

**SPECIFIC AUTHORIZATION NO. 1
NEBRASKA AVENUE SIDEWALK CONSTRUCTION
LAWNWOOD CIRCLE TO S 13TH STREET
PROFESSIONAL ENGINEERING SERVICES**

REF. RFQ No. 2025-022

SCOPE OF SERVICES

Pursuant to the “Continuing Contract for RFQ No. 2025-022 – Professional Engineering Services” between the **City of Fort Pierce** (hereinafter referred to as “CITY”) and **Conzor North America, Inc.** (hereinafter referred to as “ENGINEER”) dated the 2nd day of February, 2026, (hereinafter collectively referred to as the “AGREEMENT”), CITY authorizes the ENGINEER to provide professional services as detailed herein.

The CITY desires professional engineering services related to the Nebraska Avenue Sidewalk from Lawnwood Circle to S 13th Street, hereinafter referred to as the “PROJECT”.

Section 1 - Scope of Work and Schedule of Services

ENGINEER will provide the following services in accordance with this AUTHORIZATION:

ENGINEER will perform Construction Engineering and Inspection (CEI) Services. These services will comply with requirements by FDOT and FHWA for the federally funded Transportation Alternative Program funds. The proposed services and scope of work are more particularly described in Exhibit “A”, which is attached hereto and incorporated by reference herein.

Section 2 - Deliverables

ENGINEER shall provide the required reports and inspection materials to the CITY as listed in Exhibit “A”, which is attached hereto and incorporated by reference herein, to ensure compliance with FDOT/FHWA requirements and to invoice for reimbursements. The project is anticipated to be complete by January 31, 2027.

Section 3 - Method and Amount of Compensation

CITY will compensate ENGINEER for services under this AUTHORIZATION in accordance with the payment method as set forth in Exhibit “A”, which is attached hereto and incorporated by reference herein.

The budget (or fee) for the services is not to exceed \$110,750.12.

Section 4 - CITY's Responsibilities

CITY hereby designates the City Engineer or their designee as CITY's representative for matters related to this AUTHORIZATION.

Section 5 - Other Provisions

All applicable portions of the AGREEMENT not specifically modified herein shall remain in full force and effect and are incorporated by reference herein.

IN WITNESS WHEREOF, this AUTHORIZATION has been fully executed on behalf of the ENGINEER by its duly authorized officer, and the CITY has caused the same to be duly executed in its name and on its behalf, effective as of the date hereinabove written.

CITY OF FORT PIERCE, FLORIDA:

By: _____
Linda Hudson, Mayor

Date: _____

CONSOR NORTH AMERICA, INC.

By: _____
Randy Scott, PE, Senior Vice President

Digitally signed by Randall J Scott
DN: CN=Randall J Scott,
enQualife=A01410D0000019A0268319B000A0142,
O=CONSOR ENGINEERS, C=US
Date: 2025.06.16 18:34:23-04'00'

Date: _____

APPROVED AS TO FORM & CORRECTNESS:

By: _____
Sara Hedges, City Attorney

Date: _____



2552 Peters Road, Suite C
Fort Pierce, FL 34945

June 11, 2026

Selena Griffett, P.E.
City of Fort Pierce
Project Engineer
100 North US-1
Fort Pierce, FL 34950

**RE: Consor North America, Inc Fee Proposal
Professional Construction, Engineering, and Inspection Services (CEI) for Nebraska
Ave Sidewalk Improvement Project - Lawnwood Circle to South 13th St**

Dear Ms. Griffett,

Consor is thankful for the opportunity to be considered to perform CEI services for the Nebraska Ave Sidewalk Improvement Project from Lawnwood Circle to South 13th St. Attached for your consideration is our scope of services and fee proposal. We have utilized an expected 130 day project duration to develop our anticipated staff hours and fee to meet the City's expectations.

The fee proposed will be invoiced based on actual hours worked. This is not a lump sum contract.

If you have any questions or need additional information, please feel free to contact me at your earliest convenience.

Sincerely,

Consor North America, Inc

Randall J Scott
Digital signed by Randall J Scott
DN: cn=Randall J Scott,
o=Consor North America, Inc,
c=US, email=rs@consor.com,
Date: 2026.11.19 10:31:42-0400

Randy Scott, PE
Vice President

Encl: Fee Proposal

EXHIBIT A

SCOPE OF SERVICES

DESCRIPTION OF THE WORK TO BE PERFORMED:

Perform construction engineering and inspection services for **the Nebraska Ave Sidewalk Improvement Project from Lawnwood Circle to South 13th St FM# 453492-1-58-01**, as described in Exhibit A. The firm will work to meet all goals and objectives established by City of Fort Pierce in order to oversee the construction of the project. The firm will also perform all the inspections and investigations necessary to certify that the project was constructed in accordance with the plans and specifications.

