

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

Blue Sheet No. 20041182

1. REQUESTED MOTION:

ACTION REQUESTED: Approve Supplemental Task Authorization (STA) No. 5 to Contract #2484, to Hole Montes, Inc., under CN-03-07 Miscellaneous Professional Services – Corkscrew Road Improvements East of Ben Hill Griffin Parkway, in the amount of \$135,600.00.

WHY ACTION IS NECESSARY: Board approval required.

WHAT ACTION ACCOMPLISHES: Enables consultant to continue with misc. plan, signal, permitting and landscape services for the Corkscrew Road Improvements East of Ben Hill Griffin Parkway project.

2. DEPARTMENTAL CATEGORY:

09
COMMISSION DISTRICT #:

C9A

3. MEETING DATE:

10-05-2004

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 June 3, 2003, the Board entered into continuing Contracts for CN-03-07 Miscellaneous Professional Services with 18 Consultants to provide professional Services on an as needed basis through the issuance of a Supplemental Task Authorization, for a contract period of two (2) years with the option of renewal for one (1) additional year. The consultants are as follows: 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.

Supplemental Task Authorizations #1 - #4 were approved and processed for this project in the amount of \$108,327.00. This Supplemental Task Authorization (STA) No. 5 is a continuation of services under CN-03-07 Miscellaneous Professional Services – Corkscrew Road Improvements East of Ben Hill Griffin Parkway, in the amount of \$135,600.00.

Funds will be available from Account String: 80472310405.506510

Attachment: Supplement Task Authorization #5 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>Admin 9/23/04</i>				G County Manager
					OA <i>CA</i> 9/22/04	OM <i>9/23/04</i>	Risk <i>JR</i> 9/22/04	GC <i>MS</i> 9/22/04	
<i>Jander</i> 9.8.04	<i>[Signature]</i> 9/8		<i>DAD</i> <i>9/8/04</i>	<i>[Signature]</i>					<i>Jander</i> 9.8.04

10. COMMISSION ACTION:

- APPROVED
- DENIED
- DEFERRED
- OTHER

Rec. by CoAtty
Date: *9/21/04*
Time: *12:10*
Forwarded To: *Budget*
9/23/04

RECEIVED BY
COUNTY ADMIN: *[Signature]*
9/21/04
3:35 pm 9/21
COUNTY ADMIN
FORWARDED TO: *[Signature]*
9/23/04
2:15 pm

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

Change Order
 Supplemental Task Authorization

NO.: 5

(A Change Order or Supplemental Task Authorization Requires Approval by the Department Director for Expenditures Under \$25,000 or Approval by the County Manager for Expenditures Between \$25,000 and \$50,000 or Approval by the Board of County Commissioners for Expenditures over \$50,000)

CONTRACT/PROJECT NAME: MISCELLANEOUS PROFESSIONAL SERVICES CN-03-07 CORKSCREW ROAD IMPROVEMENTS EAST OF BEN HILL GRIFFIN PKWY.

CONSULTANT: Hole Montes, Inc. PROJECT NO.: 4723

SOLICIT NO.: CN-03-07 CONTRACT NO.: 2484 ACCOUNT NO.: 80472310405, 506510

REQUESTED BY: Department of Transportation DATE OF REQUEST: 08/03/04

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: <u>08/03/04</u>
EXHIBIT "CO/STA-B: COMPENSATION & METHOD OF PAYMENT:	DATED <u>08/03/04</u>
EXHIBIT "CO/STA-C: TIME AND SCHEDULE OF PERFORMANCE:	DATED <u>08/03/04</u>
EXHIBIT "CO/STA-D: CONSULTANT'S/PROVIDERS ASSOCIATED SUB-CONSULTANT(S)/SUB-CONTRACTORS:	DATED <u>08/03/04</u>
EXHIBIT "CO/STA-E: PROJECT GUIDELINES AND CRITERIA:	DATED <u>08/03/04</u>

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

RECOMMENDED:
By: [Signature] 7/20/04
Department Director Date
By: [Signature] 8/25/04
Contracts Mgmt Date

ACCEPTED
By: [Signature]
Consultant/Provider
ROBERT L. MURRAY
Date Accepted: 8/3/04

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

APPROVED:
By: _____

Corporate Seal

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

*County Attorney's Office Date
*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. 5

EXHIBIT "CO/STA-A"

Date:
08/03/04

SCOPE OF PROFESSIONAL SERVICES

for MISCELLANEOUS PROFESSIONAL SERVICES CN-03-07 - CORKSCREW ROAD IMPROVEMENTS EAST OF BEN HILL GRIFFIN PKWY.

