

**WORK AUTHORIZATION #01  
NASSAU COUNTY  
BOARD OF COUNTY COMMISSIONERS**

**CS-23-053**

<b>Consultant:</b>	AE Engineering, Inc.
<b>Contract Number:</b>	CM3335
<b>Contact Name:</b>	Eduardo Hernandez, P.E.
<b>Contact Number:</b>	954-770-7781
<b>Email:</b>	ehernandez@aeengineeringinc.com

<b>CURRENT WORK AUTHORIZATION</b>			
<b>Project Short Title: 23/24 Pavement Overlay – FY2024</b>			
		<b>CONTRACT OVERVIEW</b>	
<b>Date Submitted</b>	9/18/2023	<b>Total of Previous Authorizations</b>	N/A
<b>Amount</b>	\$183,414.00	<b>This Work Authorization</b>	\$183,414.00
<b>Scheduled Completion</b>	09/30/2024	<b>New Contract Amount including this work authorization</b>	\$183,414.00

This Work Authorization is to the AGREEMENT between Nassau County and AE Engineering, Inc. (“Vendor”) for Continuing Services of Professional Construction Engineering Inspection (CEI) Services, dated March 27, 2023. The services to be provided under this Work Authorization are as follows:

ARTICLE 1. Services Described as:

Vendor shall provide 23/24 Pavement Overlay CEI services in accordance with the Consultant’s Proposal dated September 18, 2023, a copy of which is attached hereto as Exhibit “A”.

ARTICLE 2. Time Schedule

Vendor anticipates their earliest starting date to be five (5) days from receipt of execution of this Work Authorization with an estimated duration ending September 30, 2024 to complete the Scope of Work.

ARTICLE 3. Budget

Vendor will perform the services outlined herein for the lump sum amount of One Hundred Eighty-Three Thousand, Four Hundred Fourteen Dollars and 00/100 (\$183,414.00). Vendor’s fee amounts are detailed further in Exhibit “A”. Vendor will be using rates previously established under Contract CM3335.

ARTICLE 4. Other Provisions

The Services covered by this Work Authorization will be performed in accordance with the provisions set forth in the AGREEMENT referenced above and any of its attachments or schedules. Additional terms or contract provisions whether submitted purposely or inadvertently, shall have no force or effect. This Work Authorization will become a part of the referenced AGREEMENT when executed by both parties.

Any Work Authorization entered into prior to expiration or termination set forth in the AGREEMENT shall continue in effect through the earlier of: (i) the date all of the Services thereunder have been fully completed and accepted by Nassau County, or (ii) until such time as such Work Authorization expires or is terminated in accordance with its terms or is terminated pursuant to Article 2 hereof.

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In presenting this Work Authorization, Vendor agrees that:

Unless detailed herein, all drawings, data, electronic files and other information required for this Work Authorization has been accepted by Vendor. Specifically, all electronic files have been reviewed and accepted for the purposes of this Work assignment. Any additional information, including detailed scope of services are attached.

AGREED TO BY:

BY: Cory Nichols  
Print Name: Cory Nichols  
Title: Senior Vice President  
Date: 10/17/2023

**[This space intentionally left blank.]**

**RECOMMENDED AND APPROVED BY NASSAU COUNTY:**

Department Head/Managing Agent: Doug Podiak

Procurement: Lanese Adams

Office of Management & Budget: Chris Lacambra <sup>JP</sup> 10/16/2023

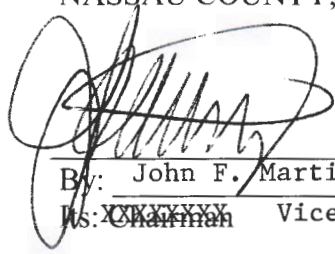
County Manager: Taco E. Pope, AICP  
Taco E. Pope, AICP

Ex-Officio Clerk: \*See Below  
John A. Crawford

County Attorney: Denise C. May <sup>(RF)</sup> 10/18/2023  
Denise C. May

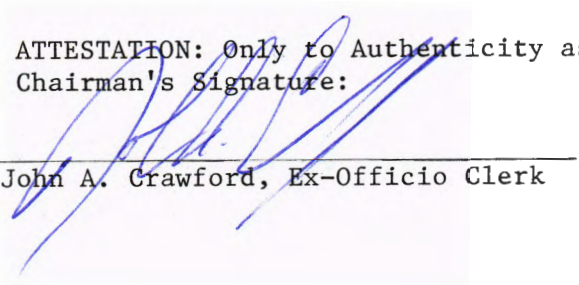
**APPROVED** by the BOARD OF COUNTY COMMISSIONERS, this 13th day of November, 2023.

