

CS-22-050

**BOCC CONTRACT APPROVAL FORM**  
(Request for Contract Preparation)

CONTRACT TRACKING NO.  
CM3248

**GENERAL INFORMATION**

Requesting Department: Comm Svc/Capital Projects

Contact Person: Robert Companion

Telephone: 530-6010 Fax: ( ) Email: rcompanion@nassaucountyfl.com

**CONTRACTOR INFORMATION**

Name: AE Engineering, Inc.

Address: 219 North Newnan St., 4th Floor, Jacksonville, FL 32202

City State Zip

Contractor's Administrator Name: Cory Nichols Title: Sr. Vice President

Telephone: 614-4800 Fax: ( ) Email: cory@aeengineeringinc.com

IDENTIFY WHO WILL SIGN CONTRACT ON BEHALF OF CONTRACTOR (NAME AND EMAIL ADDRESS)

Authorized Signatory Name: Cory Nichols, PE

Authorized Signatory Email: Cory@aeengineeringinc.com

**CONTRACT INFORMATION**

Contract Name: CEI Services for CR 108 Middle to US 17 Safety Improvements

Description: Construction Engineering Services for CR 108 Middle to US 17

GOODS AND/OR SERVICES TO BE PROCURED, PHYSICAL LOCATION, ETC.

Total Amount of Contract: \$333,910.15

APPROXIMATE IF NECESSARY

Source of Funds:  County  State  Federal  Other LAP Acct: 63470541-563360 MID17

Authorized Signatory: Jeff Gray, Chairman

IDENTIFY WHO WILL SIGN CONTRACT ON BEHALF OF BOCC

Contract Dates: From: Execution to: 1 yr from Ex. Termination/Cancellation: \_\_\_\_\_

Status:  New  Renew  Amend#  WA/Task Order  Supplemental Agreement

How Procured:  Exemption  Sole Source  Single Source  ITB  RFP  RFQ  Coop  
 Piggyback  Quotes  Other \_\_\_\_\_

**If Processing an Amendment:**

Contract #: \_\_\_\_\_ Increased Amount to Existing Contract: \_\_\_\_\_

New Contract Dates: \_\_\_\_\_ to \_\_\_\_\_ Total or Amended Amount: \_\_\_\_\_

*Continued on next page*

<b>CHECKLIST</b>		
<i>Review/Complete before sending contract for final signature</i>		
<b>Requirement</b>	<b>Description</b>	<b>Complete By</b>
Contract, Exhibits and Appendices	1) The contract and all documents incorporated by reference in the contract, including exhibits and appendices are attached (including E-Verify, Pricing, Scope, etc.) and properly identified; and 2) All such documents have been read and agreed to in their entirety by originating department and staff members who have obligations under this contract.	Dept LG
Name, Address, Contact Person	The full name, address, legal status (i.e., corporation, partnership, etc.) and contact person of other party are included.	LG
Understanding	Written contract matches the verbal understanding of all parties. All terms and conditions conform to the final negotiations/agreement of the parties.	Dept LG
Competition/Conflicts and Existing Contracts/Compliance	This contract does not conflict with any other contracts, promises or obligations of the BOCC. The requesting department verifies the BOCC can comply with all terms and conditions.	Dept LG Cnty Atty
Other Necessary Agreements	All other necessary agreements or waivers referred to in contract have been obtained and are attached and properly identified for reference.	Cnty Atty
Indemnification	BOCC may not indemnify, hold harmless, be liable to, or reimburse any other party to the contract for claims, lawsuits, damages, attorney fees, or losses incurred by that party in connection with the contract.	Cnty Atty
Term of Contract	Start and end dates of contract are included. Any renewals are included.	Cnty Atty
Warranties/Guarantees	Warranties or guarantees give satisfactory protection.	Cnty Atty/Risk
Insurance	Risk manager has or will approve insurance clauses. Levels confirmed in requirements	Dept LG
Governing Law	The contract is governed under the laws of the State of Florida. The contract may be silent on this issue but in no event will another state's law govern the agreement.	Cnty Atty
Confidentiality Agreements	All nondisclosure clauses include exceptions regarding disclosure as required by law. If not applicable, indicate "n/a."	Cnty Atty
Printed/Typed Names	Names of all persons signing contracts are printed or typed below signatures.	sc

**APPROVALS PURSUANT TO NASSAU COUNTY PURCHASING POLICY**

1. Robert Companion 10/28/2022  
 Robert T. Companion, PE Date  
 Deputy County Manager-County Engineer
  2. Kanace Gilmore 9/16/2022  
 Kanace Gilmore, Procurement Director Date
  3. Chris Lacambra 9.16.22  
 Chris Lacambra, OMB Director Date
  4. Denise C. May 11/7/2022  
 Denise C. May, County Attorney Date
- RLS 2022-648 RJ
- 11/7/2022

**COUNTY MANAGER – FINAL SIGNATURE APPROVAL**

5. Taco E. Pope, AICP 11/7/2022  
 Taco E. Pope, County Manager Date

**CONTRACT FOR PROFESSIONAL SERVICES FOR NASSAU COUNTY, FLORIDA**

**THIS CONTRACT** made and entered into on November 28, 2022, by and between the **BOARD OF COUNTY COMMISSIONERS OF NASSAU COUNTY**, a political subdivision of the State of Florida, hereinafter referred to as "County", and **AE ENGINEERING, INC.**, located at 219 North Newnan St., 4<sup>th</sup> floor, Jacksonville, FL, 32202, hereinafter referred to as "Consultant":

**WHEREAS**, County desires to obtain professional services to provide Construction Engineering Inspection (CEI) Services for improvements on CR-108 Middle Rd. to US-17. Said services are more fully described in the *Consultant Scope of Services for Construction Engineering Inspection (CEI) Services*, attached hereto and incorporated herein as Attachment "A"; and

**WHEREAS**, Consultant desires to render certain consulting services as described in Attachment "A", and has the qualifications, experience, staff and resources to perform those services; and

**WHEREAS**, County, through a competitive selection process conducted in accordance with the requirements of law and County policy, and based upon Consultant's assurance that it has the qualifications, staff, experience and resources, County has determined that it would be in the best interest of Nassau County to award a contract to Consultant for the rendering of those services described in Attachment "A"

**NOW THEREFORE**, in consideration of the mutual covenants and agreements hereinafter contained, the parties hereto agree as follows:

**ARTICLE 1 - EMPLOYMENT OF CONSULTANT**

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Revised 8/12/2022

County hereby agrees to engage Consultant, and Consultant hereby agrees to perform the services set forth in Attachment "A".

**ARTICLE 2 - SCOPE OF SERVICES**

2.1 Consultant shall provide professional services in accordance with Attachment "A".

2.2 Services requested by County or County's representative that are in addition to Attachment "A" will be considered additional services and reviewed, at that time for additional fees. Any additional services shall be mutually agreed upon and provided in writing.

**ARTICLE 3 - COUNTY'S RESPONSIBILITY**

Except as provided in Attachment "A", County shall provide Consultant with all required data, information, and services regarding the requirements and objectives for the services under this Contract. Consultant shall rely upon the accuracy and completeness of any information, reports, data supplied by County or others authorized by County.

County's responsibilities are to furnish required information, services, render approvals and decisions as necessary for the orderly progress of Consultant's services. County hereby designates the County Engineer, or his designee, to act on County's behalf with respect to the Attachment "A". The County Engineer, or his designee, under the supervision of the County Manager, shall have complete authority to transmit instructions, receive information, interpret and define County's policies and decisions with respect to materials, elements and systems pertinent to Consultant's services.

**ARTICLE 4 - TERM OF CONTRACT**

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The term of this Contract shall begin upon full execution of this Contract by all parties and terminate one (1) year thereafter. The term of this Contract may be extended upon mutual written agreement between both parties. Any extension of the term under this Contract shall be in one (1) year increments, unless otherwise agreed to by the parties, and shall be in County's best interest and sole discretion. Any agreement, amendment or modification to the term of the Contract shall be subject to fund availability and mutual written agreement between County and Consultant.

In the event that the Contract is continued beyond the term provided, by mutual consent, the Contract shall be carried out on a month-to-month basis only and shall not constitute an implied renewal of the Contract. Said month-to-month extension shall be upon the same terms of the contract and at the compensation and payment provided herein.

**ARTICLE 5 - COMPENSATION**

5.1 Consultant shall be compensated \$333,910.15, in accordance with the negotiated fee schedule dated July 6, 2022, a copy of which is attached hereto and incorporated herein as Attachment "B".

5.2 Consultant shall prepare and submit to the County Engineer, for approval, an invoice for the services rendered, with a copy provided to [invoices@nassaucountyfl.com](mailto:invoices@nassaucountyfl.com). Invoices for services shall be paid in accordance with the Florida Prompt Payment Act. All invoices shall be accompanied by a report or statement identifying the nature of the work performed, the hours required and compensation for the work performed. The report or statement shall show a summary of fees. County reserves the right to withhold payment to Consultant for failure to

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perform the work in accordance with the provisions of this Contract, and County shall promptly notify Consultant in writing if any invoice or report is found to be unacceptable and will specify the reasons therefor. Consultant will have thirty (30) days to cure any failure upon written notice.

**5.3** All representation, indemnifications, warranties and guaranties made in, required by or given in accordance with this Contract, as well as all continuing obligations indicated in this Contract, will survive final payment and termination or completion of this Contract.

**5.4** Final Invoice: In order for both parties herein to close their books and records, Consultant will clearly state "Final Invoice" on Consultant's final/last billing to County. This indicates that all services have been performed and all charges and costs have been invoiced to County and that there is no further work to be performed on the specific project.

**ARTICLE 6 – EXPENSES**

Consultant shall be responsible for all expenses incurred while performing the services, unless otherwise detailed in Attachment "A". This includes, without limitation, license fees, memberships and dues; automobile and other travel expenses; meals and entertainment; insurance premiums; and all salary, expenses and other compensation paid to Consultant's agents, if any, hired by Consultant to complete the work under this Contract.

**ARTICLE 7 - STANDARD OF CARE**

Consultant shall exercise the same degree of care, skill, and diligence in the performance of the services as is ordinarily provided by a professional under similar

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circumstances, at the same time, and in the same locality. At County's sole discretion, Consultant shall, at no additional cost to County, re-perform services which fail to satisfy the foregoing standard of care.

**ARTICLE 8 - DOCUMENTS**

The documents which comprise this Contract between County and Consultant are attached hereto and made a part hereof and consist of the following:

- 8.1 This Contract; and
- 8.2 *Consultant Scope of Services for Construction Engineering Inspection (CEI) Services* attached hereto as Attachment "A"; and
- 8.3 Negotiated Fee Schedule dated July 6, 2022 attached hereto as Attachment "B"; and
- 8.4 The AE Engineering, Inc. Proposal to RFQ NC22-032 attached hereto as Attachment "C"; and
- 8.5 *Certificate of Liability Insurance* attached hereto as Attachment "D"; and
- 8.6 Any work authorizations, written amendments, modifications or addenda to this Contract.

**ARTICLE 9 - EQUAL OPPORTUNITY EMPLOYMENT**

In connection with the work to be performed under this Contract, Consultant agrees to comply with the applicable provisions of State and Federal Equal Employment Opportunity statutes and regulations.

**ARTICLE 10 – TRUTH-IN-NEGOTIATION/PUBLIC ENTITY CRIMES AFFIDAVIT**

Consultant certifies that wage rates and other factual unit costs supporting the compensation are accurate, complete, and current at the time of contracting. The

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Revised 8/12/2022

original contract price and any additions thereto shall be adjusted to exclude any significant sums by which County determines the contract price was increased due to inaccurate, incomplete, or non-current wage rates and other factual costs. Consultant represents that it has furnished a Public Entity Crimes Affidavit pursuant to Section 287.133, Florida Statutes.

**ARTICLE 11 - INDEMNIFICATION**

Consultant shall indemnify and hold harmless County and its officers and employees from liabilities, damages, losses, and costs, including but not limited to, reasonable attorneys' fees, to the extent caused by the negligence, recklessness, or intentionally wrongful conduct of Consultant and other persons employed or utilized by the Consultant, in the performance of the Contract.

**ARTICLE 12 - INDEPENDENT CONSULTANT**

12.1 Consultant undertakes performance of the services as an independent consultant under this Contract and shall be wholly responsible for the methods of performance. County shall have no right to supervise the methods used, but County shall have the right to observe such performance. Consultant shall work closely with County in performing services under this Contract.

12.2 This Contract shall not render Consultant or any of Consultant's agents an employee, partner, agent of, or joint venturer with County for any purpose. Consultant is and will remain an independent consultant in its relationship to County and Consultant's agents are not and will not become Company's employees. County shall not be responsible for withholding taxes with respect to Consultant's compensation hereunder. County shall report all payments made to Consultant on a calendar year

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basis using IRS Form 1099, if required by law. Consultant agrees to report all such payments to the appropriate federal, state and local taxing authorities. County shall not and shall have no obligation to: (a)(i) withhold FICA (Social Security and Medicare taxes) from Consultant's payments or make FICA payments on Consultant's or Consultant's agent's behalf, (ii) make state or federal unemployment compensation contributions or payments on Consultant's or Consultant's agent's behalf, or (iii) withhold state or federal income tax from Consultant's payments; or (b) obtain workers' compensation insurance or any other insurance coverage of any kind on behalf of Consultant or Consultant's agents. If Consultant hires employees to perform any work under this Contract, Consultant shall cover them with worker's compensation insurance and provide County with a certificate of workers' compensation insurance before the employees begin the work. Neither Consultant nor Consultant's agents are eligible to participate in any employee health, vacation pay, sick pay, or other fringe benefit plan of County. If any government agency or court determines that Consultant should be reclassified as an employee, Consultant hereby waives any right to County benefits and acknowledges and understands that such reclassification shall not entitle Consultant to any benefits offered to County's employees. Consultant and County agree that: (a) Consultant has the right to perform services for others during the term of this Contract; (b) Consultant has the sole right to control and direct the means, manner and method by which the services required by this Contract will be performed; (c) Consultant has the right to perform the services required by this Contract at any location or time; (d) Consultant has the right to hire assistants as subcontractors, or to use employees to provide the services required by this Contract.

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**ARTICLE 13 – EXTENT OF CONTRACT**

**13.1** This Contract represents the entire and integrated agreement between County and Consultant and supersedes all prior negotiations, representations, or agreement, either written or oral.

**13.2** This Contract may only be amended, supplemented, modified, changed or canceled by a duly executed written instrument.

**ARTICLE 14 - COMPLIANCE WITH LAWS**

In performance of the services, Consultant will comply with applicable regulatory requirements including federal, state, and local laws, rules regulations, orders, codes, criteria and standards.

**ARTICLE 15 - INSURANCE**

Consultant shall maintain such commercial or comprehensive general liability, workers compensation, professional liability, and other insurance as is detailed in Attachment "D" and as is appropriate for the services being performed hereunder by Consultant, its employees or agents.

**ARTICLE 16 – ACCESS TO PREMISES**

County shall be responsible for providing access to all project sites (if required), and for providing project-specific information.

**ARTICLE 17 - TERMINATION OF CONTRACT**

**17.1 Termination for Convenience:** This Contract may be terminated by County for convenience, upon thirty (30) days of written notice to Consultant. In such event, Consultant shall be paid its compensation for services performed prior to the termination date. In the event that Consultant abandons this Contract or causes it to be

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terminated, Consultant is liable to County for all loss pertaining to this termination. Consultant shall promptly contact County to make arrangements to render to County all property belonging to County, including but not limited to, equipment, books, records, etc.

**17.2 Default by Consultant:** In addition to all other remedies available to County, County may terminate this Contract for cause should Consultant neglect, fail to perform, or observe any of the terms, provisions, conditions, or requirements herein contained. Prior to termination, County shall provide written notice of the specific conditions warranting default, and County shall allow thirty (30) days for Consultant to cure. Upon receipt of the written notice of termination, Consultant shall immediately render to County all property belonging to County, including but not limited to, equipment, books, records, etc.

**ARTICLE 18 - NONDISCLOSURE OF PROPRIETARY INFORMATION**

Consultant shall consider all information provided by County and all reports, studies, calculations, and other documentation resulting from Consultant's performance of the services to be proprietary unless such information is available from public sources. Consultant shall not publish or disclose proprietary information for any purpose other than the performance of the services without the prior written authorization of County or in response to legal process.

**ARTICLE 19 – UNCONTROLLABLE FORCES**

**19.1** Neither County nor Consultant shall be considered to be in default of this Contract if delays in or failure of performance shall be due to uncontrollable forces, the effect of which, by the exercise of reasonable diligence, the non-performing party could

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not avoid. The term "uncontrollable forces" shall mean any event which results in the prevention or delay of performance by a party of its obligations under this Contract and which is beyond the reasonable control of the nonperforming party. It includes, but is not limited to fire, flood, earthquakes, storms, lightning, epidemic, war, riot, civil disturbance, sabotage and governmental actions.

**19.2** Neither party shall, however, be excused from performance if nonperformance is due to forces, which are preventable, removable, or remediable, and which the nonperforming party could have, with the exercise of reasonable diligence, prevented, removed, or remedied with reasonable dispatch. The nonperforming party shall, within a reasonable time of being prevented or delayed from performance by an uncontrollable force, give written notice to the other party describing the circumstances and uncontrollable forces preventing continued performance of the obligations of this Contract.

**19.3** In the event of delay from the foregoing causes, the party shall take all reasonable measures to mitigate any and all resulting delay or disruption in the party's performance obligation under this Contract. If the delay is excusable under this paragraph, the delay will not result in any additional charge or cost under the Contract to either party. In the case of any delay Consultant believes is excusable under this paragraph, Consultant shall notify County in writing of the delay or potential delay and describe the cause of the delay either: (1) within ten (10) calendar days after the cause that creates or will create the delay first arose, if Consultant could reasonably foresee that a delay could occur as a result; or (2) within five (5) calendar days after the date Consultant first had reason o believe that a delay could result, if the delay is not

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reasonably foreseeable. THE FOREGOING SHALL CONSTITUTE CONSULTANT'S SOLE REMEDY OR EXCUSE WITH RESPECT TO DELAY. Providing notice in strict accordance with this paragraph is a condition precedent to such remedy. County, in its sole discretion, will determine if the delay is excusable under this paragraph and will notify Consultant of its decision in writing. No claim for damages, other than for an extension of time, shall be asserted against County. Consultant shall not be entitled to an increase in the Contract price or payment of any kind from County for direct, indirect, consequential, impact, or other costs, expenses or damages, including but not limited to costs of acceleration or inefficiency arising because of delay, disruption, interference, or hindrance from any cause described in this paragraph, after the causes have ceased to exist, Consultant shall perform at no increased cost, unless County determines in its sole discretion, that the delay will significantly impair the value of the Contract to County, in which case, County may do any or all of the following: (1) accept allocated performance or deliveries from Consultant, provided that Consultant grants preferential treatment to County with respect to products or services subjected to allocation; (2) purchase from other sources (without recourse to and by Consultant for the related costs and expenses) to replace all or part of the products or services that are the subject of the delay, which purchases may be deducted from the Contract quantity; or (3) terminate the Contract in whole or in part.

**ARTICLE 20 - GOVERNING LAW AND VENUE**

This Contract shall be governed by the laws of the State of Florida. All legal action necessary to enforce the Contract will be held in Nassau County, Florida.

**ARTICLE 21 - MISCELLANEOUS**

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**21.1 Non-waiver:** A waiver by either County or Consultant of any breach of this Contract shall not be binding upon the waiving party unless such waiver is in writing. In the event of a written waiver, such a waiver shall not affect the waiving party's rights with respect to any other or further breach. The making or acceptance of a payment by either party with knowledge of the existence of a default or breach shall not operate or be construed to operate as a waiver of any subsequent default or breach.

**21.2 Severability:** Any provision in this Contract that is prohibited or unenforceable in any jurisdiction shall, as to such jurisdiction, be ineffective to the extent of such prohibition or unenforceability without invalidating the remaining provisions hereof or affecting the validity or enforceability of such provisions in any other jurisdiction. The non-enforcement of any provision by either party shall not constitute a waiver of that provision nor shall it affect the enforceability of that provision or of the remainder of this Contract.

**21.3 Public Records:** County is a public agency subject to Chapter 119, Florida Statutes. **IF CONSULTANT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO CONSULTANT'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (904) 530-6090, RECORDS@NASSAUCOUNTYFL.COM, 96135 NASSAU PLACE, SUITE 6, YULEE, FLORIDA 32097.** Under this Contract, to the extent that Consultant is providing services to County, and pursuant to section 119.0701, Florida Statutes, Consultant shall:

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a. Keep and maintain public records required by the public agency to perform the service.

b. Upon request from the public agency's custodian of public records, provide the public agency with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law.

c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the agreement term and following completion of the Contract if Consultant does not transfer the records to the public agency.

d. Upon completion of the Contract, transfer, at no cost, to the public agency all public records in possession of Consultant or keep and maintain public records required by the public agency to perform the service. If Consultant transfers all public records to the public agency upon completion of the contract, Consultant shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If Consultant keeps and maintains public records upon completion of the Contract, Consultant shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the public agency, upon request from the public agency's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

e. A request to inspect or copy public records relating to a Nassau County contract for services must be made directly to the Nassau County Custodian of Public Records. If Nassau County does not possess the requested records due to Consultant

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maintaining the public records, then Nassau County shall immediately notify Consultant of the request for records. Consultant must provide the records to Nassau County or allow the records to be inspected or copied within a reasonable time. If Consultant does not comply with Nassau County's request for records, Nassau County shall be entitled to enforce the contract provisions herein for failure to comply with the terms of the contract. Any Consultant which fails to provide public records to Nassau County within a reasonable time may also be subject to penalties as provided under Section 119.10, Florida Statutes, including punishment by fine or may be guilty of committing a misdemeanor of the first degree for any willful and knowing violation.

21.4 The provisions of this section shall not prevent the entire Contract from being void should a provision, which is of the essence of the Contract, be determined to be void.

**ARTICLE 22 – EMPLOYMENT ELIGIBILITY**

Consultant must comply with F.S. 448.095 and use the United States Department of Homeland Security's E-Verify system ("E-Verify") to verify the employment eligibility of all persons hired by Consultant during the term of this Contract to work in Florida. Additionally, if Consultant uses subcontractors to perform any portion of the work (under this Contract), Consultant must include a requirement in the subcontractor's contract that the subcontractor use E-Verify to verify the employment eligibility of all persons hired by subcontractor to perform any such portion of the work. Answers to questions regarding E-Verify as well as instructions on enrollment may be found at the E-Verify website: [www.uscis.gov/e-verify](http://www.uscis.gov/e-verify).

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Consultant further agrees to maintain records of its participation and compliance with the provisions of the E-Verify program, including participation by its subcontractors as provided above, and to make such records available to County or other authorized entity consistent with the terms of Consultant's enrollment in the program. This includes maintaining a copy of proof of Consultant's and subcontractors' enrollment in the E-Verify program. If Consultant enters into a contract with a subcontractor, the subcontractor must provide Consultant with an affidavit stating that the subcontractor does not employ, contract with, or subcontract with an unauthorized alien. Consultant shall maintain a copy of such affidavit for the duration of the Contract.

Compliance with the terms of the E-Verify program provision is made an express condition of this Contract and County may treat a failure to comply as a material breach of the Contract. If County terminates the Contract pursuant to F.S. 448.095(2)(c), Consultant may not be awarded a public contract for at least one (1) year after the date on which the contract was terminated and Consultant is liable for any additional costs incurred by County as a result of the termination of this Contract.

**ARTICLE 23 - SUCCESSORS AND ASSIGNS**

County and Consultant each binds itself and its director, officers, partners, successors, executors, administrators, assigns and legal representatives to the other party to this Contract and to the partners, successors, executors, administrators, assigns, and legal representatives.

**ARTICLE 24 - CONTINGENT FEES**

Consultant warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for Consultant to solicit or secure this

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Contract and that it has not paid or agreed to pay any person, company, corporation, individual or firm, other than a bona fide employee working solely for Consultant, any fee, commission, percentage, gift or any other consideration contingent upon or resulting from the award or making of this Contract.

**ARTICLE 25 - OWNERSHIP OF DOCUMENTS**

Consultant shall be required to work in harmony with other consultants relative to providing information requested in a timely manner and in the specified form. All documents, records, disks, original drawings, or other information shall become the property of the County upon completion for its use and distribution as may be deemed appropriate by County.

**ARTICLE 26 - FUNDING**

This Contract shall remain in full force and effect only as long as the expenditures provided for in the Contract have been appropriated by the Nassau County Board of County Commissioners in the annual budget for each fiscal year of this Contract and is subject to termination based on lack of funding.

**ARTICLE 27 - NOTICE**

27.1 Whenever either party desires or is required under this Contract to give notice to any other party, it must be given by written notice either delivered in person, sent by U.S. Certified Mail, U.S. Express Mail, air or ground courier services, or by messenger service, as follows:

**COUNTY:**

Robert T. Companion, PE  
96161 Nassau Place, Yulee, FL, 32097  
Phone: 904 530-6010  
Email Address: [rcompanion@nassaucountyfl.com](mailto:rcompanion@nassaucountyfl.com)

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**CONSULTANT:**

Cory Nichols, PE  
AE Engineering, Inc  
219 North Newnan St., 4<sup>th</sup> floor, Jacksonville, FL, 32202  
Phone: 904 614-4800  
Email Address: [Cory@aeengineeringinc.com](mailto:Cory@aeengineeringinc.com)

**27.2** Notices shall be effective when received at the address specified above. Changes in the respective addresses to which such notice may be directed may be made from time to time by any party by written notice to the other party. Email and facsimile are acceptable notice effective when received, however, notices received (i.e.; printed) after 5:00 p.m. or on weekends or holidays, will be deemed received on the next business day. The original of the notice must additionally be mailed as required herein.

**27.3** Nothing contained in this Article shall be construed to restrict the transmission of routine communications between representatives of Consultant and County.

**ARTICLE 28 - DISPUTE RESOLUTION**

**28.1** County may utilize this section, at their discretion, as to disputes regarding contract interpretation. County may send a written communication to Consultant by email, overnight mail, UPS, FedEx, or certified mail. The written notification shall set forth County's interpretation of the Contract. A response shall be provided in the same manner prior to the initial meeting with the County Manager. This initial meeting shall take place no more than twenty (20) days from the written notification of the dispute addressed to Consultant. Consultant should have a representative, at the meeting that can render a decision on behalf of Consultant.

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**28.2** If there is no satisfactory resolution as to the interpretation of the Contract, the dispute may be submitted to mediation in accordance with mediation rules as established by the Florida Supreme Court. Mediators shall be chosen by County and the cost of mediation shall be borne by Consultant. Consultant shall not stop work during the pendency of mediation or dispute resolution.

**ARTICLE 29 – ASSIGNMENT & SUBCONTRACTING**

In order to assign its Contract with the County, or to subcontract any of the work requirements to be performed, the Vendor must ensure, and provide assurances to the County upon request, that any subcontractor selected for work under this Contract has the necessary qualifications and abilities to perform in accordance with the terms and conditions of this Contract. The Vendor must provide the County with the names of any subcontractor considered for work under this Contract; the County reserves the right to reject any subcontractor whose qualifications or performance, in the County's judgement, are insufficient. The Vendors agrees to be responsible for all work performed and all expenses incurred with the project. Any subcontract arrangements must be evidenced by a written document available to the County upon request. The Vendor further agrees that the County shall not be liable to any subcontractor for any expenses or liabilities incurred under the subcontract. The Vendor, at its expense, will defend the County against such claims.

