

RECEIVED
CONTRACT MANAGEMENT

WORK AUTHORIZATION # CM1582-WA04
NASSAU COUNTY
BOARD OF COUNTY COMMISSIONERS
RFQ/BID NO. NC10-002

Consultant:	CDM Smith, Inc.
Contract Number:	CM1582
Contact Name:	Greg Dutton, P.E.
Contact Number:	904-781-8131
Email:	duttongt@cdmsmith.com

CURRENT WORK AUTHORIZATION			
Project Short Title: CEI Services: Loop Road - Phase 1			
		CONTRACT OVERVIEW	
		Total of Previous Authorizations	\$340,237.96
Date Submitted	08/30/2012	Change Orders/Adjustments	(\$48,177.44)
Amount	\$87,086.82	This Work Authorization	\$87,086.82
Scheduled Completion	14-calendar days after final acceptance	Current Contract Total	\$379,147.34

This Work Authorization is to the AGREEMENT between Nassau County and the Consultant known as the Continuing Contract for Construction Engineering Inspection (CEI) Services for Nassau County, Florida, dated July 26, 2010. The services to be provided under this Work Authorization are as follows:

ARTICLE 1. Services Described as:

CDM Smith, Inc. shall provide CEI services in accordance with the scope of services, attached hereto as Attachment "A", for the Loop Road – Phase 1 Roadway Construction project.

ARTICLE 2. Time Schedule

CDM Smith, Inc. will be allowed an accumulation of seven (7) calendar days to perform preliminary administrative services prior to the issuance of the Contractor's notice to proceed on the project and fourteen (14) calendar days to demobilize after final acceptance of the project.

ARTICLE 3. Budget

Budget is a limited amount based on time and material charges, as shown on the Consultants Original CEI Services Budgeted Costs projection, attached hereto as Attachment "B", as follows:

Inspection Services:

Senior Inspector	\$32,868.85
Inspector	\$ 44,028.42
Plant VT Inspector	<u>\$ 1,929.52</u>
Sub Total:	<u>\$78,826.79</u>

Project Oversight/Administrative:	
Project Administrator	\$ 5,882.00
Administrative Assistant	\$ <u>2,378.03</u>
Sub Total:	\$ 8,260.03
Total Limiting Amount:	\$87,086.82

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.

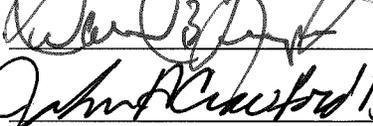
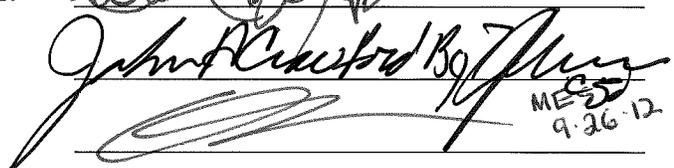
In presenting this Work Authorization, Consultant agrees that:

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: Virgil E. Rook, P.E.
 Title: Vice President
 Date: September 5, 2012

RECOMMENDED AND APPROVED BY NASSAU COUNTY:

Public Works Director: 
 Board of County Commissioners, Chair: 
 Ex-Officio Clerk: 
 County Attorney: 

APPROVED by the BOARD OF COUNTY COMMISSIONERS, the 24th day of September, 2012
 2012

Account No./Project Code: 63470541-563360-CLS1



7029-1 Commonwealth Avenue
Jacksonville, FL 32220
Tel: 904-781-8131

August 31, 2012

Mr. Jonathan Page, P.E.
Engineer III
Engineering Services Department
Nassau County Florida
96161 Nassau Place
Yulee, Fl 32097

Re: Continuing CEI Services Work Authorization – Loop Road Phase 1
Summary of Understanding, Scope and Fee Proposal - Revised

Dear Mr. Page,

CDM Smith respectfully submits this Summary of Understanding, Scope, and Fee Proposal to provide Nassau County with CEI inspection services for the referenced project in the amount of \$87,086.82. We have attached to this letter the Scope of Services and Fee Proposal, based on our understanding of the County's present needs and information provided by the County. Compensation will 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 quality support. Thank you for your confidence in CDM Smith.

