

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

Blue Sheet No. 20030354

**1. REQUESTED MOTION:**

**ACTION REQUESTED:**

Approve Change Order No. 1 to Contract No. 1983 for CN-01-16, BONITA BEACH ROAD SIX LANING FROM I-75 TO IMPERIAL STREET, in the amount of \$108,980.76, for a total contract amount of \$1,133,907.47.

**WHY ACTION IS NECESSARY:** Pursuant to the Lee County Contracts Manual, approved by the Board on September 25, 2001, Change Orders over \$50,000.00 require Board approval.

**WHAT ACTION ACCOMPLISHES:** Provides for additional services for Bonita Beach Road Six Laning from I-75 to Imperial Street.

**2. DEPARTMENTAL CATEGORY:**

09 Transportation

COMMISSION DISTRICT #:

**C9A**

**3. MEETING DATE:**

**04-15-2003**

**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 Transportation
- C. DIVISION \_\_\_\_\_
- BY: Scott Gilbertson, Dept. Dir.

**7. BACKGROUND:**

On January 22, 2002, the Board awarded an Professional Services Agreement to Pitman-Hartenstein & Associates Inc., for CN-01-16 BONITA BEACH ROAD SIX LANING FROM I-75 TO IMPERIAL STREET, in the amount of \$1,024,926.71.

At this time, the Department of Transportation is requesting Board approval of Change Order No. 1 in the amount of \$108,980.76, which will increase the total contract with Pitman-Hartenstein & Associates Inc., to \$1,133,907.47.

Funds will be made available in account #20404418808506510

Attachment: Two (2) Original Change Orders for Execution.

**8. MANAGEMENT RECOMMENDATIONS:**

**9. RECOMMENDED APPROVAL:**

A Department Director	B Purchasing of Contracts	C Human Resources	D Other	E County Attorney	F Budget Services				G County Manager
					OA	OM	Risk	GC	
<i>[Signature]</i> 3/28/03	<i>[Signature]</i> 3/25	N/A	<i>[Signature]</i> 3/31/03	<i>[Signature]</i> 4/1/03	<i>[Signature]</i> 4-1-03	<i>[Signature]</i> 4/1/03	<i>[Signature]</i> 4/1/03	<i>[Signature]</i> 4/1/03	<i>[Signature]</i> 3.31.03

**10. COMMISSION ACTION:**

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

Rec. by CoAtty  
Date: 3/31/03  
Time: 3:00  
Forwarded to:  
4-1-03 Cty Admin

RECEIVED BY  
COUNTY ATTORNEY  
4-1-03  
9:20  
TO:  
4/2-500

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: Bonita Beach Road Six Laning from I-75 to Imperial Street

CONSULTANT: Pitman-Hartenstein & Assoc., Inc.

PROJECT NO.: 4044

SOLICIT NO.: CN-01-16 CN NO.: 1983

ACCOUNT NO. \_\_\_\_\_

REQUESTED BY: DOT

DATE OF REQUEST: 2/26/03

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: 2/26/03

EXHIBIT "CO/STA -B": COMPENSATION & METHOD OF PAYMENT: DATED: 2/26/03

EXHIBIT "CO/STA -C": TIME AND SCHEDULE OF PERFORMANCE: DATED: 2/26/03

EXHIBIT "CO/STA -D": CONSULTANT'S/PROVIDERS ASSOCIATED  
SUB-CONSULTANT(S)/SUB-CONTRACTORS: DATED: 2/26/03

EXHIBIT "CO/STA -E": PROJECT GUIDELINES AND CRITERIA: DATED: 2/26/03

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

RECOMMEND:

By: [Signature] 3/12/03  
Department Director Date

By: [Signature] 3/14/03  
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  
Alan Hartenstein  
Executive Vice President  
Date Accepted: \_\_\_\_\_

Corporate Seal

APPROVED:

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: \_\_\_\_\_

CMO:029

09/25/01

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

EXHIBIT "CO/STA-A"

Date: 2/26/03

SCOPE OF PROFESSIONAL SERVICES

for **Bonita Beach Road Six Laning from I-75 to Imperial Street - C.O. #1**

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:

**Refer to the Exhibit "E" for changes to original Scope of Services.**

\* Attach additional pages, if needed

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

EXHIBIT "CO/STA-B"

Date: 2/26/03

COMPENSATION AND METHOD OF PAYMENT

for **Bonita Beach Road Six Laning from I-75 to Imperial Street - C.O. #1**

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 "CO/STA-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.	Public Involvement Program	\$ 0	NTE	W.I.P.P.
2.	Engineering and Land Surveys	\$ 13,421.67	NTE	W.I.P.P.
2.02	Potholing	\$ 0	NTE	W.I.P.P.
3.	Geotechnical Services	\$ 3,416.00	NTE	W.I.P.P.
4.	Environ. Inventory/Impact Summary	\$ 0	NTE	W.I.P.P.
5.	Traffic Data	\$ 15,476.00	NTE	W.I.P.P.
6.	Roadway Plans	\$ 26,184.00	NTE	W.I.P.P.
6.	Bridge Plans	\$ 0	NTE	W.I.P.P.
7.	Utility Adjustment Plans	\$ 4,300.00	NTE	W.I.P.P.
8.	Right-of-way Plans	\$ 0	NTE	W.I.P.P.
9.	Signalization	\$ 0	NTE	W.I.P.P.
9.	Street Lighting Plans	\$ 0	NTE	W.I.P.P.
9.04	Downs Signal	\$ 13,566.00	NTE	W.I.P.P.
9.05	Quinn Signal	\$ 13,566.00	NTE	W.I.P.P.
10.	Signing & Pav't Marking Plans	\$ 5,740.00	NTE	W.I.P.P.
11.	Permits	\$ 0	NTE	W.I.P.P.
12.	Final Bidding/Contract Documents	\$ 0	NTE	W.I.P.P.
13.	Advisory Services During Bidding	\$ 0	NTE	W.I.P.P.
14.	Const. Contract Admin/Inspection Srvc	\$ 0	NTE	W.I.P.P.
15.	Misc. Services - Landscape	- \$28969.91	NTE	W.I.P.P.
15.1	Landscape CD	\$ 40,981.00	NTE	W.I.P.P.
16.	Watershed Studies for Secondary Sys.	\$ 0	NTE	W.I.P.P.
	Expenses	\$ 1300.00	LS	W.I.P.P.
TOTAL (Unless list is continued on next page)		\$108,980.76	NTE	

