

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

Blue Sheet No. 20050531

1. ACTION REQUESTED/PURPOSE:

Approve Supplemental Task Authorization (STA) No. 2 to Malcolm Pirnie, Inc., under CN-04-14 MISCELLANEOUS UTILITY ENGINEERING DESIGN AND/OR INSPECTION SERVICES: Engineering Services for revisions to the Interlocal Wastewater Treatment Agreement between the City of Fort Myers and Lee County; and for the preparation of the Wastewater System Master Plan, Contract No. 2922, in the amount of \$350,000.00. This project was in the CIP and funds are available within the budget.

2. WHAT ACTION ACCOMPLISHES: Lee County Utilities and the City of Fort Myers Public Works Department with the Wastewater Master Plan.

3. MANAGEMENT RECOMMENDATION: Staff recommends approval.

| | | |
|--|---|---|
| 4. Departmental Category: 10 <i>C10M</i> | | 5. Meeting Date: <i>05-10-2005</i> |
| 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: <i>(specify)</i> | |
| | <input type="checkbox"/> Statute | <input type="checkbox"/> Ordinance |
| | <input checked="" type="checkbox"/> Admin. Code <i>AC-4-4</i> | <input type="checkbox"/> Other |
| | 8. Request Initiated: | |
| | Commissioner <i>Public Works</i> Department <i>Utilities</i> Division By: <i>Rick Diaz, P.E., Director</i> <i>4/18/05</i> | |

9. Background:

On September 14, 2004, under Blue Sheet No. 20041079-UTL, Consent Agenda C10C, the Board approved entering into negotiations with Malcolm Pirnie, Inc. for engineering services to be provided for the Wastewater System Master Plan between the City of Fort Myers and Lee County.

Contract negotiations were successful with Malcolm Pirnie, and require Board approval of STA No. 2 in the amount of \$350,000.00.

Funds are available in account string 20743848730.503190

Attachment: Three (3) original Supplemental Task Authorizations for execution

10. Review for Scheduling:

| Department Director | Purchasing or Contracts | Human Resources | Other | County Attorney | Budget Services <i>4/20/05</i> | | | County Manager/P.W. Director | |
|-----------------------|-------------------------|-----------------|-------|-----------------|-----------------------------------|------------------------|--------------------------|------------------------------|-----------------------|
| | | N/A | | | Analyst <i>4/19/05</i> | Risk <i>4/19/05</i> | Grants <i>4/19/05</i> | Mgr. <i>4/19/05</i> | |
| <i>Jamula 4-18-05</i> | <i>[Signature]</i> | | | | | | | | <i>Jamula 4-18-05</i> |

11. Commission Action:

- Approved
- Deferred
- Denied
- Other

Rec. by CoAtty
Date: *4/19/05*
Time: *10:20*
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Co. Action 4/19/05

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

Change Order
 Supplemental Task Authorization

NO.: 2

(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
Wastewater System Master Plan
CONSULTANT: Malcolm Pirnie, Inc. PROJECT NO.: _____

SOLICIT NO.: CN-04-14 CONTRACT NO.: 2922 ACCOUNT NO.: 2074 3848730.563190 (per Kris)
REQUESTED BY: Rick Diaz, P.E. DATE OF REQUEST: April 13, 2005

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: April 13, 2005
- EXHIBIT "CO/STA-B: COMPENSATION & METHOD OF PAYMENT: DATED: April 13, 2005
- EXHIBIT "CO/STA-C: TIME AND SCHEDULE OF PERFORMANCE: DATED: April 13, 2005
- EXHIBIT "CO/STA-D: CONSULTANT'S/PROVIDERS ASSOCIATED SUB-CONSULTANT(S)/SUB-CONTRACTORS: DATED: April 13, 2005
- EXHIBIT "CO/STA-E: PROJECT GUIDELINES AND CRITERIA: DATED: April 13, 2005

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

RECOMMENDED: [Signature]
By: [Signature] 4/13/05
Department Director Date
By: [Signature] 4/18/05
Contracts Mgmt Date

ACCEPTED:
By: [Signature]
Consultant/Provider
Date Accepted: 4-13-05

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

APPROVED:
By: [Signature]
*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. _____

or

SUPPLEMENTAL TASK AUTHORIZATION No. 2

EXHIBIT "CO/STA-A"

Date: April 13, 2005

SCOPE OF PROFESSIONAL SERVICES

for Misc. Utility Engineering Design and/or Inspection Services

(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:

See Attachment No. 1

*Attach additional pages, if needed.

