

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

**THIS TASK ORDER AMENDMENT** (the "Amendment") to the (CSC) Continuing Services Contract for Professional CCNA Services is made and entered into effective the 2nd day of December 2015, by and between the **CITY OF NAPLES**, a Florida Municipal Corporation (the "City"), and **Q. GRADY MINOR & 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 **March 26, 2015** (the "Original Agreement") (Reference Original **RFQ 14-054** and Original **Clerk Tracking No. 15-00043**. **This Task Order Amendment** is for services associated with **Orchid Run Water Main Extension Construction Administration: Task Order No. 16-02-20-34-16L02**; (the "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 by September 30, 2016**. Project: Orchid Run Water Main Extension Construction Administration.
3. "Article Four, Compensation" is amended to reflect an increase to the Consultant for this Task Order Amendment in the amount of **\$9,990.00** 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  ON THE  
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:

**Q. Grady Minor & Associates, P.A.**  
3800 Via Del Rey  
Bonita Springs, Florida 34134  
Att: **Mark W. Minor**, President

By: Mark W. Minor  
(Signature)

Printed Name: Mark W. Minor

Title: President

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

Justin Frederiksen  
Witness (Signature)  
Printed Name: JUSTIN FREDERIKSEN

November 16, 2015

Ms. Allyson Holland, P.E.  
Deputy Utilities Director  
City of Naples  
380 Riverside Circle  
Naples, FL 34102

**RE: Proposal for Professional Services  
Orchid Run Water Main Extension – *Construction Administration***

Dear Ms. Holland:

Q. Grady Minor & Associates, P.A. (GradyMinor) is pleased to provide the City of Naples (City) this proposal for the construction administration services for the extension of a water main from the Orchid Run Apartment to the industrial park to the south. GradyMinor recently completed the design of a 12-inch water main from the Orchid Run Apartments, near the intersection of Golden Gate Boulevard and Livingston Road, to an existing 8-inch water main at the intersection of Mercantile Avenue and Commercial Boulevard, within the Naples Industrial Park. As understood, the City has contracted with a Contractor to complete a portion of the water main and will contract a second Contractor to complete the remaining portion this fiscal year. The City will provide fulltime inspection services with in house inspectors.

GradyMinor will provide the following Scope of Services during construction

**Task No. 1 – Construction Administration**

GradyMinor will assist the City during the construction phase of the project.

- We will attend two (2) pre-construction meetings.
- Review and approve shop drawings.
- Assist in the preparation of work directives and change orders.
- Review and approval of the Contractor's pay requests.
- Provide periodic observations during construction.
- Assist with testing of the proposed facilities.
- Attend substantial and final completion walkthroughs with the Contractor and the City.
- Provide clarifications of the plans and construction documents.
- Attend progress meetings as required.
- Prepare record drawings based on the Contractor's mark-ups and record survey.
- Provide SFWMD permitting agency notifications required in the ERP and ROW permits (specific conditions).
- Provide the close out of the required permits (two (2) permit certifications).
- Coordination with property owner and FPL.

We propose to complete these tasks and provide record drawings within 270 days from the issuance of a notice-to-proceed from the City; in accordance the following cost schedule.

<b>Task</b>	<b>Description</b>	<b>Fee</b>	<b>Fee Type</b>
1.	Construction Administration	\$ 9,890.00	Time & Material
7.	Reimbursable	\$ 100.00	Actual
	TOTAL	\$ <b>9,990.00</b>	

This Proposal only includes those items specifically identified above and does not include full time inspection, construction stakeout, or record surveying.

This Proposal is subject to the Standard Provisions of the City of Naples Continuing Service Contract Professional (RFQ 14-054). Any services requested beyond the scope of this Proposal will be performed for a fee negotiated when the scope of additional services is known or at the approved the City of Naples Continuing Service Contract Professional (RFQ 14-054) hourly rate schedule. Invoices will be issued monthly, payable per the applicable City of Naples Purchasing Policy.

Any government imposed sales taxes or fees shall be added to our fees for services under this Proposal.

Very truly yours,

Justin Frederiksen, P.E.  
Director of Municipal Engineering

**GradyMinor Proposal for Professional Engineering Services****ORCHID RUN WATER MAIN EXTENSION - CONSTRUCTION ADMINISTRATION  
CITY OF NAPLES UTILITIES**

Refer to Q. Grady Minor and Associates, P.A. proposal and scope of services dated:

November 16, 2015

Task	Activity Description	Project Manager \$145	Engineer \$130	Senior Inspector \$85	Senior Designer \$95	Total Hours	Survey	TOTAL COST
<b>TASK 1 -construction administration</b>								
1	Pre-Construction Meetings	4				4		\$580
2	Coordination/WDs/Cos/Pay Requests	2	4			6		\$810
3	Shop Drawings		4			4		\$520
4	Site Visits/Testing	4	4	12		20		\$2,120
5	Record Drawings	2	4		10	16		\$1,760
6	Permit Notifications/Certifications	6	10		2	18		\$2,360
7	Property Owner and FPL Coordination	12				12		\$1,740
<b>Subtotal Task 1:</b>								<b>\$9,890</b>
<b>TASK 2 - REIMBURSABLES</b>								
1	Reproduction, shipping and misc costs							\$100
<b>Subtotal Task 6:</b>								<b>\$100</b>
<b>Total Tasks 1 through 7 - Time and Expense Budget:</b>								<b>\$9,990</b>

Notes:

- 1 Proposal is based on City Purchasing adding the general conditions and front end documents.
- 2 This proposal excludes full time inspection services.