



THE SCHOOL BOARD OF BREVARD COUNTY

2700 Judge Fran Jamieson Way

Viera, Florida 32940-6601

Phone: (321) 631-1911

Fax: (321) 633-4646

Exhibit "C" – Project Assignment For

RFQ #18-Q-051-DR/MEP & FIRE PROTECTION

Coquina Elementary School

Facility Renewal 2021

I. PURPOSE

This is a Project Assignment to the Continuing Contract for Professional Services between the **School Board of Brevard County, Florida** (Owner) and **OCI Associates, Inc.** (Consultant) and made a part thereof. The purpose of this Project Assignment is to specify the required services of the Consultant to provide MEP & Fire Protection when and as authorized by the School Board's Representative, when School Board approval is required in accordance with School Board policy.

II. METHOD OF COMPENSATION

Consultant shall provide a proposal that identifies all costs to be incurred by the Owner for the professional services to be performed, to include a detailed breakdown of material and labor required to complete the Scope of Services detailed in this Project Assignment. All labor and material costs for each project shall be complete and detailed, and shall, without limitation, include and identify the number of hours of work by the title and responsibility of workers/professionals performing the service, while adhering to the Hourly Rate Schedule & Reimbursable Expenses Schedule in Exhibit B to the Agreement for professional services. Payment shall be in accordance with the above referenced agreement for professional services. Compensation for all services, material, supplies, training and any other items or requirements necessary to complete the work as described herein, for a total cost of **Fifty-Nine Thousand, Eight Hundred Dollars (\$59,800.00)**. At no time shall work fees exceed said amount of compensation herein without a written and executed Project Assignment.

III. PROJECT/LOCATION

Performance of services will be for Coquina Elementary School at 850 Knox McRae Drive located at Titusville, Florida 32780.

IV. SCOPE OF SERVICES

Scope of Services per attached OCI Associates, Inc. proposal dated February 8, 2021.

V. PROJECT SCHEDULE

This project Assignment shall commence upon receipt of a Purchase Order, fully executed Project Assignment and Notice to Proceed issued by School Board and continue until the Scope of Services is completed and accepted by the School Board's Representative. Said project shall maintain schedule as provided. If schedule is altered due to unforeseen delays, the School Board's Representative shall be notified at once in writing.

The School Board's Representative and Consultant shall negotiate a proposed schedule for the successful and timely completion of the project. The Project Schedule shall include at a minimum the proposed start date and final completion date.

The Consultant's Scope of Services shall begin upon receipt of a Purchase Order, fully executed Project Assignment and Notice to Proceed, and shall be completed by April 30, 2021.

VI. CONSULTANT'S PROJECT TEAM MEMBERS

Consultant shall provide the **name, title and responsibility** for each of the Consultant's and Subconsultant's employees proposed to complete the Scope of Services identified in this Project Assignment.

All personnel listed herein or on the Consultant's attached proposal must be cleared before entering School Board property, pursuant to Florida Statute 1012.465. The Consultant's Project Team Members must cooperate with school personnel to provide suitable identification to demonstrate the prior approval of the Office of District & School Security before entering any campus.

VII. CONSULTANT'S PROPOSAL

Consultant's Proposal must include the following detail specific to this Project Assignment:

1. A complete Scope of Work to be performed.
2. A complete description of each phase of Work.
3. A time schedule for the Work.
4. All costs to be incurred by the Owner for the professional services to be performed.
5. An estimate of the Project Construction Budget, where appropriate.
6. Proposed Staff.
7. Proposed Sub-Consultants.
8. No terms shall be stated in the letter of understanding which are contrary to, or stated as superseding, the terms of this Agreement unless expressly approved by the Owner in writing.

(REMAINDER OF PAGE INTENTIONALLY LEFT BLANK)

SIGNATURES (FOR PROJECTS OVER \$50,000.00):

IN WITNESS THEREOF, the above parties have executed this instrument, the name of each party being affixed and these present duly signed by its undersigned representative, pursuant to authority of its governing body.

