

**WORK AUTHORIZATION # CM1415-WA03
 NASSAU COUNTY
 BOARD OF COUNTY COMMISSIONERS
 CONTINUING CONTRACT FOR PROFESSIONAL ENGINEERING SERVICES
 RFQ/BID NO. NC08-015**

Consultant:	Ayres Associates Inc
Contract Number:	CM1415
Contact Name:	Amy Pogue Wright, P.E.
Contact Number:	904-260-6288
Email:	WrightA@AyresAssociates.com

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CURRENT WORK AUTHORIZATION			
Project Short Title: Design Services for CR 107 @ Goffinsville Road			
Date Submitted	12/11/09	Total of Previous Authorizations	\$120,123.00
Amount	\$49,773.61	This Work Authorization	\$49,773.61
Scheduled Completion	120 calendar days from Notice to Proceed	Current Contract Total	\$169,896.61

This Work Authorization is to the AGREEMENT between Nassau County and the Consultant known as the Continuing Contract for Professional Engineering Services for Nassau County, Florida, dated March 23, 2009. The services to be provided under this Work Authorization are as follows:

ARTICLE 1. Services Described as:

Ayres Associates Inc will provide final construction documents and all required permits for the proposed roadway and associated turn-lane improvements for the CR107/Goffinsville Road construction project. The Scope of Services and project is furthermore described in Exhibit A attached hereto and in Transportation Impact Fee Study dated September 1, 2009 prepared by King Engineering and provided to the Consultant.

ARTICLE 2. Time Schedule

All elements contained in this scope shall be satisfactorily completed and submitted to the County within 120 calendar days of the Notice to Proceed (NTP) from the County, excepting Bid Phase and Post Design services which shall be performed in a timely manner, as required and prior to billing for those services.

ARTICLE 3. Budget

Compensation for this work authorization is based upon a combination of lump sum task and task under a limiting amount (not to exceed) as provided in the Contract Fee Summary, Attached as Exhibit B. Lump Sum Total for Final Design (Task 1.0 through 7.0) is \$36,978.68; Limiting Amount for Post Design Services is \$5,000.00; Miscellaneous Direct Cost is \$1,848.93; Subconsultants Costs is \$5,946.00; for a Total Project cost \$49,773.61.


Article 4. Other Provisions

The Services covered by this Work Authorization will be performed in accordance with the provisions set forth in the AGREEMENT referenced above and any of its attachments or schedules. This Work Authorization will become a part of the referenced AGREEMENT when executed by both parties.

In presenting this Work Authorization, Consultant agrees that:

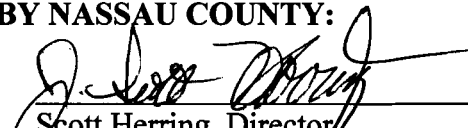
Unless detailed herein, all drawings, data, electronic files and other information required for this Work Authorization has been accepted by Consultant. Specifically, all electronic files have been reviewed and accepted for the purposes of this Work assignment. Any additional information, including detailed scope of services are attached.

AGREED TO BY:

BY: 
Print Name: DAVID E. KEMP APW
Title: VICE PRESIDENT
Date: 12/14/09

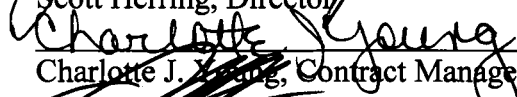
RECOMMENDED AND APPROVED BY NASSAU COUNTY:

Director of Engineering Services:




Scott Herring, Director

Contract Management :




Charlotte J. Young, Contract Manager

County Attorney:



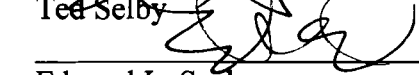
David A. Hallman

Office of Management & Budget:



Ted Selby 12/02/09

County Coordinator



Edward L. Sealover 12/22/09

APPROVED by the County Coordinator, designee for the BOARD OF COUNTY COMMISSIONERS, the 22nd day of December, 2009.

