

**NOTICE TO PROCEED**

TO: Alliance Consulting Engineers

RE: NOTICE TO PROCEED

Task Order 22-25-009 - Courthouse Road Realignment

Please consider this your NOTICE TO PROCEED on the above referenced project. In accordance with the terms of the contract, work is to commence within 24 hours receipt of the Notice to Proceed unless otherwise agreed and to be completed within \_\_\_\_ calendar days from that time.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2022

Effingham County Board of Commissioners

\_\_\_\_\_  
Wesley Corbitt, Chairman

**ACCEPTANCE OF NOTICE:**

Receipt of the above Notice to Proceed is acknowledged.

Contractor: \_\_\_\_\_

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

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

Date of Acceptance: \_\_\_\_\_



March 22, 2022

Ms. Alison Bruton, Purchasing Agent  
Effingham County Board of Commissioners  
804 South Laurel Street  
Springfield, Georgia 31329

RE: Professional Engineering Services to provide  
Road Realignment Conceptual Plans, Design,  
and Construction Management for  
Courthouse Road in the City of Springfield,  
Effingham County, Georgia  
RFP No. 22-25-009  
Proposal No.: P22033-D

Dear Ms. Bruton,

Thank you for giving Alliance Consulting Engineers, Inc. the opportunity to provide this proposal for Professional Engineering Services for Conceptual Plans, Design and Construction Services for Realignment of Courthouse Road in Effingham County.

Alliance Consulting Engineers, Inc. has completed over 2,000 projects during 18 years in business, including Conceptual Planning, Roadway Design, Traffic Studies, Land Planning and Site Development, Stormwater Management, Construction Administration and Construction Observation Services, and other civil engineering services. Alliance Consulting Engineers, Inc. has completed over 100 roadway projects and is including Coastline Consulting, Inc. of the City of Pooler as an exclusive team member for the Effingham County Project Team to add extensive local Georgia Department of Transportation (GADOT) experience to Alliance Consulting Engineers, Inc.'s project team.

Alliance Consulting Engineers, Inc. appreciates the opportunity to submit this Proposal for Professional Engineering Services for the Courthouse Road Realignment Project for Effingham County. Should you have any questions or comments, please do not hesitate to contact us at (843) 757-5959.

Very truly yours,

ALLIANCE CONSULTING ENGINEERS, INC.

A handwritten signature in black ink that reads 'Frank I. Turano'.

Frank I. Turano  
Regional Manager

cc: Mr. Deepal S. Eliatamby, PE, Alliance Consulting Engineers, Inc.  
Mr. Kyle M. Clampitt, PE, Alliance Consulting Engineers, Inc.  
Mr. William B. Godwin, PE, Alliance Consulting Engineers, Inc.

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**Alliance Consulting Engineers, Inc.**

23 Plantation Park Drive, Suite 204 Bluffton, SC 29910-6072 Phone 843 757-5959 Fax 843 757-6659 [www.allianceCE.com](http://www.allianceCE.com)

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## **I. WORK PLAN**

Based on the Effingham County Board of Commissioners Request for Proposal No. 22-25-009 and Alliance Consulting Engineers Inc.'s understanding of the Project, Alliance Consulting Engineers, Inc. will provide road realignment concepts, final design, and construction services for Courthouse Road creating a new intersection and abandoning an existing intersection with McCall Road with retention of access to Baker Lake Park taken into account.

### **1. Conceptual Drawings**

Consult with Effingham County to prepare Conceptual Plans and Alternatives for the Courthouse Road Realignment as follows:

**Alternate 1:** Shown as Green in Effingham County Study Area (VIC) photo.

**Alternate 2:** Shown as Orange in Effingham County Study Area (VIC) photo.

**Alternate 3:** Suggest consideration of one (1) or more creative Roundabout designs as shown in Exhibit A excerpt from GDOT Design Guide for Courthouse, McCall, Webb, and possibly Zettler Roads.

### **2. Preliminary Engineering Services**

Upon Effingham County's approval of one (1) Conceptual Alternative, Alliance Consulting Engineers, Inc. will provide Preliminary Engineering Services necessary for the Design and Construction Phases. These services will include Right-of-Way and Topographic Survey, Wetlands Delineation, Traffic Impact Analysis Study and Geotechnical Subsurface Exploration within the selected Alternative's project boundaries.

### **3. Preliminary Design**

Upon Effingham County's approval of one (1) Conceptual Alternative, Alliance Consulting Engineers, Inc. will conduct up to three (3) site visits for review of existing project conditions and provide preliminary design and cost estimate to be reviewed by Effingham County.

