

**ENGINEERING SERVICES WORK ORDER** 01

This Work Order Number 01 is entered into as of this \_\_\_\_ day of \_\_\_\_\_, 2025, pursuant to that certain Continuing Contract Agreement, dated May 2, 2023, ("Agreement"), by and between INDIAN RIVER COUNTY, a political subdivision of the State of Florida ("COUNTY") and CONSOR NORTH AMERICA, INC. ("Consultant").

The COUNTY has selected the Consultant to perform the professional services set forth on Exhibit A (Scope of Work), attached to this Work Order and made part hereof by this reference. The professional services will be performed by the Consultant for the mutually agreed upon lump sum or maximum amount not-to-exceed professional fee. Any additional costs must be approved in writing, and at a rate not to exceed the prices set forth in Exhibit B of the Agreement (Rate Schedule) for RFQ 2023015, made a part hereof by this reference. The Consultant will perform the professional services within the timeframe more particularly set forth in Exhibit A (Time Schedule), attached to this Work Order and made a part hereof by this reference all in accordance with the terms and provisions set forth in the Agreement. Pursuant to paragraph 1.4 of the Agreement, nothing contained in any Work Order shall conflict with the terms of the Agreement and the terms of the Agreement shall be deemed to be incorporated in each individual Work Order as if fully set forth herein.

IN WITNESS WHEREOF, the parties hereto have executed this Work Order as of the date first written above.

CONSULTANT: CONSOR NORTH AMERICA, INC.

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

Name: \_\_\_\_\_

Title: \_\_\_\_\_

BOARD OF COUNTY COMMISSIONERS OF  
INDIAN RIVER COUNTY:

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

Joseph E. Flescher, Chairman

BCC Approval Date: \_\_\_\_\_

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

John A. Titkanich, Jr., County Administrator

Approved as to Form and Legal Sufficiency:

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

Jennifer W. Shuler, County Attorney

Ryan L. Butler, Clerk of Court and Comptroller

Attest: \_\_\_\_\_

Deputy Clerk

(SEAL)

## **EXHIBIT A – SCOPE OF WORK**

This scope of services describes and defines the Construction Engineering and Inspection (CEI) services which are required for contract administration, inspection, and materials sampling and testing for the construction projects listed below:

- IRC-1818, 43<sup>rd</sup> Avenue Pedestrian Improvements 12<sup>th</sup> Street to 18<sup>th</sup> Street project
- IRC-1818A, 14<sup>th</sup> Ln and 15<sup>th</sup> Pl Resurfacing project

Serve as the Indian River County's representative on the project and faithfully represent the County's interest in all matters, with special emphasis given to issues involving public safety, quality, timely completion of the work, and financial responsibility. Exercise independent professional judgment in performing obligations and responsibilities under this Agreement.

Services shall comply with FDOT's and Indian River County's procedures & requirements.

The project includes all work as described in the plans. The scope of work for the CEI Services may include, but is not limited to, the administration, monitoring, testing, inspection, certification, and closeout of the construction project.

### Services may include:

- Coordination and meetings, including pre-construction and progress meetings, with the contractor, County, public, utility companies, landowners, and testing firms, review all contractor's change orders.
- Review contractor's pay estimates, pay requests, and schedules.
- Review shop drawings.
- Review of test results.
- Preparation of project progress reports.
- Coordination of permit conditions and compliance including preparation of all required reporting and document.
- Provide the County with copies of project records.
- Respond to requests for information by the contractor and public.
- Project Closeout and review of as-builts by others to ensure compliance with permitting agencies.

The County reserves the right to request the professional resume of any field staff assigned to a specific project. If the proposed field staff is not sufficiently qualified and/or persistent failures to provided services as necessitated by the project are not addressed, the County reserves the right to request a change in the staffing of field personnel.

1. The Engineering Team shall be FDOT pre-qualified, at a minimum in the following CEI categories:

- a. Roadway
- b. Minor Bridge & Miscellaneous Structures

## 2. Additional Personnel Qualifications

- a. FDOT Advanced MOT
- b. CTQP Quality Control Manager –attend class and pass the examination.
- c. CTQP Final Estimates: Level I
- d. CTQP Final Estimates: Level II
- e. CTQP Concrete Field Inspector: Level I
- f. CTQP Concrete Field Inspector: Level II (Bridges)
- g. CTQP Asphalt Roadway: Level I
- h. CTQP Asphalt Roadway: Level II
- i. CTQP Earthwork Construction Inspection: Level I
- j. CTQP Earthwork Construction Inspection: Level II
- k. CTQP Drilled Shaft Inspection (required for inspection of all drilled shafts including miscellaneous structures such as sign structures, lighting structures, and traffic signal structures)
- l. IMSA Traffic Signal Inspector: Level I