Sincerely,
CDM SMITH

A handwritten signature in black ink, appearing to read "Greg Dutton", with a horizontal line extending to the right from the end of the signature.

Greg Dutton, P.E.
Senior Project Engineer

Attachments: 1. Summary of Understanding
2. Proposed Scope of Services
3. Fee Proposal





Loop Road Phase 1 Summary of Understanding

Nassau County intends to make assignment for the CEI inspection of a new connecting road (Loop Road) between Christian Way and License Road and associated roadway improvements in Nassau County under the master contract CM1582 (RFQ/Bid No NC10-002). The scope will include performing site inspections and contract administration in accordance with the master contract and all construction project documents.

Project Information

The project consists of new construction of Loop Road as a connector between the existing roads, Christian Way and License Road, and which will include roadway improvements along those existing roads. Plans and specifications are now available. Project discussions have indicated that the project's construction cost is approximately \$400,000 and the duration will be approximately 120 days until substantial completion, with another 30-45 days to reach final completion.

Scope of Services

CDM Smith proposes to provide CEI services within the context of this assignment and the scope of services associated with contract CM1582.

These services will be performed on a time and material basis during the course of this assignment with a limiting amount of \$87,086.82 using the following personnel/positions in either a periodic or continuous role as needed:

- Senior Project Engineer - Part time as needed
- Project Administrator - Part time as needed
- Administrative Assistant - Part time as needed
- Senior Inspector - Part time as needed
- Inspector - Full time
- Asphalt Plant Inspector - Part time as needed

The fee proposal (attached) utilizes the rates established in the contract. The fee is based on preliminary assignments as follows: Part-time for the administrative positions of Project Administrator and Administrative Assistant, full-time for the Inspector position for the project duration (including 10% for overtime), full-time for a Senior Inspector for 2 months (including 10% for overtime), part-time Inspector and Senior Inspector for the interim period between substantial completion and final completion, and part-time for a Plant Inspector as needed. The Senior Inspector is added to provide backup and additional services only if needed.

CDM Smith Inc.

cc: Virgil Rook, Bob Hamm, Jon Gibson, Deb Wilson, Tracie Zarpentine

ORIGINAL CEI SERVICE BUDGETED COSTS

Nassau County Continuing CEI Services (2010)

Loop Road CEI

Staff Classification	OT	2012			2013			TOTAL
		Manhours	Billing Rate	Budgeted Cost	Manhours	Billing Rate	Budgeted Cost	Budgeted Cost
STRAIGHT TIME								
Senior Project Engineer	N	0	\$171.22	\$ -	0	\$171.22	\$ -	\$ -
Project Administrator	N	33	\$117.64	\$ 3,882.12	17	\$117.64	\$ 1,999.88	\$ 5,882.00
Contract Support Specialist	N	0	\$83.11	\$ -	0	\$83.11	\$ -	\$ -
Administrative Assistant	N	33	\$47.56	\$ 1,569.50	17	\$47.56	\$ 808.53	\$ 2,378.03
Senior Inspector	Y	165	\$81.60	\$ 13,463.87	198	\$81.60	\$ 16,156.64	\$ 29,620.51
Senior Inspector - OT	Y	17	\$81.60	\$ 1,387.19	17	\$81.60	\$ 1,387.19	\$ 2,774.38
Inspector	Y	495	\$57.07	\$ 28,250.94	198	\$57.07	\$ 11,300.37	\$ 39,551.31
Inspector - OT	Y	50	\$57.07	\$ 2,853.63	17	\$57.07	\$ 970.23	\$ 3,823.86
Plant VT Inspector	N	17	\$56.75	\$ 964.76	17	\$56.75	\$ 964.76	\$ 1,929.52
YEARLY SUBTOTALS:				\$ 52,372.01			\$ 33,587.60	\$ 85,959.61

Total Straight Labor Budgeted Cost: \$ 85,959.61

PREMIUM OVERTIME								
Senior Inspector	Y	17	\$13.94	\$ 236.98	17	\$13.94	\$ 236.98	\$ 473.96
Inspector	Y	50	\$9.75	\$ 487.50	17	\$9.75	\$ 165.75	\$ 653.25
YEARLY SUBTOTALS:				\$ 236.98			\$ 236.98	\$ 1,127.21