The Vendor agrees to make payments to any of its subcontractors within seven (7) working days after receipt of full or partial payments from the County in accordance with F.S. 287.0585, unless otherwise stated in the contract between the Vendor and subcontractor. The Vendor's failure to pay its subcontractor(s) within seven (7) working

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Revised 8/12/2022

days will result in a penalty charged against the Vendor and paid to the subcontractor in the amount of one-half of one percent (0.50%) of the amount due per day from the expiration of the period allowed herein for payment. Such penalty shall be in addition to the actual payments owed and shall not exceed fifteen percent (15%) of the outstanding balance due.

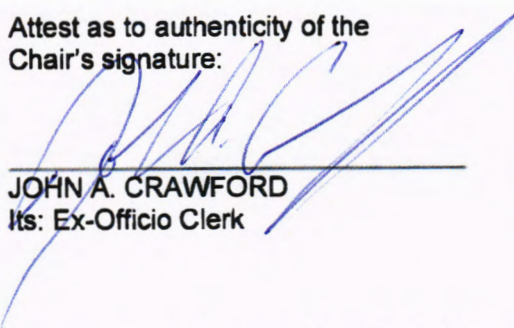
**IN WITNESS WHEREOF**, the parties hereto have executed this Contract as of the day and year first written above.

**BOARD OF COUNTY COMISSIONERS  
NASSAU COUNTY, FLORIDA**

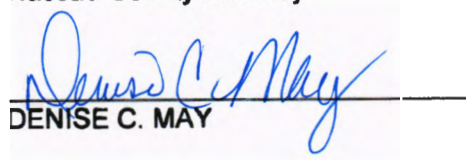
  
\_\_\_\_\_  
Jeff Gray  
Its: Chairman

Date: 11-28-22

Attest as to authenticity of the  
Chair's signature:

  
\_\_\_\_\_  
JOHN A. CRAWFORD  
Its: Ex-Officio Clerk

Approved as to form and legality by the  
Nassau County Attorney:

  
\_\_\_\_\_  
DENISE C. MAY

Initials   CN

Contract Tracking No. CM 3248

**AE ENGINEERING, INC.**

*Cory Nichols*

By: Cory Nichols, PE

Its: Senior Vice President

Date: 10/26/2022

Initials \_\_\_\_\_

Initials 

**Attachment A**  
**Consultant Scope of Services for**  
**Construction Engineering Inspection (CEI) Services**  
**Board of County Commissioners, Nassau County, Florida**

**SCOPE OF SERVICES CONSTRUCTION ENGINEERING AND INSPECTION**

**1.0 PURPOSE:**

This scope of services describes and defines the Construction Engineering and Inspection (CEI) services which are required for contract administration, inspection, and materials sampling and testing for the construction projects listed below.

**2.0 SCOPE:**

The Consultant shall be responsible for providing services as defined in this Scope of Services, the referenced Contract Documents.

The Consultant shall exercise their independent professional judgment in performing their obligations and responsibilities under this Agreement.

**3.0 LENGTH OF SERVICE:**

The Consultant's services for each Construction Contract shall begin upon written notification to proceed by County.

For estimating purposes, the Consultant will be allowed an accumulation of fourteen (14) calendar days to perform preliminary administrative services prior to the issuance of the Contractor's notice to proceed on the first project and thirty (30) calendar days to demobilize after final acceptance of the last Contract.

County may at any time and for any reason terminate Contractor's services and work at County's convenience. Upon receipt of such notice, Contractor shall, unless the notice directs otherwise, immediately discontinue the work and placing of orders for materials, facilities and supplies in connection with the performance of this Agreement.

Upon such termination, Contractor shall be entitled to payment only as follows: (1) the actual cost of the work completed in conformity with this Agreement; plus, (2) such other costs actually incurred by Contractor as are permitted by the prime contract and approved by County. There shall be deducted from such sums as provided in this subparagraph the amount of any payments made to Contractor prior to the date of the termination of this Agreement. Contractor shall not be entitled to any claim or claim of lien against County for any additional compensation or damages in the event of such termination and payment.

All project records shall be retained for a minimum of 10 years from the date of final payment.

**4.0 ITEMS TO BE FURNISHED BY THE COUNTY TO CONSULTANT:**

The County, on as needed basis, will furnish the following Construction Contract documents for the project. These documents may be provided in either paper or electronic format.

1. Construction Plans,
2. Specification Package,
3. Copy of the Executed Construction Contract, and

4. Utility Agency's Approved Material List (if applicable),
5. LAP Requirements, agreements, and specifications

#### **5.0 ITEMS FURNISHED BY THE CONSULTANT:**

##### **5.1 Vehicles:**

Vehicles will be equipped with appropriate safety equipment and must be able to effectively carry out requirements of this Agreement.

##### **5.2 Field Equipment:**

The Consultant shall supply survey, inspection and testing equipment, essential in order to carry out the work under this Agreement. Such equipment includes those non- consumable and non-expendable items, which are needed for a CEI project and are essential in order to carry out the work under this Agreement.

Hard hats shall have the name of the consulting firm visibly displayed.

Equipment described herein and expendable materials under this Agreement will remain the property of the Consultant and shall be removed at completion of the work.

Field office equipment shall be maintained and in operational condition at all times.

#### **6.0 LIAISON:**

The Consultant shall keep the County Engineer or their designee informed of all significant activities, decisions, correspondence, reports, and other communications related to its responsibilities under this Agreement, and seek input from the County Engineer or their designee in order for the County Engineer or their designee to oversee the Consultant's performance.

Agreement administrative duties relating to Invoice Approval Requests, Personnel Approval Requests, Time Extension Requests, and Supplemental Amendment Requests shall be reviewed and approved by the County Engineer or their designee with concurrence from FDOT and FHWA.

#### **7.0 PERFORMANCE OF THE CONSULTANT:**

During the term of this Agreement and all supplements thereof, the County will review various phases of Consultant operations, such as construction inspection, materials sampling and testing, and administrative activities, to determine compliance with this Agreement. The Consultant shall cooperate and assist County representatives in conducting the reviews.

#### **8.0 REQUIREMENTS:**

##### **8.1 General:**

It shall be the responsibility of the Consultant to administer, monitor, and inspect the Construction Contract such that the project is constructed in reasonable conformity with the plans, specifications, and special provisions for the Construction Contract.

The Consultant shall observe the Contractor's work to determine the progress and quality of work, identify discrepancies, report significant discrepancies to the County, and direct the Contractor to correct such observed discrepancies.



The Consultant shall advise the County Engineer or their designee of any significant omissions, substitutions, defects, and deficiencies noted in the work of the Contractor and the corrective action that has been directed to be performed by the Contractor. Work provided by the Consultant shall not relieve the Contractor of responsibility for the satisfactory performance of the Construction Contract.

Cooperation with the Inspector General shall be required per F.S. 20.055.

#### 8.2 On-site Inspection:

The Consultant shall monitor only the Contractor's on-site construction activities and inspect materials entering into the work in accordance with the plans, specifications, and special provisions for the Construction Contract to determine that the projects are constructed in reasonable conformity with such documents. The Consultant shall keep detailed accurate records of the Contractor's daily operations and of significant events that affect the work.

#### 8.3 Sampling and Testing:

The Consultant shall provide daily surveillance of the Contractor's Quality Control activities at the project site and perform the sampling and testing of materials and completed work items that are normally done in the vicinity of the project for verification and acceptance.

The Consultant shall be specifically responsible for job control samples determining the acceptability of all materials and completed work items on the basis of either test results or verification of a certification, certified mill analysis, DOT label, DOT stamp, etc. The County will monitor the effectiveness of the Consultant's testing procedures through surveillance and obtaining and testing independent assurance samples.

Documentation reports on sampling and testing performed by the Consultant shall be submitted to responsible parties during the same week that the construction work is done.

The Consultant shall be responsible for transporting samples to be tested in an approved laboratory.

The Consultant will input verification testing information and data into the Consultant's database.

#### 8.4 Engineering Services:

The Consultant shall coordinate the Construction Contract administration activities of all parties other than the Contractor involved in completing the construction project. Notwithstanding the above, the Consultant is not liable to the County for failure of such parties to follow written direction issued by the Consultant.

Services include maintaining the required level of surveillance of Contractor activities, interpreting plans, specifications, and special provisions for the Construction Contract, maintaining complete, accurate records of all activities and events relating to the project, and properly documenting all significant project changes. The Consultant shall perform the following services:

- a. Verify that the Contractor is conducting inspections, preparing reports, and monitoring all storm water pollution prevention measures associated with the project. Provide at least one inspector who has successfully completed the "Florida Storm water, Erosion, and Sedimentation Control Training and Certification Program for Inspectors and Contractors".
- b. Analyze the Contractor's schedule(s) (i.e. baseline(s), revised baseline(s), updates, as-built, etc.) for compliance with the contract documents. Elements including, but not limited to, completeness, logic, durations, activity flow, milestone dates, concurrency, resource allotment, and delays will be reviewed. Verify the schedule conforms with the construction phasing and MOT

sequences, includes all contract modifications, and the Contractor's plan for completing the project within the allowed contract time is reasonable. Provide a written review of the schedule identifying significant omissions, improbable or unreasonable activity durations, errors in logic, and any other concerns.

c. Analyze problems that arise on a project and responses submitted by the Contractor, work to resolve such issues, and process the necessary paperwork.

d. If applicable, Monitor, inspect and document utility construction for conformance with Utility Agency's Water and Sewer Standards and the Utility Agency's Approved Materials List. Facilitate coordination and communication between Utility Agency's representatives, County's staff, and contractors in execution of the work. Identify potential utility conflicts and assist in the resolution of utility issues.

e. Produce reports, verify quantity calculations, and field measure for payment purposes as needed to prevent delays in Contractor operations and to facilitate processing of such information in order for the County to make timely payment to the Contractor.

f. Provide Public Information services as required to manage inquiries from the public, public officials, and the news media. Prepare newsletters for distribution to adjacent property owners. The County Engineer or their designee shall approve all notices, brochures, responses to news media, etc., prior to release.

g. Video tape the pre-construction conditions throughout the project limits. Provide a digital photo log or video of project activities, with heavy emphasis on potential claim items/issues and on areas of real/potential public controversy.

The Consultant shall have a digital camera for photographic documentation of pre-construction state and of noteworthy incidents or events during construction. These photographs will be filed and maintained on the Consultant's computer.

## **9.0 PERSONNEL:**

### **9.1 General Requirements:**

The Consultant shall staff the project with the qualified personnel necessary to efficiently and effectively carry out its responsibilities under this Agreement.

### **9.2 Personnel Qualifications:**

The Consultant shall utilize only competent personnel, qualified by experience, and education.

### **9.3 Staffing:**

Once authorized, the Consultant shall establish and maintain an appropriate staff through the duration of construction and completion of the final estimate. Responsible personnel, thoroughly familiar with all aspects of construction and final measurements of the various pay items, shall be available to resolve disputed final pay quantities until the appropriate Construction Contract has been paid off.

Construction engineering and inspection forces will be required of the Consultant while the Contractor is working.

## **10.0 OFFER OF FINAL PAYMENT:**

Consultant shall make a pre-final inspection to determine if the Project is substantially complete, and a final inspection to determine if the Project has been fully completed in substantial accordance with the Contract Documents and whether the contractor has fulfilled all of its obligations there under so that the Consultant may recommend approval, in writing, of final payment to the contractor.

#### **11.0 INVOICING:**

Monthly invoices shall be submitted to the County in a format and distribution schedule defined by the County and in accordance with LAP requirements. A determination of allowable costs in accordance with the Federal cost principles will be performed for services rendered under the contract.

#### **12.0 OTHER SERVICES:**

Upon written authorization by the County Project Manager, the Consultant will perform additional services in connection with the project not otherwise identified in this Agreement. The following items are not included as part of this Agreement but may be required by the County to supplement the Consultant services under this Agreement.

- A. Assist in preparing for arbitration hearings or litigation that occurs during the Agreement time in connection with the construction project covered by this Agreement.
- B. Provide qualified engineering witnesses and exhibits for arbitration hearings or litigation in connection with this Agreement.
- C. Provide on- and off-site inspection services in addition to those provided for in this Agreement.

#### **13.0 POST CONSTRUCTION CLAIMS REVIEW:**

In the event the Contractor submits a claim for additional compensation and/or time after the Consultant has completed this Agreement, the Consultant shall, upon execution by the County and the Consultant of an Amendment to this Agreement providing for compensation for such services, analyze the claim, engage in negotiations leading to settlement of the claim, and prepare and process the required documentation to close out the claim. Compensation for such services will be negotiated and effected through a Supplement to this Agreement.

#### **14.0 OTHER CONSIDERATIONS:**

- a. Consultant will not assume responsibility for the Contractor's means, methods, techniques, sequences or procedures of construction and it is understood that field services provided by Consultant will not relieve the Contractor of his responsibilities for performing the work in accordance with the plans and specifications.
- b. The words "supervision", "inspection", or "control" are used to mean periodic observation of the work and the conducting of tests by Consultant to verify substantial compliance with the plans, specifications, and design concepts.
- c. Continuous inspections by Consultant's employees do not mean that Consultant is observing placement of all materials.
- d. Full-time inspection means that an employee of Consultant has been assigned for 40 hours per week.
- e. A certification that the project was built according to the plans, specifications, and relevant portions of the contract documents.

- f. As needed, coordination with the FDOT in the field and responsibility for close out package submittal to FDOT and one original copy of same to Nassau County.
- g. Perform as the contract administrator and collect RFI's and distribute in accordance with provisions of the contract to the owner and/or EOR as required.
- h. Recommendation and preparation of any field changes and cost analysis and concurrence with contractor prices.
- i. Recommendation of all change orders (including weather days) and analysis and concurrence with contractor prices proposed.
- j. Bi-weekly status reports, field meetings, etc.
- k. Analysis of the QC plan for compliance (coordinate with EOR as applicable)
- l. Submittal of shop drawings to EOR and County as applicable.
- m. Keep daily reports and provide to County as necessary.
- n. Review submittals, (schedule of values, project schedules)
- o. Review of As-builts for needed corrections.
- p. Ensure the contractor is doing proper MOT, NPDES and other required reporting.
- q. Conduct pre-con meeting.
- r. Work with County and/or FDOT when appropriate to schedule and conduct inspection at substantial and Final Completion.
- s. Review and approve each pay request by Contractor (quantities and dollars) and confirm or deny for payment.
- t. Conduct a pre-pave meeting.
- u. Prepare notes and summaries of all meetings.
- v. Know the Contract and represent the County in the execution thereof.
- w. Collect and retain all asphalt, concrete and limerock "tickets"
- x. Ensure testing is done per the contract documents. Collect and retain all test results and inform County of any issues.
- y. Inform the County when approaching plan quantities so as to not overrun pay items.

**15.0 SERVICES EXCLUDED:**

The consultant shall not be responsible for the following services:

- Performance of any materials testing services,

- **Review of MBE participation,**
- **Management of project through warranty period/claims,**
- **Geotechnical services or investigations (including underdrain evaluations),**
- **Engineering design services,**
- **OSHA or other Regulatory Safety Inspections,**
- **Survey or Construction Stakeout,**
- **Permitting or permit fees,**
- **As-built Survey and Certifications.**
- **Off-site inspections**

[Remainder of the page is intentionally blank.]





## Published Fee Schedule

No Multipliers will be added to the following rates.

Component/Unit Description	Unit	Price
<b>Laboratory Testing</b>		
Embankment (120) T-99 Standard Proctor, T-88, T-89/T-90, T-267, M-145	ea	\$ 150.00
Geosynthetic Reinf. (145) T-180 Modified Proctor or T-99 Standard Proctor, T-11, T-27, T-89/T-90, T-267	ea	\$ 150.00
Subgrade (160) FM 5-515 LBR, T-180 Modified Proctor, T-27, T-89/T-90	ea	\$ 300.00
Prepared Soil Layer (162) T-267 Organics, FM 5-550 pH	ea	\$ 45.00
Base (200) T-180 Modified Proctor, T-27, T-89/T-90	ea	\$ 115.00
Curing, Capping, and Breaking of Cylinders C-39	ea	\$ 15.00
Concrete Beam Flexural Testing ASTM C78	ea	\$ 50.00
Concrete Compressive Strength of Grout\Mortar ASTM C109	ea	\$ 15.00
Concrete Drilled Cores & Sawed Beams ASTM C42	ea	\$ 35.00
Aggregate Shell Content of Coarse Aggregate FM 5-555	ea	\$ 65.00
Aggregate Sieve Anlsys of Fine & Coarse AASHTO T27	ea	\$ 39.00
Aggregate Specific Gravity/Absorption Coarse AASHTO T85	ea	\$ 75.00
Aggregate Total Moisture Content by Drying AASHTO T255	ea	\$ 10.00
Aggregate Specific Gravity/Absorption Fine AASHTO T84	ea	\$ 75.00
Soils Chloride Soil or Water FM 5-552	ea	\$ 35.00
Soils Limerock Bearing Ratio (LBR) FM 5-515	ea	\$ 300.00
Soils Liquid Limit AASHTO T89	ea	\$ 45.00
Soils Materials Finer than 200 Sieve FM 1-T011	ea	\$ 34.00
Soils Organic Content Ignition FM 1 T-267	ea	\$ 38.00
Soils Particle Size Anlys AASHTO T88 (No Hydrometer)	ea	\$ 58.00
Soils pH Soil or Water FM 5-550	ea	\$ 31.00
Soils Plastic Limit & Plasticity Index AASHTO T90	ea	\$ 45.00
Soils Proctor Modified FM 1-T180	ea	\$ 90.00
Soils Proctor Standard AASHTO T99	ea	\$ 88.00
Soils Resistivity Soil or Water FM 5-551	ea	\$ 38.00
Soils Sulfate Soil or Water FM 5-553	ea	\$ 34.90
Geo Vibration & Noise Monitoring	ea	\$ 2,013.00
Geo Vibration Monitoring	ea	\$ 2,013.00
Mobilization - Asphalt	Per Day	\$ 100.00
Mobilization - Vibration Monitoring Equipment	Per Day	\$ 250.00
Spread Footings (455) Modified Proctor T-180, T-89/T-90	ea	\$ 75.00
MSE Backfill (548) T-180 Modified Proctor or T-99 Standard Proctor, T-11, T-27, T-89/T-90, T-267 MSE	ea	\$ 225.00
Corrosion Series (548) (FM 5-550 pH, FM 5-551 Resistivity, FM 5-552 Chloride, FM 5-553 Sulfate)	ea	\$ 225.00
Soils permeability of granular soil (constant head) T-99- STD proctor, T-88- siev analysis, T-267-86 organic content and T-215-14 permability test	ea	\$ 330.00

7/6/2022

7/6/2022				
CEI Services REV1				
CR 108 from Middle Rd to US-17				
Nassau County				
AE Engineering, Inc.				
Employee Classification	OT Allowed	Man-Hours	Billing Rate	Cost
Sr. Project Engineer	N	80.0	\$239.67	\$19,173.60
Project Administrator/Project Engineer	N	400.0	\$169.42	\$67,768.00
Contract Support Specialist	N	363.0	\$113.45	\$41,182.35
Sr. Inspector	Y	800.0	\$107.53	\$86,024.00
Inspector	Y	800.0	\$83.59	\$66,872.00
Inspector	Y	260.0	\$83.59	\$21,733.40
VT Testing Services	N	1	\$25,245.00	\$25,245.00
Overtime				\$5,911.80
<b>TOTAL LIMITING AMOUNT</b>				<b>\$333,910.15</b>

1. Consultant must obtain written approval from the County prior to working overtime on any Project.
2. Overtime will only be allowed for Sr. Inspector and/or Inspector positions, as approved in writing by the County.
3. Not to Exceed contract with all excess, unused funds returned to the County.
4. Contract time is estimated to be 135 days. If Contract time is exceeded an Amendment may be negotiated.



**CONTRACT NEGOTIATION SESSION  
CONTINUING CONTRACT FOR CONSTRUCTION, ENGINEERING, AND INSPECTION  
(CEI) SERVICES FOR CR 108 SAFETY IMPROVEMENTS FROM MIDDLE ROAD TO US 17  
(BID NO. NC21-032)  
PUBLIC SERVICE CONFERENCE ROOM  
JULY 6, 2022 at 3:00 P.M.**

A noticed negotiation meeting was held this 6th day of July 2022, at 3:00 p.m. in the Public Service Conference Room, Yulee, Florida, to discuss contract negotiations with AE Engineering, Inc., for Construction, Engineering, and Inspection (CEI) Continuing Services Contract (Bid No. NC21-032).

Present were Robert Companion, Deputy County Manager/County Engineer; Shelley Caldwell, Engineering Admin Coordinator/Capital Improvements; and Lanæe Gilmore, Procurement Manager. Also present were Thomas O'Brien, Procurement Specialist, as the facilitator; and Melissa Lucey, recording secretary. Representing AE Engineering, Inc. was Cory Nichols, President; and Jose Vasquez, Civil Engineer; and representing Florida Department of Transportation (FDOT) via "Teams" were Kim Evans and Paul Webb, Local Program Administrators.

Mr. O'Brien called the meeting to order at 3:06 p.m. He explained that the purpose of this meeting was for contract negotiations with AE Engineering, Inc., for CEI Services for CR 108 safety improvements from Middle Road to US 17. The participants introduced themselves.

Mr. Companion advised that the man-hour estimate and proposed rates from AE Engineering, Inc. were received. He had prepared a sheet with their estimated price and provided a copy to AE Engineering, Inc. for further comparison. He noted that the contract time on the project is 135 days to substantial completion. He requested to compare the man-hour estimate by role, and the following total hours were agreed are as following: Senior Project Engineer at 80 hours compared to 90.75; Project Administrator at 400 hours compared to 453.75; Contract Support Specialist remained at 363 hours; Senior Inspector at 800 hours compared to 825; Inspector and Asphalt Paving Inspector at 1,030 hours compared to 1,072.50. Mr. Companion advised that the hourly billing rates received by AE Engineering were comparable to the State averages and had no issues with those rates. Mr. Nichols stated that the VT Testing Services hourly rate would only be charged if additional testing were needed. Mr. Companion requested an updated man-hour estimate and proposed rates to be provided for the record. Mr. Nichols specified that the overtime rate would be a flat ten percent for the Inspectors and would be pre-approved by the County.

There being no further business, the negotiation session adjourned at 3:20 p.m.



- c) Should vendor become the successful Contractor awarded for the above-named project, by entering into the contract, the Contractor shall comply with the provisions of Section 448.095, Florida Statutes, "Employment Eligibility", as amended from time to time. This includes, but is not limited to, registration and utilization of the E-Verify System to verify the work authorization status of all newly hired employees. The Contractor shall also execute the attached affidavit (Exhibit "A") attesting that the Contractor does not employ, contract with, or subcontract with, an unauthorized alien. The Contractor shall maintain a copy of such affidavit for the duration of the contract; and
- d) Contractor shall also require all subcontractors to execute the attached affidavit (Exhibit "B") attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The Contractor shall maintain a copy of such affidavit for the duration of the contract.

**CONTRACT TERMINATION:**

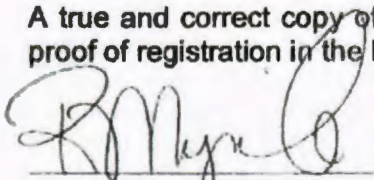
- a) If Nassau County has a good faith belief that a person or entity with which it is contracting has knowingly violated §448.09(1), Florida Statutes, the contract shall be terminated.
- b) If Nassau County has a good faith belief that a subcontractor knowingly violated §448.095(2), but the Contractor otherwise complied with §448.095(2), Florida Statutes, shall promptly notify the Contractor and order the Contractor to immediately terminate the contract with the subcontractor.
- c) A contract terminated under subparagraph a) or b) is not a breach of contract and may not be considered as such.
- d) Any challenge to termination under this provision must be filed in the Circuit Court no later than twenty (20) calendar days after the date of termination.
- e) If the contract is terminated for a violation of the Statute by the Contractor, the Contractor may not be awarded a public contract for a period of one (1) year after the date of termination.

**EXHIBIT "A"**  
**CONTRACTOR E-VERIFY AFFIDAVIT**

I hereby certify that AE Engineering, Inc. (Contractor Company Name) does not employ, contract with, or subcontract with an unauthorized alien, and is otherwise in full compliance with Section 448.095, Florida Statutes.

All employees hired on or after January 1, 2021 have had their work authorization status verified through the E-Verify system.

A true and correct copy of AE Engineering, Inc. (Contractor Company Name) proof of registration in the E-Verify system is attached to this Affidavit.



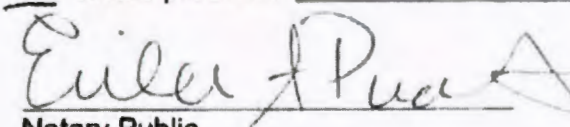
Print Name: Roderick Myrick, P.E.

Date: 1/12/2022

STATE OF FLORIDA

COUNTY OF Duval

The foregoing instrument was acknowledged before me by means of  physical presence or  online notarization, this 12/19/21 (Date) by Roderick Myrick (Name of ~~Officer~~ or Agent, Title of Officer or Agent) of AE Engineering, Inc. (Name of Contractor Company Acknowledging), a Florida (State or Place of Incorporation) Corporation, on behalf of the Corporation. He is personally known to me or has produced \_\_\_\_\_ as identification. President



Notary Public

Emilee Prater

Printed Name

My Commission Expires: 9/13/2024



**EXHIBIT "B"**

**SUBCONTRACTOR E-VERIFY AFFIDAVIT**

I hereby certify that AE Engineering, Inc. (Subcontractor Company Name) does not employ, contract with, or subcontract with an unauthorized alien, and is otherwise in full compliance with Section 448.095, Florida Statutes.

All employees hired on or after January 1, 2021 have had their work authorization status verified through the E-Verify system.

A true and correct copy of AE Engineering, Inc. (Subcontractor Company Name) proof of registration in the E-Verify system is attached to this Affidavit.

[Signature]  
Print Name: Rox Myrick  
Date: 12/19/21

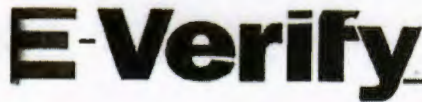
STATE OF FLORIDA  
COUNTY OF Duval

The foregoing instrument was acknowledged before me by means of  physical presence or  online notarization, this 12/19/2021 (Date) by Roderick Myrick (Name of Officer or Agent, Title of Officer or Agent) of AE Engineering, Inc. (Name of Contractor Company Acknowledging), a Florida (State or Place of Incorporation) Corporation, on behalf of the Corporation. He is personally known to me or has produced \_\_\_\_\_ as identification.

[Signature]  
Notary Public  
Emilee Prater  
Printed Name



My Commission Expires: 9/13/2024



Company ID Number: 760681

<b>Information Required for the E-Verify Program</b>	
<b>Information relating to your Company:</b>	
Company Name	AE Engineering, Inc.
Company Facility Address	219 N. Newnan St. 4th Floor Jacksonville, FL 32202
Company Alternate Address	
County or Parish	DUVAL
Employer Identification Number	204567692
North American Industry Classification Systems Code	541
Parent Company	
Number of Employees	100 to 499
Number of Sites Verified for	2



**Company ID Number: 760681**

**Are you verifying for more than 1 site? If yes, please provide the number of sites verified for in each State:**

FLORIDA

2 site(s)



**Company ID Number:** 760681

**Information relating to the Program Administrator(s) for your Company on policy questions or operational problems:**

**Name** Kimberly Rowell  
**Phone Number** (904) 719 - 6857  
**Fax Number**  
**Email Address** krowell@aeengineeringinc.com

**Name** Stacey L da Silva  
**Phone Number** (904) 337 - 6324  
**Fax Number**  
**Email Address** sdasilva@aeengineeringinc.com





**Attachment B**



**Published Fee Schedule**

No Multipliers will be added to the following rates.

