

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

Blue Sheet No. 20050450

1. ACTION REQUESTED/PURPOSE:

Approve Change Order No. 4 to contract #2063 under CN-02-08 METRO PARKWAY WIDENING FROM SIX MILE TO DANIELS to INWOOD CONSULTING ENGINEERS in the amount of \$52,740.00. This project is included in the CIP and will be funded by the Utilities CIP Budget.

2. WHAT ACTION ACCOMPLISHES: Provides Lee County with a Consultant to: include design work for relocation of existing Lee County Utilities water line and replacement of an existing sewer force main with a larger force main. All utility work will be installed concurrently with the six-laning of Metro Parkway.

3. MANAGEMENT RECOMMENDATION:

4. Departmental Category: 10

C10K

5. Meeting Date: *04-19-2005*

- 6. Agenda:**
- Consent
 - Administrative
 - Appeals
 - Public
 - Walk-On

- 7. Requirement/Purpose: (specify)**
- Statute
 - Ordinance
 - Admin. Code **AC-4-4**
 - Other

8. Request Initiated:
 Commissioner _____
 Department **Public Works**
 Division **Utilities** *4/1/05*
 By: **Rick Diaz, P.E., Director**

9. Background:

On April 16, 2002,, the Board of County Commissioners approved the award of CN-02-08 Metro Parkway Widening from Six Mile to Daniels, to Inwood Consulting Engineers Inc. for a total contract amount of \$889,199.43.

Approval is required for Change Order No. 4 to contract #2063 under CN-02-08 METRO PARKWAY WIDENING FROM SIX MILE TO DANIELS to INWOOD CONSULTING ENGINEERS in the amount of \$52,740.00. – Metro Parkway will be widened from 2 lanes to 6 lanes between Six Mile Cypress and Daniels Parkway. LDOT is funding the project early with future re-imburement from FDOT. Lee County Utilities has identified a need to increase the size of utility lines along Metro Parkway in the Capital Improvement Program.

To avoid future disruptions to the roadway and to reduce construction costs, Lee County Utilities proposes to install this sewer force main concurrently with the widening of Metro Parkway.

Funds are available in account string: 20722648730.506510

Attachments: Change Order #4 for Execution

10. Review for Scheduling:

Department Director	Purchasing or Contracts	Human Resources	Other	County Attorney	Budget Services				County Manager/P.W. Director
					Analyst	Risk	Grants	Mgr.	
<i>J. J. Jumper 4.4.05</i>	<i>[Signature]</i>	N/A	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i> 4/7/05	<i>[Signature]</i> 4/7/05	<i>[Signature]</i> 4-7-05	<i>[Signature]</i> 4/7	<i>[Signature]</i> 4.4.05

11. Commission Action:

- Approved
- Deferred
- Denied
- Other

Rec. by CoAtty
 Date: *4/5/05*
 Time: *8:10*
 Forwarded To:
Co. Admin 4/16/05

RECEIVED BY
 COUNTY ADMIN:
4-6-05 *MRB*
1pm
 COUNTY ADMIN
 FORWARDED TO:
4/7/05
1pm

PM

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

Change Order
 Supplemental Task Authorization

NO.: 04

(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 : METRO PARKWAY WIDENING FROM SIX MILE TO DANIELS

CONSULTANT : INWOOD CONSULTING ENGINEERS PROJECT NO. : 5022

SOLICIT NO. ⁰⁰⁵ 02-08 CONTRACT NO. : 2063 ACCOUNT NO. : 207226-

REQUESTED BY: UTILITIES DIVISION DATE OF REQUEST: 09 FEB 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: 09 FEB 05
- EXHIBIT "CO/STA-B: COMPENSATION & METHOD OF PAYMENT: DATED: 09 FEB 05
- EXHIBIT "CO/STA-C: TIME AND SCHEDULE OF PERFORMANCE: DATED: 09 FEB 05
- EXHIBIT "CO/STA-D: CONSULTANT'S/PROVIDERS ASSOCIATED
SUB-CONSULTANT(S)/SUB-CONTRACTORS: DATED: 9/8/04
- EXHIBIT "CO/STA-E: PROJECT GUIDELINES AND CRITERIA: DATED: 09 FEB 05

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

RECOMMENDED: [Signature] 3/14/05
 By: _____ Date
 Department Director
 By: [Signature] 3/31/05
 Contracts Mgmt Date

