



Lee County Professional Service Change Order/Supplemental Task Authorization

Date April 8, 2022

[Print Form](#)

Change Order Agreement #: 3 Supplemental Task Authorization #: 1

A Change Order or Supplemental Task Authorization requires approval by the Department Director for expenditures under \$50,000 or approval by the County Manager for expenditures between \$50,000.01 and \$100,000 or approval by the Board of County Commissioners for expenditures over \$100,000

Primary Contact: Mr. William D. Beddow

Contract Name: CN180027LAC Design- Solid Waste Transfer Facilities & Waste Water Treatment Plant

Project Name: Solid Waste Transfer Stations and Water Reclamation Facility Phase STA 1: Rezoning, Schematic Design and Permitting Services

CONSULTANT: Jacobs Engineering Group Inc. Project #: 7467

Solicitation #: CN180027LAC Contract #: 8317


Lee County Project Manager: Michael Avogolia Request Date: 04/08/2022

Fiscal Staff: Utilities Fiscal Account #: 20746748713, 20746748730

Upon the completion and execution of this Change Order or Supplemental task Authorization by both parties the CONSULTANT is authorized to and shall proceed with the following exhibits as applicable:

- CO-STA Exhibit A** - SCOPE OF PROFESSIONAL SERVICE
- CO-STA Exhibit B** - COMPENSATION & METHOD OF PAYMENT
- CO-STA Exhibit C** - TIME & SCHEDULE OF PERFORMANCE
- CO-STA Exhibit D** - CONSULTANTS ASSOCIATED SUB-CONSULTANTS/SUB-CONTRACTORS

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

William D. Beddow 
Consultant Signature (Print & Sign Name)

April 11, 2022
Date Signed

Bill.beddow@jacobs.com
Contact E-mail Address

239.596.1715
Contact Phone Number

Lee County Board of County Commissioners - Procurement Management
2115 Second Street - 1st Floor - Fort Myers, FL 33901
PO Box 398 - Fort Myers, FL 33902-0398
Phone: (239) 533-8881



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Scope of Professional Services for:

Solid Waste Transfer Stations and Water Reclamation Facility Phase STA 1: Rezoning, Schematic Design and Permitting Services

Section 1.00 Changes to Professional Services

The 'Scope of Professional Services' as set forth in Exhibit 'A' of the Professional Services Agreement referred to hereinbefore is hereby supplemented, changed or authorized, so that the CONSULTANT shall provide and perform the following professional services, tasks, or work as a supplement to, change to, the scope of services previously agreed to and authorized.

STA-1 Scope for tasks 1-4 remain the same.

Change Order #3 to STA-1 Tasks 5-9 represent ongoing services for The South East Lee County advanced water reclamation plant design, in the amount of \$1,673,929 .

See Attachment 1 to Exhibit A

Lee County Board of County Commissioners - Procurement Management
2115 Second Street - 1st Floor - Fort Myers, FL 33901
PO Box 398 - Fort Myers, FL 33902-0398
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Attachment 1 to Exhibit A

Advanced Water Reclamation Facility STA-1, Change Order 3: Preliminary Design, Rezoning, and Public Outreach

Background

Lee County (COUNTY) has requested the Jacobs team (CONSULTANT) provide a preliminary design for an ultimate 10 million gallon per day (mgd) annual average day flow (AADF) Advanced Water Reclamation Facility (AWRF). An AWRF provides enhanced treatment to further reduce nutrients. The AWRF will be located on the property site located at the eastern end of Alico and Green Meadows Roads. The preliminary design will be developed for an initial 6 mgd AADF AWRF at startup. This STA also includes rezoning services and public outreach supporting the proposed AWRF.

This scope of services only addresses work to be performed under this STA. Future STAs are to be negotiated at the direction of the COUNTY. STA 1, Change Order 3 is divided into five tasks:

(Tasks 1 through 4 provided in STA1)

- Task 5 – Preliminary Design
- Task 6 – Rezoning Services
- Task 7 – Other Rezoning Services / Comprehensive Plan Amendment
- Task 8 – Public Outreach Services
- Task 9 – Direct/Indirect Potable Reuse (D/IPR) Plan

Task 5 – Preliminary Design

Preliminary Design shall consist of two major deliverables, Project Definition (PD) and Schematic Design/30% (SD). A Project Definition Report shall be prepared during PD. A Schematic Design Report shall be prepared during SD. It is assumed that earlier design concepts conducted for previous rezoning can be reused where applicable.

Design review workshops shall be conducted in person or virtually with COUNTY personnel, key individuals from the CONSULTANT's project team and others as needed. There will be two design workshops, one held at the conclusion of each phase PD and SD.

5.1 WRF Project Definition

This scope of services is for Phase 1 (6 mgd) AADF AWRF producing public access reclaimed water that also meets advanced wastewater treatment (AWT) standards located at project site. The AWRF shall be expandable in 2-mgd increments and shall include all the unit operations noted in STA-1. The services to be rendered by the CONSULTANT for the project definition are described in subsequent tasks.

5.1.1 Planning

The purpose of this task is to affirm COUNTY's AWRF objectives and success factors for the project by conducting a workshop with key County personnel and other stakeholders to obtain the pertinent information.

The CONSULTANT shall develop a draft agenda for the Workshop and submit it to the COUNTY Project Manager for review and comment prior to the meeting. Following the Workshop, the CONSULTANT shall provide meeting minutes documenting the project objectives, verifying which COUNTY standards apply to this project, updating critical success factors, and other pertinent issues discussed during the workshop. The draft meeting minutes shall be distributed to all meeting attendees. Attendees'

comments shall be incorporated into the meeting summary and a final summary shall be issued.

Project objectives and standards in the following areas shall be considered:

- Project objectives: Discussion of the overall plans for AWRP and project site to ensure that all participants have the same understanding.
- Communications procedures: Joint definition of the verbal and written communications practices and procedures.
- County design criteria standards and preferences: Affirm which COUNTY standards for design criteria or standard products will be used, as well as verify County preferred equipment types, suppliers, and vendors.
- Confirm CMAR participation: Verify with COUNTY how and when the CMAR will participate in the project.

Meetings/Workshops

1. Project Objectives Workshop

Deliverables

1. Draft and Final Agenda –Project Design Objectives Workshop – Electronic Submittal
2. Draft and Final Meeting Minutes –Project Design Objectives Workshop – Electronic Submittal

5.1.2 AWRP Project Definition Report

The PD report will verify project design criteria collected previously in STA1, and outside of the process evaluation. Processes and unit operations will be updated to reflect AWT treatment requirements and be moved and resized, as necessary, to accommodate the facility's ultimate buildout.