Attachment No. 1

Wastewater System Master Plan Scope of Services

General

The County intends to prepare a comprehensive Master Plan for its wastewater infrastructure in order to effectively provide the resources needed to support continued growth, changing regulatory requirements and infrastructure renewal needs. The County operates or contributes flow to the following distinct treatment facilities and corresponding collection systems:

1. Waterway Estates WWTP (County owned and operated)
2. Gateway/Three Oaks WWTP (County owned and operated)
3. City of Fort Myers South and Central WWTPs (County owns capacity share)
4. Pine Island WWTP (County owned and operated)
5. Fort Myers Beach WWTP (County owned and operated)
6. Fiesta Village AWWTP (County owned and operated)
7. San Carlos WWTP (County owned and operated)

With the exception of the City owned Fort Myers WWTPs, the County owns and operates all collection and treatment systems. The WW MP will assess the growth and infrastructure expansion needs of each noted system separately. In the case of the City of Fort Myers WWTPs, the assessment will also identify improvements needed to appropriately meter flows generated in the County's service area.

Task 100 - Wastewater System Master Plan

Information Collection, Review and Reduction

Wide-ranging information will be required to be provided by the County to support the development of the Master Plan. Specific information needs, at the minimum, will include the following elements:

1. Water demand and wastewater flow data generated from well defined and understood service boundaries. The water demand (and wastewater flows, if available) from the County's largest customers within each service area will be identified. Specifically, the estimated total industrial wastewater flows into the system will be furnished for each service area. This data will support the development of per capita wastewater flows that will be used for planning purposes.

2. A tabulated inventory of the nominal rated capacity and operating head of each pump station. Operating and design data for all pump/lift stations. Data will include pump curves, daily run-time data and other information to be determined.
3. Identify number of customers, by type, within each drainage basin. This activity assumes the County will make this determination.
4. Utility standards relating to assumed flows by customer type.
5. Existing and forecasted land use and population data.
6. Maps of the collection system showing piping alignments, diameters, limits of each drainage basin, and locations of pump stations and WWTPs. A tabulated inventory of all collection system piping by size, materials of construction and total length will be furnished by the County.
7. Operating permits (NPDES and FDEP) and applications for each WWTP. Historical operating data for each system correlating to permit requirements should be furnished. This activity assumes all data will be furnished in electronic format suitable for import into Excel.
8. Previous facility design memoranda that describes design basis, future expansion scenarios, and applicable technologies will be furnished. Additionally, available narratives that characterize various elements of the system – collection, transmission, treatment, SCADA, etc. – will be furnished for use in subsequent tasks.
9. From this information provided by the County, Malcolm Pirnie will prepare this draft section of the Master Plan and review with County staff. The review meeting will be held as part of one of the monthly progress meetings.

Malcolm Pirnie will prepare detailed information requests, coordinate data procurement, assess the completeness of information received and reduce operating data and permit requirements. A section of the Master Plan that documents the basic data and sources on which subsequent analyses are based will be prepared.

Characterize Existing System and Operating Arrangements

1. Describe the configuration and functionality of the collection system, pump stations, transmission system, and treatment and disposal systems. Substantially, Malcolm Pirnie will rely on information furnished by the County as well as information currently available from Annual Inspection reports.
2. Describe supporting systems – IT/SCADA, standby power, etc. Malcolm Pirnie will rely on existing information furnished by the County.

3. Summarize the scope of existing service agreements, capacity allocations and quantify available capacity. Malcolm Pirnie will rely on information available for the City of Ft. Myers Master Plan for relevant capacity allocation data.
4. Identify critical elements of transmission system and service conditions – e.g. age and condition of subaqueous crossings, major trunk sewers or force mains. The County will identify all critical elements on a GIS map of its system based on criteria furnished by Malcolm Pirnie. Input will be solicited from Maintenance personnel to establish the condition, criticality and renewal and replacement needs.
5. Document operating flexibility available in managing the allocation of flows generated among the County's WWTPs.
6. Interview collection system operating and maintenance personnel to gain further insights into performance limiting conditions of the existing system. Document scope of collection system inspection program and comment on enhancement opportunities.
7. Subsequent to the completion of the above efforts, Malcolm Pirnie will prepare draft section of the Master Plan and incorporate comments received from the County staff. The review meeting will be held as part of a monthly progress meeting.

