



Nassau County Public Works
213 Nassau Place
Yulee, FL 32097

01
Jack D'Amato, Jr., PE
Director of Public Works

MEMORANDUM

TO : Marianne Marshall, Chairman
FROM : Jack J. D'Amato, P.E., Public Works Director
DATE : July 2, 2001
SUBJECT : Judicial Complex – McCranie & Associates
Additional Engineering Services

Background:

Per the Board's direction at the June 13, 2001 Capital Projects Meeting, Mike Mullin, Walt Gossett, Chip Oxley and Jack D'Amato met with Dan McCranie to discuss the fee proposal presented to the Board for additional engineering services on the above referenced project. As a result of this meeting the proposal decreased by \$10,630.00 for a revised proposal amount of \$97,070.00, in which all parties present was in agreement with.

Recommendation:

Staff recommends that the Board of County Commissioners approve the revised fee proposal in the amount of \$97,070.00 as submitted for additional engineering services.

APPROVED

DATE 7/11/01 *ca*

FERNANDINA
(904) 491-3606
FAX (904) 491-3611

TOLL FREE
1-800-264-2065 1-800-948-3364

ROAD & BRIDGE
(904) 491-3626 or (904) 845-3610
FAX (904) 845-1230



Exhibit F

SCOPE OF SERVICES

The Client and McCranie & Associates, Inc. have agreed to a list of Additional Services McCranie & Associates, Inc. will provide listed below:

- Task 24 Additional Engineering Design – Re-Design of Sheriff Admin. & EOC
- Task 25 Additional Landscape & Irr. Design – Re-Design of Sheriff Admin. & EOC
- Task 26 Additional Lighting Design - Re-Design of Sheriff Admin. & EOC
- Task 27 Additional Engineering Design – Re-Design of Courthouse
- Task 28 Additional Landscape & Irrigation Design – Re-Design of Courthouse
- Task 29 Additional Lighting Design - Re-Design of Courthouse
- Task 30 Additional Bid Document Preparation
- Task 31 Additional QA/QC review

SCOPE OF WORK:

Task 24 –Additional Engineering Design – Re-Design of Sheriff Admin. & EOC

At the direction of the client, McCranie & Associates, Inc. will prepare the necessary engineering plans and details. During this phase of work, we shall prepare the following:

- Revise the roadway design, parking layout, water & sewer design, stormwater design and the location of the building footprints where needed in order to match the current Courthouse configuration.
- Calculate the percentage of impervious coverage and re-calculate the drainage design due to the stormwater system being modified.
- Re-submit the entire plan set to Nassau County for site plan review

Task 25 –Additional Landscape & Irr. Design – Re-Design of Sheriff Admin. & EOC

At the direction of the client, McCranie & Associates, Inc. will prepare the necessary engineering plans and details. During this phase of work, we shall prepare the following:

- Revise the landscape and irrigation plans in order to match the current Courthouse configuration.

Task 26 –Additional Lighting Design – Re-Design of Sheriff Admin. & EOC

At the direction of the client, McCranie & Associates, Inc. will prepare the necessary engineering plans and details. During this phase of work, we shall prepare the following:

- Revise the lighting and electrical plans in order to match the current Courthouse configuration.

Task 27 –Additional Engineering Design – Re-Design of Courthouse

At the direction of the client, McCranie & Associates, Inc. will prepare the necessary engineering plans and details. During this phase of work, we shall prepare the following:

- Revise the roadway design, parking layout, water & sewer design, stormwater design and the location of the building footprints where needed in order to match the current Courthouse configuration.
- Calculate the percentage of impervious coverage and re-calculate the drainage design due to the stormwater system being modified.
- Re-submit the entire plan set to Nassau County for site plan review

Task 28 –Additional Landscape & Irrigation Design – Re-Design of Courthouse

At the direction of the client, McCranie & Associates, Inc. will prepare the necessary engineering plans and details. During this phase of work, we shall prepare the following:

- Revise the landscape and irrigation plans in order to match the current Courthouse configuration.

Task 29 –Additional Lighting Design – Re-Design of Courthouse

At the direction of the client, McCranie & Associates, Inc. will prepare the necessary engineering plans and details. During this phase of work, we shall prepare the following:

- Revise the lighting and electrical plans in order to match the current Courthouse configuration.

Task 30 –Additional Bid Document Preparation

At the direction of the client, McCranie & Associates, Inc. will prepare the necessary bid documents and cost estimates. During this phase of work, we shall prepare the following:

- Revise the bid documents and quantities in order to match the current Sheriff's Administration, EOC and Courthouse configuration.

Task 31 –Additional QA/QC Review

McCranie & Associates, Inc. will have an outside engineering firm perform a quality assurance and quality control review of the completed plans.

All submittals will be as required by the permitting agencies. McCranie & Associates, Inc. will make all county submittals on 24" x 36" sheets (six sets per submittal).

All submittals will be as required by the permitting agencies. McCranie & Associates, Inc. will make all county submittals on 24" x 36" sheets (six sets per submittal).

