

**ADDENDUM NUMBER THREE
RFP#06-3341TC
AGREEMENT
PARKS ARCHITECTURAL / ENGINEERING SERVICES**

THIS ADDENDUM NUMBER THREE TO AGREEMENT, is made and entered into by and between the **COUNTY OF MANATEE**, a political subdivision of the State of Florida, by and through its Board of County Commissioners, hereinafter referred to as the "County," with mailing address at 1112 Manatee Avenue West, Bradenton, Florida 34205, and CPH Engineers, Inc., hereinafter referred to as the "Consultant," duly authorized to conduct business in the State of Florida, with offices located at 3277 A Fruitville Road, Sarasota, Florida 34237.

WHEREAS, on August 8, 2007, the parties hereto entered into an Agreement for Parks Architectural / Engineering Services as provided for in this Agreement, hereinafter "the Agreement;" and

WHEREAS, pursuant to Article 5 of the Agreement, the Agreement shall remain in effect for a period of one (1) year but may be renewed for FOUR (4) additional periods, each of one (1) year; and

WHEREAS, the County has determined a need for the services beyond the one (1) year period ending August 7, 2010.

NOW THEREFORE, for and in consideration of the mutual benefits to be derived, the parties hereto agree as follows:

1. The duration of the Agreement shall be extended by one (1) year, commencing August 8, 2010 and ending August 7, 2011.
2. EXHIBIT "A" ADDENDUM NUMBER THREE – HOURLY FEE RATES and REIMBURSABLE replaces the ADDENDUM NUMBER TWO EXHIBIT "A" The ADDENDUM NUMBER THREE HOURLY FEE RATES and REIMBURSABLE REMAIN THE SAME AS SHOWN IN ADDENDUM NUMBER TWO.
3. All other terms and conditions of the Agreement shall remain in full force and effect during the term of the Agreement.

ACCEPTED IN OPEN SESSION

JUL 27 2010

**BOARD OF COUNTY COMMISSIONERS
MANATEE COUNTY, FLORIDA**

The parties hereto have caused this ADDENDUM NUMBER THREE to Agreement for Parks Architectural / Engineering Services to be fully executed, in duplicate, by their authorized representatives.

CPH ENGINEERS
FIRM NAME

By: [Signature]
Signature

DANIEL MOYER, PE / Vice President
Name and Title of Signer

Date: 6/3/10

MANATEE COUNTY GOVERNMENT

BY: [Signature] For the County
R.C. Outhbert, C.P.M., CPPO
Purchasing Official

Date: 7/6/10

ADDENDUM NUMBER THREE

EXHIBIT "A"
PARKS ARCHITECTURAL/ENGINEERING SERVICES
(RFP# 06-3341TC)

HOURLY FEE RATES and REIMBURSABLE

CLASSIFICATION	(FEE RATE \$)
Principal	163
Project Manager	140
Senior Engineer	128
Engineer	101
Senior Architect	111
Architect	94
Senior Planner	114
Planner	94
Senior Scientist	116
Scientist	94
Senior Landscape Architect	123
Landscape Architect	114
Senior Designer	85
Designer	65
CADD	62
Clerical	52

Initial: BM
Date: 6/3/10

ADDENDUM NUMBER THREE

EXHIBIT "A"

PARKS ARCHITECTURAL/ ENGINEERING SERVICES (RFP#06-3341TC)

SCHEDULE OF REIMBURSABLE & ADDITIONAL CHARGES

Expense of reproduction beyond the costs associated with providing monthly status, invoices, reports and routine correspondence:

Plan Sheet (24" x 36")	\$1.50 per sheet
Plan Sheet (oversize)	actual cost
Color Photo Copies (8-1/2" x 11")	\$2.00 per page
Copy Machine Reproductions	\$.10 per copy

Actual charges for long distance telephone calls, including applicable local, state and federal taxes, but excluding those made to Manatee, Sarasota, Pinellas or Hillsborough Counties, as documented by copies of original invoices.

Travel at the written request of County to be reimbursed in accordance with the limitations provided in accordance with Manatee County Resolution R-06-153 on June 20, 2006, excluding travel in Manatee, Sarasota, Pinellas or Hillsborough Counties.

Per Diem for Breakfast/Lunch/Dinner	\$6/\$11/19
Hotel Accommodations	actual cost
Mileage	\$.445 cents per mile

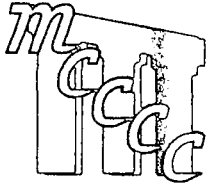
Actual charges for application fees charged in the process of obtaining the permits outlined in the scope of work as documented by copies of original invoices.

