

CHANGE ORDER APPROVAL FORM

PROJECT: Mobility Plan & Fee

CHANGE ORDER NUMBER: 02

DATE: 05-14-14

CONTRACT NUMBER: CM1688-WA05

TO CONTRACTOR: Gillette & Associates, Inc.

Reason for Change Order: Task 9 – Site Specific Traffic Counts – Sanctuaries and Task 10 – Site Specific Traffic Counts – Sanctuaries for the final completion and adoption of the Mobility Plan and associated Mobility Fee. Gillette will direct and analyze traffic counts at specific locations and facilities, as further detailed in the Scope of Services. The contract time will also be adjusted to allow for delays beyond the control of the consultant. The initial Work Authorization estimated the completion date as June 2013, this change order will establish June 30, ~~2014~~ ²⁰¹⁴ as the final completion date.

Original Contract Sum.....	\$	<u>111,306.42</u>
Net Change by Previous Change Order/Supplemental Agreement.	\$	<u>7,779.64</u>
Contract Sum Prior to This Change Order.....	\$	<u>119,086.06</u>
Amount of This Change Order (Add/Deduct).....	\$	<u>11,120.61</u>
New Contract Sum Including this Change Order.....	\$	<u>130,206.67</u>

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COUNTY MANAGER'S
OFFICE
14 MAY 14 PM 1:56

The contract for substantial completion will be (increased) (decreased) (unchanged) by 12 months;
Substantial Completion: [Signature]; Final Completion: 06/30/14

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

DATE: 5/14/14

APPROVED BY: Charlotte Young
Contract Manager

DATE: 5-14-14

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

25/16/17

DATE: 5-19-14

APPROVED BY: [Signature]
County Manager

DATE: 5/19/14

ACCOUNT NO.: 03420541-531400 MTP

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CONTRACT MANAGEMENT

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

May 8, 2014

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 9 – Site Specific Traffic Counts – Sanctuaries
- Task 10 – Data Analysis for Sanctuaries/Modify Fee Schedule/Additional Meetings

Task 9 – Site Specific Traffic Counts -Sanctuaries

As a result of the direction of Nassau County and in conjunction with King Engineering, we will direct and analyze traffic counts at three (3) different church sanctuary facilities in Nassau County to determine weekday daily trip rates for these existing facilities. These rates will be used to modify the fee schedule for the Mobility Plan. The counts will be collected on a Monday through Friday at three facilities in order to collect site specific data.

Task 10 – Site Specific Traffic Counts -Sanctuaries

In conjunction with Task 9, the fee schedule with the Mobility Plan will be modified to consider the impact of removing church sanctuaries. The schedule will also be modified to remove private schools and consider the incentivizing of private and public day care facilities. The day care incentives will consider three levels of incentives that the Board of County Commissioner (BOCC) may choose from.

It is estimated that one additional Task Force meeting will be required as well as two (2) additional BOCC meetings will be required. This scope also addresses time spent for individual County Commissioner meetings and with County staff.

PROFESSIONAL FEES

Task 9	Site Specific Traffic Counts – Sanctuaries		
	King –Traffic Counts =		\$ 2,760.00
	Gillette – Sr. Engineer (\$97.79/hour x 8 hours) =		\$ 782.32
	King –Project Manager 2 (\$110/hour x 4 hours) =		\$ 440.00
	Task Total		\$ 3,982.32
Task 10	Data Analysis for Sanctuaries/Modify Fee Schedule/Additional Meetings		
	Gillette – Sr. Engineer (\$97.79/hour x 41.5 hours) =		\$ 4,058.29
	King –Project Manager 2 (\$110/hour x 28 hours) =		\$ 3,080.00
	Task Total		\$ 7,138.29
	Total:		\$ 11,120.61

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

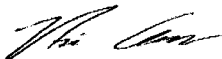
Mr. Peter King has been designated as the Client Representative who will be responsible for design direction for this project and has authority for design approval in the Nassau County right of way. In the event that the design, as approved by Mr. King, is rejected by others and redesign is required,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



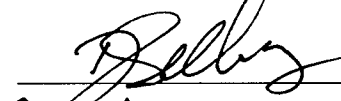
Nick E. Gillette, P.E.
Principal
Gillette & Associates, Inc.

CONFIRMED AND ACCEPTED FOR NASSAU COUNTY BOARD OF COUNTY COMMISSIONERS

Accepted by: _____

Title: _____

Date: _____


County Manager
5/19/14