Demand Characteristics and Forecasting

1. Establish historical on per capita wastewater demands based on data furnished under Task 1 and agree on the basis for planning forecasts. With the exception of areas served by the City of Ft. Myers, a uniform system-wide unit demand will be assumed.
2. Establish existing service population for each service area and allocate existing population to each drainage sub-basin. Support from the County's GIS staff will be required to retrieve, reduce and allocate the population data.
3. For the planning period, determine the forecasted population growth within each drainage area and future service areas. This activity assumes the County's population data is not disaggregated and organized by lift station drainage area. Consequently, this activity involves estimating the existing service population by drainage area and correlating to available county-wide data. Use forecasted populations as the basis for projecting wastewater flows.
4. Future services areas will be allocated to existing WWTPs and/or pump stations in order to represent the potential allocation of future demands to existing facilities (both County and City owned facilities).

5. Malcolm Pirnie will prepare draft section of the Master Plan and incorporate comments received from the County staff. The review meeting will be held as part of a monthly progress meeting.

Wastewater Treatment Capacity Assessment

The objective of this task is to identify treatment capacity expansion needs and significant technology shifts that might be required. No specific consideration will be given to collection/transmission system capacity modifications or options for expanding treatment capacity. It is assumed that engineering associated with the development of implementation approach would be conducted as part of each respective capital project.

1. Determine the available capacity in each treatment facility (County and City owned) based on historical flows.
2. Apply forecasted flows to each facility to determine the timing and magnitude of capacity expansion needs.
3. Assess the feasibility to divert flows from growth areas with limited available treatment capacity to facilities with surplus capacity. Identify transmission system improvements required to support.
4. For each WWTP, a simplified pump station connectivity diagram that schematically illustrates the interconnectivity among all existing pump stations and the flow contribution of each station based on historical operating records will be reviewed. This activity assumes that the schematic flow interconnectivity diagram will be furnished by County staff..
5. Conduct evaluations of each facility to determine alternative capacity expansion approaches. This activity will not include detailed process analysis and alternative treatment process evaluations. Rather, the objective is to establish representative expansion scenarios that may serve as the assumed basis for planning efforts.
6. Prepare budgetary level capital cost estimates for assumed representative expansion scenarios. It is understood that cost estimates are intended to serve as conservative placeholders for future capital projects, the details of which, would be established under future engineering efforts.
7. Collaborate with County to identify and describe all important uncertainties that might influence the scope and timing of system investments. Assumptions relative to these scenarios that affect the recommended expansion plan will be identified. Future deviation from these assumptions will serve as future indicators of the need to revisit and update the recommended plan.
8. Prepare draft section of the Master Plan and review with County staff.

Wastewater Transmission Hydraulic Assessment

Activities identified below assume a hydraulic assessment of the County's collection system and force main transmission networks will not be conducted by Malcolm Pirnie. It is further understood that the County has a robust model of its collection/transmission system and is capable of assessing capacity impacts and identifying appropriate capacity upgrades. Consequently, Malcolm Pirnie will identify forecasted flows by drainage basin as well as conceptual transmission system modifications. Lee County staff will utilize this input to conduct hydraulic analyses needed to support the development of major collection and transmission system capital projects.

Consequently, this task assumes Malcolm Pirnie's input will be limited to the conceptual indication of transmission projects needed to support capacity expansion recommendations identified in Task 4 and that the results from the County's evaluation will be documented under separate cover. Specifically, the following activities are assumed:

1. Prepare for and conduct a workshop to review the forecasted flows to each drainage basin as well as underlying assumptions. Followup as needed to clarify any questions regarding the underlying basis for the forecasts. Based on treatment capacity expansion requirements, generally characterize the scope of collection & transmission system expansion considerations to be investigated by the County. Document guidance in a technical memorandum.

Planning Recommendations

1. Prepare integrated summary of findings and capital improvement recommendations including project definition, schedule and cost.
2. Prepare non-capital recommendations that pertain to performance improvements that may be achieved.
3. Identify conditions on which recommendations are based and provide guidance on regarding influencing factors to monitor.
4. Identify areas specifically excluded from the Master Plan that require supplemental investigation.
5. Prepare draft section and review with County.