Actual charges for Courier Service furnished at the request of County, at rates not to exceed \$9.00 per package and to be documented by copies of original invoices.

Actual time for computer modeling service at rates not to exceed \$12.00 per hour as documented by copies of records of service use.

Actual direct costs of subconsultants and subcontractors approved by the Contract Manager, plus an administrative fee of 10%.

Initial: DM
Date: 6/3/10



Manatee County

Clerk of the Circuit Court and Comptroller

R.B. "Chips" Shore

P.O. Box 25400 • Bradenton, Florida 34206 • (941) 749-1800 • FAX (941) 741-4082 • www.manateesclerk.com

July 28, 2010

TO: CPH Engineers, Inc.
3277-A Fruitville Road
Sarasota, Florida 34237

FROM: Clerk of Circuit Court
Board Records Department
Vicki P. Jarratt
P.O. Box 25400
Bradenton, Florida 34206

RE: **Parks Architectural Engineering Services** - Addendum Three to agreement with CPH Engineers, Inc., **extending** the agreement one year (8/8/10-8/7/11).

ACCEPTED: In open session by the Manatee County Board of County Commissioners on **July 27, 2010**.

RBS:vpj

Enclosure

cc: Board Records
Blair Getz, Purchasing
Traci Moore, Property Management

MEMORANDUM



FINANCIAL MANAGEMENT
DEPARTMENT
Purchasing Division
1112 Manatee Avenue West
Bradenton, FL 34205

MANATEE COUNTY
FLORIDA

Phone: 941.749.3074
Fax: 941.749.3034
deborah.carey-reed@mymanatee.org

To: Susan Romine, Supervisor
Board Records

From: Blair C. Getz
Purchasing Office

Date: July 6, 2010

Subject: RFP#06-3341TC / Addendum #3 to extend the term Agreement for a period of one year.

RECEIVED

JUL 6 2010

BOARD RECORDS

Please accept into record the enclosed executed Agreements for Parks Architectural/ Engineering Services for a period of one (1) year commencing on August 8, 2010 and ending on August 7, 2011 in accordance with the provisions of the Agreement. This executed Agreement, is as authorized by Manatee County Code, Chapter 2-26, and per the delegation by the County Administrator effective 1/26/2009 and revised 8/10/09.

If you require any additional background or information, please call me at 3053.

Please send a confirmation of the Recording as follows: Originals to vendors, Signature Pages to Blair C. Getz /Purchasing and Traci Moore, Property Management Department.

Thank you.

Attachments to Board Records :

1. Two (2) Original Agreement for three (3) firms.
2. Department Memo Dated: June 10, 2010
3. Source Selection Dated: July 6, 2010

MEMORANDUM



Property Management Department
Construction Services Division
1112 Manatee Avenue West, Ste. 868
Bradenton, FL 34205

MANATEE COUNTY
FLORIDA

Phone: 941-749-3005
Fax: 941-749-3018
www.myanateec.org

To: Melissa Assha, Contracts and Buyer Manager
Purchasing Division

From: Tom Yarger, Construction Services Division Manager *ty 6/10/2010*
Property Management Department

Date: June 10, 2010

Subject: Consultant Contracts Renewal
Parks Architectural/Engineering Contracts

The above referenced Consultant Continuing Services Contracts are set to expire on August 7, 2010.

The firms CPH Engineers, Inc., IBI Group, Inc. and Wilson Miller, Inc. have performed adequately therefore, we wish to exercise a renewal of their contracts for a period of one year, from August 7, 2010 through August 7, 2011. Upon completion of the one year extension, Property Management Department will make a recommendation regarding additional extensions to the Purchasing Division of the Financial Management Department. It is anticipated that work issued to the Consultants will not exceed \$500,000 during this amendment period.

Thank you for your assistance in this matter

Cc: Charlie Bishop, PMP, Director, Property Management
Blair Getz, Senior Contracts Negotiator, Purchasing
Project File: Construction Services Architectural/Engineering Contracts

via email 7/29/10 (vj)

MANATEE COUNTY GOVERNMENT SOURCE SELECTION

SUBJECT	Parks Architectural/ Engineering Services Contract Extension	DATE POSTED	June 29, 2010	13 6/29/10
PURCHASING REPRESENTATIVE	Blair C. Getz, (941)749-3053	DATE CONTRACT SHALL BE AWARDED	July 6, 2010	
DEPARTMENT	Financial Management, Purchasing Division	CONSEQUENCES IF DEFERRED	Delay in services	
SOURCE RECOMMENDATION	Request for Proposals #06-3341TC	AUTHORIZED BY	R.C. Cuthbert, CPM, CPPO	
		DATE	June 29, 2010	<i>[Signature]</i>

ACTION DESIRED

Authorize the County Administrator or his designee to execute Addendum #3 to extend the Agreement with no fee increases for Parks Architectural/Engineering Services for all parks projects for a period of one year with: CPH Engineers, Inc. of Sarasota, Florida; IBI Group, Inc. of Sarasota, Florida; and Wilson Miller, Inc. of Palmetto, Florida in accordance with the provisions of the Agreements. The Property Management Department estimates that the work during this extended period will not exceed \$500,000.00.

