

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

Meeting Date: June 21, 2011

Consent Regular
 Workshop Public Hearing

Department: Facilities Development & Operations

I. EXECUTIVE BRIEF


Motion and Title: Staff recommends motion to approve: Consultant Services Authorization (CSA) No. 25 to the contract with Hellmuth, Obata & Kassabaum, Inc. (HOK) (R2007-0033) in the amount of \$198,000 for the Jail Expansion Program II (JEP).

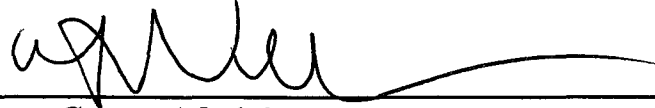
Summary: On April 25, 2006, the Board approved proceeding with the first phase of the Jail Expansion Program which consisted of the construction of the West County Detention Facility, West County Court Expansion, Stockade Redevelopment Site Preparation and Video Visitation System Improvements at the Main Detention Center. CSA No. 25 will provide construction administration services for the Courts Renovations portion of the project. HOK's Tampa office is the lead Architect and STH Architectural Group is the local architect working in conjunction with HOK. CSA No. 25 is funded from the Criminal Justice and Public Improvements Revenue Bond Series 2008. The Small Business Enterprises (SBE) goal for this project is 15%. CSA No. 25 includes 13.7% participation. When combined with the previous work done under this contract, the SBE participation is 16.4%. **(Capital Improvements Division) Countywide (JM)**

Background and Justification: On April 25, 2006, the Board approved proceeding with Jail Expansion Program II (JEP). Phase I of the JEP is the design and construction of the jail expansion in West County. Design services for Phase I have been completed.

Attachments:

- 1. Location Map
- 2. Budget Availability Statement
- 3. CSA No. 25

Recommended by:  Army Wier 5/25/11
Department Director Date

Approved by:  County Administrator 4/14/11
County Administrator Date

II. FISCAL IMPACT ANALYSIS

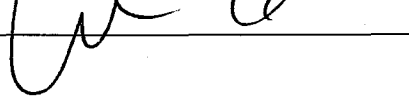
A. Five Year Summary of Fiscal Impact:

Fiscal Years	2011	2012	2013	2014	2015
Capital Expenditures	\$198,000	0	0	0	0
Operating Costs	0	0	0	0	0
External Revenues	0	0	0	0	0
Program Income (County)	0	0	0	0	0
In-Kind Match (County)	0	0	0	0	0
NET FISCAL IMPACT	\$198,000				
# ADDITIONAL FTE POSITIONS (Cumulative)					

Is Item Included in Current Budget? Yes No
 Budget Account No: Fund 3804 Dept 411 Unit B362 Object 6502
 Reporting Category _____


B. Recommended Sources of Funds/Summary of Fiscal Impact:

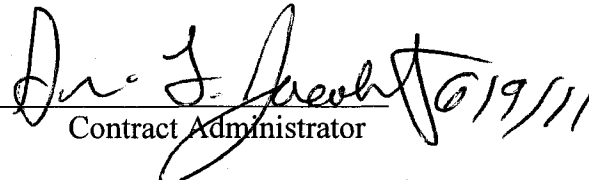
CSA No. 25 is funded from the Criminal Justice and Public Improvements Revenue Bond Series 2008.

C. Departmental Fiscal Review: 

III. REVIEW COMMENTS:

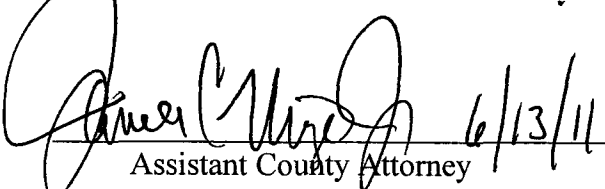
A. OFMB Fiscal and/or Contract Development and Control Comments:


