

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

Blue Sheet No. 20040940

**1. REQUESTED MOTION:**

**ACTION REQUESTED:** Approve Supplemental Task Authorization (STA) No. 7 to Hole Montes Inc. for CN-00-04 MISCELLANEOUS CIVIL ENGINEERING DESIGN AND/OR INSPECTION SERVICES (Contract No. 1461) for Imperial Street Improvements four laning Bonita Beach Road to East Terry Street in the amount of \$165,900.00.

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

**WHAT ACTION ACCOMPLISHES:** The Consultant shall complete additional work for the project known as Imperial Street four laning from Bonita Beach Road to East Terry Street.

**2. DEPARTMENTAL CATEGORY:**

09 Transportation  
 COMMISSION DISTRICT #:

*C9B*

**3. MEETING DATE:**

*08-10-2004*

**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 October 30, 2001, the Board approved Supplemental Task Authorization (STA) No. 2 in the amount of \$377,488.00, for engineering and design services for Imperial Street from Bonita Beach Road to East Terry Street. Then on March 4, 2002, Supplemental Task Authorization (STA) No. 3 was approved for additional services in the amount of \$7,100.00 with STA #4 being approved for additional work in the amount of \$150,691.00.

The Department of Transportation is requesting the Board approve Supplemental Task Authorization (STA) No. 7 to Hole Montes Inc. under CN-00-04 MISCELLANEOUS CIVIL ENGINEERING DESIGN AND/OR INSPECTION SERVICES, for the purpose of providing for changes and additional services for the Imperial Street four laning from Bonita Beach Road to East Terry Street, in the amount of \$165,900.00, for a total of \$913,611.00 for this project.

Funds will be available from account string: 20406018808.506510

Attachments: Two (2) Supplemental Task Authorization Forms from Hole Montes 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>J. Jander</i> 7-22-04	<i>[Signature]</i>	N/A	<i>SAD</i> <i>7/22/04</i> <i>7/27/04</i>	<i>[Signature]</i> <i>7/28/04</i>	<i>OA</i> <i>7/28/04</i>	<i>OM</i> <i>7/28/04</i>	<i>Risk</i> <i>7/28/04</i>	<i>GC</i> <i>7/28/04</i>	<i>J. Jander</i> 7-22-04

**10. COMMISSION ACTION:**

- APPROVED
- DENIED
- DEFERRED
- OTHER

Rec. by CoAtty  
 Date: *7/27/04*  
 Time: *2:15 PM*  
 Forwarded To:  
*Budget*  
*7/28/04 8:30 AM*

RECEIVED BY  
 COUNTY ADMIN: *[Signature]*  
*7/28/04*  
*9:35 am SLT*  
 COUNTY ADMIN  
 FORWARDED TO: *[Signature]*  
*7-27-04*  
*8:30 AM*

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

Change Order  
 Supplemental Task Authorization

NO.: 7

(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 CIVIL ENGINEERING AND/OR INSPECTION SERVICES CN-00-04 IMPERIAL STREET IMPROVEMENTS FOUR LANING BONITA BEACH ROAD TO EAST TERRY STREET.

CONSULTANT: Hole Montes, Inc. PROJECT NO.: 4060

SOLICIT NO.: CN-00-04 CONTRACT NO.: 1461 ACCOUNT NO.: \_\_\_\_\_

REQUESTED BY: Department of Transportation DATE OF REQUEST: 03/02/04

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: 03/02/04  
EXHIBIT "CO/STA-B: COMPENSATION & METHOD OF PAYMENT: DATED 03/02/04  
EXHIBIT "CO/STA-C: TIME AND SCHEDULE OF PERFORMANCE: DATED 03/02/04  
EXHIBIT "CO/STA-D: CONSULTANT'S/PROVIDERS ASSOCIATED SUB-CONSULTANT(S)/SUB-CONTRACTORS: DATED 03/02/04  
EXHIBIT "CO/STA-E: PROJECT GUIDELINES AND CRITERIA: DATED 03/02/04

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

RECOMMENDED:  
By: [Signature] 7/27/04  
Department Director Date  
By: [Signature] 7/18/04  
Contracts Mgmt Date

ACCEPTED  
By: [Signature]  
Consultant/Provider  
Robert L. Murray  
Date Accepted: 6/9/04

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

APPROVED:  
By: \_\_\_\_\_

\*County Attorney's Office Date  
\*County Attorney signature needed for **over** Board level expenditures only.

