Lee County Board Of County Commissioners Agenda Item Summary

Blue Sheet No. 20060070

- 1. ACTION REQUESTED/PURPOSE: Approve Change Order No. 4 under CN-02-02 THREE OAKS PARKWAY FROM WITHIN THE BROOKS TO IMPERIAL STREET, to Johnson Engineering, Inc., Contract No. 2027, in the not-to-exceed amount of \$1,858,672.72. Also authorize Chairwoman to execute Change Order on behalf of the Board. This Change Order was anticipated and funds are available.
- 2. WHAT ACTION ACCOMPLISHES: Provides Lee County with a Consultant for Post-Design services, including but not limited to site visits, shop drawings, clarifications/interpretations, full time inspections, roadway construction, bridge inspections (Imperial Street widening only), testing services, materials testing, final inspection/certifications and record drawings.
- 3. MANAGEMENT RECOMMENDATION: Approval recommended.

4. Departmental Category: 09'			5. Meeting Date: 02-07-2006			
6. Agenda:		7. Requirement/Purpose: (specify)		8. Request Initiated:		
X	Consent		Statute		Commissioner	
	Administrative		Ordinance		Department	Transportation
	Appeals	X	Admin. Code	AC-4-4	Division	
	Public		Other		By: Scott C	Gilbertson, Director
	Walk-On					

9. Background:

On February 19, 2002, the Board of County Commissioners approved the award of CN-02-02 THREE OAKS PARKWAY FROM WITHIN THE BROOKS TO IMPERIAL STREET, to Johnson Engineering, Inc., in the amount of \$1,664,689.63.

Change Order No. 1 was approved for the Relocation of Pond "C" in the amount of \$633,547.50.

Change Order No. 2 was approved for Street Lighting Plans in the amount of \$17,928.00.

Change Order No. 3 was approved for Landscape Architecture in the amount of \$49,950.00.

Funds are available in Account 20404318824.506540.

Attachment: 1) Three (3) Change Orders for Execution.

10. Review	v for Schedu	ıling:			_			
Department Director	Purchasing or Contracts	Human Resources	Other	County Attorney	Budget S	Senvices		County Manager/P.W. Director
1.25.06	222	AK	340 / TZ	Ob phop	Analyst Risk	Grants	Migr.	Jamber 1.25.04
11. Com	mission Acti	on:	-		7, -3,16	12700	/	
	Approved	l					Rec. by	CoAtty
	Deferred				RECEIVED BY COUNTY ADMIN:		Date :	
	Denied				126-06		Time:	W 10 W
	Other			• 1	3:03		11112	-101FT
				•	COUNTY ADMIN		Forward	led To:
					1. 34.06		1-20	6-06

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

☑ Change Order☐ Supplemental Task Authorization		NO4
(A Change Order or Supplemental Task Authorization Expenditures Under \$25,000 or Approval by the Cour \$50,000 or Approval by the Board of County Commission	ity Manager for Expenditure	es Between \$25,000 and
CONTRACT/PROJECT NAME	from within The Brooks to Im	perial Street
CONSULTANT Johnson Engineering, Inc.	PROJECT NO.	4043
SOLICIT NO.: CN-02-02 CONTRACT	NO. <u>2027</u> ACC	COUNT NO
REQUESTED BY: Nicole Maxey DA	ATE OF REQUEST: Dece	ember 9, 2005_
Upon the completion and execution of this Change Orde the Consultant/Provider is authorized to and shall proceed		horization by both parties
EXHIBIT "CO/STA-A: SCOPE OF PROFESSIONAL S	SERIVCE: DAT	ED: <u>December 9, 2005</u>
EXHIBIT "CO/STA-B: COMPENSATION & METHOD	OF PAYMENT: DAT	ED: <u>December 9, 2005</u>
EXHIBIT "CO/STA-C: TIME AND SCHEDULE OF PE	RFORMANCE: DAT	ED: December 9, 2005
EXHIBIT "CO/STA-D: CONSULTANT'S/PROVIDERS SUB-CONSULTANT(S)/SUB-C		ED: <u>December 9, 2005</u>
EXHIBIT "CO/STA-E: PROJECT GUIDELINES AND	CRITERIA: DAT	ED: December 9, 2005
It is understood and agreed that the acceptance of constitutes an accord and satisfaction.	this modification by the C	ONSULTANT/PROVIDER
RECOMMENDED: ACCEPTED:	COUNT	Y APPROVAL:
By: Not the to Mary By: , Yare	P. Bule By:	
Department Director Date Consultant/Prov	vider Departn	nent Director
By: Date Accepted:		\$25,000) pproved:
Contracts Mgmit Date Corpora	ate Seal By:	
APPROVED:		Manager (Between 0 and under \$50,000
By:		pproved:
*County Attorney's Office Date	D.v.	
*County Attorney signature needed for over Board level expenditures only.		an f County Commissioners pproved:

 ☑ CHANGE ORDER AGREEMENT No4 or ☐ SUPPLEMENTAL TASK AUTHORIZATION No 	_		
	<u>EXHIBI</u>	T "CO/STA-A"	
	Date:	December 9, 2005	
SCOPE OF PROFESSIONAL SERVICES			
for Three Oaks Parkway from within The Brooks to Imperial Street			

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 14.00 POST-DESIGN SERVICES

The scope of services under Task 14.00 has been revised or removed in its entirety.

During the construction phase, the CONSULTANT, consisting of the Engineer of Record and/or CEI personnel, will furnish professional services of Construction Contract Administration and/or Inspection Services.

Task 14.01 Site Visits

The Engineer of Record shall make visits to the site at intervals appropriate to the various stages of construction to observe as an experienced and qualified design professional the progress and quality of the executed work of CONTRACTOR(S) and to determine if work is proceeding in substantial accordance with the contract documents.

