

CA No. 16

Vendor No. 481664

Contract No. 9761

Effective Date \_\_\_\_\_

**LEE COUNTY PORT AUTHORITY**  
**LOQ 23-05 General Architectural and Engineering Services**  
**CONTRACT AMENDMENT (CA)**

Upon the completion and execution of this Contract Amendment, signed by both parties, the parties acknowledge the following work will be performed in accordance with the Contract. The intent of this Contract Amendment is to amend the scope, time or dollars of the contract work. *No work should be performed without the execution of a written Task Authorization, which shall serve as a Notice To Proceed with the work.* All the covenants terms, conditions, provisions and contents of the original Contract, as amended, shall be and are applicable to this Contract Amendment unless specifically identified herein.

**Description of work: RSW – Federal Inspection Station (FIS) Technology Upgrade Construction Administration Services**

**(1) Reasons for Amendment:**

- |   |  |
|---|--|
| <input type="checkbox"/> Programmed CIP Project(s)  | <input type="checkbox"/> Budgeted Task/Work            |
| <input type="checkbox"/> Unforeseen Site Conditions | <input type="checkbox"/> Error/Omission in Plans/Specs |
| <input type="checkbox"/> Design Change              | <input checked="" type="checkbox"/> Owner Requested    |
| <input type="checkbox"/> Safety Considerations      | <input type="checkbox"/> Cost Benefit to Project       |
| <input type="checkbox"/> Other _____                |  |

**(2) Method of Negotiating Price of Work**

- ☒ Lump Sum  
☐ Time and Materials  
☐ Unit Prices  
☐ Hourly plus expenses  
☐ Other \_\_\_\_\_

**Method of Negotiating Time of Work:**

- ☐ Consultant/Contractor Records  
☐ Cost plus fixed fee  
☐ Force Account

**(3) Acceptance**

It is understood and agreed that the execution and acceptance of this CA constitutes agreement by both parties to amend the Contract in accordance with the represented work and/or conditions. It shall be understood between both parties that this Amendment shall not be effective until approval from the FAA and/or FDOT has been obtained, if required.

**INFRASTRUCTURE CONSULTING & ENGINEERING ARCHITECT/ENGINEER ACCEPTANCE**

Signed by: \_\_\_\_\_  
Douglas Hambrecht  1/31/2025  
72BD47D743D846A...

FDOT: \_\_\_\_\_  
FDOT Representative

FAA: \_\_\_\_\_  
FAA Representative

**Approved as to form for the reliance of the  
Lee County Port Authority only:**

\_\_\_\_\_  
Port Attorney

**LEE COUNTY PORT AUTHORITY AUTHORIZATION**

☐ By: \_\_\_\_\_  
Deputy Executive Director or Designee

☒ Board Item By: \_\_\_\_\_  
Chair - Lee County Port Authority Board of Port Commissioners

**EXHIBIT A – SUBCONSULTANT/SUBCONTRACTOR INFORMATION****CA No. 16**

The CONSULTANT or CONTRACTOR intends to engage the following subconsultant(s) and/or subcontractor(s) to assist in providing and performing the services, tasks, or work required under this Contract Amendment. At any time during the performance of work outlined in this Contract Amendment that the subconsultant(s)/subcontractor(s) identified below change, such change should be sent in writing to the LCPA. Only those subconsultants(s)/subcontractor(s) whereby prior written notification has been given to the LCPA are allowed to perform work under this Contract Amendment.

It is the responsibility of the CONSULTANT or CONTRACTOR to ensure that all subconsultants and/or subcontractors are properly licensed and insured prior to initiating any work in accordance with this contract.

(If none, enter the word "none" in the space below.)

Service or Work to be Performed	Name, Address, Phone and e-mail of Individual or Firm	Estimated Dollar Value of Subcontracted Work	DBE, WBE, or MBE (yes or no)	If Yes, Estimated Dollar Value of DBE/WBE/MBE Work
Plumbing/HVAC	Engineering Professionals 912 W. Martin Luther King Jr. Blvd. Tampa, FL 33603	\$10,511.00	No	
Engineering	Spectrum Haven 2080 Alamanda Dr. N. Miami, FL 33181	\$43,330.00	Yes	\$43,330.00
Electrical	KBA Engineering 201 Flagship Dr. #106 Lutz, FL 33549	\$8,400.00	No	

