

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

Blue Sheet No. 20020202

**1. REQUESTED MOTION:**

**ACTION REQUESTED:**

Approve increase to Bid Waiver (BW-01-05) for LEE COUNTY BEACH NOURISHMENT PROJECT, and approve Change Order #4 under contract #713 with Marlowe & Company in the amount of \$15,000.00, for a total lump sum contract amount of \$92,000.00.

**WHY ACTION IS NECESSARY:** In accordance with the Lee County Contract Manual, approved by the Board on September 25, 2001, Bid Waivers and expenditures over \$50,000.00 require Board approval.

**WHAT ACTION ACCOMPLISHES:** Marlowe & Company will continue to provide Federal Lobbying for Lee County's beach renourishment projects.

**2. DEPARTMENTAL CATEGORY:**

8 Natural Resources  
COMMISSION DISTRICT #:

*C8A*

**3. MEETING DATE:**

*03-12-2002*

**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 Works*
- C. DIVISION *Natural Resources*
- BY: *Roland Ottolini, Div. Director*

*[Signature]*

**7. BACKGROUND:**

On February 22, 1999, a Service Provider Agreement was approved by the Department Director in the amount of \$15,000.00 for professional government affairs lobbying services for Lee County Beach Nourishment Project.

Under this contract, the following Change Orders have been issued to Marlowe & Associates #1 in the amount of \$8,000.00, Change Order #2 in the amount of \$24,000.00, and #3 in the amount of \$30,000.00 for the Lee County Beach Nourishment. A continuation of these services is required for providing federal lobbying efforts for Lee County's beach renourishment projects. The current consultant has been quite successful in working with the US Army Corps of Engineers and our legislators in securing funds for the continuance and completion of the General Re-evaluation Report (GRR) and most recently, obtaining WRDA 2000 authorization for federal appropriation for construction of the Estero, and Gasparilla Island Projects. Therefore, we are requesting the Board approve the continuation of this project under Change Order #4 to Marlowe & Associates in the amount of \$15,000.00 for a total contract amount of \$92,000.00.

Funds are available in account # 20068630101.503190  
Capital Improvements Project, Beach Renourishment Trust Fund

Attachment: (3) Three Change Orders  
Letter from Marlowe & Company

**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>[Signature]</i> 2/27/02	<i>[Signature]</i> 2/27/02	N/A	<i>[Signature]</i> 2/27/02	<i>[Signature]</i> 2/27/02	<i>[Signature]</i> 2/27/02	<i>[Signature]</i> 2/28/02	<i>[Signature]</i> 2/28/02	<i>[Signature]</i> 2/27/02	<i>[Signature]</i> 2/27/02

**10. COMMISSION ACTION:**

- APPROVED
- DENIED
- DEFERRED
- OTHER

Rec. by CoAtty  
Date: *2/27/02*  
Time: *2:30 pm*

RECEIVED BY  
COUNTY ADMIN.  
*2/27/02*  
*4:55 pm*  
COUNTY ADMIN.  
FORWARDED TO:

Forwarded To:  
*NDM*  
*2/27/02 3:45 pm* *MW*

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

Change Order  
 Supplemental Task Authorization

NO.: 4

(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: Lee County Beach Nourishment Project

CONSULTANT: Marlowe & Company

PROJECT NO.:

SOLICIT NO.: BW-01-05

CONTRACT NO.: 713 ACCOUNT NO.: 20068630101.503190

REQUESTED BY: Roland Ottolini

DATE OF REQUEST: 2/25/02

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: 2/25/02

EXHIBIT "CO/STA-B: COMPENSATION & METHOD OF PAYMENT: DATED: 2/25/02

EXHIBIT "CO/STA-C: TIME AND SCHEDULE OF PERFORMANCE: DATED: 2/25/02

EXHIBIT "CO/STA-D: CONSULTANT'S/PROVIDERS ASSOCIATED  
SUB-CONSULTANT(S)/SUB-CONTRACTORS: DATED: 2/25/02

EXHIBIT "CO/STA-E: PROJECT GUIDELINES AND CRITERIA: DATED: 2/25/02

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

RECOMMENDED:

ACCEPTED:

COUNTY APPROVAL:

By: \_\_\_\_\_  
Department Director Date

By: \_\_\_\_\_  
Consultant/Provider

By: \_\_\_\_\_  
Department Director  
(Under \$25,000)

