



**BOARD OF SUMTER COUNTY COMMISSIONERS**

Chairman - Steve Printz - District 5  
Vice Chairman - Garry Breeden - District 4  
2<sup>nd</sup> Vice Chairman - Al Butler - District 1  
Doug Gilpin - District 2  
Don Burgess - District 3

**September 29, 2020  
5:00 PM**

PLEASE TURN OFF ALL CELL PHONES AND ELECTRONIC DEVICES  
ANY PERSON WHO MAY FEEL THE NEED TO APPEAL A BOARD DECISION IS HEREBY NOTIFIED  
THAT IT WILL BE NECESSARY FOR YOU TO PROVIDE YOUR OWN VERBATIM RECORDING OF THE  
BOARDS MINUTES OR ANY PORTION THEREOF

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Any person requiring reasonable accommodation at this meeting because of a disability or physical impairment should contact the County Administrator's Office, 7375 Powell Road, Wildwood, FL 34785  
(352) 689-4400 at least two days before the meeting.

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Meeting Location: Everglades Regional Recreation Center (5497 Marsh Bend Trail, Grand Canyon Room, The Villages, FL 32163)

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**SPECIAL MEETING AGENDA**

MEETING IS CALLED TO ORDER BY THE CHAIRMAN

1. Extension Of Consultant Agreement Between Eisman & Russo Consulting Engineers (Consultant) And Sumter County Board Of County Commissioners (BOCC) For The Construction Engineering Inspection (CEI) Services For C-478 Safety Improvement LAP Project 439912-1-68-01, And Execution Of Resolution Allowing Said Extension (Staff Recommends Approval).

Documents:

[Change Order 1 CEI.pdf](#)

2. State Of Emergency Declaration Extension Sumter County Board Of County Commissioners (Staff Recommends Approval).

Documents:

[State of Emergency Declaration Extension 20200929.pdf](#)

3. ADJOURN

SUMTER COUNTY BOARD OF COUNTY COMMISSIONERS  
EXECUTIVE SUMMARY

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**SUBJECT:** Extension of Consultant Agreement between Eisman & Russo Consulting Engineers (Consultant) and Sumter County Board of County Commissioners (BOCC) for the Construction Engineering Inspection (CEI) Services for C-478 Safety Improvement LAP Project 439912-1-68-01, and execution of resolution allowing said extension (Staff Recommends Approval).

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**REQUESTED ACTION:** Staff Recommends Approval

**Meeting Type:** Regular Meeting                      **DATE OF MEETING:** 9/29/2020

**CONTRACT:**     N/A    Vendor/Entity: Eisman & Russo Consulting Engineers  
Effective Date: 8/25/2020                      Termination Date: 12/31/2020  
Managing Division / Dept: **Engineering**

**BUDGET IMPACT:** N/A

**FUNDING SOURCE:** N/A  
**Type:** N/A                      **EXPENDITURE ACCOUNT:** N/A

**HISTORY/FACTS/ISSUES:**

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On February 17, 2020, The Florida Department of Transportation (FDOT) provided a letter to serve as the Department's Notice-to-Proceed (NTP) to the BOCC with the execution of the Consultant Contract for CEI Services. The contract expiration established under RFQ 029-0-2019/RS was August 25, 2020. The previously established time was insufficient as the 150-day construction contract NTP was issued on May 26, 2020, with a construction final completion date, before any change orders, of October 22, 2020. The consultant contract will need to be extended to December 31, 2020, to complete the construction phase and closeout phase services. In this unique instance where the Board is requested to extend a contract after contract expiration, FDOT requires written documentation, with input from the County legal department, allowing a time extension of a contract that has previously expired. By executing the attached resolution and change order, Sumter County establishes that the contract time can be extended and approves a time extension to December 31, 2020.

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**Prepared by:** Steven Cohoon    **Grammarly Check**

RESOLUTION NO 2020-\_\_\_\_\_

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF SUMTER COUNTY, FLORIDA, ALLOWING THE AMENDMENT OF CONTRACT RFQ 029-0-2019/RS, AFTER CONTRACT EXPIRATION, BETWEEN EISMAN AND RUSSO CONSULTING ENGINEERS AND SUMTER COUNTY BOARD OF COUNTY COMMISSIONERS FOR THE C-478 SAFETY IMPROVEMENTS FROM US 301 TO THE CITY OF CENTER HILL SOUTHER LIMIT PROJECT; AUTHORIZING THE COUNTY ADMINISTRATOR TO EXECUTE SAID AGREEMENT.**

**WHEREAS**, Eisman and Russo Consulting Engineers and Sumter County desire to extend the CEI Services for C-478 Safety Improvements from US 301 to the City of Center Hill Southern Limit Project, after contract expiration, to a new contract expiration date of December 31, 2020, RFQ 029-0-2019/RS and,

**WHEREAS**, the State of Florida Department of Transportation has requested Sumter County to execute and deliver to the State of Florida Department of Transportation written documentation that Sumter County has a process allowing for the amendment of contracts after expiration, and,

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Sumter Commissioners that the County Administrator is hereby authorized to make, execute, and deliver to the State of Florida Department of Transportation the written documentation that Sumter County can extend the Agreement for the aforementioned CEI services, RFQ 029-0-2019/RS.

