

John E. Manning
District One

Cecil L. Pendergrass
District Two

Larry Kiker
District Three

Brian Hamman
District Four

Frank Mann
District Five

Roger Desjarlais
County Manager

Richard Wm. Wesch
County Attorney

Donna Marie Collins
Hearing Examiner

(239) 533-8881

July 13, 2018

Mr. Michael Poff
Coastal Engineering Consultants Inc.
3106 South Horseshoe Drive
Naples, FL 34104

SUBJECT: CN160311 MISCELLANEOUS PROFESSIONAL SERVICES CONTRACT –
C-7608

ENCLOSURE: CHANGE ORDER

Dear Mr. Poff,

Enclosed is your executed copy of Change Order No. 1 to Supplemental Task
Authorization No. 7 for the project known as "Matanzas Pass Preserve."

If you should have any questions, please give me a call.

Sincerely,
PROCUREMENT MANAGEMENT

Michael Nevarez

Michael Nevarez
Contracts Analyst

C: FinanceOnBase@leeclerk.org
Rick Whalen
Bev Dearborn
Marie Thevenin
Project File



Lee County Professional Service/Service Provider Agreement Change Order/Supplemental Task Authorization

Date Apr 26, 2018

[Print Form](#)

☒ Change Order Agreement #: 1 ☒ Supplemental Task Authorization #: 07

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: Michael T. Poff

Contract Name: Miscellaneous Professional Services

Matanzas Pass Preserve Pavilion, Kayak Launch, and PH 1 Bridge Replacement

Project Name:

Consultant: Coastal Engineering Consultants, Inc.

Project #: 200629

Solicitation #: CN160311/DLK

Contract #: 7608

Account #: 20062930101

Lee County Project Manager: Richard Whalen, P. E.

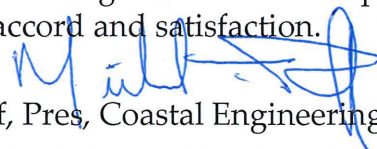
Request Date: Apr 18, 2018

Fiscal Staff: Bev Dearborn, Marie Thevenin

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

- **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/PROVIDERS ASSOCIATED SUB-CONSULTANT(S)/SUB-CONTRACTORS
- **CO-STA Exhibit E** - PROJECT GUIDELINES AND CRITERIA

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


Michael Poff, Pres, Coastal Engineering Cons.

4/26/2018

Name of Consultant/Provider (Print Name)

Date Accepted

mpoff@cecifl.com

239 – 643 – 2324 X 126

Contact E-mail Address

Contact Phone Number

Lee County Board of County Commissioners - Procurement Management

1500 Monroe Street - 4th Floor - Fort Myers, FL 33901

PO Box 398 - Fort Myers, FL 33902-0398

Phone: (239) 533-8881



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☒ Change Order Agreement #: 1 ☒ Supplemental Task Authorization #: 07

Scope of Professional Services for:

Matanzas Pass Preserve Pavilion, Kayak Launch, and PH 1 Bridge Replacement

Section 1.00 Changes to Professional Services

The 'Scope of Professional Services' as set forth in Exhibit 'A' of the Professional Services Agreement, or Service Provider, 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.

The following scope of services details the tasks involved in assisting Lee County (1) design and permit the replacement of the existing Pavilion, Kayak Launch, and PH 1 Bridge in their current configuration and location with a new ADA-compliant structures, (2) prepare construction plans and specifications for the Pavilion, Kayak Launch, and PH 1 Bridge replacement, and (3) integrate the PH 2, PH 3, and PH 4 boardwalk replacement plans and Pavilion, Kayak Launch, and PH 1 Bridge replacement plans into one Construction Document Set.

Task 8: Pavilion, Kayak Launch, and PH 1 Bridge Replacement Preliminary Design

Conduct additional field work in support of preliminary design. Prepare and submit to the County draft preliminary design plans and typical sections for the replacement of the Pavilion, Kayak Launch, and PH 1 Bridge. The PH I Bridge will be widened to provide equipment access subject to the constraints of the existing site conditions and locations of protected resources (e.g., mangroves).

Task 9: ERP Applications

Prepare and submit to the County draft ERP Permit Application Packages for State and Federal permits including Project Description, Best Management Practices, and permit drawings. Incorporate County review comments and submit ERP Application Packages to the FDEP and USACE.