SECTION 1.00 CHANGES(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. 5 provides supplemental services under CN-03-07 Miscellaneous Professional Services for Corkscrew Road Improvements East of Ben Hill Griffin Parkway. This STA supplements the following supplemental task authorizations: STA No. 5 Miscellaneous Civil Engineering and/or Inspections Services CN-00-04 dated December 3, 2002, STA No. 7 for Corkscrew Road Improvements East of Ben Hill Griffin Blvd. Miscellaneous Civil Engineering and/or Inspection Services CN-97-01 dated August 28, 2001 and STA No. 5 for Corkscrew Road Improvements East of Ben Hill Griffin Blvd. under CN-97-01 Miscellaneous Civil Engineering and/or Inspection Services dated May 10, 2000.

EXHIBIT A

Date:
08/03/04

AMENDMENTS TO SCOPE OF SERVICES

CORKSCREW ROAD IMPROVEMENTS EAST OF BEN HILL GRIFFIN BLVD

TASK INDEX

- 1.00 **Public Involvement Program**
- 2.00 **Engineering and Land Surveys**
- 3.00 Geotechnical Services
- 4.00 **Environmental Inventory**
- 5.00 Traffic Data
- 6.00 **Roadway and Bridge Plans**
- 7.00 **Utility Relocation Plans**
- 8.00 **Right-of-Way Plans**
- 9.00 **Signalization and Street Lighting Plans**
- 10.00 **Signing and Pavement Marking Plans**
- 11.00 **Permits**
- 12.00 Final Bidding and Contract Documents
- 13.00 Advisory Services During Bidding
- 14.00 Construction Contract Administration and Inspections Services
- 15.00 **Miscellaneous Services**
- 16.00 Watershed Studies for Secondary Systems

TASK 1.05 - PUBLIC INVOLVEMENT - CRSA

The CONSULTANT shall prepare for and attend meetings with the CRSA as requested and directed by the COUNTY which may include the preparation of exhibits, hand-outs, visual aids or other documents as requested by the COUNTY.

TASK 2.01 - ROADWAY SURVEY

The CONSULTANT shall resurvey those portions of the project area which have changed since the original surveys were performed. These areas include, but are not necessarily limited to, pavement widenings, topographical changes adjacent to the roadway due to development projects, new utilities and new traffic signals.

TASK 4.09 - CULTURAL RESOURCE ASSESSMENT SURVEY

The CONSULTANT shall provide a standard "cultural resources assessment survey", which shall meet local, state and federal requirements. The format of the survey and

report shall follow the guidelines set forth in Chapter 12 of the FDOT PD&E manual. The survey shall include a literature search and field survey of the project area. A draft report will be submitted for review. Following questions/comments, the report will be finalized and submitted to the COUNTY.

TASK 6.03 - ROADWAY - DETAIL PLANS

The CONSULTANT shall update and revise roadway plans as required by the changed conditions in the project area and as required to incorporate traffic signals, traffic signal interconnection, intersection lighting, new utilities and landscaping elements.

TASK 7.00 - UTILITY RELOCATION PLANS

Task 7.03 Final Utility Relocation Plans

The CONSULTANT shall coordinate with Lee County Utilities and other utility companies to provide updated and current utility locations and utility relocation plans that are required as part of the road widening project.

TASK 8.02 - FINAL RIGHT-OF-WAY MAPS

The CONSULTANT shall update and revise the right-of-way plans for the project as required by COUNTY requirements and the changed conditions in the project area and as may be required to incorporate traffic signals, traffic signal interconnection, intersection lighting, new utilities and landscaping elements.

TASK 9.02S - SIGNAL AND INTERCONNECT (DETAIL PLANS)

The CONSULTANT shall prepare signalization plans and signal interconnection plans for the new traffic signal at Stoneybrook Golf Drive and for interconnection with the existing signal at Ben Hill Griffin Parkway.

