

## **Board of County Commissioners Agenda Request**

**Date of Meeting:** May 16, 2017

**Date Submitted:** May 2, 2017

**To:** Honorable Chairperson and Members of the Board

**From:** Robert M. Presnell, County Administrator  
Curtis Young, Public Works Director

**Subject:** Howell Road Widening and Resurfacing – DPB & Associates, LLC  
Professional Services

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### **Statement of Issues:**

This agenda item seeks Board approval to execute Task Order 2017-002 with DPB & Associates, LLC for the construction engineer and inspection services of the Howell Road Widening and Resurfacing Project.

### **Background:**

At the November 15, 2016 BOCC meeting the Board accepted the project from the Florida Department of Transportation (FDOT) for the widening and resurfacing of Howell Road from US 90 to Shade Farm Road.

### **Analysis:**

DPB & Associates has prepared a task order to provide construction engineer and inspection services for this project for a lump sum fee of \$30,000. The proposal is consistent with the tasks and fees allowed by FDOT as outlined in Exhibit C of the agreement prepared by FDOT and approved by the BOCC in November 2016. Approving the Task Order will allow DPB & Associates to begin the inspection of the necessary improvement to Howell Road.

### **Fiscal Impact:**

There will be no fiscal impact to Gadsden County. All costs will be grant funded.

### **Options:**

1. Approve Task Order 2017-002 authorizing DPB & Associate to provide construction engineer and inspection services for Howell Road and authorize the Chairperson to sign.

2. Do not approve.
3. Board direction.

**County Administrator's Recommendation:**

Option 1

**Attachments:**

DPB & Associates Task Order 2017-002

## Task Order 2017-002

### Construction Administration and Inspection Services Howell Road Phase-II Improvements Project 2017 FDOT Roadway Improvements Program Gadsden County, Florida

**Gadsden County, Florida**

**PROJECT: Howell Road Phase-II Improvements Project**

**SERVICES: Construction Administration and Inspection Services**

In accordance with the terms and conditions set forth in the Civil Engineering Consulting Services Contract, dated November 10, 2016, between Gadsden County Florida (COUNTY) and DPB & ASSOCIATES, LLC (ENGINEER), the ENGINEER hereby agrees to provide to the COUNTY the services specified in the attached Exhibit A - Scope of Services for the above referenced project. The method of compensation for such services is set forth in this Task Order and shall not exceed \$30,000.00 without authorization from the COUNTY.

#### **OBJECTIVE**

The purpose of this professional services assignment is to provide construction administration and inspection services for the COUNTY's Howell Road Phase-II Improvements Project.

#### **PROJECT DESCRIPTION**

The COUNTY proposes to construct the Howell Road Phase-II Improvements Project as part of the COUNTY's 2017 Roadway Improvements Program. Project funding is to be provided in part by the Florida Department of Transportation (FDOT). As a condition of the FDOT funding, project engineering design and project construction administration and inspection services are to be provided by separate entities. Accordingly, engineering design services are to be provided by County engineering consultant, Preble-Rish, Inc. with project construction administration and inspection services to be provided by County engineering consultant, DPB and Associates, the ENGINEER.

#### **SCOPE OF SERVICES**

The COUNTY requires professional engineering and technical services to provide construction administration and inspection services for the Howell Road Phase-II Improvements Project as described in attached Exhibit A – Scope of Services.

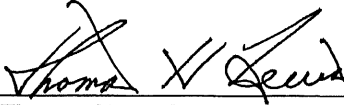
#### **COMPENSATION AND METHOD OF PAYMENT**

The ENGINEER will provide construction administration and inspection services for the Howell Road Phase-II Improvements Project in accordance with the following lump sum fee, which is consistent with percentage fees outlined by FDOT. The compensation to be paid to the ENGINEER for providing the services described in the attached Exhibit A - Scope of Services shall be a Lump Sum Fee of \$30,000.00 for labor and associated project costs. The ENGINEER will submit invoices to the COUNTY for work performed during each calendar month. Invoicing will be in an approved COUNTY format accompanied by a brief description of the work effort completed during the billing period.

Should the COUNTY terminate a task or tasks for any reason other than the ENGINEER'S unsatisfactory performance, the ENGINEER will be compensated for the work performed up to the date of termination. Should the COUNTY terminate a task or tasks or the entire contract due to the ENGINEER'S unsatisfactory performance, then the COUNTY will only compensate the ENGINEER for work that is acceptable to the COUNTY.

**DPB & ASSOCIATES, LLC**

**GADSDEN COUNTY, FLORIDA**

By:  3/15/17  
Thomas H. Lewis, President Date

by: \_\_\_\_\_  
Commissioner Sherrie Taylor, Chairperson Date

**Exhibit A**  
**Scope of Services**  
**Construction Administration and Inspection Services**  
**2017 Roadway Improvements**  
**Gadsden County, Florida**

The COUNTY has requested and the ENGINEER will provide the following professional engineering and technical services as construction administration and inspection services for various roadway improvement projects constructed as part of the COUNTY's 2017 Roadway Improvements Program.

**A. CONSTRUCTION ADMINISTRATION AND INSPECTION**

The ENGINEER will provide construction administration and inspection services utilizing Florida Department of Transportation (FDOT) specifications as general guidelines and adapt such specifications to various projects constructed as part of the County's 2017 Roadway Improvements Program. The ENGINEER will provide the following general services:

1. Coordination with the COUNTY's project design engineers, Preble-Rish and Associates (PRA),
2. Participation in Pre-Paving Operations Meeting with Gadsden County Public Works, PRA and the Contractor,
3. Asphalt pavement depth monitoring,
4. Asphalt spread-rate calculations and verification,
5. Asphalt pavement cross-slope monitoring and measurement,
6. Asphalt pavement rolling-straightedge testing,
7. Asphalt pavement density testing, if determined to be necessary,
8. Coordination with PRA in review of Contractor Payment Requests.

**B. PERSONNEL**

The ENGINEER's construction administration and inspection services may, by discipline, include but are not limited to professional engineering, construction engineering, construction inspection, asphalt pavement inspection and asphalt materials testing. Engineering, construction administration and inspection services shall be provided by or under the direct supervision of a Professional Engineer licensed in the State of Florida.

**C. FINAL DELIVERABLES**

The ENGINEER will prepare, maintain and deliver Daily Paving Operations Reports to the COUNTY, including:

1. Asphalt paving material truck delivery tickets package,
2. Pavement cross-slope testing reports,
3. Asphalt spread rate verification and calculations, and
4. Other test reports as may be performed during the work.

**D. PROFESSIONAL SERVICE FEES**

The ENGINEER will provide the described construction administration and inspection services for the lump sum total fee specified in the Compensation and Method of Payment paragraph of the respective Project Task Order.