Master Plan Preparation and Presentation

1. Draft an executive summary and finalize each section of the Master Plan and consolidate into a final-draft.

2. Prepare and submit 15 copies of the final-draft Master Plan to the County to review. Attend one review meeting and finalize based on comments received. Submit 30 copies of the finalized Master Plan to the County. With the exception of the Executive Summary, each section of the Master Plan would have been subject to previous review and should reflect all comments from the County. Consequently, it is anticipated that additional comments received at this stage should reflect minor clarifications and not revisions to the underlying assumptions or data utilized.
3. Conduct a review workshop with staff to present the integrated plan findings and recommendations. Document feedback received and incorporate into the final document. Malcolm Pirnie assumes that at this stage, comments will be limited to clarifications of previously established conditions and will not include shifts that would impact fundamental basis of the planning efforts.
4. Prepare a PowerPoint presentation of the Plan findings and recommendations for presentation in public meetings by Lee County staff.

Project Planning, Management and Supplemental Meetings

This task includes the effort associated with the following activities:

1. Project Planning – includes staffing coordination, scheduling, development of a detailed work breakdown structure, preparation of information and data needs, communication plan and other activities required to get the project off to a smooth start.
2. Project Kickoff Meeting – planning and attendance of meeting, team orientation, presentation of project plan, supporting resources/info needed from the County, etc.
3. Project Administration – includes tracking progress, general project communications and other administrative supporting activities.
4. Progress Meetings – this task assumes monthly progress meetings will be for the purpose of providing status updates, receiving feedback on previous submittals and general project coordination. Staff interviews, workshops or other noted special purpose meetings are not included herein.

Project Assumptions

1. The County will furnish all requested data within three weeks from the date requested.
2. The County will review all submittals and provide feedback to Malcolm Pirnie within 2 weeks from receipt.

3. The development of the Master Plan is a progressive process where successive tasks are executed on the foundation of previously completed tasks. Consequently, with the completion and submission of each Chapter, Malcolm Pirnie will freeze further analysis and changes upon receipt of comments from the County.

Schedule

The proposed services will be completed within 9 months from the receipt of notice to proceed. This assumes the timely receipt of requested data and review of submittals.

Compensation

Malcolm Pirnie will provide the professional services described in this scope for a lump sum fee of \$350,000 under the terms and conditions of the Miscellaneous Utilities Engineering Design and/or Inspection Services Contract CN-04-14.

CHANGE ORDER AGREEMENT No.
or
 SUPPLEMENTAL TASK AUTHORIZATION No. 2_

EXHIBIT "CO/STA-B"

Date: April 13, 2005

COMPENSATION AND METHOD OF PAYMENT

for Misc. Utility Engineering Design and/or Inspection Services

(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.) |
|-------------|------------------------|------------------------|---|--------------------------------------|
| 100 | Wastewater Master Plan | \$350,000 | LS | |
| TOTAL | | \$350,000 | LS | |

(Unless list is continued on next page)

CHANGE ORDER AGREEMENT No. _____

or
 SUPPLEMENTAL TASK AUTHORIZATION No. 2

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. 1-6 | Adjustment(s) Due to this CO or STA | Summary of Changed Compensation |
|---------------------|--------------------------|-------------------------------------|--|-------------------------------------|---------------------------------|
| STA-1 | Vulnerability Assessment | | \$ 42,000.00 | | \$42,000.00 |
| STA-2 | Wastewater Master Plan | | | \$350,000 | \$350,000 |
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| TOTAL | | | \$ 42,000.00 | \$350,000 | \$350,000 |

\$392,000

CHANGE ORDER AGREEMENT No. _____

SUPPLEMENTAL ^{or} TASK AUTHORIZATION No. 2

EXHIBIT "CO/STA-C"

Date: April 13, 2005

TIME AND SCHEDULE OF PERFORMANCE

for Misc. Utility Engineering Design and/or Inspection Services

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

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 |
|--|------------------------------------|--|---|
| | | | |
| 100 | Wastewater Master Plan | 270 | |
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CMO:027
09/25/01

CHANGE ORDER AGREEMENT No. _____

^{or}
 SUPPLEMENTAL TASK AUTHORIZATION No. 2

EXHIBIT "CO/STA-C"

Date: April 13, 2005

TIME AND SCHEDULE OF PERFORMANCE

for Misc. Utility Engineering Design and/or Inspection Services

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

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 |
|---|------------------------------------|--|--|
| | None | | |
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CHANGE ORDER AGREEMENT No. _____
 SUPPLEMENTAL TASK AUTHORIZATION No. 2

