

Specific Design/CCA Order Award-Contract No. \_\_\_\_\_ (TBD by Contracting Officer)

**EXHIBIT A**  
**FORM OF DESIGN ORDER OR CCA ORDER**

DESIGN ORDER

DATE: JUNE 1, 2018

CONSTRUCTION CONTRACT ADMINISTRATION ORDER

MASTER IDIQ CONTRACT NO. 0216-18-2

PROJECT NO. 2018-0476

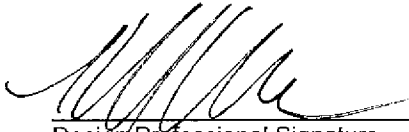
1. **Job Name/Description:** Greenfield St. Water Infrastructure
2. **Lump Sum Fee:** \$3,000.00
3. **Completion Date:** December 31, 2018
4. **Scope of Work:**  
Testing services associated with installation of new waterline totaling approximately 350 to 400 feet with associated soil compaction testing during backfill, witnessing pressure testing of the subject waterline, and required construction materials testing for repair/replacement of the asphalt paving.
5. **Special Stipulations:** n/a
6. **Preliminary Design and Construction Schedule Attached:**  YES  NO

**APPROVED:**

**DESIGN PROFESSIONAL:**

NOVA Engineering and Environmental, LLC  
**Design Professional (Legal Firm Name)**

**USING AGENCY:** Georgia Institute of Technology,  
a unit of the Board of Regents University System of  
Georgia

  
\_\_\_\_\_  
Design Professional Signature

\_\_\_\_\_  
Charles Rhode  
Vice President, Facilities Management



June 1, 2018

Brad Morris  
GEORGIA INSTITUTE OF TECHNOLOGY | CAMPUS SERVICES  
151 6<sup>th</sup> Street NW  
Atlanta, Georgia 30332

**SUBJECT:** Proposal to Provide Construction Material Testing Services  
GEORGIA INSTITUTE OF TECHNOLOGY  
NEW WATERLINE AT GREENFIELD STREET TO 10<sup>TH</sup> STREET  
Atlanta, Georgia

Dear Mr. Morris,

NOVA ENGINEERING AND ENVIRONMENTAL, LLC (NOVA) appreciates the opportunity to provide this proposal and cost estimate for the requested inspection and testing services during the installation of the new waterline along Greenfield Street from the northwest corner of the proposed Dalney Building up to 10<sup>th</sup> Street on the campus of Georgia Institute of Technology in Atlanta, Georgia. The services outlined herein will be performed under the IDIQ agreement, Contract No. 0216-18-2, dated January 2, 2018.

#### PROJECT INFORMATION/SCOPE OF SERVICES

NOVA is currently providing construction materials testing and special inspection services during the on-going construction of the proposed Dalney Building and Parking Structure on the campus of Georgia Tech at the intersections of Greenfield / 9<sup>th</sup> Street and Dalney Street / 9<sup>th</sup> Street. Based on discussions with you, NOVA understands that the design and construction of the proposed Dalney Building and Parking Structure will require the relocation/installation of a new 12-inch waterline traversing generally along Greenfield Street beginning near the northwest corner of the proposed Dalney Building up to 10<sup>th</sup> Street. The planned scope of services will include the installation of the new waterline totaling approximately 350 to 400 feet with associated soil compaction testing during backfill, witnessing pressure testing of the subject waterline, and required construction materials testing for repair/replacement of the asphalt paving. We understand that services associated with this task will encompass a total duration of 3 to 4 weeks beginning early-June 2018.

#### REPORTING

Field reports, inclusive of results for any on-site testing performed, will be prepared by our on-site personnel and copies provided to your on-site representative daily. Laboratory and type written reports generated after completion of applicable tests and evaluations will be submitted via e-mail to parties specified by you on a basis indicated by the project specifications. Any discrepancies discovered in the work will be verbally conveyed to the necessary parties and follow-up reports will be e-mailed to all concerned parties.

#### BUDGET

We proposed to perform the requested services on a Time and Materials basis according to the noted unit rates outlined in the IDIQ agreement, Contract No. 0216-18-2, dated January 2, 2018. For budgeting purposes, we request an initial budget of up to **\$3,000** be provided for our anticipated services. If acceptable, we anticipate formal authorization to include an executed General Consultant Agreement (GTFI) noted in Exhibit A of the RFP.

#### COORDINATION

Personnel, including Technician(s), Special Inspector(s) and/or Engineer(s), will be assigned tasks as site activities are performed and/or when scheduled by the general contractor. Our services will include part-time, on-call testing during installation of the subject waterline scheduled by the general contractor. NOVA requests a minimum 24-hour notice to efficiently schedule personnel. NOVA dispatch can be contacted at 678-631-2929.

Updated project drawings and specifications should be provided to NOVA by the owner or his/hers representative throughout the duration of the project.

#### CLOSURE

We appreciate the opportunity to be of continued service to Georgia Tech and look forward to your positive response. If you have any questions or if we can provide any additional information, please contact us at your convenience.

Respectfully submitted,  
NOVA ENGINEERING & ENVIRONMENTAL, LLC

  
James E. Peshel  
Project Manager

  
Anthony D. Taylor  
Construction Services Manager