 OFMB
 6/7/11
 6/13/11


 Contract Administrator

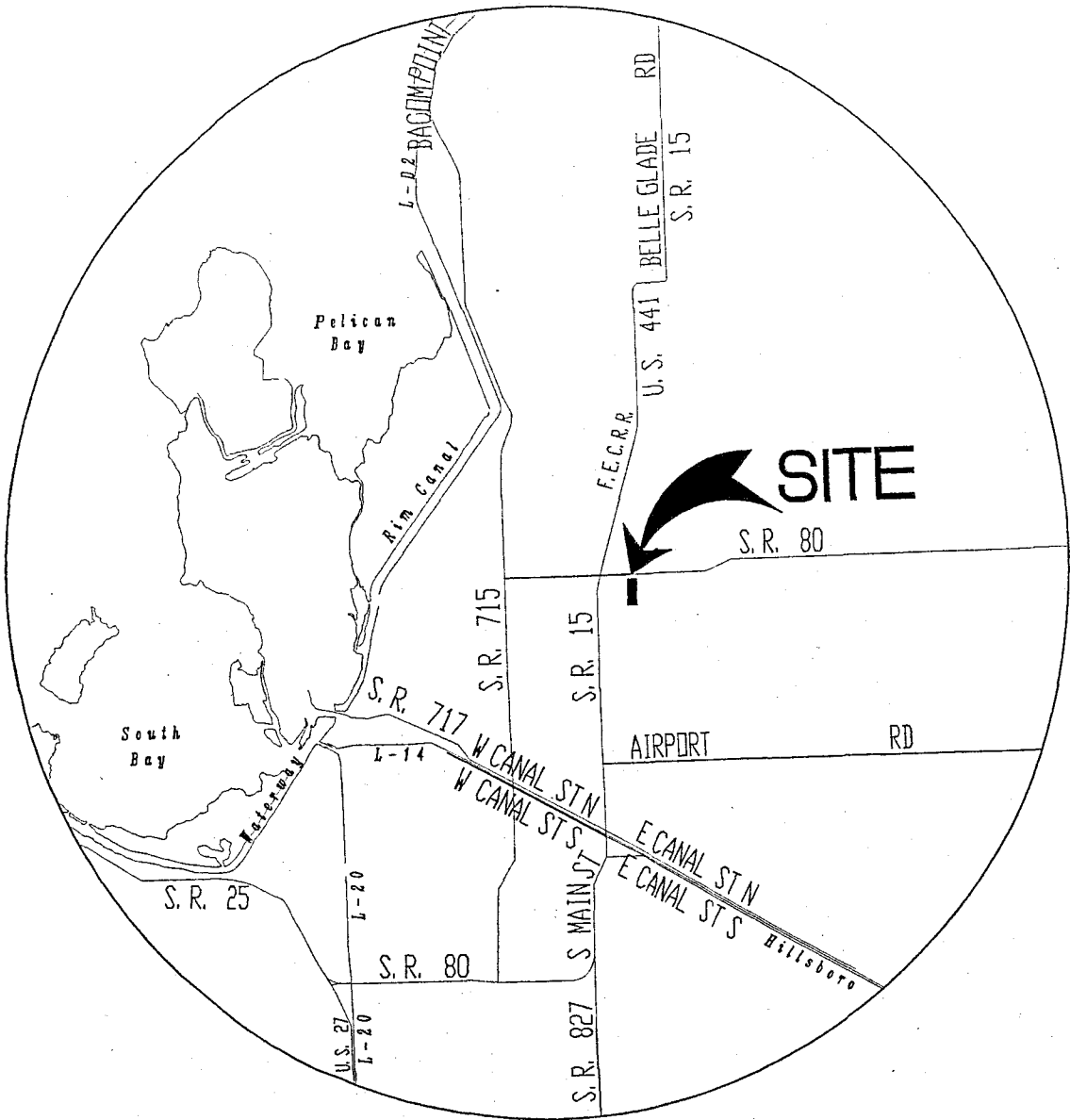
B. Legal Sufficiency:

This item complies with current County policies.

 6/13/11
 Assistant County Attorney

C. Other Department Review:

 Department Director



LOCATION MAP

N.T.S.

ATTACHMENT # 1

FACILITIES DEVELOPMENT & OPERATIONS
BUDGET AVAILABILITY STATEMENT

REQUEST DATE: 05/17/11

REQUESTED BY: Mike McPherson

PHONE: 233-0278

FAX: 233-0270

PROJECT TITLE: PBC Jail Expansion Program II

PROJECT NO.: 06213

ORIGINAL CONTRACT AMOUNT:

BCC RESOLUTION#:

DATE:

REQUESTED AMOUNT: \$198,000.00

CSA or CHANGE ORDER NUMBER: CSA No. 25

CONSULTANT/CONTRACTOR: Hellmuth, Obata & Kassabaum, Inc, (HOK)

PROVIDE A BRIEF STATEMENT OF THE SCOPE OF SERVICES TO BE PROVIDED BY THE CONSULTANT/CONTRACTOR:

CSA No. 25 will provide construction administration services for courts renovations at West County Facility.

CONSTRUCTION

PROFESSIONAL SERVICES

STAFF COSTS** (Design/Construction Phase)

MISC. (permits, prints, advertising, etcetera)

TOTAL

\$198,000.00

\$198,000.00

** By signing this BAS your department agrees to these staff costs and your account will be charged upon receipt of this BAS by FD&O. Unless there is a change in the scope of work, no additional staff charges will be billed.

BUDGET ACCOUNT NUMBER (IF KNOWN)

FUND: 5804 DEPT: 411 UNIT: B360 OBJ: 6020

FUNDING SOURCE (CHECK ALL THAT APPLY): AD VALOREM OTHER

FEDERAL/DAVIS BACON

SUBJECT TO IG FEE? YES NO

BAS APPROVED BY: [Signature] DATE: 5-17-11

ENCUMBRANCE NUMBER: 033007835

**CONSULTANT SERVICES AUTHORIZATION
HELLMUTH, OBATA & KASSABAUM, INC., (HOK)
WEST COUNTY DETENTION CENTER
(PBC JAIL EXPANSION PROGRAM II)
PROJECT NO. 06213
COUNTYWIDE**

THIS AUTHORIZATION NO. 25 to the Contract dated 01/09/07 (R2007-0033) between Palm Beach County and the Consultant identified herein is for the Consultant Services described in Item 3 of this Authorization.

1. **CONSULTANT:** **HELLMUTH, OBATA & KASSABAUM INC., (HOK)
ONE TAMPA CITY CENTER, SUITE 1800
TAMPA, FLORIDA 33602**
2. **Services completed to date:** Approximately 95% of the services are complete.
3. **Description of Services to be provided by Consultant:** Provide construction administration services for courts renovations at West County facility per proposal dated May 17, 2011.

4. **History:**

<u>CSA No.</u>	<u>Amount</u>	<u>Approval Date</u>	<u>Approved By</u>
Original Contract	\$ 549,027.00	01/09/07	BCC
CSA No. 1	\$3,368,567.00	04/26/07	BCC
CSA No. 2	\$ 14,389.00	12/15/07	AW
CSA No. 3	\$3,826,764.00	12/18/07	BCC
CSA No. 4	\$ 25,300.00	02/13/08	AW
CSA No. 5	\$ 61,626.00	01/07/09	CRC
CSA No. 6	\$ 1,300.00	12/16/08	AW
CSA No. 7	\$1,001,595.00	03/17/09	BCC
CSA No. 8	\$3,404,406.00	03/17/09	BCC
CSA No. 9	\$ 400,000.00	05/09/09	BCC
CSA No.10	\$ 4,860.00	05/19/09	AW
CSA No.11	\$ 38,187.00	02/02/10	AW
CSA No.12	\$ 87,570.00	02/10/10	CRC
CSA No.13	\$ 14,600.00	03/02/10	AW
CSA No.14	\$ 15,825.00	03/18/10	AW
CSA No.15	\$ 2,231.00	04/26/10	AW
CSA No.16	\$ 43,500.00	06/23/10	AW
CSA No.17	\$ 3,125.00	09/27/10	AW
CSA No.18	\$ 76,527.00	12/22/10	CRC
CSA No.19	\$ 137,910.00	05/17/11	BCC
CSA No.20	\$ 44,000.00	03/04/11	AW
CSA No.21	\$ 10,000.00	03/04/11	AW
CSA No.22	\$ 12,000.00	03/04/11	AW
CSA No.23	\$ 8,845.00	03/04/11	AW
CSA No.24	\$ 35,501.00	Pending	