CHANGE ORDER AGREEMENT No. 1

or

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 Change Order Nos. _____	Adjustment(s) due to this CO or STA	Summary of Changed Compensation
<b>Bonita Beach Road Six Laning from I-75 to Imperial Street</b>					
1.	Public Involvement Program	\$ 50,937.80	\$ 0	\$ 0	\$50,937.80
2.	Engineering and Land Surveys	\$ 168,795.60	\$ 0	\$ 13,421.67	\$182,217.27
2.02	Potholing	\$ 15,444.00	\$ 0	\$ 0	\$15,444.00
3.	Geotechnical Services	\$ 22,196.50	\$ 0	\$ 3,416.00	\$25,612.50
4.	Environ. Inventory/Impact Summary	\$ 11,994.00	\$ 0	\$ 0	\$11,994.00
5.	Traffic Data	\$ 56,951.69	\$ 0	\$ 15,476.00	\$72,427.69
6.	Roadway Plans	\$ 245,933.00	\$ 0	\$ 26,184.00	\$272,117.00
6.	Bridge Plans	\$ 39,060.00	\$ 0	\$ 0	\$39,060.00
7.	Utility Adjustment Plans	\$ 37,354.88	\$ 0	\$ 4,300.00	\$41,654.88
8.	Right-of-way Plans	\$ 78,199.38	\$ 0	\$ 0	\$78,199.38
9.	Signalization	\$ 91,400.20	\$ 0	\$ 0	\$91,400.20
9.	Street Lighting Plans	\$ 35,857.00	\$ 0	\$ 0	\$35,857.00
<b>9.04</b>	<b>Downs Signal</b>	<b>N/A</b>	\$ 0	\$ 13,566.00	\$13,566.00
<b>9.05</b>	<b>Quinn Signal</b>	<b>N/A</b>	\$ 0	\$ 13,566.00	\$13,566.00
10.	Signing & Pav't Marking Plans	\$ 20,268.18	\$ 0	\$ 5,740.00	\$26,008.18
11.	Permits	\$ 35,006.00	\$ 0	\$ 0	\$35,006.00
12.	Final Bidding/Contract Documents	\$ 48,789.24	\$ 0	\$ 0	\$48,789.24
13.	Advisory Services During Bidding	\$ 12,017.24	\$ 0	\$ 0	\$12,017.24
14.	Const. Contract Admin/Inspection Svcs.	\$ 0	\$ 0	\$ 0	\$0.00
15.	Misc. Services - Landscape	\$ 33,490.00	\$ 0	-\$ 28,969.91	\$4,520.09
<b>15.1</b>	<b>Landscape CD</b>	<b>N/A</b>	\$ 0	\$ 40,981.00	\$40,981.00
16.	Watershed Studies for Secondary Sys.	\$ 16,232.00	\$ 0	\$ 0	\$16,232.00
	Expenses	\$ 5,000.00	\$ 0	\$ 1,300.00	\$6,300.00
<b>TOTAL</b>		<b>\$1,024,926.71</b>	<b>\$0.00</b>	<b>\$108,980.76</b>	<b>\$1,133,907.47</b>

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

EXHIBIT "CO/STA-C"

Date: 2/26/03

TIME AND SCHEDULE OF PERFORMANCE

for **Bonita Beach Road Six Laning from I-75 to Imperial Street - C.O. #1**

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 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
2.	Engineering and Land Surveys	60	60
3.	Geotechnical Services	60	60
5.	Traffic Data	120	120
6.	Roadway Plans	90	120
7.	Utility Adjustment Plans	90	120
9.04	Downs Signal	60	120
9.05	Quinn Signal	60	120
10.	Signing & Pav't Marking Plans	60	120
15.1	Landscape CD	120	150

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

EXHIBIT "CO/STA-C"

Date: 2/26/03

TIME AND SCHEDULE OF PERFORMANCE

for Bonita Beach Road Six Lining from I-75 to Imperial Street - C.O. #1

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
1.	Public Involvement Program	N/A	N/A
2.	Engineering and Land Surveys	60	500
2.02	Potholing	N/A	500
3.	Geotechnical Services	60	500
4.	Environ. Inventory/Impact Summary	N/A	N/A
5.	Traffic Data	120	485
6.	Roadway Plans	90	500
6.	Bridge Plans	N/A	500
7.	Utility Adjustment Plans	90	500
8.	Right-of-way Plans	N/A	500
9.	Signalization	N/A	500
9.	Street Lighting Plans	N/A	500
<b>9.04</b>	<b>Downs Signal</b>	60	500
<b>9.05</b>	<b>Quinn Signal</b>	60	500
10.	Signing & Pav't Marking Plans	60	500
11.	Permits	N/A	530
12.	Final Bidding/Contract Documents	N/A	530
13.	Advisory Services During Bidding	N/A	560
14.	Const. Contract Admin/Inspection Svcs.	N/A	N/A
15.	Misc. Services - Landscape	N/A	N/A
<b>15.1</b>	<b>Landscape CD</b>	120	500
16.	Watershed Studies for Secondary Sys.	N/A	N/A

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

EXHIBIT "CO/STA-D"

Date: 2/26/03

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

for **Bonita Beach Road Six Laning from I-75 to Imperial Street - C.O. #1**

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 work "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
Limited Phase II Environmental Site Assessment	<b>Ardaman &amp; Associates, Inc. 9970 Bavaria Road Fort Myers Florida 33913</b>		X			X
Surveying Services	<b>AIM Engineering &amp; Surveying, Inc. 5300 Lee Blvd. Lehigh Acres, Florida 33971</b>		X			X
Traffic & Signalization Services	<b>Tindale-Oliver &amp; Associates 1000 N. Ashley Drive, Suite 100 Tampa, Florida 33602</b>		X			X
Landscaping Services	<b>Outside Productions, Inc. 25241 Elementary Way, Suite 103 Bonita Springs, Florida 34135</b>		X			X



