

**Lee County Board Of County Commissioners
Agenda Item Summary**

Blue Sheet No. 20031518

1. REQUESTED MOTION:

ACTION REQUESTED: Approve Supplemental Task Authorization No.1 to Contract #2507, to Bean Whitaker Lutz & Kareh Inc., under CN-03-07 Miscellaneous Professional Services – Stringfellow Road/Pine Island Bike Path Project in the amount of \$124,000.00.

WHY ACTION IS NECESSARY: Board approval is required.

WHAT ACTION ACCOMPLISHES: Will provide a consultant already on contract for the design of the Stringfellow Road/Pine Island Bike Path Project.

2. DEPARTMENTAL CATEGORY:

2. Transportation
COMMISSION DISTRICT #:

C9A

3. MEETING DATE:

01-20-2004

4. AGENDA:

- CONSENT
- ADMINISTRATIVE
- APPEALS
- PUBLIC
- WALK ON
- TIME REQUIRED:

5. REQUIREMENT/PURPOSE:
(Specify)

- STATUTE
- ORDINANCE
- ADMIN. CODE *AC-4-4*
- OTHER

6. REQUESTOR OF INFORMATION:

- A. COMMISSIONER _____
- B. DEPARTMENT Transportation
- C. DIVISION _____
- BY: Scott Gilbertson, Director

7. BACKGROUND:

On June 3, 2003, the Board of County Commissioners approved the award of CN-03-07 Miscellaneous Professional Services with a total of eighteen (18) firms: Agnoli, Barber & Brundage Inc.; AIM Engineering & Surveying Inc.; Avalon Engineering Inc.; Barraco and Associates Inc.; Bean, Whitaker, Lutz & Kareh Inc.; Boyle Engineering Corporation; Cella & Associates, Inc.; Consul-Tech Development Services, Inc.; David Douglas Associates Inc.; Hardesty & Hanover, LLP; Hole Montes Inc.; Ink Engineering; Johnson Engineering Inc.; Kisinger Campo & Associates, Inc.; Pitman-Hartenstein & Associates, Inc.; Post, Buckley Schuh & Jernigan, Inc.; TKW Consulting Engineers; and WilsonMiller Inc., for a contract period of two (2) years with the option of renewal for one (1) additional year.

This supplemental Task Authorizations (STA) No.1 provides for the design services under CN-03-07 Miscellaneous Professional Services – Stringfellow Road/Pine Island Bike Path, to Bean Whitaker Lutz & Kareh Inc., in the amount of \$124,000.00.

Funds will be available from account string: 20600230700.506510

Attachment: Supplemental Task Authorization #1 for Execution

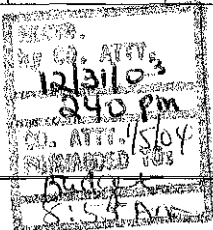
8. MANAGEMENT RECOMMENDATIONS:

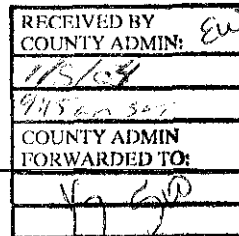
9. RECOMMENDED APPROVAL:

A Department Director	B Purchasing or Contracts	C Human Resources	D Other	E County Attorney	F Budget Services			G County Manager
					OA	OM	Risk	GC
<i>12-29-03</i>	<i>12/29</i>	N/A	<i>12/29</i>	<i>1-5-04</i>	<i>1/16/04</i>	<i>1/16/04</i>	<i>1/5-04</i>	<i>1-5-04</i>
<i>12-29-03</i>	<i>12/29</i>							<i>12-29-03</i>

10. COMMISSION ACTION:

- APPROVED
- DENIED
- DEFERRED
- OTHER





LEE COUNTY PROFESSIONAL SERVICE/SERVICE PROVIDER AGREEMENT
CHANGE ORDER/SUPPLEMENTAL TASK AUTHORIZATION

Change Order
 Supplemental Task Authorization

NO.: 1

(A Change Order or Supplemental Task Authorization Requires Approval by the Department Director for Expenditures Under \$25,000 or Approval by the County Manager for Expenditures Between \$25,000 and \$50,000 or Approval by the Board of County Commissioners for Expenditures over \$50,000)

CONTRACT/PROJECT NAME: Miscellaneous Professional Services
Stringfellow Road / Pine Island Bike Path Project
CONSULTANT: Bean, Whitaker, Lutz & Kareh, Inc. PROJECT NO. 20600230700-506510
SOLICIT NO.: CN-03-07 CONTRACT NO.: 2507 ACCOUNT NO.:
REQUESTED BY: Lee County Department of Transportation DATE OF REQUEST: 10/01/03
Donald DeBerry, P.E., Senior Project Manager

