

**RESOLUTION NUMBER 25-237**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF FORT MYERS BEACH, FLORIDA APPROVING SUPPLEMENTAL TASK AUTHORIZATION (STA) #9 WITH TETRA TECH, INC. IN AN AMOUNT NOT TO EXCEED \$74,500 FOR A CUMULATIVE TOTAL OF PAYMENT FOR SERVICES UNDER RFQ 22-25-AD IN THE AMOUNT OF \$727,348 FOR THE CONTINUATION OF MAPPING SERVICES IN THE TOWN'S GEOGRAPHIC INFORMATION SYSTEM (GIS) TO COMPLY WITH THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION RULES REQUIRING A LOCAL GOVERNMENT TO KEEP MAPPING OF ITS UTILITY DISTRIBUTION SYSTEM UPDATED; AUTHORIZING THE TOWN MANAGER TO SIGN STA #9 AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, Florida Statutes provide that municipalities shall have the governmental, corporate, and proprietary powers to enable them to conduct municipal government, perform municipal functions, and render municipal service, and exercise any power for municipal purposes, except when expressly prohibited by law; and

**WHEREAS**, Article X of the Town Charter of the Town of Fort Myers Beach ("Town") empowers the Town to adopt, amend, or repeal such ordinances and resolutions as may be required for the proper governing of the Town; and

**WHEREAS**, the Town became aware of the need to update its geographic information system during an emergency water break when looking for valves and piping as well as its obligation to keep information regarding its utility system up to date as required by the Florida Department of Environmental Protection; and

**WHEREAS**, the Town has an existing contract with Tetra Tech, Inc. for various professional services, which to date have been reliable and beneficial to the Town; and

**WHEREAS**, the Town requested and Tetra Tech, Inc. provided a quote to complete the Town's need in an amount not to exceed \$74,500, which requires approval by the Town Council since the cumulative amount of the Town's contract with Tetra Tech, Inc. exceeds the Town Manager's approval authority; and

**WHEREAS**, approval of STA #9 is in the best interest of the Town and its residents by providing a safer and more reliable utility system as well as compliance with state regulatory rules.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN OF FORT MYERS BEACH, AS FOLLOWS:**

Section 1. The above recitals are true and correct and are hereby incorporated by reference as though fully set forth herein and are hereby adopted as the legislative and administrative findings of the Town Council.

Section 2. STA #9 is hereby approved and the Town Manager is authorized to execute STA #9, a copy of which is attached as Exhibit A.

Section 3. This Resolution shall take effect immediately upon its adoption by the Town Council of the Town of Fort Myers Beach.

The foregoing Resolution was adopted by the Town Council upon a motion by Council Member King and seconded by Council Member Woodson and upon being put to a roll call vote, the result was as follows:

Dan Allers, Mayor	Aye
Jim Atterholt, Vice Mayor	Aye
John R. King, Council Member	Aye
Scott Safford, Council Member	Aye
Karen Woodson, Council Member	Aye

ADOPTED this 4<sup>th</sup> day of August 2025 by the Town Council of the Town of Fort Myers Beach, Florida.

**TOWN OF FORT MYERS BEACH**

*Dan Allers*  
Dan Allers (Aug 14, 2025 12:24:35 EDT)

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Dan Allers, Mayor

**ATTEST:**

*Amy Baker*  
Amy Baker (Aug 18, 2025 08:52:11 EDT)

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Amy Baker, Town Clerk

**APPROVED AS TO FORM AND LEGAL SUFFICIENCY FOR THE USE  
AND RELIANCE OF THE TOWN OF FORT MYERS BEACH ONLY:**

*Nancy Stuparich*  
Nancy Stuparich (Aug 14, 2025 13:47:37 EDT)

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Vose Law Firm, LLP, Town Attorney

This Resolution was filed in the Office of the Town Clerk on: Aug 18, 2025.

