

Task Order 5

Civil Engineering Design Review Services



EOM Operations, a full scale public works operations, engineering, and utilities construction firm is pleased to provide civil engineering design review services as described below. The services described herein shall be performed in accordance with and shall be subject to the terms and conditions of the Master Agreement for Professional Services (hereinafter referred to as “Agreement”) executed by and between The Board of Commissioners of Effingham County (hereinafter referred to as “County”) and EOM Operations, a division of EOM Public Works, LLC (hereinafter referred to as “EOM”) on 15th day of September, 2020 and all subsequent amendments to the Agreement.

1. Site Plan Review

- 1.1 Plan review of residential subdivisions and commercial and industrial sites. This includes the review of clearing and grading plans, storm drainage systems, hydrology reports, geotechnical reports, roadway systems, sanitary sewer systems, potable water systems, and reuse water systems for compliance with Effingham County’s, State and Federal Design Standards and Specifications. Plan review includes: sketch plan (excluding zoning issues), clearing and grading plans and civil site development plans review for the infrastructure listed above. Review shall be based on electronic plan submissions provided by Owner staff. Services exclude meetings and/or calls with consultants to review County development standards and ordinances.
- 1.2 The following are excluded from site plan review services.
 - 1.2.1 Residential development plan reviews greater than 20 acres and/or more than 6 lots per acre.
 - 1.2.2 Commercial development plan reviews that are greater than 50 acres, more than one building, campuses, master site plans.
 - 1.2.3 Water and Sewer Extension forms and submittals.
 - 1.2.4 Review and evaluation of Traffic Impact Studies and Speed Studies.
 - 1.2.5 Reviewing and updating existing County’s specifications, ordinances, standards and procedures related to site development, civil engineering, and construction.
 - 1.2.6 Review of any site development located in sensitive areas which will require additional technical assistance to evaluate.
 - 1.2.7 Review of site development of any commercial or industrial facilities which handle hazardous materials, or require any specialized pre-treatment facility or component which will require specialized technical staff to review.
 - 1.2.8 Review of surface and sub-surface mines sites, landfills, and contaminated or brownfield sites.
 - 1.2.9 Review of any structural component of any site development.
 - 1.2.10 Review of any septic systems.
 - 1.2.11 More than 3 reviews for a single development due to quality, changes in the project, additional requirements stipulated by other agencies, etc. These reviews will be performed on an hourly basis.

2. Capital Improvement Program Assistance

- 2.1 Assist Owner staff with identifying, evaluating and prioritizing capital improvement projects pertaining to water, wastewater, roadway systems and drainage. This includes preliminary project assessments and scope development and preparation of opinions on preliminary project budgets. Planning, design, bid documents, permitting and management of projects are excluded from the base scope services.
- 2.2 The services listed above exclude grant applications.

3. Reporting

Provide monthly progress reports for inclusion in Board of Commissioner packets.

4. Owner Meetings

Attend Planning Board and Board of Commissioner’s meetings, as necessary, to participate in technical discussions or provide project updates on agenda items involving EOM services. Attend regular meetings with Owner staff to provide technical assistance and guidance. Meetings may be conducted in person or virtual and shall not exceed more than one meeting per week.

5. Compensation

5.1 Owner shall pay to EOM as compensation for services performed under this Task Order a Base Fee of Two Hundred Fifty-Seven Thousand Two Hundred Eighty-Eight Dollars (\$252,288.00).

5.2 Services will be billed on a monthly basis.

5.2 Additional efforts, including fees and services outside the Scope of Services will be coordinated directly with the Owner prior to proceeding. Additional fees will be billed at the hourly rates shown on Appendix A.

6. Authority

6.1 Both parties represent and warrant to the other party that the execution, delivery, and performance of this Task Order has been duly authorized by the responsible parties thereof. Both parties warrant that all required approvals have been obtained and the executing party below has such authority to bind the party.

Both parties indicate their approval of this Task Order by their signatures below.

**EOM OPERATIONS,
a division of EOM PUBLIC WORKS, LLC**

Effingham County Board of Commissioners

Authorized Signature:

Authorized Signature:

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

Appendix A – Additional Services

Additional outside of base scope services shall be billed at the hourly rates listed below and shall be invoiced the month following the month in which services occurred.

Principal	\$160.00/HR
Floodplain Manager / Senior Professional Engineer	\$150.00/HR
Professional Engineer	\$130.00/HR
CIP Project Manager	\$120.00/HR
Engineer	\$110.00/HR
Construction Inspector	\$100.00/HR
CADD Draftsmen	\$85.00/HR
Clerical	\$65.00/HR
Utility Locator	\$75.00/HR