



Board of County Commissioners

Item Title: Award Invitation to Bid NC24-027-RFQ for Professional Design Services for Amelia Island Trail Phase 4 to STV, Inc. and Approve and Authorize the Chairman to Sign Contract No. CM3888 with STV, Inc. for the Professional Design Services for Amelia Island Trail Phase 4 in the amount of \$1,342,980.66

Date: April 28, 2025

Department: Capital Projects Management

Background:

The Amelia Island Trail Network consists of five phases; Phase 1 from Nassau Sound at the south end of Amelia Island northward to Peters Point Beachfront Park; Phase 2 is the Amelia River to Sea Trail (ARTS) along Simmons Rd; Phase 3 consists of the four individual segments of the Amelia Island Parkway Trail (AIPT Segments 1-4); and Phase 4 will connect the ARTS at Simmons Road and traverse northward along Will Hardee Rd, westward along Sadler Rd, and ultimately northward along 14th St where it will currently terminate at Hickory St before future expansion to the downtown Fernandina Beach waterfront. Phase 5 of the Amelia Island Trail is also to be constructed at a later date in time.

On October 21, 2024 Nassau County issued a Request for Qualifications NC24-027-RFQ for Professional Design Services for Amelia Island Trail Phase 4. A total of thirteen qualified engineering and design firms responded to the request for qualifications. The Evaluation Committee evaluated all responses, and three firms were short-listed from the original list of thirteen. The Evaluation Committee met with the short-listed respondents and performed in-person evaluations. STV, Inc. was ultimately deemed the most qualified firm from the short-list respondents and the Evaluation Committee recommends awarding NC24-027-RFQ and executing Contract No. CM3888 with STV, Inc.

Request:

Award Invitation to Bid NC24-027-RFQ for Professional Design Services for Amelia Island Trail Phase 4 to STV, Inc. and approve and authorize the Chairman to Sign Contract No. CM3888 with STV, Inc. for the Professional Design Services for Amelia Island Trail Phase 4 in the amount of \$1,342,980.66.

Financial/Economic Impact to Future Years Budgeting Process or Effect on Citizens:

The design and eventual construction of Amelia Island Trail Phase 4 will connect the existing trail network on the south end of Amelia Island with the interior corridor of Amelia Island and Fernandina Beach, before the ultimate construction of the final segment of Phase 4 connects the trail network to the downtown Fernandina Beach waterfront. The trail network provides for additional pedestrian facilities and mobility, promotes health and well-being for the members of the community, and improves the overall quality-of-place for the community.

The AIT Phase 4 project has been approved by the Board of County Commissioners in the CIP Guidebook – Project# CIP000060.

Action Requested and Recommendation:

Award Invitation to Bid NC24-027-RFQ for Professional Design Services for Amelia Island Trail Phase 4 to STV, Inc. and approve and authorize the Chairman to Sign Contract No. CM3888 with STV, Inc. for the Professional Design Services for Amelia Island Trail Phase 4 in the amount of \$1,342,980.66.

Is this action consistent with the Nassau County Comprehensive Land Use Plan?

Yes. Transportation Element: Objective T.02, Policy T.02.06; Objective T.04, Policies T.04.01, T.04.02, T.04.05; Objective T.06, Policies T.06.01, T.06.02, T.06.03.

Funding Source:

63470541-563723 C0060

APPROVED BOCC

DATE

4/28/2025

AM

Additional Information Needed for Contracts/Agreements (If Applicable)

Contract Number assigned by Contracts Management:
CM3888

For non-governmental agencies, has the document been sent to the vendor for signature?
Yes

Does the document need to be recorded? If so, who will pay the recordation fee?
N/A

Are there any special mailing instructions? (Include contact name, address, deadline for submittal, how to mail such as express mail, FedEx, etc.):

Mail two copies to:
J. Keith Jackson, PE
4345 Southpoint Blvd
Suite 200
Jacksonville, FL32216

How many originals are needed?
Two



Board of County Commissioners

Item Title: ITB NC25-003 and CM3889 with Tim-Prep, Inc. for Dirt Road Grading and Dump Truck Services
Date: April 28, 2025
Department: Public Works

Background:

Nassau County issued Invitation to Bid NC25-003 for Dirt Road Grading and Dump Truck Services on February 19, 2025. One responsive bid was received from Tim-Prep, Inc. Tim-Prep, Inc. would provide services on County maintained dirt roads for maintenance needs. Staff recommends the Board award ITB NC25-003 to the sole bidder, Tim-Prep, Inc.

Request:

Award Invitation to Bid NC25-003 for Dirt Road Grading and Dump truck Services to Tim-Prep, Inc., and approve and authorize the Chairman to sign Contract No. CM3889, with Tim-Prep Inc. in an amount not to exceed \$80,000 for the initial term, with the option to renew in an amount not to exceed \$40,000 for each renewal.

Financial/Economic Impact to Future Years Budgeting Process or Effect on Citizens:

Utilizing a vendor to assist with dirt road grading and dump truck services could improve response times to repair roads damaged by inclement weather events. This contract will supplement Nassau County Road Department's efforts in recovery after a storm event if needed. Any work performed under Contract No. CM3889 will be issued by a separate Work Authorization.

Action Requested and Recommendation:

Award Invitation to Bid NC25-003 for Dirt Road Grading and Dump truck Services to Tim-Prep, Inc., and approve and authorize the Chairman to sign Contract No. CM3889, with Tim-Prep Inc. in an amount not to exceed \$80,000 for the initial term, with the option to renew in an amount not to exceed \$40,000 for each renewal.

Is this action consistent with the Nassau County Comprehensive Land Use Plan?

Yes. Transportation Element, Objective T.01, Policy T.01.01; Objective T.02, Policies T.02.01, T.02.02.

Funding Source:

03404541-534000

Additional Information Needed for Contracts/Agreements (If Applicable)

Contract Number assigned by Contracts Management:
CM3889

For non-governmental agencies, has the document been sent to the vendor for signature?

Yes

Does the document need to be recorded? If so, who will pay the recordation fee?

No

Are there any special mailing instructions? (Include contact name, address, deadline for submittal, how to mail such as express mail, FedEx, etc.):

Please forward a copy of completed documents to the following:
Becky Diden bidden@nassaucountyfl.com
Jennifer Kirkland jkirkland@nassaucountyfl.com

How many originals are needed?

One

HMN
4/24/25

OK
4/24/25
MD
4/24/25
4/24-25
4/24/25
4/24-25

**CONTRACT FOR PROFESSIONAL DESIGN SERVICES FOR
AMELIA ISLAND TRAIL PHASE 4 – WILL HARDEE/14TH STREET SHARED USE
PATH (SCHOOLS TO WATERFRONT)**

THIS CONTRACT is entered into by and between the **Board of County Commissioners of Nassau County**, a political subdivision of the State of Florida, hereinafter referred to as the “County”, and **STV Incorporated**, located at 5200 Belfort Road, Suite 400 Jacksonville, Florida, 32256, hereinafter referred to as the “Consultant” on the day and year last written below (hereinafter “Effective Date”).

WHEREAS, the County desires to obtain professional services for the design of Amelia Island Trail Phase 4 Will Hardee/14th Street Shared Use Path (Schools to Waterfront). Said services are more fully described in the scope of services, attached hereto and incorporated herein as Exhibit “A”; and

WHEREAS, the Consultant desires to render certain professional services as described in Exhibit “A” and Consultant’s Proposal Response as set forth in Exhibit “B”, and has the qualifications, experience, staff and resources to perform those professional services; and

WHEREAS, the County, through a competitive selection process conducted in accordance with the requirements of law and County policy, and based upon the Consultant’s assurance that it has the qualifications, experience, staff and resources, the County has determined that it would be in the best interest of Nassau County to award a contract to the Consultant for the rendering of those services described in Exhibit “A”.

NOW THEREFORE, in consideration of the mutual covenants and agreements hereinafter contained, the parties hereto agree as follows:

SECTION 1. Recitals.

1.1 The above recitals are true and correct and are incorporated herein, in their entirety, by this reference.

SECTION 2. Exhibits.

2.1 The Exhibits listed below are incorporated into and made part of this Contract:

Exhibit A COUNTY'S REQUEST FOR QUALIFICATIONS AS MODIFIED BY
ADDENDA

Exhibit B CONSULTANT'S PROPOSAL RESPONSE

Exhibit C INSURANCE REQUIREMENTS

Exhibit D NEGOTIATED RATE SCHEDULE

SECTION 3. Employment of the Consultant.

3.1 The County hereby agrees to engage the Consultant, and the Consultant hereby agrees to perform the professional services set forth in Exhibit "A" and Exhibit "B".

SECTION 4. Scope of Services.

4.1 The Consultant shall provide professional services in accordance with Exhibit "A" and Exhibit "B".

4.2 Services requested by the County or the County's representative that are not set forth in Exhibit "A" or "Exhibit "B" shall be considered additional services. Any request for additional services and additional fees shall be mutually agreed upon by the parties in writing.

SECTION 5. The County's Responsibility.

5.1 The County shall provide the Consultant with all required data, information, and services regarding the requirements and objectives for the services under this Contract. The Consultant shall rely upon the accuracy and completeness of any information, reports, data supplied by the County or the County's representative.

5.2 The County hereby designates the Capital Projects Management Director, or designee, to act on the County's behalf under this Contract. The Capital Projects Management Director, or designee, under the supervision of the County Manager, shall have complete authority to transmit instructions, receive information, interpret and define the County's policies and decisions with respect to materials, elements and systems pertinent to the provision of the Consultant's services.

SECTION 6. Term of Contract and Option to Extend or Renew.

6.1 The term of this Contract shall begin upon the execution of this Contract by all parties and shall terminate *one (1) year thereafter*. Any extension or amendment to this Contract shall be subject to availability of funds of the County as set forth in Section 11 hereinbelow.

6.2. In the event that this Contract is continued beyond the term provided above by mutual consent of the parties and not reduced to writing, this Contract shall be carried out on a month-to-month basis and shall not constitute an implied renewal of the Contract. Said month-to-month extension shall be upon the same terms of the Contract and at the compensation and payment provided herein.

SECTION 7. Compensation.

7.1 The Consultant shall be compensated in an amount not to exceed One Million, Three Hundred Twenty-Four Thousand, Nine Hundred Eighty Dollars and 66/100 (\$1,324,980.66), in accordance with Exhibit "D".

7.2 The Consultant shall prepare and submit to the Capital Projects Management Director, for approval, an invoice for the services rendered to capitalprojects@nassaucountyfl.com with a copy provided to invoices@nassaucountyfl.com. Invoices for services shall be paid in accordance with the Florida Prompt Payment Act found at

Section 218.70, Florida Statutes. All invoices shall be accompanied by a report or statement identifying the nature of the work performed, the hours required and compensation for the work performed. The report or statement shall show a summary of fees. The County reserves the right to withhold payment to the Consultant for failure to perform the work in accordance with the provisions of this Contract, and the County shall promptly notify the Consultant in writing if any invoice or report is found to be unacceptable and will specify the reasons therefor. The Consultant shall have thirty (30) days to cure any failure upon written notice. Consultant shall honor all purchase orders or work authorizations issued prior to the expiration of the term of this Contract.

7.3 All representations, indemnifications, warranties and guaranties made in, required by or given in accordance with this Contract, as well as all continuing obligations indicated in this Contract, will survive final payment and termination or completion of this Contract.

7.4 Final Invoice: Consultant shall submit to County Consultant's final/last billing to County clearly marked as "Final Invoice." Submittal of the Final Invoice by Consultant to County shall indicate that all services have been performed by Consultant and that all charges and costs have been invoiced by the Consultant to County and that there is no further work to be performed and no further invoices to be submitted under this Contract.

SECTION 8. Standard of Care.

8.1 The Consultant shall exercise the same degree of care, skill, and diligence in the performance of the services as is ordinarily provided by a professional under similar circumstances, at the same time, and in the same locality. In the County's sole discretion, upon request by the County, the Consultant shall, at no additional cost to the County, re-perform services which in the sole discretion of the County do not meet the foregoing standard of care.

SECTION 9. Equal Opportunity Employment.

9.1 In connection with the work to be performed under this Contract, the Consultant agrees to comply with the applicable provisions of State and Federal Equal Employment Opportunity statutes and regulations.

SECTION 10. Access to Premises.

10.1 The County shall be responsible for providing access to all project sites (if required), and for providing project site specific information.

SECTION 11. Funding.

11.1 The County's performance and obligation under this Contract is contingent upon an annual appropriation by the Board of County Commissioners for subsequent fiscal years and is subject to termination based on lack of funding.

SECTION 12. Expenses.

12.1 The Consultant shall be responsible for all expenses incurred while performing the services under this Contract including, but not limited to, license fees, memberships and dues; automobile and other travel expenses; meals and entertainment; insurance premiums; and all salary, expenses and other compensation paid to the Consultant's agents, if any, hired by the Consultant to complete the work under this Contract.

SECTION 13. Taxes, Liens, Licenses and Permits.

13.1 The Consultant recognizes that the County, by virtue of its sovereignty, is not required to pay any taxes on the services or goods purchased under the terms of this Contract. As such, the Consultant shall refrain from including taxes in any billing. The Consultant is placed on notice that this exemption generally does not apply to nongovernmental entities,

contractors, or subcontractors. Any questions regarding this tax exemption shall be addressed to the County Manager.

13.2 The Consultant shall secure and maintain all licenses and permits required to perform the services under this Contract and to pay any and all applicable sales or use tax, or any other tax or assessment which shall be imposed or assessed by any and all governmental authorities, required under this Contract, and to meet all federal, state, county and municipal laws, ordinances, policies and rules.

13.3 The Consultant acknowledges that property being improved that is titled to the County, shall not be subject to a lien of any kind for any reason. The Consultant shall include notice of such exemptions in any subcontracts and purchase orders issued under this Contract.

SECTION 14. Governing Law, Venue and Compliance with Laws.

14.1 This Contract shall be deemed to have been executed and entered into within the State of Florida and any dispute arising hereunder, shall be governed, interpreted and construed according to the laws of the State of Florida, the Ordinances of Nassau County, and any applicable federal statutes, rules and regulations. Any and all litigation arising under this Contract shall be brought in Nassau County, Florida, and any trial shall be non-jury. Any mediation, pursuant to litigation, shall occur in Nassau County, Florida.

14.2 The Consultant shall comply with applicable regulatory requirements including federal, state, and local laws, rules, regulations, codes, orders, criteria and standards.

SECTION 15. Modifications.

15.1 The terms of this Contract may be modified only upon the written and mutual consent of both parties, and approval by appropriate legal authority in the County.

SECTION 16. Assignment and Subcontracting.

16.1 The Consultant shall not assign, sublet, convey or transfer its interest in this Contract without the prior written consent of the County.

16.2 In order to assign this Contract, or to subcontract any of the work requirements to be performed, the Consultant shall ensure and provide assurances to the County, that any subcontractor selected for work under this Contract has the necessary qualifications and abilities to perform in accordance with the terms and conditions of this Contract. The Consultant shall provide the County with the names of any subcontractor considered for work under this Contract; the County reserves the right to reject any subcontractor whose qualifications or performance, in the County's sole discretion, are insufficient. The Consultant shall be responsible for all work performed and all expenses incurred with the project. Any subcontract arrangements shall be evidenced by a written document available to the County upon request. The Consultant further agrees that the County shall not be liable to any subcontractor for any expenses or liabilities incurred under the subcontract. The Consultant, at its expense, shall defend the County against such claims.

16.3 The Consultant shall make payments to any of its subcontractors within seven (7) working days after receipt of full or partial payments from the County in accordance with Section 287.0585, Florida Statutes, unless otherwise stated in the contracts between the Consultant and subcontractors. The Consultant's failure to pay its subcontractor(s) within seven (7) working days shall result in a penalty charged against the Consultant and paid to the subcontractors in the amount of one-half of one percent (0.50%) of the amount due per day from the expiration of the period allowed herein for payment. Such penalty shall be in addition to the actual payments owed and shall not exceed fifteen percent (15%) of the outstanding balance due.

SECTION 17. Severability.

17.1 If any section, subsection, sentence, clause, phrase, or portion of this Contract is, for any reason, held invalid, unconstitutional, or unenforceable by any Court of Competent Jurisdiction, such portion shall be deemed as a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

SECTION 18. Termination for Default.

18.1 If the Consultant fails to perform any of its obligations under this Contract, and if such default remains uncured for a period of more than fifteen (15) days after notice thereof was given in writing by the County to the Consultant, then the County may, without prejudice to any right or remedy the County may have, terminate this Contract.

18.2 Upon termination of this Contract, the Consultant shall immediately (1) stop work on the date specified; (2) terminate and settle all orders and subcontracts relating to the performance of the terminated work; (3) transfer all work in process, completed work, and other materials related to the terminated work to the County; (4) render to the County all property belonging to the County, including but not limited to, equipment, books, and records.

SECTION 19. Termination for Convenience.

19.1 The County reserves the right to terminate this Contract in whole or part by giving the Consultant written notice at least thirty (30) days prior to the effective date of the termination. Upon receipt of written notice of termination from the County, the Consultant shall only provide those services and/or materials specifically approved or directed by the County. All other rights and duties of the parties under the Contract shall continue during such notice period, and the County shall continue to be responsible to the Consultant for the payment of any obligations to the extent such responsibility has not been excused by breach or default of the Consultant. The Consultant shall promptly contact the County to make arrangements to render to

the County all property belonging to the County, including but not limited to, equipment, books, and records.

SECTION 20. Nondisclosure of Proprietary Information.

20.1 The Consultant shall consider all information provided by the County and all reports, studies, calculations, and other documentation resulting from the Consultant's performance of the services to be proprietary unless such information is available from public sources. The Consultant shall not publish or disclose proprietary information for any purpose other than the performance of the services without the prior written authorization of the County or in response to legal process.

SECTION 21. Contingent Fees.

21.1 The Consultant warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the Consultant to solicit or secure this Contract and that it has not paid or agreed to pay any person, company, corporation, individual or firm, other than a bona fide employee working solely for the Consultant, any fee, commission, percentage, gift or any other consideration contingent upon or resulting from the award or making of this Contract.

SECTION 22. Ownership of Documents.

22.1 The Consultant shall be required to work in harmony with other County consultants relative to providing information requested in a timely manner and in the specified form. All documents, records, disks, original drawings, or other information shall become the property of the County upon completion for its use and distribution as may be deemed appropriate by the County.

SECTION 23. Force Majeure.

23.1 Neither party of this Contract shall be liable to the other for any cost or damages if the failure to perform the Contract arises out of causes beyond the control and without the fault or negligence of the parties. Such causes may include, but are not restricted to, acts of nature, fires, quarantine restrictions, strikes and freight embargoes. In all cases, the failure to perform shall be totally beyond the control and without any fault or negligence of the party.

23.2 In the event of delay from the foregoing causes, the party shall take all reasonable measures to mitigate any and all resulting delay or disruption in the party's performance obligation under this Contract. If the delay is excusable under this section, the delay shall not result in any additional charge or cost under the Contract to either party. In the case of any delay that the Consultant believes is excusable under this section, the Consultant shall notify the County in writing of the delay or potential delay and describe the cause of the delay either: (1) within ten (10) calendar days after the cause that created or will create the delay first arose, if the Consultant could reasonably foresee that a delay could occur as a result; or (2) within five (5) calendar days after the date the Consultant first had reason to believe that a delay could result, if the delay is not reasonably foreseeable. THE FOREGOING SHALL CONSTITUTE THE CONSULTANT'S SOLE REMEDY OR EXCUSE WITH RESPECT TO DELAY. Providing notice in strict accordance with this section is a condition precedent to such remedy. The County, in its sole discretion, shall determine if the delay is excusable under this section and shall notify the Consultant of its decision in writing. No claim for damages, other than for an extension of time, shall be asserted against the County. The Consultant shall not be entitled to an increase in the Contract price or payment of any kind from the County for direct, indirect, consequential, impact, or other costs, expenses or damages, including but not limited to costs of acceleration or inefficiency arising because of delay, disruption, interference, or hindrance from

any cause whatsoever. If performance is suspended or delayed, in whole or in part, due to any of the causes described in this section, after the causes have ceased to exist, the Consultant shall perform at no increased cost, unless the County determines, in its sole discretion, that the delay will significantly impair the value of the Contract to the County, in which case, the County may do any or all of the following: (1) accept allocated performance or deliveries from the Consultant, provided that the Consultant grants preferential treatment to the County with respect to products or services subjected to allocation; (2) purchase from other sources (without recourse to and by the Consultant for the related costs and expenses) to replace all or part of the products or services that are the subject of the delay, which purchases may be deducted from the Contract quantity; or (3) terminate the Contract in whole or in part.

SECTION 24. Access And Audits of Records.

24.1 The Consultant shall maintain adequate records to justify all charges, expenses, and costs incurred in providing the services and materials for at least three (3) years after completion of work contemplated under this Contract. The County and the County Clerk of Court shall have access to such books, records, and documents as required in this section for the purpose of inspection or audit during normal business hours upon five (5) days' written notice to the Consultant.

SECTION 25. Independent Consultant Status.

25.1 The Consultant shall perform the services under this Contract as an independent contractor and nothing contained herein shall be construed to be inconsistent with this relationship or status. Nothing in this Contract shall be interpreted or construed to constitute the Consultant or any of its agents or employees to be an agent, employee or representative of the County.

25.2 The Consultant and the County agree that during the term of this Contract: (a) the Consultant has the right to perform services for others; (b) the Consultant has the right to perform the services required by this Contract; and (c) the Consultant has the right to hire assistants as subcontractors, or to use employees to provide the services required by this Contract.

SECTION 26. Indemnification.

26.1 The Consultant shall indemnify and hold harmless the County and its agents and employees from all claims, liabilities, damages, losses, expenses and costs, including attorney's fees, arising out of or associated with or caused by the negligence, recklessness, or intentionally wrongful conduct of the Consultant or any persons employed or utilized by the Consultant, in the performance of this Contract. The Consultant shall, at its own expense, defend any and all such actions, suits, or proceedings which may be brought against the County in connection with the Consultant's performance under this Contract.

SECTION 27. Insurance.

27.1 The Consultant shall provide and maintain at all times during the term of this Contract, without cost or expense to the County, such commercial (occurrence form) or comprehensive general liability, workers compensation, professional liability, and other insurance policies as detailed in Exhibit "C". The policy limits required are to be considered minimum amounts.

27.2 The Consultant shall provide to the County a Certificate of Insurance for all policies of insurance and renewals thereof in a form acceptable to the County. Said certificates shall provide that the Nassau County Board of County Commissioners is an additional insured, and that the County shall be notified in writing of any reduction, cancellation or substantial change of

policy or policies at least thirty (30) days prior to the effective date of said action with the exception of ten (10) days for non-payment. All insurance policies shall be issued by responsible companies who are acceptable to the County and licensed and authorized under the laws of the State of Florida.

SECTION 28. Dispute Resolution Process.

28.1 In the event of a dispute regarding the interpretation of the terms of this Contract, the County, in its sole discretion, may elect to use the dispute resolution process as set forth in this section.

28.2 In the event the County elects to use the dispute resolution process under this section, the County shall send a written communication to the Consultant pursuant to Section 35 hereinbelow. The written notification shall set forth the County's interpretation of the terms of this Contract.

28.3 The County shall then set a date and time for the parties to meet with the County Manager or designee. This meeting shall be set no more than twenty (20) days from the date that the written communication was sent to the Consultant. The Consultant may submit a written response to the County's written communication no less than five (5) days prior to the meeting with the County Manager or designee.

28.4 If no satisfactory resolution as to the interpretation of the Contract terms is reached at the meeting with the County Manager or designee, then the parties may elect to submit the dispute to mediation in accordance with mediation rules as established by the Florida Supreme Court. Mediators shall be chosen by the County and the cost of mediation shall be borne by the Consultant. The Consultant shall not stop work during the pendency of the dispute resolution or mediation process as set forth in this section.

SECTION 29. E-Verify.

29.1 The Consultant shall comply with Section 448.095, Florida Statutes, and use the United States Department of Homeland Security's E-Verify system ("E-Verify") to verify the employment eligibility of all persons hired by the Consultant during the term of this Contract to work in Florida. Additionally, if the Consultant uses subcontractors to perform any portion of the work (under this Contract), the Consultant shall include a requirement in the subcontractor's contract that the subcontractor use E-Verify to verify the employment eligibility of all persons hired by subcontractor to perform any such portion of the work. Answers to questions regarding E-Verify as well as instructions on enrollment may be found at the E-Verify website: www.uscis.gov/e-verify.

29.2 The Consultant shall maintain records of its participation and compliance with the provisions of the E-Verify program, including participation by its subcontractors as provided above, and to make such records available to the County or other authorized entity consistent with the terms of the Consultant's enrollment in the program. This includes maintaining a copy of proof of the Consultant's and subcontractors' enrollment in the E-Verify program. If the Consultant enters into a contract with a subcontractor, the subcontractor shall provide the Consultant with an affidavit stating that the subcontractor does not employ, contract with, or subcontract with an unauthorized alien. The Consultant shall maintain a copy of such affidavit for the duration of the Contract.

29.3 Compliance with the terms of the E-Verify program provision is made an express condition of this Contract and the County may treat a failure to comply as a material breach of the Contract. If the County terminates the Contract pursuant to Section 448.095(2)(c), Florida Statutes, the Consultant may not be awarded a public contract for at least one (1) year after the

date on which the contract was terminated and the Consultant is liable for any additional costs incurred by the County as a result of the termination of this Contract.

SECTION 30. Public Records.

30.1 The County is a public agency subject to Chapter 119, Florida Statutes. **IF THE CONSULTANT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONSULTANT'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (904) 530-6090, RECORDS@NASSAUCOUNTYFL.COM, 96135 NASSAU PLACE, SUITE 6, YULEE, FLORIDA 32097.** Under this Contract, to the extent that the Consultant is providing services to the County, and pursuant to Section 119.0701, Florida Statutes, the Consultant shall:

- a. Keep and maintain public records required by the County to perform the service.
- b. Upon request from the County's custodian of public records, provide the County with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law.
- c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Contract term and following completion of the Contract if the Consultant does not transfer the records to the County.

d. Upon completion of the Contract, transfer, at no cost, to the County all public records in possession of the Consultant or keep and maintain public records required by the County to perform the service. If the Consultant transfers all public records to the County upon completion of the Contract, the Consultant shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Consultant keeps and maintains public records upon completion of the Contract, the Consultant shall meet all applicable requirements for retaining public records. All records stored electronically shall be provided to the County, upon request from the County's custodian of public records, in a format that is compatible with the information technology systems of the County.

30.2 A request to inspect or copy public records relating to the County's contract for materials shall be made directly to the County. If the County does not possess the requested records, the County shall immediately notify the Consultant of the request, and the Consultant shall provide the records to the public agency or allow the records to be inspected or copied within a reasonable time.

30.3 If the Consultant does not comply with the County's request for records, the County shall enforce the Contract provisions in accordance with the Contract.

30.4 If the Consultant fails to provide the public records to the County within a reasonable time, the Consultant may be subject to penalties under Section 119.10, Florida Statutes.

30.5 If a civil action is filed against the Consultant to compel production of public records relating to the Contract, the Court shall assess and award against the Consultant the reasonable costs of enforcement, including reasonable attorney fees if:

a. The Court determines that the Consultant unlawfully refused to comply with the public records request within a reasonable time; and

b. At least eight (8) business days before filing the action, the plaintiff provided written notice of the public records request, including a statement that the Consultant has not complied with the request, to the County and to the Consultant.

30.6 A notice complies with Section 30.5 b. hereinabove, if it is sent to the County's custodian of public records and to the Consultant at the Consultant's address listed on its Contract with the County or to the Consultant's registered agent. Such notices shall be sent pursuant to Section 35 hereinbelow.

30.7 If the Consultant complies with a public records request within eight (8) business days after the notice is sent, the Consultant is not liable for the reasonable costs of enforcement.

30.8 In reference to any public records requested under this Contract, the Consultant shall identify and mark specifically any information which the Consultant considers confidential and/or proprietary, inclusive of trade secrets as defined in Section 812.081, Florida Statutes, and which the Consultant believes to be exempt from disclosure, citing specifically the applicable exempting law and including a brief written explanation as to why the cited Statute is applicable to the information claimed as confidential and/or proprietary information. All materials shall be segregated and clearly identified as "EXEMPT FROM PUBLIC DISCLOSURE."

30.9 In conjunction with the confidential and/or proprietary information designation, the Consultant acknowledges and agrees that after notice from County, the Consultant shall respond to a notice from the County immediately, but no later than 10 calendar days from the date of notification or the Consultant shall be deemed to have waived and consented to the release of the confidential and/or proprietary designated materials.

30.10 The Consultant further agrees that by designation of the confidential/proprietary material, the Consultant shall defend the County (and its employees, agents and elected and appointed officials) against all claims and actions (whether or not a lawsuit is commenced) related to the Consultant's designation of the material as exempt from public disclosure and to hold harmless the County (and its employees, agents and elected and appointed officials) from any award to a plaintiff for damages, costs and attorneys' fees, incurred by the County by reason of any claim or action related to the Consultant's designation of material as exempt from public disclosure.

SECTION 31. Disclosure Of Litigation, Investigations, Arbitration or Administrative Decisions.

31.1 During the term of this Contract, or any extension thereto, the Consultant shall have the continued duty to disclose to the County Attorney, in writing, upon occurrence, all civil or criminal litigation, arbitration, mediation, or administrative proceeding involving the Consultant. If the existence of the proceeding causes the County concerns that the Consultant's ability or willingness to perform this contract is jeopardized, the Consultant may be required to provide the County with reasonable written assurance to demonstrate the Consultant can perform the terms and conditions of the Contract.

SECTION 32. Scrutinized Companies and Public Entity Crimes.

32.1 The Consultant is directed to the Florida Public Entities Crime Act, Section 287.133, Florida Statutes, as well as Section 287.135, Florida Statutes, regarding Scrutinized Companies, and represents to County that the Consultant is qualified to transact business with public entities in Florida, and to enter into and fully perform this Contract subject to the provisions stated therein. Failure to comply with any of the above provisions will be considered a material breach of the Contract.

SECTION 33. Anti-Discrimination.

33.1 The Consultant agrees that it will not discriminate in employment, employee development, or employee advancement because of religious or political opinions or affiliations, race, color, national origin, sex, age, physical handicap, or other factors, except where such factor is a bonified occupational qualification or is required by State and/or Federal Law.

SECTION 34. Advertising.

34.1 The Consultant shall not publicly disseminate any information concerning this Contract without prior written approval from the County, including but not limited to, mentioning the Contract in a press release or other promotional material, identifying the County as a reference, or otherwise linking the Consultant's name and either description of this Contract or the name of the County in any material published, either in print or electronically, to any entity that is not a party this Contract, except potential or actual authorized distributors, dealers, resellers, or service representative.

SECTION 35. Notices.

35.1 All notices, demands, requests for approvals or other communications given by the parties to another in connection with this Contract shall be in writing, and shall be sent by registered or certified mail, postage prepaid, return receipt requested, or overnight delivery service (such as federal express), or courier service or by hand delivery to the office of each party indicated below:

County: Nassau County
Attn: Capital Projects Management Director
96161 Nassau Place
Yulee, Florida 32097

Consultant: STV Incorporated
Attn: Keith Jackson, Vice President/Principal-in-Charge
5200 Belfort Road, Suite 400
Jacksonville, FL 32256

SECTION 36. Attorney's Fees.

36.1 Notwithstanding the provisions of Section 30 hereinabove, in the event of any legal action to enforce the terms of this Contract each party shall bear its own attorney's fees and costs.

SECTION 37. Authority to Bind.

37.1 The Consultant represents and warrants that the Consultant's undersigned representative if executing this Contract of behalf of a partnership, corporation or agency has the authority to bind the Company to the terms of this Contract.

SECTION 38. Conflicting Terms, Representations and No Waiver of Covenants or Conditions.

38.1 In the event of any conflict between the terms of this Contract and the terms of any exhibits, the terms of this Contract shall prevail.

38.2 All representations, indemnifications, warranties and guaranties made by the Consultant in this Contract, as well as all continuing obligations indicated in this Contract, shall survive final payment and termination or completion of this Contract.

38.3 The failure of either party to insist on strict performance of any covenant or condition herein, or to exercise any option herein contained, shall not be construed as a waiver of such covenant, condition, or option in any other instance.

38.4 The Consultant warrants that any goods provided by the Consultant under this Contract shall be merchantable. All goods provided shall be of good quality within the description given by the County, shall be fit for their ordinary purpose, shall be adequately contained and packaged with the description given by the County, shall conform to the agreed upon specifications, and shall conform to the affirmations of facts made by the Consultant or on the container or label.

SECTION 39. Construction of Contract.

39.1 The parties hereby acknowledge that they have fully reviewed this Contract and any exhibits and have had the opportunity to consult with legal counsel of their choice, and that this Contract shall not be construed against any party as if they were the drafter of this Contract.

SECTION 40. Headings.

40.1 The section headings and captions of this Contract are for convenience and reference of the parties and in no way define, limit or describe the scope or intent of this Contract or any part thereof.

SECTION 41. Entire Agreement and Execution.

41.1 This Contract, together with any exhibits, constitutes the entire Contract between the County and the Consultant and supersedes all prior written or oral understandings.

41.2 This Contract may be executed in any number of counterparts; each executed counterpart hereof shall be deemed an original; and all such counterparts, when taken together, shall be deemed to constitute one and the same instrument.

SECTION 42. Change of Laws.

42.1 If there is a change in any state or federal law, regulation or rule or interpretation thereof, which affects this Contract or the activities of either party under this Contract, and either

party reasonably believes in good faith that the change will have a substantial adverse effect on that party's rights or obligations under this Contract, then that party may, upon written notice, require the other party to enter into good faith negotiations to renegotiate the terms of this Contract. If the parties are unable to reach an agreement concerning the modification of this Contract within fifteen (15) days after the date of the notice seeking renegotiation, then either party may terminate this Contract by written notice to the other party. In such event, Consultant shall be paid its compensation for services performed prior to the termination date.

SECTION 43. Human Trafficking Affidavit.

43.1 In accordance with Section 787.06, Florida Statutes, the Vendor shall provide the County an affidavit, on a form approved by to the County, signed by an officer or a representative of the Vendor under penalty of perjury attesting that the Vendor does not use coercion for labor or services as defined in Section 787.06, Florida Statutes.

[The remainder of this page left intentionally blank.]

Contract Tracking No. CM3888

IN WITNESS WHEREOF, the parties have executed this Contract which shall be deemed an original on the day and year last written below

**BOARD OF COUNTY COMMISSIONERS
NASSAU COUNTY, FLORIDA**



By: A.M. "HUPP" HUPPMANN

Its: Chairman

Date: 4-28-2025

Attest as to authenticity of the
Chair's signature:



MITCH L. KEITER

Its: Ex-Officio Clerk

Approved as to form and legality by the
Nassau County Attorney

Denise C. May, Esq., BCS
DENISE C. MAY

STV INCORPORATED



By: ~~XXXXXXXXXX~~ J. Keith Jackson, PE

Its: ~~XXXXXXXXXXXXXXXXXXXXXXXXXXXX~~
Vice-President, Florida

Date: 4/2/2025

EXHIBIT "A"

County's Request for Qualifications As Modified by Addenda

NASSAU COUNTY FLORIDA



REQUEST FOR QUALIFICATIONS (RFQ)

PROFESSIONAL DESIGN SERVICES FOR
THE AMELIA ISLAND TRAIL PHASE 4
WILL HARDEE/14TH STREET SHARED USE PATH
(SCHOOLS TO WATERFRONT)
FPID# 437337-3-54-01

RFQ NO. NC24-027-RFQ

PROPOSALS ARE DUE NOT LATER THAN

November 20, 2024 @ 10:00 A.M. EST

TABLE OF CONTENTS

SECTION 1	GENERAL INFORMATION
SECTION 2	SCOPE OF SERVICES
SECTION 3	INSTRUCTIONS TO RESPONDENTS
SECTION 4	SUBMITTAL CONTENTS
SECTION 5	EVALUATION/SELECTION PROCESS
SECTION 6	CONTRACT PROCEDURES
SECTION 7	STANDARD CONTRACT TERMS FOR PROFESSIONAL SERVICES
APPENDIX "A"	SCOPE OF SERVICES
APPENDIX "B"	DRAFT CONTRACT
APPENDIX "C"	INSURANCE REQUIREMENTS
FORM "A"	PUBLIC ENTITY CRIMES SWORN STATEMENT
FORM "B"	EXPERIENCE OF RESPONDER
FORM "C"	DRUG FREE WORKPLACE CERTIFICATE
FORM "D"	E-VERIFY AFFIDAVIT
FORM "E"	ANTI-HUMAN TRAFFICING AFFIDAVIT

SECTION 1: GENERAL INFORMATION

1.1 PURPOSE:

Nassau County is seeking the services of an engineering firm to provide the necessary design services for the Amelia Island Trail Phase 4 - Will Hardee/14th Street Shared Use Path (Schools to Waterfront) in Nassau County, Florida. The path must adhere to the standards outlined in the Manual of Uniform Minimum Standards for Design, Construction, and Maintenance for Streets and Highways (Florida Greenbook). The path aims to enhance community mobility, promote outdoor activities, and ensure the safety of pedestrians and cyclists.

It should be noted that the project is being funded all or in part by FDOT under a General Appropriations Act Grant agreement.

1.2 PROCUREMENT METHOD:

This procurement is being conducted in accordance with the Competitive Consultant Negotiation Act (CCNA) as identified in in Section 287.055, Florida Statutes.

1.3 COMPETITIVE PROCESS:

Any vendor that meets the requirements specified in this Request for Qualifications may participate in the competitive process.

1.4 PROPOSAL DOCUMENTS:

This document and subsequent addendums, if any, can be downloaded electronically via the County's electronic bidding platform ([PlanetBids](https://planetbids.com)), which is accessible via the County's website or using the following link: <https://pbsystem.planetbids.com/portal/49083/bo/bo-search>.

1.5 PUBLIC ENTITY CRIMES:

A person or affiliate who has been placed on the convicted Vendors list following a conviction for public entity crime may not submit a proposal on a contract to provide any goods or services to a public entity, may not submit a proposal on a contract with a public entity for the construction or repair of a public building or public work, may not submit proposals on leases of real property to public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or Proposer under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Florida Statutes, Section 287.017, for Category Two for a period of thirty-six (36) months from the date of being placed on the convicted Vendor list. By signature on this solicitation and confirmation on the attached form, proposer certifies that they are qualified to do business with Nassau County in accordance with Florida Statutes.

1.6 CONFLICT OF INTEREST:

The Firm, by submission of their proposal, warrants that he or she has not employed or retained any company or person, other than a bona fide employee working solely for the Firm to solicit or secure this agreement and that he or she has not paid or agreed to pay any person, company, corporation, individual, or Firm other than a bona fide employee working solely for the Firm any

fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this agreement. For the breach or violation of this provision, the County shall have the right to terminate the agreement without liability and, at its discretion, to deduct from the contract price, or otherwise recover, the full amount of such fee, commission, percentage, gift, or consideration.

1.7 PROHIBITION AGAINST CONSIDERING SOCIAL, POLITICAL, OR IDEOLOGICAL INTERESTS IN GOVERNMENT CONTRACTING:

Vendor is hereby notified that pursuant to Section 287.05701, Florida Statutes, the County may not request documentation of or consider a vendor's social, political, or ideological interests when determining if the vendor is a responsible vendor and may not give preference to a vendor based on the vendor's social, political, or ideological interests.

SECTION 2: SCOPE OF SERVICES

2.1 OVERVIEW

The County seeks a qualified professional firm to provide design services for the Amelia Island Trail Phase 4 - Will Hardee/14th Street Shared Use Path (Schools to Waterfront) in Nassau County, Florida. The selected firm will perform services as listed under the Scope of Services, attached hereto as Appendix "A."

SECTION 3: INSTRUCTIONS TO RESPONDENTS

3.1 SCHEDULE OF SELECTION PROCESS/KEY DATES:

Listed below are the dates and time by which stated actions will be taken or completed. The County may determine, in its sole discretion, that it is necessary to change any of these dates and times. All listed times are eastern standard times.

Event	Date	Time
RFQ Available on PlanetBids	October 21, 2024	
Pre-Proposal Meeting	N/A	N/A
Deadline for Questions	November 1, 2024	by 4:00 p.m.
County Responses to Questions Posted to PlanetBids	November 13, 2024	
RFQ Responses Due Date/Time and RFQ Opening Date/Time	November 20, 2024	by 10:00 a.m.
Evaluation Committee (Evaluate/Rank Vendors)	Week of December 1, 2024	TBD
BOCC Award/Approval	TBD	

3.2 SUBMISSION OF QUALIFICATIONS (RFQ):

The following person has been designated the Point of Contact for this RFQ:

Evelyn Burton, Senior Procurement Specialist
Procurement Department

Nassau County
96135 Nassau Place, Suite 2
Yulee, FL 32097
Ph: 904-530-6040

Respondents to this RFQ, or persons acting on their behalf shall not contact any employee or officer of the County concerning any aspect of this RFQ, except in writing to the authorized County Point of Contact identified in this section, between the time RFQ is released and the end of the seventy-two (72) hour period (excluding Saturdays, Sundays, and County holidays) following the County's posting of notice of recommendation of award. Violation of this provision may be grounds for rejecting a response.

- 3.3 Respondents are directed to not contact evaluating committee members, County Commissioners, County departments or divisions until an award has been made by the Board of County Commissioners. ALL QUESTIONS FROM RESPONDENTS MUST BE ADDRESSED IN WRITING AND SUBMITTED TO THE NASSAU COUNTY'S EPROCUREMENT SYSTEM, [PLANETBIDS VENDOR PORTAL](#)**

- 3.4 ADDITIONAL INFORMATION/ADDENDA: Any** ambiguity, conflict, discrepancy, omissions, or other error discovered in this solicitation must be reported immediately and a request made for modifications or clarification. Requests for additional information or clarifications must be made in writing and submitted to NASSAU COUNTY'S EPROCUREMENT SYSTEM, [PLANETBIDS VENDOR PORTAL](#) by the question deadline identified in Section 3.1.

The County will issue responses to inquiries and any other corrections or amendments it deems necessary in written addenda issued prior to the RFQ opening date. Respondents should not rely on any representations, statements, or explanations other than those made in this solicitation or in any addendum to this solicitation. Where there appears to be a conflict between the RFQ and any addenda issued, the last addendum issued will prevail.

It is the Respondent's responsibility to be sure all addenda were received.

No PROPOSALS may be withdrawn for one-hundred twenty (120) days after closing time scheduled for receipt of PROPOSALS.

- 3.5 PROPOSALS AND PRESENTATION COST:** The County will not be liable in any way for any cost incurred by the Respondent in the preparation of their proposal in response to this RFQ nor for the presentation of their proposals or participation in any discussions or negotiations.
- 3.6 INSURANCE REQUIREMENTS:** Respondents to this RFP shall submit proof of insurance coverage that meets or exceeds the insurance requirement listed in Appendix "C"
- 3.7 PRE-PROPOSAL MEETING:** A non-mandatory Pre-Proposal Conference to be held XXXX at XXX PM at the below location:

James S. Page Government Center
96135 Nassau Place
OMB Conference Room
Yulee, FL, 32097

SECTION 4: SUBMITTAL CONTENTS

- 4.1 RESPONSE FORMAT:** To facilitate and expedite review, the County asks that all vendors follow the response format outlined below. Failure to submit your response in the format requested may result in the reduction of your overall evaluation score. To assist you in preparing your response, the County's selection procedures are also described herein. Please abide by all requirements set forth to avoid any risk of disqualification.

TAB 1 – Cover Letter

Provide a cover letter no longer than two (2) pages in length, signed by an authorized representative of the Vendor that can legally bind the company and provide, his/her title, address, phone number, and email address. Provide a positive commitment to perform the required scope of services. Vendor should also provide the primary contact person for this solicitation including his/her title, phone number, and email address. A table of contents should follow the cover letter.

TAB 2 – Table of Contents

Include a clear identification of the material included in the proposal by page number.

TAB 3 – Firm Experience and Qualifications

Respondents should include:

- Provide a brief description of your firm's organization, structure and philosophy.
- Provide firm's background and years of experience.
- Number of employees.
- The location of office(s) and identify the office(s) that would provide the project services.
- Describe any significant or unique awards received or accomplishments in previous, similar projects.
- Specify if the firm is a certified minority business enterprise as defined by the Florida Small and Minority Business Assistance Act.

TAB 4 – Staff Qualifications and Project Team –

Respondents should:

- Introduce the designated project manager and the project team. Include a project team organizational chart.
- For each key person that would be assigned to the project, include:
 - A one or two-page résumé that includes a summary of relevant professional qualifications, relevant project experience, education, and professional registration.
 - Include a copy of current Department of Business and Professional Regulation License for each key person with a professional registration.
 - Describe the services the individuals will provide to Nassau County.
 - Contact information.

TAB 5 – Delivery and Approach

Respondent should provide the following information regarding firm's project approach:

- Define what services your company is proposing to Nassau County that will best meet the criteria specified in the Scope of Services. State your project management plan, firm's interpretation of scope and method of approach.
- Describe the responsibilities of the management and staff personnel that will perform work on the Project; describe methods employed to ensure prompt service, customer satisfaction, prompt compliant resolution, effective employee performance and training, and timely initiation and completion of all work.
- List and provide background information for any subconsultant to be used.
- Provide information regarding any proposed innovative concepts that may enhance value and quality, any favorable cost containment approaches or additional or alternative ideas that may be successful if implemented by Nassau County.

TAB 6 – References

Provide a list of references for which similar services has been performed shall be included and the list shall include all similar contracts performed by the Respondent within the past five years. References should include the following information:

- Client name, address **AND** phone, numbers, and e-mail addresses;
- Description of all services provided;
- Performance period; and
- Total contract value.

The evaluators will randomly select at least three of these references, but the evaluators reserve the right to contact all the references listed if information from the three references contacted warrant further inquiry. The evaluators may check all public sources to determine whether Respondent has listed all contracts for similar work within the designated period. If the evaluators determine that references for other public contracts for similar contracts were not listed, the evaluators may contact the public entities to make inquiry into Respondent's performance of those contracts and the information obtained may be considered in evaluating Respondent's proposal.

TAB 7 – Current Workload

List your Firm's current projects/workload and schedules for completion and whether you are the prime or sub-consultant.

TAB 8 – Costs

This solicitation is being issued in accordance with Florida Statutes Chapter 287.055 "Consultants' Competitive Negotiation Act", and therefore price cannot and will not be a determining factor in the selection of the successful firm. The County will request price/hourly rates once the most qualified firm is selected. The County reserves the right to negotiate price/hourly rates. **DO NOT SUBMIT COSTS OR ANY PRICING DETAIL WITH RFQ RESPONSE.**

TAB 9 – Attachments/Forms Administrative Information

All Attachment/Forms required by the RFQ shall be fully completed and executed by an authorized representative that can legally bind the Firm. Respondent shall submit all information to this RFQ in the above order. Failure to do so may diminish your score.

SECTION 5. EVALUATION/SELECTION PROCESS

- 5.1 PROPOSAL EVALUATION:** The County will review all qualified responses to this RFQ and select the proposal that is determined to be in the best public interest in accordance with the intent of this RFQ. All proposals will first be screened for adherence to the requirements of this RFQ. The County will not consider non-responsive proposals. A non-responsive proposal is a proposal that was not timely submitted or fails to meet the material terms and conditions of this RFQ as determined by the County.

The County reserves the right to waive any informality in any proposal and to accept any proposal which it considers to be in the best public interest, and to reject any or all proposals. **The decision of the County shall be final.**

Solicitation responses, tabulation and award will be made public in accordance with Florida Statute 119.071 and Florida Statute 286.0113.

- 5.2 EVALUATION/SELECTION COMMITTEE:** The Procurement Director will facilitate the evaluation process. The evaluation/selection committee will be responsible for evaluating and ranking each Firm based upon the proposal submitted.
- 5.3 EVALUATION CRITERIA:** The Evaluation Committee will evaluate the responses and will shortlist a minimum of the top three (3) firms. The evaluation will be based on the following criteria:

Evaluation Factor	Maximum Points
Firm Experience, Qualifications, References	40
Staff Qualifications and Project Team	30
Delivery and Approach	20
Current Workload	10

- 5.4** The County reserves the right to make selections based on the submittals only or to request oral presentations or questions/answer sessions with the top ranked Firms before determining the final ranking.
- 5.5** If the County requests oral presentations from the top ranked Firms, a separate evaluation process will be conducted. The evaluation criteria and scoring that will be used for the ranking of the oral presentations will be provided prior to the presentation date.

SECTION 6. CONTRACT PROCEDURES

- 6.1 Presentation to the Board:** The Capital Projects Department shall submit an agenda item for presentation to the Nassau County Board of County Commissioners requesting consideration and approval to award based on the recommendation of the evaluation committee according to the overall ranking and authorization to negotiate a contract with the top-ranked Firms.
- 6.2 Competitive Negotiations:** Approval of the recommendation to award by the Nassau County Board of County Commissioners will constitute authorization to negotiate with the top-ranked Firm. The proposal package, signed by the successful Respondent, along with documentation included in the proposal as required by this RFQ and other additional materials submitted by the Respondent, and accepted by the County, shall be the basis for negotiation of a contract. Nassau County shall negotiate a contract with the top ranked Firms for professional services at compensation which Nassau County determines is fair, competitive, and reasonable. The Firm receiving the award shall be required to execute a truth-in-negotiation certificate stating that wage rates and other factual unit costs supporting the compensation are accurate, complete, and current at the time of contracting. During contract negotiations, the County will negotiate fee schedules with the goal of establishing standardized rates. The Board of County Commissioners will have final approval of the terms negotiated.
- 6.3 Unable to Negotiate:** Should Nassau County be unable to negotiate a satisfactory contract with the top ranked Firm, negotiations with that Firm must be formally terminated. The County shall then undertake negotiations with the second-ranked Firm. Failing to accord with the second ranked Firm, the agency must terminate negotiations. The County shall then undertake negotiations with the third-ranked Firm. Should the County be unable to negotiate a satisfactory contract with any of the selected Firms, the County shall select additional Firms in the order of their competence and qualification and continue negotiations in accordance with this paragraph until an agreement is reached, or the County reserves the right to terminate all negotiations and reissue a new Request for Qualifications.

SECTION 7. STANDARD CONTRACT TERMS FOR PROFESSIONAL SERVICES

The contract that the County intends to use for award is attached as Appendix "B" for reference only. Any exceptions to this standard contract must be clearly indicated by return of the standard contract with the proposal, with exceptions clearly noted. The County has the right to require the selected respondent to sign the attached contract or to negotiate revisions to the contract language prior to execution of the contract, at its sole discretion. Modification or alteration of the documents contained in the solicitation or contract shall only be valid if mutually agreed to in writing by the Consultant and the County.

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APPENDIX “A” SCOPE OF SERVICES

1. Project Overview

The purpose of this project is to design a new 10-foot-wide shared use pedestrian bike and walking path in Nassau County, Florida. The path must adhere to the standards outlined in the Manual of Uniform Minimum Standards for Design, Construction, and Maintenance for Streets and Highways (Florida Greenbook). The path aims to enhance community mobility, promote outdoor activities, and ensure the safety of pedestrians and cyclists.

2. Project Objectives

- a. Develop a comprehensive design for the shared use path.
- b. Ensure compliance with the Florida Greenbook standards.
- c. Incorporate sustainable and environmentally friendly design principles.
- d. Promote safety and accessibility for all users, including pedestrians, cyclists, and individuals with disabilities.

3. Preliminary Design Phase

a. Site Analysis and Data Collection

- i. Conduct a site survey to gather necessary topographical, geological, and environmental data.
- ii. Identify and assess existing utilities, vegetation, and any potential obstructions.
- iii. Engage with local stakeholders, including community members, to gather input and address concerns.

4. Design Development Phase

a. Pathway Design

- i. Develop detailed design plans for the 10-foot-wide shared use path, ensuring compliance with the Florida Greenbook.
- ii. Design elements must include, but are not limited to, path alignment, grading, drainage, signage, and pavement markings.
- iii. Incorporate safety features such as lighting, barriers, and intersection treatments.

b. Environmental Considerations

- i. Ensure the design minimizes environmental impact and promotes sustainability.
- ii. Plan for appropriate stormwater management systems.
- iii. Include landscaping and green infrastructure elements where feasible.

5. Engineering and Technical Specifications

a. Construction Drawings and Documentation

- i. Prepare detailed construction drawings and specifications.
- ii. Develop a comprehensive bill of materials and cost estimate.
- iii. Ensure all documentation complies with local, state, and federal regulations.

b. Permitting and Approvals

- i. Assist in obtaining necessary permits and approvals from relevant authorities.
- ii. Ensure all designs meet ADA (Americans with Disabilities Act) requirements and other applicable standards.