EXHIBIT A
SCOPE OF SERVICES
ENGINEERING SERVICES
FOR
CR107 @ Goffinsville Road

*Looks good 11/12/09
Get quote from
Ayers since they
and Park.
Thanks
JH*

NASSAU COUNTY, FLORIDA

November 12, 2009

A. PROJECT DESCRIPTION

1. The intent of this project is to provide final construction documents and all required permits for the proposed roadway and associated turnlane improvements for the CR107 / Goffinsville Road construction project. The project is furthermore described in the Transportation Impact Fee Study dated 9/01/2009 prepared by King Engineering and provided to the Consultant.
2. The project limits extend approximately 525' feet east on CR107 from the intersection and 250' feet west. Note that these dimensions are based on the proposed condition.
3. The scope of this project is based on recommendations from the study referenced in paragraph 1. These improvements include the following:
 - a. Construct a southbound left turnlane from CR107 onto Goffinsville Road.
 - b. Construct a widened roadway section from south of Santa Juana Road east through the project limits

B. PROJECT SCOPE

1. Data Collection
 - a. Geotechnical - Two (2) Pavement cores and six foot deep auger borings will be performed. Laboratory classification testing, index property testing and LBR tests will then be performed on samples obtained from the borings to help classify the soils and allow correlations

with various engineering properties. An engineering report will be prepared that will include a review of available project information, a discussion and results of the conducted field and laboratory services, a discussion of site and subsurface conditions, recommendations for pavement milling depth, and resurfacing and recommendations for remediation of any distressed pavement.

- b. Survey / Right -of-Way Mapping – The consultant shall provide survey services within the projects limits as follows:
 - a. Establish Horizontal and Vertical Control.
 - b. Establish Baseline of survey.
 - c. Establish project Benchmarks.
 - d. Locate existing right-of-way lines.
 - e. Design Survey within project limits, right-of-way line to right-of-way line, including all above ground features together with drainage structures.
 - f. Survey sub-surface (underground) utilities within project limits.
 - g. Provide survey data by electronic files.
- c. Traffic Data - Traffic data from the Transportation Impact Fee Study will be utilized for the design of his project and thus no additional data will be necessary.

2. Project General Tasks

- a. **Notice to Proceed Meeting** - The Consultant team shall prepare for and attend one Notice to Proceed Meeting with Nassau County staff.
- b. **Project Status Meetings** - The appropriate members of the Consulting team shall attend up to three monthly progress meetings with the County staff to discuss project progress and status, upcoming events and activities. The purpose of these meetings is to maintain clear communication between the County and the Project Team. The Consultant shall prepare and distribute meeting minutes following each of these meetings.
- c. **Other Coordination Meetings** - The appropriate members of the Consulting team shall attend other additional meetings with adjacent agencies and/or their consultants as appropriate.

- d. **Project Schedule** - The Consultant shall prepare and submit a project schedule for this project identifying major tasks, their duration and tasks relationships. The schedule shall be updated monthly and at other appropriate intervals.
- e. **Invoices/Progress Report** - Invoices shall be prepared in the format prescribed by the County. Progress reports shall be submitted with each monthly invoice.
- f. **Quality Assurance/Quality Control** - The Consultant shall designate appropriate staff to conduct Quality Assurance/Quality Control (QA/QC) reviews of all work products prior to submittals to the County.

3. Roadway Analysis and Plans

The Consultant will perform the necessary roadway analyses and prepare construction plan sheets, notes and details for a complete set of roadway construction documents to convey the intent and scope of the project for the purposes of construction. The consultant will develop a pavement design based on the existing traffic data provided by the County and pavement cores obtained as part of this scope. Included herein are also the analyses, plans and design details necessary for a safe and effective Maintenance of Traffic (MOT) Plan to move vehicular, traffic during all phases of construction. The design will be prepared in accordance with the FDOT Green Book, County Standards and the FDOT Design Standards for Design, Construction, Maintenance and Utility Operations on the State Highway System (Topic No. 625-010-003), latest editions, as applicable. This task will also include the preparation of Standard Specifications and Special Provisions.