Component/Unit Description	Unit	Price
<b>Laboratory Testing</b>		
Embankment (120) T-99 Standard Proctor, T-88, T-89/T-90, T-267, M-145	ea	\$ 150.00
Geosynthetic Reinf. (145) T-180 Modified Proctor or T-99 Standard Proctor, T-11, T-27, T-89/T-90, T-267	ea	\$ 150.00
Subgrade (160) FM 5-515 LBR, T-180 Modified Proctor, T-27, T-89/T-90	ea	\$ 300.00
Prepared Soil Layer (162) T-267 Organics, FM 5-550 pH	ea	\$ 45.00
Base (200) T-180 Modified Proctor, T-27, T-89/T-90	ea	\$ 115.00
Curing, Capping, and Breaking of Cylinders C-39	ea	\$ 15.00
Concrete Beam Flexural Testing ASTM C78	ea	\$ 50.00
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Concrete Drilled Cores & Sawed Beams ASTM C42	ea	\$ 35.00
Aggregate Shell Content of Coarse Aggregate FM 5-555	ea	\$ 65.00
Aggregate Sieve Anlysis of Fine & Coarse AASHTO T27	ea	\$ 39.00
Aggregate Specific Gravity/Absorption Coarse AASHTO T85	ea	\$ 75.00
Aggregate Total Moisture Content by Drying AASHTO T255	ea	\$ 10.00
Aggregate Specific Gravity/Absorption Fine AASHTO T84	ea	\$ 75.00
Soils Chloride Soil or Water FM 5-552	ea	\$ 35.00
Soils Limerock Bearing Ratio (LBR) FM 5-515	ea	\$ 300.00
Soils Liquid Limit AASHTO T89	ea	\$ 45.00
Soils Materials Finer than 200 Sieve FM 1-T011	ea	\$ 34.00
Soils Organic Content Ignition FM 1 T-267	ea	\$ 38.00
Soils Particle Size Anlysis AASHTO T88 (No Hydrometer)	ea	\$ 58.00
Soils pH Soil or Water FM 5-550	ea	\$ 31.00
Soils Plastic Limit & Plasticity Index AASHTO T90	ea	\$ 45.00
Soils Proctor Modified FM 1-T180	ea	\$ 90.00
Soils Proctor Standard AASHTO T99	ea	\$ 88.00
Soils Resistivity Soil or Water FM 5-551	ea	\$ 38.00
Soils Sulfate Soil or Water FM 5-553	ea	\$ 34.90
Geo Vibration & Noise Monitoring	ea	\$ 2,013.00
Geo Vibration Monitoring	ea	\$ 2,013.00
Mobilization - Asphalt	Per Day	\$ 100.00
Mobilization - Vibration Monitoring Equipment	Per Day	\$ 250.00
Spread Footings (455) Modified Proctor T-180, T-89/T-90	ea	\$ 75.00
MSE Backfill (548) T-180 Modified Proctor or T-99 Standard Proctor, T-11, T-27, T-89/T-90, T-267 MSE Corrosion Series (548) (FM 5-550 pH, FM 5-551 Resistivity, FM 5-552 Chloride, FM 5-553 Sulfate)	ea	\$ 225.00
Soils permeability of granular soil (constant head) T-99- STD proctor, T-88- sieve analysis, T-267-86 organic content and T-215-14 permability test	ca	\$ 330.00

7/6/2022

7/6/2022				
CEI Services REV1				
CR 108 from Middle Rd to US-17				
Nassau County				
AE Engineering, Inc.				
Employee Classification	OT Allowed	Man-Hours	Billing Rate	Cost
Sr. Project Engineer	N	80.0	\$239.67	\$19,173.60
Project Administrator/Project Engineer	N	400.0	\$169.42	\$67,768.00
Contract Support Specialist	N	363.0	\$113.45	\$41,182.35
Sr. Inspector	Y	800.0	\$107.53	\$86,024.00
Inspector	Y	800.0	\$83.59	\$66,872.00
Inspector	Y	260.0	\$83.59	\$21,733.40
VT Testing Services	N	1	\$25,245.00	\$25,245.00
Overtime				\$5,911.80
<b>TOTAL LIMITING AMOUNT</b>				<b>\$333,910.15</b>

1. Consultant must obtain written approval from the County prior to working overtime on any Project.
2. Overtime will only be allowed for Sr. Inspector and/or Inspector positions, as approved in writing by the County.
3. Not to Exceed contract with all excess, unused funds returned to the County.
4. Contract time is estimated to be 135 days. If Contract time is exceeded an Amendment may be negotiated.

Attachment C



**NASSAU COUNTY BOARD OF COUNTY COMMISSIONERS**

CEI SERVICES FOR CR108 SAFETY IMPROVEMENTS FROM

MIDDLE RD TO US-17

RFQ NC21-032

Proposal Due // January 12, 2022 // 10:00 AM

ORIGINAL



INTRODUCTION



January 12, 2022

Nassau County Board of County Commissioners  
96135 Nassau Pl.  
Yulee, FL 32097

**RE: RFQ NC21-032 CEI Services for CR108 Safety Improvements from Middle Rd. to US-17**

**AE Engineering, Inc. (AE)** is delighted to submit our qualifications in response to RFQ No. NC21-032 to provide Construction, Engineering, and Inspection Services (CEI) for the CR108 Safety Improvements from Middle Rd to US-17. **AE is a local Disadvantaged Business Enterprise (DBE) and Minority Business Enterprise (MBE)** that has been an FDOT prequalified professional engineering service provider since 2006 in the required Major Work Group 10.1 (Roadway Construction Engineering Inspection). The AE Team is excited to develop a true "partnering project culture" conducive to fostering a cooperative relationship amongst Nassau County, FDOT, the selected Contractor, and our CEI team.

Having had the pleasure to work alongside Nassau County in the past, we are honored to offer our professional expertise again and will ensure the success of this LAP contract; both from a construction administration and financial management perspective. We will operate as an extension of your staff to ensure that the County receives the product envisioned at project conception.

Our assembled team consists of highly qualified personnel with extensive LAP experience. The team also has recent experience working together and are extremely familiar with the current LAP procedures. Our firm and proposed personnel have completed and are currently working on projects with many local municipalities such as Leon County, Martin County, and the City of Jacksonville.

Our proposed CEI team has thoroughly reviewed the Request for Proposal and final plans and is confident that we are the most qualified team to support the vision and needs of Nassau County.

**We are familiar with site-specific conditions and understand the potential challenges and impacts that may occur during the project.** AE is committed to performing in a timely fashion and has an extensive background in meeting deadlines. We have successfully managed and continue to manage numerous LAP contracts with similar services for several counties, local agencies, and municipalities. We fully understand the scope of work for this LAP project that includes widening, sign and pavement marking updates, superelevation correction, and milling and overlay of an existing roadway.

Though we fully understand that the performance of any materials testing is not a service requirement for the selected firm, we are eager to share that if chosen, we can extensively cut costs by no longer having to outsource to another agency. Our state-of-the-art Materials Testing Laboratory facility located in St. Johns County is accredited by the Construction Materials Engineering Council (CMEC) and approved by the Florida Department of Transportation (FDOT). Enclosed in Tab 1, you will find more information about how our lab will help keep costs down throughout the duration of the project.

AE has identified the following persons with responsibility for the response and to whom matters regarding this RFQ should be directed:



**Roderick Myrick, P.E.**  
President / Owner  
Rod@aeengineeringinc.com  
C: (561) 632-5185  
F: (904) 332-8424



**Cory Nichols, P.E.**  
Sr. Vice President / Owner  
Cory@aeengineeringinc.com  
C: (904) 614-4800  
F: (904) 332-8424



INTRODUCTION



**Corporate Office Location: 219 North Newnan Street, 4th Floor Jacksonville, FL 32202 with our Materials Testing Lab located at 108 Badger Park Dr. Suite 2, St. Johns, FL 32259.**

AE is committed to Achieving Excellence in providing the required CEI services to Nassau County. We are excited for the opportunity to provide CEI services for the proposed improvements. As with all our projects, we will focus on customer service, timely project delivery, and accurate documentation of the project improvements. We are excited for the opportunity to work with you to construct this project as envisioned for the residents of Nassau County and the traveling public.

**Thank you for your consideration to work with Nassau County!**

Sincerely,

A handwritten signature in blue ink, appearing to read 'R. Myrick'.

**Roderick Myrick, P.E.  
President**



INTRODUCTION

## QUALIFICATIONS AND ABILITY TO PERFORM THE PROJECT SERVICES



### Florida Department of Transportation

RON DESANTIS  
GOVERNOR

605 Suwannee Street  
Tallahassee, FL 32399-0450

KEVIN J. THIBAUT, P.E.  
SECRETARY

July 29, 2021

Roderick Myrick, President  
AE ENGINEERING, INC.  
219 North Newnan Street, 4<sup>th</sup> Floor  
Jacksonville, Florida 32202

Dear Mr. Myrick:

The Florida Department of Transportation has reviewed your application for prequalification package and determined that the data submitted is adequate to technically prequalify your firm for the following types of work:

Group 9 - Soil Exploration, Material Testing and Foundations

- 9.1 - Soil Exploration
- 9.2 - Geotechnical Classification Laboratory Testing
- 9.3 - Highway Materials Testing
- 9.4.1 - Standard Foundation Studies

Group 10 - Construction Engineering Inspection

- 10.1 - Roadway Construction Engineering Inspection
- 10.3 - Construction Materials Inspection
- 10.4 - Minor Bridge & Miscellaneous Structures CEI
- 10.5.1 - Major Bridge CEI - Concrete

Group 13 - Planning

- 13.5 - Subarea/Corridor Planning
- 13.6 - Land Planning/Engineering

Your firm is now technically prequalified with the Department for Professional Services in the above referenced work types. The overhead audit has been accepted, and your firm may pursue projects in the referenced work types with fees of any dollar amount. This status shall be valid until June 30, 2022, for contracting purposes.

#### Approved Rates

Home/ Branch Overhead	Field Overhead	Facilities Capital Cost of Money	Premium Overtime	Reimburse Actual Expenses	Home Direct Expense	Field Direct Expense
152.94%	136.96%	0.431%	Reimbursed	No	0:00%	3.17%*

\*Rent and utilities excluded from field office rate. These costs will be directly reimbursed on contracts that require the consultant to provide field office.

Safety, Mobility, Innovation  
www.fdot.gov



INTRODUCTION



## QUALIFICATIONS AND ABILITY TO PERFORM THE PROJECT SERVICES

**Per Title 23, U.S. Code 112, there are restrictions on sharing indirect cost rates. Refer to Code for additional information.**

Should you have any questions, please feel free to contact me by email at [carliayn.kell@dot.state.fl.us](mailto:carliayn.kell@dot.state.fl.us) or by phone at 850-414-4597.

Sincerely,

A handwritten signature in blue ink that reads 'Carliayn Kell'.

Carliayn Kell  
Professional Services  
Qualification Administrator

*Safety, Mobility, Innovation*  
[www.fdot.gov](http://www.fdot.gov)





**6**

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TAB 7 - REFERENCES

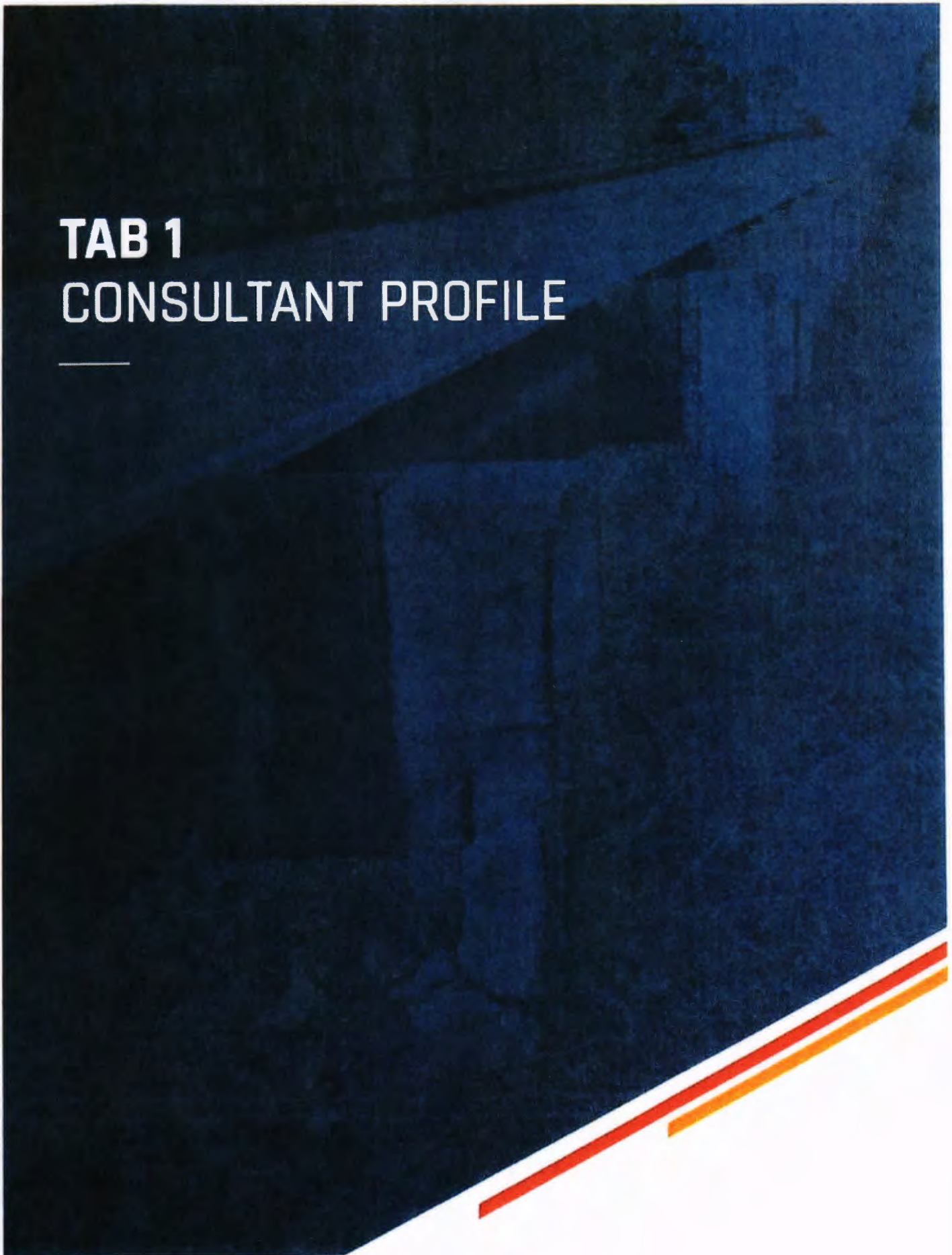
**57**

TAB 8 - ATTACHMENTS



# TAB 1 CONSULTANT PROFILE

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## CONSULTANT PROFILE

### A. BRIEF DESCRIPTION OF AE, OUR STRUCTURE AND PHILOSOPHY

#### Brief Description

AE Engineering, Inc. (AE) is a locally based full-service Construction, Engineering, and Inspection (CEI) firm that has been providing consistent quality and cost-effective professional services to our State, County, and City clients on projects of vast scope and work type over the past 15 years.

#### Our Structure

AE provides CEI services in the following areas of Construction Management and Inspection Services, Construction Contract Administration, and Management:

- Paving, Drainage, Concrete, Water and Sewer drainage Inspection and Testing
- Bridge/Structure Inspections
- Construction Materials Testing and Laboratory Testing
- Building Inspection
- Record of Tracking Construction Claims and Public Concerns
- Analyzing Construction Schedules
- Inspection and Documentation of Construction
- Experience with LAP Procedures

#### Our Philosophy

As our firm continues to experience tremendous growth, our philosophy remains the same for every project. To produce a high-quality product, with emphasis on cost-effectiveness through team-oriented management and quality control.

### B. AE'S BACKGROUND AND YEARS OF EXPERIENCE

Founded in 2006, AE is a reputable CEI firm that excels in meeting the needs of every client, no matter the scope, length, or size of a project. As a certified **Minority Business Enterprise (MBE)** and **Disadvantage Business Enterprise (DBE)** with the State of Florida, we've established a proven record of success helping to deliver professional engineering services to the state of Florida, Counties, Cities, and private clients on projects of vast scope and work type over the last 15 years. AE is one of the few firms specializing in CEI services for LAP projects and various scope infrastructure improvement projects with local agencies throughout the state.

Our two Principals are Registered Florida Professional Engineers and began their careers with the Florida Department of Transportation. Our firm has utilized their background to develop core values and processes to consistently exceed client expectations. **Roderick Myrick, P.E.**, and **Cory Nichols, P.E.** manage the day-to-day operations of the firm and utilize Regional Area Managers to ensure a local connection to the communities we service. Roderick Myrick, P.E. will be the responsible Principal-in-Charge of this contract and will remain committed to providing exemplary corporate support.

### C. NUMBER OF AE EMPLOYEES

Currently, AE employs 130+ full-time staff members, sixteen (16) of which are Registered Professional Engineers with the State of Florida and another **nineteen (19) residing in or within 60 miles of the Nassau County line.**

INCORPORATED	
2006	
16	Professional Engineers
1	AICP
130+	Employees Total



## D. OFFICE LOCATION

**AE CORPORATE OFFICE**  
219 N Newnan St., 4th Floor  
Jacksonville, FL 32202  
32 min from Nassau County

**AE MATERIALS TESTING LAB**  
108 Badger Park Dr., Suite 2  
St. Johns, FL 32259  
54 min from Nassau County

## E. AWARDS AND ACCOMPLISHMENTS IN PREVIOUS SIMILAR PROJECTS

As a dedicated, hard-working firm that's earned a strong reputation with its clients and throughout the state, the awards outlined below showcase the quality product delivery and superior expertise that the AE team members put into every project.

AE has continually maintained repeat business working for FDOT in District 2, for over 14 years. Cory Nichols, P.E. has been awarded continuous projects from the FDOT as a Senior Project Engineer for over 15 years. Furthermore, the FDOT, the City of Jacksonville (COJ), and the Jacksonville Transportation Authority (JTA) have awarded AE with high scores and follow-up work, based upon the proposed team members' performance. These awards further validate our mutual respect and the long-standing relationships that AE has built with our clients in the state of Florida.

### Awards – Commendations:

AE has continually been nominated for FDOT/FTBA awards and has been the proud recipient of the following:

- 2020 | ACAF – 'Roads & Streets' Excellence in Pavement Award for SR 5A (San Marco Avenue) from Bridge of Lions to Picolata Road project in St. Johns County
- 2019 | FDOT – D3 Asphalt Urban Award 'Excellence in Pavement'
- 2019 | FDOT – 'Pavement Award' (ACAF) - Resurfacing Rural District for the Fernandina Beach on SR A1A from Amelia River Bridge to Centre Street
- 2018 | FTBA – 'Best in Construction' Award
- 2017 | FTBA – 'Best in Construction' Community Awareness Award for the SR A1A / Ft. Lauderdale Beach from Mercedes River Project to Sunrise Blvd. project
- 2013 | FTBA – 'Best Interstate Project' Award on the I-95/SR-9 @ I-595/SR-862 Bridge Deck Overlay Project

AE is an *award winning* firm!



# TAB 2

## QUALIFICATIONS AND EXPERIENCE

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## QUALIFICATIONS AND EXPERIENCE

### A. AE'S ABILITY TO PROVIDE QUALITY, COST EFFECTIVE, CEI SERVICES

AE has been a pre-qualified Construction Engineering and Inspection (CEI) provider since our 2006. We have grown to be a full-service engineering company by providing consistent quality and cost-effective professional services to our City, County, State, and Agency clients. We currently have personnel working in each of the eight FDOT Districts (1 through 7 and Florida's Turnpike Enterprise) with prime contracts in all Districts. Our firm was founded in Jacksonville, FL and our corporate office remains located there. We have expanded throughout the state and offer 13 additional branch and field offices from the Panhandle to Miami to service our clients' needs. Today, our firm employs over 130 professionals that provide a broad range of Civil Engineering, Design, and CEI services. From the start, our mission has been to build a reputation for exemplary engineering services and resolve issues for our clients at the lowest levels possible.

AE is a corporation established in 2006 by principals who are Registered Florida Professional Engineers, and who both began their careers with the Florida Department of Transportation. Our firm has utilized this background to develop core values and processes that allow our firm to consistently exceed our clients' expectations, specifically related to quality and cost. Our President, Roderick Myrick, P.E., and Vice President, Cory Nichols, P.E., manage the day-to-day operations of the firm and utilize Regional Area Managers to ensure our assigned key personnel meet the project management and inspection needs while taking ownership of our client's revenues to ensure our budgets are efficiently managed.

AE is committed to delivering quality CEI services for this LAP project and understands the positions required for the execution of this project are budget sensitive. To ensure we stay within budget, our firm is responsibly scaling our resources in a cost-effective manner and has confidently proposed a team that includes some dual-functioning positions.

Additionally, while we thoroughly understand that Testing is not required by the CEI firm managing this project, AE is eager to present the utilization of our Materials Testing Lab located in St. Johns County. By pivoting the outsourcing of testing with another firm to in-house testing with AE, Nassau County will significantly cut savings in other areas of the project, not initially projected.

**COVID-19:** We would be remiss to not mention the ongoing COVID-19 pandemic and its potential impacts to this contract and the ability to service Nassau County on this contract. AE has and will continue to follow the recommended CDC and State guidelines to lessen the impacts of the COVID-19 virus; we have updated our internal safety plan to include preventive measures to mitigate the spread of the virus. We are committed to continually developing innovative techniques and embracing change to meet each and every challenge of tomorrow while maintaining a steadfast commitment to exceeding expectations.

### AE IS A PRE-QUALIFIED CEI CONSULTANT IN THE FOLLOWING FDOT CATEGORIES:

- 9.1 - Soil Exploration
- 9.2 - Geotechnical Classification Laboratory Testing
- 9.3 - Highway Materials Testing
- 9.4.1 - Standard Foundation Studies
- 10.1 - Roadway Construction Engineering Inspection
- 10.3 - Construction Materials Inspection
- 10.4 - Minor Bridge & Miscellaneous Structure CEI
- 10.5.1 - Major Bridge CEI - Concrete
- 13.5 - Subarea/ Corridor Planning
- 13.6 - Land Planning / Engineering



## B. DESCRIBE AE'S EXPERIENCE AND EXPERTISE ON SIMILAR PROJECTS

AE and the key personnel proposed for this project, have years of experience working on federally funded (LAP), grant-funded (SCOP), and various entity owned projects such as with FDEP in FDOT Districts 2, 3, 4, and 6, and look forward to bringing our expertise to Nassau County! From years of CEI experience, we have a strong working knowledge of local, current, federal project demands and requirements.

AE will implement our relevant work experiences and lessons learned and provide a talented pool of resources to Nassau County to ensure the success of this project. AE is a highly responsible firm and guarantees exemplary performance for this project. As such, we have included Cory Nichols, P.E. as our proposed Senior Project Engineer. He is extremely well versed in Primavera P6 and utilizes that tool to dissect project schedules and collaborate with the contractor to optimize the schedule around key milestone events such as lane closures and MOT phase traffic switches.

### Similar Project Experience

Below are additional projects our firm has been awarded and successfully managed (by Cory Nichols, P.E. or one of our other 16 registered Professional Engineers with our firm), to thoroughly demonstrate our firm's professional capabilities in managing, coordinating, and completing CEI services on LAP projects and those of similar scope for local agencies throughout the state of Florida:

- Palm City, Murphy Road Bridge Replacement LAP Project, Martin County
- City of Jacksonville, Cecil Trail Northern Extension LAP Project, Duval County
- Leon County, CEI Services for FDOT LAP Projects
  - Old Bainbridge Road from North Monroe Street (US-27) to the Gadsden County Line
  - Old Bainbridge Road at Knots Lane
- Polk County, CEI Services for Ariana Street Sidewalk, LAP Project
- Polk County, CEI Services for Inwood Multi-Use Path, LAP Project
- Polk County, CEI Services for Lake Wilson Road Widening
- City of Chipley, 7th Street Resurfacing and Improvement SCOP Project
- Flagler County, CR 2006 Widening & Resurfacing (Dead Lake to CR 305)





Additionally, AE has worked on several other LAP projects for City of Miami Gardens, City of Fort Pierce, and the Seminole Tribe of Florida. All of these projects consisted of contract administration, inspections, and material sampling and testing, landscaping elements and enhancements, irrigation, and lighting. The oversight team also ensured contractors were in compliance with Florida Department of Transportation (FDOT) EEO/AA, DBE Programs and adherence to the Davis Bacon Wages specific to the projects. All these projects were funded through the Local Agencies using Federal, FDOT, FTA, and City funds, successfully meeting time and budgets goals on each.

**As requested in Tab 6**, we have included samples of relevant projects that are representative of our similar project expertise.

### **C. AE'S ABILITY TO COMMUNICATE, WORKS EFFECTIVELY IN A GROUP, AND BUILD CONSENSUS WITH STAFF, ELECTED OFFICIALS, COMMITTEES, AND THE PUBLIC**

AE is committed to Achieving Excellence in our services to Nassau County. We achieve excellent customer service by being proactive, responsive, and transparent. **Our firm and the AE team for this project have completed numerous similar LAP projects**, on time and within budget throughout Florida. With this experience, we have gained repeat clients with many Local Agencies and the FDOT in various Districts. Our President/Principal in Charge, Rod Myrick, P.E. has focused on pursuing projects in the LAP program program extensively and added processes and LAP certified personnel to our firm to offer specialized services needed to ensure each of our Local Agency partners receives the product they envisioned throughout conception.

AE and key team personnel have successfully participated in all required audits to ensure each of our Local Agency clients receives the best possible evaluation scores and expedited, full reimbursement of invoices throughout the project and at closeout. Our proposed team is familiar with one another and has successfully worked together as a team in the past on several completed projects.

The assigned AE team will work with the Contractor to minimize claims for time and money, by utilizing the following strategies and technical and administrative tasks on a day-to-day basis throughout the project to ensure constant contract compliance.