6. Project Management and Coordination

a. Project Scheduling

- i. Develop a detailed project schedule outlining all phases from design to construction.
- ii. Include milestones and deadlines for each task.

b. Coordination with Stakeholders

- i. Facilitate regular meetings with stakeholders to provide updates and gather feedback.
- ii. Coordinate with local government agencies, utility companies, and other relevant entities.

c. Quality Assurance and Control

- i. Implement a quality assurance plan to ensure all designs meet the required standards.
- ii. Conduct regular reviews and audits of design documents.

7. DELIVERABLES:

30% plan submittal:

Engineering Report detailing recommended safety improvements
30% Roadway Plans and Specifications
30% MOT Plans and Specifications
30% Pavement Marking and Signage Plans and Specifications
Construction Cost Estimate
Value Engineering Recommendations
Estimated Construction Schedule

60% plan submittal:

60% Roadway Plans and Specifications
60% MOT Plans and Specifications
60% Pavement Marking and Signage Plans and Specifications
Construction Cost Estimate
Estimated Construction Schedule

90% plan submittal:

- 90% Roadway Plans and Specifications
- 90% MOT Plans and Specifications
- 90% Pavement Marking and Signage Plans and Specifications
- Construction Cost Estimate
- Estimated Construction Schedule

Final plan submittal:

- Final Road Safety Audit or Safety Study
- Final Engineering Report detailing recommended safety improvements
- Final Roadway Plans and Specifications
- Final MOT Plans and Specifications
- Final Pavement Marking and Signage Plans and Specifications
- Construction Cost Estimate
- Estimated Construction Schedule

Throughout the project:

- All necessary permits
- Utility Coordination
- Railroad Coordination (as necessary)

Post Design Services:

- Post Design Services as needed

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EXHIBIT "B"
CONTRACT FOR PROFESSIONAL SERVICES

THIS CONTRACT is entered into by and between the **Board of County Commissioners of Nassau County**, a political subdivision of the State of Florida, hereinafter referred to as the "County", and _____, located at _____, hereinafter referred to as the "Consultant" on the day and year last written below (hereinafter "Effective Date").

WHEREAS, the County desires to obtain professional services for _____. Said services are more fully described in the _____, attached hereto and incorporated herein as Exhibit "A"; and

WHEREAS, the Consultant desires to render certain professional services as described in Exhibit "A", and has the qualifications, experience, staff and resources to perform those professional services; and

WHEREAS, the County, through a competitive selection process conducted in accordance with the requirements of law and County policy, and based upon the Consultant's assurance that it has the qualifications, experience, staff and resources, the County has determined that it would be in the best interest of Nassau County to award a contract to the Consultant for the rendering of those services described in Exhibit "A".

NOW THEREFORE, in consideration of the mutual covenants and agreements hereinafter contained, the parties hereto agree as follows:

SECTION 1. Recitals.

1.1 The above recitals are true and correct and are incorporated herein, in their entirety, by this reference.

SECTION 2. Exhibits.

2.1 The Exhibits listed below are incorporated into and made part of this Contract:

Exhibit A CONSULTANT’S SCOPE OF PROFESSIONAL SERVICES

Exhibit B INSURANCE REQUIREMENTS

SECTION 3. Employment of the Consultant.

3.1 The County hereby agrees to engage the Consultant, and the Consultant hereby agrees to perform the professional services set forth in Exhibit “A”.

SECTION 4. Scope of Services.

4.1 The Consultant shall provide professional services in accordance with Exhibit “A”.

4.2 Services requested by the County or the County’s representative that are not set forth in Exhibit “A” shall be considered additional services. Any request for additional services and additional fees shall be mutually agreed upon by the parties in writing.

SECTION 5. The County’s Responsibility.

5.1 The County shall provide the Consultant with all required data, information, and services regarding the requirements and objectives for the services under this Contract. The Consultant shall rely upon the accuracy and completeness of any information, reports, data supplied by the County or the County’s representative.

5.2 The County hereby designates the _____, or designee, to act on the County’s behalf under this Contract. The _____, or designee, under the supervision of the County Manager, shall have complete authority to transmit instructions, receive information, interpret and define the County’s policies and decisions with respect to materials, elements and systems pertinent to the provision of the Consultant’s services.

SECTION 6. Term of Contract and Option to Extend or Renew.

6.1 The term of this Contract shall begin upon the execution of this Contract by all parties and shall terminate on _____. The term of this Contract may be extended in one (1) year increments, with no changes in terms or conditions, upon mutual written agreement between the Consultant and the County. The County Manager is hereby authorized to execute any Contract renewal, amendment and/or modification upon approval by the County Attorney's Office. Any extension or amendment to this Contract shall be subject to availability of funds of the County as set forth in Section 11 hereinbelow.

6.2. In the event that this Contract is continued beyond the term provided above by mutual consent of the parties and not reduced to writing, this Contract shall be carried out on a month-to-month basis and shall not constitute an implied renewal of the Contract. Said month-to-month extension shall be upon the same terms of the Contract and at the compensation and payment provided herein.

SECTION 7. Compensation.

7.1 The Consultant shall be compensated in an amount not to exceed _____, in accordance with Exhibit "A".

7.2 The Consultant shall prepare and submit to the _____, for approval, an invoice for the services rendered, with a copy provided to invoices@nassaucountyfl.com. Invoices for services shall be paid in accordance with the Florida Prompt Payment Act found at Section 218.70, Florida Statutes. All invoices shall be accompanied by a report or statement identifying the nature of the work performed, the hours required and compensation for the work performed. The report or statement shall show a summary of fees. The County reserves the right to withhold payment to the Consultant for failure to perform the work in accordance with the provisions of this Contract, and the County shall promptly notify the Consultant in writing if any invoice or report is found to be

unacceptable and will specify the reasons therefor. The Consultant shall have thirty (30) days to cure any failure upon written notice. Consultant shall honor all purchase orders or work authorizations issued prior to the expiration of the term of this Contract.

7.3 All representation, indemnifications, warranties and guaranties made in, required by or given in accordance with this Contract, as well as all continuing obligations indicated in this Contract, will survive final payment and termination or completion of this Contract.

7.4 Final Invoice: Consultant shall submit to County Consultant's final/last billing to County clearly marked as "Final Invoice." Submittal of the Final Invoice by Consultant to County shall indicate that all services have been performed by Consultant and that all charges and costs have been invoiced by the Consultant to County and that there is no further work to be performed and no further invoices to be submitted under this Contract.

SECTION 8. Standard of Care.

8.1 The Consultant shall exercise the same degree of care, skill, and diligence in the performance of the services as is ordinarily provided by a professional under similar circumstances, at the same time, and in the same locality. In the County's sole discretion, upon request by the County, the Consultant shall, at no additional cost to the County, re-perform services which in the sole discretion of the County do not meet the foregoing standard of care.

SECTION 9. Equal Opportunity Employment.

9.1 In connection with the work to be performed under this Contract, the Consultant agrees to comply with the applicable provisions of State and Federal Equal Employment Opportunity statutes and regulations.

SECTION 10. Access to Premises.

10.1 The County shall be responsible for providing access to all project sites (if required), and for providing project site specific information.

SECTION 11. Funding.

11.1 The County's performance and obligation under this Contract is contingent upon an annual appropriation by the Board of County Commissioners for subsequent fiscal years and is subject to termination based on lack of funding.

SECTION 12. Expenses.

12.1 The Consultant shall be responsible for all expenses incurred while performing the services under this Contract including, but not limited to, license fees, memberships and dues; automobile and other travel expenses; meals and entertainment; insurance premiums; and all salary, expenses and other compensation paid to the Consultant's agents, if any, hired by the Consultant to complete the work under this Contract.

SECTION 13. Taxes, Liens, Licenses and Permits.

13.1 The Consultant recognizes that the County, by virtue of its sovereignty, is not required to pay any taxes on the services or goods purchased under the terms of this Contract. As such, the Consultant shall refrain from including taxes in any billing. The Consultant is placed on notice that this exemption generally does not apply to nongovernmental entities, contractors, or subcontractors. Any questions regarding this tax exemption shall be addressed to the County Manager.

13.2 The Consultant shall secure and maintain all licenses and permits required to perform the services under this Contract and to pay any and all applicable sales or use tax, or any other tax or assessment which shall be imposed or assessed by any and all governmental authorities, required under this Contract, and to meet all federal, state, county and municipal laws, ordinances, policies and rules.

13.3 The Consultant acknowledges that property being improved that is titled to the County, shall not be subject to a lien of any kind for any reason. The Consultant shall include notice of such exemptions in any subcontracts and purchase orders issued under this Contract.

SECTION 14. Governing Law, Venue and Compliance with Laws.

14.1 This Contract shall be deemed to have been executed and entered into within the State of Florida and any dispute arising hereunder, shall be governed, interpreted and construed according to the laws of the State of Florida, the Ordinances of Nassau County, and any applicable federal statutes, rules and regulations. Any and all litigation arising under this Contract shall be brought in Nassau County, Florida, and any trial shall be non-jury. Any mediation, pursuant to litigation, shall occur in Nassau County, Florida.

14.2 The Consultant shall comply with applicable regulatory requirements including federal, state, and local laws, rules, regulations, codes, orders, criteria and standards.

SECTION 15. Modifications.

15.1 The terms of this Contract may be modified only upon the written and mutual consent of both parties, and approval by appropriate legal authority in the County.

SECTION 16. Assignment and Subcontracting.

16.1 The Consultant shall not assign, sublet, convey or transfer its interest in this Contract without the prior written consent of the County.

16.2 In order to assign this Contract, or to subcontract any of the work requirements to be performed, the Consultant shall ensure and provide assurances to the County, that any subcontractor selected for work under this Contract has the necessary qualifications and abilities to perform in accordance with the terms and conditions of this Contract. The Consultant shall provide the County with the names of any subcontractor considered for work under this Contract; the County reserves the right to reject any subcontractor whose qualifications or performance, in

the County's sole discretion, are insufficient. The Consultant shall be responsible for all work performed and all expenses incurred with the project. Any subcontract arrangements shall be evidenced by a written document available to the County upon request. The Consultant further agrees that the County shall not be liable to any subcontractor for any expenses or liabilities incurred under the subcontract. The Consultant, at its expense, shall defend the County against such claims.

16.3 The Consultant shall make payments to any of its subcontractors within seven (7) working days after receipt of full or partial payments from the County in accordance with Section 287.0585, Florida Statutes, unless otherwise stated in the contracts between the Consultant and subcontractors. The Consultant's failure to pay its subcontractor(s) within seven (7) working days shall result in a penalty charged against the Consultant and paid to the subcontractors in the amount of one-half of one percent (0.50%) of the amount due per day from the expiration of the period allowed herein for payment. Such penalty shall be in addition to the actual payments owed and shall not exceed fifteen percent (15%) of the outstanding balance due.

SECTION 17. Severability.

17.1 If any section, subsection, sentence, clause, phrase, or portion of this Contract is, for any reason, held invalid, unconstitutional, or unenforceable by any Court of Competent Jurisdiction, such portion shall be deemed as a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

SECTION 18. Termination for Default.

18.1 If the Consultant fails to perform any of its obligations under this Contract, and if such default remains uncured for a period of more than fifteen (15) days after notice thereof was given in writing by the County to the Consultant, then the County may, without prejudice to any right or remedy the County may have, terminate this Contract.

18.2 Upon termination of this Contract, the Consultant shall immediately (1) stop work on the date specified; (2) terminate and settle all orders and subcontracts relating to the performance of the terminated work; (3) transfer all work in process, completed work, and other materials related to the terminated work to the County; (4) render to the County all property belonging to the County, including but not limited to, equipment, books, and records.

SECTION 19. Termination for Convenience.

19.1 The County reserves the right to terminate this Contract in whole or part by giving the Consultant written notice at least thirty (30) days prior to the effective date of the termination. Upon receipt of written notice of termination from the County, the Consultant shall only provide those services and/or materials specifically approved or directed by the County. All other rights and duties of the parties under the Contract shall continue during such notice period, and the County shall continue to be responsible to the Consultant for the payment of any obligations to the extent such responsibility has not been excused by breach or default of the Consultant. The Consultant shall promptly contact the County to make arrangements to render to the County all property belonging to the County, including but not limited to, equipment, books, and records.

SECTION 20. Nondisclosure of Proprietary Information.

20.1 The Consultant shall consider all information provided by the County and all reports, studies, calculations, and other documentation resulting from the Consultant's performance of the services to be proprietary unless such information is available from public sources. The Consultant shall not publish or disclose proprietary information for any purpose other than the performance of the services without the prior written authorization of the County or in response to legal process.

SECTION 21. Contingent Fees.

21.1 The Consultant warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the Consultant to solicit or secure this Contract and that it has not paid or agreed to pay any person, company, corporation, individual or firm, other than a bona fide employee working solely for the Consultant, any fee, commission, percentage, gift or any other consideration contingent upon or resulting from the award or making of this Contract.

SECTION 22. Ownership of Documents.

22.1 The Consultant shall be required to work in harmony with other County consultants relative to providing information requested in a timely manner and in the specified form. All documents, records, disks, original drawings, or other information shall become the property of the County upon completion for its use and distribution as may be deemed appropriate by the County.

SECTION 23. Force Majeure.

23.1 Neither party of this Contract shall be liable to the other for any cost or damages if the failure to perform the Contract arises out of causes beyond the control and without the fault or negligence of the parties. Such causes may include, but are not restricted to, acts of nature, fires, quarantine restrictions, strikes and freight embargoes. In all cases, the failure to perform shall be totally beyond the control and without any fault or negligence of the party.

23.2 In the event of delay from the foregoing causes, the party shall take all reasonable measures to mitigate any and all resulting delay or disruption in the party's performance obligation under this Contract. If the delay is excusable under this section, the delay shall not result in any additional charge or cost under the Contract to either party. In the case of any delay that the Consultant believes is excusable under this section, the Consultant shall notify the County in writing of the delay or potential delay and describe the cause of the delay either: (1)

within ten (10) calendar days after the cause that created or will create the delay first arose, if the Consultant could reasonably foresee that a delay could occur as a result; or (2) within five (5) calendar days after the date the Consultant first had reason to believe that a delay could result, if the delay is not reasonably foreseeable. THE FOREGOING SHALL CONSTITUTE THE CONSULTANT'S SOLE REMEDY OR EXCUSE WITH RESPECT TO DELAY. Providing notice in strict accordance with this section is a condition precedent to such remedy. The County, in its sole discretion, shall determine if the delay is excusable under this section and shall notify the Consultant of its decision in writing. No claim for damages, other than for an extension of time, shall be asserted against the County. The Consultant shall not be entitled to an increase in the Contract price or payment of any kind from the County for direct, indirect, consequential, impact, or other costs, expenses or damages, including but not limited to costs of acceleration or inefficiency arising because of delay, disruption, interference, or hindrance from any cause whatsoever. If performance is suspended or delayed, in whole or in part, due to any of the causes described in this section, after the causes have ceased to exist, the Consultant shall perform at no increased cost, unless the County determines, in its sole discretion, that the delay will significantly impair the value of the Contract to the County, in which case, the County may do any or all of the following: (1) accept allocated performance or deliveries from the Consultant, provided that the Consultant grants preferential treatment to the County with respect to products or services subjected to allocation; (2) purchase from other sources (without recourse to and by the Consultant for the related costs and expenses) to replace all or part of the products or services that are the subject of the delay, which purchases may be deducted from the Contract quantity; or (3) terminate the Contract in whole or in part.

SECTION 24. Access And Audits of Records.

24.1 The Consultant shall maintain adequate records to justify all charges, expenses, and costs incurred in providing the services and materials for at least three (3) years after completion of work contemplated under this Contract. The County and the County Clerk of Court shall have access to such books, records, and documents as required in this section for the purpose of inspection or audit during normal business hours upon five (5) days' written notice to the Consultant.

SECTION 25. Independent Consultant Status.

25.1 The Consultant shall perform the services under this Contract as an independent contractor and nothing contained herein shall be construed to be inconsistent with this relationship or status. Nothing in this Contract shall be interpreted or construed to constitute the Consultant or any of its agents or employees to be an agent, employee or representative of the County.

25.2 The Consultant and the County agree that during the term of this Contract: (a) the Consultant has the right to perform services for others; (b) the Consultant has the right to perform the services required by this Contract; and (c) the Consultant has the right to hire assistants as subcontractors, or to use employees to provide the services required by this Contract.

SECTION 26. Indemnification.

26.1 The Consultant shall indemnify and hold harmless the County and its agents and employees from all claims, liabilities, damages, losses, expenses and costs, including attorney's fees, arising out of or associated with or caused by the negligence, recklessness, or intentionally wrongful conduct of the Consultant or any persons employed or utilized by the Consultant, in the performance of this Contract. The Consultant shall, at its own expense, defend any and all such

actions, suits, or proceedings which may be brought against the County in connection with the Consultant's performance under this Contract.

SECTION 27. Insurance.

27.1 The Consultant shall provide and maintain at all times during the term of this Contract, without cost or expense to the County, such commercial (occurrence form) or comprehensive general liability, workers compensation, professional liability, and other insurance policies as detailed in Exhibit "B". The policy limits required are to be considered minimum amounts.

27.2 The Consultant shall provide to the County a Certificate of Insurance for all policies of insurance and renewals thereof in a form acceptable to the County. Said certificates shall provide that the Nassau County Board of County Commissioners is an additional insured, and that the County shall be notified in writing of any reduction, cancellation or substantial change of policy or policies at least thirty (30) days prior to the effective date of said action with the exception of ten (10) days for non-payment. All insurance policies shall be issued by responsible companies who are acceptable to the County and licensed and authorized under the laws of the State of Florida.

SECTION 28. Dispute Resolution Process.

28.1 In the event of a dispute regarding the interpretation of the terms of this Contract, the County, in its sole discretion, may elect to use the dispute resolution process as set forth in this section.

28.2 In the event the County elects to use the dispute resolution process under this section, the County shall send a written communication to the Consultant pursuant to Section 35 hereinbelow. The written notification shall set forth the County's interpretation of the terms of this Contract.

28.3 The County shall then set a date and time for the parties to meet with the County Manager or designee. This meeting shall be set no more than twenty (20) days from the date that the written communication was sent to the Consultant. The Consultant may submit a written response to the County's written communication no less than five (5) days prior to the meeting with the County Manager or designee.

28.4 If no satisfactory resolution as to the interpretation of the Contract terms is reached at the meeting with the County Manager or designee, then the parties may elect to submit the dispute to mediation in accordance with mediation rules as established by the Florida Supreme Court. Mediators shall be chosen by the County and the cost of mediation shall be borne by the Consultant. The Consultant shall not stop work during the pendency of the dispute resolution or mediation process as set forth in this section.

SECTION 29. E-Verify.

29.1 The Consultant shall comply with Section 448.095, Florida Statutes, and use the United States Department of Homeland Security's E-Verify system ("E-Verify") to verify the employment eligibility of all persons hired by the Consultant during the term of this Contract to work in Florida. Additionally, if the Consultant uses subcontractors to perform any portion of the work (under this Contract), the Consultant shall include a requirement in the subcontractor's contract that the subcontractor use E-Verify to verify the employment eligibility of all persons hired by subcontractor to perform any such portion of the work. Answers to questions regarding E-Verify as well as instructions on enrollment may be found at the E-Verify website: www.uscis.gov/e-verify.

29.2 The Consultant shall maintain records of its participation and compliance with the provisions of the E-Verify program, including participation by its subcontractors as provided above, and to make such records available to the County or other authorized entity consistent

with the terms of the Consultant's enrollment in the program. This includes maintaining a copy of proof of the Consultant's and subcontractors' enrollment in the E-Verify program. If the Consultant enters into a contract with a subcontractor, the subcontractor shall provide the Consultant with an affidavit stating that the subcontractor does not employ, contract with, or subcontract with an unauthorized alien. The Consultant shall maintain a copy of such affidavit for the duration of the Contract.

29.3 Compliance with the terms of the E-Verify program provision is made an express condition of this Contract and the County may treat a failure to comply as a material breach of the Contract. If the County terminates the Contract pursuant to Section 448.095(2)(c), Florida Statutes, the Consultant may not be awarded a public contract for at least one (1) year after the date on which the contract was terminated and the Consultant is liable for any additional costs incurred by the County as a result of the termination of this Contract.

SECTION 30. Public Records.

30.1 The County is a public agency subject to Chapter 119, Florida Statutes. **IF THE CONSULTANT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONSULTANT'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (904) 530-6090, RECORDS@NASSAUCOUNTYFL.COM, 96135 NASSAU PLACE, SUITE 6, YULEE, FLORIDA 32097.** Under this Contract, to the extent that the Consultant is providing services to the County, and pursuant to Section 119.0701, Florida Statutes, the Consultant shall:

- a. Keep and maintain public records required by the County to perform the service.

- b. Upon request from the County's custodian of public records, provide the County with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law.
- c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Contract term and following completion of the Contract if the Consultant does not transfer the records to the County.
- d. Upon completion of the Contract, transfer, at no cost, to the County all public records in possession of the Consultant or keep and maintain public records required by the County to perform the service. If the Consultant transfers all public records to the County upon completion of the Contract, the Consultant shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Consultant keeps and maintains public records upon completion of the Contract, the Consultant shall meet all applicable requirements for retaining public records. All records stored electronically shall be provided to the County, upon request from the County's custodian of public records, in a format that is compatible with the information technology systems of the County.

30.2 A request to inspect or copy public records relating to the County's contract for materials shall be made directly to the County. If the County does not possess the requested records, the County shall immediately notify the Consultant of the request, and the Consultant shall provide the records to the public agency or allow the records to be inspected or copied within a reasonable time.

30.3 If the Consultant does not comply with the County's request for records, the County shall enforce the Contract provisions in accordance with the Contract.

30.4 If the Consultant fails to provide the public records to the County within a reasonable time, the Consultant may be subject to penalties under Section 119.10, Florida Statutes.

30.5 If a civil action is filed against the Consultant to compel production of public records relating to the Contract, the Court shall assess and award against the Consultant the reasonable costs of enforcement, including reasonable attorney fees if:

- a. The Court determines that the Consultant unlawfully refused to comply with the public records request within a reasonable time; and
- b. At least eight (8) business days before filing the action, the plaintiff provided written notice of the public records request, including a statement that the Consultant has not complied with the request, to the County and to the Consultant.

30.6 A notice complies with Section 30.5 b. hereinabove, if it is sent to the County's custodian of public records and to the Consultant at the Consultant's address listed on its Contract with the County or to the Consultant's registered agent. Such notices shall be sent pursuant to Section 35 hereinbelow.

30.7 If the Consultant complies with a public records request within eight (8) business days after the notice is sent, the Consultant is not liable for the reasonable costs of enforcement.

30.8 In reference to any public records requested under this Contract, the Consultant shall identify and mark specifically any information which the Consultant considers confidential and/or proprietary, inclusive of trade secrets as defined in Section 812.081, Florida Statutes, and which the Consultant believes to be exempt from disclosure, citing specifically the applicable exempting law and including a brief written explanation as to why the cited Statute is applicable

to the information claimed as confidential and/or proprietary information. All materials shall be segregated and clearly identified as "EXEMPT FROM PUBLIC DISCLOSURE."

30.9 In conjunction with the confidential and/or proprietary information designation, the Consultant acknowledges and agrees that after notice from County, the Consultant shall respond to a notice from the County immediately, but no later than 10 calendar days from the date of notification or the Consultant shall be deemed to have waived and consented to the release of the confidential and/or proprietary designated materials.

30.10 The Consultant further agrees that by designation of the confidential/proprietary material, the Consultant shall defend the County (and its employees, agents and elected and appointed officials) against all claims and actions (whether or not a lawsuit is commenced) related to the Consultant's designation of the material as exempt from public disclosure and to hold harmless the County (and its employees, agents and elected and appointed officials) from any award to a plaintiff for damages, costs and attorneys' fees, incurred by the County by reason of any claim or action related to the Consultant's designation of material as exempt from public disclosure.

SECTION 31. Disclosure Of Litigation, Investigations, Arbitration or Administrative Decisions.

31.1 During the term of this Contract, or any extension thereto, the Consultant shall have the continued duty to disclose to the County Attorney, in writing, upon occurrence, all civil or criminal litigation, arbitration, mediation, or administrative proceeding involving the Consultant. If the existence of the proceeding causes the County concerns that the Consultant's ability or willingness to perform this contract is jeopardized, the Consultant may be required to provide the County with reasonable written assurance to demonstrate the Consultant can perform the terms and conditions of the Contract.

SECTION 32. Scrutinized Companies and Public Entity Crimes.

32.1 The Consultant is directed to the Florida Public Entities Crime Act, Section 287.133, Florida Statutes, as well as Section 287.135, Florida Statutes, regarding Scrutinized Companies, and represents to County that the Consultant is qualified to transact business with public entities in Florida, and to enter into and fully perform this Contract subject to the provisions stated therein. Failure to comply with any of the above provisions will be considered a material breach of the Contract.

SECTION 33. Anti-Discrimination.

33.1 The Consultant agrees that it will not discriminate in employment, employee development, or employee advancement because of religious or political opinions or affiliations, race, color, national origin, sex, age, physical handicap, or other factors, except where such factor is a bonified occupational qualification or is required by State and/or Federal Law.

SECTION 34. Advertising.

34.1 The Consultant shall not publicly disseminate any information concerning this Contract without prior written approval from the County, including but not limited to, mentioning the Contract in a press release or other promotional material, identifying the County as a reference, or otherwise linking the Consultant's name and either description of this Contract or the name of the County in any material published, either in print or electronically, to any entity that is not a party this Contract, except potential or actual authorized distributors, dealers, resellers, or service representative.

SECTION 35. Notices.

35.1 All notices, demands, requests for approvals or other communications given by the parties to another in connection with this Contract shall be in writing, and shall be sent by registered or certified mail, postage prepaid, return receipt requested, or overnight delivery

service (such as federal express), or courier service or by hand delivery to the office of each party indicated below:

County: Nassau County
Attn:
96135 Nassau Place
Yulee, Florida 32097

Consultant: [Consultant Address]
Attn: [Consultant Contact Person]
[Consultant Address]

SECTION 36. Attorney's Fees.

36.1 Notwithstanding the provisions of Section 30 hereinabove, in the event of any legal action to enforce the terms of this Contract each party shall bear its own attorney's fees and costs.

SECTION 37. Authority to Bind.

37.1 The Consultant represents and warrants that the Consultant's undersigned representative if executing this Contract of behalf of a partnership, corporation or agency has the authority to bind the Company to the terms of this Contract.

SECTION 38. Conflicting Terms, Representations and No Waiver of Covenants or Conditions.

38.1 In the event of any conflict between the terms of this Contract and the terms of any exhibits, the terms of this Contract shall prevail.

38.2 All representations, indemnifications, warranties and guaranties made by the Consultant in this Contract, as well as all continuing obligations indicated in this Contract, shall survive final payment and termination or completion of this Contract.

38.3 The failure of either party to insist on strict performance of any covenant or condition herein, or to exercise any option herein contained, shall not be construed as a waiver of such covenant, condition, or option in any other instance.

38.4 The Consultant warrants that any goods provided by the Consultant under this Contract shall be merchantable. All goods provided shall be of good quality within the description given by the County, shall be fit for their ordinary purpose, shall be adequately contained and packaged with the description given by the County, shall conform to the agreed upon specifications, and shall conform to the affirmations of facts made by the Consultant or on the container or label.

SECTION 39. Construction of Contract.

39.1 The parties hereby acknowledge that they have fully reviewed this Contract and any exhibits and have had the opportunity to consult with legal counsel of their choice, and that this Contract shall not be construed against any party as if they were the drafter of this Contract.

SECTION 40. Headings.

40.1 The section headings and captions of this Contract are for convenience and reference of the parties and in no way define, limit or describe the scope or intent of this Contract or any part thereof.

SECTION 41. Entire Agreement and Execution.

41.1 This Contract, together with any exhibits, constitutes the entire Contract between the County and the Consultant and supersedes all prior written or oral understandings.

41.2 This Contract may be executed in any number of counterparts; each executed counterpart hereof shall be deemed an original; and all such counterparts, when taken together, shall be deemed to constitute one and the same instrument.

SECTION 42. Change of Laws.

42.1 If there is a change in any state or federal law, regulation or rule or interpretation thereof, which affects this Contract or the activities of either party under this Contract, and either party reasonably believes in good faith that the change will have a substantial adverse effect on that party's rights or obligations under this Contract, then that party may, upon written notice, require the other party to enter into good faith negotiations to renegotiate the terms of this Contract. If the parties are unable to reach an agreement concerning the modification of this Contract within fifteen (15) days after the date of the notice seeking renegotiation, then either party may terminate this Contract by written notice to the other party. In such event, Consultant shall be paid its compensation for services performed prior to the termination date.

[The remainder of this page left intentionally blank.]

IN WITNESS WHEREOF, the parties have executed this Contract which shall be deemed an original on the day and year last written below

BOARD OF COUNTY COMMISSIONERS
NASSAU COUNTY, FLORIDA

By: _____
Its: _____
Date: _____

Attest as to authenticity of the
Chair’s signature:

JOHN A. CRAWFORD
Its: Ex-Officio Clerk

Approved as to form and legality by the
Nassau County Attorney

DENISE C. MAY

COMPANY’S NAME

By: _____

Its: _____

Date: _____

EXHIBIT "C" **INSURANCE REQUIREMENTS**

COMMERCIAL GENERAL LIABILITY INSURANCE

The Vendor/Contractor shall purchase and maintain at the Vendor/Contractor's expense Commercial General Liability insurance coverage (ISO or comparable Occurrence Form) for the life of this Contract. Modified Occurrence or Claims Made forms are not acceptable.

The Limits of this insurance shall not be less than the following limits:

Each Occurrence Limit	\$1,000,000
Personal & Advertising Injury Limit	\$1,000,000
Products & Completed Operations Aggregate Limit	\$2,000,000
General Aggregate Limit (other than Products & Completed Operations) Applies Per Project	\$2,000,000

General liability coverage shall continue to apply to "bodily injury" and to "property damage" occurring after all work on the Site of the covered operations to be performed by or on behalf of the additional insureds has been completed and shall continue after that portion of "your work" out of which the injury or damage arises has been put to its intended use.

WORKERS' COMPENSATION AND EMPLOYER'S LIABILITY INSURANCE

The Vendor/Contractor shall purchase and maintain at the Vendor/Contractor's expense Workers' Compensation and Employer's Liability insurance coverage for the life of this Contract.

The Limits of this insurance shall not be less than the following limits:

<u>Part One</u> – Workers' Compensation Insurance – Unlimited Statutory Benefits as provided in the Florida Statutes and	
<u>Part Two</u> – Employer's Liability Insurance	
Bodily Injury By Accident	\$500,000 Each Accident
Bodily Injury By Disease	\$500,000 Policy Limit
Bodily Injury By Disease	\$500,000 Each Employee

*If leased employees are used, policy must include an Alternate Employer's Endorsement

AUTOMOBILE LIABILITY INSURANCE

The Vendor/Contractor shall purchase and maintain at the Vendor/Contractor's expense Automobile Liability insurance coverage for the life of this Contract.

The Limits of this insurance shall not be less than the following limits:

Combined Single Limit – Each Accident	\$1,000,000
---------------------------------------	-------------

Covered Automobiles shall include any auto owned or operated by the insured Vendor/Contractor, including autos which are leased, hired, rented or borrowed, including autos owned by their employees which are used in connection with the business of the respective Vendor/Contractor.

PROFESSIONAL LIABILITY (ERRORS & OMISSIONS)

This additional coverage will be required for all projects involving consultants, engineering services, architectural or design/build projects, independent testing firms and similar exposures.

The Contractor/Vendor shall purchase and maintain at the Contractor/Vendor's expense Professional Liability insurance coverage for the life of this Contract.

If the contract includes a requirement for Professional Liability or Errors and Omissions insurance, the minimum amount of such insurance shall be as follows:

Each Occurrence/Annual Aggregate – \$1,000,000
Design Professional Liability coverage will be provided on an Occurrence Form or a Claims Made Form with a retroactive date to at least the first date of this Agreement. If provided on a Claims Made Form, the coverages must

respond to all claims reported within three years following the period for which coverage is required and which would have been covered had the coverage been on an occurrence basis.

Vendor/Contractor shall require each of his Sub-Vendor/Contractors to likewise purchase and maintain at their expense Commercial General Liability insurance, Workers' Compensation and Employer's Liability coverage and Automobile Liability insurance coverage meeting the same limit and requirements as the Vendor/Contractors insurance.

Certificates of Insurance and the insurance policies required for this Agreement shall contain –

- **Endorsement that coverage afforded under the policies will not be cancelled or allowed to expire until at least thirty (30) days prior written notice has been given to Nassau County Board of County Commissioners.**
 - **Nassau County Board of County Commissioners must be named as an Additional Insured and endorsed onto the Commercial General Liability (CGL), Auto Liability policy (ies).**
 - **CGL policy for construction related contracts –**
 - **Additional Insured Endorsement must include Ongoing and Completed**
 - **CGL policy shall not be endorsed with Contractual Liability Limitation Endorsement or Amendment of Insured Contract Definition**
 - **CGL policy shall include broad form contractual liability coverage for the Contractors covenants to and indemnification of the Authority under this Contract**
- **Provision under General Liability, Auto Liability and Workers' Compensation to include a Waiver of Subrogation clause in favor of Nassau County Board of County Commissioners.**
- **Provision that policies, except Workers' Compensation, are primary and noncontributory.**

Certificates of Insurance and the insurance policies required for this Agreement shall contain a provision under General Liability, Auto Liability, Environmental Liability and Workers' Compensation to include a Waiver of Subrogation clause in favor of Nassau County Board of County Commissioners.

All Insurers must be authorized to transact insurance business in the State of Florida as provided by Florida Statute 624.09(1) and the most recent Rating Classification/Financial Category of the insurer as published in the latest edition of "Best's Key Rating Guide" (Property-Casualty) must be at least A- or above.

All of the above referenced Insurance coverage is required to remain in force for the duration of this Agreement and for the duration of the warranty period. Accordingly, at the time of submission of final application for payment, Vendor/Contractor shall submit an additional Certificate of Insurance evidencing continuation of such coverage.

If the Vendor/Contractor fails to procure, maintain or pay for the required insurance, Nassau County Board of County Commissioners shall have the right (but not the obligation) to secure same in the name of and for the account of Vendor/Contractor, in which event, Vendor/Contractor shall pay the cost thereof and shall furnish upon demand, all information that may be required to procure such insurance. Nassau County Board of County Commissioners shall have the right to back-charge Vendor/Contractor for the cost of procuring such insurance. The failure of Nassau County Board of County Commissioners to demand certificates of insurance and endorsements evidencing the required insurance or to identify any deficiency in Vendor/Contractors coverage based on the evidence of insurance provided by the Vendor/Contractor shall not be construed as a waiver by Nassau County Board of County Commissioners of Vendor/Contractor's obligation to procure, maintain and pay for required insurance.

The insurance requirements set forth herein shall in no way limit Vendor/Contractors liability arising out of the work performed under the Agreement or related activities. The inclusions, coverage and limits set forth herein are minimum inclusion, coverage and limits. The required minimum policy limits set forth shall not be construed as a limitation of Vendor/Contractor's right under any policy with higher limits, and no policy maintained by the Vendor/Contractor shall be construed as limiting the type, quality or quantity of insurance coverage that Vendor/Contractor should maintain. Vendor/Contractor shall be responsible for determining appropriate inclusions, coverage and limits, which may be in excess of the minimum requirements set forth herein.

If the insurance of any Vendor/Contractor or any Sub-Vendor/Contractor contains deductible(s), penalty(ies) or self-insured retention(s), the Vendor/Contractor or Sub-Vendor/Contractor whose insurance contains such provision(s) shall be solely responsible for payment of such deductible(s), penalty(ies) or self-insured retention(s).

The failure of Vendor/Contractor to fully and strictly comply at all times with the insurance requirements set forth herein shall be deemed a material breach of the Agreement.

FORM A
SWORN STATEMENT
UNDER FLORIDA STATUTE 287.133(3)(a) ON PUBLIC ENTITY CRIMES

TO BE RETURNED WITH BID

THIS MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER
 AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted with Bid, Proposal or Contract for _____.
2. This sworn statement is submitted by _____
 (entity submitting sworn statement), whose business address is _____
 _____ and its Federal Employee Identification
 Number (FEIN) is _____. (If the entity has no FEIN, include the Social
 Security Number of the individual signing this sworn statement: _____.)
3. My name is _____ (please print name of individual signing),
 and my relationship to the entity named above is _____.
4. I understand that a “public entity crime” as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services, any leases for real property, or any contract for the construction or repair of a public building or public work, to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
5. I understand that “convicted” or “conviction” as defined in paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction or a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.
6. I understand that an “affiliate” as defined in paragraph 287.133(1)(a), Florida Statutes, means:
 - a. A predecessor or successor of a person convicted of a public entity crime; or
 - b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term “affiliate” includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not to fair market value under an arm’s length agreement, shall be prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding thirty-six (36) months shall be considered an affiliate.
7. I understand that a “person” as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into binding contract and which bids or applies to bid on contracts let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term “person” includes those officers, directors, executives, partners, shareholders, employees,

members, and agents who are active in management of an entity. 8. Based on information and belief, the statement, which I have marked below, is true in relation to the entity submitting this sworn statement. (***Please indicate which statement applies.***)

☐ Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor any affiliate of the entity have been charged with and convicted of a public entity crime subsequent to July 1, 1989.

☐ The entity submitting this sworn statement, or one of more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989, and (Please indicate which additional statement applies.)

☐ There has been a proceeding concerning the conviction before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the Hearing Officer did not place the person or affiliate on the convicted vendor list. (Please attach a copy of the final order.)

☐ The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer determined that it was in the public interest to remove the person or affiliate from the convicted vendor list. (Please attach a copy of the final order.)

☐ The person or affiliate has not been placed on the convicted vendor list. (Please describe any action taken by or pending with the Department of General Services.)

Signature

Date

State of: _____
County of: _____

Sworn to (or affirmed) and subscribed before me by means of _____ physical presence or _____ online notarization, this _____ day of _____, 20__ by _____ who is _____ personally known to me or _____ produced _____ as identification.

Notary Public
My commission expires: _____

7. REFERENCES:

List at least three references for which you have provided these services (similar scope/size) in the past five years - preferably government agencies.

Reference #1:

Company/Agency Name: _____

Address: _____

Contract Person: _____

Phone: Email: _____

Project Description: _____

Contract \$ Amount: _____

Date Completed: _____

Reference #2:

Company/Agency Name: _____

Address: _____

Contract Person: _____

Phone: Email: _____

Project Description: _____

Contract \$ Amount: _____

Date Completed: _____

Reference #3:

Company/Agency Name: _____

Address: _____

Contract Person: _____

Phone: Email: _____

Project Description: _____

Contract \$ Amount: _____

Date Completed: _____

8. NOTICE OF PARTIES AND BINDING AUTHORITY

The following information is required if Respondent is selected for award of a contract with the County.

Notice to Parties

All notices, demands, requests for approvals or other communications shall be in writing, and shall be sent by registered or certified mail, postage prepaid, return receipt requested, or overnight delivery service (such as federal express), or courier service or by hand delivery to:

Contractor Name: _____

Attn: _____

Mailing Address: _____

Binding Authority

The person to execute the contract must be an officer of the company. If not an officer of the company, Respondent must provide proof of signing authority. Please provide the name, email address, and phone number of person who will execute the contract, if awarded.

Name of Person to execute contract (if awarded): _____

Title: _____

Email Address: _____

Phone Number: _____

FORM C DRUG FREE WORKPLACE CERTIFICATE

I, the undersigned, in accordance with Florida Statute 287.087, hereby certify that _____ (print or type name of firm):

1. Publishes a written statement notifying that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance in the workplace named above and specifying actions that will be taken against violations of such prohibition.
2. Informs employees about the dangers of drug abuse in the workplace, the firm's policy of maintaining a drug free working environment, and available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug use violations.
3. Gives each employee engaged in providing commodities or contractual services that are under bid or proposal, a copy of the statement specified above.
4. Notifies the employees that as a condition of working on the commodities or contractual services that are under bid or proposal, the employee will abide by the terms of the statement and will notify the employer of any conviction of, plea of guilty or nolo contendere to, any violation of Chapter 1893, or any controlled substance law of the State of Florida or the United States, for a violation occurring in the work place, no later than five (5) days after such conviction, and requires employees to sign copies of such written statement to acknowledge their receipt.
5. Imposes a sanction on, or requires the satisfactory participation in, a drug abuse assistance or rehabilitation program, if such is available in the employee's community, by any employee who is so convicted.
6. Makes a good faith effort to continue to maintain a drug free workplace through the implementation of a drug free workplace program.

"As a person authorized to sign a statement, I certify that the above-named business, firm, or corporation complies fully with the requirements set forth herein."

Authorized Signature

Date Signed

State of: _____

County of: _____

Sworn to (or affirmed) and subscribed before me by means of _____ physical presence or _____ online notarization, this _____ day of _____, 20____ by _____ who is _____ personally known to me or _____ produced _____ as identification.

Notary Public

My commission expires: _____

FORM D
E-VERIFY AFFIDAVIT

**NASSAU COUNTY E-VERIFY FORM UNDER
SECTION 448.095, FLORIDA STATUTES**

Project Name: _____

Bid No./Contract No.: _____

DEFINITIONS:

“Contractor” means a person or entity that has entered or is attempting to enter into a contract with a public employer to provide labor, supplies, or services to such employer in exchange for salary, wages, or other remuneration. “Contractor” includes, but is not limited to, a vendor or consultant.

“Subcontractor” means a person or entity that provides labor, supplies, or services to or for a contractor or another subcontractor in exchange for salary, wages, or other remuneration.

“E-Verify System” means an internet-based system operated by the United States Department of Homeland Security that allows participating employers to electronically verify the employment eligibility of newly hired employees.

Effective January 1, 2021, Contractors, shall register with and use the E-Verify System in order to verify the work authorization status of all newly hired employees. Contractor shall register for and utilize the U.S. Department of Homeland Security’s E-Verify System to verify the employment eligibility of:

- a. All persons employed by a Contractor to perform employment duties within Florida during the term of the contract; and
- b. All persons (including subvendors/subconsultants/subcontractors) assigned by Contractor to perform work pursuant to the contract with Nassau County. The Contractor acknowledges and agrees that registration and use of the U.S. Department of Homeland Security’s E-Verify System during the term of the contract is a condition of the contract with Nassau County; and
- c. Should vendor become the successful Contractor awarded for the above-named project, by entering into the contract, the Contractor shall comply with the provisions of Section 448.095, Florida Statutes, “Employment Eligibility”, as amended from time to time. This includes, but is not limited to, registration and utilization of the E-Verify System to verify the work authorization status of all newly hired employees. The Contractor shall also execute the attached affidavit (Attachment “A”) attesting that the Contractor does not employ, contract with, or such affidavit for the duration of the contract; and
- d. Contractor shall also require all subcontractors to execute the attached affidavit (Attachment “B”) attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The Contractor shall maintain a copy of such affidavit for the duration of the contract.

CONTRACT TERMINATION:

- a. If Nassau County has a good faith belief that a Contractor has knowingly violated §448.09(1) or §448.095(2), Florida Statutes, the contract shall be terminated.
- b. If Nassau County has a good faith belief that a subcontractor has knowingly violated §448.09(1) or §448.095(2), Florida Statutes, but the Contractor otherwise complied with Chapter 448, Florida Statutes, Nassau County shall promptly notify the Contractor and order the Contractor to immediately terminate the contract with the subcontractor.
- c. A contract terminated under subparagraph a) or b) is not a breach of contract and may not be considered as such.
- d. Any challenge to termination under this provision must be filed in the Circuit Court no later than twenty (20) calendar days after the date of termination.
- e. If the contract is terminated for a violation of the Statute by the Contractor, the Contractor may not be awarded a public contract for a period of one (1) year after the date of termination.

FORM D - 1
CONTRACTOR E-VERIFY AFFIDAVIT

I hereby certify that _____ (Contractor Company Name) does not employ, contract with, or subcontract with an unauthorized alien, and is otherwise in full compliance with Section 448.095, Florida Statutes.

All employees hired on or after January 1, 2021 have had their work authorization status verified through the E-Verify system.

A true and correct copy of _____ (Contractor Company Name) proof of registration in the E-Verify system is attached to this Affidavit.

Print Name: _____
Date: _____

STATE OF FLORIDA
COUNTY OF _____

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, this _____ (Date) by _____
(Name of Officer or Agent, Title of Officer or Agent) of _____
(Name of Contractor Company Acknowledging), a _____ (State or Place of
Incorporation) Corporation, on behalf of the Corporation. He/She is ☐ personally known to
me or ☐ has produced _____ as identification.

Notary Public

Printed Name

My Commission Expires: _____

FORM D - 2
SUBCONTRACTOR E-VERIFY AFFIDAVIT

I hereby certify that _____ (Subcontractor Company Name) does not employ, contract with, or subcontract with an unauthorized alien, and is otherwise in full compliance with Section 448.095, Florida Statutes.

All employees hired on or after January 1, 2021 have had their work authorization status verified through the E-Verify system.

A true and correct copy of _____ (Subcontractor Company Name) proof of registration in the E-Verify system is attached to this Affidavit.

Print Name: _____
Date: _____

STATE OF FLORIDA
COUNTY OF _____

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, this _____ (Date) by _____
(Name of Officer or Agent, Title of Officer or Agent) of _____
(Name of Contractor Company Acknowledging), a _____ (State or Place of
Incorporation) Corporation, on behalf of the Corporation. He/She is ☐ personally known to
me or ☐ has produced _____ as identification.

Notary Public

Printed Name

My Commission Expires: _____

FORM E

COMPLIANCE WITH ANTI-HUMAN TRAFFICKING LAWS AFFIDAVIT

Section 787.06, Florida Statutes

Contract, contract renewals and contract extensions

Before me the undersigned authority, personally appeared _____, whom after being duly sworn, deposes and states:
Affiant

1. My name is _____ and I am over the age of 18 years of age and I have personal knowledge of the matters set forth herein.
2. I am a corporate officer or other authorized person with _____, a non-governmental entity. I assert and acknowledge that I have legal authorization to contractually bind the non-governmental entity.
3. The non-governmental entity does not use coercion for labor or services, as defined in Section 787.06, Florida Statutes.
4. This declaration is made pursuant to Section 92.525, Florida Statutes. I understand that making a false statement in this declaration may subject me to criminal penalties.

Under penalties of perjury, I declare that I have read the foregoing Anti-Human Trafficking Laws Affidavit and that the facts stated in it are true.

Further Affiant Sayeth Naught.

Signature: _____

Firm Name: _____

Title: _____

Date: _____

Acknowledgment

The foregoing Affidavit was acknowledged before me by means of ☐ physical presence or ☐ online notarization this _____ day of _____, 20____, by _____ who is personally known to me or who has produced _____ as identification.

[Notary Seal]

Signature: _____



NASSAU COUNTY
BOARD OF COUNTY COMMISSIONERS
Procurement Department
96135 Nassau Place, Suite 2
Yulee, Florida 32097
Ph: 904-530-6040

TO: All Prospective Proposers

FROM: Evelyn J. Burton, Senior Procurement Specialist

SUBJECT: **Addendum #1**
Solicitation Number NC24-027-RFQ
Professional Design Services for Amelia Island Trail Phase 4
Will Hardee/14th Street Shared Use Path (Schools to Waterfront)
FPID# 437337-3-54-01

DATE: **November 5, 2024**

This addendum is hereby incorporated into the solicitation documents of the project referenced above. The following items are clarifications, corrections, additions, deletions and/or revisions to, and shall take precedence over, the original documents.

Questions

1. **Is the County requesting an electronic submittal to Planet Bids or a hard copy submittal?**

Response: All Responses must be submitted electronically. Be sure to enter your Response in the County's electronic bidding platform ([PlanetBids](https://planetbids.com)) which is accessible via the County's website or using the following link: <https://pbsystem.planetbids.com/portal/49083/bo/bo-search>, prior to the 10AM ET cut-off. **The platform will not allow responses after the cut-off time even if you are in the process of submitting your response when the cut-off time arrives.**

2. **Can you please confirm that we do not need to sign or return the draft contract?**

Response: The draft contract is for reference only and does not need to be signed. However, as stated in Section 7 of the RFP document:
"Any exceptions to this standard contract must be clearly indicated by return of the standard contract with the proposal, with exceptions clearly noted."

3. **Can you please confirm that only the Prime firm needs to fill out and submit Forms A through D1 and Form E? Also, that Form D-2 is the only form to be completed by a subconsultant?**

Response: That is correct.

Request for Proposal Professional Design Services for Amelia Island Trail Phase 4
Will Hardee/14th Street Shared Use Path (Schools to Waterfront)
NC24-027-RFQ
Addendum No. 1

4. Can you please confirm the project limits are from Simmons Road to Hickory Street and Citrona to Fernandina Waterfront?

Response: The proposed project limits are from Simmons Rd. to the south, traversing north along Will Hardee Rd to Sadler Rd; west on Sadler Rd to 14th St.; north on 14th St to Hickory St. where the trail will come to a “T-Intersection”; the trail will then traverse east-west from Citrona Dr. to 11th St; north on 11th St. to Gum St.; west on Gum St. to 3rd St.; north on 3rd St. to Beech St.; West on Beech St. to 2nd St.; north on 2nd St. to Centre St.; west on Centre St. to terminate at the Downtown Fernandina Beach Marina waterfront area.

See sketch below for additional visual aid which can also be viewed in the Nassau County CIP Guidebook at nassaucountyfl.com/DocumentCenter/View/28703/CIP-Guidebook---Fiscal-Year-2024-2029-Update-09202024?bidId=

The solicitation due date and opening time remains:

NOVEMBER 20, 2024 @ 10:00 A.M. EST

VENDOR HEREBY ACKNOWLEDGES THIS ADDENDUM ELECTRONICALLY THROUGH PLANETBIDS BY ITS BID SUBMISSION.



EXHIBIT "B"

CONSULTANT PROPOSAL RESPONSE



Professional Design Services for the **Amelia Island Trail Phase 4** **Will Hardee/14th Street Shared Use Path** **(Schools to Waterfront)**

STATEMENT OF QUALIFICATIONS
RFQ No. NC24-027-RFQ



Tab 1
Cover Letter





5200 Belfort Road, Suite 400
Jacksonville, FL 32256-6054
o. 904.730.9777
stvinc.com

November 20, 2024

Evelyn Burton, Senior Procurement Specialist
Procurement Department
Nassau County
96135 Nassau Place, Suite 2
Yulee, FL 32097

**Reference: RFQ No. NC24-027-RFQ • Professional Design Services for the Amelia Island Trail Phase 4
Will Hardee/14th Street Shared Use Path (Schools to Waterfront)**

Dear Ms. Burton:

Nestled along the many rivers and creeks of northeastern Florida and the expanse of the Atlantic Ocean, idyllic Amelia Island offers unmatched natural beauty and plenty of opportunities for recreation. Similarly important to its livability are nonmotorized facilities that encourage a more scenic, more active, more sustainable transportation experience for residents and tourists alike. Nassau County has prudently invested in its nonmotorized network in the last decade, establishing the Amelia Island Parkway Trail and Amelia River to Sea Trail (ARTS) and integrating these into the larger nonmotorized network to provide nearly 24 miles of continuous bicyclist- and pedestrian-dedicated pathway. Now, the County looks to embark on the design of the Amelia Island Trail Phase 4. The approximately 5-mile-long, 10-foot-wide shared-use path will improve safety, mobility, and connectivity among local schools, the Egans Creek Greenway, ARTS, and the Fernandina Beach waterfront.

STV Incorporated (STV) is the firm to lead this project. Described as follows, we are excited to offer a potent combination of relevant similar experience; familiar, highly qualified leadership; an expert multidisciplinary team; a tailored, solutions-driven approach; and unwavering commitment to Nassau County to deliver unique value as your professional services consultant.



Proven Project Leadership. **Kevin Shoemaker, P.E.**, will direct our team's effort. He is known to Nassau County for leading the design of nearly four miles of shared-use path under FDOT District 2's Amelia Island Parkway Trail Segments 1-4, overseeing trail, drainage, and signing and pavement marking (S&PM) design; environmental permitting; utility and government agency coordination; and public involvement. Kevin has proven proficiency managing multidisciplinary service delivery on time and budget. He also brings established lines of communication with County staff and area stakeholders; the latest knowledge of FDOT District 2 and Nassau County engineering procedures, preferences, and requirements; and demonstrated effectiveness achieving similar pedestrian- and cyclist-focused projects, including Safe Routes to Schools (SRTS) and related Local Agency Program (LAP) efforts, to facilitate all work under this contract. He is joined by **Principal-in-Charge Keith Jackson, P.E.**, who will draw from more than 20 years of transportation project experience — including numerous projects completed for and within Nassau County — to inform our collaborative design effort.