5. **Time of Commencement:** Consultant shall begin work promptly on the requested services upon receipt of this executed document which shall constitute official "Notice to Proceed".
6. **Compensation:** The compensation to be paid to the Consultant for the requested services shall be:
Lump Sum charge of **\$198,000**
7. **This Authorization may be terminated by the County without cause or prior notice.**

7. This Authorization may be terminated by the County without cause or prior notice. In the event of termination not the fault of the Consultant, the Consultant shall be compensated for all services performed to termination date, together with reimbursable expenses (if applicable) then due.

Consultant agrees to waive any and all claims for lost profits or anticipated future profits in the event of a termination with or without the cause under this Contract.

8. If not previously provided or for a new project, the Consultant shall provide County with an executed Conflict of Interest Disclosure Form, attached hereto and incorporated herein.

9. EXCEPT AS HEREBY AMENDED, CHANGED OR MODIFIED, all other terms and conditions of the original Contract remain in full force and effect.

IN WITNESS WHEREOF, this Authorization is accepted, subject to the terms and conditions of the aforementioned Contract.

ATTEST:

Sharon R. Bock, Clerk & Comptroller

COUNTY

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

By: _____
Deputy Clerk

By: _____
Karen T. Marcus, Chair

Approved as to Form and Legal Sufficiency

Approved as to terms and conditions

Assistant County Attorney

Jacques Anthony Wolf

Director - F D & O

WITNESS:

Bonnie M. Smith

Bonnie M. Smith

Name (type or print)

CONSULTANT

[Signature]

Name:

Title: *SR. VICE PRESIDENT*

Date: *18 MAY 11*

HELLMUTH, OBATA & KASSABAUM, INC.
One Tampa City Center, Suite 1800
Tampa, FL 33602
Voice: 813-229-0300 / Fax: 813-223-7116



Additional Services

FL Reg. No. AAC001139

Project: Palm Beach County Jail
Expansion II
Client: Palm Beach County
Date Prepared: Jan 10, 2011
Revised: April 13, 2011
May 17, 2011
Project Name: CA Services for WDC Courts
Project Number: 06.29011.03
File: A1.1

Firm Name: Palm Beach County Jail Expansion
2633 Vista Parkway
West Palm Beach, FL 33411-5604

Additional Service Number: AS 027R2

Attention: Mr. Mike McPhearson

Contract Summary

This Additional Services complies with all terms and conditions found in the Prime Agreement entered into between Hellmuth, Obata & Kassabaum, Inc. and Palm Beach County and dated January 9, 2007.

Total fee for this Additional Service \$ 198,000

Schedule Summary

The Schedule will be revised by 330 Days.

Approved for Hellmuth, Obata & Kassabaum,
Inc.

Issued By:

Printed Name: 
Title: Senior Vice President



Additional Services

Description:

In accordance with Section 2 of the Contract for Architectural/Professional services, we herein request Additional Services related to the additional work effort required by the Design Team to complete Construction Administration Services for the Courts and Courts Support areas of the West County facility. The originally planned duration for Construction Administration expired in January 2011. This work was originally anticipated to have occurred concurrently with the construction of the New Jail or Renovation of the existing jail. The Courts Area construction has been shifted from the original construction sequence and therefore will cause additional time and work effort to the Design Team.

The Tract C Report prepared by Pulitzer/Bogard indicated the original area for the Courts was 25,000 s.f. This area was the basis by which the Design Team based the original construction fee with a planned duration of six (6) months. The current area of the Courts renovation is now 51,000 s.f. The area variance was agreed to by the County in CSA 09 which included additional design fees for the larger courts area as well as out of sequence changes. CSA 09 specifically excluded Construction Administration Services outside of the original construction duration.

This proposal includes credits for office time and field observation which would have been provided during the previous phases of new construction and renovation regardless of when that effort occurred. This proposal only includes costs for travel to and from the project site, additional time for bi-weekly OAC meetings, non-redundant field observation based on the larger area, and additional office time based on the larger area. In addition, this proposal resolves previously unresolved requests by the Design Team for extended Construction Administration Services related to the West County Detention Expansion and Addition.

Scope of Work:

The Design Team will complete additional Construction Administration services for the West County Courts Area and includes extended Construction Administration for the Renovation associated with Medical and Maintenance Area. Based on the latest GMP proposal prepared by Moss he anticipated duration of these services is eleven (11) months, from May, 2011 through April, 2012, and will be constructed in two phases. The following identifies the work effort required by the Design Team during the above noted time frame.

1. Construction Phase Services:

Construction Phase Services will be performed in accordance with the requirements of the Agreement between County and HOK as modified below:



Additional Services

FL Reg. No. AAC001139

- 1.1 All submittals will be reviewed. However, this proposal only includes costs to review redundant submittals of product data prepared by new sub-contractors and non-redundant shop drawing submittals related to the systems which were not part of the original Courts and Court Support areas of the Facility.
- 1.3 Attend Bi-weekly OAC Meetings on site.
- 1.4 Perform bi-weekly site visits to support the above noted Construction Duration.
- 1.5 Complete bi-weekly observation reports of construction progress.