Upon the completion and execution of this Change Order or Supplemental Task Authorization by both parties the Consultant/Provider is authorized to and shall proceed with the following:

EXHIBIT "CO/STA-A: SCOPE OF PROFESSIONAL SERVICE: DATED: 10/01/03
EXHIBIT "CO/STA-B: COMPENSATION & METHOD OF PAYMENT: DATED: 10/01/03
EXHIBIT "CO/STA-C: TIME AND SCHEDULE OF PERFORMANCE: DATED: 10/01/03
EXHIBIT "CO/STA-D: CONSULTANT'S/PROVIDERS ASSOCIATED
SUB-CONSULTANT(S)/SUB-CONTRACTORS: DATED: 10/01/03
EXHIBIT "CO/STA-E: PROJECT GUIDELINES AND CRITERIA: DATED: 10/01/03

It is understood and agreed that the acceptance of this modification by the CONSULTANT/PROVIDER constitutes an accord and satisfaction.

RECOMMENDED:
By: [Signature] 12/31/03
Department Director Date
By: [Signature] 12/24/03
Contracts Mgmt Date

ACCEPTED:
By: [Signature]
Consultant/Provider
Ahmad R. Kareh, P.E., Vice-President
Date Accepted: 10/01/03

Corporate Seal

COUNTY APPROVAL:
By: _____
Department Director
(Under \$25,000)
Date Approved: _____

By: _____
County Manager (Between
(\$25,000 and under \$50,000)
Date Approved: _____

By: _____
Chairman
Board of County Commissioners
Date Approved: _____

APPROVED:
By: _____
*County Attorney's Office Date

*County Attorney signature needed
for over Board level expenditures only.

CHANGE ORDER AGREEMENT No. _____

OR
 SUPPLEMENTAL TASK AUTHORIZATION No. 1

EXHIBIT "CO/STA-A"

Date: 10/01/03

SCOPE OF PROFESSIONAL SERVICES

for Miscellaneous Professional Services
Stringfellow Road / Pine Island Bike Path Project

(Enter Project Name from Page 1 of the
Change Order or Supplemental Task Authorization)

SECTION 1.00 CHANGE(S) TO PROFESSIONAL SERVICES

The "Scope of Professional Services" as set forth in Exhibit "A" of the Professional Services Agreement, or Service Provider Agreement, referred to hereinbefore is hereby supplemented, changed or authorized, so that the CONSULTANT or SERVICE PROVIDER, shall provide and perform the following professional services, tasks, or work as a supplement to, change to, or authorized to, the scope of services previously agreed to and authorized:

GENERAL SCOPE STATEMENT

The limits of this project are from the intersection of Stringfellow Road and Marina Drive on Pine Island extending northerly along Stringfellow Road to Pomegrante Drive, and from the intersection of Stringfellow Drive and Helen Road extending northerly along Stringfellow Road to Barrancas Road (Total Length is approximately 3.5 miles).

The scope of surveying services will be limited to within the existing right-of-way and easement lines of Stringfellow Road for the purpose of designing a bike path. The topographic work will be limited to the west side of Stringfellow Road. All survey work is to be prepared in general accordance with the needs of the County as made known to the Consultant. Easements information to be supplied by Lee County Department of Transportation.

The scope of engineering services includes the design of an 8' bike path, which will be located along the west side of the highway within the existing right-of-way and easement lines of Stringfellow Road.

TASKS

Pursuant to the General Scope of the Basic Services stated hereinabove, the Consultant shall perform all services and/or work necessary to complete the following tasks and/or items set forth in Exhibit "B" entitled "Compensation and Method of Payment".

*Attach additional pages, if needed.

SUPPLEMENTAL TASK AUTHORIZATION NO.: 1 (Continued)

EXHIBIT "CO/STA-A"

Date: 10/01/03

TASK 2.01 – ROADWAY SURVEY

The Consultant shall:

1. Establish and monument a survey baseline.
2. Review subdivision plats, available right-of-way maps, and recently obtained easements provided by Client.
3. Locate existing right-of-way lines.
4. Obtain topographical information including elevations and locations of aboveground improvements, limited to the west side of Stringfellow Road. Underground utility locations are excluded.
5. Prepare base map in AutoCAD format to be utilized for the bike path design.

TASK 6.00 – ROADWAY AND SIDEWALK PLANS

The Consultant shall:

1. Prepare geometry plans for the proposed bike path (horizontal layout).
2. Prepare grading plans, including all drainage facilities.
3. Prepare all required cross-sections and construction details.
4. Coordinate with Lee County staff.

TASK 7.00 – UTILITY RELOCATION PLANS

The Consultant shall:

1. Contact all utility companies within the project's limits.
2. Reflect location of existing utilities within the project's limits.
3. Design relocation plans where conflicts exist.
4. Coordinate with utility companies regarding relocation plans.

