

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

**Blue Sheet No. 20031462**

**1. REQUESTED MOTION:**

**ACTION REQUESTED:** Approve Supplemental Task Authorization No.1 to Contract #2483, to Barraco and Associates Inc., under CN-03-07 Miscellaneous Professional Services – Williams Road Sidewalk (Three Oaks Pkwy to Halfway Creek) in the amount of \$86,920.00.

**WHY ACTION IS NECESSARY:** Board approval is required.

**WHAT ACTION ACCOMPLISHES:** Will provide a consultant already on contract for the design of the Williams Road Sidewalk.

**2. DEPARTMENTAL CATEGORY:**

2. Transportation

**09C**

**COMMISSION DISTRICT #:**

**3. MEETING DATE:**

**12-16-2003**

**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, Director

**7. 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: Agnoli, Barber & Brundage Inc.; AIM Engineering & Surveying Inc.; Avalon Engineering Inc.; Barraco and Associates Inc.; Bean, Whitaker, Lutz & Kareh Inc.; Boyle Engineering Corporation; Cella & Associates, Inc.; Consul-Tech Development Services, Inc.; David Douglas Associates Inc.; Hardesty & Hanover, LLP; Hole Montes Inc.; Ink Engineering; Johnson Engineering Inc.; Kisinger Campo & Associates, Inc.; Pitman-Hartenstein & Associates, Inc.; Post, Buckley Schuh & Jernigan, Inc.; TKW Consulting Engineers; and WilsonMiller Inc., for a contract period of two (2) years with the option of renewal for one (1) additional year.

This supplemental Task Authorizations (STA) No.1 provides for the design services under CN-03-07 Miscellaneous Professional Services – Williams Road Sidewalk, in the amount of \$86, 920.00.

Funds will be available from account string: 20600218804.506540

Attachment: Supplemental Task Authorization #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				G County Manager
					OA	OM	Risk	GC	
<i>12/4/03</i> <i>[Signature]</i>	<i>[Signature]</i>	N/A	<i>PAO</i> <i>12/11/03</i> <i>[Signature]</i>	<i>[Signature]</i> <i>[Signature]</i>	<i>[Signature]</i> <i>12-4-03</i>	<i>[Signature]</i> <i>12/6/03</i>	<i>[Signature]</i> <i>12/4/03</i>	<i>[Signature]</i> <i>12-4-03</i>	<i>[Signature]</i> <i>12.4.03</i>

**10. COMMISSION ACTION:**

- APPROVED
- DENIED
- DEFERRED
- OTHER

Rec. by CoAtty  
Date: *12/4/03*  
Time: *2:30*  
Forwarded to:  
*Budget*  
*12/4/03 3:00*

RECEIVED BY  
COUNTY ADMIN:  
*12/4/03*  
*3:05 pm 547*  
COUNTY ADMIN  
FORWARDED TO:  
*[Signature]*

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: Misc. Prof. Serv.  
Williams Road Sidewalk (Three Oaks Parkway to Halfway Creek)

CONSULTANT: Barraco and Associates, Inc. PROJECT NO.: 206002-18804.S06540

SOLICIT NO.: CN-03-07 CONTRACT NO.: 2483 ACCOUNT NO.: 206002-18804.S06540

REQUESTED BY: Don DeBerry DATE OF REQUEST: \_\_\_\_\_

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: November 11, 2003
- EXHIBIT "CO/STA-B: COMPENSATION & METHOD OF PAYMENT: DATED: November 11, 2003
- EXHIBIT "CO/STA-C: TIME AND SCHEDULE OF PERFORMANCE: DATED: November 11, 2003
- EXHIBIT "CO/STA-D: CONSULTANT'S/PROVIDERS ASSOCIATED SUB-CONSULTANT(S)/SUB-CONTRACTORS: DATED: November 11, 2003
- EXHIBIT "CO/STA-E: PROJECT GUIDELINES AND CRITERIA: DATED: November 11, 2003

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

ACCEPTED:  
By: [Signature]  
Consultant/Provider  
(Print Name) Carl A. Barraco, P.E.

COUNTY APPROVAL:  
By: \_\_\_\_\_  
Department Director  
(Print Name) \_\_\_\_\_  
(Under \$25,000)

By: [Signature] 12/3/03  
Contracts Mgmt Date

Date Accepted: 11-12-03  
Corporate Seal

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.

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

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

or

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

EXHIBIT "CO/STA-A"

Date: November 11, 2003

SCOPE OF PROFESSIONAL SERVICES

for Williams Road Sidewalk (Three Oaks Parkway to Halfway Creek)

(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:

Task 1: Team meetings: Coordinate and attend meetings with County staff, Florida Department of Transportation, South Florida Water Management District, Seminole Gulf Railroad for design and permitting of the project.

Task 2: Surveying services: Locate existing improvements and obtain topographical information necessary to design the proposed sidewalk.

Task 3: Construction Plans: Prepare construction plans for sidewalk construction from Three Oaks Parkway to Halfway Creek including pedestrian crossings and traffic signal modifications at the U.S. 41/Williams Road intersection and Seminole Gulf Railroad Crossing.

Task 4: Permitting services: File necessary permit applications with the South Florida Water Management District, Seminole Gulf Railroad, Florida Department of Transportation and Lee County Department of Community Services.

Task 5: Service During Construction: Provide construction observation services to determine in general that construction is in compliance with the project specifications/permits.

\*Attach additional pages, if needed.

CHANGE ORDER AGREEMENT No.  
or  
 SUPPLEMENTAL TASK AUTHORIZATION No.

EXHIBIT "CO/STA-B"

Date: November 11, 2003

COMPENSATION AND METHOD OF PAYMENT

for Williams Road Sidewalk (Three Oaks Parkway to Halfway Creek)

(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	Team meetings	\$5,270.00	NTE	
2	Surveying services	\$10,680.00	NTE	
3	Construction Plans	\$28,590.00	NTE	
4	Permitting services	\$25,580.00	NTE	
5	Services During Construction	\$16,800.00	NTE	
<b>TOTAL</b>		<b>\$86,920.00</b>	<b>NTE</b>	

(Unless list is continued on next page)







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

EXHIBIT "CO/STA-D"

Date: November 11, 2003

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

for Williams Road Sidewalk (Three Oaks Parkway to Halfway Creek)

(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
Traffic signal modifications	Metro Transportation Group, Inc.		X		X	



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

or

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

EXHIBIT "CO/STA-E"

Date: November 11, 2003

PROJECT GUIDELINES AND CRITERIA

for Williams Road Sidewalk (Three Oaks Parkway to Halfway Creek)

(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