#### **PERSONNEL TECHNICAL SERVICES:**

- ✓ Perform Daily Inspections & Record Manpower, Equipment, and Project Activities
- ✓ Enforce Contract Specifications/Standards (FDOT Standard Specifications and LAP Big 4 Specifications)
- ✓ Submittals- Shop Drawings Review/Approval, Material Requirements
- ✓ Review QC Sampling and Testing Methods
- ✓ Perform ALL required Verification Sampling/Testing
- ✓ Verify Producer Certifications – Ensure Buy America Compliance
- ✓ Monitor Maintenance of Traffic – Daily (Vehicular & Pedestrian Traffic)
- ✓ Monitor SWPPP/NPDES (Erosion Control) – Daily and after a 0.50" rainfall event
- ✓ Ensure adequate ADA Compliant Access is maintained throughout project site
- ✓ Document Quantities installed for monthly payment (participatory/non-participatory; will ensure Contractor pay application numbering/sequence matches exactly what is shown in the original Bid Tab and Bid Concurrence)
- ✓ Conduct Final Project Walk-Thru and Assist in Final Reimbursement Preparation





### CONTRACT ADMINISTRATION SERVICES:

- ✓ Schedule Review
- ✓ Pre-Construction and Progress Meeting Preparation/Agenda/Minutes
- ✓ Communication/Coordination with Stakeholders: FDOT (Construction, Public Information, & Maintenance), Utilities (JEA), Permit Agencies, Residents/Businesses (Project Schedule/Access Impacts), First Responders (MOT/Lane Closures)
- ✓ Request for Information/Shop Drawing Process
- ✓ Claim Issue/Conflict Resolution
- ✓ Permit Coordination/Close Out Documentation
- ✓ Secure Contractor & Manufacturer Warranties per Specifications (if applicable)
- ✓ Issue Project Final Acceptance
- ✓ Review of Final Record Plans

### CLAIMS MINIMIZATION STRATEGIES THAT WORK!

Our approach is to assign the right staff with the required skills in mitigating Contractor Claims, to meet demands of the project while managing and **responding to contractor's Requests for Information (RFI), draft Change Orders, and Claims promptly**. For this project, we propose **Cory Nichols, P.E.** as the **Senior Project Engineer** and **designated Project Manager**, and **Kelly Marshall, P.E.** as the **Project Administrator**, both in the field and in the office. Both have extensive FDOT and LAP experience and possess **exceptional written and verbal communication skills**. They will be available via email or phone 24/7 and will host weekly/bi-weekly progress meetings. They will continually review the contractor's work schedule at meetings and facilitate open discussions so unforeseen conditions or potential claims can be addressed immediately. Cory will provide thorough responses to RFI's, CO's, and Claims, with EOR input, statewide averages, engineer estimates, LAP Manual references, plan references, and proposed options. Both strive to minimize additional costs incurred on contracts and aim to reduce the number of further claims from the Contractor. Cory brings a thorough understanding of the LAP Manual, LAP Big 4 specifications, and will thoroughly review the Contractor's contract once executed. It will be critical to review any claims and potentially resolve them with language from these guiding documents. This coupled with the fact that they both have managed projects as an SPE/PA team, ensures they can provide cohesive leadership and direction to keep this project on time and on budget.

### D. EXPERIENCE REGARDING PROJECT BUDGETS AND SCHEDULES AND AE'S DEMONSTRATED ABILITY TO MEET BOTH

**AE is committed to meeting the time and budget requirements for this Safety Improvement LAP project for Nassau County.** We will do so by offering experienced staff committed to the County for this project and following a robust QA/QC plan with a LAP expert and highly experienced Professional Engineer **Quality Assurance Manager, Scott Buck, P.E.**

All proposed staff have performed CEI Services in their proposed roles on LAP projects in the past. Upon award and execution of the contract to the Contractor, Cory will contact the awarded Contractor and advise them of their reporting role and emphasize the importance of the reporting functions necessary for the success of this contract. This typically takes place long before the Pre-Construction Meeting. The Contractor is provided with hard and electronic copies of all documentation that must be completed and returned to the



Project Team at the Pre-construction Meeting. Cory, Kelly, and Denise will cover all Construction requirements and EEO requirements for the project.

AE will provide the Contractor with a hard-copy binder stipulating all EEO submittal requirements. The binder will contain specific tables and checklists to monitor the progress of the project. Also, laminated copies of the posters that are to be posted to the job-site bulletin board will be provided to the contractor. We will communicate to the contractor that these must be returned to the RCS upon project completion. AE will upload all required documents into GAP as required on all projects (if the County desires).

Daily Reports are completed each day by the Inspectors, starting with the first contract day, to include all manpower, material, and equipment utilized on the project. Copies of the reports are provided to the County for verification of the contractors' work, staff, payroll verification, and equipment on the job site.

**Weekly Duties:** AE will provide weekly quantities to the contractor for the previous work week; we will collect and review all material testing reports during the execution of the project. All deficiencies will be noted immediately and forwarded to the Contractor for weekly issue resolution. The contractor's contract requires that they submit "As-Builts" with photo logs, which will be compiled on a weekly basis to ensure that the contractor's operations are tracked timely.

**Monthly Duties:** Approved weekly quantities will create the monthly estimate; this will be jointly reviewed by AE and the Contractor to ensure all work that has been completed, accepted, and is compensated in the pay application request. We will ensure the Prime contractor understands the importance of the FDOT Certifications that must accompany each estimate; moreover, the monthly estimate will not be authorized unless these are received. AE will execute the approved pay application as the Owner's representative and provide a signed/ sealed version with the pay application to the Project Manager.

**Schedule:** The contractor's schedule submittal and written work plan will be required twenty-one (21) days after contract award or at the Preconstruction conference (FDOT Specification 8-3.2). The schedule will be reviewed to ensure all project elements are included, and once approved, will serve as our baseline for timely project completion.

We will ensure the schedule is logically sequenced with the MOT plan, is cost and resource loaded, that shop drawing reviews/ procurement of specialty items are included in the baseline, and that confirmed material delivery dates are part of the project minutes and records. We will require the weekly submittal of a controlling item of work and a two-week look ahead to ensure that the contractor is abiding by his baseline and attacking the most critical items to timely project completion.

The Contractor's CPM schedule will be reviewed and shall reflect a reasonable plan to construct the project within contract time. We will evaluate each line item to ensure that the project is cost-efficient, has available resources and that those activities are accurately tied to the approved submittal schedule and procurement time frame. Review of the project schedule is of the utmost importance to ensure that the contractor maintains their combined plan versus actual field productivity. We will perform timely, monthly CPM schedule reviews and track changes. We will compare the overall project schedule to the weekly two-week look ahead provided at progress meetings to ensure the project critical path is followed. We will utilize the cost-loaded schedule planned quantity installed versus actual quantity installed to ensure each project remains on time and within budget.

#### **Anticipated Schedule of Project from Preconstruction through Project Closeout:**

##### **Phase 1 | Pre-Construction (up to 30 days)**

- » Project Kickoff Meeting with County PM (LAP Agreement, scope, identify project issues/concerns, check GAP for Final Construction Contract, Construction Plans, & Specifications)



- » Preconstruction and EEO Meeting(s)
- » Risk Analysis – Materials Coordination Meeting –Stakeholder Outreach (flyers and door-to-door)

### **Phase 2 | Construction (135 days)**

- » Review project Schedule regularly
- » Initial Audit with FDOT
- » Utilities Coordination
- » Progress Meetings (prep agenda, disburse)
- » Address RFI's in a timely manner
- » Handle GAP uploads as identified by County (Progress Meeting minutes, Schedule Revisions, QC Plan, Permits, Shop Drawings, Change Orders with FDOT Concurrence, Progress Photos, and Inspection Reports)
- » Backcheck Contractor Materials testing (if needed) and Density's per LAP Big 4 requirements
- » Contractor payment application review and approval
- » AE internal QA of final invoice package and required documents
- » Develop project punch list and engage with the contractor through completion
- » Final walk-through
- » Ensure any/all final inspections that need to be performed by Nassau County are requested and performed within allowable LAP Agreement time
- » Project Final Acceptance

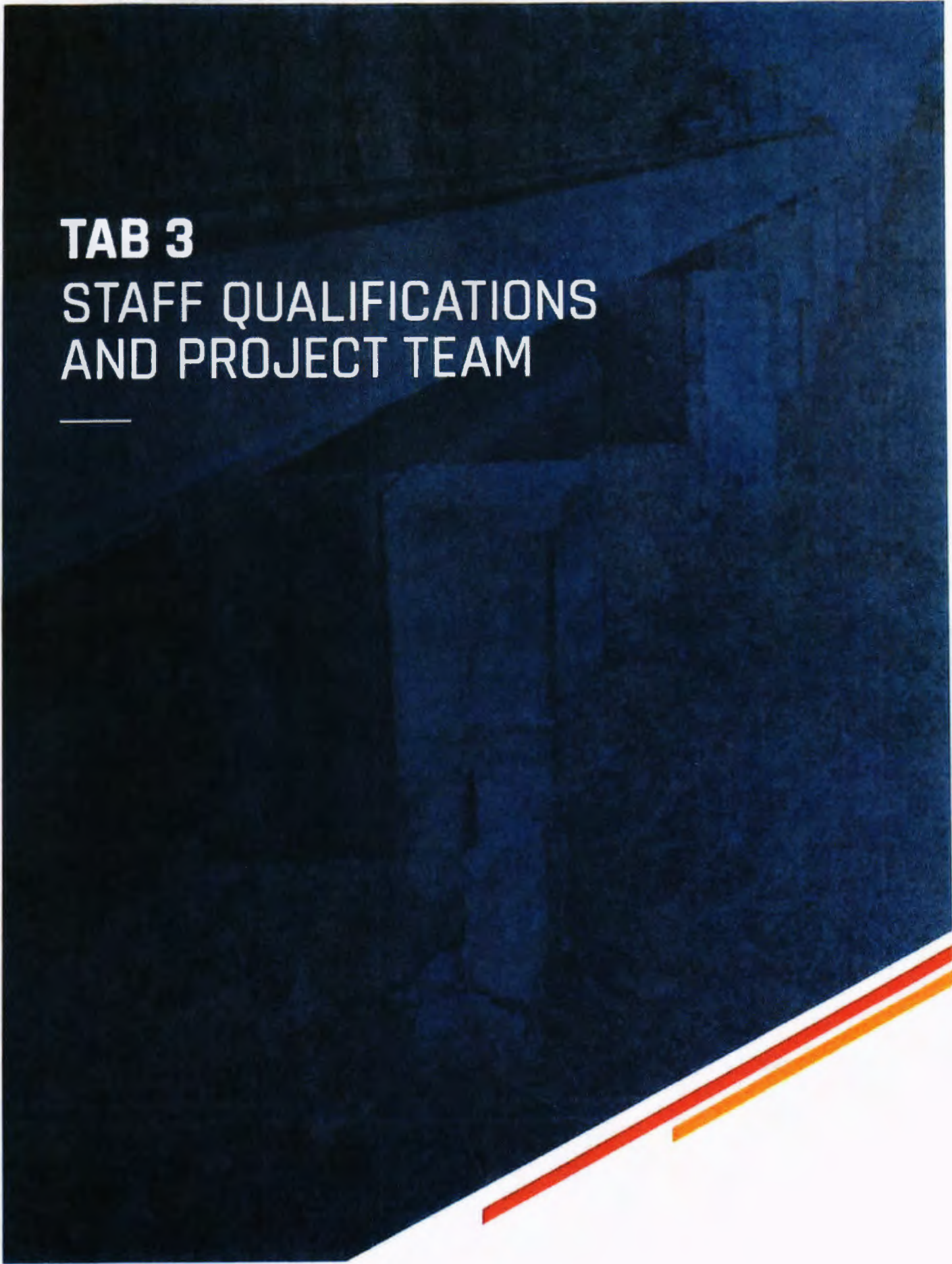
### **Phase 3 | Closeout (30 days; Allowable per LAP Agreement 120 Days after Final Acceptance)**

- » Assist in review and preparation of final reimbursement
- » Verify all GAP documents are uploaded prior to final reimbursement package submittal
- » Final Audit with FDOT



# TAB 3 STAFF QUALIFICATIONS AND PROJECT TEAM

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## KEY PERSONNEL

Our designated Senior Project Engineer will be Cory Nichols, P.E. He will be supported by our Project Administrator, Kelly Marshall, P.E. who are both well versed in LAP projects of similar scope. Cory and Kelly have structured a cohesive team that will provide CEI and Construction Management Services in accordance with FDOT's Design Standards, Standard Specifications, Construction Project Administration Manual, LAP Manual (for Local Agency Program Projects), and the applicable agency Standards and Specifications. Their skills and multi-faceted expertise are highlighted below. In Section A, you'll find our team resumes outlining detailed capabilities, relevant current municipality projects, and LAP experience. The proposed AE Team includes LAP experienced personnel who have worked together on past projects of a similar scale. We are confident we have assembled the perfect team for overseeing this CEI contract for Nassau County.



### **Cory Nichols, P.E. – Senior Project Engineer**

**Address:** 219 North Newnan Street, 4th Floor Jacksonville, FL 32202

**Phone:** (904) 614-4800

**Email:** cory@aeengineeringinc.com

Mr. Nichols has over 25 years of CEI experience and brings a strong understanding of the specifications and standards required for this LAP project. Cory is an excellent team leader with an outstanding industry and community reputation. He will provide leadership, direction, and plan interpretation to ensure the contract is met. Cory's professional engineering background began with the Florida Department of Transportation as a Professional Engineer Trainee and subsequently, he worked as a Project Engineer and Construction Project Manager for FDOT District 2, specializing in bridge construction. He has successfully completed 38 projects as a Senior Project Engineer, and over 25 projects as a Project Engineer. **Cory has successfully managed many LAP projects with similar scope. Therefore, he is fully aware of the current LAP requirements and LAP Project demands that this project entails.**

Cory is proactively engaged in each project he oversees, from field activities to office administration which has been a contributing factor to his success in completing projects for multiple agencies with various policies and procedures. He also brings expertise in critical path method (CPM) scheduling; claims mitigation, negotiation, and resolution; request for information tracking and response; change order preparation; and ability to partner with contractors, utility owners, and local agencies to ensure the success of all his projects. The services to be provided by Cory to the County include construction coordination, contract administration, schedule analysis, claims review and analysis, utility coordination, quality assurance, and quality control, and overseeing and managing the construction operations and field staff.



### **Scott Buck, P.E. - Quality Assurance Manager**

**Address:** 219 North Newnan Street, 4th Floor Jacksonville, FL 32202

**Phone:** (954) 483-4946

**Email:** sbuck@aeengineeringinc.com

Mr. Buck has more than 30 years of diverse project and program management experience, including management of the LAP oversight contract for FDOT District 4 where he has been involved in the construction of more than 50 LAP projects. He is intimately **familiar with the LAP Manual, LAP project closeout requirements, reimbursement procedures, and GAP, the new document control platform.**



In this role, Mr. Buck will provide continuous oversight and guidance to our project team, including creating a project-specific quality control plan that includes regular reviews of field activities (inspections, sampling, testing), compliance requirements, and internal contract management and accounting practices. Enclosed in Tab 5, you'll find additional information on Mr. Buck's background and our three-step approach for Quality Control to ensure this project is executed to the above standard. His strong project background with multi-discipline work in design, construction, and maintenance, along with being the LAP oversight Consultant Engineer for District 4 ensure that his trusted expertise is the best fit for Nassau County.

**Kelly Marshall, P.E. - Project Administrator**

**Address:** 219 North Newnan Street, 4th Floor Jacksonville, FL 32202

**Phone:** (904) 424-6082

**Email:** kmarshall@aeengineeringinc.com



Ms. Marshall has 15 years of construction inspection, geotechnical engineering, and materials testing experience, and has worked on **numerous LAP and FDOT projects throughout the state of Florida**. She has a great understanding of the importance of proper contract administration, CPM scheduling, claim disputes, negotiations, and problem resolution. She is a well-rounded and respected professional in the industry. She has reviewed contractor pay applications, reviewed and responded to change orders, supplemental agreements, and RFI's, hosted progress meetings, took minutes, and distributed minutes/ agenda in a timely manner, and checked material certifications. She has worked on heavy highway projects for widening, new construction, bridges, resurfacing, and drainage improvements as well as smaller off-system mobility improvements, ADA upgrades, and pedestrian enhancement projects. **Kelly completed the Cecil Trail LAP project for the City of Jacksonville as well as several projects with Nassau County.** Services provided by Kelly to the County will include administering the contract and overseeing and managing the construction operations and field staff, tracking project-related documentation, including review and acceptance of the contractor's Work Schedule, RFI, RFC, & RFM's, and the review and submittal of contract change orders. She will hold weekly progress meetings, pre-activity meetings, and review documentation created by the inspectors.

**Youslanda "Denise" Darrisaw – Contract Support Specialist/Residence Compliance Specialist**

**Address:** 219 North Newnan Street, 4th Floor Jacksonville, FL 32202

**Phone:** (954) 849-0023

**Email:** ydarrisaw@aeengineeringinc.com



Ms. Darrisaw brings 30+ years of experience serving as Resident Compliance Specialist, Contract Support Specialist, Compliance Auditor, and Project Coordinator on numerous Transportation, Residential, and Commercial construction projects, throughout Palm Beach, Broward, and Miami-Dade Counties. Areas of strength include Inspection Coordination, Permit reviews, Federal Compliance Monitoring, and QA/QC. She has outstanding communication skills resulting in the development of strong professional business relationships with Internal and External team members at all levels. Strengths include planning, organizing, problem-solving, time management, and analyzing. She will work closely with the contractor to review the Equal Opportunity Compliance (EOC) Program to verify and ensure the prime and any subcontractor's information, as well as the DBE commitments, and payment information have been entered into the system.



**Jose Vazquez, P.E. - Senior Inspector**

**Address:** 219 North Newnan Street, 4th Floor Jacksonville, FL 32202

**Phone:** (954) 295-7476

**Email:** [jvazquez@aeengineeringinc.com](mailto:jvazquez@aeengineeringinc.com)

Mr. Vazquez possesses 9 years of experience in the construction industry. Experience gained as an Inspector and Contract Support Specialist (CSS) paved the way for his advancement to a Senior Inspector. Jose's experience has afforded him the ability to work with all elements of roadway and bridge construction in the CEI industry. He is equipped with an extensive understanding of FDOT procedures, having had the experience of working on several projects in District 2 alone. Jose has successfully completed the CR 200A New Culvert over the Alligator Creek Bridge and a number of FDOT District 2 projects including SR24, SR15. **These projects were all professionally closed out and contained many of the elements that we will encounter on this Nassau County LAP Project.** Jose is ready and able to work with project teams and contractors to produce high-quality and successful projects. Mr. Vazquez is experienced in maintaining contractor's records; reviewing contractor's pay applications; preparing change orders; tracking and documenting RFI's, tracking material certifications and test results; and developing digital As-Built Plans.

He will work alongside the Inspector and Asphalt Paving Inspector ensuring contractor compliance with the contract and specifications of the project. Services provided by Mr. Vazquez will include managing lower-level inspectors, reporting contractor's daily activities, inspecting material entering the work site for quality assurance and compliance with drawings and specifications, developing detailed construction as-built plans, and overseeing the sampling and testing of construction material in accordance with the standards.



**Rhett York - Inspector/Verification Technician**

**Address:** 219 North Newnan Street, 4th Floor Jacksonville, FL 32202

**Phone:** (904) 805-3837

**Email:** [ryork@aeengineeringinc.com](mailto:ryork@aeengineeringinc.com)

Mr. York possesses 10 years of experience inspecting roadway construction projects and performing quality control. For this project, he will work alongside the Senior Inspector, Asphalt Paving Inspector, project team, and contractor ensuring contractor compliance with the contract and specifications of the project. Mr. York has a strong knowledge of field documentation, daily work reports and quantities, asphalt paving, sampling and testing various materials, taking densities, and MOT. He has the certifications and great communication skills needed to successfully work with and oversee the Contractor and field personnel.



**Kevin Campbell - Asphalt Paving Inspector (As-needed)**

**Address:** 219 North Newnan Street, 4th Floor Jacksonville, FL 32202

**Phone:** (850) 776-7135

**Email:** [kcampbell@aeengineeringinc.com](mailto:kcampbell@aeengineeringinc.com)

Mr. Campbell has 16 years of experience on roadway construction engineering inspection projects. He is a valuable team member, ready and able to work with the Senior Inspector, project team, and Contractor to produce quality and successful projects. Kevin has strong knowledge of field documentation, asphalt paving, daily reports, density logbook, and MOT verification and possesses many certifications to excel in his designated team role. He will be available as needed for this project.



## TEAM ORGANIZATIONAL CHART







## KEY PERSONNEL RESUMES

### CORY NICHOLS, P.E.



#### SENIOR PROJECT ENGINEER

#### EXPERIENCE:

**25 years**

#### EDUCATION:

BSCF University of Florida, 1994, MSCE  
University of Florida, 2000

#### REGISTRATION/CERTIFICATIONS:

- Florida Professional Engineer License No.: 53941
- TIN: N24211970
- ➔ CTQP QC Manager
- ➔ FDOT Critical Structures Certified
- ➔ Advanced MOT
- ➔ FDEP Stormwater Erosion and Sedimentation Control Inspector
- ➔ FEMA 200 C, 700 B, 800 D

Mr. Nichols has over 25 years of CEI experience. Cory is well known for providing project management focused on timely issue resolution, claim prevention, shareholder communication and detailed schedule reviews. Cory has extensive experience with all areas of infrastructure construction and lump sum CEI contracts. He has served on over 35 projects as a Senior Project Engineer and over 25 projects as Project Administrator, including 3 bridge projects for the FDOT Gainesville Construction Office, where he was the Bridge Specialist.

#### KB Homes, Cooper Ridge Road Phase 1, Duval County; Cost \$4.9M

Reference: Mike Russo, KB Homes, Forward Planner (904)596-6647; Robin Smith, City of Jacksonville, Chief Engineer (904) 255-8710 • Senior Project Engineer -The objective of the project is to construct a four-lane boulevard extending approximately 0.58 miles through an undeveloped area of Southwest Jacksonville for the Copper Ridge community currently being developed. The construction of the 40mph road consists of four travels, five turn lanes integrated within the seventeen-foot median, one twelve-foot-wide asphalt multiuse path, and six foot concrete sidewalks. The drainage improvements consist of thirty inlet and/or manhole structures, approximately 3,300 linear feet of RCP ranging in size from fifteen inches to thirty-six inches in diameter, 9,500 linear feet of curb and gutter, and 775 linear feet of traffic separator. The project will also include JEA lighting and signage and pavement markings.

Project Started: 8 - 2021 / Anticipated Project Completion: 2 - 2022

#### Jacksonville Transportation Authority, CEI Services for the St Johns River Ferry Phase IV Improvements, Duval County; Cost \$6.6M

Reference: Victor Gilpin, Project Manager (904) 632-5279 • Senior Project Engineer - This project involves landside and waterside infrastructure and facilities improvements at each of the respective ferry landings in Mayport Village and on Ft. George Island. It will take a coordinated effort to complete these landings, as work will be ongoing waterside and landside on each sides of the river. The overall scope is focused primarily on pavement rehabilitation and markings; various Americans with Disabilities Act (ADA) improvements; new bulkheads and heavy mooring bollards; catwalk access; accessory/utilities building; public restroom facilities; as well as landscaping and lighting enhancements at each landing.

Project Started: 1 - 2021 / Anticipated Project Completion: 1 - 2022

#### FDOT District 2, SR 5A Resurfacing N of King St to SR 16 (Picolata Rd), FIN 436161-1-52-01, Saint John's County; Cost \$1.9M

Reference: (CPM Steve Spittle retired Dec 2019) Jeff Williams, P.E., FDOT Palatka Construction Resident Engineer, 386-312-4831 • Senior Project Engineer - The improvements under this contract consisted of milling and resurfacing, base work, drainage improvements, curb and gutter, traffic signals, highway signing, sidewalk/bicycle path and other incidental construction on SR 5A (A1A) from north of King Street to SR 16 (Picolata Road) in St Johns County. Project Started: 5 - 2018 / Project Completed: 9 - 2019

#### FDOT District 2, SR 15 (US 1) Resurfacing (Callahan to Hilliard), FIN 436162-1-52-01, Nassau County

Reference: Sheldon Cash, FDOT Project Manager (904) 360-5582 • Senior Project Engineer - This was a 300 day, Federally Funded project. The improvements included milling and resurfacing of existing roadway, widening, drainage improvements, guardrail upgrades, bridge joint repair, sidewalk, signalization upgrades and signing & pavement markings. Project Started: 2 - 2018 / Project Completed: 5 - 2019

#### FDOT District 2, SR A1A Resurfacing (Amelia River Bridge to Centre St), FIN 436160-1-52-01, Nassau County; Cost \$4.1M

Reference: Kermit Howell, FDOT Jacksonville Const. Project Manager, 904-360-5554 • Senior Project Engineer -The improvements under this contract consisted of milling and resurfacing, shoulder treatment, drainage improvements, curb and gutters, traffic signals, sidewalks and other incidental construction on SR A1A from Amelia River Bridge to Centre Street in Nassau County.

Project Started: 5 - 2018 / Project Completed: 2 - 2019



## KEY PERSONNEL RESUMES

### **FDOT District 2, Milling and Resurfacing of SR 19 (Curb and Gutter to SR 100), FIN 436167-1-52-0, Putnam County; Cost \$3.4M**

**Reference:** Donnie Devenny, FDOT Palatka Construction Project Manager 386-312-4833 • Senior Project Engineer - The proposed improvements included milling and resurfacing of existing roadway, sidewalk, signalization upgrades and signing & pavement markings. Project Started: 11 - 2017 / Project Completed: 11 - 2018

### **FDOT District 2, SR 103, FIN 434299-1-52-01, Duval County; Cost \$1.9M**

**Reference:** Jessica Tippett, P.E. (904) 360-5504 • Senior Project Engineer - This was a 150 day, federally funded, unit price project that consisted of SR 103 from North of Normandy Blvd to south of the CSX railroad tracks (West Beaver Street). The proposed improvements included milling and resurfacing of existing roadway, guardrail, sidewalk, signalization upgrades and signing and pavement markings. The Joint Project Agreement (JPA) with JEA was deleted from this contract. Project Started: 2 - 2017 / Project Completed: 10 - 2017

### **FDOT District 2, SR 200 (US 301), FIN 432315-1-52-01, Bradford County; Cost \$4.5M**

**Reference:** Frank Suarez, P.E. (352) 381-4202 • Senior Project Engineer - This was a 180 day, federally funded, unit price project that consisted of SR 200 (US 301) from Carter Road to the Clay County line. The proposed improvements included milling and resurfacing of existing roadway, base work, shoulder treatment, drainage improvements, highway signing, guardrail, sidewalks & other incidental construction in Bradford County. Project Started: 3 - 2017 / Project Completed: 10 - 2017

### **FDOT District 2, SR 200 (US 301), FIN 432311-1-52-01, Alachua County; Cost \$3.4M**

**Reference:** Frank Suarez, P.E. (352) 381-4202 • Senior Project Engineer - This was a 180 day, federally funded, unit price project that consisted of SR 200 (US 301) from Railroad Overpass to the Bradford County line. The proposed improvements included milling and resurfacing of existing roadway, base work, shoulder treatment, drainage improvements, curb and gutter, traffic signals, highway signing, guardrail, sidewalks and other incidental construction in Alachua County. Project Started: 2 - 2017 / Project Completed: 10 - 2017

### **FDOT District 3, SR-12 Milling and Resurfacing, FIN 428848-1-52-01, Gadsden County; Cost \$3.5M**

**Reference:** Jeff Karwin, P.E. (850) 245-7927 • Senior Project Engineer - Improvements under this District Contract consisted of resurfacing, super elevation correction with overbuild, cross slope correction via overbuild, minor drainage improvements, minor shoulder reconstruction, ADA improvements, minor sidewalk replacement, signing and pavement markings, bridge joint replacement, and guardrail removal and replacement along SR 12 from Yon Creek Bridge to West of SR 10 (US 90) in Gadsden County. There were four (4) existing bridges within the project limits: BR500109, BR500116, BR500016, and BR500119. Project Started: 6 - 2016 / Project Completed: 11 - 2016

### **FDOT District 2, SR 122 (Golfair Blvd) and SR 117 (Norwood Ave), FIN 430562-1-52-01, Duval County; Cost \$3.9M**

**Reference:** Jessica Tippett, P.E., FDOT (904) 360-5504 • Senior Project Engineer - This was a federally funded, unit price project that consisted of the North area of Jacksonville and included SR 122 (Golfair Blvd) and SR 117 (Norwood Ave) from I-95 to Main Street and From I-95 to Golfair Blvd. The project was a total of 2.281 miles of improvements including embankment, construction, milling and resurfacing of existing roadway, guardrail, drainage, and signing & pavement markings. This contract also included two Lump Sum, Joint Project Agreement (JPA) with JEA for utility adjustments and relocations. Project Started: 3 - 2016 / Project Completed: 1 - 2017

### **JTA, Soutel Drive Roadway and Transit Improvements, Duval County, Contract 15-027; Cost \$1.0M**

**Reference:** Andy Rodgers, P.E. (904) 633-8537 • Senior Project Engineer - This project included the construction of a new transit station and roadway extension. The proposed roadway included a two (2) lane urban section (asphalt paving) with curb and gutter, 9" concrete paving, drainage improvements with two (2) storm water management facilities, earthwork with removal of unsuitable material, erosion control, landscaping, lighting, signalization with mast arms and drilled shafts, handrail, sidewalk and passenger amenities (such as shelters, benches, trash receptacles, vending machine, etc.), pedestrian and business access and public information. Project Started: 11 - 2015 / Project Completed: 6 - 2016

### **FDOT District 2, SR 10 (Atlantic Blvd) Resurfacing from Brookview to Karnan, FIN 430546-1-52-01, Duval County; Cost \$2.3M**

**Reference:** Brian Benton, P.E., FDOT District 2 (904) 380-5544 • Senior Project Engineer - Pay Item 3R project that included milling and resurfacing, drainage improvements, signalizations, full depth reconstruction, sidewalk, signing, pavement marking, pedestrian access and public information. Project Started: 12 - 2014 / Project Completed: 8 - 2015



## KEY PERSONNEL RESUMES

### SCOTT BUCK, P.E.



#### QUALITY ASSURANCE MANAGER

##### EXPERIENCE:

**30** years

##### EDUCATION:

B.S. in Civil Engineering, 1989  
University of Florida

##### REGISTRATION/CERTIFICATIONS:

- Florida Professional Engineer License No.: 49923
- TIN: B20078465

- ➔ CTQP Asphalt Paving Level 1 & 2
- ➔ CTQP Final Estimates Level 1 & 2
- ➔ CTQP Earthwork Level 1
- ➔ CTQP QC Manager
- ➔ FDOT Critical Structures Self-Study
- ➔ FDOT LAP Program
- ➔ MOT/TTC Advanced
- ➔ FDEP Stormwater Erosion and Sedimentation Control Inspector
- ➔ Nuclear Radiation Safety / Hazmat
- ➔ FEMA 100, 200, 700, 800
- ➔ LAP ADA Training

Mr. Buck has more than 30 years of project and program management experience providing design, construction, and maintenance solutions for public and private clients in all areas of civil engineering including transportation, structures, environmental, facilities, railways, water and wastewater treatment, mining, and stormwater. His experience includes 14 years with Florida's Turnpike Enterprise, 3 large-scale international assignments, and most recently on FDOT projects in Districts 4 and 6. His time as a project engineer on multi-cultural projects around the world, has given him invaluable experience working through communication and language barriers. Having experience in design, maintenance and construction allows him to anticipate, identify, and solve problems regardless of the assignment. His wide range of experience has allowed him to contribute to program goals and objectives by supporting other departments and staff beyond his regular duties in areas such as process implementation, quality control, and safety.

