

Meeting Date
November 3, 2015



AGENDA	
Section	Consent
Item No.	II.A.7

AGENDA REPORT
 BREVARD COUNTY BOARD OF COUNTY COMMISSIONERS

SUBJECT:	Approval RE: Supplemental Amendment Number 2 to the Interlocal Agreement with the City of Melbourne for the Wickham Road and Post Road Intersection Improvements – District 4 Fiscal Impact: None
DEPT/OFFICE:	Public Works Department – Finance & Contracts Administration

Requested Action:

It is requested that the Board of County Commissioners approve and authorize the Chairman to execute the Supplemental Amendment Number 2 to the Interlocal Agreement with the City of Melbourne for the Wickham Road and Post Road intersection improvements. It is further requested that the Board approve any budget change requests necessary for this action.

Summary Explanation & Background:

On April 30, 2013, the Board of County Commissioners approved and authorized the Chairman to execute an Interlocal Agreement with the City of Melbourne in the amount of \$54,300.00 for the design of the improvements at the intersection of Wickham Road and Post Road. On September 16, 2014, the Board approved and authorized the Chairman to execute Supplemental Amendment Number 1 in the amount of \$6,146.00. Supplemental Amendment Number 1 provided for additional design services related to the relocation of City utilities and sketch and legal descriptions for easements.

At the request of the City, the purpose of Supplemental Amendment Number 2 is to modify the scope of the design project. The scope will now include the design to modify the existing left turn lanes on Wickham Road; northbound into the Post Commons shopping center and southbound onto eastbound Post Road. The estimate prepared by the Engineer of Record, Atkins, for the additional design services is \$15,571.00, as specified in Exhibit "B" of the Supplemental Amendment Number 2.

The City of Melbourne has agreed to submit additional funding in the amount of \$15,571.00 to Brevard County in two payments. The first payment of \$8,344.00 is due upon execution of Supplemental Amendment Number 2. The remaining balance of \$7,227.00 is due upon completion of the project design. The updated cost estimate of the Agreement is \$76,017.00 which includes Supplemental Amendment Numbers 1 and 2.

Fiscal Impact: FY 15/16 – None to the County. City of Melbourne will provide funding of \$15,571 in two payments to the County.

Clerk to the Board Instructions: Please return Supplemental Amendment Number 2 to the Public Works Department for official recording with the Clerk of the Court (two originals).

Exhibits Attached: Supplemental Amendment Number 2 (three originals)

Contract /Agreement (If attached):		Reviewed by County Attorney	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	PR <input type="checkbox"/>	
County Manager		Assistant County Manager					Department Director / Extension	
Stockton Whitten		Assistant County Manager					John P. Denninghoff / 57202	



Tammy Etheridge, Clerk to the Board, 400 South Street • P.O. Box 999, Titusville, Florida 32781-0999

Telephone: (321) 637-2001
Fax: (321) 264-6972

November 4, 2015

MEMORANDUM

TO: John Denninghoff, Public Works Director

RE: Item II.A.7., Supplemental Amendment Number 2 to Interlocal Agreement with City of Melbourne for Wickham Road and Post Road Intersection Improvements

The Board of County Commissioners, in regular session on November 3, 2015, authorized the Chairman to execute the Supplemental Amendment Number 2 to the Interlocal Agreement with the City of Melbourne for the Wickham Road and Post Road intersection improvements; and approved any budget change requests necessary for this action. Enclosed is fully-executed and two certified copies of the Agreement for your action.

Your continued cooperation is always appreciated.

Sincerely,

BOARD OF COUNTY COMMISSIONERS
SCOTT ELLIS, CLERK

Tammy Etheridge, Deputy Clerk

/ds

Encls. (3)

cc: Contracts Administration
Finance
Budget

**BREVARD COUNTY PUBLIC WORKS
WICKHAM AND POST ROADS
INTERSECTION IMPROVEMENT
INTERLOCAL AGREEMENT
SUPPLEMENTAL AMENDMENT NUMBER 2**

