

MANATEE COUNTY GOVERNMENT AGENDA MEMORANDUM

SUBJECT	C.O. #1, WA #1 Wade - Trim, Inc	TYPE AGENDA ITEM	Consent
DATE REQUESTED	July 7, 1998	DATE SUBMITTED/REVISED	June 17, 1998
BRIEFINGS?/WHO?	No	CONSEQUENCES IF DEFERRED	None
DEPARTMENT/DIVISION	Financial Management Purchasing	AUTHORIZED BY TITLE	Jim Seuffer Director <i>CS</i>
CONTACT PERSON TELEPHONE/EXTENSION	Janet McAfee/Tom Cook 5047/3039	PRESENTER/TITLE TELEPHONE/EXTENSION	Janet McAfee 5047

ADMINISTRATIVE APPROVAL

ACTION DESIRED

INDICATE WHETHER "REPORT or "DISCUSSION, "FORM OF MOTION, or "OTHER ACTION REQUIRED:

Authorization for Chairman to execute Change Order #1 to Work Assignment #1 with Wade-Trim, Inc., Tampa, FL for engineering services for the Tallevast Road Project from U.S. 301 to Lockwood Ridge Road for an increase of \$10,440 and an adjusted Work Assignment total amount not to exceed \$518,871.50.

ENABLING/REGULATING AUTHORITY

Federal/State law(s), administrative ruling(s), Manatee County Comp Plan/Land Development Code, ordinances, resolutions, policy(s)

Ordinance 84-02, Manatee County Procurement Code Section 3-301

BACKGROUND/DISCUSSION

See Page Two

HAS COUNTY ATTORNEY REVIEW BEEN REQUESTED? Indicate "NO" or "YES" @ right.
If "NO," proceed to 1A/1B below. If "YES," proceed to 2A/2B below

No

1) IF "NO" TO ABOVE,

A) PLEASE EXPLAIN BELOW: (see also following section 1B re: contract, agreement, lease, etc.)

This action in accordance with Article 5 of the Agreement

B) IF A CONTRACT, AGREEMENT, LEASE OR OTHER DOCUMENT WAS PREVIOUSLY APPROVED, STATE YEAR OF LAST USE @ RIGHT:

2) IF "YES" TO FIRST QUESTION IN THIS SECTION,

A) HAS ENTIRE MATTER, OR ONLY A PORTION, BEEN REVIEWED? IF ONLY A PORTION, WHICH PORTION?

B) HAVE ALL COMMENTS/SUGGESTIONS RAISED BY COUNTY ATTORNEY BEEN ADDRESSED/INCORPORATED; IF NOT, PLEASE EXPLAIN. A COPY OF FINAL COUNTY ATTORNEY MEMO RE THIS MATTER MUST BE ATTACHED (if comments were verbal, so indicate.)

ATTACHMENTS: (List in order as attached) Memo - Project Mgmt. dated 06/04/98 C.O. #1, WA #1 2 Copies	INSTRUCTIONS TO BOARD RECORDS: Originals - Board Records and Wade-Trim, Inc. 4919 Memorial Highway, Suite 200 Tampa, FL 33634 Copy Finance - Signature page copy to Tom Cook/Purchasing, Janet McAfee/Project Mgmt
COST \$10,440 (\$518,871.50)	SOURCE (ACCT# & NAME) 3346017460540007017460002 Road Impact Fee District C Capital Projects-Tallevast Road Project
COMMENTS N/A	AMT./FREQ. OF RECURRING COSTS (ATTACH FISCAL IMPACT STATEMENT) APPROVED IN OPEN SESSION

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Tom Cook
AC

JUL 07 1998

BOARD OF COUNTY COMMISSIONERS
MANATEE COUNTY, FLORIDA

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- 12/10/96 the Board executed an Agreement with Wade-Trim, Inc., Tampa, FL for engineering services for transportation projects on an as required basis.
 - 04/01/97 the Board executed Work Assignment #1 for engineering services for design, permitting and construction services for improvements to Tallevast Road from U.S. 301 to Lockwood Ridge Road for a total amount not to exceed \$508,431.50. The project involves the reconstruction of the road with a four lane urban typical section.
 - Change Order #1 provides for the preparation of legal descriptions. This task was inadvertently omitted from the original work assignment scope of services.
 - The cumulative total of the Work Assignment and Change Order #1 (\$518,871.50) is 10% of the construction budget (\$5,160,000).

MANATEE COUNTY GOVERNMENT

MEMORANDUM

DATE: June 4, 1998

TO: R.C. "Rob" Cuthbert, C.P.M., Purchasing Manager

FROM: *Janet E. McAfee*
Janet E. McAfee, Director, Project Management

SUBJECT: Engineering Consulting Services
Wade-Trim, Inc.
Work Assignment #1 - Tallevast Road
Change Order #1

RECOMMENDATION:

Execution of Change Order #1 to Work Assignment #1 with Wade-Trim, Inc. for the Tallevast Road project in the amount of \$10,440.00.

COMPREHENSIVE PLAN/POLICY DETERMINATION:

The engineering services requested for the project are consistent with Goal 5.1.4.1 for transportation levels of service standards.

Ordinance 84-02, Procurement Code, Section 3-302 and 5-301 address contract modifications and price adjustments.

BACKGROUND/DISCUSSION:

- December 7, 1993, the BCC approved a contract with Wade-Trim, Inc. for Transportation engineering services on an as required basis for design, survey and construction.
- August 6, 1996, the BCC executed Work Assignment #18, with Wade-Trim, Inc. for engineering services for improvement of Lockwood Ridge Road from University Parkway to Tallevast Road.

Change Order #1 provides for the preparation of legal descriptions. This task was inadvertently omitted from the original work assignment. Change Order #1 is less than 1 % of the estimated roadway construction cost of \$5,160,000.

cc: Larry R. Mau, P.E., Transportation Director
Mark A. Ventriglia, Project Management Manager
Project File 3139

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PROJECT MANAGEMENT DEPARTMENT