

# MANATEE COUNTY GOVERNMENT

## AGENDA MEMORANDUM

<b>SUBJECT</b>	CO#1 to WA#8, 63 <sup>rd</sup> Avenue West (Segment "A")	<b>TYPE AGENDA ITEM</b>	Consent
<b>DATE REQUESTED</b>	March 27, 2001	<b>DATE SUBMITTED/REVISED</b>	March 6, 2001
<b>BRIEFINGS?/WHO?</b>	N/A	<b>CONSEQUENCES IF DEFERRED</b>	N/A
<b>DEPARTMENT/DIVISION</b>	Financial Management/Purchasing	<b>AUTHORIZED BY TITLE</b>	Jim Seuffert, Director
<b>CONTACT PERSON TELEPHONE/EXTENSION</b>	Larry Mau / Jim Staples 5248 / 5007	<b>PRESENTER/TITLE TELEPHONE/EXTENSION</b>	Larry Mau, Director, x5248

**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 #8, Appraisal Services for 63<sup>rd</sup> Ave. West/East-US 41 to 15<sup>th</sup> St. East, Segment "A" with Dan K. Richardson, dba R & W Enterprises, St. Petersburg, FL, for an increase of \$9,050 for an adjusted contract amount of \$63,450. (9/5/00)

**ENABLING/REGULATING AUTHORITY**

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

Ordinance 99-37, Purchasing Code Article 4

**BACKGROUND/DISCUSSION**

- 09/01/98 Board executed Master Service Agreements with seven pre-qualified firms to undertake and perform services for various appraisal services.
- 05/31/00 proposals for 63<sup>rd</sup> Ave. West/East-US 41 to 15<sup>th</sup> St. East were submitted to the pre-qualified firms. Two proposals were received.
- Change Order #1 is required due to additional changes in the right-of-ways, construction plans, and cost to cure revisions.

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

**APPROVED IN OPEN SESSION**

NO

**MAR 27 2001**

1) IF "NO" TO ABOVE,

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

Action in accordance with Paragraph 6 of the Master Appraisal Services 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.)

*R/W 111 26 Avenue, Dr. Petri 33704-3463*

<b>ATTACHMENTS:</b> (List in order as attached)	<b>INSTRUCTIONS TO BOARD RECORDS:</b>
Ltr. Department; CO#1 to WA#8, 2 Originals	Original Copy to Board Records and R & W Enterprises. Signature page copy to Purchasing/Marge and Land Acquisition/Jim Staples
<b>COST</b> \$9,050 (Total \$63,450)	<b>SOURCE (ACCT# &amp; NAME)</b> 3096001860/Road Improvement 63 <sup>rd</sup> Ave. E/W
<b>COMMENTS</b> N/A	<b>AMT./FREQ. OF RECURRING COSTS (ATTACH FISCAL IMPACT STATEMENT)</b> N/A

*5 NRS*

16.

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63,450

**MANATEE COUNTY GOVERNMENT**

**MEMORANDUM**

MANATEE COUNTY

**DATE:** February 13, 2001 2001 FEB 20 PM 9:03

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

**THRU:** Larry R. Mau, P.E., Director, Transportation Department *LRM*

**FROM:** Jim Staples, Manager, Land Acquisition Division *JS*

**SUBJECT:** Change Order #1 to WA#8  
63<sup>rd</sup> Avenue W/E (Segment A) - Project No. 309-6001860

Transportation Department, Land Acquisition Division is requesting a Change Order #1, to Work Assignment #8, for the above subject matter. Manatee County contracted with R & W Enterprises, Dan Richardson, Ph.D., MAI, AICP, to perform the appraisal reports for compensation of \$54,400.

The increase in the appraisal service fees for parcels 106, 110, 112, 114, 137, and 157, are due to additional changes in the rights-of-way, construction plans and cost to cure revisions. (See the attached copies identifying the tasks and revisions necessary.)

We are requesting an increase adjustment of \$9,050. This total amount not to exceed for Work Assignment #8 is \$63,450.

The breakdown is as follows:

<u>Parcel</u>	<u>Original Fee includes Engineering subconsultant amount</u>	<u>Fee resulting from changes includes Subconsultant amount</u>
106	\$7,000	\$10,500
110	\$4,500	\$ 6,750
112	\$2,500	\$ 3,600
114	\$2,500	\$ 3,600
137	\$5,200	\$ 3,600
157	\$2,500	\$ 5,200

Please advise Land Acquisition, extension 5016, when this change order will be going before the BCC.