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

EXHIBIT "CO/STA-E"

Date: 2/26/03

PROJECT GUIDELINES AND CRITERIA

for **Bonita Beach Road Six Laning from I-75 to Imperial Street - C.O. #1**

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

- Task 2.** Provide additional survey for updating design survey due to new development in area. Also includes supplemental survey along Old U.S. 41 for new turn lanes. Also includes survey for additional land that that County has purchased for detention pond.
- Task 3.** Provide the Phase II Environmental Site Assessment services in order to confirm the potential for contaminated soils.
- Task 5.** Provide traffic engineering services for the possible inclusion of signals into the project at Downs and/or Quinn. Staff coordination, public involvement, traffic volume analysis, documentation, and recommendations are to be provided.
- Tasks 6 & 7.** Provide plan revisions requested to adjust the project alignment at the Imperial Street intersection. Pond and drainage revisions are included along with additional utility coordination.
- Task 9.04** Provide a signal design at the Downs intersection when and if specifically authorized by the Staff under separate notification.
- Task 9.05** Provide a signal design at the Quinn intersection when and if specifically authorized by the Staff under separate notification.
- Task 10.** Provide revised signing and marking plans for the changes in alignment noted in Tasks 6 & 7 and for the signal additions in Task 9.04 and 9.05.
- Task 15.1** Provide landscaping design plans for the project per the original scope once the concepts were approved. The design scope of services is provided as Exhibit AA.

## EXHIBIT AA

### LANDSCAPING SCOPE OF SERVICES

The Consultant will apply the following scope of services and tasks to approximately 4.15 miles of roadway along Bonita Beach Road from Mango St. to I-75.

#### Task #1 - Base Plan Preparation

1.1 Consultant will create new or use existing computer files if available for the base plans on this project. The computer files will be in a format acceptable to Lee County Department of Transportation (DOT), and will become the property of DOT for its use on future projects upon completion. The base plans shall be prepared in a manner that can be plotted or reproduce at a scale acceptable to DOT. The base plans shall include the following roadway functions: roadway geometry, centerline survey with 100' station marks and numbers, curbing and type, edge of pavement, berms, sidewalks/bikepaths, signs, pole locations for signals and lighting, equipment boxes, retention/detention ponds, utilities, right-of-way lines, clear zones, design and posted speeds, grading, existing plant material, and all other pertinent elements.

#### Task # 2 - Site Investigation

2.1 Consultant will review all base map information and the project site. The base plans shall be revised to include any changes from the base map information to existing visible on-site conditions.

2.2 Consultant will review the entire project site, and perform an analysis of the existing site features, adjacent land uses, and potential water and power sources. The median openings and roadway intersections shall be considered for sight distance and visibility conflicts with both vehicles and pedestrians during planting design. The analysis shall also include recommendations that may be valuable in reducing maintenance and safety concerns for maintenance workers.

2.3 Consultant will review and adhere to design guidelines pertinent to this specific project and segment of roadway. This shall include the latest edition of the following: LeeScape, Lee County Roadway Landscape Master Plan; Florida Highway Landscape Guide, and Manual of Minimum Standards for Design, Construction, and Maintenance for Streets and Highways by Florida Department of Transportation (FDOT). This may also include Roadway and Traffic Design Standards, and Plan Preparation Manual by FDOT; and A Policy on Geometric Design of Highways and Streets, American Association of State Highway and Transportation Officials (AASHTO).

#### Task # 3 - Conceptual Design (30%)

3.1 Consultant will prepare two design concepts that will illustrate two different types of roadway segments (if applicable). One segment should be an intersection and the other a typical linear section of the roadway. Each design concept will indicate a recommended core level plant palette, plant spacing, and plant group spacing, that is suitable for its location, climate, maintenance, and budget considerations. Each of the design concepts should also include the recommendations generated from the site analysis performed in task 2.2.