BOARD OF COUNTY COMMISSIONERS  
NASSAU COUNTY, FLORIDA

  
By: John F. Martin  
As: ~~Chairman~~ Vice-Chairman

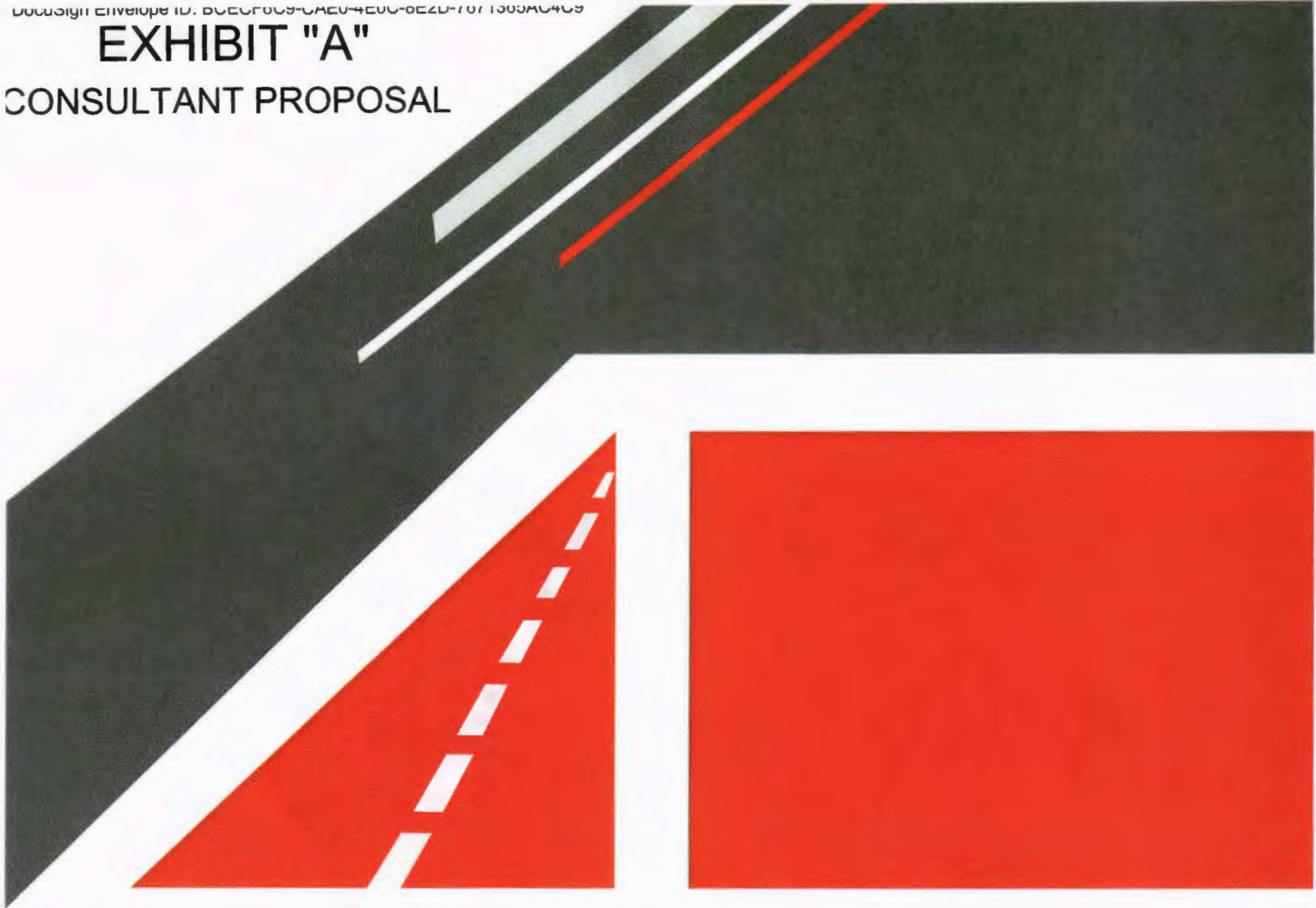
ACCOUNT NO.: 03461541-546550 L&O

ATTESTATION: Only to Authenticity as to  
Chairman's Signature:

  
John A. Crawford, Ex-Officio Clerk

# EXHIBIT "A"

## CONSULTANT PROPOSAL



### NASSAU COUNTY, FLORIDA

### 23/24 PAVEMENT OVERLAY

AE Engineering, Inc.  
219 N Newnan Street, Fourth Floor  
Jacksonville, Florida 32202

Eduardo Hernandez, P.E.  
(954) 770 - 7781  
ehernandez@aeengineeringinc.com







September 18, 2023

Mr. David Hearn  
Deputy Public Works Director  
Nassau County Florida  
37356 Pea Farm Road  
Hilliard, FL 32046

**RE: CONTINUING CEI SERVICE WORK AUTHORIZATION – 23/24 PAVEMENT OVERLAY SCOPE AND FEE PROPOSAL**

Dear Mr. Hearn:

AE Engineering, Inc. respectfully submits this Scope and Fee Proposal to provide Nassau County with CEI inspection services for the referenced project in the amount of \$183,414.00 for review. We have attached to this letter the Scope of Services and Fee Proposal, based on our understanding of the County's present needs and information provided by the County. Compensation will be via contract billing rates for hours authorized by the County and all unused funds will belong to Nassau County.

Again, we look forward to providing the County with quality support. Thank you for your confidence in AE Engineering, Inc.

Sincerely,  
AE Engineering, Inc.

A handwritten signature in black ink that reads 'Eduardo Hernandez'. The signature is written in a cursive style with a long, sweeping flourish at the end.

Eduardo Hernandez, P.E.,  
Senior Project Engineer

Attachments: **Exhibit A: Scope of Services**  
**Exhibit B: Fee Proposal**  
**Exhibit C: Materials Testing Fee Schedule**



**Exhibit "A"**

**Construction Engineering and Inspection Scope of Services**

**For**

**Project Description:**

**23/24 Pavement Overlay CEI for Nassau County**



## Scope of Services

### Construction Engineering and Inspection for 23/24 Pavement Overlay for Nassau County

I. Purpose:

- A. This scope of services describes and defines the Construction Engineering and Inspection (CEI) services required for contract administration, inspection, and materials sampling and testing for the construction project(s) listed below.

II. Scope:

- A. The Consultant shall be responsible for providing services as defined in this Scope of Services, the referenced Contract Documents. The projects for which services are needed:

Description(s): **23/24 Pavement Overlay CEI**  
County: **Nassau**

- B. The Consultant shall exercise their independent professional judgment in performing their obligations and responsibilities under this Agreement.
- C. Other projects developing within the geographical area of Nassau County may be added at the County's discretion.

III. Length of Services:

- A. The Consultant's services for each Construction Contract shall begin upon written notification to proceed by County. Please see attached Exhibit B for details.

IV. Items to be Furnished by the County to Consultant:

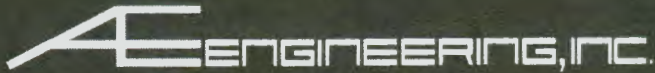
- A. The County, on an as-needed basis, will furnish the following Construction Contract documents for each project. These documents can be provided in either paper or electronic format.
1. Construction Plans and/or Documents,
  2. Specification Package as required,
  3. Copy of the Executed Construction Contract, and
  4. Utility Agency's Approved Material List (if applicable).

V. Items Furnished by the Consultant:

A. Vehicles:

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





B. Field Equipment:

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

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

D. Equipment described herein and expendable materials under this Agreement will remain the property of the Consultant and be removed at completion of the work. Field office equipment shall be maintained and in operational condition.

VI. Liaison:

A. The Consultant shall keep the Construction Project Manager informed of all significant activities, decisions, correspondence, reports, and other communications related to its responsibilities under this Agreement. The consultant shall also maintain constant communication with first responders, local schools, businesses, etc. to ensure the community is minimally impacted.

B. 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 Construction Manager.

VII. Performance of the Consultant:

A. During the term of this Agreement and all supplemental thereof, the County will review various phases of the 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.