If you have any questions, please contact Jim Staples at extension 5007. Thank you.

LRM/JS/sjd

Enclosure

cc: Michael H. Rosen, Assistant County Attorney  
Janet McAfee, Director, Project Management  
Steve Serbaty, Project Manager  
Marge Perenich, Purchasing Department  
Office File

January 18, 2001

Mr. Jim Staples  
Land Acquisition Division  
Manatee County Transportation Department  
4412 66th Street West  
Bradenton, Florida 34210

Re: Subject : Increased Efforts Resulting from Changes Introduced by  
Project Management on 63rd Avenue on December 21,  
2000.

Dear Mr. Staples:

I have reviewed my work effort to identify the extra effort for each parcel required by changes in the right-of-way maps and construction plans.

**Parcel 106** - Changed ROW maps were delivered without revised construction plans. Several meetings were necessary with the engineering consultant to reconcile ROW map conflicts with the missing construction plan. This parcel was reinspected in order to determine exactly which portions of the wall were in/out of the take area including new easement areas. I prepared new exhibits for the appraisal and completely revised the analysis of the take area, remainder, severance damages, and modified the cure plan. In addition to the engineering changes, the title work provided did not include a copy of the last deed of transfer; therefore, I had to obtain a copy. The following time was spent on these activities:

Tasks:	Hours
Engineering meetings & revisions	2.5
Reinspect the parcel	1.5
Prep new exhibits	2.0
Revise Take Area Analysis	2.0
Revise Remainder Analysis	3.0
Revise Severance Damages	2.0
Revise Cure Plan	2.5
Obtain Missing Title Info	<u>0.5</u>
Parcel 106 Extra Hours:	16.0 @ \$135/hr. = \$2,160, Billed \$2,000

**Parcel 110** - Changed ROW maps were delivered without revised construction plans. Several meetings were necessary with the engineering consultant to reconcile ROW map conflicts with the missing construction plans. This parcel was reinspected to confirm that the building was not hit by the taking and review damage to the parking and driveway. Additional day care centers were researched to ascertain typical building setbacks. In the end, analyses of the take area, remainder, and cure plan were revised while the analysis of severance damages was resupported by additional setback data. Title work was incomplete and a copy of the last deed of transfer was obtained. The discrepancies between the revised ROW map and the construction plans caused me to insert a special exception in the appraisal

regarding a yard drain being placed in the southwest corner of the remainder even though it was not show on the construction drawings. Without it, water would pond on the remainder.

The following time was spent on these activities:

Tasks:	Hours
Engineering meetings & revisions	1.0
Reinspect the parcel	1.0
Prep new exhibits	1.0
Revise Take Area Analysis	2.0
Revise Remainder Analysis	2.0
Resupport Damage Analysis	3.0
Revise Cure Plan	0.5
Obtain Missing Title Info	<u>0.5</u>
Parcel 110 Extra Hours:	11.0 @ \$135/hr. = \$1,485, Billed \$1,250

**Parcel 112** - Changed ROW maps were delivered with revised construction plans. This parcel was reinspected in order to determine exactly where the new turning radius would be located after the strip take new easement areas were introduced. I prepared new exhibits for the appraisal and revised the analysis of the take area, remainder, severance damages, and modified the cure plan. In addition to the engineering changes, the title work provided did not include a copy of the last deed of transfer; therefore, I had to obtain a copy. The following time was spent on these activities:

Tasks:	Hours
Engineering meetings & revisions	0.5
Reinspect the parcel	0.5
Prep new exhibits	1.0
Revise Take Area Analysis	1.0
Revise Remainder Analysis	1.0
Revise Severance Damages	1.5
Revise Cure Plan	1.0
Obtain Missing Title Info	<u>0.5</u>
Parcel 112 Extra Hours:	7.0 @ \$135/hr. = \$ 945, Billed \$ 500