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. 7

EXHIBIT "CO/STA-A"

Date: 03/02/04

SCOPE OF PROFESSIONAL SERVICES

For MISCELLANEOUS CIVIL ENGINEERING AND/OR INSPECTION SERVICES CN-00-04  
IMPERIAL STREET IMPROVEMENTS FOUR LANING BONITA BEACH ROAD TO EAST  
TERRY STREET

(ENTER Project Name form 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, change 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.

This Supplemental Task Authorization (STA) No. 7 provides changes and supplemental services under "CN-00-04 Miscellaneous Civil Engineering and/or Inspection Services". STA No. 4 changes and supplements the following task authorizations under "CN-00-04 Miscellaneous Civil Engineering and /or Inspection Services": STA No. 6 for Imperial Street Improvements Four Laning Bonita Beach Road To East Terry Street dated October 3, 2002, STA No. 4 for Imperial Street Improvements Four Laning Bonita Beach Road To East Terry Street dated September 13, 2002, STA No. 3 for Imperial Street Improvements Four Laning Bonita Beach Road To East Terry Street dated March 19, 2002, and STA No. 2 for Imperial Street Improvements Four Laning Bonita Beach Road To East Terry Street dated November 5, 2001.

The CONSULTANT shall complete additional work for the Imperial Street Four Laning from Bonita Beach Road to East Terry Street, as follows.

SECTION 2.00 TASKS

Pursuant to the GENERAL SCOPE of the SERVICES stated hereinabove, the PROVIDER shall perform all services and/or work necessary to complete the following task(s) and/or provide the following item(s) which are enumerated to correspond to the task(s) and/or item(s) set forth in EXHIBIT "B", entitled "COMPENSATION AND METHOD OF PAYMENT"

EXHIBIT A

Date March 2, 2004

**REVISED SCOPE OF SERVICES**

**IMPERIAL STREET FOUR LANING (BONITA BEACH ROAD TO EAST TERRY STREET)**

TASK INDEX

- 2.00 Engineering and Land Surveys
- 6.00 Landscape Plans
- 7.00 Roadway and Bridge Plans
- 8.00 Utility Relocation Plans
- 9.00 Right-of-Way Plans
- 10.00 Signalization and Street Lighting Plans
- 11.00 Signing and Pavement Marking Plans
- 13.00 Permits
- 14.00 Final Bidding and Contract Documents
- 15.00 Advisory Services During Bidding
- 16.00 Post-Design Services

**TASK 2.00 - ENGINEERING AND LAND SURVEYS**

This task includes services required to provide necessary roadway and utility survey of Dean Street a distance of 350' from Imperial Street.

Task 2.01 Roadway Survey

The purpose of the roadway survey will be to provide engineering and land surveys necessary to establish the roadway alignments and intersecting streets within the project limits and obtain topography, cross sections, underground utilities, right-of-way, land ties, and required drainage information for existing and proposed drainage systems.

Task 2.03 Underground Utilities

Field locate existing underground utilities, based upon information provided in Task 8.01, only as deemed necessary to identify conflicts or potential conflicts with existing utilities during roadway and drainage construction. Horizontal and vertical location of underground utilities will be obtained prior to completion of Task 7.02. This task includes coordination with various utility companies and assumes that the respective utility shall be responsible for "pot-holing" said underground systems. The horizontal and vertical location of each utility will be documented, based on the "pot-holing" performed by the respective utility company.

## TASK 6.00 – LANDSCAPE PLANS

This task includes services required to provide basic and detailed design of landscaping for the Imperial Street 4-Laning project.

Consultant will use proposed roadway plan files for the base plans on this project. The computer files will be in a format acceptable to Lee County DOT, and will become the property of Lee County DOT for its use on future projects upon completion. The base plans shall be prepared in a manner that can be plotted or reproduced at a scale acceptable to Lee County 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.

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

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.

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 6.02 Basic Landscape Plans (60%)

- a. Consultant will meet with Lee County DOT staff to review the concepts and resolve questions regarding the Conceptual Landscape Plans.
- b. Consultant will prepare Basic Landscape Plans (60%) based upon project budget and comments from staff.
- c. Design concepts and plant material selections will be refined to indicate the actual placement and species of plants and other design elements. Plant sizes and quality will be consistent with Florida 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.
- d. 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.

e. Consultant will prepare an Opinion of Probable Costs based upon the 60% Basic Landscape Plans 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.

f. 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% Basic Landscape Plans. The 60% plan sets will be distributed by the Project Manager to Lee County DOT Operations and Traffic Divisions for review comments. Lee County 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.

g. Consultant will present the 60% Basic Landscape 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 h. and proceed to task I (below).

h. 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).

i. 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.

j. 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.

k. Consultant shall prepare a cover letter acceptable to Lee County 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 Lee County 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.

l. The Consultant will submit applications and obtain permits necessary for construction on Lee County DOT's behalf. This may include permits such as SFWMD Water Use Permit, FDOT General Use Permit, and other irrigation well permits.

Task 6.03 Detailed Landscape Plans (90%)

a. Based upon staff approval of 60% Basic Landscape Plans and Opinion of Cost, Consultant will prepare Detailed Landscape Plans (90%). Construction documents shall include adjustments for staff and utility company conflicts, and the following:

- 1) Cover sheet: with project name and limits, location map, and sheet index.
- 2) Planting Plans: showing plant placements, sizes, and species of plants. Cross sections will be included, as required, to explain placement and clearances.
- 3) 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.
- 4) Standard specifications and technical details from LeeScape will be provided by Lee County 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 Lee County DOT Project Manager.

b. 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 Lee County DOT Operations and Traffic Divisions for review comments.

c. 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 7.00 - ROADWAY AND BRIDGE PLANS

This task includes services required to provide necessary detailed design of Dean Street at the approaches to its intersection with Imperial Street to provide geometric and lane changes for a signalized intersection at Dean Street and Imperial Street, and services required for continued project coordination with LCDOT and other public agencies and groups. Plans for the project are currently beyond the 60% design phase, and it is intended to incorporate these additional design elements into a 90% plan.

Plan development at the respective submittal stages shall conform to the following:

### Task 7.03 Detail Plans (90%)

The CONSULTANT shall submit six (6) sets of plans (11" x 17") along with two (2) sets of draft bid documents including technical specifications to the COUNTY for review. The plan will incorporate significant alignment revisions as directed by COUNTY after public involvement meetings and bridge plans as set forth in Exhibit E. The plans shall be complete construction plans including a plan for construction phasing, drainage structure "isometric" sheets and utility adjustments with the exception that quantity computation booklet and summary of quantities of all items required for the construction of the project will be made a part of the final contract document (Task 14.00). Reports and calculations required to document design decisions reached during the development of plans shall be submitted along with the plans.

The draft bid documents shall be reviewed by the COUNTY'S Department of Transportation, Purchasing Services, Legal Department, and Division of Risk Management for compliance with the County's procurement policies and practices, insurance requirements, and other regulations or requirements.

### Task 7.04 Project/Design Coordination Meetings

The CONSULTANT shall meet with the City of Bonita Springs or other public agencies, neighborhood groups or other private groups as requested by the COUNTY to coordinate the design of the project with affected parties. A maximum of two (2) meetings are anticipated.

## TASK 8.00 - UTILITY RELOCATION PLANS

Work under this task shall include the following:

### Task 8.02 Utility Coordination

The CONSULTANT shall, by certified, return receipt requested mail, send Basic Roadway Plans (60%) to each utility for their review requesting them to return plans showing additions or corrections to existing facilities and their proposed relocations where adjustments are necessary.



Task 8.03 Final Utility Relocation Plans

Upon receipt of plans reviewed and signed off by the Utilities within 90 calendar days after written request is made, any additions and/or corrections will be made to the roadway plans. Utility adjustments provided by the Utilities will be shown in the CONSULTANT'S Detail Plans submittal. If the CONSULTANT receives no response within 60 days of submission to the Utilities, CONSULTANT shall so notify the COUNTY. The COUNTY shall then, by certified, return receipt requested mail notify said Utilities that the future costs of relocation, delays or redesign necessitated by their failure to respond shall be borne solely by them. Copies of such letters shall be given to the CONSULTANT.

TASK 9.00 - RIGHT-OF-WAY MAPS

Plans will be submitted for review as follows:

Task 9.02 Final Right-of-Way Maps

Four (4) sets of prints for final right-of-way plans, signed and sealed, will be provided by the CONSULTANT. Easements for grading outside the right-of-way to conform adjacent property to the proposed construction will be addressed as either necessary for construction, or as desirable for aesthetics. These plans include key maps (1"= 400'), detailed right-of-way maps (1"=40') and a sheet with a listing of takings for right-of-way and required construction and drainage easements. All takes will be quantified in acreage and square feet.

