

WORK AUTHORIZATION # CM1420-WA02
NASSAU COUNTY
BOARD OF COUNTY COMMISSIONERS
RFQ/BID NO. NC08-015

Consultant:	Ghyabi & Associates, Inc.
Contract Number:	CM1420
Contact Name:	William Scott, P.E., Project Manager
Contact Number:	904-396-5727
Email:	bscott@ghyabi.com

CURRENT WORK AUTHORIZATION			
Project Short Title: Site Engineering and Permitting Services for Bryceville Fire Station			
		CONTRACT OVERVIEW	
Date Submitted	04/21/10	Total of Previous Authorizations	\$16,153.38
Amount	\$43,655.52	This Work Authorization	\$43,655.52
Scheduled Completion	(see Attachment "B")	Current Contract Total	\$59,808.90

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:

Ghyabi & Associates, Inc. (G&A) shall provide Site Engineering and Permitting Services to Nassau County for the Bryceville Fire Station, as further described in the attached proposal, attached hereto as Attachment A.

ARTICLE 2. Time Schedule

Following notice to proceed, G&A will perform the task in accordance with the proposed Project Scheduled, attached hereto as Attachment B

ARTICLE 3. Budget

Budget is a lump sum (fixed fee) as provided in the Contract Fee Summary, attached hereto as Attachment C.

Task 1 – Preliminary Engineering and Site Layout	\$ 4,723.76
Task 2 – Engineering Design	\$17,202.80
Task 3 – Permitting Services	\$ 6,248.84
Task 4 – Project Administration and Coordination	\$ 3,777.36
Task 5 – Limited Construction Administration	\$ 4,135.76
Subcontract:	
Landscape Plan – C. James King, RLA	\$ 2,550.00
Surveying – Manzie & Drake	<u>\$ 1,525.00</u>
Total Subcontract	\$ 4075.00
 Direct Cost – Permit Fees	 <u>\$ 3,492.00</u>

TOTAL LUMP SUM (FIXED FEE) AMOUNT: \$43,655.52

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:

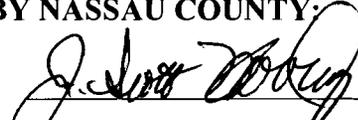
Unless detailed herein, all drawings, data, electronic files and other information required for this Work Authorization has been accepted by Consultant. Specifically, all electronic files have been reviewed and accepted for the purposes of this Work assignment. Any additional information, including detailed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

AGREED TO BY:

BY: 
Print Name: William Scott, P.E.
Title: Project Manager
Date: 4/28/10

RECOMMENDED AND APPROVED BY NASSAU COUNTY:

Director of Engineering Services:



Contract Management

Charlotte Young

County Attorney (approved as to form):

Daniel Hill

Interim County Manager



APPROVED by the County Manager, designee for the BOARD OF COUNTY COMMISSIONERS, the 5th day of May, 2010



Ghyabi & Associates

April 21, 2010

Mr. Scott Herring, P.E.
Director, Nassau County Engineering Services Department
96161 Nassau Place
Yulee, Florida 32097

RE: Scope and Fee estimate for Site Engineering and Permitting Services for Bryceville Fire Station
G&A Project Number: 2999.001

Dear Mr. Herring:

Thank you for the opportunity to prepare this scope of services and fee estimate for Professional Engineering Services for the new Bryceville Fire Station. The following scope of services is intended to address all issues discovered during the feasibility study as well as items discussed in our meeting on March 24, 2010.

SCOPE OF SERVICES

Our services will be provided in the following tasks:

- Task 1 Update Proposed Site Layout
- Task 2 Final Engineering Design
- Task 3 Permitting Services
- Task 4 Project Administration and Coordination
- Task 5 Limited Construction Administration
- Task 6 Survey

SCOPE OF WORK:***Task 1 – Update Proposed Site Layout***

Based on the findings of the Site Development Evaluation Report as well as Nassau County's review comments, Ghyabi & Associates, Inc. will perform the following:

Update the proposed site layout per comments obtained from Nassau County Engineering and Building Department Staff Meeting held on March 24, 2010. This includes determination to:

- Place truck bays closer to US 301 versus crew facilities
- Rotate proposed building parallel with US 301 to evaluate if this provides improved site circulation
- Attend Project Kickoff Meeting to coordinate with county staff surveyor, project architect, geotechnical consultant and environmental consultant

Task 2 – Final Engineering Design

At the direction of the client, Ghyabi & Associates will prepare the necessary engineering plans, details and specifications. Plans and specifications will be prepared in sufficient details for Nassau County to secure construction bids through Nassau County's Purchasing Procurement procedures. It is understood that Proposed Building Plans and specifications will be prepared under separate contract by Nassau County. During this phase of work, G&A will prepare the following:

- **Drainage Plan** - The Drainage Sheets will include pre-development and post development drainage patterns and design as well as proposed finished floor elevations for each lot.
- **Geometry Plan** - The Geometry Plan will include building footprints (provided by client), pavement, parking, curbs and sidewalks with geometry for the proposed buildings, and centerline of driveways and parking.
- **Paving, Grading and Drainage Plan** - The Paving, Grading and Drainage Plan will show existing and proposed improvements, spot elevations, stormwater collection system, drainage piping data, flag pole, sight sign location, roof drain connections, and proposed pavement, striping and signage.
- **Landscape Plan** – This plan will meet requirements of Nassau County Development
- **Well and Septic Plan** – This plan will show the layout for well and septic at the site. An engineered septic plan will be provided to include design calculations for the drain field size and specifications, septic tank size and specifications, dosing tank size and specifications, pump specifications. Plans will identify size and location of laterals to within 5' of the building pad.

- Demolition Plan – Includes removal of existing building, earthen berm, pavement and miscellaneous items from the existing site.
- Detail Sheets - The Detail Sheets will include the necessary details for paving, drainage, septic and landscaping.

Task 3 – Permitting Services

The activities accomplished under this task are required in order to submit the necessary applications to the reviewing agencies to obtain the approvals and permits. Ghyabi & Associates will:

- Nassau County Development Review Committee
- SJRWMD
- FDOT
- Nassau County Department of Health

Prepare and submit a St. Johns River Water Management District (SJRWMD) Environmental Resource Permit (ERP). Ghyabi & Associates will respond to Requests for Additional Information received from SJRWMD.

Submit the final engineering and drainage calculations to the Nassau County for review. G&A will represent the client and respond to all comments. A list of required permits is shown below.

- Nassau County Development Review Committee – Class III Development..... \$715.00 ✓
- Final Development Plan Review..... \$1,587.00 ✓
- SJRWMD ERC Permit (40C-40)..... \$1,190.00 ✓
- FDOT Access Permit..... No Fee
- FDOT Drainage Connection Permit..... No Fee
- Nassau Co. Dept. of Health – Site Plan Review.....(Fee Waived for County Agencies)
- Nassau Co. Dept. of Health – Septic Permit..... (Fee Waived for County Agencies)
- NPDES Permit.....No Fee
- Impact Fees.....N/A

Task 4 – Project Administration and Coordination

Ghyabi & Associates, Inc. shall provide project coordination services throughout the planning, design, and engineering of your project to ensure a seamless integration of all elements. This includes the

preliminary Site Plan Review Committee, meetings with the County, and meeting with the Architect in order to finalize the layout, and coordination with the surveyor for the project.

Task 5 – Limited Construction Administration

Ghyabi & Associates shall perform the following tasks for the construction phase of the project:

- NPDES permit
- Quantity take-offs for bidding and during construction
- Bid Evaluation Support
- Shop Drawing Review; storm water, san. sewer, mix designs for concrete, mix designs for asphalt, other shop drawings as required
- Pre-construction meeting with Nassau County
- Ghyabi & Associates shall provide a disposal plan to be included in the project specifications for the earthen berm that was formerly used as a shooting range.

Task 6 – Site Survey

A site boundary, topographic and tree survey will be provided by Manzie & Drake Land Surveyors. The existing site topographic survey will be updated and will include elevations to the centerline of US 301 and Motes Road along the property frontage as needed for access design and permitting. The surveyor will create a new TIN file and new contours will be plotted on the survey. The surveyor will locate water lines from the county building to the existing fire station.