By: \_\_\_\_\_  
Contracts Mgmt Date

Date Accepted: \_\_\_\_\_

Date Approved: \_\_\_\_\_

Corporate Seal

APPROVED:

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

By: \_\_\_\_\_  
\*County Attorney's Office Date

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

By: \_\_\_\_\_  
Chairman  
Board of County Commissioners  
Date Approved: \_\_\_\_\_

CMO:023  
09/25/01

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

EXHIBIT "CO/STA-A"

Date: 2/25/02

SCOPE OF PROFESSIONAL SERVICES

for Lee County Beach Nourishment 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:

Marlowe & Company will continue to provide the County with all relevant information regarding the status of Congressional and Executive Branch activities at the Federal level of government related to this project.

Marlowe & Company will continue to assist our congressional delegation to achieve the County's objectives regarding this project.

\*Attach additional pages, if needed.

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

EXHIBIT "CO/STA-B"

Date: 2/25/02

COMPENSATION AND METHOD OF PAYMENT

for Lee County Beach Nourishment 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.)
1-3	Monitoring, advocacy, communication	\$15,000.00	LS	
<b>TOTAL</b>		<b>\$15,000.00</b>	<b>LS</b>	

(Unless list is continued on next page)

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

**SECTION 2.00 SUMMARY OF CHANGE(S) IN COMPENSATION**

Pursuant to and in consideration of the change(s) in the Scope of Professional Services set forth in the CHANGE ORDER or AGREEMENT, Exhibit "CO/STA-A", the compensation the COUNTY has previously agreed to pay to the CONSULTANT, or SERVICE PROVIDER, as set forth in Exhibit "B" of the Professional Services Agreement, or Service Provider Agreement, shall be changed to be as follows:

Section/Task Number	Section/Task Name	Compensation In the Basic Agreement	Adjustment(s) by Previous CO or STA Nos.	Adjustment(s) Due to this CO or STA	Summary of Changed Compensation
		\$15,000.00			
CO#1			\$8,000.00		
CO#2			\$24,000.00		
CO#3			\$30,000.00		\$77,000.00
CO#4				\$15,000.00	\$92,000.00
TOTAL			\$77,000.00	\$15,000.00	\$92,000.00

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

EXHIBIT "CO/STA-C"

Date: 2/25/02

**TIME AND SCHEDULE OF PERFORMANCE**

for Lee County Beach Nourishment

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

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 or SUPPLEMENTAL TASK AUTHORIZATION AGREEMENT, Exhibit "CO/STA-A", entitled "Scope of Professional Services" attached hereto is as follows:

Phase and/or Task Reference as Enumerated in EXHIBIT "A"	Name or Title of Phase and/or Task	Number of Calendar Days For Completion of Each Phase and/or Task	Cumulative Number of Calendar Days For Completion from Date of Notice to Proceed For this CO or STA
1-3	Monitoring, advocacy, Communication		June 30, 2002

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

**EXHIBIT "CO/STA-C"**

Date: 2/25/02

**TIME AND SCHEDULE OF PERFORMANCE**

for Lee County Beach Nourishment Project

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

**SECTION 2.00 SUMMARY OF THE IMPACT OF CHANGE(S) IN PROFESSIONAL SERVICES ON THE OVERALL PROJECT TIME AND SCHEDULE OF PERFORMANCE**

Pursuant to and in consideration of the changes in the Scope of Professional Services in this CHANGE ORDER or SUPPLEMENTAL TASK AUTHORIZATION AGREEMENT, Exhibit "CO/STA-A", the time and schedule the COUNTY and the CONSULTANT, or SERVICE PROVIDER, has previously agreed to for all of the work to be done under this Professional Services Agreement, or Service Provider Agreement, shall be changed to be as follows:

Phase and/or Task Reference as Enumerated in EXHIBIT 'A' and EXHIBIT 'CO/STA-A'	Name or Title of Phase and/or Task	Number of Calendar Days For Completion of Each Phase and/or Task	Cumulative Number of Calendar Days For Completion From Date of Notice to Proceed
	N/A		

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

EXHIBIT "CO/STA-D"

Date: 2/25/02

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

for Lee County Beach Nourishment

(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. 4

or

SUPPLEMENTAL TASK AUTHORIZATION No. \_\_\_\_\_

EXHIBIT "CO/STA-E"

Date: 2/25/02

PROJECT GUIDELINES AND CRITERIA

for Lee County Beach Nourishment

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(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

CMO:029  
09/25/01