

**WORK AUTHORIZATION # CM2786-WA11
NASSAU COUNTY
BOARD OF COUNTY COMMISSIONERS**

Consultant:	Florida Governmental Utility Authority (FGUA)
Contract Number:	CM2786-WA11
Contact Name:	Steve Spratt
Contact Number:	407-629-6900
Email:	sspratt@govmserv.com

CURRENT WORK AUTHORIZATION			
Project Short Title: Amelia Island WTP Booster Pump Station Modification			
		CONTRACT OVERVIEW	
Date Submitted	07/27/21	Total of Previous Authorizations	\$1,008,981.40
Amount	\$690,889.48	This Work Authorization	\$690,889.48
Scheduled Completion	20 Months after NTP	Current Contract Total	\$1,699,870.98

This Work Authorization is to the AGREEMENT between Nassau County and the Consultant known as the Interlocal Agreement between Nassau County and Florida Governmental Utility Authority for Water and Wastewater Utility Capital Project and related Grant/Loan Administration and Special Assessment Services, dated December 19, 2019. The services to be provided under this Work Authorization are as follows:

ARTICLE 1. Services Described as:

The Consultant shall assist the County in carrying out all Engineering, Capital Project Administration and Inspection services during the construction phase of the Amelia Island WTP Booster Pump Modification Project. Specifically, services provided shall be as detailed in the related Work Authorizations to Government Services Group, Inc. and GAI Consultants, Inc. attached hereto for reference.

ARTICLE 2. Time Schedule

The Consultant shall begin upon execution of this Work Authorization and shall complete within 20 months of the Notice to Proceed being issued to the Contractor.

ARTICLE 3. Budget

The Consultant will perform the Engineering, Capital Project Administration scope of services outlined herein for a lump sum amounts of \$290,095.00 and \$208,944.48, respectively and the Inspection scope of services for a not-to-exceed amount of \$191,850.00. A copy of the related Work Authorizations to Government Services Group, Inc. and GAI Consultants, Inc. are attached hereto for reference.

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 agreement 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.

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: Steve Spratt
Print Name: Steve Spratt
Title: FGUA System Manager
Date: 8/5/2021

RECOMMENDED AND APPROVED BY NASSAU COUNTY:

Department Head/Managing Agent: Megan Diehl 8/6/2021
 Department Head/Managing Agent (Date)

Contract Management: [Signature] 8/6/2021
 Brian Simmons (Date)

Office of Management & Budget: Megan Diehl 8/9/2021
 Megan Diehl (Date)

County Manager: Taco E. Pope, AICP 8/10/2021
 Taco E. Pope (Date)

Ex-Officio Clerk: See signature below
 John Crawford (Date)

County Attorney: Michael S. Mullin 8/10/2021
 Michael S. Mullin (Date)

APPROVED by the BOARD OF COUNTY COMMISSIONERS or their Designee, this 13th day of September, 2021.

BOARD OF COUNTY COMMISSIONERS
NASSAU COUNTY, FLORIDA

[Signature]
Thomas R. Ford
Chairman

ACCOUNT NO.: 71500533 562002 BPS

ATTESTATION: Only to Authenticity
as to Chairman's Signature:
[Signature]
John A. Crawford, Ex-Officio Clerk

Florida Governmental Utility Authority

Board Agenda Item Thursday, June 17, 2021

Item

- CA 2 Approval of Work Authorization No. GAI 21-04 with GAI Consultants, Inc. for Consulting Engineering Services related to the Amelia Island WTP Booster Pump Station Modification Project, located in Nassau Amelia Utility System (NAU), Nassau County**
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Summary

Provided for your review and consideration is Work Authorization No. GAI 21-04 with GAI Consultants, Inc. (GAI) for Consulting Engineering services during construction related to the Amelia Island WTP Booster Pump Station Modification Project, located in the Nassau Amelia Utility (NAU) System, Nassau County. As the Board may recall, an Interlocal Agreement between Nassau County and the Florida Governmental Utility (FGUA) was approved in December 2019 which provides for the FGUA to assist the County with capital improvement project administration, inspection, grant/loan administration and special assessment services on a mutually agreed upon project-by-project basis.