Consultant will also submit one (1) set of full size (24" X 36") mylars for the County's use.

Final right-of-way maps including roadway easements shall be prepared and submitted by the CONSULTANT within sixty (60) calendar days subsequent to the receipt of all necessary Ownership and Encumbrance Reports from the COUNTY.

Task 9.03 Legal Descriptions and Parcel Sketches

- a) Two (2) copies of a legal description and parcel sketch of each parent tract, acquisition parcel and remainder parcel required for right-of-way, mitigation/jurisdictional areas, drainage easement, construction easement or combination thereof shall be provided by the CONSULTANT at an appropriate scale, on 8-1/2" x 14" pages. It is estimated that there are 12 parcels adjacent to the alignment and that 10 parcels will be affected by the project. It is further estimated that partial takes will be required for up to 9 parcels with the

remainder to be whole takes. For fee estimating purposes, it is assumed that 4 legal description and parcel sketches will be required. It is assumed that a legal description and parcel sketch will not be required for whole takes.

Legal descriptions and sketches shall be submitted within thirty (30) calendar days subsequent to County approval of final right-of-way maps. The following fee schedule will be used:

For parcels adjacent to Dean Street: \$570 each

Temporary construction easement agreements will be utilized for construction access outside of right-of-way limits. Completed agreement forms will be provided by the COUNTY with the exception that CONSULTANT will add to the agreement a description of each parcel to be affected. The agreement does not require an accompanying sketch and need not be signed or sealed. For fee estimating purposes, it is assumed that 4 such agreements will be required. The following fee schedule will be used:

For parcels adjacent to Dean Street: \$280 each

- b) Two (2) copies of a boundary survey of each acquisition parcel shall be provided by the CONSULTANT at an appropriate scale, on 11" x 17" pages. It is estimated that there are 10 parcels that will require acquisition due to the project. It is further estimated that partial takes will be required for up to 9 parcels with the remainder to be whole takes. For fee estimating purposes, it is assumed that 4 taking surveys will be required. The following fee schedule will be used:

Parcels adjacent to Dean Street: \$570 each

It is assumed that a taking survey will not be required for whole takes. Taking survey drawings shall be submitted within ninety (90) calendar days subsequent to County approval of final right-of-way maps.

Task 9.04 Right-of-Way Monumentation

- a) Monument and reference final right-of-way lines throughout project according to FDOT procedures.
- b) Assign coordinates to each right-of-way monument based on the state plane coordinate system and record on final right-of-way maps.

TASK 10.00 – SIGNALIZATION AND INTERSECTION LIGHTING PLANS

This task includes services required to provide necessary basic and detailed signal design for

the Dean Street / Imperial Street intersection. Basic signalization and intersection lighting design plan sheets will be provided their individual review prior to detailed plan efforts.

The CONSULTANT shall furnish design services and prepare a complete set of construction plans for the signalization and street lighting of intersections identified by the COUNTY. Plans will be prepared in accordance with the latest standards and criteria of the Florida Department of Transportation and AASHTO's "Guide to Roadway Lighting" and submitted for review as follows:

Task 10.02 - Basic Plans

Four sets of preliminary plans (11"x17") shall be submitted to the COUNTY for review and shall include plan sheets showing poles, signal heads, controllers, loop locations, light poles and luminaires. The submittal shall include intersection design volumes, recommended signal phasing, timing, illumination intensity, and capacity analysis. These plan sheets will be submitted as an excerpt for review.

Task 10.03 - Detail Plans

Four sets of final plans (11"x17") shall be submitted to the COUNTY for review with the Detail Plans (90%) per Task 7.03.

TASK 11.00 - SIGNING AND PAVEMENT MARKING PLANS

This task includes services required to provide necessary detailed signing and pavement marking design of Dean Street at the intersection of Imperial Street, and revisions to progress plans as necessary.

The CONSULTANT shall furnish design services and prepare construction plans (11" x 17") for traffic signs and pavement marking for the entire project. Submittals shall be made with the Detail Plans (90% submittal) per Task 7.03. Final plans shall be submitted with the final roadway plans in accordance with the Florida Department of Transportation Roadway and Traffic Design Standard for review. Four (4) sets of plans (11"x17") shall be provided at each submittal stage.

