

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

Blue Sheet No. 20060347

1. ACTION REQUESTED/PURPOSE: Approve STA No. 4, under CN-03-07 MISCELLANEOUS PROFESSIONAL SERVICES, to Bean, Whitaker, Lutz & Kareh, Inc., in the amount of \$110,000.00 for the 12th Street Sidewalk project. Also authorize Chairwoman to execute STA on behalf of the Board. This STA was anticipated and funds are available.

2. WHAT ACTION ACCOMPLISHES: Provides Lee County with a Consultant to provide Roadway Survey, Roadway/Bridge Plans, Utility Relocation Plans and Post-Design Services for sidewalks located at the intersection of 12th Street West and Gunnery Road.

3. MANAGEMENT RECOMMENDATION: Approval recommended.

4. Departmental Category: 09 C9B		5. Meeting Date: 04-11-2006
6. Agenda: <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Administrative <input type="checkbox"/> Appeals <input type="checkbox"/> Public <input type="checkbox"/> Walk-On	7. Requirement/Purpose: (specify)	
	<input type="checkbox"/> Statute	<input type="checkbox"/> Ordinance
	<input checked="" type="checkbox"/> Admin. Code AC-4-4	<input type="checkbox"/> Other
	8. Request Initiated: Commissioner _____ Department Transportation Division _____ By: <u>Scott Gilbertson, Director</u>	

9. 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 for a contract period of two (2) years with the option to renewal for one (1) additional year. As approved on the March 14, 2006, all STA's over \$100,000.00 must be brought back to the Board for approval.

STA No. 4 provides for the surveying and design services of approximately 1.6 miles of sidewalks from the intersection of 12th Street West and Gunnery Road in Lehigh Acres, extending easterly along 12th Street to Sunshine Boulevard North, in the amount of \$110,000.00.

Funds are available in account string: 20600218823.506510.

Attachments: 1) Two (2) STA's for execution.

10. Review for Scheduling:

Department Director	Purchasing or Contracts	Human Resources	Other	County Attorney	Budget Services	County Manager/P.W. Director
<i>Stauder 3.22.06</i>			<i>3/23/06</i>	<i>3/21/06</i>	<i>3/29</i>	<i>3.22.06</i>
					Analyst <i>3/27/06</i>	
					Risk <i>3/27/06</i>	
					Grants <i>3/27/06</i>	

11. Commission Action:

Approved
 Deferred
 Denied
 Other

RECEIVED BY COUNTY ADMIN: *EW*

3/24/06

3pm

COUNTY ADMIN FORWARDED TO: *PL*

3/24/06

4pm

Rec. by CoAtty

Date: *3/24/06*

Time: *11:40 AM*

Forwarded To: _____

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: Miscellaneous Professional Services / 12th Street West Sidewalk

CONSULTANT: Bean, Whitaker, Lutz & Kareh, Inc.

PROJECT NO.: 6000

SOLICIT NO.: CN-03-07

CONTRACT NO.: 2507

ACCOUNT NO.: 2000011650.350000

REQUESTED BY: Lee County Department of Transportation DATE OF REQUEST: 02/20/06
Sarah T. Clarke, 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: 02/20/06
- EXHIBIT "CO/STA-B: COMPENSATION & METHOD OF PAYMENT: DATED: 02/20/06
- EXHIBIT "CO/STA-C: TIME AND SCHEDULE OF PERFORMANCE: DATED: 02/20/06
- EXHIBIT "CO/STA-D: CONSULTANT'S/PROVIDERS ASSOCIATED SUB-CONSULTANT(S)/SUB-CONTRACTORS: DATED: 02/20/06
- EXHIBIT "CO/STA-E: PROJECT GUIDELINES AND CRITERIA: DATED: 02/20/06

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

RECOMMENDED:

By: [Signature]
Department Director Date

By: [Signature] 3/16/06
Contracts Mgmt Date

APPROVED:

By: _____
*County Attorney's Office Date

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

ACCEPTED:

By: [Signature]
Consultant/Provider
Ahmad R. Kareh, P.E., Vice-President
Date Accepted: 02/20/06

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: _____

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

EXHIBIT "CO/STA-A"

Date: 02/20/06

SCOPE OF PROFESSIONAL SERVICES

for Miscellaneous Professional Services
12th Street West Sidewalk

(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 12th Street West and Gunnery Road in Lehigh Acres extending easterly along 12th Street West to Sunshine Boulevard North (Total Length is approximately 1.6 miles).

The scope of the surveying services will be limited to within the existing right-of-way and easement lines of 12th Street West for the purpose of designing a 5' sidewalk. The topographic work will encompass the total right-of-way width of 12th Street West. 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 a 5' sidewalk, which will be located within the existing right-of-way and easement lines of 12th Street West.

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.: 4 (Continued)

EXHIBIT "CO/STA-A"

Date: 02/20/06

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, within the right-of-way. Underground utility locations are excluded.
5. Prepare base map in AutoCAD format to be utilized for the sidewalk design.

TASK 6.00 – ROADWAY AND BRIDGE PLANS

The Consultant shall:

1. Prepare geometry plans for the proposed sidewalk & the proposed crossing (horizontal layout).
2. Prepare grading plans, including all drainage facilities.
3. Prepare all required cross-sections and construction details.
4. Prepare Bridge Foundation, Bridge Substructure, Bridge Super Structure, and Bridge Approach Slabs Plans. A pre-cast / pre-fab bridge will be considered.
5. Coordinate with Lee County staff, and submit 60%, and 100% plans for review – 5 copies of each.
6. Prepare quantity sheets for the purpose of awarding a contract.

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 eight (8) inspections during construction.
6. Prepare punchlist at end of construction.

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

EXHIBIT "CO/STA-B"

Date: 02/20/06

COMPENSATION AND METHOD OF PAYMENT

for Miscellaneous Professional Services
12th Street West Sidwalk

(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.)	\$36,500.00	L.S.	W.I.P.P.
6.00	Roadway/Bridge Plans (Items 1. thru 5.)	\$56,500.00	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.)	\$ 9,000.00	L.S.	W.I.P.P.
TOTAL		\$110,000.00	L.S.	

(Unless list is continued on next page)

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

EXHIBIT "CO/STA-D"

Date: 02/20/06

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

for Miscellaneous Professional Services

12th Street West Sidewalk

(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. 4

EXHIBIT "CO/STA-E"

Date: 02/20/06

PROJECT GUIDELINES AND CRITERIA

for Miscellaneous Professional Services

12th Street West Sidewalk

(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