Contract Amendment Number: 16

Task Authorization Number: 16

#	Task Description	Board Approved Contract	Total Project Budget	This Contract	CA Issued \$100,000 Level Maximum \$1,000,000 FY 24-25	Current Contract	A/E	Subcontractor	TAs	Pending
		Amount	Adjustments	Adjustment	Value	Fee	Fee	Issued	TAs	
1	RSW - FIS Technology Upgrade Phase 1	\$ 271,606.80				\$271,606.80	\$118,140.80	\$153,466.00	\$271,606.80	
2	RSW - ArcGIS Indoors Implementation					\$16,620.00	\$1,720.00	\$14,900.00	\$16,620.00	
3	RSW - Bond Inspection Letter					\$4,302.00	\$4,302.00		\$4,302.00	
4	RSW - Temporary Long Term Lot					\$74,032.00	\$64,042.00	\$9,990.00	\$74,032.00	
5	RSW - Long Term Lot Pedestrian Wayfinding					\$27,219.00	\$27,219.00		\$27,219.00	
6	RSW - VCB Desks					\$5,807.00	\$717.00	\$5,090.00	\$5,807.00	
7	GIS Roadmap Update					\$26,477.74	\$2,008.00	\$24,469.74	\$26,477.74	
8	RSW - Mobile Information Kiosks					\$10,614.00	\$1,434.00	\$9,180.00	\$10,614.00	
9	RSW - Air Freight Building Demo					\$52,421.00	\$50,833.00	\$2,588.00	\$52,421.00	
10	RSW - Overpass Signage					\$46,945.00	\$4,820.00	\$42,125.00	\$46,945.00	
11	Bond Inspections					\$4,946.00	\$4,946.00		\$4,946.00	
12	RSW Air Freight Building DeConstruction CASVS				\$65,296.00	\$65,296.00	\$65,296.00		\$65,296.00	
13	West Side Mezzanine Reno Project				\$67,476.00	\$67,476.00	\$3,791.00	\$63,685.00	\$67,476.00	
14	Overpass Sign bidding, permitting and CA services				\$60,110.00	\$60,110.00	\$6,494.00	\$53,616.00	\$60,110.00	
15	Hold Room Furniture and Power					\$90,766.00	\$9,416.00	\$81,350.00		\$90,766.00
16	RSW Federal Inspection Station CA Services			\$139,418.55		\$139,418.55	\$77,177.55	\$62,241.00		\$139,418.55
17										
18										
19										
20										
<b>Subtotal</b>		<b>\$271,606.80</b>	<b>\$0.00</b>	<b>\$139,418.55</b>	<b>\$192,882.00</b>	<b>\$964,057.09</b>	<b>\$442,356.35</b>	<b>\$522,700.74</b>	<b>\$733,872.54</b>	<b>\$230,184.55</b>

\*Board-approved Level 4 - \$100,000

## **Task Order 16 – RSW Federal Inspection Station (FIS) Technology Upgrade Construction Administration Services Scope of Services**

### **I. OBJECTIVE**

The Lee County Port Authority (LCPA) seeks to engage Infrastructure Consulting & Engineering (ICE or Consultant) to provide Construction Administration services for the U.S. Customs and Border Protection (CBP) Technology Upgrades in the FIS Facility located in Concourse B.

### **II. SCOPE OF WORK**

#### **Construction Administration Services to commence with the**

##### **1. Task 1: Preconstruction**

- **Project Kick-off Meeting:** Facilitate meeting scheduling and attend project construction kick-off meeting with all stakeholders. Establish administrative procedures, lines of communication, and contacts.
- **Schedule Review:** review of construction and submittal schedules

##### **2. Task 2: Construction**

- **Coordination Meetings:** Attend bi-weekly scheduled coordination meetings with the project team, subcontractors, and clients to review progress, issues, and upcoming work.
- **Documentation:** Review and comment on meeting minutes provided by CM.
- **Twice a month Site Visits:** Conduct twice a month site visits to monitor progress, quality of work, and observation of work in general adherence to the project drawings & specifications. Keep the owner reasonably informed of known deviations from the contract documents, deviations from the most recent construction schedule provided by the GC, and any observed defects and deficiencies.
- **Pay Application Review:** Review and certify the amounts due the Contractor based on the Architect's evaluation of the work on data comprising the Contractor's Application of Payment. Reviews are to be made to the best of the Architect's knowledge, information, and belief that the Work has progressed to the point indicated and that the quality of the Work is in general accordance with the Contract Documents. Maintain records of applications & certifications for payment.
- **Site Observation Reports:** To be submitted monthly, in conjunction with pay application reviews reporting general progress, quality of work and known issues.
- **Submittal Review:** Review the contractor's submittals, such as shop drawings, product data, and samples, for the limited purpose of checking for conformance with the information given and the design concept expressed in the Contract Documents. Reviews are to be completed without unreasonable delay. In the absence of a submittal review schedule, initial submittal reviews will be within three (3) business days of receipt unless the Architect advises in writing that the nature of the submittal requires additional time, in the Architect's professional judgment, to permit adequate review.
- **RFI Review:** Review and responses to Contractor requests for information and clarification of design intent will be performed promptly and expeditiously within the required standard of care.
- **Changes in the Work:** With the Owner's approval, order minor changes in Work that are consistent with the intent of the Contract Documents and do not involve re-design, an adjustment in the Contract Sum, or an extension of the Contract Time. Review Change Orders and Construction Change Directives for the Owner's approval (cumulatively within 2% of the total

construction cost) and execution in accordance with the Contract Documents. Maintain records relative to changes in the Work.

### **3. Task 3: Substantial Completion**

- **Review of Construction Document Conformance:** Review of construction substantial completion conformance to construction documents. Review of Contractor's Punch Lists. Preparation of the Certificate of Substantial Completion. Document Owner-Accepted Non-Conforming Work and monitoring of renovation start-up and commissioning.

### **4. Task 4: Closeout Conference**

- **Closeout Conference:** Review of Contractor closeout documents and receipt of Contractors written notice of Final Completion.

### **5. Task 5: Final Completion**

- **Final Completion:** Inspect the project for final completion, review the final closeout documents, review the final application for payment, and prepare the final change order as needed.

## **III. ASSUMPTIONS**

The scope and fees are based on the following assumptions:

- Construction to begin and end within the year 2025.
- Construction duration is to be a maximum of 6 months.

## **IV. FEE**

The fee for this task order is a lump sum amount.

<b>Task Total Lump Sum</b>	<b>\$ 139,418.55</b>
----------------------------	----------------------

**END OF SCOPE OF SERVICES**