

Date 9/25/2023

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Change Order Agreement #: \_\_\_\_\_  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: Justin Frederiksen

Contract Name: Miscellaneous Surveying and Mapping - Annual  
Lift Station Easement Verification

Project Name: \_\_\_\_\_

CONSULTANT: Q. Grady Minor & Associates, P.A. Project #: OD53607

Solicitation #: CN220184DWJ Contract #: 9554

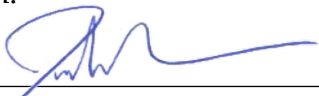
Lee County Project Manager: Brad Daigle Request Date: 9/25/23

Fiscal Staff: Utilities Fiscal Account #: OD5360748700

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.

Justin Frederiksen  
  
Consultant Signature (Print & Sign Name)

10/5/2023  
Date Signed

jfrederiksen@gradyminor.com  
Contact E-mail Address

239-947-1144  
Contact Phone Number

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**Scope of Professional Services for:**

Lift Station Easement Verification

**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.

See ATTACHMENT 1 TO EXHIBIT A for scope of services

**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 1 TO EXHIBIT A**

Pursuant to the GENERAL SCOPE of the BASIC SERVICES stated herein above, the CONSULTANT shall perform all services and/or work necessary to complete the following task(s) and/or provide the following item(s) which are enumerated to correspond to the task(s) and/or items set forth in EXHIBIT "B" entitled "COMPENSATION AND METHOD OF PAYMENT".

### **Task No. 1: Legal Description and Sketches for Eight Lift Stations**

As understood, Lee County Utilities has identified eight (8) lift stations (0031, 1188, 2264, 2280, 2282, 3373, 5507, and 6614) that require legal descriptions and sketches. As part of this task CONSULTANT shall:

- a. Review Lee County provided title work for each of the 8 lift station sites.
- b. Perform field survey to locate the limits of exiting lift station infrastructure.
- c. Research adjoining ownership parcel(s).
- d. Recovery of field evidence sufficient to map limits of lift station infrastructure relative to adjoining ownership parcel(s).
- e. Provide legal description and sketch for the lift station infrastructure and access requirements. The sketch will show Florida State Plane Coordinates for entering easement into Lee County GIS database.
- f. Provide AutoCAD Civil3D2022 dwg file of field located lift station and easement line work with accompanying survey report.

### **Task No. 2: Easement Verification**

As understood, Lee County Utilities has identified one hundred and eleven (111) lift stations that it is unknown if the lift station infrastructure and access is within an existing Lee County easement.

As part of this task CONSULTANT shall:

- a. Review Lee County provided title work for each of the 111 lift station sites.
- b. Perform field survey to locate the limits of exiting lift station infrastructure.
- c. Research adjoining ownership parcel(s).
- d. Recovery of field evidence sufficient to map limits of lift station infrastructure relative to adjoining ownership parcel(s).
- e. Provide AutoCAD Civil3D2022 dwg file of field located lift station and easement line work with accompanying survey report.

### **Task No. 3 Legal Description and Sketches for Fifty Lift Stations**

Based upon the easement verifications performed in Task No. 2, it is likely that a portion of the lift stations will require new legal descriptions and sketches. This task includes providing up to fifty (50) legal description and sketch for the lift station infrastructure and access requirements identified in Task No 2. The sketches will show Florida State Plane Coordinates for entering easement into Lee County GIS database.

Surveys prepared by CONSULTANT under this contract shall be in accordance with the Minimum Technical Standards for Surveying and Mapping in the State of Florida, Chapter 5J-17 Florida Administrative Code, pursuant to Chapter 472.027, Florida Statutes, as well as a survey meeting ALTA/ACSM Land Title Survey standards and requirements, if requested.

#### **REQUIREMENTS**

1. CONSULTANT shall be responsible for knowledge and compliance with all relative local, state, and federal codes, laws, and regulations pertaining to work under this solicitation.
2. Projects issued under this solicitation must adhere to the continuing contract limitations set forth in Florida Statute 287.055 and all applicable federal, state, and local laws and ordinances.
3. All survey work shall be on the Florida State Plane Coordinate System NAD 1983/99 Horizontal Datum or later adjustment and NAVD 1988 Vertical Datum unless otherwise specified. All survey services shall be conducted utilizing ENGLISH UNITS unless otherwise stated.
4. When required by the COUNTY, CONSULTANT shall provide for traffic control (flagging and barricades) during their surveys.
5. CAD/.dwg files may be requested by the COUNTY and shall be required to be submitted by the CONSULTANT to the COUNTY upon request.

Lift Station No.
29
54
65
79
80
82
91
99
1112
1116
1153
1156
1160
1161
1162
1163
1164
1165
1166
1167
1168
1169
1174
1175
1181
1182
1183
1185
1186
1193
1195
1196
1197
1198
2200
2202
2206
2207
2208
2209

Lift Station No.
2226
2229
2234
2237
2239
2245
2246
2247
2248
2254
2255
2257
2258
2259
2263
2265
2267
2270
2271
2272
2273
2274
2275
2276
2277
2278
2279
2281
2283
2284
2286
2287
2288
2290
2291
2293
2296
2297
2298
3333

Lift Station No.
3347
3357
4451
4452
4453
4455
4461
4463
4470
4471
4474
4475
4476
5500
5502
5503
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**Compensation and Method of Payment for:**

Lift Station Easement Verification +

**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	Legal Description and Sketches (8)	NTE	\$15,140.00	\$0	\$0	\$15,140.00
2	Easement Verification (111)	NTE	\$161,505.00	\$0	\$0	\$161,505.00
3	Legal Description and Sketches (50)	NTE	\$21,875.00	\$0	\$0	\$21,875.00
<b>Project Total:</b>			\$198,520.00	\$0	\$0	\$198,520.00

Total amount authorized by this CO or STA: \$198,520.00

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**CONSULTANT'S Personnel Hourly Rate Schedule for:**

Lift Station Easement Verification

CONSULTANT or Sub-Consultant Name: Q. Grady Minor and Associates, P.A.

(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
Principal Surveyor	\$175.00
Registered Surveyor	\$150.00
Survey Technician I	\$110.00
Survey Technician II	\$100.00
Project Administrator	\$85.00
Survey Field Crew (3 Man)	\$185.00
Survey Field Crew (2 Man) & Robotic	\$165.00

Reimbursable Item	Cost	Reimbursable Item	Cost
N/A	N/A	N/A	N/A

**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

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

Lift Station Easement Verification

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
N/A	N/A	Type
		Type
		Type
		Type
		Type
		Type
		Type
		Type