The CONSULTANT shall not be responsible for the means, methods, techniques, sequences or procedures of construction selected by the CONTRACTOR(S) or the safety precautions and programs incident to the work of the CONTRACTOR(S). The CONSULTANT shall not be responsible for the failure of the CONTRACTOR(S) to perform the work in accordance with the contract documents.

Task 14.02 Change Orders/Interpretations

The Engineer of Record shall assist in the preparation and/or evaluation of Change Orders as required and as may be initiated or recommended by the COUNTY or the CONTRACTOR(S). The Engineer of Record shall act as the COUNTY's CONSULTANT to require special inspection or testing of the work subject to the written approval of the COUNTY and render evaluations of the acceptability of the work thereunder.

Task 14.03 Shop Drawings

The Engineer of Record shall review, reject and/or approve shop drawings which each CONTRACTOR is required to submit, but only for conformance with the design concept of the project and compliance with the contract documents. Also determine the acceptability, subject to COUNTY approval, of substitute materials and equipment proposed by CONTRACTOR(S). All this work will be scheduled, transmitted and received by the COUNTY.

Task 14.04 Clarifications / Interpretations

The Engineer of Record shall respond to requests of the COUNTY for necessary clarifications and interpretations of the contract documents. The compensation for the work in this paragraph is not intended to be applied as a remedy to any plan or document deficiencies that may become evident during the construction phase.

Task 14.05 Pay Requests

This task has been deleted in its entirety.

Task 14.06 Full-time Inspections

Section 1 – GENERAL

The CONSULTANT shall consult with and advise the CITY and act as the CITY's representative as provided in this Scope of Services. The extent and limitations of the duties, responsibilities and authority of the CONSULTANT as assigned in said Scope of Services shall not be modified except as the CONSULTANT may otherwise agree in writing. All of the CITY's instructions to Contractor will be issued through the CONSULTANT who shall have authority to act on behalf of the CITY in dealings with Contractor to the extent provided in this Agreement and said Scope of Services except as otherwise provided in writing.

This statement of work describes and defines the services which are required for Construction Engineering and Inspection and contract administration for the **Three Oaks Parkway Extension South and Imperial Street Widening** (Lee County Projects No. 4043 and 4060 respectively).

The CONSULTANT shall be responsible for all Construction Engineering and Inspection and administrative functions as defined in Task 14.06.

In connection with observations of the work of the Contractor while it is in progress:

CONSULTANT shall observe as a Construction Engineering and Inspection professional the general progress and quality of the various aspects of Contractor's work. Such observations by CONSULTANT are not intended to be exhaustive or to extend to every aspect of the work in progress, or to involve detailed inspections of the work beyond the responsibilities specifically assigned to CONSULTANT in this Agreement and the Contract Documents. Based on information obtained during such observations, CONSULTANT shall endeavor to determine in general if such work is proceeding in accordance with the design concept and the design information shown in the Contract Documents and CONSULTANT shall keep OWNER informed of the progress of such work. The responsibilities of the CONSULTANT contained in this paragraph are expressly subject to the limitations set forth and other express or general limitations in this Agreement.

The CONSULTANT shall not, as a result of such observations of the Contractor's work in progress, supervise, direct or have control over Contractor's work nor shall the CONSULTANT have authority over or responsibility for the means, methods, techniques, sequences or procedures of construction selected by the Contractor, for safety precautions and programs incident to the work of Contractor or for any failure of Contractor to comply with laws, rules, regulations, ordinances, codes or orders applicable to the Contractor's furnishing and performing the work. Accordingly, the CONSULTANT neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform its work in accordance with the Contract Documents.

The CONSULTANT shall not be responsible for the construction documents including the plans titled "Imperial Street Four Laning Bonita Beach Road to East Terry Street" for Lee County (Project No. 4060) and specifications prepared by the Engineer of Record. The Engineer of Record prepared and submitted all required permit applications and other supportive information in assisting the COUNTY to obtain all reviews, approvals and permits with respect to the Engineer of Record's design, drawings and specifications required by any governmental body having authority over the project. The Engineer of Record shall be similarly responsible for preparing and submitting all required applications and other supportive information necessary to assist the COUNTY in obtaining any renewals and/or extensions of reviews, approvals or permits that may be required while this Agreement is in effect.

The CONSULTANT shall provide personnel meeting the requirements set forth in Section 6.0 of this Task 14.06 in sufficient numbers and at the proper times so that the responsibilities assigned under this Agreement are effectively carried out. All Construction Engineering and Inspection and contract administration activities shall be performed in accordance with the established standard procedures and practices of the Lee County Department of Transportation. Prior to furnishing any services, the CONSULTANT shall familiarize himself with those LCDOT standard procedures and practices and with procedures and practices for Construction Engineering and Inspection and contract administration used by Lee County Department of Transportation.

In order to allow sufficient time for the CONSULTANT to schedule his activities, the COUNTY shall endeavor to provide the CONSULTANT at least 30 calendar days advance notice of the award date of the construction contract. The CONSULTANT shall maintain close coordination with the COUNTY Project Manager and the Contractor in order to minimize rescheduling of the CONSULTANT's activities due to construction delays or changes in scheduling of the CONTRACTOR's activities.

Section 2 - LIAISON

The CONSULTANT shall be fully responsible for carrying out all functions assigned to it by this Agreement on the construction projects covered by this Agreement. All activities and decisions of the CONSULTANT relating to the project shall be subject to review and concurrence by the COUNTY Project Manager.

The CONSULTANT shall provide coordination of all activities, correspondence, reports and other communications related to its responsibilities under this Agreement necessary for the COUNTY Project Manager to carry out his responsibilities.

The CONSULTANT shall be advised of the official notice of award of the construction contract and shall be ready to assign personnel within two weeks after notification. No personnel shall be assigned until written notification by the COUNTY Project Manager has been issued.

