

05-20-158

**WORK AUTHORIZATION # CM2786-WA08
NASSAU COUNTY
BOARD OF COUNTY COMMISSIONERS**

Consultant:	Florida Governmental Utility Authority (FGUA)
Contract Number:	CM2786-WA08
Contact Name:	Steve Spratt
Contact Number:	407-629-6900
Email:	sspratt@govmserv.com

CURRENT WORK AUTHORIZATION			
Project Short Title: Amelia Island MWC-7 Abandonment and Replacement			
		CONTRACT OVERVIEW	
Date Submitted	03/01 / 2021	Total of Previous Authorizations	\$935,036.56
Amount	\$34,836.84	This Work Authorization	\$34,836.84
Scheduled Completion	09/30/2021	Current Contract Total	\$969,873.40

This Work Authorization is to the AGREEMENT between Nassau County and the Consultant known as the Interlocal Agreement between Nassau County and Florida Governmental Utility Authority for Water and Wastewater Utility Capital Project and related Grant/Loan Administration and Special Assessment Services, dated December 12, 2019. The services to be provided under this Work Authorization are as follows:

ARTICLE 1. Services Described as:

The Consultant shall assist the County in carrying out all services necessary for the Amelia Island MWC-7 Abandonment and Replacement Project. These services shall include:

1. Project management and selection and engagement of an appropriately qualified engineering firm.
2. Review groundwater monitoring well MWC-7 site information and conduct FDEP inquiry to confirm monitoring well location and permitting requirements.
3. Preparation and submittal to FDEP of revised ground water monitoring plan addressing abandonment of MWC-7, and installation of replacement MWC-8.
4. Coordinate and schedule licensed contract well driller for installation of replacement monitoring well. Conduct on-site observation to confirm groundwater monitoring well abandonment and replacement services are completed by well driller.
5. Coordinate and schedule surveyor. Conduct on-site observation to confirm groundwater monitoring well abandonment and replacement location services are completed by surveyor.
6. Prepare and transmit DRAFT letter report with well abandonment permit, well abandonment completion form, new well construction log, correspondence letters, field notes, photos, and surveyor and driller license.

7. Prepare and submit FINAL letter report with well abandonment permit, well abandonment completion form, new well construction log, correspondence, field notes, photos and surveyor and driller license to FDEP and **SJRWMD**.

As identified in the Nassau Amelia Utilities WWTF Operating Permit #FLA01 1688-018-DWIP, Section III (Groundwater Requirements), Item 8 and Section VI (Schedules), Item 6, MWC-7 is required to be abandoned and replaced due to continual exceedances of chloride, sodium and TDS.

Note: If easement acquisition is necessary, amendment to this work authorization may be required.

ARTICLE 2. Time Schedule

The Consultant shall begin upon execution of this Work Authorization and shall complete all work by 09/30/2021.

ARTICLE 3. Budget

The Consultant will perform the scope of services outlined herein on a time and material basis as set forth in the 12/12/19 Interlocal Agreement for the not-to-exceed amount of \$34,836 .84. Cost estimates related to the work are attached hereto for reference.

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 agreement 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.

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 Steve Spratt
Print Name: Steve Spratt
Title: FGUA System Manager
Date: 3/8/2021

RECOMMENDED AND APPROVED BY NASSAU COUNTY:

Department Head/Managing Agent:	<u>Robert Dickson</u>	3/10/2021
	Department Head/Managing Agent	(Date)
Procurement:	<u>Brian Simmons</u>	3/10/2021
	Brian Simmons	(Date)
Office of Management & Budget:	<u>Megan Diehl</u>	3/10/2021
	Megan Diehl	(Date)
County Manager:	<u>Taco E. Pope, AICP</u>	3/10/2021
	Taco E. Pope, AICP	(Date)
Ex-Officio Clerk:	<u>N/A</u>	
	John Crawford	(Date)
County Attorney/Contract Management:	<u>Michael S. Mullin</u>	3/12/2021
	Michael S. Mullin	(Date)

APPROVED by the BOARD OF COUNTY COMMISSIONERS, or their Designee, this
11 day of March, 2021

BOARD OF COUNTY COMMISSIONERS
NASSAU COUNTY, FLORIDA

N/A

Thomas R. Ford Chairman

ACCOUNT NO.: 71500535-563551 RASS WW Improvements

Cost Estimate

CM2786-WA08 - Amelia Island MCW-7 Abandonment and Replacement

Amount	Description
\$ 28,345.00	CPH 21-03 - Engineering Services for MWC-7 Abandonment and Replacement
\$ 1,491.84	GSG 21-34 - Project Manangement and Engineering Oversight
\$ 5,000.00	Contingency Allowance
\$ 34,836.84	Total Not To Exceed Amount

Work Authorization No. CPH 21-03

to
Professional Services Agreement Between the
Florida Governmental Utility Authority ("FGUA"),
a legal entity and public body created by Interlocal agreement pursuant to
Section 163.01(7), Florida Statutes
and
CPH, Inc.

