CHANGE ORDER APPROVAL FORM

ROJECT: Widening of Miner Road South for a Right Turn Lane at SR 200/SR A1A
CHANGE ORDER NUMBER: 1
DATE: <u>11/12/19</u>
CONTRACT NUMBER: CM2286-WA04
O CONTRACTOR: Civil Services, Inc.
Reason for Change Order: No Cost Time Extension for one year to November 14, 2020.
Detail: Extension for Engineering Services to coordinate with FDOT over next seven months, and then with CSI prough construction (post design services).
Original Work Authorization Sum
amount of This Change Order (Add)\$ 0.00
New Work Authorization Sum Including this Change Order \$ 84,865.79
APPROVED BY: DATE: 11/13/2015 Robert Companion, Engineering Services APPROVED BY: DATE: 11/13/19
APPROVED BY: Grayson Hagins, Contract Purchasing Manager DATE: 11/13/19
APPROVED BY: Megan Diehl, Office of Management and Budget DATE: 11/18/19
APPROVED BY: Michael Mullin, County Manager/County Attorney DATE:
PPROVED BY: N/A DATE:

ATTEST:	N/A	DATE:	
	John A. Crawford, Clerk of Courts		

Account No. 63470541-563365-MNRTL

Sharon Johns

From:

Robert Companion

Sent:

Friday, November 08, 2019 9:09 AM

To:

Sharon Johns; Shelley Caldwell

Cc:

Grayson Hagins

Subject:

RE: Expiring Contract(s) - November 2019 - Public Works CM2286-WA04 Civil Services,

Inc. (Miner Rd - Right turn lane)

Working on this project as well. Please extend for one year, as we have to coordinate with FDOT over next seven months, and with CSI through construction (post design services) after that.

Robert T. Companion, PE

County Engineer

Nassau County Engineering Services 96161 Nassau Place Yulee, FL 32097 904-530-6225 Phone 904-491-3611 Fax

rcompanion@nassaucountyfl.com

From: Sharon Johns <sjohns@nassaucountyfl.com>

Sent: Friday, November 08, 2019 9:07 AM

To: Robert Companion < rcompanion@nassaucountyfl.com>; Shelley Caldwell < scaldwell@nassaucountyfl.com>

Cc: Grayson Hagins <ghagins@nassaucountyfl.com>

Subject: RE: Expiring Contract(s) - November 2019 - Public Works CM2286-WA04 Civil Services, Inc. (Miner Rd - Right

turn lane)

Importance: High

Good Morning,

The following contract(s) will expire November 14, 2019. Please advise as to whether you would like to renew and/or extend any of them. For those that do not have a renewal option, you will need to obtain new quotes should you want to continue the services provided.

Contract Tracking Record	Vendor Name	Description of Contract	Contract End Date	Term Note
CM2286- WA04	Civil Services, Inc.	Work Authorization No. 4 for widening of Miner Road South for a right turn lane at SR200/A1A	11/14/19	To be completed within 6 months from the issuance of the NTP

Thank you,
Sharon A. Johns
Contract Specialist
Nassau County Board of County Commissioners
Office of Management & Budget

96135 Nassau Place, Suite 2 Yulee, FL 32097 (904) 530-6040

Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public records request, please do not send electronic mail to this entity. Instead, please contact this office by phone or in writing.

WORK AUTHORIZATION # CM2286-WA04 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@civilservicesinc.com

	CURRENT	WORK AUTHORIZATION	
Project Short Title: Wi	dening of Miner Ro	ad South for a Right Turn Lane at SR 200	/ SR ALA
		CONTRACT OVERY	TEW .
		Total of Previous Authorizations	\$140,850.95
Date Submitted	4/24/19	Adjustments/Change Orders	\$0.
Amount	\$84,865.79	This Work Authorization	\$84,865.79
Scheduled Completion		Current Contract Total	\$225,716.74

