

NASSAU COUNTY WORK AUTHORIZATION # 10

Contract Number:	CM2499
Consultant/Vendor:	EltonAlan, Incorporated
Consultant/Vendor Contact Name:	Michael Holcomb
Consultant/Vendor Contact Phone Number:	904-891-0360
Consultant/Vendor Contact Email Address:	mike@eltonalan.com
Project Short Title:	Design Services for Pratt Siding Road
Total Amount of Previous Work Authorizations:	\$808,663.53
Amount of this Work Authorization:	\$45,562.86
New Contract Amount including this Work Authorization:	\$854,226.39
Funding Source:	63470541-563365 PRATT

This Work Authorization is issued pursuant to the Contract referenced above between Nassau County and the Consultant/Vendor for the following services:

ARTICLE 1. Description of Services. Consultant/Vendor shall provide the services as set forth in Exhibit “A”, attached hereto and incorporated herein.

ARTICLE 2. Time Schedule. Consultant/Vendor anticipates the services to be completed pursuant to the time schedule contained in Exhibit “A”, attached hereto and incorporated herein, or no later than 60 days from the issuance of this Work Authorization. The parties agree that this Work Authorization shall be considered as the Notice to Proceed.

ARTICLE 3. Compensation. Consultant/Vendor shall be compensated for the services in detailed in Exhibit “A”, attached hereto and incorporated herein, using rates previously established in the Contract referenced above.

ARTICLE 4. Other Provisions. This Work Authorization shall become a part of the Contract when executed by both parties. Any Work Authorization entered into prior to expiration or termination set forth in the Contract shall continue in effect through the earlier of: (i) the date all of the Services thereunder have been fully completed and accepted by Nassau County, or (ii) until such time as such Work Authorization expires or is terminated in accordance with its terms or is terminated pursuant to Article 2 hereof. Consultant/Vendor acknowledges that all drawings, data, electronic files and other information required for this Work Authorization has been accepted by Consultant/Vendor. Specifically, all electronic files have been reviewed and accepted for the purposes of this Work Authorization.

RECOMMENDED AND APPROVED BY:

Department Head/Managing Agent:	<u>Robert Companion</u>	<u>10/21/2024</u>	Date
Procurement:	<u>Lanace Helmore</u>	<u>10/22/2024</u>	Date
Office of Management & Budget:	<u>Chris Lacambra</u>	<u>10/21/2024</u>	Date
County Attorney:	<u>Denise C. May, Esq., BCS</u>	<u>10/28/2024</u>	Date
	Denise C. May		

IN WITNESS WHEREOF, the Parties have caused this Work Authorization to be executed by its duly authorized representatives, effective as of the last date below.

NASSAU COUNTY, FLORIDA

Taco E. Pope, AICP
By: Taco Pope
Its: County Manager
Date: 10/28/2024

ELTONALAN, INCORPORATED

BY: Michael Holcomb
Print Name: Michael Holcomb
Title: President
Date: 10/23/2024



Exhibit "A"

Project: Pratt Siding Road Re-Design

8/6/2024

Client: Nassau County Board of County Commissioners
Attn. Robert Companion, P.E.
96161 Nassau Place
Yulee, Florida 32097
rcompanion@nassaucountyfl.com

Quote Amount: \$ 45,562.86

SERVICES	TOTAL QUOTE AMOUNT
<u>Data Collection</u>	
Survey Base Task	\$ -
ROW Mapping	\$ -
Geotechnical Investigation and Report	\$ -
Wetland Delineation and Endangered Species Assessment	\$ -
Data Collection Sub-Total	\$ -
<u>Design and Plans Preparation</u>	
Roadway & Drainage Design Analysis and Plans	\$ 40,191.22
Signing & Pavement Marking Analysis & Plans	\$ 5,371.64
Environmental Permitting	\$ -
Specifications	\$ -
Final Design Sub-Totals	\$ 45,562.86
<u>Construction / Bid Phase Services</u>	
Bid phase Services Sub-Totals	\$ -
Post Design Services	\$ -
Construction / Bid Phase Services Sub-Total	\$ -
TOTAL QUOTE	\$ 45,562.86

For Questions related to this Quote, please contact:
Mike Holcomb @ 904.891.0360 or email