EXHIBIT "CO/STA-D"

Date: April 13, 2005

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

for Misc. Utility Engineering Design and/or Inspection Services

(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. 2

EXHIBIT "CO/STA-E"

Date: April 13, 2005

PROJECT GUIDELINES AND CRITERIA

for Misc. Utility Engineering Design and/or Inspection Services

(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

LEE COUNTY BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY BLUE SHEET NO: 20041079-UTL

1. REQUESTED MOTION:

ACTION REQUESTED:

Authorize Lee County Utilities to negotiate an engineering contract with Malcolm Pirnie, Inc. who will also be utilized by the City of Fort Myers for engineering services for revisions to the Interlocal Wastewater Treatment Agreement between the City of Fort Myers and Lee County; and, for the preparation of the Sewer Master Plan Update for the Wastewater System for both systems.

WHY ACTION IS NECESSARY:

Board authorization is necessary for both parties to utilize the same engineering firm.

WHAT ACTION ACCOMPLISHES:

Allows Lee County Utilities and the City of Fort Myers Public Works Department to utilize the same consultant for the rewriting of our Interlocal Agreement and the Sewer Master Plan update for both entities.

2. DEPARTMENTAL CATEGORY: 10
COMMISSION DISTRICT #:

CIOC

3. MEETING DATE:

09-14-2004

4. AGENDA:

- CONSENT
- ADMINISTRATIVE
- APPEALS
- PUBLIC
- WALK ON
- TIME REQUIRED: _____

5. REQUIREMENT/PURPOSE:

- (Specify)
- STATUTE
 - ORDINANCE
 - ADMIN. CODE
 - OTHER Approval

6. REQUESTOR OF INFORMATION:

- A. COMMISSIONER: _____
- B. DEPARTMENT: Lee County-Public Works
- C. DIVISION/SECTION: Utilities Division
- BY: Rick Diaz, P.E. Utilities Director

DATE: 8/31/04

[Signature]

7. BACKGROUND:

On November 16, 1983 the City of Fort Myers (CFM) and Lee County Utilities (LCU) entered into a Interlocal Agreement that established the method in which both parties would handle the raw sewage generated, as well as the capital improvements needed to supply the areas serviced by each party. Both entities are in the process of updating the original agreement, its amendments and establishing new procedures, allocations, and areas to be served in the future.

(CONT'D.)

MANAGEMENT RECOMMENDATIONS:

9. RECOMMENDED APPROVAL

| (A) DEPARTMENT DIRECTOR | (B) PURCH. OR CONTRACTS | (C) HUMAN RESOURCES | (D) OTHER | (E) COUNTY ATTORNEY | (F) BUDGET SERVICES | (G) COUNTY MANAGER |
|---|---|---------------------------|--------------|--|------------------------------------|------------------------------------|
| <i>[Signature]</i> Lavender Date: 8/31/04 | <i>[Signature]</i> C. Logan Date: 8/31/04 | N/A | | <i>[Signature]</i> S. Coover Date: 8/31/04 | OA <i>[Signature]</i> 9-1-04 | QM <i>[Signature]</i> 9/1/04 |

10. COMMISSION ACTION:

- APPROVED
- DENIED
- DEFERRED
- OTHER

Rec. by CoAtt
Date: 8/31/04
Time: A:20

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Admin.
8/31/04 4:30

Xc: Central B/S Files (Sue)
Utilities Division
R. Diaz (B/S Only)
O. Figueroa
C. Carbone
S. I. Velez
T. Mamott
G. Semanisin
K. Miller
A. Whitman
S. KAZEMI, CFM

(Operating OD Funds B/S)
Date: SEP 2 2 2004 /sdg

The City of Ft. Myers has already selected and contracted with Malcolm Pirnie, Inc. (MPI) as its consultant. After several discussions, it has been established that it would be most effective, accurate and convenient for both parties to use the same consultant for the exercise. Following CCNA procedures, MPI has already been selected by LCU to act as its current Engineer-of-Record, as well as one of our continuing engineering consultants. This matter has been discussed with the County Attorney's office, which suggested we bring this issue to both elected bodies for their mutual approval.

The City and the County will enter into a subsequent Interlocal Agreement authorizing the County's use of MPI under the City's contract.

Each party will contract with, and pay, MPI separately. LCU's account string for this project is:

OD5360648700.503190

