

**CONSULTANT APPROVAL FORM**

**CPO:** If Consultant fee is under \$50,000 & construction is under \$250,000 (procedure)

**CSA:** If Construction is under \$4,000,000;

OR for study activity if consultant fee is under \$500,000- FS 287.055(CCNA))

**CPO** **CSA** #: 22-096-012 (Assigned by Procurement)

To be completed by the requesting Division:

Date: 12/4/2023 Division: Roads & Drainage

Project Manager's Name: Austin W. Potts, PE Phone #: 863-535-2221

Project Name: Vaughn Rd Widening

Total Project Budget: \$4,935,000.00 Project # 6881001

Estimate of Construction Cost: \$750,000.00

Proposed Consultant: WSP USA Environment & Infrastructure Inc. Fee: \$112,447.00

Master Consultant Agreement # 22-096

**Attach Scope of Services Proposed by the Consultant (Exhibit "A")**

Approved By: [Signature] Date 12/4/23  
Division Director/Designee

**Procurement Division**

Date Received: 1/10/24 Date Reviewed by Analyst: 1/12/24

Approved by: \_\_\_\_\_  
(Procurement Director/Designee)

**County Attorney's Office** (Required for all CSA's)

Date Received: 1/24/25 Date Reviewed: 1/25/25

Approved by: [Signature]  
(County Attorney Office Signature)

**County Manager's Office** (Required if consultant fee is greater than \$100,000)

Date Received: 2024/01-26 Date Reviewed: 2024/01-26

Approved by: [Signature]  
(County Manager Office Signature)

**Additional Attachments:** number of days to complete project, not to exceed/lump sum amount, justification for consultant selected, fee schedule, and Professional Liability COI (COI applicable to CSA only, description field must be project specific (contract requirement)).