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 WOR	RK AUTHORIZATION			
P	roject Short Title: Sin	nmons Road Drainage Improvement	S		
		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: President	
Title:	President	
Date:	10/3/2022	

Account number(s):

03420541-531000

RECOMMENDED AND APPROVED BY NASSAU COUNTY:

County Engineer:	Robert Companion	9/20/2022
	Robert T. Companion	n, PE
Procurement:	Kanau Kelmou	9/21/2022
	Lanaee Gilmore	
Office of Management & Budget:	cluris lacambra	9/21/2022
	Chris Lacambra	Daniel Fanger
County Manager:	$\nabla \geq$	10/3/2022
	Taco E. Pope, AICP	,
Ex-Officio Clerk:	*See below.	
	John A. Crawford	
County Attorney:	Denise C. May	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

of Aron Jeff Grav Chaifman

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.
 - 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 recontact 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.
- 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

ATTEST:

(Corporate Secretary)

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

Peters and Yaffee, Inc.

Signature of President/Owner

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

DocuSign Envelope ID: 582641AB-79E0-4B63-B8E6-526D4277102B

ESTIMATE OF WORK EFFORT AND COST - PRIME CONSULTANT

Name of Project: County: FPN: FAP No.:	Nassau TBD 54321	ad Drainage I	mprovements										Date:		affee, Inc. ants proj. numbe	er
Staff Classification	Total Staff Hours From	Project	Senior	Project	Engineering	CADD	Clerical	Staff Classi-	SH	Salary	Average					
	"SH	Principal	Engineer	Engineer	Intern	Designer		fication 7	fication 8	fication 9	fication 10	fication 11	fication 12	Ву	Cost By	Rate Per
	Summary -	\$214.29	\$182.89	\$113.27	\$76.23	\$69.91	\$62.80	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Activity	Activity	Task
3. Project General and Project Common Tasks	109	11	22	22	16	0	38	0	0	0	0	υ	0	109	\$12,479	\$114.48
4. Roadway Analysis	179	18	36	54	45	27	0	0	0	0	0	0	0	180	\$21,876	\$121.53
5. Roadway Plans	72	7	14	22	18	11	0	0	0	0	0	0	0	72	\$8,694	\$120.74
6a. Drainage Analysis	99	10	20	30	25	15	0	0	0	0	0	0	0	100	\$12,153	\$121.53
6b. Drainage Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
7. Utilities	71	7	14	21	18	11	0	0	0	0	0	0	0	71	\$8,580	\$120.85
8. Environmental Permits, and Env. Clearances	31	3	6	9	8	5	0	0	0	0	0	0	0	31	\$3,719	\$119.97
9. Structures - Misc. Tasks, Dwgs, Non-Tech.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
10. Structures - Bridge Development Report	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
11. Structures - Temporary Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
12. Structures - Short Span Concrete Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
13. Structures - Medium Span Concrete Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
14. Structures - Structural Steel Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
15. Structures - Segmental Concrete Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0?
16. Structures - Movable Span	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/01
17. Structures - Retaining Walls	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/01
18. Structures - Miscellaneous	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/01
19. Signing & Pavement Marking Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
20. Signing & Pavement Marking Plans	0	0	o	0	0	0	0	0	0	o	0	0	0	0	\$0	#DIV/01
21. Signalization Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
22. Signalization Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#D[V/0]
23, Lighting Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#D[V/0]
24, Lighting Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
25. Landscape Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
26. Landscape Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
27. Survey (Field & Office Support)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
28. Photogrammetry	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
29. Mapping	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/01
30. Terrestrial Mobile LiDAR	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/01
31, Architecture Development	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
32. Noise Barriers Impact Design Assessment	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
33. Intelligent Transportation Systems Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
34. Intelligent Transportation Systems Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
35. Geotechnical	. 0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
36, 3D Modeling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
Total Staff Hours	561	56	112	158	130	69	38	0	0	0	0	0	0	563		
Total Staff Cost		\$12,000.24	\$20,483.68	\$17,896.66	\$9,909.90	\$4,823.79	\$2,386.40	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$67,500.67	\$119.89
a an							The Distant Street of the Owned Street					1	1	Check =	\$67,500,67	

Survey Field Days by Subconsultant
4 - Person Crew:

Notes:

1. This sheet to be used by Prime Consultant to calculate the Grand Total fee

.