**Parcel 114** - ROW maps were delivered without revised construction plans. This parcel was reinspected in order to determine exactly where the new turning radius would be located after the new take areas were introduced. I prepared new exhibits for the appraisal and revised the analysis of the take area, remainder, severance damages, and modified the cure plan. In addition to the engineering changes, the title work provided did not include a copy of the last deed of transfer; therefore, I had to obtain a copy. The following time was spent on these activities:

Tasks:	Hours
Engineering meetings & revisions	0.5
Reinspect the parcel	0.5
Prep new exhibits	1.0
Revise Take Area Analysis	1.0
Revise Remainder Analysis	1.0
Revise Severance Damages	1.5
Revise Cure Plan	1.0
Obtain Missing Title Info	<u>0.5</u>
Parcel 114 Extra Hours:	7.0 @ \$135/hr. = \$ 945, Billed \$ 500

**Parcel 157** - Changed ROW maps were delivered with only part of the revised construction plans. Discussions with the engineer were required to sort out changes with likely construction revisions. This parcel was reinspected in order to determine exactly where the new turning radius would be located after the strip take new easement areas were introduced. Also, the new easement along the eastern boundary needed to be examined. I prepared new exhibits for the appraisal and revised the analysis of the take area, remainder, severance damages, and modified the cure plan. In addition to the engineering changes, the title work provided did not include a copy of the last deed of transfer; therefore, I had to obtain a copy. The following time was spent on these activities:

Tasks:	Hours
Engineering meetings & revisions	1.0
Reinspect the parcel	1.0
Prep new exhibits	1.0
Revise Take Area Analysis	1.0
Revise Remainder Analysis	1.0
Revise Severance Damages	0.5
Revise Cure Plan	1.0
Obtain Missing Title Info	<u>0.5</u>
Parcel 157 Extra Hours:	7.0 @ \$135/hr. = \$ 945, Billed \$ 500

**Parcel 118** - Construction plans were changed to reopen a closed driveway from 63rd Avenue East the night before I delivered the revised report. I had to get the engineer to change his after condition exhibits and revise his cure plan to reflect the restoration of the 63rd Avenue East driveway in the remainder. The appraisals discussion of the remainder, severance damages, and cure plan were revised. Again, no deed of the last conveyance of title was provided and one had to be obtained. The following time was spent on these activities:

Mr. Jim Staples  
Land Acquisition Division

January 18, 2001  
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Tasks:	Hours
Engineering meetings & revisions	1.5
Prep new exhibits	0.5
Revise Take Area Analysis	0.5
Revise Remainder Analysis	0.5
Revise Severance Damages	1.0
Revise Cure Plan	1.0
Obtain Missing Title Info	<u>0.5</u>
Parcel 118 Extra Hours:	5.5 @ \$135/hr. = \$ 742.50, Billed \$ -0-

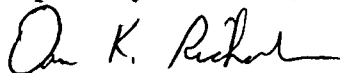
**Parcel 137** - Construction plans were changed to widen the existing driveway from 63rd Avenue East. I had to get the engineer to change his after condition exhibits and revise his cure plan to reflect the widening of the 63rd Avenue East driveway in the remainder and restoration of traffic circulation around the pump island. The appraisal discussion of the remainder, severance damages, and cure plan were revised. Again, no deed of the last conveyance of title was provided and one had to be obtained. The following time was spent on these activities:

Tasks:	Hours
Engineering meetings & revisions	1.0
Prep new exhibits	1.0
Revise Take Area Analysis	0.5
Revise Remainder Analysis	0.5
Revise Severance Damages	0.5
Revise Cure Plan	1.5
Obtain Missing Title Info	<u>0.5</u>
Parcel 118 Extra Hours:	5.5 @ \$135/hr. = \$ 742.50, Billed \$ -0-

I appreciated the opportunity to provide appraisal services to you and hope the detailed explanation of additional appraisal services along with those provided by my engineering consultant, Lee Moree, III, will adequately explain the my request for supplemental fees in the amount of \$9,050.00. These supplemental fees reimburse at least part of the \$12,847.50 in additional labor costs we incurred to complete the project as rapidly as possible given the late receipt of changes from project management.

Please do not hesitate to contact me with any additional questions you may have regarding this matter. Thank you for giving us this appraisal assignment.

Respectfully Submitted,



Dan K. Richardson, PhD, MAI, AICP  
State-Certified General Appraiser  
Florida #0000735

Attachments: