

PUBLIC NOTICE
PSFC AGENDA
PROFESSIONAL SERVICES EVALUATION COMMITTEE MEETING
Thursday, June 16, 2022, 10:00 a.m.
 Eighth Floor, Conference Room 851
 Ed Ball Building, 214 N. Hogan Street
 Jacksonville, FL 32202
Join Teams Meeting
[Teams Meeting](#)

Committee Members: Gregory Pease, Chairman
 Brennan Merrill, Treasury
 James McCain, Jr., OGC

Subcommittee Members	ITEM #	TITLE & ACTION	MOTION	CONTRACT EXP.	OUTCOME
Tracy Fynn Wanda Verdejo	P-22-22	Introduce & Review Scope Aircraft Liability & Physical Damage Insurance Coverage and Administration Department/Risk Management Division	That the committee approve the Scope of Services/request for Proposal (RFP) as presented with such minor changes thereto as may be approved by the Chief Procurement Officer and the Office of General Counsel appropriate to clarify the intent of the using agency and to ensure compliance with the City's Ordinances, Procurement policies and procedures and applicable federal and state laws.		
Anne Coglianesse Kirsten Reed	P-31-22	Introduce & Review Scope Professional Services for Resilience Updates to the Land Development Regulations Planning and Development Department	That the committee approve the Scope of Services/request for Proposal (RFP) as presented with such minor changes thereto as may be approved by the Chief Procurement Officer and the Office of General Counsel appropriate to clarify the intent of the using agency and to ensure compliance with the City's Ordinances, Procurement policies and procedures and applicable federal and state laws.		
Steve Long Robin Smith	P-27-22	Introduce & Review Scope Construction Engineering and Inspection Services for New Medical Examiner's Office Department of Public Works/Engineering & Construction Management Division	That the committee approve the Scope of Services/request for Proposal (RFP) as presented with such minor changes thereto as may be approved by the Chief Procurement Officer and the Office of General Counsel appropriate to clarify the intent of the using agency and to ensure compliance with the City's Ordinances, Procurement policies and procedures and applicable federal and state laws.		
Steve Long Tim Crutchfield	P-17-19	Contract Amendment No. 3 Professional Architectural and Engineering Services for Programming, Site Selection and Design of New Medical Examiner's Office Department of Public Works/Engineering & Construction Management Division	That Contract No. 10754, originally executed February 4, 2020, between the City of Jacksonville and Gresham Smith for Professional Design Services for Professional Architectural and Engineering Services for Programming, Site Selection and Design of the New Medical Examiner's Office be amended to incorporate the attached Scope of Services identified as Exhibit 'G' and Fee Summary identified as Exhibit 'H'; increase the lump-sum amount for Design Services by \$1,006,461.21, to a new lump-sum amount of \$2,249,197.43; increase the not-to-exceed/limits for: Transportation by \$2,000.00 to a new limit of \$5,000.00; reproductions by \$5,000.00 to a new limit of \$12,000.00; and add a not-to-exceed limit for Various FG&C Services in the amount of \$26,250.00; thereby increasing the maximum indebtedness by \$1,039,711.21 to a new maximum indebtedness to the City in the amount of \$2,484,947.35. All other terms and conditions, as previously amended, shall remain the same.		"To project completion"
Kathleen Collins Rebecca Braeckel	P-19-22	Subcommittee Report Aerial Imagery Services – Re-Bid Duval County Property Appraiser's Administration	It is the consensus of the committee that of the three (3) proposals received in response to the Request for Proposal (RFP), all were found to be responsive, interested, qualified, and available to provide the required services. The ranking of first, second, and third designates the order of qualification of these firms to perform the required service and alphabetically they are: 1) EagleView (Pictometry International Corporation) 2) Kucera International, Inc. 3) The Sanborn Map Company, Inc. We recommend the above list is forwarded to the Mayor for final selection so that fee and contract negotiations may begin with <u>EagleView</u> , <u>Pictometry International Corporation</u> , the number one (1) ranked firm.		

<p>Brennan Merrell Patrick Grehe</p>	<p>P-19-19</p>	<p>Contract Amendment No. 1 Revenue Audit Services Finance and Administration Department</p>	<p>That Contract No. 10679 between the City of Jacksonville and James Moore & Co., P.L., for the provision of Revenue Audit Services be amended to (i) exercise the first of two (2) 2-year renewal options extending the period of services from August 20, 2022, thru August 19, 2024, with one (1) renewal remaining; (ii) incorporate the attached Contract Fee Summary Identified as Exhibit "B-1"; and (iii) increasing the maximum indebtedness by \$200,000.00 to a new not-to-exceed maximum indebtedness of \$400,000.00. All other terms and conditions shall remain the same.</p>	<p>08/20/22</p>	
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Meeting Adjourned: _____

"The next PSEC meeting is scheduled to be held on Thursday, June 30, 2022."



ONE CITY. ONE JACKSONVILLE.

MEMORANDUM

June 9, 2022

TO: Gregory Pease, Chairman
Professional Services Evaluation Committee

FROM: Wanda Verdejo Magras, Title Property and Casualty Compliance Administrator
Risk Management Division

Subject: Certification Letter for P-22-22 Aircraft Liability & Physical Damage Insurance Coverage

Please take appropriate action to issue a Request for Proposal (RFP) for the referenced professional services.

The following information is furnished in accordance with chapter 126.302 of the City Ordinance Code.

1. The general purpose of the service or study:
See attached RFP
2. The Objective of the study or services:
is to make available professional services as stated in the RFP.
3. The estimated period of time needed for the service or study: We are requesting one (1) fiscal year, with an option to renew four one-year renewals.
4. The estimated cost of the service or study: \$293,171.00 with an expected increase of 10% \$322,488.00 annually.
5. Whether the proposed study or service will not duplicate a prior or existing work. No

6. List of current contracts or prior services or studies which are related to the proposed study or service. To replace the current policy QBE Commercial Aviation, # 100000507. Expire 10/1/2022
7. A statement as to why the service/study cannot be done by department or agency staff:
 - City of Jacksonville is unable to directly procure these services and is required to use a license agent/brokerage firm to place the coverage.
8. The names and telephone numbers of two representatives from the using agency designated to serve on the evaluation committee as subcommittee members:

Tracy A. Flynn
 Chief of Risk Management
tflynn@coj.net
 P: 904-255-5310

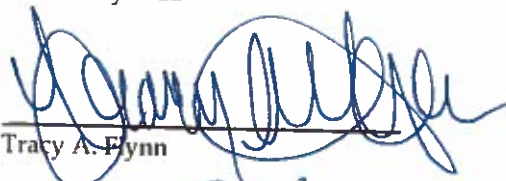
Wanda Verdejo
 Property and Casualty
 Compliance Administrator
Wverdejo@coj.net
 Phone : 904-255-5314

9. A project funding account number: Funding will be identified at the time purchase orders are issued for these services: funding account # 56301.112004.545200.000000.00000000.000000.00000000
10. The names and addresses of specific consultants the using agency wishes to be included in the solicitation process:

Arthur J. Gallagher & Co
 9155 S. Dadeland Blvd., Suite 1112
 Miami, FL 33156
 Mr. Philip Altemus, ARM Area Vice President
philip_altemus@ajg.com
 (305)639-3142

Brown & Brown
 10151 Deerwood Park Blvd, Bldg 100, Suite 100
 Jacksonville, FL 32256
 Ms. Brenda Lewis-Lipscomb CIC, AINS
 Commercial Account Executive *Senior Vice President*
Brenda.Lewis@bbrown.com
 (904) 565-8254

11. A signed statement to the effect the individuals responsible for developing the scope and Certification letter and the two individuals named herein to serve as subcommittee Members, have read and understand the Procurement Manual and Procurement Committee Guidelines dated May 2022



 Tracy A. Flynn

Chief of Risk Management
 TITLE



 Wanda Verdejo

Property and Casualty Compliance Administrator
 TITLE




ONE CITY. ONE JACKSONVILLE.

MEMORANDUM

June 8, 2022

TO: Gregory Pease, Chairman
Professional Services Evaluation Committee

FROM: Bill Killingsworth, Director
Planning & Development 

Subject: Certification Letter for P-31-22 Professional Services Resilience LDR

Please take appropriate action to issue a Request for Proposal (RFP) for the referenced professional services.

The following information is furnished in accordance with chapter 126.302 of the City Ordinance Code.

1. The general purpose of the service or study: See attached RFP
2. The Objective of the study or services: is to make available professional services vendor as stated in the RFP
3. The estimated period of time needed for the service or study: 2 years
4. The estimated cost of the service or study: \$500,000
5. Whether the proposed study or service would or would not duplicate a prior or existing study or service: No

6. List of current contracts or prior services or studies which are related to the proposed study or service. None
7. A statement as to why the service/study cannot be done by department or agency staff: The land development regulation update will be a large administrative process that will exceed the staff capacity of the Planning Department. Additionally, the update will benefit from having a group of outside experts review and evaluate our current regulations and assist the city in modernizing our standards, based on best practices from across the country.
8. The names and telephone numbers of two representatives from the using agency designated to serve on the evaluation committee as subcommittee members

Anne Coglianese 255-7939
Kristen Reed 255-7837

9. A project funding account number: 00111.140019.531090.000000.00000000.000000.00000000
10. The names and addresses of specific consultants the using agency wishes to be included in the solicitation process.
Roberta Fennessy, VHB__Roberta Fennessy <rfennessy@vhb.com>__
Matthew Little, Utile__ littell@utileddesign.com_____
11. A signed statement to the effect the individuals responsible for developing the scope and Certification letter and the two individuals named herein to serve as subcommittee Members, have read and understand the Procurement Manual and Procurement Committee Guidelines dated May, 2022

Kristen D. Reed

Chief of Community Planning
TITLE

AGC

Chief Resilience Officer
TITLE



City of Jacksonville, Florida

Lenny Curry, Mayor

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

ONE CITY. ONE JACKSONVILLE.

TO: Greg Pease, Chairperson
Professional Services Evaluation Committee

THRU: John P. Pappas, P. E. *John P. Pappas*
Director of Public Works

FROM: Steve Long, P. E., Operations Director
Department of Public Works *Steve Long*

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

DATE: June 7, 2022

**RE: REQUEST FOR PROPOSALS – RFP NO. P-27-22
CONSTRUCTION ENGINEERING AND INSPECTION SERVICES FOR
NEW MEDICAL EXAMINER’S OFFICE**

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

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

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

9. A subcommittee composed of Steve Long, P. E., Operations Director, Department of Public Works, 255-8763; and Robin Smith, P. E., Chief, Engineering and Construction Management Division, 255-8710, is assigned to review submittals for this RFP.
10. Internal Services administrative costs should be charged to Account No. PWEN011AD.
11. Funding will be identified at the time purchase orders are issued for these services.
12. All firms who have expressed an interest in furnishing Professional Engineering Services as detailed in the RFP should be mailed a notice of this RFP.
13. The subcommittee members assigned to this RFP have read and understand the Procurement Administrative Code dated April 2022.
14. Four (4) weeks is believed to be sufficient time for interested parties to respond to this RFP.

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

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

cc: Lori West, Contract Specialist, Engineering Division



City of Jacksonville, Florida

Lenny Curry, Mayor

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

ONE CITY ONE JACKSONVILLE

June 1, 2022

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

THRU John P. Pappas, P.E. *[Signature]*
Director

FROM: Steven D. Long, Jr., P.E. *[Signature]*
Acting Director of Operations

Tim Crutchfield, *[Signature]*
Director of Operations, District Medical Examiner's Office

RE: P-17-19 Professional Architectural and Engineering Services for Programming, Site Selection and Design of New Medical Examiner's Office
Contract 10754 Amendment 3 PO 600682-20-021

Design services are needed to provide 100% design and construction documents and construction phase assistance. Negotiations have resulted in the in the attached Scope of Services, Exhibit G and Fee Summary, Exhibit H. JSEB firms to be utilized to meet the 20% Participation Percentage Plan for this contract are detailed on a separate attachment.

Accordingly, this is to recommend that Contract 10754, originally executed February 4, 2020 between the City of Jacksonville and Gresham Smith for Professional Design Services for Professional Architectural and Engineering Services for Programming, Site Selection and Design of the New Medical Examiner's Office be amended to incorporate the attached Scope of Services, Exhibit G and Fee Summary, Exhibit H, to increase the lump sum amount for Design Services by \$1,006,461.21 to a new lump sum amount of \$2,249,197.43, increase the not to exceed limits for Transportation by \$2,000.00 to a new limit of \$5,000.00, reproductions by \$5,000.00 to a new limit of \$12,000.00 and to add a new not to exceed limit for Various FGBC Services in the amount of \$26,250.00, thereby increasing the maximum indebtedness by \$1,039,711.21 to a new maximum indebtedness to the City in the amount of \$2,484,647.35. 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
32111.153103.565031.006237.00.00.00	32111.153103.565051.006237.00.00.00
006237	006237
PWCP Pblc Bldgs CP Othr Gen Gov Svcs	PWCP Pblc Bldgs CP Othr Gen Gov Svcs
565031	565051
1	1
32111-384020	32111-384020
\$839,872.61	\$199,838.60
	\$1,039,711.21

SDL/lw

Attachment: Exhibits G & H
JSEB Participation

cc: Lori West, Engineering and Construction Management
Maria C. Williams, P.E., Engineer Manager, Engineering and Construction Management



Exhibit A
 COJ Medical Examiner's Office Building
 Design Implementation
 Amendment #3

- Review of and response to Contractor RFIs; we anticipate approximately fifteen (15) will require our attention
- Prepare up to five (5) Field Sketches related to constructability based on Contractor requests or site observations

Review of Materials

- Review of On-Site Hardscape Mock-Ups (concurrent with site visits listed below).
- Review of plant material during procurement and before delivery to the site, by email and/or virtual technology.
- Selection of large trees and/or specimen plants in-person at the nursery or tree farm; this typically includes canopy trees 3" caliper / 65 gallons or larger and unique material for amenity spaces.

On-Site Construction Meetings and Site Visits – The Landscape Architect will visit the site up to four (4) times, at intervals appropriate to the stage of construction to become familiar with the progress and quality of the work completed, to participate in necessary on-site construction meetings and to determine in general if the work observed is being performed in a manner indicating that the work, when fully completed, will be in accordance with the construction documents. However, The Landscape Architect will not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of work.

Site Visit Reports – Each site visit will be followed by a report to the Client of known deviations from the construction documents. However, The Landscape Architect will not be responsible for the Contractor's failure to perform the work in accordance with the requirements of the construction documents, the project schedule, or in response to the site visit reports.

Project Completion

- One (1) Site Visit to determine the date of Substantial Completion
- Including a substantial completion report (i.e. the "punch list")
- One (1) Site Visit to determine the date of Final Completion
- Including a final completion report
- Certification letter(s) related to complete and correct execution of the scope prepared by the Civil Engineer.

Significant changes to the documents during or after bidding due to unknown site conditions, inaccurate information provided by the Client, substantial deviations in materials, design or methods previously approved by the Client, regulatory agency requirements after permit approvals and/or changes resulting from cost overruns from other consultants' work will be provided as Additional Services.

No other services than those outlined within this supplement are included. Any and all mitigation fees such as tree, wetland, mobility fees, or other impact fees will be paid for by the Owner.

Excluded Items/Additional Services

Specific examples of excluded services are outlined below and include but are not necessarily limited to:

- Procurement of specified new owner furnished morgue equipment that occurs during the construction phase including development of procurement strategies, specifications, instructions for bidding, procurement service analysis, bid submittal and evaluation, approval, purchase order/requisition development, scheduling, tracking, expediting and transportation management for equipment,



Exhibit A
COJ Medical Examiner's Office Building
Design Implementation
Amendment #3

warehousing, installation and installation management associated with equipment planning. These services will be provided by the Construction Manager under separate agreement with the Owner.

- Soils Investigations/Report
- Site DRI, PUD, Site Plan Review and/or Zoning Modifications.
- Owner Requested Changes to Approved Documents
- Site Survey
- Signage Pricing including list of prequalified sign vendors, bid-level pricing package, Review pricing; provide recommendations and assist in selection of signage vendor(s).

Reimbursable Costs

- Transportation and Shipping
- Reproduction

Owner Provided Items

- The Owner shall provide the following information to the Design Team at the start of Design Development for coordination purposes:
 - a. Surveys-Topographical/Boundary
 - b. Soils Investigations/Report

**Exhibit B****FGBC Certification Scope**

COJ Medical Examiner's Office Building

Design Implementation

Amendment 03

April 29, 2022

We understand the City of Jacksonville Medical Examiner Office project will be targeting Base (Bronze Level) FGBC certification. This proposal includes Fundamental Commissioning, Construction Coordination and Construction Phase Administration to the extent required to incorporate FGBC goals established during design development, at the construction kick-off, and throughout the construction phase, for the design and construction team in addition to services previously offered in Amendment 01.

CONSTRUCTION PHASE SERVICES**FGBC Administration***Construction Phase Initiation*

The FGBC Administrator will facilitate a kickoff meeting to review the goals established in the design phase, as well as assign roles and responsibilities. Attendees will include the Owner, Facilities/Building engineer, Architect, Interior Designer, sub consultants, as applicable, and the General Contractor/Construction Manager. During this meeting, we will review the FGBC checklist and specifications, and review the plan to achieve each pursued credit. At the end of the kick-off meeting, we will have a clear understanding of the project goals and how each FGBC credit contributes towards achieving that goal. The FGBC Administrator will develop an Action Item list that will track progress throughout design.

Construction Phase Administration

Throughout construction, the FGBC Administrator will work with the construction team, the design team as applicable, and the Owner to track progress of the identified FGBC credits in its ongoing efforts to achieve certification. The FGBC Administrator will create and maintain an action items list to track the progress of the construction related items and the FGBC documentation. A status of FGBC credit progress and documentation will be provided at project status meetings held bi-weekly or monthly, depending on the project schedule, or as needed. It is assumed these meetings will be approximately 1 hour in length. The FGBC Administrator will work with the General Contractor/Construction Manager, and key specialty contractors, to understand credit requirements and required documentation. We will be available to the project team throughout design to offer support and answer questions related to FGBC credit requirements and implications to design.

FGBC-related Specifications

The FGBC and Sustainable Design Specifications were completed in the design phase. Any updates will be provided as part of the construction phase.

FGBC Documentation

The FGBC Administrator will facilitate the process of documentation and work with construction team members to complete the relevant FGBC design requirements/credits. The General Contractor/Construction Manager and all applicable specialty contractors and vendors will be responsible for compiling the appropriate data and exhibits as required by FGBC.

Genuine Ingenuity

Firm's Florida Cert. No. AAP000034 /
CA3806 / IB26000797 / LC26000381

Two Alhambra Plaza

Suite 1200

Coral Gables, FL 33134

786.532.2100

GreshamSmith.com



FGBC Submittal

Exhibit B FGBC Certification Design Phase Scope

April 29, 2022

Page | 2

The FGBC Administrator will submit to Florida Green Building Coalition reviewer the final checklist/pursued credits and all accompanying documentation gathered from the design and construction team. The FGBC Administrator will respond and provide additional requested documentation, clarifications, as required, to FGBC reviewer/administration.

FGBC Construction Coordination

The Architect will provide the following services in support for FGBC Certification:

- a. Coordinate with the assigned FGBC Administrator to align the project design with the FGBC target credits developed by the administrator as part of the preparation to achieve certification.
- b. Participate in monthly meetings with the FGBC Administrator to review their action item list to track progress of design initiatives to achieve target credits.
- c. Submit 30%, 60% and 90% design packages to the FGBC Administrator for review specifications and plans for credit compliance.
- d. Participate a 1 hour meeting with the FGBC Administrator after each package review to verify the design is on track to meet the FGBC credit requirements.

We understand that the energy modeling required by the Florida building code will be sufficient for the submission to FGBC for baseline Florida energy credit. This, any additional modeling that may be required to support credits sought is excluded from this proposal.

CONSTRUCTION PHASE SERVICE EXCLUSIONS

The following services are excluded from the scope of work:

- *Creation of required plans for CM/GC. (i.e. Waste Management, Construction Activity Pollution Prevention, Indoor Air Quality, NPDES, SWPPS, etc.)*
- *Inspections*
- *Enhanced Commissioning*
- *Energy Modeling*
- *Design Services*
- *Pre-Construction Services*
- *Construction Management/Construction Services*
- *Green Power/Carbon Offsets*
- *Materials Testing/Geo-technical*
- *Environmental and Indoor Air Quality Testing*
- *Permitting*
- *Testing/Surveys*
- *Items/Documentation to be provided by design and construction team as a part of the certification process*
- *Construction estimates/Budgets*
- *Reimbursable expenses*

CONTRACT FEE SUMMARY FORMAT FOR ENGINEERING DIVISION CITY OF JACKSONVILLE, FLORIDA				
PART I - GENERAL				
1. Project COJ Medical Examiner's Office Building Design Implementation Amendment 03			2. Proposal No. / Contract No. TBD	
3. Name of Consultant Gresham Smith-Architectural/Subcontracts/Reimbursable Expenses			4. Date of Proposal 04/29/22 Rev. 05/23/22	
PART II - LABOR RELATED COSTS				
5. Direct Labor	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Architect P9/Principal/Senior Healthcare Planners	\$ 96.67	140	\$ 13,533.80	13,533.80
Architect P8/Engineer P8	\$ 71.67	140	\$ 10,033.80	10,033.80
Senior Architect P8/Project Manager/ Senior Engineer P8	\$ 65.00	200	\$ 13,000.00	13,000.00
Senior Architect P7/Medical Planner/ Systems Analyst/Senior Engineer P7	\$ 58.34	200	\$ 11,668.00	11,668.00
Architect P6/Project Engineer P6/ Coordinator T7/Interior Designer P8	\$ 51.67	220	\$ 11,367.40	11,367.40
Architect P5/Engineer P5/Coordinator T6/Interior Designer P6	\$ 45.00	320	\$ 14,400.00	14,400.00
Architect P4/Engineer/Interior Designer P5/Coordinator T5	\$ 38.34	480	\$ 18,403.20	18,403.20
Intern Architect P3/Intern Designer P3/Coordinator T4	\$ 31.67	480	\$ 15,201.60	15,201.60
Intern Architect P2/Intern Designer P2/Intern Engineer P2/System Analyst CAD Tech T3/Intern Architect P1/Intern Designer P1	\$ 28.34	480	\$ 13,603.20	13,603.20
Administrative Support	\$ 25.00	220	\$ 5,500.00	5,500.00
	\$ 21.67	400	\$ 8,668.00	8,668.00
TOTAL DIRECT LABOR	\$41.27	3280		\$ 135,379.00
6. Overhead (Combined Fringe Benefit & Administrative)				
Overhead Rate			165 % x Total Direct Labor	\$ 223,375.35
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				\$ 358,754.35
8. PROFIT: Labor Related Costs (Item 7)				\$ 35,875.44
PART III - OTHER COSTS				
9. Miscellaneous Direct Costs				
			\$	
			\$	
			\$	
			\$	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL				\$
10. SUBCONTRACTS (Lump Sum)				
Structural Engineering (G M. Hill Engineering, Inc -Exhibit F)			\$ 66,485.55	
MEP/FP/Technology/Low Voltage Engineering (Eng Engineering-Exhibit G)			\$ 215,957.65	
Civil Engineering/Landscape Design (GAI Consultants, Inc -Exhibit I)			\$ 96,577.00	
FGBC Implementation Coordination (Gresham Smith-Exhibit K)			\$ 10,844.03	
FGBC Implementation Administration (Breaking Ground-Exhibit L)			\$ 30,316.00	
Signage Implementation (Gresham Smith-Exhibit M)			\$ 11,874.31	
MEP Commissioning (Eng Engineering-Exhibit N)			\$ 41,590.05	
Information Technology Equipment (Eng Engineering-Exhibit O)			\$ 97,949.83	
Furniture Procurement (Gresham Smith-Exhibit P)			\$ 40,237.00	
			\$ 0.00	
SUB-CONTRACT SUB-TOTAL				\$ 611,831.42
TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)				\$ 1,006,461.21
11. REIMBURSABLE COSTS (Limiting Amount)				
Transportation			\$ 2,000.00	
*Reproduction			\$ 5,000.00	
FGBC Registration Fee			\$ 0.00	
FGBC Certification Fee			\$ 5,500.00	
FGBC Split Review Fee			\$ 750.00	
FGBC Fundamental Comm.-3rd Party Consultant to Breaking Ground			\$ 20,000.00	
			\$	
			\$	
SUB-TOTAL REIMBURSABLES				\$ 33,250.00
PART IV - SUMMARY				
12. TOTAL AMOUNT AMENDMENT NO. 0 (Lump Sum + Reimbursables) (Items 5, 6, 8, 9, 10 & 11)				\$ 1,039,711.21
13. CURRENT CONTRACT AMOUNT				\$ 1,444,936.14
14. NEW CONTRACT AMOUNT				\$ 2,484,647.35

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

EXHIBIT H

PART I - GENERAL				
1. Project COJ Medical Examiner's Office Building Design Implementation Amendment 03		2. Proposal No. / Contract No. TBD		
3. Name of Consultant GM Hill Engineering Inc -Structural Engineering		4. Date of Proposal 04/29/22		
PART II - LABOR RELATED COSTS				
5. Direct Labor	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Architect P9/Principal/Senior Healthcare Planners	\$ 96.67	4	\$ 386.68	386.68
Architect P8/Engineer P8	\$ 71.67	28	\$ 2,006.76	2,006.76
Senior Architect P8/Project Manager/Senior Engineer P8	\$ 65.00	68	\$ 4,420.00	4,420.00
Senior Architect P7/Medical Planner/Systems Analyst/Senior Engineer P7	\$ 58.34	68	\$ 3,967.12	3,967.12
Architect P6/Project Engineer P6/Coordinator T7/Interior Designer P8	\$ 51.67	128	\$ 6,613.76	6,613.76
Architect P5/Engineer P5/Coordinator T6/Interior Designer P6	\$ 45.00	80	\$ 3,600.00	3,600.00
Architect P4/Engineer/Interior Designer P5/Coordinator T5	\$ 38.34	0	0.00	0.00
Intern Architect P3/Intern Designer P3/Coordinator T4	\$ 31.67	0	0.00	0.00
Intern Architect P2/Intern Designer P2/Intern Engineer P2/System Analyst CAD Tech T3/Intern Architect P1/Intern Designer P1	\$ 28.34	64	1,813.76	1,813.76
Administrative Support	\$ 25.00	0	0.00	0.00
	\$ 21.67	0	0.00	0.00
TOTAL DIRECT LABOR	\$51.84	440		\$ 22,808.08
6. Overhead (Combined Fringe Benefit & Administrative)				
Overhead Rate			165 % x Total Direct Labor	\$ 37,633.33
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				\$ 60,441.41
8. PROFIT: Labor Related Costs (Item 7)				\$ 6,044.14
PART III - OTHER COSTS				
9. Miscellaneous Direct Costs				
Transportation & Shipping			\$	
Original Reproducible			\$	
Reproduction			\$	
Other			\$	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL				\$ -
10. SUBCONTRACTS (Lump Sum)				
SUB-CONTRACT SUB-TOTAL				\$ -
TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)				\$ 66,485.55
11. REIMBURSABLE COSTS (Limiting Amount)				
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
SUB-TOTAL REIMBURSABLES				\$ -
PART IV - SUMMARY				
12. TOTAL AMOUNT AMENDMENT NO. 0 (Lump Sum + Reimbursables) (Items 5, 6, 8, 9, 10 and 11)				\$ 66,485.55
13. CURRENT CONTRACT AMOUNT				
14. NEW CONTRACT AMOUNT				\$ 66,485.55

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

Exhibit G

EXHIBIT H

PART I - GENERAL				
1. Project COJ Medical Examiner's Office Building Design Implementation Amendment 03			2. Proposal No. / Contract No. TBD	
3. Name of Consultant Eng Engineering-MEP/FP/Low Voltage Engineering			4. Date of Proposal 04/29/22	
PART II - LABOR RELATED COSTS				
5. Direct Labor	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Architect P9/Principal/Senior Healthcare Planners	\$ 96.67	200	\$ 19,334.00	19,334.00
Architect P8/Engineer P8	\$ 71.67	200	\$ 14,334.00	14,334.00
Senior Architect P8/Project Manager/ Senior Engineer P8	\$ 65.00	0	\$ 0.00	0.00
Senior Architect P7/Medical Planner/ Systems Analyst/Senior Engineer P7	\$ 58.34	0	\$ 0.00	0.00
Architect P6/Project Engineer P6/ Coordinator T7/Interior Designer P8	\$ 51.67	400	\$ 20,668.00	20,668.00
Architect P5/Engineer P5/Coordinator T6/Interior Designer P6	\$ 45.00	0	\$ 0.00	0.00
Architect P4/Engineer/Interior Designer P5/Coordinator T5	\$ 38.34	0	0.00	0.00
Intern Architect P3/Intern Designer P3/Coordinator T4	\$ 31.67	0	0.00	0.00
Intern Architect P2/Intern Designer P2/Intern Engineer P2/System Analyst	\$ 28.34	344	9,748.96	9,748.96
CAD Tech T3/Intern Architect P1/Intern Designer P1	\$ 25.00	400	10,000.00	10,000.00
Administrative Support	\$ 21.67	0	\$ 0.00	0.00
TOTAL DIRECT LABOR	\$47.98	1544	\$	74,084.96
6. Overhead (Combined Fringe Benefit & Administrative) Overhead Rate 165 % x Total Direct Labor				\$ 122,240.18
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				\$ 196,325.14
8. PROFIT: Labor Related Costs (Item 7) x 10%				\$ 19,632.51
PART III - OTHER COSTS				
9. Miscellaneous Direct Costs				
Transportation & Shipping			\$	
Original Reproducible			\$	
Reproduction			\$	
Other			\$	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL				\$ -
10. SUBCONTRACTS (Lump Sum)				
SUB-CONTRACT SUB-TOTAL				\$ -
TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)				\$ 215,957.65
11. REIMBURSABLE COSTS (Limiting Amount)				
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
SUB-TOTAL REIMBURSABLES				\$ -
PART IV - SUMMARY				
12. TOTAL AMOUNT AMENDMENT NO. 0 (Lump Sum + Reimbursables) (Items 5, 6, 8, 9, 10 and 11)				\$ 215,957.65
13. CURRENT CONTRACT AMOUNT				
14. NEW CONTRACT AMOUNT				\$ 215,957.65

Contract Fee Summary for Engineering Division Professional Design Services for the New Medical Examiner's Office (P-19-17) City of Jacksonville, FL				
PART I - GENERAL				
1. Project Professional Design Services for the New Medical Examiner's Office (P-19-17) - Supplement #3			2. City Contract Number RFP P-19-17	
3. Name of Consultant GAI Consultants, Inc.			4. Date of Proposal 5/10/2022	
PART II - LABOR RELATED COSTS				
5. DIRECT LABOR	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Sr. Director	\$ 100.00	14	\$ 1,400.00	
Director	\$ 75.00	40	\$ 3,000.00	
Sr. Engineering Manager	\$ 65.50	72	\$ 4,716.00	
Sr. Engineer	\$ 55.00	0	\$ 0.00	
Project Engineer	\$ 42.25	146	\$ 6,168.50	
Engineer Intern	\$ 33.00	208	\$ 6,864.00	
Sr. LA Manager	\$ 60.00	0	\$ 0.00	
Project LA	\$ 46.23	0	\$ 0.00	
LA Technician	\$ 31.12	0	\$ 0.00	
Lead Designer	\$ 41.20	0	\$ 0.00	
Planning Manager	\$ 56.77	0	\$ 0.00	
Sr. Planner	\$ 36.00	0	\$ 0.00	
CAD Operator (Survey and Civil)	\$ 30.00	40	\$ 1,200.00	
Surveyor (PSM)	\$ 61.21	0	\$ 0.00	
Two-Man Survey Crew	\$ 50.00	0	\$ 0.00	
Admin	\$ 23.00	28	\$ 644.00	
TOTAL DIRECT LABOR				\$23,993
6. OVERHEAD (Combined Fringe Benefits & Administrative) Overhead Rate 175.00%				\$41,987
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				\$65,979
8. PROFIT: Labor Related Costs (Item 7)			x 10%	\$6,598
TOTAL LUMP SUM LABOR FEE (GAI)				\$72,577
PART III - OTHER COSTS				
9. MISCELLANEOUS DIRECT COSTS (Reimbursables) Courier, Mileage, Utility Locate, Permit Application Fees, etc.				\$ 4,000
MISCELLANEOUS DIRECT COSTS SUB-TOTAL				\$4,000
10. SUBCONSULTANTS (Limiting Amount) Landscape Architecture Services (Base Design Services + Additional Meetings)				\$20,000
SUB-CONTRACT SUB-TOTAL				\$20,000
PART IV - FEE SUMMARY				
TOTAL FEE - (Items 5, 6, 8, 9 and 10)				\$96,577

