

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

Blue Sheet No. 20051394

1. ACTION REQUESTED/PURPOSE:

Approve Supplemental Task Authorization (STA) No.4 to JRI Engineering, Inc., under CN-04-03 MSBU MASTER CONTRACT: San Carlos Island; consulting services for MSBU (Municipal Service Benefit Unit), Contract No. 2862, in the amount of \$82,000.

2. WHAT ACTION ACCOMPLISHES:

The consultant will provide consulting services for San Carlos Island project.

3. MANAGEMENT RECOMMENDATION:

Staff recommends approval.

4. Departmental Category: 06.

C65

5. Meeting Date: 10-11-2005

- 6. Agenda:**
- Consent
 - Administrative
 - Appeals
 - Public
 - Walk-On

- 7. Requirement/Purpose: (specify)**
- Statute
 - Ordinance
 - Admin. Code **AC-4-4**
 - Other

8. Request Initiated:
 Commissioner _____
 Department _____
 Division Public Resources
 By: **Elizabeth Walker, Director**

9. Background:

On August 31, 2004, the Board of County Commissioners approved the award of CN-04-03 MSBU MASTER CONTRACT, to JRI Engineering, Inc. On September 30, 2004, the Department Director approved STA No. 1 in the amount of \$30,000 and on March 16, 2005, the Department Director approved STA No. 2 in the amount of \$38,250.

This Supplemental Task Authorization (STA) No. 4 provides for consulting services for San Carlos Island project in the amount of \$82,000.

Funds are available in account string: 80505810400.506510

Attachment: Three (3) original Supplemental Task Authorizations for STA No. 4 for execution

10. Review for Scheduling:

Department Director	Purchasing or Contracts	Human Resources	Other	County Attorney	Budget Services			County Manager/P.W. Director
					Analyst	Risk	Grants	
	<i>[Signature]</i>	N/A	N/A		9/28/05	9/28/05	9/29/05	9-29-05

11. Commission Action:

- Approved
- Deferred
- Denied
- Other

RECEIVED BY
 COUNTY ADMIN:
 9-26-05
 9:40
 COUNTY ADMIN
 FORWARDED TO:
 9/29/05
 3,7m

9-28-05
 CO. ATTY.
 3:45 PM
 CO. ATTY.
 FORWARDED TO:
 Admin
 9-28-05

Lee County Board Of County Commissioners

Agenda Item Summary

Blue Sheet No. 20041050

1. REQUESTED MOTION:

ACTION REQUESTED: Award Professional Services Agreement for CN-04-03 MSBU MASTER CONTRACT, to JRI Engineering, Inc., for a two (2) year period with the option of renewal for one (1) additional 12-month period for compensation as set forth in Exhibit B of the Agreements.

WHY ACTION IS NECESSARY: Board approval required.

WHAT ACTION ACCOMPLISHES: The Consultant will provide any and all consulting services for MSBU (Municipal Service Benefit Unit) Master Contract.

2. DEPARTMENTAL CATEGORY:
COMMISSION DISTRICT #:

C6A

3. MEETING DATE:

08-31-2004

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 *Public Resources*
- C. DIVISION *MSBU*
- BY: *Libby Walker, Director*

7. BACKGROUND:

On June 8, 2004, the Board approved the ranking of consultants and authorized negotiations to commence with the number one ranked firm. The ranking was as follows: (1) JRI Engineering, Inc., (2) Vanasse & Daylor, LLP, (3) Kisinger Campo & Assoc.

Contract negotiations were successful with the number one ranked firm, JRI Engineering, Inc., and requires Board approval of the final agreement.

Funds for each project will be made available by the respective funding source.

Attachments (3) Original PSA's – JRI Engineering, Inc.

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
		N/A			OA	OM	Risk	GC	
<i>Handwritten signature</i> 8-11-04	<i>Handwritten signature</i>			<i>Handwritten signature</i>	<i>Handwritten initials</i>	<i>Handwritten initials</i>	<i>Handwritten initials</i>	<i>Handwritten initials</i>	<i>Handwritten signature</i> 8-11-04

10. COMMISSION ACTION:

- APPROVED
- DENIED
- DEFERRED
- OTHER

Rec. by CoAtty
Date: *8/18/04*
Time: *11:15 am*

Forwarded To:
Admin
8/18/04 11:20

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

MSBU Master Contract

NO.: 4

Change Order
 Supplemental Task Authorization

(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: MSBU San Carlos Island

CONSULTANT: JRI Engineering, Inc.

PROJECT NO.: 5058

SOLICIT NO.: CN-04-03

CONTRACT NO.: 2862

ACCOUNT NO.: 80505 810400, 506510

REQUESTED BY: John Ruskai, P.E.