**THE SCHOOL BOARD OF
BREVARD COUNTY, FLORIDA (Owner):**

By: _____
Misty Belford, Chairperson

Date Approved: _____

ATTEST (WITNESS):

By: _____
Mark W. Mullins, Ed.D., Superintendent

**OCI ASSOCIATES, INC.
(Consultant)**

By: _____

Print Name: _____

Title: _____

Date: _____

ATTEST (WITNESS):

By: _____

Print Name: _____

Title: _____

SIGNATURES (FOR PROJECTS UNDER \$50,000.00):

IN WITNESS THEREOF, the above parties have executed this instrument, the name of each party being affixed and these present duly signed by its undersigned representative, pursuant to authority of its governing body.

**THE SCHOOL BOARD OF
BREVARD COUNTY, FLORIDA (Owner):**

By: _____
Susan Hann, P.E., AICP

Assistant Superintendent/Facilities Services
As Designee for Mark W. Mullins, Ed.D., Sup.

Date Approved: _____

(Consultant)

By: _____

Print Name: _____

Title: _____

Date: _____

ATTEST (WITNESS):

By: _____

ATTEST (WITNESS):

By: _____

Print Name: _____

Title: _____

February 8, 2021

Christopher Payne
Project Manager
Brevard Public Schools
2799 Judge Fran Jamieson Way
Viera, FL 32940

Re: MEP Engineering Fee Proposal
Coquina Elementary School
Plumbing and Electrical Facility Renewal

OCI Associates, Inc., is pleased to present our fee proposal for the above referenced project. If the proposal is acceptable, please sign and return a copy for our files.

Scope of Work:

Provide professional mechanical and electrical engineering services for various upgrades for the Coquina Elementary School.

The design scope will include the following elements:

1. Campus-wide sanitary sewer piping renewal
2. Replace existing 800A panel at CEP building with new. Recommend NEMA 4X enclosure be provided.
3. Troubleshoot and provide design to correct various electrical deficiencies causing nuisance breaker trips

Compensation for Services: (per the attached task / cost breakdown)

Task 1: Verification	\$ 9,080
Task 2: Design	\$ 30,120
Task 3: Permitting	\$ 2,360
Task 4: Bidding	\$ 1,920
Task 5: Construction Administration	\$ 11,320
Reimbursable Expenses:	\$ 5,000

Our total design fee for the work will be Fifty Four Thousand Eight Hundred Dollars (\$54,800.00) plus a \$5,000 reimbursable allowance for a total fee of Fifty Nine Thousand Eight Hundred Dollars (\$59,800.00).



Our design efforts shall include the following services:

1. Design team meetings as necessary
2. Development of specifications and construction documents
3. Permit submittal and responses to review comments
4. Bidding assistance including pre-bid meetings, pre-bid RFI responses, coordination with contractor or CM
5. Construction administration services including RFI responses, shop drawing review and site visits for observation of work
6. Provide electronic record drawings based on contractor's as-builts

Estimated Construction Budget:

The estimated total construction cost for this project is approximately \$500,000. See attached Estimate of Probable Cost for detail.

Project Schedule:

It is estimated that the design effort for this project will be completed within sixteen weeks of the receipt of the approved agreement.

Staff Assigned to This Project:

Project Manager:	Jason Smith
Plumbing Engineer:	Jason Smith
Plumbing Designer:	Gabriel Coello
Electrical Engineer:	Keith Liatsos
Electrical Designer:	Anton Kreisl
Senior Autocad Technician:	Luis Hernandez
Administrative / Tech:	Jacque Adams
Clerical:	Alisan Smith

Exclusions:

All work not specifically indicated in the scope items above is excluded.

Reimbursable Expenses:

Costs associated with printing/ reproduction shall be a reimbursable expense and will be billed at 1.1 x actual cost against the not to exceed value carried.

Additional Expenses:

Services requested or required beyond the indicated scope of work shall be negotiated on an as needed basis at which time a proposal for additional services

will be provided.