Compensation:

The total lump sum compensation requested for this Additional Services request is as follows:

Total Professional Services	\$ 198,000
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HOK is prepared to commence Construction Phase services on this project upon acceptance of this proposal and issuance of a Consultant Services Agreement.

Attachments:

- Summary Fee Analysis
- Schedule S1
- HOK Labor Breakdown
- TLC/Gartek Proposal, S2, Labor Breakdown
- ONM&J Proposal & Labor Breakdown
- Buford Goff Proposal & Labor Breakdown
- Civil Design Proposal & S2
- Michael Redd Proposal & S2

**Palm Beach County Jail Expansion
 Fee Summary / Minority Consultant Matrix
 AS 027R2- Courts CA Additional Services**

Consultant	Service/Specialty	Construction Documents	Total	SBE - M/WBE	
				Fee	% of Total
Basic Services					
HOK / STH Architectural Group Leo A Daly/ STH Architects Steven Boruff Architects Inc.	Architectural	104,720 0 0	\$ 104,720 \$ - \$ -	\$ -	
Tilden, Lobnitz & Cooper Gartek	Mechanical & Electrical Plumbing & Fire Protection	37,800 15,200	\$ 37,800 \$ 15,200	\$ 15,200	
ONM&J Engineers Slider Engineering	Structural Structural	7,500	\$ 7,500 \$ -	\$ -	
Total Basic Services		\$ 165,220	\$ 165,220	\$ 15,200	9.20%
Specialty Consultants					
Buford Goff & Assoc	Security	12,880	\$ 12,880		
Civil Design Inc.	Civil	7,500	\$ 7,500	\$ 7,500	
Michael Redd & Associates	Landscape / Irrigation	4,500	\$ 4,500	\$ 4,500	
Total Specialty Consultants		\$ 24,880	\$ 24,880	\$ 12,000	48.23%
Total Basic and Specialty Fees		\$ 190,100	\$ 190,100	\$ 27,200	14.31%
Expenses					
Miscellaneous	Misc Expenses	7,900	\$ 7,900		
West Side Reprographics	SBE Expenses		\$ -	\$ -	
Total Expenses		\$ 7,900	\$ 7,900	\$ -	0.00%
Project Total Fees and Expenses		\$ 198,000	\$ 198,000	\$ 27,200	13.74%

* See attached for design team reproduction and printing summary and direct expense matrix's for breakdown.
 General Note: The Architect reserves the right to shift work scope and fee between consultants.

PBC West County Courts Project
AS 27R2 - Courts CA Additional Services
HOK/Architecture

Task	Description	Hours	Total	Remarks
Site observation time spent on the renovation based on 25 KSF (not counting travel time)	Project Principal / monthly	-12	-\$2,700	6 months planned duration to construct original program area of 25KSF
	Project Manager / weekly	-52	-\$7,800	
	Sr. Arch Tech / monthly	-12	-\$1,020	
Office time for non-redundant activities based on 25 KSF	Project Principal	-26	-\$3,380	
	Project Manager	-52	-\$7,800	
	Sr. Arch Tech	-104	-\$8,840	
	CA Admin	-52	-\$2,860	
Subtotal Labor Credits		-310	-\$34,400	
Office time for non-redundant activities based on 51 KSF	Project Principal	60	\$14,100	10 months construction including phased construction, plus 1 month closeout to construct revised program area 51KSF
	Sr. Arch Tech/ID	1,599	\$73,565	
	CA Admin	205	\$9,425	
Additional site observation based on 51 KSF	Project Principal / bi-monthly	26	\$6,110	
	Sr. Arch Tech/ID / bi-weekly	52	\$4,680	
Travel time	Project Principal	52	\$12,220	
	Sr. Arch Tech/ID	156	\$14,040	
Additional meeting time	Project Principal	12	\$2,820	
		24	\$2,160	
Subtotal Labor Adds		2186	\$139,120	
Subtotal Labor Add & Deducts			\$104,720	
Expenses	Description	Qty/Description		
	Out-of-town Travel	26 Trips	\$3,120	Based on car daily car rental + fuel
	Per Diem	39 Man Trips	\$1,365	Per Person/Per day
	Printing/Repro	500 Pg/Sh	\$1,815	Printing and Misc. Repro Costs

PBC West County Courts Project
 AS 27R2 - Courts CA Additional Services
 HOK/Architecture

Task	Description	Hours	Total	Remarks
	Shipping	200 Pkgs	\$1,600	Distribute to Consultants and return submittals to CM
Subtotal HOK Direct Costs			\$7,900	
Total Revised Labor and Direct Costs		1876	\$112,620	



December 2, 2010
Revised March 17, 2011
Revised May 6, 2011
Revised May 13, 2011

Randy Chubb
Hellmuth Obata Kassabaum, Inc. (HOK)
 One Tampa City Center, Ste 1800
 Tampa, FL 33602
 813-229-0300
 813-223-7116 Fax

**Re: Palm Beach County Jail Expansion II – West County Courts Additional CA
 Additional Services Proposal No. 18
 TLC Project No. 506119**

Dear Randy:

In response to request by email dated November 30, 2010 from Foard Meriwether with HOK for additional service CA for courts addition at West County Facility, TLC has developed the following proposal to provide additional design services for the referenced project.

ADDITIONAL SCOPE OF WORK

Additional scope of work includes the MEP/T design for West County Courts addition, see fee breakdown for specific scope. **This proposal was revised per an email from Foard Meriwether that was sent on March 15, 2011 & subsequent email that sent on May 11.**

TLC is prepared to provide additional service for a fixed fee of **\$53,000.00**. (**\$37,800.00 TLC & \$15,200.00 Gartek**)

If our proposal is acceptable, your signature below will confirm our authorization to proceed. In accordance with your direction and the contract with Palm Beach County, TLC/Gartek will not proceed with this phase of the project until we receive written approval for this add service.