Unmatched Similar Experience. STV is proud to bring recent experience in the design of nonmotorized facilities for Florida projects including the City of Jacksonville (COJ)'s award-winning Hart Bridge Expressway Modification and associated pedestrian facilities; FDOT District 2's award-winning SR 105 over Simpson and Myrtle Creeks Bridge Replacements in neighboring Duval County, which fulfilled the missing link in the 8-mile-long multi-use Timucuan Trail; and Amelia Island Parkway Trail Segments 1-4, accomplished under a LAP contract with FDOT District 2. Having provided professional services for state, county, and municipal departments of transportation (DOTs) for

Evelyn Burton
Nassau County

November 20, 2024
Page 2 of 2

decades, STV has addressed many of the challenges anticipated on this project, including navigating limited ROW and coordinating closely among stakeholders and the public. Together with this experience, we will leverage strong current knowledge of County engineering procedures; the *Nassau County Code of Ordinances*; and the *Manual of Uniform Standards for Design, Construction, and Maintenance for Streets and Highways (Florida Greenbook)* to deliver a comprehensive, high-quality design that meets your schedule and budgetary requirements.



Specialized Subconsultant Support. STV has assembled a team of specialized area firms that will complete and complement our ability to deliver all required services. Chosen for their technical skillfulness, familiarity with the project corridor, knowledge of Nassau County's preferences and procedures, and synergies developed during collaboration on previous projects, each subconsultant enhances our depth and breadth of multidisciplinary capabilities. We present this consultant team and work responsibilities below, introducing each firm in TAB 5 - Delivery & Approach per the requirements of the RFQ.

- **DRMP, Inc.** - Survey, subsurface utility exploration (SUE), and mapping
- **The Haskell Company** - Landscape architecture
- **Osiris 9 Consulting, LLC** - Public involvement
- **Peters and Yaffee, Inc. (DBE/SBE)** - Signalization/lighting design
- **SES Environmental Resource Solutions, LLC (DBE)** - Environmental assessment/permitting
- **Terracon Consultants, Inc.** - Geotechnical engineering and contamination assessment



Solutions-Based Approach. Having completed a thorough assessment of the available project data and performed field inspections, the STV team has identified potential issues and concepted innovative solutions to deliver a project that achieves the County's transportation infrastructure objectives. We recommend safety and space-saving measures including rapid rectangular flashing beacon (RRFB) implementation at new marked crosswalks, 2-lane to 1-lane street conversion, and trail locations that fit within the existing ROW, preempting challenges before they become impacts. These and other measures are detailed in TAB 5 - Delivery & Approach.



Positive Commitment to Perform the Scope of Services. STV is excited to partner with Nassau County to help realize a comprehensive, compliant path that promotes sustainability, mobility, and activity for all end users. We hereby acknowledge receipt of Addendum #1 dated November 5, 2024, and firmly commit to providing all services noted in Appendix A on pages 10 - 13 of the RFQ. Please contact **Project Manager Kevin Shoemaker, P.E.** directly at **(904) 253-6236** or **kevin.shoemaker@stvinc.com** to discuss how we can best meet this shared-use path's needs.

Sincerely,
STV Incorporated

J. Keith Jackson, P.E.
Vice President/Principal-in-Charge

Contact Information

Primary Contact Person

Name: Kevin Shoemaker, P.E.
Title: Project Manager
Phone: (904) 253-6236
Email: kevin.shoemaker@stvinc.com
Address: 5200 Belfort Road, Suite 400
Jacksonville, FL 32256

Authorized Representative

Name: Keith Jackson, P.E.
Title: Vice President/Principal-in-Charge
Phone: (904) 265-7724
Email: keith.jackson@stvinc.com
Address: 5200 Belfort Road, Suite 400
Jacksonville, FL 32256



Tab 2
Table of Contents

TABLE OF CONTENTS

TAB 1 - Cover Letter 1

TAB 2 - Table of Contents..... 3

TAB 3 - Firm Experience & Qualifications..... 4

TAB 4 - Staff Qualifications & Project Team 6

Introduction to Key Staff..... 6

Organizational Chart..... 9

Resumes of Key Staff 10

Licenses of Key Staff..... 24

TAB 5 - Delivery & Approach 26

Project Management Plan..... 26

Interpretation of the Project Scope..... 27

Method of Approach 28

Management Responsibilities 42

Subconsultants 46

Innovations & Value-Add Concepts..... 48

TAB 6 - References..... 49

TAB 7 - Current Workload..... 52

TAB 8 - Costs 53

TAB 9 - Attachments/Forms (Administrative Information)

Certificate of Insurance

Form A - Public Entity Crimes Statement

Form B - Respondent Questionnaire

Form C - Drug-Free Workplace Certificate

Form D - E-Verify Affidavit

Form D-1 - Contractor E-Verify Affidavit

Form D-2 - Subcontractor E-Verify Affidavits

Form E - Anti-Human Trafficking Compliance

Tab 3 Firm Experience & Qualifications





Above:

STV's recent experience includes the design of the award-winning replacement of the SR 105 bridges over Simpson and Myrtle creeks in Duval County. The project completed the final link of the Timucuan Trail shared-use path, greatly enhancing pedestrian and cyclist safety, mobility, and connectivity with the overall transportation network.

TAB 3 - FIRM EXPERIENCE & QUALIFICATIONS

ORGANIZATION, STRUCTURE & PHILOSOPHY

Established in 1912, **STV Incorporated (STV)** is a leading multidisciplinary engineering, architectural, planning, environmental, and construction management (CM) corporation. We make communities better through innovative infrastructure that connects people, places, and the present to the future. We have the depth and breadth of resources and services to staff programs from master planning, preliminary site investigation, and analysis through conceptual development, final design, and construction. Our firm has provided these services on varied projects throughout Florida and across the country in major market areas including transportation, environmental, infrastructure and planning, construction-related services, buildings and facilities, and industrial and technical services. This track record is a testament to STV's belief that to have a sustained level of success, you have to work with integrity, partnership, and optimism. **That's why we do what's right, we collaborate to deliver, and we are driven by optimism because we see opportunity. That's the STV way.**

FIRM BACKGROUND & YEARS OF EXPERIENCE

For more than 45 years, STV's Transportation & Infrastructure (T&I) Division has met the needs of clients and the traveling public through the planning, design, and construction of major projects. We have earned a national reputation as an industry leader by providing high-quality services; an integrated, multidisciplinary approach; an exceptional project experience; and veteran project managers and principals. The T&I Division melds all aspects of T&I planning, design, and CM. Our wide-ranging transportation assignments encompass all types of highway, bridge, rail, bus, freight, and aviation facilities, as well as the full range of transportation infrastructure. We leverage this experience to shape client projects large and small from initial planning through design and construction.

NUMBER OF EMPLOYEES & OFFICE LOCATIONS

STV has maintained a presence in Florida since 1993. We will manage work under this contract from our nearby Jacksonville office, located at 5200 Belfort Road, Suite 400, Jacksonville, FL 32256. The base of operations for more than 50 employees, its staff can be readily supplemented with 50 additional Florida professionals from recently acquired Mehta and Associates, Inc., an STV Company, plus 2,800+ in-house personnel located nationwide.

STV BY THE
NUMBERS

112

total years in
business

31

years serving
Florida projects

67

offices in the
U.S. & Canada

2,800+

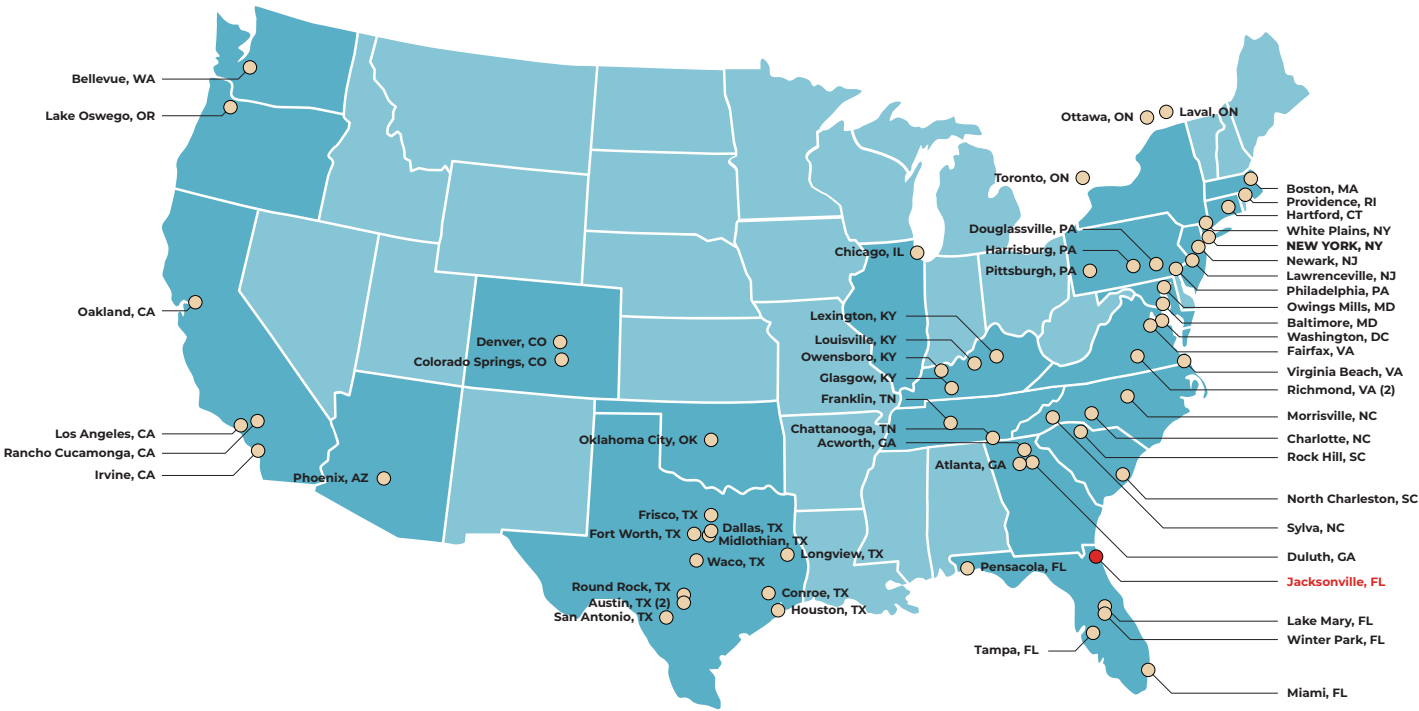
employees
nationwide

100+

Florida-based
professionals

50+

Jacksonville-
based staff



SIGNIFICANT AWARDS & ACCOMPLISHMENTS

Our firm is proud to have earned industry recognition for many projects, with recent, relevant award-winning efforts noted below and described in TAB 6 - References.

RECENT SIMILAR PROJECT ACCOLADES

Project and Owner	Award
FDOT District 2 SR 105/Timucuan Trail over Simpson and Myrtle Creeks Bridge Replacements	2024 Outstanding Special Project Award; American Council of Engineering Companies of Florida (ACEC-FL)
COJ Hart Bridge Expressway Modification	2023 Best in Construction, LAP Award; Florida Transportation Builders' Association (FTBA)

MINORITY BUSINESS STATUS

STV is not a registered minority business.



Tab 4 **Staff Qualifications & Project Team**





TAB 4 - STAFF QUALIFICATIONS & PROJECT TEAM

We commit staff local to the area, familiar with the existing trail network, and knowledgeable of the preferences and requirements of Nassau County and its stakeholders to facilitate work under this contract.

STV is proud to propose a local, highly qualified team bringing familiarity with the Amelia Island Trail and similar multi-use paths to deliver this project. We highlight the qualifications of our proposed key staff as follows, with organizational chart, resumes, and professional licenses included after these introductions per the requirements of the RFQ.

INTRODUCTION TO KEY STAFF

KEVIN SHOEMAKER, P.E. | Project Manager/Utility Coordinator



CONTACT INFORMATION

(904) 253-6236
kevin.shoemaker@stvinc.com
5200 Belfort Road, Suite 400
Jacksonville, FL 32256

Professional Value to Nassau County: Kevin has more than 10 years of experience in the management and design of transportation projects throughout Florida. He brings keen understanding of the overall design process, proven skill coordinating multidisciplinary teams, and experience implementing management plans to deliver projects on schedule and budget. He has been integral to each of STV's reference projects detailed in TAB 6 - References, from FDOT District 2's award-winning SR 105/Timucuan Trail over Simpson and Myrtle Creek Bridge Replacements and Hart Bridge Expressway Modification efforts to segments 1-4 of the Amelia Island Parkway Trail. Kevin has current knowledge of County engineering procedures and preferences, an established working relationship with Deputy County Manager Robert Companion, P.E., extensive experience executing LAP projects, and understanding of the *Florida Greenbook* and *Nassau County Code of Ordinances* to direct work.

Project Responsibilities: As the County's primary contact, Kevin will have overall responsibility to build and maintain a positive client relationship while steering project delivery per the contract documents. He will manage project initiation, execution/control, and closeout, including deliverable development, scheduling, budgeting, invoicing, and project manual development. He will schedule and monitor manpower requirements against the project budget/spending performance to optimize service delivery.



CONTACT INFORMATION

(904) 265-7724
keith.jackson@stvinc.com
5200 Belfort Road, Suite 400
Jacksonville, FL 32256

KEITH JACKSON, P.E. | Principal-in-Charge

Professional Value to Nassau County: Keith is a senior civil engineer with more than 20 years of management and design experience. He thoroughly understands the overall design process and is skilled in implementing management plans to produce quality projects. Keith's relevant successes include FDOT District 2's Amelia Island Parkway Trail Segments 1-4 and award-winning SR 105/Timucuan Trail over Simpson and Myrtle Creeks Bridge Replacements as well as Nassau County assignments dating back to 2010, when he delivered innovations for safety and drainage improvements under a continuing services contract. He leverages knowledge of County transportation facilities, processes, and procedures to advise the STV team.

Project Responsibilities: Keith will provide executive management of the STV team, making sure that the appropriate resources are made available and committed to deliver on our obligations for this project. He will serve as the County's secondary point of contact.



CONTACT INFORMATION

(904) 253-6241
robert.vansickle@stvinc.com
5200 Belfort Road, Suite 400
Jacksonville, FL 32256

RICH VANSICKLE, P.E. | Roadway/MOT Design Lead

Professional Value to Nassau County: Rich is a senior roadway engineer with nearly 40 years of experience in project management and the design of multidisciplinary transportation projects. He has managed numerous high-visibility projects in Florida from the conceptual stage through final construction, including sidewalk and trail design efforts; urban and multilane highway projects; pavement rehabilitation and reconstruction assignments; and bridge efforts. He is also experienced in MOT design, stormwater pollution prevention plan (SWPPP) development, quality control, value engineering, and constructability review — expertise that he will apply to direct the preparation of best-value design solutions.

Project Responsibilities: Rich will direct the design of the new shared-use pathway — including the path alignment, and grading — per the *Florida Greenbook*, *FDOT Design Manual (FDM)*, and *Manual on Uniform Traffic Control Devices (MUTCD)*.



CONTACT INFORMATION

(321) 522-6141
christopher.coleman@stvinc.com
801 International Parkway, 5th
Floor, Lake Mary, FL 32746

CHRIS COLEMAN, P.E. | S&PM Design Lead

Professional Value to Nassau County: Chris is a civil engineer with more than 10 years of experience designing roadway and drainage projects throughout Florida. In addition to preparing S&PM plans — for which he has previously served as engineer of record — he is skilled in transportation project management, design engineering, permitting, contract development, and CM. Chris formerly worked at FDOT in the roles of program engineer and construction project manager, providing him familiarity with the entire project delivery process to inform his development of constructable solutions for clients. Since beginning work on the consultant side, he has collaborated to deliver designs for many transportation projects with multimodal elements including sidewalks, multi-use trails, and ADA amenities.

Project Responsibilities: Rich will lead an inventory of current signage along the trail and the development of S&PM plans per Nassau County and *MUTCD* criteria.



CONTACT INFORMATION

(904) 383-3924
will.stewart@stvinc.com
5200 Belfort Road, Suite 400
Jacksonville, FL 32256

WILL STEWART, P.E., CFM | Drainage Design/Permitting Lead

Professional Value to Nassau County: Will is a veteran drainage engineer whose more than 40 years of experience include almost a decade at FDOT, where he honed skill as an assistant state drainage engineer, assistant district drainage engineer, and construction inspector. His expertise includes project management; project development and environment (PD&E) work; hydrology and hydraulics (H&H) activities; scour analysis; drainage design; stormwater management; roadway design; S&PM design; and permitting. He has managed numerous projects for FDOT District 2 and counties including St. Johns, Clay, and Bay.

Project Responsibilities: Will will lead drainage design and related permitting services, expected to take the form of a new shallow grassed swale hybrid system to match existing area drainage facilities. He and his group will also investigate the implementation of cost- and environmentally conscious best management practices (BMPs) to maximize value.



CONTACT INFORMATION

(850) 459-3677
john.kimberly@terracon.com
3559 Timberlane School Road
Tallahassee, FL 32312

JOHN KIMBERLY IV, P.E. | Geotechnical Engineering Lead

Professional Value to Nassau County: John is a senior geotechnical engineer with more than 30 years of experience, including 26 years as a consultant to FDOT. His expertise spans shallow and deep foundation design, analysis, testing, and inspection. John has served as the lead geotechnical engineer and engineer of record on numerous award-winning FDOT projects, including FDOT District 2's SR 202 at I-95 Interchange and FDOT District 3's SR 4 over Blackwater River Bridge Replacement. He is responsible for the entire geotechnical process, from the planning, direction, and supervision of drilling to laboratory testing, analysis, and reporting.

Project Responsibilities: John will spearhead all geotechnical services for this project, to include auger borings, soil sampling, and laboratory testing for organic content, moisture, corrosion, Atterberg limits, percent fines, gradation, and limerock bearing ratios.



CONTACT INFORMATION

(904) 224-2905
cfaust@drmp.com
8001 Belfort Parkway, Suite 200
Jacksonville, FL 32256

BILL FAUST III, PSM | Survey/SUE/ROW Lead

Professional Value to Nassau County: Bill is a senior survey manager who leverages more than 35 years of experience to direct DRMP's surveying and SUE practice based out of the firm's Jacksonville office. Bringing strong technical skill in land surveying, construction layout, engineering design, and project management, he has managed transportation infrastructure, boundary survey, topographic survey, design survey, and SUE efforts for projects across Florida. He brings experience from Nassau County's Chester Road resurfacing and Pages Dairy Road widening projects, as well as FDOT District 2's Amelia Island Parkway Trail Segments 1-4 project delivered alongside STV, providing existing understanding of the project area.

Project Responsibilities: Bill will manage field surveying efforts — including base map development, ROW line verification, 3-D point cloud creation, and data analysis/verification — as well as SUE quality levels A, B, C, and D to establish the basis of our entire design approach.



CONTACT INFORMATION

(904) 265-7716
wes.markham@stvinc.com
5200 Belfort Road, Suite 400
Jacksonville, FL 32256

WES MARKHAM, P.E. | Quality Manager

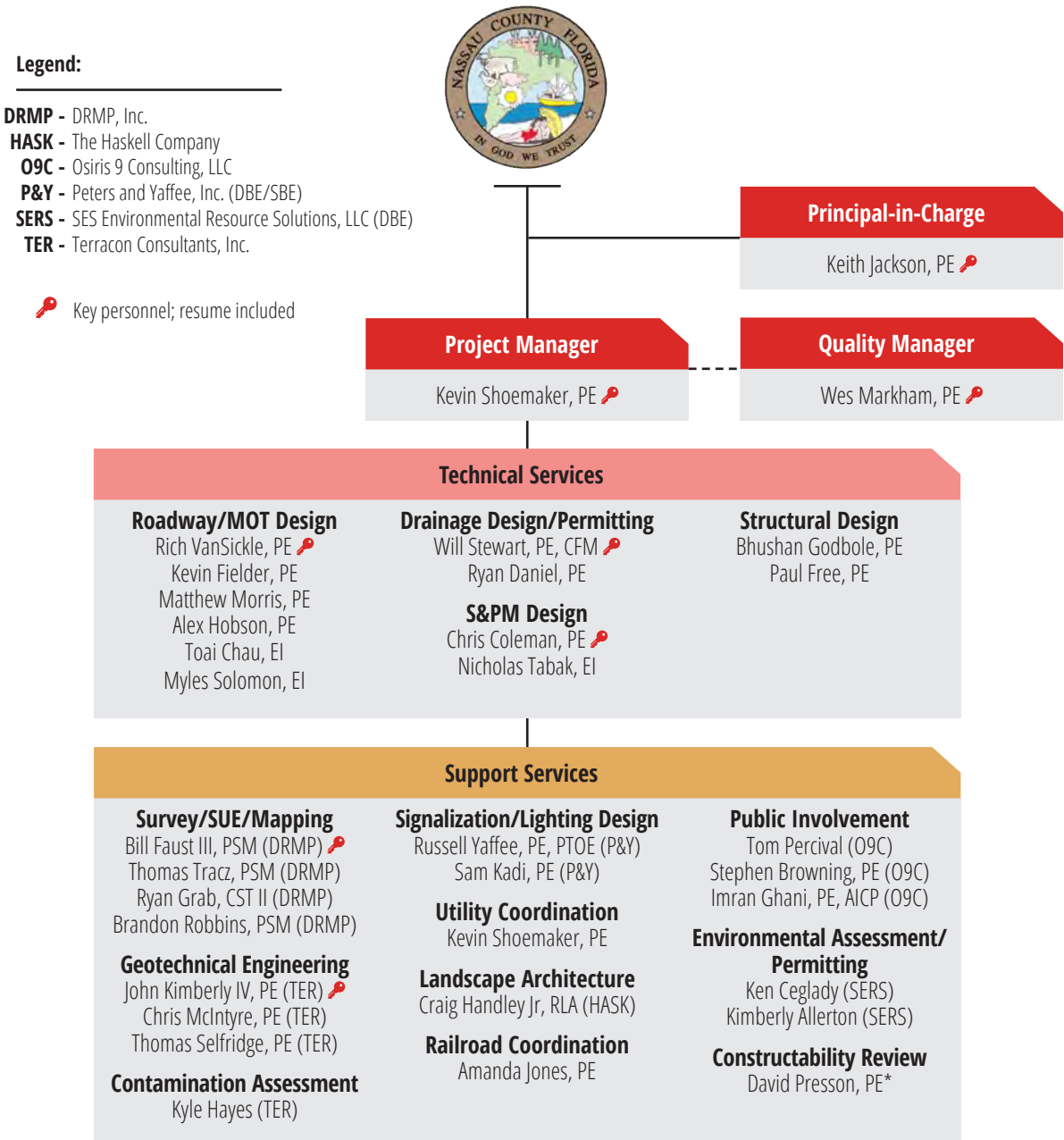
Professional Value to Nassau County: Wes is a senior engineer with 20 years of experience providing design and management for transportation projects involving concept development; highway design; cost estimation; ROW requirements; traffic control planning; specifications and construction plan development; and post-design services, including projects within FDOT District 2 and throughout Florida. He has also managed design contracts that include route location, SUE services, project development, engineering studies, traffic analysis, and design for roadways, hydraulics, structures, and utilities. A frequent engineer of record, Wes also leverages technical expertise to conduct QC reviews and perform related quality functions as an independent arm of our staff.

Project Responsibilities: Wes will be responsible for preparing and implementing the project's Quality Control Plan (QCP); reviewing plans for constructability, sustainability, and value before each milestone submittal; and conducting project audits to make sure that STV's stringent quality procedures are being enforced properly.



ORGANIZATIONAL CHART

Illustrated below, our team has been organized to account for all technical and support disciplines necessary to fulfill the components of work listed in RFQ Appendix A, Scope of Services. It is structured to include clear and direct lines of authority extending to **Project Manager Kevin Shoemaker, P.E.**, who will be the County’s primary contact, maintaining responsibility for the delivery of all services. Kevin and his team will develop design solutions that balance technical and regulatory requirements with community and stakeholder needs; facilitate coordination among government agencies, local utilities, the public, and other stakeholders; and complete engineering solutions on schedule and budget.



* Employed by Mehta and Associates, Inc., an STV Company



FIRM

STV

EDUCATION

Bachelor of Science, Civil Engineering; University of Florida

PROFESSIONAL REGISTRATIONS

Professional Engineer: Florida

MEMBERSHIPS

American Society of Highway Engineers (ASHE)

COMPUTER SKILLS

OpenRoads Designer, MicroStation, ICPR, PondPack, HEC-RAS

KEVIN SHOEMAKER, P.E.

Project Manager/Utility Coordinator

Kevin is a project manager and civil engineer with more than 10 years of experience overseeing and leading the design of multidisciplinary transportation projects. His proficiencies include major and minor highway, stormwater system, S&PM, and maintenance of traffic (MOT) design; 3-D roadway modeling; and utility coordination. Kevin has an extensive background in highway and transportation projects for municipalities and FDOT District 2 — including LAP projects such as segments 1-4 of the Amelia Island Trail, which he delivered in close collaboration with the County. His established channels of communication with your agency, local utilities, and other area stakeholders; strong, current knowledge of FDOT District 2 and County engineering procedures, preferences, and requirements, including the Nassau County Code of Ordinances; existing familiarity with the Amelia Island trail network; and proven effectiveness realizing similar nonmotorized-focused design efforts — such as SRTS — make him uniquely qualified to lead development of the Amelia Island Trail Phase 4.

Project Experience

FDOT District 2 SR 24 Resurfacing from SR 222 to SR 200 / Contract Manager/Engineer of Record

Leading professional engineering services for the resurfacing of the 10-mile segment of SR 24 (NE Waldo Road) between SR 222 (NE 39th Avenue) near the Gainesville Regional Airport and SR 200 (301) in Alachua County, FL. Kevin is responsible for roadway, drainage, MOT, and S&PM design; local government coordination; and public involvement for Alachua County and FDOT. He gave careful attention during advanced scoping to enable cost-saving initiatives such as coordinating selective survey in only targeted locations required for roadway design. He has managed additional requests from local governmental officials during site visits to discuss impacts to trees, drainage structures, sidewalks, driveways, and utilities, providing potential solutions.

FDOT District 2 SR 105/Timucuan Trail over Simpson & Myrtle Creeks Bridge Replacements / Project Engineer

Developed plans for the replacement of the bridges carrying SR 105 (Heckscher Drive) over Simpson Creek and Myrtle Creek in Duval County, FL. Both structurally deficient/scour critical crossings were replaced with low-level bridges that include slab superstructures supported on reinforced concrete pile bents. These new wider bridges enabled the completion of the 18-mile-long Timucuan Trail, a multi-use pathway connecting Amelia Island State Park and Kathryn Abbey Hannah Park. The firm provided a bridge development report and preliminary and final plans for both creek crossings, as well as design for the missing trail link — a 1.7-mile-long, 10-foot-wide asphalt section — to greatly improve multimodal mobility, safety, and resiliency. Kevin assisted with design efforts for the FDOT District 2 effort's PD&E study.

COJ Hart Bridge Expressway Modification / Project Engineer

Provided preliminary design and owner's representative services for the \$25.4 million, high-visibility modification of the Hart Bridge Expressway in downtown Jacksonville, FL, for the City of Jacksonville (COJ). The project will partially demolish the existing Commodore Expressway urban bypass and connect the remaining structure at grade to Gator Bowl Boulevard. Kevin was part of a multidisciplinary team that performed preliminary design, developed a design criteria package, and assembled a design-build RFP. After the project was converted to a design-bid-build procurement, he and his team developed final design plans on a fast-tracked schedule. Other services included assisting FDOT with obtaining

KEVIN SHOEMAKER, P.E. (cont'd.)

NEPA approval; helping to assemble the USDOT Better Utilizing Investments to Leverage Development (BUILD) grant application; complying with FHWA oversight requirements; procuring construction permits from the St. Johns River Water Management District (SJRWMD) and FDOT; procuring a design-build contractor; and performing complex bridge load rating. Kevin's responsibilities included horizontal and vertical roadway design, public meeting display preparation, and concept layout.

FDOT District 2 Design Services for LAP Projects / Contract Manager/Engineer

Providing design services for various local agency program (LAP) projects in northern Florida for FDOT District 2. The scope of work has included 36 task work orders (TWOs) for various project types, including Safe Routes to School (SRTS) sidewalks, multi-use trails, traffic safety improvements, and intersection enhancements. Kevin has worked in conjunction with local agencies including Nassau, Alachua, Bradford, Clay, Columbia, Duval, Putnam, and Taylor counties. To date, he has been engaged in TWOs including:

- **Amelia Island Parkway Trail Segments 1-4:** Design of nearly four miles of shared-use path in a corridor with constraints that included narrow ROW, live oak trees, limited area to provide drainage accommodations, and major utility impacts. Segment 1 was delivered to plans, specifications, and estimates (PS&E) on an expedited 12-month schedule. Work included permitting, S&PM plan preparation, and signal design services.
- **Palm Avenue Sidewalk:** Design of 0.5 miles of sidewalk in a corridor with constraints that included narrow ROW, live oak trees, and limited area to provide drainage accommodations. Work included S&PM plan preparation and signal design services.
- **CR 220 and Lakeshore Drive Intersection Improvements:** Design of intersection safety improvements that included new strain pole signals, street lighting, offset left turn design, coordination with an adjacent Clay County resurfacing, restoration, and rehabilitation (RRR) project, public involvement, and coordination with government officials.
- **CR 240 from SR 247 to CR 131:** Design of 20 miles of S&PM with intersection safety improvements. The scope included signal head upgrades, lighting design, utility coordination, and coordination with local government officials.
- **NW 39th Avenue and NW 97th Boulevard:** Design of a directional median opening safety improvement that included S&PM, public involvement, utility coordination, and coordination with local government officials.

FDOT District 2 SR 5 over Broward River Bridge Replacements / Engineer/Deputy Project Manager

Developed the PD&E study for the replacement of dual bridges on SR 5/US 17 (Main Street) over Broward River in Duval County, FL. The low-level bridges will include Florida I-beam (FIB)-36 superstructures supported on reinforced concrete pile bents. Kevin provided roadway, drainage, and traffic control design as well as management assistance for the design phase, which included production of the bridge development report and preliminary and final bridge plans. He is currently providing post-design assistance.

FDOT District 2 SR 5 from Moultrie Creek to SR 207 RRR / Deputy Contract Manager

Providing contract management support for the RRR of SR 5 from the Moultrie Creek bridge to north of SR 207 in St. Augustine, FL, for FDOT District 2. The scope of work includes design for asphalt pavement milling and resurfacing asphalt pavement; signalization, lighting, and ADA improvements; new sidewalks; and sign replacement.



KEITH JACKSON, P.E. Principal-in-Charge

Keith is a professional civil engineer with more than 20 years of experience managing and furnishing design for transportation projects. As the leader of STV's Transportation group in Florida, he has provided executive oversight as principal-in-charge for numerous projects. He has proven proficiency in coordinating multidisciplinary teams to bring engineering documents from the planning and permitting stages to final design and contract award. Keith is especially skilled in developing roadway drainage improvements and is familiar with all aspects of geometric design, having designed horizontal and vertical alignments and cross sections during numerous complex roadway rehabilitations. His extensive portfolio of FDOT, Nassau County, and other local project successes includes numerous nonmotorized and multi-use pathways, such as prior Amelia Island Parkway Trail segments and SRTS efforts.

FIRM STV

EDUCATION
Bachelor of Civil Engineering;
Georgia Institute of
Technology

**PROFESSIONAL
REGISTRATIONS**
Professional Engineer: Florida

CERTIFICATIONS
FDOT Specification Package
Preparation

TRAINING
Long-Range Estimates; FDOT

Design Exceptions and
Design Variations; FDOT

COMPUTER SKILLS
MicroStation, GEOPAK,
GEOPAK Drainage, ASAD,
ICPR

Project Experience

FDOT District 2 Amelia Island Parkway Trail Segments 1-4 | Roadway Engineer

Managed professional services and providing engineering oversight for the development of segments 1-4 of the Amelia Island Parkway Trail in Amelia City, FL, under an LAP contract with FDOT District 2. The project scope included the design of nearly four miles of shared-use path in a corridor constrained by narrow ROW, proximate live oak trees, limited available area in which to provide drainage accommodations, and major utility impacts. Segment 1 was delivered to PS&E on an expedited 12-month schedule and entailed permitting, S&PM, and signal design services. The segments represent 4 of 36 TWOs that the firm has provided services for to date under the overall contract, which has included various SRTS sidewalk, multi-use trail, traffic safety improvement, and intersection enhancement projects.

FDOT District 2 SR 105/Timucuan Trail over Simpson & Myrtle Creeks Bridge Replacements | Project Manager/Design Engineer

Provided PD&E study and structural design services for the replacement of existing bridges on SR 105 over Myrtle Creek and Simpson Creek in Duval County, FL. The low-level bridges will include a slab superstructure supported on reinforced concrete pile bents. The design phase included production of the bridge development report, as well as preliminary and final bridge plans. Keith provided design, management, and QA/QC efforts for this FDOT project. He is currently providing post-design services.

COJ Hart Bridge Expressway Modification | Project Manager

Managed design services for the \$25.4 million, high-visibility modification of the Hart Bridge Expressway in downtown Jacksonville, FL, to support the redevelopment of the riverfront for COJ. Keith led a multidisciplinary team in preliminary design, development of a design criteria package, and assembly of a design-build RFP to partially demolish the existing Commodore Expressway urban bypass and connect the remaining structure at grade to Gator Bowl Boulevard. After the project was converted to a design-bid-build procurement, he managed the development of final plans on a fast-tracked schedule. Other services included assisting FDOT with obtaining NEPA approval, helping to assemble the USDOT BUILD grant application, complying with FHWA oversight requirements, procuring construction permits from SJRWMD and FDOT, procuring a design-build contractor, and performing complex bridge load rating. Professional design services were furnished for roadway, drainage, steel and concrete structures, S&PM, and lighting. Keith coordinated screenings and evaluations of noise, cultural, environmental, contamination, 4(f), and future traffic impacts, as well as conceptual development of the signals and systems design and criteria. He also provided post-design services during construction.

**KEITH
JACKSON, P.E.**
(cont'd.)

***FDOT District 2 Emma L. Hardee Elementary School SRTS /
Project Manager/Engineer of Record***

Oversaw the design of 2,400 lf of concrete sidewalk on off-system roadways in residential Fernandina Beach, FL, neighborhoods to provide a safe pedestrian route to Emma L. Hardee Elementary School in Nassau County, FL. Keith oversaw S&PM design, local government coordination, public involvement, and post-design services for the FDOT District 2 project. He gave special attention to additional requests from local government officials, public works representatives, and adjacent property owners to provide design solutions that met community needs.

***FDOT District 2 Landon Middle School SRTS /
Project Manager/Engineer of Record***

Designed approximately 1 mile of concrete sidewalk on seven off-system roadways in the urban San Marco community of Jacksonville, FL, to provide a safe pedestrian route to Landon Middle School. In addition to design work, Keith's extensive advance coordination with FDOT enabled him to prepare a design that would serve the needs of the community and mitigate unnecessary impacts to property owners in areas containing substantial project constraints. He also oversaw S&PM design, design variations, and public involvement.

***FDOT District 2 City of Williston SRTS /
Project Manager/Engineer of Record***

Designed approximately 3.3 miles of concrete sidewalk on 11 off-system roadways throughout the City of Williston to provide safe pedestrian routes to elementary, middle, and high schools in Levy County, FL, for FDOT District 2. Keith gave careful attention during advance scoping to enable project delivery without the use of a design survey, significantly reducing the schedule and cost. He provided proactive correspondence with the FDOT safety coordinator and held on-site meetings with the local construction office to create a final design that was constructable and mitigated property impacts without compromising safety in areas containing substantial constraints. Keith also oversaw S&PM design.

COJ Alden Road Connector / Project Manager

Overseeing evaluation, design, and CM for the widening of Alden Road and the rehabilitation of Huffman Road to better provide multimodal safety improvements for transit buses, pedestrians, bicyclists, and motorists near Sandalwood High School in Jacksonville, FL. The scope of work includes evaluating the site, developing alternatives and recommendations, and designing the connector. The recommended alternative is a 2-lane divided roadway with bicycle lanes, signalized intersections, and minor intersection modifications at St. John's Bluff and Alden Road. Keith is managing the team of engineers and providing oversight for the alternatives and 30% design plan.

***Nassau County Intersection and Drainage Improvements /
Project Manager/Engineer of Record***

Managed professional services for three projects, including two intersection improvements and one drainage improvement project, for Nassau County, FL. New signalization, turn lanes, capacity upgrades, and pedestrian improvements were included. The drainage project entailed adding a new headwall on a creek cross drain.

FDOT District 2 SR 15/SR 139 3R Improvements / Project Manager

Oversaw the design of milling, resurfacing, concrete pavement rehabilitation, ADA improvements, and traffic signal upgrades for a 2.8-mile, 4-lane urban roadway in Duval County, FL, for FDOT District 2. Keith managed the preparation of ROW maps and roadway, S&PM, traffic control, and signalization plans for the project.



RICH VANSICKLE, P.E. **Roadway/MOT Design Lead**

Rich is a seasoned engineer with nearly 40 years of experience in project management, roadway and drainage design, permitting, and traffic control plan preparation. He has managed numerous high-visibility from concept through final construction. His expertise encompasses sidewalk and shared-use path, urban and multilane highway, pavement rehabilitation and reconstruction, MOT, and SWPPP projects, for which he has led design and performed quality control, value engineering, and constructability reviews. His history spearheading multimodal projects throughout FDOT District 2 includes many pedestrian and cyclist-focused efforts intended to promote safety, mobility, and livability, such as the Amelia Island Parkway Trail Segments 1-4 and assorted SRTS assignments.

FIRM STV

EDUCATION
Bachelor of Science, Civil Engineering; University of Texas

PROFESSIONAL REGISTRATIONS
Professional Engineer: Florida

CERTIFICATIONS
Advanced Temporary Traffic Control; FDOT

Project Experience

FDOT District 2 Amelia Island Parkway Trail Segments 1-4 | Roadway Engineer

Provided roadway design services for design for segments 1-4 of the Amelia Island Parkway Trail in Amelia City, FL, for FDOT District 2. Each segment represented one of three dozen multi-use trail, sidewalk, intersection, and traffic safety TWOs being delivered by the firm under an LAP contract with the District. The scope of work included the design of nearly four miles of shared-use path in a corridor constrained by narrow ROW, live oak trees, limited area in which to provide drainage accommodations, and major utility impacts. Segment 1 was delivered to plans, specifications, and estimates (PS&E) on an expedited 12-month schedule and involved the completion of permitting, S&PM plans, and signal services. Rich led the design of the shared-use path.

FDOT District 2 SR 105/Timucuan Trail over Simpson & Myrtle Creeks Bridge Replacements | Roadway Engineer/Traffic Control Designer

Provided roadway design for the approaches of two new 3-span replacement bridges 114 and 127 feet in length on SR 105 (Heckscher Drive) over Myrtle Creek and Simpson Creek, respectively, in Duval County, FL. Both structurally deficient/scour critical crossings were replaced with low-level bridges that include slab superstructures supported on reinforced concrete pile bents. These new wider bridges enabled the completion of the 18-mile-long Timucuan Trail, a multi-use pathway connecting Amelia Island State Park and Kathryn Abbey Hannah Park. The firm provided a bridge development report and preliminary and final plans for both creek crossings, as well as design for the missing trail link — a 1.7-mile-long, 10-foot-wide asphalt section — to greatly improve multimodal mobility, safety, and resiliency. Rich developed traffic control plans for construction of the FDOT District 2 project, which included temporary single lane closures.

COJ Hart Bridge Expressway Modification | Roadway Engineer/Engineer of Record

Provided design services for the \$25.4 million, high-visibility modification of the Hart Bridge Expressway in downtown Jacksonville, FL, to support riverfront redevelopment. Rich led a multidisciplinary team in preliminary design, development of a design criteria package, and assembly of a design-build RFP to partially demolish the existing Commodore Expressway urban bypass and connect the remaining structure at grade to Gator Bowl Boulevard. After the project was converted to a design-bid-build procurement, he led the development of final design plans on a fast-tracked schedule. Professional design services were furnished to COJ for roadway, drainage, steel and concrete structures, S&PM, and lighting. Rich also provided post-design services during the construction phase.

**RICH
VANSICKLE, P.E.**
(cont'd.)

COJ Alden Road Connector Roadway and Bridge | Roadway Engineer

Designed roadway plans for the widening of Alden Road and the rehabilitation of Huffman Road to improve multimodal safety for bus transit passengers, pedestrians, bicyclists, and motorists near Sandalwood High School in Jacksonville, FL. The scope of work included site evaluation, alternatives development and recommendations, and design of the connector. The recommended alternative is a 2-lane divided roadway with bicycle lanes, a signalized intersection, and minor intersection modifications at St. John's Bluff and Alden Road.

***FDOT District 5 SR 482 Safety Improvement |
Project Manager/Engineer of Record***

Led the design of safety improvements including milling and resurfacing on SR 482 (Sand Lake Road) from Goldensky Lane to Lake Gloria Boulevard in Orange County, FL, for FDOT District 5. The project used an open-graded friction course (FC-5) to increase skid resistance and provided bicycle lane keyholes and additional pedestrian features at Voltaire Drive, Winegard Road, and Lake Gloria Boulevard. The project involved significant permitting efforts due to unavoidable wetland and floodplain impacts associated with construction. Rich managed the preparation of traffic control plans for all phases of construction and included provisions for maintaining pedestrian access during the construction of signalization and ADA enhancements.

***FDOT District 5 SR 500 Drainage Improvement |
Project Manager/Engineer of Record***

Managed the design of drainage improvements along SR 500 (US 441) south of SE 31st Street to 10th Avenue in Ocala, FL, for FDOT District 5. The project also added keyhole bicycle lanes adjacent to right-turn lanes and new sidewalks within the project limits. Rich provided extensive utility coordination and designs for drainage improvements that would accommodate utilities with only minimal adjustments. He also oversaw extensive drainage structure reconstruction to alleviate flooding.

FDOT District 5 CR 484 Improvement from 20th Avenue SW to CR 475A | Roadway Engineer

Furnished roadway engineering services for FDOT District 5's approximately \$11.6 million improvement of the CR 484 at I-75 and CR 484 at CR 475A intersections to enhance safety and traffic flow in Ocala, FL. The scope of work included adding turn lanes and turn lane extensions, reconstructing the westbound through lanes, and modifying the I-75 bridge to accommodate the widening. Other improvements included median modifications, traffic signal upgrades, and bicycle and pedestrian enhancements. Rich also provided traffic control design.

FDOT District 3 SR 85 Widening from PJ Adams Parkway to Mirage Avenue | Roadway Design Engineer/QC Reviewer

Provided roadway engineering design services for the widening of SR 85 (South Ferdon Boulevard) from four to six lanes from north of PJ Adams Parkway to Mirage Avenue in Crestview, FL, for FDOT District 3. The approximately 1-mile-long corridor includes the reconfiguration of the I-10 interchange to a U-turn interchange and construction of a sidewalk and multi-use path. Rich also provided traffic control design and QC reviews.



CHRIS COLEMAN, P.E.

S&PM Design Lead

Chris is a civil engineer with more than 10 years of experience providing design for roadway and drainage projects throughout Florida. In addition to preparing S&PM plans, he is skilled in transportation project management, design engineering, permitting, contract development, and CM. Chris previously worked at FDOT for five years in the roles of program engineer and construction project manager, providing firsthand agency and operational knowledge. Since beginning work on the consultant side of the transportation infrastructure industry, he has collaborated extensively with FDOT to deliver designs for numerous RRR projects, giving him familiarity with the entire project delivery process.

FIRM

STV

EDUCATION

Master of Engineering, Civil Engineering; University of Florida

Bachelor of Science, Civil Engineering; University of Florida

PROFESSIONAL REGISTRATIONS

Professional Engineer: Florida

CERTIFICATIONS

Advanced Temporary Traffic Control (TTC) Certification; FDOT

QC Manager; FDOT

TRAINING

Supervisors Academy, Leadership Academy, Construction Academy; FDOT

MEMBERSHIPS

ASHE

COMPUTER SKILLS

AutoCAD, Geopak, Mathcad, MicroStation, OpenRoads, Primavera, Pro/ENGINEER, RISA-3D, VisualAnalysis

Project Experience

FDOT District 2 SR 5 from Moultrie Creek to SR 207 RRR | Roadway/Signing and Pavement Marking Engineer of Record

Providing roadway, temporary traffic control, and signing and pavement marking design as engineer of record for the RRR of SR 5 between the Moultrie Creek bridge and just north of SR 207 in St. Augustine, FL, for FDOT District 2. The scope of work includes asphalt pavement milling and resurfacing, signalization, the addition of new roadway lighting, the construction of ADA improvements and sidewalks, and sign replacements. Chris is furnishing the RRR report, typical section package, and pavement design package for the project.

FDOT District 3 SR 85 Widening from PJ Adams Parkway to I-10 | Roadway Engineer

Providing roadway and temporary traffic control design for the \$37 million effort to widen approximately one mile of SR 85 (South Ferdon Boulevard) from four lanes to provide a 6-lane urban section with curb and gutter comprising 11-foot travel lanes, an eastern 6-foot-wide sidewalk, and a western 10-foot-wide multi-use path between the PJ Adams Parkway to north of I-10 (SR 8) in Okaloosa County, FL, for FDOT District 3. The original project scope included the reconstruction of the I-10 interchange into a diverging diamond interchange (DDI) until the firm identified and proposed several modifications, simplifying constructability and reducing construction time and cost. The firm's innovations saved FDOT nearly \$45 million in ROW costs and provided flexibility for letting should funds become available.

FDOT District 7 US 301 from SR 39 to South of CR 54 Widening and Resurfacing | Roadway/Drainage Engineer

Performed roadway and drainage design for the widening, milling, resurfacing, and reconstruction of approximately 2.5 miles of US 301 (SR 41) between SR 39 and south of CR 54 in Zephyrhills, FL, for FDOT District 7. The project involved converting US 301 into 1-way pairs in downtown Zephyrhills by relocating the northbound lanes to Seventh Street and the southbound lanes to Sixth Street and realigning SR 39 at the project's terminus. Chris coordinated with FDOT and the city to incorporate Complete Streets concepts into the 1-way pairs, adding bicycle lanes, on-street parking, wider sidewalks, and other streetscape enhancements.

FDOT District 7 SR 590 from East of Leonard Drive to Delaware Street RRR | Roadway/Drainage Engineer

Provided roadway and drainage design for RRR improvements along 1.5 miles of SR 590 between east of Leonard Drive and Delaware Street in Safety Harbor, FL, for FDOT District 7. In addition to extending the life of the existing pavement, the project aimed to upgrade the curb ramps to meet current ADA standards and make general safety modifications. Chris also developed the drainage report.

**CHRIS
COLEMAN, P.E.
(cont'd.)**

***Pasco County Ridge Road Phase II Extension /
Roadway/Drainage Engineer***

Provided roadway and drainage design services in support of Pasco County's \$22 million effort to extend County Ridge Road, providing a new 4-lane divided urban typical section from east of the Suncoast Parkway to US 41 in Pasco County, FL. The project improves east-west roadway capacity and serves as a hurricane evacuation route. The scope of work included the preparation of roadway, drainage, S&PM, temporary traffic control, signalization, and lighting plans.

***Pasco County Ridge Road Phase I Extension /
Roadway/Drainage Engineer***

Provided roadway and drainage design services as part of Pasco County's \$68 million Ridge Road Phase I Extension project from Moon Lake Road to east of the Suncoast Parkway in Pasco County, FL. The project involved the construction of a new 4-lane roadway, as well as drainage structures; concrete box culverts; wildlife crossings; sidewalks; driveways; guardrail; mechanically stabilized earth (MSE) walls; concrete barrier walls; and curb and gutter.

***Seminole County Public Works /
Consultant Transportation Design Project Manager***

Managed transportation design as an in-house consultant for Seminole County Public Works. Tasks included managing and tracking project scope, budget, and deliverables for transportation projects within Seminole County's jurisdiction, including drainage improvements to alleviate flooding concerns in the Forest Brook subdivision of Casselberry, FL, and the SR 434 roundabouts project from Jetta Point to Artesia Street, improving traffic operations and safety for motorists, pedestrians, and cyclists in Oviedo, FL.

FDOT District 5 Oviedo Operations / Program Engineer

Performed maintenance and transportation engineering duties for the maintenance program at Oviedo Operations in Oviedo, FL, for FDOT District 5. Chris supervised the contracts section and provided management, technical, and engineering guidance to steer the preparation of all local and district maintenance contracts. He directed and supervised the permits section, providing management and technical and engineering guidance to make sure that the department's permit issuance and project inspection goals were met for all permits within the state highway system.



WILL STEWART, P.E., CFM **Drainage Design/Permitting Lead**

Will is a senior drainage engineer with more than 40 years of project management and development experience. He is proficient in drainage design; hydrologic and hydraulic (H&H) modeling; stormwater management; roadway design; S&PM design; environmental services; site engineering; permitting; and construction engineering and inspection (CE&I). Will worked directly with FDOT for nine years as a drainage engineer and construction inspector. Since joining private practice, he has managed nine district-wide drainage contracts for FDOT, as well as significant projects for Bay County, COJ, St. Johns County, and Clay County.

Project Experience

FDOT District 2 Amelia Island Parkway Trail Segments 1-4 | Drainage Engineer

Furnished drainage design QC reviews for segments 1-4 of the Amelia Island Parkway Trail in Amelia City, FL, under an LAP contract with FDOT District 2. The project scope involved the design of nearly four miles of shared-use path in the corridor with constraints that included narrow ROW, proximate live oak trees, limited available area in which to provide drainage accommodations, and major utility impacts. Segment 1 was delivered to PS&E on an expedited 12-month schedule and entailed permitting, S&PM, and signal design services. The segments represent 4 of 36 TWOs that the firm has provided services for to date under the overall contract, which has included project types spanning SRTS sidewalks, multi-use trails, traffic safety improvements, and intersection enhancements.

FDOT District 2 SR 105/Timucuan Trail over Simpson & Myrtle Creeks Bridge Replacements | Project Engineer | Lead Drainage Engineer

Led erosion control efforts for FDOT District 2's replacement of the bridges carrying SR 105 over Simpson Creek and Myrtle Creek in Duval County, FL. Both structurally deficient/scour-critical crossings were replaced with low-level bridges that include slab superstructures supported on reinforced concrete pile bents. These new wider bridges enabled the completion of the 18-mile-long Timucuan Trail, a multi-use pathway connecting Amelia Island State Park and Kathryn Abbey Hannah Park. The firm provided a bridge development report and preliminary and final plans for both creek crossings, as well as design for the missing trail link, a 1.7-mile-long, 10-foot-wide asphalt section. Will served as task lead for the design and preparation of plans for bank and shore erosion protection.

FDOT District 3 SR 85 Widening from PJ Adams Parkway to I-10 | Senior Drainage Engineer/Drainage Engineer of Record

Providing preliminary through final designs for the \$37 million widening of approximately one mile of SR 85 (South Ferdon Boulevard) from four lanes to provide a 6-lane urban section with a curb and gutter comprising 11-foot-wide travel lanes, an eastern 6-foot-wide sidewalk, and a western 10-foot-wide multi-use path between PJ Adams Parkway to north of I-10 (SR 8) in Okaloosa County, FL, for FDOT District 3. The original project scope included the reconstruction of the I-10 interchange into a diverging diamond interchange (DDI) until the firm identified and proposed several innovative scope modifications to simplify constructability and reduce construction time and cost. The firm's innovations saved FDOT nearly \$45 million in ROW costs and provided flexibility for letting should construction funds become available. Will is serving as the engineer of record for drainage and permitting. He is also selecting suitable pond sites for drainage within the developed and growing project area.

FIRM STV

EDUCATION
Bachelor of Building
Construction; University of
Florida

**PROFESSIONAL
REGISTRATIONS**
Professional Engineer: Florida

CERTIFICATIONS
Certified Floodplain Manager
(CFM); Association of State
Floodplain Managers (ASFPM)

TRAINING
Segmental Bridge
Construction; FDOT

MEMBERSHIPS
American Society of Highway
Engineers (ASHE)

**WILL STEWART,
P.E., CFM
(cont'd.)**

***FDOT District 2 SR 5 RRR from Moultrie Creek to SR 207 |
Senior Drainage Engineer of Record/Project Manager***

Managing and overseeing drainage design for the RRR of SR 5 from the Moultrie Creek bridge to north of SR 207 in St. Augustine, FL, for FDOT District 2. The scope of work includes design for asphalt pavement milling and resurfacing, drainage, S&PM, signalization, lighting, temporary traffic control, ADA improvements, sidewalks, and sign replacement.

***FDOT District 2 SR 24 Resurfacing from SR 222 to SR 200 |
Drainage Engineer/Engineer of Record***

Providing engineering support for the resurfacing of more than 10 miles of SR 24 from west of SR 222 to SR 200 (US 301) in Alachua County, FL, for FDOT District 2. The project includes sidewalk and curb ramp reconstruction; traffic signal, pedestrian lighting, and drainage upgrades; replacement of the pier protection at the US 301 overpass; and signing and pavement marking. Will is leading the drainage design effort to see that SR 24 has adequate drainage and meets safety requirements.