VIII. Requirements:

A. General:

1. 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.
2. 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.
3. The Consultant shall advise the Construction Project Manager of any significant omissions, substitutions, defects, and deficiencies noted in the work of the Contractor and the corrective action directed to be performed by the Contractor. The work provided by the Consultant shall



not relieve the Contractor of responsibility for the satisfactory performance of the construction contract.

B. On-site Inspection:

1. The Consultant shall monitor the Contractor's on-site construction activities and inspect materials incorporated 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 will monitor all off-site activities and fabrication as applicable. The Consultant shall keep detailed accurate records of the Contractor's daily operations and of significant events that affect the work.

C. Sampling and Testing:

1. 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 including Asphalt Plant Verification testing.
2. The Consultant will perform inspection and sampling of materials and components at locations remote from the vicinity of the project and the Consultant will perform testing of materials normally done in a laboratory remote from the project site, as needed.
3. The Consultant shall be specifically responsible for job control samples determining the acceptability of all materials and completed work items based on 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.
4. 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.
5. The Consultant shall be responsible for transporting samples to be tested in an approved laboratory.
6. The Consultant will input verification testing information and data into the Consultant's database.

D. Engineering Services:

1. 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 the failure of such parties to follow written direction issued by the Consultant.
2. Services include maintaining the required level of surveillance of Contractor activities, interpreting plans, specifications, and special provisions for the Construction Contract,



keeping 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 checking all storm water pollution prevention and MOT measures associated with the project. Supply at least one inspector who has successfully completed the "Florida Stormwater, 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 shall 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. Supply 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 proposals submitted by the Contractor, work to resolve such issues, and process the necessary paperwork.*
  - d) *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 for the County to make prompt payment to the Contractor.*
  - e) *Provide Public Information services as needed to manage inquiries from the public, public officials, and the news media. Prepare newsletters for distribution to adjacent property owners. The County Construction Project Manager shall approve all notices, brochures, responses to news media, etc., prior to release.*
  - f) *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.*
    - i. 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 stored with the project files.
    - ii. The taking of the photographs shall begin the day prior to the start of construction and continue regularly throughout this project. Photographs shall be taken the days of Conditional, Partial and Final Acceptance.
3. The Consultant will perform pavement thickness evaluations and recommendations performed by the senior project engineer. Asphalt core samples will be obtained and analyzed to supplement the recommendations. Refer to Exhibit C for pavement coring and mobilization rates. This service will only be performed if requested by the County.



IX. Personnel:

A. General Requirements:

1. The Consultant shall staff the project with the qualified personnel necessary to efficiently and effectively fulfill its responsibilities under this Agreement. Method of compensation for personnel assigned to this project is outlined in Exhibit "B."

B. Personnel Qualifications:

1. The Consultant shall use only competent personnel, qualified by experience, and education. The Consultant shall submit in writing to the Construction Project Manager the names of personnel proposed for assignment to the project. Personnel changes will require written approval from the County. Staff that have been removed shall be replaced by the Consultant within one week of County notification.

C. Staffing:

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

X. Offer of Final Payment:

- A. Consultant shall perform a semi-final inspection to determine if the Project is substantially complete, and a subsequent final inspection to determine if the Project has been completed in substantial accordance with the Contract Documents. Consultant will then recommend final acceptance and payment to the Contractor.

XI. Invoicing:

- A. Monthly invoices shall be sent to the County in a format and distribution schedule defined by the County.

XII. Other Services:

- A. Upon written authorization by the County Project Manager, the Consultant will perform added 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.
  1. Aid in preparing for arbitration hearings or litigation that occurs during the Agreement time in connection with the construction project covered by this Agreement.



2. Provide qualified engineering witnesses and exhibits for arbitration hearings or litigation in connection with this Agreement.
3. Supply on- and off-site inspection services in addition to those provided for in this Agreement.

XIII. Post Construction Claims Review:

- A. 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.
- B. Compensation for such services will be negotiated and effected through a Supplement to this Agreement.

XIV. 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 following 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 in substantial compliance with the plans, specifications, and relevant portions of the contract documents.
- F. All time, material, and labor necessary to certify the work. IMSA inspector or others as needed.
- G. Coordination with the FDOT in the field and responsibility for close out package submittal to FDOT and one original copy of the same to Nassau County.
- H. 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 needed.
- I. Recommendation and preparation of any field changes and cost analysis and concurrence with the contractor prices.

