

**WORK AUTHORIZATION # CM2500-WA02
 NASSAU COUNTY
 BOARD OF COUNTY COMMISSIONERS
 CONTINUING CONTRACT FOR PROFESSIONAL ENGINEERING SERVICES
 RFQ/BID NO. NC17-006**

Consultant:	CPH, Inc.
Contract Number:	CM2500
Contact Name:	Wade P. Olszewski, P.E.
Contact Number:	904-332-0999 x 4404
Email:	wolszewski@cphcorp.com

CURRENT WORK AUTHORIZATION			
Project Short Title: Construction Plan Design Services for Sheriff Vehicle Storage Garage			
		CONTRACT OVERVIEW	
Date Submitted	9/28/18	Total of Previous Authorizations	\$36,319.91
Amount	\$37,304.30	This Work Authorization	\$37,304.30
Scheduled Completion	105 Days	Current Contract Total	\$73,624.21

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 January 8, 2018. The services to be provided under this Work Authorization are as follows:

ARTICLE 1. Services Described as:

CPH, Inc. will provide professional services to design a metal building warehouse facility of approximately 10,000 SF for the storage of motor vehicles, pursuant to the scope of services, attached hereto as Attachment "A".

ARTICLE 2. Time Schedule

CPH, Inc. shall perform the scope of services as projected in the estimated schedule attached hereto as Attachment "B".

ARTICLE 3. Budget

CPH, Inc. will perform the scope of services outlined herein for a lump sum amount of \$37,304.30; breakdown of fees for each task are provided in the compensation section of Attachment "A" and in the Billing Hourly Rate Computation attached hereto as Attachment "C".

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.

CS-18-133

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: WADE OLSZEWSKI
Title: SR. VP
Date: 12/26/10

RECOMMENDED AND APPROVED BY NASSAU COUNTY:


~~Nassau County Sheriff's Designee~~
~~Director of Engineering Services:~~


~~Becky Bray~~ Michael Edwards

Contract Management :

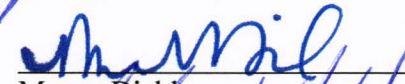

Grayson Hagins

County Attorney:



Michael Mullin

Office of Management & Budget:

CD 1.10.19


Megan Diehl

Interim County Manager


Michael Mullin

APPROVED by the Interim County Manager, designee for the BOARD OF COUNTY COMMISSIONERS, the 16th day of January, 20189

Account No. 65213521-562000 SHADM ✓



**AGREEMENT FOR PROFESSIONAL SERVICES
BETWEEN
CPH, INC.
AND
THE BOARD OF COUNTY COMMISSIONERS OF NASSAU COUNTY
FOR
SHERIFF VEHICLE STORAGE GARAGE
IN
NASSAU COUNTY, FLORIDA**

SEPT 28, 2018

This Agreement is composed of Part I and Part II. Part I includes details of the services to be performed, timing of the services, and compensations. Part II (attached) contains the CPH Standard Contract Provisions and Standard Hourly Rate Table, which are the general terms of the engagement between The Board of County Commissioners of Nassau County, herein after called the "CLIENT", and CPH, Inc., herein after called "CPH".

PART I

PROJECT DESCRIPTION

Project scope shall involve designing a metal building warehouse facility of approximately 10,000 SF for the storage of motor vehicles. We propose to provide the following services: Architecture plus structural foundation design and mechanical, electrical and plumbing engineering. CPH assumes that the CLIENT will hire a metal building supplier and that this entity will provide CPH with final column locations (in CADD) and building reactions which in turn will be used by CPH's structural engineer in designing the foundation system.

Additional requirements include:

1. 76' X 126' Metal Building rated for wind up to 150 mile per hour.
2. Wired for electrical outlets and lights according to code.
3. Exhaust fans, size and number based on design requirements
4. 12 – 14' X 16' "manually operated" roll-up doors, heavy duty
5. 4 – 3'0" x 6'8" Steel surface doors
6. Plumbing to support 6 bib risers to the building
7. 76' X 126' x 6" deep concrete slab on grade.
8. Roof will be based on most efficient design to support the building.
9. Color will be determined based on available colors most closely matching the existing Administration building.