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 widening of Miner Road for a right turn lane at SR 200/SR AIA Intersection, pursuant to the scope of services dated March 26, 2019, 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 Services, Inc.'s fee for the professional services outlined in the Scope of Services is \$84,865.79. 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:	
RV·	CHEM_
	Name: Christopher E. Morse
	President
Date:	April 24, 2019
RECOMMENDED AND APPROVED E	BY NASSAU COUNTY:
Director of Engineering Services:	Lam A Borgari
Board of County Commissioners, Chair:	Laura A. Borgesi Justin M. Taylor
Ex-Officio Clerk:	(see below) John Crawford
County Attorney:	Michael Mullin
APPROVED by the BOARD OF COUNTY COMM	MISSIONERS, the 13t hay of May , 2019
ACCOUNT NO.:	
Attestation: Only to Authenticity Chairman's Signature:	
John A. Crawford, Ex-Officio Clerk	MES. W. PA



BRIDGE . ROADWAY . CIVIL . WATER RESOURCES

Jacksonville • Atlanta • Riviera Beach • Augusta

Attachment "A"

April 24, 2019

Mr. Robert Companion.

Nassau County Public Works Department
96161 Nassau Place
Yulee, FL 32097

Re: Widening of Miner Road South for a Right Turn Lane at SR 200 / AIA Intersection

Dear Mr. Companion:

Civil Services, Inc. (CSI) is pleased to submit the following proposal for providing professional engineering services for the Miner Road right turn lane widening at SR 200 / AIA at intersection. 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 widening of the Miner Road South to have a right turn lane onto SR 200 / AIA in Yulee, Florida.

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 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 FDOT Standard Specifications, FDOT Standard Plans and directions provided by the COUNTY.

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

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, Plan Sheets, Drainage Sheets, Traffic Control Plans, Soil Survey Sheet and Signalization 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:

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

Survey & Utility Subsurface Engineering: By Cardno, Inc. Please refer to the attached survey and SUE scope of work.

Signalization Design: By Peters & Yaffee, (P&Y)Inc.

Geotechnical Engineering: By CSI-Geo Please refer to the attached geotechnical scope

C. Phase II: 60% Plans

CSI will develop 60% Design Roadway and Signalization Plans for review and approval by COUNTY and Florida Department of Transportation.

Phase III: 90% Plans Submittal:

After the approval of the 60% Plans Submittal and after resolving all the 60% Plans review comments, CSI will submit 90% Plans for review and approval by the County and Florida Department of Transportation.

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 II (60%)
- 2. Phase III (90%)
- 3. Phase IV (100%)

4. F. Specifications:

The CSI 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 Lum Sum of \$75,908.25. Subsurface Utility Engineering fee of \$8,957.54 will be based on as needed basis. A breakdown of fees is shown below. CEI is not included in this fee proposal.

TACK

BREAKDOWN OF PROPOSED FEES

FFF

IAS	V	FEE
I.	Roadway Design (Civil Services, Inc.)	\$ 46,118.89
II.	Survey & SUE Services (Cardno, Inc.)	\$ 13,276.56
III.	Signalization Design (Peters & Yaffee, Inc.)	\$13,131.80
IV.	Geotechnical Engineering (CSI-Geo)	\$3,381.00
	Lum Sum Fee: Limiting Amount Fee:	\$75,908.25 \$8,957.54
	Lum Sum & Limiting Amount:	\$84,862.79

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

Robert Companion Nassau County Public Works

SCOPE OF SERVICES Surveying & Subsurface Utility Engineering

SCOPE:

The goal of this project it to provide a right turn lane from Miner Road onto SR 200. Cardno is task to provide the Surveying and Subsurface Utility Engineering necessary for Civil Services Inc. (CSI) to provide the design of the right turn lane.

The following tasks will be conducted by Cardno:

- Establish horizontal project control on Florida State Plane Coordinates Florida East Zone tied to the FDOT SR 200 project FPID 210712-4.
- Establish vertical project control on NAVR 88 datum tied to the FDOT SR 200 project FPID 210712-4.
- Establish an alignment on Miner road throughout project limits based on centerline of existing pavement and tied to existing Right of way of Minor Road and SR 200 alignment. Stake the alignment on Miner Road only at the beginning and ending stations, PC, PT and non-curve Pl.
- Reference beginning and ending stations, PC, PT and Non Curve PI. References will be 2 point in each
 Direction set at arbitrary distances from Centerline (does not include preparing Reference sheet for
 Engineer)
- Provide 3D TOPO/DTM through project limits being right of way to right of way on Miner Road and out 10 feet beginning at the edge of pavement of east bound SR 200 and running down Miner road for a distance of 600 feet.
- Provide ASCE Quality Level "B "Designating (Horizontal marking of subsurface utility mains) within project limits.
- Provide Survey of the ASCE Quality Level "B" Designating results.