- J. Recommendation of all change orders (including weather days) and analysis and concurrence with contractor prices proposed.
- K. Weekly status reports, field meetings, etc.
- L. Analysis of the QC plan for compliance (coordination with EOR as applicable)
- M. Review and/or submittal of shop drawings to EOR and County as applicable.
- N. Maintain daily reports and supply them to the County, as necessary.
- O. Review submittals, (schedule of values, project schedules)
- P. Review of As-builts for needed corrections.
- Q. Ensure the contractor is performing and preparing the required MOT and environmental inspections and reports.
- R. Conduct pre-construction, pre-paving, and progress meetings.
- S. Coordinate substantial and final completion inspections with the County and FDOT, as applicable.
- T. Review payment application submitted by the Contractor.
- U. Prepare and distribute meeting minutes.
- V. Know the Contract and represent the County in the execution thereof.
- W. Collect and retain all asphalt "tickets."
- X. Ensure testing is done per the contract documents. Collect and retain all test results and inform the County of any issues.
- Y. Inform the County when approaching plan quantities to not overrun pay items.

XV. Services Excluded:

- A. The Consultant shall not be responsible for the following services:
  - 1. Performance of materials testing except for asphalt plant verification testing
  - 2. Review of MBE participation
  - 3. Management of project through warranty period/claims

4. Geotechnical services or investigations (including underdrain evaluations)
5. Engineering design services
6. OSHA or other Regulatory Safety Inspections
7. Survey or Construction Stakeout
8. Permitting or permit fees
9. As-builts
10. Certifications





**Exhibit "B"**

**Construction Engineering and Inspection Estimated Fee Schedule & Staffing for Man-Hours**

**Project Description:**

**23/24 Pavement Overlay CEI for Nassau County**





**CEI Services**  
**Pavement Overlay 23/24**  
**Nassau County**  
**AE Engineering, Inc.**

Employee Classification	OT Allowed	Man-Hours	Billing Rate	Cost
Project Administrator	N	412.5	\$135.00	\$55,687.50
Senior Inspector	Y	660.0	\$90.00	\$59,400.00
Asphalt Inspector	Y	660.0	\$68.00	\$44,880.00
<b>TOTAL LIMITING AMOUNT</b>				<b>\$183,414.00</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. Limiting Amount Task. All excess, unused funds are the County's





**Exhibit "C"**

**Construction Materials Testing Fee Schedule**

**Project Description:**

**23/24 Pavement Overlay CEI for Nassau County**



**2023 FEE SCHEDULE FOR PROFESSIONAL SERVICES  
CONSTRUCTION MATERIALS TESTING**

<b>SOILS AND AGGREGATE TESTING</b>		
Standard Proctor (ASTM D698 / AASHTO T99)	EACH	\$150
Modified Proctor (ASTM D1557 / AASHTO T180)	EACH	\$150
Limerock Bearing Ratio (LBR) (FM 5-515)	EACH	\$325
Moisture Content (ASTM D2216)	EACH	\$15
California Bearing Ratio (CBR) (ASTM D1883)	EACH	\$250
Aggregate Sieve Analysis (AASHTO T27)	EACH	\$120
Aggregate Soundness	EACH	\$300
Coarse Aggregate Specific Gravity/Absorption	EACH	\$85
Fine Aggregate Specific Gravity/Absorption	EACH	\$115
Carbonate Content	EACH	\$95
Soils Class	EACH	\$300
Soils Particle Size Analysis (No Hydrometer)	EACH	\$65
Soils Particle Size Analysis (Includes Hydrometer)	EACH	\$165
Organic Content – Ignition Method	EACH	\$65
Atterberg Limits	EACH	\$80
Soil Specific Gravity	EACH	\$120
Permeability Constant Head / FM - T215	EACH	\$350
Corrosive Series (pH, Sulfate, Chloride, Resistivity)	EACH	\$190
pH of Soil or Water	EACH	\$85
Sulfate Content - Soil or Water	EACH	\$85
Chloride Content - Soil or Water	EACH	\$85
Resistivity - Soil or Water	EACH	\$65
Soil Compaction Testing	EACH	\$18
Engineering Technician (up to 8 hours/day)	HOURLY	\$60
Building Pad Density Testing (up to 4 individual densities)	EACH	\$250
<b>CONCRETE TESTING</b>		
Concrete Cylinder Sampling - includes slump, air content, temperature, and molding (set of 5)	EACH	\$100
Casting of Additional Specimens	EACH	\$20
Additional Slump	EACH	\$10
Additional Air Content	EACH	\$10
Compressive Strength Test of Cylinders   Additional Beams	EACH	\$20
Concrete Beam Sampling and Strength Testing (set of 4)	EACH	\$300
Concrete Grout Prism Sampling and Strength Testing (set of 4)	EACH	\$100
Engineering Technician (up to 8 hours/day)	HOURLY	\$60