## Deliverables

The Engineer shall prepare and submit the following:

1. Construction Completion Package containing the following:
  - a. Dated final as-built schedule, time file and daily work reports.
  - b. Field survey/geotechnical verification data provided to Engineer by the contractor. Final as-built plans provided to Engineer by the contractor.
  - c. Final as-built plans provided to Engineer by the contractor.
  - d. Documentation of progress meetings, public informational meetings, and any other pertinent project meetings with dates and notes.
  - e. Documentation of all field decisions which caused any deviation from the plans and/or specifications.
  - f. Signed and Sealed test results.
  - g. Documentation of progress payments and final payment to the contractor.
  - h. Copies of all RFIs and responses.
  - i. Copies of all executed changes to the contract.
  - j. Copies of the final inspection punch lists with dates of item resolution.
  - k. All other project records.
2. Thumb Drive containing electronic copy of all deliverables noted above in PDF format.
3. Final as-built plans in AutoCAD (2015 version or newer), PDF and hard copy formats as provided by the contractor.

## EXHIBIT B – FEE SCHEDULE

Our fee schedule is based on the attached man-hour estimate for a construction duration of 300 calendar days. For estimating purposes, we have included thirty (30) calendar days to perform preliminary administrative services prior to the issuance of the contractor's notice to proceed for the project and thirty (30) calendar days to demobilize after final acceptance of the Construction contract. The **actual fee** will be **invoiced monthly based on actual hours worked**. We will use staff only when necessary to ensure that adequate inspection levels are achieved, based on the resources implemented by the construction contractor.

Subconsultant services for asphalt plant verification & verification laboratory testing are included, when required by document specifications.

	Bill Rate	Total Staffing		Total Cost
CEI Senior Project Engineer	\$ 289.78	1.20	207.60	\$ 60,158.33
CEI Project Administrator	\$ 205.23	9.75	1686.75	\$ 346,171.70
CEI Contract Support Specialist	\$ 140.59	5.50	951.50	\$ 133,771.39
CEI Senior Inspector	\$ 126.79	10.00	1730.00	\$ 219,346.70
CEI Inspector	\$ 93.25	6.50	1124.5	\$ 104,859.63
CEI Inspector	\$ 93.25	5.00	865.00	\$ 24,198.38
		<b>38.45</b>	<b>6651.85</b>	<b>\$ 888,506.13</b>
Asphalt Plant VT Inspector				\$ 5,000.00
Lab Testing				\$ 2,500.00
				<b><u>\$ 896,006.13</u></b>

## EXHIBIT C – TIME SCHEDULE

This Task shall commence upon Notice to Proceed by Indian River County for an estimated services duration of 360 calendar days - 30 days pre- construction, 300 days of construction & 30 days post-construction.

## EXHIBIT D – MANHOUR ESTIMATE & TOTAL FEE

Attached manhour estimate and total fee of **\$896,006.13**

## CONSOR ENGINEERS ESTIMATE OF WORK EFFORT: IRC 1818 & IRC 1818A

Bill Rate			2025									2026			TOTAL STAFFING		TOTAL COST
			A	M	J	J	A	S	O	N	D	J	F	M			
			Pre	C	C	C	C	C	C	C	C	C	C	Post			
CEI Senior Project Engineer	Kelly Cowger, PE	\$ 289.78	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	1.20	207.60	\$ 60,158.33
CEI Project Administrator	Tyler Storey	\$ 205.23	0.50	1.00	1.00	1.00	1.00	1.00	0.75	0.75	0.75	0.75	0.75	0.50	9.75	1686.75	\$ 346,171.70
CEI Contract Support Specialist	Stacy Griffin, PE	\$ 140.59	0.25	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.25	5.50	951.50	\$ 133,771.39
CEI Senior Inspector	TBD	\$ 126.79		1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00		10.00	1730.00	\$ 219,346.70
CEI Inspector	TBD	\$ 93.25			1.00	1.00	1.00	1.00	1.00	1.00	0.50				6.50	1124.50	\$ 104,859.63
CEI Inspector	TBD	\$ 93.25				1.00	0.50								1.50	259.50	\$ 24,198.38
			0.85	2.60	3.60	4.60	4.10	3.60	3.35	3.35	2.85	2.35	2.35	0.85	34.45	5959.85	\$ 888,506.13
Asphalt Plant VT Inspector \$ 5,000.00																	
VT Lab Testing \$ 2,500.00																	
\$ 896,006.13																	