

CHANGE ORDER APPROVAL FORM

PROJECT: Old Dixie Highway (CR115) CHANGE ORDER NUMBER: 2

DATE: October 7, 2009

CONTRACT NUMBER: CN08-132

TO CONTRACTOR: Wilbur Smith & Associates

Reason for Change Order:

To amend existing contract due to unexpected delays (weather, utility conflicts, CSX permit, and additional work) to continue providing CEI Services to the anticipated February 2010 completion date.

Original Contract Sum..... \$ 202,821.00

Net Change by Previous Change Order/Supplemental Agreement. \$ 17,404.93

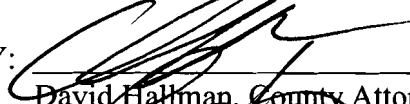
Contract Sum Prior to This Change Order..... \$ 220,225.93

Amount of This Change Order (Add/Deduct)..... \$ 53,428.79

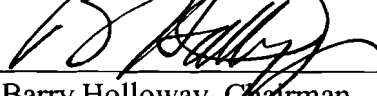
New Contract Sum Including this Change Order..... \$ 273,654.72

APPROVED BY: 
Ed Sealover, County Coordinator


DATE: 10/26/09

APPROVED BY: 
David Hallman, County Attorney

DATE: 10-26-09

APPROVED BY: 
Barry Holloway, Chairman

DATE: 10-26-09

APPROVED BY: 
John A. Crawford, Clerk of Courts

DATE: 10/27/09

ESK 10/26/09



October 5, 2009

Mr. Jonathan Page, P.E.
Project Manager – Engineering Services Department
Nassau County Florida
96161 Nassau Place
Yulee, FL 32097

Re: Contract CN08-132 – Nassau County CEI Services (RFP/Bid No. NC08-014)

Amendment Request – Work Authorization #01 (CR-115 Old Dixie Highway)
Scope and Fee Proposal

Dear Mr. Page,

As you are aware based on events involving the progress on CR-115, the original completion date of the construction contract was to be near the end of June 2009. During our discussions back in June and early July, we planned for stretching available funds to cover project inspection and management as long as possible. A reduced amendment request was approved and submitted in early July for some additional funds that have just recently been processed. We each acknowledged that necessary additional work added by change orders (the US-1 turn lane, added gravity wall, etc.) and delays to the contract (CSX permit approval for the jack & bore pipe under the tracks, weather, utility conflicts, etc.) may eventually require additional funds for CEI services to be added to the contract. Some of the issues still have an indefinite conclusion as durations are increasing.

Based on the contractor's updated schedule provided last week, completion of the project will take another four (4) months minimum (see the attached schedule provided by AJ Johns). Three (3) full months of roadway work plus another one (1) month minimum for punch list and asphalt curing before final striping are included which do not count the potential for weather or other delays, nor the indefinite conclusion of issues like the CSX permit approval. With the addition of funds from Amendment No 1, we are covered to provide services from now through approximately three (3) more weeks. Since the remaining work will take a minimum of several more months, and especially since the CSX permit approval delay is still outstanding, additional funds are again required.

Per our previous discussion, Wilbur Smith Associates respectfully submits a proposal to amend the existing contract to continue providing CEI services.

For our senior inspector, we propose to utilize him at 2/3 straight time for October and November (taking advantage of the previous amendment for 1/3 time from July through September) and full straight time (no OT) for two (2) months to carry from December through January 2010.

Jonathan Page, P.E.
October 5, 2009
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For our project manager, we propose to utilize him part time as needed over the next few months to handle project administration and management duties (5% in Oct '09 and Feb '10 + 10% from Nov '09 to Jan '10). Please see the attached Amended Staffing cost sheet. WSA will continue to be good stewards of Nassau County's funds, applying efficiency to stretch them before the need for any additional amendments, should the construction project experience even more unforeseen delays for an extended period.

In summary, this request should provide inspection services through January 2010 with some project management services into February 2010. The associated fee for straight time only (no overtime) as shown on the amended staffing sheet (attached) is \$53,428.79.

We ask that you consider our services to-date, construction funds that have been saved on the projects due to our involvement, being under budget on the 14th Street Roundabout Project, and the stretching of funds for both the CR-115 and the CR-108 Projects when durations were extended.

The Scope of Services remains unchanged from the original agreement. Compensation will continue to be via contract billing rates for hours authorized by the County and all unused funds will belong to Nassau County.

Again, we look forward to providing the County with continued quality support. Thank you for your confidence in WSA.

