

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

Blue Sheet No. 20041532

1. REQUESTED MOTION:

ACTION REQUESTED: Approve Supplementary Task Authorization (STA) No. 6, with Pitman-Hartenstein & Assoc., Inc., under CN-03-07 – Miscellaneous Professional Services – Bonita Beach Road (Mango Drive to I-75) Construction Administration Services to allow for the continuation of work previously started under STA No. 1, in the NTE amount of \$39,418.00 (with a total of STA #1 and STA #6 of \$78,836.00)

WHY ACTION IS NECESSARY: Board approval required.

WHAT ACTION ACCOMPLISHES: Provides the County with continued Construction Administrative Services on Bonita Beach Road (Mango Drive to I-75).

2. DEPARTMENTAL CATEGORY:

09 Transportation
COMMISSION DISTRICT #:

C9B

3. MEETING DATE:

12-07-2004

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 M. Gilbertson*

7. BACKGROUND:

On June 6, 2003, the Lee County Board of County Commissioners approved the selection of eighteen (18) firms to enter into negotiations for Miscellaneous Professional Services.

STA #1 in the amount of \$39,418.00 was approved on 9/27/03 for Bonita Beach Road (Mango Drive to I-75) – Construction Administration Services.

It is recommended that STA #6 be approved in the amount of \$39,418.00 for continuing services on Bonita Beach Road, for a total of \$78,836.00).

Funds will be available in the following account string: 20404430700.506510

8. MANAGEMENT RECOMMENDATIONS:

9. RECOMMENDED APPROVAL:

A Department Director	B Purchasing or Contracts	C Human Resources	D Other	E County Attorney	F Budget Services <i>10/27/04</i>				G County Manager
					OA	OM	Risk	GC	
<i>Jander</i> 11-15-04	<i>[Signature]</i> 11/15		<i>[Signature]</i> 11/16/04 <i>[Signature]</i> 11-19-04	<i>[Signature]</i>	<i>[Signature]</i> 11-23-04	<i>[Signature]</i> 11/27/04	<i>[Signature]</i> 11/22/04	<i>[Signature]</i> 11-22-04	<i>Jander</i> 11-15-04

10. COMMISSION ACTION:

- APPROVED
- DENIED
- DEFERRED
- OTHER

Rec. by CoAtty
 Date: *11/19/04*
 Time: *10:30*
 Forwarded To:

RECEIVED BY
 COUNTY ADMIN: *[Signature]*
11/22/04
11:16 am 507
 COUNTY ADMIN
 FORWARDED TO: *[Signature]*
11/22/04
2:02 pm 507

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

Change Order
 Supplemental Task Authorization

NO: 6

(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 - Bonita Beach Road (Mango Drive to I-75) Construction Administration Services - Continuation of STA #1

CONSULTANT: Pitman-Hartenstein & Assoc., Inc. PROJECT NO. 4044

SOLICIT NO.: CN-0307 CN NO. 2493 ACCOUNT NO. 20404418808-506510

REQUESTED BY: Department of Transportation DATE OF REQUEST: 10/22/04

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: <u>10/22/04</u> |
| EXHIBIT "CO/STA - B": COMPENSATION & METHOD OF PAYMENT | DATED: <u>10/22/04</u> |
| EXHIBIT "CO/STA - C": TIME AND SCHEDULE OF PERFORMANCE
CONSULTANT'S/PROVIDERS ASSOCIATED | DATED: <u>10/22/04</u> |
| EXHIBIT "CO/STA - D": SUB-CONSULTANT(S)/SUB-CONTRACTORS: | DATED: <u>10/22/04</u> |
| EXHIBIT "CO/STA - E": PROJECT GUIDELINES AND CRITERIA: | DATED: <u>10/22/04</u> |

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

RECOMMENDED:	ACCEPTED:	APPROVED:
By: <u>[Signature]</u> Department Director	By: <u>[Signature]</u> Consultant/Provider Alan Hartenstein Executive Vice President	By: _____ Department Director (Print Name) (Under \$25,000)
Date: <u>10/22/04</u>		

By: <u>[Signature]</u> Contracts Mgmt	Date Accepted: <u>10-22-04</u>	Date Approved: _____
Date: <u>10/28/04</u>	Corporate Seal	By: _____ County Manager (Between \$25,000 and Under \$50,000) Date Approved: _____

APPROVED: _____
Date Approved: _____

By: _____
*County Attorney's Office Date

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

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

CHANGE ORDER AGREEMENT No.
or
 SUPPLEMENTAL TASK AUTHORIZATION No. 6

EXHIBIT "CO/STA-A"

Date: 10/22/04

SCOPE OF PROFESSIONAL SERVICES

for **Miscellaneous Professional Services - Bonita Beach Road (Mango Drive to I-75) Construction
Administration Services - Continuation of STA #1**

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:

Continuation of STA #1 scope. See Attached.

CHANGE ORDER AGREEMENT No.
or
 SUPPLEMENTAL TASK AUTHORIZATION No. 6

EXHIBIT "CO/STA-B"

Date: 10/22/04

COMPENSATION AND METHOD OF PAYMENT

for **Miscellaneous Professional Services - Bonita Beach Road (Mango Drive to I-75) Construction Administration Services - Continuation of STA #1**

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.)
1.	Construction Administration Services	\$ 39,418.00	NTE	W.I.P.P.
TOTAL		\$39,418.00	NTE	

(Unless list is continued on next page)

CHANGE ORDER AGREEMENT No.
or
 SUPPLEMENTAL TASK AUTHORIZATION No. 6

EXHIBIT "CO/STA-D"

Date: 10/22/04

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

for **Miscellaneous Professional Services - Bonita Beach Road (Mango Drive to I-75) Construction Administration Services - Continuation of STA #1**

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 work "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
Traffic Engineering Services	Tindale-Oliver and Associates, Inc. 1000 North Ashley Drive, Suite 100 Tampa, Florida 33602-3719		X			X

CHANGE ORDER AGREEMENT No.
or
 SUPPLEMENTAL TASK AUTHORIZATION No. 6

EXHIBIT "CO/STA-E"

Date: 10/22/04

PROJECT GUIDELINES AND CRITERIA

for **Miscellaneous Professional Services - Bonita Beach Road (Mango Drive to I-75) Construction
Administration Services - Continuation of STA #1**

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 tasks or work to be provided pursuant to the professional services set forth hereinbefore in CHANGE ORDER or SUPPLEMENTAL TASK AUTHORIZATION, Exhibit "CO/STA-A" attached hereto:

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

ITEM No. 1

None.

SCOPE OF SERVICES

Bonita Beach Road Construction Administration Services
From Mango Drive to I-75
Lee County DOT
August 29, 2003

I. INTENT

- A. To provide post design engineering services as requested by Lee County during the construction phase of the roadway project.

II. ELEMENTS PROVIDED BY THE CONSULTANT

- A. The Consultant shall provide engineering services on an as-needed basis as requested by Lee County which may include, but may not be limited to the following:
 - 1. Attending pre-construction meetings.
 - 2. Conducting field observations.
 - 3. Review on shop drawings.
 - 4. Answering requests for additional information (RFIs) submittals.
 - 5. Review of pay requests.
 - 6. Providing record drawings.
 - 7. Provide final certifications to SFWMD and LCDOT.
 - 8. Provide project documentation as appropriate throughout the construction phase.
 - 9. Participate in construction coordination meetings.
 - 10. Prepare change orders.