5.1.2.1 Confirm Lee County Objectives, Standards, Preferences, and External Constraints and Standards

The purpose of this task is to confirm the objectives, standards, preferences, and external standards and criteria that influence the project design work – particularly as it relates to AWT processes. The current understanding for the following standards and criteria in the following areas shall be presented to the County for comment:

- **Equipment and materials**: Preferences on indoor versus outdoor locations for equipment, HVAC preferences (natural gas vs. electric heat, A/C requirements, etc.), preferred equipment types and suppliers, local control/local disconnect preferences (lockable MCCs versus local disconnect switches); preferences regarding the use of adjustable frequency drives etc.
- **Regulatory Agencies**: Define the regulatory agencies with jurisdiction for this project and specific contact people. List all known permits required for construction and operation.
- **Civil**: Identify local stormwater control agency, document restrictions as they pertain to the proposed project, define permitting requirements; identify any local public work standards as they pertain to roads, stormwater, sewer etc.; any local restriction regarding dust control, demolition, construction traffic/noise, excess earthwork disposal, any existing floodplain restrictions, etc.
- **Structural/Architectural/Mechanical**: Identify local permitting agency, obtain current local design codes and standards that are in effect, define permitting requirements.
- **Electrical/I&C**: Define redundancy requirements; identify primary contact at local utility.

5.1.2.2 Flows and Loads Definition and Effluent Requirements

Using the historical influent data for existing County wastewater treatment plants for the previous 5 years that was compiled and analyzed previously, flows and loads definition and effluent requirements will be updated with the most recent data and consider how the characteristics may be different for the

new service area. Data post 2017 will be requested for confirmation purposes. Data analysis will be an extension of previous work, not a new analysis. Flow and population served projections will be provided by the COUNTY. Discharge effluent quality requirements shall be defined as AWT and public access reuse quality.

Deliverables

1. A draft and final technical memorandum (TM) shall be prepared to document the flow and load design basis and effluent requirements.

5.1.2.3 AWT Process Alternatives Evaluation

Up to three treatment process alternatives will be evaluated for achieving AWT treatment requirements. The alternatives to be evaluated will be defined through discussion with COUNTY personnel and may include biological and/or chemical approaches to phosphorus removal assuming oxidation ditch type process configuration as the common basis as identified in STA1. The alternatives will be sized using preliminary process models and estimates of construction, O&M, and life-cycle cost prepared for purposes of comparison between alternatives. A summary of advantages and disadvantages of each as well as operational considerations will be prepared for discussion in an AWT process alternatives workshop with COUNTY stakeholders. A draft and final AWT process alternatives evaluation TM with recommendation will be prepared to document the process selection.

Meetings/Workshops

1. AWT Project Alternatives Evaluation Workshop

Deliverables

1. Draft and Final AWT Process Alternatives Evaluation TM
2. Draft and Final Agenda – AWT Process Alternatives Workshop – Electronic Submittal
3. Draft and Final Meeting Minutes – AWT Process Alternatives Workshop – Electronic Submittal

5.1.2.4 Preliminary Process Modeling

More detailed process modeling shall be performed using Jacobs' Pro2D2 process model using the flows and loads and selected process alternative defined in the previous tasks. An overall process flow diagram shall be developed. The purpose of the model is to develop a mass balance to preliminarily size all major unit processes and define process design criteria. An overall control philosophy including level of operator attention and preferences for local versus central control and level of automation shall be preliminarily defined.

5.1.2.5 Preliminary Hydraulic Profile Estimate

A preliminary hydraulic profile shall be developed using flows defined in the previous task. The preliminary profile shall be used in evaluation of the need for a master influent pump station described in subsequent tasks.

5.1.2.6 Master Influent Pump Station and Equalization Evaluation

Evaluate the need for a Master Influent Pump Station by evaluating the collection system model to review constraints on the ability of collection system lift stations to deliver flow to the AWRP considering preliminary hydraulic profile estimates for headworks elevation.

The size of equalization facilities will be updated for the revised flows assuming the same function and diurnal flow pattern developed as part of the previous design effort.

Meetings/Workshops

1. One workshop (in-person, virtual, or hybrid) shall be held with the COUNTY to review the findings and evaluation results to select the preferred approach.

Deliverables

1. Draft and final workshop minutes to document decisions.

5.1.2.7 Update Reuse and Reject Storage Sizing

The volume of reuse storage required will be updated for the new plant flows assuming the same sizing basis as developed previously in STA1. The connection point to existing reuse distribution piping shall be defined. The COUNTY will provide anticipated discharge pressure and flow rate requirements from the AWRP. However, the proposed reuse distribution pump station shall be modeled using the existing reuse system hydraulic model to confirm the pressure required for the reuse distribution pump station and diurnal demand curve from customers to define minimum, average, and maximum reuse demand rates. Consideration of pressurized reuse system requirements shall be included.

5.1.2.8 Preliminary Geotechnical Investigation

Soil Borings: The field data collected for each item below will be provided directly to the design CONSULTANT in electronic format and therefore the preparation of any exhibits or other drawings are not included.

- a. The CONSULTANT shall stake the center of each proposed soil boring locations on the site.
- b. The CONSULTANT shall locate each soil boring locations and obtain an elevation on the existing ground at each location.

Standard Penetration Test Boring: Scope of Services shall consist of conducting Standard Penetration Test (SPT) borings to a depth of up to 100 feet. In addition, work includes performing necessary laboratory testing to define the soil characteristics. Engineering and technical support services shall also be required to analyze the data and to prepare and Engineering report. The report shall present the results of our findings and provide County with recommendations for site preparation and foundation design. This Scope of Services assumes up to four (4) total soil borings and up to five (5) SPT boring.

Meetings/Workshops

- 1) None

Deliverables

- 1) None - data to be utilized for geotechnical analysis provided in the Project Definition Report

5.1.2.9 Preliminary Design Report and Workshops

The CONSULTANT shall submit a draft document to the COUNTY that shall include site layout sketches, hydraulic profile, and cost estimating support for CMAR. The CONSULTANT shall meet with COUNTY staff, virtually or in-person, to discuss the project definition report and collect County comments. This will be an update of the previous work for the new site layout, flows and loads and AWT discharge criteria. Work of this project definition phase shall be documented in a project definition report and subsequently included in the Schematic Design Report.

Meetings/Workshops

- 1) Advanced Wastewater Reclamation Facility – 2 meetings

Deliverables

- 1) Draft and Final Agenda – AWRP Meetings
- 2) Draft and Final Meeting Minutes – AWRP Meetings
- 3) Project Definition Report – (3) Hard Copies Submittal and (1) Electronic Submittal

5.2 AWRP Schematic/30% Design

The purpose of this subtask is to use the data and guidelines documented in the PD phase to develop a

schematic/30% design package. The products from this task shall include a schematic/30% design report and schematic/30% design drawings. It is assumed that a cost estimate will be developed by the CMAR with CONSULTANT input and assistance. The CONSULTANT shall conduct various interactive workshops with the COUNTY's personnel prior to the conclusion of this task to agree upon the design concept.

In general, work activities and deliverables from this task are as identified below. Specific elements to the AWRP are further described below.

Civil and Site Development schematic design work shall include the following activities:

- Develop proposed site layout.
- Develop preliminary erosion control plan. Determine if erosion control ponds are required; locate ponds on site plan drawings as required.
- Set preliminary finished floor levels for new structures.

Architectural schematic design work shall include the following activities:

- Establish preliminary room sizes. Identify the adjacencies and functional requirements of each space. Establish architectural theme for exterior of building. Select roof type, slope, and roof support system for each building.
- Assign code classification to each building.
- Compile list of chemicals and amounts to be used. Coordinate with other disciplines (mechanical and electrical) to resolve code compliance issues specific to these disciplines (e.g., National Electrical Code and National Fire Protection Association 820 issues).
- Prepare a preliminary life safety and building code analysis for each building.
- Prepare preliminary building layouts (hand sketches including plans, sections, and elevations).