TASK 13.00 - PERMITS

This task includes services required to provide necessary revisions to permit documents and calculations for additional work to be completed on Dean Street at the intersection of Imperial Street, as follows:

Task 13.02 Permit Applications

Permit application form including required design information and data shall be completed by the CONSULTANT thirty (30) calendar days prior to the Detail Plans (90%) review, and submitted to the COUNTY for its approval and appropriate signature. The CONSULTANT shall then submit the permit Application to the appropriate agencies after COUNTY approval of the Detail Plans (90%). The COUNTY shall pay all applicable application fees

and the CONSULTANT shall advise the COUNTY well in advance of the application as to the amount of the permit fee so as not to delay the submission.

#### TASK 14.00 - FINAL BIDDING AND CONTRACT DOCUMENTS

This task includes services required to provide final bidding and contract document services for landscaping for the Imperial Street 4-Laning project, with the exception of Subtasks 14.01 and 14.02, which include additional services required to provide final bidding and contract document services for roadway, signing and pavement marking, and signalization plans including Dean Street at the intersection of Imperial Street.

Once the final roadway plans, signing and pavement marking plans, signalization plans, and landscape plans have been approved by the COUNTY and the COUNTY has received the needed permits, a final set of bidding and contract documents will be prepared for the construction of the improvement. This task will include the following:

Task 14.01 Final roadway and bridge plans as set forth in Exhibit E, a quantity computation booklet and summary of quantities, and CONSTRUCTION COST ESTIMATE.

Task 14.01A Final Landscape Plans, including complete cover sheet, complete planting plans, complete irrigation plans, details, and specifications, summary of quantities, CONSTRUCTION COST ESTIMATE, and bid schedule including the scientific name of all plants, sizes, names, quantities and units of all landscape, irrigation, maintenance, and other items pertinent to the project.

Consultant will provide Final Landscape Plans to scale on full scale (24" x 36") mylars.

Task 14.02 Final signing and pavement marking plans and signalization and lighting plans, summary of quantities, and CONSTRUCTION COST ESTIMATE.

Task 14.03 Special provisions and other appropriate contract documents for roadway and bridge plans and specifications set forth in Exhibit E, to incorporate Florida Department of Transportation Specifications, U.S. Army Corps of Engineers, Department of Environmental Protection, and South Florida Water Management District requirements in the bid documents. Combine these special conditions and technical specifications with the COUNTY provided contract boilerplate. Special conditions to include certifications required by the CONTRACTOR to abide by all permit requirements and conditions.

Task 14.04 Complete bidding and contract documents ready for bid including all forms, general conditions, all approved permits, and other material required by the Lee County Purchasing Manual, the County Contract Services, Legal Department and Risk Management.

Task 14.05 Provide the COUNTY with three (3) sets of signed and sealed contract documents for the COUNTY records with electronic file disks compatible to the County system. All final plans are to be 11" x 17", except where noted above. The COUNTY will produce plans sets and contract document booklets for distribution during bidding.

#### TASK 15.00 - ADVISORY SERVICES DURING BIDDING

This task includes bidding advisory services for landscaping on the Imperial Street 4-Laning project.

After approval of construction plans and bidding documents by the COUNTY, the CONSULTANT shall perform the following services relating to roadway, bridge, signalization, signing and pavement marking, and landscaping plans:

- Task 15.01 Attend and participate with the COUNTY in scheduling and presenting a Pre-Bid Conference.
- Task 15.02 Respond to Bidders' inquiries and prepare addenda for issuance by the COUNTY.
- Task 15.03 Attend the bid opening conducted by the COUNTY. Evaluate the bids and bidders received by the COUNTY and Provide written recommendations to the COUNTY.
- Task 15.04 Provide the COUNTY with a Unit Price Bid Tabulation that shall include all bonafide bidders.

#### TASK 16.00 - POST-DESIGN SERVICES

This task includes post-design services for landscaping on the Imperial Street 4-Laning project.