EXECUTION DATE: _____

Agency: City of Melbourne	Revised Contract Amount: \$76,017.00	Supplemental Amount: \$15,571
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The terms of the original Interlocal Agreement between Brevard County and the City of Melbourne for “Engineering Design and Permitting for the Wickham Road and Post Road Intersection Improvements”, approved by the City of Melbourne on 04/09/2013 and amended on 08/20/2014, and approved by Board of County Commissioners on 04/30/2013 and amended on 09/16/2014, are hereby amended as follows:

The purpose of this Supplemental Amendment Number 2 is to modify the scope of the design project and to update the Cost Estimate of the original Agreement. At the request of the City of Melbourne, the scope will now include the design to modify the existing left turn lanes on Wickham Road; northbound into the Post Commons shopping center and southbound onto eastbound Post Road. The estimate for these additional design services is **\$15,571.00**, as specified in the attached Exhibit “B”. Brevard County has received the original deposit from the City of Melbourne in the amount of \$54,300 (Fifty Four Thousand Three Hundred Dollars and No/100) and the additional \$6,146 for Supplemental Amendment Number 1.

The City of Melbourne agrees to submit additional funding in the amount of **\$15,571.00 (Fifteen Thousand Five Hundred and Seventy One Dollars and 00/100)** to Brevard County in two payments. The first payment of **\$8,344.00 (Eight Thousand Three Hundred and Forty Four Dollars and 00/100)** is due upon execution of this Supplemental Amendment Number 2. The remaining balance of **\$7,227.00 (Seven Thousand Two Hundred and Twenty Seven Dollars and 00/100)** is due upon completion of the project design. The updated Cost Estimate of the Agreement, which reflects Supplemental Amendment Numbers 1 and 2, is **\$76,017.00 (Seventy Six Thousand and Seventeen Dollars and 00/100)**,

Except as hereby modified, amended or changed, all of the terms and conditions of said original Agreement thereto will remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused these presents be executed, the day and year first above written.

**BOARD OF COUNTY COMMISSIONERS
BREVARD COUNTY, FLORIDA**

By: _____

Name: Robin Fisher

Title: Chairman

As approved by the Board on: 11/3/15

Attest:



Scott Ellis, Clerk

Legal Review



Assistant County Attorney

CITY OF MELBOURNE

By: 

Name: Michael A. McNees

Title: City Manager

OCT 15 2015

Attest:



**Cathleen A. Wysor
City Clerk**

Exhibit "B"

Proposal to Provide Professional Engineering Services for Wickham Road and Post Road Left Turn Lane Improvements Brevard County, Florida

Brevard County (County) is working with the City of Melbourne to improve the safety and operation of the Wickham Road and Post Road intersection. ATKINS recently completed the design and permitting for the construction of a southbound right turn lane from Wickham Road onto Post Road. At the request from the City of Melbourne, the County has requested a proposal to modify the existing left turn lanes on Wickham Road; northbound into the Post Commons shopping center and southbound onto eastbound Post Road. The construction of these improvements are expected to improve the safety and operation of the intersection.

ATKINS will use the existing survey prepared for the right turn lane improvement project. This survey by AAL Land Surveying (Job # 30559, dated 08/21/2013) shows the area of the proposed left turn lane improvements.

SECTION 1 SCOPE OF SERVICES

TASK 1: CONCEPT DEVELOPMENT

Based on the May 14, 2015 coordination meeting with Brevard County and the City of Melbourne, ATKINS will prepare a concept plan showing the proposed modifications to the existing left turn lanes. The concept plan will show the existing left turn lanes and the proposed modifications. The proposed design will be based on FDOT Design Standards and the available median length. The additional queue length realized will be allocated to the north bound and south bound left turn lanes.

Concept plans will be drawn to scale and will show the necessary improvements required to construct the proposed improvements including pavement, signage, and pavement markings.

A preliminary cost estimate will be developed. This estimate will be separate from the right turn lane project to identify only the additional cost of the proposed left turn lane improvements.

TASK 2: CONSTRUCTION DOCUMENTS

Based on County review of the concept plan in Task 1, Atkins will prepare 100% construction documents. The construction documents will update the existing County approved construction plans. The following sheets will be updated to show the additional proposed improvements:

- Cover Sheet
- General Notes and Index of Drawings
- Summary of Pay Items
- Existing Conditions and Demolition Plan
- Geometry and Pavement Marking Plan
- Paving Grading and Drainage Plan
- Construction Details and Sections
- Stormwater Pollution Prevention Plan

The Consultant will update the engineer's estimate of probable construction cost for the entire project to include the additional improvements.