Retain one copy and return one copy to TLC at the address on this proposal. This authorization constitutes your commitment to pay the fee and reimbursable expenses, and represents that approval has been received by your firm from the client.

Sincerely,

TLC Engineering for Architecture

HOK

 M. Moncef Hadiji, PE, RCDD, LEED®AP
 Associate & Senior Engineer

By: _____

 Print Name and Title

 Gary C. Krueger, PE, CM, LEED® AP
 Principal & Division Director

 Date

Cc: Foard Meriwether, AIA: HOK
 Fernando DelDago, AIA: STH

PBC West County Courts Project
AS 27R2 - Courts CA Additional Services
TLC/Mech & Elec Engineering

Task	Hours	Rate * \$165/Hour	Total	
Site observation time spent on the renovation based on 25 KSF (not counting travel time)	-52	\$0.00	-\$6,760	
Office time for non-redundant activities based on 25 KSF	-100	\$0.00	-\$13,000	
Office time for non-redundant activities based on 51 KSF	208.77	\$27,140.10	\$27,140	
Additional site observation based on 51 KSF	120	\$15,600.00	\$15,600	10 Site visits
Travel time	90	\$11,700.00	\$11,700	4.5 hours Round Trip per person
Additional meeting time	12	\$1,560.00	\$1,560	3 Additional Meetings
Subtotal Labor	431		\$36,240	
Travel expenses	-	-	\$1,560	300 Mi. Rnd Trip + \$50 Per diem
Subtotal Direct Costs			\$1,560	
Total			\$37,800	

PBC West County Courts Project
AS 27R2 - Courts CA Additional Services
Gartek Engineering Corporation

Task	Hours	Total	Remarks
Site observation time spent on the renovation based on 25 KSF (not counting travel time)	-26	-\$3,380.00	
Office time for non-redundant activities based on 25 KSF	-52	-\$6,760.00	
Office time for non-redundant activities based on 51 KSF	122	\$17,960.00	
Additional site observation based on 51 KSF	52	\$6,110.00	10 Site Visits
Travel time	10	\$1,050.00	2.5 Hrs Rnd. Trip per person
Additional meeting time	0	\$0.00	3 Additional Meetings
Subtotal Labor	184	\$ 14,980	
Travel expenses	0	\$220.00	164 Mi. Rnd Trip
Subtotal Direct Costs		\$ 220	
Total		\$ 15,200	

SCHEDULE # 2

LETTER OF INTENT TO PERFORM AS AN SBE OR M/WBE SUBCONSULTANT

PROJECT NO. 4202 PROJECT NAME: Palm Beach County - Jail Expansion 2

TO: HOK
(Name of Prime)

The undersigned is certified by Palm Beach County as a (check one):

Small Business Enterprise Black Business Enterprise _____ Hispanic Business Interprise

Women Business Enterprise _____ Other (Please Specify) _____

Date of Palm Beach County Certification _____

The undersigned is prepared to perform the following described work in connection with the above project (Specify in detail particular work items or parts thereof to be performed):

AS 027R2- Courts CA Additional Services

at the following price \$ 15,200.00

and will enter into a formal agreement for work with you conditioned upon your execution of a contract with Palm Beach County.

If undersigned intends to sub-subcontract any portion of this subcontract to a non-certified SBE subcontractant, the amount of any such subcontract must be stated: NA

The undersigned subcontractant understands that the provision of this form to prime consultant does not prevent subcontractant from providing services to other consultants.

Gartek Engineering Corp.
(Print name of SBE-M/WBE Subconsultant)

By: [Signature]
(Signature)

JOSE R. FERNANDEZ, JR. PROJECT MANAGER
(Print name/title of person executing on behalf of SBE-M/WBE Subconsultant)

Date: 5/16/11



O'Donnell, Naccarato, Mignogna & Jackson

ADDITIONAL SERVICES

DATE: December 10, 2010
TO: HOK
One Tampa City Center, Suite 1800
Tampa, FL 33602-5817
ATTN: **Mr. Foard Meriwether**
PROJECT NAME: **Palm Beach Extended C.A.
for West County Courts**
O, N, M & J PROJECT NO.: **319.360.15**

SCOPE OF SERVICES:

Construction Administration for West County Courts renovation for a period of nine (11) months.

See attached breakdown.

Our fee for these services will be \$7,500.00.

PRIOR TO COMMENCEMENT OF THE ADDITIONAL SERVICES AS MENTIONED ABOVE, THIS FORM MUST BE SIGNED AND FAXED BACK TO OUR OFFICE. THANK YOU.

AUTHORIZED:

O'DONNELL, NACCARATO, MIGNOGNA & JACKSON, INC.

Dwayne R. Jackson, P.E.
Principal

DRJ/tlc

ACCEPTED BY: _____ DATE: _____
NAME: _____ TITLE: _____

PBC West County Courts Additional CA - 11 Months

Task	Credit or Add	Hours	Rate * \$125.00/hour			Total
1. Site observation time spent on the renovation based on 25 KSF (not counting travel time)	credit	12	\$1,500.00			-\$1,500.00
2. Office time for non-redundant activities based on 25 KSF	credit	32	\$4,000.00			-\$4,000.00
3. Office time for non-redundant activities based on 69 KSF	add	84	\$10,500.00			\$10,500.00
4. Additional site observation based on 69 KSF	add	5	\$625.00			\$625.00
5. Travel time	add	5	\$625.00			\$625.00
6. Travel expenses	add	-	\$500.00			\$500.00
7. Additional meeting time	add	6	\$750.00			\$750.00
Total		144				\$7,500.00
* Hourly rate increase from 2008 to 2011	-	-	\$125.00 2008			\$125.00 2011

MEMORANDUM

BUFORD GOFF & ASSOCIATES, INC.