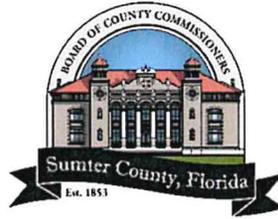
**PASSED AND ADOPTED** BY THE BOARD OF COUNTY COMMISSIONERS OF SUMTER COUNTY, this 29th day of September 2020.

ATTEST:

\_\_\_\_\_  
Caroline Alrestimawi, Deputy Clerk

\_\_\_\_\_  
Steve Printz, Chairman

\_\_\_\_\_  
Bradley Arnold, County  
Administrator



CHANGE ORDER NO. 1

Project: ITB # 009-0-2019/RS, FPN 439912-1-68-01

Contractor: Eisman & Russo Consulting Engineers

Project Description: CEI Services for C-478 From US 301 To The City Of Center Hill Southern Limits, Sumter County

DATE OF ISSUANCE: 09/29/2020

EFFECTIVE DATE: 08/25/2020

The following changes to the contract will be incorporated:

- (1) Extend the contract termination date to 12/31/2020

As identified on page 29, Part 5, Scope Of Services for RFQ 029-0-2019/RS, the CEI shall provide construction phase and project closeout services for the C-478 Safety Improvement Project. The original estimated construction completion date, and actual construction completion date, differed from the established contract termination date. The proposed extension will ensure all services identified in the RFQ are provided.

ATTACHMENTS: Yes

CHANGE IN CONTRACT PRICE ORIGINAL CONTRACT PRICE \$ 149,480.00	Original Contract TIME: 182 days Final Completion: 8/25/2020
Net Change From Previous Change Orders: \$0.00	Net Increase (Decrease) From Previous Change Orders 0 days
Contract Price Prior to this Change Order: \$ 149,480.00	Contract Times Prior to This Change Order: 182 days Final Completion: 8/25/2020
Net Increase (Decrease) This Change Order: \$ 0	Net Change This Change Order: 128 days
Contract Price with All Change Orders: \$ 149,480.00	Contract Times with Approved Change Orders: 310 days Final Completion: 12/31/2020

RECOMMENDED

APPROVED

ACCEPTED:

By: *Steve Khan*

By: \_\_\_\_\_

By: Elie M Assi  
Digitally signed by Elie M Assi  
 Date: 2020.09.23 16:38:58 -04'00'

County PM

County

Consultant

DATE 9/23/2020

DATE \_\_\_\_\_

DATE \_\_\_\_\_



## PART 5 SCOPE OF SERVICES

The Sumter County Board of County Commissioners is requesting Qualification Packages from qualified Consultants for Construction Engineering Inspection (CEI) Services related to the construction of C-478 Safety Improvements. These CEI services will be performed in compliance with Florida Department of Transportation (FDOT) Local Agency Program (LAP) Projects in Sumter County.

Provide services as defined in this Scope of Services, contract documents, and the Department's LAP Manual and procedures. The Project for which the services are required is:

Financial Project ID No: 439912-1-68-01

Descriptions:

### Construction Engineering and Inspection Services for C-478 Safety improvement

This project involves multiple roadway safety improvements on C-478 from US 301 (MP 0.00) to the City of Center Hill southern limit (MP 10.35) with a total approximate milling and resurfacing length of 1.1 miles. Improvements will primarily be associated with curve 2 (MP 1.65), curve 7 (MP 8.2), curve 8 (MP 8.5), and curve 9 (MP 8.8). Design elements include milling and resurfacing, cross-slope correction to establish proper superelevation, 5-ft paved shoulders (8-ft total shoulder) throughout curves and adjacent tangent extents, driveway reconstruction, regrading soil adjacent to roadway to negate drop off hazards, thermoplastic striping, installing centerline and edgeline profiled thermoplastic markings, and signing (including new intersection warning, grade crossing advance warning, double sided chevron alignment, and curve/speed advisory signs). Drainage improvements will be limited to regrading roadside swales.

