

**WORK AUTHORIZATION # CM2287-WA01
 NASSAU COUNTY
 BOARD OF COUNTY COMMISSIONERS
 CONTINUING CONTRACT FOR PROFESSIONAL ENGINEERING SERVICES
 RFQ/BID NO. NC14-026**

Consultant:	Peters & Yaffee, Inc.
Contract Number:	CM2287
Contact Name:	Dow W. Peters III, P.E.
Contact Number:	904-265-0751
Email:	dpeters@petersandyaffee.com

CURRENT WORK AUTHORIZATION			
Project Short Title: Engineering services for S. 14th Street Resurfacing – Sadler Rd. to Amelia Pkwy.			
		CONTRACT OVERVIEW	
Date Submitted	03-01-17	Total of Previous Authorizations	\$0.00
Amount	\$81,512.50	This Work Authorization	\$81,512.50
Scheduled Completion	24 months	Current Contract Total	\$81,512.50

This Work Authorization is to the AGREEMENT between Nassau County and the Consultant known as the Continuing Contract for Professional Engineering Services for Nassau County, Florida, dated May 9, 2016. The services to be provided under this Work Authorization are as follows:

ARTICLE 1. Services Described as:

Peters and Yaffee, Inc. shall provide final construction documents and all required permits for the proposed roadway improvements for 14th Street, which is a two lane rural roadway in Fernandina Beach, Florida, pursuant to scope of services dated February 16, 2017, attached hereto as Exhibit "A".

ARTICLE 2. Time Schedule

Peters and Yaffee, Inc. will provide all services included within the scope of services within a 24 month timeframe, unless unforeseen complications occur that are beyond their control.

ARTICLE 3. Budget

Peters and Yaffee, Inc. will perform the scope of services outlined herein for a lump sum fee of \$81,512.50 including the Prime consultant and subconsultant fee amounts. (see Exhibit "B").

Article 4. Other Provisions

The Services covered by this Work Authorization will be performed in accordance with the provisions set forth in the AGREEMENT referenced above and any of its attachments

or schedules. This Work Authorization will become a part of the referenced AGREEMENT when executed by both parties.

In presenting this Work Authorization, Consultant agrees that:

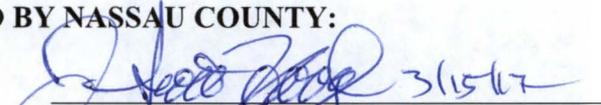
Unless detailed herein, all drawings, data, electronic files and other information required for this Work Authorization has been accepted by Consultant. Specifically, all electronic files have been reviewed and accepted for the purposes of this Work assignment. Any additional information, including detailed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

AGREED TO BY:

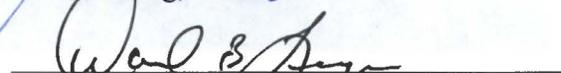
BY: 
Print Name: Dow W. Peters III
Title: President
Date: 3/7/2017

RECOMMENDED AND APPROVED BY NASSAU COUNTY:

Public Works Director:


Scott Herring, Director

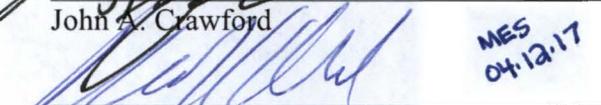
Board of County Commissioner, Chair:


Daniel B. Leeper, Chairman

Ex-Officio Clerk:


John A. Crawford

County Attorney:


Michael Mullin

MES
04.12.17

APPROVED by the BOARD OF COUNTY COMMISSIONERS, the 10th day of April, 2017.

EXHIBIT A
SCOPE OF SERVICES
ENGINEERING SERVICES
FOR

Proposed Improvements for 14th Street Resurfacing Project

NASSAU COUNTY, FLORIDA

February 16, 2017

A. PROJECT DESCRIPTION

1. The intent of this project is to provide final construction documents and all required permits for the proposed roadway improvements for 14th Street, which is a two lane rural roadway in Fernandina Beach, Florida.
2. The project limits are from just north of Amelia Island Parkway to the Sadler Road Intersection in Nassau County for approximately 1.8 miles.
3. The scope of this project is based on recommendations provided to Nassau County and FDOT for the 14th Street Resurfacing Project dated January, 23, 2017, provided by the Consultant. These improvements include the following:
 - a. Design for the milling and resurfacing of existing pavement for 14th Street.
 - b. Design for the reconstruction of the roadway segment between Sadler Road and Nottingham Drive.
 - c. Design for the replacement of the existing guardrail on 14th Street.
 - d. Provide upgrades for any ADA Pedestrian deficiencies within project limits.

