

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

Blue Sheet No. 20050249

1. REQUESTED MOTION:

ACTION REQUESTED: Approve Supplemental Task Authorization (STA) No. 5 to AIM Engineering & Surveying, Inc., under Contract No. 2485, CN-03-07 Miscellaneous Professional Engineering in the amount of \$143,530.20 for CEI Services for Treeline Extension from Pelican Preserve to North of Daniels Road. This STA was anticipated and the funds are within the project budget.

WHY ACTION IS NECESSARY: Board approval required.

WHAT ACTION ACCOMPLISHES: Provides Lee County with Construction and Contract Administration and Inspection Services for the Treeline Extension from Pelican Preserve to North of Daniels Road project.

2. DEPARTMENTAL CATEGORY:

COMMISSION DISTRICT #:
09 Transportation

C9B

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 Transportation
- C. DIVISION _____
- BY: Scott Gilbertson, Director

7. BACKGROUND:

On June 3, 2003, the Board approved the selection of eighteen (18) firms to provide Miscellaneous Professional Services and authorize staff to negotiate hourly rates and independent costs under CN-03-07. Because of the large amount and variety of miscellaneous professional services expected to be needed, and because many projects may require various professional services during the same period of time, the Board agreed that the County's interests will be served best by developing Professional Services Agreements with several consulting firms on a project-by-project basis, authorized and accounted for by the issuance of Supplemental Task Authorizations.

It is recommended that STA No. 5 be approved in the amount of \$143,530.20 to provide one senior inspector to provide oversight, observation and verification for the contractor/owners' quality control and installation per the contract documents and FDOT 2002 standard specifications.

Funds are available in the following account strings: 20406818803.506510 and 20406818823.506510

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>(from 3/1/05)</i>				G County Manager
					OA	OM	Risk	GC	
<i>J. J. J. 2.21.05</i>	<i>[Signature]</i>	<i>NA</i>	<i>[Signature]</i>	<i>[Signature]</i>		<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>

10. COMMISSION ACTION:

- _____ APPROVED
- _____ DENIED
- _____ DEFERRED
- _____ OTHER

Rec. by CoAtty
Date: *2/25/05*
Time: _____
Forwarded To:
Admin 4/20/05

RECEIVED BY
COUNTY ADMIN: *EW*
2/25/05
10:15am
COUNTY ADMIN
FORWARDED TO: *[Signature]*
2/25/05
[Signature]

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)

4100 Professional Engineering
CONTRACT/PROJECT NAME: CEI Services for Treeline Extension from Pelican Preserve to N. of Daniels Rd.

CONSULTANT: AIM Engineering & Surveying, Inc.

PROJECT NO.: 4100E

SOLICIT NO.: CN-03-07

CONTRACT NO.: 2485 ACCOUNT NO.: 20174430101.506510

REQUESTED BY: DOT

DATE OF REQUEST: 1/28/05

20404818603.506510
204006818623.506510

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: 1/28/05

EXHIBIT "CO/STA-B: COMPENSATION & METHOD OF PAYMENT: DATED: 1/28/05

EXHIBIT "CO/STA-C: TIME AND SCHEDULE OF PERFORMANCE: DATED: 1/28/05

EXHIBIT "CO/STA-D: CONSULTANT'S/PROVIDERS ASSOCIATED
SUB-CONSULTANT(S)/SUB-CONTRACTORS: DATED: 1/28/05

EXHIBIT "CO/STA-E: PROJECT GUIDELINES AND CRITERIA: DATED: 1/28/05

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: [Signature] 2/3/05
Date
Department Director

By: [Signature]
Date Accepted: 2/3/05
Consultant/Provider
(Print Name) Serron Hull

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

By: [Signature] 2/18/05
Date
Contracts Mgmt

Date Accepted: 2/3/05

Corporate Seal

APPROVED:

By: _____
*County Attorney's Office Date

[]
[]
[]
Blue Sheet

*County Attorney signature needed for over Board level expenditures only.

Chairman,
Board of County Commissioners
Date Approved: _____

CHANGE ORDER AGREEMENT No. _____

SUPPLEMENTAL TASK AUTHORIZATION No. 5

EXHIBIT "CO/STA-A"

Date: 1/28/05

SCOPE OF PROFESSIONAL SERVICES

for CEI Services for Treeline Extension from Pelican Preserve to N. of Daniels Rd.

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:

Provide One Senior Inspector to provide oversight, observation and verification for the contractor/owners quality control and installation per the contract document and FDOT 2002 standard specifications.

*Attach additional pages, if needed.

CHANGE ORDER AGREEMENT No.
 SUPPLEMENTAL TASK AUTHORIZATION No. 5_

EXHIBIT "CO/STA-B"

Date: 1/28/05

COMPENSATION AND METHOD OF PAYMENT

for CEI Services for Treeline Extension from Pelican Preserve to N. of Daniels Rd.

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.)
14.00	Construction Contract Administration and Inspection Services	\$143,530.20	NTE	W.I.P.P.
TOTAL				

(Unless list is continued on next page)

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

EXHIBIT "CO/STA-D"

Date: 1/28/05

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

for _____ CEI Services for Treeline Extension from Pelican Preserve to N. of Daniels Rd.

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
	None					

CHANGE ORDER AGREEMENT No. _____

or

SUPPLEMENTAL TASK AUTHORIZATION No. _____

EXHIBIT "CO/STA-E"

Date: 1/28/05

PROJECT GUIDELINES AND CRITERIA

for _____

CEI Services for Treeline Extension from Pelican Preserve to N. of Daniels Rd.

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