Task 10: Integrated Construction Plans and Specifications

Prepare the detailed construction plans including project location map, detailed replacement plans , typical sections, and construction details; prepare technical specifications describing the general nature and character of the work to be performed; and prepare a final opinion of probable construction cost for the Pavilion, Kayak Launch, and PH 1 Bridge replacement. Integrate the PH 2, PH 3, and PH 4 boardwalk replacement deliverables prepared under separate authorization with the Pavilion, Kayak Launch, and PH 1 Bridge replacement deliverables prepared herein. Submit electronic copies of the draft plans, specifications, and opinion of cost to the County. Upon receipt of written comments, revise and submit final deliverables to the County (pdf, CADD files, and signed and sealed hard copies). Budget includes one meeting and two rounds of edits with County staff.

Task 11: Town of Fort Myers Beach LDO

Prepare and submit to the County a draft Town of Fort Myers Beach Limited Development Order (LDO) Application. The application will include the following:

- LDO Application
- Two sets of signed and sealed Construction Plans (prepared in Task 10).
- Sufficient evidence of ownership and legal description of the property (to be provided by the County).
- Anticipated construction schedule.

- A fee (to be provided by the County).

Upon receipt of written comments, finalize and submit the LDO Application to the Town.

Task 12: Permit Processing

Utilizing available information, prepare submit to the County draft responses to a request for additional information (RAI) from each of the agencies: FDEP, USACE, and Town. Budget is based on one RAI per agency. Incorporate County review comments and submit RAI Responses to the agencies.

Task 13: Additional Design, Survey, and Permit Services (Allowance)

An allowance is provided to address some of the potential additional design, survey, or permit services that may be necessary including the following:

- * incorporate additional site improvements requested by the County
- * integrate other work to be conducted by the County at the Project site
- * prepare submerged lands lease for the Pavilion or Kayak Launch
- * prepare a boundary survey of the property if required by the Town of Ft. Myers Beach
- * conduct additional data collection to address agency requirements.

ASSUMPTIONS AND EXCLUSIONS

1. Geotechnical testing will not be required for the structure replacements.
2. Mitigation will not be required for the structure replacements.
2. Bid and Construction Services will be provided under separate authorization.

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☒ Change Order Agreement #: 1 ☒ Supplemental Task Authorization #: 07

Compensation and Method of Payment for:

Matanzas Pass Preserve Pavilion, Kayak Launch, and PH 1 Bridge Replacement

Section 1.00 Changes 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 (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'. 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	Compensation Amount	Indicate Basis of Compensation LS or NTE	If Applicable Indicate WIPP
8	Pavilion, Kayak Launch, and PH 1 Bridge Re	16,560	NTE	<input checked="" type="checkbox"/>
9	ERP Applications	7,670	NTE	<input checked="" type="checkbox"/>
10	Integrated Construction Plans and Specificati	2,240	NTE	<input checked="" type="checkbox"/>
11	TFMB LDO	2,820	NTE	<input checked="" type="checkbox"/>
12	Permit Processing	2,390	NTE	<input checked="" type="checkbox"/>
13	Design, Survey, Permit Processing (Allow)	3,880	NTE	<input checked="" type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
Total		35,560		

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Compensation and Method of Payment for:

Matanzas Pass Preserve Pavilion, Kayak Launch, and PH 1 Bridge Replacement

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 Basic Agreement	Adjustment(s) by Previous CO or STA	Adjustment(s) due to this CO or STA	Summary of Changed Compensation
STA No. 1	Blind Pass Dredging Construction S	0	143,990	0	143,990
STA No. 2	Matanzas Pass Prsrv Bdwalk Addn	0	23,890	0	23,890
STA No 3	PICM Phase III Construction Docs	0	21,970	0	21,970
STA No. 4	Old Pelican Bay Maintenance Drdg	0	27,595	0	27,595
STA No. 5	Crescent Beach Park Truck Haul	0	15,950	0	15,950
STA No 6	Alva Boat Ramp Constrn Admin	0	64,900	0	64,900
STA No. 7	Matanzas Pass Prsrv Bdwalk 3 & 4	0	33,440	0	33,440
STA No. 8	Ten Mile Canal	0	145,340	0	145,340
STA7-CO1	Mat Prsrv Pav, Kayak, PH 1 Bdrge	0	0	35,560	35,560
Total		0	477,075	35,560	512,635

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Non-Personnel Reimbursable Expenses and Costs

Matanzas Pass Preserve Pavilion, Kayak Launch, and PH 1 Bridge Replacement

Consultant or Sub-Consultant Name: Coastal Engineering Consultants, Inc.