B. PROJECT SCOPE

1. Data Collection
 - a. *Geotechnical* – These services include pavement cores and auger borings performed (6-foot depths) at two locations along the roadway: Sadler Rd to Nottingham Dr. (4 locations, 300-ft spacing, core through pavement and 6ft Auger) and Nottingham Dr. to Amelia Island Parkway (4 locations, 300-ft spacing, core through pavement surface layer core only). As shown in the separate estimated fee sheet for the pavement coring operations, right of way permits and MOT will be required to facilitate a lane closure for this work. Laboratory classification and index property tests will be performed

as necessary on selected soil and pavement core samples obtained at the test locations. An engineering report will be prepared that will include a review of available project information, a discussion and results of the conducted field and laboratory services, a discussion of site and subsurface conditions, table of pavement section thickness and photos of asphalt core samples.

- b. *Survey* – The consultant shall provide survey services within the projects limits as follows:
 - i. Establish Horizontal and Vertical Control.
 - ii. Establish Baseline of survey.
 - iii. Establish project Benchmarks and Reference Points.
 - iv. Locate existing right-of-way lines.
 - v. Topography for 50' roadway intervals and 100' intervals based on project location.
 - vi. Survey geotechnical boring locations.
 - vii. Provide survey data by electronic files.
 - viii. Two supplemental survey days included for unforeseen conditions.

2. Project General Tasks

- a. *Notice to Proceed Meeting* – The Consultant team shall prepare for and attend one Notice to Proceed Meeting with Nassau County staff.
- b. *Project Status Meetings* – The appropriate members of the Consulting team shall attend up to three progress meetings with the County staff to discuss project progress and status, upcoming events and activities. The purpose of these meetings is to maintain clear communication between the County and the Project Team. The Consultant shall prepare and distribute meeting minutes following each of these meetings.
- c. *Other Coordination Meetings* – The appropriate members of the Consulting team shall attend other additional meetings with the appropriate agencies as appropriate.
- d. *Project Schedule* – The Consultant shall prepare and submit a project schedule for this project identifying major tasks, their duration and tasks

relationships. The schedule shall be updated monthly and at other appropriate intervals.

- e. *Invoices/Progress Report* – Invoices shall be prepared in the format prescribed by the County. Progress reports shall be submitted with each monthly invoice.
- f. *Quality Assurance/Quality Control* – The Consultant shall designate appropriate staff to conduct Quality Assurance/Quality Control (QA/QC) reviews of all work products prior to submittals to the County.

3. Roadway Analysis and Plans

The Consultant will perform the necessary roadway analyses and prepare construction plan sheets, notes and details for a complete set of roadway construction documents to convey the intent and scope of the project for the purposes of construction. The consultant will develop a pavement design based on the existing traffic data provided by the County and pavement cores obtained as part of this scope. Included herein are also the analyses, plans and design details necessary for a safe and effective Maintenance of Traffic (MOT) Plan to move vehicular and pedestrian traffic during all phases of construction. The design will be prepared in accordance with the FDOT Design Criteria for Resurfacing, Restoration and Rehabilitation (RRR) Chapter 25 of the Plans Preparation manual (PPM) Volume 1 and the FDOT Green Book and applicable County Standards. This task will also include the preparation of Standard Specifications and Special Provisions.

4. Utility Coordination

The Consultant shall be responsible for coordinating all design with the affected utility companies in order to minimize utility conflicts. The following services will be included:

- a. *Utility Coordination* – The Consultant shall coordinate with the known private and public utility companies within the project corridor and obtain plans of their existing facilities (both horizontally and vertically) within the project limits. The consultant shall re-contact these utilities and submit 60% design plans that include all known existing utilities. The consultant shall make a final contact with these utilities to submit 90% plans that show all proposed roadway and drainage improvements. The Consultant shall provide a list of utility contacts at the preliminary and final design.