2. Manually enter fee from each subconsultant. Unused subconsultant rows may be hidden.

				Chec	k = \$67,500,61	7
SALARY RELAT	ED COSTS:					\$67,500.67
OVERHEAD:			0%			\$0.00
OPERATING MA	RGIN:		0%			\$0.00
FCCM (Facilities	Capital Cost Me	oney):	0.00%			\$0.00
EXPENSES:			0.00%	1		\$0.00
Survey (Field - if	by Prime)	0	4-person crew days @	\$	/day	\$0,00
SUBTOTAL EST	IMATED FEE:					\$\$7,500.67
Subconsultant:	ETM (Survey)					\$21,250.00
Subconsultant:	ETM (SUE)					\$7,130.00
Subconsultant:						\$0.00
Subconsultant:						\$0.00
SUBTOTAL EST	IMATED FEE:					\$35,889.67
Geotechnical Fi	ield and Lab To	esting				\$0.00
SUBTOTAL EST	IMATED FEE:					\$35,330.87
Optional Service:	\$					\$0.00
GRAND TOTAL	ESTIMATED FI	E:				\$95,880.67



ACORD [®] CERTIFICATE OF LIABILITY INSURANCE							
							25/2022
THIS CERTIFICATE IS ISSUED AS CERTIFICATE DOES NOT AFFIRM							
BELOW. THIS CERTIFICATE OF							
REPRESENTATIVE OR PRODUCER.				OT DETWEEN		N(0), A	
IMPORTANT: If the certificate hold			policv(ies) mus	t have ADDITIC	NAL INSURED provisio	ons or be	e endorsed.
If SUBROGATION IS WAIVED, subj							
this certificate does not confer right	s to the co	ertificate holder in lieu of s		3.7			
PRODUCER			CONTACT NAME: Betty	Buschemeyer			
Insurance Office of America PO Box 5788			PHONE (A/C, No. Ext): 90	3985656	FAX (A/C, No): 904-39	6-7447
Suite 130				.buschemeyer@	ioausa.com		
Jacksonville FL 32247				INSURER(S) AFF	ORDING COVERAGE		NAIC #
			INSURER A : TWI	City Fire Insura			29459
INSURED		PETE&YA-01		-Owners Insura			18988
Peters & Yaffee Inc					artford Companies		914
9822 Tapestry Park Cir Suite 205 Jacksonville FL 32246				onal Casualty C			11991
			INSURER E :				
			INSURER F :				
COVERAGES C	RTIFICA	TE NUMBER: 1716271116	I MOUNER P :		REVISION NUMBER:		
THIS IS TO CERTIFY THAT THE POLIC			VE BEEN ISSUE	D TO THE INSUE		THE POL	ICY PERIOD
INDICATED. NOTWITHSTANDING ANY	REQUIREN	MENT, TERM OR CONDITION	OF ANY CONTR	ACT OR OTHER	DOCUMENT WITH RESP	ECT TO	WHICH THIS
CERTIFICATE MAY BE ISSUED OR MA EXCLUSIONS AND CONDITIONS OF SU						TO ALL	THE TERMS,
	ADDL SU	BR	POLICY (MM/DD/Y			AITS	
INSR TYPE OF INSURANCE	INSD W	21SBAVL1377	(MM/DD/Y 3/1/20)		· · · · · · · · · · · · · · · · · · ·		
		ZISBAVLIST	5/1/20	2 3/1/2023	EACH OCCURRENCE DAMAGE TO RENTED	\$ 1,000	
CLAIMS-MADE X OCCUR					PREMISES (Ea occurrence)	\$ 1,000	
X Business Owners	-				MED EXP (Any one person)	\$ 10,00	
	_				PERSONAL & ADV INJURY	\$ 1,000	
GEN'L AGGREGATE LIMIT APPLIES PER:					GENERAL AGGREGATE	\$ 2,000	
POLICY X PRO- JECT LOC					PRODUCTS - COMP/OP AGO		0,000
OTHER:					COMBINED SINGLE LIMIT	\$	
B AUTOMOBILE LIABILITY		4934976700	3/1/202	3/1/2023	(Ea accident)	\$ 1,000	0,000
X ANY AUTO					BODILY INJURY (Per person	<u> </u>	
OWNED SCHEDULED AUTOS ONLY AUTOS					BODILY INJURY (Per accider		
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EXCESS LIAB CLAIMS-MA	DE				AGGREGATE	\$ 5,000	0,000
DED X RETENTION \$ 10,000						\$	
C WORKERS COMPENSATION		21WECAE0W0A	3/1/20	3/1/2023	X PER OTH-		
AND EMPLOYERS' LIABILITY ANYPROPRIETOR/PARTNER/EXECUTIVE					E.L. EACH ACCIDENT	\$ 1,000	0,000
OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	N/A				E.L. DISEASE - EA EMPLOY	EE \$ 1,000	0,000
If yes, describe under DESCRIPTION OF OPERATIONS below					E.L. DISEASE - POLICY LIMI	т \$ 1,000	0,000
D PROFESSIONAL LIABILITY		JEO0000999	3/1/20	2 3/1/2023	EACH CLAIM	2,000	
					AGGREGATE	2,000	,000
DESCRIPTION OF OPERATIONS / LOCATIONS / VE	ICLES (ACO	ORD 101, Additional Remarks Schedu	le, may be attached	f more space is requ	ired)		
Professional Liability: limits apply per po	icy, not pe	r project: Retro date: 8/1/08.	Umbrella Liabil	v is not excess	over Professional Liability	1.	
CM2287 Continuing Contract for Profess Certificate Holder is added as an additio	ional Engli	neering Services for Nassau I on the General & Auto Liabi	County, Florida	Bid No. NC14-0 v Written contra	ct subject to policy terms	conditio	ns and
exclusions.	a mourcu		and a required a	<i>y</i> ••••••••••••••••••••••••••••••••••••		,	
CERTIFICATE HOLDER				UN			
			SHOLL D ANY		DESCRIBED POLICIES BE	CANCEL	LED BEFORE
			THE EXPIRA	TION DATE T	HEREOF, NOTICE WILL		
Nassau County BOCC					ICY PROVISIONS.		
96135 Nassau Place, S	ite 2						
Yulee FL 32097			AUTHORIZED REP				
USA			chang (· inters			
			-				
				© 1988-2015 A	CORD CORPORATION	. All rig	hts reserved.