Engineers and Planners
1331 Elmwood Avenue
Columbia, South Carolina 29201

Telephone: (803) 254-6302
FAX: (803) 771-6142

DATE: December 17, 2010
TO: Foard Meriwether- HOK
FROM: Keith E. Summer, PE
Buford Goff & Associates, Inc.
SUBJECT: Palm Beach County West Facility –Courts
Additional Costs CA Phase Services

Foard,

The following is a revision of our fee proposal for additional fees associated with Courts design

CA Phase Services

Construction Admin.	40 hours
Final Installation Review & Report (2 Trips)	40 hours
Labor: 80 hours X \$135/hr =	\$10,800
Travel Expense:	\$ 2,080
Total Estimated Cost:	\$12,880

BGA File: 06100-4-12-08

PBC West County Courts Project
AS 27R2 - Courts CA Additional Services
Buford Goff / Security

Task	Description	Hours	Rate	Credit or Add	Total	Remarks
Site observation time spent on the renovation based on 25 KSF (not counting travel time)	Project Manager	-6	\$ 170	credit	-\$1,020	6 months planned duration to construct original program area of 25KSF
	Engineer	0	\$ 100	credit	\$0	
Office time for non-redundant activities based on 25 KSF	Project Manager	-24	\$ 170	credit	-\$4,080	
	Engineer	-48	\$ 100	credit	-\$4,800	
Subtotal Labor Credits		-78 Hrs			-\$9,900	
Office time for non-redundant activities based on 51 KSF	Project Manager	40	\$ 170	add	\$6,800	10 months construction including phased construction, plus 1 month closeout to construct revised program area 51KSF
	Engineer	79	\$ 100	add	\$7,920	
Additional site observation based on 51 KSF	Project Manager	6	\$ 170	add	\$1,020	
	Engineer	0	\$ 100	add	\$0	
Travel time	Project Manager	24	\$ 170	add	\$4,080	3 Site visits @ 8 hours round trip per visit per person
	Engineer	0	\$ 100	add	\$0	
Additional meeting time	Project Manager	4	\$ 170	add	\$680	
	Engineer	2	\$ 100	add	\$200	
Subtotal Labor Adds		155 Hrs			\$20,700	
Expenses	Description	Qty/Description				
	Out-of-town Travel	3 Trips	\$ 550	add	\$1,650	Based on car daily car rental + fuel
	Per Diem	3 Days	\$ 50	add	\$150	Per Person/Per day
	Printing/Repro	50 Pg/Sh	\$ 4	add	\$200	Printing and Misc. Repro Costs
	Shipping	10 Pkgs	\$ 8	add	\$80	Return submittals to CM
Subtotal Direct Costs					\$2,080	
Total Revised Labor and Direct Costs					\$12,880	



Project Amendment Description (West County Courts – Extended CA) – May 13, 2011

This project amendment is furnished at the request of the Client to address extended construction phase services at the West County Jail Courts site in Belle Glade, Florida.

The original scope of work for the courts component of the project did not include civil engineering services as all utility connections were to be made within the building footprint.

The scope of the project has since increased and there are now requirements for civil engineering services to include the collection and disposal of rainwater through various roof drains; condensate discharge to the storm system; new storm inlets and piping; and removal and replacement of the east parking area including provisions for secure judges parking. As such, there is no credit for original services to be performed under the basic agreement as civil engineering was not originally required as stated above.

Scope of Services

1. Construction Administration Services. Consultant will provide construction phase services and project certifications. Consultant’s professional services in this regard include:

- 1.1. Attend up to one preconstruction meeting with Client, PBC CID and selected contractor.
- 1.2. Review site civil shop drawings for Consultant designed elements.
- 1.3. RFI review and response for Consultant designed elements.
- 1.4. Provide periodic site visits (up to 6) as required to certify Consultant designed elements based on an 11 month schedule from PBC FDO NTP to selected contractor.
- 1.5. Review monthly pay application for Consultant designed elements as requested by Client.
- 1.6. Perform up to one (1) pre-final site visit to create a punch list for Consultant designed elements and up to one (1) post-construction site visit (final walk through) to verify compliance with permitted design documents for preparation of certification letters.
- 1.7. Review Consultant required test results for compliance with construction documents.
- 1.8. Review record drawings from contractor and prepare civil project close-out documents.
- 1.9. Furnish certification letters and packages based on completed work (asbuilt by a Professional Surveyor & Mapper) in compliance with the approved construction documents.

2. Project Limitations and Assumptions. Services to be provided by Consultant are predicated upon and subject to the following conditions:

- 2.1. Per original Agreement.

3. Professional Fees for Services.

3.1. Construction Phase \$7,500.00

Amendment Total (Lump Sum).....\$7,500.00

PBC West County Courts Project
AS 27R2 - Courts CA Additional Services
Civil Design Inc/Civil Engineering

Task	Description	Hours	Rate	Total	Remarks
Office Time - RFIs, Submittals, As-Builts	Project Manager	13	\$ 133	\$1,730	3 Site Visits
	Project Engineer	35.2	\$ 72	\$2,530	
Field Observation & Punchlist	Project Manager	6	\$ 133	\$800	
	Project Engineer	12	\$ 72	\$860	
Meetings	Project Manager	4	\$ 133	\$530	
	Project Engineer	4	\$ 72	\$290	
Subtotal Labor		74 Hrs		\$6,740	
Project Direct Costs	Travel			\$250	
	Repro & Printing			\$510	
Subtotal Direct Costs				\$760	
Total Revised Labor and Direct Costs				\$7,500	

SCHEDULE # 2

LETTER OF INTENT TO PERFORM AS AN SBE OR M/WBE SUBCONSULTANT

PROJECT NO. 4202 PROJECT NAME: Palm Beach County - Jail Expansion 2

TO: HOK
(Name of Prime)

The undersigned is certified by Palm Beach County as a (check one):

Small Business Enterprise Black Business Enterprise _____ Hispanic Business Enterprise _____

Women Business Enterprise _____ Other (Please Specify) Caucasian

Date of Palm Beach County Certification May 20, 2010

The undersigned is prepared to perform the following described work in connection with the above project (Specify in detail particular work items or parts thereof to be performed):

AS 027R2- Courts CA Additional Services

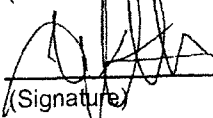
at the following price \$ 7,500.00

and will enter into a formal agreement for work with you conditioned upon your execution of a contract with Palm Beach County.