Nassau Amelia Utilities Groundwater Monitoring Well No. 7 Abandonment & Replacement

A. SUMMARY OF SERVICES TO BE RENDERED

CPH, Inc. (CPH) shall coordinate and prepare documents required by the Florida Department of Environmental Protection (FDEP) and St. Johns River Water Management District (SJRWMD) to abandon and replace groundwater Monitoring Well No. 7 for the Nassau Amelia Utilities Wastewater Treatment Facility (FDEP Permit No. FLA011688). CPH shall perform the following services:

1. Review groundwater monitoring well MWC-7 site information provided by FGUA. Conduct FDEP inquiry to confirm monitoring well location and permitting requirements.
2. Coordinate and schedule licensed contract well driller. Conduct on-site observation to confirm groundwater monitoring well abandonment and replacement services are completed by the well driller.
3. Coordinate and schedule surveyor. Conduct on-site observation to confirm groundwater monitoring well abandonment and replacement location services are completed by the surveyor.
4. Prepare and transmit DRAFT Letter Report with Well Abandonment Permit, Well Abandonment Completion Form, New Well Construction Log, correspondence letters, field notes, photos, and surveyor and driller license to FGUA for review and comment.
5. Conduct review meeting with FGUA to review comments.
6. Prepare and Submit FINAL Letter Report with Well Abandonment Permit, Well Abandonment Completion Form, New Well Construction Log, correspondence letters, field notes, photos, and surveyor and driller license to FDEP and SJRWMD.

If additional work is needed beyond what is listed, a scope amendment will be requested. All documents shall be provided to FGUA electronically.

B. PROJECT COST

PROJECT No: Operational Expense

Staff	Billed At	Number of Hours	Cost Extended
Principal/Associate	\$ 180.00	10	\$ 1,800
Professional Engineer 3	\$ 170.00	51	\$ 8,670
Engineer 1	\$ 120.00	76	\$ 9,120
CAD Tech 3	\$ 105.00	16	\$ 1,680
Administrative 2	\$ 75.00	5	\$ 375
Well Driller	Actual Costs	NA	\$ 2,310
Topographic Survey	Actual Costs	NA	\$ 3,240
Expenses	Actual Costs	NA	\$ 1,150

TOTAL LUMP SUM COST: \$ 28,345

C. PROJECT SCHEDULE:

1. DRAFT Letter Report for FGUA review - Two (2) months after Notice-to-Proceed
2. FINAL Letter Report to FDEP and SJRWMD - One (1) week after receipt of FGUA comments

D. NOTICE/PROJECT MANAGER OF CONSULTANT:



CPH, Inc., Vice President/Associate
Scott A. Breitenstein, P.E.
1117 East Robinson Street
Orlando, FL 32801

Stephen M. Spratt, System Manager
Florida Governmental Utility Authority
280 Wekiva Springs Road, Ste 2070
Longwood, Florida 32779

Certification that Sufficient Funds are Available:

David DiLena
Chief Financial Officer

William Fontaine
Operations Manager

Dated this ____ day of _____, 2021

Work Authorization No. CPH 21-03									
Florida Governmental Utility Authority									
Nassau-Amelia Utilities WWTF - Groundwater Monitoring Well MWC-7 Abandonment and Replacement									
Task	Task Description	Principal / Associate	Professional Engineer 3	Engineer 1	CAD Tech 3	Administrative 2	Subconsultants		Misc. Expenses
							Well Driller	Survey	
1	Review groundwater monitoring well MWC-7 site information and conduct FDEP permit requirement inquiry.		14	24	10		\$ -	\$ -	\$ 200
2	Coordinate, schedule and observe licensed contract well driller.	1	10	10	1	1	\$ 2,310	\$ -	\$ 400
3	Coordinate, schedule and observe surveyor.	1	10	10	1	1	\$ -	\$ 3,240	\$ 400
4	Prepare and transmit DRAFT Letter Report to FGUA for review.	4	10	20	2	2	\$ -	\$ -	\$ 50
5	Conduct Review Meeting with FGUA to review comments.	2	2	2			\$ -	\$ -	\$ 50
6	Prepare and submit FINAL Letter Report to FDEP and SJRWMD to revise permit.	2	5	10	2	1	\$ -	\$ -	\$ 50
SUBTOTAL DIRECT LABOR		10	51	76	16	5	\$ 2,310	\$ 3,240	\$ 1,150

Total Labor Cost	\$ 21,645
Subconsultant (Well Driller)	\$ 2,310
Subconsultant (Survey)	\$ 3,240
Misc. expenses	\$ 1,150
TOTAL	\$ 28,345

	<u>BILL RATE</u>	Hours	<u>Labor Cost</u>
Principal / Associate	\$ 180.00	10	\$ 1,800
Professional Engineer 3	\$ 170.00	51	\$ 8,670
Engineer 1	\$ 120.00	76	\$ 9,120
CAD Tech 3	\$ 105.00	16	\$ 1,680
Administrative 2	\$ 75.00	5	\$ 375
			\$ 21,645

Florida Governmental Utility Authority

Board Agenda Item
Thursday, March 18, 2021

Item

CA 4 Approval of Work Authorization GSG 21-34 with Government Services Group to Perform Project Management and Engineering Oversight for the Nassau County NAU Monitoring Well #7 (MWC-7) Abandonment and Replacement Project on behalf of the FGUA

Summary

Provided for your review and consideration is Work Authorization GSG 21-34 for GSG, on behalf of the FGUA, to perform project management and engineering oversight activities for Nassau County for the Nassau County NAU MWC-7 Abandonment and Replacement Project, which is a requirement of the Nassau Amelia Utilities WWTF Operating Permit #FLA011688-018-DW1P.

As the Board may recall, an Interlocal Agreement between Nassau County and the Florida Governmental Utility (FGUA) was approved in December 2019 which provides for the FGUA to assist the County with capital improvement project administration, grant/loan administration and special assessment services on a mutually agreed upon project by project basis.

The Nassau Board of County Commissioners approved Work Authorization CM2786-WA08 for the FGUA to assist the County in carrying out the necessary services for the NAU MWC-7 Abandonment and Replacement Project. This county work authorization is attached for reference and includes \$34,836.84 to complete the required work. Of this amount, \$1,491.84 is allocated to reimburse GSG for project management and engineering oversight activities associated with this project. The lump sum fee for this work is \$1,491.84 and is fully funded work passed through Nassau County and paid to the FGUA. It does not require any FGUA system funding.

Recommendation

Staff recommends approval of Work Authorization GSG 21-34 for GSG, on behalf of the FGUA, to perform Project Management and Engineering Oversight for Nassau County for the NAU Monitoring Well #7 Abandonment and Replacement Project, in the lump sum amount of \$1,491.84, which payment is contingent on the timing and receipt of funding from Nassau County.

Budget Impact

None. This work will be fully reimbursed by Nassau County and does not require FGUA funding.

Board Action

Moved by:

Seconded by:

Action Taken:

WORK AUTHORIZATION NO. GSG 21-34

To

Management Services Agreement Between the

Florida Governmental Utility Authority ("FGUA"),
a legal entity and public body created by interlocal agreement pursuant to
Section 163.01(7), Florida Statutes

and

Government Services Group, Inc. ("GSG") for the Nassau County NAU MWC-7 Abandonment and Replacement Project

A. SUMMARY OF SERVICES TO BE RENDERED

Under this Work Authorization, Government Services Group, Inc. (GSG) will perform project management and engineering oversight activities for the Nassau County NAU MWC-7 Abandonment and Replacement Project on behalf of the FGUA for Nassau County pursuant to the December 12, 2019 Interlocal Agreement and related Work Authorization CM2786-WA08 approved by the Board of County Commissioners.

GSG shall assist the County in carrying out project management and engineering oversight activities necessary to complete the project. These services shall include selection and engagement of appropriately qualified consulting professional engineering firm(s) to complete the abandonment and replacement activities, scope review, coordination of data requests and field visits, and review of permit applications and reports. GSG will engage the engineer through the FGUA.

Of the total Nassau County-FGUA Work Authorization of \$34,836.84, the fee for the GSG portion of this amount for project management and engineering oversight is \$1,491.84. This allocation is to be paid on a lump sum basis.

B. PROJECT COST

TOTAL Lump Sum \$1,491.84

Payment shall be made to GSG on a one (1) time lump sum basis, due upon project completion. Payment is contingent on the timing and receipt of funding from Nassau County.

C. PROJECT SCHEDULE

Complete within seven (7) months of Notice to Proceed. Issuance of Notice to Proceed by FGUA is contingent upon receipt of fully executed Work Authorization CM2786-WA08 from Nassau County.

D. NOTICE/PROJECT MANAGER OF CONSULTANT

Stephen M. Spratt, Senior Vice President
Government Services Group, Inc.
1500 Mahan Drive, Suite 250
Tallahassee, FL 32308

Chair / Vice Chair
Florida Governmental Utility Authority
280 Wekiva Springs Rd., Suite 2070
Longwood, FL 32779

Certification that Sufficient Funds are Available:

David M. DiLena, CPA
Chief Financial Officer

Eugene Adams, Esq.
General Counsel

Dated this ____ day of _____, 2021