

# Welcome to the JEA Awards Meeting

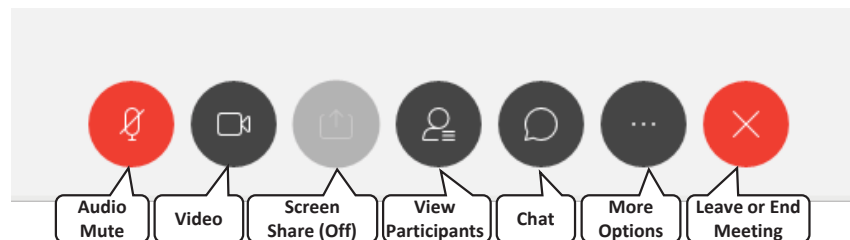
You have been joined to the meeting with your **audio muted** by default.

We will unmute your lines during the public comment time and provide opportunity for you to speak.

During the meeting, interested persons can also email **Lynn Rix** at [rixlw@jea.com](mailto:rixlw@jea.com) to submit public comments to be read during the meeting regarding any matter on the agenda for consideration. Public comments by e-mail must be received no later than 9:00 a.m. to be read during the public comment portion of the meeting.

Please contact **Lynn Rix** by telephone at **(904) 665-8621** or by email at [rixlw@jea.com](mailto:rixlw@jea.com) if you experience any technical difficulties during the meeting.

Below is a summary of the meeting controls you will see at the bottom of your screen.



# AWARDS COMMITTEE AGENDA

**DATE:** Thursday, January 21, 2021

**TIME:** 10:00 A.M.

**PLACE:** JEA, Customer Center, Bid Office, 1st Floor, 21 West Church Street, Jacksonville, FL 32202  
**OR**  
WebEx/Teleconference  
WebEx Meeting Number (access code): 160 199 4252  
WebEx Password: pxP6CqUSt63

**Public Comments:**

**Awards:**

1. Approval of the minutes from the last meeting (01/14/2021).
2. **DEFERRED** - 102-20 - Request approval to award a contract to Wesco Distribution, Inc. in the amount of \$1,592,760.74 for the supply of Network Submersible Transformers carried in JEA's inventory stock, subject to the availability of lawfully appropriated funds.
3. 010-21 – Request approval to award a contract to Unify Health Services LLC for COVID-19 Mobile Screening Services for a total not-to-exceed amount of \$364,722.75, subject to the availability of lawfully appropriated funds.
4. 081-20 – Request approval to award a contract to Constantine Engineering, LLC, for engineering services for 5104 118th St - Class III/IV PS and 6217 Wilson Blvd. - Class III/IV PS Rehabilitation projects in the amount of \$822,451.00, subject to the availability of lawfully appropriated funds.
5. 006-21 - Request approval to rescind the solicitation for Facilities Janitorial Service – Open Market for Downtown, Service Centers and other Sites, and reject all proposals received.

**Informational Items:** N/A

**Open Discussion:** N/A

**Public Notice:** N/A

**General Business:** N/A

**SPECIAL NOTES:** Copies of the above items are available in JEA Procurement, if needed for review. If a person decides to appeal any decision made by the Awards Committee, with respect to any matter considered at this meeting, that person will need a record of the proceedings, and, for such purpose, needs to ensure that a verbatim record of the proceedings is made, which record includes the evidence and testimony upon which the appeal is to be based. If you have a disability that requires reasonable accommodations to participate in the above meeting, please call 665-8625 by 8:30 a.m. the day before the meeting and we will provide reasonable assistance for you.

## 01-21-2021 Awards Committee

<u>Award #</u>	<u>Type of Award</u>	<u>Business Unit</u>	<u>Estimated/Budgeted Amount</u>	<u>Amount</u>	<u>Awardee</u>	<u>Term</u>	<u>Summary</u>
1	Minutes	N/A	N/A	N/A	N/A	N/A	Approval of minutes from the 01/14/2021 meeting.
2 - Defer	Defer	Defer	Defer	Defer	Defer	Defer	Defer
3	Request for Proposals (RFP) 3 proposers	Emanuel	\$395,550.00	\$364,722.75	Unify Health Services, LLC	One (1) Year w/Two (2) – One (1) Yr. Renewals	<p><b><u>COVID-19 Mobile Screening Services</u></b></p> <p>The estimated contract spend is as follows:</p> <ul style="list-style-type: none"> <li>• FY21: \$243,148.50</li> <li>• FY22: \$121,574.25</li> <li>• NTE: \$364,722.75</li> </ul>
4	Request for Proposals (RFP) 4 proposers	Vu	\$600,000.00	\$822,451.00	Constantine Engineering, LLC	Project Completion (Expected: July 2023)	<p><b><u>Engineering Services for the 5104 118th St - Class III/IV PS and 6217 Wilson Blvd. - Class III/IV PS Rehabilitation Projects</u></b></p> <p>Request approval of a contract for engineering services for the design of pump station rehabilitation projects.</p>
5	Rescind	McElroy	\$969,485.20	N/A	N/A	N/A	<p><b><u>Facilities Janitorial Service – Open Market for Downtown, Service Centers and Other Sites</u></b></p> <p>Request to rescind the solicitation and reject all proposals received for 006-21 – Facilities Janitorial Service – Open Market for Downtown, Service Centers and other Sites, in anticipation of rebidding.</p>
<b>Total Award</b>				\$ 1,187,173.75			

## **JEA AWARDS COMMITTEE JANUARY 14, 2021 MEETING MINUTES**

The JEA procurement Awards Committee met on January 14, 2021, in person with a WebEx option

WebEx Meeting Number (access code): 160 199 4252

WebEx Password: pxP6CqUSt63

Members in attendance were Heather Beard as Chairperson, Stephanie Nealy as Budget Representative, Julie Davis as Office of General Counsel Representative; with Steve Tuten, Joe Orfano, Stephen Datz, Alan McElroy, and Wayne Young as voting Committee Members.

Chair Beard called the meeting to order at 10:01 a.m., introduced the Awards Committee Members, and confirmed that there was a quorum of the Committee membership present.

### Public Comments:

Chair Beard recognized the public comment speaking period and opened the meeting floor to public comments. No public comments were provided by email, phone or videoconference.

### Awards:

1. Approval of the minutes from the last meeting (01/07/2021). Chair Beard verbally presented the Committee Members the proposed January 7, 2021 minutes contained in the board packet.

**MOTION:** Steve Tuten made a motion to approve the January 7, 2021 minutes (Award Item 1). The motion was seconded by Stephen Datz and approved unanimously by the Awards Committee (5-0).

The Committee Members reviewed and discussed the following Awards Items 2-6:

2. 092-20 – Request approval to award a contract to Petticoat-Schmitt Civil Contractors, Inc. for construction services for 5th St. W. - Imeson Rd to Melson Ave - Trans - New - FM project in the amount of \$9,004,152.00, subject to the availability of lawfully appropriated funds.

**MOTION:** Stephen Datz made a motion to approve Award Item 2 as presented in the committee packet. The motion was seconded by Alan McElroy and approved unanimously by the Awards Committee (5-0).

3. Request approval to award for \$791,062.11 to Pinnacle Towers Acquisition LLC. for Communication Tower Site leases as described above, for a new not to exceed amount of \$2,249,111.29, subject to the availability of lawfully appropriated funds.

**MOTION:** Wayne Young made a motion to approve Award Item 3 as presented in the committee packet. The motion was seconded by Steve Tuten and approved unanimously by the Awards Committee (5-0).