***FDOT District 2 First Coast Outer Beltway Frontage Roads |
Senior Drainage and Roadway Engineer***

Oversaw drainage design and stormwater management and permitting for FDOT District 2's addition of frontage roads as part of its First Coast Outer Beltway project in St. Johns, Duval, and Clay counties, FL. The team prepared a pavement type selection report and designs for conversion to a curb and gutter section to accommodate bicycles and pedestrians.

***JTA Kernan Boulevard from Atlantic Avenue to McCormick Road
Design-Build | Drainage Engineer/Engineer of Record***

Led efforts to widen Kernan Boulevard 2.7 miles from Atlantic Avenue to McCormick Road in Duval County, FL, for the Jacksonville Transportation Authority (JTA). The existing 2-lane rural roadway's southern section will be widened to six lanes and the northern portion widened to four. The scope of services included survey; SUE; geotechnical investigation; roadway, S&PM, structural, lighting, traffic signal, drainage, and utility design; utility coordination; and environmental permitting. Key innovations included revised pond shapes to save heritage oak trees, a modified pond that avoids costly buried electric relocations, and a modified bridge culvert to eliminate extension on one side and minimize it on the other side. Will was responsible for pond redesign to mitigate impacts. He also assisted in designing modifications to the existing bridge culvert, avoiding costly culvert extensions.

***FDOT District 5 SR 429 Segment 6 Design-Build |
Senior Drainage Engineer***

Led preparation of the Wekiva River Bridge hydraulic report and coordinated drainage design for creation of the 5.5-mile-long, 4-lane limited-access SR 429 (Wekiva Parkway) toll road in Lake and Seminole counties, FL, for FDOT District 5. The parkway was mostly built along the SR 46 corridor, from west of Old McDonald Road to east of Osprey Hammock Trail. Design included a non-tolled service road for local travel, three new bridges over the Wekiva River, and several pairs of wildlife bridges to allow animals to pass safely between the Seminole State Forest and Rock Springs Run State Reserve. This section also included a multi-use trail. Other services included design for bridges, connector roads between the remaining sections of CR 46A and SR 46, roadway widening, medians, turn lanes, drainage, lighting, S&PM, utilities, and other roadway features.



JOHN KIMBERLY IV, P.E. **Geotechnical Engineering Lead**

John leverages more than 30 years of experience as a geotechnical and materials engineer — including 26 years of experience as a consultant to FDOT — to lead Terracon's North Florida geotechnical practice. His expertise includes shallow and deep foundation design, analysis, testing, and inspection. As lead geotechnical engineer on numerous projects, he has been responsible for the entire geotechnical process, including the planning, direction, and supervision of drilling, laboratory testing, analysis, and reporting activities. This experience has been carried forward through construction on numerous design-build and traditional bid-build projects.

FIRM

Terracon Consultants, Inc.

EDUCATION

Bachelor of Science, Civil Engineering; North Carolina State University

PROFESSIONAL REGISTRATIONS

Professional Engineer: Florida

Project Experience

FDOT District 2 First Coast Expressway | Principal Geotechnical Engineer

Led geotechnical engineering services for FDOT District 2's design of the new 46-mile-long First Coast Expressway, a multi-lane, limited access, all-electronic toll road that will traverse parts of Duval, Clay, and St Johns counties. Slated to be delivered in three segments, the \$1.38 billion undertaking will drive economic development while providing an additional regional hurricane evacuation route. John was responsible for overseeing geotechnical operations for the entire project, including for roadways, stormwater treatment features, walls, bridges, and miscellaneous structures. Exploration has included performing more than 80 deep borings using five drill rigs simultaneously for proposed bridge structures in St. Johns and Clay counties.

FDOT District 2 Traffic Operations Services | Principal Geotechnical Engineer

Coordinated and supervised geotechnical exploration, testing, and reporting tasks for miscellaneous structural projects throughout FDOT District 2's jurisdiction.

FDOT District 2 SR 9 Overland Bridge Replacement | Principal Geotechnical Engineer

Coordinated geotechnical services for the design-build RFP in support of FDOT District 2's \$160 million replacement of the Overland Bridge, a series of overpasses that carry 2.3 miles of SR 9 (I-95) over Hendricks, Kings, and Montana avenues in Jacksonville, FL. John supervised geotechnical exploration, laboratory testing, and reporting for the project, which included explorations of bridges, walls, roadway, and stormwater treatment.

FDOT District 2 SR 5 Widening | Principal Geotechnical Engineer

Coordinated and supervised geotechnical exploration, laboratory testing, and reporting for the major widening of SR 5 (US 1/Phillips Highway) with mast arms, overhead signs, and stormwater treatment areas on behalf of FDOT District 2.

FDOT District 2 SR 223 Starke Bypass Segments 1 & 2 | Principal Geotechnical Engineer

Coordinated and supervised subsurface exploration and geotechnical engineering evaluation for FDOT District 2's construction of segments 1 and 2 of the Starke Bypass (SR 223). The overall \$90 million, 7.3-mile long facility is intended to relieve congestion by providing an alternative route for large freight trucks and long-distance travelers. John and his staff provided SUE and geotechnical services for the project's bridges, walls, stormwater facilities, and miscellaneous structures.

**JOHN KIMBERLY
IV, P.E. (cont'd.)**
***FDOT District 2 SR 9B Phase I Design-Build |
Principal Geotechnical Engineer***

Coordinated and supervised subsurface exploration and geotechnical engineering evaluation for bridges, walls, stormwater facilities, and miscellaneous structures associated with FDOT District 2's RF 9B Phase I design-build undertaking in Jacksonville, FL.

***FDOT District 2 SR 202 at I-95 Interchange Design-Build |
Geotechnical Engineer***

Coordinated and supervised subsurface exploration and geotechnical engineering evaluation for bridges, walls, stormwater facilities, sound walls, and miscellaneous structures associated with the construction of FDOT District 2's SR 202 at I-95 interchange in Jacksonville, FL. The new \$66.7 million, 7-span interchange marks FDOT's first use of curved precast concrete U-girder technology, and was recognized in 2018 by the Precast/Prestressed Concrete Institute (PCI) with an Honorable Mention.

***FDOT District 3 Nine Mile Road Widening from SR 297 to SR 95 |
Geotechnical Engineer of Record***

Responsible for geotechnical engineering for the widening of SR 10 (Nine Mile Road) between SR 297 (Pine Forest Road) and SR 95 (US 29) in Pensacola, FL, on behalf of FDOT District 3. The project also included improvements spanning stormwater treatment, culvert extension, sidewalk construction, stormwater retention pond additions, drainage enhancements, signalization upgrades, and the construction of a new bridge over Eleven Mile Creek.

***FDOT District 3 SR 4 over Blackwater River Bridge Replacement |
Geotechnical Engineer of Record***

Served as the geotechnical engineer of record for the design of the replacement of the heavily traveled SR 4 bridge over Blackwater River near Baker in Okaloosa County, FL, for FDOT District 3. The project involved the construction of a new 800-foot-long structure, approximately 3/4ths of a mile of roadway approaches, and stormwater treatment facilities. Challenges included significant artesian drilling conditions that demanded specialized materials and expertise. Deep minimum pile tip elevations were required, piles had relatively high cutoffs aboveground, and elastic pile rebound conditions made it challenging to reach the required penetrations and load bearing capacities while maintaining driving stresses within tolerable limits. The team used a hydraulic hammer with adjustable stroke and energy to accommodate the challenging conditions and achieve satisfactory installations. The project was honored with a 2023 ACEC-FL/FDOT Outstanding Project Award in Bridges.

***FDOT District 3 CR 97A over Boggy Creek Bridge Replacement |
Geotechnical Engineer of Record***

Responsible for the full spectrum of geotechnical services for the replacement of the 1960s-era structure supporting CR 97A over Boggy Creek in rural Escambia County, FL. The \$3 million FDOT District 3 project involved the construction of a new modern bridge and associated roadway approaches with 12-foot-wide travel lanes, 8-foot-wide shoulders, and solid concrete barrier railing.

***Escambia County Dortch Road over Beaver Dam Creek Bridge
Replacement | Geotechnical Engineer of Record***

Oversaw all geotechnical engineering activities for the replacement of the 1960s-era bridge carrying Dortch Road over Beaver Dam Creek in Bratt, FL, for Escambia County. The project involved the construction of a new concrete structure with 10-foot-wide travel lanes, 2-foot-wide shoulders, and solid concrete barrier railing, as well as associated roadway approaches.



BILL FAUST III, PSM **Survey/SUE/ROW Lead**

Bill is a professional surveyor and project manager with more than 35 years of experience, including 28 years as a licensed professional surveyor — 17 in the State of Florida. He has managed, supervised, and performed a wide variety of survey projects, including boundary, topographic, ROW, as-built, ALTA/ACSM land title surveys, construction layout, horizontal and vertical control, and specific purpose surveys. He has managed projects for clients including COJ, Jacksonville Electric Authority (JEA), City of Gainesville, City of St. Augustine, City of Palm Coast, St. Johns County, Clay County Utility Authority (CCUA), FDOT, and The Department of Military Affairs. Bill is experienced in field crew supervision, data processing, calculation, contract management, and estimation.

FIRM

DRMP

EDUCATION

Bachelor of Science,
Construction Technology;
University of Akron

Associate of Science, Civil
Engineering; Stark State
College

PROFESSIONAL REGISTRATIONS

Professional Surveyor and
Mapper: Florida

MEMBERSHIPS

Past President, Florida
Surveying and Mapping
Society (FSMS)

ASHE

Society of American Military
Engineers (SAME)

National Society of
Professional Surveyors
(NSPS)

COMPUTER SKILLS

AutoCAD Civil 3D,
MicroStation, CAiCE Visual
Transportation, OpenRoads,
TDS Data Collection, Trimble
Business Center

Project Experience

FDOT District 2 Amelia Island Parkway Trail Segments 1-4 | Surveyor

Provided design surveying for FDOT District 2's construction of a multi-purpose trail along approximately 3.25 miles of Amelia Island Parkway from South Fletcher Avenue to SR 200 (SR A1A/South 8th Street) in Nassau County, FL. Bill and his team were tasked with establishing horizontal and vertical controls; determining baseline and ROW lines; and providing topographic survey, wetland survey, and geotechnical support. He produced final deliverables using MicroStation.

Nassau County 14th Street at Simmons Road Intersection Improvement | Project Surveyor

Performed a horizontal and vertical control survey to collect existing monumentation information and analyze the data for placement of the proposed 14th Street and Simmons Road alignments in Fernandina Beach, FL. Bill provided layout of the roadway alignment, new drainage structures, curb, and pavement, and prepared a record survey of the constructed improvements for the Nassau County project.

Nassau County Chester Road Resurfacing from SR 200 to Blackrock Road | Project Manager

Tasked with providing final design surveying and mapping for approximately 3.75 miles of the 2-lane Chester Road between SR 200 (A1A) and Blackrock Road in Nassau County, FL. First surveyed as a PD&E effort for FDOT District 2 and later completed under a consultant in contract with Nassau County, the project included six intersections and six pond sites. Bill's duties included verification of the horizontal and vertical controls; verification and extension of baseline and ROW lines; confirmation of the original topographic survey and extension to new limits; and confirmation of underground utilities and extension to new limits. He provided final deliverables in MicroStation file format.

Nassau County Pages Dairy Road Widening from West of Felmor Road to Chester Road | Project Manager

Providing design surveying and SUE services for approximately 2.91 miles of Pages Dairy Road in Nassau County, FL. The widening and resurfacing project entailed establishment of horizontal and vertical controls, determination of baseline and ROW lines, topographic survey, and designation of underground utilities. Bill submitted final MicroStation design files.

JAA Continuing Land Surveying Services | Project Manager

Oversaw miscellaneous land surveying services at locations throughout Duval County, FL, on a continuing basis for the Jacksonville Aviation Authority (JAA). Specific services

BILL FAUST III, PSM (cont'd.)

included providing horizontal and vertical control surveys, topographic surveys, cross sections, profiles, contours, field locates, and as-built drawings. Two TWOs were completed under the contract.

FDOT District 2 Hastings Trailhead Boundary & Topographic Survey / Project Manager

Oversaw the preparation of a boundary survey and topographic survey of a 7.9-acre parcel of land intended for development as the Hastings Trailhead in Hastings, FL, on behalf of FDOT District 2. The topographic survey included development of a full 3-D Digital Terrain Model (DTM) and SUE efforts to locate underground utilities available to service the parcel. Alignments and ROW lines were established for SR 207 and the Rail Trail, both adjacent to the trailhead parcel. The design file and boundary survey were prepared using MicroStation for use by the design engineer to develop a trailhead facility with parking, restrooms, and a trail connecting to the main rail trail system. Bill maintained responsibility for daily surveying/mapping, SUE operations, and related QA/QC for the project.

FDOT District 2 Palatka to Lake Butler Trail from CR 235 to CR 237 / Project Surveyor

Managing daily surveying/mapping and SUE efforts for the 2.5-mile-long conversion of Norfolk Southern Railway (NS) tracks, including the 591-foot-long bridge supporting them over New River, into a multi-use path. The effort was one of many that together resulted in the Palatka-Lake Butler State Trail, a scenic 47-mile-long bicycle and pedestrian facility. Services included the establishment of horizontal and vertical controls and preparation of project control sheets, recovery of the corridor alignment and ROW, performance of a topographic 3-D survey, and generation of a full DTM of the project corridor. Bill led SUE efforts to designate utilities along the corridor and at all road crossings and channel sections to support the bridge hydraulic study. He provided final project deliverables including MicroStation design files for use by the design engineer and the FDOT District 2 Surveying and Mapping Department.

FDOT District 2 Palatka to Lake Butler Trail from CR 227 to Hampton Trail Head / Project Surveyor

Managing daily surveying/mapping and SUE efforts for the 3-mile-long Rail to Trail conversion of NS tracks. The project ties into the previously delivered CR 18 trailhead and CR 18 trail projects, also part of the Palatka-Lake Butler State Trail. Services included the establishment of horizontal and vertical controls, including development of project control sheets; recovery of the corridor alignment and ROW; and performance of a topographic 3-D survey with a full DTM of the project corridor. Bill managed SUE activities to designate utilities along the corridor and at all road crossings, returning final deliverables including MicroStation design files for use by the design engineer and FDOT District 2.

FDOT D2 Palatka to Lake Butler Trail Segment SR 18 / Project Manager

Responsible for daily surveying, mapping, and SUE operations as well as QA/QC for three separate Palatka to Lake Butler Trail segments comprising a 6.5-mile-long project that runs from SR 18 in Hampton, FL, southerly to Highway 100 in Hampton, FL. Bill and his team provided horizontal and vertical controls, including project control sheets; recovery of the corridor alignment and ROW; and topographic 3-D survey services, including the creation of a full DTM of the project corridor. He managed SUE activities to designate utilities along the project corridor and at all road crossings and channel sections to support the bridge hydraulic study. Deliverables produced included MicroStation design files and a CAiCE database for use by the design engineer and FDOT District 2's Surveying and Mapping Department.



FIRM
STV

EDUCATION

Master of Engineering,
Environmental Engineering
Sciences, University of Florida

Bachelor of Science, Civil
Engineering, University of
Florida

PROFESSIONAL REGISTRATIONS

Professional Engineer: Florida

COMPUTER SKILLS

MicroStation, GeoPAK,
AutoCAD, ArcGIS, ArcCatalog,
HEC-DSSVue, HEC-SSP,
ICPR, Primavera (CPM
Scheduling), MS Project,
FHWA HY-8, HEC-RAS, HEC-
HMS, SWMM, WaterCAD,
SewerCAD, MathCAD, MS
Access, Adobe Photoshop

WES MARKHAM, P.E. Quality Manager

Wes is a senior engineer with 20 years of experience providing design and QC reviews for transportation projects, particularly FDOT roadways. He has served as lead project engineer on design-build projects and managed the development of design documents and construction plans and specifications. Wes is proficient in roadway geometric design — including the development of plans, profiles, and cross sections — as well as drainage design, including hydrologic and hydraulic (H&H) analysis and modeling, open and closed stormwater conveyance system design, stormwater pond design and routing, and stormwater permitting through regulatory agencies. He also provides design for MOT, erosion control, and S&PM. In addition, he is skilled in CAD, critical path method (CPM) scheduling, and cost estimation. Prior to joining STV, he worked for the U.S. Army Corps of Engineers (USACE)'s Jacksonville District as a civil/hydraulic engineer.

Project Experience

FDOT District 2 Amelia Island Parkway Trail Segments 1-4 | Senior Engineer/Drainage Engineer of Record

Furnished drainage design guidance for design for segments 1-4 of the Amelia Island Parkway Trail under an LAP contract for FDOT District 2 in Amelia City, FL. The project scope included design of nearly four miles of shared-use path in the corridor with constraints that included narrow ROW, live oaks, limited area to provide drainage accommodations, and major utility impacts. Segment 1 was delivered to plans, specifications, and estimates (PS&E) on an expedited 12-month schedule and included permitting, S&PM, and signal services. Wes served as the drainage Engineer of Record in addition to providing design guidance and QC.

FDOT District 2 SR 105/Timucuan Trail over Simpson & Myrtle Creeks Bridge Replacements | Senior Engineer

Developed plans for FDOT District 2's replacement of the bridges carrying SR 105 (Heckscher Drive) over Simpson Creek and Myrtle Creek in Duval County, FL. Both structurally deficient/scour critical crossings were replaced with low-level bridges that include slab superstructures supported on reinforced concrete pile bents. These new wider bridges enabled the completion of the 18-mile-long Timucuan Trail, a multi-use pathway connecting Amelia Island State Park and Kathryn Abbey Hannah Park. The firm provided a bridge development report and preliminary and final plans for both creek crossings, as well as design for the missing trail link, a 1.7-mile-long, 10-foot-wide asphalt section. Wes managed design and permitting for the addition of shoreline stabilization measures for the construction of the replacement bridges.

COJ Hart Bridge Expressway Modification | Senior Engineer

Provided roadway and drainage design for the high-visibility modification of the Hart Bridge Expressway in downtown Jacksonville, FL, for COJ. Wes was part of the multidisciplinary team tasked with preparing the preliminary design, RFP, and design criteria package for modifications to the portion of the expressway adjacent to TIAA Bank Field, including for the demolition of portions of the existing elevated structure and the construction of ramps to tie into Gator Bowl Boulevard, the at-grade roadway. After the LAP project was converted to a conventional design-bid-build effort, Wes worked on the final drainage design and permitting on a fast-tracked schedule to meet constraints dictated by project funding and stakeholder commitments. Wes provided additional services throughout each project phase, including assisting FDOT with obtaining NEPA approval; helping to assemble the project's USDOT BUILD grant application; facilitating compliance with FHWA oversight requirements; and procuring construction permits from SJRWMD and FDOT. He also provided post-design services.

**WES MARKHAM,
P.E. (cont'd.)**
FDOT District 2 CR 220 and Lakeshore Drive Intersection Improvement | Senior Engineer/Engineer of Record

Provided drainage design guidance for improvements to the intersection of CR 220 and Lakeshore Drive in Fleming Island, FL, under a LAP contract with FDOT District 2. The firm's designs included new strain pole signals, street lighting, and offset left turn design; coordination with an adjacent Clay County RRR project; public engagement; and coordination with government officials. Wes served as the drainage engineer of record in addition to providing design guidance and QC.

St. Johns County Professional Services | Engineer of Record

Served as drainage engineer of record for roadway improvement projects in St. Johns County, FL, on an as-needed basis. Tasks included design and final plan preparation for CR 13 (Racy Point) bridge erosion repairs, drainage improvements on South Orange Street from Sims Pit to 9th Street, and drainage improvements at Oyster Creek/Rodriguez Street. Wes was the permitting lead and provided post-design services during construction.

JEDC POW-MIA Memorial Parkway and Waterworks Street Extension | Design Engineer

Provided roadway and drainage design for the 5-mile extension of POW-MIA Memorial Parkway (previously New World Avenue), a 4-lane urban divided roadway in Jacksonville, FL, for the Jacksonville Economic Development Commission (JEDC). The extension included new sidewalks and bicycle lanes from Fingerlake Street to Chaffee Road. Wes was responsible for S&PM design, quantity estimation, and post-design services.

FDOT District 2 SR 200 Widening Design-Build | Project Engineer

Responsible for design-build proposal preparation, roadway and drainage design, and signing and pavement marking design for the widening of just over six miles of SR 200 (US 301) from two to four lanes in Nassau County, FL. The proposed roadway will consist of 2.3 miles of 4-lane divided urban typical section with new curb and gutter followed by 3.8 miles of 4-lane divided rural typical section. This project, selected for funding under the American Recovery and Reinvestment Act of 2009 (ARRA), also includes the replacement of two bridge structures. The design-build project also included a metric-to-English conversion. Wes was responsible for final plan production and post-design services.

FDOT District 2 SR 9B at I-95 Interchange Design-Build | Project Engineer/Engineer of Record

Provided roadway and drainage design for construction of a new 2.8-mile-long, 4-lane limited-access roadway from I-95 to US 1 in Jacksonville, FL. The project includes the construction of a new partial cloverleaf interchange with I-95 and completion of the interchange with US 1. It also involves resurfacing and widening 2.1 miles of I-95 from six to eight lanes and widening nearly one mile of US 1 from a 4-lane rural section to a 6-lane urban section. Wes's responsibilities included MOT design, quantity estimation, and post-design services. He was the engineer of record for signing and pavement marking plans.

FDOT District 2 District-Wide Continuing Services Design and Construction Support | Project Manager

Developing design-build RFPs and criteria packages for various projects throughout FDOT District 2 in addition to other design tasks. Wes is reviewing technical proposals and design-build plan submittals for projects including the First Coast Expressway corridor, I-10 widening from I-295 to I-95, I-10 rest area reconstruction, and standalone design tasks such as the SR 26 safety improvements. He is also conducting post-design reviews of projects under construction.

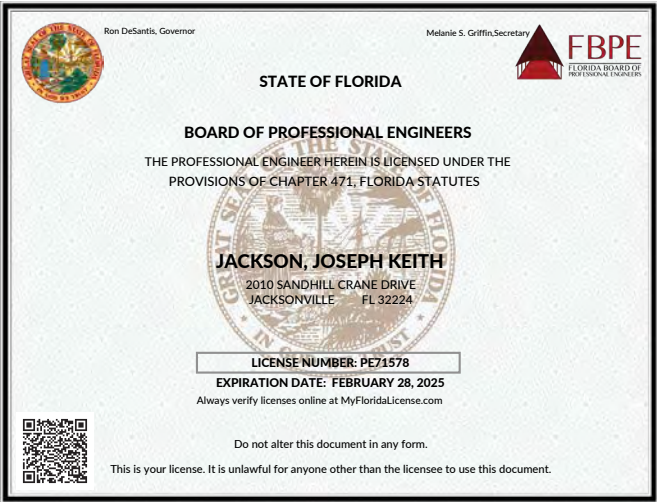
KEY STAFF DBPR LICENSES

Per the instructions of the RFQ, we include copies of the professional licenses of all proposed key staff as follows.

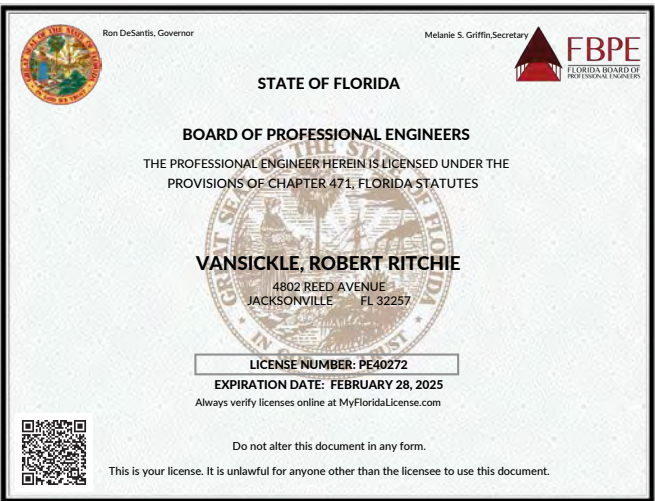
KEVIN SHOEMAKER, P.E.



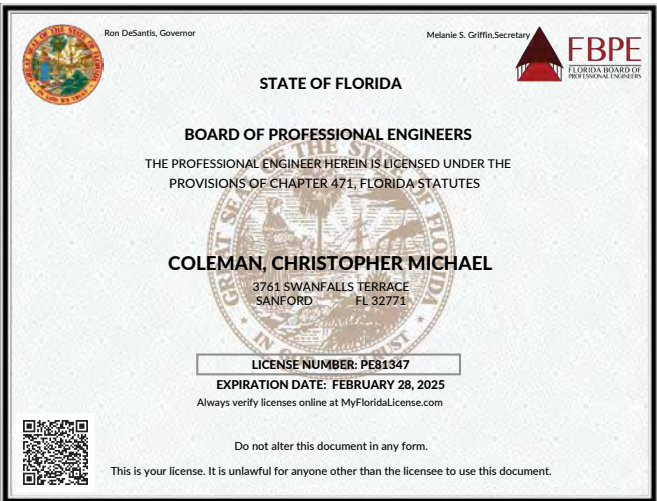
KEITH JACKSON, P.E.



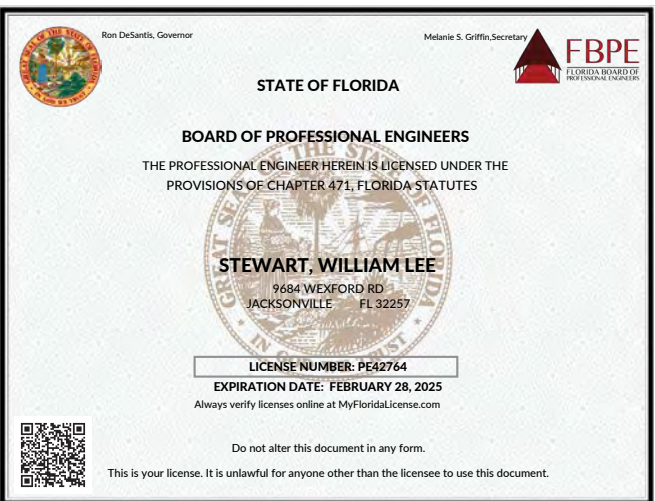
RICH VANSICKLE, P.E.



CHRIS COLEMAN, P.E.



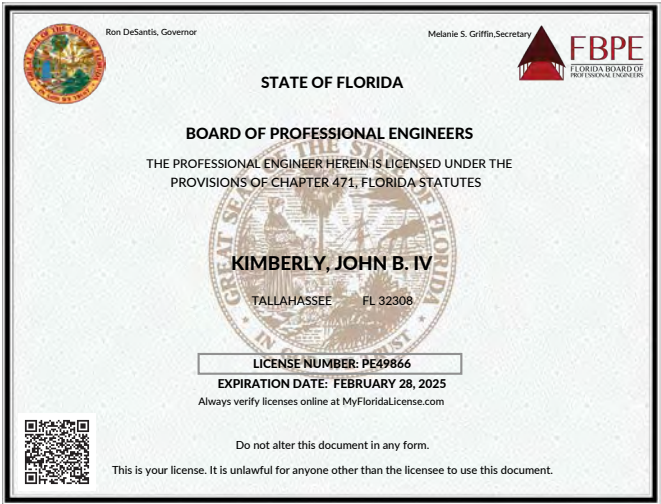
WILL STEWART, P.E., CFM



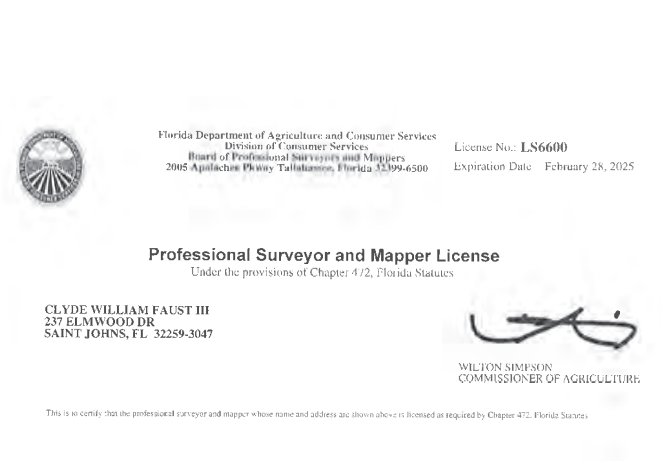
WILL STEWART, P.E., CFM



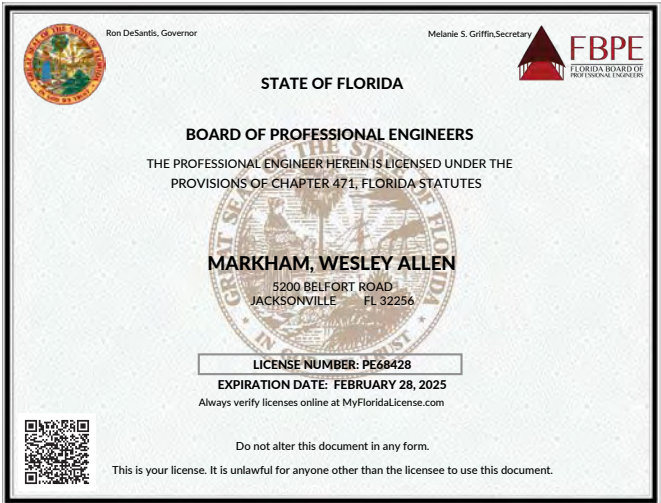
JOHN KIMBERLY IV, P.E.



BILL FAUST III, PSM

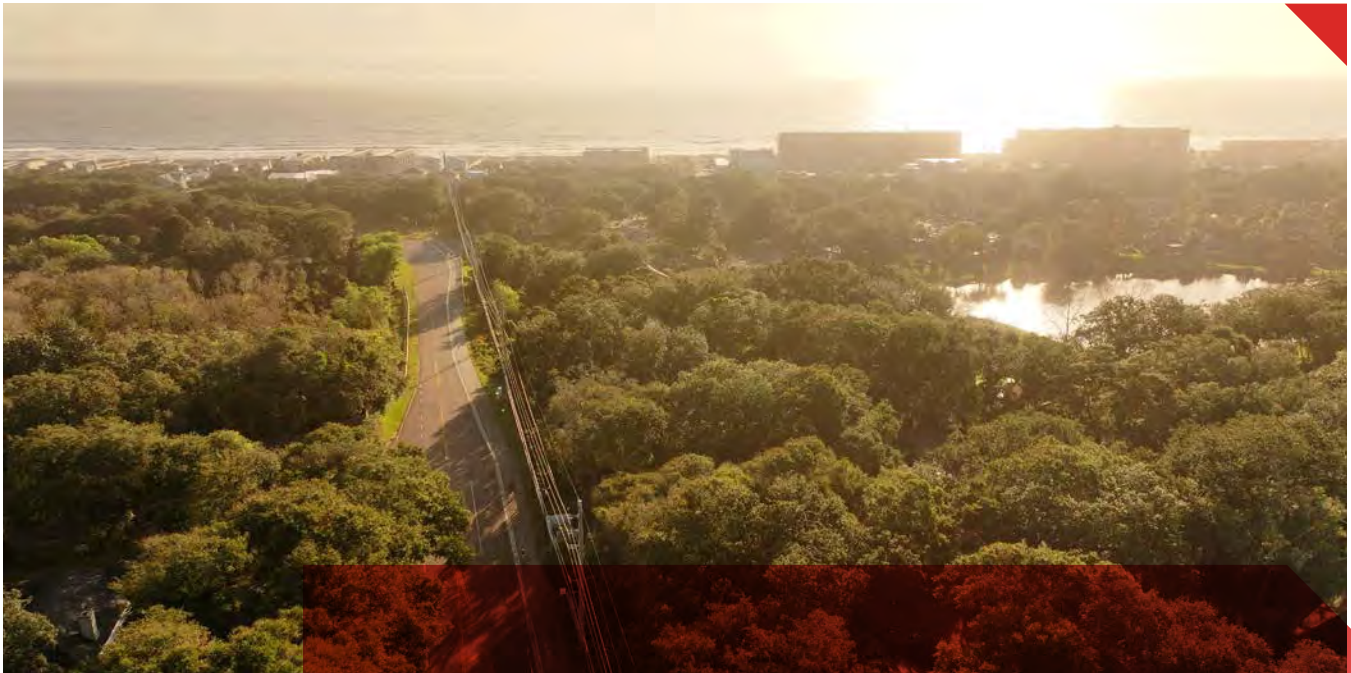


WES MARKHAM, P.E.



Tab 5
Delivery & Approach





STV brings a proactive multimodal design approach, taking into account the complexity of urban life to create active transportation networks that encourage and support equitable access and mobility — whether traveling by bicycle, foot, car, or public transit.

TAB 5 - DELIVERY & APPROACH

PROJECT MANAGEMENT PLAN

Our Project Management Plan (PMP) methodology reflects our keen understanding of the processes and procedures that must be implemented to achieve on-time, within-budget service delivery. We have successfully implemented this methodology to complete recent multi-use pathways for Nassau County, the City of Jacksonville, and FDOT. Leading PMP preparation for this project will be **Kevin Shoemaker, P.E.**, STV's proposed project manager and primary contact. Kevin will develop the PMP based on his existing familiarity with Nassau County roadways, operations, and departments; proven management techniques honed during similar projects; and thorough understanding of this project from his in-depth assessment of its scope, schedule, and construction budget. Knowledge of these key items has enabled him to identify all disciplines required to successfully deliver this project; these include not only those identified in the RFQ, but additional specialty disciplines that we anticipate will add value given our prior experience and coordinated preferences with Nassau County.

RESPONSIBILITIES OF MANAGEMENT & STAFF

Assembling the right staff is fundamental to successful project delivery. Each member of the STV team has been strategically appointed to deliver value through not only technical skill needed to accomplish scoped items, but their knowledge of the project corridor, Nassau County's preferences and procedures, and synergies developed through previous projects worked on together. On the following page, we list the key personnel whose leadership, management, and technical expertise will be critical to this effort. These professionals will work with the Nassau County Board of Commissioners and Engineering Department staff to realize this trail as responsible stewards of County funds.

PROPOSED KEY STAFF

Name	Years of Experience	Responsibilities	Availability
Kevin Shoemaker, P.E. <i>Project Manager/Utility Coordinator</i>	13	Project management, including scheduling, budgeting, invoicing, PMP creation, and utility coordination	70%
Keith Jackson, P.E. <i>Principal-in-Charge</i>	23	Executive management/advisement and resource allocation	25%
Rich VanSickle, P.E. <i>Roadway Engineering Lead</i>	39	Path design, including all alignment and grading work	80%
Chris Coleman, P.E. <i>S&PM Lead</i>	12	Existing signage inventory and S&PM design	80%
Will Stewart, P.E., CFM <i>Drainage Engineering Lead</i>	42	Drainage design and permitting	80%
John Kimberly IV, P.E. <i>Geotechnical Engineering Lead</i>	32	Geotechnical engineering, including borings and laboratory testing	40%
Bill Faust III, PSM <i>SUE/Survey Lead</i>	36	Survey, SUE levels A-D, and mapping	50%
Wes Markham, P.E. <i>Quality Manager</i>	20	Preparation/implementation of the Quality Control Plan (QCP), milestone submittal review, and project auditing	40%

Having identified the right discipline leads to deliver this project, Kevin will coordinate intensively, both internally and externally, to implement the PMP. He will hold weekly staff meetings to manage the workload among all projects and identify upcoming submittals. Additionally, he will instate project-specific biweekly coordination meetings that involve all subconsultants engaged in, or soon to be responsible for, project work. Aware that keeping all project partners informed is key to successful project management, we will also invite Nassau County's project manager and the appropriate external stakeholders to participate.

INTERPRETATION OF THE PROJECT SCOPE

To improve multimodal functionality and safety, Nassau County seeks a professional consultant to design a 10-foot-wide shared-use trail along one side of the road, providing trail connectivity from the ARTS and Egans Creek Greenway to the City of Fernandina Beach's historic waterfront district and making additional improvements to meet the requirements of the FDOT-funded General Appropriations Act Grant Agreement. Published studies show that public interaction and community outreach has already been established; the maintenance of these channels of communication will be fundamental to the success of this project. STV will coordinate with ongoing and planned projects adjacent to the path to harmonize designs. Our end result will be a comprehensive, sustainable, *Florida Greenbook*-compliant facility that promotes nonmotorized travel while upholding the safety and access of all users, whether pedestrians, cyclists, or individuals with disabilities.

SCOPE MANAGEMENT



Scope management is a critical component of the PMP as it directly relates to the schedule and construction cost components. Opportunities always exist for external stakeholders to attempt to add what they see to be improvements to a project, but without a vigilant project manager, these can result in scope creep. Kevin will prevent unnecessary scope additions, always keeping in mind the ultimate goals of this project to avoid changes to the construction budget.

Following our team's site visit and other project research, we have identified the following professional disciplines (and responsible firms) required to achieve this goal:

- Roadway/trail/traffic control plan – STV
- Drainage design – STV
- Structural design – STV
- S&PM – STV
- Traffic analysis – STV
- Utility coordination – STV
- Signalization – P&Y
- Lighting design – P&Y
- Topographical survey – DRMP
- SUE – DRMP
- ROW mapping – DRMP
- Geotechnical investigation – Terracon
- Contamination assessment – Terracon
- Environmental assessment/permitting – SERS
- Landscape architecture – Haskell
- Public involvement – Osiris 9
- Constructability review – STV

The STV team will furnish all necessary permits, construction documents, and post-design services. We will provide engineer's construction cost estimates, specifications, and estimated construction schedules upon request, as well as at each of the construction plan milestones that we recommend below:

- **30% plans submittal.** STV will deliver line and grade trail plans, utility plans, temporary traffic control plans, and S&PM plans along with a detailed engineering report recommending corridor safety and value engineering improvements.
- **60% plans submittal.** We will submit all engineering plan components and permit applications.
- **90% plans submittal.** Our staff will address revisions per stakeholder request and develop a detailed bid package.
- **Final plans submittal.** We will finalize all plan components as well as a detailed engineering report documenting all safety improvements and perform a road safety audit or safety study.

In addition, we recommend the following scope additions to improve local project awareness, safety, and multimodal functionality:

- **Additional public outreach meetings** after the preliminary concept design milestone is achieved to solicit stakeholder feedback and optimize plans
- **Introduction of rapid rectangular flashing beacons (RRFBs)** where appropriate
- **Consideration of roadway modifications**, such as 2-way to 1-way street conversions, to make way for the trail
- **Removal of the merge lane on SR 105A (South 14th Street)** north of Lime Street to accommodate the trail within the ROW
- **Upgrade of the lighting on Hickory Street**, if warranted, to provide an SRTS for Fernandina Beach High School and Middle School students using the trail

METHOD OF APPROACH

Understanding that State of Florida grant funding has been programmed for this project, STV researched pertinent corridor documents, including the:

- 14th Street Bicycle and Pedestrian Safety Study, provided by the North Florida Transportation Planning Organization (NFTPO) (2021)
- Schools to Downtown Waterfront Trail Planning Study, provided by the City of Fernandina Beach (2020)
- Mobility Plan Report, provided by the Nassau County Board of County Commissioners (2021)
- Sadler Road - Road Diet Operational Feasibility Traffic Study, provided by Nassau County (2017)
- Amelia Island Bicycle and Pedestrian Focus Area Study, provided by the NFTPO (2016)
- Vision 2032 Report, provided by Nassau County and the Amelia Island/Fernandina Beach/Yulee (AIFBY) Chamber of Commerce (2007)
- Nassau County Parks, Recreation, and Open Space Master Plan, provided by Nassau County (2021)

Having developed a thorough understanding of the required scope of services and identified the required engineering disciplines, we present the following design, coordination, and project development approach for the County's consideration.

STV'S GUIDING MULTIMODAL DESIGN GOALS & PRINCIPLES



STV is committed to helping Nassau County realize its vision for this trail — a safer, more active, and more connected community — using guiding principles based on key elements for successful multimodal design:

- Design for safety
- Design to balance local access and mobility
- Design for context
- Design streets as public/ community spaces
- Design for environmental sustainability and resiliency
- Design for cost-effectiveness
- Design for ease of use
- Design for use by people of all ages and abilities

ROADWAY DESIGN
Roadway Design Criteria

This trail will span across approximately five miles of city, county, and state roads, meaning that several *Florida Greenbook*, *MUTCD*, and *FDOT Design Manual (FDM)* criteria will apply throughout the project segments. The following criteria formed the general basis of our design solutions and innovations:

APPLICABLE DESIGN CRITERIA

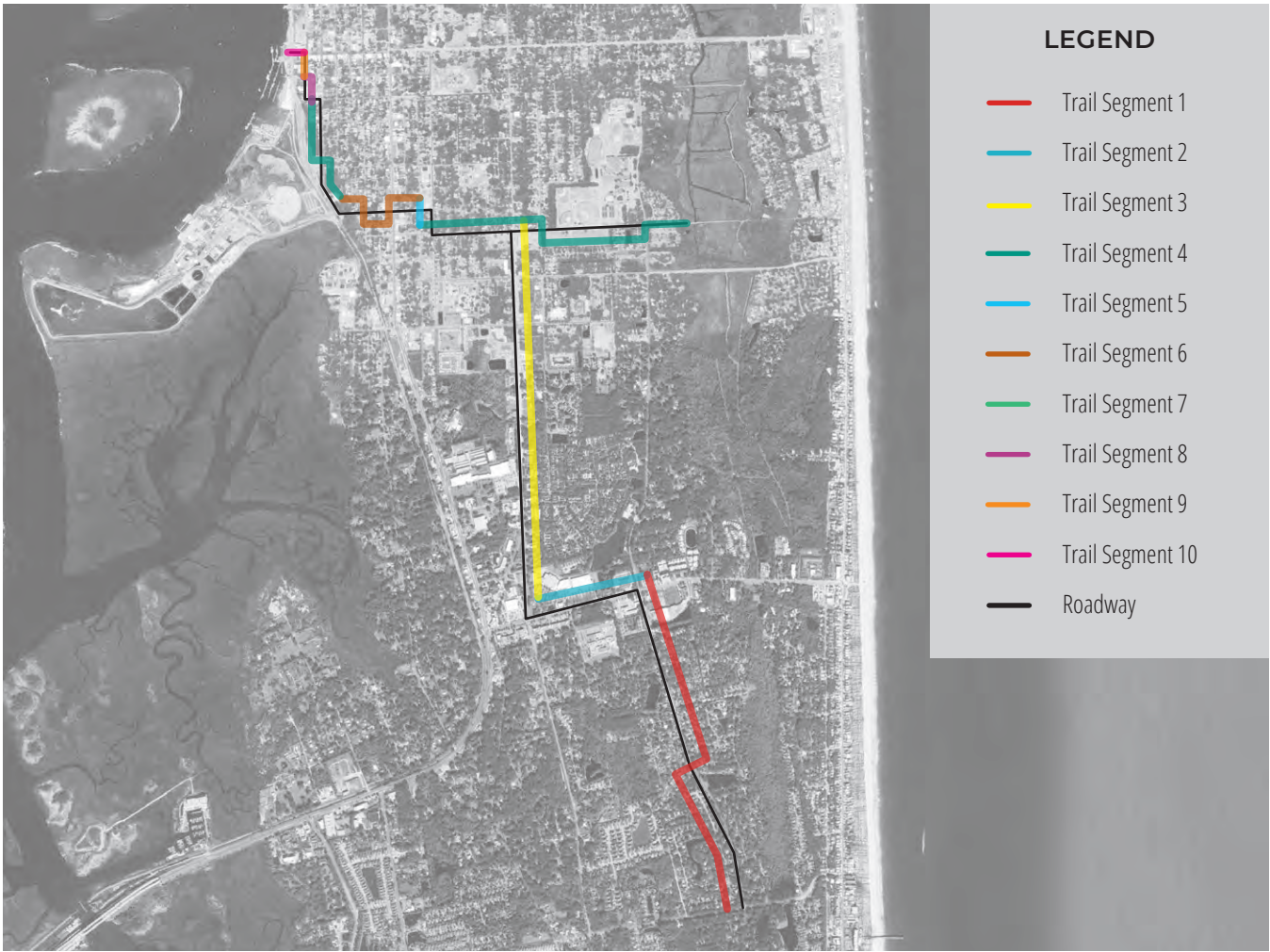
Project Segment	Street Classification	Posted Speed (MPH)	AADT Count
Segment 1: Will Hardee Road	Urban Minor Collector	25-30	2,245
Segment 2: SR 108 (Sadler Road)	Urban Major Collector	35	17,000
Segment 3: SR 105A (South 14 th Street)	Urban Major Collector	35-45	7,200
Segment 4: Hickory Street	Rural Minor Collector	25	N/A
Segment 5: South 11 th Street	Rural Minor Collector	25	N/A
Segment 6: Gum Street	Urban Minor Collector	25	2,390
Segment 7: South 3 rd Street	Urban Minor Collector	25	961
Segment 8: Beech Street & South 2 nd Street	Urban Minor Collector	25	1,229
Segment 9: South 2 nd Street	Urban Minor Collector	25	N/A
Segment 10: Centre Street	Urban Major Collector	25	5,838

With these foundational criteria established, our team has developed the following roadway design approach for each project segment.

Roadway Improvements

The map on the following page indicates the most probable trail location based on all available corridor study research, our field reviews, and coordination with local stakeholders. We understand that this route has been identified for its ability to jointly promote multimodal user safety, limit environmental impacts, and minimize construction cost to fit within the budgetary framework of the state grant.

AMELIA ISLAND TRAIL PHASE 4 – PROPOSED TRAIL LOCATION





Safety Analysis

STV performed a safety evaluation of the project area and reviewed the previous 10 years of traffic crash data, including police long forms, using Signal 4 analytics (1/1/2014 to 9/9/2024) to highlight current roadway performance issues. The data revealed that 731 total crashes had been reported during this timeframe — none of them fatal, but 121 occurring at night, 25 that were incapacitating, 5 involving pedestrians, and 10 impacting bicyclists. This crash data was used as a guide to determine existing roadway operational issues and assisted in the development of our recommended safety improvements.

Above:

This highly residential suburban area of Amelia Island, which includes Fernandina Beach middle and high schools, experienced more than a dozen pedestrian- and cyclist-involved crashes in the last decade. To help get this number to zero, we will develop a trail design with the goal of separating motorist and nonmotorized traffic — and making cycling and walking a more attractive alternative.

Trail Pavement Design

Based on our experience on the Amelia Island Parkway Trail LAP projects, STV recommends the placement of a thin asphalt pavement — less than a foot thick — with high structural strength to promote pavement longevity while minimizing impacts to underground facilities. This pavement consists of a limerock subbase, asphalt base, and asphalt structural course with Type B shoulder subgrade stabilization. We will analyze additional pavement design alternatives based on geotechnical data, stakeholder coordination, and budgetary limitations.

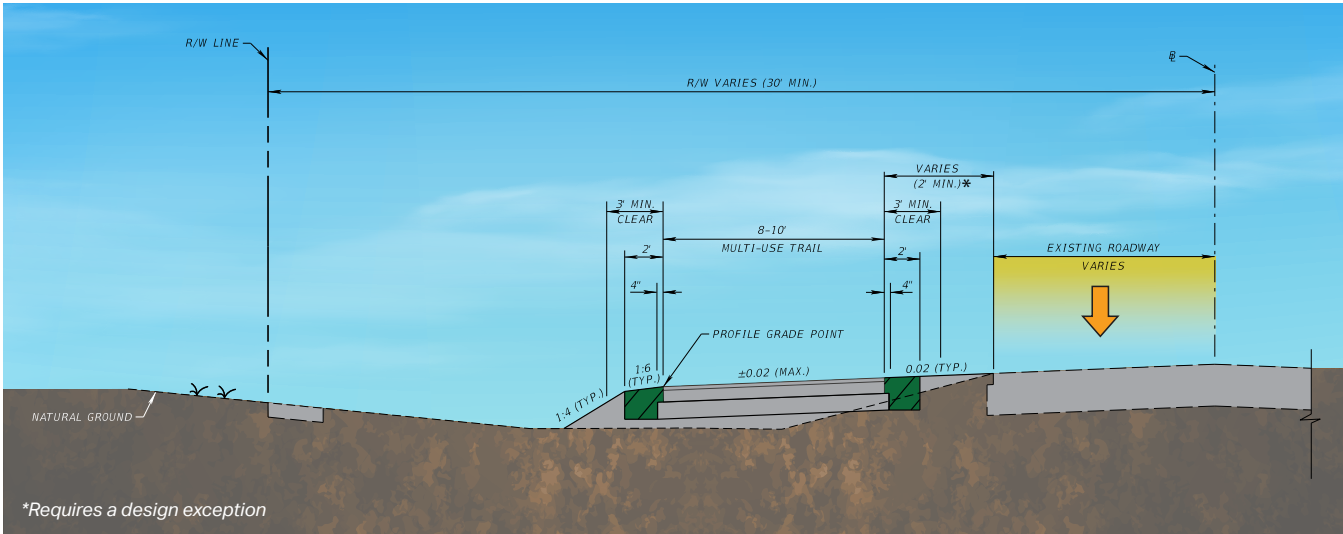
ADA Design

STV will design the trail to meet current geometric ADA standards. Detectable warning mats will be placed when wet on an underlying concrete surface to improve mat longevity by reducing the chance of premature peeling and chipping. When detectable warning mats are used in flush shoulder conditions, a 2-foot strip of concrete will be placed under the mat, providing the proper adhesion and visual aesthetics of asphalt continuity.

Segment 1: Will Hardee Trail Improvements

The Will Hardee Road segment is made of two distinguishing sections. Beginning at the southern end of the project from Simmons Road to Sterling Lane/Calais Lane, the west side of the road provides an environmentally friendly area full of protected native canopy trees that help to make for a pleasant trail experience for users. STV proposes to provide the trail on this side of the road while preserving these trees and the existing sidewalk near

PROPOSED TYPICAL SECTION - WILL HARDEE ROAD



the fence line. Given the low speed limit of the roadway (30 MPH), existing environmental conditions, and low traffic volume projections for 2040 (2,843 ADT, per the Nassau County Mobility Plan Report), we recommend reducing the trail width to eight feet and preparing a design exception to reduce the trail width separation requirement from the road from five to two feet. STV will survey the trees in this area, coordinating with our team's arborist to modify the trail design as necessary to preserve the root systems and health of the native canopy trees. From Sterling Lane/Calais Lane to SR 108 (Sadler Road), we recommend modifying the existing marked crosswalk at the Sterling Lane/Calais Lane intersection to transition the trail to the east side of the road. Northbound to SR 108, we recommend replacing the existing sidewalk with the trail and connecting to the existing storm sewer system.

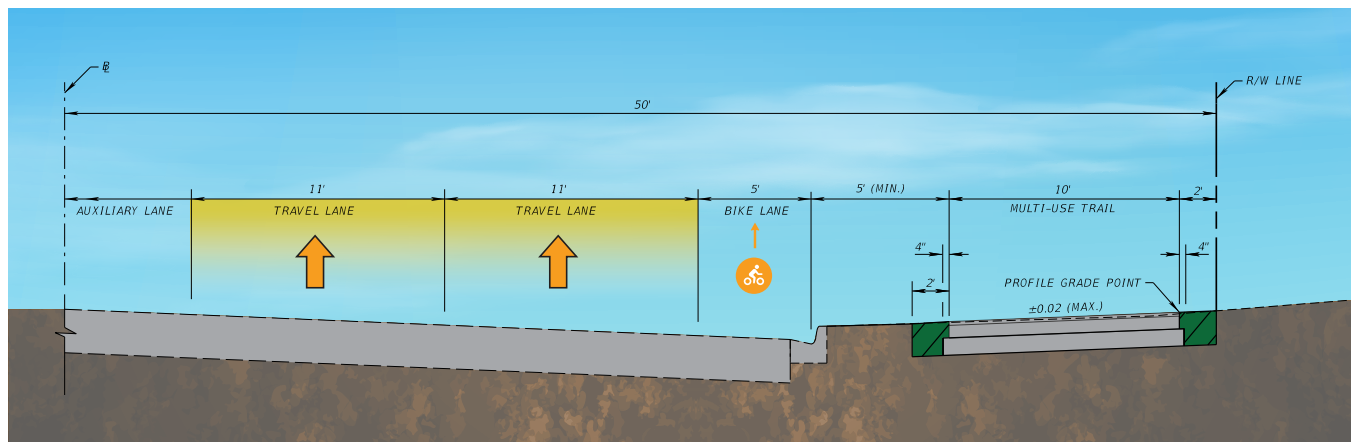


As pictured at left, STV recommends installing RRFBs and a marked crosswalk where Will Hardee and Simmons roads intersect, connecting the southern portion of the trail to the ARTS to provide safe connectivity. Although traffic volumes on Simmons Road are relatively low, it presents approximately 50 feet of roadway to cross — meaning that RRFB installation at this wide crossing will greatly enhance trail user safety.

