

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

Blue Sheet No. 20020563

**1. REQUESTED MOTION:**

**ACTION REQUESTED:** Approve Supplemental Task Authorization (STA) No. 5 to WilsonMiller Inc. for CN-00-04 MISCELLANEOUS CIVIL ENGINEERING DESIGN AND/OR INSPECTION SERVICES (Contract No. 1469) for Laurel Road Sidewalk from Old US 41 to Gage Way in the amount of \$88,500.00.

**WHY ACTION IS NECESSARY:** Pursuant to the Lee County Contract Manual, approved by the Board on September 25, 2001, the Board is required to approve all Supplemental Task Authorizations in excess of \$50,000.00 to Professional Services Agreements.

**WHAT ACTION ACCOMPLISHES:** Furnishes a consultant to provide professional surveying, design analysis, public involvement, contract plans and permitting for the Laurel Road Sidewalk.

**2. DEPARTMENTAL CATEGORY:**

09 Transportation  
COMMISSION DISTRICT #:

*C9A*

**3. MEETING DATE:**

*06-11-2002*

**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 Transportation  
 C. DIVISION  
 BY: Scott Gilbertson, Director

**7. BACKGROUND:**

The Department of Transportation is requesting Board approval of this Supplemental Task Authorization to WilsonMiller Inc. under CN-00-04 MISCELLANEOUS CIVIL ENGINEERING DESIGN AND/OR INSPECTION SERVICES . for the purpose of providing the following professional services for the project known as Laurel Road Sidewalks from Old US 41 to Gage Way: (1) Surveying; (2) Design Analysis; (3) Public Involvement; (4) Contract Plans and (5) Permitting, in the amount of \$88,500.00.

Funds will be available from account string: 20600230700.506510

Attachments: Two (2) Supplemental Task Authorization Forms from WilsonMiller 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
					OA	OM	Risk	GC	
<i>5/23/02</i>	<i>[Signature]</i>	N/A		<i>[Signature]</i>	<i>5/23/02</i>	<i>5/23/02</i>	<i>5/24</i>	<i>5/23/02</i>	<i>[Signature]</i>

**10. COMMISSION ACTION:**

\_\_\_\_\_ APPROVED  
 \_\_\_\_\_ DENIED  
 \_\_\_\_\_ DEFERRED  
 \_\_\_\_\_ OTHER

Rec. by CoAtty  
 Date: *5/23/02*  
 Time: *1145*  
 Forwarded To:  
*Admin*  
*5/23/02 2:00pm*

RECEIVED BY  
 COUNTY ADMIN. *PMC*  
*5/23/02*  
*2:30 pm DD*  
 COUNTY ADMIN.  
 REWARDED TO:  
*5/24 300*

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

Change Order  
 Supplemental Task Authorization

NO.: 5

(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: Misc. Engineering Design / Laurel Rd. Sidewalk from Old US 41 to Gage Way.

CONSULTANT: WilsonMiller PROJECT NO.: 6002

SOLICIT NO.: CN-00-04 CONTRACT NO.: 1469 ACCOUNT NO.: X20600230700.506570

REQUESTED BY: DAD DATE OF REQUEST: March 26, 2002

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: 3/26/02

EXHIBIT "CO/STA-B: COMPENSATION & METHOD OF PAYMENT: DATED: 3/26/02

EXHIBIT "CO/STA-C: TIME AND SCHEDULE OF PERFORMANCE: DATED: 3/26/02

EXHIBIT "CO/STA-D: CONSULTANT'S/PROVIDERS ASSOCIATED SUB-CONSULTANT(S)/SUB-CONTRACTORS: DATED: 3/26/02

EXHIBIT "CO/STA-E: PROJECT GUIDELINES AND CRITERIA: DATED: 3/26/02

RECEIVED  
2002 APR 30 PM 2:58

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

RECOMMENDED:  
X By: [Signature] 5/9/02  
Department Director Date  
By: [Signature] 5/6/02  
Contracts Mgmt Date

ACCEPTED:  
By: [Signature]  
Consultant/Provider  
Date Accepted: 4/29/02  
Corporate Seal

COUNTY APPROVAL:  
By: \_\_\_\_\_  
Department Director  
(Under \$25,000)  
Date Approved: \_\_\_\_\_

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

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

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

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

- CHANGE ORDER AGREEMENT No. \_\_\_\_\_  
or  
 SUPPLEMENTAL TASK AUTHORIZATION No. 5

EXHIBIT "CO/STA-A"