4. Drainage Analysis

The Consultant will provide final drainage design services necessary to design roadside ditches that will support the proposed roadway improvements. The consultant's drainage analysis includes the following provisions:

- a. The Consultant will be responsible for the preparation of final design analyses for a complete drainage system. All design work will be in compliance with the FDOT Drainage Manual, County Standards, and the requirements of the regulatory agencies. This work includes the design of roadside ditches and cross drain culverts as required.
- b. The Consultant will meet with the SJRWMD to verify the assumption that since this project is classified as a safety improvement, no permit and associated stormwater treatment facilities will be required and thus are not included herein.
- c. The Consultant will account for all off-site drainage currently flowing to the roadway and accommodate for same in the design.
- d. The Consultant will provide a signed and sealed Drainage Design Report. It will be a record set of all drainage computations, both hydrologic and hydraulic.

5. Utility Coordination

The Consultant shall be responsible for coordinating all design with the affected utility companies in order to minimize utility conflicts. The following services will be included:

- a. **Utility Coordination** – The Consultant shall coordinate with the known private and public utility companies within the project corridor and obtain plans of their existing facilities within the project limits. The consultant shall re-contact these utilities and submit 60% design plans that include all known existing utilities. The consultant shall make a final contact with these utilities to submit 90% plans that show all existing and proposed utility relocations.
- b. **Subsurface Utility Exploration** – A visual inspection has been made along the anticipated project construction limits. There is no evidence of underground utilities, thus no SUE's are anticipated nor included in this scope of work.

6. Signing and Pavement Marking Analyses and Plans

The Consultant will perform the necessary signing and pavement marking analyses and prepare construction plan sheets, notes and details for a complete set of signing and pavement marking documents to convey the intent and scope of the project for the purposes of construction.

7. Signalization Analyses and Plans

N/A as none are anticipated.

8. Permitting

The Consultant will be responsible for obtaining the following permits:

- a. The CONSULTANT shall provide the information necessary to submit the application for a National Pollutant Discharge Elimination System (NPDES) General Permit within 60 days of NTP.
- b. St. Johns River Water Management District
 - i. Attend and facilitate a pre-design meeting within 30 days of NTP.
 - ii. The consultant shall submit for a formal exemption from the stormwater permitting requirements of St. Johns River Water Management District under Chapter 40C-42.0225 (5)(c) F.A.C. within 60 days of NTP.
 - iii. Based on conversations with the District, no jurisdictional wetland mitigation or other such permitting issues are anticipated for this project. Should any such ecological science services be required of the Consultant, they will be included in addition to this scope and fee.
 - iv. The consultant shall be responsible for responding to any requests for additional information regarding the above permit submittal

9. Roadway Lighting Analyses and Plans

Not included herein.

10. Landscape Analyses and Plans

Not included herein

11. Right of Way Mapping

Not included herein except as previously described.

12. Construction Cost Estimate

To be provided at 60% and final plan stages.

13. Bid Phase Services

The Consultant will prepare a bid package including front end documents, special provision and specification for the bidding of this project. The consultant will also formally respond to questions during the bidding phase of the project and prepare a recommendation of the lowest qualified bidder based on the county prepared bid tabulations.

14. Post Design Services

The Consultant will provide post design services to include shop drawing review and approval, response to contractor RAI's, as-built review and certification and filing of a NOT upon completion of the project.

C. PROJECT DELIVERABLES

The Consultant shall contact the County prior to making a submission to verify the number of copies to submit. Up to Five draft copies of the construction and required supporting documents (reports, design calculations, letters, memos, etc.) will be submitted at the 60%, 90% and final stages of design.

D. PROJECT SCHEDULE

All elements contained in this scope shall be satisfactorily completed and submitted to the County within 120 calendar days of the NTP from the County, excepting Bid Phase and Post Design services which shall be performed in a timely manner, as required and prior to billing for those services.

E. COMPENSATION

Consultant will perform the scope of services outlined herein for a lump sum fee of **\$XX.XXX**.

