

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

Blue Sheet No. 20050165

1. REQUESTED MOTION:

ACTION REQUESTED: Approve Supplemental Task Authorization (STA) No. 8 to Contract No. 2484 to Hole Montes, Inc., under CN-03-07, Miscellaneous Professional Services – Corkscrew Road Improvements East of Ben Hill Griffin Parkway, for continuation of the project in the amount of \$73,100.00, for a total amount of \$692,741.00. This STA was anticipated and funds are within the project budget.

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:

COMMISSION DISTRICT #: 09

Transportation

C6B

3. MEETING DATE:

03-15-2005

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 *MSBU*
- C. DIVISION
- BY: *Libby Walker*

7. BACKGROUND:

On June 6, 2003, the Lee County Board of County Commissioners approved the selection of eighteen (18) firms to enter into negotiations for Miscellaneous Professional Services.

Under CN-97-01, the following STA's were approved for this project:

STA #5 in the amount of \$380,000.00

STA #7 in the amount of \$98,050.00

Under CN-00-04, the following STA was approved:

STA #5 in the amount of \$70,764.00

Under CN-03-07, the following STA's were approved:

STA #5 in the amount of \$135,600.00

STA #3 in the amount of \$8,327.00

It is recommended that STA #8 be approved in the amount of \$73,100.00.

Funds will be available in the following account string: 80472310405.506510

Attachment: Supplemental Task Authorization No. 8 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	DM	Risk	GC	
<i>[Signature]</i>	<i>[Signature]</i>	N/A	<i>[Signature]</i>	<i>[Signature]</i>	CA <i>[Signature]</i>	DM <i>[Signature]</i>	Risk <i>[Signature]</i>	GC <i>[Signature]</i>	<i>[Signature]</i>

10. COMMISSION ACTION:

- APPROVED
- DENIED
- DEFERRED
- OTHER

Rec. by CoAtty
Date: *2/23/05*
Time: *3:00*
Forwarded To: *[Signature]*

RECEIVED BY
COUNTY ADMIN:
2/23/05
3:30 PM
COUNTY ADMIN
FORWARDED TO:
[Signature]

CA

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

Change Order
 Supplemental Task Authorization

NO.: 8

(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.: _____

REQUESTED BY: Department of Transportation DATE OF REQUEST: 1-20-05

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: 1-20-05
EXHIBIT "CO/STA-B: COMPENSATION & METHOD OF PAYMENT: DATED 1-20-05
EXHIBIT "CO/STA-C: TIME AND SCHEDULE OF PERFORMANCE: DATED 1-20-05
EXHIBIT "CO/STA-D: CONSULTANT'S/PROVIDERS ASSOCIATED
SUB-CONSULTANT(S)/SUB-CONTRACTORS: DATED 1-20-05
EXHIBIT "CO/STA-E: PROJECT GUIDELINES AND CRITERIA: DATED 1-20-05

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

RECOMMENDED:

ACCEPTED

COUNTY APPROVAL

By: _____
Department Director Date
By: Cindy J. [Signature] 2/7/05
Contracts Mgmt Date

By: _____
Consultant/Provider
Date Accepted: [Signature]

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

APPROVED:

Corporate Seal

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

By: _____
*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. 8

EXHIBIT "CO/STA-A"

Date:
1/20/05

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. 8 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 Professional Services for Corkscrew Road Improvements East of Ben Hill Griffin Parkway CN-03-07 dated October 5, 2004, 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:
1/20/05

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 1.00 - PUBLIC INVOLVEMENT PROGRAM - NOT USED

TASK 2.00 - ENGINEERING AND LAND SURVEYS - NOT USED

TASK 3.00 – GEOTECHNICAL SERVICES

Task 3.01 – Geotechnical Investigation and Report - The CONSULTANT is proposing to utilize three pre-engineered structures (con-span type) for use as a large animal crossing and hydraulic crossings of Corkscrew Road. In order to provide recommendations for foundation design of the proposed structures, the CONSULTANT shall provide subsurface investigations consisting of six (6) standard penetration test (SPT) borings to a depth of 25 feet. Laboratory testing will be performed to provide soil characteristics and an engineering analysis of the laboratory test results will be provided in a geotechnical engineering report. The engineering report will present the results of the geotechnical investigation with recommendations for site preparation and foundation design.

TASK 4.00 – ENVIRONMENTAL INVENTORY - NOT USED

TASK 5.00 – TRAFFIC DATA - NOT USED

TASK 6.00 - ROADWAY AND BRIDGE PLANS

Task 6.01 – Surface Water Requirements - The CONSULTANT shall review the pre-project and post-project surface water hydrology in the area of the proposed animal crossing to determine the hydraulic requirements and sizing of pre-engineered structures for the replacement of existing cross-culverts. The animal crossing will consist of a pre-engineered structure with a minimum rise of 8 feet and a minimum width of 24 feet in accordance with the requirements of the U.S. Fish & Wildlife Service. The sizes of the proposed hydraulic crossings are to be determined.

Task 6.02 – Basic Plans (60%) - The CONSULTANT shall update and revise roadway plans as required by the addition of a proposed animal crossing at approximate Station 752+00 and proposed surface water crossings, east and west of the proposed animal crossing. The submittal requirements for 60% basic plans will be in accordance with the current agreement in place for this project, but shall consist only of those plan sheets from the latest 60% submittal which are revised as a result of the addition of the animal crossing and hydraulic crossings.

Task 6.03 – NOT USED

Task 6.04 – Coordination with Pre-Engineered Structure Supplier - The CONSULTANT shall coordinate vertical and horizontal geometrics with the pre-engineered structure supplier as well as geotechnical, hydraulic and roadside design requirements.