Structural schematic design work shall include the following activities:

- Coordinate with architectural discipline on the selection of building concepts.
- Develop building foundation and structure concepts based on schematic building layouts.

Geotechnical schematic design work shall include the following activities:

- Determine site-specific geotechnical conditions for each facility and structure. Develop specific foundation requirements.
- Using existing geotechnical data, prepare foundation recommendations.
- Prepare Geotechnical Memo

Mechanical schematic design work shall include the following activities:

- Select and size all major process equipment including pumps. Prepare sizing calculations and obtain review. Establish level of redundancy required for all process equipment.
- Prepare equipment list with sizing for major equipment. Coordinate with the COUNTY on preferences of equipment manufacturer and processes.
- Prepare preliminary equipment arrangements for major equipment.

HVAC/Plumbing/Fire Protection schematic design work shall include the following activities:

- Select type of ventilation system to be used in process buildings (inlet air tempered with both inlet and outlet fans, simple exhaust fan system).

- Select type of air conditioning system to be used in personnel spaces (variable air volume system, zoned constant air volume system).
- Coordinate with the architectural discipline to establish design R-values for all exterior walls.
- Coordinate with local fire marshal and architect to determine requirements for sprinklers and fire protection.
- Determine overall potable water requirements for the project. Confirm adequate quantity and pressure can be obtained from the local potable water supply utility.

Electrical schematic design work shall include the following activities:

- Prepare preliminary overall one-line diagram for proposed facilities.
- Prepare preliminary load calculations.
- Size electrical rooms.
- Determine number of electrical feeds to be provided to facility. Coordinate with local power utility to determine locations of power feeds, voltage, billing details (peak usage rates), requirements for reduced voltage starters, substation requirements.
- Determine redundancy requirements for power supplies and power distribution.
- Establish preferred voltages for power distribution and utilization equipment.
- Coordinate with other disciplines (architectural, mechanical) to resolve code compliance issues specific to these disciplines. Develop preliminary schedule of hazardous and corrosive locations.

In addition, the AWRF schematic/30% design shall include:

- **Hydraulic Profile:** Hydraulic calculations for the proposed facility layout shall be performed. The results shall be documented on a hydraulic profile drawing.
- **Process and Instrumentation Diagrams (P&IDs):** Preliminary P&IDs will be prepared for each treatment unit.
- **Preliminary Site Layout:** Preliminary site layout showing structures footprint, location, roadways, stormwater retention areas, etc.
- **General Arrangement Drawings:** General arrangement drawings for major treatment units shall be developed.
- **Architectural Drawings:** The CONSULTANT shall prepare preliminary plan for buildings' façade for County review and selection.
- List of anticipated specifications

Upon completion of the schematic/30% design and subsequent COUNTY workshop, a first pre-application meeting shall be held with the FDEP to describe the concept and inform the FDEP of the upcoming new AWRF permit application.

5.2.1 Schematic/30% Design Report and Workshop

The CONSULTANT shall prepare a Schematic/30% Design Report and Drawings (SDR) and submit them to the County for review and comment. Following the submission of the SDR and after allowing time for the County's review, the CONSULTANT shall conduct a 1-day workshop with COUNTY staff to review the SDR. Workshop minutes shall be prepared by the CONSULTANT and be delivered to the County for final review. Final workshop minutes shall be the work product to document any changes to the SDR. A revised SDR will not be issued.

5.2.2 CMAR Support

CONSULTANT will support COUNTY in CMAR procurement. Tasks may include design criteria, meetings, proposal language assistance, or CMAR reference review.

Upon selection of a CMAR, it is assumed that the CMAR will provide a cost estimate following the PD and/or SD design packages. The CONSULTANT shall work with the CMAR to provide documents and vendor cost estimates, as required.

Meetings/Workshops

- 1) Schematic Design Meetings – 2 meetings
- 2) FDEP First Pre-Application meeting

Subtask Deliverables

- 1) Draft and Final Agenda – (2) Electronic Submittal
- 2) Draft and Final Meeting Minutes – (2) Electronic Submittal
- 3) Schematic/30% Design Report and Drawings – (3) Hard Copies Submittal and (1) Electronic Submittal

Assumptions

- 1) It is assumed that 30% design (SD design) is sufficient to complete rezoning process.
- 2) Schematic/30% design report and drawings will not be revised and reissued to reflect COUNTY's comments after review workshop. Rather, comments and requested changes shall be documented in meeting minutes to be incorporated in later design phases.

Task 6 - Rezoning Services

6.1 AWRP Rezoning Services

CONSULTANT shall perform tasks to support the rezoning effort at the AWRP property identified by STRAP numbers 09-46-26-00-00001.0170 and 09-46-26-00-00001.0010, including sufficiency response, meetings, coordination, hearings; traffic data collection, Lee County Department of Transportation (LCDOT) pre-application meeting, and a zoning traffic study. Details for this work are described below.

6.1.1 Application for Public Hearing

CONSULTANT shall prepare and submit a new Application for Public Hearing to rezone property from Agriculture (AG-2) to Community Facilities Planned Development (CFPD) for use as an AWRP. The application shall include the following items:

- Project Summary
- Applicant/property ownership information
- General information regarding site
- Subject property owners map
- List and map of property owners within 500 feet of site
- Notarized authorization form, disclosure of interest forms
- Notarized document of unified control
- Deed of restrictions (if applicable)
- Existing use of the property
- Current Zoning and Future Land Use of the Property

- List of Zoning Resolutions and Approvals
- Size and intensity of proposed development
- Letters of availability for sewer and water
- Proposed schedule of deviations and written justifications
- Proposed schedule of uses
- Proposed property development regulations
- Proposed schedule of deviations and written justifications
- Narrative on how property qualifies for rezoning
- Protected Species Survey

CONSULTANT assumes title certification document, no greater than 90 days old, as required by the COUNTY, will be provided by COUNTY or by COUNTY's legal services provider. It is also assumed that no other facilities are proposed in addition to the AWRP within the CFPD request. However, there may be other schedule of uses included in the application that are not associated with the AWRP. The COUNTY will provide the schedule of uses and any necessary information to support the additional schedule of uses in the application such as building size, trip generation, building height, and/or concept layout. Other schedule of uses may be stormwater pond, mitigation bank, recycling center, solid waste facilities, office building, public park, or other uses not specifically mentioned.

6.1.2 Meetings, Coordination and Hearings

CONSULTANT shall prepare for and attend public meetings and Community Development staff conferences. Coordination with the COUNTY, and preparation and representation of the project is assumed as follows:

- Monthly status updates by email and phone calls with the COUNTY.
- Coordination with COUNTY Community Development staff.
- Review of staff report and hearing preparation.
- Posting of required public notice signage, preparation and attendance at Hearing Examiner. Attendance by experts in planning, traffic, and engineering is assumed.
- Attendance at Board of County Commissioner (BOCC) hearing. Attendance by CONSULTANT experts in planning, traffic, and engineering is assumed.