4. Request approval to award a change order to increase the H. Stephen Jones Owner's Representative Services for Technology, Security, and Facilities Systems for new JEA Headquarters (HQ1) contract in the amount of \$148,500.00, for a new not-to-exceed amount of \$731,236.00, subject to the availability of lawfully appropriated funds.

**MOTION:** Alan McElroy made a motion to approve Award Item 4 as presented in the committee packet. The motion was seconded by Joe Orfano and approved unanimously by the Awards Committee (5-0).

5. Request approval to award a contract increase to Petticoat-Schmitt Civil Contractors Inc. (\$1,500,000.00), J.B. Coxwell Contracting Inc. (\$1,500,00.00) and Callaway Contracting Inc. (\$1,500,00.00), for construction services for Underground Water, Wastewater and Reuse Grid Repair and Installation Services in the amount of \$4,500,000.00, for a new not-to-exceed amount of \$13,120,000.00, subject to the availability of lawfully appropriated funds.

**MOTION:** Steve Tuten made a motion to approve Award Item 5 as presented in the committee packet. The motion was seconded by Stephen Datz and approved unanimously by the Awards Committee (5-0).

6. 086-20 – Request approval to award a contract to T B Landmark Construction, Inc. for construction services for the Downtown – Extend Chilled Water System to New JEA Office & Ed Ball Building project in the amount of \$100,000 subject to the availability of lawfully appropriated funds.

**MOTION:** Joe Orfano made a motion to approve Award Item 6 as amended. The motion was seconded by Wayne Young and approved unanimously by the Awards Committee (5-0).

**Informational Item:**

No informational items were presented to the Awards Committee.

**Ratifications:**

No ratifications were presented to the Awards Committee for consideration.

**Public Comments:**

No additional public comment speaking period was taken.

**Adjournment:**

Chair Beard adjourned the meeting at 10:34 a.m.

**NOTE: These minutes provide a brief summary only of the Awards Committee meeting. For additional detail regarding the content of these minutes or discussions during the meeting, please review the meeting**

recording. The recording of this meeting as well as other relevant documents can be found at the link below: [https://www.jea.com/About/Procurement/Awards\\_Meeting\\_Agendas\\_and\\_Minutes/](https://www.jea.com/About/Procurement/Awards_Meeting_Agendas_and_Minutes/)



## Formal Bid and Award System

Award #3 January 21, 2021

**Type of Award Request:** REQUEST FOR PROPOSALS (RFP)  
**Request #:** 6917  
**Requestor Name:** Thomas, Paul - Mgr Safety & Health Services  
**Requestor Phone:** (904) 665-4225  
**Project Title:** COVID-19 Mobile Screening Services  
**Project Number:** A0203  
**Project Location:** JEA  
**Funds:** O&M  
**Budget Estimate:** \$395,550.00

### Scope of Work:

The purpose of this Request for Proposals (this "RFP") is to evaluate and select a firm ("Company" or "Proposer") to provide the following COVID-19 Mobile Screening Services to JEA.

- Provide and manage COVID-19 mobile temperature screening services to include staffing, training, coordination and daily reporting of screening results. The intent is to minimize exposure risk and therefore eliminate or minimize community spread to maintain a safer and healthier workforce.

The work to be performed by the Company includes all labor, supervision, and the provisions of materials, tools and equipment, and reporting requirements necessary for performing the work. The proposal workbook represents estimated quantities and is to be used as a guideline and not a guarantee of work.

**JEA IFB/RFP/State/City/GSA#:** 010-21  
**Purchasing Agent:** Selders, Elaine L.  
**Is this a Ratification?:** NO

### RECOMMENDED AWARDEE(S):

Name	Contact Name	Email	Address	Phone	Amount
UNIFY HEALTH SERVICES LLC	Kelly Ingram-Mitchell	kelly@unifyhs.com	450-106 State Rd 13 Ste. 147 Jacksonville FL 32259	(904) 635-4638	\$364,722.75

**Amount for entire term of Contract/PO:** \$364,722.75  
**Award Amount for remainder of this FY:** \$243,148.50  
**Length of Contract/PO Term:** One (1) Year w/ Two (2) – One (1) Yr. Renewals  
**Begin Date (mm/dd/yyyy):** 02/01/2021  
**End Date (mm/dd/yyyy):** 01/31/2022  
**Renewal Options:** YES - Two (2) - One (1) Yr. Renewals  
**JSEB Requirement:** N/A - Optional

**PROPOSERS:**

Name	Amount	Score	Rank
UNIFY HEALTH SERVICES LLC	\$347,355.00	94.67	1
HEALTH ADVOCATE	\$501,735.00	80.56	2
ATC HEALTHCARE	\$771,900.00	71.75	3

**Background/Recommendations:**

Advertised on 12/04/2020. At Proposal opening on 12/15/2020, JEA received three (3) Proposals. JEA evaluated the companies on rates, professional experience, location, availability, company experience and design approach and Unify Health Services LLC is deemed the highest evaluated Responsive and Responsible Proposer. An additional supplemental work authorization of five percent (5%) in the amount of \$17,367.75 for a new total of \$364,722.75 is being added into the award amount for special event screenings such as agilities trainings and board meetings that come up throughout the term of the contract. A copy of the Proposal Form and Evaluation Results are attached as backup.

JEA awarded an Emergency contract to Unify Health Services on August 13, 2020 to provide temperature screenings while these services were bid out. When comparing the price between the current contract and the new contract, it resulted in an approximate twelve percent (12%) savings or \$48,195.00 over one (1) year. The award amount of \$364,722.75 is within the forecasted budget estimate.


Procurement tracks two different types of savings. The total cost difference is comparing the current pricing with the proposed pricing (+/-). The total sourcing savings is determined by negotiations, BAFO savings and value added savings. Below is the result for this award:

- Total cost difference: \$48,195.00


010-21 – Request approval to award a contract to Unify Health Services LLC for COVID-19 Mobile Screening Services for a total not-to-exceed amount of \$364,722.75, subject to the availability of lawfully appropriated funds.

**Manager:** Thomas, Paul M. - Mgr Safety & Health Services  
**Director:** Long, Anthony B. - Dir Safety & Health Services  
**Chief:** Emanuel, L. David - Interim Chief Human Resources Officer

**APPROVALS:**

 \_\_\_\_\_ 01/21/2021

**Chairman, Awards Committee** **Date**

 \_\_\_\_\_ 1/21/2021

**Budget Representative** **Date**



**APPENDIX B - PROPOSAL FORM  
010-21 MOBILE COVID-19 SCREENING SERVICES**

**PROPOSER INFORMATION:**

PROPOSER NAME: Unify Health Services, LLC  
 BUSINESS ADDRESS: 12276 San Jose Blvd, Ste 724  
 CITY, STATE, ZIP CODE: Jacksonville, FL 32223  
 TELEPHONE: 888-314-5571  
 FAX: 904-518-3731  
 EMAIL OF CONTACT: Kelly@unifyhs.com  
 WEBSITE: www.unifyhs.com

**QUOTATION OF RATES**

**Maximum score for criterion is: 35 Points**

The Proposer shall provide a firm-fixed price quote for all Work in this Solicitation by completing the enclosed Proposal Workbook. The prices shall include all profit, taxes, benefits, travel, and all other overhead items.

Please note, the prices quoted by the Proposer on the Proposal Form must be firm-fixed prices, not estimates. Any modifications, exceptions, or objections contained within the response form may subject the response to disqualification.