Completion of this work will take a maximum of 60 calendar days to complete

ELTONALAN ESTIMATE OF WORK EFFORT AND FEE

Pratt Siding Road Re-Design

Project Length (miles): 1.5

						Staffhour Distribution						
						Project Manager / Sr. Engineer		Sr. Designer				
		Loaded Labor Rates				\$197.36		\$123.58		Cost Totals		
		Qty.	Unit	Hours per Unit	Total Hours	Hours	Cost	Hours	Cost	Cost	Comments	
TASK 1 - DATA COLLECTION SERVICES												
Data Collection Subtotal										\$ -		
TASK 2- ROADWAY DESIGN ANALYSIS AND PLANS												
DESIGN ANALYSIS	Field Review / Site Visit	1	visits x	8	Hrs = 8	Staff Hours	4	\$ 789.44	4	\$ 494.32	\$ 1,283.76	4 Hour Trips (incl travel) x two people)
	Roadway Design Analysis				60	Staff Hours	9	\$ 1,776.24	51	\$ 6,302.58	\$ 8,078.82	Revisions to Roadway Design Files
	Design of Roadway Ditches				24	Staff Hours	3	\$ 592.08	21	\$ 2,595.18	\$ 3,187.26	Regrading Existing Ditches Sta 106+00 to 119+80, 131+00 to 136+00, 165+00 to 167+00
ROADWAY PLANS	Key Sheet	1	sheets x	2	Hrs = 2	Staff Hours	0	\$ -	2	\$ 247.16	\$ 247.16	
	Signature Sheet	1	sheets x	1	Hrs = 1	Staff Hours	0	\$ -	1	\$ 123.58	\$ 123.58	
	Summary of Pay Items	1	sheets x	8	Hrs = 8	Staff Hours	1	\$ 197.36	7	\$ 865.06	\$ 1,062.42	
	Summary of Drainage Structures Sheets	1	each x	4	Hrs = 4	Staff Hours	0	\$ -	4	\$ 494.32	\$ 494.32	
	Project Layout	1	sheets x	2	Hrs = 2	Staff Hours	0	\$ -	2	\$ 247.16	\$ 247.16	
	Roadway Plan and Profiles Sheet 8	1	sheets x	2	Hrs = 2	Staff Hours	0	\$ -	2	\$ 247.16	\$ 247.16	Revise to show existing only - no proposed improvements sta 100+00 to 106+00
	Roadway Plan and Profiles Sheets 9 thru 11	3	sheets x	6	Hrs = 18	Staff Hours	2	\$ 394.72	16	\$ 1,977.28	\$ 2,372.00	Regrading of existing ditches only (no asphalt) sta 106+00 to 119+80, revised profile sta 119+80 to 122+00
	Roadway Plan and Profiles Sheets 12 thru 14	3	sheets x	6	Hrs = 18	Staff Hours	2	\$ 394.72	16	\$ 1,977.28	\$ 2,372.00	No revisions sta 122+00 to sta 131+00, revised profile sta 131+00 to 133+00, regrade ditches sta 131+00 to 136+00
	Roadway Plan and Profiles Sheets 15 thru 19	5	sheets x	2	Hrs = 10	Staff Hours	1	\$ 197.36	9	\$ 1,112.22	\$ 1,309.58	Revise to show existing only sta 136+00 to 167+00
	Roadway Plan and Profiles Sheets 20 thru 22	3	sheets x	2	Hrs = 6	Staff Hours	0	\$ -	6	\$ 741.48	\$ 741.48	No Revisions except for profile tie in to existing at Sta 167+00
	Cross Sections	14	sheets x	2	Hrs = 28	Staff Hours	4	\$ 789.44	24	\$ 2,965.92	\$ 3,755.36	Revisions associated with roadway changes described above
	Summary of Quantities Sheets	16	sheets x	4	Hrs = 64	Staff Hours	9	\$ 1,776.24	55	\$ 6,796.90	\$ 8,573.14	
Cost & Contract Time Estimates	1	each x	12	Hrs = 12	Staff Hours	1	\$ 197.36	11	\$ 1,359.38	\$ 1,556.74		
Roadway Technical Hours Sub-Total					267	Hrs Total						
Project Administration / Coordination		3%	x	267	Hrs = 9	Staff Hours	9	\$ 1,776.24		\$ -	\$ 1,776.24	Includes coordination / meetings with Nassau County, our subs and other stakeholders if/as necessary
QA/QC		5%	x	267	Hrs = 14	Staff Hours	14	\$ 2,763.04		\$ -	\$ 2,763.04	
Roadway Total						290	Staff Hours			\$ 40,191.22		