ACCEPTED:
 By: [Signature]
 Consultant/Provider
 Date Accepted: 2/16/05

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

APPROVED:
 By: _____
 *County Attorney's Office Date

Corporate Seal



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

By: _____
 Chairman
 Board of County Commissioners
 Date Approved: _____

- CHANGE ORDER AGREEMENT No. 04
or
 SUPPLEMENTAL TASK AUTHORIZATION

EXHIBIT "CO/STA-A"

Date: 09 FEB 05

SCOPE OF PROFESSIONAL SERVICES

for METRO PARKWAY WIDENING FROM SIX MILE TO DANIELS

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:

Task 1: Final Design – 75% Documents

- A. Prepare Utility Construction Plans: Prepare 75 percent complete plans. Plans shall be prepared using standard CADD formats. The water main and force main plan and profile sheet will be developed using the Metro Parkway roadway plans as base sheets. The red, green and brown utility relocation mark ups prepared by the County will be used as the basis for the 75% plans. Plans shall include the following sheets:
1. Cover Sheet
 2. Index, Legend, Location Map and General Notes Sheet
 3. Pay Items Sheets
 4. Plan and profile Sheets for the water main and force mains at a scale consistent with roadway plans. Both lines will be shown on the same sheet. Plan sheet size will be consistent with the road plans (11"x17")
 5. Detail Sheets showing County standard details.
- B. Prepare Technical Specifications, including General Requirements, Bid Form, Summary of Work, Measurement and Payment and Technical Special Provisions for inclusion with the County's bid documents. All formatting will be consistent with the requirements of the County (or FDOT, whichever is required) and will to the County's or FDOT nomenclature. The Engineer will perform all internal QA/QC reviews and will submit five (5) sets of 75 percent complete plans and specifications to County for review.
- C. The Engineer will prepare a Preliminary Estimate of Construction Cost.
- D. The Engineer will meet with County to discuss 75 percent complete submittal review comments and prepare meeting minutes.

Task 2: Final Design – 90% & Bid Documents

- A. Complete Contract Documents - Incorporate County comments from 75 percent complete submittal and complete preparation of plans and specifications. Submit five (5) sets of 90 percent complete contract documents. Meet with County and discuss review comments for 90 percent submittal. Incorporate County comments from 90 percent submittal review. Prepare final, 100% complete, plans and specifications and submit final documents to County. A meeting to discuss final 100 percent submittal is not required and is not part of the scope. The Engineer will perform internal QA/QC reviews of the final plans and specifications prior to submittal to the County. The Engineer will coordinate and prepare final submittal package of the drawings and documents to the County Utilities Department as well as providing final documents the County DOT office (Four (4) sets for DOT and Four (4) sets for the County Utilities) signed and sealed for the County DOT's use in bidding project. Plan size format will be consistent with the road plans (11" x 17").

B. Permit Applications

1. Prepare and submit FDEP permit application for Public Drinking Water Facility Construction permit. Application fee for permit will be provided by County.
2. Prepare and submit FDEP permit application to Construct Domestic Wastewater Collection/ Transmission system permit. Application fee for permit will be provided by County.
3. Respond to FDEP for request for additional information regarding both the Public Drinking Water Facility Construction permit application and Construct Domestic Wastewater Collection/ Transmission system permit application.
4. Prepare and submit FDOT utility permit application package. Respond to FDOT review comments as necessary.

C. Prepare a Final Estimate of Construction Cost and submit a copy to the County with final documents.

Task 3: Bidding Phase Services

During the bidding phase, it is assumed that Lee County will provide all bidding services. Should the Engineer be requested to provide any bidding assistance, the work will be considered out of scope and will need to be completed under a separate authorization

Task 4: Construction Services

During the construction phase, it is assumed that Lee County will provide all construction inspection services. Should the Engineer be requested to provide any construction inspection services, the work will be considered out of scope and will need to be completed under a separate authorization.

CHANGE ORDER AGREEMENT No. 04
 or
 SUPPLEMENTAL TASK AUTHORIZATION No.

EXHIBIT "CO/STA-B"

Date: 09 FEB 05

COMPENSATION AND METHOD OF PAYMENT

for METRO PARKWAY WIDENING FROM SIX MILE TO DANIELS

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.)
6	Utilities / Railroad	52,740.00	NTE	WIPP
TOTAL		\$52,740.00		