3.2 Three sets of the two design concepts and an outline of the anticipated drawing package, proposed scale and sheet layouts will be submitted to staff for review in both 11"X17" and 24"X36" format.

3.3 Consultant will meet with (DOT) staff to review the concepts and resolve questions.

#### Task #4 - Design Development (60%)

- 4.1 Consultant will prepare design development drawings (60%) based upon project budget and comments from staff.
- 4.2 Design concepts and plant material selections will be refined to indicate the actual placement and species of plants and other design elements. Plant sizes will be consistent with Grades and Standards of Nursery Plants. The planting plans shall be prepared in a manner that provides clear visibility of pedestrians and motorists using the corridor.
- 4.3 Consultant will prepare an estimate of irrigation demand, and suggested water sources. This will include a feasibility study of available water resources suitable for irrigating the proposed plant material. The study will include wells, canals, ponds, re-use, potable water, and other available water resources. The study will evaluate the availability of electrical power sources, applicable hydraulics, suitability of water quality for proposed plant material, and cost feasibility of each resource. The study shall conclude with a recommendation of the most practical method of implementation, including both installation and operating costs over a three year time period following plant installation.
- 4.4 Consultant will prepare an Opinion of Probable Costs based upon the 60% Design Development drawing package. The Opinion of Costs will include maintenance of the site from the notice-to-proceed date until one year after the substantial completion date (in Operations construction contracts we have modified the contract definitions, where the landscape and irrigation installation is completed at substantial completion, and one year later at the end of the one year maintenance period we have final inspection). The estimate will also include mowing the medians and/or roadsides, if planted during project construction.
- 4.5 Consultant shall submit to the Project Manager for review three (3) full size (24"x36") sets of drawings, and three (3) 11"x17" sets. All sets shall be plotted to scale. Consultant will also submit an Opinion of Probable Cost based upon 60% design development drawings. The 60% plan sets will be distributed by the Project Manager to DOT Operations and Traffic Divisions for review comments. DOT Operations will distribute a set of plans in the upcoming months agenda package, to the members of the Lee County Roadway Landscape Advisory Committee (RLAC) for their review.
- 4.6 Consultant will present the 60% Design Development Plans to the RLAC at their regular monthly meeting and record pertinent comments. The presentation displays should show all proposed planting and amenity design elements along the entire roadway corridor. (The RLAC normally meets the first Tuesday of each month at 6:00 p.m. in the CD/PW 3rd floor large conference room.) If the RLAC approves the plans at this meeting, the Consultant shall skip task 4.7 and proceed to task #4.8.
- 4.7 If the RLAC votes to send the plans to a Task Force Subcommittee for further review, the Consultant shall meet once with the subcommittee and review and resolve all conflicts, and record pertinent comments. The task force subcommittee will then make a recommendation to the full RLAC at their next regular meeting (if requested by the subcommittee, another presentation to the full RLAC by the Consultant will be necessary before approval).
- 4.8 After the RLAC approves the 60% plans, the Consultant shall meet with staff to discuss their project review comments on the plans. Staff and the Consultant shall then work to resolve all outstanding issues.
- 4.9 Consultant shall then prepare (60%) irrigation plans for the proposed plantings. The irrigation plans shall show water and electrical sources and connections, layout and sizing of piping, sleeves and irrigation heads, valves, and controllers. Irrigation system design shall provide head-to-head coverage for spray heads and rotor zones. Pop-up spray heads shall be 12", placed 18" from the edge of pavement. The system shall be designed in a manner that will avoid wetting the adjacent pavement. Bubblers, spray heads, and rotors should be designed to run on separate zones.
- 4.10 Consultant shall prepare a cover letter acceptable to DOT, to mail with an 11"x17" plan set to all utility companies with services within the project limits. The letter will request a plan review by the utility company, and a return letter indicating that the utility company does not take exception to the

proposed improvements. Copies of all cover letters sent, and responses received by the Consultant, will be provided to the DOT Project Manager. The Consultant and Project Manager will discuss a solution to all known conflicts indicated by the utility companies, and the Consultant will modify the plans accordingly.