### **4. Final Design**

Upon Effingham County's approval of the Preliminary Design, Alliance Consulting Engineers, Inc. will complete Final Design that includes a complete set of Construction Plans to include Dimensions, Right-of-Way and Property Lines along with Design Details and Technical Specifications. The Technical Specifications will be in the Construction Specifications Institute (CSI) format. Alliance Consulting Engineers, Inc. will prepare up to one (1) Construction Cost Opinion based on the quantities and materials included in the Final Design and Construction Plans.



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**5. Right-of-Way Acquisitions**

The Alliance Consulting Engineers, Inc. Design team will include professionals to conduct Right-of-Way and Easement Acquisition, including title search, appraisal, negotiation and closing.

**6. Permitting Services**

Alliance Consulting Engineers, Inc. will identify and prepare necessary permits and applications to satisfy Local, State, Federal and Railroad Company requirements for design and construction of the project. Required documents will be prepared and submitted to Effingham County for execution, with Effingham County paying cost of permits.

**7. Bidding Phase**

Alliance Consulting Engineers, Inc. will prepare Construction Documents, including plans and specifications necessary for contractor bidding of the project and assist in preparing a project advertisement and the distribution of Bid Documents. The Bid Documents will be prepared in CSI format. Alliance Consulting Engineers, Inc. will schedule and attend a Pre-Bid Meeting (if required by Effingham County) and prepare addenda to respond to bidder questions, attend the Bid Opening Meeting, compare and certify Bids received, and recommend award of the project.

**8. Construction Administration and Construction Observation Services**

Alliance Consulting Engineers, Inc. will arrange and attend a Pre-Construction Meeting, review and maintain log of all submittals, respond to requests for information or change order items, maintain a change order log, and accept and respond to verbal communication from contractor and Effingham County for coordination. Alliance Consulting Engineers, Inc. will provide weekly field observation services, review and certify pay requests, and develop deficiency lists along with two (2) follow up visits, one (1) final inspection, and receive and review close out documents

**9. Project Close-Out and Record Drawings**

Alliance Consulting Engineers, Inc. will prepare close-out documentation and Record drawings for Effingham County's use. Alliance Consulting Engineers, Inc. will prepare Record Drawings based on As-Built Surveys provided by the Contractor. One (1) Paper copy and electronic files in AutoCad (.dwg) and PDF format be provided.

**II. SCHEDULE**

Alliance Consulting Engineers, Inc. can begin the Professional Engineering Services within three (3) weeks of receipt of an executed Notice to Proceed and coordinate with Effingham County an agreed upon schedule for the Project Scope based on timing needs estimated as follows:

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|  |                |
|--|----------------|
| • Kickoff Meeting                      | 2 to 4 Weeks   |
| • Conceptual Drawings                  | 6 to 10 Weeks  |
| • Preliminary Engineering Services     | 8 to 12 Weeks  |
| • Preliminary Design                   | 8 to 12 Weeks  |
| • Final Design and Construction Plans  | 10 to 16 Weeks |
| • Right-Of-Way Acquisition             | 12 to 24 Weeks |
| • Permitting Services                  | 8 to 12 Weeks  |
| • Construction Phase                   | 36 to 40 Weeks |
| • Project Closeout and Record Drawings | 6 to 10 Weeks  |

### III. NOT TO EXCEED FEES

The Fees presented below have been prepared from the man-hour rates agreed upon in Indefinite Delivery Contract dated April 23, 2021 between Effingham County Board of Commissioners and Alliance Consulting Engineers, Inc.

| <u>Scope of Services</u>                                  | <u>Fee</u> | <u>Man-hour Estimates</u> |
|---|------------|---------------------------|
| 1. Conceptual Drawings.....                               | \$ 19,500  | 110                       |
| 2. Preliminary Engineering Services.....                  | \$ 93,000  | 500                       |
| o Topographic Survey                                      |            |                           |
| o Wetlands Delineation                                    |            |                           |
| o Geotechnical Subsurface Exploration                     |            |                           |
| o Traffic Impact Analysis Study                           |            |                           |
| 3. Preliminary Design.....                                | \$ 65,000  | 400                       |
| 4. Final Engineering Design.....                          | \$ 50,000  | 280                       |
| 5. Permitting Services.....                               | \$ 19,500  | 110                       |
| 6. Right-of-Way Acquisition (assume up to 5 parcels)..... | \$ 53,000  | 290                       |
| 7. Bidding and Award Phase.....                           | \$ 15,000  | 80                        |
| 8. Construction Phase (Assumes up to 9 months).....       | \$ 75,000  | 420                       |
| 9. Project Closeout and Record Drawings.....              | \$ 15,000  | 80                        |

Expenses associated with Travel, Printing and Postage are included in the fees above. Costs associated with Permitting, Impact and Application fees will be the responsibility of Effingham County, but will be coordinated by Alliance Consulting Engineers, Inc.