. 7 reviews the countywide list of MSMP projects and updates project information based on 1) re-prioritization of the CITY’s level of service goals for flood control, water quality, and operation and maintenance, 2) updates estimated project costs based on CPI index, 3) determines ability of the proposed project to be implemented based on current land availability.

Amendment No. 8 – Amendment No. 8 supports the 2021 annual recertification submittal for the Community Rating System (CRS), including a review of changes per the 2017 CRS Coordinator’s annual and subsequent Addendum.

**SCOPE OF WORK**

The following is a description of the services to be provided under this Authorization.

**TASK 1 - DOEBOY REGIONAL STORMWATER FACILITY**

There are no changes to this task.

**TASK 2 - ARLINGTON OED STORMWATER MASTER PLAN**

There is no change to this task.

**TASK 3 - ARLINGTON OED MEETINGS, PROJECT MANAGEMENT AND QUALITY CONTROL**

There is no change to this task.

**TASK 4 - MODELING OF MCCOY’S CREEK ALTERNATIVES**

There is no change to this task.

**TASK 5 - AS-NEEDED ENGINEERING SERVICES FOR MSMP MODELING QUERIES**

There is no change to this task.

**TASK 6 - STORMWATER UTILITY FEE UPDATE 2020**

There is no change to this task.

**TASK 7 - MASTER STORMWATER MANAGEMENT PLAN UPDATE 2021**

There is no change to this task.

**TASK 8 – COMMUNITY RATING SYSTEM EVALUATION**

**TASK 8.1 – KICKOFF MEETING**

CONSULTANT will hold a kickoff meeting with CITY Staff to review the scope of work and determine the documentation and data gaps needed to complete the task.

Deliverable: Kickoff Meeting Memorandum in electronic (\*.pdf) format.



### **TASK 8.2 – REEVALUATE COMMUNITY RATING SYSTEM FOR THE NATIONAL FLOOD INSURANCE PROGRAM**

CONSULTANT will hire a SUBCONSULTANT to perform the following tasks:

1. Review Elevation Certificates for new and Substantial Improvement/Substantial Damage Repair structures for completeness and accuracy. Prepare/coordinate corrections to Elevation Certificates as needed.
2. Review and organize all documentation being submitted for CRS Program Annual Recertification.
3. Coordinate with team members to finalize/complete the documentation needed for the Annual Recertification package.
4. Participate with the team (City staff and CDM Smith staff) for any visits or conference calls with the Insurance Services Office (ISO), or Federal Emergency Management Assistance (FEMA).

CONSULTANT will provide support to the subcontractor in contacting CITY staff and providing access to files developed as part of the five-year certification process performed in 2019-2020.

Deliverable: Electronic submittals to satisfy the requirements of the annual recertification process in electronic (\*.pdf) format.

### **TASK 8.3– PROJECT MANAGEMENT**

Activities performed under this task consist of those general functions required to maintain the project on schedule, within budget, and that the quality of the work products defined within this scope is consistent with CONSULTANT's standards and OWNER's expectations. Specific activities include project quality review of deliverables, periodic progress meetings (up to three meetings budgeted), and general administration of the contract.

### **BASIS OF ESTIMATE**

The following have been used to develop this Amendment and the associated budget:

- CITY shall provide access to development services information including elevation certificates and the elevation certificate log (all elevation certificates for completed construction with structures within the special flood hazard area).
- CITY shall coordinate with other departments as necessary to obtain supporting documentation related to CITY-conducted activities needed for the recertification.
- If CITY was not able to conduct the necessary activities, CONSULTANT will advise CITY of remedial action to bring CRS program back into compliance and may assist in conducting activities time allows. There is no guarantee that CONSULTANT will be able to conduct the necessary activities on behalf of the CITY within the time available.
- CITY will conduct all communication with the ISO office and will submit all provided documents to ISO to comply with the annual recertification.

