

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

Blue Sheet No. 20050448

1. ACTION REQUESTED/PURPOSE:

Approve Supplemental Task Authorization No. 1 to Contract #2926, to Ray Boyd under CN-04-14, MISCELLANEOUS UTILITY ENGINEERING DESIGN AND/OR INSPECTION SERVICES – Reg. Sludge Plant Prelim Study Phase 1, in the amount of \$74,500.00. This project was in the CIP and the funds are available within the budget.

2. WHAT ACTION ACCOMPLISHES: Provides the County with a consultant already on contract that can provide professional utility engineering services for the Reg. Sludge Plant Prelim Study Phase 1.

3. MANAGEMENT RECOMMENDATION:

4. Departmental Category: 10 C10J		5. Meeting Date: 04-19-2005
6. Agenda: <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Administrative <input type="checkbox"/> Appeals <input type="checkbox"/> Public <input type="checkbox"/> Walk-On	7. Requirement/Purpose: (specify)	
	Statute _____	
	Ordinance _____	
	<input checked="" type="checkbox"/> Admin. Code <u>AC-4-4</u>	
	Other _____	
		8. Request Initiated: Commissioner _____ Department <u>Public Works</u> Division <u>Utilities</u> 4/1/05 By: <u>Rick Diaz, P.E., Director</u>

9. Background:

On August 17, 2004, the Board of County Commissioners approved the award of CN-04-14 MISCELLANEOUS UTILITY ENGINEERING DESIGN AND/OR INSPECTION SERVICES with a total of nineteen (19) firms: Barraco & Associates, Inc.; Ray Boyd; Boyle Engineering Corp.; CH2M Hill; CPH Engineers, Inc.; Carollo Engineers; Q. Grady Minor & Associates, PA; Greeley & Hansen; Hazen & Sawyer; Hole Montes, Inc.; Ink Engineering; JRI Engineering, Inc.; Johnson Engineering, Inc.; MWH Americas, Inc.; Malcolm Pirnie, Inc.; PBS & J, Inc.; Pitman-Hartenstein & Associates, Inc.; Source, Inc.; WilsonMiller, Inc. for a contract period of two (2) years with the option of renewal for one (1) additional year.

This Supplemental Task Authorization (STA) No. 1 provides for professional utility engineering services -under CN-04-14 MISCELLANEOUS UTILITY ENGINEERING DESIGN AND/OR INSPECTION SERVICES – Reg. Sludge Plant Prelim Study Phase 1, in the amount of \$74,500.00.

Funds are available from account strings: OD5360648700.503190 \$37,250.00
OD5366248700.503190 \$37,250.00

Attachment: Supplemental Task Authorization No. 1 for Execution

10. Review for Scheduling:

Department Director	Purchasing or Contracts	Human Resources	Other	County Attorney	Budget Services <i>4/1/05</i>				County Manager/P.W. Director
<i>Jamler 4/1/05</i>	<i>[Signature] 4/1/05</i>	N/A		<i>[Signature]</i>	Analyst <i>P.M. 4/1/05</i>	Risk <i>4/1/05</i>	Grants <i>4/1/05</i>	Mgr. <i>[Signature]</i>	<i>Jamler 4.4.05</i>

11. Commission Action:

- Approved
- Deferred
- Denied
- Other

Rec. by CoAtty
Date: 4/5/05
Time: 8:10

Forwarded To:
[Signature]
4/6/05

RECEIVED BY
COUNTY ADMIN:
[Signature]
4/6/05

COUNTY ADMIN
FORWARDED TO:
[Signature]
4/7/05
[Signature]

PH

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

Change Order
 Supplemental Task Authorization

NO.: 1

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

CONTRACT/PROJECT NAME: MISC. UTILITY ENGINEERING DESIGN AND/OR INSPECTION SERVICES - REGIONAL SLUDGE HANDLING PLANT PRELIMINARY STUDY PHASE 1

CONSULTANT: RAY BOYD

PROJECT NO.: 7289

SOLICIT NO.: CN-04-14

CONTRACT NO.: 2926

REQUESTED BY: RICK DIAZ, P.E. DIRECTOR

DATE OF REQUEST: 3/9/05

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: 3/9/05
EXHIBIT "CO/STA-B: COMPENSATION & METHOD OF PAYMENT: DATED: 3/9/05
EXHIBIT "CO/STA-C: TIME AND SCHEDULE OF PERFORMANCE: DATED: 3/9/05
EXHIBIT "CO/STA-D: CONSULTANT'S/PROVIDERS ASSOCIATED
SUB-CONSULTANT(S)/SUB-CONTRACTORS: DATED: 3/9/05
EXHIBIT "CO/STA-E: PROJECT GUIDELINES AND CRITERIA: DATED: 3/9/05

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

RECOMMENDED: 3/14/05
By: [Signature] Date
Department Director
By: [Signature] 3/3/05
Contracts Mgmt Date

ACCEPTED:
By: [Signature]
Consultant/Provider
Date Accepted: 3/14/05
Corporate Seal

COUNTY APPROVAL:
By: [Signature]
Department Director,
(Under \$25,000) 3/14/05
Date Approved: 3/14/05

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. 1

EXHIBIT "CO/STA-A"