6.1.3 Master Concept Plan

The proposed Master Concept Plan (MCP) shall be prepared using the Schematic/30% Design Plans developed in Task 5 of this STA, and will include the following items:

- Size and location of development area
- Proposed buffering and screening, and preservation as applicable
- Location of water management areas
- Open space calculations
- Exact location of vehicular ingress and egress
- Location and explanation of all existing easements and proposed deviations

6.1.4 Sufficiency Response

CONSULTANT shall review Community Development staff comments and conditions and shall provide

additional information in response to questions and recommend appropriate responses. Two response rounds are assumed in this scope of services.

6.1.5 Zoning Traffic Study (ZTS)

CONSULTANT shall prepare a ZTS in accordance with Lee County Administrative Code AC-13-17. The ZTS shall contain the following:

- The intensity of the development ITE Land Use Categories.
- Change in intensity analysis of prior zoning approval of Project site.
- Trip generation including A.M. peak hour, P.M. peak hour and daily Project traffic volumes utilizing trip end rates and/or equations from the ITE Trip Generation Manual, latest edition.
- Graphic depiction of the Project's access points.
- Existing and projected traffic volumes up to the Project build-out year.
- Recommendations for any site related traffic improvements.
- Traffic directional splits entering and exiting the proposed Project at the proposed access points.

6.1.6 Traffic Data Collection

CONSULTANT shall obtain one (1) day, two (2) hour standard A.M. and P.M. peak hour turning movement counts (TMCs) for up to two (2) intersections. CONSULTANT shall obtain five (5) day, twenty-four (24) hour bi-directional traffic counts for up to two (2) locations.

It is not anticipated that traffic data collection will be required as part of the study beyond the scope of services provided herein. If deemed necessary, any additional traffic data collection required by the COUNTY or LCDOT staff will be covered in Task 9 Additional Services as authorized by COUNTY.

6.1.7 LCDOT Pre-Application Meeting

CONSULTANT shall schedule and attend a LCDOT Driveway and Drainage Connection Pre- Application Meeting for the COUNTY for the initial driveway connection request onto Alico Road. CONSULTANT makes no guarantees on the acceptance of driveway connection to Alico Road, as CONSULTANT has no control over the approval authority of the LCDOT.

6.1.8 Surveying Services

CONSULTANT shall prepare two new sketches and descriptions to remove the future Alico Road extension right of way that has wetlands from their respective parent parcel(s). CONSULTANT shall assist the COUNTY in obtaining unique STRAP numbers for the two parcels. CONSULTANT shall perform a boundary survey based upon the two legal descriptions. CONSULTANT shall prepare a new legal description for the remaining parent parcel that is proposed to be rezoned.

Survey horizontal data will be in feet and shall be projected on the Florida State Plane Coordinate System, West Zone, NAD83(2011). Vertical data will be in feet and shall be referenced to the North American Vertical Datum of 1988 (NAVD88).

CONSULTANT shall provide the following boundary and topographic services:

- CONSULTANT shall research the public records available on the Lee County Property Appraiser and Lee County Clerk of Court websites to locate parcel deeds, recorded plats, and right-of-way maps pertinent to the delineation of parcel deed lines.
- CONSULTANT shall perform a field survey to locate, verify, or establish the parcel boundary lines based upon the new legal description.

- CONSULTANT shall perform a field survey to collect the horizontal and vertical data of visible above-ground improvements and visible above-ground utilities that may have changed since the last field work.
- CONSULTANT shall prepare a boundary and topographic survey delineating the parcel boundary, a description of the parcel surveyed, rights-of-way, visible above-ground improvements, visible above-ground utilities, and spot elevations on an approximately 100-foot grid. Offsite easements benefitting the parcel (if any) will be depicted on the survey. However, a field survey or location of any improvements within these offsite easements is not included as a part of this scope.
- CONSULTANT shall provide five signed and sealed copies of the boundary and topographic survey to the COUNTY.
- CONSULTANT shall prepare a comprehensive description and sketch of the property to be surveyed to be used for submittal of the zoning application.

Meetings/Workshops

- 1) Public meeting
- 2) LCDOT Preapplication meeting

Deliverables

- 1) Sufficiency response
- 2) Zoning traffic study
- 3) Three (3) signed and sealed Sketch and Descriptions
- 4) Three (3) signed and sealed Boundary Surveys
- 5) Five (5) signed and sealed copies of the topographic survey map for parent parcel to be rezoned.
- 6) One (1) copy of the electronic file of the topographic survey maps, boundary surveys and controls.

Task 7 – Other Rezoning Services / Comprehensive Plan Amendment

7.1 Eastern Parcel Rezoning / Comprehensive Plan Amendment

Since the COUNTY will include the eastern parcel (STRAP number 09-46-26-00-00001.1010) for the AWRF then the COUNTY will need to concurrently amend the Future Land Use Map Amendment (Comprehensive Plan Amendment). It is anticipated that an amendment to the Lee County Comprehensive Plan will be performed concurrently to the rezoning effort. CONSULTANT will draft the Comprehensive Plan Amendment application forms and assemble the application material for submittal to the COUNTY. CONSULTANT will submit the amendment to the Lee County Comprehensive Plan to the COUNTY on the behalf of COUNTY. CONSULTANT will provide planning, engineering, and environmental related data to finalize the application material. This includes the following required submittal items:

7.1.1 Comprehensive Plan Amendment

The Comprehensive Plan Amendment application will include the following elements:

- Size and location of development area
- Application Form
- Notarized Letter of Owner's Authorization
- Notarized Disclosure of Interest
- Copy of the Deeds of the subject property

- Signed/Sealed Sketch & Legal Description
- List, Map and Mailing labels of property owners within 500 feet of site
- Project Boundary Map
- Subject Property Owner Map
- Existing and Proposed Future Land Use Maps
- Aerial Map Showing the Subject Property and Surrounding Properties
- Map of Existing Zoning of the subject property and surrounding properties
- Map of Existing Land Uses of the subject property and surrounding properties with description discussing consistency of current uses with the proposed changes
- Public Facilities/Infrastructure Analysis
- A narrative that justifies the proposed amendment and includes:
 - How the proposal affects established Lee County population projections, Lee Plan Table 1(b) and the total population capacity of the Lee Plan Future Land Use Map.
 - All goals and objectives of the Lee Plan that are affected by the proposed amendment or that affect the subject property
 - How the proposal affects adjacent local governments and their comprehensive plans
 - A list of State Policy Plan and Regional Policy Plan goals, strategies and actions, and policies which are relevant to the plan amendment.
- Sprawl Analysis pursuant to Florida Statutes

7.1.2 Traffic

Traffic Circulation Analysis: The analysis is intended to determine the effect of the land use change on the Financially Feasible Highway Plan Map 3A (20-year plus horizon) and on the Capital Improvements Element (5-year horizon). Toward that end, an applicant must submit a Traffic Impact Statement (TIS) consistent with Lee County Administrative Code (AC)13-17.

A calculation of trip generation is required consistent with AC-13-17 and the Lee County TIS Guidelines to determine required components of analysis for:

- Total peak hour trip generation less than 50 total trip ends – trip generation.