**FDOT District 4, Treasure Coast Operations, Post-construction review of asphalt documentation and conditions on State Road A1A from Tides Road to North of CR 510 project, FIN Nos., 438042-1-62-01, 02, 03, Indian River County; Cost \$6.7M**

**Reference:** Chloann Lawrence, FDOT Treasure Coast Operations Construction Manager, (772) 429-4866 • Senior Project Engineer - The improvements on this project include: resurfacing SR A1A from just north of Tides Road to just south of Coco Plum Lane; widening SR A1A to provide 7-foot shoulders in each direction to accommodate new buffered bikes lanes; installing signalization improvements; upgrading pedestrian signal features at the SR A1A / John's Island Drive and SR A1A / Wabasso Beach Road intersections with LED countdowns; constructing drainage improvements; installing new signs and pavement markings; reconstructing pedestrian ramps to meet current Americans with Disabilities Act

(ADA) requirements; installing Rapid Flashing Beacons at two (2) beach access pedestrian crossing locations; and making sidewalk repairs at various locations throughout the project limits. Mr. Buck was responsible for performing a post-construction pre-acceptance assessment of asphalt conditions to determine if the contractor constructed the project according to plans. Also reviewed the plans for constructability, conflicts, omissions, and pavement design intent. Specific attention was given to analyzing the pre-existing, plan and paved QC and VT cross slope data. Prepared a detailed report with examples and recommendations.

Project Started: 7 - 2021 / Project Completed: 8 - 2021

#### FDOT District 4, LAP Contract Oversight

**Reference:** Ellen H. Daniel, P.E., Broward Operations Construction Manager (954) 958-7675; Stacey Sasala, FDOT District 4 CEI Manager (954) 777-4382 • CEI Consultant Engineer - Mr. Buck managed this District-wide LAP oversight contract and provided construction oversight for several projects. Responsibilities included reviewing progress of work, approval of change orders and reimbursement submittals, and performing audits on local agency files.

Project Started: 7 - 2015 / Project Completed: 1 - 2021

#### FDOT District 6, Inspection Support Continuing Services Contract

**Reference:** Keith McIntosh, District 6 Construction (305) 640-7438; • CEI Consultant Engineer - Mr. Buck managed this District-wide inspection support continuing services contract. This contract generated more than 50 TWOs using 16 subconsultants. Responsibilities include managing TWO assignments, conducting QA reviews of staff, and preparing monthly status reports. Project Started: 12 - 2016 / Project Completed: 1 - 2021

#### FDOT District 6, I-95 Bridge Grouping, Miami-Dade County; Cost \$1.5M

**Reference:** John Garzia, FDOT D6 Project Manager (786) 510-6822 • Project Administrator - The rehabilitation of the two bridges (SR 970 Downtown Distributor Ramp to I-95 SB over SW 2 St. and the SR 112 NB access ramp to I-95). These projects had considerable MOT and lane closures on I-95 and SR 112. The work consisted of bridge painting, spall repairs, bearing replacement, expansion joint



## KEY PERSONNEL RESUMES

replacement, handrail installation, and other structural repairs. Mr. Buck's duties included managing a senior roadway inspector and senior coatings inspector and directing Contractor activities. Project Started: 2 - 2015 / Project Completed: 9 - 2015

### **Monroe County, CR 905 Bike Lanes Project; Cost \$3.3M**

**Reference:** Clark Briggs, Project Manager (305) 295-4321 • Senior Project Engineer – This project consisted of construction of bike lanes on both sides of CR 905, from Garden Cove Drive to US 1 in Key Largo (22 lane miles). Also including excavation, new base, asphalt, utility adjustments, guardrail with special posts, signing, and pavement marking. He was responsible for coordination of all construction activities and communicating project status to the County. Project Started: 2 - 2014 / Project Completed: 2 - 2015

### **Florida's Turnpike Enterprise, Landscaping Improvements, Miami-Dade County**

**Reference:** Andrew Seibel, Environmental Specialist (954) 934-1233 • Senior Project Engineer – This project consisted of installation of landscaping improvements for two project locations. At the intersection of SW 8 Street and Florida's Turnpike on the HEFT, work included installation site grading and restoration, mulching, hydro seeding, and the planting of 437 trees in the SE, SW, and NW quadrants of the intersection. On HEFT near NW 27 Ave. and on the Florida's Turnpike Mainline between NW 193 and NW 196 Terraces the work included site grading and restoration, mulching, and hydro seeding and the planting of more than 400 trees. Responsibilities included oversight of landscape inspectors and coordinating with the Contractor. Project Started: 8 - 2013 / Project Completed: 3 - 2014

### **Florida's Turnpike Enterprise, Operations and Maintenance Program Management**

**Reference:** Paul Wai, Director of Transportation Operations (954) 934-1247 - Mr. Buck spent 14 years as an Operations and Maintenance Program Management Consultant to Florida's Turnpike Enterprise, a transportation network of toll roads stretching across Florida totaling nearly 500 miles in multiple positions.

- **Facilities and Telecommunications Administrator** - Mr. Buck was responsible for the routine, periodic, and preventative maintenance, budget control, and the capital improvement of the Turnpike's assets which included 120 buildings, 8 service plazas, 85 toll facilities, 12 communication towers, and water and wastewater treatment facilities. Other duties included construction oversight of capital improvement projects to the program's assets included the stripping, coating, painting and cathodic protection of the system's 12 communication towers. The work required significant environmental coordination and permitting, and constant communication with private companies that leased space on the towers. Started: 2001 / Completed: 2005

- **Support Services Manager** - Mr. Buck was responsible for introducing Key Performance Indicators (KPI's) and a quality management system to several departments (environmental, contractual services, procurement, budget management, capital improvements, QC, document control, asset management) to improve operational efficiency and customer service recognition. He improved the reporting capabilities of departments/individuals by providing regular training opportunities and introducing software solutions. Started: 2000 / Completed: 2001

- **Environmental Services Manager** - Mr. Buck developed operational and maintenance reporting procedures for the management of fuel storage tanks, water and wastewater treatment facilities, and landfill management. He was responsible for developing the Turnpike's first environmental emergency response program and gave several presentations on emergency response operations at regional meetings and conferences hosted by the Department of Transportation and the Department of Environmental Protection. He also managed the CAR contractor that performed environmental and emergency response services for roadway spills and contamination for the entire Turnpike system. Projects Started: 1994 / Projects Completed: 2005

### **West Pilbara Iron Ore Project, Perth, Western Australia**

**Reference:** Al Goulart, AECOM Engineering Manager (213) 593 8000 • Senior Project Engineer - Responsibilities included providing design and construction engineering support for major infrastructure improvements required for the project that included design and construction of a port expansion, over 300 km of railroad, paved roadways, a project base camp, and mining facilities. Other duties included the development of program wide design and construction standards for every facet of the project and providing engineering review of Contractor submittals for compliance with design and construction standards. Project Started: 3 - 2012 / Project Completed: 11 - 2012

SCOTT BUCK, P.E. – Quality Assurance Manager

AE Engineering, Inc.



## KEY PERSONNEL RESUMES

### KELLY MARSHALL, P.E.



#### PROJECT ADMINISTRATOR

##### EXPERIENCE:

**15 years**

##### EDUCATION:

Bachelor of Science in Civil Engineering,  
University of North Florida, Jacksonville, FL

##### REGISTRATION/CERTIFICATIONS:

- Florida Professional Engineer License No.:78539
- TIN: M62450181

- ➔ CTQP Final Estimates Level 1 & 2
- ➔ CTQP Pile Driving Inspector
- ➔ CTQP QC Manager
- ➔ FDOT Critical Structures Self – Study
- ➔ Advanced MOT
- ➔ IMSA Traffic Signal Technician Level 1
- ➔ FDEP Stormwater Erosion and Sedimentation Control Inspector

Ms. Marshall has over 15 years of construction inspection, geotechnical engineering, and materials testing experience. She is skilled in making technical judgments based on interpretations of contract drawings and specifications and has successful experience in full contract administration, processing of progress and final estimates, contract modifications, CPM schedule reviews, and the oversight of inspection staff. Recently, Ms. Marshall facilitated the completion of three CEI contracts for District 2 well under the CEI budget as a result of properly managing the CEI staff based on the needs of the project.

##### Relevant Recent Project Experience:

**FDOT District 2, SR 200 / US 301 Bridge Replacement at Alligator Creek Bridge No. 280063, FIN 434038-1-6-01, Bradford County; Cost \$3.7M**

**Reference:** Patrick Gallagher, P.E. Project Manager (352) 381-4212 • Senior Project Engineer - The scope of service for this project consists of roadway and shoulder widening, overbuild and reconstruction to correct cross slope and improve drainage, milling and resurfacing of all travel lanes, as well as construction of gravity wall, sidewalks, pedestrian guiderails, and driveways. Additional work items include minor drainage improvements, erosion protection, signing and pavement markings, and guardrail. Ms. Marshall's responsibilities consist of construction coordination including contract administration, schedule analysis, claims review and analysis, utility coordination, quality assurance and quality control.

**Project Started: 8 - 2020 / Project Completed: 8 - 2021**

**FDOT District 2, District Wide School Improvements, Contract T2762, FIN 444990-1-52-01, Various Counties; Cost \$1.5M**

**Reference:** Joe Lovelace, Lake City Construction (386) 961-7214 • Senior Project Engineer – The scope for this project included upgrading of school zones at 181 locations throughout District 2. The improvements consisted of the removal, relocation, and new installation of various single post mounted signs, sign panels, and solar powered flashing beacons.

**Project Started: 10 - 2020 / Project Completed: 6 - 2021**

**FDOT District 2, CR 200A New Culvert over Alligator Creek Bridge No. 280034, FIN 435780-1-62-01, Bradford County; Cost \$1.1M**

**Reference:** Patrick Gallagher, P.E. Project Manager (352) 381-4212 • Senior Project Engineer -The scope of this 0.09-mile project included roadway and shoulder widening and reconstruction of all travel lanes, along with construction of drain flumes, ditch grading, and driveway. Additional work items included minor drainage improvements, erosion protection, signing and pavement markings, and guardrail. CR 200A (old US 301) is a 2-lane roadway, servicing residents and a lumber yard on this 2-mile-long roadway. CR 200A was closed and traffic detoured to SR 200 during construction. Duties included construction coordination including contract administration, schedule analysis, claims review and analysis, utility coordination, quality assurance and quality control.

**Project Started: 8 - 2020 / Project Completed: 4 - 2021**

**FDOT District 2, SR 24 Lighting Project, FIN 439489-1-52-01, Alachua County; Cost \$0.6M**

**Reference:** Joaquin Olivella, P.E. Project Manager (352) 381-4214 • Senior Project Engineer -The scope of this 3-mile JPA project with Gainesville Regional Utility (GRU) included the installation of 88 new light poles to improve the roadway lighting for this corridor. The project also included the upgrading of all sodium lights with new LED fixtures for all existing poles. Ms. Marshall was responsible for the management of the CEI contract and assistance with construction coordination.

**Project Started: 9 - 2020 / Project Completed: 2 - 2021**



## KEY PERSONNEL RESUMES

### **FDOT District 5, SR 200 from W of I-75 to E of I-75 Including I-75 Interchange Ramp Improvements, FIN(e) 435659-2-62-01 & 437344-1-62-01, Marion County; Cost \$7.7M**

**Reference:** Denise Larkin, Ocala Operations Center Construction Project Manager (352) 620-3007 • Project Administrator – These projects consisted of milling and resurfacing improvements to a 6-lane urban segment of SR 200 (a distance of 3.1 miles) and milling & resurfacing/widening improvements to I-75 Interchange Ramps 'B', 'C', and 'D'. Additional improvements included SR 200 roadway widening through the I-75 interchange to accommodate new 7' buffered bike lanes, right-turn lane construction, construction/modification of a closed-drainage conveyance system (requiring jack & bore operations), extension of a 3'x3' concrete box culvert, new guardrail installation, barrier wall construction, sidewalk construction, turnout construction, installation of new mast-arm signalization, TMS installation, installation of new roadway lighting, installation of new signing & pavement markings, and landscape installation. Ms. Marshall's duties on this project included administering the contract and overseeing and managing the construction operations and field staff. She assisted in closing out numerous claim issues as well as MOT phasing, striping inconsistencies, and asphalt deficiencies.

**Assignment Started:** 2 - 2020 / **Project Completed:** 11 - 2020

### **City of Jacksonville, Cecil Trail Northern Extension LAP Project, FIN(e) 212096-2-58-01, 212096-3-58-01, Duval County; Cost \$870K**

**Reference:** Daryl Weinstein, City of Jacksonville Construction Project Manager (904) 255-8925 • Senior Project Engineer - This contract included the construction of an approximate 10-foot-wide asphalt paved trail as an extension of the Cecil Field area trail system north of SR 228 (Normandy Boulevard) in Jacksonville. Ms. Marshall's responsibilities consisted of construction coordination including contract administration, schedule analysis, quality assurance and quality control.

**Project Started:** 7 - 2019 / **Project Completed:** 12 - 2019

### **Flagler County, CR 2006 Widening & Resurfacing (Dead Lake to County Road 305), Bunnell County; Cost \$2.3M**

**Reference:** Dennis Leap, P.E., Flagler County Project Administrator (386) 313-4050 • Senior Project Engineer - The improvements under this contract consisted of widening lanes and add paving shoulders, milling and resurfacing, drainage improvements, guardrail, signage and other incidental construction. Ms. Marshall's duties included construction coordination including contract administration, schedule analysis, claims review and analysis, utility coordination, quality assurance and quality control.

**Project Started:** 3 - 2019 / **Project Completed:** 10 - 2019

### **FDOT District 2, SR 5A Resurfacing (N of King St to SR 16 (Picolata Road), St. Augustine, FIN 436161-1-52-01; Cost \$1.9M**

**Reference:** Jeff Williams, P.E., FDOT Resident Engineer, (386) 312-4831 • Project Administrator - The improvements under this contract consisted of milling and resurfacing, base work, drainage improvements, curb and gutter, traffic signals, highway signing, sidewalk/bicycle path and other incidental construction on SR 5A (A1A) from north of King Street to SR 16 (Picolata Road) in St Johns County. Ms. Marshall's duties on this project included to administer the contract and oversee and manage the construction operations and field staff. **Project Started:** 5 - 2018 / **Project Completed:** 8 - 2019

### **FDOT District 2, SR 15 (US 1) Resurfacing (Callahan to Hilliard), FIN 436162-1-52-01, Nassau County**

**Reference:** Sheldon Cash, FDOT Jacksonville Construction Project Manager (904) 360-5562 • Project Administrator - This was a 300 day, Federally Funded project. The improvements included milling and resurfacing of existing roadway, widening, drainage improvements, guardrail upgrades, bridge joint repair, sidewalk, signalization upgrades and signing & pavement markings. Ms. Marshall's duties on this project included administering the contract and overseeing and managing the construction operations and field staff. **Assignment Started:** 8 - 2018 / **Project Completed:** 5 - 2019

### **FDOT District 2, SR A1A Resurfacing (Amelia River Bridge to Centre St), Fernandina Beach, FIN 436160-1-52-01, Nassau County**

**Reference:** Sheldon Cash, FDOT Jacksonville Construction Project Manager (904) 360-5562 • Project Administrator - The improvements under this contract consisted of milling and resurfacing, shoulder treatment, drainage improvements, curb and gutters, traffic signals, sidewalks and other incidental construction on SR A1A from Amelia River Bridge to Centre Street in Nassau County. Responsibilities included administering the contract and overseeing and managing the construction operations and field staff.

**Assignment Started:** 8 - 2018 / **Project Completed:** 12 - 2018



## KEY PERSONNEL RESUMES

### YOUSLANDA "DENISE" DARRISAW



#### CONTRACT SUPPORT SPECIALIST / RESIDENT COMPLIANCE SPECIALIST

##### EXPERIENCE:

**30** years

##### EDUCATION:

Broward Community College, 2015

##### REGISTRATION/CERTIFICATIONS:

- TIN: D62096465

- CTQP Final Estimates Level 1 & 2
- Local Agency Program (LAP) Certified
- EEO Computer Based Training and LAPIT Information Tool

Ms. Darrisaw brings 30+ years of experience serving as Resident Compliance Specialist, Compliance Auditor, and Project Coordinator on numerous Transportation, Residential, and Commercial construction projects. Areas of strength include Inspection Coordination, Permit reviews, Federal Compliance Monitoring, and QA/QC. She has outstanding communication skills resulting in the development of strong professional business relationships with Internal and External team members at all levels. Strengths include planning, organizing, problem solving, time management and analyzing. Efficiently manages multiple projects/tasks at the same time, while meeting strict deadlines in high-volume business environments.

**Leon County, Smith Creek Bike Lane Additions Phase I & II LAP Project, FIN 4442060-1-38-01 & 442060-2-38-01; Cost \$1.8M**

**Reference:** Felton Ard, P.E. (850) 728-2585 • Contract Support Specialist / Resident Compliance Specialist – This project consists of milling and resurfacing existing travel lanes, addition of 6 foot shoulders, minor cross drain extensions, guardrail upgrades, drainage improvements, signing and pavement markings, and other safety improvements. Duties include ensuring the contractor is in compliance with

Payroll, DBE, and OJT requirements from project award to close-out. Other responsibilities include uploading documents into EDMS, preparing monthly correspondence, performing site visits to inspect bulletin boards, attend pre and post construction meetings  
Project Started: 9 – 2021 / Anticipated Project Completion: 5 – 2022

**Gadsden County, Cochran Road SCRAP Project, FIN 4467606-1-54-01; Cost \$874K**

**Reference:** Jeremiah Lee, Interim Public Works Director (850) 627-4034 • Contract Support Specialist - The scope for this SCARP project on Cochran Road will begin at Flat Creek Highway and continue approximately 1.8 miles to Hardaway Highway and consists of milling and paving, widening, drainage improvements, thermo-plastic striping and new signage. Ms. Darrisaw duties includes processing monthly estimates, change order preparations and reviewing QC Asphalt roadway reports and tracking asphalt quantities on a daily basis. She also supervises and mentors inspection staff to meet EEO reporting goals.

Project Started: 7 – 2021 / Anticipated Project Completion: 12 - 2021

**City of Chipley, 7<sup>th</sup> Street Resurfacing and Improvement SCOP Project, FIN 446063-1-54-01, Washington County; Cost \$515K**

**Reference:** Dan Miner, Project Manager (850) 638-6350 • Contract Support Specialist – The scope of this project included the resurfacing of 7th Street in Chipley from South Blvd to the south side of State Road 10 (US Hwy 90) and milling/resurfacing of 7th Street from the north side of State Road 10 (US Hwy 90) to South Railroad Ave for a total project length of 0.616 miles. Also included in this project was isolated roadway reconstruction, shoulder pavement, turnout construction, concrete curb and gutter, clearing and grubbing, ditch grading and grassing. Signing and pavement marking improvements were also included along with the placement of thermoplastic markings on the final asphalt surface. Duties included ensuring the contractor was in compliance with Payroll, DBE, and OJT requirements from project award to close-out. Other responsibilities included uploading documents into EDMS, preparing monthly correspondence, performing site visits to inspect bulletin boards, attend pre and post construction meetings. Project Started: 5 – 2021 / Project Completed: 9 - 2021

As an **In-House Resident Compliant Specialist** for FDOT District 2, Ms. Darrisaw's responsibilities included ensuring the contractor was in compliance with Payroll, DBE, and OJT requirements from project award to close-out in addition to uploading documents into EDMS, preparing monthly correspondence, perform site visits to inspect bulletin boards, and attend pre and post construction meetings on the projects below. **Reference:** Brenda Crews (386) 961-7836; Assignment Started 8 - 2020 / Assignment Completed: 6 – 2021

- SR 200 (A1A) 7404000, FIN 210711-2-52-01, Duval County; Cost \$41M
- SR 200 (US 301) from Clay C/L to I-10, FIN 437323-1-52-01, Cost \$8M
- SR 8 (I-10) / SR 200 (US 301) Interchange Midpoint, FIN 428865-1-52-01, Duval County; Cost \$107M
- I-295 (SR9A) SR 202 JTB Blvd to SR 9B, TIN 209301-3-52-01, Duval County; Cost \$139M
- I-95 (SR9) at North I-29 Interchange, FIN 213323-1-52-01, Duval County; \$181M
- SR 105/SRA1A (Heckscher Dr) from Little Talbot Island to Big Pine Trailhead, FIN 434041-1, Duval County; Cost \$4M



## KEY PERSONNEL RESUMES

### **City of Lake Worth Beach, Park of Commerce Phase 2 – Boutwell Road/4<sup>th</sup> Ave North & 7<sup>th</sup> Ave North, LAP Project, FIN 442094-1-58-01, Palm Beach County; Cost \$2.6M**

**Reference:** Julia Parham, City Project Manager (561) 586-1798 • Contract Support Specialist/Resident Compliance Specialist – The scope included addition of two left turn lanes, (1) North of 2<sup>nd</sup> Ave. on Boutwell Rd. turning onto 4<sup>th</sup> Ave. W and (2) South of 7<sup>th</sup> Ave. on Boutwell Rd. turning onto 4<sup>th</sup> Ave. E. There was curb and gutter throughout the entire project, new 5' sidewalks on the East and East sides of Boutwell Road, shoulder stabilization, drainage, pedestrian lighting, and signing and pavement markings. Duties included acquiring/reviewing/submitting daily work reports, reviewing/approval of pay applications, change order reviews and preparation, performing job site bulletin board checks, ensuring DBE participation commitments are entered into EOC, checking certifications of sublet work, checking prime and subcontractor Certified Payrolls, and verifying project files are entered into LAPIT.

**Project Started: 7 – 2020 / Project Completed: 4 – 2021**

### **Leon County, Old Bainbridge Road Safety Improvements from US 27 (SR 63) to County Line, LAP Project, FIN 436621-1-58-01; Cost \$424,796.50**

**Reference:** George Su, P.E., Leon County Project Manager; (850) 606-1544 • CSS/Resident Compliance Specialist – Scope included safety improvements of Old Bainbridge Road (CR 361) from SR 63 to Gadsden County Line with minor shoulder pavement, new signage, upgraded pavement markings, delineators, and shielding of obstructions in limited circumstance. Denise's duties included reviewing/submitting daily work reports, ensuring DBE participation commitments are entered into EOC, EOC entry of Bid Opportunity List, checking certifications of sublet work, checking prime and subcontractor's certified payrolls, and verifying all project files are entered into LAPIT. **Project Started: 5 – 2020 / Project Completed: 8 – 2020**

### **Leon County, Old Bainbridge Road at Knot Lane Safety Improvements, LAP Project, FIN 438270-1-58-01; Cost: \$127,781.61**

**Reference:** Felton Ard, P.E., Leon County Project Manager; (850) 606-1515 • CSS/Resident Compliance Specialist – Intersection improvements on Old Bainbridge Rd. (CR 361) at Knot's Lane included minor shoulder pavement, piping of a ditch, new signage, upgraded pavement markings, delineators, resurfacing project areas with a friction course of asphalt. Duties consisted of reviewing/submitting daily work reports, ensuring DBE participation commitments are entered into EOC, EOC entry of bid opportunity list, checking certifications of sublet work, checking certified payrolls, and verifying documents are entered into LAPIT.

**Project Started: 5 – 2020 / Project Completed: 8 – 2020**

### **Port of Miami, Terminal B - NV2A-Haskell Joint Venture; Miami-Dade County**

• Resident Compliance Specialist – Ms. Darrisaw was part of team managing the Miami Dade County Small Business Development Compliance on the Terminal B Port of Miami project. She ensured compliance with responsible wages, community workforce, and Small Business Enterprise (SBE) goals were met. Assisting in the selection process of SBE subcontractors/vendors and preparing schedule of intents. Preparing monthly reports of SBE utilization to track timely payments to SBE subcontractors/vendors. Conducted site visits to interview employees to ensure compliance with Miami Dade County OSHA and responsible wages. Supporting the owner billing process collecting subcontractor and vendor pay application/invoice, release of liens, monthly certifications, certified payrolls and supporting documents, interface with accounting to ensure timely subcontractor payments. **Project Started: 5 – 2018 / Project Completed: 7 – 2020**

### **Aerotek, Inc./ Marand Builders, Inc.; Broward and Miami-Dade Counties**

• Project Coordinator - Ms. Darrisaw was contracted to provide project support to two (2) Project Managers and Superintendents on various Financial Institution ADA and new construction projects for Capital One in Broward and Miami Dade counties for client Jones Lang Lasalle (JLL). She organized and managed all pre-construction activities including permit applications and notice of commencement process. Coordinated with various permit expeditors, City and County Building Departments, Architects, and Superintendents to schedule and follow-up on inspections. She managed subcontractor pay request, RFI's, drawings, submittals, and logs.