5. Signing and Pavement Marking Analyses and Plans

The Consultant will perform the necessary signing and pavement marking analyses and prepare construction plan sheets, notes and details for a complete set of signing and pavement marking documents to convey the intent and scope of the project for the purposes of construction.

6. Permitting

The Consultant will provide all services (data collection, field surveys, coordination, agency meetings, permit and associated exhibit preparation, etc.) necessary to develop and apply for a Noticed General Permit (NGP) with the St. Johns River Water Management District pursuant to section 40C-400.443 F.A.C. and a Nationwide (NWP) 14 through the US Army Corps of Engineers. Ideally the proposed project can be designed and authorized through the NGP and the NWP permitting process, however should the project exceed the thresholds of these authorizations, additional services provided under a future scope of services will be required for the preparation and submittal of either a Standard General or Individual permits through those agencies.

7. Construction Cost Estimate

The Consultant will provide three construction cost estimates. The first will be a preliminary cost estimate to be provided at Notice to Proceed (NTP). The second will be provided at 60% and the third will be provided with final plans.

8. Bid Phase Services

The Consultant will prepare a bid package including front end documents and specifications for the bidding of this project. The consultant will also formally respond to questions during the bidding phase of the project and prepare a recommendation of the lowest qualified bidder based on the county prepared bid tabulations.

9. Post Design Services

The Consultant will provide services necessary to assist the County during the construction phase of this project. The consultant will respond to contractor requests for information, review and approve shop drawings, attend meetings as necessary and revise plans as necessary. This effort also includes the review and approval of as-built drawings to provide certification to the SJRWMD and any other regulatory agencies, as required.

C. PROJECT DELIVERABLES

The Consultant shall contact the County prior to making a submission to verify the number of copies to submit. Up to five draft copies of the construction plans and required supporting documents (utility certifications, drainage and permit certifications, QC certifications, design calculations, letters, memos, etc.) will be submitted at the 60%, 90% and final stages of design.

D. PROJECT SCHEDULE

The Consultant will provide a revised project schedule for county no later than 10 days after NTP and meet all permitting requirements of this scope but timeliness of receipt of permits is out of the consultant's control.

E. COMPENSATION

Peters and Yaffee, Inc. and its subconsultants will perform the scope of services outlined herein for a lump sum fee of \$81,512.50 Prime consultant and subconsultant fee amounts are indicated in the table below. Proposal amounts for subconsultants are attached.

Firm Name	Role	Fee Amount
Peters and Yaffee	Prime Consultant	\$68,082.50
Meskel and Associates	Subconsultant	\$5,930.00
Manzie and Drake	Subconsultant	\$7,500.00

TOTAL \$81,512.50

F. COUNTY RESPONSIBILITIES

1. Documents – The County shall provide access to any available plans, maps, survey data and other pertinent information under its control essential to the satisfactory completion of the work indicated herein.
2. Reviews – The County will provide timely reviews of the Consultant's work in accordance with the schedule agreed upon between the County and the Consultant. Each review period by the county shall be two weeks, at which time all comments will be forwarded to the Consultant.

G. ASSUMPTIONS

- 1. This effort does not include any Contamination investigations or analysis. If areas are identified during the design, requiring further analysis, they will be addressed separately.**
- 2. Utility relocation design services are not included in this scope of work. If relocations and/or upgrades are identified as necessary by utility agencies, the relocation design work will be addressed separately.**
- 3. Wetland mitigation and/or threatened and endangered species mitigation efforts and/or designs are not included in this scope of services. If necessary, efforts will be addressed separately.**
- 4. The County will be responsible for all agency permitting and/or application fees. These costs are not part of the Consultant's scope and proposal.**