Description of Services – 010-21 Mobile COVID-19 Screening Services	Total One (1) Year Proposal Price
Total One (1) Year Proposal Price – Transfer total from Appendix B – Proposal Workbook	<del>\$362,700</del> \$347,355.00

**PROFESSIONAL EXPERIENCE, LOCATION, AND AVAILABILITY OF RESPONDENTS STAFF**

**Maximum score for this criterion: 20 Points**

The Proposer shall provide one resume of for the Account Manager available to work on the JEA engagement. Education and Experience: Maximum points for this criterion: 10 points. At a minimum, the resume shall present the employee's name, title, years of service with the company, applicable professional registrations, education and work experience.

Availability, Response Time, and Account Management: Maximum points for this criterion: 10 points  
 In addition to the Education and Experience detailed above, the Proposer shall also submit a verifiable local business address for the Account Manager, their availability, and their expected average response time to JEA.

**PAST PERFORMANCE AND COMPANY EXPERIENCE**

**Maximum score for this criterion: 20 Points**

The Company shall describe experience performing COVID-19 screening services. Highlight experience working with the two references provided for the minimum qualifications. Discuss the strengths, benefits and attributes of working with your company for this scope of services. Provide any other information that demonstrates your experience working on related issues for similar clients. The references provided for the minimum qualifications will be contacted and used to evaluate this section.

**APPENDIX B - PROPOSAL FORM  
010-21 MOBILE COVID-19 SCREENING SERVICES**

**ABILITY TO DESIGN AN APPROACH AND WORK PLAN TO MEET SCOPE OF WORK REQUIREMENTS**

**Maximum Score for Criteria is: 25 Points**

Describe your firm's approach in providing the services described in the Scope of Work for this RFP. Describe the approach of how your firm will manage the project, ensure timely completion of the scope of services and accomplish required objectives within the project schedule.

**Please use your own form for this section. The section is limited to a maximum of three (3) pages.**

**Proposers' Certification**

By submitting this Proposal, the Proposer certifies (1) that the Proposer has read and reviewed all of the documents pertaining to this RFP and agrees to abide by the terms and conditions set forth therein, (2) that the person signing below is an authorized representative of the Proposer, and (3) that the Proposer is legally authorized to do business and maintains an active status, in the State of Florida. The Company certifies that its recent, current, and projected workload will not interfere with the Proposer's ability to Work in a professional, diligent and timely manner.

The Proposer certifies, under penalty of perjury, that it holds all licenses, permits, certifications, insurances, bonds, and other credentials required by law, contract or practice to perform the Work. The Proposer also certifies that, upon the prospect of any change in the status of applicable licenses, permits, certifications, insurances, bonds or other credentials, the Proposer shall immediately notify JEA of status change.

Please initial below:

**KIM (Initials) I have read and understood the Sunshine Law/Public Records clauses contained within this solicitation. I understand that in the absence of a redacted copy my proposal will be disclosed to the public "as-is".**

We have received addenda   1   through   2  

*Kelly Ingram-Mitchell*  
Signature of Authorize Officer of Proposer or Agent

12/14/2020  
Date

Kelly Ingram-Mitchell, MPT, CEAS  
Printed Name & Title

904-635-4638  
Phone Number

**010-21 COVID-19 Mobile Screening Services**

Vendor Rankings	Tony Long	Paul Thomas	Joshua Imotan	Σ Rank	Rank	Bid Amount
ATC Healthcare	3	3	3	9	3	\$771,900.00
Health Advocate	2	2	2	6	2	\$501,735.00
<b>Unify Health</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>3</b>	<b>1</b>	<b>\$347,355.00</b>

Tony Long	Quotation of Rates (35 Points)	Experience, Location, and Availability (20 Points)	Company Experience (20 Points)	Design Approach (25 Points)	Total	Rank
ATC Healthcare	15.75	17	18	19	69.75	3
Health Advocate	24.23	16	16	21	77.23	2
Unify Health	35	17	17	23	92	1

Paul Thomas	Quotation of Rates (35 Points)	Experience, Location, and Availability (20 Points)	Company Experience (20 Points)	Design Approach (25 Points)	Total	Rank
ATC Healthcare	15.75	18	18	17	68.75	3
Health Advocate	24.23	15	16	25	80.23	2
Unify Health	35	18	17	25	95	1

Joshua Imotan	Quotation of Rates (35 Points)	Experience, Location, and Availability (20 Points)	Company Experience (20 Points)	Design Approach (25 Points)	Total	Rank
ATC Healthcare	15.75	20	18	23	76.75	3
Health Advocate	24.23	20	16	24	84.23	2
Unify Health	35	20	17	25	97	1

Overall Averages	Quotation of Rates (35 Points)	Experience, Location, and Availability (20 Points)	Company Experience (20 Points)	Design Approach (25 Points)	Total
ATC Healthcare	15.75	18.33	18.00	19.67	71.75
Health Advocate	24.23	17.00	16.00	23.33	80.56
<b>Unify Health</b>	<b>35.00</b>	<b>18.33</b>	<b>17.00</b>	<b>24.33</b>	<b>94.67</b>



## Formal Bid and Award System

Award #4 January 21, 2021

**Type of Award Request:** PROPOSAL (RFP)  
**Request #:** 6868  
**Requestor Name:** Ramirez, Samuel T.  
**Requestor Phone:** (904) 665-6960  
**Project Title:** Engineering Services for the 5104 118th St - Class III/IV PS and 6217 Wilson Blvd. - Class III/IV PS Rehabilitation Projects  
**Project Number:** 8003567, 8003568  
**Project Location:** JEA  
**Funds:** Capital  
**Budget Estimate:** \$600,000.00

### Scope of Work:

JEA is soliciting Proposals for the professional detailed design, permitting and services during construction of complete rehabilitation of two pump stations. Provide engineering, permitting and bid services for the complete rehabilitation of each pump station. Render engineering services to recommend the most effective pump type and configuration for 118th St. PS. Provide pipeline alignment study services for the 16" force main replacement from Wilson PS to Wilson Blvd. Render services to draft O&M custom manuals.

**JEA IFB/RFP/State/City/GSA#:** 081-20  
**Purchasing Agent:** Kruck, Dan  
**Is this a Ratification?:** NO

### RECOMMENDED AWARDEE(S):

Name	Contact Name	Email	Address	Phone	Amount
CONSTANTINE ENGINEERING, LLC	Kart Vaith	kvaith@tcgeng.com	100 Center Creek Road, S-108, St. Augustine, FL 32084	(904) 562-2185	\$822,451.00

**Amount for entire term of Contract/PO:** \$822,451.00  
**Award Amount for remainder of this FY:** \$341,190.00  
**Length of Contract/PO Term:** Project Completion  
**Begin Date:** 02/01/2021  
**End Date:** Project Completion (Expected: July 2023)  
**JSEB Requirement:** Five Percent (5%) Evaluation Criteria

### Comments on JSEB Requirements:

Smith Surveying, LLC (Survey) – 1.64%  
 CSI GEO, Inc. (Geotechnical) – 1.97%  
 Onsite Environmental Consultants, LLC (Environmental Consulting) – 0.513%  
 Total: 4.123%

**PROPOSERS:**

Name	Amount	Rank
CONSTANTINE ENGINEERING, LLC	\$822,451.00	1
ARCADIS U.S., INC.	N/A	2
CRAWFORD, MURPHY & TILLY, INC.	N/A	3
WRIGHT-PIERCE, INC.	N/A	4

**Background/Recommendations:**

Advertised on 09/24/2020. Ten (10) prime companies attended the mandatory pre-proposal meeting held on 10/05/2020. At proposal opening on 10/27/2020, JEA received four (4) proposals. The public evaluation meeting was held on 11/19/2020 and JEA deemed Constantine Engineering, LLC most qualified to perform the work. A copy of the evaluation matrix and negotiated schedule and fees are attached as backup.