Date: March 9, 2005

SCOPE OF PROFESSIONAL SERVICES

for MISC. UTILITY ENGINEERING DESIGN AND/OR INSPECTION SERVICES – REGIONAL
SLUDGE HANDLING PLANT PRELIMINARY STUDY PH 1

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

SECTION 1.00 CHANGE(S) TO PROFESSIONAL SERVICES

The "Scope of Professional Services" as set forth in Exhibit "A" of the Professional Services Agreement, or Service Provider Agreement, referred to hereinbefore is hereby supplemented, changed or authorized, so that the CONSULTANT or SERVICE PROVIDER, shall provide and perform the following professional services, tasks, or work as a supplement to, change to, or authorized to, the scope of services previously agreed to and authorized:

CONSULTING SERVICES WILL INCLUDE, BUT NOT BE LIMITED TO, ADVISING AND ASSISTING LEE COUNTY UTILITIES (LCU) WITH THE OVERALL PROGRAM MANAGEMENT OF WASTEWATER BIOSOLIDS RESIDUALS. DUTIES WILL INCLUDE ASSESSMENTS, ANALYSIS, PRIORITIZATION, NEGOTIATION, REVIEW, RESEARCH STRATEGY, BUSINESS AND MANAGEMENT PLANS, COORDINATION, MONITORING, OPTIONS, MEETINGS, QA/QC, PEER REVIEW, ETC.

SERVICES WILL CONSIST OF UP TO 100 HOURS PER MONTH.

*Attach additional pages, if needed.

CHANGE ORDER AGREEMENT No.
or
 SUPPLEMENTAL TASK AUTHORIZATION No. 1_

EXHIBIT "CO/STA-B"

Date: 3/9/05

COMPENSATION AND METHOD OF PAYMENT

for MISC. UTILITY ENGINEERING DESIGN AND/OR INSPECTION SERVICES – REGIONAL SLUDGE HANDLING FACILITY PRELIMINARY STUDY PH 1

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

SECTION 1.00 CHANGE(S) IN COMPENSATION

The compensation the CONSULTANT, or SERVICE PROVIDER, shall be entitled to receive for providing and performing the supplemented, changed or authorized services, tasks, or work as set forth and enumerated in the Scope of Services set forth in this CHANGE ORDER OR SUPPLEMENTAL TASK AUTHORIZATION AGREEMENT, Exhibit "CO/STA-A", attached hereto shall be as follows:

NOTE: A Lump Sum (L.S.) or Not-to-Exceed (N.T.E.) amount of compensation to be paid the CONSULTANT should be established and set forth below for each task or sub-task described and authorized in Exhibit "S/COA-A". In accordance with Professional Services Agreement Article 5.03(2) "Method of Payment", tasks to be paid on a Work-in-Progress payment basis should be identified (WIPP).

Task Number	Task Title	Amount of Compensation	Indicate Basis of Compensation LS or NTE	If Applicable Indicate (W.I.P.P.)
1	REG SLUDGE PLANT PRELIM STUDY PHASE 1	\$74,500	NTE	
TOTAL		74,500.00	NTE	

(Unless list is continued on next page)

CHANGE ORDER AGREEMENT No. _____

SUPPLEMENTAL TASK AUTHORIZATION No. 1

EXHIBIT "CO/STA-D"

Date: 3/9/05

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

for MISC. UTILITY ENGINEERING DESIGN AND/OR INSPECTION SERVICES – REGIONAL SLUDGE HANDLING PLANT PRELIMINARY STUDY PHASE 1

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

CONSULTANT, or SERVICE PROVIDER, intends to engage the following sub-consultant(s) and/or sub-contractor(s) to assist the CONSULTANT, or SERVICE PROVIDER, in providing and performing the services, tasks, or work required under this CHANGE ORDER, or SUPPLEMENTAL TASK AUTHORIZATION AGREEMENT.

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

Service and/or Work to be Provided or Performed	Name and Address of Individual or Firm	Disadvantaged, Minority or Women Business Enterprise, (If Yes, Indicate Type)			Sub-Consultant Services are Exempted from Prime Consultant's Insurance Coverage	
		Yes	No	Type	Yes	No
	NONE					

CHANGE ORDER AGREEMENT No. _____

or

SUPPLEMENTAL TASK AUTHORIZATION No. 1

EXHIBIT "CO/STA-E"

Date: 3/9/05

PROJECT GUIDELINES AND CRITERIA

for MISC. UTILITY ENGINEERING DESIGN AND/OR INSPECTION SERVICES -
REGIONAL SLUDGE HANDLING PLANT PRELIMINARY STUDY PH 1

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

As a supplement, or change, to the Project Guidelines and Criteria set forth in the Professional Services Agreement, or Service Provider Agreement, Exhibit "E", the COUNTY has established the following Guidelines, Criteria, Goals, Objectives, Constraints, Schedule, Budget, and/or Requirements which shall serve as a guide to the CONSULTANT, or SERVICE PROVIDER, in performing the professional services, tasks, or work to be provided pursuant to the professional services set forth hereinbefore in CHANGE ORDER or SUPPLEMENTAL TASK AUTHORIZATION AGREEMENT, Exhibit "CO/STA-A", attached hereto:

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

ITEM No. 1

None