Segment 2: SR 108 Trail Improvements

The urban 4-lane SR 108 (Sadler Road) segment provides a median auxiliary lane and outside bicycle lanes. With 100 feet of apparent ROW width and 66 feet of roadway pavement (curb to curb), approximately 17 feet is available for the trail. Field measurements were performed for the mast arms on SR 108 at its signalized intersections with Will Hardee Road and South 14th Street. As shown on the Location Map, the proposed trail path provides a minimum width of 9.5 feet between the signal mast arms, meeting FDOT FDM standards.

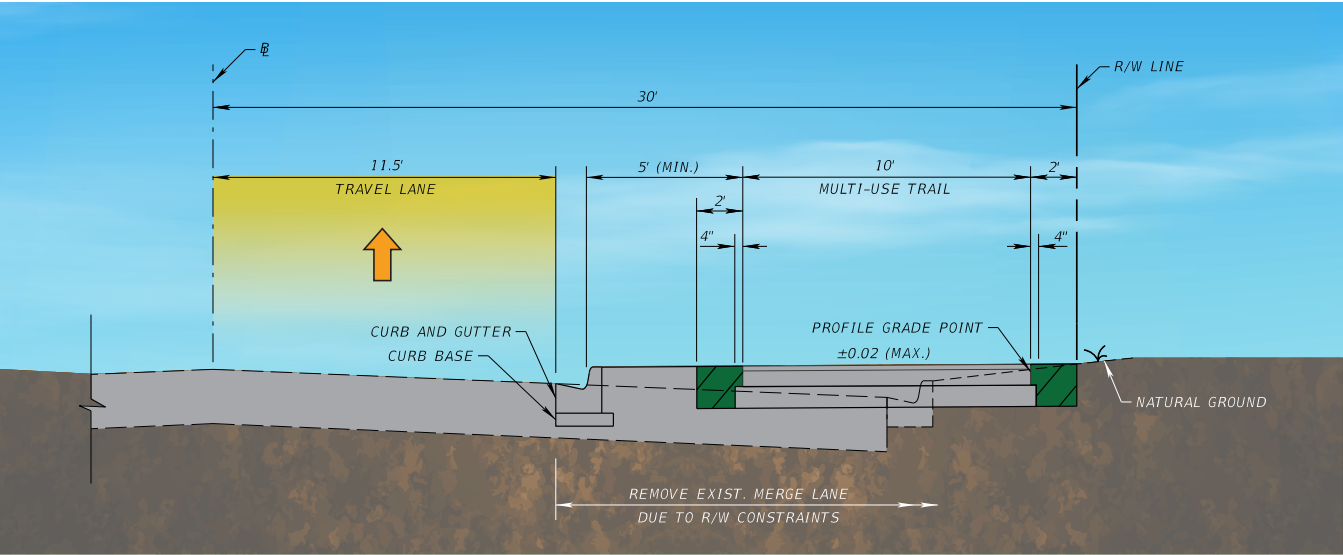
PROPOSED TYPICAL SECTION - SR 108 (SADLER ROAD)



Segment 3: South 14th Street Trail Improvements

The characteristics of South 14th Street are similar to those of the SR 108 segment until Lime Street, where the northbound approach provides a right-turn-only lane that leads to a merge lane. North of Lime Street, the ROW transitions from 100 feet to 60 feet. STV recommends removing the merge lane to provide enough space within the ROW to include the trail. Additionally, the school zone approaching Hickory Street does not meet current requirement per the *Speed Zoning for Highways, Roads, and Streets in Florida* manual. As part of our design effort, we will provide for the replacement of the existing signs and pavement markings to reflect new standards.

PROPOSED TYPICAL SECTION - SOUTH 14TH STREET



Segment 4: Hickory Street Trail Improvements

This segment will constitute the east-west trail connection from the Egans Creek Greenway trail bridge to South 11th Street. East of South 14th Street, STV's proposed trail path, presented in the Proposed Trail Location map, will provide the least significant impacts to recently planted landscaping, drainage facilities, and utility poles that provide electric distribution and lighting. By keeping the trail predominantly on the southern side of Hickory Street, the students and faculty of Fernandina Beach High School will be able to use either the sidewalk on the north side of South 14th Street or the shared-use path to the south, limiting pedestrian and bicyclist conflict points with Hickory Street commuters. West of South 14th Street, STV proposes to replace the existing sidewalk on the north side with the trail to minimally disturb existing facilities and connect to the existing stormwater system.

Below:

The location of the mast arm pole near the Mocama Beer Company building does not allow for adequate space to meet minimum trail width requirements. We recommend maneuvering the trail around this quadrant to avoid major construction cost impacts.

Segment 5: South 11th Street Trail Improvements

STV proposes to place the trail on the west side of this north-south road to avoid impacts to concrete electric transmission poles and residential mailboxes.

Segment 6: Gum Street Trail Improvements

For the east-west Gum Street roadway segment, our goal is to provide the most economically practical trail location given the constraints posed by the ROW, mast arms, and electrical transmission and distribution poles. Beginning at the segment's eastern end from South 11th Street to South 8th Street, the north side provides the least impact to trees and existing roadway features (i.e., utilities). South 8th Street has a signalized intersection with mast arms. There currently is not adequate width between the base of the northwest quadrant mast arm (adjacent to the Mocama Beer Company building) and the curb to provide a minimum 8-foot trail width — not without either relocating the mast arm or reconstructing the curb through realignment with pavement reduction. Based on the high volume of timber trucks performing turning movements at this quadrant, reducing the pavement width to provide the trail may create truck off-tracking maintenance issues, whereas relocating the mast arm may not be economically feasible.



Instead, STV proposes that the trail be shifted to cross at South 8th Street on the southern side and continue to just west of the South 7th Street intersection, where a marked crosswalk and RRFBs would be provided to shift the trail to the north side of Gum Street before reaching the FCR tracks in the western direction. Field reviews indicated heavy pedestrian, bicyclist, and timber truck traffic within the South 7th Street intersection. The RRFBs will be provided to increase crosswalk visibility.

EXISTING FACILITY - GUM STREET



PROPOSED IMPROVEMENT - GUM STREET



Segment 7: South 3rd Street Trail Improvement

STV's proposed trail location along the east side of South 3rd Street, between Gum Street and approximately 250 feet south of Martin Luther King Jr. Street, is the only option that safely avoids conflicts with FCR railroad operations. While the Schools to Downtown Waterfront Trail Planning Study suggests that a mid-block crossing closer to the end of the horizontal curve on the north would best serve this location, STV instead recommends providing a marked mid-block crossing with RRFBs approximately 200 feet further north of the study's prescribed location. Here, the vehicle decision sight distance is greater than 170 feet, and the outside shoulder of the proposed trail is preferably 100 feet — but a minimum of 50 feet — away from the nearest railroad rail. This option would require a short segment of the northbound ditch to be filled and a utility pole with attached lighting to be relocated. If it is identified as the preferred design, STV will coordinate with the utility company to shift its pole to provide adequate lighting at the mid-block crosswalk.

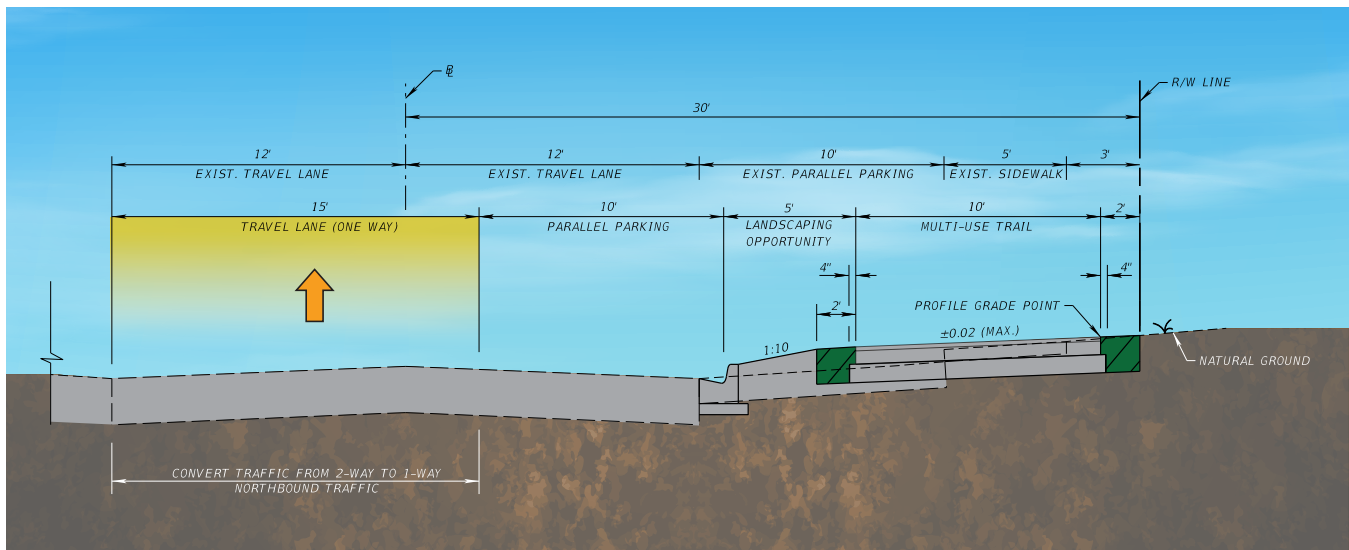
PROPOSED IMPROVEMENT - SOUTH 3RD STREET



Segment 8: Beech Street & South 2nd Street Trail Improvements

This 2-lane segment of Beech Street/South 2nd Street runs from South 3rd Street to Ash Street. The land is zoned for mixed use at the southern end and as Central Business District at the northern end. The Schools to Downtown Waterfront Trail Planning Study suggested adding sharrows here, which would meet design standards while providing a low-cost, low-maintenance solution; however, this would compromise on multimodal corridor safety. **After speaking with the City of Fernandina Beach's deputy planning director, Kelly Gibson, we determined that the city may allow the conversion of this roadway segment from a 2-way to a 1-way northbound movement facility.** This would harmonize 1-way northbound travel on Beech and South 2nd streets between South 3rd and Alachua streets. As a value-add, STV recommends converting the typical roadway characteristics of this segment to match the below. This option offers a landscaping opportunity area to relocate existing plants and trees, provides equivalent parking availability, and safely separates the trail from motorist traffic. Our innovative solution would provide an opportunity to restore the native flora that that once presided here.

PROPOSED TYPICAL SECTION - BEECH STREET



Segments 9 & 10: South 2nd Street & Centre Street Trail Improvements

Project segments 9 and 10 both lie within the City of Fernandina Beach's historic downtown district. Here, buildings, sidewalks, parking lanes, and trees border travel lanes, leaving no available space within the ROW to place the trail. The Schools to Downtown Waterfront Trail Planning Study suggested providing sharrows in this area to convey bicyclist traffic. STV also considered other options, such as the potential removal of parallel parking lanes, but ultimately, **from our discussion with Deputy Planning Director Kelly Gibson, we determined that the city would not permit the reduction of parking availability.** Field visits demonstrated that bicyclists already make use of the South 2nd Street and Centre Street travel lanes, with no reported pedestrian or bicyclist crashes reported in the past decade. Therefore, our staff agrees that these segments will be best served by bicycle sharrows pavement markings.

Maintenance of Traffic

The safety of all roadway users (including motorists, pedestrians, and bicyclists) and construction personnel is of the highest importance to STV. Safety will depend on our development of a well-planned and insightful construction MOT plan. A constructable, safe

construction plan considers all elements of construction, such as maintaining existing lanes of traffic, relocating utilities, maintaining positive drainage, preserving pedestrian/ bicyclist safety, intersection safety, and reducing negative impacts to the community.

Trail construction will require mostly MOT applications for shoulder work, intersection work, and some work within lane, requiring a lane closure. No road closures with detours are anticipated for this project. STV will primarily use the following criteria and local preferences to develop safe conditions for all roadway users during construction:

Applicable MOT Criteria

- The *MUTCD* and *FDOT Standard Plans Series 600* will be the applicable criteria and guidance used to plan traffic control and maintain safety during construction.
- South 14th Street and SR 108 are hurricane evacuate routes; as such, they will remain open during construction.

Nassau County General Preferences

- Lane closures necessary to complete the work shall be requested, in writing, a minimum of 72 hours in advance of the closure.
- No work shall be permitted between the hours of 7:00 p.m. and 7:00 a.m. without the prior approval of Nassau County Engineering Services.
- Lane closures will not be permitted between the hours of 7:00 a.m. and 8:30 a.m. and from 4:30 p.m. to 6:00 p.m. Additional restrictions may apply to roads with higher traffic volumes.
- Nassau County and local emergency agencies (police and fire) must be notified of proposed lane closures at least 24 hours in advance, and 48 hours in advance of lane closures and/or diversions.
- The contractor shall notify the engineer at least 48 hours prior to beginning construction and at least 48 hours before requiring observation on all phases of work.

Railroad Coordination

As a general engineering consultant partner to CSXT for decades, STV is well versed in coordinating improvements near active railroad tracks. We are mindful of the two FCR crossings near the trail's proposed route on Gum Street (DOT Crossing Inventory No. 620816U) and Centre Street (DOT Crossing Inventory No. 620820J). While we do not anticipate that construction activities may impact FCR operations, we will coordinate with the railroad operator to meet all of its requirements, including:



STV has demonstrated competence and has consistently delivered quality engineering services at a competitive rate. **The company's ability to coordinate between governmental and private enterprise is invaluable** and has become a "go-to" partner for a variety of engineering services.

TONY BELLAMY, P.E.

Senior Director of Design & Construction, CSXT

- Coordinating preconstruction and other meetings, schedules, and submittals.
- Making flagging requests.
- Assisting in developing any required work plans for review. STV is familiar with the typical submittal requirements.
- Coordinating any construction activities expected to occur near the crossing surface between Nassau County's construction manager and the railroad's construction manager.
- Coordinating final inspections. STV knows the importance of keeping the railroad apprised to avoid causing any delays.
- Meeting AREMA standards.

Signing & Pavement Marking

S&PM will be designed in accordance with Nassau County and *MUTCD* standards and merged with our roadway plan to avoid unnecessary production. The STV team will conduct a sign inventory along the trail side of the road, assessing sign candidates for replacement, removal, or relocation. All permanent pavement markings will be designed to be hot applied, preformed, or standard thermoplastic. STV will revise school zone signs to meet current zoning standards. To address out-of-compliance school zone pavement markings, we will coordinate with Nassau County to determine the most suitable replacement option, keeping in mind that any relocations may leave behind pavement marking ghost lines.

Drainage Design

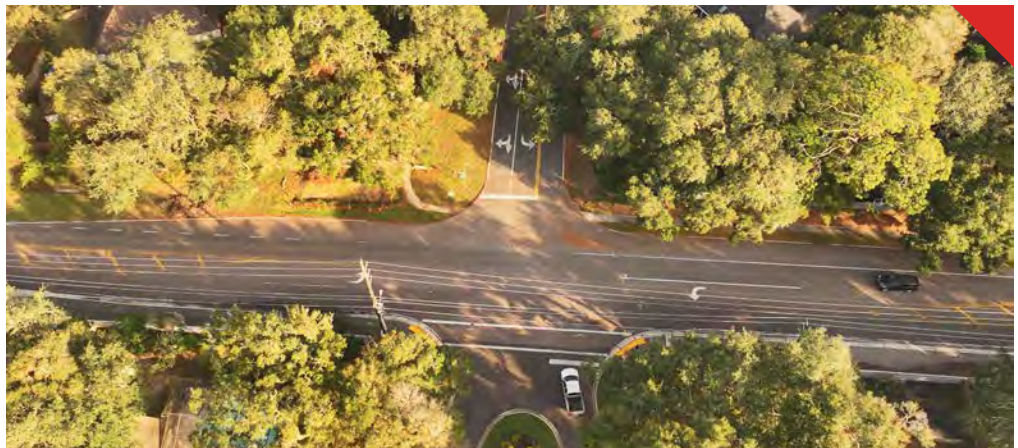
The STV team has researched the permitted facilities in this project's vicinity, including, but not limited, to Shell Cove, the 14th Street Widening, Egans Creek Greenway, Park View, Amelia Bluff, and the Peck Gymnasium Community Center.

In the flush shoulder sections, we anticipate drainage to be a hybrid system like the existing systems in the area; that is, a shallow grassed swale with traversable ditch bottom inlets (DBIs) piped to the existing outfall. We will investigate cost-effective BMPs as they are environmentally friendly; for example, the DBIs could have sumps to collect sediment. A skimmer blade in the last structure before the outfall will be investigated as another BMP. These will be important features to consider for environmental concerns for converting a swale drainage system to a hybrid piped system. For the curb and gutter streets that already have piped drainage systems, STV will preserve and connect to existing stormwater systems, if functioning adequately.

ENVIRONMENTAL PERMITTING

Our approach to environmental permitting is to always seek the lowest level permit that we may qualify for. Leading this effort for our team will be SES Environmental Resource Solutions, LLC (SERS), which will provide permitting facilitated by extensive relevant experience working with associated jurisdictional agencies in Nassau County. The firm will inspect the entire project corridor to account for any wetlands, other surface waters (such as upland-cut ditches), and essential fish habitats, working cross-functionally to avoid affecting these resources to the maximum extent practicable. Because the proposed 10-foot-wide urban side path is unlikely to impact jurisdictional wetlands and waters, the project may be exempt from U.S. Army Corps of Engineers (USACE) federal wetland permitting and St. Johns River Water Management District (SJRWMD) environmental resource permitting. Our team will work collaboratively to determine the types of permits required and prepare applications for each. We will also coordinate with the Department of Community Affairs to make sure of consistency with the Coastal Zone Management Act.

While impacts are anticipated to be minimal, STV will undertake all investigations necessary to confirm and address any environmental permitting requirements.



UTILITY COORDINATION

STV will lead a cooperative utility coordination effort among Nassau County and utility agencies, reaching out to affected service providers promptly after receipt of NTP to initiate coordination for relocations and adjustments. We recommend obtaining documentation similar to FDOT's Utility Work Schedule (UWS) to facilitate all parties' agreement to utility accommodation costs, activity durations, final locations, and schedules in the context of construction and other utility relocation activities.

During design, Kevin will lead the utility coordination process, drawing on extensive experience coordinating Nassau County utilities on efforts such as the Amelia Island Parkway Trail Segments 1- 4 as part of FDOT's District 2 Design Services for Various LAP Projects contract. He has identified six utility companies and will implement the following coordination plan:

- **Provide plans to utilities** to mark existing facilities before 30% plans are completed, affording each agency 30 days to return revisions. To make sure of consistent records among all utilities, existing facilities will be marked in green. Each agency will also receive a contact form that can be used to indicate that it does not have facilities in the area or if there will be no impact to its facilities.
- **Prepare a matrix identifying conflicts** with utility agencies at 60% plan completion. For consistency, the following mark-up color codes will be required of all utilities:
 - **Red** markups will indicate that facilities are to be removed or relocated horizontally, or will be deactivated but left in place
 - **Green** markups will designate facilities that are to remain in place with no adjustment
 - **Blue** markups will specify existing facilities that will be adjusted vertically but remain in the same horizontal alignment, or new utilities to be installed
- **Ask utilities to provide a UWS at 90% plans completion** to be signed by the agencies and the engineer of record.
- **Allow a reasonable lead time** for utilities to relocate or adjust their facilities outside the area of proposed construction improvements after conflicts have been resolved as evidenced by a signed copy of the UWS.

Our proposed design solution prevents impacts to mast arm poles at all six of this project's signalized intersections, helping to reduce coordination needs and keep work progressing smoothly.

SIGNALIZATION & LIGHTING

Subconsultant **Peters and Yaffee, Inc. (P&Y)** equips us with the expertise needed to address all project signalization and lighting improvement needs. Combined with our extensive history of partnership, the firm's present knowledge and experience working with Nassau County will facilitate seamless design and plan production. We will approach signalization and lighting work as follows:



Signalization

STV's proposed trail location allows the mast arm poles at all six signalized intersections to remain undisturbed. All pedestrian detection poles in the path of the trail will be relocated or replaced to meet current ADA and MUTCD standards. Additionally, we suggest implementing RRBs and marked crosswalks as described earlier in this section to increase daytime and nighttime visibility (and therefore, safety) for trail users.

Lighting

Children are especially vulnerable to traffic. In addition to being relatively small and easily distracted, they often have difficulty judging the directions of sounds, estimating the speeds and distances of oncoming vehicles, and anticipating driver behaviors. In light

of this, STV recommends analyzing the roadway lighting on Hickory Street within the Fernandina Beach High School and Middle School school zones. If our analysis reveals that the existing lighting fails to meet current *AASHTO Roadway Lighting Design Guide* standards for the road in combination with the proposed trail, our team will design improvements to the latest requirements, potentially retrofitting the existing utility poles.

SURVEY/SUE/MAPPING

Contributing survey and subsurface utility engineering (SUE) capabilities to our team will be **DRMP, Inc. (DRMP)**, which has extensive experience providing the same services for trails in Nassau County, including Amelia Island Parkway Trail segments 1-4. Its staff will collect existing data to prepare a base map foundational to our design effort that depicts the trail alignment and ROW lines, integrating this with information from the most current public records to build a complete picture of the corridor. Its staff will verify ROW lines through field survey using conventional and terrestrial mobile LiDAR methods, enabling safe collection of data within the flow of traffic that exceeds all accuracy requirements. During the mobile LiDAR scan, DRMP will collect high-resolution imagery, extracting 2-D data on aboveground utilities, signs, overhead wires, signals, and pertinent equipment (anything within the line of sight) from the 3-D point cloud. Because the point cloud represents a true 3-D environment, features such as overhead power lines or signal heads can be easily measured for vertical clearance issues. Thorough field reconnaissance will be conducted to make certain that all evidence used to determine ROW lines and boundaries, together with collected topographic information, has been analyzed to provide a complete and accurate base map for the design team to move through final design.

DRMP’s SUE activities will include quality levels B, C, and D for the creation of a map of the existing underground utilities, and Quality Level A to perform clearance holes and provide the verified vertical elevations and horizontal locations (VVHs) necessary to confirm the presence of utilities at any project location. From clearing pole foundations and drainage structures to verifying utilities during the design phase, the firm’s efforts will help eliminate almost all utility conflicts during construction.

RIGHT-OF-WAY

No ROW acquisition is anticipated for this project. STV understands that ROW acquisition would delay the schedule and could jeopardize the funding requirements of the state grant. We have formed our design approach using available ROW maps and the Nassau County Appraiser’s geographic information system (GIS) website to provide the most optimal trail design within the limits of the existing ROW, represented below for each roadway segment.

APPARENT AVAILABLE ROW

Project Segment	Total Anticipated ROW Width (Feet)
Segment 1: Will Hardee Road	60
Segment 2: SR 108 (Sadler Road)	100
Segment 3: SR 105A (South 14 th Street)	100 (from Sadler Road to Lime Street) 60 (from Lime Street to Hickory Street)
Segment 4: Hickory Street	60
Segment 5: South 11 th Street	60
Segment 6: Gum Street	60
Segment 7: South 3 rd Street	60
Segment 8: Beech Street & South 2 nd Street	60
Segment 9: South 2 nd Street	60
Segment 10: Centre Street	80

GEOTECHNICAL ENGINEERING

Geotechnical engineering specialist **Terracon Consultants, Inc. (Terracon)** joins our team again to inform STV's design approach from the ground up. For the Amelia Island Trail Phase 4 project, it will perform auger borings to a depth of five feet at 100-foot intervals. In sections with proposed buried storm sewer systems, 20-foot-deep auger borings will be performed along the alignment of storm sewer system at 500-foot intervals, while 10-foot-deep auger borings will be provided for lighting improvements at the locations of each light pole. Terracon will also delineate areas containing significant organic materials (e.g., muck) with additional auger borings. Staff will obtain soil samples for pipe corrosion testing at a frequency of one sample per every 1,500 feet of proposed buried storm sewer system along the alignment. The seasonal high groundwater elevation will be identified at a 500-foot frequency. For retaining walls with seasonal high groundwater within two feet of the toe of the wall, our team will carry out additional geotechnical analyses to confirm adequate soil resistance against bearing, sliding, and overturning as well as overall stability.

Terracon will conduct routine laboratory testing on representative soil samples to determine classifications and aggressiveness and will perform laboratory classification and soil index tests as necessary on selected soil samples obtained from its exploration. We will test samples for organic content, moisture content, environmental/corrosion, Atterberg limits, percent fines, gradation, and limerock bearing ratio (LBR). The results of our exploration and engineering study will then be presented to the Nassau County Engineering Department for its records.

CONTAMINATION ASSESSMENT

Using the Florida Department of Environmental Protection (FDEP) Contamination Locator website, the STV team identified one petroleum contamination site — No. 8512101 — located approximately 300 feet from the trail's proposed location along Gum Street. Staff from Terracon will assess contamination within this area, officially present our findings to Nassau County, and recommend potential means of remediation or removal if the underlying soil is contaminated.

LANDSCAPE ARCHITECTURE

Aware that the existing tree canopy defines the area's neighborhood character and serves an ecological role, our proposed approach strives to limit affecting trees to the maximum extent practicable.

As presented on the Proposed Trail Location map, STV's proposed trail location was formed to preserve vegetation and trees throughout corridor, minimizing environmental impacts. From our prior trail design experience in the county, we are knowledgeable of Nassau County Code of Ordinances Section 37.02 and prepared to follow its procedures. The proposed route is not on a protected canopy road; therefore, native canopy tree removal will be allowed provided that requirements of the ordinance are followed. STV will coordinate with the Nassau County-Amelia Island Tree Commission (NC-AITC) to

discuss specific native canopy trees greater than four inches in width that are identified for removal. We will prepare a site plan showing all protected trees and a corresponding protection plan as recommended by an International Society of Arboriculture (ISA)-certified arborist. The arborist will identify which trees are to be removed, methods of protection from construction, and tree replacement requirements necessary to compensate for the loss of native canopy. The cost to replace a protected tree is \$530.00 as of June 12, 2023. To limit this expense as well as our impact on the environment, all possible design alternatives will be coordinated with the Nassau County Engineering Department before deciding to remove a protected tree.





The STV team recommends hosting a public workshop to inform the many residents of the proposed trail area of planned work, obtain their input, and secure buy-in from the community that will ultimately benefit from this new facility. The meeting may be held at the Nassau County Library on North 4th Street, approximately 1,000 feet northeast of the proposed trail's western limits.

PUBLIC INVOLVEMENT

Positive, productive public/stakeholder interaction and close coordination with adjacent projects will be essential to project success. Led by **Osiris 9 Consulting, LLC (Osiris 9)**, our public involvement effort will address noise, safety, access management, and multimodal enhancements, whether essential or aesthetic. We will implement community preferences and feedback garnered through robust outreach to balance trail improvements with corridor safety and aesthetic enhancements.

Our team's experience includes direct coordination and consultation with local agencies such as FDOT District 2, the Nassau River Water Management District, Florida East Coast Railway (FEC), the North Florida Transportation Planning Organization (TPO), and numerous local organizations. Drawing from familiarity with the communities, characteristics, staff, and major stakeholders of Nassau County, we will formulate and implement a strategic public outreach program, to include website development with an embedded GIS StoryMap, a creative placemaking strategy that connects the island's tourism industry and its rich history, and a public workshop, potentially held at the Fernandina Beach branch of the Nassau County Public Library. STV and Osiris 9 will champion early, continual stakeholder involvement to promote awareness and understanding, alleviate concerns, elicit input, and generate support.

Aware that potential impacts to daily traffic patterns will necessitate early, continuous communication/coordination with property owners and the traveling public, we will coordinate closely with the following stakeholders throughout this project:

- **Residents** of Amelia Island's Ocean Reach, Arbours of Amelia, Schooner Landing, and Amelia Green Condominiums neighborhoods
- **Businesses located along the corridor**, including restaurants, retail stores, gas stations, Lott's Furniture, Ms. Carolyn's Restaurant, RYAM, and others
- **Agencies** including FDOT, FCR, SJRWMD, the Northeast Florida Regional Council (NEFRC), the North Florida Transportation Planning Organization (NFTPO), the Nassau County Board of County Commissioners, Nassau County Public Schools, FDEP, NassauTRANSIT, NC-AITC, the City of Fernandina Beach, and the United States Postal Service (USPS)
- **Special interest groups and representatives**, including Mike Pikula of the Friends of Amelia Island Trail
- **Utility agencies** such as Comcast, the City of Fernandina Beach (sewer and water), Florida Public Utilities (gas, electricity, and propane gas), IQ Fiber, AT&T Florida, and Uniti Fiber
- **Emergency services**, including the Nassau County Sheriff's Office, Nassau County Fire Rescue, and Nassau County Emergency Management
- **Community events** including Art Walks and Talks and Give a Heart
- **Planned initiatives** such as the FDOT Shared-Use Nonmotorized (SUN) Trail Program

COMMUNICATION WITH NASSAU COUNTY



Established Working Relationships

Project Manager Kevin Shoemaker, P.E., brings existing working relationships and open lines of communication with Nassau County developed during the Amelia Island Trail Segments 1-4 project that he will leverage to facilitate mobilization, coordination, and progression of work. His County contacts include:

- **Robert Companion, P.E.**, Deputy County Manager
- **Ray Albury**, Capital Projects Management Director
- **George Murray**, Project Manager
- **Scott Pedigo**, Project Manager
- **Tabitha Givens**, Administrative Coordinator
- **TJ O'Brien**, Procurement Specialist

COORDINATION WITH ADJACENT PROJECTS

Coordinating with other area projects will be key to minimizing costs and redundant work and identifying opportunities to reduce construction costs. STV will coordinate with ongoing and future projects to harmonize designs. One project of note is the Amelia River Waterfront Park and Beech Street Improvement, which closed to bid for engineering consultant services on October 10th (ITB #24-21). We will proactively coordinate with its selected design consultant and stakeholders to realize efficiencies and provide highly compatible design solutions.

MANAGEMENT RESPONSIBILITIES

PROMPT SERVICE DELIVERY, CUSTOMER SATISFACTION & COMPLIANT RESOLUTION

The STV team is committed to providing Nassau County with prompt service and compliant issue resolution. We will facilitate proactive communication, manage the project scope, and employ a proven quality plan throughout the life cycle of this project.

Proactive Communication

Continual communication among our team, County engineering staff, the County Board of Commissioners, project stakeholders, and Nassau County citizens will be essential to deliver a final product that matches the envisioned facility and is well received by the community — during design, construction, and for the service life of the trail. To advance work while addressing issues in a timely manner, STV will provide proactive communication using the following methods:

- **Hold a pre-scoping meeting with Nassau County representatives** before receipt of NTP to begin project discussions and development of a thorough project scope.
- **Conduct a kickoff meeting within 10 days of NTP** with County representatives to lay out our path to project success with the fully developed scope in hand.
- **Hold constructive weekly progress meetings** with County engineering staff via Teams, promoting a constant flow of information, regular project progress updates, and discussion of potential issues and recommended solutions.
- **Provide County board meeting updates** as requested by commissioners. STV understands that as your consultant, we serve not only Nassau County but the citizens it represents, making it important that commissioners have the most current information possible to answer constituents' questions.


- **Engage in proactive public outreach** that goes beyond static display boards in public meetings. Public awareness activities should be dynamic, adjusting to the unique needs of the project. The STV team will support Nassau County in all outreach efforts, meeting with affected stakeholders and the public as needed to solicit feedback; promote understanding; make accommodations where possible; and generate enthusiastic project buy-in important to achieving a multi-use facility that is truly a community asset.

Project Scope Management

Stringent scope management is crucial to avoiding delays and critical path failure. The STV team will develop a thorough scope from the outset of the project. We will be intentional about maintaining project awareness throughout the design life cycle to avoid scope creep, taking the below measures to limit changes and schedule impacts:

PROJECT MANAGEMENT PLAN

Our guiding document to deliver prompt, high-quality services will be STV's PMP, to be developed specifically for this project by **Project Manager Kevin Shoemaker, P.E.** This document will include information pertaining to:



WORK PLAN & SCHEDULE

- > Provides clear work scopes, sequencing, & milestones
- > Used to manage resources and progress
- > Defines submittals and schedule




COMMUNICATION

- > Focuses on schedule, submittal tracking, & quality through clearly defined project meetings including discipline task forces, constructability, issue resolution, & project progress
- > Regularly external stakeholder & agency meetings




SOFTWARE TOOLS

- > SharePoint, for document management & revision
- > ProjectWise, for subconsultant design and document management & County document management
- > Microsoft Teams, for conference & desktop sharing
- > Bluebeam Revu, for editing/commenting on PDFs



DESIGN INTERFACE/ISSUE RESOLUTION

- > Promotes collaboration through early identification & clear communication with project stakeholders
- > Defines a plan to track submittals & resolve comments



QUALITY MANAGEMENT PLAN

- > Specifies procedures & responsibilities for reviews
- > Defines applicable design criteria & provides submittal checklists
- > Includes Interdisciplinary Design Review (IDR) requirements to monitor constructability & coordination

- **Collaborative scope development.** Development of a collaborative scope begins with thorough knowledge of the project purpose, enabling all members of the team to provide input. STV's design team will work jointly with Nassau County to prepare a scope that puts this project on the path to successful delivery by avoiding unnecessary rework. We invite Nassau County engineers to join our staff during their scoping field visit to aid in developing a thorough scope.
- **Thorough, targeted data collection.** Good design begins with a clear picture of the existing conditions, which is essential to avoid scope creep. Through early coordination with our team members and the County, STV will reduce data overcollection, obtaining only necessary field information for design and construction. We will provide KMZ files for Nassau County's review that identify survey limits, the boring layout plan, and areas for wetland flagging. Once approved, our staff will perform field data collection.
- **Proactive solutions.** No matter how meticulously it is planned, every project has unforeseen issues that may threaten its success. STV seeks to determine and address challenges before they become impacts by identifying solutions as soon as problems arise, presenting them to the client for review and concurrence. Through the adoption of weekly update meetings, we can identify and resolve problems early before they significantly affect the design schedule.

Quality Delivery

STV's mission is to provide quality products and services that meet clients' requirements and the needs of their communities. We accomplish this by integrating a high level of vision, innovation, and integrity with a conformative quality system that is based on clear objectives and a commitment to continuous improvement. Our involvement with multimodal transportation projects across Florida and the country provides us with thorough knowledge of the requirements of relevant regulatory bodies as well as those

of federal, state, and local transportation agencies and stakeholders — understanding that we have embedded into our QC procedures to provide accurate, implementable designs.



TAB 5 - Delivery & Approach | 43

Honed throughout our firm's 100+-year history, our national reputation as a leader in the transportation sector was built on our insistence on quality and stringent internal QC mechanisms. We believe that quality is everyone's responsibility, meaning that every staff member at every level is accountable for their work product on every task, every time. To make sure of high-caliber services for this shared-use path project, registered professional engineer and proposed project manager Kevin Shoemaker, P.E., will review and sign this project's plans, confirming quality and accuracy.

STV Quality Manager Wes Markham, P.E., will prepare and implement a Quality Control Plan (QCP) for this contract that will address the various roadway design and intersection improvements identified in the scope. He leverages 20 years of experience in the management and design of multidisciplinary projects to review plans for constructability, sustainability, and value. As quality manager, Wes will conduct project audits to make sure that quality procedures are being enforced.

Quality Control Plan

STV's comprehensive QCP will see that:

- **Thorough checking and coordination is required of each engineer** and technician's own work, as is the use of formal peer checking and QC checklists.
- **Checking/red lining follows the typical format** of red (error), yellow (correct), blue (revised and backchecked), and green (comment).
- **Checker, designer, and backchecker initial and date all plans** upon review and revision.
- **The peer checker is independent** and never the same person as the designer.
- **Checklists are completed by the project manager** and submitted with each milestone submittal (concept, preliminary, final). Nassau County will receive a copy of each.
- **Corporate quality assurance audits and surveillances are conducted regularly** to make sure QC procedures are being followed.
- **Independent review, evaluation, or analysis by other professionals within the organization or team is conducted regularly.** This section identifies the frequency and level of detail proposed for this project. Constructability/sustainability is also reviewed prior to milestone submittals, adding value to the overall final product and reducing costly construction change orders. All projects are subject to constructability/sustainability and value review.
- **Consistent project controls and document management** are essential elements of an effective quality program. This portion of the plan will identify the specific procedures for controls and document management, which includes everything from how to name and file documents consistently, to proper project chargeability and timesheet keeping. Every element is addressed individually before a project begins.
- **Subconsultants are required to implement their own QCP** and provide records of their quality reviews to STV's quality managers. A key individual will be identified with each subconsultant to be responsible for their QCP and the necessary quality review records. All deliverables will be reviewed by Project Manager Kevin Shoemaker, P.E.

Going Above and Beyond

STV is committed to the continuous improvement of its quality management system and the development of its employees. At the heart of this system is our corporate quality manual, based on ISO 9001, that is regularly reviewed and updated to enhance the quality of our products and services. At or near the conclusion of construction, we request feedback from the contractor regarding the quality and constructability of the plans. We use this feedback to improve our plans, putting our experience to work for the benefit of our clients.

EFFECTIVE PERFORMANCE & TRAINING

For more than 100 years, STV's success has been defined by our employees' ability to create innovative solutions to meet the evolving needs of our clients. Our commitment to the professional growth of employees attracts people with a drive for acquiring and sharing knowledge, further enabling us to bring innovative, quality services to a wide range of projects.

Performance

Performance management is a critical part of our success. We continually evaluate employees and provide real-time feedback on work quality and personal development based on the requirements of their position. The primary components of our approach to performance management include clarifying expectations, continually evaluating performance, and engaging in ongoing career planning discussions.

Employees are responsible for driving their career discussions and working with their supervisors to identify specific goals and outline an overall career plan. Preparation for these discussions require self-evaluation, which includes identifying notable contributions, strengths, and training classes completed or desired. Supervisors prepare by reviewing the employee's self-evaluation and providing further development opportunities to facilitate the employee's goals, and ultimately, their career path. STV prides itself on employee development and creating personal responsibility for one's career as well as ownership and accountability for quality services delivered by our firm. Our continuous performance feedback loop means that our employees are always learning and growing as professionals.

Training, Continuing Education & Development

We strive to employ the most qualified and experienced engineers to best serve our clients. Through professional development programs, we provide staff the opportunity to expand their knowledge and refine their skills. Because obtaining and maintaining professional registrations is important to both individual and the firm's overall success, STV reimburses the cost of obtaining professional licensure and encourages membership in professional associations. This benefit has fostered the involvement of many of our engineers in industry associations, where they are active on multiple committees.

In addition, STV leverages Workday Learn, an online learning platform that provides easy access to all of the firm's offerings for development/continuing education. Highlights include:

- Bentley LEARN, which encompasses a multitude of classes to support a variety of CAD and engineering software product learning levels and paths.
- RedVector, which contains thousands of online course offerings, including safety training and professional development courses geared toward the architecture, engineering, and construction (AEC) industry.
- PM Toolkit, an STV resource that supports internal client services practices/processes.
- Lunch and Learn Webinars, during which STV employees and subject matter experts (SMEs) share best practices, technical skills, company processes, and lessons learned to increase awareness and provide cross-functional benefit.

TIMELY INITIATION & COMPLETION OF WORK

STV takes pride in addressing contract needs in a proactive, prompt, and systematic way. It will be the responsibility of STV Project Manager Kevin Shoemaker, P.E. to see that work is initiated and delivered in a timely manner to meet the County's schedule. At project commencement, he will document a plan for allocating resources, updating this weekly as needed. This will demand continual follow-up with design staff, the County, subconsultants, reviewing agencies, and other stakeholders. He can draw upon STV's more than 50 in-house, Jacksonville-based personnel and the support of hundreds of

area subconsultant specialists, as needed. This plethora of available regional resources can be mobilized on short notice to meet any foreseeable project need.

While our substantial proximity, availability, and scalability will help us to steer progress towards timely completion, it is our existing knowledge — of the project area and the Amelia Island Trail network; local community groups, involved regulatory agencies, affected utility providers, and other stakeholders; requirements and challenges unique to projects of this nature; and of Nassau County's operations, preferences, and needs — developed through collaboration on the Amelia Island Parkway Trail Segments 1-4 that will enable us to hit the ground running upon receipt of Notice to Proceed (NTP). We will establish channels of communication with stakeholders including utilities early in the process to preempt potential long-lead items and keep work progressing reliably.



Above:

DRMP, SERS, and Terracon rejoin STV to provide the same services delivered on FDOT District 2's SR 105/Timucuan Trail over Simpson and Myrtle Creeks Bridge Replacements.

SUBCONSULTANTS

Chosen for their technical competence, knowledge of the project corridor, and existing working relationships with Nassau County and one another, the specialized area firms introduced below were strategically selected to supplement STV's in-house breadth and depth. Together, we exceed the requirements of the RFQ to provide for all potential elements of the Amelia Island Trail Phase 4 project.



DRMP, INC. | Survey/SUE/Mapping

Founded in 1977, **DRMP, Inc. (DRMP)** was among the first companies in Central Florida to offer clients a full-service, multidisciplinary approach to civil engineering and surveying. DRMP now has 18 offices throughout the Southeast offering a broad range of services from their expert staff of engineers, surveyors, planners, scientists, and construction inspectors who work together to make powerful ideas a reality and transform the communities we serve. DRMP was built on a core set of values — expertise, quality, leadership, trust and respect. The firm worked with STV on the Amelia Island Parkway Trail, Segments 1 – 4 under the FDOT District 2 Design Services for Various LAP Projects contract — experience and familiarity that it will draw upon to deliver the same services for this project.



OSIRIS 9 CONSULTING, LLC | Public Involvement Support

Osiris 9 Consulting, Inc. (Osiris 9) is a Jacksonville-based firm of engineers, planners, and public involvement specialists working to improve quality of life for all roadway users. Its compact, agile outreach team is proven in conveying complex engineering concepts to the general public through readily digestible visualizations, producing brochures, boards, videos, and renderings to promoting understanding, generate input, and champion the development of best-value project solutions. Its shared-use path experience includes Putnam County's US 17 SUN Trail, Martin County's SR 5 SUN Trail, and St. Lucie County's SR A1A SUN Trail feasibility studies. In addition, Osiris 9 has held 10 public meetings/hearings in the last few years for projects ranging in complexity from simple access management adjustments to major interstate widenings. It brings experience reaching/addressing varied stakeholder types with often competing project priorities to facilitate community buy-in.





THE HASKELL COMPANY | Landscape Architecture

Founded in 1965 and headquartered in Jacksonville, **The Haskell Company (Haskell)** is a fully integrated firm that has provided design and construction services for more than 3,500 projects in its nearly 60-year history. Its architecture and planning division works alongside transportation and civil designers to create thoughtful, functional, and sustainable spaces that complement transportation facilities, providing a sense of place. It harnesses an intentional, informed approach; broad range of expertise, skills, and resources; and corporate dedication to value and quality to deliver design solutions on time and budget, earning it an 80% repeat client base. For this project, Haskell will provide landscaping architecture services with the aim of improving aesthetics and operationality in a manner that is congruous with the Amelia Island Trail Phase 4's environmental context.



PETERS AND YAFFEE, INC. | Signalization & Lighting Design

Peters and Yaffee, Inc. (P&Y) is a Jacksonville-based, minority-owned professional services consulting firm specializing in transportation and traffic engineering design. Founded in 2008 and well known to your agency, P&Y has served Nassau County for 15 of its 16 years, serving as a 3-time incumbent on Nassau County's Continuing Contract and helping to deliver more than 50 successfully completed projects. Its related trail experience includes the City of Jacksonville's Emerald Trail project; FDOT District 2's CR 17 Trail in Clay, Bradford, and St. Johns counties; and FDOT District 2's SR 207 Hastings Trail, also in St. Johns County. Bringing more than 30 staff cross-trained in traffic and transportation services including signal, S&PM, traffic calming, and GuideSign design as well as traffic, crash, and conceptual alternative analysis, P&Y will lead traffic signal and lighting design to account for this effort's two signalized intersections and potential lighting upgrades.



SES ENVIRONMENTAL RESOURCE SOLUTIONS, LLC | Environmental Assessment/Permitting

SES Environmental Resource Solutions, LLC (SERS) has proudly provided client-based, science-driven, cost-effective environmental consultancy services to clients in Florida and beyond for nearly 30 years. Staffed by expert wildlife biologists, wetland scientists, ecologists, marine scientists, botanists, and GIS analysts, it has the depth and breadth of local resources needed to confirm regulatory compliance and safeguard Florida's greatest resource — the natural environment — while helping to realize infrastructure that meets the ever-evolving needs of its visitors and residents. A fixture on Nassau County and STV projects alike, it has helped deliver 30 assignments in the county and 32 alongside our firm. SERS will contribute environmental resource permitting, wetland delineation, habitat mapping wetland impact assessment, and related services to make sure that this Amelia Island Trail segment is delivered per regulatory requirements.



TERRACON CONSULTANTS, INC. | Geotechnical Engineering

Terracon Consultants, Inc. (Terracon) has provided the geotechnical services foundational to successful transportation projects large and small for more than 50 years. Born of innovation and experience, its nearby Jacksonville office offers local expertise backed by the national resources of 175+ locations to efficiently and effectively complete accurate, reliable geotechnical services. It will draw from extensive equivalent experience that includes supporting STV on the recent Amelia Island Trail Segments 1-4 projects, plus the Bobby Sheppard Park Trailhead and local Crandall Road over McQueen Swamp efforts, each for FDOT District 2. For its latest Amelia Island Trail assignment, Terracon will drill soil borings, run laboratory tests, and deliver associated data and reports to inform our team's overall design effort, helping to make sure of a geotechnically sound, safe, and long-lasting facility.



INNOVATIONS & VALUE-ADD CONCEPTS

In addition to the concepts identified throughout this tab and best practices described below, STV understands that opportunities for innovation will arise throughout the design life cycle. We will remain alert and ready to capitalize on these to realize potential schedule and cost savings, collaborative efficiencies, and a better end product for the Amelia Island community.



**Save time/
minimize delay**



Reduce costs



**Maintain
communication**



**Enhance trail user
safety/visibility**



Limit impacts

Innovative Concept/Value Add	Benefit to Nassau County
Avoid ROW impacts by replacing the unnecessary merge lane on South 14 th Street with the trail	
Prepare an environmentally-friendly trail design on Will Hardee Road that makes sure of tree preservation	
Implement sharrows to convey trail traffic through the City of Fernandina Beach's historic downtown district	
Provide a thin pavement design to limit impacts to underground facilities	
Provide a trail location that avoids impacts to all signal mast arms and electrical transmission poles	
Install RRFBs to improve trail user visibility and safety	
Convert Beech Street and South 2nd Street to a 1-way traffic pattern to provide a safe trail location and landscaping opportunity	
Make sure that signage, pavement markings, and lighting are adjusted to meet current design standards for the Fernandina Beach schools on Hickory Road	
Employ design exceptions to reduce unnecessary construction efforts and correct noncompliant design elements that do not have a safety hazard history (i.e., identify areas where upgrades are not needed)	
Schedule segmental data deliveries of survey, geotechnical, and environmental investigations to the design team	
Use aerials, existing data, and field measurements to reduce survey efforts	
Conduct a 30% charrette and develop dynamic public awareness initiatives to promote collaboration among stakeholders	
Maintain communication with the Nassau County Engineering Department through weekly progress meetings via Teams	
Avoid rework by having the team visit the project corridor to identify locations that will require more detailed information prior to 30% design	
Distribute utility sets before 30% completion to work toward obtaining the eventual UWS packages recommended for the bid	
Use 3-D LiDAR data to aid the team in identifying locations that require special geotechnical attention	



Tab 6
References



Above:

Responsible for projects including the City of Charlotte, NC's Little Sugar Creek Greenway (pictured), STV brings extensive experience supporting innovative trail and bicycle/pedestrian programs nationwide to inform our team's design approach.

TAB 6 - REFERENCES

As testaments to our ability to meet project commitments and provide timely, high-quality engineering deliverables, we submit the following references and proofs for all similar shared-use path projects performed by our local team within the last five years. Please reach out to each contact named herein for additional information pertaining to STV's past performance.

Amelia Island Parkway Trail Segments 1-4 Amelia Island and Fernandina Beach, FL

Client: FDOT District 2
References: Paul Webb, District Program Administration Engineer¹
 Kimberly Evans, State Program Administrator²
Address: 1109 South Marion Avenue, Lake City, FL 32025
Phone Numbers: (386) 961-7823¹, (386) 961-7402²
Email Addresses: paul.webb@dot.state.fl.us¹, kimberly.evans@dot.state.fl.us²
Performance Period: 4/20 – 7/24
Contract Value: \$6.4 million (construction), \$677,000 (fee)



Under its LAP, FDOT District 2 is engaging STV in the delivery of multimodally and safety-focused transportation infrastructure design for trail, sidewalk, and intersection improvement efforts throughout its jurisdiction. Among the more than two dozen task work orders (TWOs) delivered by the firm to date are the Amelia Island Parkway Trail segments 1-4. The team prepared plans for nearly four miles of 10-foot-wide asphalt shared-use path along the southwest side of Amelia Island Parkway under four separate tasks: Segment 1 extended for approximately 1 mile between SR A1A (Fletcher Avenue) and Via Del Rey Road; the 0.9-mile-long Segment 2 from Via Del Rey Road to 14th Street;

At right:

STV successfully delivered Segment 1 — now constructed and open to traffic — to plans, specifications, and estimates (PS&E) on an expedited 12-month schedule.



Segment 3 between 14th Street and Bailey Road for a total of 0.7 miles; and Segment 4 for approximately 1 mile from Bailey Road to SR A1A.

For each TWO, the firm was responsible for shared-use path design; S&PM plan preparation; temporary traffic control plan development; traffic signal design; preparation of SJRWMD permits; public meeting support; and bid package and construction checklist development. Minor drainage modifications and the closure of some ditch drainage were also specified to accommodate existing drainage patterns. Design was complicated by constraints including narrow ROW, limited area in which to provide drainage accommodations, the proximity of the live oak trees lining the project corridor, and the presence of numerous utilities, necessitating impacts. STV used a thin pavement design with a high structural capacity to prevent disturbances to underground utility facilities.

SR 105/Timucuan Trail over Simpson & Myrtle Creeks

Bridge Replacements

Jacksonville, FL

Client: FDOT District 2
Reference: Craig Teal, Project Manager
Address: 1109 South Marion Avenue, Lake City, FL 32025
Phone Number: (386) 961-7703
Email Address: craig.teal@dot.state.fl.us
Performance Period: 11/14 – 12/19
Contract Value: \$10.8 million (construction), \$2.3 million (fee)



To not only remedy scour and functional obsolescence issues, but deliver the missing piece of Duval County's Timucuan Trail, STV led study and design for FDOT District 2's \$10.8 million replacement of the bridges carrying SR 105 (Heckscher Drive) over Myrtle and Simpson creeks in Jacksonville, FL. The team was responsible for civil and structural engineering, environmental services, geotechnical services, and public involvement support to deliver the new, wider replacement structures and associated bicycle and pedestrian trail.

The low-profile 2-lane replacement bridges are 114 and 127 feet long, respectively, and have Florida Slab Beam (FSB) structures supported on reinforced concrete pile bents. An infrequent design type for bridges that carry Florida state roads, STV identified the use of FSBs as being especially well suited for the project given their ability to minimize impacts to the surrounding salt marsh ecosystem and the project's low profile. Although now widely incorporated by the state DOT for short-span bridges, this novel design strategy required extensive coordination with FDOT's Central Office for review and approval. STV also created plans to deliver the two bridges as separate projects, avoiding permitting thresholds that would have required stormwater treatment and associated potential ROW acquisition.

Now wide enough to support the nonmotorized facility, the bridges carry Timucuan Trail, an 18-mile-long multi-use trailhead that connects Amelia Island State Park and Kathryn Abbey Hannah Park, in addition to Heckscher Drive. The firm provided design for the missing 1.7-mile-long portion of the 10-foot-wide asphalt pathway. Constructed within the Timucuan Ecological

and Historic Preserve, which includes a prehistoric archaeological site, the trail required monitoring during ground disturbing operations. Drainage features were installed at ground elevations and buried by adding fill on top to enable construction with minimal disruption.

During construction, vehicular and bicyclist traffic were maintained using a 2-way, 1-lane configuration implementing proprietary signals. This method, combined with the innovative use of FSBs, resulted in significant cost savings. The new structures offer improved safety, resiliency, and mobility for travelers of Timucuan Trail and Heckscher Drive, an important hurricane evacuation route, commuter corridor, and scenic roadway. **In recognition of this, the project was honored with the American Council of Engineering Companies of Florida (ACEC-FL)'s 2024 Outstanding Special Project Award.**

Hart Bridge Expressway Modification Jacksonville, FL

Client: City of Jacksonville (COJ)
Reference: John Pappas, Former COJ Public Works Director
Address: 6455 Powers Avenue, Jacksonville, FL 32217
Phone Number: (904) 733-1478
Email Address: jpappas@eismanrusso.com
Performance Period: 6/18 – 12/23
Contract Value: \$25.4 million (construction), \$4.3 million (fee)



To support riverfront redevelopment in downtown Jacksonville, FL, STV led a multidisciplinary team in the \$25.4 million modification of the Hart Bridge Expressway for COJ. A 3,800-foot-long elevated portion of the facility was replaced with at-grade roadway, opening up the busy area to major planned development. The project also added concrete shared-use paths on both sides of the reconstructed riverfront roadway, with pedestrian signalized marked crosswalks provided at intersections, increasing bicyclist and pedestrian safety.