Total Overtime Labor Cost: \$ 1,127.21

TOTAL WORK AUTHORIZATION COST: \$ 87,086.82

Estimated Construction Cost: \$ 400,000.00

CEI % of Construction: 22%

ORIGINAL PROPOSED STAFFING
Nassau County Continuing CEI Services (2010)

WORK AUTHORIZATIONS	Est Dur (D/M)	2012												Estimated Start Date	Estimated End Date					
		###																		
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec							
Loop Road CEI	120/4																		15-Jul-12	22-Nov-12

Loop Road CEI

PROPOSED STAFF			ESTIMATED STAFF MONTHS												ESTIMATED STAFF MONTHS							
Role	Name	CEI	###												Staff-Mths	Staff-Hrs						
			2012																			
			Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun		
Senior Project Engineer	Greg Dutton	CDMS																			0.0	0
Project Administrator	Doug dePerrodil	CDMS									0.05	0.05	0.05	0.05	0.05	0.05					0.3	50
Contract Support Specialist	Kelly Marshall	CDMS																			0.0	0
Administrative Assistant	Mary Harmon	CDMS									0.05	0.05	0.05	0.05	0.05	0.05					0.3	50
Senior Inspector	TBD	CDMS												1.00	1.00	0.20					2.2	363
Senior Inspector - OT	TBD	CDMS												0.10	0.10						0.2	33
Inspector	TBD	CDMS										1.00	1.00	1.00	1.00	0.20					4.2	693
Inspector - OT	TBD	CDMS										0.10	0.10	0.10	0.10						0.4	66
Plant VT Inspector	TBD	CSI												0.10	0.10						0.2	33

Approximate Hours per Month

Role	Name	CEI	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Senior Project Engineer	Greg Dutton	CDMS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Project Administrator	Doug dePerrodil	CDMS	0	0	0	0	0	0	0	0	0	8	8	8	8	8	8	0	0	0
Contract Support Specialist	Kelly Marshall	CDMS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Administrative Assistant	Mary Harmon	CDMS	0	0	0	0	0	0	0	0	8	8	8	8	8	8	0	0	0	0
Senior Inspector	TBD	CDMS	0	0	0	0	0	0	0	0	0	0	0	165	165	33	0	0	0	0
Senior Inspector - OT	TBD	CDMS	0	0	0	0	0	0	0	0	0	0	0	17	17	0	0	0	0	0
Inspector	TBD	CDMS	0	0	0	0	0	0	0	0	0	0	165	165	165	33	0	0	0	
Inspector - OT	TBD	CDMS	0	0	0	0	0	0	0	0	0	17	17	17	17	0	0	0	0	
Plant VT Inspector	TBD	CSI	0	0	0	0	0	0	0	0	0	0	0	17	17	0	0	0	0	0

Approximate Hours per Week

Role	Name	CEI	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Senior Project Engineer	Greg Dutton	CDMS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Project Administrator	Doug dePerrodil	CDMS	0	0	0	0	0	0	0	0	2	2	2	2	2	2	0	0	0	0
Contract Support Specialist	Kelly Marshall	CDMS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Administrative Assistant	Mary Harmon	CDMS	0	0	0	0	0	0	0	0	2	2	2	2	2	2	0	0	0	0
Senior Inspector	TBD	CDMS	0	0	0	0	0	0	0	0	0	0	0	41	41	8	0	0	0	0
Senior Inspector - OT	TBD	CDMS	0	0	0	0	0	0	0	0	0	0	0	4	4	0	0	0	0	0
Inspector	TBD	CDMS	0	0	0	0	0	0	0	0	0	41	41	41	41	8	0	0	0	0
Inspector - OT	TBD	CDMS	0	0	0	0	0	0	0	0	0	4	4	4	4	0	0	0	0	0
Plant VT Inspector	TBD	CSI	0	0	0	0	0	0	0	0	0	0	0	4	4	0	0	0	0	0

ORIGINAL PROPOSED STAFFING

Nassau County Continuing CEI Services (2010)

