

**WORK AUTHORIZATION #CM2287-WA21
NASSAU COUNTY
BOARD OF COUNTY COMMISSIONERS**

CS-22-026

Consultant:	Peters & Yaffee, Inc.
Contract Number:	CM2287-WA21
Contact Name:	Dow Peters
Contact Number:	904-265-0751
Email:	dpeters@petersandyaffee.com

CURRENT WORK AUTHORIZATION			
Project Short Title: Simmons Road Drainage Improvements			
CONTRACT OVERVIEW			
Date Submitted	8/12/2022	Total of Previous Authorizations	\$934,718.41
Amount	\$95,980.67	This Work Authorization	\$95,980.67
Scheduled Completion	12 weeks from WA	Current Contract Total	\$1,030,699.08

This Work Authorization is to the AGREEMENT between Nassau County and Peters & Yaffee, Inc. ("Vendor") for Professional Services in Nassau County, Florida, dated May 9, 2016, as amended. The services to be provided under this Work Authorization are as follows:

ARTICLE 1. Services Described as:

Vendor shall provide final construction documents and all required permits for the proposed drainage improvements for the Simmons Road Drainage Improvements Project located in Fernandina Beach, Florida.

ARTICLE 2. Time Schedule

Vendor anticipates the starting date to be 2 weeks from receipt of execution of this Work Authorization with an estimated duration of 8 weeks to complete the Scope of Work.

ARTICLE 3. Budget

Vendor will perform the services outlined herein for the lump sum amount of \$95,980.67. Vendor's fee amounts are detailed further in Exhibit "A". Vendor will be using rates previously established in Contract CM2287.

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.

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: Dow Peters
Print Name: Dow Peters
Title: President
Date: 10/3/2022

Account number(s):

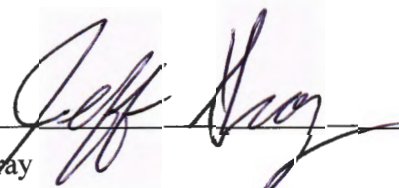
03420541-531000

RECOMMENDED AND APPROVED BY NASSAU COUNTY:

County Engineer:	<u>Robert Companion</u>	9/20/2022	CH
	Robert T. Companion, PE		
Procurement:	<u>Lanaae Gilmore</u>	9/21/2022	JP
	Lanaae Gilmore		
Office of Management & Budget:	<u>Chris Lacambra</u>	9/21/2022	
	Chris Lacambra	Daniel Fanger	
County Manager:	<u>Taco E. Pope</u>	10/3/2022	
	Taco E. Pope, AICP		
Ex-Officio Clerk:	*See below.		
	John A. Crawford		
County Attorney:	<u>Denise C. May</u>	9/20/2022	
	Denise C. May		

APPROVED by the BOARD OF COUNTY COMMISSIONERS, this 19th day of October, 2022.

BOARD OF COUNTY COMMISSIONERS
NASSAU COUNTY, FLORIDA

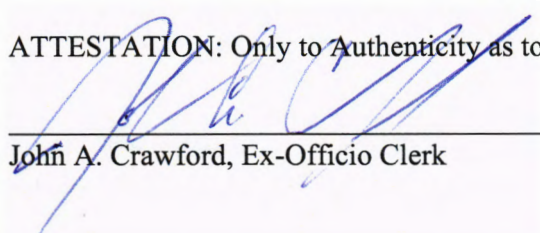


Jeff Gray
Chairman

ACCOUNT NO.:

03420541-531000

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



John A. Crawford, Ex-Officio Clerk

EXHIBIT A
SCOPE OF SERVICES
ENGINEERING SERVICES
FOR
Simmons Road Drainage Improvements
NASSAU COUNTY, FLORIDA
August 12, 2022

A. PROJECT DESCRIPTION

1. The intent of this project is to provide final construction documents and all required permits for the proposed drainage improvements for the Simmons Road Drainage Improvements Project located in Fernandina Beach, FL.
2. The project limits are along Simmons Road from Landyns Circle to Will Hardee Road and are provide on Exhibit "A".
3. The project length is approximately 0.5 miles.
4. The scope of this project is based on discussions with Nassau County Staff and a site visit conducted by PY. Project scope elements include the following:
 - a. Design for drainage inlets at the south side of Simmons Road at Egans Bluff Rd to alleviant the ponding at the intersection.
 - b. Provide the design for a stormwater pipe system at the existing ditch along the north side of Simmons Road from Seminole Avenue to Will Hardee Road.
 - c. Remove existing guardrail on Simmons Road existing ditch along the north side of Simmons Road from Seminole Avenue to Will Hardee Road.

B. PROJECT SCOPE

1. Data Collection
 - a. *Existing Stormwater Permit Information* – includes gathering all pertinent information including construction plans, drainage computations and correspondence from the St. Johns River Water Management District's (SJRWMD) online database.
 - b. *Existing Contour Information* – includes gathering all existing contour information for the project basins.