The Nassau County Board of County Commissioners is anticipated to award the Construction Agreement for the project at its special Board of County Commissioners meeting on June 14, 2021 in the lump sum amount of \$3,488,000.00, including an additional 10% contingency. Related Work Authorization CM2786-WA12 to the FGUA, providing assistance to the County in carrying out engineering, capital project administration and construction inspection services required during the construction of the Project, has been routed for County approval as well. A copy of that Work Authorization is attached for reference and includes \$690,889.48 to complete the required work. Of this amount, \$290,095.00 (lump sum) is allocated to GAI for engineering services, and \$208,944.48 (lump sum) and \$191,850.00 (not-to-exceed) are allocated to GSG for Capital Project Administration and Inspection services, respectively.

Work Authorization No. GAI 21-04 provides for the aforementioned engineering services, including but not limited to, general administration of the construction contract, chairing the pre-construction conference, conducting site visits during construction, review of shop drawings, negotiate change orders, and issuing certificates of substantial and final completion. (A.6 Services – Construction Contract Administration). The lump sum for this work is \$290,095.00, to be fully funded by the Nassau County Work Authorization to the FGUA as referenced above. This work is scheduled to be complete within twenty (20) months from the Notice to Proceed to the Contractor.

Recommendation

Staff recommends approval of Work Authorization No. GAI 21-04 with GAI Consultants, Inc. in the lump sum amount of \$290,095.00 for Consulting Engineer Services related to the Amelia Island WTP Booster Pump Station Modification Project, located in the Nassau Amelia Utility System, Nassau County, conditioned upon approval of the authorizing Work Authorization from Nassau County,

Budget Impact

None. This work will be fully reimbursed by Nassau County and does not require FGUA funding.

Board Action

Moved by:

Seconded by:

Action Taken:

Work Authorization No. GAI 21-04

to

Professional Services Agreement Between the

Florida Governmental Utility Authority ("FGUA"),
a legal entity and public body created by Interlocal agreement pursuant to
Section 163.01(7), Florida Statutes

and

GAI Consultants, Inc.

A. SUMMARY OF SERVICES TO BE RENDERED

This work authorization addresses the anticipated engineering services required during construction of the Nassau County Amelia Island WTP Booster Pump Modification Project, based on GAI's assessment of the project. This Work Authorization is issued pursuant to an interlocal agreement between Nassau County and the FGUA.

Project Background

Nassau County 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 its Rehabilitation and Replacement (R&R) program, Nassau County continues to improve its system.

For this project, Nassau County desires to rehabilitate/replace the Booster Pump Station (BPS). The BPS building foundation has been continuously experiencing settlement and the ground storage tank has leaks. In May 2019, Nassau County authorized GAI to conduct a structural investigation of the Amelia Island BPS. GAI recommended the replacement of the BPS facility. Consequently, in December 2020, GAI was tasked with developing a hydraulic model for Nassau County's transmission water mains as a tool to project necessary upgrades to maintain and accommodate the future growth. Based on the hydraulic modeling analysis, a BPS upgrade has been designed with properly sized pumps, which will meet the required fire flow criteria and daily usage criteria. The replacement system will improve reliability and efficiency by upgrading to modern pumps, controls and back-up systems.

Scope of Services

Upon receipt of the Notice to Proceed from the FGUA, GAI shall complete the following tasks:

A.6 Services – Construction Contract Administration

Task 1 Project Management – Provide internal coordination and management of sub consultants, staff, and monitoring reports. Making periodic site visits for Engineer of Record (EOR) purposes.

- a. This task is based on an 18-month construction schedule and includes project monitoring, reviewing daily reports provided by the CEI, sub-consultant coordination and review, and project management efforts.
- b. EOR (Principal) site visits are based on one site visit a month to coincide with the monthly progress meeting and preparation of the EOR Site Observation Report.
- c. Facilitate the preconstruction conference and prepare meeting agenda and minutes.

Task 2 Shop Drawings

- a. GAI shall maintain the submittal/review log.
- b. GAI shall review all technical shop drawings as required in the Contract Documents. GAI shall assume a maximum of 20% of the shop drawings will also have a resubmission.

