

*Project Manager / Owners Representative*



**Pensacola-Escambia Promotion and Development Commission**

Lewis Bear, Jr., Chairman  
3 W Garden Street, Suite 618  
Pensacola, FL 32502

**Consulting Services for Project:  
The Bluffs Phase II**

**Project Manager / Owners Representative Needed**

All interested engineers or firms should respond no later than **November 8<sup>th</sup>, 2021 by 2:00 PM CST.**

**Please send resumes and cover letters describing your qualifications to Scott Luth, by email only, at [sluth@floridawesteda.com](mailto:sluth@floridawesteda.com).**

**Scope of Services**

**Background and Objectives:**

The Fiscal Year 2020-2021 Specific General Appropriations Act, 1915A, Chapter 2021-36, LOF, THE BLUFFS, PENSACOLA BRIDGE PROJECT PHASE II , (CSFA 55.042) Laws of Florida, provides the Agency with an appropriation of \$2,500,000.00 from the amount in specific Appropriation, Economic Development Transportation Projects to improve the intersection of Old Chemstrand/New Chemstrand Road utilizing an industrial roundabout. (See Exhibit B Project Overview). This intersection improvement project will enhance the current industrial activities at Ascend Performance Materials and the ECUA Central Water Reclamation Facility and better define the circulation of travel between the 6 current interconnections. The project will also serve as a central connection point for the master-planned Bluffs industrial campus. The intersection is located in central Escambia County west of the entrance to Ascend Performance Materials and south of the ECUA Central Water Reclamation Facility. The services requested herein consist of full design and construction administration for the industrial roundabout; and assistance with property acquisition (as required). As part of this effort, the PEDC will retain professional services to program and prepare full-design construction documents for the roundabout; assist

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with any required property acquisition; provide bidding phase services; and provide administration services during construction.

The work includes two components as follows:

Part A: Design and Permitting of the Industrial Roundabout.

Part B: Construction Administration

**The proposed project that you will be managing can be found at the link below:**

<https://www.floridawesteda.com/pedc-project-manager-owners-representative-needed>

### **Work Scope Deliverables**

**Deliverable 1: Maintain Communications with PEDC Representative and All Relevant Project Partners for Part A: Design and Permitting of the Industrial Roundabout, Tasks 1-5.**

The Project Manager shall attend all relevant meetings with project partners (engineer, contractor, subcontractors, property owners, et al) to represent PEDC interests in Project FOIL EDTPF (see attached Scope of Work). The Project Manager shall assist in development of RFP and final scope of work for Professional Services for Intersection Design, Construction Administration and Real Property Acquisition in Escambia County, FL. The Project Manager shall also meet with contractors and subcontractors as necessary and reasonable to ensure that deadlines are being met.

**Deliverable 2: Review and Approve Invoices & Submittals for Part A: Design and Permitting of the Industrial Roundabout, Tasks 1-5.**

The Project Manager will review and sign off on all invoices and submittals from the Project Foil FDOT funding project to the PEDC. The Project Manager shall not be required to sign and seal any documents as a professional engineer.

**Deliverable 3: Research & Additional Services for Part A: Design and Permitting of the Industrial Roundabout, Tasks 1-5.**

The Project Manager will aid, where necessary, in the acquisition of data and communications for the development of Project FOIL's EDTPF, as directed by the PEDC.

**Term**

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Unless terminated earlier as provided herein, the term of this contract for consulting services shall last through the project deadline, which is anticipated to be 9 months from contract execution. The Project Manager will also assist, as needed, in extending the project deadline. Any additional or more detailed services, if required, will be authorized by mutual written agreement between the Project Manager and the PEDC or its authorized representative.

**Deliverables and Schedule**

The activities under this assignment include Deliverables 1, 2, and 3 listed above will be effective for 9 months from contract execution. The services of the Project Manager contemplated herein are expected to require approximately 3-4 hours per week to complete. In the event the Project Manager determines that

additional time is required, the schedule can be adjusted by mutual written agreement between Project Manager and the PEDC or its authorized representative.

**Compensation**

Compensation will be on an hourly basis and commensurate with experience. The project is estimated to start before or no later than **December 2021**.

**Miscellaneous**

Public Entity Crime: Pursuant to section 287.133(2)(a), F.S., a person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid, proposal, or reply on an agreement to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on an agreement with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a consultant, supplier, subcontractor or consultant under an agreement with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in section 287.017, F.S., for Category Two for a period of thirty- six (36) months from the date of being placed on the convicted vendor list.

**Schedule**

Resume and Cover Letters Due

**NOVEMBER 8<sup>TH</sup>, 2021**

Applicant Review & Approval Meeting

**ON OR AROUND NOVEMBER 10<sup>th</sup>, 2021**

**Note:** Per Florida Statute 119.071, General exemptions from inspection or copying of public records 2. Sealed bids, proposals, or replies received by an agency pursuant to a competitive solicitation are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution until such time as the agency provides notice of an intended decision or until 30 days after opening the bids, proposals, or final replies, whichever is earlier.

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Public Records associated with this solicitation will not be available until the earlier of PEDC Board Approval of firm or **December 15<sup>th</sup>, 2021**.

**Firms' Evaluation and Selection**

**Evaluation**

Resumes and cover letters will be evaluated and ranked by a PEDC Review Committee. The PEDC shall follow the procedures of the Consultants' Competitive Negotiation Act, Title XIX, Chapter 287, Section 055 of the Florida Statutes and Code of Federal Regulations (2 CFR Part 200). The selection committee shall consider such factors as:

Professional Qualifications	25
Project Experience	25
General Approach to Scope of Work	25
Ability to communicate effectively with PEDC staff	25

**Terms and Conditions of Contract**

By submitting a proposal, Respondent agrees that all or portions of the proposal contents may become part of a contract, if accepted. Any proposal which does not accept this condition will be rejected.

The Pensacola-Escambia Promotion and Development Commission reserves the right to modify the scope of work, negotiate the award, and conditions of the proposal prior to entering into a written agreement.