PROFESSIONAL FEES

Our fees are outlined as follows:

Task 24	Additional Engineering Design – Re-Design of Sheriff Admin. & EOC (fixed fee)	\$ 12,025
Task 25	Additional Landscape & Irrigation Design – Re-Design of Sheriff Admin. & EOC (fixed fee)	\$ 4,500
Task 26	Additional Lighting Design – Re-Design of Sheriff Admin. & EOC (fixed fee)	\$ 2,000
Task 27	Additional Engineering Design – Re-Design of Courthouse (fixed fee)	\$ 44,045
Task 28	Additional Landscape & Irrigation Design – Re-Design of Courthouse (fixed fee)	\$ 18,000
Task 29	Additional Lighting Design– Re-Design of Courthouse (fixed fee)	\$ 6,000
Task 30	Additional Bid Document Preparation (fixed fee)	\$ 3,000
Task 31	Additional QA/QC Review (fixed fee)	\$ 5,000
	Reproduction Expense – Re-Design of Sheriff Admin. & EOC (fixed fee)	\$ 2,500
<hr/>		
	TOTAL	\$ 97,070

ADDITIONS TO THE SCOPE OF WORK

If agreed to in writing by the Client and McCranie & Associates, Inc., McCranie & Associates, Inc. shall provide Additional Services, which shall be labeled as Exhibit A, appended hereto. Additional Services are not included as part of the Basic Scope of Services and shall be paid for by the Client in addition to payment for Basic Services, in accordance with the fee schedule below, or as agreed to by the Client and McCranie & Associates, Inc. Revisions or changes to work accomplished under this agreement that are beyond our control are not included in the basic fees established hereunder and are, therefore, items of additional services.

Standard Hourly Rates:

Principal	\$95.00
Sr. Professional	\$80.00
Professional	\$65.00
Technical	\$45.00
Secretarial.....	\$35.00

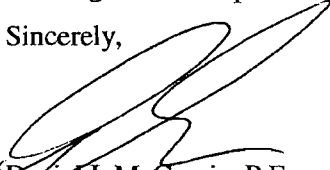
Notes:

1. These rates will remain in force until December 31, 2001, unless otherwise notified in writing.

Delivery of our work product is dependent on timely and knowledgeable input and decisions from other team members including the Client's representative, architect, attorney, geotechnical engineer, biologist, and others. Our fees assume a well coordinated and responsive team and compliance to existing permits.

McCranie & Associates, Inc. hopes that this is acceptable and looks forward to a continued good working relationship with Nassau County. Upon acceptance please sign below.

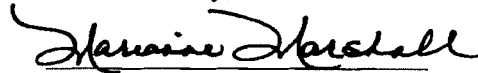
Sincerely,



Daniel I. McCranie, P.E.
President
McCranie & Associates, Inc.

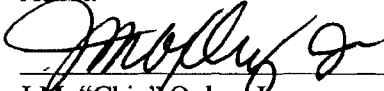
CONFIRMED AND ACCEPTED FOR NASSAU COUNTY BOARD OF COUNTY COMMISSIONERS:

Owner:
Board of County Commissioners
Nassau County, Florida



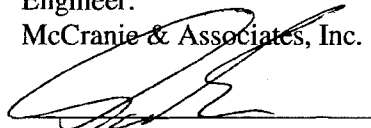
Marianne Marshall, Chairman

Attest:



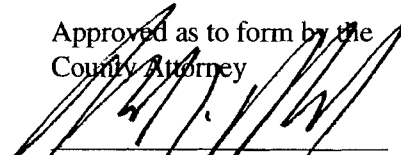
J.M. "Chip" Oxley Jr.
Its: Ex-Officio Clerk

Engineer:
McCranie & Associates, Inc.



Daniel I. McCranie, P.E.

Approved as to form by the
County Attorney


Michael S. Mullin, Esquire

Courthouse Re-design

	Principal McCranie & Assoc. \$95/hr		Sr. Engineer McCranie & Assoc. \$80/hr		Secretarial McCranie & Assoc. \$35/hr		Engineer McCranie & Assoc. \$65/hr		Total
Clean up layout in computer	4		12		0		39	\$	3,875.00
connect new layout to existing plan	6		16		0		43	\$	4,645.00
create plan sheets for construction plans	3		10		0		47	\$	4,140.00
grading design - parking lots & building	6		31		0		73	\$	7,795.00
geometry design - parking lots & building	6		31		0		73	\$	7,795.00
roadway design	6		31		0		73	\$	7,795.00
site plan review - County, Uniter Water	8		34		40		48	\$	8,000.00
Total Hours / Cost	39		165		40		396	\$	44,045.00
Bid Documents	15		5		25		5	\$	3,025.00