Task 3 Requests for Information

- a. During construction, field conditions may require clarification. These changes are often related to underground conflicts, maintaining operation, or other existing facility challenges which may arise.
- b. GAI shall review and respond to all Contractor Requests for Information (RFI's) with input from the FGUA as required. For the purpose of this scope, it is assumed that approximately 15 RFI's will require formal response

Task 4 Progress Meetings

- a. GAI shall prepare the reports/logs for the project meetings including: Shop drawings, testing, RFIs, etc.
- b. Facilitate 18 monthly progress meetings to be combined with EOR visit identified in Task 1.
- c. Provide clarifications and coordinate with sub-consultants for attendance as required.

Task 5 Review of Construction Inspection Reports

- a. GAI shall consult with the FGUA's inspector and review all observations and Inspection reports performed by the Inspector to ensure the Work conforms in general to the Contract Documents.

Task 6 Change Orders and Directives

- a. Negotiate with the Contractor the scope and cost of any contract Change Order or other Change Directive and provide a recommendation to the Authority. Prepare and issue Change Orders and other Change Directives as required.

Task 7 Substantial and Final Walkthroughs/Inspections

- b. Conduct Substantial and Final Completion walkthroughs/inspections. Substantial Completion walkthrough/testing to be combined with a progress meeting.
- b. Confirm construction meets design intent, develop a punch list of remedial items.
- c. GAI shall prepare Certificates of Substantial and Final Completion utilizing standard FGUA forms.

Task 8 Start-up and Testing

- a. Attend startup and testing of systems/equipment. Two mechanical start-ups are estimated.

Note that startup will be conducted in multiple steps/phases throughout the project such that components can be placed in service while keeping the existing booster station operational. This is expected to be in several steps in preparation for the new pump room to be installed/tested. It is assumed that the contractor will have pre-tested the equipment prior to GAI's attendance for certification purposes.

- b. Additional separate startup items will include generator and diesel storage tank.
- c. Review site piping pressure tests and bac-t testing results, as provided by the CEI and/or contractor.
- d. Attend all activities identified in the Contract Documents to be attended by the Engineer.

Task 9 Final Certifications/Record Drawings

- a. Prepare record drawings for the Booster Pump Station. Record drawings will be prepared based on the as-builts and surveys prepared by the Contractor.
- b. Coordinate the drawings from the specialty sub-consultant in preparation for the final record drawing package.
- c. Certification of the project to the agencies. Complete certification forms and closeout permits (Florida Department of Environmental Protection and Nassau County).

A.7 Services – Detailed Observation of Construction

Detailed observation of construction will be provided by the FGUA.

EXCLUSIONS

This scope does not include permitting fees. Permit fees shall be paid for by others, as may be required.

**B. PROJECT COST: PROJECT: Nassau County Amella Island WTP Booster Pump
Modification Project**

	Billing Rate	Number of Hours	Cost Extended
EOR/Principal/Associate	\$ 270	100	\$ 27,000.00
Project Manager	\$ 230	177	\$ 40,710.00
Engineer 3	\$ 95	328	\$ 31,160.00
Professional Engineer 2	\$ 175	611	\$ 106,925.00
Designer 3	\$ 130	134	\$ 17,420.00
Subconsultant			\$ 50,880
Expenses			\$ 16,000.00
			<hr/>
			\$ 290,095.00

Total Lump Sum Cost: \$290,095

C. PROJECT SCHEDULE:

All Work shall be completed within 20 months of the Notice to Proceed.