Negotiations with Constantine Engineering, LLC were successfully completed. The proposed engineering design and services during construction (SDC) of \$822,451.00 is 37% higher than estimated in part due to additional items placed into the scope of work after the estimate was completed. The additional items are listed below, and were included in the scope as advertised. The hourly rates and level of effort are deemed reasonable when compared to other JEA projects of this type.

- Wilson – Pipeline alignment study (study only)
- 118<sup>th</sup> – Type of pump study
- 118<sup>th</sup> – Replacing the roof (design)
- Wilson & 118<sup>th</sup> – O&M manuals


081-20 – Request approval to award a contract to Constantine Engineering, LLC, for engineering services for 5104 118th St - Class III/IV PS and 6217 Wilson Blvd. - Class III/IV PS Rehabilitation projects in the amount of \$822,451.00, subject to the availability of lawfully appropriated funds.

**Manager:** Collier, Bradley W. - Mgr W/WW Project Management

**Director:** Conner, Sean - Dir W/WW Project Engineering & Construction

**GM:** Hai, Vu X. – Interim GM Water/Wastewater Systems

**APPROVALS:**

 01/21/2021

**Chairman, Awards Committee** **Date**

 1/21/2021

**Budget Representative** **Date**

**081-20 Engineering Services for the 5104 118th St - Class III/IV PS and 6217 Wilson Blvd. - Class III/IV PS Rehabilitation Projects**

<b>Vendor Rankings</b>	Samuel Ramirez	Denese Murrin	Rick Lehman	Michael Jones	Σ Rank	Rank
Constantine Engineering, LLC	1	1	1	1	4	1
Arcadis U.S., Inc.	2	2	3	3	10	2
Crawford, Murphy & Tilly, Inc.	3	3	2	4	12	3
Wright-Pierce, Inc.	4	4	4	2	14	4

Samuel Ramirez	Professional Staff Experience (30 Points)	Design Approach and Work Plan (40 Points)	Company Experience (25 Points)	JSEB (5 Points)	Total	Rank
Arcadis U.S., Inc.	30.00	24	15	4	73.00	2
Constantine Engineering, LLC	30.00	28	18	4	80.00	1
Crawford, Murphy & Tilly, Inc.	30.00	20	15	4	69.00	3
Wright-Pierce, Inc.	30.00	16	15	4	65.00	4

Denese Murrin	Professional Staff Experience (30 Points)	Design Approach and Work Plan (40 Points)	Company Experience (25 Points)	JSEB (5 Points)	Total	Rank
Arcadis U.S., Inc.	26.00	33	21	4	84.00	2
Constantine Engineering, LLC	27.67	33	22	4	86.67	1
Crawford, Murphy & Tilly, Inc.	25.67	30	24	4	83.67	3
Wright-Pierce, Inc.	25.73	31	21	4	81.73	4

Rick Lehman	Professional Staff Experience (30 Points)	Design Approach and Work Plan (40 Points)	Company Experience (25 Points)	JSEB (5 Points)	Total	Rank
Arcadis U.S., Inc.	20.27	29	21	4	74.27	3
Constantine Engineering, LLC	20.40	30	22	4	76.40	1
Crawford, Murphy & Tilly, Inc.	19.80	30	21	4	74.80	2
Wright-Pierce, Inc.	19.60	30	20	4	73.60	4

Michael Jones	Professional Staff Experience (30 Points)	Design Approach and Work Plan (40 Points)	Company Experience (25 Points)	JSEB (5 Points)	Total	Rank
Arcadis U.S., Inc.	28	36	22	4	90.00	3
Constantine Engineering, LLC	28.00	40	25	4	97.00	1
Crawford, Murphy & Tilly, Inc.	27.13	33	22	4	86.13	4
Wright-Pierce, Inc.	28.00	38	22	4	92.00	2

Overall Averages	Professional Staff Experience (30 Points)	Design Approach and Work Plan (40 Points)	Company Experience (25 Points)	JSEB (5 Points)	Total
Arcadis U.S., Inc.	26.07	30.50	19.75	4.00	80.32
Constantine Engineering, LLC	26.52	32.75	21.75	4.00	85.02
Crawford, Murphy & Tilly, Inc.	25.65	28.25	20.50	4.00	78.40
Wright-Pierce, Inc.	25.83	28.75	19.50	4.00	78.08



# Engineering Services for the 5104 118th St - Class III/IV and 6217 Wilson Blvd. - Class III/IV Wastewater Pump Stations Rehabilitation Project

## General

Consultant agrees to provide permitting, design, bidding, and construction phase post design Professional Engineering Services for rehabilitation of the **6217 Wilson Blvd.-Class III/IV Wastewater Pump Station, 5104 118th St.-Class III/IV Wastewater Pump Station and Wilson Blvd. Pump Station Force Main Installation** per 081-20 Appendix A – Technical Specifications and as outlined herein.

This Scope of Services is provided in three separate tasks.

- Task A includes pump selection alternatives based the hydraulic data provided by JEA for 118<sup>th</sup> street,
- Task B includes required analysis, design, permitting, and development of construction contract documents for 118th Street Pump Station,
- Task C includes required analysis, design, permitting, and development of construction contract documents for Wilson Blvd. Pump Station, and
- Task D includes analysis, evaluation, and development of a report with three Wilson Blvd. Pump Station Force Main Installation options for JEA's consideration and subsequent implementation.

The design, permitting, and post services associated with the Wilson Blvd. Pump Station Force main installation will be developed as an amendment to this contract after the preferred pipeline option is selected for implementation by JEA and are excluded from this scope of services.

## Scope of Services

### Task A - Pump Selection Alternatives for the 118<sup>th</sup> Street PS

- A.01 Evaluate three pump selection alternatives: vertical dry pit, horizontal dry pit, and vertical extended shaft centrifugal pumps.
- A.02 Prepare a TM with these three alternatives and provide a cost benefit for each alternative for JEA to consider and select.
- A.03 Design the pump option selected by JEA under Task B.

### Task B - 5104 118th St.-Class III/IV Pump Station Design

The following summarizes the overall scope for the permitting and design of 118th Street Pump Station project

- B.01 Develop a hydraulic model the current pipeline from the pump station to the new Southwest WWTP headworks with pipeline velocities ranging from 2 fps to 7 fps at the low and high water levels in the wetwell pump station. This will develop the operating envelope for the pump selection at this pump station.
- B.02 The Record Drawings do not reflect current conditions and changes made by JEA or its contractors. For example, when four (4) KSB pumps were installed and the electrical

system modified, these improvements are not reflected in the record drawings. The scope of the contractors work relative to such field findings will be defined using photographs or other means in the contract documents. Further, if as a result of bypass pumping, manhole or transmission system liners are damaged, the summary of work will require the Contractor to effect repairs on such damage.

