

Meeting Date
November 3, 2015



AGENDA	
Section	Consent
Item No.	II.A.8

**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	<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.8., Resolution and 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, adopted Resolution No. 15-213, to the County Incentive Grant Program Agreement FM# 431923-1-38-01; and executed the Supplemental Amendment Number 1 with the State of Florida Department of Transportation for the Wickham Road and Post Road intersection improvements. Enclosed is executed and two certified copies of the Agreement and three certified copies of the Resolution for your action.

**Upon execution by Florida Department of Transportation, please return the fully-executed Agreement to the office for inclusion in the official minutes.**

Your continued cooperation is always appreciated.

Sincerely,

BOARD OF COUNTY COMMISSIONERS  
SCOTT ELLIS, CLERK

Tammy Etheridge, Deputy Clerk

/ds

Encls. (6)

cc: Contracts Administration  
Finance  
Budget



**BOARD OF COUNTY COMMISSIONERS**

**Public Works Department**

2725 Judge Fran Jamieson Way  
Building A, Room 201  
Viera, Florida 32940

December 14, 2015

Tammy Etheridge, Deputy Clerk  
Clerk to the Board  
400 South Street  
Titusville, FL 32781

RE: Item II.A.8 from November 3, 2015 Agenda  
Resolution and 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

As requested in the Clerk's Memorandum, please find enclosed the fully-executed Agreement for inclusion in the official minutes.

Thank you,

*Jeanette Scott*

Jeanette Scott, Construction Contracts Technician

Encl. (1)



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

November 4, 2015

MEMORANDUM

TO: John Denninghoff, Public Works Director

RE: Item II.A.8., Resolution and 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, adopted Resolution No. 15-213, to the County Incentive Grant Program Agreement FM# 431923-1-38-01; and executed the Supplemental Amendment Number 1 with the State of Florida Department of Transportation for the Wickham Road and Post Road intersection improvements. Enclosed is executed and two certified copies of the Agreement and three certified copies of the Resolution for your action.

**Upon execution by Florida Department of Transportation, please return the fully-executed Agreement to the office for inclusion in the official minutes.**

Your continued cooperation is always appreciated.

Sincerely,

BOARD OF COUNTY COMMISSIONERS  
SCOTT ELLIS, CLERK

Tammy Etheridge, Deputy Clerk

/ds

Encls. (6)

cc: Contracts Administration  
Finance  
Budget



STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION  
**COUNTY INCENTIVE GRANT PROGRAM AGREEMENT  
SUPPLEMENTAL AMENDMENT NUMBER 1**

EXECUTION DATE: November 24, 2015

Agency: Brevard County  Vendor No.: F596000523163  Contract No: ARO78	Catalog of State Financial Assistance (CSFA) No.: 55-008 CSFA Title – County Incentive Grant Program	FM # 431923-1-38-01  Fund: CIGP  \$35,000.00
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The terms of the original County Incentive Grant Program Agreement, executed on May 15, 2013, are hereby amended as follows:

The purpose of this Supplemental Amendment is to add Scope of Services to the Agreement for the Project described as “Design of traffic operation improvements at the intersection of Wickham Road and Post Road”.

Brevard County is hereby authorized to perform additional services as described in Exhibit “A”, Scope of Services for Supplemental Amendment Number 1, attached hereto. There is no change in funding for this Project.

ADDED TO THE AGREEMENT:

The contractor agrees to comply with s.20.055(5), Florida Statutes, and to incorporate in all subcontracts the obligation to comply with s.20.055(5), Florida Statutes.

The following attachments are hereby incorporated into this Amendment:

- Exhibit “A”, Scope of Services for Supplemental Amendment Number 1
- Exhibit “B”, Resolution

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.

**BREVARD COUNTY**

**STATE OF FLORIDA  
DEPARTMENT OF TRANSPORTATION**

By: [Signature]  
Name: Robin Fisher  
Title: Chairman

By: [Signature]  
Name: Frank O'Dea, P.E.  
Title: Director of Transportation Development

Attest: [Signature]  
Scott Ellis, Clerk

Attest: [Signature]  
Executive Secretary (Seal)

County Legal Review: [Signature]  
Assistant County Attorney

Department Legal Review: [Signature]

STATE OF FLORIDA  
COUNTY OF BREVARD  
This is to certify that the foregoing  
is a true and current copy of Agreement  
witness my hand  
and official seal this 5 day of  
November 2015  
SCOTT ELLIS, Clerk of Circuit Court  
BY D. Thuman D.C.

APPROVED BY THE BOARD 11/3/15



**EXHIBIT "A"**  
**ADDITIONAL SCOPE OF SERVICES**  
**FOR SUPPLEMENTAL AMENDMENT NUMBER 1**

**Financial Management Number: 431923-1-38-01**

Brevard 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 northbound and southbound left turn lanes.