D. NOTICE/PROJECT MANAGER OF CONSULTANT

**Jules J.
Ameno Jr**

Digitally signed by Jules J. Ameno Jr
DN: cn=Jules J. Ameno Jr,
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Date: 2021.06.02 15:32:08 -04'00'

GAI Consultants
Jules J. Ameno, P.E.
Sr. Engineering Manager
618 E. South Street
Orlando, FL 32801

Board Chair

Florida Governmental Utility Authority
280 Wekiva Springs Road, Suite 2000
Longwood, Florida 32779

Kathleen S. Leo

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GAI Consultants
Kathleen Leo, P.E.
Vice President
618 E. South Street
Orlando, FL 32801

Certification that Sufficient Funds are Available:

David DiLena
Chief Financial Officer

Robert W. Dickson, P.E.
Capital Program Manager

Dated this 17 day of June, 2021

Florida Governmental Utility Authority

Board Agenda Item Thursday, June 17, 2021

Item

CA 2a Approval of Work Authorization GSG 21-40 with Government Services Group, Inc. for Capital Project Administration and General Inspection Services related to the Amelia Island WTP Booster Pump Modification Project, located in the Nassau Amelia Utility (NAU) System, Nassau County

Summary

Provided for your review and consideration is Work Authorization GSG 21-40 with Government Services Group, Inc. for Capital Project Administration and Inspection Services related to the Amelia Island WTP Booster Pump Modification Project, located in the Nassau Amelia Utility (NAU) System, Nassau County. As the Board may recall, an Interlocal Agreement between Nassau County and the Florida Governmental Utility (FGUA) was approved in December 2019 which provides for the FGUA to assist the County with capital improvement project administration, inspection, grant/loan administration and special assessment services on a mutually agreed upon project-by-project basis.

The Nassau Board of County Commissioners is anticipated to award the Construction Agreement for the project at the regularly scheduled Board of County Commissioners meeting on June 14, 2021 in the lump sum of \$3,488,000.00, including an additional 10% contingency. Related to Work Authorization CM2786-WA12 to the FGUA, providing assistance to the County in carrying out engineering, capital project administration and construction inspection services required during the construction of the Project, has also been routed to the County for approval. A copy of that Work Authorization is attached for reference and includes \$690,889.48 for the FGUA to complete these services. Of this amount, \$290,095.00 (lump sum) is allocated to GAI for engineering services, and \$208,944.48 (lump sum) and \$191,850.00 (not-to-exceed) are allocated to GSG for Capital Project Administration and General Construction Inspection services, respectively.

Under Work Authorization No. GSG 21-40, GSG will perform an estimated 1,583 hours of general construction inspection services, including the observation and documentation of the construction project. GSG will provide the information collected and recorded during the inspections to the Engineer of Record, GAI Consultants, Inc. The Engineer of Record will certify and provide record drawings to place this project into services as may be required by the Florida Department of Environmental Protection (FDEP) and/or Department of Health rules and regulations. The fee for inspection services is a not-to-exceed amount of \$191,850.00, based upon the estimated weekly average of hours needed for inspection of this project.

Additionally, GSG will provide Capital Project Administration services for the construction phase of the project as identified in Section 2.10 of the Amended and Restated Management Services Agreement. Fees related to the Capital Project Administration Services for this project are funded by Nassau County on a project-by-project basis as indicated above and have not been included in GSG's annual base Capital Program Administration fees. The fee for the Capital Project Administration (construction phase) of this project is a lump sum of \$208,944.48 and shall be reimbursed in twenty (20) equal payments of \$10,447.22 throughout the scheduled construction duration for the project, commencing with the first payment upon issuance of the Notice to Proceed to the Contractor.

All fees related to Work Authorization No. GSG 21-40 will be fully funded by Nassau County via the Nassau County Work Authorization to the FGUA referenced above. The project is scheduled to be complete within 20 months from the commencement date established in the Contractor's Notice to Proceed.

Recommendation

Staff recommends approval of Work Authorization No. GSG 21-40 with Government Services Group, Inc. for Capital

Project Administration and General Inspection Services related to the Amelia Island WTP Booster Pump Modification Project, located in the Nassau Amelia Utility (NAU) System, in the not-to-exceed amount of \$191,850.00 and the lump sum amount of \$208,944.48 for General Inspection and Capital Project Administration services, respectively on behalf of Nassau County and conditioned upon approval of the related Work Authorization from Nassau County.

Budget Impact

None. This work will be fully reimbursed by Nassau County and does not require FGUA funding.