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

EXHIBIT H

PART I - GENERAL				
1. Project COJ Medical Examiner's Office Building Design Implementation Amendment 03			2. Proposal No. / Contract No. TBD	
3. Name of Consultant Gresham Smith-FGBC Implementation Coordination			4. Date of Proposal 04/29/22	
PART II - LABOR RELATED COSTS				
5. Direct Labor	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Architect P9/Principal/Senior Healthcare Planners	\$ 96.67	8	\$ 773.36	773.36
Architect P8/Engineer P8	\$ 71.67	16	\$ 1,146.72	1,146.72
Senior Architect P8/Project Manager/ Senior Engineer P8	\$ 65.00	0	\$ 0.00	0.00
Senior Architect P7/Medical Planner/ Systems Analyst/Senior Engineer P7	\$ 58.34	0	\$ 0.00	0.00
Architect P6/Project Engineer P6/ Coordinator T7/Interior Designer P8	\$ 51.67	0	\$ 0.00	0.00
Architect P5/Engineer P5/Coordinator T6/Interior Designer P6	\$ 45.00	40	\$ 1,800.00	1,800.00
Architect P4/Engineer/Interior Designer P5/Coordinator T5	\$ 38.34	0	0.00	0.00
Intern Architect P3/Intern Designer P3/Coordinator T4	\$ 31.67	0	0.00	0.00
Intern Architect P2/Intern Designer P2/Intern Engineer P2/System Analyst	\$ 28.34	0	0.00	0.00
CAD Tech T3/Intern Architect P1/Intern Designer P1	\$ 25.00	0	0.00	0.00
Administrative Support	\$ 21.67	0	\$ 0.00	0.00
TOTAL DIRECT LABOR	\$58.13	64		\$ 3,720.08
6. Overhead (Combined Fringe Benefit & Administrative) Overhead Rate 165 % x Total Direct Labor				\$ 6,138.13
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				\$ 9,858.21
8. PROFIT: Labor Related Costs (Item 7) x 10%				\$ 985.82
PART III - OTHER COSTS				
9. Miscellaneous Direct Costs				
Transportation & Shipping			\$	
Original Reproducible			\$	
Reproduction			\$	
Other			\$	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL				\$ -
10. SUBCONTRACTS (Lump Sum)				
SUB-CONTRACT SUB-TOTAL				\$ -
TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)				\$ 10,844.03
11. REIMBURSABLE COSTS (Limiting Amount)				
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
SUB-TOTAL REIMBURSABLES				\$ -
PART IV - SUMMARY				
12. TOTAL AMOUNT AMENDMENT NO. 0 (Lump Sum + Reimbursables) (Items 5, 6, 8, 9, 10 and 11)				\$ 10,844.03
13. CURRENT CONTRACT AMOUNT				
14. NEW CONTRACT AMOUNT				\$ 10,844.03

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

EXHIBIT H

PART I - GENERAL				
1. Project COJ Medical Examiner's Office Building Design Implementation Amendment 03			2. Proposal No. / Contract No. TBD	
3. Name of Consultant Breaking Ground -FGBC Implementation Administration			4. Date of Proposal 04/29/22	
PART II - LABOR RELATED COSTS				
5. Direct Labor	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Architect P9/Principal/Senior Healthcare Planners	\$ 96.67	0	\$ 0.00	0.00
Architect P8/Engineer P8	\$ 71.67	0	\$ 0.00	0.00
Senior Architect P8/Project Manager/Senior Engineer P8	\$ 65.00	160	\$ 10,400.00	10,400.00
Senior Architect P7/Medical Planner/Systems Analyst/Senior Engineer P7	\$ 58.34	0	\$ 0.00	0.00
Architect P6/Project Engineer P6/Coordinator T7/Interior Designer P8	\$ 51.67	0	\$ 0.00	0.00
Architect P5/Engineer P5/Coordinator T6/Interior Designer P6	\$ 45.00	0	\$ 0.00	0.00
Architect P4/Engineer/Interior Designer P5/Coordinator T5	\$ 38.34	0	0.00	0.00
Intern Architect P3/Intern Designer P3/Coordinator T4	\$ 31.67	0	0.00	0.00
Intern Architect P2/Intern Designer P2/Intern Engineer P2/System Analyst	\$ 28.34	0	0.00	0.00
CAD Tech T3/Intern Architect P1/Intern Designer P1	\$ 25.00	0	0.00	0.00
Administrative Support	\$ 21.67	0	\$ 0.00	0.00
TOTAL DIRECT LABOR	\$65.00	160		\$ 10,400.00
6. Overhead (Combined Fringe Benefit & Administrative) Overhead Rate 165 % x Total Direct Labor				\$ 17,160.00
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				\$ 27,560.00
8. PROFIT: Labor Related Costs (Item 7) x 10%				\$ 2,756.00
PART III - OTHER COSTS				
9. Miscellaneous Direct Costs				
Transportation & Shipping			\$	
Original Reproducibles			\$	
Reproduction			\$	
Other			\$	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL				\$ -
10. SUBCONTRACTS (Lump Sum)				
SUB-CONTRACT SUB-TOTAL				\$ -
TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)				\$ 30,316.00
11. REIMBURSABLE COSTS (Limiting Amount)				
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
SUB-TOTAL REIMBURSABLES				\$ -
PART IV - SUMMARY				
12. TOTAL AMOUNT AMENDMENT NO. 0 (Lump Sum + Reimbursables) (Items 5, 6, 8, 9, 10 and 11)				\$ 30,316.00
13. CURRENT CONTRACT AMOUNT				
14. NEW CONTRACT AMOUNT				\$ 30,316.00

CONTRACT FEE SUMMARY FORMAT FOR ENGINEERING DIVISION CITY OF JACKSONVILLE, FLORIDA Exhibit M				
PART I - GENERAL				
1. Project COJ Medical Examiner's Office Building Design Implementation Amend 03			2. Proposal No. / Contract No. TBD	
3. Name of Consultant Gresham Smith-Signage Implementation			4. Date of Proposal 04/29/22 Rev. 05/23/22	
PART II - LABOR RELATED COSTS				
5. Direct Labor	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Architect P9/Principal/Senior Healthcare Planners	\$ 96.67	6	\$ 580.02	580.02
Architect P8/Engineer P8	\$ 71.67	8	\$ 573.36	573.36
Senior Architect P8/Project Manager/ Senior Engineer P8	\$ 65.00	0	\$ 0.00	0.00
Senior Architect P7/Medical Planner/ Systems Analyst/Senior Engineer P7	\$ 58.34	0	\$ 0.00	0.00
Architect P6/Project Engineer P6/ Coordinator T7/Interior Designer P8	\$ 51.67	25	\$ 1,291.75	1,291.75
Architect P5/Engineer P5/Coordinator T6/Interior Designer P6	\$ 45.00	28	\$ 1,260.00	1,260.00
Architect P4/Engineer/Interior Designer P5/Coordinator T5	\$ 38.34	0	0.00	0.00
Intern Architect P3/Intern Designer P3/Coordinator T4	\$ 31.67	0	0.00	0.00
Intern Architect P2/Intern Designer P2/Intern Engineer P2/System Analyst	\$ 28.34	0	0.00	0.00
CAD Tech T3/Intern Architect P1/Intern Designer P1	\$ 25.00	0	0.00	0.00
Administrative Support	\$ 21.67	17	\$ 368.39	368.39
TOTAL DIRECT LABOR	\$48.49	84		\$ 4,073.52
6. Overhead (Combined Fringe Benefit & Administrative)				
Overhead Rate	165 % x Total Direct Labor			\$ 6,721.31
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				\$ 10,794.83
8. PROFIT: Labor Related Costs (Item 7) x 10%				\$ 1,079.48
PART III - OTHER COSTS				
9. Miscellaneous Direct Costs				
Transportation & Shipping			\$ 0.00	
Original Reproducible			\$ 0.00	
Reproduction			\$ 0.00	
Other			\$ 0.00	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL				\$ -
10. SUBCONTRACTS (Lump Sum)				
SUB-CONTRACT SUB-TOTAL				\$ -
TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)				\$ 11,874.31
11. REIMBURSABLE COSTS (Limiting Amount)				
			\$ 0.00	
			\$ 0.00	
			\$ 0.00	
SUB-TOTAL REIMBURSABLES				\$ -
PART IV - SUMMARY				
12. TOTAL AMOUNT AMENDMENT NO. 0 (Lump Sum + Reimbursables) (Items 5, 6, 8, 9, 10 and 11)				\$ 11,874.31
13. CURRENT CONTRACT AMOUNT				
14. AMENDED CONTRACT AMOUNT				\$ 11,874.31

