

CS-17-165

**WORK AUTHORIZATION # CM2286-WA02
NASSAU COUNTY
BOARD OF COUNTY COMMISSIONERS
CONTINUING CONTRACT FOR PROFESSIONAL ENGINEERING SERVICES
RFQ/BID NO. NC14-026**

Consultant:	Civil Services, Inc.
Contract Number:	CM2286
Contact Name:	Ali A. Najafi, P.E.
Contact Number:	904-309-8593
Email:	anajafi@civilserviceinc.com

CURRENT WORK AUTHORIZATION			
Project Short Title: Stratton Road over Cushing Creek Bridge Repair			
		CONTRACT OVERVIEW	
Date Submitted	2/12/18	Total of Previous Authorizations	\$15,000.00
Amount	\$63,026.44	Change Orders/Adjustments	\$0
Scheduled Completion		This Work Authorization	\$63,026.44
		Current Contract Total	\$78,026.44

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 May 9, 2016. The services to be provided under this Work Authorization are as follows:

ARTICLE 1. Services Described as:

Civil Services, Inc. shall provide professional engineering services for the Stratton Road over Cushing Creek Bridge (#744010), pursuant to the scope of services dated February 1, 2018, attached hereto as Attachment "A".

ARTICLE 2. Time Schedule

The estimated time for completion of this work authorization is six (6) months from the issuance of a Notice to Proceed.

ARTICLE 3. Budget

Civil Service, Inc. will perform the scope of services outlined herein for a combination of not to exceed fee \$49,730.08 and limiting amount \$13,296.36, total \$63,026.44. See estimate of work effort, attached hereto as Attachment "B".

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 are attached.

AGREED TO BY:

BY: CH E. Morse
Print Name: Christopher E. Morse
Title: President
Date: March 5, 2018

RECOMMENDED AND APPROVED BY NASSAU COUNTY:

Public Works Director: Rebecca Boy
Board of County Commissioners, Chair: [Signature]
Ex-Officio Clerk: _____
County Attorney: [Signature]

APPROVED by the BOARD OF COUNTY COMMISSIONERS, this 12th day of March, 2018.

Account number: 634700541-563100 BRIDG

ATTESTATION: Only to Authenticity as to Chairman's Signature:

[Signature]
John A. Crawford, Ex-Officio Clerk

MES
03-13-18



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February 1, 2018

Mrs. Becky Hiers-Bray, P.E.
Nassau County Public Works Department
96161 Nassau Place
Yulee, FL 32097

Re: Stratton Road over Cushing Creek Bridge Repair
Bridge No. 744010

Dear Mrs. Bray:

Civil Services, Inc. (CSI) is pleased to submit the following proposal for providing professional engineering services for the Stratton Road over Cushing Creek Bridge. This Exhibit forms an integral part of the agreement between the Nassau County Public Works Department (hereinafter referred to as the "COUNTY") and Civil Services, Inc. (CSI) (hereinafter referred to as the "CONSULTANT") relative to the transportation facility described as follows:

Description: The purpose of this project is to provide design services for repairs on the Stratton Road over Cushing Creek Bridge - Bridge No. 744010 (Nassau County)

I. PURPOSE

The purpose of this Exhibit is to describe the scope of work and the responsibilities of the CONSULTANT and the COUNTY in connection with design services for the above project. It shall be the CONSULTANT'S responsibility to utilize the very best engineering judgment, practices and principles possible during the prosecution of the work commissioned under this contract.

The CONSULTANT shall demonstrate good project management practices while working on this project. These include communication with the COUNTY and Florida Department of Transportation Bridge Maintenance Office and others as necessary, management of time and resources and documentation.

II. PROJECT OBJECTIVE

The project objective is that CONSULTANT will design and prepare a set of construction plans suitable for bidding purposes.

All of the design is to be conducted in accordance with the latest standard specifications adopted by AASHTO, FDOT Standard Specifications, FDOT Design Standards and directions provided by the COUNTY.

CSI shall design and prepare a complete set of construction plans suitable for bidding purposes.