During the construction phase, the CONSULTANT shall furnish professional services to ensure the integrity of the design intent as follows:

##### Task 16.02 Site Visits

The CONSULTANT shall make visits to the site at intervals appropriate to the various stages of construction at the request of the County to observe as an experienced and qualified design professional the progress and quality of the executed work of Contractor(s) and to determine, in general, if such work is proceeding in accordance with the contract documents. A written report of each visit shall be prepared and submitted to the COUNTY within ten (10) Calendar days of the visit. A maximum of twenty-four (24) visits by the roadway design engineer are anticipated. A maximum of eight (8) visits by the bridge design engineer are anticipated. A maximum of one (1) visit by the traffic signal design engineer is anticipated. A maximum of

two (2) visits by the landscape architect are anticipated.

Task 16.04 Clarifications

The CONSULTANT shall respond to requests of the COUNTY, for necessary clarifications and interpretations of the contract documents. This task will also include the revisions to drawings and specifications necessary for any change order required during construction.

Task 16.05 Final Inspection

Participate, in a pre-final inspection for the purpose of determining if the project is substantially complete, and participate in the preparation of a written "punch list" of all incomplete, defective or deficient items. Participate in a final inspection together with COUNTY and Contractor representatives to assure that all "punch list" list items are completed and the work is indeed completed in accordance with all contract documents.

Task 16.07 Record Drawings

The CONSULTANT shall prepare record drawings (11" x 17") reflecting revisions made during construction. The record drawings will be based upon the marked-up prints, drawings, and other data furnished by the CONTRACTOR to the COUNTY. CONSULTANT shall also provide record drawings on electronic disks. These record drawings shall not show any changes from the original plans which do not exceed tolerances listed below:

Elevation Greater than .0833 Feet.  
Horizontal Stationing Greater than 1.0 feet.  
Distances Greater than 1.0 feet.  
Structure Dimensions Greater than .0833 feet.  
Indicate All Material Changes.  
Indicate All Product Changes.

Based on record drawing information furnished by the CONTRACTOR, the CONSULTANT shall prepare certification letters to permit agencies.

- CHANGE ORDER AGREEMENT No.  
or  
 SUPPLEMENTAL TASK AUTHORIZATION NO. 7

EXHIBIT "CO/STA-B"

Date: 03/02/04

COMPENSATION AND METHOD OF PAYMENT

for MISCELLANEOUS CIVIL ENGINEERING AND/OR INSPECTION SERVICES CN-00-04 IMPERIAL STREET IMPROVEMENTS FOUR LANING BONITA BEACH ROAD TO EAST TERRY STREET

(ENTER Project Name form 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 (W.I.P.P.).

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	\$ 6,180	LS	W.I.P.P.
2.03	UNDERGROUND UTILITIES	\$ 700	LS	W.I.P.P.
6.02	BASIC LANDSCAPE PLANS	\$ 18,730	LS	W.I.P.P.
6.03	FINAL LANDSCAPE PLANS	\$ 5,190	LS	W.I.P.P.
7.03	DETAIL PLANS (90%)	\$ 43,880	LS	W.I.P.P.
7.04	PROJECT/DESIGN COORDINATION MEETINGS	\$ 930	LS	W.I.P.P.
8.02	UTILITY COORDINATION	\$ 12,180	LS	W.I.P.P.
8.03	FINAL UTILITY RELOCATION PLANS	\$ 10,400	LS	W.I.P.P.
9.02	FINAL RIGHT-OF-WAY MAPS	\$ 2,510	LS	W.I.P.P.
9.03	LEGAL DESCRIPTIONS AND PARCEL SKETCHES	\$ 5,600	LS	W.I.P.P.
9.04	RIGHT-OF -WAY MONUMENTATION	\$ 825	LS	W.I.P.P.
10.02	BASIC PLANS (60%)	\$ 10,370	LS	W.I.P.P.
10.03	DETAIL PLANS (90%)	\$ 7,690	LS	W.I.P.P.
11.02	DETAIL PLANS (90%)	\$ 10,520	LS	W.I.P.P.
13.02	PERMIT APPLICATION	\$ 7,240	LS	W.I.P.P.
14.01	ROADWAY AND BRIDGE PLANS	\$ 1,360	LS	W.I.P.P.
14.01A	LANDSCAPE PLANS	\$ 5,810	LS	W.I.P.P.
14.02	SIGNALIZATION/SIGNING & PAVEMENT MARKING PLANS	\$ 3,910	LS	W.I.P.P.
14.03	TECHNICAL SPECIFICATIONS-SPECIAL CONDITIONS	\$ 1,280	LS	W.I.P.P.
14.04	CONTRACT DOCUMENTS	\$ 1,200	LS	W.I.P.P.
14.05	SIGNED/SEALED BID SETS	\$ 760	LS	W.I.P.P.
15.01	PRE-BID CONFERENCE	\$ 440	LS	W.I.P.P.
15.02	PREPARE ADDENDA	\$ 700	LS	W.I.P.P.
15.03	BID OPENING/EVALUATION/RECOMMENDATION	\$ 640	LS	W.I.P.P.
15.04	UNIT PRICE BID TABULATION	\$ 200	LS	W.I.P.P.
16.02	SITE VISITS	\$ 880	LS	W.I.P.P.
16.04	CLARIFICATIONS	\$ 700	LS	W.I.P.P.
16.05	FINAL INSPECTION	\$ 540	LS	W.I.P.P.
16.07	RECORD DRAWINGS	\$ 780	LS	W.I.P.P.
	Direct Expenses	\$ 3,755	LS	W.I.P.P.
TOTAL (Unless list is continued on next page)		\$ 165,900		



