

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

Blue Sheet No. 20051505

1. ACTION REQUESTED/PURPOSE: Approve Supplemental Task Authorization No. 7 with AIM Engineering & Surveying, Inc. for the completion of Section Corner locations in Township 44 South, Range 25 East, for GIS in the amount of \$61,089.10. This STA was anticipated and funds are available.

2. WHAT ACTION ACCOMPLISHES: Provides Lee County with a Consultant to provide GIS coordinates and documentation for the completion of Section Corner locations.

3. MANAGEMENT RECOMMENDATION: Approval recommended.

4. Departmental Category: 09 C9D		5. Meeting Date: 11-01-2005
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 AC-4-4	
	Other _____	
		8. Request Initiated: Commissioner _____ Department <u>Transportation</u> Division _____ By: <u>Scott Gilbertson, Director</u>

9. Background:

On October 8, 2002, the Board of County Commissioners approved the award of CN-02-26 Miscellaneous Surveying & Mapping on the basis of the information submitted by the firms in their Letter of Interest and after conducting telephone interviews on September 6, 2002, to a total of fifteen (15) firms.

Approval is required for STA No. 7, Contract 2266, for the completion of Section Corner locations in Township 44 South, Range 25 East, for GIS in the amount of \$61,089.10.

Funds are available in account: 40404000100.503190

Attachments: Four (4) STA's for execution.

10. Review for Scheduling:

Department Director	Purchasing or Contracts	Human Resources	Other	County Attorney	Budget Services <i>10/17/05</i>				County Manager/P.W. Director
<i>10-14-05</i>	<i>10-14-05</i>	N/A		<i>10/14/05</i>	Analyst <i>10-19-05</i>	Risk <i>10-19-05</i>	Grants	Mgr. <i>10-14-05</i>	<i>10-14-05</i>

11. Commission Action:

- Approved
- Deferred
- Denied
- Other

RECEIVED BY COUNTY ADMIN: *RK*

10-19-05

9:30

COUNTY ADMIN FORWARDED TO: *JK*

10/20/05

4:00 PM

Rec. by CoAtty

Date: *10/18/05*

Time: *4:30pm*

Forwarded To: *JK*

10-14-05

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

Change Order
 Supplemental Task Authorization

NO.: Seven (7)

(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)

Section Corner Locations, in T44S, R25E for G15

CONTRACT/PROJECT NAME: for Miscellaneous Surveying & Mapping

CONSULTANT: AIM Engineering & Surveying, Inc.

PROJECT NO.: 4040

SOLICIT NO.: CN-02-26 CONTRACT NO.: 2266 ACCOUNT NO.: 20404030100-503190

REQUESTED BY: Mr. Don DeBerry, PE

DATE OF REQUEST: 09/27/05

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: 09/27/05

EXHIBIT "CO/STA-B: COMPENSATION & METHOD OF PAYMENT: DATED: 09/27/05

EXHIBIT "CO/STA-C: TIME AND SCHEDULE OF PERFORMANCE: DATED: 09/27/05

EXHIBIT "CO/STA-D: CONSULTANT'S/PROVIDERS ASSOCIATED
SUB-CONSULTANT(S)/SUB-CONTRACTORS: DATED: 09/27/05

EXHIBIT "CO/STA-E: PROJECT GUIDELINES AND CRITERIA: DATED: 09/27/05

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

RECOMMENDED:

By: [Signature] 09/13/05
Department Director Date

ACCEPTED:

By: [Signature]
Consultant/Provider
(Print Name) James D. Hull

COUNTY APPROVAL:

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

By: [Signature] 10/13/05
Contracts Mgmt Date

Date Accepted: 9/28/05

Date Approved: _____

Corporate Seal

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

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. Six (6)

EXHIBIT "CO/STA-A"

Date: 09/27/05

SCOPE OF PROFESSIONAL SERVICES

for Miscellaneous Surveying & Mapping

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:

Completion of Section Corner locations in Township 44 South, Range 25 East for GIS as requested by Don DeBerry, PE

*Attach additional pages, if needed.

CHANGE ORDER AGREEMENT No.

SUPPLEMENTAL TASK AUTHORIZATION No. Seven (7) -

EXHIBIT "CO/STA-B"

Date: 09/27/05

COMPENSATION AND METHOD OF PAYMENT

for Miscellaneous Surveying & Mapping Services

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.)
7	Completion of Section Corner locations in Township 44 South, Range 25 East for GIS as requested by Don DeBerry of Lee County	61,089.10	NTE	W.I.P.P.
TOTAL		61,089.10		

(Unless list is continued on next page)

CHANGE ORDER AGREEMENT No. _____

or

SUPPLEMENTAL TASK AUTHORIZATION No. Seven (7)

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. 1-5	Adjustment(s) Due to this CO or STA	Summary of Changed Compensation
STA #1	Miscellaneous Surveying Services		\$20,000.00		\$20,000.00
STA #2	Abrams & Centennial		\$18,161.60		\$38,161.60 18,161.60
STA #3	Misc. Surveying & Mapping Services		\$20,000.00		\$58,161.60 20,000.00
STA #4	Church Road Post Design Svcs		\$9,185.00		\$67,346.60 9,185.00
STA #5	Lee/Hendry Landfill		\$1,600.00		\$68,946.60 1,600.00
STA #6	Section Corner Locations-GIS		\$24,950.00		\$93,896.60 24,950.00
STA #7	Completion of Section Corner Locations-GIS			-\$61,091.10 \$61,089.10	\$154,987.70 61,089.10
TOTAL			\$93,896.60	\$61,089.10	\$154,987.70 154,985.70

CHANGE ORDER AGREEMENT No. _____

SUPPLEMENTAL TASK AUTHORIZATION No. ^{or} Seven (7)

EXHIBIT "CO/STA-C"

Date: 09/27/05

TIME AND SCHEDULE OF PERFORMANCE

for Miscellaneous Surveying & Mapping Services

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
STA #7	Completion of Section Corner Locations in Township 44 South, Range 25 East for GIS	120	120

CHANGE ORDER AGREEMENT No. _____
 or
 SUPPLEMENTAL TASK AUTHORIZATION No. Seven (7)

EXHIBIT "CO/STA-C"

Date: 09/27/05

TIME AND SCHEDULE OF PERFORMANCE

for Miscellaneous Surveying & Mapping Services

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		

CHANGE ORDER AGREEMENT No. _____

SUPPLEMENTAL TASK AUTHORIZATION No. Seven (7)

EXHIBIT "CO/STA-D"

Date: 09/27/05

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

for Miscellaneous Surveying & Mapping Services

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. Seven (7)

EXHIBIT "CO/STA-E"

Date: 05/27/05

PROJECT GUIDELINES AND CRITERIA

for Miscellaneous Surveying & Mapping Services

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.)

None