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

EXHIBIT H

PART I - GENERAL				
1. Project COJ Medical Examiner's Office Building Design Implementation Amendment 03		2. Proposal No. / Contract No. TBD		
3. Name of Consultant Eng Engineering-MEP Commissioning		4. Date of Proposal 04/29/22		
PART II - LABOR RELATED COSTS				
5. Direct Labor	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Architect P9/Principal/Senior Healthcare Planners	\$ 96.67	40	\$ 3,866.80	3,866.80
Architect P8/Engineer P8	\$ 71.67	80	\$ 5,733.60	5,733.60
Senior Architect P8/Project Manager/ Senior Engineer P8	\$ 65.00	0	\$ 0.00	0.00
Senior Architect P7/Medical Planner/ Systems Analyst/Senior Engineer P7	\$ 58.34	80	\$ 4,667.20	4,667.20
Architect P6/Project Engineer P6/ Coordinator T7/Interior Designer P8	\$ 51.67	0	\$ 0.00	0.00
Architect P5/Engineer P5/Coordinator T6/Interior Designer P6	\$ 45.00	0	\$ 0.00	0.00
Architect P4/Engineer/Interior Designer P5/Coordinator T5	\$ 38.34	0	0.00	0.00
Intern Architect P3/Intern Designer P3/Coordinator T4	\$ 31.67	0	0.00	0.00
Intern Architect P2/Intern Designer P2/Intern Engineer P2/System Analyst	\$ 28.34	0	0.00	0.00
CAD Tech T3/Intern Architect P1/Intern Designer P1	\$ 25.00	0	0.00	0.00
Administrative Support	\$ 21.67	0	\$ 0.00	0.00
TOTAL DIRECT LABOR	\$71.34	200		\$ 14,267.60
6. Overhead (Combined Fringe Benefit & Administrative)				
Overhead Rate	165 % x Total Direct Labor			\$ 23,541.54
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				\$ 37,809.14
8. PROFIT: Labor Related Costs (Item 7)				x 10% \$ 3,780.91
PART III - OTHER COSTS				
9. Miscellaneous Direct Costs				
Transportation & Shipping			\$	
Original Reproducible			\$	
Reproduction			\$	
Other			\$	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL				\$ -
10. SUBCONTRACTS (Lump Sum)				
SUB-CONTRACT SUB-TOTAL				\$ -
TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)				\$ 41,590.05
11. REIMBURSABLE COSTS (Limiting Amount)				
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
SUB-TOTAL REIMBURSABLES				\$ -
PART IV - SUMMARY				
12. TOTAL AMOUNT AMENDMENT NO. 0 (Lump Sum + Reimbursables) (Items 5, 6, 8, 9, 10 and 11)				\$ 41,590.05
13. CURRENT CONTRACT AMOUNT				
14. NEW CONTRACT AMOUNT				\$ 41,590.05

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

EXHIBIT H

PART I - GENERAL				
1. Project COJ Medical Examiner's Office Building Design Implementation Amendment 03			2. Proposal No. / Contract No. TBD	
3. Name of Consultant Eng Engineering-IT Equipment			4. Date of Proposal 04/29/22	
PART II - LABOR RELATED COSTS				
5. Direct Labor	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Architect P9/Principal/Senior Healthcare Planners plus Cont Ph Svc	\$ 96.67	160	\$ 15,467.20	15,467.20
Architect P8/Engineer P8 Cont Ph Svc	\$ 71.67	160	\$ 11,467.20	11,467.20
Senior Architect P8/Project Manager/Senior Engineer P8	\$ 65.00	0	\$ 0.00	0.00
Senior Architect P7/Medical Planner/Systems Analyst/Senior Engineer P7	\$ 58.34	0	\$ 0.00	0.00
Architect P6/Project Engineer P6/Coordinator T7/Interior Designer P8	\$ 51.67	40	\$ 2,066.80	2,066.80
Architect P5/Engineer P5/Coordinator T6/Interior Designer P6	\$ 45.00	0	\$ 0.00	0.00
Architect P4/Engineer/Interior Designer P5/Coordinator T5	\$ 38.34	120	4,600.80	4,600.80
Intern Architect P3/Intern Designer P3/Coordinator T4	\$ 31.67	0	0.00	0.00
Intern Architect P2/Intern Designer P2/Intern Engineer P2/System Analyst	\$ 28.34	0	0.00	0.00
CAD Tech T3/Intern Architect P1/Intern Designer P1	\$ 25.00	0	0.00	0.00
Administrative Support	\$ 21.67	0	\$ 0.00	0.00
TOTAL DIRECT LABOR	\$70.00	480		\$ 33,602.00
6. Overhead (Combined Fringe Benefit & Administrative) Overhead Rate 165 % x Total Direct Labor				\$ 55,443.30
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				\$ 89,045.30
8. PROFIT: Labor Related Costs (Item 7) x 10%				\$ 8,904.53
PART III - OTHER COSTS				
9. Miscellaneous Direct Costs				
Transportation & Shipping			\$	
Original Reproducible			\$	
Reproduction			\$	
Other			\$	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL				\$ -
10. SUBCONTRACTS (Lump Sum)				
SUB-CONTRACT SUB-TOTAL				\$ -
TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)				\$ 97,949.83
11. REIMBURSABLE COSTS (Limiting Amount)				
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
SUB-TOTAL REIMBURSABLES				\$ -
PART IV - SUMMARY				
12. TOTAL AMOUNT AMENDMENT NO. 0 (Lump Sum + Reimbursables) (Items 5, 6, 8, 9, 10 and 11)				\$ 97,949.83
13. CURRENT CONTRACT AMOUNT				
14. NEW CONTRACT AMOUNT				\$ 97,949.83

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

EXHIBIT H

PART I - GENERAL

1. Project COJ Medical Examiner's Office Building Design Implementation Amendment 03	2. Proposal No. / Contract No. TBD
3. Name of Consultant Gresham Smith-Furniture Procurement	4. Date of Proposal 04/29/22

PART II - LABOR RELATED COSTS

5. Direct Labor	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Architect P9/Principal/Senior Healthcare Planners	\$ 96.67	13	\$ 1,256.71	1,256.71
Architect P8/Engineer P8	\$ 71.67	16	\$ 1,146.72	1,146.72
Senior Architect P8/Project Manager/ Senior Engineer P8	\$ 65.00	120	\$ 7,800.00	7,800.00
Senior Architect P7/Medical Planner/ Systems Analyst/Senior Engineer P7	\$ 58.34	0	\$ 0.00	0.00
Architect P6/Project Engineer P6/ Coordinator T7/Interior Designer P8	\$ 51.67	0	\$ 0.00	0.00
Architect P5/Engineer P5/Coordinator T6/Interior Designer P6	\$ 45.00	80	\$ 3,600.00	3,600.00
Architect P4/Engineer/Interior Designer P5/Coordinator T5	\$ 38.34	0	0.00	0.00
Intern Architect P3/Intern Designer P3/Coordinator T4	\$ 31.67	0	0.00	0.00
Intern Architect P2/Intern Designer P2/Intern Engineer P2/System Analyst	\$ 28.34	0	0.00	0.00
CAD Tech T3/Intern Architect P1/Intern Designer P1	\$ 25.00	0	0.00	0.00
Administrative Support	\$ 21.67	0	\$ 0.00	0.00
TOTAL DIRECT LABOR	\$60.28	229	\$	13,803.43
6. Overhead (Combined Fringe Benefit & Administrative)				
Overhead Rate			165 % x Total Direct Labor	\$ 22,775.66
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				\$ 36,579.09
8. PROFIT: Labor Related Costs (Item 7)				\$ 3,657.91
				x 10%

PART III - OTHER COSTS

9. Miscellaneous Direct Costs		
Transportation & Shipping	\$	
Original Reproducibles	\$	
Reproduction	\$	
Other	\$	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL		\$ -
10. SUBCONTRACTS (Lump Sum)	\$	
SUB-CONTRACT SUB-TOTAL		\$ -
TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9 and 10)		\$ 40,237.00
11. REIMBURSABLE COSTS (Limiting Amount)	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
SUB-TOTAL REIMBURSABLES		\$ -

PART IV - SUMMARY

12. TOTAL AMOUNT AMENDMENT NO. 0 (Lump Sum + Reimbursables) (Items 5, 6, 8, 9, 10 and 11)	\$	40,237.00
13. CURRENT CONTRACT AMOUNT		
14. NEW CONTRACT AMOUNT	\$	40,237.00

EBO FORM 1
SCHEDULE OF SUBCONTRACTOR/SUBCONSULTANT PARTICIPATION

Name of Proposer: Gresham Smith

Project Title: COJ-Medical Examiner's Office-Building Design Implementation-Revised Amendment #3

Proposal Number: _____ Total Base Proposal Amount (if applicable): \$2,440,897.35

***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
*Alpha Envirotech Consulting Inc.	Women	Environmental Engineering/Assessment	\$ 76,621.20
*Meskel & Associates Engineering, PLLC	Women	Geotechnical Engineering Services	\$ 24,654.96
GM Hill Engineering, Inc.	n/a	Structural Engineering Assessment	\$ 4,973.28
GAI Consultants	n/a	Site Selection	\$ 35,506.00
Gresham Smith	n/a	Programming/Site Design	\$ 49,944.48
Gresham Smith	n/a	Building Architectural Design, Site Plan, FGBC Coord	\$1,066,819.69
GM Hill Engineering Inc.	n/a	Building Structural Engineering	\$187,051.41
Eng Engineering Inc.	Asian American	Building MEP/FP/Low Voltage	\$466,014.81
Ross & Baruzzini Mitchell Planning	n/a	Morgue Equipment Planning	\$ 38,538.63
GAI Consultants	n/a	GAI Civil Engineering/Landscape	\$189,558.00
Gresham Smith	n/a	30% Site Planning Design	\$ 19,895.28
Gresham Smith	n/a	FGBC Design Phase Coordination	\$ 20,007.45
*Mary Tappouni Consultant Breaking Ground Contracting Co.	Women	FGBC Design Phase Administration	\$ 37,701.44
Gresham Smith	n/a	Signage Design	\$ 43,833.84
*Eng Engineering Inc.	Asian American	MEP Commissioning	\$ 41,590.05
*Eng Engineering Inc.	Asian American	IT Equipment	\$ 97,949.83
Gresham Smith	n/a	Furniture Procurement	\$ 40,237.00

*Denotes JSEB Participating Consultants
 Attach additional list of subcontractors/sub-consultants as needed

CONSULTANT/SUBCONTRACTOR/SUPPLIER TOTAL VALUES	
African-American Participation Total	
Hispanic-American Participation Total	
Native-American Participation Total	
Asian-American Participation Total	\$605,554.69
Woman Participation Total	\$138,977.60
Non-MBE Participation Total	

The undersigned will enter into a formal Agreement with the JSEB Suppliers/Consultants/Subcontractors identified herein for work listed in this schedule conditioned upon execution of a contract with the City of Jacksonville. Under penalties of perjury I declare that I have read the foregoing conditions and instructions and the facts are true to the best of my knowledge and beliefs.

Signature of Richard P Bouchereau, Jr
 Proposer: Richard P Bouchereau, Jr (May 24, 2022 10:41 EDT)

Title: Vice President

Date: 5/23/2022

Print Name: Richard P Bouchereau, Jr



City of Jacksonville, Florida

Lenny Curry, Mayor

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

ONE CITY. ONE JACKSONVILLE.

June 14, 2022

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

FROM: Kathleen Collins, Chief Financial Officer
Office of the Property Appraiser – Duval County

SUBJECT: P-19-22 Aerial Imagery Services – Re-Bid

The subcommittee received three (3) proposals for the subject project. All three (3) 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 are listed alphabetically. The ranking of first, second, and third designates the order of qualification of these firms to perform the required services.

1. EagleView (Pictometry International Corporation)
2. Kucera International, Inc.
3. The Sanborn Map Company

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

KC/dk

Attachment: Scoring Matrix

cc: Rebecca Braeckel, GIS Manager - PA

EVALUATION MATRIX

EVALUATION SCALE

PROJECT NO. P-19-22

Average

1 _____ 10
QUALIFIED EXTREMELY QUALIFIED

PROJECT TITLE: Professional Services for Aerial Imagery Services - Re-Bid

Firm	Competence	Current Workload	Financial Responsibility	Ability to Observe Compliance with Plans	Past & Present Record of Professional Accomplishments with City and Other Agencies	Proximity to the Project	Past & Present Demonstrated Commitment to Small & Minority Businesses & Contributions Toward a Diverse Market Place	Ability to Design an Approach and Work Plan	Willingness to Meet Both Time & Budget Requirements	Volume of Current and Prior Work Performed for Agencies Using	Total Points	Ranking
Maximum Points	10	10	10	10	10	10	10	10	10	10	100	1 - 3
EagleView (Pictometry Intl. Corp.)	10.00	7.50	7.50	7.50	9.00	8.00	1.00	10.00	9.00	1.00	70.50	1
Kucera International, Inc.	7.50	7.50	7.50	7.50	8.00	8.50	1.00	5.50	8.00	1.00	62.00	3
The Sanborn Map Company	9.50	7.50	7.50	7.50	9.00	7.00	1.00	7.50	8.00	1.00	65.50	2

FINANCE AND ADMINISTRATION DEPARTMENT

ONE CITY - ONE JACKSONVILLE!

MEMORANDUM

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

FROM: Brennan Merrell - Manager of Debt and Investments
Finance and Administration Department

Patrick "Joey" Greive, CFA, CFP, Director of Finance and
Administration/CFO
Finance and Administration Department

RE: P-19-19 Revenue Audit Services, James Moore & Co., P.L. -
Amendment #1 (1st of 2 Contract Extension Options).

DATE: June 9, 2022

The Finance and Administration Dept requests that Contract No. 10679, originally executed August 20, 2019, between the City and James Moore & Co., P.L., for Revenue Audit Services as Tourist Development Tax Audit Consultant, be amended by (i) exercising the first of two, two-year renewal options with a period of service from August 20, 2022, through August 20, 2024; and (ii) increasing the maximum indebtedness by \$200,000.00, to a new total maximum of \$400,000.00. Effective as of October 1, 2022, the fixed fee structure set forth in Exhibit B of the Contract shall be modified so that the fixed fee per Regular Scope Audit, based upon 10+ audits being performed annually, shall be (i) \$2,600 per audit performed during the City's Fiscal Year 2022-2023, and (ii) \$2,700 per audit performed during the City's Fiscal Year 2023-2024. The "City's Fiscal Year" runs from October 1st through September 30th annually. All other terms and conditions shall remain the same except for such changes as the Office of General Counsel may deem appropriate to ensure compliance with the City's Ordinances, Procurement policies and procedures and applicable federal and state laws.

cc: Alex Baker, PSEC Specialist

Exhibit B-1



June 6, 2022

Brennan Merrell, Manager of Debt and Investments
City of Jacksonville, Florida
117 West Duval St., Suite 300
Jacksonville, FL 32202

RE: P-19-19 Revenue Audit Services – Scope of Work

Dear Mr. Merrell:

This letter is intended to serve as our confirmation of interest in continuing our contract with the City of Jacksonville (the City) for revenue audit services for the first two-year renewal option.

Scope of Services

With regard to the assistance to be provided by our firm to your audit function, we expect to continue to annually perform 20 tourist development tax (TDT) audits, as has been done in recent years.

Continuing to provide the lowest pricing option based on the number of audits performed annually (greater than 10), we propose the following pricing adjustments for audits performed in each of the following years per the contemplated two-year extension:

- Audits Performed in Fiscal Year September 30, 2023: \$2,600 per audit
- Audits Performed in Fiscal Year September 30, 2024: \$2,700 per audit

We anticipate, for purposes of maintaining our quoted fee structure, all audit periods will be based on 3-year calendar-basis period. For each period, it is anticipated that taxpayer samples will be selected in early December (the final month of the period to be under audit) and notices sent to the taxpayer by the City by December 31 of the respective year. We anticipate scheduling audits under that timeframe between April and June of the following year. The number of audits to be included in all future audit cycles will be determined at the start of each period.