4.11 The Consultant will submit applications and obtain permits necessary for construction on DOT's behalf. This may include permits such as SFWMD Water Use Permit and FDOT General Use Permit.

#### Task #5 - Construction Documents (90%)

5.1 Based upon staff approval of 60% Design Development Drawings and Opinion of Cost, Consultant will prepare Construction Documents (90%). Construction documents shall include adjustments for staff and utility company conflicts, and the following:

- a. Cover sheet: with project name and limits, location map, and sheet index.
- b. Planting Plans: showing plant placements, sizes, and species of plants. Cross sections will be included, as required, to explain placement and clearances.
- c. Irrigation Plans: showing water and electrical sources and connections, layout and sizing of piping, sleeves sizes and directional bores, irrigation bubblers, heads, valves, quick couplers, well/pump stations, and all other components such as fencing, pressure tanks, electrical panels and controllers.
- d. Standard specifications and technical details from LeeScape will be provided by DOT. Consultant shall prepare all non-standard details and technical specifications. The non-standard specifications will be prepared by the Consultant and inserted into the standard specifications in a format acceptable to the DOT Project Manager.

5.2 Consultant shall submit to the Project Manager for review three (3) full size (24"x36") sets of drawings, and three (3) 11"x17" sets. All sets shall be plotted to scale. Consultant will also submit an Opinion of Probable Cost based upon 90% Construction Documents. The 90 % plan sets will be distributed by the Project Manager to DOT Operations and Traffic Divisions for review comments.

5.3 Consultant shall meet with staff to discuss their 90% project review comments. Staff and the Consultant shall then work to resolve all outstanding issues.

#### Task # 6 - Construction Documents (100%)

6.1 Based upon 90% review comments, Consultant will prepare final Construction Documents (100%) consisting of the following:

- a. Complete cover sheet.
- b. Complete planting plans, details, and specifications.
- c. Complete irrigation plans, details and specifications.
- d. Complete Bid Schedule in a format acceptable to Lee County Contracts and DOT. The bid schedule shall include the scientific name of all plants, sizes, names, quantities and units of all landscape, irrigation, maintenance, and other items pertinent to the project. All alternate bid items shall also be included, such as mowing the median and roadsides as separate alternate line items. DOT can furnish a sample bid schedule for the Consultants use.

6.2 Consultant will provide final construction drawings to scale on mylars. Consultant shall furnish a disk of the computer files for the final project drawings to the Project Manager in the approved format. A disk of the bid schedule and all specifications shall also be submitted in a format acceptable to the DOT Project Manager.

#### Task #7 - Bidding Assistance

7.1 Consultant will attend one pre-bid conference at Lee County Offices.

7.2 After the pre-bid meeting, the Consultant will meet with staff and discuss the questions from the meeting. The Consultant will prepare an addendum after this meeting and send it to the Project Manager by 5:00 p.m. the following business day. The Consultant will answer all applicable addendum questions, and consult with the Project Manager on appropriate language. The Consultant will be responsible for preparing all addendums, and furnishing them to the Project Manager by 5:00 p.m. on the next business day following receipt of the questions.

#### Task # 8 - Construction Assistance

8.1 Consultant will attend one pre-construction conference at Lee County Offices.

8.2 If requested, the Consultant will visit the project site to observe construction progress and compliance with the contract documents as follows:

a. Project beginning: to review proposed planting and irrigation equipment locations and resolve conflicts.

b. Midway through installation: to review construction progress, quality of materials, workmanship, and compliance with construction documents.

c. At substantial completion: To review compliance with construction documents, construction installation, quality of materials and workmanship, performance of irrigation system, and prepare punch list items.

All discrepancies with the contract documents and punch list items, will be noted by the Consultant and sent to the Project Manager within 3 days of each site visit.

#### Task #9 – Reimbursables

9.1 Reimbursable expenses such as prints, messenger, courier, disks, special mail services, photography, etc.