Multipliers

Firm	Home/Field	Salary	OH Rate (audited)	Expense (audited)	Profit	Multiplier
CDM Smith	Home	1.0000	1.6823	0.1445	0.1000	2.9268
CSI Geo	Home	1.0000	1.6800	0.1123	0.1000	2.8923
Nodarse	Home	1.0000	2.0449	0.0483	0.1000	2.9268

Loaded Billing Rates

Position	Consultant Staff Name	Firm	2010 Rate	Average Rate by Pos	Multiplier	Allowed	Not Allowed		
						Loaded 2010 Rate	Loaded 2011 Rate	Loaded 2012 Rate	Loaded 2013 Rate
Senior Project Engineer	Greg Dutton, PE	CDMS		\$58.50	2.9268	\$171.22	\$176.35	\$181.64	\$187.09
Project Administrator	Doug dePerrodil	CDMS		\$41.91		\$117.64	\$121.17	\$124.80	\$128.55
Contract Support Specialist	Kelly Marshall	CDMS		\$29.09		\$83.11	\$85.60	\$88.17	\$90.82
Administrative Assistant	Mary Harmon	CDMS		\$16.25		\$47.56	\$48.99	\$50.46	\$51.97
Senior Inspector	Dana Davis	CDMS		\$27.88		\$81.60	\$84.05	\$86.57	\$89.17
	Derrick Martin	CDMS							
Inspector	Josh Guess	CDMS		\$19.50	\$57.07	\$58.78	\$60.55	\$62.36	
	Jeff Simpson	CDMS							
	Penny Welch	CSI Geo		\$26.00	2.8923	\$75.20	\$77.46	\$79.78	\$82.17
	Olia Lloyd III	CSI Geo							
	Charles Dial	Nodarse							
Asphalt Plant Inspector	Cheryl Birdsong	Nodarse		\$19.39	2.9268	\$56.75	\$59.54	\$61.32	\$63.16
	Mike Bell	Nodarse							
	Kerry Hubert	Nodarse							
	Charlie Cothran	Nodarse							

Premium Overtime Rates

Position	Ave Base Rate by Pos	Allowed	Not Allowed		
		Prem OT 2010 Rate	Prem OT 2011 Rate	Prem OT 2012 Rate	Prem OT 2013 Rate
Senior Inspector	\$27.88	\$13.94	\$14.36	\$14.79	\$15.23
Inspector	\$19.50	\$9.75	\$10.04	\$10.34	\$10.65

Nassau County Continuing CEI Services
AVAILABLE STAFF

CDM Smith	CSI Geo	Nodarse
Virgil Rook, PE	Penny Welch	Dan Dunham, PE
Greg Dutton, PE	Olia Lloyd III	Brett Harbison, EI
Doug dePerrodil	Robert Booth	
Kelly Marshall	Ali Kensi	
Derrick Martin	Steve Crews	
Dana Davis	Jonathan Lanham	
Josh Guess	Dave Deepak, EI	
Jeff Simpson	Howard Sanders	
Mary Harmon	Angela Finn	
	Dwayne Taylor	

NASSAU COUNTY CONTRACT MANAGEMENT

CONTINUING CONTRACT FOR CEI SERVICES
 CDM SMITH
 CONTRACT NO. CM1582

WA#	PROJECT NAME	ORIGINAL FEE	CHANGE ORDERS	CONTRACT FEE	STATUS	ACTUAL COST	DIFFERENTIAL
01	William Burgess Road Extension	\$ 249,436.48	\$ -	\$ 249,436.48	Completed	\$ 203,474.79	\$ (45,961.69)
02	CR107 @ Goffinsville Road	\$ 37,132.26	\$ -	\$ 37,132.26	Completed	\$ 32,913.02	\$ (4,219.24)
03	CR108 @ CR115 Intersection	\$ 53,669.22	\$ 2,003.49	\$ 55,672.71	Completed	\$ 55,672.71	\$ -
04	Loop Road - Phase 1	\$ 87,086.82	\$ -	\$ 87,086.82	Pending Approval	\$ 87,086.82	\$ -
		\$ 427,324.78	\$ 2,003.49	\$ 429,328.27		\$ 379,147.34	\$ (50,180.93)

CURRENT CONTRACT VALUE: \$ 379,147.34