- B.03 Develop the bypass pumping system for this pump station
- B.04 Review the 2021 JEA standards and include specifications for items such as remote monitoring, communication protocols, electrical and I&C standards, pump, piping and valve standards, facilities standards, and security standards. Coordination with insurance carrier on the design improvements such as door specifications and roof condition/replacement will be provided under this task.
- B.05 Remove and replace the existing four dry-pit pumps based on the selected alternative.
- B.06 Repair/Rehabilitate influent splitter box with reinforced HDPE box (as verified by structural engineer for this application) in the base bid. Include an alternate bid using polymer concrete for competitive bidding by the Contractor.
- B.07 Upgrade yard piping including a pump out connection
- B.08 Upgrade and replace all hand railing
- B.09 Assess the structural integrity of the existing pump station superstructure. Rehabilitate the superstructure (motor room, screen room, generator room, pump room, wet well, influent chamber) and all its accessories (i.e. stairways, fall protection, covers, grating, etc.). Roof repair and replacement are included in this scope of services to be in compliance with JEA's insurance carrier requirements. Coordination with insurance carrier will be under subtask B.04.
- B.10 Design the electrical room inside the building if feasible. The scope/fee is developed based the electrical room is located inside. If it is not feasible to locate the electrical room inside the building and requires a separate precast electrical building, it will require additional engineering design and hence scope/fees need to be amended.
- B.11 Replace and upgrade emergency generator system including provision for new generator
- B.12 Install power supply protection for the control panels and provision of a UPS (or other devices) to provide an added level of resiliency for the control panels. Should the system detect voltage drops or other irregularities with the main power supply to the pump station, the system will automatically initiate standby power and disconnect the main power supply to the pump station.
- B.13 Replace all piping including fuel lines and valves.
- B.14 Replace the brick veneer with stucco material in consultation with JEA project manager.
- B.15 Upgrade all the electrical components including lighting and grounding. Replace existing internal and external lighting system with a new photometric lighting system design.
- B.16 Replace all doorways and doorway thresholds.
- B.17 Upgrade security to include cameras and door locks per JEA security team standards.



- B.18 Replace and upgrade existing HVAC system.
- B.19 Replace and upgrade existing potable water system and replace all plumbing including plumbing fixtures. Provide a new BFP with upstream pressure monitoring as required by the JEA water modeling group.
- B.20 Remove existing mechanical bar screens and install one manual bar rack with 1-3/4-inch spacing.
- B.21 Coating and painting for the whole pump station and its entire components.
- B.22 Design a bubbler system for level indication with redundant level measurement
- B.23 Design a new recirculation system for the wet-well. New pumps with nozzles for mixing will be installed. No redundant pump will be designed for mixing the wet-well.
- B.24 Replace instrumentation and controls for the pump station
- B.25 Upgrade lift system (crane, hoist, monorail, etc.)
- B.26 Design the wet well cover system with hatch relief in such way to allow the uplift from the water to open the hatch to allow the overflow to occur.
- B.27 Remove and replace above ground fuel storage tank (AST)
- B.28 Lead and Asbestos Abatement: Preliminary review of the lead and asbestos testing reports by consultant indicate that varied levels of lead and asbestos presence at this pump station. JEA will have a specialty Lead and asbestos contractor to abet the lead and asbestos under a separate Contractor. Design will allow for the selected Contractor under the 118<sup>th</sup> Pump station contract to provide additional bypass pumping as required for the lead and asbestos work to be completed.
- B.29 Determine, submit, and secure the permits required for the proposed work
- B.30 Design and install Odor Control system to minimize volume of air treated using the concepts outlined in subtask B.26.
- B.31 Set equipment at minimum elevation of 9.00 feet or as required by JEA resiliency requirements. Critical equipment will be installed at or above this elevation.
- B.32 Update the survey to include missing information identified. Update the geotechnical report to include borings to locate odor control system and precast electrical building (if needed).
- B.33 Land Ownership and Permitting: Obtain Temporary Construction Easement for bypass pumping as required from the COJ. Obtain other permits from COJ as required. Because this is a rehabilitation project, FDEP permitting may not be required.
- B.34 Develop documentation to obtain an approximately 10-ft. permanent easement from City of Jacksonville on the East side of the site. Contract documents need to reflect clearing of the site to accommodate construction.
- B.35 O & M Manual: Create and submit separate draft for each pump station a customized pump station-specific operation manual for the constructed facility.
  - i. Conform O&M Manual to the volume and chapter divisions and unit process formats described in the sample Table of Contents in Attachment A.

- ii. Present in the manual design criteria and operational philosophy, process descriptions, process flow diagrams, P&IDs, descriptions of operator interface controls, control strategies, process control guidance, and process troubleshooting table(s).
- iii. Submit draft Manual prior to the project Substantial Completion milestone for JEA review and comment. The draft manual will comprise the following information:
- iv. Supplemental Figures - develop selected renderings comprising the information from engineering drawings and other modified data to provide a more complete picture of a particular technical component of the project.
- v. Provide means for the operators to quickly locate and identify details without having to review non-essential textual information. Figures shall be either letter (8.5 inches by 11 inches) oriented in landscape or portrait layout or tabloid landscape (11 inches high by 17 inches wide). Manual may require up to 20 figures.
- vi. Informational Photographs - Include up to 100 color photographs in the operations manual for clarifying the operations needs for the pump station and bar screens. Photographs and text in the manual will use letter size paper (8.5 inches by 11 inches).
- vii. Field Verifications of Draft Operations Manual - The draft Manual will be revised to include applicable JEA comments.
- viii. Field verify as built conditions prior to finalizing the draft Manual. The field verified draft Manual will include photographs and figures of the completed work.
- ix. Submit field verified draft Manual to JEA within approximately 60 calendar days after project Substantial Completion, depending on contractor progress.
- x. Incorporate JEA comments from the field verified draft Manual. Draft and Submit final Manual to JEA.
- xi. Conduct a full day operations manual workshop on site with JEA staff to review the final Manual.
- xii. Record include and address comments from the workshop in the final O&M Manual.

### **Task C - 6217 Wilson Blvd.-Class III/IV Pump Station (PS) Design:**

The following summarizes the overall scope for the permitting and design of Wilson Blvd pump station project:

- C.01 System Hydraulics data, design parameters, point of connection data and flow analysis will be provided by JEA. Based on the provided data, develop a hydraulic design parameters for the pump selection.
- C.02 Record Drawings do not reflect current/existing conditions and changes. Include/illustrate such field findings (example- bubbler system) using photographs or other means in the contract documents to define the scope of the Construction Contractors work.

- C.03 Roof repair and replacement are excluded in this scope of services.
- C.04 Develop a bypass pumping system for the pump station.
- C.05 Replace the existing three extended shaft dry-pit pumps.
- C.06 Replace existing ventilation system with a new ventilation system design.
- C.07 Replace existing internal and external lighting system with a new photometric lighting system design.
- C.08 Assess the structural integrity of the existing pump station superstructure. Rehabilitate the superstructure (motor room, screen room, generator room, pump room, wet well, influent chamber) and all its accessories (i.e. stairways, fall protection, covers, grating, etc.).
- C.09 Replace and upgrade existing potable water system. Replace all plumbing including plumbing fixtures. Provide new backflow preventor (BFP) with pressure monitoring upstream of the BFP as required by JEA's potable water modeling group.
- C.10 Replace existing electrical powering system with a new electrical powering system including grounding and emergency powering system (i.e. generator, ATS, etc.).
- C.11 Install power supply protection for the control panels and provision of a UPS (or other devices) to provide an added level of resiliency for the control panels. Should the system detect voltage drops or other irregularities with the main power supply to the pump station, the system will automatically initiate standby power and disconnect the main power supply to the pump station.
- C.12 Remove existing mechanical bar screen and replace with a manual bar rack with 1-3/4-inch spacing. Provide bar spacing per 10 States standards.
- C.13 Coat and/or paint the pump station and its components.
- C.14 Replace existing piping, fittings, valves and apparatus with new piping, fittings, valves, and apparatus that complies with JEA latest standards. Replace mechanical process components (sluice gates, manual screen, sump pump, and pumps).
- C.15 Install a bubbler system for level indication with redundant level measurement
- C.16 Design and install a new recirculation pumping system for the wet-well with one pump with suction and return lines and nozzles on the return line for mixing the wetwell contents.
- C.17 Construct a positive pressure electrical room within the existing building.
- C.18 Upgrade security to include cameras and door locks per JEA security team standards.
- C.19 Remove and replace existing seal water system.
- C.20 Replace and upgrade existing instrumentation system including PLCs and instruments to comply with JEA's latest standards.
- C.21 Upgrade and replace the lift system (crane, hoist, monorail, etc.).
- C.22 Complete geotechnical/soil study (by subconsultants) information to re-grade the PS site and maximize the natural drainage away from the pumps station. Use of crush-crete® or a similar product will maximize the permeability and further improve drainage at this site

and improve the current flooding that is observed during wet weather events. Design site improvements including site drainage to move the water away from the pump station during wet weather.