Construction Engineering and Inspection forces will be required of the CONSULTANT at all times while the contractor is working on the construction contract. If the construction contract is suspended, the

CONSULTANT's forces will be adjusted at the direction of the COUNTY Project Manager to correspond with the type of cessation, either complete or partial.

Section 3 - COOPERATION AND PERFORMANCE OF THE CONSULTANT

During the term of this Agreement, the COUNTY Project Manager will conduct reviews of the various phases of the CONSULTANT's operations, such as Construction Engineering and Inspection, materials sampling and testing and administrative activities.

Reviews will be conducted in accordance with existing COUNTY practices on work phases to determine compliance with this Agreement and the sufficiency with which control procedures are being effectively applied to assure that the construction work and administrative activities are performed in reasonable conformity with COUNTY policies, plans, specifications and contract provisions. The CONSULTANT shall cooperate and assist the COUNTY Project Manager, or his representatives, in the conduct of the reviews.

When deficiencies are indicated in a review, remedial action shall be immediately implemented by the CONSULTANT in conformance with the COUNTY Project Manager's recommendations. In general, remedial action shall be required commensurate with the degree and nature of the deficiencies cited. Remedial actions may include any or all of, but are not necessarily limited to, the following actions:

- (1) Further subdivide assigned inspection responsibilities, reassign inspection personnel or assign additional inspection personnel. The CONSULTANT will comply with this action within one week of notification.
- (2) Replace personnel whose performance has been determined by the COUNTY Project Manager to be unsatisfactory. When directed in writing by the COUNTY Project Manager, any person whose performance has been determined to be unsatisfactory shall be immediately removed.
- (3) Increase the frequency of job control testing immediately in the appropriate phases of work where such is the responsibility of the CONSULTANT.
- (4) Increase the scope and frequency of all training conducted by the CONSULTANT.

Section 4 – SUB-TASKS

Pursuant to the GENERAL SCOPE of the BASIC SERVICES stated hereinabove, the CONSULTANT shall perform all services and/or work necessary to complete the following sub-task(s) and/or provide the following item(s) which are enumerated to correspond to sub-task(s) and/or items set forth in EXHIBIT "B" entitled "COMPENSATION AND METHOD OF PAYMENT". The following sub-task(s) shall be performed and/or provided for each project independently, Three Oaks Parkway Extension South and Imperial Street Widening, unless specified otherwise.

SUB-TASK INDEX

14.06-A	Roadway Construction
14.06-B	Bridge Construction (Imperial Street Widening only)
14.06-C	Testing Services (lab work by others)
14.06-D	Items Furnished by the Consultant

<u>General:</u> It shall be the responsibility of the CONSULTANT to provide services, as necessary, to administer the construction contracts in the manner so that the projects are constructed in reasonable conformity with the plans, specifications and contract provisions.

The CONSULTANT shall advise the COUNTY Project Manager, in writing, of any omissions, substitutions, defects and deficiencies noted in the work of the CONTRACTOR and the corrective action taken. The work provided by the CONSULTANT shall, in no way, relieve the CONTRACTOR of responsibility for the satisfactory performance of the construction contract.

Task 14.06-A Roadway Construction

The CONSULTANT shall provide personnel and services to monitor the CONTRACTOR's on-site construction operations as defined in this Task 14.06 and more specifically in Section 5.0.

The standard procedures and practices used by the COUNTY for inspection of construction projects are those set out in the Florida Department of Transportation's Construction Manual. The CONSULTANT shall perform inspection services in accordance with these standard procedures and practices and any other accepted practices as may be deemed appropriate and specifically authorized by the COUNTY Project Manager.

The CONSULTANT shall perform all management engineering services necessary so that proper coordination of the activities of all parties involved in accomplishing completion of the project is achieved; to maintain complete and accurate records of all activities and events relating to the project; to properly document all substantial changes to the project; to provide interpretations of the plans, specifications and contract provisions in conjunction with the Engineer of Record; make recommendations to the COUNTY Project Manager to resolve disputes which arise in relation to the construction contract; and to maintain an adequate level of surveillance of the CONTRACTOR's activities.

The CONSULTANT shall also perform any other management engineering services normally assigned to a Resident Engineer that are required to fulfill its responsibilities under this Agreement. All recordation and documentation will be in accordance with standard Florida Department of Transportation procedures, formats and contents. Management engineering services shall include but are not necessarily limited to the following:

- A-1 The CONSULTANT shall schedule and conduct a pre-construction conference for the project. Record significant information revealed and decisions made at this conference and distribute copies of these minutes to the appropriate parties.
- A-2 The CONSULTANT shall maintain on a daily basis a complete and accurate record of all activities and events, including but not limited to manpower, equipment, subcontractors, accidents, weather and other significant data and events, relating to the project and a record of all work completed by the CONTRACTOR, including quantities of pay items in conformity with Final Estimates preparation procedures and specifications and shall submit a copy monthly. The CONSULTANT shall immediately report apparent significant changes in quantity, time or cost as they are noted. The CONSULTANT shall maintain a daily Construction Diary which shall outline all activity on each project each day. All emergencies shall be reported immediately to the COUNTY Project Manager but in no case in excess of 24 hours.