PURPOSE:

This scope of services describes and defines the Construction Engineering and Inspection (CEI) services which are required for contract administration, inspection, for the construction project.

SCOPE:

Exercise independent professional judgment in performing obligations and responsibilities under this Agreement.

Services provided by the Consultant shall comply with FDOT, City, Federal and State local regulations, manuals, procedures, and memorandums in effect as of the date of Notice to Proceed.

LENGTH OF SERVICE:

The services included in this scope shall be performed by March 1, 2027

REQUIREMENTS OF THE CONSULTANT:

Pre-Construction Activities:

- Conduct a preconstruction conference. Prepare and distribute a meeting agenda prior to the conference and minutes following the conference.
- Review and Approve concrete and asphalt mix design(s)
- Review and Approve Contractor's MOT and Dewatering Plan
- Review and Approve Shop Drawings
- Perform Utility coordination with agencies
- Video tape the preconstruction conditions throughout the project limits and provide to the City. Provide a digital photo log or video of project activities, with heavy emphasis on potential claim items/issues and on areas of real/ potential public controversy.
- The Resident Compliance Specialist to perform reviews and set up of the project's compliance functions relating to FHWA, FDOT & USDOL requirements

Construction Management:

- Maintain the required level of surveillance of Contractor activities, interpreting plans, specifications, and special provisions for the Construction Contract. Maintain complete, accurate records of all activities and events relating to the project and properly document all project changes. Also, we will review and provide recommendation of the contractor's monthly payments promptly to the City for processing.
- Monitor the Contractor's on-site construction activities and inspect materials entering into the work in accordance with the specifications, and approved products for conformance. Maintain detailed accurate records of the Contractor's daily operations and of significant events that affect the work. This also includes monitoring / inspection of any erosion and sediment control devices within the project.
- Monitor and inspect Contractor's Work Zone Traffic Control and review modifications to the Work Zone Traffic Control Plan, including Alternate Work Zone traffic Control Plan, in accordance with the FDOT procedures.
- Consor to perform independent assurance soil density testing, and to provide oversight of the contractors geotechnical testing
- Performance of concrete plastic properties (slump, air content, and temperature) testing, and creating test cylinders for strength verification for structural concrete if applicable.
- Analyze problems that arise on a project and proposals submitted by the Contractor; work to resolve such issues, and process the necessary paperwork.
- Produce reports, verify quantity calculations and field measure for payment purposes (contractors' monthly payment and Change Orders) as needed to prevent delays in Contractor operations and to facilitate prompt processing of such information in order for the City to make timely payment to the Contractor.
- Conduct weekly or biweekly progress meetings and distribute minutes.
- Assist The City with Public Information and awareness.
- Provide a Resident Compliance Specialist for surveillance of the Contractor's compliance with Construction Contract requirements. The Resident Compliance Specialist is responsible for reviewing, monitoring, evaluating and acting upon documentation required for Construction Contract compliance, and maintaining the appropriate files thereof. Typical areas of compliance responsibility include EEO Affirmative Actions for the prime contractor and subcontractor, DBE Affirmative Action, Contractor Formal Training, Payroll, and Subcontracts.

Post-Construction Activities:

- Verify final quantities, review final contractor pay application, and prepare recommendation for final payment.
- Compile all final documentation and transmit files to the City.
- Prepare certification of construction.

Remainder of Page Intentionally left Blank

EXHIBIT B

METHOD OF COMPENSATION

1.0 PURPOSE

This exhibit defines the method and limits of compensation to be made to the Consultant for the services described in Exhibit "A" (Scope of Services) and method by which payments will be made.

2.0 COMPENSATION

For satisfactory completion of all services detailed in Exhibit 'A' (Scope of Services) of this proposal, the City will pay the Consultant a Total Maximum Limiting Amount not to exceed **\$110,750.12**. It is agreed that this amount will be the limit of all compensation due the Consultant for completion of the services detailed in Exhibit 'A'.

2.1 Summary of Compensation

The Total Maximum Limiting Amount will include the elements defined in the Contract Compensation Summary Table below.