(A separate Attachment #2 should be included for each Sub-Consultant)

Item	Charge	Item	Charge
Postage & Shipping	Actual Cost	Commercial Air Travel (Coach)	Actual Cost
Telephone (Long Distance)	Actual Cost	Vehicle Travel Allowance *	\$0.54/mile
Reproduction (Photocopy) 8 1/2" x 11"	\$0.15/Page	Vehicle Rental & Gas *	Actual Cost
8 1/2" x 14"	\$0.20/Page	Lodging (Per Person)	Actual Cost or NTE *** \$100
11" x 14"	\$0.35/Page	Tolls	Actual Cost
Reproduction (Blue/White Prints)	\$0.20/Sq. Ft.	Meals **	
Printing & Binding	Actual Cost	Breakfast:	\$13.00
Mylar Sheets	Actual Cost	Lunch:	\$15.00
Photographic Supplies & Services	Actual Cost	Dinner:	\$26.00

List other specific project related reimbursable(s) (i.e. film/developing)

Item	Cost	Item	Cost
------	------	------	------

No Change

* Note: Choose one - Vehicle Travel Allowance OR Vehicle Rental & Gas.

** Note: In accordance with the GSA M&IE schedule for Travel utilizing the 'Fort Myers, FL' rates.

*** Note: NTE indicates 'Not to Exceed'.

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

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Time & Schedule of Performance for:

Matanzas Pass Preserve Pavilion, Kayak Launch, and PH 1 Bridge Replacement

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/ Phase Number as Indicated in Exhibit A	Name/Title of Phase/Task	Number of Calendar Days for Completion of Each Phase/Task	Cumulative Number of Calendar Days for Completion from Date of Notice to Proceed for this CO/STA
STA 7	Matanzas Pass Preserve PH 3 & 4 Boardwalk	540	540
CO 1	Pavilion, Kayak Launch, and PH 1 Bridge	100	640

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Time & Schedule of Performance for:

Matanzas Pass Preserve Pavilion, Kayak Launch, and PH 1 Bridge Replacement

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 changed 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:

[illegible]



Consultant's/Provider's Associated Sub-Consultant(s)/Subcontractor(s)

[Print Form](#)☒ Change Order Agreement #: 1 ☒ Supplemental Task Authorization #: 07**Consultant's, or Service Provider's, Associated Sub-Consultant(s) and Subcontractor(s) for:**

Matanzas Pass Preserve Pavilion, Kayak Launch, and PH 1 Bridge Replacement

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/Work to be Provided/Performed	Name & Address of Individual or Firm	Disadvantaged, Minority or Women Business Enterprise	Sub-Consultant Services Exempted from Prime Consultant Insurance Coverage
None		Type	<input type="radio"/> Yes <input type="radio"/> No
		Type	<input type="radio"/> Yes <input type="radio"/> No
		Type	<input type="radio"/> Yes <input type="radio"/> No
		Type	<input type="radio"/> Yes <input type="radio"/> No
		Type	<input type="radio"/> Yes <input type="radio"/> No
		Type	<input type="radio"/> Yes <input type="radio"/> No
		Type	<input type="radio"/> Yes <input type="radio"/> No
		Type	<input type="radio"/> Yes <input type="radio"/> No

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Project Guidelines & Criteria for:

Matanzas Pass Preserve Pavilion, Kayak Launch, and PH 1 Bridge Replacement

As a supplement, or change, to the Project Guidelines and Criteria set forth in the Professional Services Agreement, or Service Provider Agreement, Exhibit 'E', the County has established the following guidelines, criteria, goals, objectives, constraints, schedule, budget, and/or requirements which shall serve as a guide to the Consultant, or Service Provider, in performing the professional services, tasks, or work to be provided pursuant to the professional services set forth hereinbefore in Change Order or Supplemental Task Authorization Agreement, Exhibit 'CO/STA-A' attached hereto:

If none, enter the word 'none' in the space below.

County will pay all permit fees, handle all public noticing requirements.