F. COUNTY RESPONSIBILITIES

- a. Documents- The County shall provide access to any available plans, maps and other pertinent information under its control essential to the satisfactory completion of the work indicated herein.
- b. Reviews- The County will provide timely reviews of The Consultant's work in accordance with the schedule agreed upon between the County and The Consultant. Each review period by the county shall be two weeks, at which time all comments will be forwarded to The Consultant.

G. ASSUMPTIONS

- a. This effort included in this scope is not intended to meet the FDOT or the Federal NEPA process.
- b. This effort does not include any Contamination investigations or analysis. If areas are identified during the design phase requiring further analysis, they will be addressed separately.
- c. Utility relocation design services are not included in this scope of work. If relocations and/or upgrades are identified as necessary by utility agencies, the relocation design work will be addressed separately.
- d. Wetland mitigation and/or threatened and endangered species mitigation efforts and/or designs are not included with this scope. If necessary, efforts will be addressed separately.
- e. The County will be responsible for all agency permitting and/or application fees. These costs are not part of The Consultant's scope and proposal.

**CR 107 at Goffinsville Road
CONTRACT FEE SUMMARY
NASSAU COUNTY, FLORIDA**

PART I - GENERAL				
1. Project CR 107 at Goffinsville Road			2. Proposal Number 1	
3. Consultant Name Ayres Associates Inc			4. Date of Proposal 11/24/2009	
PART II - LABOR RELATED COSTS				
5. Labor	Hourly Rate	Estimated Hours	Estimated Cost	TOTALS
Principal / Q/A Manager	\$205.02	12	\$ 2,460.24	
Project Manager	\$131.98	149	\$ 19,665.02	
Roadway Engineer (PE)	\$103.87	0	\$ -	
Roadway Designer (EI)	\$97.26	0	\$ -	
Senior Designer	\$108.41	84	\$ 9,106.44	
Designer	\$88.65	31	\$ 2,748.15	
CADD Technician	\$82.89	31	\$ 2,589.59	
Administrative Assistant	\$71.54	6	\$ 429.24	
Total Labor		313		
PART III - OTHER COSTS				
10. Miscellaneous Direct Costs Based on		5% of Labor Total		
MISCELLANEOUS DIRECT COSTS SUBTOTAL				\$ 1,848.93
11. Subconsultants				
Survey Services - Manzie & Drake			\$ 2,775.00	
Geotechnical Services - Universal Engineering Sciences			\$ 3,171.00	
SUBCONTRACTS/PREVIOUS SERVICES CREDIT (LUMP SUM) SUBTOTAL				\$ 5,948.00
TOTAL LUMP SUM AMOUNT (Items 5, 8, 9, 10, and 11)				\$ 44,773.61
12. Reimbursable Costs (Limiting Amount)				
Post Design Services			\$ 5,000.00	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL REIMBURSABLE COSTS				\$ 5,000.00
PART IV - SUMMARY				
TOTAL AMOUNT OF CONTRACT (Lump Sum plus Reimbursables) (Items 5, 6, 8, 9, 10, 11, and 12)				\$ 49,773.61