Minor modifications to the approved technical specifications will be made to include any new pay items required for the construction of the left turn lane improvements.

Submittals for review to the County will be made via electronic format utilizing email PDF and or data disc. Hardcopies of final approved plans for submittal to County and FDOT will be provided.

This task includes attending up to one (1) meeting with the County and the City of Melbourne during the concept and construction document phase.

SECTION 2 ASSUMPTIONS AND EXCLUSIONS

1. Application fees, impact fees and any other fees required by regulatory agencies are considered a direct expense to the County.
2. It is assumed that the design modifications will not require permitting through SJRWMD.
3. It is assumed that no new additional drainage structures or utility relocations will be required for the proposed improvements.
4. Changes to the design after approval of the concept plan are not included in this scope of services.
5. No additional right of way or easements will be required for the proposed improvements.
6. Maintenance of Traffic (MOT) information will be provided on the plans using FDOT Design Standard details. A separate MOT plan is not included in this scope of work.
7. Revisions to the specifications are limited to adding new pay items for the proposed improvements.
8. It is assumed that the site does not contain hazardous materials.
9. It is assumed that additional utility coordination meetings will not be required for this project.
10. Design and permitting of any offsite improvements, other than those identified herein, are not included in this proposal.
11. Survey and Geotechnical services are not included in this scope of services.
12. Permitting is not included in this scope of services.
13. Bid phase and Construction phase services are not included in this scope of services.
14. It is assumed that the proposed facilities will not require relocation of major utility facilities. Design and permitting of major utility relocation is not included in this proposal.

SECTION 3 SCHEDULE & DELIVERABLES

The following schedule is anticipated:

- A. Concept Plan: Fourteen (14) days from notice to proceed.
- B. 100 % Construction Documents (Draft): Twenty one (21) days from receipt of concept plan approval.
- C. 100% Construction Documents (Final): Fourteen (14) days from receipt of Draft review comments.

All deliverables will be provided in PDF format, either via electronic file transfer or data disc. Signed and sealed hard copies of the final approved construction documents will be provided for record and submittal to FDOT.

The following deliverables will be provided to the County:

- A. Concept Plan and cost estimate.
- B. 100 % Construction Documents (Draft); Project drawings, cost estimate, specifications for review.
- C. 100 % Construction Documents (Final); Project drawings, cost estimate, specifications.

SECTION 4 COMPENSATION

The proposed scope of services will be provided on a lump sum basis administered pursuant to the provisions of our master contract dated September 15, 2014, and invoiced monthly based on the percentage of completion of the overall project.

Task 1: Concept Development	\$	4,302
Task 2: Construction Documents	\$	11,269
		<hr/>
TOTAL	\$	<u>15,571</u>

November 4, 2015

MEMORANDUM

TO: John Denninghoff, Public Works Director

RE: Item II.A.8., Supplemental Amendment Number 1 to the County Incentive Grant Program Agreement with State of Florida Department of Transportation for Wickham Road and Post Road Intersection Improvements

The Board of County Commissioners, in regular session on November 3, 2015, authorized the Chairman to execute the Supplemental Amendment Number 2 to the Interlocal Agreement with the City of Melbourne for the Wickham Road and Post Road intersection improvements; and approved any budget change requests necessary for this action. Enclosed is executed and two certified copies of the Agreement for your action.

Your continued cooperation is always appreciated.

Sincerely,

BOARD OF COUNTY COMMISSIONERS
SCOTT ELLIS, CLERK

Tammy Etheridge, Deputy Clerk

/ds

Encls. (2)

cc: Contracts Administration
Finance
Budget

*Item II.A.7.,
Supplemental Amendment
Number 2 to Interlocal Agreement
with City of Melbourne for Wickham
Road and Post Road Intersection
Improvements*

**BREVARD COUNTY
BOARD OF COUNTY COMMISSIONERS**

INITIAL CONTRACT FORM

SECTION I

The following information must be completed on all new contracts submitted to the Board.