CHANGE ORDER AGREEMENT No.

or

SUPPLEMENTAL TASK AUTHORIZATION NO. 7

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. 1 thru 6	Adjustment(s) Due to this CO or STA	Summary of Changed Compensation
STA 1 & 2	Imperial Street Improvements..., Tasks 1.00 to 16.00	\$ 0.00	\$ 422,488.00	--	--
STA 3	Imperial Street Improvements..., Tasks 1.00 to 16.00	\$ 0.00	\$ 7,100.00		
STA 4	Imperial Street Improvements..., Tasks 1.00 to 16.00	\$ 0.00	\$ 150,691.00		
STA 5	Corkscrew Road Improvements..., Tasks 1.00 to 16.00	\$ 0.00	\$ 70,764.00		
STA 6	Imperial Street Improvements..., Tasks 1.00 to 16.00	\$ 0.00	\$ 96,668.00		
STA 7	Imperial Street Improvements..., Tasks 1.00 to 16.00	\$ 0.00		\$165,900.00	
TOTAL		\$ 0.00	\$747,711.00	\$165,900.00	\$913,611.00

- CHANGE ORDER AGREEMENT No.  
or  
 SUPPLEMENTAL TASK AUTHORIZATION No. 7

EXHIBIT "CO/STA-C"

Date: 03/02/04

TIME AND SCHEDULE OF PERFORMANCE

for MISCELLANEOUS CIVIL ENGINEERING AND/OR INSPECTION SERVICES CN-00-04  
IMPERIAL STREET IMPROVEMENTS FOUR LANING BONITA BEACH ROAD TO EAST TERRY  
STREET

(Enter Project Name form Page 1 of the  
Change Order or Supplemental Task Authorization)

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
Task 2.00	Engineering and Land Surveys	30	90
Task 6.00	Landscape Plans	60	120
Task 7.00	Roadway and Bridge Plans	45	360
Task 8.00	Utility Relocation Plans	60	150
Task 9.00	Right-of-Way Plans	30	330
Task 10.00	Signalization and Street Lighting Plans	30	120
Task 11.00	Signing and Pavement Marking Plans	45	120
Task 13.00	Permits	90	180
Task 14.00	Final Bidding and Contract Documents	30	210
Task 15.00	Advisory Services During Bidding	215	320
Task 16.00	Post-Design Services	360	780

- CHANGE ORDER AGREEMENT No.  
or  
 SUPPLEMENTAL TASK AUTHORIZATION NO. 7

EXHIBIT "CO/STA-D"

Date: 03/02/04

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

for MISCELLANEOUS CIVIL ENGINEERING AND/OR INSPECTION SERVICES CN-00-04  
IMPERIAL STREET IMPROVEMENTS FOUR LANING BONITA BEACH ROAD TO EAST TERRY  
STREET

(Enter Project Name form Page 1 of the  
Change Order or Supplemental Task Authorization)

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
Tasks 2.00, 9.00	James R. Coleman & Associates, Inc.		X		X	
Task 10.00	Metro Transportation Group, Inc.		X		X	

- CHANGE ORDER AGREEMENT No.  
or  
 SUPPLEMENTAL TASK AUTHORIZATION NO. 7

EXHIBIT "CO/STA-E"

Date: 03/02/04

PROJECT GUIDELINES AND CRITERIA

for MISCELLANEOUS CIVIL ENGINEERING AND/OR INSPECTION SERVICES CN-00-04  
IMPERIAL STREET IMPROVEMENTS FOUR LANING BONITA BEACH ROAD TO EAST TERRY  
STREET

(Enter Project Name form Page 1 of the  
Change Order or Supplemental Task Authorization)

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 herein before in CHANGE ORDER or SUPPLEMENTAL TASK AUTHORIZATION AGREEMENT, Exhibit "CO/STA-A", attached hereto;

(If none, enter the word "none" in the space below).

