

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

Blue Sheet No. 20030220

1. REQUESTED MOTION:

ACTION REQUESTED: Approve waiving of the formal process for BW-03-04 Justice Center Fuel Installation, and approve STA #1 under CN-02-24 County-Wide Environmental Contract to Water Resource Solutions in the amount of \$21,636.00. The total project cost will be approximately \$66,353.00.

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: Allows for the completion of the Justice Center Fuel Tank Installation.

2. DEPARTMENTAL CATEGORY:

8. Solid Waste – Natural Resources
COMMISSION DISTRICT #:

C2A

3. MEETING DATE:

03-11-2003

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 _____
- BY: *Jim Lavender, Director*

7. BACKGROUND:

Purchase Order #43960 was issued to Southern Tank & Pump Co in the amount of \$13,859.00 for the Justice Center Fuel Line Retrofit; Purchase Order #44036 was issued to Aneco Inc. in the amount of \$1,500.00 to relocate general fuel control wiring for the Justice Center; and Purchase Order #43853 was issued to Del Zotto Products of Florida in the amount of \$29,358.00 for the Justice Center tank purchase.

Approval of STA #1, under CN-02-24 County-Wide Environmental Contract, to Water Resource Solutions in the amount of \$21,636.00 is being requested for approval in order to complete the Justice Center Fuel Tank Installation.

In accordance with the Lee County Contracts Manual the Justice Center Tank Installation is considered a "project". Therefore approval of a bid waiver is required.

Funds are available in Account \$20866130100.503190

Attachment: Sta #1 for Execution

8. MANAGEMENT RECOMMENDATIONS:

9. RECOMMENDED APPROVAL:

A Department Director	B Purchasing or Contracts	C Human Resources	D Other	E County Attorney	F Budget Services <i>AM 2/20/03</i>				G County Manager
					OA	OM	Risk	GC	
<i>[Signature]</i> 2-18-03	<i>[Signature]</i>		<i>SAO</i> 2/18/03	<i>[Signature]</i> 2/19/03	<i>[Signature]</i> 2-19-03	<i>[Signature]</i> 2/20/03	<i>[Signature]</i> 2/17/03	<i>[Signature]</i> 2-19-03	<i>[Signature]</i> 2-18-03

10. COMMISSION ACTION:

- APPROVED
- DENIED
- DEFERRED
- OTHER

Rec. by CoAtty
Date: *2/19/03*
Time: *11:45 am*
Forwarded To:
City Admin
2/19/03

RECEIVED BY
COUNTY ADMIN. *EW*
2-19-03
2:20
COUNTY ADMIN.
FORWARDED TO:
96 100

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

Change Order
 Supplemental Task Authorization

NO.: 1

(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 CO JUSTICE CENTER - 6K AST INSTALLATION

CONSULTANT: Water Resource Solutions

PROJECT NO.: 8661

SOLICIT NO.: CN-02-24 CONTRACT NO.: 2312 ACCOUNT NO.: 208661

REQUESTED BY: Tony Pellicer, Div. Nat. Res. Mgmt. DATE OF REQUEST: 2/6/03

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: 2/6/03

EXHIBIT "CO/STA-B: COMPENSATION & METHOD OF PAYMENT: DATED: 2/6/03

EXHIBIT "CO/STA-C: TIME AND SCHEDULE OF PERFORMANCE: DATED: 2/6/03

EXHIBIT "CO/STA-D: CONSULTANT'S/PROVIDERS ASSOCIATED
SUB-CONSULTANT(S)/SUB-CONTRACTORS: DATED: 2/6/03

EXHIBIT "CO/STA-E: PROJECT GUIDELINES AND CRITERIA: DATED: 2/6/03

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

RECOMMENDED:

By: _____
Department Director Date

By: [Signature]
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

Date Accepted: 2-6-03

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. 1

EXHIBIT "CO/STA-A"

Date: 2/6/03

SCOPE OF PROFESSIONAL SERVICES

For LEE CO JUSTICE CENTER - 6K AST INSTALLATION

(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:

The scope of work for this STA includes the retrofit and complete installation of one – 6,000 gallon diesel emergency generator aboveground storage tank (AST) at the Lee County Justice Center. The AST will be purchased and provided by Lee County for the project. The AST concrete slab will be provided by Centex Rooney, the construction contractor presently working at the Justice Center. Water Resource Solutions, Inc. will provide coordination of the project and oversight of the installation activities including the restarting and short term operation of generator system.

*Use Additional Sheets for Scope of Services, if needed

Page A 1 of A

CMO:025
09/25/01

CHANGE ORDER AGREEMENT No. _____
or
 SUPPLEMENTAL TASK AUTHORIZATION No. 1

EXHIBIT "CO/STA-B"

Date: 2/6/03

COMPENSATION AND METHOD OF PAYMENT

For LEE CO JUSTICE CENTER - 6K AST INSTALLATION

(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.)
10.00	Other related env. tasks	\$21,636.00	LS	WIPP
TOTAL (Unless list is continued on next page)		\$21,636.00	LS	

CMO:029
09/25/01

CHANGE ORDER AGREEMENT No. _____
or
 SUPPLEMENTAL TASK AUTHORIZATION No. 1

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. <u>1</u>	Adjustment(s) Due to this CO or STA	Summary of Changed Compensation
STA #1	Hydro Services			21,636.00	21,636.00
TOTAL					21,636.00

CHANGE ORDER AGREEMENT No. _____

SUPPLEMENTAL TASK AUTHORIZATION No. 1

EXHIBIT "CO/STA-C"

Date: 2/6/03

TIME AND SCHEDULE OF PERFORMANCE

for LEE CO JUSTICE CENTER - 6K AST INSTALLATION

(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
10	Other Related Env. Tasks	60	60

CMO:027
09/25/01

CHANGE ORDER AGREEMENT No. _____

SUPPLEMENTAL TASK AUTHORIZATION No. _____

EXHIBIT "CO/STA-C"

TIME AND SCHEDULE OF PERFORMANCE

for LEE CO JUSTICE CENTER - 6K AST INSTALLATION

(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
10	Other Related Env. Tasks	60	60

CHANGE ORDER AGREEMENT No. _____
or
 SUPPLEMENTAL TASK AUTHORIZATION No. 1

EXHIBIT "CO/STA-D"

Date: 2/6/03

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

for LEE CO JUSTICE CENTER - 6K AST INSTALLATION

(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. 1

EXHIBIT "CO/STA-E"

Date: 2/6/03

PROJECT GUIDELINES AND CRITERIA

for LEE CO JUSTICE CENTER - 6K AST INSTALLATION

(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

Cost Proposal

Division: Lee County Environmental Services
 Site Name: Lee County Justice Center-6K Generator AST
 Task: AST Install
 Revision#: 0
 County Manager: Tony Pellicer
 WRS Manager: Todd Nowland
 Date: January 31, 2003
 Total Cost: \$21,636.00

Subtask 1 Project Admin/Coord.
 Subtask 2 Develop/Prepare General Specs.
 Subtask 3 Site Meetings w/Contractors(10K vert. & 6K issu
 Subtask 4 Bid Eval./Selection
 Subtask 5 Preconst. Site Meeting
 w/ Subcontractors and Lee Co.

Labor Rate	Personnel Category	Totals	1	2	3	4	5
\$125.00	Vice President/Principial	0	0	0	0	0	0
\$110.00	Project Director,P.E.	2	1	1	0	0	0
\$95.00	Senior Geologist, P.G.	0	0	0	0	0	0
\$68.00	Project Hydro/Scientist	0	0	0	0	0	0
\$60.00	Hydrogeologist	0	0	0	0	0	0
\$75.00	Project Manager	60	4	6	10	4	4
\$65.00	Const. Supervisor	44	0	0	2	2	4
\$55.00	Senior Technician	2	0	2	0	0	0
\$55.00	CADD Operator	0	0	0	0	0	0
\$45.00	Clerical	3	2	1	0	0	0
TOTAL HOURS		111	7	10	12	6	8
1)	Labor Cost	\$7,825.00	500.00	715.00	880.00	430.00	560.00
2)	Project Management (line 1)	0.0%	\$0.00	0.00	0.00	0.00	0.00
3)	Indirect, Overhead, G&A, Fee (lines 1 & 2)	0.0%	\$0.00	0.00	0.00	0.00	0.00
4)	Total Labor Cost	\$7,825.00	500.00	715.00	880.00	430.00	560.00
5)	Equipment Rental	\$0.00	0.00	0.00	0.00	0.00	0.00
6)	Per Diem	\$0.00	0.00	0.00	0.00	0.00	0.00
7)	Other Direct Costs (lines 1 & 2)	0.0%	\$0.00	0.00	0.00	0.00	0.00
8)	Mileage	\$116.00	0.00	0.00	14.50	14.50	14.50
9)	CONTRACTOR SUBTOTAL	\$7,941.00	500.00	715.00	894.50	444.50	574.50
10)	Laboratory Analysis	\$0.00	0.00	0.00	0.00	0.00	0.00
11)	Drilling Subcontractors	\$0.00	0.00	0.00	0.00	0.00	0.00
12)	Const. Subcontractor	\$0.00	0.00	0.00	0.00	0.00	0.00
13)	Other Subcontractors(FCC)	\$12,450.00	0.00	0.00	0.00	0.00	0.00
14)	Sub Handling Fee (lines 10 -13)	10.0%	\$1,245.00	0.00	0.00	0.00	0.00
15)	Equipment Purchase	\$0.00	0.00	0.00	0.00	0.00	0.00
16)	Equip Purchase Fee	10.0%	\$0.00	0.00	0.00	0.00	0.00
17)	SUBCONTRACTOR SUBTOTAL	\$13,695.00	0.00	0.00	0.00	0.00	0.00
18)	TOTAL PRICE (less retainage)	\$21,636.00	500.00	715.00	894.50	444.50	574.50
19)	RETAINAGE	0.0%	\$0.00	0.00	0.00	0.00	0.00
20)	TOTAL PRICE (including retainage)	\$21,636.00	500.00	715.00	894.50	444.50	574.50

Cost Proposal

Division: Lee County Environmental Services
 Site Name: Lee County Justice Center-6K Gener
 Task: AST Install
 Revision#: 0 s)
 County Manager: Tony Pellicer
 WRS Manager: Todd Nowland
 Date: January 31, 2003
 Total Cost: \$21,636.00

Subtask 6 AST Retrofit/Install Oversight
 Subtask 7 Subcontracted AST Install
 (See attached)
 Subtask 8 Emergency AST Line Retrofit/Testing
 Oversight and coordination

Labor Rate	Personnel Category	6	7	8	9	10
\$125.00	Vice President/Principial	0	0	0	0	0
\$110.00	Project Director, P.E.	0	0	0	0	0
\$95.00	Senior Geologist, P.G.	0	0	0	0	0
\$68.00	Project Hydro/Scientist	0	0	0	0	0
\$60.00	Hydrogeologist	0	0	0	0	0
\$75.00	Project Manager	8	0	24	0	0
\$65.00	Const. Supervisor	32	0	4	0	0
\$55.00	Senior Technician	0	0	0	0	0
\$55.00	CADD Operator	0	0	0	0	0
\$45.00	Clerical	0	0	0	0	0
TOTAL HOURS		40	0	28	0	0
1) Labor Cost		2,680.00	0.00	2,060.00	0.00	0.00
2) Project Management (line 1)		0.00	0.00	0.00	0.00	0.00
3) Indirect, Overhead, G&A, Fee (lines 1 & 2)		0.00	0.00	0.00	0.00	0.00
4) Total Labor Cost		<u>2,680.00</u>	<u>0.00</u>	<u>2,060.00</u>	<u>0.00</u>	<u>0.00</u>
5) Equipment Rental		0.00	0.00	0.00	0.00	0.00
6) Per Diem		0.00	0.00	0.00	0.00	0.00
7) Other Direct Costs (lines 1 & 2)		0.00	0.00	0.00	0.00	0.00
8) Mileage		<u>72.50</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
9) CONTRACTOR SUBTOTAL		<u>2,752.50</u>	<u>0.00</u>	<u>2,060.00</u>	<u>0.00</u>	<u>0.00</u>
10) Laboratory Analysis		0.00	0.00	0.00	0.00	0.00
11) Drilling Subcontractors		0.00	0.00	0.00	0.00	0.00
12) Const. Subcontractor		0.00	0.00	0.00	0.00	0.00
13) Other Subcontractors(FCC)		0.00	12,450.00	0.00	0.00	0.00
14) Sub Handling Fee (lines 10 -13)		0.00	1,245.00	0.00	0.00	0.00
15) Equipment Purchase		0.00	0.00	0.00	0.00	0.00
16) Equip Purchase Fee		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
17) SUBCONTRACTOR SUBTOTAL		0.00	13,695.00	0.00	0.00	0.00
18) TOTAL PRICE (less retainage)		2,752.50	13,695.00	2,060.00	0.00	0.00
19) RETAINAGE		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
20) TOTAL PRICE (including retainage)		<u>2,752.50</u>	<u>13,695.00</u>	<u>2,060.00</u>	<u>0.00</u>	<u>0.00</u>