OPTIONAL SERVICES:

- Provide up to 16 ASCE Quality Level "A" Locating (VVH Test Holes) on potential utility Conflicts with the proposed design. Based on two mobilizations to complete the 16 VVH.
- Provide Survey of the ASCE Quality Level "A" Locating results.

Schedule:

The above outlined surveying and subsurface utility engineering will be completed within 3 weeks (weather permitting) of receiving a written notice to proceed (NTP) with terms and conditions acceptable to Cardno.



GEOTECHNICAL SCOPE OF WORK Miner Road Right Turn Lane at SR 200 Yulee, Florida

PROPOSED GEOTECHNICAL EXPLORATION

<u>Field Exploration</u> - The proposed exploration will consist of geotechnical studies and the collection of subsurface data as follows:

Right Turn Lane- Auger borings will be performed to depth of 5.0 feet on one hundred feet spacing along the proposes right turn lane. Soil samples for laboratory soil testing will be obtained on a frequency of three samples per stratum per mile. Work will also include review of the encountered ground water levels and estimation of the seasonal high ground water levels.

Soil samples will be classified, containerized, and marked in the field and returned to the laboratory for visual inspection and classification by the geotechnical engineer using the AASHTO and Soil Classification System.

<u>Laboratory Testing</u> - Routine laboratory testing will be conducted on representative soil samples to determine classification. Laboratory classification and index soil tests will be performed as necessary on selected soil samples obtained from the exploration. Specific tests to be performed are Organic Content, Moisture Content, Atterberg Limits, Percent Fines, and Gradation Tests.

<u>Engineering/Support Services</u> - A geotechnical engineer, registered in the State of Florida, will direct the geotechnical exploration and provide engineering analysis and evaluation of the site and subsurface conditions with respect to the planned construction. The results of the exploration will be presented in a report containing the following:

- A brief discussion of the planned construction.
- A graphical representation of the subsurface conditions encountered as well as the existing on-site
 conditions, such as topography, surface vegetation, encountered and seasonal high water tables, etc., as
 they relate to the planned construction.
- A report of tests sheet that summarizes the laboratory test results, the soil stratification (i.e. soils grouped into layers of similar materials) and construction recommendations relative to Standards.
- An appendix that contains stratified soil boring profiles, and laboratory test data sheets.
- Written discussion of the subsurface conditions encountered.
- Evaluation of the subsurface soils and recommendations concerning the suitability of the subsurface soils for support of the planned right turn lane.
- Recommendations for the required site preparation and earthwork construction.

ESTIMATE OF WORK EFFORT AND COST - PRIME CONSULTANT

Name of Project County: A/E Comment No. Statement of Work No.;	Messer Floori Nasseu	Hasseu Court	ey - CSI GEC C	arwact										3/21/2019		
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Page 1 of 3