This scope assumes that the total peak hour trip generation is less than 50 total trip ends – generation.

7.1.3 Environmental

An Environmental Analysis of the character of the subject property and surrounding properties, and assess the site's suitability for the proposed change based upon the following:

- A map of the Plant Communities as defined by the Florida Land Use Cover and Classification system (FLUCCS).
- A map and description of the soils found on the property (identify the source of the information).
- A topographic map depicting the property boundaries and 100-year flood prone areas indicated (as identified by FEMA).
- A map delineating the property boundaries on the most recent Flood Insurance Rate Map.
- A map delineating wetlands, aquifer recharge areas, and rare & unique uplands.

- A table of plant communities by FLUCCS with the potential to contain species (plant and animal) listed by federal, state or local agencies as endangered, threatened or species of special concern. The table must include the listed species by FLUCCS and the species status (same as FLUCCS map).

7.1.4 Existing and Future Conditions Analysis

Level of Service Analysis to identify existing infrastructure in the surrounding area, current LOS and LOS standards and projected 2030 LOS standards for the following:

- Sanitary Sewer
- Potable Water, including explanation of water conservation measures
- Surface Water/Drainage Basins
- Parks, Recreation, and Open Space
- Public Schools

Analysis for each of the above should include (but is not limited to) the following (see the Lee County Concurrency Management Report):

- Franchise Area, Basin, or District in which the property is located
- Current Level of Service (LOS), and LOS standard of facilities serving the site
- Projected 2030 LOS under existing designation
- Projected 2030 LOS under proposed designation
- Existing infrastructure, if any, in the immediate area with the potential to serve the subject property
- Improvements/expansions currently programmed in 5-year CIP, 6-10 year CIP, and long range improvements
- Provide a letter of service availability from the appropriate utility for sanitary sewer and potable water
- In addition to the above analysis, provide the following for potable water:
- Determine the availability of water supply within the franchise area using the current water use allocation (Consumptive Use Permit) based on the annual average daily withdrawal rate.
- Include the current demand and the projected demand under the existing designation, and the projected demand under the proposed designation.
- Include the availability of treatment facilities and transmission lines for reclaimed water for irrigation.
- Include any other water conservation measures that will be applied to the site per Goal 54 of the Lee County Plan.

Letters of infrastructure provision and availability of adequacy of facilities for the following:

- Fire protection with adequate response times;
- Emergency medical service (EMS) provisions;
- Law enforcement;
- Solid Waste;
- Mass Transit
- Schools

7.1.5 Impacts on Historic Resources

An analysis of the proposed land use change's impact on these resources including:

- A map of any historic districts and/or sites listed on the Florida Master Site File which are located on the subject property or adjacent properties.
- A map showing the subject property location on the archaeological sensitivity map for Lee County.

7.2 Sufficiency Response

CONSULTANT will meet with COUNTY staff as necessary to address and respond to a maximum of one (1) round of sufficiency comments. If the COUNTY issues additional comments, CONSULTANT will meet with COUNTY to review remaining work to complete sufficiency responses.

7.3 Hearings

CONSULTANT will prepare for and attend meetings and staff conferences. Coordination with the COUNTY, preparation and representation of the project is assumed at one of each of the following hearings:

- Preparation and attendance at Local Planning Agency Meeting
- Attend Board of County Commissioner (BOCC) hearing.

Task 8 - Public Outreach Services

8.1 Public Outreach Services

Public Outreach services will be designed to support the rezoning and permitting efforts associated with the AWRP. This includes updates to and/or development of key messages, fact sheets and frequently asked questions (FAQ), conducting virtual town hall style public meetings, creating, and maintaining information for the project website, and facilitating public tours (or virtual tours as appropriate) of the Three Oaks Water Reclamation Facility. Due to the dynamic nature of public involvement, this task will be performed on a time and material basis with up to 1,188 hours included with this scope of services to allow for flexibility to assist the COUNTY as needed and to achieve the proposed subtasks as noted below.

8.1.1 Visualizations and Renderings

This task provides for photometric quality visualizations and renderings of the proposed facilities to support zoning activities, public involvement and/or the web presence, as necessary.

Task includes production of an up to 2-minute video using the engineering design data and other existing aerial imagery. The proposed improvements will be modeled in 3D and composited into the existing background imagery and supplemented with fully animated 3D sequences to produce a highly realistic depiction of the proposed final conditions. All animated camera paths will be confirmed and approved early in the animation process to maintain the project schedule.

8.1.2 Communications Coordination

CONSULTANT shall coordinate and facilitate project specific communication calls/meetings with COUNTY and CONSULTANT technical team to discuss progress on various aspects of the public involvement program. Coordination calls/meetings shall occur approximately monthly with additional meetings/calls ahead of specific engagement events. The calls/meetings will enable COUNTY staff to update and inform senior staff, review upcoming events, and discuss materials development and action items.

8.1.3 Develop Public Outreach Plan

CONSULTANT shall develop a public outreach plan outlining goals and objectives, identifying key audiences and messages, developing tools and activities, establishing measures of success, and

developing an outreach schedule; goals may include:

- Inform the community about upcoming meetings/conversations regarding project
- Gauge key stakeholders' interests in the project
- Identify existing areas of concern
- Stimulate interest in participating in the conversation

Deliverables:

- 1) Draft and Final public involvement plan
- 2) List of key stakeholders and community members
- 3) Outreach schedule

8.1.4 Implement Public Involvement Plan

CONSULTANT shall implement the public involvement plan by developing informational materials for project website, postcards, newsletter(s) and/or fact sheet(s) and development of Frequently Asked Questions (FAQ). COUNTY will be responsible for printing and mailing of any content outside of web page hosting and CONSULTANT support materials at public meetings. CONSULTANT shall coordinate and support two stakeholder tours (or virtual as appropriate) of the Three Oaks AWRP. CONSULTANT shall plan, facilitate and document up to two (2) community meetings (or virtual as appropriate) including supporting logistics, presentation materials, display boards, developing meeting plan and agenda, and producing meeting summaries.

As the type and manner of safely gathering in public evolves, it is intended that the public involvement be handled in accordance with safe gathering methods at the time. This may mandate implementing non-traditional methods (virtual, appointments, other means as they become available) for public involvement, such as adding additional meetings to provide better social distancing and to meet state and local requirements for public gatherings. CONSULTANT will work in cooperation with the COUNTY to develop safe methods for public involvement.

Deliverables:

- 1) Design and print coordination for postcard, newsletter, and/or fact sheet, and FAQ
- 2) Briefing and meeting materials including sign-in sheets, agendas, presentation, and display boards
- 3) High-level summary of comments, action items, and key points from stakeholder group briefings and community meetings
- 4) Website content

8.1.5 Online Platform

CONSULTANT shall develop and maintain a project web site to aid in public communication. This shall include project updates, fact sheets, schedule, and upcoming public meeting information. Public will be able to sign up for public meetings via web page portal. Pages shall be archived upon completion unless longer term hosting is requested. CONSULTANT shall collaborate with COUNTY staff to develop and approve of the web page content.

Deliverables:

- 1) 24-month hosting and content for one project specific web page.

