

NASSAU COUNTY WORK AUTHORIZATION #05

Contract Number:	CM3505
Consultant/Vendor:	Kimley-Horn and Associates, Inc.
Consultant/Vendor Contact Name:	George E. Roland
Consultant/Vendor Contact Phone Number:	919-677-2000
Consultant/Vendor Contact Email Address:	George.Roland@kimley-horn.com
Project Short Title:	Fiddlers Walk – Sea Hawk Pl
Total Amount of Previous Work Authorizations:	\$522,187.69
Amount of this Work Authorization:	\$16,218.00
New Contract Amount including this Work Authorization:	\$538,405.69
Funding Source:	03404541-563300 C0206

This Work Authorization is issued pursuant to the Contract referenced above between Nassau County and the Consultant/Vendor for the following services:

ARTICLE 1. Description of Services. Consultant/Vendor shall provide the services as set forth in Exhibit “A”, attached hereto and incorporated herein.

ARTICLE 2. Time Schedule. Consultant/Vendor anticipates the services to be completed pursuant to the time schedule contained in Exhibit “A”, attached hereto and incorporated herein. The parties agree that this Work Authorization shall be considered as the Notice to Proceed.

ARTICLE 3. Compensation. Consultant/Vendor shall be compensated for the services in detailed in Exhibit “A”, attached hereto and incorporated herein, using rates previously established in the Contract referenced above.

ARTICLE 4. Other Provisions. This Work Authorization shall become a part of the Contract when executed by both parties. Any Work Authorization entered into prior to expiration or termination set forth in the Contract 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. Consultant/Vendor acknowledges that all drawings, data, electronic files and other information required for this Work Authorization has been accepted by Consultant/Vendor. Specifically, all electronic files have been reviewed and accepted for the purposes of this Work Authorization.

RECOMMENDED AND APPROVED BY:

Department Head/Managing Agent:	<u>Katie Peay</u>	<u>5/30/2025</u>	Date
Procurement:	<u>Lanace Helms</u>	<u>5/30/2025</u>	Date
Office of Management & Budget:	<u>Chris Lacambra</u>	<u>5/30/2025</u>	Date
County Attorney:	<u>Denise C. May, Esq., BCS</u>	<u>6/4/2025</u>	Date
	Denise C. May		6/4/2025

EM

IN WITNESS WHEREOF, the Parties have caused this Work Authorization to be executed by its duly authorized representatives, effective as of the last date below.

NASSAU COUNTY, FLORIDA

Taco E. Pope, AICP
By: Taco E. Pope
Its: Designee 6/4/2025
Date: _____

KIMLEY-HORN AND ASSOCIATES, INC.

BY: George E. Roland
Print Name: George E. Roland
Title: Vice President
Date: 6/4/2025

EXHIBIT "A"

Fiddlers Walk Preliminary Drainage Analysis

Nassau County

Scope of Design Services

Project Understanding

Kimley-Horn met with Nassau County Stormwater and Drainage Management on May 9th, 2025, to discuss drainage concerns in a subdivision named Fiddler's Walk. In the discussion with Nassau County, it was noted that multiple locations along Fiddlers Walk Lane and Sea Hawk Place experience water ponding that impedes proper drainage to the designated outfall. The County has requested this project be broken into two (2) phases: a preliminary engineering phase and a final engineering phase. This proposal pertains to the preliminary engineering phase which will consist of studying the project area and recommending alternative solutions to address drainage deficiencies.



Scope of Services

Kimley-Horn will provide the services specifically set forth below.

Task 1: Project Coordination

Kimley-Horn will provide project management and coordination services with Nassau County. This task includes one (1) project kickoff meeting and up to two (2) progress/coordination meetings.

Task 2 – Preliminary Engineering Study

Kimley-Horn will analyze the existing drainage patterns and existing drainage system of the project to document and address the drainage concerns. Kimley-Horn will develop up to three (3) alternatives to address the drainage deficiencies. The three alternatives will consist of regrading swales with added yard drains to optimize drainage flow, adding a permeable shoulder with under drain, and partial reconstruction of the roadway to add additional structures and provide positive flow. A preliminary Opinion of Probable Construction Cost (OPCC) will be developed for each alternative. This task includes a review of County provided existing subdivision plans, USGS Lidar review, existing permits for Fiddlers Walk subdivision, as-built data, reviewing past and current aerial photographs, and one (1) pre app meeting with St. Johns

River Water Management District (SJRWMD). This task includes one (1) field review during a storm event. This task will not include any storm water modeling or flood plain calculation.