If undersigned intends to sub-subcontract any portion of this subcontract to a non-certified SBE subcontractant, the amount of any such subcontract must be stated: NA

The undersigned subcontractant understands that the provision of this form to prime consultant does not prevent subcontractant from providing services to other consultants.

Civil Design, Inc.
(Print name of SBE-M/WBE Subconsultant)

By: 
(Signature)

T. Jeff Trompeter, President
(Print name/title of person executing on behalf of SBE-M/WBE Subconsultant)

Date: 5-13-11

**MICHAEL REDD
& ASSOCIATES, P.A.**

*Michael T. Redd, President
Frank G. Buynham, Vice President*

May 13, 2011

E-mail for Expediency

Foard Meriwether
HOK
One Tampa City Center, Suite 1800
Tampa, Florida 33602

**RE: Palm Beach County
West County Jail – Courts Building
Extension of Construction Administration
Landscape & Irrigation**

Dear Foard:

Pursuant to Section 2, paragraph(s) 2.1, 2.2, 2.2.1 of the "Prime agreement" dated January 09, 2007 we are hereby notifying you of additional work requiring extra compensation.

Reasoning for additional costs:

1. Landscape and Irrigation for the Courts area was not in the scope of the original contract.
2. Landscape and Irrigation installation on the balance of the West County Jail grounds are almost complete. The construction activity on the courts facilities adds a significant length of time to the original period of construction administration. This will result in a number of additional site visits.
3. Travel time for each site visit amounts to 1 hour each way, which leaves 2 hours per site visit for on-site meetings as well as in-office follow-up work and/or preparations (review of shop drawings, prepare punch lists, etc.)
4. The additional work on the courts building areas areas of the Jail site can not be landscaped and irrigated with the rest of the site due to the location of construction trailers that will stay until all work is completed. This also results in additional site visits since this area could not be inspected together with the balance of the original project.
5. A credit has been included in this proposal for review time/site visits that overlap with the overall project.

631 U.S. Highway One, Suite 300 -A
North Palm Beach, FL 33408
Voice: 561.863.2500
Fax: 561.863.2505
E-mail: design@reddplan.com

Palm Beach County Jail Expansion – Courts Building
Extension of Construction Administration
May 13, 2011

Following is an estimate for this work:

A. Extension of Construction Administration:

- Typical Site Visits –approx. 9 site visits
- Time allotted per visit (incl. travel & office time)
- *Guenther Knauder* 4.5 hours@ \$105/hour
- *Michael T. Redd* 1 hour@ \$215/hour
- Total additional services performed:
- *Guenther Knauder* 40.5 hours @ \$105.-
- *Michael T. Redd* 9 hours @ \$215.-

Additional cost for extension of construction administration: \$6,185.-

B. Credit for Construction Administration under the original contract on courts building:

- Hours credited:
- *Guenther Knauder* 14 hours @ \$105.-
- *Michael T. Redd* 1 hour @ \$215.-

Credit for construction administration: (\$1,685.-)

C. Total additional cost for extension of construction administration: \$4,500.-

1. Billings will be submitted based on percentages of completion.
2. This proposal includes:
 - Meetings with the Client as required.
 - All drawings, plans, section, and elevations proposed in the scope of services.
 - On-site investigation - field reviews.
 - Meetings with local engineers, management agencies, and staff members.
 - MRAPA will work from base maps supplied by Client or other consultants in order to insure graphic accuracy.
3. Payments to Consultants for fees do not in any way depend upon building permits, construction loans, and/or zoning being granted to the Owner.
4. MRAPA reserves the right to submit work done on this project for planning and design awards and for general public relations purposes.

Palm Beach County Jail Expansion – Courts Building
Extension of Construction Administration
May 13, 2011

5. This contract does not include soil boring, soil testing, nor does it include surveying or aerial photography.

This proposal does not include any substantial changes to the development program at any time during the project. An example of a substantial change would be a major land use change, additions of lands included with the project, changes to the property boundaries.

These drawings are instruments of service to the Landscape Architect. They are not products of design. All ideas, designs, arrangements, and plans indicated or represented by this/these drawings are owned by and the property of the designer, and were created, evolved and developed for use on and in connection with this project. None of these ideas, designs, arrangements, or plans shall be used by or disclosed to any person, firm or corporation without the written permission of Michael Redd & Associates, P. A.

It is further understood in the case of failure of the Owner to make any of the above mentioned payments in full within 30 days of the receipt of notification from Michael Redd & Associates, P. A., Michael Redd & Associates, P.A. may, as its option, elect not to perform any further services and all payments already made on the part of the Owner shall be retained by the Consultant and the Consultant shall be entitled to recover from the Owner, the amounts and/or percentage of total basic compensation due at that time, together with costs and expenses, including reasonable attorney's fee. It is expressly understood between the parties that payment in full for each phase as described above shall be conditioned precedent to the performance of further architectural/planning services by the Consultant in any succeeding phase. No provisions of this letter shall be deemed waived by any act of conduct of Michael Redd & Associates, P.A., unless such waiver is in writing and signed by Michael Redd & Associates, P. A.

NOTE: Additional Services for items not included in this proposal will be billed at our Standard Hourly Rates or as discussed upon **prior** authorization by Client.

MICHAEL REDD
& ASSOCIATES, P.A.