**Project Started: 7 – 2017 / Project Completed: 11 – 2017**

### **Beauchamp Construction Co., Inc.**

• Compliance Administrator – Denise facilitated the submittals process per contract specifications and managed the Community Workforce Program (CWP) to ensure the contract goals/requirements were met. Working with subcontractors to obtain timely submission of contract documents and ensure timely payment from Owner. She assisted in the preparation of monthly report(s) and AIA pay requests. Organized subcontractor and vendor's release of liens, monthly certifications and back up documents for pay applications. Tracking and logging Requests for Information (RFI) and managed/administered over 300 contract submittals for timely responses from Architects, Engineers and Contractors. Successfully administered Miami Dade County responsible wages, CBE/CSBE, and CWP and obtained 100% compliance: with no violations. Trained subcontractors on FHWA 1273 and USDOL requirements per contract requirements. Tracked NTO's and Release of Liens through close out. Interface with Minority Affairs and DOL on matters related to wage and employee complaints. **Project Started: 1 – 2014 / Project Completed: 5 – 2017**

Youslanda "Denise" Darrisaw – Contract Support Specialist / Resident Compliance Specialist

AE Engineering, Inc





## KEY PERSONNEL RESUMES

### JOSE VAZQUEZ, P.E.



#### SENIOR INSPECTOR

##### EXPERIENCE:

9 years

##### EDUCATION:

Bachelor of Science, Civil Engineering,  
Florida Institute of Technology,  
May 2012

##### REGISTRATION/CERTIFICATIONS:

- Florida Professional Engineer License No.: 92226
- TIN: V22043390

- ➔ CTQP Asphalt Paving Level 1 & 2
- ➔ CTQP Earthwork Level 1
- ➔ CTQP Final Estimates Level 1 & 2
- ➔ FDOT Critical Structures Self - Study
- ➔ Advanced MOT
- ➔ ACI Field Testing Technician Level 1
- ➔ IMSA Traffic Signals Technician Level 1
- ➔ FDEP Stormwater Erosion and Sedimentation Control Inspector
- ➔ Nuclear Radiation Safety / Hazmat

Mr. Vazquez possesses nine years of experience in the construction industry which include five years directly associated with FDOT projects. As a Senior Inspector, Mr. Vazquez has become proficient in identifying what specifications and standards apply to each of the tasks at hand. He also excels in field record keeping which included material tracking, density logbooks, quality control roadway reports, etc. Collectively, his experience has catapulted him to becoming a well-rounded Senior Inspector with a better understanding of how and why things are constructed and ultimately paid for.

##### Relevant Recent Project Experience:

**KB Homes/City of Jacksonville, Cecil Field Connector Road (Copper Ridge Road) Phase 1, Duval County; Cost \$4.9M**

**References:** Robin Smith, City of Jacksonville, Chief Engineer (904) 255-8710, Mike Russo, KB Homes, Forward Planner (904) 596-6647; • Project Administrator - Jose is responsible for tracking progress of the work performed, processing the monthly estimates, and keeping track of two separate projects being performed simultaneously within the same project limits, including the installation of storm drainage and water and wastewater conveyance systems intended to service the a new residential subdivision. Mr. Vazquez is also responsible for ensuring compliance with environmental permits, reviewing shop drawings, preparing and reviewing RFI's, maintaining the projects CPM schedule, generating monthly reports for the City of Jacksonville, reviewing change order requests and proposals, reviewing claims and disputes and recommending necessary action, arranging material testing and reviewing the reports, and ensuring compliance with minority business enterprise participation requirements. The objective of the project is to construct a four-lane boulevard extending approximately 0.58 miles through an undeveloped section of southwest Jacksonville for the Copper Ridge

community currently being developed. The construction of the 40mph road consists of four travel lanes and five turn lanes integrated within the seventeen-foot median, one twelve-foot-wide asphalt multiuse path, and six-foot concrete sidewalks. The drainage improvements consist of thirty inlet and/or manhole structures, approximately 3,300 linear feet of RCP ranging in size from fifteen inches to thirty-six inches in diameter, 9,500 linear feet of curb and gutter, and 775 linear feet of traffic separator. The project also includes JEA lighting and signage and pavement markings.

Project Started: 8 - 2021 / Anticipated Project Completion: 8 - 2022

**Jacksonville Transit Authority (JTA), St. Johns River Ferry Phase IV Improvements. No. P-20-027, Duval County; Cost: \$6.7M**

**Reference:** Victor Gilpin, P.E. Project Manager II (904) 654-2492 • Contract Support Specialist - Mr. Vazquez is responsible for reviewing and processing the monthly estimates and tracking the projects overall progress. Jose is also responsible for performing an initial review of all incoming project documentation and filing all submittals accordingly. Project documentation/submittals include RFP's, change orders, plan revisions, permit compliance, shop drawings, schedule updates, utility issues and/or damage, etc. This Design Build JTA project includes the removal and repair of two movable bridges, concrete repairs to the existing substructure, upgrades to the two fender systems, construction of two new concrete capped sheet pile bulkheads, and improvements to the existing St. Johns River Ferry infrastructure and parking facilities. Additional improvements include widening of existing facilities, construction of new parking facilities, mill and resurface of existing parking areas and FDOT ROW, pond construction, new warehouse and restroom facilities, and lighting improvements. Project Started: 1 - 2021 / Anticipated Project Completion: 1 - 2022

**FDOT District 2, SR 200 / US 301 Bridge Replacement at Alligator Creek, FIN 434038-1-52-01, Bradford County, Cost: \$3.7M**

**Reference:** Patrick Gallagher, P.E. Project Manager (352) 381-4212 • Contract Support Specialist - Mr. Vazquez was responsible for tracking the progress of all 112 pay items ensuring the methods of measurement and basis of payment were properly applied. The asphalt portion of the project included the installation of up to 8.7 inches of overbuild, base which was utilized under widening and driveway reconstruction, and conventional structural and friction across all five lanes. As the CSS Mr. Vazquez was responsible for reviewing the Quality Control Roadway Report after each paving operation ensuring the tonnage quantities were being allocated appropriately. Mr.



## KEY PERSONNEL RESUMES

Vazquez was also responsible for ensuring the following was submitted according to the contract documents: CPM schedule updates, shop drawings, RFI's RFM's, and RFC's, claims, utility issues and damage reports, SWPPP reports, material certifications, etc. The primary objective of this 350-day project was to demolish and reconstruct the existing bridge built in 1962. The bridges construction included 22 dynamically tested 18-inch piles, eleven 90-foot Florida I-beams and the installation of two temporary sheet pile retaining walls. The construction was performed in six phases which included two lane shifts across the median as to not impede the flow of traffic. In addition to the previously mentioned asphalt and bridge work, the project also consisted of city sewer and water main improvements, aluminum pedestrian/bicycle railing, drainage improvements, guardrail construction, gravity wall construction, and concrete sidewalk, driveways, and curb and gutter. Project Started: 7 - 2020 / Project Completion: 8 - 2021

### **FDOT District 2, CR 200A New Bridge over Alligator Creek, FIN 435780-1-52-01, Bradford County, Cost: \$1.1M**

**Reference:** Patrick Gallagher, P.E. Project Manager (352) 381-4212 • As the Contract Support Specialist, Mr. Vazquez was responsible for tracking progress of all 60 pay items ensuring the methods of measurement and basis of payment were properly applied. Mr. Vazquez was also responsible for ensuring the following was submitted according to the contract documents: CPM schedule updates, shop drawings, RFI's RFM's, and RFC's, Claims, Utility Issues and Damage Reports, SWPPP Reports, material certifications, etc. The scope of this project included removing the existing road and raising the travel lanes by approximately 18 inches. The reconstruction included subgrade, 14 inches of limerock, 3 ½ inches of structural, and 1 ½ inches of friction. The primary objective of this project was to replace the existing 92-inch double culvert bridge. The bridges construction included the installation of eight 18-inch concrete piles that supported eight Florida slab beams, and a six-inch concrete deck. Additional improvements consisted of guardrail installation, 36-inch RCP, shoulder gutter, concrete ditch pavement, riprap rubble ditch lining, and signage and pavement markings. Project Start: 21 October 2020 / Project Completion: 4 - 2021

### **FDOT District 2, SR 109 Atlantic Blvd. and University Blvd. Intersection, FIN 432404-1-52-01, Duval County; Cost \$3.2M**

**Reference:** Jessica Tippett, P.E., Project Oversight III (904) 360-5504 • Inspector – Mr. Vazquez was responsible for the inspection of the resurfacing and widening of the SR109 (University Blvd) and SR10 (Atlantic Blvd) intersection, the addition of turn lanes, and drainage improvements. Jose was also responsible for inspecting the installation of the new mast arms, signals, vehicle detection loops, pedestrian detection, roadway lighting, signage and pavement markings, sidewalk, and ADA curb ramps. The project improvements also included the installation of four drill shaft foundations, the relocation of the University Boulevard and Lawrence Place intersection 500ft north of its original location, the modification of an existing 9' tall retaining wall, and the installation of a new water main. Project Started: 1 - 2019 / Project Completed: 8 - 2020

### **FDOT District 2, Signal Improvement and Safety Improvement Projects US 90 along Beach Blvd, FIN 432648-1-52-01, Duval County; Cost \$3.5M**

**Reference:** Jessica Tippett, P.E., Project Oversight III (904) 360-5504 • Inspector - Mr. Vazquez was responsible for the inspection of new mast arm assemblies, vehicle detection loops, pedestrian detection, roadway lighting, signage and pavement markings, sidewalk, and ADA curb ramps. Project Started: 2 - 2019 / Project Completed: 7 - 2020

### **FDOT District 2, SR 105 (Heckacher Drive) from West of Busch Drive to Fuel Farm, FIN 437615-1-52-01, Duval Co. Cost \$3.1M**

**Reference:** John Patterson, FDOT Jacksonville Construction Project Manager (904) 360-5576 • Inspector - Mr. Vazquez was responsible for tracking monthly quantities, managing the density logbook, and reviewing the RFI's with the contractor for accuracy. Jose was also tasked with inputting all required material information into MAC and spent a significant amount of time as the lead inspector over the paving operation. Project Started: 5 - 2019 / Project Completed: 11 - 2019

### **FDOT District 2, SR 15 (US 1) Resurfacing from Alligator Creek to S. of Hilliard, FIN 436162-1-52-01, Nassau County; Cost \$9.1M**

**Reference:** Sheldon Cash, FDOT Jacksonville Construction Project Manager (904) 360-5562 • Inspector -Mr. Vazquez was responsible for the inspection of guardrail reconstruction, drainage improvements, vehicle detection loops, and turn lane construction. Project Started: 12 - 2018 / Project Completed: 5 - 2019

### **FDOT District 2, SR A1A (SR 200) Resurfacing City of Fernandina, FIN 436160-1-52-01, Nassau County**

**Reference:** Sheldon Cash, FDOT Jacksonville Construction Project Manager (904) 360-5562 • Inspector - Mr. Vazquez was responsible for the inspection of resurfacing of the existing roadway, polyurethane injection, sidewalk and median reconstruction, and signage and pavement markings in Nassau County. Project Started: 5 - 2018 / Project Completed: 12 - 2018



## KEY PERSONNEL RESUMES

### RHETT YORK



#### INSPECTOR/VERIFICATION TECHNICIAN

##### EXPERIENCE:

**10 years**

##### EDUCATION:

GED, Florida State Community College at Jacksonville, 1993

##### REGISTRATION/CERTIFICATIONS:

• TIN: Y62073375

- CTQP Asphalt Paving Level 1 & 2
- CTQP Concrete Field Technician Level 1
- CTQP Earthwork Level 1 & 2
- CTQP Final Estimates Level 1
- FDOT Critical Structures Self-Study
- Intermediate MOT
- ACI Field Testing Technician Grade 1
- IMSA Traffic Signal Inspector Level 1
- FDEP Stormwater Erosion and Sedimentation Control Inspector
- Nuclear Radiation Safety / Hazmat
- FEMA 100C, 200C

Mr. York possesses 10 years of experience inspecting roadway construction projects and performing quality control. He possesses strong knowledge of field documentation, daily work reports and quantities, asphalt paving, sampling and testing various materials, and taking densities. He has the certifications and great communication skills needed to successfully work with and oversee the Contractor and field personnel. Mr. York's previous experience as an asphalt quality control technician gives him an upper edge to better understand asphalt operations, providing perspective not only from the VT inspection side but from the contractor's point of view.

##### Relevant Recent Project Experience:

**FDOT District 2, SR 200 / US 301 Bridge Replacement at Alligator Creek Bridge No. 280063, FIN 434038-1-6-01, Bradford County; Cost \$3.7M**

**Reference:** Patrick Gallagher, P.E. Project Manager (352) 381-4212 • This project consists of bridge replacement, roadway and shoulder widening, overbuild and reconstruction to correct cross slope and improve drainage, milling and resurfacing of all travel lanes, as well as construction of gravity wall, sidewalks, pedestrian guiderails, and driveways. Additional work items include minor drainage improvements, erosion protection, signing and pavement markings, and guardrail. Mr. York's responsibilities included overseeing the placement of asphalt base, structural course, and friction course. In addition, he oversaw the pavement markings and signing installation.

**Assignment Started: 6 - 2021 / Project Completion: 8 - 2021**

**FDOT District 2, SR 21 Resurfacing (SR 16 to CR 215), FIN 441129-1-52-01, Clay County; Cost \$4.0M**

**Reference:** Rusty Cheshire, Project Manager (352) 381-4213 • Senior Inspector – The scope for this project included milling and resurfacing, base work, shoulder treatment, drainage improvements, guardrail, traffic signals, highway signing and other incidental construction along SR 21 in Clay County. Rhett's primary responsibility was milling and resurfacing operations. **Project Started: 4 - 2021 / Project Completed: 5 - 2021**

**FDOT District 2, District Wide School Improvements, Contract T2782, FIN 444990-1-52-01, Various Counties; Cost \$1.5M**

**Reference:** Joe Lovelace, Lake City Construction (386) 961-7214 • Senior Inspector – The scope for this project included upgrading of school zones at 181 locations throughout District 2. The improvements consisted of the removal, relocation, and new installation of various single post mounted signs, sign panels, and solar powered flashing beacons. Mr. York was responsible for tracking the contractor's operations throughout the district and inspecting each location for MOT deficiencies when the contractor was not onsite as well as the final inspection after each school was complete. **Project Started: 9 - 2020 / Project Completed: 6 - 2021**

**FDOT District 2, CR 115 From Bypass Road to Henry Smith Road Contract CM2731, FIN 432767-1-54-01, Nassau County**

**Reference:** William Glennon P.E. (904) 383-9126 • Senior Inspector – This project consisted of clearing and grubbing, widening, milling and asphalt paving, guardrail, sodding, replacing side drains and mitered ends restoring driveways affected by construction, earthworks, concrete ditch paving, striping, replacing triple cross drain bridge. Mr. York duties included inspecting all roadway operations, preparing daily reports of construction activities, and measuring quantities and maintaining summary of quantities sheets to ensure progress was fully documented. **Assignment Started: 3 - 2020 / Project Completed: 7 - 2020**

**FDOT District 2, SR 15 Sidewalk from Edgewood Ave. to Wagner Road and SR 15 Resurfacing from Edgewood Avenue to Trout River Boulevard, FIN(s) 436114-1-52-01 & 436163-1-52-01, Duval County; Cost \$9.4M**

**Reference:** Brian Kirts FDOT Project Manager (904) 360-5556 • Senior Inspector - These projects consisted of milling and resurfacing, sidewalk improvements, curb and gutter, manhole adjustments, lighting and signalization, signing and pavement markings, detectable warning surfaces, guardrail work, sodding, and drainage improvements. Responsibilities included inspecting all roadway operations, preparing daily reports of construction activities using Site Manager, and measuring quantities and maintaining summary of quantities sheets to ensure progress was fully documented. **Project Started: 1 - 2019 / Project Completed 2 - 2020**



## KEY PERSONNEL RESUMES

**FDOT District 2, SR 115/ Lem Turner Resurfacing (I-95 to Soutel Drive and I-295/ SR9A Resurfacing Trout River to I-95; FIN(s) 428807-1-62-01 & 436170-1-62-01, Duval County**

**Reference:** James Saiter, FDOT Project Engineer (904) 360-5513 • Senior Inspector – These projects consisted of milling and resurfacing, sidewalk improvements, curb and gutter, manhole and valve box adjustments, bridge deck expansion joint rehab, minor signalization, signing and pavement markings, detectable warning surfaces, and guardrail work. Mr. York was responsible for earthwork testing, concrete testing, MSE wall inspections, erosion control, and stormwater. Project Started: 4 - 2019 / Project Completed: 2 - 2020

**FDOT District 2, SR 15 (US 1) Resurfacing (Callahan to Hilliard), FIN 436162-1-52-01, Nassau County; Cost \$9.1M**

**Reference:** Sheldon Cash, FDOT Jacksonville Construction (904) 360-5562 • Senior Inspector - The improvements included milling and resurfacing of existing roadway, widening, drainage improvements, guardrail upgrades, bridge joint repair, sidewalk, signalization upgrades and signing & pavement markings Responsibilities included inspecting all roadway operations, preparing daily reports of construction activities using Site Manager, and measuring quantities and maintaining summary of quantities sheets to ensure progress was fully documented. Assignment Started: 8 - 2018 / Project Completed: 5 - 2019

**FDOT District 2, SR A1A from Amelia River Bridge to Centre Street, FIN 436160-1-52-01, Nassau County; Cost \$4.1M**

**Reference:** Sheldon Cash, FDOT Jacksonville Construction (904) 360-5562 • Senior Inspector – This project consisted of milling and resurfacing, shoulder treatment, drainage improvements, curb and gutter, traffic signals, sidewalks, and other incidental construction on SR A1A from Amelia River Bridge to Centre Street in Nassau County. Project Started: 06 - 2018 / Project Completed: 12 - 2018



## KEY PERSONNEL RESUMES

### KEVIN CAMPBELL



#### ASPHALT PAVING INSPECTOR

##### EXPERIENCE:

**16 years**

##### EDUCATION:

Laplata High School, 1985

##### REGISTRATION/CERTIFICATIONS:

- TIN: C51450466

- CTQP Asphalt Paving Level 1 & 2
- CTQP Concrete Field Tech Level 1
- CTQP Earthwork Level 1 & 2
- CTQP Final Estimates Level 1
- FDOT Critical Structures Self - Study
- Advanced MOT
- ACI Field Testing Technician Grade 1
- FDEP Stormwater Erosion and Sedimentation Control Inspector
- Nuclear Radiation Safety / Hazmat
- FEMA 100C

Mr. Campbell has 16 years of experience on roadway construction engineering inspection projects. He is a valuable team member, ready and able to work with the Senior Inspector, project team, and Contractor to produce quality and successful projects. Kevin has strong knowledge of field documentation, asphalt paving, daily reports, density logbooks, and MOT verification and possesses many certifications to excel in his designated team role. He is very detail oriented and is known for his integrity and reliability in all his inspection duties. Kevin is routinely requested from our Prime teaming partners when we asked to provide an inspector that continually excels in the inspection of Asphalt operations.

##### Relevant Project Experience:

**FDOT District 2, SR 9A / I-295 Express Lanes Management, FIN(s) 209301-3-52-01, 209301-3-56-01 & 209301-3-56-02, Duval County**

Reference: Taylor Byrd, FDOT Project Manager (386) 832-7153 • Inspector – This project includes the construction of two additional 12-foot travel lanes (tollled express lanes) in each direction, improving interchanges at J. Turner Butler Boulevard, Gate Parkway, Baymeadows Road, and State Road 9B, constructing noise walls along I-295 in various locations, building drainage ponds and installing electronic tolling systems at various locations for toll collection. Mr. Campbell's duties include inspection of asphalt placement, sidewalks, curb and gutter, ditches and concrete drainage structures, drainage improvements, mainline roadway new construction, on and off ramp new construction, widening/extension, along with safety improvements.

Project Started: 7 - 2016 / Project Completed: 12 - 2021

**FDOT District 2, I-10 (SR 8) Marietta Interchange at Hammond Blvd, FIN(s) 213301-2-52-01 & 213301-2-56-01, Duval County**

Reference: Jessica Tippet, FDOT Project Manager (904) 360-5400 • Inspector – Mr. Campbell responsibilities included inspection and verification of asphalt placement, MSE wall construction, concrete, drainage improvements, side street tie-ins and earthwork activities for this new Interchange construction along I-10 at Marietta.

Project Started: 5 - 2015 / Project Completed: 7 - 2016

**FDOT District 2, JK 30 Projects (Pritchard Road, SR 228/I-295), Duval County**

Reference: Brian Benton, FDOT Project Manager (904) 360-5400 • Inspector – Duties included inspection of asphalt placement, sidewalks, curb and gutter, overseeing bridge rehabilitation, ditch work and concrete drainage structures, drainage improvements, on and off ramp widening/extension, along with safety improvements.

Project Started: 5 - 2014 / Project Completed: 4 - 2015

**FDOT District 2, SR 115 (MLK Parkway) and 21st St. (Tallyrand Ave.), FIN 209545-5-52-01, Duval County**

Reference: Scott Lent, FDOT Project Manager (904) 360-5400 • Inspector – The scope of work for this project included all investigation, design, permitting, coordination, final approved construction documents and construction activities necessary for the construction of improvements to SR 115, a four-lane divided, limited access urban freeway. The major work items included the realignment of SR 115, a new interchange between SR 115 and 21<sup>st</sup> Street and improvements to the existing Phoenix Avenue interchange. Mr. Campbell responsibilities included inspecting roadway construction activities such as base, subbase, lime rock, asphalt, curb and gutters, drainage structures, sidewalks, concrete barrier wall, all concrete related pay items, guardrail, signage, lighting, and MOT. He was also responsible for inspection of retained earth walls and drilled shafts.

Project Started: 2 - 2014 / Project Completed: 5 - 2014

**FDOT District 2, I-295/Commonwealth Interchange Improvements, Duval County**

Reference: Brian Benton, FDOT Project Manager (904) 360-5400 • Inspector - Duties included inspection of asphalt placement, sidewalk, curb and gutter, bridge rehabilitation, ditches, and concrete drainage structures.

Project Started: 2 - 2013 / Project Completed: 2 - 2014

**DEPARTMENT OF BUSINESS & PROFESSIONAL REGULATION LICENSE**

**State of Florida  
Department of State**

I certify from the records of this office that AE ENGINEERING, INC. is a corporation organized under the laws of the State of Florida, filed on March 27, 2006, effective March 20, 2006

The document number of this corporation is P06000043128.

I further certify that said corporation has paid all fees due this office through December 31, 2022, that its most recent annual report/uniform business report was filed on January 6, 2022, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

*Given under my hand and the  
Great Seal of the State of Florida  
at Tallahassee, the Capital, this  
the Sixth day of January, 2022*



*Randy M. Bee*  
**Secretary of State**

Tracking Number: 4587596548CC

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

<https://services.sosbiz.org/Files/CertificateOfStatus/CertificateAuthentication>

**YES**

12/29/21, 12:54 PM

DBPR - AE ENGINEERING, INC., Registry



ONLINE SERVICES

LICENSEE DETAILS

12:54:12 PM 12/29/2021

Licensee Information

Name: **AE ENGINEERING, INC. (Primary Name)**  
Main Address: **219 N NEWMAN STREET  
SECOND FLOOR  
JACKSONVILLE Florida 32202**  
County: **DUNAL**

License Information

License Type: **Registry**  
Rank: **Registry**  
License Number: **27212**  
Status: **Current**  
License Date: **11/07/2006**  
Expires:

Special Qualifications

Qualification Effective

Alternate Names

View Details: [Contact Information](#)

2641 Blue Square Road, Tallahassee FL 32308 (Email) Customer Contact Center - Customer Contact Center 850 467 1300

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1/2

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**NICHOLS, GORY WAYNE**  
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**VAZQUEZ, JOSE MANUEL JR.**  
 96014 INLET COVE COURT  
 FERNANDINA BEACH FL 32034

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# TAB 4 PROJECT APPROACH

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## PROJECT APPROACH AND INNOVATION



AE Engineering, Inc. (AE), is pleased to submit our response to provide Nassau County with Construction Engineering and Inspection (CEI) Services for the CR108 resurfacing project. We have reviewed the available plans and visited the site multiple times to gain greater insight of this project's critical issues. Our team understands the expectation of the County and is proposing an experienced inspection and management staff who will perform with minimal oversight to successfully handle the challenges this project may present throughout construction. With several challenging constructability items in mind, our team was specifically developed to meet the needs of this project.

Our **Approach** to managing this project will include assigning specific responsibilities to key team members with oversight from each level above. To provide the County with the most cost-effective CEI services, project staff will be scaled up or down throughout the life of the project based on demand. Administrative staff is not typically required on a full-time basis, so we will scale their hours back to part-time. Our inspection staff, on the other hand, will work the project on a full-time basis ensuring daily coverage of all work fronts.

AE approaches every project as a partnership with the contractor. We find that partnering and having both an open and transparent line of communication with the contractor significantly decreases project delays and claims. One of the more important and effective aspects of our approach is preparation: we are regularly looking ahead and requesting required documentation, such as material certifications, shop drawings, and lab results well before the schedule is impacted. This is particularly important today considering the procurement issues currently plaguing the industry. The contractor must know their contract, and AE's goal as your Construction Management professional is to ensure the requirements of the contract are met. The team we're proposing has recently completed the FDOT resurfacing of SR 15 (US 1) from Callahan to Hilliard which has a very similar scope to this CR108 project and has an outstanding relationship with the local active citizenry. With a unified front alongside Nassau County, we are prepared to manage this project with safety and access held to the utmost importance.

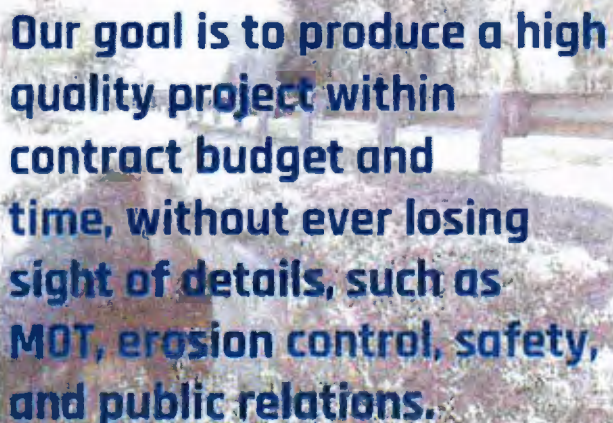
Our goal is to produce a high-quality project within contract budget and time without ever losing sight of details such as MOT, Erosion Control, Safety, and Public Relations. Furthermore, we will ensure all stakeholders are held accountable in their project roles and always keep the county and the community up to speed on project developments. Our team has a long track record of success addressing many sensitive construction and public information challenges because of our preparation and our commitment to handling issues at the lowest level possible.

Every AE project begins with a **Preconstruction Review**, where our team familiarizes themselves with the plans and project specifications. This is also when we create our tracking logs and checklists. The primary purpose of each log is to track the status of submittals or issues such as shop drawings, erosion control plans, RFI's, utility conflicts, claims, etc. The checklists are task-specific and list all the required documentation for



each work front such as borrow pit information for the slope reconstruction adjacent to the proposed overbuild or FDOT APL Numbers for the thermoplastic striping material. As the project is underway, the logs and checklists are attached to every progress meeting agenda. This ensures that all parties know the status of each submittal.

Utilities that are unidentified or identified incorrectly are expected on every project, which is why our preconstruction assessment includes a utility investigation. These investigations are critical because damaged utilities almost always affect the community and construction schedule. The investigation begins with a field inspection where we canvas the job site for every utility that might conflict with the proposed improvements. Once the initial field assessment is complete, we will review the utility work schedule and contact all the utility owners to establish a direct point of contact. We find that having a direct line of communication with utility owners results in expedited conflict resolution. If we discover a situation that could create an issue during construction, we'll coordinate a meeting with the contractor and utility representative so we can begin to generate a plan of attack. This type of early identification has enabled AE to escalate utility items of concern and have relocations performed prior to starting construction or prior to the contractor starting any work that may have led to any damage to those utilities.