**PRIME CONSULTANT
ESTIMATE OF WORK EFFORT AND FEE
FINAL DESIGN & PLANS PREPARATION**

CONSULTANT:		PROJECT NAME:				LOCATION:				TOTAL		SALARY						
Aynes Associates Inc		CR 197 at Gettysburg Road				Nassau County				BY		BY						
ESTIMATOR NAME / DATE:		Project Manager		Faculty Engineer (PE)		Roadway Designer (EI)		Senior Designer		Designer		CAOQ Technician		Administrative Assistant		TOTAL	SALARY	
A. Wright / J. McQuitty		Rate = \$205.02		Rate = \$101.86		Rate = \$103.87		Rate = \$97.26		Rate = \$108.41		Rate = \$88.65		Rate = \$82.89		HOURS <td>COST </td>	COST	
ACTIVITY	STAFF HOURS	LABOR COST	STAFF HOURS	LABOR COST	STAFF HOURS	LABOR COST	STAFF HOURS	LABOR COST	STAFF HOURS	LABOR COST	STAFF HOURS	LABOR COST	STAFF HOURS	LABOR COST	STAFF HOURS	LABOR COST	ACTIVITY	COST
FINAL DESIGN																		
1.0 Project General Tasks	12	\$ 2,460.24	32	\$ 4,223.38	9	\$ -	0	\$ -	12	\$ 1,300.92	0	\$ -	0	\$ -	2	\$ 143.08	58	\$ 8,127.90
2.0 Roadway Analysis and Plans	0	\$ -	51	\$ 5,730.98	0	\$ -	0	\$ -	38	\$ 4,119.58	19	\$ 1,684.35	19	\$ 1,574.91	1	\$ 71.54	128	\$ 14,161.36
3.0 Drainage Analysis and Plans	0	\$ -	20	\$ 2,037.48	0	\$ -	0	\$ -	10	\$ 1,084.10	6	\$ 531.90	2	\$ 177.30	0	\$ -	32	\$ 3,830.78
4.0 Utility Coordination	0	\$ -	8	\$ 814.88	0	\$ -	0	\$ -	3	\$ 325.23	2	\$ 177.30	2	\$ 165.78	0	\$ -	13	\$ 1,383.79
5.0 Signing & Pavement Marking	0	\$ -	8	\$ 1,056.88	0	\$ -	0	\$ -	3	\$ 325.23	2	\$ 177.30	2	\$ 165.78	1	\$ 71.54	16	\$ 1,796.69
6.0 Permitting	0	\$ -	9	\$ 791.88	0	\$ -	0	\$ -	2	\$ 216.82	0	\$ -	0	\$ -	0	\$ -	8	\$ 1,008.70
7.0 BM Phase	0	\$ -	18	\$ 2,375.68	0	\$ -	0	\$ -	18	\$ 1,734.98	0	\$ -	0	\$ -	2	\$ 143.08	36	\$ 4,253.28
FINAL DESIGN TOTALS	12	\$ 2,460.24	149	\$ 15,858.02	0	\$ -	0	\$ -	84	\$ 8,106.44	31	\$ 2,748.15	31	\$ 2,569.59	6	\$ 433.24	213	\$ 24,978.68
PROJECT TOTALS	12	\$ 2,460.24	149	\$ 15,858.02	0	\$ -	0	\$ -	84	\$ 8,106.44	31	\$ 2,748.15	31	\$ 2,569.59	6	\$ 433.24	213	\$ 24,978.68

STAFF HOUR SUMMARY

CONSULTANT NAME: Ayres Associates Inc
ESTIMATOR NAME: A. Wright / J. McGarity
DATE: 11/24/2009

PROJECT NAME: CR 107 at Goffinsville Road
LOCATION: Nassau County
RFP NO.:

TASK NO.	CR 107 at Goffinsville Road	NO. OF SHEETS	TOTAL HOURS	COMMENTS
1.0	Project General Tasks			
	TOTALS:			
2.0	Roadway Analysis and Plans			
	TOTALS:			
3.0	Drainage Analysis and Design			
	TOTALS:			
4.0	Utility Coordination			
	TOTALS:			
5.0	Signing & Pavement Marking Analysis & Plans			
	TOTALS:			
6.0	Permitting			
	TOTALS:			
7.0	Bid Phase Services			
	TOTALS:			
	TOTALS:		313	

CONSULTANT NAME:
ESTIMATOR NAME:
DATE:

Ayres Associates Inc
A. Wright / J. McGarity
11/24/2008

PROJECT NAME:
LOCATION:

CR 107 at Goffinsville Road
Nassau County

Task No.	Task	Units	No. of Units	Hours/Unit	No. of Sheets	Total Hours	Comments
1 Project General Tasks							
1.1	Notice to Proceed Meeting	LS	0	8		0	
1.2	Project Status Meetings	EA	0	4		0	
1.3	Other Coordination Meetings	LS	1	8		8	
1.4	Project Administration	LS	1	34		34	
1.5	QA/QC	LS	1	16		16	
	Project General Subtotal					58	
2 Roadway Analysis and Plans							
2.1	Site Visit	LS	1	8		8	Assumes 1 visit at 2 attendees.
2.2	Key Sheet	Sheet	1	3	1	3	
2.3	Summary of Pay Items / Quantities	Sheet	1	4	1	4	
2.4	General Notes & Typical Section Sheet	Sheet	1	10	1	10	
2.5	Drainage Map	Sheet	1	8	1	8	
2.6	Horizontal / Vertical Master Design Files		1	16		16	Cadd File Setup. Includes Coordination with Surveyor.
2.7	Plan/Profile Sheet	Sheet	2	6	2	12	
2.8	Geotechnical Coordination	Sheet	1	4	NA	4	Includes coordination and review of pavement core data.
2.9	Cross Section Design File		1	8		8	Cadd File Setup.
2.10	Cross Sections / Drainage Structures	EA	10	1.5	5	18	Assumes (1) Cross-Section every 100 ft over 800 lineal feet - Two Cross-Sections Per Sheet. Also includes two (2) cross-drains.
2.11	Traffic Control Design & Plan Sheets	LS	1	18	2	18	Double paneled sheets
1.14	Quantities	LS	1	12		12	
1.15	Cost Estimate	LS	1	6		6	Assumes (2) Submittals.
	Roadway Analysis and Plans Subtotal				13	123	
3 Drainage Analysis and Plans							
3.1	Design of Cross Drains	EA	2	6		12	
3.2	Design of Roadway Ditches	LS	1	16		16	
3.3	Drainage Design Documentation Report	LS	1	16		16	
3.4	Technical Meetings	LS	0	4		0	

CONSULTANT NAME:
ESTIMATOR NAME:
DATE:

Ayres Associates Inc
A. Wright / J. McGarity
11/24/2009

PROJECT NAME:
LOCATION:

CR 107 at Goffinsville Road
Nassau County

Task No.	Task	Units	No. of Units	Hours/Unit	No. of Sheets	Total Hours	Comments
3.5	Field Reviews	LS	1	8		8	Includes one (1) field visits - 2 attendees at 4 hours each.
	Drainage Analysis and Design Subtotal					52	
4. Utility Coordination							
4.1	Make Utility Contacts	EA	3	1		3	
4.2	Review Utility Mark-ups	LS	1	8		8	
4.3	Utility Coordination / Followup	LS	1	4		4	
	Utility Coordination Subtotal					15	
5. Signing & Pavement Marking Analysis & Plans							
5.1	Reference and Master Design File Setup	LS	1	8		8	
5.2	General Notes Sheet	EA	N/A				Included in the Roadway Analysis and Plans Task 2.4
5.3	Plan Sheet	EA	2	4	2	8	
	Signing & Pavement Marking Analysis & Plans Subtotal					16	
6. Permitting							
6.1	NPDES Permitting	LS	1	4		4	Provide information necessary to submit the NPDES General Permit.
6.2	SJRWMD Permitting	LS	1	4		4	Only includes a request for a formal exemption.
	Permitting Subtotal					8	
7. Bid Phase							
7.1	Prepare Bid Package	LS	1	32		32	Includes front end documents, special provisions, and specifications.
7.2	Bid Phase RFI's	LS	1	4		4	Formally respond to Contractor questions.
	Bid Phase Subtotal					36	

CONSULTANT NAME:
ESTIMATOR NAME:
DATE:

Ayres Associates Inc
A. Wright / J. McGarity
11/24/2009

PROJECT NAME:
LOCATION:

CR 107 at Goffinsville Road
Nassau County

Task No.	Task	Units	No. of Units	Hours/Unit	No. of Sheets	Total Hours	Comments
8	Post Design Services						
8.1	Shop Drawing Review	LS	1	8		8	Includes up to four (4) shop drawing reviews
8.2	Contractor RFI's	LS	1	18		18	Includes up to six (6) responses to RFI's.
8.3	As-Built Review and Certification	LS	1	8		8	
8.4	Notice of Termination Filing	LS	1	8		8	
	Post Design Services Subtotal					42	