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13 SEP 13 AM 10:53

CHANGE ORDER APPROVAL FORM

PROJECT: Mobility Plan & Mobility Fee
(Task 3-6)

CHANGE ORDER NUMBER: _____

DATE: 8-26-13

CONTRACT NUMBER: CM1688-WA-05

TO CONTRACTOR: Gillette & Associates

Reason for Change Order: Add Task 8 – East Nassau Community Planning Area (ENCPA) – Detailed Specific Area Plan (DSAP) #1 traffic review (see attached detailed scope of services)

Original Contract Sum.....	\$	<u>111,306.42</u>
Net Change by Previous Change Order/Supplemental Agreement.	\$	<u>.00</u>
Contract Sum Prior to This Change Order.....	\$	<u>111,306.42</u>
Amount of This Change Order (Add/Deduct).....	\$	<u>7,779.64</u>
New Contract Sum Including this Change Order.....	\$	<u>119,086.06</u>

The contract for substantial completion will be (increased) (~~decreased~~) (~~unchanged~~) by 6 months;
Estimated Final Completion December 2013

APPROVED BY: [Signature]
Project Manager (Department Head)

DATE: 9/5/13

APPROVED BY: [Signature]
Contract Manager

DATE: 9/13/13

APPROVED BY: [Signature]
Director of Office of Management & Budget

DATE: 9-16-13

APPROVED BY: [Signature]
County Manager

DATE: 9/16/13

ACCOUNT NO.: 03420541-531400-MTP

2013 SEP 10 AM 10:28

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CONTRACT MANAGEMENT

2013 SEP 17 AM 10:07

CONTRACT MANAGEMENT

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Civil & Environmental Engineering • Mechanical & Structural Engineering • Construction Management

August 26, 2013

Mr. Peter King, AICP
Growth Management Director
Nassau County Growth Management
96161 Nassau Place
Yulee, Florida 32097

Dear Mr. King:

Gillette & Associates, Inc. is pleased to submit this Scope of Services and proposal in connection with the County's creation of a Mobility Plan and Mobility Fee. This estimate assumes final completion and adoption of the Mobility Plan and associated Mobility Fee. This agreement is made as of the date of signature of this contract between **Nassau County Board of County Commissioners Client**) and **Gillette & Associates, Inc.**

SCOPE OF SERVICES

The Client and Gillette & Associates, Inc. have agreed to a list of Basic Services Gillette & Associates, Inc. will provide listed below:

Task 8 – East Nassau Community Planning Area (ENCPA) –
Detailed Specific Area Plan (DSAP) # 1 traffic review

**Task 8 – East Nassau Community Planning Area (ENCPA) –
Detailed Specific Area Plan (DSAP) # 1 traffic review**

As part of the review of the ENCPA, Gillette & Associates, Inc. and King Engineering reviewed the traffic analysis and Mobility Plan as it related to DSAP #1. As part of the original contract, the ENCPA's Mobility Plan and traffic review only pertained to the overall Sector Plan and did not relate to a specific DSAP. This review for the DSAP required new trip generation via the model, model runs and output, identification of any failed segments, and identification of any fees. This also included a review of an intersection analysis of Interstate 95/ State Road A1A submitted as part of the DSAP. Numerous meetings were also held with County staff and the ENCPA representative to discuss the impacts. This review resulted in additional allocations for the interchange and State Road A1A in excess of \$1M from the ENCPA.

PROFESSIONAL FEES

Task 8 Review the ENCPA DSAP # 1

Gillette – Sr. Engineer (\$97.79/hour x 16 hours) =	\$ 1,564.64
King –Project Manager 2 (\$110/hour x 56.5 hours) =	\$ 6,215.00
Total	\$ 7,779.64

FEE SCHEDULE

Upon agreement by both parties, any additional work to be performed outside the scope of services listed within this contract will adhere to the following hourly rates:

Standard Hourly Rates:

Gillette & Associates, Inc.

Senior Engineer	\$ 97.79
Project Engineer	\$ 65.20
Project Manager	\$ 65.20
Office Manager	\$64.41
Drafting / CADD.....	\$ 61.02
Outside Consultant	no mark-up

King Engineering.

Principal 10	\$ 175.00
Project Manager 2	\$ 110.00
Designer 2	\$ 75.00

SERVICES NOT INCLUDED WITH THIS PROPOSAL

Our fees, unless otherwise stated herein, do not include miscellaneous expenses or optional services required in conjunction with:

- Due diligence
- Wildlife surveys
- Geotechnical
- Irrigation plans
- Tree surveys
- Aerial photography
- Permit fees
- Bonds
- Assistance with financial packages
- Off-site utility coordination
- Water and sewer Department of Environmental Protection permit applications
- Contract or construction administration

All such costs shall be paid directly by the Client, negotiated as additional services or paid at our standard hourly rates. If this information is performed by others, Gillette & Associates, Inc. assumes no responsibility for the accuracy of such information or services, and shall not be liable for error or omissions therein.

DESIGN APPROVALS

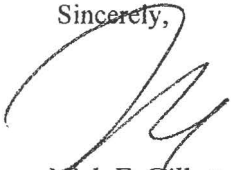
Mr. Peter King has been designated as the Client Representative who will be responsible for design direction for this project and has authority for design approval in the Nassau County right of way. In the event that the design, as approved by Mr. King, is rejected by others and redesign is required, such redesign services shall be compensated as extra services at our standard hourly rates.

CONSTRUCTION MEANS AND METHODS

It is expressly understood and agreed that Gillette & Associates, Inc. shall not have control of and shall in no event be responsible for construction means, methods, techniques, sequences or procedures, or for safety precautions in connection with the project or for the acts or omissions of any contractor, subcontractor or other persons performing work for the project. The Client shall indemnify Gillette & Associates, Inc. and hold Gillette & Associates, Inc. harmless from and against any and all claims, demands, losses, costs, liabilities and expenses, incurred by Gillette & Associates, Inc. and arising out of or related to any of the aforesaid.

We are very excited about working with you on this project and trust that this proposal is responsive to your needs. If so, please return a signed copy to us as authorization to proceed.

Sincerely,



Nick E. Gillette, P.E.
Principal
Gillette & Associates, Inc.

CONFIRMED AND ACCEPTED FOR NASSAU COUNTY BOARD OF COUNTY COMMISSIONERS

Accepted by:



Title:

County Manager

Date:

9/16/13