TASK 14.00 – POST-DESIGN SERVICES

1. Attend Pre-bid meeting.
2. Review shop drawings.
3. Attend Pre-construction meeting.
4. Coordination with L.C.D.O.T. staff and contractor.
5. Conduct four (4) inspections during construction.
6. Prepare punchlist at end of construction.

CHANGE ORDER AGREEMENT No.
or
 SUPPLEMENTAL TASK AUTHORIZATION No. 1_

EXHIBIT "CO/STA-B"

Date: 10/01/03

COMPENSATION AND METHOD OF PAYMENT

for Miscellaneous Professional Services
Stringfellow Road / Pine Island Bike Path Project

(Enter Project Name from Page 1 of the
Change Order or Supplemental Task Authorization)

SECTION 1.00 CHANGE(S) IN COMPENSATION

The compensation the CONSULTANT, or SERVICE PROVIDER, shall be entitled to receive for providing and performing the supplemented, changed or authorized services, tasks, or work as set forth and enumerated in the Scope of Services set forth in this CHANGE ORDER OR SUPPLEMENTAL TASK AUTHORIZATION AGREEMENT, Exhibit "CO/STA-A", attached hereto shall be as follows:

NOTE: A Lump Sum (L.S.) or Not-to-Exceed (N.T.E.) amount of compensation to be paid the CONSULTANT should be established and set forth below for each task or sub-task described and authorized in Exhibit "S/COA-A". In accordance with Professional Services Agreement Article 5.03(2) "Method of Payment", tasks to be paid on a Work-in-Progress payment basis should be identified (WIPP).

Task Number	Task Title	Amount of Compensation	Indicate Basis of Compensation LS or NTE	If Applicable Indicate (W.I.P.P.)
2.01	Roadway Survey (Items 1. thru 5.)	\$68,000.00	L.S.	W.I.P.P.
6.00	Roadway/Sidewalk Plans (Items 1 thru 4)	\$41,000.00	L.S.	W.I.P.P.
7.00	Utility Relocation Plans (Items 1. thru 4.)	\$ 8,000.00	L.S.	W.I.P.P.
14.00	Post-Design Services (Items 1. thru 6.)	\$ 7,000.00	L.S.	W.I.P.P.
TOTAL		\$124,000.00	L.S.	

(Unless list is continued on next page)

CHANGE ORDER AGREEMENT No. _____
or
 SUPPLEMENTAL TASK AUTHORIZATION No. 1

EXHIBIT "CO/STA-D"

Date: 10/01/03

CONSULTANT'S, OR SERVICE PROVIDER'S, ASSOCIATED SUB-CONSULTANT(S) AND SUBCONTRACTOR(S)

for Miscellaneous Professional Services

Stringfellow Road / Pine Island Bike Path Project

(Enter Project Name from Page 1 of the
Change Order or Supplemental Task Authorization Agreement)

CONSULTANT, or SERVICE PROVIDER, intends to engage the following sub-consultant(s) and/or sub-contractor(s) to assist the CONSULTANT, or SERVICE PROVIDER, in providing and performing the services, tasks, or work required under this CHANGE ORDER, or SUPPLEMENTAL TASK AUTHORIZATION AGREEMENT.

(If none, enter the word "none" in the space below.)

Service and/or Work to be Provided or Performed	Name and Address of Individual or Firm	Disadvantaged, Minority or Women Business Enterprise, (If Yes, Indicate Type)			Sub-Consultant Services are Exempted from Prime Consultant's Insurance Coverage	
		Yes	No	Type	Yes	No
	NONE					

CHANGE ORDER AGREEMENT No. _____

or

SUPPLEMENTAL TASK AUTHORIZATION No. 1

EXHIBIT "CO/STA-E"

Date: 10/01/03

PROJECT GUIDELINES AND CRITERIA

for Miscellaneous Professional Services

Stringfellow Road / Pine Island Bike Path Project

(Enter Project Name from Page 1 of the
Change Order or Supplemental Task Authorization Agreement)

As a supplement, or change, to the Project Guidelines and Criteria set forth in the Professional Services Agreement, or Service Provider Agreement, Exhibit "E", the COUNTY has established the following Guidelines, Criteria, Goals, Objectives, Constraints, Schedule, Budget, and/or Requirements which shall serve as a guide to the CONSULTANT, or SERVICE PROVIDER, in performing the professional services, tasks, or work to be provided pursuant to the professional services set forth hereinbefore in CHANGE ORDER or SUPPLEMENTAL TASK AUTHORIZATION AGREEMENT, Exhibit "CO/STA-A", attached hereto:

(If none, enter the word "None" in the space below.)

ITEM No. 1

NONE

E1 of E1