ESTIMATE OF WORK EFFORT AND FEE
14th Street Roadway Improvements - Nassau County

EXHIBIT B

No. / ACTIVITY	Project Principal Rate = \$ 214.29		Project Manager Rate = \$ 182.89		Project Engineer Rate = \$ 113.27		Engineering Intern Rate = \$ 78.23		Clerical Rate = \$		Project Totals			
	Man Hours	Labor Cost	Man Hours	Labor Cost	Man Hours	Labor Cost	Man Hours	Labor Cost	Man Hours	Labor Cost	Hours	Costs		
TASK 1 - DATA COLLECTION														
1a	Geotechnical											\$ 5,930.00		
1b	Survey / ROW Mapping											\$ 7,500.00		
	Subtotal											\$ 13,430.00		
TASK 2 - PROJECT GENERAL TASKS														
2a-c	Specifications Package Preparation											\$ 2,938.90		
2d-e	Contract Maintenance and EDMS											\$ 2,261.44		
2f	Prime Consultant Project Manager Meetings											\$ 2,475.73		
2g	Digital Delivery											\$ 2,944.54		
	Subtotal											\$ 10,820.59		
TASK 3 - ROADWAY ANALYSES AND PLANS														
3a	Horizontal / Vertical Master Design Files											\$ 3,572.72		
3b	Traffic Control Analysis											\$ 3,572.72		
3c	Design Report											\$ 3,572.72		
3d	Quantities											\$ 3,006.37		
3e	Cost Estimate											\$ 1,909.38		
3f	Field Reviews											\$ 4,000.33		
3g	Technical Meetings											\$ 1,909.38		
3h	Coordination											\$ 2,261.44		
3i	Roadway Plans													
	Key Sheet	1	0	0	0	3	339.81	6	457.38	0	0	9	797.19	
	Summary of Quantities	1	0	0	0	3	339.81	6	457.38	0	0	9	797.19	
	Typical Sections Sheet	1	0	0	0	3	339.81	6	457.38	0	0	9	797.19	
	General Notes	1	0	0	0	3	339.81	6	457.38	0	0	9	797.19	
	Roadway Plans	1	0	0	0	3	339.81	6	457.38	0	0	9	797.19	
	Special Details	1	0	0	0	3	339.81	6	457.38	0	0	9	797.19	
	Traffic Control Details	1	0	0	0	3	339.81	6	457.38	0	0	9	797.19	
	Erosion Control Plans	1	0	0	0	3	339.81	6	457.38	0	0	9	797.19	
	SWPPP and Erosion Control Detail Sheets	1	0	0	0	3	339.81	6	457.38	0	0	9	797.19	
3j	Quality Assurance/Quality Control											\$ 5,526.70		
3k	Supervision											\$ 1,828.90		
	Subtotal											\$ 38,337.37		
TASK 4 - DRAINAGE ANALYSIS														
4a	SWPPP Sheet(s)											\$ 448.62		
	Subtotal											\$ 448.62		
TASK 5 - UTILITY COORDINATION														
5a	Utility Kickoff Meeting											\$ 381.15		
	Subtotal											\$ 381.15		
TASK 6 - SIGNING AND PAVEMENT MARKING ANALYSES AND PLANS														
6a	Reference and Master Design File											\$ 797.19		
6b	Quantities											\$ 1,162.97		
6c	Field Reviews											\$ 1,377.28		
6d	Coordination											\$ 1,338.07		
6e	Signing & Pavement Marking Plans													
	Key Sheet	1	0	0	1	182.89	3	339.81	7	533.61	0	0	11	1,056.31
	Summary of Quantities	1	0	0	1	182.89	3	339.81	7	533.61	0	0	11	1,056.31
	General Notes	1	0	0	1	182.89	3	339.81	7	533.61	0	0	11	1,056.31
	Plans Sheet	1	0	0	1	182.89	3	339.81	7	533.61	0	0	11	1,056.31
6f	Quality Assurance/Quality Control											\$ 2,077.21		
6g	Supervision											\$ 1,216.04		
	Subtotal											\$ 12,193.98		
TASK 7 - PERMITTING														
	Subtotal											\$ 0		
TASK 8 - LIGHTING														
	Subtotal											N/A for This Project		
TASK 9 - LANDSCAPE ARCHITECTURE														
	Subtotal											N/A for This Project		
TASK 10 - ROW MAPPING														
	Subtotal											N/A for This Project		
TASK 11 - CONSTRUCTION COST ESTIMATES														
	Subtotal											\$ 0		
TASK 12 - BID PHASE SERVICES														
	Subtotal											\$ 0		
TASK 13 - POST DESIGN SERVICES														
13a	Post Design Services											\$ 5,000.00		
	TOTAL											\$ 81,512.50		