

**(TO) TASK ORDER AMENDMENT TO CSC AGREEMENT
(PROFESSIONAL CCNA SERVICES)
Clerk Tracking No. 15-00108**

THIS TASK ORDER AMENDMENT (the "Amendment") to the (CSC) Continuing Services Contract for Professional CCNA Services is made and entered into effective the 10th day of July 2015, by and between the **CITY OF NAPLES**, a Florida Municipal Corporation (the "City"), and **DISNEY & ASSOCIATES P.A.**, a Florida Profit Corporation (the Consultant").

WHEREAS, the City and the Consultant entered into that certain Agreement to furnish CCNA Services, on **May 5, 2015** (the "Original Agreement") (Reference Original **RFQ 14-054** and Original Clerk Tracking No. **15-00077**. **This Task Order Amendment is for services associated with Professional Architectural Services: Task Order No. 15-02-09-17-15130: City Police Building Re-Painting and Sealing** ('Project'); and

WHEREAS, the parties desire to amend the Original Agreement by this Task Order Amendment so that the Consultant will provide said services pursuant to the terms and conditions contained in the Original Agreement and Amendment herein.

NOW, THEREFORE, for good and valuable consideration, the receipt of which is hereby acknowledged, and in consideration of the mutual covenants, promises and conditions herein set forth, it is hereby acknowledged and agreed as follows:

1. The above recitals are true and correct and are incorporated herein by this Reference.
2. "Article Three, Time" is amended to state that this Project Task Order Amendment will be performed and completed within 60-days from the issuance of a Notice-to-Proceed and with a 30-day Project close-out time frame. Project: **City Police Building Re-Painting and Sealing**:
3. "Article Four, Compensation" is amended to reflect an increase to the Consultant for this Task Order Amendment in the amount of **\$8,071.00** for the Project as indicated in **Attachment A-1 Scope of Services and Basis of Compensation**, attached and made a part of this Amendment.
4. All other terms, provisions and conditions of the Original Agreement, except as expressly amended and modified by this Amendment, shall remain in full force and effect.
5. This Amendment may be executed in any number of counterparts, each of which shall be deemed to be an original as against any part whose signature appears thereon and all of which shall together constitute one and the same instrument.

IN WITNESS WHEREOF, the City and the Consultant have caused this Task Order Amendment to be duly executed by their duly authorized officers, all as of the day and year first above written.

CITY:

CITY OF NAPLES, FLORIDA

ATTEST:

By: Patricia L. Rambosk for
Patricia L. Rambosk, City Clerk

By: A. William Moss, Acting City Manager
For: A. William Moss, City Manager

Approved as to form and legal sufficiency:

By: Robert D. Pritt
Robert D. Pritt, City Attorney

CONSULTANT:

Disney & Associates, P.A.
1865 Veterans Park Drive, Suite 301
Naples, Florida 34109
Attention: **Dalas Disney**, President

Donna E BARE
Witness (Signature)

By: Dalal Disney
(Signature)

Printed Name: DONNA E BARE

Printed Name: DALAS DISNEY

Title: ARCHITECT/PRESIDENT

FE/EIN Number: On File
A Florida Profit Corporation (FL)



Disney & Associates, P.A.

Architecture and Planning

1865 Veterans Park Dr., Suite 301

Naples, Florida 34109-0447

Phone 239.596.2872 Fax 239.596.2874

AA 0002502

July 1, 2015

City of Naples
735 Eighth Street South
Naples, Florida 34102

Attn: Mr. Gerald "Jed" Secory
Purchasing Manager

Re: Professional Architectural Services
City Police Building Re-Painting and Sealing

Dear Mr. Secory:

Disney & Associates, Architects are pleased to present this proposal for professional architectural services to provide specifications and bidding documents for the re-painting and sealing of the existing City of Naples Police Buildings located at 355 Riverside Circle, Naples, Florida.

During our site visit on June 30, 2015 we discussed the scope of the project and the services that are included in this proposal. We have used these discussions as the basis for our proposal for services and listed a scope of services for your consideration.

Outlined below is a summary of the project's development concept, anticipated scope of services and associated professional fees.

Project Profile

- ❖ The City of Naples (Owner) intends to re-paint and reseal the exterior of the existing City of Naples Police buildings. Fieldstone Project Management shall be the Owner's representative and main contact for the project.
- ❖ Disney & Associates (Architect) has been requested by the Owner to provide this proposal structured for services to prepare bidding documents and outline minor repairs via drawings or written descriptions. Additionally there shall be limited observation during the work by the selected contractor.

Project Assumptions

- ❖ The Owner will make available all pertinent information and documents associated with the project for the performance of Architects services. Items include, but are not limited to, existing building drawings, written scope if any differs from this proposal, schedules and related project data for bid forms.
- ❖ This proposal includes performing all services within a one-time basis and for one phase of design services.
Note: One revision to the plans included for the response to agency review comments and our projects generally are permitted with a single clarification cycle.

- ❖ Site development design, City / County Site Development Plans, and related site issues do not appear to be required for this project and are not included.
- ❖ Building permits do not appear to be required for the outlined scope of work.
- ❖ Basic material and color selections are to match the existing buildings.
- ❖ The scope of the project is described as follows:
 1. Evaluation of the Existing Police Buildings
 - a. Review on site the exterior of the building for deterioration of the painted surfaces.
 - b. Identify the repair areas with written description or drawing and photo documentation.
 2. Bidding Documents
 - a. Prepare specifications for cleaning, repairing, painting and clear sealer products for use by contractors.
 - b. Prepare drawings and or photos with description of repairs at points noted during evaluation.
 - c. Prepare Bid Form for project bidding.
 - d. Provide PDF and spreadsheet documents for City of Naples directed bidding.
 3. Construction Observation
 - a. Provide two (2) site visits during the work at time coordinated and requested by the Owner's Representative.