Deliverables:

- Up to Three (3) Alternatives Concept plans with OPCC for each
 - o Alternative 1 – Regrading swales with added yard drains
 - o Alternative 2 – Underdrain with permeable shoulder
 - o Alternative 3 – Roadway reconstruction with additional structures
- Drainage Study Memorandum

Additional Services

Any services not specifically provided for in the above scope will be billed as additional services and performed at Kimley-Horn's then-current hourly rates. Additional services Kimley-Horn can provide include, but are not limited to, the following:

- Legal descriptions and parcel sketches
- Right-of-way acquisition coordination services
- Signalization analysis, design or plans
- Roadway design or improvements except as described above
- Design outside of the existing County R/W
- Auxiliary lanes or access change improvements along existing roadways
- Temporary Traffic Control Plans
- Master utility plan, proposed utility design or utility construction plans
- FDOT Permitting
- Construction Phase Services
- Bid and Award Phase Services
- Landscape Plans
- Lighting analysis, design, plans and power UAO coordination for lighting requirements
- Specific protected species surveys
- Archaeological or historical surveys
- Protected species permitting
- Contamination assessment
- Permitting with other agencies not listed above
- Attendance at meetings in addition to those noted in the scope of services
- Engineering Inspection Services
- Retaining wall structural analysis and plans
- Geotechnical services
- Contamination remediation plans
- Utility adjustment plan sheets
- TTCP sheets
- Geotechnical report or review
- Environmental Review

Information Provided by Client

Kimley-Horn shall be entitled to rely on the completeness and accuracy of all information provided by the Client or the Client's consultants or representatives. The Client shall provide all information requested by Kimley-Horn during the project, including but not limited to the following:

- Available R/W and easement data
- Available record or as-built plans
- Available permits
- Maintenance Records

Schedule

Kimley-Horn will perform the services as expeditiously as practicable with the goal of meeting a mutually agreed upon schedule.

Fee and Expenses

Kimley-Horn will perform the services in Tasks 1 and 2 for the total lump sum of \$16,218. Individual task amounts are informational only.

Task Number & Name		Fee	Type
1	Project Coordination	\$2,472	Lump Sum
2	Preliminary Engineering Study	\$13,746	Lump Sum
Total		\$16,218	

Fee and expenses will be invoiced monthly based upon the percentage of services performed or actual services performed, and expenses incurred as of the invoice date.

Closure

We appreciate the opportunity to provide these services. Please contact me at (904) 828-3921 or Alex.Cremeans@kimley-horn.com if you have any questions.

Sincerely,
KIMLEY-HORN AND ASSOCIATES, INC.

By: Alex Cremeans, P.E.

EXHIBIT A - STAFF HOURS

PROJECT: Fiddlers Walk Preliminary Drainage Analysis

CLIENT: Nassau County

ESTIMATOR: Alex Cremeans

Task		Senior Engineer 2	Senior Engineer 1	Project Manager 2	Engineer 2	Engineer 1	Engineering Intern	Environmental Scientist	Clerical/Admin	KHA Hours Total	KHA Labor Total
Task 1	Project Coordination				12					12	2,472.0
Task 2	Drainage Analysis & Design	5	5	5	15	15	25		10	80	13,746.0
	Total Hours	5	5	5	27	15	25	0	10		
	Hourly Rate	\$259.56	\$226.60	\$236.90	\$206.00	\$158.62	\$139.05	\$113.30	\$118.45		
	LUMP SUM TOTAL	\$ 1,298	\$ 1,133	\$ 1,185	\$ 5,562	\$ 2,379	\$ 3,476	\$ -	\$ 1,185	\$	\$ 16,218

* Rates based on the rate escalation June 2024-June 2025

*Rates based on the rate escalation June 2024-June 2025

Certificate Of Completion

Envelope Id: 8A7D2F79-8BC1-4D1F-9C04-6120D79DC6A8

Status: Completed

Subject: Complete with Docusign: CM3505-WA05 - Kimley-Horn - Sea Hawk PI -\$16,218.00

Source Envelope:

Document Pages: 7

Signatures: 10

Envelope Originator:

Certificate Pages: 6

Initials: 2

Stephanie Walsh

AutoNav: Enabled

swalsh@nassaucountyfl.com

Envelopeld Stamping: Enabled

IP Address: 50.238.237.26

Time Zone: (UTC-05:00) Eastern Time (US & Canada)

Record Tracking

Status: Original

Holder: Stephanie Walsh

Location: DocuSign

5/30/2025 7:37:05 AM

swalsh@nassaucountyfl.com

Signer Events

Signature

Timestamp

Katie Peay

kpeay@nassaucountyfl.com

Stormwater Director

Nassau County BOCC

Security Level: Email, Account Authentication
(None)