ENABLING/REGULATING AUTHORITY

Federal/State law(s), administrative ruling(s), Manatee County Comp Plan/Land Development Code, ordinances, resolutions, policy.)

Ordinance 08-43, Manatee County Purchase Code Section 2-26-45, Contracts and Administration.

BACKGROUND/DISCUSSION

- This extension provides the County with the means to perform, on an as needed basis, all Parks Architectural and Engineering projects that may include, but are not limited to: Design and specification services during bidding, services during construction, record drawings, permits for construction, infrastructure projects and related parks facilities, renovations/additions to existing facilities, special projects and performance of feasibility studies.
- Funding Source: To be determined per Work Assignment.

SUMMARY RESULTS Authorization to extend the Agreement for an additional year, This Agreement has one more extension available after the expiration of addendum #3.

ATTACHMENTS: (List in order as attached) Addendum #3 (2) Originals from each firm Department Memo Dated: June 10, 2010	INSTRUCTIONS TO BOARD RECORDS: Originals: Board Records, CPH Engineers, Inc., 3277 A Fruitville Road, Sarasota, FL 34237; IBI Group, Inc., 1519 Main Street, Sarasota, FL 34236; Wilson Miller, Inc., 429 10 th Avenue West, Palmetto, FL 34221. Signature page copy to Blair C. Getz/Purchasing Department and Cindy Turner/Parks and Recreation Department.
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COST \$500,000.00 Annually	SOURCE (ACCT# & NAME) Various
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COMMENTS N/A	AMT./FREQ. OF RECURRING COSTS (ATTACH FISCAL IMPACT STATEMENT) N/A
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- On April 10, 2007, the Board of County Commissioners authorized negotiations with the four (4) top ranked firms for the purpose of entering into contracts to provide Parks Architectural and Engineering Services.
- August 8, 2007 the Board of County Commissioners executed Agreements with CPH Engineers, Inc.; IBI Group, Inc.; Wade Trim, Inc. and WilsonMiller, Inc. The Agreements are for an initial period of one (1) year with four (4) one (1) year extension options upon mutual agreement of the County and the Consultants.
- August 26, 2008 the Board of County Commissioners executed Addendum #1 extending the agreements for one (1) year from the day following the original expiration date for all four (4) firms. The FEE RATES established in Addendum #1 remained unchanged from the original one year period. A Principal of all four (4) firms was contacted by phone; each was asked to consider "freezing" their Fee Rates at the 2007/2008 level for Addendum #1 due to economic conditions and County budget cuts. All four (4) firms agreed with this request.
- July 28, 2009 the Board of County Commissioners executed Addendum #2 extending the agreements for one (1) year from the day following the original expiration date for all four (4) firms. The FEE RATES established in Addendum #1 remained unchanged from the original period. All four (4) firms were contacted and asked to consider "freezing" Fee Rates at the 2007/2008 level for Addendum #1 due to economic conditions and County budget cuts. All four (4) firms agreed with this request.
- Addendum #3 extends the agreement for one (1) year from the day following the Addendum #2 expiration date for three (3) firms. The County option to renew the fourth firm, Wade Trim, Inc., was not exercised. The FEE RATES established in the original Agreement shall remain unchanged. All firms named in this contract have agreed to engage in a twelve (12) month renewal at the same fees, terms and conditions as the original Agreement.
- The estimated range of cost per year for this agreement is approximately \$500,000. This range is based on an analysis of projected requirements for the duration of the agreement.
- These projects will be managed by Property Management Department.

From: Vicki Jarratt

Sent: Thursday, July 29, 2010 1:28 PM

To: 'blair.getz@mymanatee.org'; 'traci.moore@mymanatee.org'

Subject: Addendum Three to agreement with CPH Engineers, Inc.

Attachments: BC20100727DOCC70.PDF

Attached is Addendum Three to agreement with CPH Engineers, Inc.- Parks Architectural Engineering Services accepted by the BCC on 7/27/10.

Best regards,

Vicki Jarratt

Board Records

749-1800 Ext. 4185

vicki.jarratt@manateeclerk.com