Sheriff's & EOC Re-design

	Principal McCranie & Assoc. \$95/hr	Sr. Engineer McCranie & Assoc. \$80/hr	Secretarial McCranie & Assoc. \$35/hr	Engineer McCranie & Assoc. \$65/hr	Total
Create new Master Plan per County	8	0	0	10	\$ 1,410.00
connect new layout to existing plan	5	0	0	10	\$ 1,125.00
create plan sheets for construction plans	5	0	0	12	\$ 1,255.00
grading design - parking lots & building	4	2	0	16	\$ 1,580.00
geometry design - parking lots & building	4	2	0	16	\$ 1,580.00
roadway design	6	2	0	10	\$ 1,380.00
site plan review - County, Uniter Water	16	0	25	20	\$ 3,695.00
Total Hours / Cost	48	6	25	94	\$ 12,025.00

Fee Proposal For Preparation of Landscape, Irrigation and Lighting Plans with QA/QC for the Re-Design Sheriff & EOC Nassau County, FL

burdened labor		proposed	total labor	
position	hourly rate	hours	cost	
Project Manager	45.00	27	1,215	
Senior Landscape Architect	38.00	12	456	
Junior Landscape Architect	22.00	0	0	
CAD Operator	22.00	20	440	
Secretarial Support	15.19	5	76	
Subtotal labor cost		64	2,187	
		Overhead (2.3)	5,030	
		Other direct costs (detailed on following page)	1,983	
		Net fee (burdened labor+ODCs)	9,199	
		Profit @ 15%	1,380	
		Total Fee	10,579	

Other Direct Costs

Reproduction	item	unit price	unit each	copies per submittal		total	
				prel	final		
	B/W copies	0.20	10	4	1	10	
	blackline prints (24x36)	2.00	10	2	1	60	
	CD-ROM	10.00	2		2	40	
(Note: Quantities include two review copies for consultant)						Total Reproduction	110

Travel

	quantity	unit cost	total cost
1 Meeting with McCranie Assoc	Personal Auto	100	0.325 32.5
			Total Travel
			33

Miscellaneous

	quantity	unit	unit cost	total cost
Photocopies (B/W)	20 copies		0.05	1
Telephone	60 min		1.00	60
CAD system	25 hr		68.00	1700
Overnight shipping	4 ea		20.00	80
Total Miscellaneous				1840
Total Other Direct Costs				1,983

Manhour Detail

	proj mngr	senior LA	junior LA	CAD Op	sec	Total
1. Prepare Landscape Plans (1"=20 ft.) for the following streetscape: a. Sheriff & EOC parking areas	3	5	0	10	0	18
2. 1 Meeting with McCranie Assoc. to review plans.	4				0	4
3. Coordinate plans with Irrigation Designer	4				0	4
4. Prepare Irrigation Plans	4	0		5	0	9
5. Prepare Lighting Plans	4	2	0	5	0	11
6. QA/QC	8	5			5	18
Total	27	12	0	20	5	64

64

Fee Proposal For Preparation of Landscape, Irrigation and Lighting Plans with QA/QC for the Re-Design Courthouse Nassau County, FL

burdened labor		<i>proposed</i>	<i>total labor</i>	
<i>position</i>	<i>hourly rate</i>	<i>hours</i>	<i>cost</i>	
Project Manager	45.00	76	3,420	
Senior Landscape Architect	38.00	35	1,330	
Junior Landscape Architect	22.00	25	550	
CAD Operator	22.00	30	660	
Secretarial Support	15.19	9	137	
Subtotal labor cost		175	6,097	
		Overhead (2.3)	14,022	
		Other direct costs (detailed on following page)	5,098	
		Net fee (burdened labor+ODCs)	25,217	
		Profit @ 15%	3,783	
		Total Fee	29,000	

Other Direct Costs

Reproduction	<i>item</i>	<i>unit price</i>	<i>unit each</i>	<i>copies per submittal</i>		<i>total</i>	
				<i>prel</i>	<i>final</i>		
	B/W copies	0.20	15	4	1	15	
	blackline prints (24x36)	2.00	10	1	1	40	
	CD-ROM	10.00	2		1	20	
(Note: Quantities include two review copies for consultant)						Total Reproduction	75

Travel

		<i>quantity</i>	<i>unit cost</i>	<i>total cost</i>
2 Meetings with McCranie Assoc	Personal Auto	200	0.325	65
Total Travel				65

Miscellaneous

	<i>quantity</i>	<i>unit</i>	<i>unit cost</i>	<i>total cost</i>
Photocopies (B/W)		copies	0.05	0
Telephone	90	min	1.00	90
CAD system	71	hr	68.00	4828
Overnight shipping	2	ea	20.00	40
Total Miscellaneous				4958
Total Other Direct Costs				5,098

Manhour Detail

	<i>proj mngr</i>	<i>senior LA</i>	<i>junior LA</i>	<i>CAD Op</i>	<i>sec</i>	<i>Total</i>
1. Prepare Landscape Plans (1"=20 ft.) for the following streetscape:	8	12	20	10	2	52
a. Courthouse parking areas						
2. 3 Meetings with McCranie Assoc. to review plans.	12				4	16
3. Coordinate plans with Irrigation Designer	16				2	18
4. Prepare Irrigation Plans	10	8		10	1	29
5. Prepare Lighting Plans	10	5	5	10	0	30
6. QA/QC	20	10			0	30
Total	76	35	25	30	9	175

175