Date: March 26, 2002

SCOPE OF PROFESSIONAL SERVICES

for Miscellaneous Engineering Design / Laurel Rd. Sidewalks from Old US 41 to Gage Way.  
(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:

1. Survey - Provide digital terrain model and Microstation Cadd file for entire project limits (approximately 1.25 miles) extending approximately 15 feet outside the right-of-way line along both sides of the roadway. Include location of underground utilities as flagged by owners. Provide sketch and descriptions for sidewalk easements along one side only which will be determined through design analysis and public involvement.
2. Design analysis - Evaluate optimum location of sidewalk based on available easements, roadside safety, drainage, underground utilities, and permissibility. Use FDOT Pedestrian Facilities Planning and Design Handbook as a guideline. Due to right of way limitations, CONSULTANT anticipates storm sewer design will be required from Garden Street to Gage Way (0.6 miles) and modifications to the existing box culvert near Gage Way may be required. Perform pre-design coordination with all affected utility owners within the existing right-of-way to determine required relocations.
3. Public Involvement - Attend and facilitate one (1) public involvement meeting to solicit input from property owners. Coordinate with individual property owners as needed.
4. Contract Plans - Prepare contract plans in accordance with FDOT Plans Preparation Manual. Provide drainage plans and utility relocation plans/schedules as required. Provide technical special provisions and structural details for modifications to the existing box culvert as required.
5. Permitting - Coordinate as necessary with South Florida Water Management District (SFWMD). Prepare a Standard General Environmental Resource Permit Application package. CONSULTANT anticipates water management permitting will be required due to existing pipes which are larger than 24". Respond to requests for additional information (RAI) from SFWMD as necessary to obtain permit.

\*Attach additional pages, if needed.

CHANGE ORDER AGREEMENT No.  
or  
 SUPPLEMENTAL TASK AUTHORIZATION No. 5\_

EXHIBIT "CO/STA-B"

Date: March 26, 2002

COMPENSATION AND METHOD OF PAYMENT

for Miscellaneous Civil Engineering Design Services/Laurel Rd Sidewalk from Old US 41 to Gage Way.

(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.	Survey (including easement sketches)	\$34,000	LS	WIPP
2.	Design Analysis	\$8,000	LS	WIPP
3.	Public Involvement	\$9,000	LS	WIPP
4.	Contract Plans	\$30,000	LS	WIPP
5.	Permitting	\$7,500	LS	WIPP
<b>TOTAL</b>		<b>\$88,500</b>		

(Unless list is continued on next page)

CHANGE ORDER AGREEMENT No. \_\_\_\_\_  
 or  
 SUPPLEMENTAL TASK AUTHORIZATION No. 5

**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
Task 1					
1.	Topographic Survey		\$2,750		\$2,750
Task 2.					
1.	Topographic Survey		\$8,500		\$8,500
2.	Contract Plans		\$23,000		\$23,000
3.	Permitting		\$7,500		\$7,500
Task 3	Microstation Support		\$20,000		\$20,000
Task 4					
1.	Topographic Survey		\$19,800		\$19,800
2.	Design Analysis		\$2,500		\$2,500
3.	Contract Plans		\$22,000		\$22,000
Task 5					
1.	Survey (including easement sketches)			\$34,000	\$34,000
2.	Design Analysis			\$8,000	\$8,000
3.	Public Involvement			\$9,000	\$9,000
4.	Contract Plans			\$30,000	\$30,000
5.	Permitting			\$7,500	\$7,500
TOTAL			\$106,050	\$88,500	\$194,550





CHANGE ORDER AGREEMENT No. \_\_\_\_\_  
or  
 SUPPLEMENTAL TASK AUTHORIZATION No. 5

EXHIBIT "CO/STA-D"

Date: March 26, 2002

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

for Miscellaneous Engineering Design Services/Laurel Rd. Sidewalk from Old US 41 to Gage Way.

(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
Public Involvement	Cella & Associates, Inc. 2125 First Street Suite 201 Fort Myers, FL 33901	x			x	



CHANGE ORDER AGREEMENT No. \_\_\_\_\_

or

SUPPLEMENTAL TASK AUTHORIZATION No. 5

EXHIBIT "CO/STA-E"

Date: March 26, 2002

PROJECT GUIDELINES AND CRITERIA

for Miscellaneous Engineering Design Services/ Laurel Rd. Sidewalks from Old US 41 to Gage Way.

(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