TASK 9.01L - INTERSECTION LIGHTING - CONCEPTUAL PLANS

The CONSULTANT shall prepare conceptual intersection lighting plans for the development intersections on Corkscrew Road at Bella Terra, Wildcat Run, Grande Oak East, Stoneybrook (east entrance) and Cypress Shadows. The "standard" light pole and fixture shall be the same as is currently installed at the northern end of Livingston Road in Collier County. One (1) meeting with the CRSA is included in this task to establish the intersection lighting concept.

TASK 9.02L - INTERSECTION LIGHTING - DETAIL PLANS

The CONSULTANT shall prepare intersection lighting plans for each intersection identified in Task 9.01L, based on the conceptual intersection lighting plans prepared under Task 9.01L.

TASK 10.02 - SIGNING AND PAVEMENT MARKING - DETAIL PLANS

The CONSULTANT shall revise signing and pavement marking plans as necessary for changes conditions and new traffic signals.

TASK 11.04 – PERMIT COORDINATION - U.S. FISH AND WILDLIFE SERVICE

The CONSULTANT shall prepare for, attend and document meetings with the U.S. Fish and Wildlife Service, as requested by the COUNTY, in order to respond to agency requirements for completion of the environmental permitting process.

TASK 15.00 - MISCELLANEOUS SERVICES

TASK 15.01 - LANDSCAPE PLANS - CONCEPTUAL

The CONSULTANT shall provide planning services and shall prepare conceptual plans for the development of median landscaping in accordance with “enhanced core level” requirements. The CONSULTANT shall assist the COUNTY Project Manager in scheduling and conducting one meeting with the CRSA. Upon identification of the desired median landscape elements desired by the CRSA, the CONSULTANT will prepare three (3) alternative design concepts for the various elements identified at the initial meeting, one of which will be the same or similar to landscaping along Ben Hill Griffin Parkway.

The CONSULTANT shall prepare a report summarizing the results of the conceptual planning and development effort. The report shall include budgetary opinions of probable construction cost and annual maintenance costs for each of the three alternative design concepts as well as advantages, disadvantages and restrictions for each element as they relate to the roadway construction. Based on the design concepts presented in the report and a second meeting with the CRSA, the CRSA shall select the landscape design concept or combinations thereof for final design and incorporation into the final roadway construction documents. Based on the selected design concept, a final design scope and fee for incorporation of the landscape design into the construction documents shall be negotiated with the COUNTY as additional services.

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

EXHIBIT "CO/STA-B"

Date: 08/03/04

COMPENSATION AND METHOD OF PAYMENT

for MISCELLANEOUS PROFESSIONAL SERVICES CN-03-07 - CORKSCREW ROAD IMPROVEMENTS EAST OF BEN HILL GRIFFIN PKWY.

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) "Payment for Services Performed", 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 L.S. or N.T.E.	If Applicable indicate (W.I.P.P.)
Task 1.05	PUBLIC INVOLVEMENT – CRSA	\$ 7,200	N.T.E.	W.I.P.P.
Task 2.01	ROADWAY SURVEY	\$ 15,700	L.S.	W.I.P.P.
Task 4.09	CULTURAL RESOURCE ASSESSMENT SURVEY	\$ 9,800	L.S.	W.I.P.P.
Task 6.03	ROADWAY – DETAIL PLANS	\$ 12,200	L.S.	W.I.P.P.
Task 7.03	FINAL UTILITY RELOCATION PLANS	\$ 7,400	L.S.	W.I.P.P.
Task 8.02	FINAL RIGHT-OF-WAY MAPS	\$ 11,300	L.S.	W.I.P.P.
Task 9.02S	SIGNAL & INTERCONNECT – DETAIL PLANS	\$ 23,700	L.S.	W.I.P.P.
Task 9.01L	INTERSECTION LIGHTING – CONCEPTUAL PLANS	\$ 4,700	L.S.	W.I.P.P.
Task 9.02L	INTERSECTION LIGHTING – DETAIL PLANS	\$ 16,700	L.S.	W.I.P.P.
Task 10.02	SIGNING & PAVEMENT MARKING – DETAIL PLANS	\$ 4,200	L.S.	W.I.P.P.