<b>ASPHALT TESTING</b>		
Theoretical Maximum Specific Gravity (ASTM D2041)	EACH	\$200
Asphalt Content by Ignition (ASTM D6307)	EACH	\$150
Mechanical Sieve Analysis of Extracted Aggregate (ASTM D5444)	EACH	\$210
Bulk Specific Gravity (ASTM D2726) (Trim & Bulk Cores)	EACH	\$95
Drilling/Patching Asphalt Core (+Tech Time)	EACH	\$35
Asphalt Level 1 Technician	HOUR	\$65
Asphalt Level 2 Technician	HOUR	\$75
Level 1 Asphalt Plant Inspector	HOUR	\$85
Level 2 Asphalt Plant Inspector	HOUR	\$95
Asphalt Project Manager	HOUR	\$95
<b>Mobilization Fees (Asphalt)</b>		
< 50 Miles from Office	EACH	\$500
51-100 Miles from Office	EACH	\$1,000
101-150 Miles from Office	EACH	\$1,500
> 150 Miles from Office	EACH	TBD
<b>DEEP FOUNDATION INSPECTION SERVICES</b>		
CTQP Certified Drilled Shaft Inspector	HOUR	\$85
CTQP Certified Pile Inspector	HOUR	\$85
<b>PRE AND POST CONDITION SURVEYS</b>		
Settlement & Vibration Monitoring Plan Submittal	EACH	\$2,000
Pre-Condition Survey for Structures (including report submittal)	EACH	\$850
Background Vibration Monitoring	EACH	\$500
Post-Construction Survey (Exterior of structure only, includes report)	EACH	\$850
<b>VIBRATION MONITORING SERVICES</b>		
Vibration Monitoring Equipment Rental	Monthly	\$1,000
Remote Set-Up	Station	\$1,200
Vibration Monitoring Reports	Weekly	\$125
<b>PRIVATE PROVIDER BUILDING INSPECTION SERVICES</b>		
Plans Review	\$500 for the first 4 pages, \$50 for every page thereafter	
Building and Trades Inspections	EACH	\$200
Certified Building Inspector (Structural, Electrical, Mechanical)	HOUR	\$180
Blower Door	EACH	\$300
Permit Courier (trip + hourly admin rate)	TRIP	\$150
<b>STEEL INSPECTION SERVICES</b>		
Tension Load Test Technician	HOUR	\$75
Welding Inspector	HOUR	\$105



<b>PROFESSIONAL SERVICES</b>		
Senior Project Engineer, P.E. (Review, sign, and seal reports)	HOUR	\$220
Project Administrator	HOUR	\$175
Roadway/Bridge Inspector	HOUR	\$95
Senior Roadway/Bridge Inspector	HOUR	\$110
ITS Inspector	HOUR	\$100
Senior ITS Inspector	HOUR	\$120
Contract Support Specialist	HOUR	\$120
Resident Compliance Specialist	HOUR	\$90
Administrative / Clerical / Reporting	HOUR	\$60
<b>TRAVEL ASSOCIATED COSTS</b>		
Overnight Accommodations (>75 miles from office, includes hotel and per diem)	NIGHT	\$375
Trip Charge (>75 miles from office, when trip does not include overnight stay)	EACH	\$150
Per Diem (> 75 miles from office, when trip does not include overnight stay)	EACH	\$36
<b>NPDES TESTING &amp; INSPECTIONS</b>		
SWPPP Inspection*	EACH	\$150

*\*Field Sampling, Testing, and Inspections are charged at this rate PLUS technician travel, standby and work time.*