Scope of Services

General Consultation

Meeting attendance and coordination with consultants, sub-contractors, government agencies and services in addition to the defined scope. Meeting attendance with owner for development of design. Presentation meetings to the Owner and/or City agencies. Project team meetings as requested by the owner for coordination with owner's separate consultants. Perform additional services beyond contract defined scope of services as requested by the owner on an additional services hourly basis. We have anticipated and included up to two (2) man hours.

City of Naples Design Review Board (DRB)

Services for submission and review are not anticipated and are not included.

Construction Documents

Construction plans are the development of Bidding Documents for the project and are limited to the building face and to outside the building roof face. Our services will include the Architectural documentation in a bid set format including, specifications, elevation drawings from existing plans, photos keyed to the plans and descriptions of the work and repairs. 11 x 17 drawings are anticipated.

The basis of our documentation will be for a public bid project with qualified contractors selected.

Bidding Phase Services

Submit drawings and specifications to purchasing for issuance to bidders, review received bids, provide a letter of recommendation for award. We shall also assist the owner with questions response and purchasing issuance of addenda for owner changes in the work during the bid period. Services are for a one-time bidding exercise.

Permit Phase Services

Permits are not anticipated for this re-painting scope of work.

Construction Administration Phase Services

Construction Administration services are included as submittal review and two (2) site visits during the course of the work.

Reimbursable Expenses

Expenses for project related travel, blueprints, plots, reproduction services, overnight express delivery services, long distance telephone calls, and items listed on our standard terms and conditions (attached).

Professional Service Fees

General Consultation	\$ 412.00	Fixed-Lump Sum
Evaluation - Site	\$ 1,019.00	Fixed-Lump Sum
Bid / Construction Documents	\$ 3,955.00	Fixed-Lump Sum
Bidding Phase Services	\$ 939.00	Fixed-Lump Sum
Construction Phase Services	\$ 1,686.00	Fixed-Lump Sum

Sub-total \$8,071.00

Reimbursable Expenses (est.) \$ 500.00 T/M/E
Reimbursable expenses are in addition to our basic fee.

Overall Total **\$8,571.00** (includes reimbursable Expenses)

Please note that the above quoted fee does not include the following:

- Geotechnical investigation (Soil borings)
- Application fees, permits fees, or impact fees
- Special or Pile foundations
- Structural Threshold Inspection
- Civil Engineering
- Landscape and Irrigation design
- Video Equipment selections/ Design
- Kitchen design
- Special environmental or hazardous-waste permitting
- Continuous on-site observation
- Revisions after approval which shall be invoiced in addition to basic fees
- Other issues not specifically included in the outlined scope of work

Anticipated Schedule Requirements

Note that the schedule below is our best estimation and may revise based upon further discussions with the CM and the City of Naples. We are able to begin the design work for this project immediately following the receipt of a Notice to Proceed and/or a Purchase Order. As a basis of discussion we anticipate the following schedule;

Evaluation	5 days
Bid Documents	3 weeks
Bidding	3-4 weeks (City controlled)

Subconsultants

We propose the following at consultants for the project.
None Anticipated

The terms of this proposal shall be subject to revision if not accepted within thirty (30) days.

If this proposal is satisfactory, please issue a work order or purchase order and a notice to proceed as your acceptance of its terms and as our authorization to proceed. We shall, upon receipt of the approved proposal begin work on the project.

An advance retainer of the fee will NOT be required.

As always, should you have any questions concerning any of the information contained in this proposal, please feel free to contact me. It was a pleasure meeting with you to discuss the various issues relating to your needs. We look forward to working with you on this project.

Sincerely,

Dalas D. Disney, AIA
President

file: Police Repaint proposal-03

Project Fee - Hourly Calculation

Disney & Associates, PA
1865 Veterans Park Dr. Suite 301
Naples, Florida 34109
239.596.2872

Project: Police Building re-paint
Client: City of Naples, Florida

Project Phase / Task	Staff / Hourly Rate					Architect Cost	Consultant Quote	Cost per Task
	\$206 Principal	\$172 Sr. Project Manager	\$154 Sr. Architect	\$100 CADD Tech	\$62 Clerical			
Consultation						\$412	\$0	\$412
Existing Structure Evaluation	2.00					\$1,019	\$0	\$1,019
Code Research		4.00		3.00	0.50	\$0	\$0	\$0
Schematic Design						\$0	\$0	\$0
SD - Client Meeting						\$0	\$0	\$0
SD - Revisions						\$0	\$0	\$0
Design Development						\$0	\$0	\$0
DD - Client Meeting						\$0	\$0	\$0
DD - Revisions						\$0	\$0	\$0
Construction Documents			10.00	12.00	3.00	\$2,926	\$0	\$2,926
CD - Client Meeting	1.00					\$206	\$0	\$206
CD - Revisions				1.50		\$150	\$0	\$150
Specifications on Drawings						\$0	\$0	\$0
Specifications		2.75		0.75	3.00	\$734	\$0	\$734
Fire Alarm Design						\$0	\$0	\$0
Fire Sprinkler Design						\$0	\$0	\$0
Permitting						\$0	\$0	\$0
Bid	1.75	3.00				\$939	\$0	\$939
Construction Administration	3.00				1.50	\$711	\$0	\$711
CA - Travel Time	2.00					\$412	\$0	\$412
Submittal Review		3.00			0.75	\$563	\$0	\$563
Total								\$8,071