



Nassau County Public Works
 213 Nassau Place
 Yulee, FL 32097

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 5, 2001

SUBJECT : Sadler Road – Gee & Jenson Post Design Services

Background:

Per the request of Staff, Gee & Jenson Engineers has submitted a proposal for Post Design Services on the Sadler Road Widening, Phase II project. The proposal in the amount of \$37,900.00 has been reviewed by Staff and appears to be adequate. There are sufficient funds available in account number 68435541-563352 Continuing Engineering Services to cover said proposal.

Recommendation:

Staff recommends that the Board of County Commissioners approve the fee proposal for Post Design Services in the amount of \$37,900.00 as presented by Gee & Jenson Engineers.

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



Gee & Jenson

received
KUMADAM
Rum

Celebrating 50 Years of Design Excellence

June 15, 2001

Jack J. D'Amato, Jr., P.E.
Nassau County Public Works Department
11 North 14th Street
Fernandina Beach, FL 32034

Re: Post-Design Services for Sadler Road Improvements – Phase 2
Nassau County, Florida
G&J Project No. 93-255.11

Dear Mr. D'Amato:

We have prepared the following proposal for post-design services to supplement our original Agreement for Professional Services on the subject project.

PROJECT DESCRIPTION

The Sadler Road Project is to include grading and earthwork; roadway paving; curb and gutter; sidewalks and driveways; storm sewers; stormwater retention facilities; signal installations; pavement striping and signing; sanitary sewers; and other related work.

SCOPE OF POST-DESIGN SERVICES

The following tasks will be required:

- 1) Attend monthly on-site meetings with County & Contractor for interpretation of drawings and specifications. Total time will be 3 hours per trip (includes travel).
- 2) Periodic site visits and report to the County any work failing to conform to the Contract Documents or which in any way appears to be deficient, defective, or otherwise not in accordance with good engineering or construction practices. These will be done at the time of the monthly meetings.
- 3) Respond to request for Information from Contractor or Owner.
- 4) Review shop drawings, diagrams, illustrations, brochures, catalog data, schedules and samples, the results of tests and inspections, and other data which the Contractor is required to submit for the purpose of verifying acceptability in conformance with the requirements and information given in the Contract Documents, and assemble maintenance and operating instructions, schedules, guarantees, bonds and certificates of inspection as required in construction contracts related to the project.
- 5) Assist the Owner with preparation and issue of Change Orders.

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- 6) Coordination with all permitting agencies with jurisdiction over the project including but not limited to clarification drawings, correspondance, site or field meetings, etc. Also coordination and accomodation of utilities throughout the ROW of the project.
- 7) Receive, review, and approve as-built drawings prepared by the Contractor for compliance with the requirements of the Contract Documents.

SCHEDULE

The schedule for construction administration services will encompass a construction period of 12 months. This assumes the project is accomplished in an undivided, continuing effort.

FEES

We propose to furnish the services outlined in the Scope of Work during the construction period for a lump sum fee of \$37,900 (see attached fee breakdown).

Thank you for your consideration.

Very truly yours,



John E. Collins, Jr., P.E.
Vice President

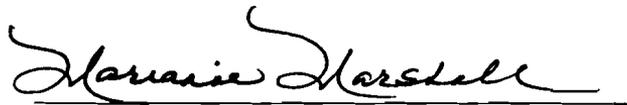
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ATTEST:

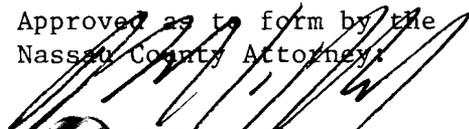
BOARD OF COUNTY COMMISSIONERS
NASSAU COUNTY, FLORIDA



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

Marianne Marshall
Chairman

Approved as to form by the
Nassau County Attorney:



**POST-DESIGN SERVICES
SADLER ROAD PHASE II
NASSAU COUNTY
MAN-HOUR ESTIMATE**

LABOR	Man Hours/Labor Rates Per Contract			
	PROJECT MAN. Hourly Rate \$110.00	ENGINEER/TECH \$65.00	CLERICAL \$35.00	TOTAL
1. Attend On-Site Administration Meetings <i>(Based on 3 hour monthly meetings for 12 months.)</i>	36	0	10	\$4,310.00
2. Address RFI/Contractor Issues	60	20	12	\$8,320.00
3. Shop Drawing and Testing Review	40	45	24	\$8,165.00
4. Assist w/Change Orders	25	16	12	\$4,210.00
5. Coordination w/Permitting Agency&Accommodation of Utilities	50	32	24	\$8,420.00
6. As-Built Drawings	12	25	4	\$3,085.00
SUBTOTAL DIRECT LABOR	223	138	86	\$36,510.00
Engineer				\$24,530.00
Engineering Technician				\$8,970.00
Clerical				\$3,010.00
TOTAL LABOR COSTS				\$36,510.00
REIMBURSABLES				
Mileage 20 trips @ 100 mi. x \$0.345	20	100	\$0.35	\$690.00
Telephone				\$100.00
Printing and out-of-pocket expenses				\$600.00
SUBTOTAL REIMBURSABLES				\$1,390.00
TOTAL				\$37,900.00