Katie Peay

Signature Adoption: Pre-selected Style

Using IP Address: 174.211.229.43

Signed using mobile

Sent: 5/30/2025 7:46:17 AM

Viewed: 5/30/2025 7:59:44 AM

Signed: 5/30/2025 7:59:50 AM

Electronic Record and Signature Disclosure:

Accepted: 11/2/2021 8:55:57 AM

ID: a37cb26b-663c-4683-bca2-fe14683393b0

chris lacambra

clacambra@nassaucountyfl.com

OMB Director

Nassau County BOCC

Security Level: Email, Account Authentication
(None)

Chris Lacambra

Signature Adoption: Pre-selected Style

Using IP Address: 50.238.237.26

Sent: 5/30/2025 7:59:52 AM

Viewed: 5/30/2025 9:05:31 AM

Signed: 5/30/2025 9:06:35 AM

Electronic Record and Signature Disclosure:

Not Offered via Docusign

Lanaee Gilmore

lgilmore@nassaucountyfl.com

Procurement Director

Nassau County BOCC

Security Level: Email, Account Authentication
(None)

Lanaee Gilmore

Signature Adoption: Pre-selected Style

Using IP Address: 50.238.237.26

Sent: 5/30/2025 9:06:37 AM

Viewed: 5/30/2025 4:34:08 PM

Signed: 5/30/2025 4:34:35 PM

Electronic Record and Signature Disclosure:

Not Offered via Docusign

George E. Roland

George.Roland@kimley-horn.com

Associate

Kimley-Horn and Associates, Inc

Security Level: Email, Account Authentication
(None)

George E. Roland

Signature Adoption: Pre-selected Style

Using IP Address:

2601:344:4080:1530:40b8:1b22:199f:c825

Signed using mobile

Sent: 5/30/2025 4:34:37 PM





Viewed: 6/2/2025 8:31:48 AM

Signed: 6/4/2025 8:06:15 AM

Electronic Record and Signature Disclosure:

Accepted: 6/4/2025 8:05:20 AM

ID: 018600b1-25ed-4a70-8ae7-ff98cdd9dc27

Signer Events	Signature	Timestamp
Elizabeth Moore emoore@nassaucountyfl.com Assistant County Attorney Nassau County Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	 Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26	Sent: 6/4/2025 8:06:17 AM Viewed: 6/4/2025 8:35:22 AM Signed: 6/4/2025 9:12:21 AM
Denise C. May, Esq., BCS dmay@nassaucountyfl.com County Attorney Nassau County BOCC Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	 Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26	Sent: 6/4/2025 9:12:23 AM Viewed: 6/4/2025 9:42:48 AM Signed: 6/4/2025 9:43:08 AM
Taco E. Pope, AICP tpope@nassaucountyfl.com County Manager Nassau County BOCC Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	 Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26	Sent: 6/4/2025 9:43:11 AM Viewed: 6/4/2025 9:59:16 AM Signed: 6/4/2025 9:59:28 AM
Clerk Finance boccap@nassauclerk.com Nassau County Clerk Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 2/4/2021 9:59:11 AM ID: 6238f06a-a4ad-4d45-a7f5-929d04629059	 Signature Adoption: Pre-selected Style Using IP Address: 12.23.69.254	Sent: 6/4/2025 9:59:30 AM Viewed: 6/4/2025 10:35:29 AM Signed: 6/4/2025 10:35:58 AM
In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
George Murray gmurray@nassaucountyfl.com Project Manager Nassau County Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	<div>COPIED</div>	Sent: 6/4/2025 10:36:00 AM

Carbon Copy Events	Status	Timestamp
BOCC Clerk BOCCclerksservices@nassauclerk.com Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 6/4/2025 10:36:01 AM Viewed: 6/4/2025 1:23:32 PM
Procurement procurement@nassaucountyfl.com Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 6/4/2025 10:36:02 AM
Stephanie Walsh swalsh@nassaucountyfl.com Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 6/4/2025 10:36:03 AM Resent: 6/4/2025 10:36:09 AM

Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	5/30/2025 7:46:17 AM
Certified Delivered	Security Checked	6/4/2025 10:35:29 AM
Signing Complete	Security Checked	6/4/2025 10:35:58 AM
Completed	Security Checked	6/4/2025 10:36:03 AM

Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure
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Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact County of Nassau:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: bsimmons@nassaucountyfl.com

To advise County of Nassau of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at bsimmons@nassaucountyfl.com and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from County of Nassau

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to bsimmons@nassaucountyfl.com and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with County of Nassau

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to bsimmons@nassaucountyfl.com and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

By selecting the check-box next to 'I agree to use electronic records and signatures', you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify County of Nassau as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by County of Nassau during the course of your relationship with County of Nassau.