PROFESSIONAL FEES

G&A fees are outlined as follows:

Task 1	Preliminary Engineering and Site Layout	\$4,723.76
Task 2	Engineering Design (fixed fee)	\$17,202.80
Task 3	Permitting Services (fixed fee)	\$6,248.84

Task 4	Project Administration and Coordination (fixed fee)	\$3,777.36
Task 5	Limited Construction Administration	\$4,135.76
	Total Direct Labor	\$ 36,088.52
	Sub Consultant -Landscape Plan - C. James King, RLA	\$2,550.00
	Sub Consultant – Surveying – Manzie & Drake Land Surveyors	\$1,525.00
	Direct Costs (Permitting Fees)	\$3,492.00
<hr/> TOTAL FEE:		\$ 43,655.52

Revisions:

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. Additionally, services requested by the Client that are not within the scope of the above services are also considered items of additional service and will be billed at our standard hourly rates or negotiated separately from this agreement.

Sincerely,

GHYABI & ASSOCIATES, INC.

William G. Scott, P.E.

Project Manager

**CONTRACT FEE SUMMARY
NASSAU COUNTY, FLORIDA**

PART I - GENERAL				
1. Project Site Engineering for Bryceville Fire Station			2. Proposal Number NC08-015	
3. Name of Consultant Ghyabi & Associates			4. Date of Proposal 4/13/2010	
II - LABOR RELATED COSTS (Ghyabi & Associates)				
5. Direct Labor	Hourly Rate (Loaded)	Estimate d Hours	Estimated Cost	Total
Project Manager	\$180.66	34	\$ 6,142.44	
Senior Engineer	\$158.88	18	\$ 2,859.84	
Project Engineer/Planner	\$116.50	108	\$ 12,582.00	
Sr CADD Designer	\$103.31	100	\$ 10,331.00	
CADD Designer	\$ 72.85	48	\$ 3,496.80	
Clerical	\$ 37.58	18	\$ 676.44	
TOTAL DIRECT LABOR	\$110.70	326		\$36,088.52
PART III - OTHER COSTS				
6. Direct Costs				
Permit Fees			\$ 3,492.00	
DIRECT COSTS SUB-TOTAL				\$ 3,492.00
7. SUBCONTRACTS (Lump Sum)				
Landscape Plan - C. James King, RLA			\$ 2,550.00	
Surveying - Manzie & Drake Land Surveyc			\$ 1,525.00	
			\$ 0.00	
			\$ 0.00	
			\$ 0.00	
SUB-CONTRACT SUB-TOTAL				\$ 4,075.00
TOTAL AMOUNT (Items 5, 6, and 7)				\$43,655.52

ESTIMATE OF WORK EFFORT

CONSULTANT: Ghyabi & Associates NAME OF PROJECT: Site Engineering for Bryceville Fire Station																
DATE: 04/05/10																
No.	ACTIVITY	PROJECT MANAGER		SENIOR ENGINEER		PROJECT ENGINEER/PLANNER		SR CADD DESIGNER		CADD DESIGNER		CLERICAL		TOTAL Hours	TOTAL FEE	
		Rate/Hr	Hours	Rate/Hr	Hours	Rate/Hr	Hours	Rate/Hr	Hours	Rate/Hr	Hours	Rate/Hr	Hours			
1	Preliminary Engineering	\$150.65	6	\$158.83	4	\$116.50	12	\$105.21	12	\$72.85	4	\$37.58	2	40	\$4,723.76	
2	Engineering Design	\$1,445.28	8	\$1,271.04	4	\$4,660.00	40	\$6,611.84	40	\$2,914.00	40	\$300.64	4	168	\$17,202.80	
3	Permitting Services	\$722.64	4	\$635.52	4	\$2,796.00	24	\$1,652.96	16	\$291.40	4	\$150.32	4	56	\$6,248.84	
4	Project Administration and Coordination	\$1,445.28	8	\$307.76	2	\$1,864.00	16	\$0.00	8	\$0.00	0	\$150.32	4	30	\$3,777.36	
5	Limited Construction Administration	\$1,445.28	8	\$0.00	0	\$1,864.00	16	\$826.48	8	\$0.00	0	\$0.00	0	32	\$4,135.76	
TOTAL			34	\$6,142.44	18	\$2,859.84	108	\$12,582.00	100	\$10,331.00	48	\$3,496.80	18	\$676.44	326	\$36,088.52