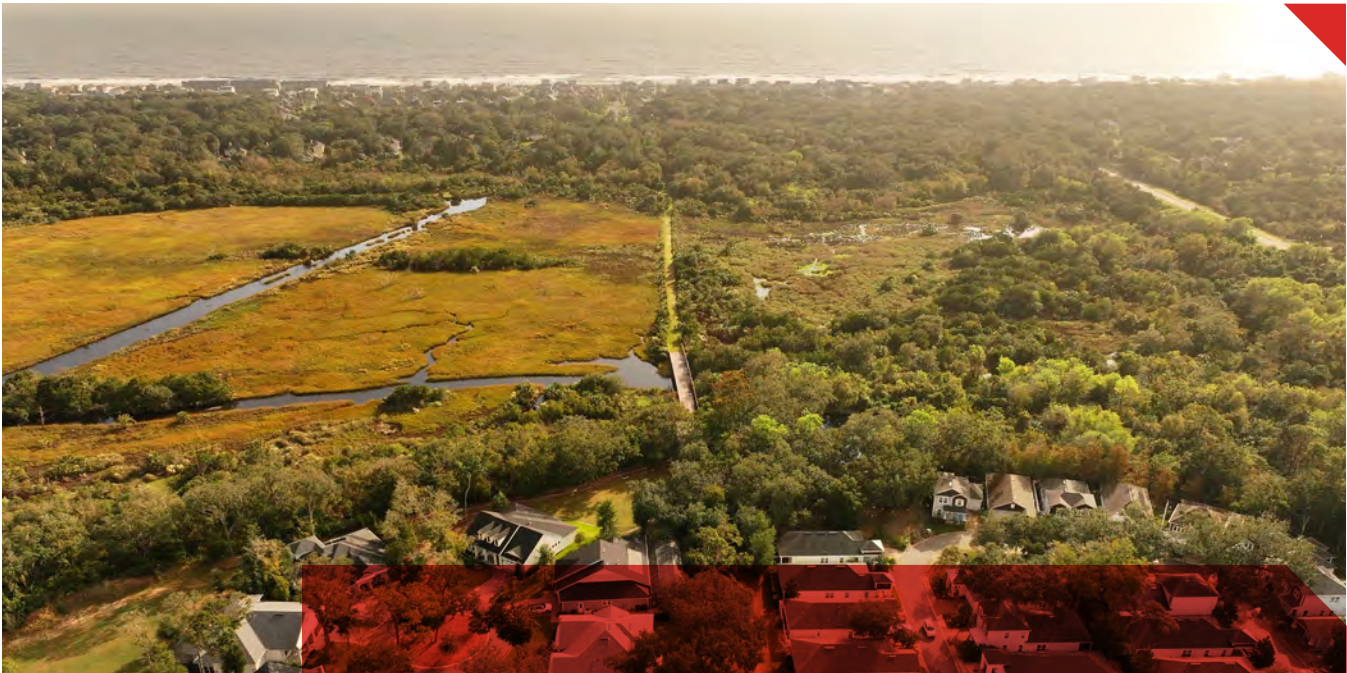
Initially a design-build effort, the project was later converted into a conventional design-bid-build procurement for which STV deftly pivoted to develop final roadway, structural, and drainage plans on a fast-track schedule. The firm also coordinated NEPA documentation; provided traffic control, signalization, lighting, and signage and pavement marking plans; procured SJRWMD and FDOT permits; provided utility coordination; and coordinated extensively with FDOT District 2, USDOT, FHWA, City Council, the mayor's office, and private entities for the LAP initiative.

STV delivered the project from the 30% design level in July of 2019 to construction in January of 2020, successfully meeting stringent timing constraints dictated by project funding and stakeholder commitments. **In 2023, the project was awarded the Best in Construction, LAP Award by the FTBA.**





Tab 7
Current Workload



TAB 7 - CURRENT WORKLOAD

We note our local design group’s active ongoing projects in the below table. Having completed the FDOT District 2 SR 5 RRR project in October and nearing the end of our professional structural engineering services contract with COJ, our team offers ample availability to dedicate to the Amelia Island Trail Phase 4 project. Our key personnel are more than 55% available and have the backing of a skilled project team as well as the scalable support of more than 100 Florida-based STV staff, enabling us to nimbly adapt to evolving project conditions and balance workloads as needed. Our priority will be on maintaining the same consistent, dependable staffing to deliver this shared-use path on your schedule and budget.

CURRENT PROJECT COMMITMENTS

Project and Owner	Percent Complete	Estimated Completion	Role
COJ Hartley Road Widening	40%	12/2025	Prime
COJ Professional Structural Engineering Services	85%	11/2024	Prime
FDOT District 2 JTB Boulevard/US 1 Operational Improvements	55%	06/2025	Prime
FDOT District 3 SR 390 Reconstruction	35%	10/2025	Prime



Tab 8
Costs



TAB 8 - COSTS

Per the requirements of the RFQ and Florida Statutes Chapter 287.055, the Consultants' Competitive Negotiation Act, STV's proposal contains no price or hourly rate information. We understand that the successful respondent will be required to furnish such information to Nassau County upon selection.

Tab 9
Attachments/Forms
(Administrative Information)



ACORDTM**CERTIFICATE OF LIABILITY INSURANCE**

DATE (MM/DD/YYYY)

10/31/2024

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 any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Conner Strong & Buckelew PO Box 99106 Camden, NJ 08101 877 861-3220	CONTACT NAME: Bradley Crowe PHONE (A/C, No, Ext): 856-552-4764 FAX (A/C, No): E-MAIL ADDRESS: bcrowe@connerstrong.com														
INSURED STV Incorporated 205 West Welsh Drive Douglassville, PA 19518	<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A : Underwriters At Lloyds</td> <td>085202</td> </tr> <tr> <td>INSURER B : National Union Fire Insurance Co.</td> <td>19445</td> </tr> <tr> <td>INSURER C : XL Insurance America, Inc.</td> <td>24554</td> </tr> <tr> <td>INSURER D : New Hampshire Ins. Co.</td> <td>23841</td> </tr> <tr> <td>INSURER E : Starr Surplus Lines Ins. Co.</td> <td>13604</td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Underwriters At Lloyds	085202	INSURER B : National Union Fire Insurance Co.	19445	INSURER C : XL Insurance America, Inc.	24554	INSURER D : New Hampshire Ins. Co.	23841	INSURER E : Starr Surplus Lines Ins. Co.	13604	INSURER F :	
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INSURER F :															

COVERAGES**CERTIFICATE NUMBER:****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 INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X	X	GLL10649-05	04/01/2024	04/01/2025	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) \$Excluded PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$4,000,000 PRODUCTS - COMP/OP AGG \$4,000,000 Project Agg. \$10,000,000
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY	X	X	CA4489616 (AOS) \$250 COMP DED \$500 COLL DED	04/01/2024	04/01/2025	COMBINED SINGLE LIMIT (Ea accident) \$2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Med Expense \$5,000
C	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$	X	X	US00083352LI24A	04/01/2024	04/01/2025	EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000 \$
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input checked="" type="checkbox"/> Y <input checked="" type="checkbox"/> N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		X	015893609 (AOS) 015893610 (CA)	04/01/2024 04/01/2024	04/01/2025 04/01/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$2,000,000 E.L. DISEASE - EA EMPLOYEE \$2,000,000 E.L. DISEASE - POLICY LIMIT \$2,000,000
E	Professional Liability		X	1000633951241	04/01/2024	04/01/2025	Per Claim: \$5,000,000 Aggregate: \$5,000,000

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

1. Property Coverage: (Including Blanket Limit)

Policy #: MXI93088686 / Policy Term: 4/1/2024 - 4/1/2025

Insurance Carrier: AGCS Marine Insurance Company (Allianz Global Corporate & Specialty) / NAIC#: 22837

Blanket Limit: \$25,000,000; Real, BPP & BI/EE

Valuable Papers Limits: \$25,000,000 (included in blanket)

(See Attached Descriptions)

CERTIFICATE HOLDER**CANCELLATION**

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

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

W. Michael Thompson

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DESCRIPTIONS (Continued from Page 1)**2. Contractor's Equipment Coverage****Policy#: 39MSDQ9858K1 / Policy Term: 4/01/2024 - 4/01/2025****Insurance Carrier: Hartford Fire Insurance Company****NAIC #: 19682****Owned Schedule Limit: \$5,707,348****Leased or Rented from Others: \$500,000 per Occurrence / Maximum Limit Per Item****3. Contractor's Pollution Liability:****Policy #: USL03057024 / Policy Term: 4/1/2024 - 4/1/2025****Insurance Carrier: Fireman's Fund Indemnity Corporation / NAIC#: 11380****Per Pollution Incident: \$5,000,000****Aggregate Limit: \$5,000,000****4. The Captioned Commercial General Liability Policy includes the following coverage:**

- a. XCU
- b. Contractual Liability
- c. Contractual Liability - Railroads is included by amending the definition of an "Insured Contract" when working within 50ft of a Railroad (CG 24 17 10 01)

5. The Captioned Workers Compensation & Employers Liability coverage includes the following coverage on an if any basis:

- a. USL&H
- b. Maritime
- c. FELA

6. The captioned Workers Compensation Policy includes Employers Liability / Stop GAP Coverage for the following states subject to the following limits:

- 1. North Dakota
- 2. Washington
- 3. Wyoming
- 4. Ohio

Limits:

- 1. \$2,000,000 Employers Liability - Each Accident
- 2. \$2,000,000 Employers Liability - Disease - Each Employee
- 3. \$2,000,000 Employers Liability - Disease - Policy Limit

7. A Waiver of Subrogation is provided in favor of the Additional Insureds under the captioned Commercial General Liability, Business Automobile Liability, Commercial Excess Liability, Workers Compensation & Employers Liability and Contractor's Pollution Liability Coverages if required by written contract & permitted by state law.

8. The captioned Commercial Excess Liability policy is following form of the Commercial General Liability, Automobile Liability, and Employers Liability Policies.

9. 30 Days Notice of Cancellation and Non-Renewal, 10 Days Notice in the event of Non-Payment of Premium, will be provided subject to the terms and conditions of the policy.

Client Name: Nassau County**Project Name: Professional Design Services For The Amelia Island Trail Phase 4 Will Hardee/14th Street Shared Use Path****STV Project #: N/A****Client Contract #: N/A****STVs Project Scope: Professional design services for a new shared-use pedestrian and bike path**

Nassau County Board of County Commissioners are included as Additional Insureds if required by written contract under the following coverage: Commercial General Liability, Business Automobile Liability,

DESCRIPTIONS (Continued from Page 1)

Contractors Pollution Liability and Commercial Excess Liability Coverage. The Additional Insured coverage is provided on a Primary Noncontributory basis if required by written contract. The Additional Insured coverage under the Commercial General Liability is provided for both Ongoing and Completed Operations under ISO Form #s CG 20 10 07 04 and CG 20 37 07 04.

FORM A

SWORN STATEMENT

UNDER FLORIDA STATUTE 287.133(3)(a) ON PUBLIC ENTITY CRIMES

TO BE RETURNED WITH BID

THIS MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted with Bid, Proposal or Contract for Professional Design Services for the Amelia Island Trail Phase 4 Will Hardee/14th Street Shared Use Path (Schools to Waterfront).
2. This sworn statement is submitted by STV Incorporated
(entity submitting sworn statement), whose business address is 5200 Belfort Road, Suite 400, Jacksonville, FL 32256
and its Federal Employee Identification Number (FEIN) is 13-1986759. (If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: _____.)
3. My name is J. Keith Jackson, P.E. (please print name of individual signing), and my relationship to the entity named above is Vice President/Area Manager.
4. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services, any leases for real property, or any contract for the construction or repair of a public building or public work, to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
5. I understand that "convicted" or "conviction" as defined in paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction or a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.
6. I understand that an "affiliate" as defined in paragraph 287.133(1)(a), Florida Statutes, means:
 - a. A predecessor or successor of a person convicted of a public entity crime; or
 - b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not to fair market value under an arm's length agreement, shall be prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding thirty-six (36) months shall be considered an affiliate.
7. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into binding contract and which bids or applies to bid on contracts let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees,

members, and agents who are active in management of an entity. 8. Based on information and belief, the statement, which I have marked below, is true in relation to the entity submitting this sworn statement. **(Please indicate which statement applies.)**

☒ Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor any affiliate of the entity have been charged with and convicted of a public entity crime subsequent to July 1, 1989.

☐ The entity submitting this sworn statement, or one of more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989, and (Please indicate which additional statement applies.)

☐ There has been a proceeding concerning the conviction before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the Hearing Officer did not place the person or affiliate on the convicted vendor list. (Please attach a copy of the final order.)

☐ The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer determined that it was in the public interest to remove the person or affiliate from the convicted vendor list. (Please attach a copy of the final order.)

☐ The person or affiliate has not been placed on the convicted vendor list. (Please describe any action taken by or pending with the Department of General Services.)

Signature

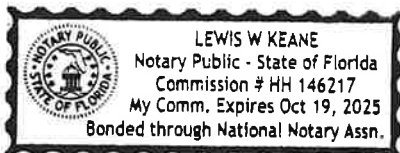
Date

State of: Florida
County of: Duval

Sworn to (or affirmed) and subscribed before me by means of ✓ physical presence or online notarization, this 9th day of November, 2024 by J. Keith Jackson who is ✓ personally known to me or produced as identification.

Notary Public

My commission expires: Oct. 19, 2025



FORM B
RESPONDENT QUESTIONNAIRE

The following questionnaire shall be answered by the Respondent for use in the evaluation process.

1. Company Name: STV Incorporated
Address: 5200 Belfort Road, Suite 400
City/State/Zip: Jacksonville, FL 32256
Phone: Email: (904) 730-9777 | keith.jackson@stvinc.com
Website Address: www.stvinc.com
2. COMPANY STRUCTURE:
☐Sole Proprietor ☐Partnership ☒Corporation ☐Other _____
3. Are you registered with the FL Secretary of State to conduct business? ☒Yes ☐No
4. Are you properly licensed/certified by the Federal or State to perform the specified services?
☒Yes ☐No
5. EXPERIENCE:
Years in business: 112
Years in business under this name: 29
Years performing this type of work: 35
Value of work now under contract: \$1,072,104,334
Value of work in place last year: \$1,330,414,759
Percentage (%) of work usually self-performed: 70%
Name of sub-vendors you may use: DRMP, Inc.; The Haskell Company; Osiris 9 Consulting, LLC; Peters and Yaffee, Inc.; SES Environmental Resource Solutions, LLC; Terracon Consult
Has your company: Failed to complete or defaulted on a contract: ☐Yes ☒No
Been involved in bankruptcy or reorganization: ☐Yes ☒No
Pending judgment claims or suits against firm: ☒Yes ☐No
6. PERSONNEL
How many employees does your company employ: 2,824
(may use additional sheets if needed).

Position/Category (List all)	Full-time	Part-time
Management (Officers)	12	0
Administrative	367	8
Architect	161	8
Civil Engineer	317	10
Communications Engineer	16	1
Construction Inspector	189	6
Construction Manager	122	13
Electrical Engineer	59	1
Environmental Engineer	16	1
Environmental Scientist	14	1
Foundation/Geotechnical Engineer	40	2
Hydraulic Engineer	3	0
Mechanical Engineer	53	1
Project Controls	17	1
Rail Systems Engineer	52	6

(Continued on the following page)

PERSONNEL TABLE – CONT'D.

Position/Category (List all)	Full-time	Part-time
Vehicle Engineer	53	14
Urban/Regional Planner	41	4
Project Manager	319	16
Structural Engineer	189	15
Transportation Engineer	104	5
Water Resources Engineer	24	0
Other		543

7. REFERENCES:

List at least three references for which you have provided these services (similar scope/size) in the past five years - preferably government agencies.

Reference #1:

Company/Agency Name: FDOT District 2
Address: 1109 S. Marion Avenue, Lake City, FL 32025
Contract Person: Paul Webb, District Program Administration Engineer
Phone: Email: (386) 961-7823 | paul.webb@dot.state.fl.us
Project Description: FDOT District 2 Amelia Island Parkway Trail Segments 1-4
Contract \$ Amount: \$677,000
Date Completed: 7/2024

Reference #2:

Company/Agency Name: FDOT District 2
Address: 1109 S. Marion Avenue, Lake City, FL 32025
Contract Person: Craig Teal, Project Manager
Phone: Email: (386) 961-7703 | craig.teal@dot.state.fl.us
Project Description: SR 105/Timucuan Trail over Simpson & Myrtle Creeks Bridge Replacements
Contract \$ Amount: \$2.3 million
Date Completed: 12/2019

Reference #3:

Company/Agency Name: City of Jacksonville
Address: 214 N. Hogan Street, 10th Floor Jacksonville, FL 32202
Contract Person: John Pappas, Former City of Jacksonville Public Works Director
Phone: Email: (904) 733-1478 | jpappas@eismanrusso.com
Project Description: Hart Bridge Expressway Modification
Contract \$ Amount: \$4.3 million
Date Completed: 12/2023

8. NOTICE OF PARTIES AND BINDING AUTHORITY

The following information is required if Respondent is selected for award of a contract with the County.

Notice to Parties

All notices, demands, requests for approvals or other communications shall be in writing, and shall be sent by registered or certified mail, postage prepaid, return receipt requested, or overnight delivery service (such as federal express), or courier service or by hand delivery to:

Contractor Name: STV Incorporated
Attn: J. Keith Jackson, P.E., Vice President/Area Manager
Mailing Address: 5200 Belfort Road, Suite 400, Jacksonville, FL 32256

Binding Authority

The person to execute the contract must be an officer of the company. If not an officer of the company, Respondent must provide proof of signing authority. Please provide the name, email address, and phone number of person who will execute the contract, if awarded.

Name of Person to execute contract (if awarded): J. Keith Jackson, P.E.
Title: Vice President/Area Manager
Email Address: keith.jackson@stvinc.com
Phone Number: (904) 265-7724

FORM C DRUG FREE WORKPLACE CERTIFICATE

I, the undersigned, in accordance with Florida Statute 287.087, hereby certify that
STV Incorporated _____ (print or type name of firm):

1. Publishes a written statement notifying that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance in the workplace named above and specifying actions that will be taken against violations of such prohibition.
2. Informs employees about the dangers of drug abuse in the workplace, the firm's policy of maintaining a drug free working environment, and available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug use violations.
3. Gives each employee engaged in providing commodities or contractual services that are under bid or proposal, a copy of the statement specified above.
4. Notifies the employees that as a condition of working on the commodities or contractual services that are under bid or proposal, the employee will abide by the terms of the statement and will notify the employer of any conviction of, plea of guilty or nolo contendere to, any violation of Chapter 1893, or any controlled substance law of the State of Florida or the United States, for a violation occurring in the work place, no later than five (5) days after such conviction, and requires employees to sign copies of such written statement to acknowledge their receipt.
5. Imposes a sanction on, or requires the satisfactory participation in, a drug abuse assistance or rehabilitation program, if such is available in the employee's community, by any employee who is so convicted.
6. Makes a good faith effort to continue to maintain a drug free workplace through the implementation of a drug free workplace program.

"As a person authorized to sign a statement, I certify that the above-named business, firm, or corporation complies fully with the requirements set forth herein."

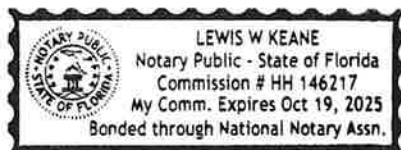
J. Keith Jackson
Authorized Signature
11/4/2024
Date Signed

State of: Florida
County of: Duval

Sworn to (or affirmed) and subscribed before me by means of ✓ physical presence or _____ online notarization, this 4th day of November, 2024 by J. Keith Jackson who is ✓ personally known to me or _____ produced _____ as identification.

J. W. Keane
Notary Public

My commission expires: Oct. 19, 2025



FORM D
E-VERIFY AFFIDAVIT

**NASSAU COUNTY E-VERIFY FORM UNDER
SECTION 448.095, FLORIDA STATUTES**

Project Name: Professional Design Services for the Amelia Island Trail Phase 4 Will Hardee/14th Street Shared Use Path (Schools to Waterfront)

Bid No./Contract No.: NC24-027-RFQ

DEFINITIONS:

“Contractor” means a person or entity that has entered or is attempting to enter into a contract with a public employer to provide labor, supplies, or services to such employer in exchange for salary, wages, or other remuneration. “Contractor” includes, but is not limited to, a vendor or consultant.

“Subcontractor” means a person or entity that provides labor, supplies, or services to or for a contractor or another subcontractor in exchange for salary, wages, or other remuneration.

“E-Verify System” means an internet-based system operated by the United States Department of Homeland Security that allows participating employers to electronically verify the employment eligibility of newly hired employees.

Effective January 1, 2021, Contractors, shall register with and use the E-Verify System in order to verify the work authorization status of all newly hired employees. Contractor shall register for and utilize the U.S. Department of Homeland Security’s E-Verify System to verify the employment eligibility of:

- a. All persons employed by a Contractor to perform employment duties within Florida during the term of the contract; and
- b. All persons (including subvendors/subconsultants/subcontractors) assigned by Contractor to perform work pursuant to the contract with Nassau County. The Contractor acknowledges and agrees that registration and use of the U.S. Department of Homeland Security’s E-Verify System during the term of the contract is a condition of the contract with Nassau County; and
- c. Should vendor become the successful Contractor awarded for the above-named project, by entering into the contract, the Contractor shall comply with the provisions of Section 448.095, Florida Statutes, “Employment Eligibility”, as amended from time to time. This includes, but is not limited to, registration and utilization of the E-Verify System to verify the work authorization status of all newly hired employees. The Contractor shall also execute the attached affidavit (Attachment “A”) attesting that the Contractor does not employ, contract with, or such affidavit for the duration of the contract; and
- d. Contractor shall also require all subcontractors to execute the attached affidavit (Attachment “B”) attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The Contractor shall maintain a copy of such affidavit for the duration of the contract.

CONTRACT TERMINATION:

- a. If Nassau County has a good faith belief that a Contractor has knowingly violated §448.09(1) or §448.095(2), Florida Statutes, the contract shall be terminated.
- b. If Nassau County has a good faith belief that a subcontractor has knowingly violated §448.09(1) or §448.095(2), Florida Statutes, but the Contractor otherwise complied with Chapter 448, Florida Statutes, Nassau County shall promptly notify the Contractor and order the Contractor to immediately terminate the contract with the subcontractor.
- c. A contract terminated under subparagraph a) or b) is not a breach of contract and may not be considered as such.
- d. Any challenge to termination under this provision must be filed in the Circuit Court no later than twenty (20) calendar days after the date of termination.
- e. If the contract is terminated for a violation of the Statute by the Contractor, the Contractor may not be awarded a public contract for a period of one (1) year after the date of termination.

FORM D - 1 CONTRACTOR E-VERIFY AFFIDAVIT

I hereby certify that STV Incorporated (Contractor Company Name) does not employ, contract with, or subcontract with an unauthorized alien, and is otherwise in full compliance with Section 448.095, Florida Statutes.

All employees hired on or after January 1, 2021 have had their work authorization status verified through the E-Verify system.

A true and correct copy of STV Incorporated's (Contractor Company Name) proof of registration in the E-Verify system is attached to this Affidavit.

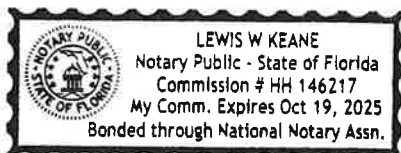
J. Keith Jackson
Print Name: J. Keith Jackson, P.E.
Date: 11/4/2024

STATE OF FLORIDA
COUNTY OF Duval

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this November 4, 2024 (Date) by J. Keith Jackson (Name of Officer or Agent, Title of Officer or Agent) of STV Incorporated (Name of Contractor Company Acknowledging), a New York (State or Place of Incorporation) Corporation, on behalf of the Corporation. He/She is ☒ personally known to me or ☐ has produced _____ as identification.

Lewis W. Keane
Notary Public
Lewis W. Keane
Printed Name

My Commission Expires: Oct. 19, 2025





Company ID Number: 106871

Information Required for the E-Verify Program

Information relating to your Company:

Company Name	STV GROUP INC.
Company Facility Address	205 W. WELSH DRIVE DOUGLASSVILLE, PA 19518
Company Alternate Address	
County or Parish	BERKS
Employer Identification Number	231698231
North American Industry Classification Systems Code	541
Parent Company	STV GROUP INC.
Number of Employees	1,000 to 2,499
Number of Sites Verified for	31 site(s)

FORM D - 2
SUBCONTRACTOR E-VERIFY AFFIDAVIT

I hereby certify that DRMP, Inc. (Subcontractor Company Name) does not employ, contract with, or subcontract with an unauthorized alien, and is otherwise in full compliance with Section 448.095, Florida Statutes.

All employees hired on or after January 1, 2021 have had their work authorization status verified through the E-Verify system.

A true and correct copy of DRMP, Inc. (Subcontractor Company Name) proof of registration in the E-Verify system is attached to this Affidavit.

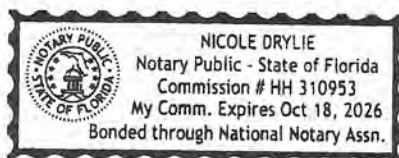
C. William Faust
Print Name: C. William Faust, PSM
Date: 11/01/2024

STATE OF FLORIDA
COUNTY OF Orange

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this 11/01/2024 (Date) by C. William Faust, PSM (Name of Officer or Agent, Title of Officer or Agent) of DRMP, Inc. (Name of Contractor Company Acknowledging), a Florida (State or Place of Incorporation) Corporation, on behalf of the Corporation. He/She is ☒ personally known to me or ☐ has produced _____ as identification.

Nicole Drylie
Notary Public
Nicole Drylie
Printed Name

My Commission Expires: 10/18/2026





Company ID Number: 148561

Information Required for the E-Verify Program

Information relating to your Company:

Company Name	DRMP, Inc.
Company Facility Address	941 Lake Baldwin Lane Orlando, FL 32814
Company Alternate Address	
County or Parish	ORANGE
Employer Identification Number	591791174
North American Industry Classification Systems Code	541
Parent Company	
Number of Employees	500 to 999
Number of Sites Verified for	21 site(s)

FORM D - 2
SUBCONTRACTOR E-VERIFY AFFIDAVIT

I hereby certify that The Haskell Company (Subcontractor Company Name) does not employ, contract with, or subcontract with an unauthorized alien, and is otherwise in full compliance with Section 448.095, Florida Statutes.

All employees hired on or after January 1, 2021 have had their work authorization status verified through the E-Verify system.

A true and correct copy of The Haskell Company (Subcontractor Company Name) proof of registration in the E-Verify system is attached to this Affidavit.



Print Name: Robert Jackson

Date: November 11, 2024

STATE OF FLORIDA
COUNTY OF Duval

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ on line notarization, this Monday, November 11, 2024 (Date) by Samantha Beebe (Name of Officer or Agent, Title of Officer or Agent) of The Haskell Company (Name of Contractor Company Acknowledging), a Florida (State or Place of Incorporation) Corporation, on behalf of the Corporation. He/She is ☐ personally known to me or ☐ has produced _____ as identification.

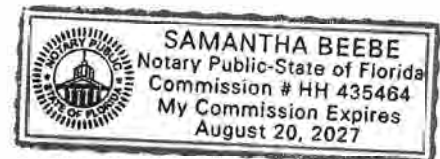


Notary Public

Samantha Beebe

Printed Name

My Commission Expires: August 20, 2027





Company ID Number:11815

Client Company ID Number:1714156

Information Required for the E-Verify Program	
Information relating to your Company:	
Company Name	The Haskell Company
Company Facility Address	111 Riverside Avenue Jacksonville, FL 32202
Company Alternate Address	111 Riverside Avenue Jacksonville, FL 32202
County or Parish	Duval
Employer Identification Number	59-2387450
North American Industry Classification Systems Code	Heavy And Civil Engineering Construction (237)
Parent Company	
Number of Employees	1,000 to 2,499
Number of Sites Verified for	1

FORM D - 2 SUBCONTRACTOR E-VERIFY AFFIDAVIT

I hereby certify that Osiris 9 Consulting, LLC (Subcontractor Company Name) does not employ, contract with, or subcontract with an unauthorized alien, and is otherwise in full compliance with Section 448.095, Florida Statutes.

All employees hired on or after January 1, 2021 have had their work authorization status verified through the E-Verify system.

A true and correct copy of Osiris 9 Consulting, LLC (Subcontractor Company Name) proof of registration in the E-Verify system is attached to this Affidavit.


Print Name: Zhuan Loo

Date: November 14, 2024

STATE OF FLORIDA
COUNTY OF Seminole

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this 11/14/24 (Date) by Zhuan Loo (Name of Officer or Agent, Title of Officer or Agent) of Osiris 9 Consulting, LLC (Name of Contractor Company Acknowledging), a Florida (State or Place of Incorporation) Corporation, on behalf of the Corporation. He/She is ☐ personally known to me or ☒ has produced driver's license as identification.



Notary Public

Aleah Paseur

Printed Name



ALEAH L. PASEUR
Commission # HH 099907
Expires March 3, 2025
Bonded Thru Budgetary Year 2025

My Commission Expires: March 3, 2025

 An official website of the United States government [Here's how you know](#)



Menu 

My Company Account

My Company Profile

Company Information

Company Name

Osiris 9 Consulting, LLC

Doing Business As (DBA) Name

Company ID

778809

Enrollment Date

May 09, 2014

Employer Identification Number (EIN)

452311176

Unique Entity Identifier (UEI)

DUNS Number

023858661

Total Number of Employees

20 to 99

NAICS Code

541

Sector

Professional, Scientific, and Technical
Services

Subsector

Professional, Scientific, and Technical
Services

[Edit Company Information](#)

FORM D - 2 SUBCONTRACTOR E-VERIFY AFFIDAVIT

I hereby certify that Peters and Yaffee, Inc. (Subcontractor Company Name) does not employ, contract with, or subcontract with an unauthorized alien, and is otherwise in full compliance with Section 448.095, Florida Statutes.

All employees hired on or after January 1, 2021 have had their work authorization status verified through the E-Verify system.

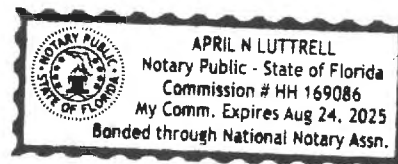
A true and correct copy of Peters and Yaffee, Inc.'s (Subcontractor Company Name) proof of registration in the E-Verify system is attached to this Affidavit.

Russell YH
Print Name: Russell Yaffee, PE, PTOE
Date: 11/1/2024

STATE OF FLORIDA
COUNTY OF Duval

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this 11-1-2024 (Date) by Russell Yaffee (Name of Officer or Agent, Title of Officer or Agent) of Peters + Yaffee, Inc. (Name of Contractor Company Acknowledging), a Florida (State or Place of Incorporation) Corporation, on behalf of the Corporation. He/She is ☒ personally known to me or ☐ has produced _____ as identification.

April Luttrell
Notary Public
April Luttrell
Printed Name



My Commission Expires: August 24, 2025



My Company Account

My Company Profile

Company Information

Company Name

Peters and Yaffee, Inc.

Doing Business As (DBA) Name

Peters and Yaffee, Inc.

Company ID

691467

Enrollment Date

Jul 11, 2013

Employer Identification Number (EIN)

263166179

Unique Entity Identifier (UEI)

DUNS Number

825824084

Total Number of Employees

20 to 99

NAICS Code

541

Sector

Professional, Scientific, and Technical Services

Subsector

Professional, Scientific, and Technical Services

[Edit Company Information](#)

Employer Category

Employer Category

None of these categories apply

[Edit Employer Category](#)

Company Addresses

Physical Address

9822 Tapestry Park Circle
Suite 205
Jacksonville, FL 32246

Mailing Address

Same as Physical Address

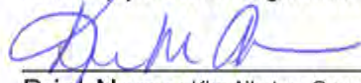
[Edit Company Addresses](#)

FORM D - 2 SUBCONTRACTOR E-VERIFY AFFIDAVIT

I hereby certify that SES Environmental Resource Solutions LLC (Subcontractor Company Name) does not employ, contract with, or subcontract with an unauthorized alien, and is otherwise in full compliance with Section 448.095, Florida Statutes.

All employees hired on or after January 1, 2021 have had their work authorization status verified through the E-Verify system.

A true and correct copy of SES Environmental Resource Solutions LLC (Subcontractor Company Name) proof of registration in the E-Verify system is attached to this Affidavit.



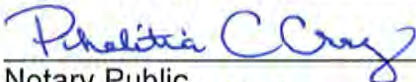
Print Name: Kim Allerton, General Manager

Date: 11/12/2024

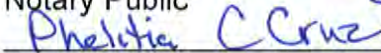
STATE OF FLORIDA

COUNTY OF Duval

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this Nov 12, 2024 (Date) by Kim M. Allerton, Gen Mgr. (Name of Officer or Agent, Title of Officer or Agent) of SES Environmental Resource Solutions LLC (Name of Contractor Company Acknowledging), a Florida (State or Place of Incorporation) Corporation, on behalf of the Corporation. He/She is ☒ personally known to me or ☐ has produced _____ as identification.

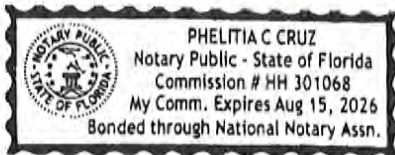


Notary Public



Printed Name

My Commission Expires: Aug 15, 2026





Company ID Number: 11557

Client Company ID Number: 2485232

Approved by:

Employer	
SES Environmental Resource Solutions, LLC	
Name (Please Type or Print) Leah Taylor	Title
Signature Electronically Signed	Date 07-12-2024
E-Verify Employer Agent	
HireRight, LLC. (v30)	
Name (Please Type or Print) Bridget Plaia	Title
Signature Electronically Signed	Date 07-12-2024
Department of Homeland Security – Verification Division	
Name (Please Type or Print) USCIS Verification Division	Title
Signature Electronically Signed	Date 07-12-2024

FORM D - 2 **SUBCONTRACTOR E-VERIFY AFFIDAVIT**

I hereby certify that Terracon Consultants, Inc. (Subcontractor Company Name) does not employ, contract with, or subcontract with an unauthorized alien, and is otherwise in full compliance with Section 448.095, Florida Statutes.

All employees hired on or after January 1, 2021 have had their work authorization status verified through the E-Verify system.

A true and correct copy of Terracon Consultants, Inc. (Subcontractor Company Name) proof of registration in the E-Verify system is attached to this Affidavit.

Kyle E. Hayes
 Print Name: Kyle E. Hayes
 Date: 10/31/24

STATE OF FLORIDA
 COUNTY OF Duval

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this 10/31/24 (Date) by Kyle E. Hayes (Name of Officer or Agent, Title of Officer or Agent) of Terracon Consultants, Inc. (Name of Contractor Company Acknowledging), a Delaware (State or Place of Incorporation) Corporation, on behalf of the Corporation. ☒ He/She is personally known to me or ☐ has produced _____ as identification.

Emily Grace Studstill
 Notary Public
Emily Grace Studstill
 Printed Name

My Commission Expires: July 13, 2027





Company ID Number: 39082

Information Required for the E-Verify Program

Information relating to your Company:

Company Name	Terracon Consultants, Inc.
Company Facility Address	10841 S. Ridgeview Rd. Olathe, KS 66061
Company Alternate Address	
County or Parish	JOHNSON
Employer Identification Number	421249917
North American Industry Classification Systems Code	5413
Parent Company	Terracon Consultants, Inc.
Number of Employees	5,000 to 9,999
Number of Sites Verified for	5

FORM E

COMPLIANCE WITH ANTI-HUMAN TRAFFICKING LAWS AFFIDAVIT

Section 787.06, Florida Statutes

Contract, contract renewals and contract extensions

Before me the undersigned authority, personally appeared
J. Keith Jackson, P.E., whom after being duly sworn, deposes and states:
 Affiant

1. My name is J. Keith Jackson, P.E. and I am over the age of 18 years of age and I have personal knowledge of the matters set forth herein.
2. I am a corporate officer or other authorized person with STV Incorporated, a non-governmental entity. I assert and acknowledge that I have legal authorization to contractually bind the non-governmental entity.
3. The non-governmental entity does not use coercion for labor or services, as defined in Section 787.06, Florida Statutes.
4. This declaration is made pursuant to Section 92.525, Florida Statutes. I understand that making a false statement in this declaration may subject me to criminal penalties.

Under penalties of perjury, I declare that I have read the foregoing Anti-Human Trafficking Laws Affidavit and that the facts stated in it are true.

Further Affiant Sayeth Naught.

Signature: 

Firm Name: STV Incorporated

Title: Vice President/Area Manager

Date: 11/4/2024

Acknowledgment

The foregoing Affidavit was acknowledged before me by means of ☒ physical presence or ☐ online notarization this 4th day of November, 2024 by J. Keith Jackson who is personally known to me or who has produced _____ as identification.

[Notary Seal]

Signature: 

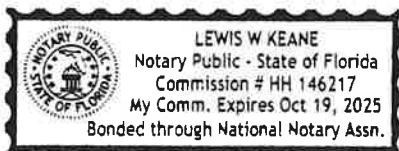




EXHIBIT "C"

INSURANCE REQUIREMENTS

COMMERCIAL GENERAL LIABILITY INSURANCE

The Vendor/Contractor shall purchase and maintain at the Vendor/Contractor's expense Commercial General Liability insurance coverage (ISO or comparable Occurrence Form) for the life of this Contract. Modified Occurrence or Claims Made forms are not acceptable.

The Limits of this insurance shall not be less than the following limits:

Each Occurrence Limit	\$1,000,000
Personal & Advertising Injury Limit	\$1,000,000
Products & Completed Operations Aggregate Limit	\$2,000,000
General Aggregate Limit (other than Products & Completed Operations) Applies Per Project	\$2,000,000

General liability coverage shall continue to apply to "bodily injury" and to "property damage" occurring after all work on the Site of the covered operations to be performed by or on behalf of the additional insureds has been completed and shall continue after that portion of "your work" out of which the injury or damage arises has been put to its intended use.

WORKERS' COMPENSATION AND EMPLOYER'S LIABILITY INSURANCE

The Vendor/Contractor shall purchase and maintain at the Vendor/Contractor's expense Workers' Compensation and Employer's Liability insurance coverage for the life of this Contract.

The Limits of this insurance shall not be less than the following limits:

Part One – Workers' Compensation Insurance – Unlimited
Statutory Benefits as provided in the Florida Statutes and

Part Two – Employer's Liability Insurance

Bodily Injury By Accident	\$500,000 Each Accident
Bodily Injury By Disease	\$500,000 Policy Limit
Bodily Injury By Disease	\$500,000 Each Employee

*If leased employees are used, policy must include an Alternate Employer's Endorsement

AUTOMOBILE LIABILITY INSURANCE

The Vendor/Contractor shall purchase and maintain at the Vendor/Contractor's expense Automobile Liability insurance coverage for the life of this Contract.

The Limits of this insurance shall not be less than the following limits:

Combined Single Limit – Each Accident	\$1,000,000
---------------------------------------	-------------

Covered Automobiles shall include any auto owned or operated by the insured Vendor/Contractor, including autos which are leased, hired, rented or borrowed, including autos owned by their employees which are used in connection with the business of the respective Vendor/Contractor.

PROFESSIONAL LIABILITY (ERRORS & OMISSIONS)

This additional coverage will be required for all projects involving consultants, engineering services, architectural or design/build projects, independent testing firms and similar exposures.

The Contractor/Vendor shall purchase and maintain at the Contractor/Vendor's expense Professional Liability insurance coverage for the life of this Contract.

If the contract includes a requirement for Professional Liability or Errors and Omissions insurance, the minimum amount of such insurance shall be as follows:

Each Occurrence/Annual Aggregate –	\$1,000,000
------------------------------------	-------------

Design Professional Liability coverage will be provided on an Occurrence Form or a Claims Made Form with a retroactive date to at least the first date of this Agreement. If provided on a Claims Made Form, the coverages must

respond to all claims reported within three years following the period for which coverage is required and which would have been covered had the coverage been on an occurrence basis.

Vendor/Contractor shall require each of his Sub-Vendor/Contractors to likewise purchase and maintain at their expense Commercial General Liability insurance, Workers' Compensation and Employer's Liability coverage and Automobile Liability insurance coverage meeting the same limit and requirements as the Vendor/Contractors insurance.

Certificates of Insurance and the insurance policies required for this Agreement shall contain –

- **Endorsement that coverage afforded under the policies will not be cancelled or allowed to expire until at least thirty (30) days prior written notice has been given to Nassau County Board of County Commissioners.**
 - **Nassau County Board of County Commissioners must be named as an Additional Insured and endorsed onto the Commercial General Liability (CGL), Auto Liability policy (ies).**
 - **CGL policy for construction related contracts –**
 - **Additional Insured Endorsement must include Ongoing and Completed**
 - **CGL policy shall not be endorsed with Contractual Liability Limitation Endorsement or Amendment of Insured Contract Definition**
 - **CGL policy shall include broad form contractual liability coverage for the Contractors covenants to and indemnification of the Authority under this Contract**
- **Provision under General Liability, Auto Liability and Workers' Compensation to include a Waiver of Subrogation clause in favor of Nassau County Board of County Commissioners.**
- **Provision that policies, except Workers' Compensation, are primary and noncontributory.**

Certificates of Insurance and the insurance policies required for this Agreement shall contain a provision under General Liability, Auto Liability, Environmental Liability and Workers' Compensation to include a Waiver of Subrogation clause in favor of Nassau County Board of County Commissioners.

All Insurers must be authorized to transact insurance business in the State of Florida as provided by Florida Statute 624.09(1) and the most recent Rating Classification/Financial Category of the insurer as published in the latest edition of "Best's Key Rating Guide" (Property-Casualty) must be at least A- or above.

All of the above referenced Insurance coverage is required to remain in force for the duration of this Agreement and for the duration of the warranty period. Accordingly, at the time of submission of final application for payment, Vendor/Contractor shall submit an additional Certificate of Insurance evidencing continuation of such coverage.

If the Vendor/Contractor fails to procure, maintain or pay for the required insurance, Nassau County Board of County Commissioners shall have the right (but not the obligation) to secure same in the name of and for the account of Vendor/Contractor, in which event, Vendor/Contractor shall pay the cost thereof and shall furnish upon demand, all information that may be required to procure such insurance. Nassau County Board of County Commissioners shall have the right to back-charge Vendor/Contractor for the cost of procuring such insurance. The failure of Nassau County Board of County Commissioners to demand certificates of insurance and endorsements evidencing the required insurance or to identify any deficiency in Vendor/Contractors coverage based on the evidence of insurance provided by the Vendor/Contractor shall not be construed as a waiver by Nassau County Board of County Commissioners of Vendor/Contractor's obligation to procure, maintain and pay for required insurance.

The insurance requirements set forth herein shall in no way limit Vendor/Contractors liability arising out of the work performed under the Agreement or related activities. The inclusions, coverage and limits set forth herein are minimum inclusion, coverage and limits. The required minimum policy limits set forth shall not be construed as a limitation of Vendor/Contractor's right under any policy with higher limits, and no policy maintained by the Vendor/Contractor shall be construed as limiting the type, quality or quantity of insurance coverage that Vendor/Contractor should maintain. Vendor/Contractor shall be responsible for determining appropriate inclusions, coverage and limits, which may be in excess of the minimum requirements set forth herein.

If the insurance of any Vendor/Contractor or any Sub-Vendor/Contractor contains deductible(s), penalty(ies) or self-insured retention(s), the Vendor/Contractor or Sub-Vendor/Contractor whose insurance contains such provision(s) shall be solely responsible for payment of such deductible(s), penalty(ies) or self-insured retention(s).

The failure of Vendor/Contractor to fully and strictly comply at all times with the insurance requirements set forth herein shall be deemed a material breach of the Agreement.

February 28, 2025

EXHIBIT "D"

NEGOTIATED RATE SCHEDULE

SCOPE OF SERVICES

February 28, 2025

ENGINEERING DESIGN SERVICES FOR AMELIA ISLAND TRAIL PHASE 4

WILL HARDEE/14TH STREET SHARED USE PATH

(SCHOOLS TO WATERFRONT)

FPID NO. 437337-3-54-01

Professional Design Services NC24-027-RFQ

I. SCOPE OF PROJECT

- A. The intent of this project is to provide engineering design, permitting, and other professional services necessary for the bidding and construction of the Nassau County **Amelia Island Trail Phase 4**. The primary effort is shared-use path design services and includes stormwater management design and plans, tree mitigation impact assessment, signalization plans, lighting assessment, utility coordination, roadway, and drainage design, acquiring necessary permits, and generating a safety report, construction cost estimate, estimated construction schedule, and the project bid specifications.
- B. The proposed project limits are from Simmons Rd. to the south, traversing north along Will Hardee Rd. to Sadler Rd, west on Sadler Rd. to S. 14th Street, and north on S. 14th Street to Hickory Street.
- C. It is intended that STV Incorporated's (CONSULTANT) services will result in necessary drawings, sketches, and other documents needed for final design and permitting.
- D. CONSULTANT'S services on the project include two phases:
 - 1. Final Design
 - 2. Post Design Service during Bidding & Construction.

This agreement includes only the first phase (Final Design).

II. TECHNICAL REQUIREMENTS

- A. Design, Plans Preparation and Coordination (**See Staff Hours for scope details**):
 - 1. PUBLIC INVOLVEMENT
 - 2. TRAIL DESIGN
 - 3. DRAINAGE DESIGN

February 28, 2025

4. UTILITY COORDINATION
5. ENVIRONMENTAL PERMITTING
6. STRUCTURAL DESIGN
7. SIGNING AND PAVEMENT MARKING DESIGN
8. SIGNALIZATION DESIGN
9. LIGHTING ASSESSMENT
10. DESIGN SURVEY/SUE
11. RIGHT-OF-WAY MAPPING
12. GEOTECHNICAL ASSESSMENT
13. LANDSCAPE ARCHITECTURE
14. COORDINATION MEETINGS

B. GUIDANCE & CRITERIA

Guidance & criteria shall be based on the following published documentation as relevant:

1. Nassau County Standard Details
2. Nassau County Code of Ordinance
3. Manual of Uniform Minimum Standards for Design, Construction and Maintenance for Streets and Highways, State of Florida (Florida Greenbook)
4. Manual on Uniform Traffic Control Devices (MUTCD)

C. FINAL PROJECT DELIVERABLES:

The CONSULTANT will provide a final package to the Project Manager at the completion of this phase and will include:

1. Final Road Safety Study
2. Final Engineering Report
3. Final Roadway Plan
4. Final Signalization Plans
5. Final Lighting Plans (if necessary)
6. Bid & Supplemental Specifications

February 28, 2025

7. Construction Cost Estimate
8. Estimated Construction Schedule
9. Supporting Design Documentation and Reports
10. Permit Applications
11. Utility Work Schedules

D. MEETINGS:

1. The CONSULTANT shall take notes of all design/review meetings held with Nassau County. These notes shall be transcribed and furnished to the Project Manager for concurrence as soon as practical (but not more than 5 working days) after the date of the meeting. NC24-027-RFQ-STV-Staff Hour Proposal
2. The CONSULTANT shall take minutes/notes of all meetings with outside agencies. These notes shall be notified in writing by the Project Manager regarding changes to the project that will require modification to the CONSULTANT's work.

E. ADDITIONAL REQUIREMENTS:

1. The CONSULTANT shall deliver Final Plans in 11" x 17" sheets.
2. The CONSULTANT shall deliver final digital files in MicroStation format.

III. TIME SCHEDULE

The Design Phase shall follow the 12-month duration schedule outlined below.

1. Notice to Proceed (NTP)
2. Mobilize Survey/SUE, Geotechnical, and Environmental services
3. Submit 60% plans (*5 months from NTP.*)
 - Engineering Report (including value engineering recommendations)
 - Roadway Plans (including TTCP and S&PM Plans)
 - Construction Cost Estimate
 - Estimated Construction Schedule
 - Lighting (If warranted)
 - Geotechnical Report

February 28, 2025

4. Nassau County 60% plans review
5. Submit 90% plans (*4 months from 60% plans submittal*)
 - Roadway Plans (including TTCP and S&PM Plans)
 - Signalization Plans (including structural plans)
 - Lighting Plans (If warranted)
 - Landscaping Plans
 - Construction Cost Estimate
 - Estimated Construction Schedule
 - DRAFT Bid Specifications
 - DRAFT Utility Work Schedules
6. Nassau County 90% plans review
7. Submit FINAL Plans, permits, estimates, and bid documents (*3 months from 90% plans submittal*).
 - Final Road Safety Study
 - Final Engineering Report
 - Final Roadway Plans (including TTCP and S&PM Plans)
 - Final Signalization Plans (including structural plans)
 - Final Lighting Plans (If warranted)
 - Final Landscaping Plans
 - Construction Cost Estimate
 - Estimated Construction Schedule
 - Final Bid Specifications
 - Final Utility Work Schedules

The CONSULTANT will provide Nassau County a detailed schedule of activities within 10 working days of receipt of NTP.

February 28, 2025

IV. NOTICE TO PROCEED

No work on this project shall be performed until a contract has been executed and Notice to Proceed is issued which specifically authorizes such work.

Exhibit B
CONTRACT FEE SUMMARY FORMAT FOR ENGINEERING DIVISION
NASSAU COUNTY

PART I - GENERAL

1. Project Amelia Island Trail Phase 4 Will Hardee/14th Street shared use path (Schools to Waterfront)	2. Proposal No. / Contract No. NC24-027-RFQ
3. Name of Consultant STV INC	4. Date of Proposal February 28, 2025

PART II - LABOR RELATED COSTS

5. Direct Labor (Lump Sum)	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Classification				
Project Manager	\$ 68.51	654	\$ 44,805.54	44,805.54
Chief Engineer	\$ 95.76	472	\$ 45,198.72	45,198.72
Senior Engineer	\$ 93.00	493	\$ 45,849.00	45,849.00
Engineer 2	\$ 71.15	664	\$ 47,243.60	47,243.60
Engineer 1	\$ 51.48	844	\$ 43,449.12	43,449.12
Engineer Intern	\$ 38.20	174	\$ 6,646.80	6,646.80
CADD / Computer Technician	\$ 21.92	162	\$ 3,551.04	3,551.04
Secretary/Clerical	\$ 30.00	93	\$ 2,790.00	2,790.00
TOTAL DIRECT LABOR	\$ 67.36	3556		\$ 239,533.82
6. Overhead (Combined Fringe Benefit & Administrative)				
Overhead Rate 150 % x Total Direct Labor				\$ 359,300.73
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				\$ 598,834.55
8. PROFIT: Labor Related Costs (Item 7) x 10%				\$ 59,883.46

PART III - OTHER COSTS

9. Miscellaneous Direct Costs (Lump Sum)	\$	
	\$	
	\$	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL	\$	-
10. SUBCONTRACTS (Lump Sum)	\$	
	\$	
	\$	
SUB-CONTRACTs SUB-TOTAL (Lump Sum)	\$	-
11. REIMBURSABLE COSTS (Limiting Amount)		
DRMP, Inc. Survey/SUE	\$ 320,643.16	
Terracon Consultants, Inc. Geotechnical	\$ 60,234.95	
Peter & Yaffee, Inc. Signals and Lighting	\$ 135,216.55	
Osiris 9 Consulting, LLC Public Involvement	\$ 61,348.46	
The Haskell Company Landscaping Architecture	\$ 64,826.31	
SES Evironmental Resource Solutions, LLC Permitting	\$ 23,993.22	
SUB-TOTAL REIMBURSABLES	\$	666,262.65

PART IV - SUMMARY

TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables) (Items 5, 6, 8, 9, 10, and 11)	\$ 1,324,980.66
13. ORIGINAL OR CURRENT CONTRACT AMOUNT	
14. AMENDED CONTRACT AMOUNT	\$ 1,324,980.66

ESTIMATE OF WORK EFFORT FOR TECHNICAL PROPOSALS - FIRM TOTAL

Financial Project Number: 437337-3-54-01

Project Name: The Amelia Island Trail Phase 4

FAP Number: 0

Date: 2/28/2025

Name of Consultant: STV, Inc.