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ESTIMATE OF WORK EFFORT AND COST - PRIME CONSULTANT

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Page 1 of 1

371/2019

ESTIMATE OF WORK EFFORT AND COST - SUBCONSULTANT

Miner Road Ai SR 200 Right Turn Lane Nassau

Staff Classification	Total Staff Hours From	Principal	Sr. Engineer	Engineer	Engineering	Designer	Staff Classi-	Staff Classi-	Staff Classi-		Staff Classi-	Staff Classi-		SH	Salary	Average
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7. Structures - Retaining Walls	0		0	0	0	0	0	0	0		0			0	80	#DIV/OI
18. Structures - Miscellaneous		0	0		0	0		0	0		0			0	80	#DIMOI
9. Signing & Pavement Marking Analysis		0	0		0	0	0	0	0	0		0		0	500	#DIVIDE
20. Signing & Pavement Marking Plans	0	0	0	0	0	0	0	0	0	0	0	0	0		90	*DIV/O
21, Signalization Analysis	62	12	12	12	12	12	0	0	0	0	0	0	0	60	\$7,679	\$131.32
72. Signalization Flans	28						0	0	0	0	0	0		40	85.853	\$131,32
23. Lighting Analysis	0	0	0	0	0	0		0	0	В	0	0			80	IDWIDE
24. Lighting Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	90	KORVION
S. Landscape Architecture Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	30	#DIVIDE
6. Landscape Architecture Plans		0	0	0	0			0	0				0		80	IDIVIDI
7. Survey (Field & Office Support)	0	0		0	0	0	0	0	0	0	0	0	0	0	80	PDIV/01
8. Photogrammetry	0	0		0	0	0		0	0	0	0	0	0		\$0	#DIV/OI
9. Mapping		0	0	0		0	0		0	0	0	0		0	20	HOIVIO
O. Terrestriel Mobile LIDAR	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	MONYOU
1. Architecture Development	0	0	0	0	0	0			0	0	0	0	0	0	80	#DIV/DI
2. Noise Barriers Impact Design Assessment	0	0	0	0	0	0	0		0	0	0	0	0	0	\$0	*DIVID!
3. Intelligent Transportation Systems Analysis	0	0	0	0	0	0	0	0	0	0		0		0	80	BENNATA
4. Intelligent Transportation Systems Plans	0	0	0	0	0	0		0	0	0		0	0		900	MON/OI
5. Geolechnical	0	0	0	0	0	0	0	0		0	0	0	0	0	80	#DIV/OI
6. 3D Modeling	0	0	0	0	0		0	0				0	0	0	20	#DIV/O
Total Staff Hours	100	20	50	20	20	20	0	0	0	0	0	0	0	100		
Total Staff Cost		\$4,265.80	\$3,657 80	\$2,265,40	\$1,524.90	\$1,398.20	80.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6.00		\$13,131,80	\$131.32

				210,00	
SALARY RELATED COSTS:					\$13,131.80
OVERHEAD:					\$0.00
OPERATING MARGIN:					\$0.00
FCCM (Facilities Capital Cost Money):					\$0.00
EXPENSES:					\$0.00
SUBTOTAL ESTIMATED FEE:					\$13,131.80
Survey (Fleid)	0	4-person crew	\$ -	/ day	\$0.00
Geotechnical Field and Lab Testing					\$0.00
SUBTOTAL ESTIMATED FEE:					\$13,131.80
Optional Services					\$0.00
GRAND TOTAL ESTIMATED FEE:					\$13,131.80



GEOTECHNICAL COST ESTIMATE Miner Road Right Turn Lane at SR 200 Yulee, Florida

2394 St. Johns Bluff Road, S Suite 200 Jacksonville, Florida 32246 tall (904) 641-1993 fax (904) 645-0057

		Number			Estimated
Item Description	Unit		Cost / Unit		Cost
Field Investigation					
Mobilization/Demobilization - Truck	ea.	1	\$550.00	lea.	\$550.00
6 Auger Borings @ 5' ea.	ft.	30	\$10.50	/A.	\$315.00
Boring Layout/Utility Clearance/Coordination	hr.	6	\$120.00	/hr.	\$720.00
Subtotal:					\$1,585.00
Laboratory Testing					
Organic Content	ea.	3	\$37.00	/ea.	\$111.00
Natural Moisture Content	ca.	3	\$21.00	lea.	\$63.00
Single Sieve Grain Analysis	ca.	3	\$39.00	/ea.	\$117.00
Grain Size Analysis	ea.	3	\$67.00	ea.	\$201.00
Atterberg Limits	ea.	2	\$99.00	lea.	\$198.00
Subtotal:					\$690.00
Engineering/Support Services					
Senior Geotechnical Engineer	hr.	1	\$170.00	/hr.	\$170.00
Geotechnical Engineer	hr.	2	\$155.00	/hr.	\$310.00
Geotechnical Staff Engineer	hr.	3	\$120.00	/hr.	\$360.00
CADD	hr.	2	\$108.00	/hr.	\$216.00
Clerical	hr.	1	\$50.00	/hr.	\$50.00
Subtotal:					\$1,106.00
TOTAL (Estimated):				*	\$3,381.00