

CS-17-79

**WORK AUTHORIZATION # CM2452-WA02
NASSAU COUNTY
BOARD OF COUNTY COMMISSIONERS
RFQ/BID NO. NC16-033**

Consultant:	GAI Consultants
Contract Number:	CM2452
Contact Name:	Scott Richards
Contact Number:	407-423-8398
Email:	S.Richards@gaiconsultants.com

CURRENT WORK AUTHORIZATION			
Project Short Title: Professional Miscellaneous Services for NAU			
		CONTRACT OVERVIEW	
		Total of Previous Authorizations	\$87,991.51
Date Submitted	10/23/17	Adjustments/Change Orders	
Amount	\$15,000.00	This Work Authorization	\$15,000.00
Scheduled Completion	9/30/18	Current Contract Total	\$102,991.51

This Work Authorization is to the AGREEMENT between Nassau County and the Consultant known as GAI Consultants for the Continuing Contract for Miscellaneous Engineering Services for Nassau Amelia Utilities (NAU), Nassau County, Florida, dated September 20, 2017. The services to be provided under this Work Authorization are as follows:

ARTICLE 1. Services Described as:

GAI Team will provide miscellaneous services to be utilized as-requested by Nassau Amelia Utilities (NAU) with accordance to the scope of services, attached hereto as Attachment "A".

ARTICLE 2. Time Schedule

Total expected time period for this work authorization eleven (11) month period starting upon the date of execution of this work authorization.

ARTICLE 3. Budget

The cost estimate to conduct the Work as described in the Scope of Services is not to exceed \$15,000.00 and will be based on the rates provided in 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. Additional terms or contract provisions whether submitted purposely or inadvertently, shall have no force or effect. This Work Authorization will become a part of the referenced AGREEMENT when executed by both parties.

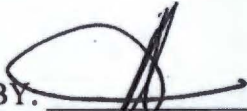
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In presenting this Work Authorization, Consultant agrees that:

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:

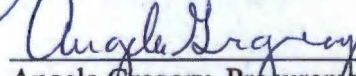
BY: 
Print Name: Robert Schanck
Title: Vice President
Date: 10/30/17

RECOMMENDED AND APPROVED BY NASSAU COUNTY:

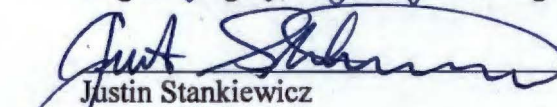
Public Works Director:


Scott Herring, Director

Contract Management:


Angela Gregory, Procurement Manager

Office of Management and Budget:


Justin Stankiewicz

County Manager:


Shanna Jones Shanea Jones

APPROVED by the County Manager, Designee for Nassau County Board of County Commissioners, the 22 day of November, 2017.

Account number: 71500536-531400
8/17/17



Jacksonville Office
1301 Riverplace Boulevard
Suite 900
Jacksonville, Florida 32207

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EXHIBIT A Scope of Services

Proposal for Professional Services – Contract No. CM2452 Work Authorization No. 2 Miscellaneous Services

October 12, 2017

GAI Project No. A170003.02

GAI Consultants ("GAI" or "the Consultant") is pleased to submit this Scope of Services/Fee Proposal for Professional Services to the Nassau Amelia Utilities (NAU or "the Client") for the above-referenced project. This proposal reflects the anticipated Scope and related costs for services to be provided based on GAI's understanding of the project.

Project Understanding

NAU provides water and wastewater services to customers via its water utility system, which consists of a service area throughout the Amelia Island area. As part of the master contract, NAU often requires miscellaneous services which are considered "on-call" or "as-needed".

This scope includes a limiting amount budget, to be utilized as-requested by NAU on an hourly basis.

Scope of Services

The scope of services for this task will vary based on as-needed work. As requested by NAU, GAI may perform the following described Scope of Services:

Task 1 - Miscellaneous Services

Miscellaneous services may include, but are not limited to:

- Development review – Provide engineering review, evaluate data, coordinate and provide recommendations for submittals related to development projects which connect to or impact NAU's water, wastewater and reclaimed systems.
- Engineering Analysis / Troubleshooting – Provide review, site inspection and evaluation related to system needs which may arise.
- Hydraulic Modeling / Calculations support – Provide system evaluation for available capacity where required.
- Miscellaneous design – Provide design documentation for minor system improvements as needed.
- Permitting/outreach – Provide support for minor permitting or outreach where required for the system.

- Post design – Related to the minor miscellaneous design, provide post design support or documentation/submittal review as needed.
- Meetings - Attend meetings as requested related to any of the miscellaneous support items.
- Provide other miscellaneous support related to NAU's utility system as requested.

Deliverables

Deliverables will vary from project to project, but may include the following:

- Design review memorandums
- Plan markups
- Minor Figures or Plans
- Specifications
- Preliminary engineer's statement of probable cost
- Electronic files of each of the deliverables

Data Collection

Successful and timely completion of the project will require prompt data collection. This will vary from project to project, but will often rely on data from NAU. GAI will closely coordinate with NAU to obtain the necessary data based on the specific project need.

Schedule

GAI will begin work upon receipt of a copy of this Proposal executed and authorized below, and as requested for each specific need by NAU. GAI will endeavor to complete its Scope of Services within the timeframe of the Client's schedule to complete the project, subject to excused delay occasioned by factors beyond GAI's reasonable control. A schedule for each item requested will be established with NAU. This scope is intended to apply to work completed through FY18, or until September 30, 2018.