Staff Hour Distribution Percentages - Firm Total														
	Hours from "Summary" sheet Firm Total	Project Manager	Chief Engineer	Senior Engineer	Engineer 2	Engineer 1	Engineering Intern	CADD / Computer Tech	Secretary / Clerical					Total
3. Project General and Project Common Tasks	232	40.0%	0.0%	0.0%	0.0%	20.0%	0.0%	0.0%	40.0%	0.0%	0.0%	0.0%	0.0%	100.00%
4. Roadway Analysis	1761	20.0%	20.0%	20.0%	20.0%	20.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.00%
5. Roadway Plans	602	0.0%	0.0%	0.0%	20.0%	40.0%	20.0%	20.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.00%
6a. Drainage Analysis	449	20.0%	20.0%	20.0%	20.0%	20.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.00%
6b. Drainage Plans	136	0.0%	0.0%	0.0%	20.0%	40.0%	20.0%	20.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.00%
7. Utilities	122	50.0%	0.0%	0.0%	20.0%	20.0%	10.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.00%
8. Environmental Permits, and Env. Clearances	35	40.0%	0.0%	40.0%	20.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.00%
9. Structures - Misc. Tasks, Dwgs, Non-Tech.	21	20.0%	20.0%	20.0%	20.0%	20.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.00%
10. Structures - Bridge Development Report	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.00%
11. Structures - Temporary Bridge	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.00%
12. Structures - Short Span Concrete Bridge	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.00%
13. Structures - Medium Span Concrete Bridge	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.00%
14. Structures - Structural Steel Bridge	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.00%
15. Structures - Segmental Concrete Bridge	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.00%
16. Structures - Movable Span	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.00%
17. Structures - Retaining Walls	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.00%
18. Structures - Miscellaneous	56	20.0%	20.0%	20.0%	20.0%	20.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.00%
19. Signing & Pavement Marking Analysis	147	20.0%	10.0%	15.0%	20.0%	15.0%	10.0%	10.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.00%
20. Signing & Pavement Marking Plans	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.00%
21. Signalization Analysis	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.00%
22. Signalization Plans	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.00%
23. Lighting Analysis	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.00%
24. Lighting Plans	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.00%
25. Landscape Analysis	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.00%
26. Landscape Plans	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.00%
27. Survey (Field & Office Support)	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.00%
28. Photogrammetry	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.00%
29. Mapping	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.00%
30. Terrestrial Mobile LiDAR	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.00%
31. Architecture Development	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.00%
32. Noise Barriers Impact Design Assessment	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.00%
33. Intelligent Transportation Systems Analysis	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.00%
34. Intelligent Transportation Systems Plans	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.00%
35. Geotechnical	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.00%
36. 3D Modeling	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.00%

ESTIMATE OF WORK EFFORT AND COST - PRIME CONSULTANT

Name of Project:
County:
FPN:
FAP No.:

The Amelia Island Trail Phase 4
Nassau
437337-3-54-01
1/0/1900

Consultant Name: STV, Inc.
Consultant No.: TBD
Date: 2/28/2025
Estimator: Kevin Shoemaker, PE

Staff Classification	Total Staff Hours From "SH Summary - Firm"	Project Manager	Chief Engineer	Senior Engineer	Engineer 2	Engineer 1	Engineering Intern	CADD / Computer Tech	Secretary / Clerical	0	0	0	0	SH	Salary	Average
		\$68.51	\$95.76	\$93.00	\$71.15	\$51.48	\$38.20	\$21.92	\$30.00	\$0.00	\$0.00	\$0.00	\$0.00	By Activity	Cost By Activity	Rate Per Task
3. Project General and Project Common Tasks	232	93	0	0	0	46	0	0	93	0	0	0	0	232	\$11,530	\$49.70
4. Roadway Analysis	1,761	352	352	352	352	352	0	0	0	0	0	0	0	1,760	\$133,725	\$75.98
5. Roadway Plans	602	0	0	0	120	241	120	120	0	0	0	0	0	601	\$28,159	\$46.85
6a. Drainage Analysis	449	90	90	90	90	90	0	0	0	0	0	0	0	450	\$34,191	\$75.98
6b. Drainage Plans	136	0	0	0	27	54	27	27	0	0	0	0	0	135	\$6,324	\$46.85
7. Utilities	122	61	0	0	24	24	12	0	0	0	0	0	0	121	\$7,581	\$62.65
8. Environmental Permits, and Env. Clearances	35	14	0	14	7	0	0	0	0	0	0	0	0	35	\$2,759	\$78.83
9. Structures - Misc. Tasks, Dwgs, Non-Tech.	21	4	4	4	4	4	0	0	0	0	0	0	0	20	\$1,520	\$75.98
10. Structures - Bridge Development Report	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
11. Structures - Temporary Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
12. Structures - Short Span Concrete Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
13. Structures - Medium Span Concrete Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
14. Structures - Structural Steel Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
15. Structures - Segmental Concrete Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
16. Structures - Movable Span	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
17. Structures - Retaining Walls	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
18. Structures - Miscellaneous	56	11	11	11	11	11	0	0	0	0	0	0	0	55	\$4,179	\$75.98
19. Signing & Pavement Marking Analysis	147	29	15	22	29	22	15	15	0	0	0	0	0	147	\$9,567	\$65.08
20. Signing & Pavement Marking Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
21. Signalization Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
22. Signalization Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
23. Lighting Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
24. Lighting Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
25. Landscape Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
26. Landscape Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
27. Survey (Field & Office Support)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
28. Photogrammetry	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
29. Mapping	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
30. Terrestrial Mobile LiDAR	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
31. Architecture Development	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
32. Noise Barriers Impact Design Assessment	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
33. Intelligent Transportation Systems Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
34. Intelligent Transportation Systems Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
35. Geotechnical	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
36. 3D Modeling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0.00
Total Staff Hours	3,561	654	472	493	664	844	174	162	93	0	0	0	0	3,556		
Total Staff Cost		\$44,805.54	\$45,198.72	\$45,849.00	\$47,243.60	\$43,449.12	\$6,646.80	\$3,551.04	\$2,790.00	\$0.00	\$0.00	\$0.00	\$0.00		\$239,533.82	\$67.36

Survey Field Days by Subconsultant
4 - Person Crew:

- Notes:
- This sheet to be used by Prime Consultant to calculate the Grand Total fee.
 - Manually enter fee from each subconsultant. Unused subconsultant rows may be hidden.

Check = \$239,533.82					
SALARY RELATED COSTS:					\$239,533.82
OVERHEAD:		150%			\$359,300.73
OPERATING MARGIN:		10%			\$59,883.46
FCCM (Facilities Capital Cost Money):		0.00%			\$0.00
EXPENSES:		0.00%			\$0.00
Survey (Field - if by Prime)	0	4-person crew days @	\$ -	/ day	\$0.00
SUBTOTAL ESTIMATED FEE:					\$658,718.01
Subconsultant: DRMP					\$320,643.16
Subconsultant: Terracon					\$60,234.95
Subconsultant: Peters and Yaffee					\$135,216.55
Subconsultant: Osiris 9					\$61,348.46
Subconsultant: Haskell					\$64,826.31
Subconsultant: SERS					\$23,993.22
SUBTOTAL ESTIMATED FEE:					\$1,324,980.66
Geotechnical Field and Lab Testing					\$0.00
SUBTOTAL ESTIMATED FEE:					\$1,324,980.66
Optional Services					\$0.00
GRAND TOTAL ESTIMATED FEE:					\$1,324,980.66

Project Activity 3: General Tasks

Estimator:

The Amelia Island Trail Phase 4

437337-3-54-01

Representing	Print Name	Signature / Date
FDOT District		
Consultant Name		

NOTE: Signature Block is optional, per District preference

Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
3.1	Public Involvement					Public Outreach to be led by Osiris 9. STV to support with meeting attendance, question follow-up, project display preparation.
3.1.1	Community Awareness Plan	LS	1	0	0	N/A - Osiris 9
3.1.2	Notifications	LS	1	0	0	N/A - Osiris 9
3.1.3	Preparing Mailing Lists	LS	1	0	0	N/A - Osiris 9
3.1.4	Median Modification Letters	LS	1	0	0	N/A - Osiris 9
3.1.5	Driveway Modification Letters	LS	1	0	0	N/A - Osiris 9
3.1.6	Newsletters	LS	1	0	0	N/A - Osiris 9
3.1.7	Renderings and Fly Throughs	LS	1	0	0	N/A - Osiris 9
3.1.8	PowerPoint Presentation	LS	1	0	0	N/A - Osiris 9
3.1.9	Public Meeting Preparations	LS	1	30	30	Prepare roll plot graphics for 1 public meeting. 30 hr / Meeting x 1 Meeting = 30 hrs
3.1.10	Public Meeting Attendance/Followup	LS	1	10	10	Attendance for 1 Public Meetings and followup coordination
3.1.11	Other Agency Meetings	LS	1	0	0	N/A - Osiris 9
3.1.12	Web Site	LS	1	0	0	N/A - Osiris 9
3.1 Public Involvement Subtotal					40	
3.2	Joint Project Agreements	EA	0	0	0	
3.3	Specifications & Estimates					
3.3.1	Specifications Package Preparation	LS	1	40	40	This task includes the time to prepare Nassau County Specifications Package advertisement for construction.
3.3.2	Estimated Quantities Report Preparation	LS	1	0	0	

Project Activity 3: General Tasks

Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
3.4	Contract Maintenance and Project Documentation	LS	1	66	66	Assumes a 12 month schedule. Task includes project management efforts for complete setup and maintenance of files, electronic folders and documents, developing technical monthly progress reports, schedule updates and compilation and submittal of project documentation. 30 hours for initial set-up (includes processing task orders, sub contracts, setting up in accounting system) 3 hours per month for update/maintenance (3 hrs x 12 mths = 36 hrs) 30 + 36 = 66 hrs.
3.5	Value Engineering (Multi-Discipline Team) Review	LS	1	0	0	
3.6	Prime Consultant Project Manager Meetings	LS	1	67	67	See listing below
3.7	Plans Update	LS	1	0	0	
3.8	Post Design Services	LS	1	0	0	To be negotiated under separate SA
3.9	Digital Delivery	LS	1	3	3	Roadway EOR, Drainage EOR, Structures EOR = 1 hr/EOR x 3 EOR's = 3 hrs
3.10	Risk Assessment Workshop	LS	1	0	0	
3.11	Railroad, Transit, and/or Airport Coordination	LS	1	0	0	
3.11.1	Aeronautical Evaluation	LS	1	0	0	
3.12	Landscape and Existing Vegetation Coordination	LS	1	0	0	
3.13	Other Project General Tasks	LS	1	16	16	Construction Duration Memo. 3 submittals. 8 hr initial + 4 hr x 2 additional submittals = 16 hrs
3. Project Common and Project General Tasks Total					232	

3.6 - List of Project Manager Meetings	Units	No of Units	Hours/ Unit	Total Hours	Comments
Roadway Analysis	EA	5	4	20	5 PM Trail Design Meetings includes Prep. and travel to Nassau County.
Drainage	EA	1	0	0	
Utilities	EA	7	1	7	7 PM UAO Meetings (Virtual)
Environmental	EA	1	2	2	WMD and USACE Permit Meetings
Structures	EA	0	0	0	
Signing & Pavement Marking	EA	0	0	0	
Signalization	EA	0	0	0	
Lighting	EA	0	0	0	
Landscape Architecture	EA	1	3	3	1 meeting (prep./attendance)
Survey	EA	0	0	0	

Project Activity 3: General Tasks

Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
	Photogrammetry	EA	0	0	0	
	ROW & Mapping	EA	0	0	0	
	Terrestrial Mobile LiDAR	EA	0	0	0	
	Architecture	EA	0	0	0	
	Noise Barriers	EA	0	0	0	
	ITS Analysis	EA	0	0	0	
	Geotechnical	EA	1	0	0	
	Progress Meetings	EA	12	2	24	Monthly Progress Meetings (1 hr prep + 1 hr meeting) x 12 months = 24 hrs
	Phase Reviews	EA	3	2	6	60%, 90%, Final Review meeting (Virtual)
	Field Reviews	EA	1	5	5	60% Virtual Field Review with Nassau County
Total Project Manager Meetings			32		67	Total PM Meeting Hours carries to Task 3.6 above

Notes:

1. If the hours per meeting vary in length (hours) enter the average in the hour/unit column.
2. Do not double count agency meetings between permitting agencies.
3. Project manager meetings are calculated in each discipline sheet and brought forward to Column D, except for Photogrammetry.

Project Activity 4: Roadway Analysis

Estimator:

The Amelia Island Trail Phase 4

437337-3-54-01

Representing	Print Name	Signature / Date
FDOT District		
Consultant Name		

NOTE: Signature Block is optional, per District preference

Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
4.1	Typical Section Package	LS	1	0	0	N/A
4.2	Pavement Type Selection Report	LS	1	0	0	N/A
4.3	Pavement Design Package	LS	1	0	0	N/A
4.4	Cross-Slope Correction	LS	1	20	20	Effort: South 14th Street merge lane removal requires cross slope correction of travel lane to provide ADA compliant cross slope for the Shared use path = 20 hrs
4.5	Horizontal /Vertical Master Design Files	LS	1	780	780	Will Hardee Road = 1.16 MI Sadler Road = 0.41 MI South 14th Street = 1.42 MI Total Trail Miles = 3 MI Effort includes trail horizontal and vertical geometry design for 3 MI and S. 14th Street merge lane removal Lower Range Projects: Staff Hour Range 200-280 hours up to first mile and 120-240 hours per additional mile: 240 hrs + (180 hrs/mi x 3 MI) = 780 hrs
4.6	Access Management	LS	1	0	0	N/A
4.7	Roundabout Evaluation	LS	1	0	0	N/A
4.8	Roundabout Final Design Analysis	LS	1	0	0	N/A
4.9	Cross Section Design Files	LS	1	450	450	Effort to Design Cross Sections 80-220 hours is typical for Lower Range Projects XS every 50 feet for 3 miles = 317 cross sections. Assume 2-3 cross section per sheet = 317/2.5 = 127 sheets 150 hrs/mi x 3 mi = 450 hrs
4.10	Temporary Traffic Control Plan Analysis	LS	1	38	38	Effort: TTCP to remove merge lane on S. 14th Street = 30 hours TTCP general note and standard plans = 8 hours 30 hrs + 8 hrs = 38 hrs

Project Activity 4: Roadway Analysis

Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
4.11	Master TTCP Design Files	LS	1	45	45	Effort to create pedestrian sidewalk closure and detour details: 15 hrs per phase x 3 phases = 45 hrs
4.12a	Selective Clearing and Grubbing of Existing VegetationField Assessment	LS	1	0	0	N/A
4.12b	Selective Clearing and Grubbing Site Inventory of Existing Vegetation and Cross-Discipline Coordination (OPTIONAL SERVICES)	LS	1	0	0	N/A
4.12c	Selective Clearing and Grubbing- Existing Vegetation Maintenance Report	LS	1	0	0	N/A
4.13	Tree Disposition Plan	LS	1	0	0	N/A
4.14	Design Variations and Exceptions	LS	1	30	30	Prepare Design Exception to place trail within 5' of Will Hardee Road to avoid damage to large oak trees.
4.15	Design Report	LS	1	60	60	Prepare Engineering Safety Report 40 hrs (60% Report) + 20 hrs (Final Report)
4.16	Quantities	LS	1	100	100	Effort to prepare and produce trail design quantities: 60 hrs to set up CADD files and create quantities for 60% Plans and 20 hrs to revise for 2 additional submittals = 60 hrs + 20 hr x 2 submittals = 60 hrs + 40 hrs = 100 hrs
4.17	Cost Estimate	LS	1	36	36	Effort to prepare construction cost estimates for trail construction items: Initial set up 20 hours + 2 updates at 8 hours each. = 20 + (2 x 8) = 20 + 16 = 36 hours
4.18	Technical Special Provisions and Modified Special Provisions	LS	1	0	0	N/A
4.19	Other Roadway Analyses	LS	1	0	0	N/A
Roadway Analysis Technical Subtotal					1559	

Project Activity 4: Roadway Analysis

Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
4.20	Field Reviews	LS	1	32	32	2 Review; 2 staff; 8 hours
4.21	Monitor Existing Structures	LS	1	0	0	
4.22	Technical Meetings	LS	1	0	14	Meetings are listed below
4.23	Quality Assurance/Quality Control	LS	%	5%	78	
4.24	Independent Peer Review	LS	%	0%	0	
4.25	Supervision	LS	%	5%	78	
Roadway Analysis Nontechnical Subtotal					202	
4.26	Coordination	LS	%	3%	53	
4. Roadway Analysis Total					1761	

Technical Meetings	Units	No of Units	Hours/ Unit	Total Hours	Comments	PM Attendance at Meeting Required?	Number
Typical Section	EA	0	0	0			0
Pavement	EA	0	0	0			0
Access Management	EA	0	0	0			0
15% Line and Grade	EA	0	0	0			0
Driveways	EA	0	0	0			0
Local Governments (cities, counties, MPO)	EA	1	4	4	City of Fernandina Beach Coordination	yes	1
Work Zone Traffic Control	EA	0	0	0			0
30/60/90/100% Comment Review Meetings	EA	3	2	6	3 Comment Review Meetings	yes	3
Other Meetings	EA	1	4	4	Safety Report (Prep. and Meeting)	yes	1
Subtotal Technical Meetings				14	Subtotal Project Manager Meetings		5
Progress Meetings (if required by FDOT)	EA	0	0	0	<i>PM attendance at Progress Meetings is manually entered on General Task 3</i>		--
Phase Review Meetings	EA	0	0	0	PM attendance at Phase Review Meetings is manually entered on General Task 3		--
Total Meetings				0	Total Project Manager Meetings (carries to Tab 3)		5

Carries to 4.22

Carries to Tab 3

Project Activity 5: Roadway Plans

Estimator:

The Amelia Island Trail Phase 4

437337-3-54-01

Representing		Print Name	Signature / Date
FDOT District			
Consultant Name			

NOTE: Signature Block is optional, per District preference

Task No.	Task	Scale	Units	No. of Units or Sheet	Hours/ Unit or Sheet	Total Hours	Comments
5.1	Key Sheet		Sheet	1	8	8	Range = 8-12 hrs. 8 hrs
5.2	Typical Section Sheets						
5.2.1	Typical Sections		EA	1	18	18	Effort include 6 hrs per Typical Section; 3 unique typicals for Will Hardee Road, Sadler, and S 14th Street = 6 hrs x 3 typicals = 18 hrs
5.2.2	Typical Section Details		EA	0	0	0	N/A
5.3	General Notes/Pay Item Notes		Sheet	1	8	8	Range = 8-24 hrs. 8 hrs
5.4	Project Layout		Sheet	0	0	0	N/A
5.5	Plan/Profile Sheet		Sheet	0	0	0	N/A
5.6	Profile Sheet		Sheet	0	0	0	N/A
5.7	Plan Sheet	40	Sheet	29	5	145	Effort to create 40 Scale Plan Sheets: Range = 2-6 hrs.: 3 mi = 15840 ft / (560 ft/sheet) = 29 sheets x 5 hrs = 145 hrs
5.8	Special Profile	40	Sheet	10	4	40	Effort to create special back of trail profiles for 33% of the project: Assume 1/3 of the trail requires a back of trail special profile. 3 mi x 5280 ft/mi x 0.33 = 5227 ft / (560 ft/panel) = 10 sheets x 4 hr/sheet = 40 hrs
5.9	Back-of-Sidewalk Profile Sheet		Sheet	0	0	0	N/A
5.10	Interchange Layout Sheet		Sheet	0	0	0	N/A
5.11	Ramp Terminal Details (Plan View)		Sheet	0	0	0	N/A
5.12	Intersection Layout Details		Sheet	0	0	0	N/A

Project Activity 5: Roadway Plans

Task No.	Task	Scale	Units	No. of Units or Sheet	Hours/ Unit or Sheet	Total Hours	Comments
5.13	Special Details	40	EA	50	2	100	Effort to reconstruct ADA compliant driveways affected by the proposed trail: Will Hardee Road = 8 Driveways Sadler Road = 5 Driveway South 14th Street = 37 Driveways Total Driveway Special Profiles = 50 Driveways 78 Driveway special profile design for ADA Compliance. 50 driveways x 2 hrs/driveway = 100 hrs
5.14	Cross-Section Pattern Sheets		Sheet	0	0	0	N/A
5.15	Roadway Soil Survey Sheets		Sheet	1	1	1	Effort to include Geotech Soil Survey Sheet in the Plans
5.16	Cross Sections		EA	317	0.35	111	Effort to create trail cross section sheets: Range 0.25-0.5 each: Total project length = 15,840 ft / 50 ft = 317 XS
5.17	Temporary Traffic Control Plan Sheets		Sheet	12	4	48	Effort to create Temporary Traffic Control Plan Sheets: TTCP to remove merge lane on S. 14th Street = 4 hours hrs/sheet x 3 sheets = 12 hrs TTCP general note and standard plans = 4 hours TTCP Pedestrian Detours = 3 Phase x 8 hrs/ phase = 32 hrs 12 hrs + 4 hrs + 32 hrs = 48 hrs
5.18	Temporary Traffic Control Cross Section Sheets		EA	0	0	0	N/A
5.19	Temporary Traffic Control Detail Sheets		Sheet	0	0	0	N/A
5.20	Utility Adjustment Sheets		Sheet	29	2	58	Effort to provide UAO Utility Designations to plan sheets: Range = 3-10 hrs/sheet: 3 mi = 15,840 ft / 560 ft/sheet = 29 sheet x 2 hrs = 58 hrs (Utility labeling to be shown on roadway plans.)
5.21	Selective Clearing and Grubbing Sheets						
5.21.1	Selective Clearing and Grubbing		Sheet	0	0	0	N/A
5.21.2	Selective Clearing and Grubbing Details		Sheet	0	0	0	N/A
5.22	Tree Disposition Sheets						
5.22.1	Tree Disposition Plan Sheets		Sheet	0	0	0	N/A
5.22.2	Tree Disposition Plan Tables and Schedules		Sheet	0	0	0	N/A
5.23	Project Control Sheets		Sheet	1	1	1	Effort to include Project Control Sheets provided by the Surveyor
5.24	Environmental Detail Sheets		Sheet	0	0	0	N/A

Project Activity 5: Roadway Plans

Task No.	Task	Scale	Units	No. of Units or Sheet	Hours/ Unit or Sheet	Total Hours	Comments
5.25	Utility Verification Sheets (SUE Data)		Sheet	1	10	10	Effort to include 60 SUE Level A horizontally and vertically located utility to a table in the plans: Range 4-12 hrs/ sheet. 1 Sheets @ 10 hrs. = 10 hrs
Roadway Plans Technical Subtotal						548	
5.26	Quality Assurance/Quality Control		LS	%	5%	27	
5.27	Supervision		LS	%	5%	27	
5. Roadway Plans Total						602	

Project Activity 6a: Drainage Analysis

Estimator:

The Amelia Island Trail Phase 4

437337-3-54-01

Representing	Print Name	Signature / Date
FDOT District		
Consultant Name		

NOTE: Signature Block is optional, per District preference

Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
6a.1	Drainage Map Hydrology	Per Map	3	15	45	Develop Drainage Map for 3 Miles to determine basin watershed
6a.2	Base Clearance Calculations	Per Location	0	0	0	N/A
6a.3	Pond Siting Analysis and Report	Per Basin	0	0	0	N/A
6a.4	Design of Cross Drains	EA	2	6	12	Effort to design cross drains: 2 cross drains x 6 hrs = 12 hrs
6a.5	Design of Ditches	Per Ditch Mile	3	20	60	Effort to design ditch stormwater conveyance systems adjacent to the trail: Lower Range Typically 20 hours/ditch/mile: (3 mi x 20 hrs/ditch/mile) = 60 hrs
6a.6	Design of Stormwater Management Facility (Offsite or Infield Pond)	EA	0	0	0	N/A
6a.7	Design of Stormwater Management Facility (Roadside Treatment Swales and Linear Ponds)	Per Cell	0	0	0	N/A
6a.8	Design of Floodplain Compensation	Per Floodplain Basin	0	0	0	N/A
6a.9	Design of Storm Drains	EA	61	2.5	153	Effort to modify/add Stormwater Structures for existing and new stormwater conveyance systems: Will Hardee Road = 8 Existing Structures to Modify Sadler Road = 2 Existing Structures to Modify South 14th Street = 25 Existing Structures to Modify Total Trail Miles = 35 Drainages Structures Typical Range 2-3 hrs each: 35 structures x 2.5 hrs = 89 hrs
6a.10	Optional Culvert Material	EA	0	0	0	N/A, assume utilize Nassau County preferred pipe materials
6a.11	French Drain Systems	Per Cell	0	0	0	N/A

Project Activity 6a: Drainage Analysis

Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
6a.11.1	Existing French Drain Systems	Per Cell	0	0	0	N/A
6a.12	Drainage Wells	EA	0	0	0	N/A
6a.13	Drainage Design Documentation Report	LS	1	45	45	Prepare drainage report (included in the Engineering Safety Report)
6a.14	Bridge Hydraulic Report	EA	0	0	0	N/A
6a.15	Temporary Drainage Analysis	LS	1	10	10	Effort to design temporary drainage conveyance for the existing closed drainage systems during construction for: South 14th Street merge lane removal = 10 hrs
6a.16	Quantities	LS	1	15	15	Effort to produce and prepare drainage design quantites: Lower Range Projects: 5 hr x 3 mi/hr = 15 hrs
6a.17	Cost Estimate	LS	1	16	16	Effort to prepare construction cost estimates for drainage construction items: Lower Range 4-16: 8 hrs for initial set up and 2 updates at 4 hrs = 8 + (2 x 4) = 16 hrs
6a.18	Technical Special Provisions / Modified Special Provisions	LS	1	0	0	N/A
6a.19	Hydroplaning Analysis	LS	1	0	0	N/A
6a.20	Existing Permit Analysis	LS	1	12	12	Effort to analyze existing permits throughout the project limits
6a.21	Other Drainage Analysis	LS	1	0	0	N/A
6a.22	Noise Barrier Evaluation	LS	1	0	0	N/A
Drainage Analysis Technical Subtotal					368	
6a.23	Field Reviews	LS	1	24	24	2 reviews; 2 staff x 6 hours = 24 hrs
6a.24	Technical Meetings	LS	1	8	8	Meetings are listed below
6a.25	Environmental Look-Around (ELA) Meeting	LS	1	0	0	
6a.26	Quality Assurance/Quality Control	LS	%	5%	18	
6a.27	Independent Peer Review	LS	%	0%	0	
6a.28	Supervision	LS	%	5%	18	
Drainage Analysis Nontechnical Subtotal					68	
6a.29	Coordination	LS	%	3%	13	
6a. Drainage Analysis Total					449	

Technical Meetings	Units	No of Units	Hours/ Unit	Total Hours	Comments	PM Attendance at Meeting Required?	Number
Base Clearance Water Elevation	EA	0	0	0			0
Pond Siting	EA	0	0	0			0

Project Activity 6a: Drainage Analysis

Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments		
	Agency	EA	2	4	8	2 Meetings x 2 staff x 2 hrs (virtual)	yes	1
	Local Governments (cities, counties)	EA	0	0	0			0
	FDOT Drainage	EA	0	0	0			0
	Other Meetings	EA	0	0	0			0
	Subtotal Technical Meetings				8			1
	Progress Meetings (if required by FDOT)	EA	0	0	0	PM attendance at Progress Meetings is manually entered on General Task 3		- -
	Phase Review Meetings	EA	0	0	0	PM attendance at Phase Review Meetings is manually entered on General Task 3		- -
	Total Meetings				8	Total Project Manager Meetings (carries to Tab 3)		1

Carries to 6a.24

Carries to Tab 3

6b. Drainage Plans

Estimator:

The Amelia Island Trail Phase 4

437337-3-54-01

Representing	Print Name	Signature / Date
FDOT District		
Consultant Name		

NOTE: Signature Block is optional, per District preference

Task No.	Task	Scale	Units	No. of Units or Sheet	Hours/ Unit or Sheet	Total Hours	Comments
6b.1	Drainage Map (Including Interchanges)		Sheet	3	16	48	Pre and post-development drainage maps required for ERP permit modification. 3 sheets each at 400-scale.
6b.2	Bridge Hydraulics Recommendation Sheets		Sheet	0	0	0	N/A
6b.3	Drainage Structures		LS	1	24	24	Label drainage structures on plan sheets, no structure cross sections
6b.4	Lateral Ditch Plan/Profile		Sheet	0	0	0	N/A
6b.5	Lateral Ditch Cross Sections		EA	0	0	0	N/A
6b.6	Retention/Detention Ponds Detail Sheets		Sheet	0	0	0	N/A
6b.7	Retention Pond Cross Sections		EA	0	0	0	N/A
6b.8	Erosion Control Plan Sheets		Sheet	29	1.5	44	Effort to design and produce plans for erosion control measures meeting FDEP NPDES requirements: 29 sheet panels x 1.5 hrs/panel = 44 hrs (Labeling included on plan sheets)
6b.9	SWPPP Sheets		Sheet	1	8	8	Effort to create a Stormwater Pollution Prevention Plan.
Drainage Plans Technical Subtotal						124	
6b.10	Quality Assurance/Quality Control		LS	%	5%	6	
6b.11	Supervision		LS	%	5%	6	
6. Drainage Plans Total						136	

Project Activity 7: Utilities

Estimator:

The Amelia Island Trail Phase 4
437337-3-54-01

Representing	Print Name	Signature / Date
FDOT District		
Consultant Name		

NOTE: Signature Block is optional, per District preference

Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
7.1	Utility Kickoff Meeting	LS	1	0	0	Meeting is listed below
7.2	Identify Existing Utility Agency Owner(s)	LS	1	1	1	Pull 811 Ticket and Review. Assemble UAO, Contact information
7.3	Make Utility Contacts	LS	1	7	7	1 hour per UAO (7) per contact (1). 1 hr x 7 UAOs x 1 contacts = 7 hrs.
7.4	Exception Processing	LS	1	0	0	N/A
7.5	Preliminary Utility Meeting	LS	1	0	0	Meeting is listed below
7.6	Individual/Field Meetings	LS	1	14	14	Meetings are listed below
7.7	Collect and Review Plans and Data from UAO(s)	LS	1	14	14	Collect RGB markups = 2 hours per UAO x 7 UAOs = 14 hrs
7.8	Subordination of Easements Coordination	LS	1	0	0	N/A
7.9	Utility Design Meeting	LS	1	0	0	Meeting is listed below
7.10	Review Utility Markups & Work Schedules, and Processing of Schedules & Agreements	LS	1	32	32	Collect and review of UWS's = 4.5 hours per UAO x 7 UAOs = 32 hrs.
7.11	Utility Coordination/Followup	LS	1	28	28	Range 2 to 24 hrs per UAO. 4 hours per UAO x 7 UAOs = 28 hrs
7.12	Utility Constructability Review	LS	1	0	0	N/A
7.13	Additional Utility Services	LS	1	0	0	N/A
7.14	Processing Utility Work by Highway Contractor (UWHC)	LS	1	0	0	N/A
7.15	Contract Plans to UAO(s)	LS	1	0	0	N/A
7.16	Certification/Close-Out	LS	1	0	0	N/A
7.17	Other Utilities	LS	1	26	26	Coordinate conflicts with UAOs through design modifications = 8 hrs. Provide utility conflict matrix 3 submittals x 6 hours = 8 hrs. + 18 hrs = 26 hrs

Project Activity 7: Utilities

7. Utilities Total				122			
Technical Meetings	Units	No of Units	Hours/ Unit	Total Hours	Comments	PM Attendance at Meeting Required?	Number
Kickoff (see 7.1)	EA	0	0	0			0
Preliminary Meeting (see 7.5)	EA	0	0	0			0
Individual UAO Meetings (see 7.6)	EA	7	2	14	Comcast, City of Fernandina Beach (Sewer, Water), Florida Public Utilities (Gas), Florida Public Utilities (Electric), IQ Fiber, Uniti, and AT&T Florida.	yes	7
Field Meetings (see 7.6)	EA	0	0	0			0
Design Meeting (see 7.9)	EA	0	0	0			0
Other Meetings (<i>this is automatically added into Utilities Total (cell F27)</i>)	EA	0	0	0			0
Total Meetings				14	Total Project Manager Meetings (carries to Tab 3)		7

Carries to Tab 3

Project Activity 8: Environmental Permits

Estimator:

The Amelia Island Trail Phase 4

437337-3-54-01

Representing	Print Name	Signature / Date
FDOT District		
Consultant Name		

NOTE: Signature Block is optional, per District preference

Task No.	Task	Units	No. of Units	Hours/ Units	Total Hours	Comments
	Environmental Permits and Environmental Clearances					
8.1	Preliminary Project Research	LS	1	8	8	research existing permits
	Permits					
8.2	Field Work					
8.2.1	Pond Site Alternatives	per pond site	0	0	0	N/A
8.2.2	Establish Wetland Jurisdictional Lines and Assessments	LS	1	0	0	N/A, performed by SERS
8.2.3	Species Surveys	LS	1	0	0	N/A, performed by SERS
8.3	Agency Verification of Wetland Data	LS	1	0	0	N/A, performed by SERS
8.4	Complete And Submit All Required Permit Applications					
8.4.1	Complete and Submit All Required Wetland Permit Applications	LS	1	0	0	N/A, performed by SERS
8.4.2	Complete and Submit All Required Species Permit Applications	LS	1	0	0	N/A, performed by SERS
8.5	Coordinate and Review Dredge and Fill Sketches	LS	1	4	4	Review for concurrence with trail plans.
8.6	Prepare USCG Permit Application	LS	1	0	0	N/A
8.7	Prepare Water Management District or Local Water Control District Right of Way Occupancy Permit Application	LS	1	16	16	Complete engineering section of WMD permit.
8.8	Prepare Coastal Construction Control Line (CCCL) Permit Application	LS	1	0	0	N/A
8.9	Prepare USACE Section 408 Application to Alter a Civil Works Project	LS	1	0	0	N/A
8.10	Compensatory Mitigation Plan	LS	1	0	0	N/A
8.11	Mitigation Coordination and Meetings	LS	1	0	0	N/A
8.12	Other Environmental Permits	LS	1	0	0	N/A
	Environmental Clearances/Reevaluations					
8.13	Technical support to Department for Environmental Clearances and Reevaluations (use when consultant provides technical support only)					

Project Activity 8: Environmental Permits

Task No.	Task	Units	No. of Units	Hours/ Units	Total Hours	Comments
8.13.1	NEPA or SEIR Reevaluation	LS	1	0	0	N/A
8.13.2	Archaeological and Historical Resources	LS	1	0	0	N/A
8.13.3	Wetland Impact Analysis	LS	1	0	0	N/A
8.13.4	Essential Fish Habitat Impact Analysis	LS	1	0	0	N/A
8.13.5	Protected Speices and Habitat Impact Analysis	LS	1	0	0	N/A
8.14	Preparation of Environmental Clearances and Reevaluations (use when consultant prepares all documents associated with reevaluation)					
8.14.1	NEPA or SEIR Reevaluation	LS	1	0	0	N/A
8.14.2	Archaeological and Historical Resources	LS	1	0	0	N/A
8.14.3	Wetland Impact Analysis	LS	1	0	0	N/A
8.14.4	Essential Fish Habitat Impact Analysis	LS	1	0	0	N/A
8.14.5	Protected Species and Habitat Impact Analysis	LS	1	0	0	N/A
8.15	Contamination Impact Analysis	LS	1	0	0	N/A
8.16	Asbestos Survey	LS	1	0	0	N/A
Environmental Permits and Environmental Clearances/Reevaluations Technical Subtotal					28	
8.17	Technical Meetings	LS	1	4	4	Meetings are listed below
8.18	Quality Assurance/Quality Control	LS	%	5%	1	
8.19	Supervision	LS	%	5%	1	
Environmental Permits and Environmental Clearances Nontechnical Subtotal					6	
8.20	Coordination	LS	%	3%	1	
8. Environmental Permits and Environmental Clearances Total					35	

Technical Meetings	Units	No of Units	Hours/ Unit	Total Hours	Comments	PM Attendance at Meeting Required?	Number
WMD	EA	1	4	4	2 staff x 2 hr (prep and meeting)	yes	1
NMFS	EA	0	0	0			0
USACE	EA	0	0	0			0
USCG	EA	0	0	0			0
USFWS	EA	0	0	0			0
FFWCC	EA	0	0	0			0
FDOT	EA	0	0	0			0

Project Activity 8: Environmental Permits

Task No.	Task	Units	No. of Units	Hours/ Units	Total Hours	Comments		
Other Meetings		EA	0	0	0			0
Subtotal Technical Meetings					4	Subtotal Project Manager Meetings		1
Progress Meetings (if required by FDOT)		EA	0	0	0	PM attendance at Progress Meetings is manually entered on General Task 3		- -
Phase Review Meetings		EA	0	0	0	PM attendance at Phase Review Meetings is manually entered on General Task 3		- -
Total Meetings					4	Total Project Manager Meetings (carries to Tab 3)		1

Carries to 8.17

Carries to Tab 3

Project Activity 9: Structures Summary and Miscellaneous Tasks and Drawings

Estimator:

The Amelia Island Trail Phase 4

437337-3-54-01

Representing	Print Name	Signature / Date
FDOT District		
Consultant Name		

NOTE: Signature Block is optional, per District preference

Task No.	Task	Units	Design and Production Staffhours				Comments				
			No. of Units	Hours per Unit	No. of Sheets	Total					
	General Drawings										
9.1	Key Sheet and Index of Drawings	Sheet	0	0	0	0					
9.2	Project Layout	Sheet	0	0	0	0					
9.3	General Notes and Bid Item Notes	Sheet	0	0	0	0					
9.4	Miscellaneous Common Details	Sheet	0	0	0	0					
9.5	Incorporate Report of Core Borings	Sheet	0	0	0	0					
9.6	Standard Plans- Bridges	LS	1	0		0					
9.7	Existing Bridge Plans	LS	1	0		0					
9.8	Quantities for EQ Report	LS	1	0		0					
9.9	Cost Estimate	LS	1	0		0					
9.10	Technical Special Provisions and Modified Special Provisions	LS	1	0		0					
Structures - Summary and Miscellaneous Tasks and Drawings					0	0					
Task No.	Task	Total	Task 10	Task 11	Task 12	Task 13	Task 14	Task 15	Task 16	Task 17	Task 18
10-16	Bridge 1	0	0	0	0	0	0	0	0		
10-16	Bridge 2	0									
10-16	Bridge 3	0									
10-16	Bridge 4	0									
10-16	Bridge 5	0									
10-16	Bridge 6	0									

Project Activity 9: Structures Summary and Miscellaneous Tasks and Drawings

10-16	Bridge 7	0									
10-16	Bridge 8	0									
10-16	Bridge 9	0									
10-16	Bridge 10	0									
17	Retaining Walls	0								0	
18	Miscellaneous Structures	56									56
Structures Technical Subtotal		56	0	0	0	0	0	0	0	0	56
Task No.	Task	Units	No. of Units	Hours per Unit	Total	Comments					
9.11	Field Reviews	LS	1	8	8	Field Review to assess ambient conditions					
9.12	Technical Meetings	LS	1	4	4	Meetings are listed below					
9.13	Quality Assurance/Quality Control	LS	%	5%	3						
9.14	Independent Peer Review	LS	1	0	0						
9.15	Supervision	LS	%	5%	3						
Structures Nontechnical Subtotal					18						
9.16	Coordination	LS	1	3	3						
9. Structures - Summary and Miscellaneous Tasks and Drawings					21						

Technical Meetings	Units	No of Units	Hours/ Unit	Total Hours	Comments	PM Attendance at Meeting Required?	Number
BDR Coordination/Review	EA	0	0	0			0
90/100% Comment Review	EA	0	0	0			0
Aesthetics Coordination	EA	0	0	0			0
Regulatory Agency	EA	0	0	0			0
Local Governments (cities, counties)	EA	0	0	0			0
Utility Companies	EA	0	0	0			0
Other Meetings	EA	4	1	4	Participation in select project progress meetings		0
Subtotal Technical Meetings				4			0
Progress Meetings (if required by FDOT)	EA	0	0	0	PM attendance at Progress Meetings is manually entered on General Task 3		- -
Phase Review Meetings	EA	0	0	0	PM attendance at Phase Review Meetings is manually entered on General Task 3		- -
Total Meetings				4	Total Project Manager Meetings (carries to Tab 3)		0

Carries to 9.12

Carries to Tab 3

Project Activity 18: Miscellaneous Structures

Estimator:

The Amelia Island Trail Phase 4

437337-3-54-01

Representing	Print Name	Signature / Date
FDOT District		
Consultant Name		

NOTE: Signature Block is optional, per District preference

Task No.	Task	Unit	No. of Units	Hours/ Unit	No. of Sheets	Total Hours	Comments
Concrete Box Culvert							
18.1	Concrete Box Culverts	EA	0	0		0	
18.2	Concrete Box Culverts Extensions	EA Extension	0	0		0	
18.3	Concrete Box Culvert Data Table Plan Sheets	Sheet	0	0	0	0	
18.4	Concrete Box Culvert Special Details Plan Sheets	Sheet	0	0	0	0	
Strain Poles							
18.5	Steel Strain Poles	Initial Config	0	0		0	
		EA Add'l Config	0	0		0	
18.6	Concrete Strain Poles	Initial Config	0	0		0	
		EA Add'l Config	0	0		0	
18.7	Strain Pole Data Table Plan Sheets	Sheet	0	0	0	0	
18.8	Strain Pole Special Details Plan Sheets	Sheet	0	0	0	0	
Mast Arms							
18.9	Mast Arms	EA Design	1	40		40	Effort to design 1 new mast arm at South 14th Street and Park Avenue
18.10	Mast Arms Data Table Plan Sheets	Sheet	1	16	1	16	
18.11	Mast Arm Special Details Plan Sheets	Sheet	0	0	0	0	
Overhead/Cantilever Sign Structures							
18.12	Cantilever Sign Structures	EA Design	0	0		0	
18.13	Overhead Span Sign Structures	EA Design	0	0		0	
18.14	Special (Long Span) Overhead Span Sign Structures	EA Design	0	0		0	
18.15	Monotube Overhead Sign Structure	EA Design	0	0		0	
18.16	Bridge Mounted Signs (Attached to Superstr.)	EA Design	0	0		0	
18.17	Overhead and Cantilever Sign Structures Data Table Plan Sheets	Sheet	0	0	0	0	
18.18	Overhead and Cantilever Sign Structures Special Details Plan Sheets	Sheet	0	0	0	0	
High Mast Lighting							
18.19	Non-Standard High Mast Lighting Structures	EA Design	0	0		0	
18.20	High Mast Lighting Special Details Plan Sheets	Sheet	0	0	0	0	
Noise Barrier Walls (Ground Mount)							
18.21	Horizontal Wall Geometry	EA Wall	0	0		0	
18.22	Vertical Wall Geometry	EA Wall	0	0		0	
18.23	Summary of Quantities - Aesthetic Requirements	Sheet	0	0	0	0	
18.24	Control Drawings	Sheet	0	0	0	0	
18.25	Design of Noise Barrier Walls Covered by Standards	EA Design	0	0		0	
18.26	Design of Noise Barrier Walls Not Covered by Standards	EA Design	0	0		0	
18.27	Aesthetic Details	LS	1	0		0	
Special Structures							

Project Activity 18: Miscellaneous Structures

18.28	Fender System	LS	1	0		0	
18.29	Fender System Access	LS	1	0		0	
18.30	Special Structures	LS	1	0		0	
18.31	Other Structures	LS	1	0		0	
	Ancillary Structures Report						
18.32	Condition Evaluation of Signal and Sign Structures, and High Mast Light Poles	EA structure	0	0	0	0	
18.33	Condition Evaluation of Signal and Sign Structures, and High Mast Light Poles (No As built or Design Plans Available)	EA structure	0	0	0	0	
18.34	Analytical Evaluation of Signal and Sign Structures, and High Mast Light Poles	EA structure	0	0	0	0	
18.35	Ancillary Structures Report	LS	1	0		0	
18. Structures - Miscellaneous Total					1	56	

Project Activity 19: Signing and Pavement Marking Analysis

Estimator:

The Amelia Island Trail Phase 4

437337-3-54-01

Representing	Print Name	Signature / Date
FDOT District		
Consultant Name		

NOTE: Signature Block is optional, per District preference

Task No.	Task	Units	No. of Units	Hours/ Units	Total Hours	Comments
19.1	Traffic Data Analysis	LS	1	0	0	N/A
19.2	No Passing Zone Study	LS	1	0	0	N/A
19.3	Signing and Pavement Marking Master Design File	LS	1	70	70	Effort for signing and pavement marking design: Lower Range Typically = 25 hour for setup and 40 hrs/ mile = 25 hrs + (15 hrs/mi x 3 mi) = 70 hrs Design and labeling of crosswalks markings and sign relocations. (Signing and pavement markings to be included on roadway plans.)
19.4	Multi-Post Sign Support Calculations	EA	1	0	0	N/A
19.5	Sign Panel Design Analysis	EA	1	0	0	N/A
19.6	Sign Lighting/Electrical Calculations	EA	1	0	0	N/A
19.7	Quantities	LS	1	25	25	25 hrs to estimate quantities
19.8	Cost Estimate	LS	1	14	14	1 Estimate at 6 hours. 2 updates at 4 hours each. = 6 hrs. + 8 hrs = 14 hrs
19.9	Technical Special Provisions and Modified Special Provisions	LS	1	0	0	N/A
19.10	Other Signing and Pavement Marking	LS	1	0	0	N/A
Signing and Pavement Marking Analysis Technical Subtotal					109	
19.11	Field Reviews	LS	1	24	24	2 review x 2 staff x 6 hrs = 24 hrs
19.12	Technical Meetings	LS	1	0	0	
19.13	Quality Assurance/Quality Control	LS	%	5%	5	Meetings are listed below
19.14	Independent Peer Review	LS	%	0%	0	N/A
19.15	Supervision	LS	%	5%	5	
Signing and Pavement Marking Analysis Nontechnical Subtotal					34	
19.16	Coordination	LS	%	3%	4	
19. Signing and Pavement Marking Analysis Total					147	

Project Activity 19: Signing and Pavement Marking Analysis

Task No.	Task	Units	No. of Units	Hours/ Units	Total Hours	Comments		
Technical Meetings		Units	No of Units	Hours/ Unit	Total Hours	Comments	PM Attendance at Meeting Required?	Number
Sign Panel Design		EA	0	0	0			0
Queue Length Analysis		EA	0	0	0			0
Local Governments (cities, counties)		EA	0	0	0			0
Other Meetings		EA	0	0	0			0
Subtotal Technical Meetings					0	Subtotal Project Manager Meetings		0
Progress Meetings (if required by FDOT)		EA	0	0	0	PM attendance at Progress Meetings is manually entered on General Task 3		--
Phase Review Meetings		EA	0	0	0	PM attendance at Phase Review Meetings is manually entered on General Task 3		--
Total Meetings					0	Total Project Manager Meetings (carries to Tab 3)		0

Carries to 19.12

Carries to Tab 3

Exhibit B
CONTRACT FEE SUMMARY FORMAT FOR ENGINEERING DIVISION
NASSAU COUNTY

PART I - GENERAL

1. Project Amelia Island Trail Phase 4 Will Hardee/14th Street shared use path (Schools to Waterfront)	2. Proposal No. / Contract No. NC24-027-RFQ
3. Name of Consultant DRMP, Inc.	4. Date of Proposal February 20, 2025

PART II - LABOR RELATED COSTS

5. Direct Labor (Limiting Amount) Classification	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Senior Surveyor 2	\$ 76.86	80	\$ 6,148.80	6,148.80
Senior Surveyor 1	\$ 65.64	182	\$ 11,946.48	11,946.48
SUR Survey/GIS/SUE Analyst 3	\$ 42.00	413	\$ 17,346.00	17,346.00
SUR Mobile Survey Analyst 3	\$ 45.15	125	\$ 5,643.75	5,643.75
3-person survey crew	\$ 74.42	460	\$ 34,233.20	34,233.20
2-person SUE crew	\$ 54.63	260	\$ 14,203.80	14,203.80
3-person SUE crew	\$ 74.63	120	\$ 8,955.60	8,955.60
TOTAL DIRECT LABOR	\$ 60.05	1640		\$ 98,477.63
6. Overhead (Combined Fringe Benefit & Administrative)				
Overhead Rate 196 % x Total Direct Labor				\$ 193,016.15
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				\$ 291,493.78
8. PROFIT: Labor Related Costs (Item 7) x 10%				\$ 29,149.38

PART III - OTHER COSTS

9. Miscellaneous Direct Costs (Lump Sum)	\$	
	\$	
	\$	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL	\$	-
10. SUBCONTRACTS (Lump Sum)	\$	
	\$	
	\$	
SUB-CONTRACTS SUB-TOTAL (Lump Sum)	\$	-
11. REIMBURSABLE COSTS (Limiting Amount)	\$	
	\$	
	\$	
	\$	
SUB-TOTAL REIMBURSABLES	\$	-

PART IV - SUMMARY

TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables) (Items 5, 6, 8, 9, 10, and 11)	\$ 320,643.16
13. ORIGINAL OR CURRENT CONTRACT AMOUNT	
14. AMENDED CONTRACT AMOUNT	\$ 320,643.16

27. Survey

Estimator: Bill Faust, III, PSM

Nassau Co Amelia Island PhIV Design DRMP Survey SUE

Representing	Print Name	Signature / Date
	Nassau County	
	DRMP, Inc.	

NOTE: Signature Block is optional, per District preference

Task No.	Task	Units	No of Units	Field Crew Days/Unit	Crew Days	Field Support Hours / Crew Days	Field Support Hours	Office Support Hours / Crew Days	Office Support Hours	Comments
27.1	Horizontal Project Control (HPC)									
	2-Lane Roadway	EA	1.15	0.75	0.86	1.00	0.86	4.00	3.45	Establish project horizontal control. Horizontal control referenced to NAD83/2011, Florida SPC, East Zone.
	Multi-lane Roadway	Mile	1.85	0.75	1.39	1.00	1.39	4.00	5.55	
	Interstate	Mile			0.00		0.00		0.00	
27.2	Vertical PC / Bench Line									
	2-Lane Roadway	Mile	2.00	0.85	1.70	1.00	1.70	3.00	5.10	Establish project vertical control, referenced to NAVD88 and based off FDOT benchmarks 7400007BM3 and 7406008BM5. TML targets will be part of the secondary level runs.
	Multi-lane Roadway	Mile	2.00	0.85	1.70	1.00	1.70	3.00	5.10	
	Interstate	Mile			0.00		0.00		0.00	
27.3	Alignment and Existing R/W Lines									Establish the right of way lines to support trail design. The right of way lines need to be tied down based on existing public records and monumentations. Right of way line needs to be proven to ensure all proposed design on public property and is not on private property, unless it is determined by the EOR that R/W is needed for this project.
		EA	3.00	2.00	6.00	1.00	6.00	8.00	48.00	
27.4	Mobile LiDAR Targets			Units/Day						paint targets, collect x,y,z values for targets. 13 targets (2 lane section) 40 targets (4 lane section)
	2-Lane Roadway	EA			0.00		0.00		0.00	
	Multi-lane Roadway	EA	53.00	25.00	2.12	1.00	2.12	2.00	4.24	
	Interstate	EA			0.00		0.00		0.00	
27.5	Reference Points	"A"		Units/Day						
	2-Lane Roadway	EA			0.00		0.00		0.00	
	Multi-lane Roadway	EA			0.00		0.00		0.00	
	Interstate	EA			0.00		0.00		0.00	
	Reference Points	"B"		Units/Day						
	Non Alignment Points/Approximate	EA			0.00		0.00		0.00	
27.6	Topography/DTM (3D)									3D data collection of obscured areas.