**DELIVERABLES SUMMARY**

Task	Description	Format
Task 8.1	Kickoff Meeting Summary	Electronic (*.pdf)
Task 8.2	Recertification process documentation.	Electronic (*.xls)

**TIME OF COMPLETION/SCHEDULE**

It is anticipated that the work in Task 8 will take 60 days to complete, starting within two weeks of receipt of a formal notice to proceed (NTP), excluding review of the elevation certificates. Review of elevation certificates will be conducted on the schedule established by ISO following submittal of the elevation certificate log. CONSULTANT will prepare an updated detailed schedule within the first 14 calendar days after NTP.

**COMPENSATION AND PAYMENT**

Compensation for work described in Task 8 will be completed on a not-to-exceed basis. The not-to-exceed amount of this Amendment is \$42,641.58 as shown in Exhibit N. Invoices will be submitted monthly based on the hours incurred and the average hourly direct labor rate for the category of the individual performing the work plus the approved overhead multiplier and profit rates for all time directly chargeable to the project, as shown in Attachment 1.

The new grand total amount of this contract is **\$507,314**.

CONTRACT FEE SUMMARY FORMAT FOR ENGINEERING DIVISION				
CITY OF JACKSONVILLE, FLORIDA				
MSMP PROGRAM MANAGEMENT SERVICES				
<b>PART I - GENERAL</b>				
<b>1. Project</b>			<b>Proposal Number</b>	
MSMP: Program Management Services - Am8 CRS Update 2021			6354-16	
<b>3. Name of Consultant</b>			<b>Date of Proposal</b>	
CDM Smith Inc.			4/21/2021	
<b>PART II - LABOR RELATED COSTS</b>				
<b>5. Direct Labor</b>	<b>Hourly Rate</b>	<b>Estimated Hours</b>		<b>TOTAL</b>
Officer/Technical Expert	82.00	24	\$ 1,968.00	
Principal / Associate / Project Manager	69.00	24	\$ 1,656.00	
Senior Professional	55.00		\$ -	
Project Engineer II / GIS Specialist III	45.00		\$ -	
Project Engineer I / GIS Specialist II	38.00		\$ -	
Sr. GIS Specialist/Designer	45.00		\$ -	
GIS Specialist I / Drafter/Technician	32.00		\$ -	
Clerical	23.00	12	\$ 276.00	
Field Staff Support Services	31.00		\$ -	
<b>TOTAL DIRECT LABOR</b>	<b>65.00</b>	<b>60</b>		<b>\$ 3,900.00</b>
<b>6. Overhead (Combined Fringe Benefit &amp; Administrative)</b>				
Overhead Rate	170.2%	x Total Direct Labor		\$ 6,637.80
<b>7. SUBTOTAL: Labor + Overhead (Items 5 &amp; 6)</b>				<b>\$ 10,537.80</b>
<b>8. PROFIT: Labor Related Costs (Item 7)</b>		x	10%	<b>\$ 1,053.78</b>
<b>PART III - OTHER COSTS</b>				
<b>9. Miscellaneous Direct Costs</b>				
Transportation, Per Diem and Equipment				
Presentation Boards				
Reproduction				
MISCELLANEOUS DIRECT COSTS SUB-TOTAL				
<b>10. SUBCONTRACTS (Lump Sum)</b>				
J.R. Evans Engineering				\$ 31,050.00
<b>SUB-CONTRACT SUB-TOTAL</b>				<b>\$</b>
<b>TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)</b>				<b>\$ 42,641.58</b>
<b>11. REIMBURSABLE COSTS (Limiting Amount)</b>				
<b>SUB-TOTAL REIMBURSABLES</b>				
<b>PART IV - SUMMARY</b>				
<b>TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables)</b>				<b>\$ 42,641.58</b>
<b>12. PRIOR CONTRACT AMOUNT</b>				<b>\$ 464,672.00</b>
<b>AMENDED AMOUNT OF CONTRACT</b>				<b>\$ 507,313.58</b>