

**WORK AUTHORIZATION # CM2452-WA03
 NASSAU COUNTY
 BOARD OF COUNTY COMMISSIONERS
 RFQ/BID NO. NC16-033**

NASSAU COUNTY MGR
 22 FEB '18 AM 11:29

Consultant:	GAI Consultants
Contract Number:	CM2452
Contact Name:	Jay Ameno, PE
Contact Number:	561-465-8001
Email:	j.ameno@gaiconsultants.com

CURRENT WORK AUTHORIZATION			
Project Short Title: Professional Miscellaneous Services for NAU			
		CONTRACT OVERVIEW	
		Total of Previous Authorizations	\$102,991.51
Date Submitted	01/22/18	Adjustments/Change Orders	\$0.00
Amount	\$22,860.00	This Work Authorization	\$22,860.00
Scheduled Completion	See below	Current Contract Total	\$125,851.51

This Work Authorization is to the AGREEMENT between Nassau County and the Consultant known as GAI Consultants for the Continuing Contract for Miscellaneous Engineering Services for Nassau Amelia Utilities (NAU), Nassau County, Florida, dated September 20, 2017. The services to be provided under this Work Authorization are as follows:

ARTICLE 1. Services Described as:

GAI Team will assist NAU in the replacement of Omni Hotels manholes. GAI will perform a series of professional services associated with projects listed above. Details are enclosed in Exhibit A.

ARTICLE 2. Time Schedule

Total expected time period for this work authorization four (4) months period starting upon the date of execution of this work authorization.

ARTICLE 3. Budget

The cost estimate to conduct the Work as described in the Scope of Services is \$22,860.00, see Exhibit B - Budget

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.

18 APR - 9 11:22

Office of County Counsel
 Nassau County, Florida

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: Kathleen Leo
 Title: Vice President
 Date: 02/12/18

RECOMMENDED AND APPROVED BY NASSAU COUNTY:

Public Works Director:


 Scott Herring, Director
 Rebecca Bray

Contract Management:

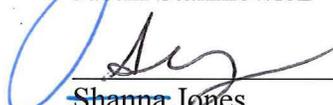

 Contract/Purchasing Manager

Office of Management and Budget:

cel 3.16.18


 Justin Stankiewicz

County Manager:


 Shanna Jones
 Shanea

APPROVED by the County Manager, Designee for Nassau County Board of County Commissioners, the 5th day of April, 2018.

Account number: 71500536-546000
 Pending board approval
 of BT



Jacksonville Office
1301 Riverplace Boulevard
Suite 900
Jacksonville, Florida 32207

T 904.363.1110
F 904.363.1115

EXHIBIT A Scope of Services

Proposal for Professional Services – Contract No. CM2452 Work Authorization No. 3 Omni Hotel Manholes Replacement

January 22, 2018

GAI Project No. A170003.03

GAI Consultants (“GAI” or “the Consultant”) is pleased to submit this Scope of Services/Fee Proposal for Professional Services to the Nassau Amelia Utilities (NAU or “the Client”) for the above-referenced project. This proposal reflects the anticipated Scope and related costs for services to be provided based on GAI’s understanding of the project.

Project Understanding

GAI Consultants, Inc. (GAI) is to provide design and construction inspection services during the replacement of Omni Hotel manholes.

Scope of Services

GAI will provide the following services

Task 1 Design and Coordination Service

1. GAI will provide coordination service between the NAU and Omni Hotel to facilitate the project including attending meetings, site reconnaissance. etc.
2. Survey: GAI will survey and collect existing manholes information.
3. Design, prepare and submit construction plans and specific technical specifications.

Task 2 Inspection Requirements

1. **Site Inspections** – The inspector will be on site verifying that the project is constructed in accordance with the contract documents.
2. **Inspector Logs** – The inspector shall maintain an inspection log throughout the duration of construction. This log shall be on forms provided by the GC. Entries shall include but not be limited to the following:
 - Location and description of construction operations taking place at time of inspection
 - Specific information regarding inspection/acceptance of all project materials

- Information on construction problems and directions given to the contractor to resolve the problems
- Summaries of conversations with the COUNTY personnel regarding changes to the approved contract.

On days where there is no construction or no construction requiring inspection, the daily log should note either that there was no activity or list the operations that were taking place (per the contractor) and state "No inspection required".

3. **Final Documentation** – Consultant shall make 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. Prior to COUNTY acceptance of the project, the Inspector will turn over the following documents:

- Original Inspector's Logs

Schedule

GAI will provide, as needed, the above described services during construction. Contract time for the construction contract is estimated at **60 days**, per the contract documents. The CEI Services as part of this contract will begin and end at COUNTY's discretion, not to exceed **60 days**.

Additional Services

Additional services may be added to this contract during the course of work based on negotiated fees. These respective fees shall be determined jointly by the COUNTY staff and the Consultant. No work shall be undertaken on any additional service tasks without the written authorization of the COUNTY.

Fee

The total lump sum fee for the all services will be \$22,860.00 (Not-to-Exceed Limited Amount).

Payment

Payment terms will be in accordance with the 2017 Professional Services Agreement Contract # CM2452 (Miscellaneous Engineering Services for Nassau Amelia Utility).

Assumptions and Understandings

GAI's Scope of Services, Schedule and Compensation as set forth above have been prepared on the basis of the following assumptions and understandings:

1. Access to the project site(s) or other land upon which GAI is to conduct any field work will be available to GAI personnel in a timely manner.
2. At the time of each work request, the client will provide all its requirements for GAI's scope of services and all criteria and/or specifications that GAI should utilize. This includes any requirement for any statement of professional opinion or certification.

3. At the time of each work request, the client will provide all available information pertinent to GAI's scope of services, including previous reports/drawings; utility information, etc. Unless otherwise noted, GAI may rely upon such information.
4. Client will give GAI prompt notice whenever it observes or otherwise becomes aware of any development that affects the scope or timing of GAI's performance.

Client will examine and provide comments and/or decisions with respect to any GAI interim or final deliverables within a period mutually agreed upon.

EXHIBIT B - BUDGET OMNI HOTEL MANHOLES REPLACEMENT		Staff	Eng Director	Senior Engineering Manager	Engineering Manager	Lead Engineer	Project Engineer	Designer	Survey Manager	2-person Survey Crew/hour	Sr. EI	Project Total
		Billing Rate	236.47	\$ 202.69	\$ 167.70	\$ 155.77	\$ 115.49	\$ 107.25	\$ 163.39	\$ 158.24	85.16	85.16
Task 1 – Design and Coordination Service												
1	Coordination Service			16.00							16.00	
2	Survey									6.00		
3	Design			8.00		20.00		32.00				
LABOR FEE		\$ 27,607.92	\$ -	\$ 4,864.56	\$ -	\$ 3,115.40	\$ -	\$ 3,432.00	\$ -	\$ 949.44	\$ 1,362.56	\$ 13,723.96
HOURS		98	0	24	0	20	0	32	0	6	16	98
TASK 1 SUM												\$ 13,723.96
Task 2 – Inspection Services												
1	Inspection			12		8					64	
LABOR FEE		\$ 9,128.68	\$ -	\$ 2,432.28	\$ -	\$ 1,246.16	\$ -	\$ -	\$ -	\$ -	\$ 5,450.24	\$ 9,128.68
HOURS		84	0	12	0	8	0	0	0	0	64	84
TASK 2 SUM												\$ 9,128.68
TOTAL PROJECT LABOR FEE		\$ 36,736.60	\$ -	\$ 7,296.84	\$ -	\$ 4,361.56	\$ -	\$ 3,432.00	\$ -	\$ 949.44	\$ 6,812.80	\$ 22,852.64
TOTAL PROJECT HOURS		182	0	36	0	28	0	32	0	6	80	182
TOTAL PROJECT LUMP SUM												\$ 22,860.00

NASSAU COUNTY CONTRACT MANAGEMENT

REPORT DATE: 01/23/18

CONTINUING CONTRACT FOR MISCELLANEOUS ENGINEERING SERVICES FOR NASSAU AMELIA UTILITIES (NAU)
 GAI CONSULTANTS
 CONTRACT NO. CM2452

WA#	PROJECT NAME	APPROVAL DATE	ORIGINAL FEE	CHANGE ORDERS	CONTRACT FEE	STATUS	ACTUAL COST	DIFFERENTIAL
1	Lift Stations No. 10 & 29 Rehabilitation	11/13/17	\$ 87,991.51	\$ -	\$ 87,991.51	In Progress	\$ 87,991.51	\$ -
2	Professional Miscellaneous Services for NAU	11/22/17	\$ 15,000.00	\$ -	\$ 15,000.00	In Progress	\$ 15,000.00	\$ -
3	Omni Hotel Manhole Replacement		\$ 22,860.00	\$ -	\$ 22,860.00	Pending	\$ 22,860.00	\$ -
			\$ 125,851.51	\$ -	\$ 125,851.51		\$ 125,851.51	\$ -

CURRENT CONTRACT VALUE: \$ 125,851.51

01/23/18