SCOPE OF SERVICES

A. CONSULTANT

B. ARCHITECTURAL SERVICES



1.0 DESIGN DEVELOPMENT

CPH will prepare design development drawings to establish dimensioned floor plans, architectural/structural systems, mechanical and electrical systems and to review various options for building components. The intent of this phase will be to establish the most economical methodology for the building. The design options will be reviewed with the CLIENT, for the CLIENTS approval to proceed to construction documents. This task will be performed and billed as a lump sum service. Refer to the Compensation section of this proposal for the proposed fee.

2.0 CONSTRUCTION DOCUMENTS

Based on the CLIENTS approval of the design development, CPH will prepare architectural and engineering construction plans for the proposed building with related specifications, suitable for permitting and construction of the project. The building plans will include; architectural design and details, structural engineering design and details, and MEP design and details. Plans will be supplied to the CLIENT in reproducible form at a suitable scale to fit on a twenty-four inch by thirty-six inch (24" x 36") plan sheet and will be accurate, legible, complete in design, and suitable for submittal to the Local jurisdiction of Nassau County for final review and approval. The plans and data will be reviewed with the CLIENT, prior to submitting the plans to the Local jurisdiction of Nassau County. This task will be performed and billed as a lump sum service. Refer to the Compensation section of this proposal for the proposed fee. Any modifications to these plans requested by the CLIENT after the plans are prepared for submittal to the Local jurisdiction will be performed as an additional service and billed at the Standard Hourly Rates enclosed.

3.0 PERMITTING AND BIDDING

CPH shall provide signed and sealed Building Permit Submittals, necessary for permitting, which may include plans, specifications and / or calculations. Permitting Phase shall also include responding to up to two (2) rounds of responses to comments from Building Department, up to two (2) meetings with Building Department, and providing revised Drawings and specifications for modification, clarification or additional documents to comply with requirements for obtaining a Building Permit. Meetings required beyond these will be handled as additional service, and billed in accordance with our Standard Hourly Rates. Should there be a potential for denial on an application, the CLIENT will be informed so they may make the appropriate arrangements to retain legal staff to address the denial should it occur. The CLIENT will be financially responsible for any application or filing fee required by the agencies. This task will be performed and billed as a lump sum service. Refer to the Compensation section of this proposal for the proposed fee.

Any modifications to the plans requested by the Regulatory Agencies pertaining to the design in the previously mentioned plans, required to meet code, will be addressed by CPH as part of these services. Any modifications requested that are not code issues, or modifications requested by the CLIENT will be addressed as additional services and billed at the Standard Hourly Rates enclosed. Any other permits that may arise during the design or review process, and not outlined above, will be handled as an additional service, and billed in accordance with our Standard Hourly Rates.

Delivery of final drawings will be in the form of computer disks, Cad plots, or blueprints, according to your request and reproduction needs. CPH shall provide the necessary sets of sealed construction documents as required for plan reviews and permits by the Building Department.



CPH will assist with obtaining single source bid proposals from local general construction companies. CPH will respond to questions from contractors during the bidding period and provide addendums to the bid documents as required for proper plan documentation. CPH will assist the client with reviewing bid proposals.

4.0 CONSTRUCTION CONTRACT ADMINISTRATION

After the bidding phase, the architect and engineering sub-consultants may provide limited Construction Contract Administration Services throughout the construction phase of the project as outlined in the fee for this project. These services include six on-site observations and coordination with the Owner's contractor, clarification of construction documents, review/respond to contractor's RFI, provide supplemental drawings and specifications, and review contractor's submittals (shop drawings) only for general conformance with design concept of the project. CPH may also maintain record of submittals.

CLIENT-FURNISHED INFORMATION

It is understood that CPH will perform services under the sole direction of the CLIENT. In the performance of these services, CPH will coordinate its efforts with those of other project team members as required. The CLIENT shall provide CPH with project-related technical data including, but not limited to, the following:

- Project size, location, identification number, and building program.
- Current title commitment and any existing boundary and topographic surveys and plats. If CPH is not performing surveying services as part of the contract, CLIENT to provide current boundary and topographic information in AutoCAD 14 or more recent version, or DXF format.
- Previous Environmental investigation reports.
- Previous Geotechnical investigation reports.
- Master plan or development plans for the overall project. Preferably in AutoCAD 14 or more recent version, or DXF format.
- Any other pertinent information concerning this project to which the CLIENT may have access.

CPH will rely upon the accuracy and completeness of CLIENT-furnished information in connection with the performance of services under this Agreement.