Task 9 – Direct/Indirect Potable Reuse (D/IPR) Plan

Task 9 will serve to evaluate and plan for using excess reclaimed water to recover and enhance the COUNTY water resources and help augment future water supply.

9.1 Property Screening, ID, and Confirmation of Preliminary Site Suitability

The first step shall be to identify the availability of parcels, or combinations of parcels, within the COUNTY of sufficient size in the project area. In the second step, coverage of the resulting group of parcels shall be overlaid onto the Geographic Information System (GIS) coverage, and the exhibits shall be prepared suitable for review and discussion.

A meeting shall be conducted with the County to review and discuss the results. The objective of the workshop shall be to select an appropriate parcel or group of parcels that exhibits combinations of land parameters that seem suitable for the intended use. The task deliverables shall be meeting minutes and the associated GIS graphics.

Meetings/Workshops

- 1) One workshop shall be held with the COUNTY to review the review the results of the evaluation and recommendations.

Deliverables

- 1) Draft and final workshop minutes to document decisions
- 2) Associated GIS Graphics.

9.2 Alternatives Analysis

The CONSULTANT will develop an alternatives analysis as part of a Basis of Design Report (BODR) which shall consider four conceptual alternatives:

- Discharge to natural wetlands for hydrologic augmentation
- Discharge to groundwater via infiltration or recharge wells for water supply enhancement, including potential for saltwater intrusion mitigation
- Direct potable reuse

For each conceptual alternative, a maximum of two options will be considered, for up to six options.

The CONSULTANT will evaluate and integrate the results with initial criteria identified by the COUNTY. In addition, the following methodologies will be applied:

- Review of applicable state and federal regulations and identification of permitting path for each alternative. A single meeting with the regulatory agency will be held to review the regulatory requirements for each alternative.
- Each alternative shall be evaluated based on treatment needs and alternatives for treatment including additional advanced wastewater treatment approaches and natural treatment systems.
- Storage needs, including Aquifer Storage and Recovery (ASR), to address seasonal variability in supply and augmentation needs shall be considered for each alternative.
- Available information, including hydrogeologic data, soil boring logs, existing data on nearby wetlands, flow records and other data on the County's existing infrastructure shall be reviewed to characterize system performance and possible constraints.
- Available and appropriate lithologic logs in or near proposed sites shall be reviewed.
- Additional treatment works identified to be needed to meet specific water quality requirements for some of the alternatives shall be assessed.

The CONSULTANT shall prepare conceptual design/sizing criteria and descriptions of each of these alternatives to be used as the basis for the design. Conceptual descriptions and figures shall be prepared.

Meetings/Workshops

- 1) One meeting with regulatory agency to review regulatory requirements for each alternative
- 2) One 1/2-day workshop shall be held with the COUNTY to review the review the conceptual analysis.

Deliverables

- 1) Draft and final regulatory agency meeting minutes to document findings
- 2) Draft and final workshop minutes to document decisions.
- 3) Associated conceptual GIS designs.

9.3 Results and Recommendations

The CONSULTANT shall conduct a workshop after the Alternative Analysis and before completing the BODR. The objective of the workshop shall be to discuss the findings from the alternatives analysis and determine the next steps for what D/IPR concept to carry forward to the BODR. The task deliverables shall be meeting minutes and the associated GIS graphics.

Meetings/Workshops

- 1) One workshop shall be held with the COUNTY to review the review the results and discuss BODR next steps.

Deliverables

- 1) Draft and final workshop minutes to document decisions

9.4 D/IPR Basis of Design Report

A BODR will be prepared to advance a single alternative chosen in Task 9.3 to a design level that conveys the project intent and provides enough information to prepare a budgetary estimate for final design and construction. The BODR will also document the previous work of alternatives analysis, regulatory, economic viability, and recommendation of selected alternative. The BODR will include the following:

- Alternative Analysis
- Identification of geotechnical and survey needs
- Technical Assessment and Plans
 - Preliminary water balance and water quality treatment performance assessment
 - Conceptual engineering plan for sizing key treatment, storage, conveyance facilities and other required infrastructure.
 - Hydrologic analysis including preparation of a water balance model and the potential impact of the reclaimed water on the alternative sites' water quality.
- Regulatory Assessment
 - Summary of the key permits required
- Economic Assessment
 - Planning-level opinion of present worth cost
 - A 20-year net present worth cost analysis including capital costs and annual operation, maintenance and monitoring costs.
 - The potential for funding

The CONSULTANT shall provide one electronic copy of the final report in PDF format to the County. A meeting shall be held with County staff to present the BODR and receive comments on the draft report. A final report shall be prepared that shall factor in responses to comments and revisions as warranted and necessary.

Meetings/Workshops

- 1) One workshop shall be held with the COUNTY to review the review the results of the evaluation and recommendations.

Deliverables

- 1) Draft and final technical report. Revision of draft report will serve as workshop minutes.

Assumptions

1. CONSULTANT will reasonably rely the completeness and accuracy of any information/data provided by the COUNTY, or other third parties, without independent verification.
2. The design approach shall be based on the work completed in STA-1, interactive workshops, and informal deliverables (e.g., sketches, a few preliminary drawings, catalog cuts, and workshop meeting minutes) as opposed to formal, comprehensive documentation such as TMs and extensive drawings.
3. The design, including the D/IPR, shall be based on the federal, state, and local codes and standards in effect at the start of the project. Any changes in these codes may necessitate a change in the scope of services.
4. Lee County will pay all permit processing fees.
5. The CONSULTANT's master specifications will be used as the basis for all specifications, including Division 1, and all technical sections in Divisions 2 through 49. County front ends, General Conditions and Supplemental Conditions shall be utilized.
6. No equipment pre-purchase will be required in this phase of work.
7. The drawings shall follow the CONSULTANT CAE/CAD standards.
8. Microstation shall be used to develop the drawings.
9. At the conclusion the design phase of the project, the electronic drawing files will be provided in Microstation and latest AutoCAD format.
10. Neither investigation nor remediation of possible hazardous waste, asbestos, lead paint or other types of contamination shall be conducted as part of this contract.
11. Landscaping shall be limited to zoning requirements.
12. Existing COUNTY preferred odor control approaches will be used. No evaluation of odor control options is included.
13. Recommendations for pile design, if piles are required, are not included as part of the geotechnical investigation effort.
14. It is assumed that conventional spread foundations will be required for all new facilities, and over excavation, preload, piles, or underdrain systems are not required.
15. Uplift due to high groundwater levels, if any, shall be addressed with thickened base slabs. No underdrain systems shall be required.
16. Profile drawings for underground plant utilities and plant yard piping are not required.
17. Subsurface Investigations: In soils, foundation, groundwater, and other subsurface investigations, the actual characteristics may vary significantly between successive test points and sample intervals and at locations other than where observations, exploration, and investigations have been made. Because of the inherent uncertainties in subsurface evaluations, changed or unanticipated underground conditions may occur that could affect total PROJECT cost and/or execution. These conditions and cost/execution effects are not the responsibility of CONSULTANT.
18. Fee calculations assume Zoning will be complete within twelve (12) months of notice to proceed (NTP).