- C.23 Determine and prepare permitting requirements, if any, for proposed work. It is likely that an FDEP permit will not be required. A COJ permit, if required will be obtained.
- C.24 Lead and Asbestos Abatement: Preliminary review of the lead and asbestos testing reports by consultant indicate that varied levels of lead and asbestos presence at this pump station. It is expected that JEA will have a specialty Lead and asbestos contractor to abet the lead and asbestos under a separate Contractor. Design will allow for the selected Contractor under the Wilson Pump station contract to provide additional bypass pumping as required for the lead and asbestos work to be completed.
- C.25 Restore junction manhole
- C.26 Site Flood Elevation: Set critical equipment at minimum elevation of 10.23 feet or as required by JEA resiliency standards.
- C.27 Replace the generator fuel tank including piping and relief valves in accordance with FDEP requirements for fuel storage tanks
- C.28 Survey and Geotech Requirements: Update the site survey to include missing information
- C.29 O & M Manual: Create and submit a customized pump station-specific operation manual for the constructed facility.
- C.30 Conform Manual to the volume and chapter divisions and unit process formats described in the sample Table of Contents in Attachment A.
  - i. Present in the manual design criteria and operational philosophy, process descriptions, process flow diagrams, P&IDs, descriptions of operator interface controls, control strategies, process control guidance, and process troubleshooting table(s).
  - ii. Submit draft Manual prior to the project Substantial Completion milestone for JEA review and comment. The draft manual will comprise the following information:
  - iii. Supplemental Figures – develop selected renderings comprising the information from engineering drawings and other modified data to provide a more complete picture of a particular technical component of the project.
  - iv. Provide means for the operators to quickly locate and identify details without having to review non-essential textual information. Figures shall be either letter (8.5 inches by 11 inches) oriented in landscape or portrait layout or tabloid landscape (11 inches high by 17 inches wide). Manual may require up to 20 figures.
  - v. Informational Photographs – Include up to 100 color photographs in the operations manual for clarifying the operations needs for the pump station and bar screens. Photographs and text in the manual will use letter size paper (8.5 inches by 11 inches).
  - vi. Field Verifications of Draft Operations Manual – The draft Manual will be revised to include applicable JEA comments.

- vii. Field verify as built conditions prior to finalizing the draft Manual. The field verified draft Manual will include photographs and figures of the completed work.
- viii. Submit field verified draft Manual to JEA within approximately 60 calendar days after project Substantial Completion, depending on contractor progress.
- ix. Incorporate JEA comments from the field verified draft Manual. Draft and Submit final Manual to JEA.
- x. Conduct a full day operations manual workshop on site with JEA staff to review the final Manual.
- xi. Record include and address comments from the workshop in the final O&M manual.

### **Task D - Evaluation of Wilson Blvd. Pump Station Effluent Force Main Rehabilitation Options**

- D.01 Update the survey to include missing information for the design and construction.
- D.02 Update the Geo technical report to develop forcemain installation options.
- D.03 Develop a report with an analysis of three pipeline installation options including placing the new force main in the existing piers, using horizontal directional drilling (HDD) and installing the force main along the existing ingress/egress easement and recommend a cost effective and maintenance friendly option.
- D.04 The report will include, but not limited to, for each option discussions on the limits of clearing and grubbing, staging of materials including debris or spoils, work zones areas, ingress/egress to work zone areas, TCP options including typical MOT section, typical cross section of the R/W, requirements for restoration of impacted green areas, TCE requirements, impact to other utilities underground and above ground and any other pertinent issues that impact constructability or customer (i.e. noise, movement, work hours).
- D.05 A detailed design scope for the pipeline design will be developed based on the selected option and amended to this Agreement.

**For Tasks A, B and C the design scope of services and tasks to be completed are outlined in the following subsections.**

#### **Task 1 - PROJECT MANAGEMENT**

- 1.01 Prepare work plan with timeline (work schedule).
- 1.02 Prepare monthly invoices and submit project progress updates.
- 1.03 Attend progress project meetings and final review meeting including agenda and meeting minutes with action items.
- 1.04 Attend Project Kickoff meeting at the date and time scheduled by JEA
  - i. Conduct Workshop No. 1 (TASK 2) to review 30% design documents

- ii. Conduct Workshop No. 2 (TASK 3) to review 90% design documents.
  - iii. Conduct Workshop No. 3 (TASK 5) to review customized pump station-specific operations manual
- 1.05 Opinion of Costs: Consultant will prepare opinions of construction cost along with the variance cost at all stages of deliverables in accordance with the Association for the Advancement of Cost Engineering International, Inc. (AACE) for the purpose of assisting JEA in preparing budget funding request, evaluating design options. Expected accuracy will be as follows:
- i. Class 3 estimate for thirty percent (30%) design deliverable and System study
  - ii. Class 1 estimate for ninety percent (90%) and 100% design deliverable.

**Task 2 - REVIEW CONCEPT AND DEVELOP 30% DESIGN DOCUMENTS**

- 2.01 Review concept documents.
- 2.02 Design Criteria: Comply with JEA Water & Sewer Standard Specifications; JEA Water, Sewer and Force Water Design Guidelines requirements; JEA Rules and Regulations for Water, Sewer & Force Water Services for water pipeline design.
- 2.03 Prepare the following (9) TMs for JEA's review and approval. These TMs together with drawings will make up the 30% design report (PDR).
- i. 118th Street PS Bypass Pumping
  - ii. 118th Street PS Pump Selection
  - iii. 118th Street PS Cost Savings Concepts (such as electrical room within existing space, site plan optimization, driveway rehabilitation, etc.)
  - iv. 118th Odor Control and wet well covers with hatch relief
  - v. 118th Wet well Mixing/recirculation system
  - vi. Wilson Blvd. PS Pump Selection
  - vii. Wilson Blvd. PS Cost Savings Concepts (such as electrical room within existing space without impacts to the restroom, site plan optimization, retrofit existing connections for bypass pumping, etc.)
  - viii. Wilson Blvd. PS Wet well Mixing/recirculation system
  - ix. Wilson Blvd. PS Force main Alternatives
- 2.04 Create a draft bid form including items should be bid as unit price items and create a measurement and payment technical section for those items.
- 2.05 Evaluate and sketch temporary construction easements if required for OWNER acquisition.
- 2.06 Conduct 30% submittal review meeting. OWNER is to provide written comments and drawing markups to the Engineer for incorporation into the final design.