**TOWN OF FORT MYERS BEACH SERVICE AGREEMENT  
SUPPLEMENTAL TASK AUTHORIZATION**

X Supplemental Task Authorization NO.: 9

CONTRACT/PROJECT NAME: FY25 GIS Support

CONSULTANT: Tetra Tech, Inc. PROJECT NO.: \_\_\_\_\_

SOLICIT NO.: RFQ-22-25-AD CONTRACT NO.: RFQ-22-25-AD

REQUESTED BY: Mark Ashton DATE OF REQUEST: 04/09/2025

Upon the completion and execution of this Supplemental Task Authorization by both parties, the Consultant/Provider is authorized to and shall proceed with the following:

EXHIBIT "A" SCOPE OF PROFESSIONAL SERVICE: DATED: 06/23/2025

EXHIBIT "B" COMPENSATION & METHOD OF PAYMENT: DATED: 06/23/2025

EXHIBIT "C" TIME AND SCHEDULE OF PERFORMANCE: DATED: 06/23/2025

EXHIBIT "D" CONSULTANT'S/PROVIDER'S ASSOCIATED  
SUB-CONSULTANT(S)/SUB-CONTRACTORS: DATED: 06/23/2025

It is understood and agreed that the acceptance of this modification by the CONSULTANT/PROVIDER constitutes an accord and satisfaction.

RECOMMENDED:

By: Joe Onzick 08/19/2025 By: Deb Glavin 08/18/2025  
JOE ONZICK (ING. REG. NO. 2015-2-1829 EDT) Date DEB GLAVIN (ING. REG. NO. 2100024) Date  
Department Director Contracts Manager

By: \_\_\_\_\_  
Finance Department Date

ACCEPTED: Tetra Tech, Inc.

By: [Signature] 6/23/25  
Consultant/Provider Date

TOWN APPROVAL:

By: WB McKannay 08/19/2025  
Town Manager Date

Date to Proceed: \_\_\_\_\_ Cost of STA: \$74,500

Completion Due Date: \_\_\_\_\_

EXHIBIT ASCOPE OF PROFESSIONAL SERVICES  
FY25 GIS SUPPORT**Overview****STA NO. 3: FY25 GIS SUPPORT**

The Town of Fort Myers Beach (TOWN) owns and maintains various assets, including potable water and stormwater systems. The TOWN utilizes an online GIS system (through ArcGIS) to maintain a digital documentation of its inventory, maps, databases and overall GIS platform. The CONSULTANT provides miscellaneous services to the TOWN to host and maintain this system. To continue with this assistance, the following is proposed:

**Task A: As-Needed GIS Support**

CONSULTANT will perform various tasks on an as-needed basis at the request of the TOWN. These services may include:

**Online GIS Platform Maintenance**

The TOWN's existing GIS infrastructure for potable water and stormwater is posted and maintained within the CONSULTANT's secure GIS environment. Data from Tetra Tech's servers are shared to ESRI's GIS web portal known as ArcGIS Online. TOWN staff has access to the data through the web or via smart phone through the ArcGIS Online service. The CONSULTANT will continue to maintain the TOWN's GIS data on its servers, and to maintain the existing ArcGIS online platform for the next year through this task authorization. This includes hosting, maintenance, and troubleshooting services. A 1-year annual renewal fee from the ArcGIS Online provider are included in this task. This renewal also includes up to six (6) users for the TOWN's employees to access the system.

**As-Built Conversion**

As changes or improvements are made to the TOWN's potable water or stormwater systems, the CONSULTANT's GIS team will use the digital as-built record drawings to update the existing GIS system upon completion of construction. This includes the locations of infrastructure assets such as water mains, valves, storm inlets and hydrants. Additionally, important asset descriptors such as material, diameter will be updated in the data tables for each asset.

**Continuing GIS Professional Services**

CONSULTANT will perform miscellaneous GIS services at the TOWN's request. This may include layering modifications, assistance with input of data (such as improvements performed by the TOWN), training TOWN staff or extracting data from the GIS system for the TOWN's use.

**Hourly Breakdown:**

Personnel	Hourly Rate	Hours	Cost
Sr Engineer 1	\$245	48	\$11,760
Sr Consultant 2	\$225	227	\$51,075
Sr CAD Designer 1	\$130	60	\$7,800
Other Direct Costs – GIS Platform			\$3,865
TOTAL		339	\$74,500

*Total Cost (of Job):* \$74,500.00

EXHIBIT B

Date 06/23/2025

COMPENSATION AND METHOD OF PAYMENT

FY25 GIS Support

Section 1. BASIC SERVICES/TASK(S)

The TOWN shall compensate the CONSULTANT for providing and performing the Task(s) set forth and enumerated in EXHIBIT "A", entitled "SCOPE OF PROFESSIONAL SERVICES", as follows:

NOTE: A Lump Sum (L.S.) or Not-to-Exceed (N.T.E.) amount of compensation to be paid the CONSULTANT should be established and set forth below for each task or sub-task described and authorized in Exhibit "A". In accordance with Agreement Article 5.02(2) "Method of Payment", tasks to be paid on a Work-in-Progress payment basis should be identified (WIPP).