The construction plans will detail the following repairs and rehabilitation:

- Repair detail for Pile 4-4.
- Replace deteriorated shims

A. Design Approach

CSI will thoroughly review the project. The key personnel involved in designing the project will participate in field reviews. Data collection will be done at the very beginning of the project. A thorough field review by members of the design team will be accomplished to become familiar with the project details. The plan sheets anticipated include Key Sheet, Summary of Pay Items, Summary of Quantities, General Notes, Traffic Control Plans and Bridge Plans.

B. Roadway Design

CSI will develop roadway plans, cost estimates and recommendations for review and approval by the COUNTY and Florida Department of Transportation. CSI will perform any necessary field reviews to obtain dimensions not shown on existing plans. The roadway design shall include but not be limited to the following:

1. General Project Information which includes general plan and details and other miscellaneous details
2. Provide cost estimates.
3. Utilities: Address the impact of existing utilities (above ground) during the construction phase. Identify all impacted utilities including type, location and contact information for utility coordination.

C. Bridge Repair Plans Design

Phase I: 30% Plans

CSI will develop 30% Design Bridge Repair Plans for review and approval by the Florida Department of Transportation and COUNTY. The 30% submittal shall include but not be limited to the following:

1. General Project Information which includes existing bridge location
2. Substructure: Preliminary design of structural repairs.
3. The structures design will be performed with input from the field investigations and provided inspection reports.
4. Utilities: Address the impact of existing utilities for the proposed bridge repairs (if applicable).
5. Design Computations, Cost Estimates and Recommendations: Provide preliminary design computations, structures quantities and construction cost estimate.
6. Structures submittal will include Plan and Elevation Sheets and Repair Detail Sheets.

Phase III: 90% Plans Submittal:

After the approval of the 30% Plans Submittal including recommended preliminary design plans, preliminary design computations, preliminary Engineer's Cost Estimate, and after resolving all the Structures Plans review comments, CSI will submit 90% Structures Plans, and Design Computations for review and approval by the County and Florida Department of Transportation. The Bridge Load Rating will not be included as part of this work. The 90% Plans Submittal will contain substantially completed design details which include but not be limited to:

1. Project Key Sheet.
2. Summary of Quantities
3. General Notes
4. Plan & Elevation
5. Pile Jacket Details
6. Repair Detail Sheet (Shim Replacement)

Phase IV: 100% Plans Submittal:

The 100% Plans will incorporate all 90% review comments (not through ERC system) from FDOT and COUNTY and response to review comments.

D. Traffic Control Plans:

The maintenance of traffic plans to be designed by Civil Services, Inc. Design the appropriate Maintenance of Traffic concept. Prepare the MOT sheet(s) showing all signage and appropriate notations per FDOT Design Standards.

E. Utility Coordination:

The CSI team will provide all utility coordination for the project. The CSI will identify which utilities exist within the corridor by calling Sunshine 811 "design" ticket listing all utility owners within the project limit. CSI will prepare a Utility Conflict Matrix for all utilities which may be impacted by construction activities. CSI will prepare the minutes of the utility meetings. CSI will review the Utility Work Schedules (if project requires it) to make sure that they are compatible with the construction plans.

The following phase submittals shall adhere to the requirements of the FDOT Roadway Plans Preparation Manual for the project:

1. Phase I (30%): Including 30% Bridge Plans. A preliminary estimated construction cost will be prepared.
2. Phase III (90%)
3. Phase IV (100%)

F. Specifications:

The CSI team will provide specifications including upfront bidding instructions, so the project will be ready for the bidding.

Our Total engineering fee for the above referenced tasks is \$49,730.08. A breakdown of fees is shown below.

F. Permitting and Post Design Services

The permitting and post design tasks will be based on time and materials on an as needed basis. The Limiting Amount for these services is \$13,296.36.