Construction Engineering & Inspection Services			
Position	Total Hours	Rate per Hour	Total
CEI Sr. Project Engineer / Senior Construction Manager	21	\$336.36	\$7,063.56
CEI Project Administrator / Construction Manager	244	\$196.96	\$48,058.24
CEI Senior Inspector	400	\$103.78	\$41,512.00
Subconsultant - KCI Technologies, Inc - Resident Compliance Specialist	144	\$98.03	\$14,116.32

Total Fee

\$110,750.12

EXHIBIT C

1.0 PURPOSE

This exhibit is a breakdown, for reference only, of the estimated fee schedule in Exhibit B – see the below table

Pre-Construction Activities / Design Review					
Position	Hours per Week	Total Weeks	Total Hours	Rate per Hour	Total
CEI Sr. Project Engineer / Senior Construction Manager	1	2	2	\$336.36	\$672.72
CEI Project Administrator / Construction Manager	12	2	24	\$196.96	\$4,727.04
CEI Senior Inspector	8	1	8	\$103.78	\$830.24
Resident Compliance Specialist	8	1	8	\$98.03	\$784.24
					\$7,014.24
Construction Management through Substantial Completion - 15 Weeks					
Position	Hours per Week	Total Weeks	Total Hours	Rate per Hour	Total
CEI Sr. Project Engineer / Senior Construction Manager	1	15	15	\$336.36	\$5,045.40
CEI Project Administrator / Construction Manager	12	15	180	\$196.96	\$35,452.80
CEI Senior Inspector	24	15	360	\$103.78	\$37,360.80
Resident Compliance Specialist	8	15	120	\$98.03	\$11,763.60
					\$89,622.60
Post Construction Activities					
Position	Hours per Week	Total Weeks	Total Hours	Rate per Hour	Total
CEI Sr. Project Engineer / Senior Construction Manager	1	4	4	\$336.36	\$1,345.44
CEI Project Administrator / Construction Manager	10	4	40	\$196.96	\$7,878.40
CEI Senior Inspector	8	4	32	\$103.78	\$3,320.96
Resident Compliance Specialist	8	2	16	\$98.03	\$1,568.48
					\$14,113.28
				Total Fee	\$110,750.12



MARYANN HATAWAY

K C I RESIDENT COMPLIANCE SPECIALIST

Mrs. Hataway has over three decades of experience working on FDOT projects. She is diligent in her pursuit to help and assist the Department in SCOC, administrative tasks, and EEO Compliance. Mrs. Hataway previously supported the Treasure Coast Operations Contract Support Specialist II in managing document scanning, archiving, retention and fulfilling various administrative duties. Mrs. Hataway's previous experience includes 16 years working on nuclear power stations under construction and operations, and a total of 29 years of diverse secretarial and administrative duties. She is proficient in the use of Microsoft Office and various FDOT mainframe systems, which includes being a Notary Public for the State of Florida.

Years of Experience: 30

TIN: N/A

Registrations/Certifications:

Multi-Line Earthwork
MEW-Basic Various EEO/
Resident Compliance Office
Requirements

Education:

High School Diploma /
Martin County High School /
Stuart, FL

FDOT District 4, General CEI Construction Support, Treasure Coast Ops. Centralized Resident Compliance Specialist (6/2013 – 2/20/26). Reference: Kristy Keeler, CPM, Construction Manager, Phone: (772) 429-4895

FDOT District 4, I-95 from S of SR 614/Indrio Road to the St. Lucie/Indian River County Line Roadway Improvement Project, St. Lucie County, FL. Resident Compliance Specialist (8/2011 - 6/2013). Reference: Dale Walker, Project Manager, Phone: (772) 429-4879

FDOT District 4, US 1 South of Vero Beach, Indian River County, FL Roadway Improvement Project Resident Compliance Specialist (6/2008 – 11/2010). Reference: Dale Walker, Project Manager, Phone: (772) 429-4879.

FDOT District 4, Roadway Improvement Project on 11.5 miles of US 1 from Vero Beach to Sebastian, Indian River County, FL. Resident Compliance Specialist (2/2006 – 6/2008). Reference: Dale Walker, Project Manager, Phone: (772) 429-4879

Receptionist/Secretary/Resident Compliance Officer. Mrs. Hataway's duties include maintaining field office files and employee timesheets, and scanning / inputting documents to FDOT Electronic Document System. She also records, prepares and distributes project meeting minutes, assists with walk-in inquiries, and answers questions related to construction operations, including concerns about traffic tie-ups, damage due to construction and construction progress. Mrs. Hataway reviews and evaluates all reports and acts upon documentation required for OJT and EEO compliance from the prime contractor and subcontractors.