Board Action

Moved by:

Seconded by:

Action Taken:

WORK AUTHORIZATION NO. GSG 21-40

To

Management Services Agreement Between the

Florida Governmental Utility Authority ("FGUA"),
a legal entity and public body created by interlocal agreement pursuant to
Section 163.01(7), Florida Statutes

and

Government Services Group, Inc. ("GSG")
for the Nassau County NAU Amelia Island WTP Booster Pump Station Modification Project

A. SUMMARY OF SERVICES TO BE RENDERED

Under this Work Authorization, Government Services Group, Inc. (GSG) will perform general construction inspection and construction phase capital project administration services for the Nassau County NAU Amelia Island WTP Booster Pump Station Replacement Project on behalf of Nassau County pursuant to the December 12, 2019 Interlocal Agreement and related Work Authorization CM2786-WA12 approved by the County.

The planning, design and bidding phases of the project have been completed, with construction anticipated to commence July 2021. The project includes construction of a new pump building, electrical building, ground storage tank, generator, yard piping and supporting appurtenances and demolition of the existing ground storage tank and pump station.

The project is scheduled to be complete within nineteen (20) months from the commencement date established on the Contractor's Notice to Proceed. GSG will provide the information collected and recorded during inspections to the Engineer of Record, GAI Consulting, Inc. The Engineer of Record will certify and provide record drawings to place this project into service as may be required by the Florida Department of Environmental Protection (FDEP) and/or Department of Health rules and regulations.

An estimated 1,583 hours of general inspection services to be provided by GSG shall include, but not be limited to, preconstruction planning and meetings, work site documentation, verification of materials used and stored on site, verification of materials installed and verification that the equipment installed is in accordance with the approved plans, performance testing and project close out documentation. This effort for inspection services is based on an estimate of the average weekly hours associated with the inspection of the project.

Capital project administration services provided for the project shall be as identified in Section 2.10 of the Amended and Restated Management Services Agreement. The lump sum fee for the construction phase capital project administration services identified below excludes any efforts related to additional work.

B. PROJECT COST**Project No: FUNDED BY NASSAU COUNTY**

Inspection Services:

	Billed at	Number of hours	Cost extended
Senior Manager	\$246.00	5	\$1,230.00
Regional/Area Manager	\$176.00	150	\$26,400.00
Sr. Inspector	\$115.00	1,428	\$164,220.00
TOTAL HOURS		1583	
Total Cost			\$191,850.00

TOTAL Not-to-Exceed \$191,840.00

Capital Project Administration Services:

TOTAL Lump Sum \$208,944.48

Payments for the capital project administration will be made to GSG in twenty (20) equal installments of \$10,447.22, with the first payment made upon issuance of the Notice to Proceed to the Contractor for the project. The fee equates to 5% of the total project costs related to the construction phase, including: actual construction costs (Sawcross, Inc. Bid) and inspection fees (identified above). A summary of these costs are as follows:

Construction Costs:

Sawcross, Inc. \$3,488,000.00
(\$3,836,800.00 inclusive of 10% contingency)

Inspection Fees:

Work Authorization No. GSG 21-40 \$191,850.00 (see above)

Capital Project Administration Fee:

Work Authorization No. GSG 21-40 \$208,944.48

Engineering Services (GAI WA 21-04) \$290,095.00

Total Project Costs (Construction Phase) \$4,178,889.48

Payment is contingent on timing and receipt of funding from Nassau County.

C. PROJECT SCHEDULE

Complete within twenty (20) months of Notice to Proceed. Issuance of Notice to Proceed by FGUA is contingent upon receipt of fully executed Work Authorization CM2786-WA11 from Nassau County.

D. NOTICE/PROJECT MANAGER OF CONSULTANT

Stephen M. Spratt, Senior Vice President
Government Services Group, Inc.
1500 Mahan Drive, Suite 250
Tallahassee, FL 32308

Chair / Vice Chair
Florida Governmental Utility Authority
280 Wekiva Springs Rd., Suite 2070
Longwood, FL 32779

Certification that Sufficient Funds are Available:

David M. DiLena, CPA
Chief Financial Officer

Eugene Adams, Esq.
General Counsel

Dated this 17 **day of** June, **2021**