Task 11.04	PERMIT COORDINATION – U.S. FISH & WILDLIFE SERVICE	\$ 13,600	N.T.E.	W.I.P.P.
Task 15.01	MISCELLANEOUS SERVICES – LANDSCAPE PLANS – CONCEPTUAL	\$ 9,100	L.S.	W.I.P.P.
TOTAL (Unless list is continued on next page)		\$ 135,600		

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

SECTION 2.00 SUMMARY OF CHANGE(S) IN COMPENSATION

Pursuant to and in consideration of the change(s) in the Scope of Professional Services set forth in the CHANGE ORDER OR AGREEMENT, Exhibit "CO/STA-A", the compensation the COUNTY has previously agreed to pay to the CONSULTANT, or SERVICE PROVIDER, as set forth in Exhibit "B" of the Professional Services Agreement, or Service Provider Agreement, shall be changed to be as follows:

Section/Task Number	Section/Task Name	Compensation In the Basic Agreement	Adjustment(s) by Previous CO or STA Nos. 1 - 4	Adjustment(s) Due to this CO or STA	Summary of Changed Compensation
STA No. 1	Assistance with Commercial Driveway Permits	\$ 0.00	\$ 49,000.00		\$ 49,000.00
STA No. 2	Boundary Survey, Legal Description & Sketch	\$ 0.00	\$ 2,000.00		\$ 2,000.00
STA No. 3	Corkscrew Road – Level 1 Contamination Screening	\$ 0.00	\$ 8,327.00		\$ 8,327.00
STA No. 4 (Pending)	Assistance with Commercial Driveway Permits	\$ 0.00	\$ 49,000.00		\$ 49,000.00
STA No. 5	Corkscrew Road – Additional Design Services	\$ 0.00		\$ 135,600.00	\$ 135,600.00
TOTAL		\$ 0.00	\$108,327.00	\$ 135,600.00	\$243,927.00

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

EXHIBIT "CO/STA-C"

Date: 08/03/04

TIME AND SCHEDULE OF PERFORMANCE

for MISCELLANEOUS PROFESSIONAL SERVICES CN-03-07 CORKSCREW ROAD
IMPROVEMENTS EAST OF BEN HILL GRIFFIN PKWY.

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 1.05	PUBLIC INVOLVEMENT – CRSA	540	540
Task 2.01	ROADWAY SURVEY	21	30
Task 4.09	CULTURAL RESOURCE ASSESSMENT SURVEY	30	45
Task 6.03	ROADWAY – DETAIL PLANS	60	240
Task 7.03	FINAL UTILITY RELOCATION PLANS	30	210
Task 8.02	FINAL RIGHT-OF-WAY MAPS	30	210
Task 9.02S	SIGNAL & INTERCONNECT – DETAIL PLANS	60	240
Task 9.01L	INTERSECTION LIGHTING – CONCEPTUAL PLANS	60	240
Task 9.02L	INTERSECTION LIGHTING – DETAIL PLANS	30	210
Task 10.02	SIGNING & PAVEMENT MARKING – DETAIL PLANS	30	210
Task 11.04	PERMIT COORDINATION – U.S. FISH & WILDLIFE SERVICE	180	360
Task 15.01	MISCELLANEOUS SERVICES – LANDSCAPE PLANS – CONCEPTUAL	60	240

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

EXHIBIT "CO/STA-D"

Date: 08/03/04

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

For MISCELLANEOUS PROFESSIONAL SERVICES CN-03-07 CORKSCREW ROAD
IMPROVEMENTS EAST OF BEN HILL GRIFFIN PKWY.

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.

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
Task 4.09	Archaeological Consultants, Inc.		X		X	
Tasks 9.02S, 9.01L & 9.02L	Metro Transportation Group, Inc.		X		X	
Task 11.04	Boylan Environmental Consultants, Inc.	X			X	

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

EXHIBIT "CO/STA-E"

Date: 08/03/04

PROJECT GUIDELINES AND CRITERIA

for MISCELLANEOUS PROFESSIONAL SERVICES CN-03-07 CORKSCREW ROAD
IMPROVEMENTS EAST OF BEN HILL GRIFFIN PKWY.

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;

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.

Additional conditions of this STA are indicated below:

- Any changes or revisions under any task necessitated by the addition of a wildlife crossing within the limits of the project are not included in this STA.
- The services to be provided under "NTE" tasks shall no longer be required upon depletion of task fee amounts within the "NTE" tasks.
- Design concepts will be developed for medians only. Roadside landscaping will be the responsibility of the adjacent property owner. The preparation of final landscaping plans, based on the approved design concept developed under Task 15.01, is an "additional service" for which a new STA will be required.
- This STA does not include the modification of existing permits of any type for developments adjacent to the project.