Print Form

Change Order Agreement #: 3 Supplemental Task Authorization #: 1

Compensation and Method of Payment for:

Solid Waste Transfer Stations and Water Reclamation Facility Phase STA 1: Rezoning, Schematic Design and Permitting Services

Section 1.00 Changes in Compensation

The compensation the CONSULTANT shall be entitled to receive for providing and performing the supplemented or changed 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 (LS) or Not-to-Exceed (NTE) amount of compensation to be paid the CONSULTANT should be established and set forth below for each task or subtask described and authorized in Exhibit 'CO/STA-A'.

Task Number	Task Name	LS or NTE	Compensation in Agreement or STA	Change Order Only		Total Compensation per Task
				Adjustment(s) by all previous CO(s)	Adjustment(s) due to this CO	
1	Early Rezoning Support Service	LS	110,778	0	0	110,778
2	Property No. 1 Solid Waste Trans.	NTE	847,750	0	0	847,750
3	Wastewater Treatment Plant (WW)	NTE	1,197,283	0	0	1,197,283
4	Public Outreach Services	NTE	108,409	0	0	108,409
5	Preliminary Design	NTE	0	0	\$986,571	\$986,571
6	Rezoning Services	NTE	0	0	\$185,488	\$185,488
7	Othr Rez. Svcs/Comp Plan Amend	NTE	0	0	\$122,837	\$122,837
8	Public Outreach Services	NTE	0	0	\$199,742	\$199,742
9	Direct/Indirect Pot. Reuse (D/IPR) Plan	NTE	0	0	\$179,291	\$179,291
Project Total:			2,264,220		1,673,929	3,938,149

Total amount authorized by this CO or STA: 1,673,929

Lee County Board of County Commissioners - Procurement Management
2115 Second Street - 1st Floor - Fort Myers, FL 33901
PO Box 398 - Fort Myers, FL 33902-0398



Print Form

Change Order Agreement #: 3 Supplemental Task Authorization #: 1

CONSULTANT'S Personnel Hourly Rate Schedule for:

Solid Waste Transfer Stations and Water Reclamation Facility Phase STA 1: Rezoning, Schematic Design and Permitting Services

CONSULTANT or Sub-Consultant Name: Jacobs Engineering Group Inc.

(A separate Attachment #1 should be included for each Sub-Consultant)

1. Project Position or Classification (Function to be Performed)	2. Hourly Rate to be Charged
No Change from PSA.	

Reimbursable Item	Cost	Reimbursable Item	Cost

Receipts or in-house logs are required for all non-personnel reimbursable expenses unless exempt (such as meals).

Administrative Services Fees - Applicable only when specifically authorized by the County, for administering the procurement of special additional services, equipment, reimbursables, etc. not covered under the costs and/or changes established in the Agreement



Print Form

Change Order Agreement #: 3 Supplemental Task Authorization #: 1

Consultant's Personnel Hourly Rate Schedule *

Solid Waste Transfer Stations and Water Reclamation Facility Phase STA 1: Rezoning, Schematic Design and Permitting Services

Consultant or Sub-Consultant Name: RKS Consulting Engineers, Inc.

(A separate Attachment #1 should be included for each Sub-Consultant)

1. Project Position or Classification (Function to be Performed)	2. Hourly Rate to be Charged
No Change from PSA.	

* Note: A separate personnel hourly rate schedule should also be attached for each Sub-Consultant listed in Exhibit 'D'



Print Form

Change Order Agreement #: 3 Supplemental Task Authorization #: 1

CONSULTANT'S Personnel Hourly Rate Schedule for:

Solid Waste Transfer Stations and Water Reclamation Facility Phase STA 1: Rezoning, Schematic Design and Permitting Services

CONSULTANT or Sub-Consultant Name: RVi PLANNING + LANDSCAPE ARCHITECTURE, INC.

(A separate Attachment #1 should be included for each Sub-Consultant)

1. Project Position or Classification (Function to be Performed)	2. Hourly Rate to be Charged
See Attachedd	

Reimbursable Item	Cost	Reimbursable Item	Cost

Receipts or in-house logs are required for all non-personnel reimbursable expenses unless exempt (such as meals).

Administrative Services Fees - Applicable only when specifically authorized by the County, for administering the procurement of special additional services, equipment, reimbursables, etc. not covered under the costs and/or changes established in the Agreement

ATTACHMENT NO. 1 TO EXHIBIT B
CONSULTANT'S PERSONNEL HOURLY RATE SCHEDULE ***
SUB-CONSULTANT NAME; RVi PLANNING + LANDSCAPE ARCHITECTURE, INC.



RVi 2022 Bill Rates			
Rate by Title			
LABOR CODE	LABOR CATEGORY	RATE	
320	Principal	275	
321	Principal	260	
322	Principal	250	
323	Principal	240	
324	Principal	230	
325	Principal	220	
300	Associate Principal	230	
301	Associate Principal	220	
302	Associate Principal	210	
303	Associate Principal	200	
304	Associate Principal	190	
308	Vice President of Operations	190	
317	Project Director	230	
310	Project Director	225	
311	Project Director	200	
312	Project Director	190	
313	Project Director	180	
314	Project Director	170	
315	Project Director	160	
316	Project Director	150	
330	Project Manager	160	
331	Project Manager	150	
332	Project Manager	140	
333	Project Manager	130	
334	Project Manager	120	
335	Project Manager	110	
336	Project Manager	100	
340	Designer	130	
341	Designer	120	
342	Designer	110	
343	Designer	100	
344	Designer	90	
345	Designer	80	
347	Planner	90	
381	Senior Land Planner	175	
350	Landscape Architect	125	
351	Landscape Architect	115	
352	Landscape Architect	105	
353	Landscape Architect	95	
360	Production	90	
361	Production	80	
362	Production	70	
363	Production	60	
364	Production	50	
370	Project Administrator	140	
371	Project Administrator	130	
372	Project Administrator	120	
373	Project Administrator	110	
374	Project Administrator	80	
375	Project Administrator	60	

ATTACHMENT NO. 2 TO EXHIBIT B

NON-PERSONNEL REIMBURSABLE EXPENSES AND COSTS

SUB-CONSULTANT NAME; RVI PLANNING + LANDSCAPE ARCHITECTURE, INC.

(A separate Attachment No. 2 should be included for each Sub-Consultant)

ITEM	BASIS OF CHARGE
Telephone (Long Distance)	Actual Cost
Postage and Shipping	Actual Cost
Commercial Air Travel	Actual Cost (Coach)
Vehicle Travel Allowance (or)	\$0.54/Mile
Vehicle Rental/Gas	Actual Cost
Lodging (Per Person)	Actual Cost
Meals:	
Breakfast	\$13.00
Lunch	\$15.00
Dinner	\$26.00
In accordance with the GSA M&IE schedule for Travel utilizing the "Fort Myers, Florida" rates	
Reproduction (Photocopy) 8 1/2" x 11"	\$0.15/Page
8 1/2" x 14"	\$0.20/Page
11" x 14"	\$0.35/Page
Reproduction (Blue/White Prints)	\$0.20/Sq. Ft.
Printing/Binding	Actual Cost
Mylar Sheets	Actual Cost
Photographic Supplies & Services	Actual Cost
Tolls	Actual Cost
*List other specific project related reimbursables (i.e. film/developing):	
Newsletters 11"x17" color double sided	\$2.25 ea
Newsletters/Handouts 8 1/2" x 11" color double sided	\$1.80 ea
Display boards	Actual Cost
Golf Signs	Actual Cost
Equipment Rental	Actual Cost
Roll Plot	Actual Cost
Legal Ad	Actual Cost
Project contact cards 12"x18" color double-sided (16 per page)	\$2.25 ea
Postcards	\$1.80 ea
Banners	Actual Cost
NOTE: Receipts or in-house logs are required for all non-personnel reimbursable expenses unless exempt (such as meals).	
Administrative Services Fee – Applicable only when specifically authorized by the County, for administering the procurement of special additional services, equipment, etc. not covered under the costs and/or changes established in the Agreement. No fees or mark-ups shall be authorized for reimbursable expenses.	