**Our goal is to produce a high quality project within contract budget and time, without ever losing sight of details, such as MOT, erosion control, safety, and public relations.**

CR108 provides the only means of access to several churches, small business, and residences, which is why **Public Awareness and Advance Notice** will be of the utmost importance. Because of the impact construction will have on the community, we will be conducting a pre-construction public open house to highlight the proposed improvements. Our Project Administrator, Kelly Marshall P.E., will spearhead our advance notification efforts by compiling a list of all local businesses and impacted residences. With the list in hand, we will tackle public outreach with a "boots on the ground" approach, where we meet the people of the community to establish a direct line of communication. We'll conduct these visits in advance to provide the public with our contact information and to discuss pertinent project information.

Access to every residence and business will be affected briefly during the milling and resurfacing operation; however, there are a few properties that will be affected longer than just a few hours. These businesses and residences, located directly in front of the proposed widening, reconstruction, and overbuild, will be met with individually to minimize the impacts of the construction process. On our recent SR 200 project in Starke, our advanced notice with business owners identified specific delivery schedules for 3 local businesses. To avoid any conflicts, AE and the contractor worked to adjust the MOT phasing to better accommodate the businesses. The adjustments minimized the impact of the project and led to a reduced MOT cost. Ultimately, the primary goal will be to let the community know how to reach us and to reinforce that AE is the point of contact to resolve any issues or challenges that arise.

#### **Coordination with Multiple Entities**

AE will succeed on this project by bringing relevant experience and proactive communication skills to interact with stakeholders. It is our intent to keep the County's Project Manager informed of all project challenges and progress. Before construction commencement and during the preconstruction phase, we will meet with stakeholders and contractors to identify the following key items:



1. Establish lines of communications with agency representatives that will be assigned in the final inspections and maintenance
2. Verify and document existing utilities
3. Understand stakeholders' expectations and/or concerns during construction.

Correct and complete **Temporary Traffic Control (TTC) / Maintenance of Traffic** setup is especially critical for paving operations on 2-lane roadways. AE will staff each operation appropriately, ensuring TTC is maintained accordingly. All TTC will be inspected daily and our lead inspector will be performing a final TTC "check out" with the PA at the end of each shift. We canvassed the community surrounding the project and have confirmed that there are not any detour options available which is why constant communication with the community regarding upcoming work and MOT will be critical. AE will work with the contractor to produce a comprehensive work plan to perform the improvements in a manner that minimizes the impacts to the public.

Our team includes FDEP-qualified stormwater management inspectors. We will ensure the contractor



develops and submits an Erosion Control Plan describing erosion and sediment control methods, BMPs, and procedures for each construction activity. Our qualified staff will perform weekly inspections with the contractor, post-rain event inspections, and post-excavation inspections to ensure the contractor is sweeping as required, placing, and maintaining erosion control devices, and sodding disturbed slopes or shoulders at the earliest practical time. Sweeping and immediate stabilization of slopes will be critical due to the fine sandy soils present. At AE, we promote a zero-tolerance policy for Erosion Control issues not being addressed immediately or initiating any type of excavation without the proper protection in place. Both of our recent FDOT projects, one in Starke (434038-1-52-01) and the other in Lawtey (435780-1-52-01), received zero deficiencies after several inspections performed by the FDOT and FDEP during construction.



#### IDENTIFICATION OF POTENTIAL ISSUES

Several drainage ditches are slated to be shifted further away from the travel lanes and closer to the power poles installed along the edge of the right-of-way. Particular attention should be paid to the poles between stations 1649+00 and 1656+00 LT and the pole at 1688+60 LT as it appears they'll be directly adjacent to or within the slope of the new ditches. In this situation, we would reach out to our point of contact representing the utility owner and coordinate a field meeting to discuss the anticipated construction in the area. We've found that addressing these types of issues early and allowing the utility owner to move and/or brace the poles, significantly reduces the possibility of a delay and/or claim.



We've also identified two cross drains within the resurfacing limits that need to be investigated prior to paving. The first drain is located at station 1720+80 and is displaying signs of two leaks. The second drain is located at 960+25 and is displaying signs of one leak. The asphalt above all three potential leaks has been patched, but the roadway is still displaying signs of collapse. The first step we'd take in our investigation of these potential leaks would be to contact the county maintenance department to inquire about any repairs that have been performed. If it's determined that the leaks are in fact active, we would then coordinate a repair plan with the maintenance department to avoid a claim against the resurfacing contract.



Regardless of who performs and/or pays for the repairs, the issues would need to be addressed prior to paving to avoid the expansion of any possible voids under the travel lanes.

Two additional areas of concern we feel could result in claims are mailboxes and clearing and grubbing. There are several mailboxes directly adjacent to the existing shoulder pavement that would need to be removed prior to performing the shoulder widening and reconstruction. Mailbox removal is typically covered under FDOT Pay Item Number 110-7, which is not included on the provided construction plans. Regarding clearing and grubbing, there's a significant amount of vegetation adjacent to the existing drainage ditches that are slated to be shifted. Vegetation removal of this extent is typically performed under FDOT Pay Item 110-1. We understand the goal is to reduce rather than increase the cost of construction, however, the areas of concern we've presented should be analyzed to reduce the County's exposure and ultimately avoid delays and claims.

Although not part of the scope of work covered by the provided plans, it should be noted that several runs of guardrail within the project limits will require attention in the near future. Quite a few concrete posts have split exposing their reinforcement and several wood posts and blocks have decomposed and are no longer present or have fallen over.

### **Milling and Resurfacing**

We schedule a pre-paving meeting on every milling and resurfacing project. As the work progresses, and if necessary, we will schedule additional meetings to maintain focus on upcoming areas, overhead hazards, and to reinforce items of concern such as access to businesses and residences. The information covered in the pre-activity meeting will be continually presented to minimize the impact of the project to the community. At the pre-paving meeting, we will also emphasize the importance of preventing end-of-load segregation and discuss possible prevention methods, such as proper truck unloading, paver hopper operation, paver auger monitoring, and proper paver speed to account for plant production and truck availability. Additionally, we will emphasize the importance of reviewing the final striping plan prior to paving to prevent the placement of a joint in the wheel path.

Our team is aware of the importance of the milling and resurfacing operations and has extensive previous experience with similar resurfacing projects. Extensive effort, time, and money are incorporated into the design and materials considerations. Our role is to ensure the design is met and all specifications are followed. Mix consistency, temperature, spread rate, and cross slopes will be constantly monitored. The key to success begins with pre-planning. Our PA and Senior Inspector will map out the project and pre-measure the proposed resurfacing limits well in advance of the paving operation. A log will be created indicating the existing cross

### **TIMELY INITIATION AND COMPLETION OF ALL WORK**



Our team will coordinate closely with the Contractor to ensure an adequate baseline is submitted. We will ensure all required activities are represented and cost loaded, schedule logic and sequence following the Temporary Traffic Contract Plans (TTCP), and reasonable durations are assigned to each activity. Monthly Baseline Critical Path Method (CPM) schedules will be reviewed to ensure correct representation of work completed and adequate progress is achieved. Our SPEs and PAs have extensive experience reviewing construction schedules. Additionally, as added value, we will have our in-house scheduling specialist, Ricardo Baraybar, P.E., assist our team periodically with independent schedule reviews as needed. Ricardo has over 14 years of experience developing construction schedules for various contractors throughout the State of Florida.



slopes and widths at 100ft intervals. For this project AE will utilize two Inspectors during the "mill and fill" operation. Inspectors' start times are staggered to reduce total hours but ensure we have staff on-site for TTC set up and for final striping while removing idle time. The first Inspector will arrive with the MOT crew to ensure the TTC devices are properly deployed. This Inspector will also stay with the milling operation to obtain cross-slope measurements, verify milling depths, and ensure all milled areas are tacked correctly and timely. The correct application of tack is critical to ensure bond and prevent slippage. This Inspector provides all milling reports to the senior paving inspector, marks cores for immediate removal, and will monitor the straight edge operation as soon as possible behind the rolling operation. Inspector number one will also be able to examine the final surface behind the finish roller and leave once the straight edge operation is complete. The Senior Paving Inspector arrives shortly before the asphalt and remains with the paving operation for the entire shift. The Senior Inspector will track loads/tickets, verify the temperature, check the spread rate, and oversee the entire operation. Having a seasoned senior inspector with the paving operation ensures that any issues are addressed immediately at the paver when the material is hot. The senior Inspector will then work with the stripers behind the paving crew to ensure the pavement markings are installed correctly. Lastly, all our Inspectors will be in constant contact with the contractor's asphalt QC Inspector.

### Asphalt Reports

The Senior Inspector will compile a complete asphalt report to include the milling report, cross slopes, and a copy of the RSE report prior to the end of each shift. AE tracks all reports daily on our OneDrive site, giving our staff immediate access to information regarding lots, lanes and lifts paved, and core tracking. Our Contract Support Specialist (CSS) and Project Administrator (PA) will perform daily reviews of each VT and QC report to confirm accuracy. Any report issues are immediately discussed and corrected to maintain up to date and accurate records. This process ensures smooth monthly estimates and enables AE to provide accurate reports, including estimated earnings each week to our Construction PM.

### Milestones

Our Senior Project Engineer (SPE) and PA will both review the contractor's CPM schedule to ensure it includes milestones with appropriate relationships to other project activities. We will ensure they are met by reviewing the schedule and comparing it to the actual work. Any discrepancies will be addressed expeditiously to eliminate any impact to the schedule.

### Major milestones include:

1. Completion of the Pre-Construction conference.
2. Approval of contractor required submittals, including QC Plan, CPM Schedule, Erosion Control Plans, Traffic Control Submittals, material certifications and contractor securement of permits.
3. Pre-construction meeting.
4. Completion of the overbuild Structural courses.
5. Completion of Friction pavement and final striping.

### RESPONSIBILITIES OF MANAGEMENT AND STAFF PERSONNEL

The **Senior Project Engineer (SPE), Cory Nichols, P.E.**, will perform a detailed analysis (Review the utility schedules, logic, durations, specifications, constructability, etc.) of the baseline schedule and all monthly updates. The SPE will review critical paths prior to the issuance of any formal CPM acceptance or time extensions and assist the project administrator when resolving any outstanding issues with the contractor. They will also lend their expertise and technical assistance during construction and perform public outreach.

The **Project Administrator (PA), Kelly Marshall, P.E.**, will provide the leadership and versatile background required to manage the inspection effort, which includes daily coordination with the contractor and inspection personnel with emphasis on proactive identification of work schedule impacts, MOT phasing, utility



coordination, and potential conflicts in the field. Our PA will be the main point of contact to the County's construction project manager, contractor, EOR, and other stakeholders. The PA will also be responsible for coordinating pre-activity and progress meetings, resolving field issues, monitoring the tracking logs and checklists, and providing third-party coordination and updates for the County. Our PA's also perform in-depth reviews of the baseline schedule and monthly updates with our SPE's for redundancy.

**Denise Darrisaw**, our **Contract Support Specialist (CSS)** and the **Resident Compliance Specialist (RCS)** will be responsible for filing all project documentation and reviewing quantities with the inspection staff and contractor to provide accurate monthly estimates/progress payments. As the **CSS**, Denise will also be responsible for performing a preliminary review of all contract amendments and managing the project tracking logs and checklists. As the **CSS**, she will be in constant communication with the contractor ensuring all required documentation is submitted in a timely fashion and will assist the PA as needed during peak periods. As the **RCS** for this project, Denise will ensure that the contractor understands the contractual requirements of the project such as Equal Employment Opportunity (EEO), Affirmative Action (AA), Disadvantaged Business Enterprise (DBE), and On-the Job Training (OJT) when applicable. Denise will verify compliance with the applicable federal wage rate provisions for all project construction personnel, the OJT schedule, and approved positions for the trainees.

The **Senior Inspector, Jose Vazquez, P.E.**, will be the lead inspector on the job and will be responsible for ensuring construction inspection and verification services meets the specifications and are documented correctly. The senior will also ensure the contractor's MOT is safely installed per the TCP. Additionally, the senior will supervise verification testing performed by the entire inspection staff including QC inspections. We recognize the need to be efficient which is why our inspection staff is cross-trained to cover multiple activities on each project. **We also understand that time is money and coordination with a subconsultant materials testing lab would require coordination timing and most likely higher cost. As previously mentioned, we will be able to utilize our local state certified materials testing lab for any VT needs, which will be a time and cost savings for Nassau County!**

### **PROMPT SERVICE**

Our team approach and our understanding for providing CEI services is based on our experience and the knowledge that the contractor's issue will become the County's issue if we do not address the challenge quickly. Through our experience, our team has built a strong reputation for proactive timely resolutions of potential issues. We are committed to keeping the County Project Manager informed of all issues, especially as they relate to safety, schedule, and budget.

Each submittal transmitted to our team including shop drawings, RFIs, pay requests, etc. will be documented, reviewed, and responded to expeditiously. If our team cannot provide the response or approval, we will immediately forward the document to the appropriate party and follow through until a response is provided within our turnaround goal of 10 days, pending the complexity and depth of review of the submittal. Our team consists of individuals who understand there may be variations from plans due to unforeseen or changed field conditions. Our team will exercise practical and sound engineering judgement with appropriate concurrence when required.

AE maintains a comprehensive digital record system. This provides quick access to information for prompt response and follow up. Our team utilizes electronic document control processes that contribute to the efficiency of administration and management services. We are knowledgeable of CEI procedures and various final deliverable formats. Our field devices and connectivity software enhance the response time and quality of field reports. Inspection reports are typed and include various graphics and photos allowing for a deeper understanding of daily activities. Use of SharePoint provides for continuous dissemination of information and assists with organization and compilation of project documentation and photos. As a standard operating procedure on transportation projects, our team manages the acquisition of photos and incorporates them into the database that can be shared with the County.

# TAB 5 QUALITY CONTROL

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## QUALITY AND SCHEDULE CONTROL

AE has a dedicated internal Quality Assurance Group, headed by **Scott Buck, P.E.** for CEI Services and supplemented by key individuals with **LAP specialized work expertise**. As with all our contracts, when a task order for a new project under the contract is developed, we will create a project specific Quality Control Plan that emphasizes measurable performance goals and demonstrates how all inspections, sampling, testing, and reporting efforts are to be checked and back checked on a continual basis throughout the entirety of this construction project.



Upon completion of each review, a report will be generated and reviewed by our team's Senior Project Engineer to ensure conformance with the Agreement. The final report with any corrective actions will be shared with the County Project Manager on that given project.

Implementation of lessons learned are key to continued success in our industry. The AE team brings an array of experience from each member that will potentially manage these projects based on the combination of such knowledge. We understand that quality control does not just occur during these formal reviews, however, it stems from day-to-day communication and implementation of best practices. We will provide daily oversight and reporting of all contractor-related operations and proactively highlight critical project elements that may cause cost or time overruns to our Construction Project Manager with recommendations of resolution. These methods are proven to ensure operations occur cost effectively and without delays. Below is our step-by-step approach to Quality Control for this contract:

### STAGE Submittal of Quality Control Plan

# 1

- a. Within fifteen (15) days after issuance of the Notice to Proceed, AE shall furnish a Quality Control Plan to the County Project Manager. The Quality Control Plan will be a living document that AE will maintain with current work requirements while managing the subconsultants scope with due diligence.
- b. AE will provide an independent Quality Control Organization and define each responsibility and authority commensurate with their knowledge, skills and abilities.
- c. AE will maintain records for all inspections (on-site and off-site) – our team will outline the specific inspection details for each respective work item.
- d. Our project team lead representative will review and certify that all tests have been performed and report any discrepancies to the Owner and Contractor for immediate remedy.

### STAGE Identification of High-Risk and/or Critical Project Elements

# 2

Our project team will develop an internal risk matrix and utilize this document to ensure that our staff from SPE to Inspector on-site every day are cognizant of the challenges for the project team. The project team is identified as the Owner (Nassau County), the Contractor (with any subcontractors), any Stakeholders, and our CEI personnel. Below are sample elements identified as high-risk or need of special attention during some of our previous projects completed:

- a. Timely response to all correspondence
- b. ROW easement and wetland mitigation completion
- c. Environmental assessments/investigations
- d. Utilities coordination
- e. Structure load ratings during construction
- f. Review and approval of pre-activity items and work plans include safety requirements
- g. MOT through the work zone with possible concurrent hauling operations from activities scheduled in the same area
- h. Erosion and turbidity measures; monitoring
- i. Response to Post Design Service requests, to ensure construction activity stays on schedule structures.





## STAGE 3 Familiarity with Contract Documents, Provisions, and Requirements

### 3

The project team will utilize the contract documents as outlined in the scope of services to execute the intent of the contract from an administrative and technical standpoint. Our team has reviewed all available documents and will review every contract document summarizing submittal requirements, detailing on-site and off-site inspection requirements, developing a database for all samples and test results, reviewing the Contractor's baseline schedule to ensure it includes activities and relationships with reasonable durations and adequate sequence to administer the job successfully. Our team will utilize the FDOT Construction Project Administration Manual (CPAM) and LAP Manual as guidelines for communication, documentation, and enforcement of contractual obligations throughout the contract while adopting specific Nassau County standards, specifications, methods, and policies.

## OTHER CONSIDERATIONS

**Pre-Construction Conference:** Assisting with and attending the Pre-Construction Conference – key points of discussion will include the interaction and communication matrix with the County Project Managers, Contractor, Utility Owners, project stakeholders, and any additional entities involved. Action items will be developed for submittals to include shop drawings, construction materials, inspections and testing, construction schedules, requests for information (RFI), issue resolution, other items directly related to quality construction practices, and timely payment of invoices for the Contractor.

**Initial Consultant Services Meeting:** Prior to the Pre-Construction Conference, we will review all scope and requirements with Nassau County Project Manager, discuss any concerns, and address anything that may have changed/transpired since final plans were completed. Expectations will be discussed regarding submittal requirements, off-site inspections and testing, project documentation, pedestrian access, environmental compliance, and material certification.

**MOT / Daily Quality Checks:** The AE team is Advanced MOT certified and will work with the Contractor to ensure that the project will not begin without an approved MOT plan. We will require the Contractor to identify a project point of contact to address any MOT issues. This Contractor representative must have the authority and ability to make decisions immediately to address concerns and impacts when identified on-site. The Contractor will utilize the 600 series of the FDOT Standard Plans for MOT of each day's operations whereby we will review that the proper index is utilized and followed. Additionally, we will verify flagmen utilized for any necessary operations are adequately trained.

**Environmental Compliance:** The AE team takes prevention of the discharge of pollutants and protection of endangered species extremely serious and implements specific QC checks to avoid contamination or disturbance. These shall include specific practices to minimize erosion, retain sediment, and ensure compliance with County erosion control practices throughout the construction phase. Our staff members will conduct daily kick-off and close-out environmental reviews as part of their standard operating procedures. Environmental compliance is a critical element to our quality expectations of the success of these projects and having an Environmental Specialist on staff will ensure all proper practices and protocols are adhered to.

**Weekly Progress Inspections and Photos:** The AE team will perform daily progress inspections with weekly photos documenting such progress. A weekly progress inspection report will be emailed to the County Project Manager. AE tracks all progress weekly to provide a more accurate picture of progress than received with a monthly estimate.

**Collaborative Project Documentation Share Site:** The AE team utilizes a shared drive or a Trello Project Site that allows accessibility for QA members to review project documentation remotely wherever and whenever desired. This shared drive also enables team members and the County Project Manager to share documents easily with the Nassau County Board of County Commissioners Procurement Services Division representatives.

# TAB 6 RELATED EXPERIENCE AND REFERENCES

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## PROJECT #1

### SR 15 (US 1) RESURFACING (CALLAHAN TO HILLIARD)



**CLIENT:**  
 FDOT District 2  
 214 N. Hogan St.  
 8th floor  
 Jacksonville, FL 32202

**CONTACT:**  
 Sheldon Cash  
 FDOT Jacksonville CPM  
 sheldon.cash@dot.state.fl.us  
 (904) 360-5562

**PROJECT NO.:**  
 FM # 436162-1-52-01

**ESTIMATED COST:**  
 \$9,121,503.18

**FINAL COSTS (BIDDING):**  
 \$9,130,119.18.

**LOCATION:**  
 Nassau County

**PROJECT DATES:**  
 02/2018 - 05/2019

**CHANGE ORDERS:**  
 2

**CONTRACT DATE:**  
 300

**CONSULTANT ROLE:**  
 Prime

**KEY PERSONNEL:**  
 Cory Nichols, P.E. – SPE  
 Kelly Marshall, P.E. – PA  
 Rhett York – SI  
 Constance Echols – SI  
 Joshua Gomez – SI  
 Jose Vazquez, P.E. – I  
 Adam Thompson – I  
 Steve York – I  
 Tammy Nadeu – ACSS



AE Provided CEI services for this FDOT project. The improvements under this contract included milling and resurfacing of approximately ten miles of SR 15 from Callahan to Hilliard, drainage improvements and vehicle detection loop installation. The scope of the project also included sidewalk and guardrail reconstruction, bridge joint repair, and signing & pavement markings.

Kelly Marshall P.E. served as the Project Administrator and was responsible for managing the day to day operations of the CEI staff. Mrs. Marshall's key responsibility was to review all of the project documentation including change orders/ supplemental agreements, inspection reports confirming the project was being built in accordance with the contract, daily accounting ensuring the contractor was being paid accordingly, and environmental inspections. Kelly also led bi-weekly meetings with the contractor, stakeholders, quality control, etc. where all parties were able to discuss upcoming tasks, any possible difficulties, safety concerns, and overall sequencing.

Jose Vazquez P.E. served as an inspector on the project where he was tasked with direct oversight of the construction process ensuring the project was built according to the applicable design standards and specifications. He was also responsible for performing the field material testing and preparing samples that required laboratory testing. Mr. Vazquez was tasked with managing the field records which documented what was installed and/or completed on a daily basis. The records were compiled and used to confirm the contractor's invoice was an accurate representation of the work performed for the pay period.





## PROJECT #2

### CECIL TRAILS NORTHERN EXTENSION - 6533-59 LAP PROJECT



City of Jacksonville 214  
N. Hogan St.  
8th floor  
Jacksonville, FL 32202

Darryl Weinstein  
Project Manager  
DWeinstein@coj.net  
(904) 255-8925

FM # 212098-2-58-01 &  
212098-3-58-01

CONTRACT AMOUNT  
\$870,000.00 Lump Sum

FINAL CONSTRUCTION COST  
\$870,000.00

LOCATION  
Jacksonville

PROJECT DATES  
08/2019 - 01/2020

PHASES COMPLETED  
0

ADDITIONAL BIDDING  
447

CONSULTANT ROLE  
Prime

KEY PERSONNEL  
Kelly Marshall, P.E. - SPE  
Rafael Castro - PA  
Erica Valencia - RCS



These projects included the construction of two phases of paved walking and biking trails. Phase 1 was approximately 4121 feet with a construction cost of \$475,000. Phase 2 was approximately 2129 feet long and with a construction cost of \$395,000. These projects were completed two months ahead of schedule & under budget.

Kelly Marshall served as a Senior Project Engineer her roles included reviewing contract changes such as Weather Letters and Time extension. Also, reviewing and approving contract schedules provided by the contractor on a monthly basis.

Rafael Castro served as a Project Administrator his duties included oversight of the construction; scheduling and staffing the inspection for daily activities, tracking payments invoices monthly and submit to COJ for approval.

Erica Valencia served as Resident Compliance Specialist her role included entering all required documentation from the project into FDOT's LAPIT system.





# PROJECT #3

## CR 2006 WIDENING & RESURFACING (DEAD LAKE TO CR 305, FLAGLER)



**CLIENT**  
Flagler County  
1769 E. Moody Blvd.  
Building 2, Suite 306  
Bunnell, FL 32110

**CONTACT**  
Dennis Leap, P.E.  
Project Administrator  
dleap@flaglercounty.org  
(386) 313-4060

**PROJECT REFERENCES**  
RSQ 009-0-2015  
FM # 435301-1-5402

**CONTRACT & COST**  
\$2,336,700.00

**FINAL CONSTRUCTION COST**  
\$2,336,700.00

**LOCATION**  
Flagler County

**PROJECT DATES**  
03/2019 - 12/2019

**CHANGE ORDER**  
0

**CONTRACTORS**  
210

**CONSULTANT ROLE**  
Prime

**KEY PERSONNEL:**  
Kelly Marshall, P.E. - SPE  
Carl Aiduck - PA  
Rob Pinner - I  
Sean Brown - API



AE provided CEI Services for this project. The scope of the project improvements under this contract consisted of widening lanes and add paving shoulder, milling and resurfacing, drainage improvements, guardrail, signage and other incidental construction, along the stretch of Dead Lake to CR 305 in Flagler County. Kelly Marshall, P.E. served as a Senior Project Engineer who oversaw the project with the responsibilities of contract administration and management, including the use of AE Engineering's Deltek System to submit monthly time-sheets and miscellaneous direct project expenses. Ms. Marshall also worked with the stakeholder's Public Information Officer to ensure the businesses and residents within the project were informed of all construction activities. Performed final project review of documents and certified as-built plans. Rob Pinner, served as the Inspector in which he performed weekly peer reviews to ensure correct and accurate project documentation was produced daily. Prior to project start, field books, logs and spreadsheets were created to track pay items included in the contract. In addition, Mr. Pinner, also oversaw the complete inspection of this project, including the oversight of asphalt paving, earthwork related operations (use of density gauges to track tests) and concrete testing. This project began in March of 2019 and was completed in December of 2019. The project was completed with no issues.





# PROJECT #4

## 7TH STREET RESURFACING AND IMPROVEMENT SCOP PROJECT



**CLIENT:**

City of Chipley  
1414 Main Street  
Suite 3  
Chipley, FL 32420

**CONTACT:**

Dan Miner  
City Administrator/Project Manager  
Dminer@cityofchipley.com  
(850) 638-6350

**CONTACT NUMBER:**

FM # 446063-1-54-01

**CONTRACT AMOUNT:**

\$515K

**FINAL CONSTRUCTION COST:**

TBD

**LOCATION:**

City of Chipley

**PERIOD OF DATE:**

07/2021 – 09/2021

**CHANGE ORDER:**

1

**CONTRACT DATE:**

60

**QUALITY RISK:**

Prime

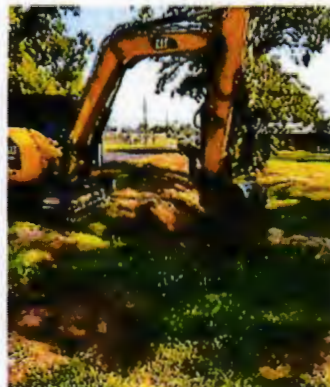
**KEY PERSONNEL:**

Christopher Morris – PA  
Denise Darrisaw - RCS  
William "Art" Pettis - API



AE provided CEI services for this project. The scope of this project included the resurfacing of 7th Street in Chipley from South Blvd to the south side of State Road 10 (US Hwy 90) and milling/resurfacing of 7th Street from the north side of State Road 10 (US Hwy 90) to South Railroad Ave for a total project length of 0.616 miles. Also, included in this project is isolated roadway reconstruction, off street parking paving, turnout construction, manhole and valve adjustments, concrete curb and gutter, clearing and grubbing, ditch grading and grassing. Signing and pavement marking improvements are also included along with the placement of thermoplastic markings on the final asphalt surface.