DATE OF REQUEST: 09/12/05

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: 09/12/05
- EXHIBIT "CO/STA-B: COMPENSATION & METHOD OF PAYMENT: DATED: 09/12/05
- EXHIBIT "CO/STA-C: TIME AND SCHEDULE OF PERFORMANCE: DATED: 09/12/05
- EXHIBIT "CO/STA-D: CONSULTANT'S/PROVIDERS ASSOCIATED SUB-CONSULTANT(S)/SUB-CONTRACTORS: DATED: 09/12/05
- EXHIBIT "CO/STA-E: PROJECT GUIDELINES AND CRITERIA: DATED: 09/12/05

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

RECOMMENDED:

By: [Signature] 9-14
Department Director Date

By: [Signature] 9/27/05
Contracts Mgmt Date

ACCEPTED:

By: [Signature]
Consultant/Provider
(Print Name) John J. Ruskai

Date Accepted: 09/12/05

Corporate Seal

COUNTY APPROVAL:

By: _____
Department Director
(Print Name) _____
(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.4

EXHIBIT "CO/STA-A"

Date: 09/12/05

SCOPE OF PROFESSIONAL SERVICES

for MSBU San Carlos Island

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:

Survey and Preliminary Engineering

1. Research - Obtain copies of deeds, plats and r/w maps from Lee County.
2. Perform a route survey and establish horizontal and vertical control points.
3. Obtain topographic information for road design.
4. Video Tape R/W's.
5. Meeting with South Florida Water Management District.
6. Informal Meeting with LC SRC.

Design and Permitting

7. Prepare Drainage Map.
8. Drainage Calculations for sizing of structures.
9. Prepare base sheet Plan & Profiles depicting existing conditions.
10. Engineering design and drafting for roadways and drainage.
11. Prepare cross-sections.
12. Prepare detail sheets.
13. Calculate Quantities and Prepare Design Specifications.
14. Prepare Application for a Lee County Development Order.

Construction

15. Attend Bid Opening.
16. Attend Pre-Construction Conference.
17. Review shop drawings.
18. Provide construction observation for general compliance.
19. Provide Final Certification.

*Attach additional pages, if needed.

CHANGE ORDER AGREEMENT No.
or
 SUPPLEMENTAL TASK AUTHORIZATION No. 4_

EXHIBIT "CO/STA-B"

Date: 09/12/01

COMPENSATION AND METHOD OF PAYMENT

for MSBU San Carlos Island

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	Research	2500.00	LS	W.I.P.P.
2	Route Survey and Control Points	5000.00	LS	W.I.P.P.
3	Topo	10000.00	LS	W.I.P.P.
4	Video Tape	800.00	LS	W.I.P.P.
5	SFWMD Meeting	300.00	LS	W.I.P.P.
6	LCSRC Meeting	300.00	LS	W.I.P.P.
7	Prepare Drainage Map	3000.00	LS	W.I.P.P.
8	Drainage Calculations	4000.00	LS	W.I.P.P.
9	Base Plan & Profile Sheets	10000.00	LS	W.I.P.P.
10	Engineering Design and Drafting	24500.00	LS	W.I.P.P.
11	Cross Sections	5000.00	LS	W.I.P.P.
12	Detail Sheets	2500.00	LS	W.I.P.P.
13	Quantities & Specifications	2000.00	LS	W.I.P.P.
14	Development Order Application	1000.00	LS	W.I.P.P.
15	Attend Bid Opening	300.00	LS	W.I.P.P.
16	Pre-construction Conference	300.00	LS	W.I.P.P.
17	Review Shop Drawings	2000.00	LS	W.I.P.P.
18	Construction Observation	8000.00	LS	W.I.P.P.
19	Final Certification	500.00	LS	W.I.P.P.
TOTAL		\$82,000.00	LS	

(Unless list is continued on next page)

CHANGE ORDER AGREEMENT No. _____

SUPPLEMENTAL TASK AUTHORIZATION No. 4

EXHIBIT "CO/STA-D"

Date: 09/12/05

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

for MSBU San Carlos Island

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
Wetland Mapping	Boylan Environmental Consultants, Inc. 11000-4 Metro Parkway, Ft. Myers, FL	X		WBE	X	

CHANGE ORDER AGREEMENT No. _____

or

SUPPLEMENTAL TASK AUTHORIZATION No. 4

EXHIBIT "CO/STA-E"

Date: 09/12/05

PROJECT GUIDELINES AND CRITERIA

for MSBU San Carlos Island

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

The County will contract directly with Ardaman & Associates or an equivalent Subcontractor for soil borings. These fees and costs are therefore not included in JRI Engineering's fee as outlined herein.

CMO:029
09/25/01