Date: 09 FEB 05

TIME AND SCHEDULE OF PERFORMANCE

for METRO PARKWAY WIDENING FROM SIX MILE TO DANIELS

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
1	Roadway Design Analysis	No change	No Change
2	Drainage Analysis	No change	No change
3	Roadway Plans	No change	No change
4	Drainage Plans	No change	No change
5	Traffic Control Plans	No change	No change
6	Utilities / Railroad	126	126
7	Environmental / Permitting	No change	No change
8	Signing and Marking	No change	No change
9	Signalization	No change	No change
10	Lighting	No change	No change
11	Structural / Environmental Sub-consultant	No change	No change
12	Traffic Analysis Sub-consultant	No change	No change
13	Landscape Plans	No change	No change
14	Aerial Photography	No change	No change
15	Public Involvement Sub-consultant	No change	No change
16	Archeological / Cultural Assessments	No change	No change
17	Design Survey and R/W Mapping	No change	No change
18	Geotechnical Services	No change	No change
19	R/W Cost Estimates	No change	No change
20	Permitting Fees	No change	No change
21	Post Design Services	No change	No change
22	Direct Reimbursables (Out-of-Pocket)	No change	No change

CHANGE ORDER AGREEMENT No. 04
or
 SUPPLEMENTAL TASK AUTHORIZATION No.

EXHIBIT "CO/STA-C"
continued

TIME AND SCHEDULE OF PERFORMANCE

for METRO PARKWAY WIDENING FROM SIX MILE TO DANIELS

SECTION 2.00 SUMMARY OF THE IMPACT OF CHANGE(S) IN PROFESSIONAL SERVICES ON THE OVERALL PROJECT TIME AND SCHEDULE OF PERFORMANCE

Pursuant to and in consideration of the changes in the Scope of Professional Services in this CHANGE ORDER or SUPPLEMENTAL TASK AUTHORIZATION AGREEMENT, Exhibit "CO/STA-A", the time and schedule the COUNTY and the CONSULTANT, or SERVICE PROVIDER, has previously agreed to for all of the work to be done under this Professional Services Agreement, or Service Provider Agreement, shall be changed to be as follows:

Phase and/or Task Reference as Enumerated in EXHIBIT A and EXHIBIT CO/STA-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
1	Roadway Design Analysis	NA	NA
2	Drainage Analysis	NA	NA
3	Roadway Plans	NA	NA
4	Drainage Plans	NA	NA
5	Traffic Control Plans	NA	NA
6	Utilities / Railroad	NA	NA
7	Environmental / Permitting	NA	NA
8	Signing and Marking	NA	NA
9	Signalization	NA	NA
10	Lighting	NA	NA
11	Structural / Environmental Sub-consultant	NA	NA
12	Traffic Analysis Sub-consultant	NA	NA
13	Landscape Plans	NA	NA
14	Aerial Photography	NA	NA
15	Public Involvement Sub-consultant	NA	NA
16	Archeological / Cultural Assessments	NA	NA
17	Design Survey and R/W Mapping	NA	NA
18	Geotechnical Services	NA	NA
19	R/W Cost Estimates	NA	NA
20	Permitting Fees	NA	NA
21	Post Design Services	NA	NA
22	Direct Reimbursables (Out-of-Pocket)	NA	NA

CHANGE ORDER AGREEMENT No. 04
 or
 SUPPLEMENTAL TASK AUTHORIZATION No.

EXHIBIT "CO/STA-D"

Date: 9/8/04

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

for METRO PARKWAY WIDENING FROM SIX MILE TO DANIELS

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
Archeological / Cultural Assessments	Archaeological Consultants, Inc. 8110 Blaikie Court, Suite A Sarasota, FL 34240	Yes		WBE		No
Geotechnical Services	Allied Engineering and Testing 5300-A Lee Blvd Lehigh Acres, FL 33970		No			No
Design Survey and R/W Mapping	AIM Engineering and Surveying 5300 Lee Blvd PO Box 1235 Lehigh Acres, FL 33970		No			No
Structural / Environmental Sub-consultant	TKW Consultants 12553 New Brittany Blvd Bldg #32 Fort Myers, FL 3390		No			No

CMO:028
 09/25/01

- CHANGE ORDER AGREEMENT No. 04
or
 SUPPLEMENTAL TASK AUTHORIZATION No.

EXHIBIT "CO/STA-E"

Date: 09 FEB 05

PROJECT GUIDELINES AND CRITERIA

for METRO PARKWAY WIDENING FROM SIX MILE TO DANIELS

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:

ITEM No. 1

Prepare utility relocation plans and specifications in accordance with Lee County Utility Standards.

ITEM No. 2

Coordinate water & sewer relocation plans with signalization, lighting, drainage, landscape and utility relocation plans of other utility providers

ITEM No. 3

Provide minor modifications to roadway, signalization, drainage, lighting and landscape plans as necessary to accommodate water and sewer utility relocations, including provisions to avoid interruptions of utility service to consumers for more than 24 hours, unless approved otherwise by Lee County Utilities.