FDOT District 4, Jensen Beach Causeway/Evans Crary Sr. Bridge, Stuart, FL. Resident Compliance Officer/Receptionist/Secretary (5/1998 – 1/2006). Mrs. Hataway maintained field office files and employee timesheets, entered Construction Quality Reporting (CQR) data for the control of concrete reports. She recorded, prepared and distributed project meeting minutes; and assisted in walk-in inquiries and answered questions related to the construction operation, including concerns about traffic tie-ups and damage due to construction and construction progress. Mrs. Hataway reviewed and evaluated all reports and acted upon documentation required for OJT and EEO compliance from the prime contractor and subcontractors. Reference: ChloAnn Lawrence, Construction Manager, Phone: (772) 429-4866

FDOT District 4, Roadway Improvement Project on SR 5 (US 1), Martin County, FL. Resident Compliance Officer / Receptionist/Secretary (5/1998 – 1/2006). The project involves approximately three miles of roadway construction from Stuart to Salerno Road. Mrs. Hataway's duties included maintaining field office files and employee timesheets and entry of CQR data for the control of concrete reports. She also recorded, prepared and distributed project meeting minutes; assisted in walk-in inquiries and answered questions related to the construction operation, including concerns about traffic tie-ups, damage due to construction and construction progress. Mrs. Hataway reviewed and evaluated all reports and acted on documentation required for OJT and EEO compliance from the prime contractor and subcontractors. Reference: Bill Vignier, Project Manager (US 1 Martin County)

Key Projects:

- FDOT Jensen Beach Causeway and Frank A. Wacha Bridge (65-feet high, approximately 151,000 square foot, two-lane bridge), Martin County, FL
- FDOT Evans Crary Sr. Bridge (pre-cast, post-tensioned segmental bridge), Stuart, FL
- FDOT Roadway Improvement on 11.5 miles of US 1 from Vero Beach to Sebastian, Indian River County, FL

MARYANN HATAWAY

- FDOT Roadway Improvement, SR 5/US 1 - Three miles from Stuart to Salerno Road, Martin County, FL
 - FDOT Roadway Improvement, I-95 from S of SR-614/Indrio Road to St. Lucie/Indian River County Line, St. Lucie County, FL
 - FDOT Roadway Improvement, CR 714, Palm City, FL
 - FDOT Roadway Improvement, SR 5/US 1 from Palm Beach/Martin County Line to mp 5.05
 - FDOT Roadway Improvement, CR 712 (Midway Road) From W of S. 25th Street to E of SR 5 (US 1), St. Lucie County, FL
 - FDOT Roadway Improvement, SR 710 From Warfield Connector (E of SR 76) southeasterly 5.575 miles to Palm Beach County Line, Martin County, FL
 - FDOT Roadway Improvement, CR 68/Orange Avenue, St. Lucie County, FL
 - FDOT Roadway Improvement, CR 713 Kings Highway, St. Lucie County, FL
 - FDOT I-95 Pedestrian Wildlife Overpass Central Railroad Corridor Greenway, Indian River County, FL
 - FDOT Roadway Lighting, SR 710, Martin County, FL
 - FDOT Roadway Lighting, SR 9 (I-95), Martin County, FL
 - FDOT Roadway Improvement, SR 607 (Emerson Ave.) St. Lucie County, FL
 - FDOT Roadway Improvements SR 5 (US 1) SE Fischer St to N of SE Decker Ave., Martin County, FL
 - FDOT System Rumble Strips Tri County Area Indian River, St. Lucie, Martin County FL
 - FDOT Roadway Improvements, SR 710/SW Warfield Blvd., Martin County FL
 - FDOT Roadway Improvements, SR 60, Indian River County FL
 - FDOT Roadway Improvements, SR 5/US1 N of SR 70, St. Lucie, FL
 - Local Agency Project, Martin County Board of County Commissioners, Indiantown Connector Sidewalk, Martin County, FL
 - Local Agency Project, City of Fellsmere, Welcome Center, Indian River County, FL
 - Local Agency Project, City of Port St. Lucie, Mariposa Avenue Sidewalk, Bayshore Sidewalk, Savona Sidewalk, Phase 3 Melaleuca Boulevard Sidewalk, Del Rio Blvd. Sidewalk, St. Lucie County, FL
 - Local Agency Project, City of Fort Pierce, S. 31st Street Sidewalk, St. Lucie County, FL
 - Local Agency Project, City of Port St. Lucie, Crosstown Parkway, St. Lucie County, FL
 - Local Agency Project, St. Lucie County, Walton Rd. St. Lucie County. FL
 - Local Agency Project, Martin County Board of County Commissioners, SE Avalon Dr., Stuart, FL
 - Local Agency Project, Martin County Board of County Commissioners, City of Stuart-Variou Locations, Stuart, FL
 - Local Agency Project, City of Port St. Lucie, SW Kestor Dr, Port St. Lucie, FL
 - Local Agency Project, City of Fellsmere, Trans-Florida Railway, Indian River County, FL
 - Local Agency Project, Martin County Board of County Commissioners, Salerno Rd, Martin County, FL
 - Local Agency Project, Martin County Board of County Commissioners, Cove Rd , Martin County, FL
-