

August 12, 2026

Mr. Jonathan A. Hulme, PE
County Engineer
Effingham County Board of Commissioners
804 South Laurel Street
Springfield, GA 31329

**re: Professional Services for Sand Hill Road and Blue Jay Roundabout – Construction Services
Scope of Services and Engineering Budget Proposal Modification No. 01
M&N #240966-02**

Dear Mr. Hulme:

Moffatt & Nichol (M&N) is pleased to submit this proposal modification to Effingham County to provide Construction Services for the Sand Hill Road and Blue Jay Roundabout project.

1. BACKGROUND AND OVERVIEW

Moffatt & Nichol was contracted by Effingham County to prepare construction documents for the intersection project of Sand Hill Road and Blue Jay Road. M&N has submitted the final engineering design for the Roundabout on 8/4/2026 and the project is expected to bid September 2026. After County Board approval, we anticipate that the construction of the project will begin in late 2026 or early 2027.

This proposal shall constitute Modification No. 1 to the original engineering authorization for this project and includes construction administration services.

2. PROFESSIONAL SERVICES

We anticipate that the construction of the project will last approximately 365 calendar days. During this time, M&N will perform the following scope of services during the construction of the Sand Hill Road and Blue Jay Road Roundabout project:

- A. **Project Management & Meetings:** M&N will provide coordination for this project. This shall include continued internal coordination with the staff of Effingham County along with external coordination with Georgia Power and other utility providers affected by the project.
- B. **Pre-Construction Conference:** M&N will host a Pre-Construction Conference with the contractor prior to start of construction. During the Pre-Con, M&N, the contractor, and Effingham County will discuss the project schedule, submittal requirements, health and safety requirements, and other coordination items. M&N will provide meeting minutes to attendees after conclusion of the meeting.



- C. **Requests for Information:** M&N will provide support to Effingham County with regards to Requests for Information, clarification of contract requirements, etc.
- D. **Construction Progress Meetings:** M&N will conduct and coordinate bi-weekly (every other week) Progress Meetings with the selected Contractor. The Contractor's work accomplished, anticipated work over the next two weeks, and overall schedule will be discussed at each progress meeting. The status of Requests for Information, Submittals, or Change Orders will be reviewed. A set of meeting minutes will be maintained and distributed to pertinent parties.
- E. **Submittal Reviews:** M&N will review submittals as outlined in the Project Manual. Submittals will be reviewed for accuracy and conformance with contract documents. M&N will maintain a detailed submittal log that tracks the status of each individual submittal that is made by the Contractor.
- F. **Construction Inspection and Reports:** M&N will provide construction field monitoring for the duration of the project as warranted by Contractor activities and needs. M&N will provide a construction inspector for the duration of the project. We estimate inspections 2 times per week on average. Construction observation shall include reviewing erosion control and ensuring housekeeping measures are maintained, advising if work is performed in general accordance with plans and specifications, monitoring work completed against construction schedule, and coordination between the contractor and Effingham County.
- G. **Pay Application Reviews:** M&N will review and provide support to Effingham County with regards to Pay Applications. M&N will review each application for completeness and comparison to field reports of project completion. M&N will provide technical support to the Contractor with regards to Requests for Information, clarification of contract requirements, etc.
- H. **Record Drawings Preparation:** M&N will review the survey (as-builts) submitted by the Contractor to prepare a set of Record Drawings for the project. Effingham County will be furnished with both a full-size set of the record drawings as well as an electronic copy.
- I. **Completion Inspections and Contract Closeout:** M&N will provide a final inspection of the project, prepare a punch list for the Contractor, and certify that the project is substantially complete. Upon completion of the punch list items and a final inspection, M&N will process the final pay application and submit the close out forms for the project.
- J. **Construction Testing Services:** M&N understands that testing services are to be contracted by the county separately. M&N will coordinate with the selected testing consultant during the duration of the construction process.



3. COMPENSATION FOR PROFESSIONAL SERVICES

We propose that the compensation for the Professional Services be in accordance with the prime contract on an hourly basis using rates in the attached fee estimate.

Construction Management (1118 hours)	\$210,752.00
Miscellaneous Expenses (Postage, Reproduction, Mileage etc.)	\$3,552.00
MODIFICATION NO. 1	\$214,304.00

CURRENT ENGINEERING BUDGET	\$197,422.00
----------------------------	--------------

TOTAL ENGINEERING BUDGET	\$411,726.00
---------------------------------	---------------------

4. CLOSURE

Please indicate your acceptance of this proposal by signing where designated below and returning an original for our files. Our standard contract is attached. Feel free to call us with any questions.

Kindest Regards,

MOFFATT & NICHOL

EFFINGHAM COUNTY

Kevin Skinner, P.E.
Project Manager

Damon Rahn
Chairman-at-Large

Encl: 1) Fee Estimate