

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

Clerk Tracking No. 16-00052

THIS TASK ORDER AMENDMENT (the "Amendment") to the (CSC) Continuing Services Contract for Professional CCNA Services is made and entered into effective the 1ST **day of April 2016**, 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 the **Utility Maintenance Building Professional Construction Administrative Services: Task Order No. 16-02-40-70-16X06**: (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 March 31, 2017** with a 60-day Project close-out time frame. Project: **Utility Maintenance Building Professional Construction Administrative Services**.
3. "Article Four, Compensation" is amended to reflect an increase to the Consultant for this Task Order Amendment in the amount of **\$53,538.00** 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:

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

Yesenia Gentile
Witness (Signature)

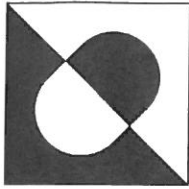
Printed
Name: Yesenia Gentile

By: Dalas Disney
(Signature)

Printed
Name: DALAS DISNEY

Title: ARCHITECT / PRESIDENT

FEI/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

March 16, 2016

City of Naples
380 Riverside Circle
Naples, Florida 34102

Attn: Mr. Ben Copeland
Budget and CIP Manager

Re: Professional Architectural Services
City of Naples Utility Maintenance Building
Construction Services

Dear Mr. Copeland:

Disney & Associates, Architects are pleased to present this proposal for professional architectural services for Construction Administration at the new Utility Maintenance Building proposed for a site within the Riverside Circle City Complex, Naples, Florida.

We have developed this proposal based upon your email request and as a continuation of our prior efforts with the design of the facility. This proposal scope was developed as we have discussed the project and our services are listed below for your review and acceptance.

The services outlined in this proposal shall be provided in compliance with the terms and conditions as set forth in our current Professional Services – Continuing Services Contract #14-054 - Library of Consultants of April 3, 2015; Clerk Tracking No. 15-00046.

Outlined below is a summary of the anticipated scope of services, tasks and associated professional fees. We have also indicated the estimated reimbursable expenses for the project and an indication of the Consulting Services that may be required.

Project Profile

- ❖ The City of Naples (Owner) intends to replace an existing Maintenance structure that is failing due to soil subsidence. A replacement building is intended to be constructed adjacent to the existing prior to demolition of the failing structure and completion of the Site and parking following the existing building demolition. The project has bid and construction is eminent following regulatory approvals.
- ❖ Disney & Associates (Architect) has been requested by the Owner to provide a proposal structured for basic Architectural, Structural, Plumbing, Mechanical (HVAC), Electrical, Fire Protection and Civil Engineering Construction phase services.

Project Assumptions / Description

- ❖ The Owner will make available all pertinent information and documents associated with the project for the performance of the Architects services.
- ❖ This proposal includes performing all services within a one-time basis and for one phase of construction services.
- ❖ The Construction services shall be as further outline in the Scope of Services section of this proposal.

Scope of Services**Task 1 – Preliminary Services**

- 1.1 Acquire, assemble, and coordinate all Architectural scope of work for the project. Research project initial anticipated scope of work and issue to consultants for coordinated effort and elimination of unnecessary services.
- 1.2 Verify inclusion of necessary services as outlined in the Professional Services Agreement.
- 1.3 Preparation of all Architectural agreements.
- 1.4 Set-up all project files, billing procedures, CAD system Management and digital back-up systems.

Task 2 – Construction Support Services

- 2.1 Meeting attendance and coordination with Owners staff, consultants, sub-contractors, government agencies and services in performance of the defined scope. Meeting attendance with owner for construction related issues separate from GC. Presentation meetings to the staff 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 shall be in addition to the costs outlined herein. We have included up to eight (8) man hours for this task for this project.

Task 3 - Construction Services

- 3.1 Construction Administration Phase Services - During construction we shall review the work for compliance with the contractor's agreement with the owner. Construction services are generally described as reviewing the construction progress on a bi-weekly basis, review contractor payment applications, answering contractors questions (RFI), developing one punch list walk through, one final walk through, and reviewing material and equipment submittals for the project. We anticipate ten (10) months construction duration. Structural, Mechanical, and Electrical consultant shall conduct periodic site observations coordinated with the stage of construction, and on call under the direction of the Architect.
- 3.2 Services Included are;
 1. Office Construction services and telephone support,
 2. Review of submittals by the Architect and Structural Engineer,
 3. Site visits including, 1-Pre-Construction Conference; 2-Architect visit during the course of the project (bi-weekly OAC); 3-Structural Engineer review of the Pile Caps, Slab and Footings prior to concrete pour; 4- PME Engineer visits for RI and Above Ceiling reviews; 5-Architect punch list review; and 6- Post Construction site review. Civil engineer shall attend the pre-construction conference, periodic site visits to insure contractor's compliance with plans, specifications and schedule, to certify the project.
 4. Project close-out review of the GC record drawings and transfer of the drawings and CAD Design drawing to the Utilities Department. Civil Engineer record drawings of site improvements meeting the City requirements and based upon the redline and surveyed as-built drawings provided to the Engineer by the GC.

Task 4 - Other Expenses

- 4.1 Reimbursable Expenses – Expenses incurred in the course of providing services for this project shall be in accordance with those outlined continuing services agreement and are estimated for purposes of this proposal. This estimate is subject to revision to the actual expenses and shall be limited to the actual expenses only with documentation back-up provided with the Architect invoice.

Compensation and Method of Payment

Task Number	Task Title	Amount of Compensation	Basis of Compensation LS or NTE or Hourly
1	Preliminary Services	\$ 516.00	LS
2	Construction Support Services	\$ 1,444.00	LS
3	Construction Services	\$50,388.00	LS
4	Other Expenses	\$ 1,190.00	Not To Exceed
TOTAL		\$53,538.00	

Average = \$5,354 / month of construction

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

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 staff the General Contractor and City Staff. We are able to begin the design work for this project immediately following the receipt of a work order and Notice to Proceed. As a basis of discussion we anticipate the following;

Construction 10 months

Subconsultants

We propose the following at consultants for the project.

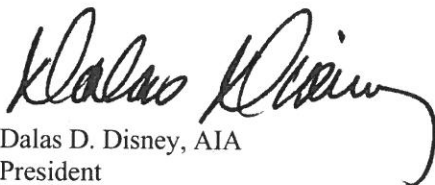
Civil Engineer - Grady Minor - Bonita Springs, FL

PME, FP Engineering – Burgess Brant Engineering, Ft. Myers, FL

Structural Engineer – Liebl & Barrow Engineering, Ft. Myers, FL

As always, should you have any questions concerning any of the information contained in this proposal, please feel free to contact us. 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: City Utility Maintenance Building-CA-Proposal-02

1865 Veterans Park Dr. Suite 301
Naples, Florida 34109
239.596.2872

3/11/2016

Total \$53,538