Please note that the successful Consultant may not submit bids on any other phase of a LAP project for which it is performing CEI services under this contract. The types of services that will be furnished by the Consultant to the County under this contract are as follows:

#### ***Construction Phase Services:***

1. LAP Construction Contract Compliance Administration.
2. Construction Engineering Inspection.
3. Project on schedule.
4. Construction project progress.
5. Correspondence, communications, and administration.
6. Site utilities.
7. Mitigate potential and/or actual claims.
8. Contractor Pay Applications.
9. Quality Assurance.
10. Material testing oversight.

#### ***Resident Compliance Specialist Services:***

1. LAP Construction Contract Compliance Administration.
2. RCS records/files.
3. LAPIT records/file.
4. Compliance issues.
5. EOC Compliance Administration.

**Project Close Out Services:**

1. Schedule substantial completion with contractor, FDOT, and the County.
2. Certificate of substantial completion.
3. Punch list activities.
4. Final As-built Plans.
5. Project Documentation.
6. Overrun and Underrun Spreadsheet.
7. Pay Application
8. Compliance
9. Quality Assurance
10. Coordination with Sumter County staff regarding Quality Assurance Reviews (QAR)
11. Ensure All Commitments and Payments Are Reconciled In The EOC

**Ideal qualifications:**

1. Certificate of Authorization to perform Engineering Work in the State of Florida
2. Certified Personnel;
  - a. CEI Project Engineer.
  - b. CEI Project Administrator/Contract Support Specialist
  - c. CEI Senior Inspector
  - d. CEI Asphalt Plant Inspector
  - e. CEI Resident Compliance Specialist
3. Firm Project Experience.
4. Personnel Project Experience.
5. Quality Assurance Experience.
6. Professional Submittal.
7. Completeness of References.

**Professional or Errors & Omissions Liability Insurance**

Acceptance of the work by the BOCC or Agreement termination does not constitute BOCC approval and will not relieve the Consultant of the responsibility for subsequent corrections of any errors and/or omissions and the clarification of any ambiguities. The Consultant shall make all necessary revisions or corrects resulting from errors and/or omissions on the part of the Consultant without additional compensation. If these errors and/or omissions are discovered during the construction of the project, they shall be corrected without additional compensation.

**Estimated Project Schedule:**

- |  |                    |
|--|--------------------|
| 1. BOCC Award of CEI Contract          | December 10, 2019  |
| 2. BOCC Award of Construction Contract | April 14, 2020     |
| 3. Pre-Con                             | April 20, 2020     |
| 4. Start of Construction               | April 27, 2020     |
| 5. Substantial Completion              | August 25, 2020    |
| 6. Completion of Work                  | September 24, 2020 |
| 7. Complete documentation & payment    | October 5, 2020    |

**STATE OF EMERGENCY DECLARATION EXTENSION  
SUMTER COUNTY BOARD OF COUNTY COMMISSIONERS**

**WHEREAS**, the Coronavirus Disease 2019 (COVID-19) continues to pose an imminent health risk to the residents in Sumter County; and

**WHEREAS**, Florida State Statutes, Chapter 252 authorizes the Chairman of the Board of County Commissioners to declare that a Local State of Emergency exists; and

**WHEREAS**, the Chairman of the Board of County Commissioner declared a Local State of Emergency on March 17, 2020, and extension every seven days since then; and

**WHEREAS**, Florida State Statutes, Chapter 252 limits each Declaration to seven (7) days; and

**WHEREAS**, the Sumter County Board of County Commissioners supports the Executive Orders of Governor DeSantis that are more restrictive than prior orders of Sumter County and finds that the anticipated conditions created by COVID-19 pose a threat to the health, safety, and welfare of the people of Sumter County.

**THEREFORE, BY CONSIDERATION AND INCORPORATION OF THE ABOVE RECITALS, IT IS HEREBY ORDERED:**

1. That the Comprehensive Emergency Management Plan remain activated through the duration of the State of Florida Declaration of a State of Emergency.
2. All public officials and employees of Sumter County are hereby directed to continue to exercise the utmost diligence in the discharge of duties required of them for the duration of this Local State of Emergency and in the execution of State and Local emergency orders, regulations, and directives.
3. The Emergency Management Director shall continue functioning as the County Coordinating Officer and shall provide overall coordination for the response to this emergency in Sumter County.
4. This Declaration shall remain in effect for seven days unless extended or dissolved.

Signed: \_\_\_\_\_  
Steve Printz, Chairman  
Board of County Commissioners

Date: September 29, 2020

Attest:

By: \_\_\_\_\_  
Caroline AlRestimawi  
Clerk to the Board, Deputy Clerk

Date: September 29, 2020