

## Board of County Commissioners Agenda Request

**Date of Meeting:** February 20, 2018  
**Date Submitted:** January 25, 2018  
**To:** Honorable Chairperson and Members of the Board  
**From:** Dee Jackson, Interim County Administrator  
Curtis Young, Public Works Director  
**Subject:** Cooks Landing Road (SCOP) - Professional Services

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### **Statement of Issue:**

This agenda item seeks Board approval to execute a Task Order with Dewberry-Preble Rish (DPR), for the survey, design, and contractor procurement of the Cooks Landing Road Paving Project, located in District 5.

### **Background:**

The design of Cooks Landing Road has been selected for funding by FDOT through their Small County Outreach Program (SCOP) in the amount of \$101,635.00. The proposed project will include widening and resurfacing the roadway, as well as addressing all drainage issues within the project limits. On December 5, 2017 the Board executed an agreement with FDOT for the Cooks Landing Road SCOP project.

### **Analysis:**

DPR has prepared a task order consistent with tasks and fees allowed by FDOT for projects of this nature. Approving the Task Order will allow DPR to begin the design process of the necessary improvements to Cooks Landing Road.

### **Fiscal Impact:**

This project will have a total cost of \$101,635.00, which will be funded from the FDOT SCOP. This project will have no fiscal impact on the County.

**Options:**

1. Approve DPR Task Order for Cooks Landing Road in the amount of \$101,635.00 and authorize the Chairperson to sign all related documents.
2. Do not approve.
3. Board direction.

**Interim County Administrator's Recommendation:**

Option 1

**Attachment(s):**

1. DPR Task Order Cooks Landing Road

January 19, 2018

Mr. Curtis Young  
Public Works Director  
Gadsden County  
P.O. Box 1799  
Quincy, Fl 32353-1799

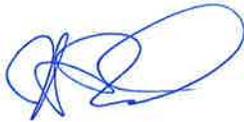
RE: Cooks Landing Road, SCOP project

Dear Mr. Young:

It is our understanding that the County has received funding from the FDOT Small County Outreach Program (SCOP) for the design of Cooks Landing Road. Dewberry | Preble-Rish (DPR) is pleased to provide this Task Order to provide the design and surveying to complete the proposed project. **Exhibit A** contains a detailed Task Order with a description of the scope of services. DPR proposes to provide these services for a fee of **\$101,635.00**. The associated fees are consistent with the allowable percentages outlined by FDOT.

If you have any questions, please give me a call at 850.674.3300.

Sincerely,



Justin Ford  
Project Manager

**EXHIBIT A  
COOKS LANDING ROAD DESIGN – SCOP  
PROFESSIONAL ENGINEERING SERVICES  
FOR THE GADSDEN COUNTY B.O.C.C.  
JANUARY 2018**

This Task Order is for the purpose of Dewberry | Preble-Rish (DPR) as the ENGINEER to provide professional services for the design of Cooks Landing Road project for the Gadsden County acting by and through its Commission.

**DESCRIPTION OF ENGINEERING SERVICES**  
**SCOPE OF SERVICES**

**A. SURVEYING**

1. DPR shall locate the right-of-way, existing improvements (i.e fences, drainage structures, etc...), and horizontal and vertical alignments.
2. DPR shall cross-section the roadway every 100' in order to evaluate the existing roadway and shoulder cross-slopes.

**B. DESIGN**

1. DPR shall evaluate existing roadway widths and drainage patterns to determine necessary improvements.
2. DPR shall design the new roadway in accordance with approved standards.
3. DPR shall evaluate roadside obstructions to ensure new roadway meets all clear zone requirements.
4. DPR shall prepare construction plans and specifications necessary to bid the proposed project.

**C. CONSTRUCTION ADMINISTRATION**

1. DPR shall prepare all bid documents.
2. DPR shall review bids and make recommendation for bid award.

**D. DELIVERABLES**

1. DPR shall provide 3 sets of 90% plans, bid documents, and construction estimate.
2. DPR shall provide 3 sets of 100% plans and bid documents.

The following services will not be provided as a part of this contract and will be billed at our contracted hourly rates if deemed necessary:

1. Wetland Delineation or Wetlands Surveying
2. Title searches
3. Stormwater Permitting with FDEP or NFWFMD

**E. PROFESSIONAL SERVICE FEES**

*DPR proposes to provide these services for a lump sum fee of:*

**TOTAL \$101,635.00**

IN WITNESS WHEREOF, the parties hereto have caused this Task Order to be executed by their undersigned officials as duly authorized.

**DEWBERRY | PREBLE-RISH**

20684 Central Ave. East, Suite 1 \_\_\_\_\_

Blountstown, FL 32424 \_\_\_\_\_

By: \_\_\_\_\_

Name and Title: Justin Ford, Project Manager \_\_\_\_\_

Witnessed: \_\_\_\_\_

Date: 1-25-18 \_\_\_\_\_

**CITY OF QUINCY**

P.O. Box 1799 \_\_\_\_\_

Quincy, FL 32351 \_\_\_\_\_

By: \_\_\_\_\_

Name and Title: Sherrie Taylor, Chair, B.O.C.C. \_\_\_\_\_

Witnessed: \_\_\_\_\_

Date: \_\_\_\_\_