BREAKDOWN OF PROPOSED FEES

<u>TASK</u>	<u>FEE</u>
I. Project Management & Roadway Design (Civil Services, Inc.)	\$ 19,538.55
II. Bridge Design (Civil Services, Inc.)	\$ 30,191.53
TOTAL LUMP SUM FEE	\$ 49,730.08
TOTAL LIMITING AMOUNT FEE	\$ 13,296.36
TOTAL LUMP SUM & LIMITING AMOUNT	\$ 63,026.44

Upon your review and concurrence, please sign and return one copy of this proposal for our record.

Sincerely,
CIVIL SERVICES, INC.



Christopher Morse, P.E.
President

Approved:
NASSAU COUNTY PUBLIC WORKS DEPARTMENT

Becky Hiers-Bray, P.E.
Nassau County Public Works

ESTIMATE OF WORK EFFORT AND COST - PRIME CONSULTANT

Name of Project: Stratton Road over Cushing Creek Bridge No. 744010
 County: Nassau
 FPN: 0
 FAP No.: NA

Consultant Name: Civil Services
 Consultant No.: enter consultants proj. number
 Date: 2/1/2018
 Estimator: insert name

Staff Classification	Hours From "SH Firm"	Project Manager	Senior Bridge Engineer	Drainage & Hydraulics Engineer	Engineer	Designer	GIS/CADD	Secretary	Staff Classification 8	Staff Classification 9	Staff Classification 10	Staff Classification 11	Staff Classification 12	SH	Salary	Average
														By Activity	Cost By Activity	Rate Per Task
3. Project General and Project Common Tasks	75	6	2	15	19	17	15	2	0	0	0	0	0	76	\$2,810	\$36.98
4. Roadway Analysis	43	3	1	9	11	9	9	1	0	0	0	0	0	43	\$1,584	\$36.84
5. Roadway Plans	52	4	2	10	13	11	10	1	0	0	0	0	0	51	\$1,916	\$37.57
6a. Drainage Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
6b. Drainage Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
7. Utilities	4	0	0	1	1	1	1	0	0	0	0	0	0	4	\$137	\$34.17
8. Environmental Permits, Compliance & Clearances	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
9. Structures - Misc. Tasks, Dwgs, Non-Tech.	115	6	26	0	35.00	48	0	0	0	0	0	0	0	115	\$4,866	\$42.32
10. Structures - Bridge Development Report	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
11. Structures - Temporary Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
12. Structures - Bridge Repair Plans	120	6	28	0	36	50	0	0	0	0	0	0	0	120	\$5,096	\$42.46
13. Structures - Medium Span Concrete Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
14. Structures - Structural Steel Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
15. Structures - Segmental Concrete Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
16. Structures - Movable Span	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
17. Structures - Retaining Walls	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
18. Structures - Miscellaneous	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
19. Signing & Pavement Marking Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
20. Signing & Pavement Marking Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
21. Signalization Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
22. Signalization Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
23. Lighting Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
24. Lighting Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
25. Landscape Architecture Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
26. Landscape Architecture Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
27. Survey (Field & Office Support)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
28. Photogrammetry	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
29. Mapping	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
30. Terrestrial Mobile LIDAR	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
31. Architecture Development	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
32. Noise Barriers Impact Design Assessment	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
33. Intelligent Transportation Systems Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
34. Intelligent Transportation Systems Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
35. Geotechnical	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
Total Staff Hours	409	25	59.00	35.00	115.00	136	35	4	0	0	0	0	0	409		
Total Staff Cost		\$1,463.75	\$3,931.17	\$1,480.85	\$5,042.75	\$3,536.00	\$857.50	\$96.92	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$16,408.94	\$40.12

Check = \$16,408.94

Survey Field Days by Subconsultant
 4 - Person Crew:

SALARY RELATED COSTS:		\$16,408.94
OVERHEAD:	180.010%	\$29,537.73
OPERATING MARGIN:	20.000%	\$3,281.79
FCCM (Facilities Capital Cost Money):	0.347%	\$56.94
EXPENSES:	2.710%	\$444.68
Survey (Field - if by Prime)	0	\$ - / day
SUBTOTAL ESTIMATED FEE:		\$49,730.08
Subconsultant: Sub 1		\$0.00
Subconsultant: Sub 2		\$0.00
Subconsultant: Sub 3		\$0.00
SUBTOTAL ESTIMATED FEE:		\$49,730.08
Geotechnical Field and Lab Testing		\$0.00
SUBTOTAL ESTIMATED FEE:		\$49,730.08
Optional Services		\$0.00
GRAND TOTAL ESTIMATED FEE:		\$49,730.08

Notes:

- This sheet to be used by Prime Consultant to calculate the Grand Total fee.
- Manually enter fee from each subconsultant. Unused subconsultant rows may be hidden.