27. Survey

Task No.	Task	Units	No of Units	Field Crew Days/Unit	Crew Days	Field Support Hours / Crew Days	Field Support Hours	Office Support Hours / Crew Days	Office Support Hours	Comments
		Mile	3.00	2.50	7.50	1.00	7.50	4.00	30.00	Mobile Lidar utilized to collect the topographic features including pavement, sidewalks, driveways, curbing, top of drainage structures, signs, overhead sign panels, signal poles, signal heads, utility poles, light poles, utility markers, visible utility manholes, valves, pull boxes, etc. Conventional survey methods will be used to collect obscured areas or features off the pavement. Survey will extend 10' beyond right of way where there are no fences preventing access.
27.7	Planimetric (2D) (Tree Survey)									Locate trees greater than 5 inches per Nassau County Tree Ord. Tree size and type will be labeled in survey file.
		Mile	3.00	0.50	1.50	1.00	1.50	3.00	4.50	
27.8	Roadway Cross-Sections/Profiles									
		Mile			0.00		0.00		0.00	
27.9	Side Street Surveys									
		Mile			0.00		0.00		0.00	
27.10	Underground Utilities									Level B along Will Hardee, based on 5 utilities for 1.15 miles (30,360 feet of designates) at 3,000 feet per day (10.1 days). Level B along Sadler, based on 5 utilities for 0.42 miles (11,088 feet of designates) at 3,000 feet per day (3.7 days). Level B along Will 14th, based on 5 utilities for 1.42 miles (37,488 feet of designates) at 3,000 feet per day (12.5 days). Level A Softdigs, 60 at 5 per day (12 days).
	Designates	EA	26.30	1.00	26.30	1.00	26.30	4.00	105.20	
	Locates	Point	60	0.2	12.00	1.00	12.00	3.00	36.00	
	Survey		20%	38.30	7.66	1.00	7.66	4.00	30.64	
27.11	Outfall Survey									
		Mile			0.00		0.00		0.00	
27.12	Drainage Survey			Units/Day						Collect pipe invert for storm and sanitary sewer structures along the project route.
		EA	85.00	17.00	5.00	1.00	5.00	4.00	20.00	
27.13	Bridge Survey									
	Minor / Major	EA			0.00		0.00		0.00	
27.14	Channel Survey									
		EA			0.00		0.00		0.00	
27.15	Pond Site Survey									
		EA			0.00		0.00		0.00	
27.16	Mitigation Survey									
		Mile			0.00		0.00		0.00	

27. Survey

Task No.	Task	Units	No of Units	Field Crew Days/Unit	Crew Days	Field Support Hours / Crew Days	Field Support Hours	Office Support Hours / Crew Days	Office Support Hours	Comments
27.17	Jurisdiction Line Survey									
		Mile			0.00		0.00		0.00	
27.18	Geotechnical Support			Units/Day						
		EA	25	25	1.00	1.00	1.00	3.00	3.00	locate borings once they have been drilled by others and provide x,y, z value for each location.
27.19	Sectional / Grant Survey									
		Corner			0.00		0.00		0.00	
		Mile			0.00		0.00		0.00	
27.20	Subdivision Location									
		Block			0.00		0.00		0.00	
27.21	Maintained R/W									
		Mile			0.00		0.00		0.00	
27.22	Boundary Survey									
		EA			0.00		0.00		0.00	
27.23	Water Boundary Survey									
		EA			0.00		0.00		0.00	
27.24	R/W Staking / R/W Line									
		EA			0.00		0.00		0.00	
		Mile			0.00		0.00		0.00	
27.25	R/W Monumentation									
		Point			0.00		0.00		0.00	
27.26	Line Cutting									
		Mile			0.00					
27.27	Work Zone Safety									
			0.125	74.73	9.34					MOT as Required
27.28	Vegetation Survey									
		LS							0	
27.29	Tree Survey									
		EA							0	
27.30	Miscellaneous Surveys									
					0.00		0.00		0.00	
Survey Subtotal				Crew Days	84	Field Support Hours	75	Office Support Hours	301	

27. Survey

Task No.	Task	Units	No of Units	Field Crew Days/Unit	Crew Days	Field Support Hours / Crew Days	Field Support Hours	Office Support Hours / Crew Days	Office Support Hours	Comments
27.31	Supplemental Surveys									THE % FOR SUPPLEMENTAL WILL BE DETERMINED AT NEGOTIATIONS. THIS ITEM CAN ONLY BE USED IF AUTHORIZED IN WRITING BY THE DISTRICT SURVEYOR
				84	0		0		0	
27.32	Document Research	Units								Research deeds, plats and other public records to support RW calculations
			30.00						20	
27.33	Field Reviews	Units								
									0	
27.34	Technical Meetings	LS								
			4.00						4	
27.35	Quality Assurance / Quality Control	LS								
								5%	15	
27.36	Supervision	LS								
								5%	20	
27.37	Coordination	LS								
								3%	9	
27. Survey Total				Crew Days	84	Field Support Hours	75	Office Support Hours	369	

SPLS =
 PLS =
 Office Support =
 Total Hours = 444

Technical Meetings	Units	No of Units	Hours/ Unit	Total Hours	PM Attendance at Meeting Required?	Number	Comments
Kickoff Meeting with FDOT	EA	0	0	0		0	
Baseline Approval Review	EA	0	0	0		0	
Network Control Review	EA	0	0	0		0	
Vertical Control Review	EA	0	0	0		0	
Local Governments (cities, counties)	EA	0	0	0		0	
Final Submittal Review	EA	0	0	0		0	
Other Meetings	EA	2	2	4		0	misc. meetings
Subtotal Technical Meetings				4	Subtotal PM Meetings	0	
Progress Meetings (if required by FDOT)	EA	0	0	0	**	--	
Phase Review Meetings	EA	0	0	0	**	--	
Total Meetings				4	Total PM Mtgs (carries to Tab 3)	0	

Carries to 27.34

Carries to Tab 3

**** Project Manager attendance at progress, phase and field review meetings are manually entered on General Task 3**

30. Terrestrial Mobile LiDAR

Estimator: Bill Faust, PSM

Nassau Co Amelia Island PhIV Design DRMP Survey SUE

Representing	Print Name	Signature / Date
	Nassau County	
	DRMP, Inc	

NOTE: Signature Block is optional, per District preference

Task No.	Task	Units	No. of Units	Hour / Unit	Hours					Total Range	Comments
					PSM	Senior LiDAR Technician	LiDAR Technician	LiDAR Operator	Field Technician		
30.1	Terrestrial Mobile LiDAR Mission Planning										
		Scan Miles	6.00	0.200	1.20					1.20	PSM Only
		Scan Miles	6.00	0.200		1.20				1.20	Sr. LiDAR Tech Only
		Scan Miles	6.00	0.200			1.20			1.20	LiDAR Technician Only
30.2	Project Control Point Coordination										
	0	Point	40	0.100	4.00					4.00	PSM Only
		Point	40	0.100		4.00				4.00	Sr. LiDAR Tech Only
		Point	40	0.100			4.00			4.00	LiDAR Technician Only
30.3	Terrestrial Mobile LiDAR Mobilization										
	0	Personnel	1	6.0				6.00		6.00	LiDAR Operator Only
		Personnel	1	6.0					6.00	6.00	Field Technician Only
30.4	Terrestrial Mobile LiDAR Mission										
	0	Scan Miles	6.00	0.400				2.40		2.40	LiDAR Sensor Operator
		Scan Miles	6.00	0.400	Number of Field Technician(s) =			1.00	2.40	2.40	1-Technician to drive vehicle , 1-base station
30.5	Terrestrial Mobile LiDAR Processing										
	0	Scan Miles	6.00	0.200	1.20					1.20	PSM Only
		Scan Miles	6.00	0.500		3.00				3.00	Sr. LiDAR Tech Only
		Scan Miles	6.00	0.000				0.00		0.00	LiDAR Operator
30.6	Terrestrial Mobile Photography Processing										
	0	Scan Miles	6.00	0.100	0.60					0.60	PSM Only
		Scan Miles	6.00	0.300		1.80				1.80	Sr. LiDAR Tech Only

30. Terrestrial Mobile LiDAR

Task No.	Task	Units	No. of Units	Hour / Unit	Hours					Total Range	Comments
					PSM	Senior LiDAR Technician	LiDAR Technician	LiDAR Operator	Field Technician		
		Scan Miles	6.00	2.000			12.00			12.00	LiDAR Technician Only
30.7	Transformation / Adjustment										
	0	Scan Miles	6.00	1.000	6.00					6.00	PSM Only
		Scan Miles	6.00	2.000		12.00				12.00	Sr. LiDAR Tech Only
		Scan Miles	6.00	0.000			0.00			0.00	LiDAR Technician Only
30.8	Classification / Editing										
	0	Corridor Miles	3.00	0.800	2.40					2.40	PSM Only
		Corridor Miles	3.00	5.000		15.00				15.00	Sr. LiDAR Tech Only
		Corridor Miles	3.00	10.000			30.00			30.00	LiDAR Technician Only
30.9	Specific Surface Reporting										
	0	Corridor Miles	3.00	0.500	1.50					1.50	PSM Only
		Corridor Miles	3.00	5.000		15.00				15.00	Sr. LiDAR Tech Only
		Corridor Miles	3.00	10.000			30.00			30.00	LiDAR Technician Only
30.10	Topographic (3D) Mapping										
	0	Corridor Miles	3.00	1.000	3.00					3.00	PSM Only
		Corridor Miles	3.00	15.000		45.00				45.00	Sr. LiDAR Tech Only
		Corridor Miles	3.00	20.000			60.00			60.00	LiDAR Technician Only
30.11	Topographic (2D) Planimetric Mapping										
	0	Corridor Miles	3.00	0.500	1.50					1.50	PSM Only
		Corridor Miles	3.00	4.000		12.00				12.00	Sr. LiDAR Tech Only
		Corridor Miles	3.00	8.000			24.00			24.00	LiDAR Technician Only
30.12	CADD Edits										
	0	Corridor Miles	3.00	0.500	1.50					1.50	PSM Only
		Corridor Miles	3.00	1.000		3.00				3.00	Sr. LiDAR Tech Only
		Corridor Miles	3.00	6.000			18.00			18.00	LiDAR Technician Only
30.13	Data Merging										

30. Terrestrial Mobile LiDAR

Task No.	Task	Units	No. of Units	Hour / Unit	Hours					Total Range	Comments
					PSM	Senior LiDAR Technician	LiDAR Technician	LiDAR Operator	Field Technician		
	0	Corridor Miles	3.00	0.500	1.50					1.50	PSM Only
		Corridor Miles	3.00	1.000		3.00				3.00	Sr. LiDAR Tech Only
		Corridor Miles	3.00	7.000			21.00			21.00	LiDAR Technician Only
30.14	Miscellaneous										
	Survey Report	LS	0	0	0					0.00	PSM Only
		LS	0	0		0				0.00	Sr. LiDAR Tech Only
		LS	0	0			0			0.00	LiDAR Tech Only
		LS	0	0				0		0.00	LiDAR Operator Only
		LS	0	0					0	0.00	Field Technician Only
			Mobile Scan Technical Subtotal							356.40	

30. Terrestrial Mobile LiDAR

Task No.	Task	Units	No. of Units	Hour / Unit	Hours					Total Range	Comments
					PSM	Senior LiDAR Technician	LiDAR Technician	LiDAR Operator	Field Technician		
30.15	Field Reviews										
		LS	0		0.00					0.00	
		LS	0			0.00				0.00	
30.16	Technical Meetings										
		LS								0.00	From Meetings Table Below
30.17	Quality Assurance / Quality Control										
		LS	0%							0	
30.18	Supervision										
		LS	0%							0	
			Mobile Scan Nontechnical Subtotal							0.00	
30.19	Coordination										
		LS	0%							0	
30. Terrestrial Mobile LiDAR Mapping Total										356.40	

* The low end of the range is for rural 2-lane; medium range is for typical Multi-Lane; the high end of the range is for urban/interstate.

Technical Meetings	Units	No of Units	Hours/ Unit	Total Hours	Comments	PM Attendance at Meeting Required?	Number
Terrestrial Mobile LiDAR Mapping Submittal Review	EA	0	0	0			0
Other Meetings	EA	0	0	0			0
Subtotal Technical Meetings				0	Subtotal PM Meetings		0
Progress Meetings (if required by FDOT)	EA	0	0	0	**		--
Phase Review Meetings	EA	0	0	0	**		--
Total Meetings				0	Total PM Mtgs (carries to Tab 3)		0

Carries to 30.16

Carries to Tab 3

** Project Manager attendance at progress, phase and field review meetings are manually entered on General Task 3

Exhibit B
CONTRACT FEE SUMMARY FORMAT FOR ENGINEERING DIVISION
NASSAU COUNTY

PART I - GENERAL

1. Project Amelia Island Trail Phase 4 Will Hardee/14th Street shared use path (Schools to Waterfront)	2. Proposal No. / Contract No. NC24-027-RFQ
3. Name of Consultant The Haskell Company	4. Date of Proposal February 21, 2025

PART II - LABOR RELATED COSTS

5. Direct Labor (Limiting Amount) Classification	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Lead Landscape Architect	\$ 66.89	178	\$ 11,906.42	11,906.42
Landscape Architect	\$ 47.19	60	\$ 2,831.40	2,831.40
Design Associate	\$ 31.25	250	\$ 7,812.50	7,812.50
			\$ 0.00	
			\$ 0.00	
			\$ 0.00	
			\$ 0.00	
TOTAL DIRECT LABOR	\$ 46.21	488		\$ 22,550.32
6. Overhead (Combined Fringe Benefit & Administrative) Overhead Rate 161.34 % x Total Direct Labor				\$ 36,382.69
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				\$ 58,933.01
8. PROFIT: Labor Related Costs (Item 7) x 10%				\$ 5,893.30

PART III - OTHER COSTS

9. Miscellaneous Direct Costs (Lump Sum)	\$ \$ \$	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL		\$ -
10. SUBCONTRACTS (Lump Sum)	\$ \$ \$	
SUB-CONTRACTs SUB-TOTAL (Lump Sum)		\$ -
11. REIMBURSABLE COSTS (Limiting Amount)	\$ \$ \$ \$	
SUB-TOTAL REIMBURSABLES		\$ -

PART IV - SUMMARY

TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables) (Items 5, 6, 8, 9, 10, and 11)	\$ 64,826.31
13. ORIGINAL OR CURRENT CONTRACT AMOUNT	
14. AMENDED CONTRACT AMOUNT	\$ 64,826.31

Project Activity 3: General Tasks

Estimator:						Amelia Island Phase 4 NC24-027-RFQ
Representing		Print Name			Signature / Date	
FDOT District						
Consultant Name						
NOTE: Signature Block is optional, per District preference						
Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
3.1	Public Involvement					
3.1.1	Community Awareness Plan	LS	1	0	0	
3.1.2	Notifications	LS	1	0	0	
3.1.3	Preparing Mailing Lists	LS	1	0	0	
3.1.4	Median Modification Letters	LS	1	0	0	
3.1.5	Driveway Modification Letters	LS	1	0	0	
3.1.6	Newsletters	LS	1	0	0	
3.1.7	Renderings and Fly Throughs	LS	1	0	0	
3.1.8	PowerPoint Presentation	LS	1	0	0	
3.1.9	Public Meeting Preparations	LS	1	0	0	
3.1.10	Public Meeting Attendance/Followup	LS	1	0	0	
3.1.11	Other Agency Meetings	LS	1	0	0	
3.1.12	Web Site	LS	1	0	0	
3.1 Public Involvement Subtotal					0	
3.2	Joint Project Agreements	EA	0	0	0	
3.3	Specifications & Estimates					
3.3.1	Specifications Package Preparation	LS	1	0	0	
3.3.2	Estimated Quantities Report Preparation	Report	0	Calculated Hours	10	
		Components	0	0		
3.4	Contract Maintenance and Project Documentation	LS	1	60	60	
3.5	Value Engineering (Multi-Discipline Team) Review	LS	1	0	0	
3.6	Prime Consultant Project Manager Meetings	LS	1	0	0	See listing below

Project Activity 3: General Tasks

Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
3.7	Plans Update	LS	1	0	0	

Project Activity 3: General Tasks

Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
3.8	Post Design Services	LS	1	0	0	
3.9	Digital Delivery	LS	1	0	0	
3.10	Risk Assessment Workshop	LS	1	0	0	
3.11	Railroad, Transit, and/or Airport Coordination	LS	1	0	0	
3.11.1	Aeronautical Evaluation	LS	1	0	0	
3.12	Landscape and Existing Vegetation Coordination	LS	1	0	0	
3.13	Other Project General Tasks	LS	1	0	0	
3. Project Common and Project General Tasks Total					70	
3.6 - List of Project Manager Meetings		Units	No of Units	Hours/ Unit	Total Hours	Comments
Roadway Analysis		EA	0	0	0	
Drainage		EA	0	0	0	
Selective C&G		EA	0	0	0	
Utilities		EA	0	0	0	
Environmental		EA	0	0	0	
Structures		EA	0	0	0	
Signing & Pavement Marking		EA	0	0	0	
Signalization		EA	0	0	0	
Lighting		EA	0	0	0	
Landscape Architecture		EA	8	0	0	
Survey		EA	0	0	0	
Photogrammetry		EA	0	0	0	
ROW & Mapping		EA	0	0	0	
Terrestrial Mobile LiDAR		EA	0	0	0	
Architecture		EA	0	0	0	
Noise Barriers		EA	0	0	0	
ITS Analysis		EA	0	0	0	
Geotechnical		EA	0	0	0	
Progress Meetings		EA	0	0	0	
Phase Reviews		EA	0	0	0	
Field Reviews		EA	0	0	0	

Estimator: Craig Handley		25. Landscape Analysis Staff Hours							Amelia Island Phase 4 NC24-027-RFQ	
Representing		Print Name							Signature / Date	
The Haskell Company										
NOTE: Signature Block is optional, per District preference										
Task No.	Task	Project Parameter			Staff Hours				Documentation	
		Description	Units	Complexity	Calculated	Department	Consultant	Negotiated	Provide documentation when negotiated hours differ from the calculated hours.	
What is the complexity of the planting plan? (See Landscape Guidelines)				Low						
25.1	Data Collection	LS	1	Standard	24	24	0	0		
25.2	Outdoor Advertising Assessment	Sign Structure	0		0	0	0	0		
25.3	Master Design File Setup (Base Files)	LS	1	Standard	28	28	0	0		
25.4	Site Inventory and Analysis	Length (Miles)	2.99	Low	24	24	0	0		
		Area Projects Area (Acre)	0.00	Low	0	0	0	0		
25.5	Landscape Opportunity Plan	Mainline Length (Miles)	0.00	Standard	0	0	0	0		
		Area Projects Area (Acre)	0.00		0	0	0	0		
25.6	Conceptual Planting Design	Report Preparation	1	Low	16	16	0	0		
		Mainline Length (Miles)	1.50	Low	36	40	0	0	additional hours above "Low" for any unknown specialized plantings	
		Area Projects Area (Acre)	0.00	Low	0	0	0	0		
25.7	Final Planting Design	Mainline Length (Miles)	1.50	Low	90	100	0	0	additional hours above "Low" for any unknown specialized plantings	
		Area Projects Area (Acre)	0.00	Low	0	0	0	0		
25.8	Conceptual Irrigation Design	Feasibility Report	0		0	0	0	0		
		Mainline Length (Miles)	0.00	Standard	0	0	0	0		
		Area Projects	0.00		0	0	0	0		
25.9	Final Irrigation Design	Mainline (per mile)	0.00		0	0	0	0		
		Area Projects	0.00		0	0	0	0		
25.10	Conceptual Hardscape Design	Report Preparation	0		0	0	0	0		
		LS	0		0	0	0	0		
25.11	Final Hardscape Design	LS	0		0	0	0	0		
25.12	Landscape Quantities for EQ Report	LS	1	Low	20	20	0	0		
25.13	Cost Estimates	Engineer Estimate	0	Low	0	0	0	0		
		LRE Updates	0	Low	0	0	0	0		
25.14	Technical or Modified Special Provisions	TSPs & MSPs	0		0	0	0	0		
25.15	Other Landscape Services	LS			0	0	0	0		
Landscape Analysis Technical Subtotal					238	252	0	0		

25.16	Quality Assurance/Quality Control	LS	1	5%	12	13	0	0	
25.17	Supervision	LS	1	5%	12	13	0	0	
25.18	Landscape Meetings (listed below)	Meetings	16		32	32	0	0	
		Travel Time			0	0	0	0	
25.19	Field Reviews (listed below)	LS			24	24	0	0	
Landscape Analysis Non-Technical Subtotal					80	82	0	0	
25.20	Coordination	LS	1	3%	10	11	0	0	
Landscape Analysis Total					328	345	0	0	

26. Landscape Plans

Craig Handley		26. Landscape Plans Staff Hours							Amelia Island Phase 4 NC24-027-RFO	
Representing		Print Name							Signature / Date	
The Haskell Company										
NOTE: Signature Block is optional, per District preference										
Task No.	Task	Project Parameter			Staff Hours				Documentation	
		Description	Units	Complexity	Calculated	Department	Consultant	Negotiated	Provide documentation when negotiated hours differ from the calculated hours.	
What is the complexity of the planting plan? (See Landscape Guidelines)		Low								
26.1	Key Sheet	LS	1		4	4	0	0		
	Signature Sheet	LS	1		2	2	0	0		
26.2	Plant Schedule (Sheet no longer produced)									
26.3	General Notes/Pay Item Notes	LS	1	Standard	9	9	0	0		
26.4	Planting Plans For Linear Areas	Linear Project Length (Miles)	1.50	Low	21	40	0	0		
26.5	Planting Plans for Non-Linear Areas (Stormwater Facilities, Rest Areas, Interchanges, & Toll Plazas)	Area Projects Area (Acre)	0.00	Low	0	0	0	0		
26.6	Planting Details	Details	6		24	8	0	0		
26.7	Irrigation Plans for Linear Areas	Linear Project Length (Miles)	0.00		0	0	0	0		
26.8	Irrigation Plans for Non-Linear Areas (Stormwater Facilities, Rest Areas, Interchanges, & Toll Plazas)	Area Projects Area (Acre)	0.00		0	0	0	0		
26.9	Irrigation Details	Details	0		0	0	0	0		
26.10	Hardscape Plans		0		0	0	0	0		
26.11	Maintenance Plan		0		0	0	0	0		
Landscape Plans Technical Hours Subtotal					60	63	0	0		
26.12	Quality Assurance/Quality Control	%	1	5%	3	4	0	0		
26.13	Supervision	%	1	5%	3	4	0	0		
26. Landscape Plans Total					66	71	0	0		

Exhibit B
CONTRACT FEE SUMMARY FORMAT FOR ENGINEERING DIVISION
NASSAU COUNTY

PART I - GENERAL

1. Project Amelia Island Trail Phase 4 Will Hardee/14th Street shared use path (Schools to Waterfront)	2. Proposal No. / Contract No. NC24-027-RFQ
3. Name of Consultant Osiris 9 Consulting, LLC	4. Date of Proposal February 28, 2025

PART II - LABOR RELATED COSTS

5. Direct Labor (Limiting Amount)	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Classification				
Project Manager	\$ 86.74	27	\$ 2,341.98	2,341.98
Senior Planner	\$ 68.00	68	\$ 4,624.00	4,624.00
Senior Engineer	\$ 91.82	68	\$ 6,243.76	6,243.76
Engineer 1	\$ 50.00	41	\$ 2,050.00	2,050.00
Engineering Intern	\$ 40.85	41	\$ 1,674.85	1,674.85
Engineering Technician	\$ 31.05	25	\$ 776.25	776.25
			\$ 0.00	
TOTAL DIRECT LABOR	\$ 65.60	270		\$ 17,710.84
6. Overhead (Combined Fringe Benefit & Administrative)				
Overhead Rate	157.02 % x Total Direct Labor			\$ 27,809.56
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				\$ 45,520.40
8. PROFIT: Labor Related Costs (Item 7)	x 15%			\$ 6,828.06

PART III - OTHER COSTS

9. Miscellaneous Direct Costs (Lump Sum)		
Facility Rental	\$ 4,000.00	\$ 4,000.00
Printing Boards	\$ 2,000.00	\$ 2,000.00
Newspaper Advertisement	\$ 3,000.00	\$ 3,000.00
MISCELLANEOUS DIRECT COSTS SUB-TOTAL		\$ 9,000.00
10. SUBCONTRACTS (Lump Sum)	\$ \$ \$	
SUB-CONTRACTs SUB-TOTAL (Lump Sum)		\$ -
11. REIMBURSABLE COSTS (Limiting Amount)	\$ \$ \$ \$	
SUB-TOTAL REIMBURSABLES		\$ -

PART IV - SUMMARY

TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables) (Items 5, 6, 8, 9, 10, and 11)	\$ 61,348.46
13. ORIGINAL OR CURRENT CONTRACT AMOUNT	

14. AMENDED CONTRACT AMOUNT	\$ 61,348.46
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Project Activity 3: General Tasks

Estimator:						Enter project name & description 999999-1-32-01
Representing		Print Name			Signature / Date	
FDOT District						
Consultant Name						
NOTE: Signature Block is optional, per District preference						
Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
3.1	Public Involvement					
3.1.1	Community Awareness Plan	LS	1	32	32	Prepare a Public Involvement Plan. List our approach, stakeholders, notification method and number of Public Meetings.
3.1.2	Notifications	LS	1	3	24	Prepare a property owner notification letter, elected/government officials email. Prepare a handout.
3.1.3	Preparing Mailing Lists	LS	1	3	24	Identify adjacent property owners (to be notified by mail), develop a database of elected and government officials (to be notified by email), mail letters
3.1.4	Median Modification Letters	LS	1	0	0	
3.1.5	Driveway Modification Letters	LS	1	0	0	
3.1.6	Newsletters	LS	2	24	48	Develop 2 newsletters
3.1.7	Renderings and Fly Throughs	LS	1	0	0	
3.1.8	PowerPoint Presentation	LS	1	80	80	80 hours for presentation
3.1.9	Public Meeting Preparations	LS	1	50	50	Select a meeting site, develop meeting layout, review presentation, update presentation, prepare boards, pick up boards for public meeting
3.1.10	Public Meeting Attendance/Followup	LS	1	12	12	Respond to public comments
3.1.11	Other Agency Meetings	LS	1	0	0	
3.1.12	Web Site	LS	1	0	0	
3.1 Public Involvement Subtotal					270	
3.2	Joint Project Agreements	EA	0	0	0	
3.3	Specifications & Estimates					
3.3.1	Specifications Package Preparation	LS	1	0	0	
3.3.2	Estimated Quantities Report Preparation	Report	0	Calculated Hours 0	0	
		Components	0			
3.4	Contract Maintenance and Project Documentation	LS	1	0	0	

Project Activity 3: General Tasks

Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
3.5	Value Engineering (Multi-Discipline Team) Review	LS	1	0	0	
3.6	Prime Consultant Project Manager Meetings	LS	1	0	0	See listing below
3.7	Plans Update	LS	1	0	0	
3.8	Post Design Services	LS	1	0	0	
3.9	Digital Delivery	LS	1	0	0	
3.10	Risk Assessment Workshop	LS	1	0	0	
3.11	Railroad, Transit, and/or Airport Coordination	LS	1	0	0	
3.11.1	Aeronautical Evaluation	LS	1	0	0	
3.12	Landscape and Existing Vegetation Coordination	LS	1	0	0	
3.13	Other Project General Tasks	LS	1	0	0	
3. Project Common and Project General Tasks Total					270	

Project Activity 3: General Tasks

Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
3.6 - List of Project Manager Meetings		Units	No of Units	Hours/ Unit	Total Hours	Comments
	Roadway Analysis	EA	0	0	0	
	Drainage	EA	0	0	0	
	Selective C&G	EA	0	0	0	
	Utilities	EA	0	0	0	
	Environmental	EA	0	0	0	
	Structures	EA	0	0	0	
	Signing & Pavement Marking	EA	0	0	0	
	Signalization	EA	0	0	0	
	Lighting	EA	0	0	0	
	Landscape Architecture	EA	0	0	0	
	Survey	EA	0	0	0	
	Photogrammetry	EA	0	0	0	
	ROW & Mapping	EA	0	0	0	
	Terrestrial Mobile LiDAR	EA	0	0	0	
	Architecture	EA	0	0	0	
	Noise Barriers	EA	0	0	0	
	ITS Analysis	EA	0	0	0	
	Geotechnical	EA	0	0	0	
	Progress Meetings	EA	0	0	0	
	Phase Reviews	EA	0	0	0	
	Field Reviews	EA	0	0	0	
Total Project Manager Meetings			0		0	Total PM Meeting Hours carries to Task 3.6 above

Notes:

1. If the hours per meeting vary in length (hours) enter the average in the hour/unit column.
2. Do not double count agency meetings between permitting agencies.
3. Project manager meetings are calculated in each discipline sheet and brought forward to Column D.

Exhibit B
CONTRACT FEE SUMMARY FORMAT FOR ENGINEERING DIVISION
NASSAU COUNTY

PART I - GENERAL

1. Project Amelia Island Trail Phase 4 Will Hardee/14th Street shared use path (Schools to Waterfront)	2. Proposal No. / Contract No. NC24-027-RFQ
3. Name of Consultant Peters and Yaffee, Inc.	4. Date of Proposal February 20, 2025

PART II - LABOR RELATED COSTS

5. Direct Labor (Limiting Amount) Classification	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Principal Engineer	\$ 108.18	15	\$ 1,622.70	1,622.70
Chief Engineer 2	\$ 87.18	23	\$ 2,005.14	2,005.14
Senior Engineer 2	\$ 68.75	23	\$ 1,581.25	1,581.25
Senior Engineer 1	\$ 72.95	76	\$ 5,544.20	5,544.20
Engineer 2	\$ 66.02	113	\$ 7,460.26	7,460.26
Engineer 1	\$ 50.85	148	\$ 7,525.80	7,525.80
Engineering Intern	\$ 39.42	150	\$ 5,913.00	5,913.00
Engineering Technician	\$ 37.28	113	\$ 4,212.64	4,212.64
Chief Designer	\$ 40.70	90	\$ 3,663.00	3,663.00
TOTAL DIRECT LABOR	\$ 52.63	751		\$ 39,527.99
6. Overhead (Combined Fringe Benefit & Administrative)				
Overhead Rate 210.98 % x Total Direct Labor				\$ 83,396.15
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				\$ 122,924.14
8. PROFIT: Labor Related Costs (Item 7) x 10%				\$ 12,292.41

PART III - OTHER COSTS

9. Miscellaneous Direct Costs (Lump Sum)	\$ \$ \$	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL		\$ -
10. SUBCONTRACTS (Lump Sum)	\$ \$ \$	
SUB-CONTRACTs SUB-TOTAL (Lump Sum)		\$ -
11. REIMBURSABLE COSTS (Limiting Amount)	\$ \$ \$ \$	
SUB-TOTAL REIMBURSABLES		\$ -

PART IV - SUMMARY

TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables) (Items 5, 6, 8, 9, 10, and 11)	\$ 135,216.55
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13. ORIGINAL OR CURRENT CONTRACT AMOUNT	
14. AMENDED CONTRACT AMOUNT	\$ 135,216.55

Project Activity 21: Signalization Analysis

Estimator:

Enter project name & description

999999-1-32-01

Representing	Print Name	Signature / Date
FDOT District		
Consultant Name		

NOTE: Signature Block is optional, per District preference

Task No.	Task	Units	No. of Units	Hours/ Units	Total Hours	Comments
21.1	Traffic Data Collection	LS	1	0	0	n/a
21.2	Traffic Data Analysis	PI	6	3	18	Includes determining signal operation plan, intersection geometry, local signal timings, pre-emption phasing and timings, forecasting traffic, intersection analysis run, etc. per intersection (6 Signalized intersections x 3 hrs/signal = 18 hrs)
21.3	Signal Warrant Study	LS	1	0	0	n/a
21.4	System Timings	LS	1	0	0	n/a
21.5	Reference and Master Signalization Design File	PI	8	31	248	All efforts required per intersection for establishing the signal master design file to include reference files of topo, r/w, roadway, pavement markings, utilities files, etc. Includes the design and layout of proposed signal poles, signal heads, pedestrian signals, conduit, pull boxes, service points, t etc. Also includes proposed call outs, pay item numbers, loop detector chart, controller timing chart, signal/ pedestrian head details, sign details, controller notes, signal operating plan, etc. - Modify 5 Signalized intersections (Pedestrian Improvements) x 28 hrs/signal = 140 hrs + Modify 1 Signalized intersection (Pedestrian Improvements and new mast arm) x 44 hrs/signal = 44 hrs + 2 proposed RRFBs x 32 hrs/RRFB = 64 hrs (Total hours = 248 hrs) (Revised per Negotiations)
21.6	Reference and Master Interconnect Communication Design File	LS	1	0	0	n/a
21.7	Overhead Street Name Sign Design	EA	1	2	2	1 OH Street name sign for the new mast arm x 2 hrs/sign = 2 hrs
21.8	Pole Elevation Analysis	LS	1	2	2	Includes effort to determine pole elevations at proposed pole locations (2 hrs)
21.9	Traffic Signal Operation Report	LS	1	0	0	n/a
21.10	Signalization Quantities for EQ Report	Signalized Intersections	8	Calculated Hours 48	30	Includes all work required to determine signalization pay items and quantities (6 Signal Modifications and 2 RRFB's) = 30 hrs (Revised per Negotiations)
21.11	Cost Estimate	LS	1	12	12	3 Estimates x 4 hrs/estimate = 12 hrs
21.12	Technical Special Provisions and Modified Special Provisions	LS	1	4	4	TSPs not required, but coordination for Proprietary Products will be needed (4 hrs)
21.13	Other Signalization Analysis	LS	1	0	0	n/a
Signalization Analysis Technical Subtotal					316	

Project Activity 21: Signalization Analysis

21.14	Field Reviews	LS	1	24	24	2 reviews x 6 hrs x 2 people = 24 hrs
21.15	Technical Meetings	LS	1	16	16	Meetings are listed below
21.16	Quality Assurance/Quality Control	LS	%	7%	22	
21.17	Independent Peer Review	LS	%	0%	0	
21.18	Supervision	LS	%	5%	16	
Signalization Analysis Nontechnical Subtotal					78	
21.19	Coordination	LS	%	3%	12	
21. Signalization Analysis Total					406	

Technical Meetings	Units	No of Units	Hours/ Unit	Total Hours	Comments	PM Attendance at Meeting Required?	Number
FDOT Traffic Operations	EA	0	0	0			0
FDOT Traffic Design	EA	0	0	0			0
Power Company (service point coordination)	EA	1	4	4	required for new RRFB's		0
Maintaining Agency (cities, counties)	EA	2	2	4			0
Railroads	EA	0	0	0			0
Other Meetings	EA	2	2	4			0
Subtotal Technical Meetings				12	Subtotal Project Manager Meetings		0
Progress Meetings (if required by FDOT)	EA	0	0	0	PM attendance at Progress Meetings is manually entered on General Task 3		- -
Phase Review Meetings	EA	2	2	4	PM attendance at Phase Review Meetings is manually entered on General Task 3		- -
Total Meetings				16	Total Project Manager Meetings (carries to Tab 3)		0

Carries to 21.15

Carries to Tab 3

Estimator:					22. Signalization Plans Staff Hours					Enter project name & description 999999-1-32-01	
Representing			Print Name					Signature / Date			
FDOT District											
Consultant Name											
NOTE: Signature Block is optional, per District preference											
Task No.	Task	Project Parameter			Staff Hours				Documentation Provide documentation when negotiated hours differ from the calculated hours.		
		Description	Units	Complexity	Calculated	Department	Consultant	Negotiated			
What is the overall project complexity? (See Signalization Guidelines)			1	Mid							
22.1	Key Sheet		1		4	0	0	4	1 Key Sheet		
	Signature Sheet		1		2	0	0	2	1 Signature Sheet		
22.2	General Notes/Pay Item Notes		1	Standard	9	0	0	9	1 GN Sheet		
22.3	Signalization Plan Sheets	Signalized Intersections	8	Mid	32	0	0	32	8 Plan Sheets(6 Signals and 2 RRFB's) (Revised per Negotiations)		
22.4	Interconnect Plan Sheets	Length (Miles)	0.00	Mid	0	0	0	0	n/a		
22.5	Traffic Monitoring Site	Sites (Loop Detect.)	0		0	0	0	0	n/a		
		Sites (Other Detect.)	0		0	0	0	0	n/a		
22.6	Guide Sign Data	Sign Panel	1		2	0	0	2	1 GS Sheet		
22.7	Special Details	Details	0	Simple	0	0	0	0	n/a		
			4	Standard	8	0	0	8	4 Standard Details		
			2	Complex	8	0	0	8	2 Complex Details		
22.8	Service Point Details	Service Point	3	Simple	12	0	0	12	3 required for the RRFB's		
			0	Standard	0	0	0	0	n/a		
22.9	Mast Arm / Monotube Data	Signal Arm	1	Single Mast Arm	1	0	0	1	1 Mast Arm		
			0	Double Mast Arm	0	0	0	0	n/a		
22.10	Strain Pole Schedule	Span	0		0	0	0	0	n/a		
22.11	TTCP Signal	Intersections w/o ped signal	0	Mid	0	0	0	0	n/a		
		Intersections with ped signal	0	Mid	0	0	0	0	n/a		
22.12	Temporary Detection Sheet	Intersections	0		0	0	0	0	n/a		
Signalization Plans Technical Hours Subtotal					78	0	0	78			
20.13	Quality Assurance/Quality Control	%	1	5%	4	0	0	4			
20.14	Supervision	%	1	5%	4	0	0	4			
Signalization Plans Total					86	0	0	86			

Carries to Summary Tab

Project Activity 23: Lighting Analysis

Estimator:

Enter project name & description

999999-1-32-01

Representing	Print Name	Signature / Date
FDOT District		
Consultant Name		

NOTE: Signature Block is optional, per District preference

Task No.	Task	Units	No. of Units	Hours/ Units	Total Hours	Comments
23.1	Lighting Justification Report	LS	0	0	0	n/a (Removed per Negotiations)
23.2	Lighting Design Analysis Report (LDAR)	LS	1	18	18	Provide an LDAR in accordance with the requirements of the FDOT Design Manual. RRFB Lighting: 6 hours for each proposed RRFB lighting design (3 locations x 6 hrs/location = 18 hrs).
23.3	Voltage Drop Calculations	EA	3	2	6	Voltage drop calculation for each circuit (typical service point has four branch circuits) to verify that conductors are sized properly. 3 VD Calculations x 2 hrs/location.
23.4	FDEP Coordination and Report	LS	1	0	0	n/a
23.5	Reference and Master Design Files	LS	1	68	68	Establishing the lighting master design file to include all applicable reference files. This includes all work to create elements showing the alignment in plan view. Includes design and layout of proposed light poles, conductors and conduit runs, load center locations, pull box, service points, electrical service feed, and efforts required for drafting and clean up of reference files. 20 hrs Setup plus 16 hours for each RRFB lighting design. (20 hrs + 16 hrs x 3 RRFBs = 68 hrs)
23.6	Temporary Highway Lighting	LS	1	0	0	n/a
23.7	Design Documentation	LS	1	16	16	Includes compiling and delivering project documentation in accordance with FDOT Design Manual. (16
23.8	Lighting Quantities for EQ Report	Light Poles	4	Calculated Hours 20	20	Assume 2 Light poles for each RRFB (4 total poles) (Revised per Negotiations)
23.9	Cost Estimate	LS	1	12	12	3 Estimates x 4 hrs/estimate = 12 hrs
23.10	Technical Special Provisions and Modified Special Provisions	LS	1	0	0	n/a
23.11	Other Lighting Analysis	LS	1	0	0	n/a
Lighting Analysis Technical Subtotal					140	
23.12	Field Reviews	LS	1	20	20	2 reviews x 5 hrs x 2 people = 20 hrs
23.13	Technical Meetings	LS	1	12	12	
23.14	Quality Assurance/Quality Control	LS	%	7%	10	
23.15	Independent Peer Review	LS	%	0%	0	
23.16	Supervision	LS	%	5%	7	
Lighting Analysis Nontechnical Subtotal					49	
23.17	Coordination	LS	%	3%	6	
23. Lighting Analysis Total					195	

Project Activity 23: Lighting Analysis

Technical Meetings	Units	No of Units	Hours/ Unit	Total Hours	Comments	PM Attendance at Meeting Required?	Number
FDOT Lighting Design	EA	0	0	0			0
FDOT Traffic Design	EA	0	0	0			0
Power Company (service point coordination)	EA	0	0	0	This will be handled with the Signal Meeting		0
Maintaining Agency (cities, counties)	EA	2	2	4			0
Airport authority	EA	0	0	0			0
FDEP Lighting (coast areas)	EA	0	0	0			0
Other Meetings	EA	2	2	4			0
Subtotal Technical Meetings				8	Subtotal Project Manager Meetings		0
Progress Meetings (if required by FDOT)	EA	2	2	4	PM attendance at Progress Meetings is manually entered on General Task 3		--
Phase Review Meetings	EA	0	0	0	PM attendance at Phase Review Meetings is manually entered on General Task 3		--
Total Meetings				12	Total Project Manager Meetings (carries to Tab 3)		0

Carries to 23.13

Carries to Tab 3

Estimator:

24. Lighting Plans Staff Hours

Enter project name & description
999999-1-32-01

Representing	Print Name							Signature / Date
FDOT District								
Consultant Name								

NOTE: Signature Block is optional, per District preference

Task No.	Task	Project Parameter			Staff Hours				Documentation
		Description	Units	Complexity	Calculated	Department	Consultant	Negotiated	Provide documentation when negotiated hours differ from the calculated hours.
24.1	Key Sheet		1		4	0	0	4	1 KS
	Signature Sheet		1		2	0	0	2	1 Signature Sheet
24.2	General Notes/Pay Item Notes		1	Standard	9	0	0	9	1 GN Sheet
24.3	Pole Data, Legend and Criteria	Poles	6		7	0	0	7	1 PDLC Sheet
24.4	Project Layout		0		0	0	0	0	n/a
24.5	Plan Sheets (Corridor Projects)	Length (Miles)	0.00		0	0	0	0	n/a
	Plan Sheets (Isolated Locations)	Intersections or Mid-Blocks	2		8	0	0	8	2 Plan Sheets (Revised per Negotiations)
		Interchanges or Rest Areas	0		0	0	0	0	n/a
24.6	Special Details	Details	0	Simple	0	0	0	0	n/a
			2	Standard	16	0	0	16	2 Standard Detail Sheets
			0	Complex	0	0	0	0	n/a
24.7	Service Point Details	Service Point	2	Simple	12	0	0	12	2 Service Point Details (Revised per Negotiations)
			0	Standard	0	0	0	0	n/a
			0	Complex	0	0	0	0	n/a
24.8	Temporary Highway Lighting		0		0	0	0	0	n/a
Lighting Plans Technical Hours Subtotal					58	0	0	58	
24.9	Quality Assurance/Quality Control	%	1	5%	3	0	0	3	
24.10	Supervision	%	1	5%	3	0	0	3	
Lighting Plans Total					64	0	0	64	

Carries to Summary Tab

Exhibit B
CONTRACT FEE SUMMARY FORMAT FOR ENGINEERING DIVISION
NASSAU COUNTY

PART I - GENERAL

1. Project Amelia Island Trail Phase 4 Will Hardee/14th Street shared use path (Schools to Waterfront)	2. Proposal No. / Contract No. NC24-027-RFQ
3. Name of Consultant SES Environmental Resource Solutions LLC	4. Date of Proposal February 3, 2025

PART II - LABOR RELATED COSTS

5. Direct Labor (Limiting Amount)	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Classification				
Chief Scientist	\$ 120.19	12	\$ 1,442.28	1,442.28
Senior Environmental Scientist	\$ 57.58	25	\$ 1,439.50	1,439.50
Senior Environmental Scientist	\$ 49.28	62	\$ 3,055.36	3,055.36
Environmental Scientist	\$ 39.42	12	\$ 473.04	473.04
Environmental Scientist	\$ 34.62	0	\$ 0.00	0.00
GIS Specialist	\$ 39.90	13	\$ 518.70	518.70
Environmental Technician	\$ 27.60	0	\$ 0.00	0.00
TOTAL DIRECT LABOR	\$ 55.88	124		\$ 6,928.88
6. Overhead (Combined Fringe Benefit & Administrative)				
Overhead Rate 170.53 % x Total Direct Labor				\$ 11,815.82
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				\$ 18,744.70
8. PROFIT: Labor Related Costs (Item 7) x 28%				\$ 5,248.52

PART III - OTHER COSTS

9. Miscellaneous Direct Costs (Lump Sum)	\$	
	\$	
	\$	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL	\$	-
10. SUBCONTRACTS (Lump Sum)	\$	
	\$	
	\$	
SUB-CONTRACTS SUB-TOTAL (Lump Sum)	\$	-
11. REIMBURSABLE COSTS (Limiting Amount)	\$	
	\$	
	\$	
	\$	
SUB-TOTAL REIMBURSABLES	\$	-

PART IV - SUMMARY

TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables) (Items 5, 6, 8, 9, 10, and 11)	\$ 23,993.22
13. ORIGINAL OR CURRENT CONTRACT AMOUNT	
14. AMENDED CONTRACT AMOUNT	\$ 23,993.22

Project Activity 8: Environmental Permits

Estimator:

Amelia Trail Segment 4 Permitting (Nassau County RFQ NC24-027)

0

Representing	Print Name	Signature / Date
FDOT District		
Consultant Name	SES Environmental Resource Solutions LLC	

NOTE: Signature Block is optional, per District preference

Task No.	Task	Units	No. of Units	Hours/ Units	Total Hours	Comments
	Environmental Permits and Environmental Clearances					
8.1	Preliminary Project Research	LS	1	4	4	
	Permits					
8.2	Field Work					
8.2.1	Pond Site Alternatives	per pond site	0	0	0	
8.2.2	Establish Wetland Jurisdictional Lines and Assessments	LS	1	20	20	
8.2.3	Species Surveys	LS	1	0	0	
8.3	Agency Verification of Wetland Data	LS	1	8	8	Assumes joint site visit.
8.4	Complete And Submit All Required Permit Applications					
8.4.1	Complete and Submit All Required Wetland Permit Applications	LS	1	64	64	Assumes that the project will require a minor modification to an existing WMD permit sequence and that no USACE permit is required.
8.4.2	Complete and Submit All Required Species Permit Applications	LS	1	0	0	
8.5	Coordinate and Review Dredge and Fill Sketches	LS	1	16	16	
8.6	Complete and Submit Documentation for Coordination and/or USCG Bridge Permit Application					
8.6.1	Prepare and submit required documents for USCG coordination	LS	1	0	0	
8.6.2	Complete and submit USCG Bridge Application	LS	1	0	0	
8.7	Prepare Water Management District or Local Water Control District Right of Way Occupancy Permit Application	LS	1	0	0	
8.8	Prepare Coastal Construction Control Line (CCCL) Permit Application	LS	1	0	0	
8.9	Prepare USACE Section 408 Application to Alter a Civil Works Project	LS	1	0	0	

Project Activity 8: Environmental Permits

Task No.	Task	Units	No. of Units	Hours/ Units	Total Hours	Comments
8.10	Compensatory Mitigation Plan	LS	1	0	0	
8.11	Mitigation Coordination and Meetings	LS	1	0	0	
8.12	Regulatory Agency Support	LS	1	0	0	
8.13	Other Environmental Permits	LS	1	0	0	
	Environmental Clearances, Reevaluations, and Technical Support					
8.14	Technical support to the Department for Environmental Clearances and Reevaluations (use when consultant provides technical support only)					
8.14.1	NEPA or SEIR Reevaluation	LS	1	0	0	
8.14.2	Archaeological and Historical Resources	LS	1	0	0	
8.14.3	Section 4(f), 6(f), and ARC	LS	1	0	0	
8.14.4	Wetland Impact Analysis	LS	1	0	0	
8.14.5	Essential Fish Habitat Impact Analysis	LS	1	0	0	
8.14.6	Protected Species and Habitat Impact Analysis	LS	1	0	0	
8.15	Preparation of Environmental Clearances and Reevaluations (use when consultant prepares all documents associated with reevaluation)					
8.15.1	NEPA or SEIR Reevaluation	LS	1	0	0	
8.15.2	Archaeological and Historical Resources	LS	1	0	0	
8.15.3	Section 4(f), 6(f), and ARC	LS	1	0	0	
8.15.4	Wetland Impact Analysis	LS	1	0	0	
8.15.5	Essential Fish Habitat Impact Analysis	LS	1	0	0	
8.15.6	Protected Species and Habitat Impact Analysis	LS	1	0	0	
	Contamination Analysis					
8.16	Contamination Impact Analysis	LS	1	0	0	
8.17	Asbestos Survey	LS	1	0	0	
Environmental Permits and Environmental Clearances/Reevaluations Technical Subtotal					112	

Project Activity 8: Environmental Permits

Task No.	Task	Units	No. of Units	Hours/ Units	Total Hours	Comments
8.18	Technical Meetings	LS	1	2	2	Meetings are listed below
8.19	Quality Assurance/Quality Control	LS	%	3%	3	
8.20	Supervision	LS	%	3%	3	
Environmental Permits and Environmental Clearances Nontechnical Subtotal					8	
8.21	Coordination	LS	%	3%	4	
8. Environmental Permits and Environmental Clearances Total					124	

Technical Meetings	Units	No of Units	Hours/ Unit	Total Hours	Comments	PM Attendance at Meeting Required?	Number
WMD	EA	1	2	2			0
NMFS	EA	0	0	0			0
USACE	EA	0	0	0			0
USCG	EA	0	0	0			0
USFWS	EA	0	0	0			0
FFWCC	EA	0	0	0			0
FDOT	EA	0	0	0			0
Other Meetings	EA	0	0	0			0
Subtotal Technical Meetings				2	Subtotal Project Manager Meetings		0
Progress Meetings (if required by FDOT)	EA	0	0	0	PM attendance at Progress Meetings is manually entered on General Task 3		- -
Phase Review Meetings	EA	0	0	0	PM attendance at Phase Review Meetings is manually entered on General Task 3		- -
Total Meetings				2	Total Project Manager Meetings (carries to Tab 3)		0

Carries to 8.18

Carries to Tab 3

Exhibit B CONTRACT FEE SUMMARY FORMAT FOR ENGINEERING DIVISION NASSAU COUNTY				
PART I - GENERAL				
1. Project Amelia Island Trail Phase 4 Will Hardee/14th Street shared use path (Schools to Waterfront)			2. Proposal No. / Contract No. NC24-027-RFQ	
3. Name of Consultant Terracon Consultants, Inc.			4. Date of Proposal February 28, 2025	
PART II - LABOR RELATED COSTS				
5. Direct Labor (Limiting Amount)	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Classification				
Project Manager	\$ 86.74	40	\$ 3,469.60	3,469.60
Design Engineer (PE)	\$ 73.39	24	\$ 1,761.36	1,761.36
Designer	\$ 59.35	40	\$ 2,374.00	2,374.00
Drafter or CADD Operator	\$ 38.46	16	\$ 615.36	615.36
Clerical	\$ 32.38	8	\$ 259.04	259.04
			\$ 0.00	
			\$ 0.00	
		we		
TOTAL DIRECT LABOR	\$ 66.25	128		\$ 8,479.36
6. Overhead (Combined Fringe Benefit & Administrative) Overhead Rate 200 % x Total Direct Labor				\$ 16,958.72
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				\$ 25,438.08
8. PROFIT: Labor Related Costs (Item 7) x 20%				\$ 5,087.62
PART III - OTHER COSTS				
9. Miscellaneous Direct Costs (Lump Sum)				
	Lab Testing		\$ 8,197.75	
	Field Exploration		\$ 16,111.50	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL				\$ 24,309.25
10. SUBCONTRACTS (Lump Sum)				
	Private Utility Locate		\$ 2000	
	ACME Barricades		\$ 3400	
SUB-CONTRACTs SUB-TOTAL (Lump Sum)				\$ 5,400.00
11. REIMBURSABLE COSTS (Limiting Amount)				
			\$	
			\$	
			\$	
			\$	
SUB-TOTAL REIMBURSABLES				\$ -
PART IV - SUMMARY				
TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables) (Items 5, 6, 8, 9, 10, and 11)				\$ 60,234.95
13. ORIGINAL OR CURRENT CONTRACT AMOUNT				
14. AMENDED CONTRACT AMOUNT				\$ 60,234.95

**Amelia Island
STV Project**

DECRPTION OF WORK	QTY.	RATE	UNIT	AMOUNT
<u>I. FIELD EXPLORATION</u>				
418 - GEO Drill Crew Support Vehicle	3	\$345.00	Day	\$ 1,035.00
427 - GEO Extra SPT Samples - Truck/Mudbug 0-50 ft	16	\$82.50	Each	\$ 1,320.00
440 - Geo Grout Boreholes - Truck/Mud Bug 0-50 Ft	150	\$9.68	Foot	\$ 1,452.00
478 - Geo SPT Truck/Mud Bug - 0-50 Ft	150	\$26.62	Foot	\$ 3,993.00
531 - Geo Truck/Mudbug Drill Rig and Crew (2-person)	14	\$345.00	Hour	\$ 4,830.00
603 - Mobilization Asphalt Coring Equipment	0	\$455.54	Each	\$ -
401 - Geo Auger Borings-H& Truck/Mud Bug	150	\$18.15	Each	\$ 2,722.50
703 - MOT Light Tower	3	\$253.00	Each	\$ 759.00
FIELD EXPLORATION SUBTOTAL				\$ 16,111.50
<u>II. LABORATORY TESTING</u>				
805 - Soils Corrosion Series FM 5-550 through 5-553	0	\$330.00	Each	\$ -
811 - Soils Liquid Limit AASHTO T89	11	\$90.75	Each	\$ 998.25
810 - Soils Limerock Bearing Ratio (LBR)	2	\$605.00	Each	\$ 1,210.00
817 - Soils Moisture Content Lab AASHTO T265	22	\$30.25	Each	\$ 665.50
819 - Soils Organic Content Ignition FM T-267	11	\$90.75	Each	\$ 998.25
822 - Soils Particle Size Analysis (No Hydrometer)	22	\$151.25	Each	\$ 3,327.50
826 - Soils Plastic Limit & Plasticity Index AASHTO T90	11	\$90.75	Each	\$ 998.25
LABORATORY TESTING SUBTOTAL				\$ 8,197.75