In the preceding and any following communications, the use of the term “audit” relates to the scope of procedures outlined below that will be performed on each individual revenue audit. The use of the term “audit” in this engagement does not refer to a financial statement audit, performance audit, forensic audit, or any other formal audit arrangement as defined by AICPA or other professional standards.

The general scope of our assistance to be provided related to each individual audit is expected to continued to be as follows:

1. Obtain a database of all TDT taxpayer accounts and monthly tax remittances over the *[Period as Specified]* for purposes of selecting a sample for testing. Alternatively, the City may select the accounts to be audited and provide the relevant information for the selected accounts.

2. Select a sample of *[Sample Size]* taxpayers (or utilize the sample provided by the City) for further testing of each taxpayer's tax remittances for the *[Period as Specified]*. The sample shall be selected at the taxpayer account level and identified by taxpayer type (i.e. hotel/motel, management company, timeshare, etc.). Perform the following procedures to each taxpayer selected in the sample to assess the completeness and accuracy of the taxpayer's TDT filings:
 - a. Subsequent to the City providing the taxpayer with a 30-day notice, contact the taxpayer to schedule a site visit.
 - b. In advance of the site visit, send the taxpayer a confirmation request for representations related to the taxpayer's account and the completeness and accuracy of the taxpayer's TDT remittances (Attachment I).
 - c. Perform detail tests of the taxpayer's records and TDT remittances for the Period by completing the attached program, and provide deliverables (signed taxpayer confirmation letter, testing program, testing worksheets and schedules, schedule of unreported revenue) to City staff for each taxpayer when testing is completed (Attachment II).

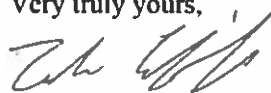
Zach Chalifour will be the service line leader for these engagements. All engagement team members will complete and return signed confidentiality agreements to the City as part of this engagement. All travel time, costs, and any other incidental expenses are included in the scope of the fees as established in our proposal.

The City shall be responsible for the final determination of any taxes, interest, and penalties due, and for the applicable billing and collection of such amounts. Our assistance in addressing any questions and clarifications related to the procedures performed by us shall be included in these fixed engagement fees. Should any additional extensive time be required, the need for any additional fees will be discussed prior to any such time being incurred.

Upon the completion of each annual batch of audits, we will provide the City with a summary report of the audits performed and findings identified.

We appreciate the opportunity to assist you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,



Zach Chalifour, CPA

ATTACHMENT I – TAXPAYER CONFIRMATION LETTER
(Letterhead)

[Owner Name]
[Address]
[City], [State] [Zip]

Dear Taxpayer:

Re: City of Jacksonville, Florida / Duval County Tax Collector
Confirmation of Completeness of Tax Remittances

Account No: [Account #]
Business Name: [Business Name]
Rental Location: [Rental Location]

We have been engaged by the City of Jacksonville to assist in the performance of site visits and testing of taxpayers' Tourist Development Tax (TDT) remittances for the [Period as Determined] (the Period). As part of these procedures, please complete the below information, sign, and return this confirmation no later than the start of our site visit. Your responses will be kept strictly confidential. If you have any questions or concerns regarding this confirmation, please contact Anthony Walsh at Anthony.Walsh@jmco.com or 386-257-4100 ext. 4462.

Very truly yours,
James Moore & Co., P.L.

DEMOGRAPHIC ITEMS

Name and Address of Taxpayer: _____

Federal Employer Identification Number: _____

Contact Person: _____

Phone Number: _____

E-mail Address: _____

State of Incorporation: _____

Date Business Began: _____

Fiscal Year-end: _____

PRIOR AUDITS

Have you had any prior audits performed over your payments of the following taxes, and if so, when?

Income Tax:	Yes__ No__	When: _____
Sales Tax:	Yes__ No__	When: _____
TDT:	Yes__ No__	When: _____

SUMMARY OF OPERATIONS

Number of Units on Property: _____
Number of Units Available for Rent: _____
Description of Property (i.e. hotel/motel, timeshare, condominium): _____
Location of Accounting Records: _____
Accounting System (i.e. QuickBooks): _____
Other Recordkeeping Systems Used (i.e. for reservations): _____

Check Below if you have the following for any rentals during the Period:

- ___ Exempt rentals (tax-exempt guests)
 - ___ Long-term rentals (greater than 6 months)
 - ___ Lease agreements
 - ___ Bonus time rentals
 - ___ Cleaning fees, admin fees, resort fees, pet fees, or other mandatory fees paid by guests
- If yes, list types of fees: _____

Use the following space for any additional explanations or details not provided above:

REPRESENTATIONS REGARDING TAX RETURNS FILED

	<u>Yes</u>	<u>No</u>
1. We are aware of and understand the legal requirements surrounding the applicability of the TDT taxes that must be charged on short-term rentals.	_____	_____
2. We are responsible for remitting TDT taxes on only one short-term rental property (if more than one, please provide list of all properties).	_____	_____
3. All of our entity's (as well as any other entities for whom we are responsible for remitting taxes on behalf of) TDT taxes have been submitted in a timely, complete, and accurate manner.	_____	_____
4. We are unaware of any noncompliance with TDT tax laws related to our own compliance or the compliance of other taxpayers.	_____	_____

Please explain any "No" answers identified above. Use reverse side or additional attachment if necessary.

The foregoing information and responses are accurate and complete to the best of our knowledge.

Signed _____ Date _____

City of Jacksonville, Florida
June 6, 2022
Page 5

Name _____

Title _____

ATTACHMENT II – TAXPAYER TESTING PROGRAM

Taxpayer & Site Visit Information

Taxpayer Name:
 Taxpayer ID Number:
 Date and Time of Site Visit:
 Site Visit Performed By:

<u>Taxpayer Testing Procedures</u>	<u>Completed By</u>	<u>Date</u>	<u>Notes/Comments</u>
1. Obtain taxpayer confirmation related to taxpayer information and completeness of TDT tax remittances.	_____	_____	
2. Inquire of the taxpayer whether all exempt and non-exempt rental receipts in the selected month(s) have been reported on the tax returns. For any exempt rental receipts, inquire regarding the basis of the exemption taken, and verify such exemptions are allowable in accordance with the Florida Statutes and State of Florida Department of Revenue (DOR) Administrative Rules.	_____	_____	
3. Compare rental amounts reported on County TDT tax returns to the taxpayer’s internal financial statements, and/or Federal and Florida income tax returns for reasonableness.	_____	_____	
4. For all months included in the testing period from <i>[Period as Determined]</i> :	_____	_____	
a. Determine whether the total taxable receipts (gross rental receipts less exempt receipts) and TDT tax on total taxable receipts have been calculated correctly.	_____	_____	
b. Verify that gross rentals reported on the County TDT tax returns agree with the transient rentals reported on the State sales tax returns. Investigate any discrepancies.	_____	_____	
c. Agree total gross, exempt, and taxable rentals to the underlying monthly reports or other documentation supporting the amounts reported on the TDT tax returns.	_____	_____	
d. Inspect a sample of rental agreements for long-term exempt rentals to determine if TDT taxes were properly excluded.	_____	_____	
e. Inspect a sample of exemption certificates and proof of direct payment from the exempt entity supporting non-collection of tourist	_____	_____	

- tax on exempt rentals to exempt entities.
- f. Obtain an explanation and support of a sample of other amounts reported as exempt. _____
- g. Inspect supporting documentation for any adjustments to revenue. _____
- 5. Obtain copies of all applicable documentation supporting any unreported taxable revenue by period and prepare a schedule detailing any unreported taxable revenue. _____

Completion Procedures

- | | <u>Completed By</u> | <u>Date</u> | <u>Notes/Comments</u> |
|--|---------------------|-------------|-----------------------|
| 1. Provide copies of the following documents to the City of Jacksonville Finance office related to the foregoing procedures: | _____ | _____ | |
| a. Signed Taxpayer Confirmation Letter. | _____ | _____ | |
| b. Completed Taxpayer Testing Program. | _____ | _____ | |
| c. Copies of worksheets and scheduled obtained or used during testing. | _____ | _____ | |
| d. Schedule of Unreported Taxable Revenue. | _____ | _____ | |
| 2. Identify any other areas of concern or risk related to the taxpayer and summarize and communicate any such concerns. | _____ | _____ | |