TASK 7.00 - UTILITY RELOCATION PLANS - NOT USED

TASK 8.00 - RIGHT-OF-WAY PLANS - NOT USED

TASK 9.00 – SIGNALIZATION AND STREET LIGHTING PLANS - NOT USED

TASK 10.00 - SIGNING AND PAVEMENT MARKING PLANS - NOT USED

TASK 11.00 – PERMITS

Task 11.03 – ERP Permit Revisions – Animal Crossing - The CONSULTANT shall revise the existing ERP permit application to include the addition of the proposed animal crossing and the replacement of existing culvert crossings with the proposed pre-engineered hydraulic crossings.

Task 11.04 – ERP Permit Revisions – Mitigation Plan - 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 and provide a panther mitigation plan in accordance with U.S. Fish and Wildlife Service requirements.

TASK 12.00 - FINAL BIDDING AND CONTRACT DOCUMENTS - NOT USED

TASK 13.00 - ADVISORY SERVICES DURING BIDDING - NOT USED

TASK 14.00 - CONSTRUCTION CONTRACT ADMINISTRATION AND INSPECTION SERVICES - NOT USED

TASK 15.00 - MISCELLANEOUS SERVICES - NOT USED

TASK 16.00 - WATERSHED STUDIES FOR SECONDARY SYSTEMS - NOT USED

- CHANGE ORDER AGREEMENT No.
or
 SUPPLEMENTAL TASK AUTHORIZATION No. 8

EXHIBIT "CO/STA-B"

Date: 1/20/05

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 3.01	GEOTECHNICAL INVESTIGATION & REPORT	\$ 5,100	L.S.	W.I.P.P.
Task 6.01	SURFACE WATER REQUIREMENTS	\$ 11,300	L.S.	W.I.P.P.
Task 6.02	BASIC PLANS – 60%	\$ 35,500	L.S.	W.I.P.P.
Task 6.04	COORDINATION WITH PRE-ENGINEERED STRUCTURE SUPPLIER	\$ 4,300	L.S.	W.I.P.P.
Task 11.03	ERP PERMIT REVISIONS – ANIMAL CROSSING	\$ 11,300	N.T.E.	W.I.P.P.
Task 11.04	ERP PERMIT REVISIONS – MITIGATION PLAN	\$ 5,600	N.T.E.	W.I.P.P.
TOTAL (Unless list is continued on next page)		\$ 73,100		

- CHANGE ORDER AGREEMENT No.
or
 SUPPLEMENTAL TASK AUTHORIZATION No. 8

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 - 7	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	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
STA No. 6	Monitors for Debris Removal	\$ 0.00	\$ 45,000.00		\$ 45,000.00
STA No. 7	Assistance with Commercial Driveway Permits	\$ 0.00	\$ 66,000.00		\$ 66,000.00
STA No. 8	Corkscrew Road - Additional Design Services	\$ 0.00	\$ 0.00	\$ 73,100.00	\$ 73,100.00
TOTAL		\$ 0.00	\$354,927.00	\$ 73,100.00	\$428,027.00

- CHANGE ORDER AGREEMENT No.
or
 SUPPLEMENTAL TASK AUTHORIZATION No. 8

EXHIBIT "CO/STA-C"

Date: 1/20/05

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 3.01	GEOTECHNICAL INVESTIGATION & REPORT	30	45
Task 6.01	SURFACE WATER REQUIREMENTS	30	45
Task 6.02	BASIC PLANS – 60%	60	60
Task 6.04	COORDINATION WITH PRE-ENGINEERED STRUCTURE SUPPLIER	120	210
Task 11.03	ERP PERMIT REVISIONS – ANIMAL CROSSING	30	210
Task 11.04	ERP PERMIT REVISIONS – MITIGATION PLAN	60	210

- CHANGE ORDER AGREEMENT No.
or
 SUPPLEMENTAL TASK AUTHORIZATION No. 8

EXHIBIT "CO/STA-D"

Date: 1/20/05

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 3.01	Ardaman & Associates, Inc.		X		X	
Task 11.04	Boylan Environmental Consultants, Inc.	X			X	

- CHANGE ORDER AGREEMENT No.
or
 SUPPLEMENTAL TASK AUTHORIZATION No. 8

EXHIBIT "CO/STA-E"

Date: 1/20/05

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:

- The proposed animal crossing and hydraulic crossings will consist of pre-engineering structures provided by CON-SPAN.
- The supplier will provide construction drawings, signed and sealed in accordance with Florida statutes, for pre-engineered structures to be included with the bidding and construction documents.
- The animal crossing will have an 8 foot rise from existing ground elevation and a width of 24 feet (inside dimensions). The sizes of the hydraulic crossings are to be determined based on an analysis of post-project hydrology requirements and in accordance with ERP permit requirements.
- The addition of the animal crossing assumes that additional right-of-way including slope easements will not be required beyond that which has been determined to be necessary for the current design.

- Should structural retaining walls extending beyond the end of the wing walls provided with the pre-engineered structures be required to contain embankment within the right-of-way as a result of the addition of the animal crossing, the design of structural retaining walls shall be considered as additional services beyond the scope of this STA. Structural retaining walls shall not include "gravity walls" as indicated in Index 520 of the FDOT 2004 Design Standards. The use "gravity walls" to contain embankment within the right-of-way shall not be considered additional services.
- The location, height, type and extent of animal funnel fencing will be determined by Lee County.
- The relocation design of existing or proposed COUNTY utilities resulting from the addition of the animal and hydraulic crossings to the project will be provided by others.
- This STA does not include the modification of existing permits of any type for developments adjacent to the project.
- The services to be provided under "NTE" tasks shall no longer be required upon depletion of task fee amounts within the "NTE" tasks.