Palm Beach County Jail Expansion – Courts Building
Extension of Construction Administration
May 13, 2011

If you are in accord with the contents of this letter, please sign and return the enclosed copy as it shall constitute our binding agreement. I am certainly available to discuss any questions you may have.

Michael Redd & Associates appreciates your consideration for this project. We look forward to having an opportunity to work with you.

Respectfully,



Michael T. Redd, FASLA
President

The Undersigned represents and warrants that it is the record fee title Owner of the property upon which the Michael Redd & Associates, P. A. is rendering its services and which is the subject of this contract.

Approved and Accepted this _____ Day of _____ 2011.

By: _____

Title: _____

MICHAEL REDD & ASSOCIATES, P. A.

**HOURLY RATES
FOR PROFESSIONAL SERVICES:**

Principal	\$215/hour
Vice President	\$155/hour
Senior Associate	\$115/hour
Associate	\$ 85/hour
Senior Landscape Architect/Planner	\$105/hour
Landscape Architect/Planner	\$ 85/hour
CADD Computer Including Operator	\$ 85/hour
Technical Team/Drafting/Research	\$ 75/hour
Computer Time (word processing)	\$ 40/hour

PBC West County Courts Project
AS 27R2 - Courts CA Additional Services
M Redd & Assoc/Landscape

Task	Description	Hours	Rate	Total	Remarks
Office Time - RFIs, Submittals, As-Builts	Landscape Designer	30.86	\$ 105	\$3,240	3 site visits
Field Observation & Punchlist	Landscape Designer	12	\$ 105	\$1,260	
Subtotal Labor		43 Hrs		\$4,500	
Project Direct Costs	Travel				Included
	Repro & Printing				
Subtotal Direct Costs				\$0	
Total Revised Labor and Direct Costs				\$4,500	

SCHEDULE # 2

LETTER OF INTENT TO PERFORM AS AN SBE OR M/WBE SUBCONSULTANT

PROJECT NO. 4202 PROJECT NAME: Palm Beach County - Jail Expansion 2

TO: HOK Architects in association with Schwab, Twitty & Hanser, Architects
(Name of Prime)

The undersigned is certified by Palm Beach County as a (check one):

Small Business Enterprise Black Business Enterprise Hispanic Business Interprise
Women Business Enterprise Other (Please Specify) Caucasian

Date of Palm Beach County Certification _____

The undersigned is prepared to perform the following described work in connection with the above project (Specify in detail particular work items or parts thereof to be performed):

AS 027 - Extended CA for West County Courts

at the following price \$ 4,500

and will enter into a formal agreement for work with you conditioned upon your execution of a contract with Palm Beach County.

If undersigned intends to sub-subcontract any portion of this subcontract to a non-certified SBE subcontractant, the amount of any such subcontract must be stated: NA

The undersigned subcontractant understands that the provision of this form to prime consultant does not prevent subcontractant from providing services to other consultants.

Michael Redd & Assoc.
(Print name of SBE-M/WBE Subconsultant)

By: Michael Redd
(Signature)

(Print name/title of person executing on behalf of SBE-M/WBE Subconsultant)

Date: May 16, 2011

SCHEDULE 1

LIST OF PROPOSED SBE-M/WBE SUBCONSULTANTS

PROJECT NAME Palm Beach County Jail Expansion PROJECT NO. 04-202

NAME OF PRIME CONSULTANT HOK, Inc. (STH Architectural Group, Inc.- Associated Architect)

DESCRIPTION OF WORK AS 027R2- Courts CA Additional Services

PLEASE IDENTIFY ALL APPLICABLE CATEGORIES OF SUBCONSULTANTS

Name Address and Phone Number	(Check one or Both Categories)		Subcontract Amount				
	Minority Business	Small Business	Black	Hispanic	Women	Caucasian	Other (Please Specify)
1. Brown & Phillips, Inc. (561) 615-3988 901 Northpoint Parkway, Ste 305 West Palm Beach FL 33407	X	X	\$ -				
2. Pinder Troutman Consulting, Inc. (561) 296-9698 5114 Okeechobee Blvd, Ste 210 West Palm Beach, FL 33417-3405	X	X			\$ -		
3. Gartek Engineering Corp. (561) 447-0057 1515 N. Federal Hwy, Suite 300 Boca Raton, FL 33432	X	X		\$ 15,200.00			
4. Slider Engineering, Inc. (561) 684-8813 2301 Centrepark West Drive West Palm Beach, 33409		X				\$ -	
5. Tierra Consulting Group, Inc. (561) 687-8536 2765 Vista Park Way West Palm Beach, FL 33411	X			\$ -			
6. Civil Design, Inc. (561) 659-5760 120 S. Olive Ave. Ste 403 West Palm Beach, FL 33401		X				\$ 7,500.00	
7. Michael Redd & Assoc. (561) 863-2500 631 US Highway One, Ste 300-A North Palm Beach, FL 33408		X				\$ 4,500.00	
8. Steven L. Boruff Architects & (561) 471-8520 901 Northpoint Pkwy, Suite 101 West Palm Beach, FL 334507		X				\$ -	
9. West Side Reprographics - (561) 842-0404 6470 Garden Rd. Riviera Beach, FL 33404	X	X			\$ -		
(Please use additional sheets if necessary)			Total \$ -	\$ 15,200	\$ -	\$ 12,000	\$ -

Total Price \$ 198,000 Participation \$ 27,200 Total 13.74%

- Note:
- The amounts listed on this form must be supported by the Subconsultant prices included in Schedule 2 in order to be counted toward goal attainment.
 - Firms may be certified by Palm Beach County as an SBE and/or M/WBE. If firms are certified as both an SBE and M/WBE, please indicate the dollar amount in the appropriate category.
 - M/WBE information is being collected for tracking purposes only.

SBE Schedule 1 1-4-07.doc