- Task 3 - HYDRAULIC ANALYSIS (INCLUDED IN PUMP SELECTION TM)**
- 3.01 System Hydraulics data, design parameters, point of connection data and flow analysis will be provided by JEA for the Wilson Blvd pump station. For the 118<sup>th</sup> Street pump station, hydraulic analysis will be completed and pump selected based on the evaluation described in Task B.01.

**Task 4 - 90% DESIGN DOCUMENTS**

- 4.01 Prepare and submit 90% Submittal of the Contract Bid Documents
- 4.02 Update OWNER's Division 0 (front-end) specification through a Supplemental General Condition Section.
- 4.03 Create additional technical specifications to supplement JEA W/WW Standard Manual and JEA Facilities Manual.
- 4.04 Draft and submit the Bid Form and Measurement and Payment as part of Division 1.
- 4.05 Provide a construction timeline.
- 4.06 Create and submit Equipment Attribute Table (EAM).
- 4.07 Conduct 90% submittal review meeting. OWNER is to provide written comments and drawing markups to the Engineer.
- 4.08 Perform a constructability review and address the required changes.

**Task 5 - 100% DESIGN DOCUMENTS AND BID DOCUMENTS**

- 5.01 Incorporate OWNER's 90% submittal comments. Prepare and submit 100 Percent Final Design Document with the following:
- i. Update and submit the PDR
  - ii. Final updated contract documents
  - iii. Final opinion of probable construction cost, AACE Class 1
  - iv. Final Cost Variance tables in OWNER's template and format
  - v. Final bid form
  - vi. Final survey
  - vii. Final design calculations
  - viii. Final permits as available
- 5.02 Submit Bid Documents.

**Task 6 - PERMITTING ASSISTANCE**

- 6.01 Submit permit determination request using the 90% set draft (TASK 3.1) or 60% set (as needed). Conduct permits determination and obtain permits with the following agencies (response to RAIs are included in this scope of services):
- i. City of Jacksonville (COJ) 10-Set Review Process (Building/Zoning)
  - ii. COJ right of way permits and Maintenance of Traffic (MOT)
  - iii. Florida Department of Environmental Protection (FDEP permit if required)

- 6.02 Design will include necessary steps for the General Contractor to secure the following permits:
- i. FDEP Fuel Storage Tank License Modification (COJ Environmental Quality Division)
  - ii. FDEP/SJRWMD Dewatering Permit
  - iii. EPA NPDES General Permit for Construction Activities

**Task 7 - BID PHASE SERVICES**

- 7.01 Attend the pre-bid conference.
- 7.02 Prepare and submit addenda.
- 7.03 Revise contract bid documents per addenda
- 7.04 Prepare Conformed Construction Documents.

**Task 8 - POST DESIGN SERVICES - NOT INCLUDED AT THIS TIME**

- 8.01 These services will be developed after the design is 90% complete

**Task 9 - PUMP STATION FACILITY OPERATIONS MANUAL**

- 9.01 Draft, Field Verification Draft, and Final Operation Manual: Provide a separate manual per pump station per the scope of services described in Articles B and C.

**Task 10 - DELIVERABLES (Comply 081-20 Appendix A - Technical Specifications )**

- 10.01 Nine Individual TMs to address the following specific areas of projects:
  - i. 118th Street PS Bypass Pumping
  - ii. 118th Street PS Pump Selection
  - iii. 118th Street PS Cost Savings Concepts (such as electrical room within existing space, site plan optimization, driveway rehabilitation, etc.)
  - iv. 118th Odor Control and wet well covers with hatch relief
  - v. 118th Wet well Mixing/recirculation system
  - vi. Wilson Blvd. PS Pump Selection
  - vii. Wilson Blvd. PS Cost Savings Concepts (such as electrical room within existing space without impacts to the restroom, site plan optimization, use of existing connections for bypass pumping, etc.)
  - viii. Wilson Blvd. PS Wet well Mixing/recirculation system
  - ix. Wilson Blvd. PS Force main Alternatives
- 10.02 30% design/PDR in PDF format.
- 10.03 Drawings: Three (3) half size (11" x 17") to scale in PDF and hard copies for 30%, 90% and 100.
- 10.04 Specifications: Three (3) hard copies and in PDF and WORD format for 90% and 100%.



- 10.05 Construction Documents: Drawings, three (3) half size (11" x 17") and two (2) full size (22" x 34") hard copies signed and sealed and in PDF format. Technical specifications, three (3) signed and sealed hard copies and in PDF format.
- 10.06 Opinion of Probable Construction Cost (PDF and EXCEL Format) for 30%, 90% and 100% submittal per pump station
- 10.07 Construction Record Drawings: One (1) signed and sealed full size (22" x 34") and two (2) half size (11" x 17") hard copies and in PDF and ACAD \*.dwg format. Provide record drawings set per pump station (to be included in the post design services scope).
- 10.08 Draft, Field Verification Draft, and Final Operation Manual: Three (3) printed color copies, one electronic Microsoft Word version, and one PDF version. Provide a separate manual per pump station.

## Project Schedule

The following is a summary of the proposed project schedule.

### Project Schedule for Tasks A, B, and C (times are in calendar days)

Purchase Order Issuance (est. 1/19/2021)	Start day
30 % PDR Submittal (calendar days from PO issuance)	70 days
• Estimated on March 30, 2021	
90% Design Documents (calendar days from PO issuance)	132 days
• Estimated on May 31, 2021	
100% Design/Bid Documents (calendar days from PO issuance)	174 days**
• Estimated on July 12, 2021	

*\*\* Depending on timely review of deliverables by JEA*

### Project Schedule for Task D

Evaluation of Pipeline Alternatives Report	62 days
• Estimated on March 22, 2021	
JEA Review of Alternatives and Selection Workshop	70 days
• Estimated on March 30, 2021	
Finalize Report and Develop Design Scope for Selected Alternative	76 days
• Estimated on April 5, 2021	
Amendment Issuance for Pipeline	90 days
• Estimated on April 19, 2021	
Design of Selected Alternative	174 days**
• Estimated on July 12, 2021	

*\*\* Dependent on timely alternative selection and implementation'*

## **Compensation**

As compensation for providing the services described within this Task Order, the total lump-sum fee proposed is \$822,451.00. This fee shall be invoiced based on the percent complete for the project. A breakdown of the proposed fee is provided as Attachment B.

## ATTACHMENT A - O&M Manual Table of Contents

### **O&M Manual Table of Contents**

#### 1.0 Introduction

##### 1.1 Flow Pattern

##### 1.2 Design Data and P&ID

##### 1.3 Permits and Standards

##### 1.3.1 Facility Permits

##### 1.3.2 Required Reports to Regulatory Agencies

##### 1.3.3 Spill Reporting [SSO]

#### 2.0 Safety and Security Systems

#### 3.0 Pumps and Control Narrative

##### 3.1 Primary Pumps

##### 3.2 Diesel Standby Pump System

##### 3.3 Control Narrative

#### 4.0 Power Distribution

##### 4.1 Electric Supply (Utility, Switchgear, VFDs, and MCC's)

##### 4.2 Emergency Power (Generator, ATS, and Fuel System)

#### 5.0 Instrumentation and Control System

##### 5.1 Field Instruments

##### 5.2 Control System

##### 5.3 HMI Graphics (HMI)

##### 5.4 SCADA, Remote Control, and Network

#### 6.0 HVAC and Odor Control System

#### 7.0 Ancillary Systems

##### 7.1 Automatic Screens

##### 7.2 Wetwell Mixer or Aeration System

##### 7.3 Valves and Meters

##### 7.4 Hoist and Crane

### **Appendices**

A Wastewater Collection and Distribution Facility Permit

B Environmental Resource Permit

C Calculations

D Glossary

E Applicable rules, regulations, standards and ordinances

**Process Chapter Breakdown:**

1. Overview [Overall objectives and relationship to adjacent units]
2. Process Control [Detailed description of the intended operation and control]
3. Design Data
4. Equipment Controls [Instrumentation loop descriptions]
5. Operation Consideration and Checklists (does not include Standard Operating Procedures)
6. Normal Operations
7. Alternate Operations [Flexibility of pumping unit]
8. Shutdown Considerations
9. Restart Considerations
10. Maintenance
11. Equipment Data
12. Equipment Maintenance References
13. Process Maintenance
14. Safety References [Bulleted references to Safety chapter]