1. Contractor:	
2. Fund/Account #:	Division Name: Finance and Contracts Administration
4. Contract Description: Supplemental Amendment #2 Interlocal Agreement with the City of Melbourne Wickham and Post Roads Intersection Improvement Project (3 originals)	
5. Contract Monitor: Jeanette Scott	6. Mail Stop #: 81 Ext. 52853
7. Dept./Office Director: Public Works / John P. Denninghoff	8. Contract Type: Intergovernmental Local
ACTION DATE: 9/22/15 for 10/6/15 Board meeting	ACTION REQUIREMENT: Review for Approval

SECTION II

The following departments must approve all contracts submitted to the Board:

<u>COUNTY OFFICE</u>	<u>APPROVAL</u>		<u>INITIALS</u>	<u>DATE</u>
	<u>YES</u>	<u>NO</u>		
User Agency	✓	_____	HW	10/6/15
Risk Management	_____	_____	_____	_____
County Attorney	✓	_____	DJ	9/22/2015

If any office denies approval, the package will be returned immediately to the User Agency.

NOTE: This form should be attached to all new contracts being submitted to the Board for approval. After the contract has been approved, the contract package, including this form, will go to the Clerk to the Board. The Clerk's office will return the Initial Contract Form to department for contract to be entered into the Contract Management System. See AO-29 for additional information.



Changed to II.A.8
Old

AGENDA	
Section	Consent
Item No.	II, A, 7.

Meeting Date
November 3, 2015

AGENDA REPORT
BREVARD COUNTY BOARD OF COUNTY COMMISSIONERS

SUBJECT:	Approval RE: Supplemental Amendment Number 1 to the County Incentive Grant Program Agreement and Resolution with the State of Florida Department of Transportation for the Wickham Road and Post Road Intersection Improvements – District 4 Fiscal Impact: None
DEPT/OFFICE:	Public Works Department – Finance & Contracts Administration

Requested Action:

It is requested that the Board of County Commissioners approve and authorize the Chairman to execute the Supplemental Amendment Number 1 And Resolution to the County Incentive Grant Program Agreement FM# 431923-1-38-01 with the State of Florida Department of Transportation for the Wickham Road and Post Road intersection improvements.

Summary Explanation & Background:

On April 30, 2013, the Board of County Commissioners approved and authorized the Chairman to execute the County Incentive Grant Program Agreement FM# 431923-1-38-01 with the State of Florida Department of Transportation (FDOT) and Resolution No. 13-067 for the design of the improvements at the intersection of Wickham Road and Post Road. FDOT's financial participation is \$35,000.00, and the County is required to provide match funding. The City of Melbourne agreed to provide the grant match funds, per the Interlocal Agreement between the County and the City of Melbourne entered into agreement on April 30, 2013.

The City has requested to expand the scope of services to the Agreement for the intersection improvements at Wickham Road and Post Road. Supplemental Amendment Number 1 authorizes the additional design services to modify the existing left turn lanes on Wickham Road; northbound into the Post Commons shopping center and southbound onto eastbound Post Road. These services are described in Exhibit "A", Scope of Services for Supplemental Amendment Number 1. The estimate prepared by Atkins, the Engineer of Record, is \$15,571.00 for this additional design.

FDOT has approved the change in scope; however, additional funding will not be provided by the grant. The City of Melbourne has agreed to submit funding in the amount of \$15,571.00 to Brevard County, per the terms of Supplemental Amendment Number 2 to the Interlocal Agreement.

Fiscal Impact: FY 15/16 – None from the County. City of Melbourne will provide funding of \$15,571 to the County.

Clerk to the Board Instructions: Please return Supplemental Amendment Number 1 to the Public Works Department for further execution by FDOT (four originals).

Exhibits Attached: Supplemental Amendment Number 1 to the County Incentive Grant Program FM# 431923-1-38-01 (four originals)

Contract /Agreement (If attached): Reviewed by County Attorney Yes No PR

County Manager	Assistant County Manager	Department Director / Extension
Stockton Whitten	Assistant County Manager	John P. Denninghoff / 57202