- c. *Field Review* – includes a site visit by two Peters and Yaffee personnel to review the existing condition of the stormwater system and document existing drainage infrastructure.
- d. *Survey* – The Consultant shall provide survey services within the project limits as follows:
 - a. Prepare a survey map and digital file of the following items:
 - i. Locate cross drains and provide pipe size, material and inverts.
 - ii. A DTM survey will be provided of the areas north and south of the entrance to Breezeway Court and between the Chester Road edge of pavement and R/W as shown in the attached Survey Exhibits A and B.
 - iii. TBM's will be set at each cross drain Cross sections to populate the DTM will be taken at 100 foot intervals and high and low points. The survey will extend from the southerly edge of pavement to the northerly right of way line from westerly of Fernandina Avenue to westerly of Seminole Avenue and from right of way to right of way from westerly of Seminole Avenue to easterly of Will Hardee Road.
 - b. Surveyed data will be referenced to NAD83/2011 horizontal datum.
 - c. Survey deliverables will include a digital data (CADD) files for the survey data in Microstation SS10 format and a signed and sealed survey map.

2. Project General Tasks

- a. *Notice to Proceed Meeting* – The Consultant 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 two 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 Consultant. The Consultant shall prepare and distribute meeting minutes following each of these meetings.
- c. *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.

- d. *Invoices/Progress Reports* – Invoices shall be prepared in the format prescribed by the County. Progress reports shall be submitted with each monthly invoice.
- e. *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. Drainage Analysis and Plans

The Consultant will perform the necessary drainage analyses and prepare construction plan sheets to convey the intent of drainage modifications designed for the pipe system and ponding occurring at the intersection of Simmons Road at Egans Bluff Rd. The Consultant will prepare hydrologic and hydraulic calculations to include the existing wetland systems, permitted stormwater ponds, amenity ponds and cross drains within the project limits. Potential improvements to the existing system will include analyzing the addition of a stormwater system that will that replace the existing ditch with a pipe system.

4. 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 contact at the preliminary and final design.

5. 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 verification of exemption letter with the St. Johns River Water Management District. 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.

B. 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 final drainage plans and required supporting documents will be submitted with the final submittal.

C. COMPENSATION

Peters and Yaffee, Inc. will perform the Scope of Services outlined herein for a lump sum fee of **\$ 95,980.67**. A breakdown of the fees is below.

Firm Name	Role	Fee Amount
Peters and Yaffee	Prime Consultant	\$67,500.67
ETM Surveying & Mapping, Inc.	Subconsultant	\$28,480.00
TOTAL		\$95,980.67

D. 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.

E. ASSUMPTIONS

1. This effort does not include delineation of wetland areas, identification of threatened or endangered species or any other environmental services.
2. This effort does not include geotechnical survey of existing soil conditions.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first written above.

**Nassau County,
Board of County Commissioners**

Its: Chair

Date: _____

ATTEST TO CHAIR
SIGNATURE

Approved as to form and legal
sufficiency:

JOHN A. CRAWFORD
Its: Ex-Officio Clerk

DENISE C. MAY

ATTEST:

Peters and Yaffee, Inc.

(Corporate Secretary)

Signature of President/Owner

Russell Yaffee, PE
Type/Print Name of Corporate Secy.

Dow W. Peters III, PE
Type/Print Name of President/Owner
Date: _____



Exhibit "A"

Limits of ditch to be replaced with pipe



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/25/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Insurance Office of America PO Box 5788 Suite 130 Jacksonville FL 32247	CONTACT NAME: Betty Buschemeyer PHONE (A/C, No, Ext): 9043985656 FAX (A/C, No): 904-396-7447 E-MAIL ADDRESS: betty.buschemeyer@ioausa.com														
INSURED Peters & Yaffee Inc 9822 Tapestry Park Cir Suite 205 Jacksonville FL 32246	INSURER(S) AFFORDING COVERAGE <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 80%;">INSURER</th> <th style="width: 20%;">NAIC #</th> </tr> <tr> <td>INSURER A : Twin City Fire Insurance Company</td> <td>29459</td> </tr> <tr> <td>INSURER B : Auto-Owners Insurance Company</td> <td>18988</td> </tr> <tr> <td>INSURER C : Rated by Multiple Hartford Companies</td> <td>914</td> </tr> <tr> <td>INSURER D : National Casualty Company</td> <td>11991</td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </table>	INSURER	NAIC #	INSURER A : Twin City Fire Insurance Company	29459	INSURER B : Auto-Owners Insurance Company	18988	INSURER C : Rated by Multiple Hartford Companies	914	INSURER D : National Casualty Company	11991	INSURER E :		INSURER F :	
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INSURER E :															
INSURER F :															

COVERAGES**CERTIFICATE NUMBER:** 1716271116**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Business Owners GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			21SBAVL1377	3/1/2022	3/1/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/POP AGG \$ 2,000,000 \$
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			4934976700	3/1/2022	3/1/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			21SBAVL1377	3/1/2022	3/1/2023	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	21WECAE0W0A	3/1/2022	3/1/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	PROFESSIONAL LIABILITY			JEO0000999	3/1/2022	3/1/2023	EACH CLAIM 2,000,000 AGGREGATE 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Professional Liability: limits apply per policy, not per project; Retro date: 8/1/08. Umbrella Liability is not excess over Professional Liability. CM2287 Continuing Contract for Professional Engineering Services for Nassau County, Florida (Bid No. NC14-026).

Certificate Holder is added as an additional insured on the General & Auto Liability as required by Written contract subject to policy terms, conditions and exclusions.

CERTIFICATE HOLDER**CANCELLATION**

Nassau County BOCC
 96135 Nassau Place, Suite 2
 Yulee FL 32097
 USA

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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