- A-3 The CONSULTANT shall maintain a log of all materials entering into the work with proper indication of the basis of acceptance of each shipment of material.
- A-4 The CONSULTANT shall maintain records of all sampling and testing accomplished and analyze such records required to ascertain acceptability of materials and completed work items. The field reports for records of work and testing results shall be submitted within one week.
- A-5 The CONSULTANT shall maintain a complete log of all submittals of shop drawings, noting the dates of first submittal and subsequent reviews and resubmittals, approvals, etc. The CONSULTANT shall take note of and verify that any changes are properly carried through to construction and shall further record, report, make recommendations and evaluate any circumstances which affect the progress or cost of the work. The CONSULTANT shall actively encourage all reviewers to accomplish reviews promptly. Shop drawings shall also include any manuals or similar documents outlining proposed construction procedures submitted by the CONTRACTOR.
- A-6 Once each month prepare a comprehensive tabulation of the quantity of each pay item satisfactorily completed to date. Quantities shall be based on daily records or calculations. Calculations shall be retained. The tabulation will be used for preparation of the Monthly Progress Estimate.
- A-7 Provide to the CONTRACTOR, interpretations of the plans, specifications and contract provisions. The CONSULTANT shall consult with the COUNTY Project Manager when an interpretation involves complex issues or may have an impact on the cost of performing the work. When warranted, the COUNTY Project Manager may request an interpretation from the Engineer of Record.
- A-8 Evaluate Value Engineering Change Proposals, in cooperation with the Engineer of Record, and provide conclusions as to whether or not proposed changes are structurally equal to the contract plans and specifications and evaluate the accuracy of the estimated savings to the COUNTY and CONTRACTOR.
- A-9 Analyze all problems that arise on the project and/or all proposals submitted by the CONTRACTOR and prepare a recommendation to the COUNTY Project Manager with appropriate justification and documentation.
- A-10 Analyze changes to the plans, specifications or contract provisions and extra work which appear to be necessary to carry out the intent of the contract when it is determined that a change or extra work is necessary and such work is clearly not within the scope of the original contract. Recommend such changes to the COUNTY Project Manager for approval.
- A-11 In the event that the CONTRACTOR gives notice, either written or verbal, that he deems certain work being performed by him to be beyond the scope of the construction contract and he intends to claim for additional time or compensation, maintain accurate records of the costs involved in such work. These records shall include manpower and equipment hours and materials installed (temporary or permanent) in the portion of the work in dispute.
- A-12 In the event that the CONTRACTOR submits a claim for additional compensation, analyze the submittal and prepare a recommendation to the COUNTY Project Manager covering validity and reasonableness of charges and conduct negotiations leading to

recommendations for settlement of the claim. Maintain complete, accurate cost account and other records of work involved in claims.

In the event that the CONTRACTOR submits a request for extension of the allowable contract time, analyze the request and prepare a recommendation to the COUNTY Project Manager covering accuracy of statements and the actual effect of delaying factors on completion of controlling work items.

- **A-13** Upon identification of a proposed changed condition or construction contract change, the extent of change shall be analyzed and an order of magnitude estimate of cost and time change, if any, will be prepared. Prior to receipt of the CONTRACTOR's estimate, prepare the fair cost estimate.
- A-14 Assist the COUNTY in negotiating all changes with the CONTRACTOR. CONSULTANT shall determine a fair cost estimate when deemed necessary by the COUNTY. The COUNTY Project Manager will review and approve recommended changes in cost and time. The COUNTY shall prepare change order documents and track the status of each one until executed. The CONSULTANT shall prepare supplement and back up documentation when required by the COUNTY.
- **A-15** Assist appropriate COUNTY personnel in preparing for arbitration hearings or litigation with any aspect of the projects covered by this Agreement.
- A-16 Monitor the construction contract to the extent necessary to determine whether construction activities violate the requirements of any permits. Notify the CONTRACTOR of any violations or potential violations and require his immediate resolution of the problem. Violations must be reported to the COUNTY Project Manager immediately. The COUNTY will provide to CONSULTANT a copy of each permit within the Project limits.
- **A-17** Assist in the coordination between the CONTRACTOR and utility companies so that conflicting utilities are removed, adjusted or protected in-place in a timely manner to minimize delays to construction operations. Documentation will be maintained in accordance with the COUNTY's procedures.

As required by the COUNTY Project Manager, provide inspection of utility work including reimbursable utilities that are shown in the CONTRACTOR's contract. This will also include all required documentation.

- A-18 The CONSULTANT's Project Engineer will conduct bi-weekly meetings as required with the respective CONTRACTOR, subcontractor and/or utility companies to review plans, schedules, problems or other areas of concern. The results of these meetings will be recorded on the Engineer's Bi-weekly Summary with minutes distributed to all affected parties including the COUNTY Project Manager.
- **A-19** Conduct and document field reviews of the maintenance of traffic operation after normal working hours, weekends, and holidays if maintenance of traffic represents a potential hazard to the public.
- A-20 Perform required survey work to prevent delaying the CONTRACTOR's operations when requested by the COUNTY Project Manager. When needed to prevent delays in

CONTRACTOR's operations, produce reports, verify quantity calculations, field measure for payment purposes and/or write communications.

- A-21 Address public information matters dealing directly with the construction project. The CONSULTANT shall be sensitive to public image, handling of press/media, project safety, maintenance of traffic issues, etc., and shall inform and assist appropriate COUNTY personnel and/or their designee in the presentation and dissemination of project information to the public. All public information matters dealing with situations not directly relating to the construction project shall be directed to the COUNTY Project Manager or his designee, who may delegate certain aspects to the CONSULTANT.
- A-22 The CONSULTANT shall record the progress of work by taking color photographs of pertinent construction activities. The extent and frequency of the photographs shall be determined by the CONSULTANT unless specifically dictated otherwise by the COUNTY. Photographic documentation of noteworthy incidents or events shall be made including but not limited to the following:
 - Pre-construction Photographs
 - Exceptional Progress of Work
 - Accidents Showing Damage
 - Unsafe Working Conditions
 - Unusual Construction Techniques
 - Damaged Equipment or Materials
 - Any Activities Which May Result in Claims

Project photographs shall be furnished, as soon as available and upon request, to the COUNTY Project Manager. Pertinent photographs will be maintained and available for viewing at the project office throughout the course of construction.

