

C.T. 15-00115

(TO) TASK ORDER AMENDMENT TO CSC AGREEMENT
(PROFESSIONAL CCNA SERVICES)

THIS TASK ORDER AMENDMENT (the "Amendment") to the (CSC) Continuing Services Contract for Professional CCNA Services is made and entered into effective the 23rd day of July 2015, by and between the **CITY OF NAPLES**, a Florida Municipal Corporation (the "City"), and **VICTOR J. LATAVISH ARCHITECT, P.A.**, a Florida Profit Corporation (the Consultant").

WHEREAS, the City and the Consultant entered into that certain Agreement to furnish CCNA Services, on **July 14, 2015** (the "Original Agreement") (Reference Original **RFQ 14-054** and Original Clerk Tracking No. **15-00110**. **This Task Order Amendment** is for services associated with **Community Services Interior Office Renovation: Task Order No. 15-01-09-01-16A19: Community Services Interior Office Renovations** ("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.

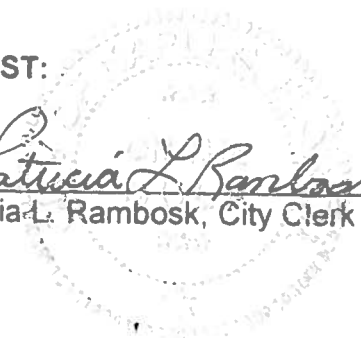
NOW, THEREFORE, for good and valuable consideration, the receipt of which is hereby acknowledged, and in consideration of the mutual covenants, promises and conditions herein set forth, it is hereby acknowledged and agreed as follows:

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 270-days from the issuance of a Notice-to-Proceed and with a 30-day Project close-out time frame. Project: **Community Services Interior Office Renovations**:
3. "Article Four, Compensation" is amended to reflect an increase to the Consultant for this Task Order Amendment in the amount of **\$5,740.00** 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.

ATTEST:

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



CITY:

CITY OF NAPLES, FLORIDA

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

Approved as to form and legal sufficiency:

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

CONSULTANT:

Victor J. Latavish Architect, P.A.
4100 Corporate Square, Suite 100
Naples, Florida 34104
Attention: **Victor J. Latavish**, AIA, President

Robert Christopher
Witness (Signature)

By: Victor J. Latavish
(Signature)

Printed
Name: ROBERT CHRISTOPHER

Printed
Name: VICTOR LATAVISH

Title: PRESIDENT, A211942

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



Victor J. Latavish Architect, PA

July 10, 2015

City of Naples
Gerald Secory, MBA, CPPO, CPM, Purchasing Manager
735 Eighth Street South
Naples, Florida 34102

Re: Professional Architectural Services for Office Renovations
City of Naples Community Services Building
280 Riverside Circle

Dear Mr. Secory,

I am very pleased to submit this proposal for your review and consideration, and look forward to working with Rony and you on this project.

SCOPE OF PROJECT

Interior renovations to an existing business occupancy, approx 4,500 sf building area:

- Replace carpet and wall base
- Repaint all interior partitions and trim
- Replace all existing suspended acoustic grid and acoustic ceiling tile
- Replace all existing ceiling insulation
- Re-use existing light fixtures, diffusers, exit signs, etc.

SCOPE OF SERVICES

Architectural services include plans required for bids and construction.

TASK 1- ADMINISTRATION & BUILDING SURVEY

- Review of building plans available from City records
- Onsite observations of existing building interior conditions
- Prepare Architectural Floor Plan and Reflected Ceiling Plans

TASK 2-CONSTRUCTION DOCUMENTS

- Meetings onsite (2) with client to review plans and proposed finishes
- Construction Documents

- Outline specifications for General Conditions, Insulation, and Finishes
- Architectural Floor Plan
- Reflected Ceiling Plan
- Finish Schedule

TASK 3- BID PHASE

- Bid Schedule
- RFI replies and clarifications if required

TASK 4- CONSTRUCTION PHASE

- Submittal, Sample, & Shop Drawing review
- RFI replies and clarifications if required
- Site visit and field report (1)

EXCLUSIONS

- Expanded scope of work
- Building permit documents
- Bid phase distribution of plans and specifications to bidders
- Prebid and Bid Openings Meetings
- Detailed onsite field measurements of existing conditions
- Construction administration or review of contractors payment certificates
- Meetings or services except as included in Scope of Services above.

REIMBURSABLE EXPENSES

- Copies, plotting media, prints
- Postage, courier

PRELIMINARY SCHEDULE

We are prepared to begin services immediately and will endeavor to complete design services Tasks 1 & 2 within 60 days of a notice to proceed.

Please use a 270 day contract schedule or more, to allow time for reviews, meetings, bids, and construction.

FORM OF AGREEMENT

Task Order in accordance with terms and conditions of the standard City of Naples Continuing Services Contract for professional services.

BASIC SERVICES FEE SCHEDULE

Task	Phase		Amount
1	Admin & Building Survey	LS	\$1,940.00
2	Construction Documents	LS	\$3,160.00
3	Bid Phase	LS	\$180.00
4	Construction Phase	LS	\$360.00
5	Reimbursable Expenses	TM	\$100.00
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Total			\$5,740.00

Please feel free to call if you have any questions, need additional information, or if adjustments to this proposal are needed. I look forward to working with you.

Sincerely,

VICTOR J. LATAVISH ARCHITECT, PA



Victor J. Latavish, AIA
Florida Registered Architect AR11042
Corporate Certificate of Authorization AA001831