AE's responsibilities for this project included: Contract and field operation oversight, administering Pre-construction, Pre-work and by-weekly Progress Meetings, testing, sampling, and measurement of all materials used on the project. Documenting, verifying, and processing all progress estimates as well as preparing all final documents for Project Closeout.





# PROJECT #5

## LEON COUNTY - CEI SERVICES FOR FDOT LAP PROJECTS



**CLIENT**  
Leon County  
1800-3 N. Blair Stone Road  
Tallahassee, FL 32308

**CONTACT PERSON**  
George Su, P.E.  
County Project Manager  
sushin@leoncountyfl.gov  
(850) 808-1544

**PROJECT NUMBER**  
FIN 436621-1-58-01  
FIN 438270-1-58-01

**CONTRACT AMOUNT**  
\$424,796.50  
\$127,781.61

**FINAL COST**  
\$432,122.70  
\$127,589.30

**LOCATION**  
Leon County

**PROJECT DATES** 2020 -  
2023 / Ongoing

**NUMBER OF PROJECTS**  
2

**CONTRACT TYPE**  
60

**FOUNDER RANKING**  
Prime

**KEY PERSONNEL**  
Chris Nolan, P.E. - SPE  
JoAnn Moore - PA  
Chris Morris - SI



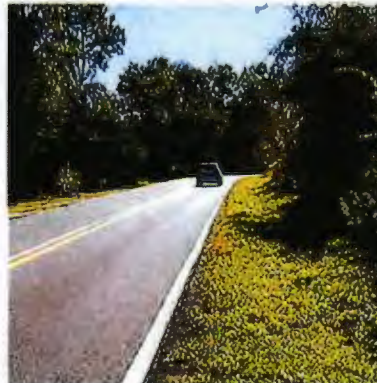
AE Engineering, Inc. is providing CEI Services for LAP projects for Leon County through the year 2023. The contract was awarded for 7 projects. The primary objective on this contract is to serve as an extension of the County staff by providing full CEI contract support, management, coordination, and qualified/committed inspection staff for each project. Projects currently underway with this contract include:

**Old Bainbridge Road from North Monroe Street (US-27) to the Gadsden County Line.**

The safety improvements included shoulder widening at two curves, radar feedback speed limit signs, new signage, upgraded pavement markings, delineators, and tree trimming in limited circumstances. The project length was approximately 3.6 miles. FIN No. 436621-1-68-01; Dates: May 2020 - August 2020; CEI Fee: \$30K

**Old Bainbridge Road at Knots Lane.**

The proposed intersection for safety improvements included minor drainage work, minor shoulder pavement, riprap rubble lining, new signage, upgraded pavement markings, and delineators. FIN No. 438270-1-68-01; Dates: May 2020 - August 2020; CEI Fee: \$30K





# PROJECT #6

## SR A1A RESURFACING (AMELIA RIVER BRIDGE TO CENTRE STREET)



**CLIENT**  
FDOT District 2  
2198 Edison Avenue  
Jacksonville, FL 32204-2730

**CONTACT**  
Sheldon Cash  
FDOT Jacksonville CPM  
sheldon.cash@dot.state.fl.us  
(904) 360-5562

**PROJECT NUMBER**  
FM # 436160-1-52-01

**CONTRACT AMOUNT**  
\$4,010,775.00

**FINAL CONSTRUCTION DATE**  
\$4,179,789.90

**LOCATION**  
Nassau County

**PROJECT DATES**  
05/2018 - 02/2019

**CHANGE ORDERS**  
3

**CONTRACT DAYS**  
180

**CONTRACT TYPE**  
Prime

**KEY PERSONNEL**  
Cory Nichols, P.E. - SPE  
Kelly A. Marshall, P.E. - PA  
Tammy Nadeau - ACSS  
Rhett York - SI  
Jose Vazquez, P.E. - I



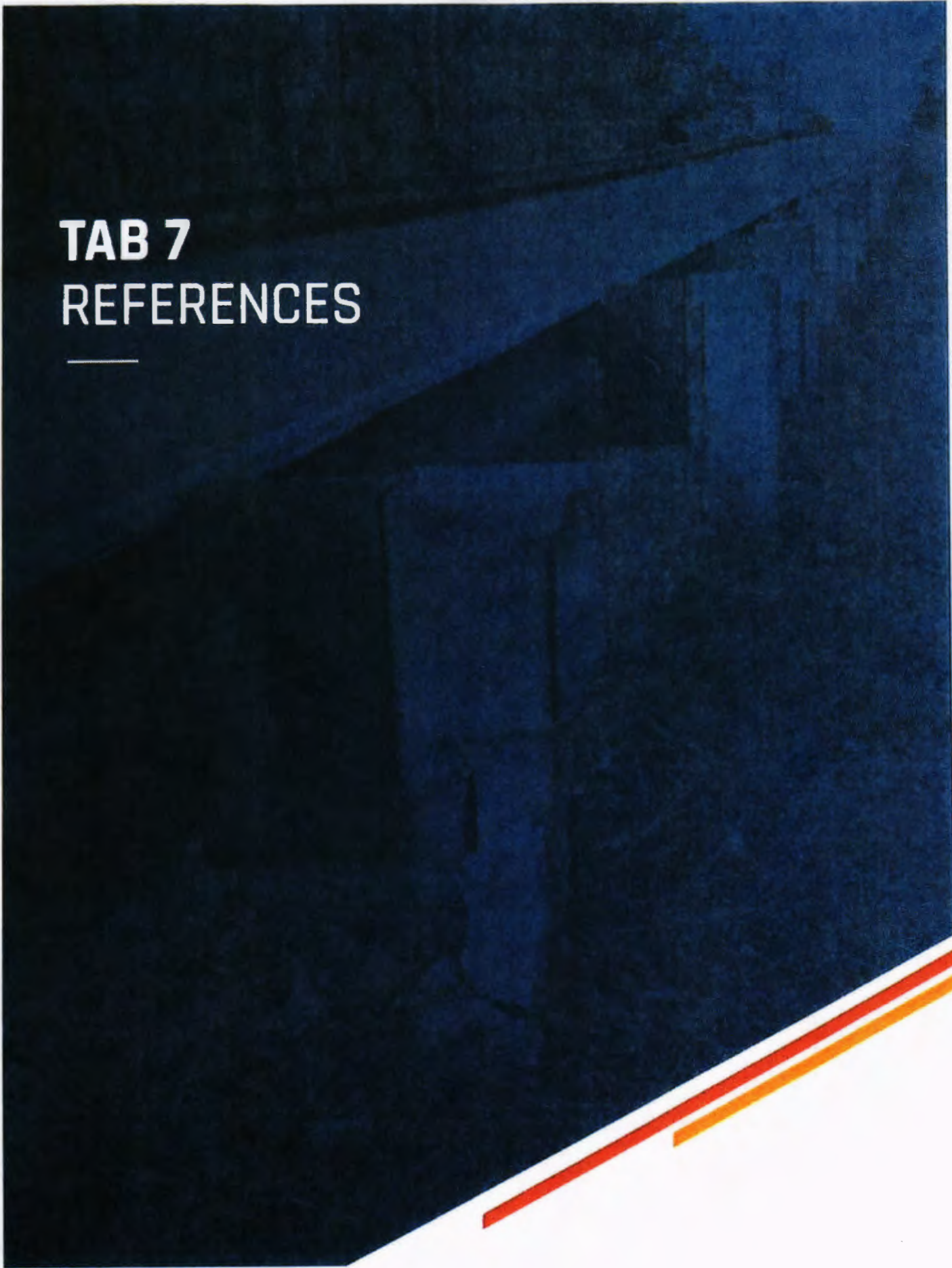
AE provided CEI Services for this project. The improvements under this contract consisted of milling and resurfacing, shoulder treatment, drainage improvements, curb and gutters, traffic signals, sidewalks and other incidental construction on SR A1A from Amelia River Bridge to Centre Street in Nassau County. The total Roadway length was 3.780 miles long.





# TAB 7 REFERENCES

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## REFERENCE #1 - CITY OF JACKSONVILLE, FLORIDA



ONE CITY. ONE JACKSONVILLE.

May 13, 2020

### City of Jacksonville, Florida

*Lenny Curry, Mayor*

Department of Public Works  
Engineering & Construction Management Division  
214 N. Hogan Street, 10<sup>th</sup> Floor  
Jacksonville, FL 32202  
(904) 255-8762  
[www.coj.net](http://www.coj.net)

FROM: Robin G. Smith, P.E.  
Chief, Engineering and Construction Management

SUBJECT: Letter of Recommendation – AE Engineering, Inc.

To Whom It May Concern,

I am pleased to recommend AE Engineering, Inc. for their Construction Engineering and Inspection (CEI) Services. The team at AE Engineering is highly qualified and their knowledge and skills were very valuable on the Cecil Field Trail Extension Project.

AE Engineering did an excellent job working with the contractor and City Construction Manager to ensure a great final product that was delivered on-time and on-budget. AE Engineering was proactive and professional, and the City has received great positive feedback about the CEI services their team provided.

Without hesitation, I recommend AE Engineering as your CEI Services provider. I hope that the City of Jacksonville can utilize them on many future projects.

Sincerely,

Robin Smith, P.E.  
[robinsmith@coj.net](mailto:robinsmith@coj.net)  
904-255-8710



# REFERENCE #2 - LEON COUNTY, FLORIDA

To: George Su, P.E. Leon County  
(Name of Person completing survey) (Name of Client Company/Firm)

Phone Number: (850) 606-1544

Email: sushin@leoncountyfl.gov

Subject: Past Performance Survey of:

Old Bainbridge Road Safety Improvements - LAP Project - US 27 to County Line.  
(Project Name)

Consultant Name: AE Engineering, Inc.  
(Name of firm being surveyed)

Cost of Services: \$85,000 Date Complete: August 2020 (Anticipated)

Rate each of the criteria on a scale of 1 to 10, with 10 representing that you were very satisfied (and would hire the firm/individual again) and 1 representing that you were very unsatisfied (and would never hire the firm/individual again). Please rate each of the criteria to the best of your knowledge. If you do not have sufficient knowledge of past performance in a particular area, leave it blank.

NO	CRITERIA	UNIT	SCORE
1	Ability to manage cost	(1-10)	9
2	Ability to maintain project schedule (complete on-time/early)	(1-10)	9
3	Quality of workmanship	(1-10)	9
4	Professionalism and ability to manage	(1-10)	9
5	Close out process	(1-10)	9
6	Ability to communicate with Client's staff	(1-10)	9
7	Ability to resolve issues promptly	(1-10)	9
8	Ability to follow protocol	(1-10)	9
9	Ability to maintain proper documentation	(1-10)	9
10	Appropriate application of technology	(1-10)	9

George Su  
Printed Name of Evaluator

George Su 7-15-2020  
Signature of Evaluator

Please fax or email the completed survey to: epurator@aeengineeringinc.com



## REFERENCE #3 - CITY OF CHIPLEY, FLORIDA



# City of Chipley

CITY HALL  
1442 Jackson Avenue  
P.O. Box 1007  
Chipley, Florida 32428  
(850) 638-6350 Fax: (850) 638-6353



December 20, 2021

Ms. Renee Wood  
AE Engineering Inc.  
3551 SW Corporate Parkway  
Palm City, Florida 34990

Dear Ms. Wood,

Please allow this letter to serve as a letter of reference for AE Engineering Incorporated. The City of Chipley had the pleasure of working with AE Engineering Incorporated, for construction engineering and inspections services on Seventh Street Drainage and Resurfacing Project located in Chipley, Florida of which consisted of drainage work and milling and resurfacing of approximately 3900 linear feet of roadway that ranged from 20 feet to 40 feet wide.

The personnel at AE Engineering, worked closely with city staff and we have found them to have an excellent working knowledge of all engineering and inspection requirements including but not limited to regulations required by Florida Department of Transportation and Florida Department of Environmental Protection. The staff at AE Engineering Incorporated have maintained a close working relationship with the staff at all the above mentioned state departments and are very timely in submitting reports and other required documentation related to the project.

The professionalism, knowledge, and quality of work this firm is providing to the City of Chipley is what has made our projects a success.

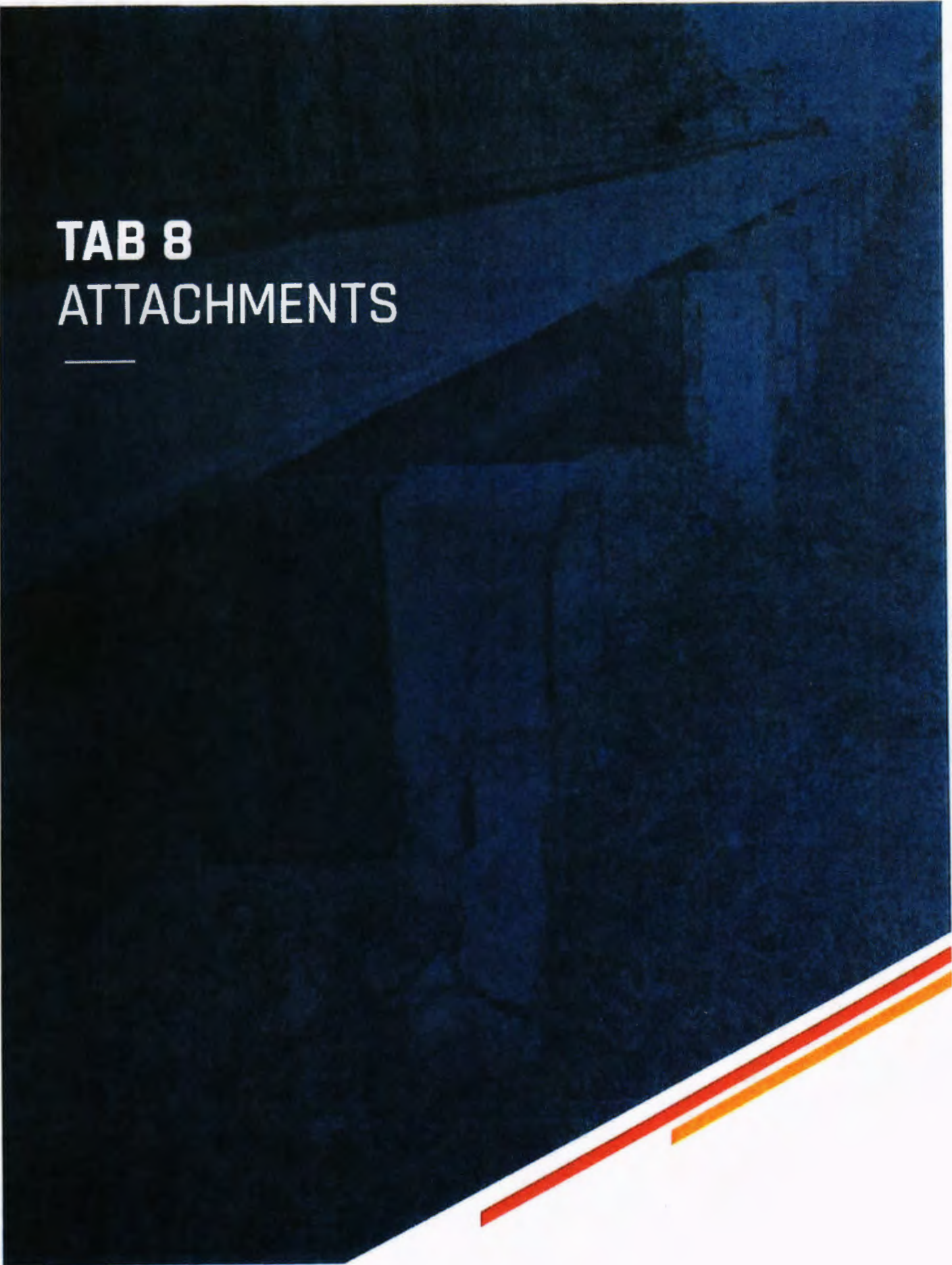
In conclusion, the City of Chipley highly recommends and appreciates AE Engineering Incorporated and look forward to working with their firm on future projects.

Sincerely,

Dan Miner  
City Administrator

# TAB 8 ATTACHMENTS

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# ADDENDUM ACKNOWLEDGEMENT

## ATTACHMENT "B"

### Addendum Acknowledgment

<p>Acknowledgment is hereby made of receipt of addenda issued during the solicitation period.</p> <p><b>SOLICITATION NO.</b> NC21-032-RFQual</p>	<p>Addendum # <u>1</u> through # <u>2</u></p> <p>Initial: <b>RM</b></p> <p>Date: <b>01/12/2022</b></p>
<p>Person Completing RFQual (Signature) <i>Roderick Myrick</i></p>	
<p>Name (Printed):</p> <p><b>Roderick Myrick, P.E.</b></p>	<p>Title:</p> <p><b>President</b></p>

>>>Failure to submit this form may disqualify your response.<<<



# SIGNED COPY OF ADDENDA #1



**NASSAU COUNTY**  
**BOARD OF COUNTY COMMISSIONERS**  
Office of Management and Budget  
96135 Nassau Place, Suite 2  
Yulee, Florida 32097  
904-530-6040

**TO:** All Proposers  
**FROM:** Procurement  
**SUBJECT:** Addendum #1  
Request for Qualifications NC21-032  
CEI Services for CR108 Safety Improvements  
Dec. 8, 2021

**REMINDER: This addendum must be acknowledged.**

This addendum is hereby incorporated into the bid documents of the project referenced above. The following items are clarifications, corrections, additions, deletions, and/or revisions to and shall take precedence over the original documents.

**QUESTIONS RECEIVED**

- 1. Q - Are resumes, tabs, forms, cover page and dividers included in the 50 page count?  
Ans. - The tabs, forms, cover page and dividers are not included in the 50 page count
- 2. Q - We would like to request the plans for this project  
Ans. - The plans have been made available on the vendor portal
- 3. Q - What is the project budget?  
Ans. - We typically do not provide budget information

**ATTACHMENTS:**

N/A

**NOTE:** You are required to acknowledge receipt of this addendum in your submittal.

**End of Addendum #1**

I acknowledge receipt of Addenda 1 for NC21-032-RFQual.



## SIGNED COPY OF ADDENDA #2



**NASSAU COUNTY**  
**BOARD OF COUNTY COMMISSIONERS**  
Office of Management and Budget  
96135 Nassau Place, Suite 2  
Yulee, Florida 32097  
904-530-6040

**TO:** All Proposers  
**FROM:** Procurement  
**SUBJECT:** Addendum #2  
Request for Qualifications NC21-032  
CEI Services for CR108 Safety Improvements  
Dec. 17, 2021

**REMINDER: This addendum must be acknowledged.**

This addendum is hereby incorporated into the bid documents of the project referenced above. The following items are clarifications, corrections, additions, deletions, and/or revisions to and shall take precedence over the original documents.

### QUESTIONS RECEIVED

1. **Q** – Tab 3 – Staff Qualifications & Project Team is missing sections c & d. Can you please provide what is needed for these sections?

**Response** – The incorrect lettering was an oversight on behalf of the County. Sections c & f should be c & d. Nothing is missing.

2. **Q** – How many days is the construction contract?

**Response** – There are 120 days to substantial completion and 15 days from substantial to final completion.

3. **Q** – What is the date that construction is set to begin?

**Response** – The NTP to be issued no later than 5/1/2022

4. **Q** – What is the dollar value of the construction contract?

**Response** – The EOR's construction estimate is \$2,771,958.93

5. **Q** – Attachment A-J in Exhibit 1 is not listed in Tab 8 – Attachments

**Response** – The Attachments A-J in Exhibit 1 are separate documents that are required as part of the contract that will be executed resulting from this Request for Qualifications. See attached forms to be included in Tab 8 - Attachments

6. **Q** – Does the E-Verify form need to be included in Tab 8 – Attachments?

**Response** – No. Provide the E-Verify form as a general attachment





## SIGNED COPY OF ADDENDA #2

**ATTACHMENTS:**

**Addendum Acknowledgement  
Public Entity Crimes Statement  
Drug Free Workplace Certificate**

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**NOTE:** You are required to acknowledge receipt of this addendum in your submittal.

**End of Addendum #2**

I acknowledge receipt of Addenda 2 for NC21-032-RFQual.

A handwritten signature in black ink, appearing to read 'K. Magi'.



## PUBLIC ENTITY OF CRIMES STATEMENT

### NASSAU COUNTY REQUEST FOR QUALIFICATIONS NC21-032-RFQual – CEI SERVICES FOR CR108 SAFETY IMPROVEMENTS

#### SWORN STATEMENT UNDER FLORIDA STATUTE 287.133(3)(a) ON PUBLIC ENTITY CRIMES

#### TO BE RETURNED WITH BID

THIS MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER  
AUTHORIZED TO ADMINISTER OATHS

1. This sworn statement is submitted with Bid, Proposal or Contract for CEI SERVICES FOR CR108 SAFETY IMPROVEMENTS FROM MIDDLE RD TO US-17.
2. This sworn statement is submitted by AE Engineering, Inc. (entity submitting sworn statement), whose business address is 210 North Newman Street, 4th Floor Jacksonville, FL 33202 and its Federal Employee Identification Number (FEIN) is 20-4667692. (If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: \_\_\_\_\_.)
3. My name is Roderick Myrick, P.E. (please print name of individual signing), and my relationship to the entity named above is President.
4. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services, any leases for real property, or any contract for the construction or repair of a public building or public work, to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
5. I understand that "convicted" or "conviction" as defined in paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction or a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.
6. I understand that an "affiliate" as defined in paragraph 287.133(1)(a), Florida Statutes, means:
  - a) A predecessor or successor of a person convicted of a public entity crime; or
  - b) An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not to fair market value under an arm's length agreement, shall be prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding thirty-six (36) months shall be considered an affiliate.
7. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into binding contract and which bids or applies to bid on contracts let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.
8. Based on information and belief, the statement, which I have marked below, is true in relation to the entity submitting this sworn statement. (Please indicate which statement applies.)



# PUBLIC ENTITY OF CRIMES STATEMENT

## NASSAU COUNTY REQUEST FOR QUALIFICATIONS NC21-032-RFQual – CEI SERVICES FOR CR108 SAFETY IMPROVEMENTS

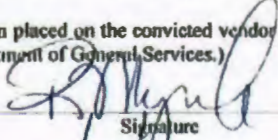
Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor any affiliate of the entity have been charged with and convicted of a public entity crime subsequent to July 1, 1989.

\_\_\_\_\_ The entity submitting this sworn statement, or one of more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989, and (Please indicate which additional statement applies.)

\_\_\_\_\_ There has been a proceeding concerning the conviction before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the Hearing Officer did not place the person or affiliate on the convicted vendor list. (Please attach a copy of the final order.)

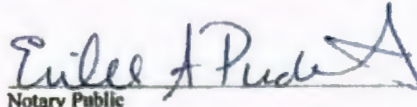
\_\_\_\_\_ The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer determined that it was in the public interest to remove the person or affiliate from the convicted vendor list. (Please attach a copy of the final order.)

\_\_\_\_\_ The person or affiliate has not been placed on the convicted vendor list. (Please describe any action taken by or pending with the Department of General Services.)

  
\_\_\_\_\_  
Signature  
12/19/21  
\_\_\_\_\_  
Date

State of: Florida  
County of: Duval

Sworn to (or affirmed) and subscribed before me by means of  physical presence or  online notarization, this 19th day of December, 2021 by Rodenick Myrick who is  personally known to me or  produced \_\_\_\_\_ as identification.

  
\_\_\_\_\_  
Notary Public  
My commission expires: 9/13/2024





# DRUG FREE WORKPLACE CERTIFICATE

## NASSAU COUNTY REQUEST FOR QUALIFICATIONS NC21-032-RFQual – CEI SERVICES FOR CR108 SAFETY IMPROVEMENTS

### DRUG FREE WORKPLACE CERTIFICATE

I, the undersigned, in accordance with Florida Statute 287.087, hereby certify that \_\_\_\_\_  
AE Engineering, Inc. (print or type name of firm)

1. Publishes a written statement notifying that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance in the workplace named above, and specifying actions that will be taken against violations of such prohibition.
2. Informs employees about the dangers of drug abuse in the workplace, the firm's policy of maintaining a drug free working environment, and available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug use violations.
3. Gives each employee engaged in providing commodities or contractual services that are under bid or proposal, a copy of the statement specified above.
4. Notifies the employees that as a condition of working on the commodities or contractual services that are under bid or proposal, the employee will abide by the terms of the statement and will notify the employer of any conviction of, plea of guilty or nolo contendere to, any violation of Chapter 1893, or any controlled substance law of the State of Florida or the United States, for a violation occurring in the work place, no later than five (5) days after such conviction, and requires employees to sign copies of such written statement to acknowledge their receipt.
5. Imposes a sanction on, or requires the satisfactory participation in, a drug abuse assistance or rehabilitation program, if such is available in the employee's community, by any employee who is so convicted.
6. Makes a good faith effort to continue to maintain a drug free workplace through the implementation of a drug free workplace program.

[Remainder of the page intentionally blank.]



# DRUG FREE WORKPLACE CERTIFICATE

## NASSAU COUNTY REQUEST FOR QUALIFICATIONS NC21-032-RFQual - CEI SERVICES FOR CR108 SAFETY IMPROVEMENTS

"As a person authorized to sign a statement, I certify that the above-named business, firm, or corporation complies fully with the requirements set forth herein."

[Signature]  
Authorized Signature  
12/30/21  
Date Signed

State of: Florida  
County of: Duval

Sworn to (or affirmed) and subscribed before me by means of  physical presence or  online notarization, this 30th day of December, 2021 by Roderick Myrick who is  personally known to me or  produced as identification.



Eulene A. Puentes  
Notary Public

My commission expires: 9/13/2024



Attachment D

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
08/31/2022

**THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.**

**IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).**

<b>PRODUCER</b> Brown & Brown of Florida, Inc. 1681 Worthington Rd Ste 175 West Palm Beach FL 33409		<b>CONTACT NAME:</b> Avonelle McClean CPIA BBA ARM <b>PHONE (A/C, No, Ext):</b> (561) 686-2266 <b>FAX (A/C, No):</b> (561) 686-2313 <b>E-MAIL ADDRESS:</b> Avonelle.McCclean@bbrown.com	
<b>INSURED</b> AE Engineering, Inc 219 N Newman Street 4th Floor Jacksonville FL 32202		<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> The Charter Oak Fire Insurance Company NAIC # 25615 <b>INSURER B:</b> The Travelers Indemnity Company of Connecticut 25682 <b>INSURER C:</b> Travelers Property Casualty Company of America 25674 <b>INSURER D:</b> Travelers Casualty and Surety Company 19038 <b>INSURER E:</b> Lloyd's <b>INSURER F:</b>	

**COVERAGES**      **CERTIFICATE NUMBER:** CL224440865      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:		Y	680-2J533540	04/01/2022	04/01/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Employee Benefits \$ 1,000,000
B	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY			810-7R188867	04/01/2022	04/01/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Uninsured motorist \$ 1,000,000
C	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input type="checkbox"/> EXCESS LIAB OCCUR CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			CUP-2J538584	04/01/2022	04/01/2023	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000
D	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N N	UB-1T461048	04/01/2022	04/01/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L EACH ACCIDENT \$ 1,000,000 E.L DISEASE - EA EMPLOYEE \$ 1,000,000 E.L DISEASE - POLICY LIMIT \$ 1,000,000
E	Professional Liability			TAE000121-00	04/01/2022	04/01/2023	Each Occurance \$1,000,000 Aggregate \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Re: CEI Services CR 108 Middle to US 17

Certificate holder is listed as additional insured with respect to the General Liability policy when required as per written contract.

**CERTIFICATE HOLDER**

**CANCELLATION**

Nassau County Board of County Commissioners 96161 Nassau Place Yulee FL 32097	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
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