Compensation

Compensation for services rendered by GAI will be on an hourly not to exceed basis (see chart below) in accordance with the Agreement for Professional Services between GAI and NAU. Hourly rates will be per the latest agreed rates in the 2017 master agreement #CM2452. The hourly/allowance budgets are not meant to be inclusive or exhaustive and are estimates that are highly dependent upon the level of effort required for design, to achieve permitting requirements, and/or requested by the Client. As the budget is expended and/or additional requirements arise, the Client will be informed and additional compensation will be requested to continue to perform services beyond the estimated budgets. GAI will perform the above described professional services for the fee summarized below.

	Description	Method of Payment	Fee
1	Miscellaneous Services	Hourly Not to Exceed	\$15,000.00
		Total	\$15,000.00

Payment

Payment terms will be in accordance with the 2017 Professional Services Agreement Contract # CM2452 (Miscellaneous Engineering Services for Nassau Amelia Utility).

Assumptions and Understandings

GAI's Scope of Services, Schedule and Compensation as set forth above have been prepared on the basis of the following assumptions and understandings:

1. Access to the project site(s) or other land upon which GAI is to conduct any field work will be available to GAI personnel in a timely manner.
2. At the time of each work request, the client will provide all its requirements for GAI's scope of services and all criteria and/or specifications that GAI should utilize. This includes any requirement for any statement of professional opinion or certification.
3. At the time of each work request, the client will provide all available information pertinent to GAI's scope of services, including previous reports/drawings; utility information, etc. Unless otherwise noted, GAI may rely upon such information.
4. Client will give GAI prompt notice whenever it observes or otherwise becomes aware of any development that affects the scope or timing of GAI's performance.
5. Client will examine and provide comments and/or decisions with respect to any GAI interim or final deliverables within a period mutually agreed upon.



August 1, 2017

GAI Project No. A170003.00

**Rate Request for Nassau County – Misc Engineering for NAU
 RFP NC16-033**

As requested, the following is our information regarding overhead multipliers and personnel hourly rates for projects with the Nassau County.

Base Rate	100%
Overhead & Fringe Benefits	161.18%
Subtotal	261.18%
Profit (10%)	0.2612
OVERALL MULTIPLIER	2.87

Rates are based on an average of raw labor rates for a staff position. Classification for personnel hourly rates are as follows:

Labor Classification	Average Rate	Loaded Rate
Principal	\$96.14	\$276.21
Engineering Director	\$82.31	\$236.47
Senior Engineering Manager	\$70.55	\$202.69
Engineering Manager	\$58.37	\$167.70
Lead Engineer	\$54.22	\$155.77
Senior Project Engineer	\$48.51	\$139.37
Project Engineer	\$40.20	\$115.49
Sr EI	\$29.64	\$85.16
EI	\$25.14	\$72.23
Designer	\$37.33	\$107.25
Technician	\$25.53	\$73.35
Senior Mgmt Consultant	\$56.00	\$160.89
Funding/Technical Specialist	\$34.25	\$98.40
Legal Council	\$77.90	\$223.81
Planning Director/AICP	\$85.22	\$244.84
Lead Planner/AICP	\$56.25	\$161.61
Planner	\$34.50	\$99.12
Lead Landscape Architect/RLA	\$71.00	\$203.98
Landscape Architect/RLA	\$44.58	\$128.08
Senior Environmental Specialist	\$43.76	\$125.72
Environmental Project Specialist	\$27.74	\$79.70
Senior Construction Administrator	\$70.46	\$202.43
Construction Administrator	\$46.96	\$134.92
Sr. Construction Inspector	\$33.44	\$96.07
Construction Inspector	\$24.14	\$69.35
Survey Manager	\$56.87	\$163.39
3-Person Survey Crew	\$79.52	\$228.46
2-Person Survey Crew	\$55.08	\$158.24
1-Person Survey Crew with Robot	Loaded Rate	\$120.00
Administrative	\$18.52	\$53.21



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December 18, 2017

GAI Project No. A120925.00

Ms. Becky Hiers-Bray, PE
Nassau County
96161 Nassau Place

**Continuing Engineering Services for Nassau Amelia Utilities
Engineer of Record Change**

Dear Ms. Hiers-Bray:

This letter serves to advise Nassau County of a change in GAI Consultants, Inc.'s (GAI) Engineer of Record for engineering services of our Continuing Engineering Contract with Nassau Amelia Utilities (NAU). This letter follows our letter dated December 18, 2017, which notified a change in the Project Manager for NAU. The following projects are currently under construction:

- Headworks and Aeration Piping Improvements

The previously letter notified that I, Jay Ameno, will be the PM for NAU. Additionally, this letter is to clarify that I will also perform as the Engineer or Record for the projects noted above. Janine Pardee will remain as the structural engineer and remain involved with the headworks rehabilitation.

The GAI Team is fully committed to successfully performing the work requests by NAU in a timely manner. Our team greatly appreciates the opportunity to provide engineering services to NAU. If you have any questions or would like to discuss this change, please do not hesitate to contact us.

Sincerely,

GAI Consultants, Inc.

A handwritten signature in blue ink, appearing to read 'Jules Jay Ameno, Jr.', written over a light blue rectangular background.

Jules Jay Ameno, Jr., PE
Sr. Engineering Manager

561.465.8001 direct / 561.531.4115 cell



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December 18, 2017

GAI Project No. A120925.00

Ms. Becky Hiers-Bray, PE
Nassau County
96161 Nassau Place

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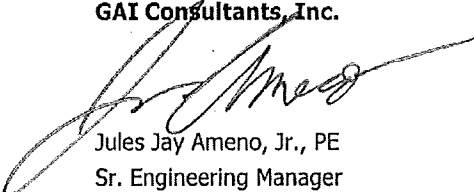
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