

RECEIVED APR 29 1997 *zy*

SMITH • McCRARY ARCHITECTS INC.

NORTH REGENCY EXECUTIVE PARK
9485 REGENCY SQUARE BLVD. SUITE 410
JACKSONVILLE, FL 32225
TEL (904)724-2216 FAX (904)724-2027



BOARD MEETING

DATE: 5/12 1997

ACTION: 10

INFO: _____

April 25, 1997

Mr. Walter Gossett
County Coordinator
Nassau County Board of Commissioners
Post Office Box 1010
Fernandina Beach, Florida 32035

**RE: Nassau County Government Administration Building
Authorization to Proceed**

Dear Mr. Gossett:

Confirming our discussion in your office on April 24, 1997, we have revised our scope and proposal for the new Administration Building in Yulee, Florida. The project will include the departments and functions as described in the Space Standards and Program prepared by our firm dated July 15, 1996, modified as follows:

Scope of Work

1. Offices and meeting rooms of approximately 51,500 gross square feet and a separate air conditioned storage building of 9,000 square feet.
2. Supervisor of Elections: Exclude dedicated Polling Room; increase Large Conference Room to 800 square feet to accommodate Polling function, accessible from Lobby and Supervisor's Office; Polling Storage in Storage Building; delete separate toilets and kitchenette.
 Area: 2800 dgsf. offices
 1300 dgsf. storage
 Location: 1st floor with after-hours lobby access
3. Property Appraiser: As programmed.
 Area: 4800 dgsf. offices
 Location: 2nd floor or 3rd floor

APPROVED

DATE 5/12/97

*James
Good*

Mr. Walter Gossett
RE: Nassau County Government Administration
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4. Tax Collector: As programmed.
Area: 4800 dgsf. offices
625 dgsf. storage
Location: 1st floor
5. Clerk of Courts: Revised 3/21/97 to include:
Area: 5000 dgsf. offices
3100 dgsf. storage
6. County Coordinator: Add office and waiting area for Personnel, adjacent to Finance; add office for Landfill Assessment in County Coordinator space.
Area: 2000 dgsf. offices plus 240 dgsf. Personnel
Location: 3rd floor
7. Public Works: As programmed, except revise War Room to 240 square feet; adjacent to Large Conference Room.
Area: 4800 dgsf. offices
675 dgsf. storage
Location: 2nd floor; Permitting adjacent to HRS/Fire Marshal
8. Public Safety: Delete Training/Emergency Operations space; use Large Conference Room on 1st floor, adjacent to Lobby but secure.
Area: 3300 dgsf. offices
1800 dgsf. storage
Location: 2nd or 3rd floor; Fire Marshal adjacent to Permitting; Emergency Preparedness Office adjacent/accessible to Large Conference Room on 1st floor.
9. HRS Environmental Health: As programmed.
Area: 2700 dgsf. offices
Location: Adjacent to Permitting.
10. Cooperative Extension: Add Forester's Office at 150 square feet and Veteran's Services at 120 square feet.
Area: 3400 dgsf. offices
300 dgsf. storage
Location: 2nd or 3rd floor
11. Librarian: No space required.

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12. Common Areas: As programmed except provide 1 Large Conference Room at 800 square feet on 1st floor; 1 Large Conference Room at 400 square feet adjacent to Public Works, and 3 Small Conference Rooms at 150 square feet each (1 per floor). Includes County Board Room and support areas at 5200 square feet with seating for 175-200, as programmed.

Area: 9300 dgsf.
 Location: 1st, 2nd, 3rd floors

13. Total: 42,900 dgsf. offices x 1.20 = 51,480 gross square feet
 7,800 dgsf. storage x 1.10 = 8,580 gross square feet

Budget

Office Building: 51,500 gsf. @ \$84/sf.....	\$4,326,000
Storage Building: 9,000 gsf. @ \$58/sf.....	<u>522,000</u>
	\$4,848,000
Sitework: 5 acres @ \$80,000/acre.....	<u>430,000</u>
Total Budget	<u>\$5,278,000</u>

Design Cost (4% fee)

Office Building.....	\$173,000
Storage Building.....	20,900
Sitework - Engineering.....	17,200
Sitework - Permitting.....	8,200

Schedule

	<u>Time</u>	<u>Date</u>
Notice to Proceed.....		March 24, 1997
Conceptual Design Options.....	2 weeks	April 7, 1997
Schematic Design of Selected Options.....	2 weeks	April 21, 1997
Owner Review and Comment.....	1 week	April 28, 1997
Design Development.....	3 weeks	May 19, 1997
Owner Review and Comment.....	1 week	May 26, 1997
Construction Documents - 50%.....	3 weeks	June 16, 1997
Construction Documents - 100%.....	3 weeks	July 1, 1997
Ground Breaking.....		July 4, 1997
Construction.....	12 months	July 4, 1998

The work will be accomplished under the terms of our Agreement dated April 26, 1996, with the Scope modified as indicated.

Mr. Walter Gossett
RE: Nassau County Government Administration
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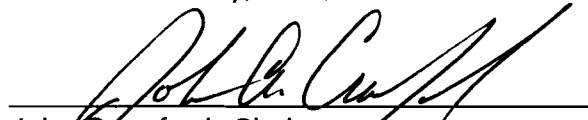
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If this is acceptable, please return one copy to me with your signature.

Sincerely,

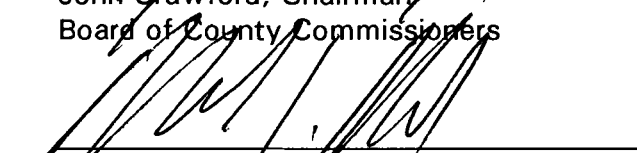


Thomas McCrary, AIA



John Crawford, Chairman
Board of County Commissioners


5/12/97
Date



Approved as to Form
Michael S. Mullins, County Attorney

5/12/97
Date

ATTEST:



J. M. Oxley, Jr.
Ex-Officio Clerk

5/12/97
Date



NASSAU COUNTY
BOARD OF COUNTY COMMISSIONERS
P.O. Box 1010
Fernandina Beach, Florida 32035-1010

Nick Deonas
John A. Crawford
Pete Cooper
Chris Kirkland
Marianne Marshall

Dist. No. 1 Fernandina Beach
Dist. No. 2 Fernandina Beach
Dist. No. 3 Yulee
Dist. No. 4 Hilliard
Dist. No. 5 Callahan

JOSEPH M. "Chip" OXLEY, JR.
Ex-Officio Clerk

MICHAEL S. MULLIN
County Attorney

WALTER D. GOSSETT
County Coordinator

May 13, 1997

Mr. Thomas McCrary, AIA
Smith-McCrary Architects, Inc.
North Regency Executive Park
9485 Regency Square Boulevard, Suite 410
Jacksonville, FL 32225

Re: Nassau County Government Administration Building
Authorization to Proceed

Dear Mr. McCrary:

Enclosed is a certified, fully executed copy of the Authorization to Proceed relative to the subject project as approved by the Nassau County Board of County Commissioners on May 12, 1997.

We look forward to working with you on this project, and if we may be of any assistance, please let us know.

Sincerely,

J. M. "Chip" Oxley, Jr.
Ex-Officio Clerk

jmg

Enclosure

cc: Walter D. Gossett, County Coordinator

(904) 225-2610 Board Room; 321-5703, 879-1029, (800) 958-3496

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