- A-23 The CONSULTANT shall be responsible for the review and acceptance of the CONTRACTOR's progress schedule. The CONSULTANT shall review the schedule to ensure that all general work efforts are addressed, that the schedule is following a logical approach to the job, that it is following sound engineering and construction practices and that it identifies all critical path work. The CONSULTANT shall monitor the schedule and on a monthly basis, and after a review with the CONTRACTOR, advise the COUNTY of any areas the CONTRACTOR appears to be falling behind.
- A-24 The CONSULTANT shall make recommendations of any payment requested by the CONTRACTOR in an Application for Payment. Payment shall constitute a representation by the CONSULTANT to the COUNTY based on the CONSULTANT's on-site observations of the work in progress as an experienced and qualified design professional and on the CONSULTANT's review of the applications for payment and the accompanying data and schedules that the work has progressed to the point indicated; that to the best of the CONSULTANT's knowledge, information and belief, the quality of the work is in accordance with the Contract documents and that the CONTRACTOR is entitled or is not entitled to the payment of the amount recommended,

Task 14.06-B Bridge Inspection (Imperial Street Widening Only)

The CONSULTANT shall provide personnel and services to monitor the contractor's construction of the Imperial River Bridge. Services provided shall be similar in scope and extent as to those services

described in Task 14.06A – Roadway Construction, as necessary to ensure that the bridge is constructed in reasonable accordance to the plans and specifications. The CONSULTANT reserves the right to subcontract specialized bridge inspection services where necessary given written approval from the COUNTY of the proposed sub-contracted firm.

Task 14.06-C Testing Services (laboratory work by others)

The CONSULTANT shall perform, in conjunction with an independent, licensed laboratory, whose selection has been approved in writing by the COUNTY Project Manager, hired by the COUNTY, sampling and testing of component materials and completed work items so that the materials and workmanship incorporated in the project are in reasonable conformity with the plans, specifications and contract provisions. The minimum sampling frequencies set out in the Florida Department of Transportation Materials Sampling, Testing and Reporting Guide shall be met. In complying with the aforementioned guide, the CONSULTANT shall perform all on-site sampling of materials and such testing of materials and completed work items that are normally done in the vicinity of the project. Inspection and sampling of materials and components required at locations remote from the vicinity of the project and testing of materials normally done in a laboratory remote from the project site will also be included.

The CONSULTANT shall be specifically responsible for determining the acceptability of all materials and completed work items on the basis of either test results or verification of a certification, certified mill analysis, DOT label, DOT stamps, etc.

The COUNTY Project Manager will monitor the effectiveness of the CONSULTANT'S testing procedures by obtaining and testing independent assurance samples. Independent assurance sampling is necessary to verify compliance with the specification requirements. The CONSULTANT shall inform the COUNTY of schedules for sampling and testing as the work progresses on the construction contract so that Progress and Final Record sampling can be accomplished at the discretion of the COUNTY at the proper time.

Sampling, testing and laboratory methods shall be as required by the Florida Department of Transportation's Standard Specifications or as modified by the contract provisions.

Documentation reports on sampling and testing shall be submitted to responsible parties during the same week that the construction work is done or as otherwise directed by the COUNTY Project Manager's representative.

The CONSULTANT shall perform all necessary surveillance and inspection of the on-site hot-mix asphalt operations.

Task 14.06-D Items Furnished by the Consultant

The COUNTY shall furnish office space to be used as the Construction Engineering and Inspection field office for the CONSULTANT. The CONSULTANT shall furnish, supply and maintain the office space as necessary to maintain acceptable functionality throughout the course of construction. The CONSULTANT shall not be responsible for unexpected damage to the office resulting from structural failure, extreme weather, termites, etc.

Furniture and office equipment supplied by the CONSULTANT shall consist of desks, chairs, drafting tables, bookcases, file cabinets, calculators, typewriters, telephones, copiers, fax machine and other items determined by the COUNTY Project Manager to be essential in order to carry out the work under this Agreement.

The office space provided for the COUNTY Project Manager shall be supplied by the CONSULTANT and shall include as a minimum a desk, rolling office chair, 6' folding table, book case and two drawer file cabinet.

The CONSULTANT will provide all survey equipment, field engineering equipment, testing equipment, photographic equipment, tapes, rules and any other items necessary. Quantity and quality of the items are to meet the COUNTY Project Manager's approval.

Routine expenses for operation of the office, such a stamps, postal costs, custodial fees, telephone, utility services, etc., will be the responsibility of the CONSULTANT.

The CONSULTANT shall provide a sufficient number of clearly identifiable vehicles (identified with CONSULTANT's name)to accommodate his project personnel, to maintain the necessary coverage of the project and to adequately transport personnel and equipment as deemed necessary by the COUNTY Project Manager. The vehicles will be provided with necessary added features to safely carry concrete cylinders, density equipment, or any other equipment or materials as deemed necessary by the COUNTY Project Manager.

The CONSULTANT will furnish and maintain hand-held telephones for his field personnel.

The CONSULTANT shall supply the COUNTY with copies of all documentation required to keep the COUNTY completely informed as to the progress of the project. In addition, the CONSULTANT shall supply the COUNTY with one complete file, itemized and indexed, of all project records at the conclusion of the project.

All personal property furnished by CONSULTANT shall remain the property of CONSULTANT.

Section 5 - TECHNICAL ENGINEERING SERVICES

This Section 5 clarifies the responsibilities of the CONSULTANT with regard to the technical engineering services required for satisfactory performance of this CEI contract and is presented as a general description of more detailed information contained in the official FDOT publications and materials used by the COUNTY.

FIELD PROBLEMS:

- a) <u>Types of Problems:</u> Generally, field problems are any types of difficulties encountered during construction through circumstances, which may or may not be under the control of the CONTRACTOR, which require some degree of engineering evaluation and decision. They might involve problems such as: out of place piling, out of tolerance work, out of specification materials, structural defects, accidental damage, underground obstructions and so forth.
 - Sometimes these problems might have a significant impact upon the execution, progress or cost of the project. It is therefore of paramount importance that they be resolved expeditiously. The CONSULTANT is the key member of the team for pursuing and implementing solutions.
- b) <u>Duties of the Consultant:</u> In general, in all cases where a difficulty, problem or defect of any nature is encountered during construction, the CONSULTANT shall be responsible for assembling all relevant and necessary information, including any proposals from the CONTRACTOR, documenting and evaluating the same in a concise and orderly manner, for reviewing all the information and

circumstances and for making recommendations upon the most expeditious course of action so as to minimize delays and costs while achieving a structurally and otherwise acceptable result.

In particular, the CONSULTANT shall first utilize his own personnel and resources in order to assess the problem and its likely impacts upon the project. Again, by utilizing his own personnel and resources, he shall also assess both the technical and contractual implications upon the project of any proposals put forward by the CONTRACTOR. In making these assessments, the CONSULTANT shall consider all likely impacts upon the project as regards to costs, delays, potential claims, contract administration, management, any justifiable financial adjustments (up or down, including penalties) to be applied to the construction contract, and the feasibility of the CONTRACTOR successfully and expeditiously carrying out his technical proposals. The CONSULTANT shall make these assessments in order to formulate his recommendations. He shall then forward his assessments and recommendations to the COUNTY Project Manager and Engineer of Record (when appropriate), together with any proposals from the Contractor for further assessment, analysis and disposition by these organizations. The CONSULTANT shall liaison and cooperate with the COUNTY and Engineer of Record in the resolution of the problems.

Upon resolution and approval of the technical solution, the CONSULTANT shall verify that all approved remedial measures are carried out in a technically competent and workmanlike manner.

He shall also be responsible for any contract administration, payment, management and so forth, normally associated with implementing remedial measures of this type.

In situations where the CONSULTANT does not have direct responsibility for the engineering inspection of the item which caused the problem, but where that item is now under his area of control (such as might be the case when defective precast components or fabricated steelwork made at a facility under the engineering inspection of a different party and later delivered to the site), he shall formulate his assessments and recommendations and cooperate in the resolution of the problem as above.

In situations where the Engineer of Record does not have any involvement, the CONSULTANT shall make all necessary assessments and evaluations, including structural analyses, and shall then advise the COUNTY of his recommended course of action.

In all situations, the CONSULTANT shall verify that all proposals, reviews, assessments, studies, recommendations and decisions are executed expeditiously in order to minimize any delays and costs.

Section 6 – PERSONNEL

- A) <u>General Requirements:</u> The CONSULTANT shall provide a sufficient number of qualified personnel as necessary to effectively carry out its responsibilities under this Agreement.
- B) Personnel Qualifications: The CONSULTANT shall utilize only competent personnel who are qualified by experience and education. The CONSULTANT shall submit in writing to the COUNTY Project Manager, the names of all personnel to be considered for assignment to the construction contract, together with a detailed resume with respect to salary, education and experience qualification of each individual.
- C) <u>Staffing:</u> The CONSULTANT shall adequately staff the job sufficiently in advance of the beginning of construction work to be properly prepared to satisfy its responsibilities and shall maintain an

appropriate staff after completion of construction to complete the final estimate. Responsible personnel, thoroughly familiar with all aspects of construction and final measurements of the various pay items, shall be available to resolve disputed final pay quantities until the appropriate contract has been paid off. No personnel shall be assigned to a project by the CONSULTANT until authorized by the COUNTY Project Manager. The CONSULTANT's personnel approval request will be submitted at least two weeks prior to the date an individual is to report to work.

The qualifications of each person proposed for assignment must be reviewed and approved in writing by the COUNTY Project Manager. An individual previously approved by the COUNTY whose performance is later determined by the COUNTY to be unsatisfactory shall be replaced by the CONSULTANT as specified in Section 3.0 of this Exhibit "A".

Personnel identified in the CONSULTANT's technical proposal will be assigned to the construction project as proposed by the CONSULTANT and are considered by the COUNTY to be committed to performing services under the CONSULTANT Agreement. The designated Project Engineer shall not be removed from this project assignment without prior COUNTY approval or unless the individual is forced to leave the project for reasons beyond the control of the CONSULTANT.

Any changes will require written approval from the COUNTY Project Manager.

When the CONTRACTOR's operations on a contract diminish, the CONSULTANT shall reduce the number of its personnel assigned to that project as appropriate. Construction, engineering and inspection forces shall be required of the CONSULTANT at all times while the CONTRACTOR is working on the construction contract. If the construction contract is suspended, the CONSULTANT's forces shall be adjusted at the discretion of the COUNTY Project Manager to correspond with the type of suspension. In the event of a construction contract suspension which requires the removal of the CONSULTANT's forces from the project, the CONSULTANT will be allowed up to a maximum of 30 days to demobilize, relocate, or terminate such forces.

- D) <u>Licensing for Equipment Operation:</u> The CONSULTANT will be responsible for obtaining proper licenses for any personnel operating equipment requiring licensed operators.
 - Licensing of Surface Moisture (Nuclear) Density Gauges shall be obtained through the State of Florida Department of Health and Rehabilitative Services. Only Nuclear Density Inspectors approved by the COUNTY shall be authorized to operate Surface Moisture Density Gauges. The COUNTY will monitor the activity of the CONSULTANTS Nuclear Density inspectors.
- E) <u>Training:</u> The CONSULTANT shall affect training of its personnel to the extent necessary to provide a level of performance satisfactory to the COUNTY.

Section 7 - DELAYS

In the event delays occur in the CONSULTANT's contract time, unless due to the CONSULTANT's fault or negligence, the contract time and compensation will be adjusted by Change Order as defined in the Professional Service Agreement, Article 2.10, Change Order.

Section 8 – OTHER SERVICES

The CONSULTANT will, upon written authorization by the COUNTY Project Manager, perform specific additional services not otherwise identified in this Agreement as may be required by the COUNTY from time to time in connection with the Project. The following items are not included as part of this Agreement,

but may be required by the COUNTY or COUNTY Project Manager to augment the CONSULTANT's services under this Agreement. The CONSULTANT shall be fairly compensated for such additional services, the fee for which will be negotiated and agreed upon prior to implementation of that service. Additional services may include but are not limited to:

- A) The CONSULTANT will, upon review and approval of the Engineer of Record and the COUNTY Project Manager and upon written authorization by the COUNTY Project Manager, make such changes and revisions to the plans and specifications as may be required in order to complete the construction activities.
- B) The CONSULTANT will, upon written request by the COUNTY Project Manager, assist appropriate COUNTY offices in preparing for arbitration hearings or litigation that occur after the completion of the CONSULTANT's contract time in connection with the project covered by this Agreement.
- C) The CONSULTANT will, upon written request by the COUNTY Project Manager, provide qualified engineers and/or engineering technicians to serve as engineering witnesses, provide exhibits, and otherwise assist the COUNTY in litigation or hearings in connection with the construction contract(s).
- D) The CONSULTANT will, upon written request by the COUNTY Project Manager, provide off-site inspection services above those specified in this Scope of Services.
- E) The COUNTY may, at its discretion, request the CONSULTANT to expand its CEI services to include adjacent or related contracts. The CONSULTANT will, upon receipt of written request to expand its services to the COUNTY, immediately prepare a written proposal for such work. That proposal shall follow the criteria established herein.
- F) The CONSULTANT shall, monitor and coordinate the work of the utility companies and contractors on adjacent projects with the work on this project.

Section 9 – CONTRADICTIONS

In the event of a contradiction between the provisions of this Scope of Services and the CONSULTANT's proposal as made a part of this Agreement, the provisions of the Scope of Services shall apply.

Pursuant to the General Scope as set forth above, the CONSULTANT shall perform all services and/or work necessary to complete the listed tasks which are enumerated to correspond to the tasks and/or items set forth in Exhibit "COA-B" entitled **CHANGES IN COMPENSATION.**

Task 14.07 Materials Testing

This task has been deleted in its entirety.

Task 14.08 Final Inspection / Certifications

The Engineer of Record shall participate in a pre-final inspection for the purpose of determining if the project is substantially complete, and participate with the COUNTY in the preparation of a written "punch list" of all incomplete, defective or deficient items.

Participate in a final inspection together with COUNTY and CONTRACTOR representatives to assure that all "punch list" items are completed and the work is indeed completed in accordance with all contract

documents. Upon completion of the final inspection, certify, in writing to the COUNTY, that the work in place is acceptable, subject to any conditions therein expressed.

After satisfactory completion of the project, the Engineer of Record shall prepare certification and/or notification of the completion of construction to the satisfaction of any permitting agency requiring such a submittal.

Task 14.09 Record Drawings

The Engineer of Record shall prepare record drawings delineating the dimensions, locations, elevations, etc. of all facilities as constructed. Provide the COUNTY with one set of reproducible mylar drawings and three (3) sets of prints of the record drawings clearly marked "as built." In preparing these drawings, the CONSULTANT will revise the original contract drawings utilizing information provided by the COUNTY from the CONTRACTOR who will upgrade "as built" information periodically as the construction effort progresses, and as supplemented by appropriate observation or survey work by the CONSULTANT.

These record drawings shall not show any changes from the original plans, which do not exceed tolerances listed:

- Elevation Greater than .0833 feet
- Horizontal Stationing Greater than 1.0 feet
- Distances Greater than 1.0 feet
- · Structure dimensions Greater than .0833 feet
- Material Changes All
- Product Changes All

Based on record drawing information furnished by the CONTRACTOR, the CONSULTANT shall prepare certification letters to permit agencies.

	HANGE ORDER AGREEMENT No4 Or UPPLEMENTAL TASK AUTHORIZATION No	_		
		<u>EXHIBI</u>	T "CO/STA-B"	
		Date:	December 9, 2005	_
COME	PENSATION AND METHOD OF PAYMENT			
for	Three Oaks Parkway from within The Brooks to Imperial Street			

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, 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).

			Indicate Basis of	If Applicable
Task		Amount of	Compensation	Indicate
Number	Task Title	Compensation	LS or NTE	(W.I.P.P.)
14.00	POST-DESIGN SERVICES			
14.01	Site Visits	\$ 7,520.00	NTE	W.I.P.P.
14.02	Change Orders/Interpretations	\$ 12,828.00	NTE	W.I.P.P.
14.03	Shop Drawings	\$ 11,880.00	NTE	W.I.P.P.
14.04	Clarifications / Interpretations	\$ 4,632.00	NTE	W.I.P.P.
14.05	Pay Requests	N/A		
14.06	Full-Time Inspections			
14.06-A	Roadway Construction	\$1,622,580.72	NTE	W.I.P.P.
14.06-B	Bridge Inspection (Imperial Street Widening only)	\$ 110,000.00	NTE	W.I.P.P.
14.06-C	Testing Services (laboratory work by others)	N/A		
14.06-D	Items Furnished by the Consultant	\$ 72,000.00	NTE	W.I.P.P.
14.07	Materials Testing	N/A		
14.08	Final Inspection / Certifications	\$ 2,336.00	NTE	W.I.P.P.
14.09	Record Drawings	\$ 14,896.00	NTE	W.I.P.P.
TOTAL		\$1,858,672.72	NTE	W.I.P.P.
(Unless lis	st is continued on next page)			

○ CHANGE ORDER AGREEMENT No.	4	
or		
☐ SUPPLEMENTAL TASK AUTHORIZATION	TION No.	

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. 1-3	Adjustment(s) Due to this CO or STA	Summary of Changed Compensation
1.00	Public Involvement	\$ 66,636.06			\$ 66,636.06
2.00	Engineering & Land Surveying	\$ 341,829.00			\$ 341,829.00
3.00	Geotechnical Services	\$ 57,109.00			\$ 57,109.00
4.00	Environmental Services	\$ 30,011.57			\$ 30,011.57
5.00	Traffic Data	\$ 44,600.00			\$ 44,600.00
6.00a	Roadway Plans	\$ 481,746.00			\$ 481,746.00
6.00b	Bridge Plans – Post Design	\$ 79,220.00	_		\$ 79,220.00
7.00	Utility Adjustment Plans - Post	\$ 28,366.00			\$ 28,366.00
8.00	Right-of-Way Plans - Post	\$ 123,184.00			\$ 123,184.00
9.00a	Signalization Plans	\$ 32,801.00			\$ 32,801.00
9.00b	Street Lighting Plans	\$ 37,745.00	\$ 17,928.00		\$ 55,673.00
10.00	Signing & Pavement Marking	\$ 36,172.00			\$ 36,172.00
11.00	Permits	\$ 123,708.00			\$ 123,708.00
12.00	Final Bidding & Contract Docs	\$ 6,380.00			\$ 6,380.00
13.00	Advisory Servs During Constr.	\$ 4,020.00		_	\$ 4,020.00
14.00	Construction Admin & Insp	T.B.N.		\$1,858,672.72	\$1,858,672.72
15.00	Misc Services - Landscaping	\$ 37,880.00	\$ 48,950.00		\$ 86,830.00
16.00	Watershed Studies	\$ 26,720.00			\$ 26,720.00
17.00	Design Study	\$ 83,572.00			\$ 83,572.00
18.00	Relocation of Pond "C"	_	\$ 33,547.50		\$ 33,547.50
Misc.	Out of Pocket	\$ 22,990.00	_		\$ 22,990.00
	_		_		
TOTAL		\$1,664,689.63	\$ 100,425.50	\$1,858,672.72	\$3,623,787.85

\boxtimes (CHANGE ORDER AGREEMENT No4_				
	or SUPPLEMENTAL TASK AUTHORIZATION No				
			<u>EXHIBI</u>	T "CO/STA-C"	
			Date:	December 9, 2005	
TIME	E AND SCHEDULE OF PERFORMANCE				
for	Three Oaks Parkway from within The Brooks to	Imperial Street			

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
14.00	POST-DESIGN SERVICES		
14.01	Site Visits	730	730
14.02	Change Orders/Interpretations	730	730
14.03	Shop Drawings	730	730
14.04	Clarifications / Interpretations	730	730
14.05	Pay Requests	730	730
14.06	Full-Time Inspections		
14.06-A	Roadway Construction	730	730
14.06-B	Bridge Inspection (Imperial Street Widening only)	730	730
14.06-C	Testing Services (laboratory work by others)	730	730
14.06-D	Items Furnished by the Consultant	730	730
14.07	Materials Testing	730	730
14.08	Final Inspection / Certifications	30	730
14.09	Record Drawings	30	730
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☐ CHANGE ORDER AGREEMENT No4		
or SUPPLEMENTAL TASK AUTHORIZATION No.		
	<u>EXHIBI</u>	<u>T "CO/STA-C"</u>
TIME AND SOLIEDIUS OF DEDECORMANICE	Date:	December 9, 2005
TIME AND SCHEDULE OF PERFORMANCE		
for Three Oaks Parkway from within The Brooks to Imperial Street		

SECTION 2.00 SUMMARY OF THE IMPACT OF CHANGE(S) IN PROFESSIONAL SERVCIES 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		
1.00	Public Involvement		549 549		
2.00	Engineering & Land Surveying	<u>183</u>	183		
3.00	Geotechnical Services	152	152 152		
4.00	Environmental Services	90	91		
5.00	Traffic Data	152	274		
6.00a	Roadway Plans	244	426		
6.00b	Bridge Plans - Post Design	244	426		
7.00	Utility Adjustment Plans – Post	91	365		
8.00	Right-of-Way Plans – Post	152	365		
9.00a	Signalization Plans	152	457		
9.00b	Street Lighting Plans	332	637		
10.00	Signing & Pavement Marking	91	457		
11.00	Permits	183	549		
12.00	Final Bidding & Contract Docs	91	549		
13.00	Advisory Servs During Constr.	91	549		
14.00	Construction Admin & Insp	720	720		
15.00	Misc Services - Landscaping	354	567		
16.00	Watershed Studies	183	183		
17.00	Design Study	90	90		
18.00	Relocation of Pond "C"	90	90		

CHANGE ORDER AGREEMENT No. 4								
SUPPLEMENTAL TASK AUTHORIZATION No.	-							
	EXHIBIT "CO/STA-D"							
	Date: December 9, 2005							
CONSULTANTS, OR SERVICE PROVIDER'S, ASSOCIATED SUB-CONSULTANT(S) AND SUBCONTRACTOR(S)								
for Three Oaks Parkway from within The Brooks to Imperial Street								

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

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	Туре	Yes	No
	None					

☐ CHANGE ORDER AGREEMENT No4				
or SUPPLEMENTAL TASK AUTHORIZATION No.	-			
	EXHIBIT "CO/STA-E"			
	Date: December 9, 2005			
PROJECT GUIDELINES AND CRITERIA				
for Three Oaks Parkway from within The Brooks to Imperial Street				

As a supplement, or change, to the Project Guidelines and Criteria set forth in the Professional Agreement, Agreement. Service Services or Provider Exhibit "E", the COUNTY has established the following Guidelines, Criteria, Goals, Objectives, Constraints, Schedule, Budget, and/or Requirements which shall serve as guide to the CONSULTANT, a 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

None