CPH will begin performance of the above services upon verbal authorization followed by written authorization within 7 days of the verbal authorization to proceed is received. The schedule is also subject to timely delivery of information by the CLIENT and is exclusive of CLIENT and local review of interim products. If the CLIENT requests that work under this agreement be stopped, the schedule is subject to renegotiation when written authorization to continue is received.

COMPENSATION

Labor



CPH will perform the Scope of Services contained in this Agreement as identified on each task, either lump sum or time and materials. Refer to the Standard Hourly Rate Schedule to be utilized on this project. The following is the break down of fees for each task. Tasks that are identified as Time and Materials (Hourly) have been provided an 'Upset Limit' (USL) budget. The CLIENT will be informed when the services are about to exceed this limit.

<u>Phase No.</u>	<u>Phase Description</u>	<u>Billing Method</u>	<u>Fee</u>
A.	CONSULTANT		
B.	ARCHITECTURAL / ENGINEERING SERVICES		
1.0	Design Development	Lump Sum	\$ 5,619.48
2.0	Construction Documents	Lump Sum	\$19,040.72
3.0	Permitting and Bidding	Lump Sum	\$ 4,868.91
4.0	Construction Contract Administration	Lump Sum	\$ 7,775.19

Reimbursable Expenses

In addition to the labor compensation outlined above, CPH shall be reimbursed directly for project specific expenditures such as, but not limited to travel, printing and reprographics, postage, and telephone usage. Reimbursable expenses will be billed at their actual cost, without increase.

SERVICES NOT INCLUDED

The following services are not anticipated and, therefore, not included in this Agreement at this time:

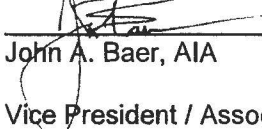
- Site Signage.
- Traffic Study.
- Expert witness for litigation.
- Construction staking.
- Environmental studies and coordination of environmental issues with the regulatory agencies.
- Geotechnical studies and additional testing required by the regulatory agencies.
- Off-site utility analysis and design.
- Off-site storm water analysis and design.
- Expediting the review process of the permits identified herein.
- Any permits not identified herein.
- Renderings that may be needed by other agencies.
- Structural Engineering design of retaining walls.
- Fire Sprinkler System design.
- Review of an alternative product in lieu of the product called for on the plans and specifications.
- Special meetings with agencies, other consultants or CLIENT not normally required to perform the work described in the Scope of Services, except those meetings specifically identified in the above Scope of Work
- Special requests by lending institutions or other parties not essential to completing the work described in the Scope of Services



- Permitting efforts relating to obtaining variances for the site development including tree issues, setbacks, parking, etc.
- Design of hardscape features including but not limited to structures, fountains, lighting, special paving, or signage
- Storm water modeling and/or analysis of the existing storm water pond system for retrofitting of the existing site
- Traffic studies or signalization design
- Easement or right-of-way vacation or dedication services or platting services
- Design and permitting of buildings and structures including bridges, retaining walls, etc.
- Design and/or permitting efforts associated with the site improvements (paving, grading, drainage, utilities, etc.) for future phases of the project
- Services resulting from changes made by CLIENT following the completion of specific project tasks that require re-work by CPH
- Wetlands Permitting
- Flood Plain Analyses
- Site Specific Maintenance of Traffic Plans
- Any other issues not specifically described in this proposal

Should work be required in any of these areas, or areas not previously described, CPH will prepare a proposal or amendment, at the CLIENT's request, that contains the Scope of Services, fee, and schedule required to complete the additional work item.

CPH, INC. AUTHORIZATION

By: 
 John A. Baer, AIA
 Vice President / Associate

Date: September 28, 2018

CLIENT AUTHORIZATION

The Board of County Commissioners of Nassau County agrees with Part I which includes the Scope of Services and Compensation Schedule. Part II contains CPH's Standard Contract Provisions referenced as Exhibit A and CPH's Standard Hourly Rate Schedule referenced as Exhibit B (attached hereto and acknowledged as being received). Together they constitute the entire Agreement between CPH, Inc. and The Board of County Commissioners of Nassau County.

Total Labor Fees for services proposed herein: \$37,304.30 plus reimbursable expenses.

It is understood that fees for the subject project, including but not limited to, application fees, impact fees, utility connection fees, review fees, permits, etc., will be paid directly by the CLIENT.