ELTONALAN ESTIMATE OF WORK EFFORT AND FEE

Pratt Siding Road Re-Design

Project Length (miles): 1.5

						Staffhour Distribution					
						Project Manager / Sr. Engineer		Sr. Designer			
		Loaded Labor Rates				\$197.36		\$123.58		Cost Totals	
		Qty.	Unit	Hours per Unit	Total Hours	Hours	Cost	Hours	Cost	Cost	Comments
TASK 3 - SIGNING AND PAVEMENT MARKING ANALYSIS AND PLANS											
SPM PLANS	Revisions to SPM Design Files				16 Staff Hours	2	\$ 394.72	14	\$ 1,730.12	\$ 2,124.84	Revisions to SPM Design Files
	Key Sheet	1	each x	1	Hrs = 1 Staff Hours	0	\$ -	1	\$ 123.58	\$ 123.58	
	Summary of Quantities Sheets	2	sheets x	4	Hrs = 8 Staff Hours	1	\$ 197.36	7	\$ 865.06	\$ 1,062.42	
	Plan Sheets	3	each x	4	Hrs = 12 Staff Hours	1	\$ 197.36	11	\$ 1,359.38	\$ 1,556.74	Revisions to sheet S-6, S-7 & S-10
SPM Technical Hours Sub-Total					37 Staff Hours						
Project Administration / Coordination		3%	x	37	Hrs = 2 Staff Hours	1	\$ 197.36	0	\$ -	\$ 252.03	Includes coordination / meetings with Nassau County, our subs and other stakeholders if/as necessary
QA/QC		5%	x	37	Hrs = 2 Staff Hours	1	\$ 197.36	0	\$ -	\$ 252.03	
Signing / Pavement Marking Total										\$ 5,371.64	

Certificate Of Completion

Envelope Id: CA3F6D4841EA4650AF033E19FEB4A565

Status: Completed

Subject: Work Authorization- CM2499 -WA10- EltonAlan, Inc, - Pratt Siding Redesign ; \$45,562.86

Source Envelope:

Document Pages: 6

Signatures: 9

Envelope Originator:

Certificate Pages: 6

Initials: 4

Tabitha Givens

AutoNav: Enabled

tgivens@nassaucountyfl.com

Envelopeld Stamping: Enabled

IP Address: 50.238.237.26

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Status: Original

Holder: Tabitha Givens

Location: DocuSign

10/21/2024 9:10:24 AM

tgivens@nassaucountyfl.com

Signer Events**Signature****Timestamp**

Robert Companion



Sent: 10/21/2024 9:21:36 AM

RCompanion@nassaucountyfl.com

Viewed: 10/21/2024 9:23:27 AM

Deputy County Manager - County Engineer

Signed: 10/21/2024 9:23:32 AM

Nassau County BOCC

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Tracy Poore



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tpoore@nassaucountyfl.com

Viewed: 10/21/2024 3:01:25 PM

OMB Admin

Signed: 10/21/2024 5:00:36 PM

Nassau County BOCC

Signature Adoption: Pre-selected Style

Security Level: Email, Account Authentication
(None)

Using IP Address: 50.238.237.26

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chris lacambra



Sent: 10/21/2024 5:00:38 PM

clacambra@nassaucountyfl.com

Viewed: 10/21/2024 6:31:06 PM

OMB Director

Signed: 10/21/2024 7:59:45 PM

Nassau County BOCC

Signature Adoption: Pre-selected Style

Security Level: Email, Account Authentication
(None)

Using IP Address: 50.238.237.26

Electronic Record and Signature Disclosure:

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Lanaee Gilmore



Sent: 10/21/2024 7:59:48 PM

lgilmore@nassaucountyfl.com

Viewed: 10/22/2024 3:34:12 PM

Procurement Director

Signed: 10/22/2024 3:34:18 PM

Nassau County BOCC






Signature Adoption: Pre-selected Style

Security Level: Email, Account Authentication
(None)

Using IP Address: 50.238.237.26

Electronic Record and Signature Disclosure:

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Signer Events	Signature	Timestamp
<div>Michael Holcomb</div> <div>mike@eltonalan.com</div> <div>CEO</div> <div>Security Level: Email, Account Authentication (None)</div> <div>Electronic Record and Signature Disclosure:<div>Accepted: 10/22/2024 3:47:12 PM</div><div>ID: 17f8de6a-137f-4589-9276-02bbb81ea5e8</div></div>	<div></div> <div>Signature Adoption: Pre-selected Style</div> <div>Using IP Address: 84.253.148.130</div> <div>Signed using mobile</div>	<div>Sent: 10/22/2024 3:34:22 PM</div> <div>Viewed: 10/22/2024 3:47:12 PM</div> <div>Signed: 10/23/2024 2:59:02 AM</div>
<div>Abigail Jorandby</div> <div>ajorandby@nassaucountyfl.com</div> <div>Deputy County Attorney</div> <div>Nassau BOCC</div> <div>Security Level: Email, Account Authentication (None)</div> <div>Electronic Record and Signature Disclosure:<div>Not Offered via DocuSign</div></div>	<div></div> <div>Signature Adoption: Pre-selected Style</div> <div>Using IP Address: 50.238.237.26</div>	<div>Sent: 10/23/2024 2:59:07 AM</div> <div>Viewed: 10/23/2024 3:00:46 AM</div> <div>Signed: 10/28/2024 10:59:19 AM</div>
<div>Denise C. May, Esq., BCS</div> <div>dmay@nassaucountyfl.com</div> <div>County Attorney</div> <div>Nassau County BOCC</div> <div>Security Level: Email, Account Authentication (None)</div> <div>Electronic Record and Signature Disclosure:<div>Not Offered via DocuSign</div></div>	<div></div> <div>Signature Adoption: Pre-selected Style</div> <div>Using IP Address: 50.238.237.26</div>	<div>Sent: 10/28/2024 10:59:22 AM</div> <div>Viewed: 10/28/2024 11:13:12 AM</div> <div>Signed: 10/28/2024 11:13:40 AM</div>
<div>Taco E. Pope, AICP</div> <div>tpope@nassaucountyfl.com</div> <div>County Manager</div> <div>Nassau County BOCC</div> <div>Security Level: Email, Account Authentication (None)</div> <div>Electronic Record and Signature Disclosure:<div>Not Offered via DocuSign</div></div>	<div></div> <div>Signature Adoption: Pre-selected Style</div> <div>Using IP Address: 50.238.237.26</div>	<div>Sent: 10/28/2024 11:13:43 AM</div> <div>Viewed: 10/28/2024 3:08:38 PM</div> <div>Signed: 10/28/2024 3:08:43 PM</div>
<div>G. Higginbotham</div> <div>boccap@nassauclerk.com</div> <div>Nassau County Clerk</div> <div>Security Level: Email, Account Authentication (None)</div> <div>Electronic Record and Signature Disclosure:<div>Accepted: 2/4/2021 9:59:11 AM</div><div>ID: 6238f06a-a4ad-4d45-a7f5-929d04629059</div></div>	<div></div> <div>Signature Adoption: Pre-selected Style</div> <div>Using IP Address: 12.23.69.254</div>	<div>Sent: 10/28/2024 3:08:45 PM</div> <div>Viewed: 10/29/2024 7:57:00 AM</div> <div>Signed: 10/29/2024 7:57:09 AM</div>
In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp
Clerk Services BOCCClerkServices@nassauclerk.com Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 10/29/2024 7:57:13 AM Viewed: 10/29/2024 10:35:58 AM
Procurement procurement@nassaucountyfl.com Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 10/29/2024 7:57:15 AM Viewed: 10/29/2024 8:02:25 AM
George Murray gmurray@nassaucountyfl.com Project Manager Nassau County Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 10/29/2024 7:57:16 AM Viewed: 10/29/2024 8:03:47 AM
Scott Pedigo spedigo@nassaucountyfl.com Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 10/29/2024 7:57:17 AM Viewed: 10/29/2024 8:03:40 AM
Raymond Albury ralbury@nassaucountyfl.com Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 10/29/2024 7:57:18 AM Viewed: 10/29/2024 8:02:38 AM
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	10/21/2024 9:21:36 AM
Certified Delivered	Security Checked	10/29/2024 7:57:00 AM
Signing Complete	Security Checked	10/29/2024 7:57:09 AM
Completed	Security Checked	10/29/2024 7:57:18 AM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

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If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

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If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

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You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: bsimmons@nassaucountyfl.com

To advise County of Nassau of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at bsimmons@nassaucountyfl.com and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

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To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to bsimmons@nassaucountyfl.com and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

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- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to bsimmons@nassaucountyfl.com and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

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- Until or unless you notify County of Nassau as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by County of Nassau during the course of your relationship with County of Nassau.