NOTE: N.T.E. indicates Not-To-Exceed
 CMO:033
 01/01/2010



Print Form

Change Order Agreement #: 3 Supplemental Task Authorization #: 1

CONSULTANT'S Personnel Hourly Rate Schedule for:

Solid Waste Transfer Stations and Water Reclamation Facility Phase STA 1: Rezoning, Schematic Design and Permitting Services

CONSULTANT or Sub-Consultant Name: Cella Molnar & Associates, Inc.

(A separate Attachment #1 should be included for each Sub-Consultant)

1. Project Position or Classification (Function to be Performed)	2. Hourly Rate to be Charged
See Attachedd	

Reimbursable Item	Cost	Reimbursable Item	Cost

Receipts or in-house logs are required for all non-personnel reimbursable expenses unless exempt (such as meals).

Administrative Services Fees - Applicable only when specifically authorized by the County, for administering the procurement of special additional services, equipment, reimbursables, etc. not covered under the costs and/or changes established in the Agreement

Lee County Board of County Commissioners - Procurement Management

2115 Second Street - 1st Floor - Fort Myers, FL 33901

PO Box 398 - Fort Myers, FL 33902-0398

Phone: (239) 533-8881

ATTACHMENT NO. 1 TO EXHIBIT B

CONSULTANT'S PERSONNEL HOURLY RATE SCHEDULE ***

SUB-CONSULTANT NAME; CELLA MOLNAR & ASSOCIATES, INC.

(A separate Attachment No. 1 should be included for each Sub-Consultant)

(1) Project Position or Classification (Function to be Performed)	(2) Hourly Rate To Be Charged
Professional	\$159.81
PIO Project Manager	\$124.68
Public Information Specialist	\$95.16
Assistant Public Information Specialist	\$84.45
Technician	\$90.00
Administrative	\$45.00

*NOTE: A separate personnel hourly rate schedule should also be attached for each Sub-Consultant listed in Exhibit "D".

ATTACHMENT NO. 2 TO EXHIBIT B

NON-PERSONNEL REIMBURSABLE EXPENSES AND COSTS

SUB-CONSULTANT NAME; CELLA MOLNAR & ASSOCIATES, INC.

(A separate Attachment No. 2 should be included for each Sub-Consultant)

ITEM	BASIS OF CHARGE
Telephone (Long Distance)	Actual Cost
Postage and Shipping	Actual Cost
Commercial Air Travel	Actual Cost (Coach)
Vehicle Travel Allowance (or)	\$0.54/Mile
Vehicle Rental/Gas	Actual Cost
Lodging (Per Person)	Actual Cost
Meals:	
Breakfast	\$13.00
Lunch	\$15.00
Dinner	\$26.00
In accordance with the GSA M&IE schedule for Travel utilizing the "Fort Myers, Florida" rates	
Reproduction (Photocopy) 8 1/2" x 11"	\$0.15/Page
8 1/2" x 14"	\$0.20/Page
11" x 14"	\$0.35/Page
Reproduction (Blue/White Prints)	\$0.20/Sq. Ft.
Printing/Binding	Actual Cost
Mylar Sheets	Actual Cost
Photographic Supplies & Services	Actual Cost
Tolls	Actual Cost
*List other specific project related reimbursables (i.e. film/developing):	
Newsletters 11"x17" color double sided	\$2.25 ea
Newsletters/Handouts 8 1/2" x 11" color double sided	\$1.80 ea
Display boards	Actual Cost
Golf Signs	Actual Cost
Equipment Rental	Actual Cost
Roll Plot	Actual Cost
Legal Ad	Actual Cost
Project contact cards 12"x18" color double-sided (16 per page)	\$2.25 ea
Postcards	\$1.80 ea
Banners	Actual Cost
NOTE: Receipts or in-house logs are required for all non-personnel reimbursable expenses unless exempt (such as meals).	
Administrative Services Fee – Applicable only when specifically authorized by the County, for administering the procurement of special additional services, equipment, etc. not covered under the costs and/or changes established in the Agreement. No fees or mark-ups shall be authorized for reimbursable expenses.	

NOTE: N.T.E. indicates Not-To-Exceed
 CMO:033
 01/01/2010



Print Form

Change Order Agreement #: 3 Supplemental Task Authorization #: 1

Time & Schedule of Performance for:

Solid Waste Transfer Stations and Water Reclamation Facility Phase STA 1: Rezoning, Schematic Design and Permitting 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 of Supplemental Task Authorization Agreement, Exhibit 'CO/STA-A', entitled 'Scope of Professional Services' attached hereto is as follows:

Task Number as Indicated in Exhibit A	Name/Title of Task	Previously Approved Number of Days per Task (CO Only)	Increase in Number of Calendar Days per Task (CO Only)	Cumulative Number of Calendar Days for Completion from Date of Notice to Proceed per Task (CO & STA)
1	Early Rezoning Support Service	60	0	60
2	Property No. 1 SW Transfer Facility	1125	0	1125
3	Wastewater Treatment Plant (WWTP)	2215	0	2215
4	Public Outreach Services	760	0	760
5	Preliminary Design	0	710	1835
6	Rezoning Services	0	910	2035
7	Othr Rez. Svcs/Comp Plan Amend.	0	910	2035
8	Public Outreach Services	0	1090	2215
9	Direct/Indirect Potable Reuse (D/IPR) Plan	0	710	1835

Total Number of Calendar Days for Completion of Project from Notice to Proceed: 2215



CONSULTANT'S Associated Sub-Consultant(s)/Subcontractor(s)

Print Form

Change Order Agreement #: 3 Supplemental Task Authorization #: 1

CONSULTANT'S Associated Sub-Consultant(s) and Subcontractor(s) for:

Solid Waste Transfer Stations and Water Reclamation Facility Phase STA 1: Rezoning, Schematic Design and Permitting Services

CONSULTANT intends to engage the following sub-consultant(s) and/or sub-contractor(s) to assist the CONSULTANT 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/Work to be Provided/Performed	Name & Address of Individual or Firm	Disadvantaged, Minority or Women Business Enterprise
Public Involvement	Cella Molnar & Associates, Inc.	Women
Planning Svcs	RVi PLANNING + LANDSCAPE ARCHITECTURE, INC.	Not Applicable
		Type
		Type
		Type
		Type
		Type
		Type
		Type