## **ATTACHMENT B - Fee Proposal Including JSEBs**

**Task A: Pump Selection Alternatives for the 118th Street PS**

Task	Description	Firm	Basis	Hours	Budget
1	PROJECT MANAGEMENT		Lump Sum	56 \$	7,332.00
2	Draft and Final Report Preparation		Lump Sum	149 \$	23,248.00
	<b>Task A Subtotal</b>			<b>205 \$</b>	<b>30,580.00</b>

**Task B: 5104 118th St.-Class III/IV Pump Station Design**

Task	Description	Firm	Basis	Hours	Budget
1	PROJECT MANAGEMENT		Lump Sum	146 \$	25,218.00
2A	REVIEW CONCEPT DOCUMENTS		Lump Sum	193 \$	37,293.00
2B	30 % PRELIMINARY DESIGN		Lump Sum	454 \$	65,216.00
2C	PRELIMINARY DESIGN REPORT (PDR) 30% SUBMITTAL		Lump Sum	254 \$	47,718.00
3A	90% DESIGN		Lump Sum	283 \$	46,364.00
3B	90% DESIGN DOCUMENTS		Lump Sum	558 \$	85,353.00
4	100% DESIGN DOCUMENTS AND BID DOCUMENTS		Lump Sum	138 \$	20,825.00
5	PERMITTING		Lump Sum	111 \$	15,105.00
6	BID PHASE SERVICES		Lump Sum	92 \$	14,284.00
7	PUMP STATION FACILITY OPERATIONS MANUAL		Lump Sum	140 \$	21,542.00
Sub	Smith Surveying		Time & Expense		5,145.00
Sub	CSI Geo Geo Tech				6,400.00
Sub	Pittman Landscape ( estimated)				6,575.00
	<b>Task B Subtotal</b>			<b>2,369 \$</b>	<b>397,038.00</b>

**Task C: 6217 Wilson Blvd.-Class III/IV Pump Station (PS) Design**

Task	Description	Firm	Basis	Hours	Budget
1	PROJECT MANAGEMENT		Lump Sum	126 \$	21,556.00
2A	REVIEW CONCEPT DOCUMENTS		Lump Sum	128 \$	24,168.00
2B	30 % PRELIMINARY DESIGN		Lump Sum	482 \$	71,261.00
2C	PRELIMINARY DESIGN REPORT (PDR) 30% SUBMITTAL		Lump Sum	141 \$	28,330.00
3A	90% Design		Lump Sum	274 \$	43,331.00
3B	90% DESIGN submittal		Lump Sum	505 \$	77,418.00
4	100% DESIGN DOCUMENTS AND BID DOCUMENTS		Lump Sum	159 \$	24,362.00
5	PERMITTING		Lump Sum	105 \$	14,646.00
6	BID PHASE SERVICES		Lump Sum	98 \$	14,878.00
7	PUMP STATION FACILITY OPERATIONS MANUAL		Lump Sum	162 \$	24,689.00
Sub	SMITH SURVEYING		Time & Expense		7,060.00
Sub	PITTMAN LANDSCAPE				6,647.00
Sub	CSI Geo Geo Tech				5,145.00
	<b>Task C Subtotal</b>			<b>2,180 \$</b>	<b>363,491.00</b>

**Task D: Evaluation of Wilson Blvd Pump Station Effluent Force Main Rehabilitation Options**

Task	Description	Firm	Basis	Hours	Budget
1	PROJECT MANAGEMENT		Lump Sum	89 \$	15,226.00
2	DATA COLLECTION AND ASSESSMENT		Lump Sum	58 \$	11,896.00
Sub	ONSITE ENVIRONMENTAL				4,220.00
	<b>Task D Subtotal</b>			<b>147 \$</b>	<b>31,342.00</b>

**Summary**

Task A: Pump Selection Alternatives for the 118th Street PS	\$	30,580.00
Task B: 5104 118th St.-Class III/IV Pump Station Design	\$	397,038.00
Task C: 6217 Wilson Blvd.-Class III/IV Pump Station (PS) Design	\$	363,491.00
Task D: Evaluation of Wilson Blvd Pump Station Effluent Force Main Rehabilitation Options	\$	31,342.00
<b>Project total</b>	<b>\$</b>	<b>822,451.00</b>



## Formal Bid and Award System

Award #5 January 21, 2021

**Type of Award Request:** RESCIND  
**Request #:** 6913  
**Requestor Name:** Ventura, Mildred - Contract Specialist  
**Requestor Phone:** (904) 665-5201  
**Project Title:** Facilities Janitorial Service – Open Market for Downtown, Service Centers and Other Sites  
**Project Location:** JEA  
**Funds:** O&M  
**Award Estimate:** \$969,485.20

**Scope of Work:**

Request to rescind the solicitation and reject all proposals received for 006-21 – Facilities Janitorial Service – Open Market for Downtown, Service Centers and other Sites, in anticipation of rebidding.

The purpose of this Request for Proposals (this “RFP”) is to evaluate and select a firm (“Company” or “Proposer”) to provide the following Janitorial Services to JEA at the following locations:

- Janitorial Services for the Downtown facilities listed in Appendix B - Proposal Workbook. JEA owns the following buildings in the Downtown area: JEA Tower (Plaza I), Customer Center (Plaza II), Adair Building (Plaza III) and Motor Pool.
- Janitorial Services for JEA’s Service Centers, and other specific additional facilities including Wellness Centers identified in Appendix B - Proposal Workbook. JEA owns sites primarily in Duval County, with some additional sites in Clay, Nassau, and St Johns Counties.

**JEA IFB/RFP/State/City/GSA#:** 006-21  
**Purchasing Agent:** Selders, Elaine  
**Is this a Ratification?:** NO

**Background/Recommendations:**


JEA solicited Proposals for Facilities Janitorial Service – Open Market for Downtown, Service Centers and other Sites.

Advertised 11/04/2020. Twelve (12) companies attended the optional pre-proposal meeting on 11/30/2020. Nine (9) proposals were received at proposal opening on 12/15/2020. During the process of contacting the minimum qualification references it was determined that the requirements needed to be modified and the decision was made to rescind the solicitation. The Companies did not provide feedback during the solicitation process regarding the requirements being unobtainable. Significant changes will be made to the minimum qualifications and evaluation criteria during the re-bidding process.

006-21 - Request approval to rescind the solicitation for Facilities Janitorial Service – Open Market for Downtown, Service Centers and other Sites, and reject all proposals received.

**Manager:** Crane, Christopher T. - Manager, Facilities Operations  
**Chief:** McElroy, Alan D. - Interim Chief Supply Chain Officer

**APPROVALS:**

 01/21/2021

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**Chairman, Awards Committee** **Date**

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**Budget Representative** **Date**