



Kevin Ruane  
*District One*

November 30, 2022

(239) 533-8871

Cecil L. Pendergrass  
*District Two*

Ray Sandelli  
*District Three*

Brian Hamman  
*District Four*

Mike Greenwell  
*District Five*

Roger Desjarlais  
*County Manager*

Richard Wesch  
*County Attorney*

Donna Marie Collins  
*County Hearing Examiner*

Ms. Tracey Gallentine  
McKim & Creed, Inc.  
1730 Varsity Drive, Suite 500  
Raleigh, NC 27606

Dear Ms. Gallentine

Enclosed is your executed copy of Change Order No. 3 for the contract  
CN180582TJM Plumbing, HVAC and Electrical Engineering Services C8373.

The new expiration date is 3/30/24.

If you should have any questions, please give me a call.

Sincerely,

*Kimberly Urban*

Kimberly Urban  
Contracts Analyst  
Procurement Management Division

c: [FinanceOnBase@leeclerk.org](mailto:FinanceOnBase@leeclerk.org)  
Project File



Lee County Professional Service  
Change Order/Supplemental Task Authorization

Date Sep 20, 2022

**Print Form**

☒ Change Order Agreement #: CO3 ☐ Supplemental Task Authorization #: \_\_\_\_\_

A Change Order or Supplemental Task Authorization requires approval by the Department Director for expenditures under \$50,000 or approval by the County Manager for expenditures between \$50,000.01 and \$100,000 or approval by the Board of County Commissioners for expenditures over \$100,000

Primary Contact: Tracey Gallentine

Contract Name: Plumbing, HVAC and Electrical Engineering Services

Project Name: \_\_\_\_\_

CONSULTANT: McKim & Creed, Inc. Project #: \_\_\_\_\_

Solicitation #: CN180582TJM Contract #: 8373

Lee County Project Manager: \_\_\_\_\_ Request Date: \_\_\_\_\_

Fiscal Staff: \_\_\_\_\_ Account #: \_\_\_\_\_

Upon the completion and execution of this Change Order or Supplemental task Authorization by both parties the CONSULTANT is authorized to and shall proceed with the following exhibits as applicable:

- ☐ CO-STA Exhibit A - SCOPE OF PROFESSIONAL SERVICE  
☐ CO-STA Exhibit B - COMPENSATION & METHOD OF PAYMENT  
☒ CO-STA Exhibit C - TIME & SCHEDULE OF PERFORMANCE  
☐ CO-STA Exhibit D - CONSULTANTS ASSOCIATED SUB-CONSULTANTS/SUB-CONTRACTORS

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

Robert H. Garland [Signature]  
Consultant Signature (Print & Sign Name)

9/20/2022  
Date Signed

rgarland@mcimcreed.com  
Contact E-mail Address

239-220-2606  
Contact Phone Number

**Lee County Board of County Commissioners - Procurement Management**

2115 Second Street - 1st Floor - Fort Myers, FL 33901

PO Box 398 - Fort Myers, FL 33902-0398

**Phone: (239) 533-8881**



## CO-STA Exhibit A Scope of Professional Services

[Print Form](#)

☒ Change Order Agreement #: CO3 ☐ Supplemental Task Authorization #: \_\_\_\_\_

### Scope of Professional Services for:

Plumbing, HVAC and Electrical Engineering Services

### Section 1.00 Changes to Professional Services

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

No changes in scope, this is for renewal of term 3/31/23 - 3/31/24.

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# CO-STA Exhibit C Time & Schedule of Performance

**Print Form**

☒ Change Order Agreement #: CO3 ☐ Supplemental Task Authorization #: \_\_\_\_\_

## Time & Schedule of Performance for:

Plumbing, HVAC and Electrical Engineering Services

## Section 1.00 Changes for this Change Order or Supplemental Task Authorization Agreement

The time and schedule of completion for the various phases or tasks required to provide and perform the services, tasks or work set forth in this Change Order of Supplemental Task Authorization Agreement, Exhibit 'CO/STA-A', entitled 'Scope of Professional Services' attached hereto is as follows:

Task Number as Indicated in Exhibit A	Name/Title of Task	Previously Approved Number of Days per Task (CO Only)	Increase in Number of Calendar Days per Task (CO Only)	Cumulative Number of Calendar Days for Completion from Date of Notice to Proceed per Task (CO & STA)
	Renewal of Annual Contract			
	Original Term: 3/31/19 - 3/30/21			
	Renewal No. 1 Term: 3/31/21 - 3/30/22			
	Renewal No. 2 Term: 3/31/22 - 3/30/23			
	Renewal No. 3 Term: 3/31/23 - 3/30/24			

Total Number of Calendar Days for Completion of  
Project from Notice to Proceed: \_\_\_\_\_

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