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VENDOR NAME/ADDRESS

Peters & Yaffee, Inc.

Requisition Form

NASSAU COUNTY **BOARD OF COUNTY COMMISSIONERS** 96135 Nassau Place Suite I

Yulce, FL 32097

DEPARTMENT **Development Services**

	estry Park Circle, Suite 205 cksonville, FL 32246					UESTED BY	
ENDOR NUMBER	PROJECT NAME FUNDING SOURCE		AMOUNT AVAILABLE		ARD PO OR ENCUMBER ONLY CONTRAC		
	Simmons Road ROW Drainage 03420541-531	000	\$ 111,000.00	Encumber	Contract	CM2287	
EM NO	DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT			
	Continuing Contract CM2287-WA21 with	1.00	\$ 95,980.67	\$ 95,980.67			
	Peters & Yaffee design Simmon Road ditch pip	ing		\$ 0.00			
				\$ 0.00			
				\$ 0.00			
	*** REQUISTION WILL BE FOR 22-23 FY****			\$ 0.00			
	***FUND TRANSFER FROM			\$ 0.00			
	03402541-531410 HERON ***			\$ 0.00			
				\$ 0.00			
				\$ 0.00			
				\$ 0.00			
		_					
	CM2287-WA21 provided with this request	_					
RIGINAL - FIN				Shipping Total		\$ 0.00 5.980.67	

Department Head

I attest that, to the best of my knowledge, this requisition reflects accurate information, has been reviewed, budgeted for and follows the Nassau County Purchasing Policy. Kobert Companion 9/20/2022

Office of Management and Budget

I attest that, to the best of my knowledge, funds are available for payment. CUNS Calamera 9/21/2022

Procurement Director

I attest that to the best of my knowledge, this requisition is accurate and necessary and is consistent with the Nassau County Purchasing Policy. 9/21/2022

County Manager

I attest that to the best of my knowledge, the appropriate staff have reviewed and approved this Requisition and no other conditions would prevent approval. 10/3/2022

Clerk: Date

Revised 20220310 - Previous Versions Obsolete