Sincerely,
WILBUR SMITH ASSOCIATES



Greg Dutton, P.E.
Area Manager/Senior Project Engineer

Attachments: 1. Contractor schedule
2. Amended Staffing cost sheet

AMENDED STAFFING
Nassau County Continuing CEI Services

Projects	Est Dur (Mo)	2008		2009							2009					2010		Estimated Start Date	Estimated End Date				
		Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov			Dec	Jan	Feb	
CR-108 Widening + M&R	7																				01-Dec-08	14-Jun-09	
CR-115 Old Dixie Hwy Reconst	9																					15-Oct-08	27-Jun-09
14th St Roundabout	6																					01-Dec-08	30-May-09

Personnel Classifications	Est Dur (Mo)	2008		2009							2009					2010		Estimated Staff-Months	Estimated Staff-Hours				
		Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov			Dec	Jan	Feb	
10317																						0.0	0
Project Manager																						0.0	0
Admin Asst/Secretary																						0.0	0
Sr. Inspector																						0.0	0
Sr. Inspector - OT																						0.0	0
Inspector																						0.0	0
Inspector - OT																						0.0	0
Plant Inspector																						0.0	0
Plant Inspector - OT																						0.0	0
10317																						0.0	0
Project Manager																						0.4	66
Admin Asst/Secretary																						0.0	0
Sr. Inspector																						3.3	551
Sr. Inspector - OT																						0.0	0
Inspector																						0.0	0
Inspector - OT																						0.0	0
Plant Inspector																						0.0	0
Plant Inspector - OT																						0.0	0
10317																						0.0	0
Project Manager																						0.0	0
Admin Asst/Secretary																						0.0	0
Sr. Inspector																						0.0	0
Sr. Inspector - OT																						0.0	0
Plant Inspector																						0.0	0
Plant Inspector - OT																						0.0	0

Original Duration
 Stretched or Unused Funds
 Amended Time

AMENDED CEI SERVICE BUDGETED COSTS

Nassau County Continuing CEI Services

Employee Classification	OT	2008			2009			2010			TOTALS
		Manhours	Billing Rate	Budgeted Cost	Manhours	Billing Rate	Budgeted Cost	Manhours	Billing Rate	Budgeted Cost	Budgeted Cost
Project Manager	N	0	\$157.26	\$ -	0	\$157.26	\$ -	0	\$157.26	\$ -	\$ -
Admin Asst/Secretary	N	0	\$43.60	\$ -	0	\$43.60	\$ -	0	\$43.60	\$ -	\$ -
Sr. Inspector	Y	0	\$78.13	\$ -	0	\$78.13	\$ -	0	\$78.13	\$ -	\$ -
Sr. Inspector - OT	- Overtime	Y	\$92.28	\$ -	0	\$92.28	\$ -	0	\$92.28	\$ -	\$ -
Inspector	Y	0	\$48.35	\$ -	0	\$48.35	\$ -	0	\$48.35	\$ -	\$ -
Inspector - OT	- Overtime	Y	\$57.11	\$ -	0	\$57.11	\$ -	0	\$57.11	\$ -	\$ -
Plant Inspector	Y	0	\$55.38	\$ -	0	\$55.38	\$ -	0	\$55.38	\$ -	\$ -
Plant Inspector - OT	- Overtime	Y	\$65.40	\$ -	0	\$65.40	\$ -	0	\$65.40	\$ -	\$ -
Straight Time:				\$ -					\$ -	\$ -	\$ -
Overtime:				\$ -					\$ -	\$ -	\$ -
TOTAL TIME:				\$ -					\$ -	\$ -	\$ -
Project Manager	N	0	\$157.26	\$ -	41	\$157.26	\$ 6,447.66	25	\$157.26	\$ 3,931.50	\$ 10,379.16
Admin Asst/Secretary	N	0	\$43.60	\$ -	0	\$43.60	\$ -	0	\$43.60	\$ -	\$ -
Sr. Inspector	Y	0	\$78.13	\$ -	386	\$78.13	\$ 30,158.18	165	\$78.13	\$ 12,891.45	\$ 43,049.63
Sr. Inspector - OT	- Overtime	Y	\$92.28	\$ -	0	\$92.28	\$ -	0	\$92.28	\$ -	\$ -
Inspector	Y	0	\$48.35	\$ -	0	\$48.35	\$ -	0	\$48.35	\$ -	\$ -
Inspector - OT	- Overtime	Y	\$57.11	\$ -	0	\$57.11	\$ -	0	\$57.11	\$ -	\$ -
Plant Inspector	Y	0	\$55.38	\$ -	0	\$55.38	\$ -	0	\$55.38	\$ -	\$ -
Plant Inspector - OT	- Overtime	Y	\$65.40	\$ -	0	\$65.40	\$ -	0	\$65.40	\$ -	\$ -
Straight Time:				\$ -					\$ 36,605.84	\$ 16,822.95	\$ 53,428.79
Overtime:				\$ -					\$ -	\$ -	\$ -
TOTAL TIME:				\$ -					\$ 36,605.84	\$ 16,822.95	\$ 53,428.79
Project Manager	N	0	\$157.26	\$ -	0	\$157.26	\$ -	0	\$157.26	\$ -	\$ -
Admin Asst/Secretary	N	0	\$43.60	\$ -	0	\$43.60	\$ -	0	\$43.60	\$ -	\$ -
Sr. Inspector	Y	0	\$78.13	\$ -	0	\$78.13	\$ -	0	\$78.13	\$ -	\$ -
Sr. Inspector - OT	- Overtime	Y	\$92.28	\$ -	0	\$92.28	\$ -	0	\$92.28	\$ -	\$ -
Plant Inspector	Y	0	\$55.38	\$ -	0	\$55.38	\$ -	0	\$55.38	\$ -	\$ -
Plant Inspector - OT	- Overtime	Y	\$65.40	\$ -	0	\$65.40	\$ -	0	\$65.40	\$ -	\$ -
Straight Time:				\$ -					\$ -	\$ -	\$ -
Overtime:				\$ -					\$ -	\$ -	\$ -
TOTAL TIME:				\$ -					\$ -	\$ -	\$ -