Thank you very much for this opportunity. Should you have any questions or require further clarification, please do not hesitate to call.

Respectfully,

AcceptedBy:



Jason Smith, PE, LEED AP

Signature:

Principal

Name/Title

(printed):

Director of Mechanical Engineering

Date:



Task 1: Field Verification / Existing Design Review

PM	Project Manager	\$120 per hour	x	16 hours	=	\$1,920
ELEC	EI / Designer	\$90 per hour	x	16 hours	=	\$1,440
ELEC	Senior Professional Engineer	\$120 per hour	x	8 hours	=	\$960
PLMG	EI / Designer	\$90 per hour	x	40 hours	=	\$3,600
PLMG	Senior Professional Engineer	\$120 per hour	x	8 hours	=	\$960
ADMIN	Administrative Tech	\$50 per hour	x	4 hours	=	\$200

Task 1: Subtotal \$9,080

Task 2: Design

PM	Project Manager	\$120 per hour	x	60 hours	=	\$7,200
ELEC	EI / Designer	\$90 per hour	x	40 hours	=	\$3,600
ELEC	Senior Professional Engineer	\$120 per hour	x	16 hours	=	\$1,920
PLMG	EI / Designer	\$90 per hour	x	96 hours	=	\$8,640
PLMG	Senior Professional Engineer	\$120 per hour	x	40 hours	=	\$4,800
CAD	Senior Autocad Tech	\$75 per hour	x	40 hours	=	\$3,000
ADMIN	Administrative Tech	\$50 per hour	x	12 hours	=	\$600
Clerical	Clerical	\$45 per hour	x	8 hours	=	\$360

Task 2: Subtotal \$30,120

Task 3: Permitting

PM	Project Manager	\$120 per hour	x	8 hours	=	\$960
ELEC	Senior Professional Engineer	\$120 per hour	x	4 hours	=	\$480
PLMG	Arch Project Principal	\$180 per hour	x	4 hours	=	\$720
ADMIN	Administrative Tech	\$50 per hour	x	4 hours	=	\$200

Task 3: Subtotal \$2,360

Task 4: Bidding

PM	Project Manager	\$120 per hour	x	8 hours	=	\$960
ELEC	Senior Professional Engineer	\$120 per hour	x	2 hours	=	\$240
PLMG	Arch Project Principal	\$180 per hour	x	4 hours	=	\$720

Task 4: Subtotal \$1,920



Task 5: Construction Administration

PM	Project Manager	\$120 per hour	x	40 hours	=	\$4,800
ELEC	Senior Professional Engineer	\$120 per hour	x	16 hours	=	\$1,920
PLMG	Senior Professional Engineer	\$120 per hour	x	32 hours	=	\$3,840
ADMIN	Administrative Tech	\$50 per hour	x	8 hours	=	\$400
CLERICAL	Clerical	\$45 per hour	x	8 hours	=	\$360

Task 5: Subtotal \$11,320

Project Total **\$54,800**

Coquina Elementary School

Plumbing and Electrical Renewal

Estimate of Probable Cost

Prepared by:
 OCI Associates, Inc.
 2/8/2021



Project Properties		

Direct Project Costs	Cost	Unit	Total
Plumbing Renewal			
Campus-wide Sanitary Sewer Renewal	\$340,000	L.S.	\$340,000
Electrical Renewal			
800A Panel Replacement at CEP	\$25,000	L.S.	\$25,000
Misc Power Upgrades Classroom Bldgs	\$10,000	L.S.	\$10,000
Direct Costs Subtotal			\$375,000
Indirect Project Costs			
Insurance / Bond		3.00%	\$11,250
General Conditions		12.00%	\$45,000
Contingency		8.00%	\$30,000
Indirect Costs Subtotal			\$86,250
Subtotal			\$461,250
CM Fees / Contractor OH&P		8.00%	\$36,900
Project Total Construction Costs			\$498,150

L.S. = Lump sum from current RS Means On-line. Includes subcontractor OH&P.