ESTIMATE OF WORK EFFORT AND COST - PRIME CONSULTANT

Name of Project: Stratton Road over Cushing Creek - Bridge No. 744010 Permitting and Post Design
 County: Nassau
 FPN: 0
 FAP No.: NA

Consultant Name: Civil Services
 Consultant No.: enter consultants proj. number
 Date: 2/1/2018
 Estimator: insert name

Staff Classification	Hours From	Project Manager	Senior Bridge Engineer	Drainage & Hydraulics Engineer	Engineer	Designer	GIS/CADD	Secretary	Staff Classification 8	Staff Classification 9	Staff Classification 10	Staff Classification 11	Staff Classification 12	SH	Salary	Average
	"SH Summary - Firm"													By Activity	Cost By Activity	Rate Per Task
3. Project General and Project Common Tasks	40	2	28	0	10	0	0	0	0	0	0	0	0	40	\$2,421	\$60.53
4. Roadway Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
5. Roadway Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
6a. Drainage Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
6b. Drainage Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
7. Utilities	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
8. Environmental Permits, Compliance & Clearances	44	2	4	26	11	0	0	0	0	0	0	0	0	43	\$1,966	\$0.00
9. Structures - Misc. Tasks, Dwgs, Non-Tech.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
10. Structures - Bridge Development Report	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
11. Structures - Temporary Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
12. Structures - Bridge Repair Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
13. Structures - Medium Span Concrete Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
14. Structures - Structural Steel Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
15. Structures - Segmental Concrete Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
16. Structures - Movable Span	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
17. Structures - Retaining Walls	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
18. Structures - Miscellaneous	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
19. Signing & Pavement Marking Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
20. Signing & Pavement Marking Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
21. Signalization Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
22. Signalization Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
23. Lighting Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
24. Lighting Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
25. Landscape Architecture Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
26. Landscape Architecture Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
27. Survey (Field & Office Support)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
28. Photogrammetry	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
29. Mapping	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
30. Terrestrial Mobile LIDAR	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
31. Architecture Development	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
32. Noise Barriers Impact Design Assessment	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
33. Intelligent Transportation Systems Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
34. Intelligent Transportation Systems Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
35. Geotechnical	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
Total Staff Hours	84	4	32	26	21	0	0	0	0	0	0	0	0	83		
Total Staff Cost		\$234.20	\$2,132.16	\$1,100.06	\$920.85	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$4,387.27	\$52.86

Survey Field Days by Subconsultant
 4 - Person Crew:

- Notes:
 1. This sheet to be used by Prime Consultant to calculate the Grand Total fee.
 2. Manually enter fee from each subconsultant. Unused subconsultant rows may be hidden.

SALARY RELATED COSTS:		\$4,387.27
OVERHEAD:	180.010%	\$7,897.52
OPERATING MARGIN:	20.000%	\$877.45
FCCM (Facilities Capital Cost Money):	0.3470%	\$15.22
EXPENSES:	2.710%	\$118.90
Survey (Field - if by Prime)	0	\$0.00
4-man crew days @		\$ / day
SUBTOTAL ESTIMATED FEE:		\$13,296.36
Subconsultant: Sub 1		\$0.00
Subconsultant: Sub 2		\$0.00
Subconsultant: Sub 3		\$0.00
SUBTOTAL ESTIMATED FEE:		\$13,296.36
Geotechnical Field and Lab Testing		\$0.00
SUBTOTAL ESTIMATED FEE:		\$13,296.36
Optional Services		\$0.00
GRAND TOTAL ESTIMATED FEE:		\$13,296.36

Check = \$4,387.27