Payment for services rendered will be due within forty-five (45) days of invoicing. Should the CLIENT choose to not complete the project at any phase of the project, CPH will be due any



fees for services up to the time the CLIENT informs CPH in writing to stop work. Payment for services up to the time of the CLIENT'S notice will be due within thirty (30) days of the final invoice. Invoice payments must be kept current for services to continue. CPH reserves the right to terminate or suspend work when invoices become over forty-five (45) days past due. In event that the work is suspended or terminated as a result of non-payment, CLIENT agrees that CPH will not be responsible for CLIENT's failure to meet project deadlines imposed by governments, lenders, or other third parties. Neither is CPH responsible for other adverse consequences as a result of termination or suspension of work for nonpayment of the invoices.

This proposal is void if not executed and returned to CPH within 30 days of CPH's execution of the proposal.

The above fees, terms, conditions, and specifications are satisfactory and are hereby accepted. CPH is authorized to do the work as specified and payment will be made as outlined above.

By signing this agreement, I acknowledge that I have the legal authority to enter into this agreement and agree to be bound by the terms contained herein.

By: _____
Signature

Printed Name

Title: _____

Date: _____

Grayson Hagins

Subject: RE: CPH Phase D Proposal

From: Olszewski, Wade P. (P.E.) <wolszewski@cphcorp.com>
Sent: Monday, December 17, 2018 10:10 AM
To: Grayson Hagins <ghagins@nassaucountyfl.com>
Subject: FW: CPH Phase D Proposal

Grayson,

See below and let me know if this works or if you need something more detailed.

Wade

Wade P. Olszewski, P.E.
Senior Vice President/Associate
CPH
Phone: (904) 332-0999 x 4404
Cell: (904) 707-6780

From: Foster, Jeff (AIA)
Sent: Monday, December 17, 2018 9:00 AM
To: Olszewski, Wade P. (P.E.)
Subject: RE: CPH Phase D Proposal

Wade,

Let me know if this gets you what you need:

Task B 1.0 – Design Development – 45 days
Task B 2.0 – Construction Documents – 60 days

These tasks do not include City staff review time.

Thanks,

Jeff Foster, AIA
Sr. Architect
CPH
Phone: 407-322-6841 x 1125
Fax: 407-330-0639

Email: jfoster@cphcorp.com
Website: www.cphcorp.com

Celebrating Over 35 Years of Design Excellence

Attachment "C"

Nassau County Billing Hourly Rate Computation - CPH, Inc. SHERIFF VEHICLE STORAGE GARAGE

Classification	Billable Hourly Rate	SCOPE OF SERVICES HOURLY BREAKDOWN				Total Hours Per Classification	Billable Amount Per Classification
		Design Development	Construction Documents	Permitting and Bidding	Construction Contract Administration		
Principal Architect	\$184.04	4.00	4.00			8.00	\$1,472.32
Senior Architect	\$133.08	10.00	16.00	8.00	8.00	42.00	\$5,589.36
Senior Architectural Manager	\$109.17					0.00	\$0.00
Architect	\$112.87					0.00	\$0.00
Senior Architectural Designer	\$86.75	32.00	60.00	16.00	24.00	132.00	\$11,451.00
Architectural Designer	\$74.66					0.00	\$0.00
Interior Designer	\$82.11					0.00	\$0.00
Architectural Coordinator	\$64.75					0.00	\$0.00
Principal Structural Engineer	\$160.23		4.00		2.00	6.00	\$961.38
Senior Structural Engineer	\$131.26		12.00	3.00	3.00	18.00	\$2,362.68
Structural Engineer	\$87.32		30.00	4.00	9.00	43.00	\$3,754.76
Principal MEP Engineer	\$160.23		4.00		1.00	5.00	\$801.15
Senior MEP Project Engineer	\$117.93		40.00	8.00	12.00	60.00	\$7,075.80
Administrative	\$73.69	8.00	8.00	8.00	16.00	40.00	\$2,947.60
Clerical	\$46.75	4.00	4.00	3.00	8.00	19.00	\$888.25
Network Administration	\$109.38					0.00	\$0.00
Total Hours Per Task		58.00	182.00	50.00	83.00		
Billable Amount Per Task		\$5,619.48	\$19,040.72	\$4,868.91	\$7,775.19		
						\$37,304.30	

\$37,304.30