**SEE FOLLOWING PAGES FOR REVISED PROJECT GUIDELINES AND CRITERIA**

**PROJECT GUIDELINES AND CRITERIA**

**IMPERIAL STREET FOUR LANING (BONITA BEACH ROAD TO EAST TERRY STREET)**

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 in performing the professional services and work to be provided pursuant to this Agreement:

The purpose of this document is to support the Project in sufficient detail that the CONSULTANT can follow the task descriptions and prepare the basis of compensation for services in sufficient detail to assure the COUNTY that all anticipated tasks necessary and the corresponding compensation required have been identified and defined by the CONSULTANT. The services provided by the CONSULTANT shall include all anticipated work necessary for the design and bidding phase of the project to ensure a complete competently designed, buildable and functional project. The services shall include all defined necessary studies and investigations, complete construction drawings, technical specifications, and contract documents, including all known necessary engineering surveys, right-of-way surveys, and maps and individual parcel survey plats and parcel descriptions, all necessary permits from the State and Federal agencies having jurisdictional authority over any aspect of the project. Should changes in design standards, unforeseen or unanticipated scope of services, environmental regulations, and permitting requirements occur after execution of this Professional Service Agreement which substantially affect the effort required, compensation for additional effort will be negotiated.

This authorization includes providing work on Dean Street from Imperial Street to the east and west required to provide adequate turn lane and transition lengths to meet the existing two-lane construction on Dean Street. Preparation of right-of-way maps for Dean Street at Imperial Street and legal descriptions, parcel sketches, and surveys for properties abutting Dean Street abutting the affected project area are included in this authorization. Services through post-design are included for the additional work listed above. CONSULTANT will incorporate these roadway and signing and pavement marking plans fully at the Final Plan (90%) stage.

Topographic survey of conditions modified after submittal of 30% design plans within the original project area are not included in this scope of work. These include Livingston Road Improvements, future Bonita Beach Road improvements, site development abutting the project limits, and utilities improvements made within the proposed right-of-way. Plans will require updating prior to final submittal. The use of design and record plans (if available) will be used for updates and changes. For the purposes of this scope, it is assumed that all plans will be made available to CONSULTANT in digital (AutoCAD or Microstation) format.

The design speed on Dean Street shall be 30 mph. The typical section for Dean Street shall be upgraded as appropriate but will allow transition to match existing locations at the termination of improvements.

The design of an at-grade signalized intersection at Dean Street will be provided by the CONSULTANT. A signal warrant analysis of the Imperial Street/Dean Street intersection has been prepared. Traffic data and counts and pedestrian counts have been obtained by the CONSULTANT. The traffic signal support system design provided by the CONSULTANT shall be based on a box strain pole/span wire assembly system. For the purposes of this scope, widening of the proposed bridge and approaches for southbound turn lanes on Imperial Street approaching Dean Street are assumed unnecessary. Design services for potential widening of the bridge and approaches are not included in this scope of services.

Landscaping design services shall include update of the conceptual plan for the Imperial Street segment. Landscaping design services to prepare plans for construction shall be prepared, and will include landscaping beyond the Lee County core level. Design services for street lighting and hardscaping (benches, decorative elements such as brick, etc.) are not provided for in this scope of services.

Design, plans, specifications and contract documents shall be complete in scope and detail and shall conform,

in addition, to the LeeScape Plan, Lee County Roadway Landscape Master Plan, Florida Highway Landscape Guide, and other Lee County guidelines in force on the date the agreement is signed.

The design time the project is scheduled for 210 calendar days from notice to proceed for this amendment. This assumes a two week review period by COUNTY for all interim and final submittals. Approximately 75 calendar days will be required to provide a draft signalization design and geometric intersection design at Dean Street conforming to a basic (60%) plan stage.