TOTAL CONTRACT	2008	2009	2010	CONTRACT
Straight Time:	2008 Straight Time: \$ -	2009 Straight Time: \$ 36,605.84	2010 Straight Time: \$ 16,822.95	\$ 53,428.79
Overtime:	2008 Overtime: \$ -	2009 Overtime: \$ -	2010 Overtime: \$ -	\$ -
TOTAL TIME:	2008 TOTAL TIME: \$ -	2009 TOTAL TIME: \$ 36,605.84	2010 TOTAL TIME: \$ 16,822.95	\$ 53,428.79

Total Straight Labor Budgeted Cost: \$ 53,428.79
Total Overtime Labor Cost: \$ -
Total Combined Budgeted Cost: \$ 53,428.79

Note: These Billing Rates include all costs for Labor and Expenses.



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

Jim B. Higginbotham
 Michael H. Boyle
 Tom Bragan
 Barry Holloway
 Madonne Marshall

Dist. No. 1 Fernandina Beach
 Dist. No. 2 Amelia Island
 Dist. No. 3 Yulee
 Dist. No. 4 Bryceville
 Dist. No. 5 Callahan

JOHN A. CRAWFORD
 Ex-Officio Clerk

DAVID A. HALLMAN
 County Attorney

EDWARD L. SEALOVER
 County Coordinator

Addendum 2	Contract Management 96135 Nassau Place Suite 6 Yulee, FL 32097 Phone: 904-491-7377 Fax: 904-821-2658
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TO: All Proposer
FROM: Charlotte J. Young, Contract Manager
SUBJECT: Addendum # 2 – Pre-Bid Conference
 Invitation to Bid, NC08-001
 CR 115 – Old Dixie Highway Reconstruction
DATE: May 6, 2008

REMINDER: This addendum must be acknowledged, signed and returned with your proposal. Failure to comply may result in disqualification of your bid.

A mandatory pre-bid conference was held May 1, 2008 at the James S. Page Governmental Complex. Copies of the sign-in of those who attended the meeting are attached (see Attachment "A"). This addendum is hereby incorporated into the bid documents of the project referenced above. The following items are clarifications, corrections, additions, deletions and/or revisions to and shall take precedence over the original documents.

Charlotte Young, Contract Manager opened the meeting with discussion on the bid submittal requirements. Bids are due by June 3, 2008 at 2:00 p.m. (error noted on the agenda 3, a, 1) Caution was given to the bidders, if they plan on delivering their bid on the deadline date, to allow sufficient time for security clearance at the Judicial Annex which is located 76347 Veterans Way in Yulee, Florida. Bid received after 2:00 p.m. on June 3, 2008 will not be accepted.

Douglas Seaman, Director of Engineering Services discussed the topic outlined in the agenda provided (see Attachment "B"). Highlighted points are as follows:

Introductions

- This is a Board of County Commissioners of Nassau County project, not a Florida Department of Transportation project.
- The project shall be constructed according to FDOT standards.

We do not have them in our possession. If there will be an extra charge the County would not want to incur additional cost.

Q21. Are you going to furnish a copy of the sign-in sheet?

A21. Yes, a copy will be provided with the addendum.

→ Q22. The work in the US 1 (corrected from US 301) is FDOT right-of-way so there is no permit required for that or is it already incorporated into the plans?

→ A22. The improvements are just going to make it a tie in shown on the plans but when we tried to get a permit for the tie-in they issued the permit but the County has to do a left turn lane improvement permit also. That left hand turn lane will be a change order; we didn't have time to submit it with this set of plans. We'll get it designed, but again, it is my understanding that we have a DOT connection permit.

Part 2 - Clarifications

C1. The County will be obtaining an electronic file containing the drawings in Microstation V8 format. Plan-holders who are interested in receiving a complimentary CD must sign a waiver. Contact Charlotte Young, Contract Management office, located at 904-491-7377 for arrangement in obtaining the electronic file.

C2. The bid opening scheduled for June 3, 2008 at 2:05 p.m. will be held in the Jury Training Room located on the 1st floor of the Judicial Annex located at 76347 Veterans Way, Yulee, Florida 32097. Bids must be turned in by 2:00 p.m. on June 3, 2008 at the Clerk's Service office located on the 2nd floor of the Judicial Annex.

ACKNOWLEDGMENT IS HEREBY MADE OF RECEIPT OF THIS ADDENDUM NO. 1, ISSUED DURING THE SOLICITATION PERIOD:

Vendor Signature: _____ Date: _____

NOTE: You are required to acknowledge receipt of this addendum by signing and submitting it with your bid/proposal. In addition you are to acknowledge receipt on the Addendum Acknowledgment, Section 2 - Form NC08-001-12 (page 44).

End of Addendum #2