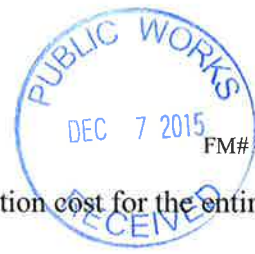
Concept plans will be drawn to scale and will show the necessary improvements required to construct the proposed improvements including pavement, signage, and pavement markings.

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.

**Exhibit "B"**

**RESOLUTION NO. 2015- 213**

**A RESOLUTION AUTHORIZING THE EXECUTION OF SUPPLEMENTAL AMENDMENT NUMBER 1 TO THE COUNTY INCENTIVE GRANT PROGRAM AGREEMENT FOR INTERSECTION IMPROVEMENTS FOR WICKHAM ROAD AND POST ROAD.**

**WHEREAS**, the State of Florida Department of Transportation (FDOT) and Brevard County desire to expand the Scope of Services to the County Incentive Grant Program for the design of traffic operational improvements at the intersection of Wickham Road and Post Road.

**WHEREAS**, the State of Florida Department of Transportation has requested Brevard County to execute and deliver to the State of Florida Department of Transportation the Supplemental Amendment Number 1 to the County Incentive Grant Program Agreement for the aforementioned project, FM# 431923-1-38-01.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Brevard Commissioners of Brevard County, Florida as follows:

The Board of County Commissioners of Brevard County, Florida hereby approves the Supplemental Amendment Number 1 to expand the Scope of Services to the County Incentive Grant Program Agreement.


The Board of County Commissioners hereby authorizes the Chairman of the Board to execute the Supplemental Amendment Number 1 to the County Incentive Grant Program Agreement with FDOT for the aforementioned project, FM# 431923-1-38-01.

**DONE, ORDERED AND RESOLVED** in regular session this 3 day of November, 2015.

ATTEST:

  
\_\_\_\_\_  
Scott Ellis, Clerk

BOARD OF COUNTY COMMISSIONERS  
OF BREVARD COUNTY, FLORIDA

  
\_\_\_\_\_  
Robin Fisher, Chairman

As approved by the BOCC on 11/3/15

Exhibit "B"



RESOLUTION NO. 2015- 213

A RESOLUTION AUTHORIZING THE EXECUTION OF SUPPLEMENTAL AMENDMENT NUMBER 1 TO THE COUNTY INCENTIVE GRANT PROGRAM AGREEMENT FOR INTERSECTION IMPROVEMENTS FOR WICKHAM ROAD AND POST ROAD.

WHEREAS, the State of Florida Department of Transportation (FDOT) and Brevard County desire to expand the Scope of Services to the County Incentive Grant Program for the design of traffic operational improvements at the intersection of Wickham Road and Post Road.

WHEREAS, the State of Florida Department of Transportation has requested Brevard County to execute and deliver to the State of Florida Department of Transportation the Supplemental Amendment Number 1 to the County Incentive Grant Program Agreement for the aforementioned project, FM# 431923-1-38-01.

NOW, THEREFORE, BE IT RESOLVED by the Board of Brevard Commissioners of Brevard County, Florida as follows:

The Board of County Commissioners of Brevard County, Florida hereby approves the Supplemental Amendment Number 1 to expand the Scope of Services to the County Incentive Grant Program Agreement.

The Board of County Commissioners hereby authorizes the Chairman of the Board to execute the Supplemental Amendment Number 1 to the County Incentive Grant Program Agreement with FDOT for the aforementioned project, FM# 431923-1-38-01.

DONE, ORDERED AND RESOLVED in regular session this 3 day of November, 2015.

ATTEST:

[Handwritten signature of Scott Ellis]

STATE OF FLORIDA, Clerk COUNTY OF BREVARD

This is to certify that the foregoing is a true and current copy of resolution No. 2015-213 witness my hand and official seal this 3 day of November 2015

SCOTT ELLIS, Clerk of Circuit Court

BY D. Thomas D.C.

BOARD OF COUNTY COMMISSIONERS OF BREVARD COUNTY, FLORIDA

[Handwritten signature of Robin Fisher]

Robin Fisher, Chairman

As approved by the BOCC on 11/3/15

**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.

<b>1. Contractor:</b> FDOT	
<b>2. Fund/Account #:</b>	<b>Division Name:</b> Finance and Contracts Administration
<b>4. Contract Description:</b> Supplemental Amendment Number 1 to CIGP Agreement FM# 431923-1-38-01	
<b>5. Contract Monitor:</b> Jeanette Scott for Tammy Thomas-Wood	<b>6. Mail Stop #:</b> 81 ext. 52853
<b>7. Dept./Office Director:</b> Public Works / John P. Denninghoff	<b>8. Contract Type:</b> Intergovernmental - State
<b>ACTION DATE:</b> 10/6/15 for 10/20/15 Board meeting	<b>ACTION REQUIREMENT:</b> Review please

**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	✓	_____	JY	10/06/2015

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.