

1. Requested Motion:

Meeting Date: November 7, 2011

Approve Supplemental Task Authorization No. 7 for ECT to provide surveying and easement preparation associated with placing the overhead utility crossings underground along North Estero Blvd. in the amount of \$30,112.50.

Why the action is necessary:

Town Council must approve expenditures above \$25,000.00.

What the action accomplishes:

The supplemental task authorization moves the work associated with obtaining easements to place the overhead utility crossings underground.

2. Agenda:

☒ Consent
☐ Administrative

3. Requirement/Purpose:

☐ Resolution
☐ Ordinance
☒ Other: Contract Supplement

4. Submitter of Information:

☐ Council
☒ Town Staff – Public Works
☐ Town Attorney

5. Background:

Town Council approved a program to place overhead utility crossing along North Estero Blvd. underground in conjunction with the drainage improvement project. FPL provided a cost estimate to make the change over, with the condition that all costs associated with this program be paid for by Fort Myers Beach. During construction all infrastructure was installed to facilitate this improvement. To accommodate the program it is necessary to survey all the properties where overhead electric service extends onto private property and secure easements from those properties. There are approximately 70 properties that will require surveys. This supplemental task authorization enables completion of the surveying and legal description. Public information workshops will take place once the descriptions are completed.

6. Alternative Action:

Do not approve the STA.

7. Management Recommendations:

Staff recommends the approval.

8. Recommended Approval:

Town Manager	Town Attorney	Finance Director	Public Works Director	Community Development Director	Cultural Resources Director	Town Clerk
						

9. Council Action:

☐ Approved ☐ Denied ☐ Deferred ☐ Other

TOWN OF FORT MYERS BEACH SERVICE AGREEMENT

SUPPLEMENTAL TASK AUTHORIZATION

No. 7 Supplemental Task Authorization

NO.: _____

CONTRACT/PROJECT NAME: **ESTERO ISLAND TRANSIT IMPROVEMENT PROJECT**

CONSULTANT **Environmental Consulting & Technology, Inc.**

PROJECT NO.: _____

SOLICIT NO.: _____

CONTRACT NO.: _____

REQUESTED BY: **Cathie Lewis, Public Works Director**

DATE OF REQUEST: **10/19/2011**

Upon the completion and execution of this Supplemental Task Authorization by both parties, the Consultant/Provider is authorized to and shall proceed with the following:

EXHIBIT "A" SCOPE OF PROFESSIONAL SERVICE: DATED: **10/19/2011**

EXHIBIT "B" COMPENSATION & METHOD OF PAYMENT: DATED: **10/19/2011**

EXHIBIT "C" TIME AND SCHEDULE OF PERFORMANCE: DATED: **10/19/2011**

EXHIBIT "D" CONSULTANT'S/PROVIDER'S ASSOCIATED
SUB-CONSULTANT(S)/SUB-CONTRACTORS: DATED: **10/19/2011**

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

RECOMMENDED:

By: Cathie Lewis 10/21/11
Department Director Date

By: _____
Contracts Manager Date

ACCEPTED:

By: Dall Hays 10/19/2011
Consultant/Provider Date

TOWN APPROVAL:

By: _____
Town Manager Date

☐ CHANGE ORDER AGREEMENT No. _____

or

☒ SUPPLEMENTAL TASK AUTHORIZATION No. 7

EXHIBIT "CO/STA-A"

Date: October 19, 2011

SCOPE OF PROFESSIONAL SERVICES

for **ESTERO ISLAND TRANSIT IMPROVEMENT PROJECT**

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 No.1 - North Estero Boulevard

Task 02-0301 – Add budget based on Design, Description and Coordination for surveying and preparing 23 Public Utility Easements on approximately 73 separate parcels for FP&L crossings.

*Attach additional pages, if needed.

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09/25/01

☐ CHANGE ORDER AGREEMENT No.

or

☒ SUPPLEMENTAL TASK AUTHORIZATION No. **7**

EXHIBIT "CO/STA-B"

Date: **October 19, 2011**

COMPENSATION AND METHOD OF PAYMENT

for **ESTERO ISLAND TRANSIT IMPROVEMENT PROJECT**

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.)
02-0301	Additional Survey Services	30,112.50	LS	
TOTAL		30,112.50		

(Unless list is continued on next page)

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09/25/01

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☐ CHANGE ORDER AGREEMENT No. _____

or

☒ SUPPLEMENTAL TASK AUTHORIZATION No. No.7

Date: **October 19, 2011**

SECTION 2.00 SUMMARY OF CHANGE(S) IN COMPENSATION

for ESTERO ISLAND TRANSIT IMPROVEMENT PROJECT

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 TOWN 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. <u>No. 1-6</u>	Adjustment(s) Due to this CO or STA <u>No. 7</u>	Summary of Changed Compensation
02-0000	North Estero	93,000.00	44,261.25		
02-0300	Surveying Services		5,000.00		
02-0801	Landscape Services		17,500.00		
02-1100	Bidding		15,000.00		
02-1101	Construction Management		31,500.00	3,000.00	34,500.00
02-1102	Inspections & Meetings		39,000.00	9,600.00	48,600.00
02-1103	Resident Inspection		T&M*		
	T&M*		110.00/Hr.		
02-0802	Additional Landscape Services		2,500.00		
02-0301	Additional Survey Services		1,500.00	30,112.50	31,612.50
TOTAL		93,000.00	156,861.25	42,712.50	292,573.75

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☐ CHANGE ORDER AGREEMENT No. _____

or

☒ SUPPLEMENTAL TASK AUTHORIZATION No. 7

EXHIBIT "CO/STA-C"

Date: **October 19, 2011**

TIME AND SCHEDULE OF PERFORMANCE

for **ESTERO ISLAND TRANSIT IMPROVEMENT PROJECT**

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
02-0301	Additional Survey Services	0	0

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09/25/01

☐ CHANGE ORDER AGREEMENT No. _____

or

☒ SUPPLEMENTAL TASK AUTHORIZATION No. 7

EXHIBIT "CO/STA-C"

Date: **October 19, 2011**

TIME AND SCHEDULE OF PERFORMANCE

for **ESTERO ISLAND TRANSIT IMPROVEMENT PROJECT**

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 TOWN 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	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
02-0301	Additional Survey Services	0	0

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☐ CHANGE ORDER AGREEMENT No. _____

or

☒ SUPPLEMENTAL TASK AUTHORIZATION No. **7**

EXHIBIT "CO/STA-D"

Date: **October 19, 2011**

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

for **ESTERO ISLAND TRANSIT IMPROVEMENT PROJECT**

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
	No Changes to Sub-Consultants					

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☐ CHANGE ORDER AGREEMENT No. _____

or

☒ SUPPLEMENTAL TASK AUTHORIZATION No. 7

EXHIBIT "CO/STA-E"

Date: **October 19, 2011**

PROJECT GUIDELINES AND CRITERIA

for **ESTERO ISLAND TRANSIT IMPROVEMENT PROJECT**

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 TOWN 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

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