

July 17, 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 administration services for the Sand Hill Road and Blue Jay Roundabout project.

1. BACKGROUND AND OVERVIEW

Moffat & Nichol was contracted by Effingham County to prepare construction documents for the intersection project of Sand Hill Road and Blue Jay Road. M&N is finalizing the engineering design for the Roundabout, and the project is expected to bid in xxxxxx. 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 and our Subconsultants 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 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 (by Terracon Consultants*)**: Terracon Consultants, Inc. will provide materials testing and special inspection services during the construction phase of the Sand Hill Roundabout project. Terracon's scope will include the following:

- i. Asphalt Testing and Cores
- ii. Concrete Testing, Cylinders
- iii. Observation of Subgrade Proofrolling
- iv. Subgrade and Base Material Compaction Testing
- v. Grain Size Analysis for GAB and Fine Aggregate

Terracon will provide a Field Engineer on-site during certain construction activities and will coordinate schedule with the construction contractor.

*Until the proposal is received from Terracon, a \$40,000 placeholder is shown

3. COMPENSATION FOR PROFESSIONAL SERVICES

We propose that the compensation for the Professional Services be in accordance with the contract on a time and materials basis as follows:

Construction Management (1118 hours)	\$176,396.00
Subconsultants:	
Construction Testing (Terracon)	\$40,000.00
Miscellaneous Expenses (Postage, Reproduction, etc.)	\$2,829.60
MODIFICATION NO. 1	\$219,225.00
 CURRENT ENGINEERING BUDGET	 \$197,422.00
TOTAL ENGINEERING BUDGET	\$416,647.00

Rates are established in the 07/02/2024 IDC contract.

4. CLOSURE

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

Kindest Regards,

MOFFATT & NICHOL

Kevin Skinner, P.E.



Senior Project Engineer

- Encl: 1) Fee Estimate
 2) Subconsultant Proposal (Terracon) *PENDING

DRAFT