Task Number	Task Title	Amount of Compensation	Indicate Basis of Compensation LS or NTE	If Applicable Indicate (W.I.P.P. )
A	As-Needed GIS Support	\$74,500	NTE	WIPP
TOTAL		\$74,500		

(Unless list is continued on next page)

Section 2. ADDITIONAL SERVICES

The TOWN shall compensate the CONSULTANT for such ADDITIONAL SERVICES as are requested and authorized in writing for such amounts or on such a basis as may be mutually agreed to in writing by both parties to this Agreement. The basis and/or amount of compensation to be paid the CONSULTANT for ADDITIONAL SERVICES requested and authorized in writing by the TOWN shall be as set forth in Article 4 of this Agreement.

Should it be mutually agreed to base compensation for ADDITIONAL SERVICES on an hourly rate charge basis for each involved professional and technical employee's wage rate classification, the applicable hourly rates to be charged are as set forth and contained in ATTACHMENT NO. 1 hereto dated 06/23/2025 entitled "CONSULTANT'S PERSONNEL HOURLY RATE SCHEDULE".

Section 3. REIMBURSABLE EXPENSES AND COSTS

When the CONSULTANT'S compensation and method of payment is based on an hourly rate for professional and/or technical personnel, the CONSULTANT shall, in addition to such hourly rates as are set forth in Attachment No. 1 hereto, be entitled to reimbursement of out-of-pocket, non-personnel expenses and costs as set forth in ATTACHMENT NO. 2 hereto dated 06/23/2025, entitled "NON-PERSONNEL REIMBURSABLE EXPENSES AND COSTS".

ATTACHMENT NO. 1 TO EXHIBIT B

Date: 06/23/2025

CONSULTANT'S PERSONNEL HOURLY RATE SCHEDULE \*\*\* FOR

FY25 GIS Support

Consultant or Sub-consultant Name: Tetra Tech, Inc.  
(A separate Attachment No. 1 should be included for each Sub-Consultant)

(1) Project Position or Classification (Function to be Performed)	(2) Current Direct* Payroll Average Hourly Rate	(3) Multiplier**	(4) Hourly Rate To Be Charged (Column 2x3)
<b>Standard Rate Schedule as Included with Proposal</b>			

\*NOTE: Direct Payroll hourly rate means the actual gross hourly wage paid.

\*\*NOTE: Indicate applicable multiplier for indirect personnel costs, general administrative & overhead costs, and profit.

\*\*\*NOTE: A separate personnel hourly rate schedule should also be attached for each Sub-Consultant listed in Exhibit "D".





EXHIBIT D

Date: 06/2399999/2025

CONSULTANT'S ASSOCIATED SUB-CONSULTANT(S) AND SUBCONTRACTOR(S)

FY25 GIS Support

CONSULTANT has identified the following Sub-Consultant(s) and/or Subcontractor(s) which may be engaged to assist the CONSULTANT in providing and performing services and work on this Project:  
(If none, enter the word "none" in the space below.)

Service and/or Work to be Provided or Performed	Name and Address of Individual or Firm				Sub-Consultant Services are Exempted from Prime Consultant's Insurance Coverage	
					Yes	No
	NONE					



# Price Proposal

## Labor Plan

## Price Summary / Totals

### FY25 GIS Support

Bill Rate >

3 Resources

Task Pricing Totals

74,500

245.00

225.00

130.00

As-Needed GIS Support

Submitted to: Town of Fort Myers Beach (Attn: Mark Ashton)

Contract Type: T&M

**Total Price**

**74,500**

## Pricing by Resource

**Total Labor Hrs**

Sr Engineer 1 (Fey, Eric)

Sr Consultant 2 (Montalvo, Alex M)

Sr CAD Designer 1 (Cyr, Steven J)

**Task Pricing Totals**

Labor

ODCs

335

48

227

60

70,635

3,865

74,500

### Task A - As-Needed GIS Support

335

48

227

60

70,635

3,865

74,500

Online GIS Platform Maintenance

48

8

40

10,960

3,828

14,788

As-Built Conversion

117

20

37

60

21,025

21,025

Continuing GIS Professional Services

170

20

150

38,650

37

38,687

**Totals**

335

48

227

60

70,635

3,865

74,500