City of Jacksonville, Florida

Lenny Curry, Mayor

Jacksonville Public Library
303 N. Laura Street
Jacksonville, FL 32202
(904) 630-6278
www.coj.net

ONE CITY. ONE JACKSONVILLE.

May 10, 2019

TO: Gregory W. Pease, Chairman
Professional Services Evaluation Committee

FROM: Tim Rogers, Library Director
Jacksonville Public Library

SUBJECT: P-44-16 Architectural Design Services for Charles Webb & Highlands Libraries
VRL Architects, Inc.
City Contract # 9513-01 Amendment 2
Internal Services Account No. PLJX011MBAD
Contract Tracking #9513-01

Based on plan modifications, additional designing services are needed. Negotiations with VRL have resulted in the attached scope and fee exhibits B, In addition, the current expiration of May 29, 2018 will need to be extended to allow for the series through project completion.

Accordingly, this is to recommend that contract # 9513-01 originally executed date of May 30, 2018 between COJ and VRL be amended to incorporate the attached scope of services and fee summary, exhibits B to increase (depending on used in original contract) by 16,613 to a new limit of $185,351.29 and to change the expiration date from May 29, 2019 to project completion. Thereby increasing the max of 16,613 to a new max of $185,351.29. All other conditions shall reflect the same of $16,613 by max indebtedness by $16,613 to a new max of $185,351.29. All terms and conditions of the contract shall remain the same.

Thank you for your assistance in this matter.

TR:lw

Attachments
cc: Lori A. West, Engineering Contract Specialist

V·R·L
Architects, Inc.
License #AAC001735

Stephen F. Lazar, AIA, LEED®AP
1449 Palm Avenue
Jacksonville, Florida 32207
Phone 904-723-3895

4 February 2019

Jacksonville Main Public Library
303 North Laura Street
Jacksonville, Florida 32202

Attn: Raymond Albury
Assistant Director for Facilities

Re: RFP Number P-44-16
Children's Area Renovations
Charles Webb Wesconnett Regional and Highlands Regional Libraries
VRL Project # 1705

Subject: Proposal for Additional Services

Mr. Albury:

During our Design Phase for the above captioned facilities, several areas at each of the Libraries were developed which require coordination with a structural engineer. In addition, additional plumbing engineering services were required for Highlands Library.

At the Charles Webb Library, a new exterior exit door is required due to plan modifications. Also, a special Video Lab was created with a wide front of approximately 15 feet. Five doors, hinged to fold to each side will, when opened, present another available activity to the Library visitors.

The Users and staff at Highlands Regional Library requested to have natural light visible from the interior. Since the wall structure on the South side is 12 inch thick load bearing reinforced CMU block, with brick veneer, a structural engineer is required.

In addition, two service sinks are called for in the Makers Area at Highlands. Additional plumbing design services are required for this effort.

VRL Architects will coordinate the additional services of Atlantic Engineering Services for the structural consulting and M.V. Cummings for the plumbing engineering.

Our lump sum fees for these modifications are as follows:

Charles Webb Wesconnett	$10,192.00
Highlands Regional	$ 6,421.00
	$16,613.00

Exhibit 'C'

Please process a modification to our contract in order that we may proceed with these additional services.

Sincerely,
VRL Architects, Inc.

Stephen F. Lazar, Architect

CITY OF JACKSONVILLE
PUBLIC BUILDINGS PROJECT

TOTAL FEE SUMMARY FOR WEBB WESCONNETT REGIONAL LIBRARY
ADDITIONAL SERVICES EXHIBIT "~~B~~" D

PART I - GENERAL	
1. Project **Charles Webb Wesconnett Regional Library Children's Renovation**	2. Proposal No. 1705-02AS
3. Name of Consultant **VRL Architects, Inc.**	4. Date of Proposal **04 February 2019**

PART II - LABOR RELATED COSTS				
5. Direct Labor **VRL Architects, Inc.**	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Principal	$58.00	4	$232.00	
Project Manager	$49.00	16	$784.00	
Drafter	$18.00	24	$432.00	
Field Inspector	$49.00	0	$0.00	
Clerical	$20.00	2	$40.00	
TOTAL DIRECT LABOR		46		$1,488.00
6. **Overhead (Combined Fringe Benefit & Administrative)** Overhead Rate		**150%** X Total Direct Labor		$2,232.00
7. **SUBTOTAL: Labor + Overhead (Items 5 & 6)**				$3,720.00
8. **PROFIT: Labor Related Costs (Item 7)**			X **10%**	$372.00
				$4,092.00

PART III - OTHER COSTS	
9. **MISCELLANEOUS DIRECT COSTS**	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL	$0.00
10. **SUB-CONTRACTS (Lump Sum)** a. Structural Engineering (Atlantic Engineering Services)	6,000.00
SUB-CONTRACT SUB-TOTAL	$6,000.00
TOTAL LUMP SUM AMOUNT (Items 5, 6, 8, 9, 10)	$10,092.00
11. **REIMBURSABLE COSTS (Limiting Amount)** e. Reproductions	100.00
SUB-TOTAL REIMBURSABLES	$100.00

PART IV - SUMMARY	
TOTAL AMOUNT OF CONTRACT (Lump Sum Plus Reimbursables) (Items 5, 6, 8, 9, 10, and 11)	$10,192.00

ATLANTIC
ENGINEERING
SERVICES

6501 Arlington Expy
Building B, Suite 301
Jacksonville, FL 32211
PH: 904.743.4633
FX: 904.725.9295
jax@atlaes.com
www.atlaes.com

February 1, 2019

Mr. Stephen Lazar, AIA LEED AP
VRL Architects, Inc.
1449 Palm Avenue
Jacksonville, FL 32207-8467

Re: Charles Webb Wesconnett Library
Children's Area Renovations

AES Project: #319-048

Dear Steve:

As per your request, I am pleased to submit this proposal for consulting structural engineering services on the above referenced project. The proposed project consists of the following:

A. The installation of new cantilevered partition walls and foundations, if required.
B. Structural supports for a new folding door.
C. A new door opening through the existing exterior load bearing masonry wall.

The services to be provided by Atlantic Engineering Services of Jacksonville (AES) shall be:

1) Review existing documents that may be available including, but not limited to, construction drawings, specifications, agreements, and change orders.

2) One (1) Site visit to observe and record the existing structural conditions.

3) In the Construction Documents Phase (CD Phase), perform structural analysis and design and prepare drawings setting forth in detail the structural requirements of the project.

4) In the CD Phase, prepare outline structural sections of the contract specifications presented on the structural drawings.

5) In the Construction Phase, review and take other appropriate action on the structural shop drawings only for conformance with the design concept of the project and compliance with the information given in the contract documents.

6) Perform a maximum of two (2) site visits at intervals appropriate to the various stages of the construction to observe the progress of the work of the contractor(s) and prepare a written report of each site visit.

The total fee for the above services 1) through 6) shall be Six Thousand Dollars ($6,000.00) plus expenses.

Any services authorized by you, in addition to those set forth above, shall be billed in addition to the above total fee at the following rates:

Principal	$ 193.00/hour
Associate Principal	$ 178.00/hour
Senior Project Engineer/Senior Project Manager	$ 165.00/hour
Project Engineer/Project Manager	$ 145.00/hour
Engineer/Structural Designer	$ 132.00/hour
CADD/BIM Technician	$ 102.00/hour
Administrative	$ 72.00/hour
Expenses	1.15 times cost

Additional services include, but are not limited to, the following:

- Attending pre-bid meeting with potential contractors.
- Responding to contractor inquiries prior to the awarding of the contract to a contractor.
- Making more than the above number of site visits.
- Making revisions to the drawings, specifications, or other documents after approval of information from the Architect.
- Providing Opinions of Probable Cost.
- Providing for the design of reinforcement or repairs to existing structures because of discovered conditions where existing structure to remain is found to be non-compliant with applicable building codes.
- Providing redesign services for Contractor's proposed design modifications or for Contractor's proposed substitutions for materials or structural systems.
- Preparation of component and/or cladding design which is normally provided by the manufacturer such as cold-formed framing or curtainwall framing.
- Preparing a set of record drawings.
- Preparation of component and/or cladding design.
- Design of deep foundations.
- Making value engineering revisions at the request of the contractor after the issue of CD Phase documents.

Expenses include travel, meals, parking, photographic processing, copying and printing costs, postage and special shipping costs, costs of tools or special equipment.

During the course of the investigative work, we will require access to the building. We may also require that minor demolition of finish materials be accomplished so that we can observe concealed conditions. We will coordinate these with you and the owner to minimize disruption to the facility.

We may recommend that materials testing be performed. If so, we will provide you with a scope and description of our recommendations for testing along with estimated testing costs from a mutually acceptable testing firm. We will coordinate these with you and the owner to minimize disruption to the facility.

As part of our work we may use one or more of the following: cameras with telescopic lenses, a telescope with 35 mm camera mounting, stationary access scaffolding, and ladders.

AES shall submit monthly statements for services rendered. Payment is due within 30 days of the date of the invoice. A service charge of 1 1/2 percent per month of the outstanding balance may be charged on all balances outstanding more than 60 days. AES reserves the right to stop work on its work when the balance for invoiced services is outstanding more than 60 days.

In providing services under this Agreement, AES shall perform in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances at the same time and in the same or similar locality.

To the fullest extent permitted by law, and notwithstanding any other provision of this agreement, the total liability, in the aggregate, of AES and AES's officers, directors, partners, employees, and sub-consultants, and any of them, to you and anyone claiming by or through you, for any and all claims, losses, costs, or damages, including attorneys' fees and costs and expert-witness fees and costs of any nature whatsoever or claims expenses resulting from or in any way related to the project or the agreement from any cause or causes shall not exceed One Million Dollars ($1,000,000.00). It is intended that this limitation apply to any and all liability or cause of action however alleged or arising, unless otherwise prohibited by law.

PURSUANT TO SECTION 558.0035 OF THE FLORIDA STATUTES, AN INDIVIDUAL EMPLOYEE OR AGENT MAY NOT BE HELD INDIVIDUALLY LIABLE FOR NEGLIGENCE.

AES shall not be responsible for the means, methods, techniques, sequences, or procedures of construction selected by contractor(s) or the safety precautions and programs incident to the work of contractor(s). AES's efforts in the Construction Phase will be directed toward providing a greater degree of confidence for you that the completed work of contractor(s) will conform to the contract documents, but AES shall not be responsible for the failure of contractor(s) to perform work in accordance with the contract documents.

In the event that you make a claim or bring an action against AES, its officers and/or its employees arising from the performance of our professional services and such action is dismissed or you fail to prove such a claim, then you agree to pay all legal and other costs (including attorneys' fees) incurred by AES in its defense of such claim.

The contract drawings and reports are instruments of service in respect of the project and AES shall retain ownership and property interest therein whether or not the project is completed. Any reuse without written verification from AES shall be at your own risk and you hereby indemnify and hold harmless AES, its officers and employees from all claims, damages, losses, and expenses arising out of or resulting therefrom. Any such reuse or adaptation will entitle AES to further compensation to be agreed upon by you and AES.

Please indicate your acceptance of this proposal by signing and returning one copy.

Very truly yours,
ATLANTIC ENGINEERING SERVICES OF JACKSONVILLE
FLORIDA CERTIFICATE OF AUTHORIZATION #791

Jude T. Kostage, P.E.
Senior Project Engineer

Mark J. Keister, P.E.
Principal

JTK/MJK

ACCEPTED BY

Client Signature

Printed Name and Title

Date

Client Project/PO Number

Consulting Engineers

January 30, 2019

VRL Architects, Inc.
1449 Palm Avenue
Jacksonville, FL 32207

Attention: Steve Lazar

Reference: **Highlands Library – Fee Proposal**

Dear Mr. Lazar:

M. V. Cummings Engineers, Inc. is pleased to submit our Proposal for the ***Highlands Library,*** (hereinafter called the Project).

We understand the Scope of Work to be as follows:

- Install two hand sinks and route plumbing along outside wall to existing waste piping undergrounds and tie in at that point.
- No HVAC work is anticipated at this time.

The proposed lump sum fee for this project is ***$1250.***

If this proposal meets with you approval, please provide us with your Notice to Proceed.

Sincerely,

M. V. CUMMINGS ENGINEERS, INC.

Wayne C. Kelly PE

Wayne C. Kelly, P.E.
President

WCK/mec

ATLANTIC
ENGINEERING
SERVICES

6201 Arlington Expy
Building II, Suite 201
Jacksonville, FL 32211
PH: 904.745.4625
FX: 904.723.9295
jax@aesjax.com
www.aesjax.com

February 1, 2019

Mr. Stephen Lazar, AIA LEED AP
VRL Architects, Inc.
1449 Palm Avenue
Jacksonville, FL 32207-8467

Re: Highlands Branch Library
Children's Area Renovations

AES Project: #319-049

Dear Steve:

As per your request, I am pleased to submit this proposal for consulting structural engineering services on the above referenced project. The proposed project consists a new door opening through the existing exterior load bearing masonry wall.

The services to be provided by Atlantic Engineering Services of Jacksonville (AES) shall be:

1) Review existing documents that may be available including, but not limited to, construction drawings, specifications, agreements, and change orders.

2) In the Construction Documents Phase (CD Phase), perform structural analysis and design and prepare drawings setting forth in detail the structural requirements of the project.

3) In the CD Phase, prepare outline structural sections of the contract specifications presented on the structural drawings.

4) In the Construction Phase, review and take other appropriate action on the structural shop drawings only for conformance with the design concept of the project and compliance with the information given in the contract documents.

5) Perform a maximum of one (1) site visit to observe the progress of the work of the contractor(s) and prepare a written report of each site visit.

The total fee for the above services 1) through 5) shall be Two Thousand Seven Hundred and Fifty Dollars ($2,750.00) plus expenses.

Any services authorized by you, in addition to those set forth above, shall be billed in addition to the above total fee at the following rates:

Principal	$ 193.00/hour
Associate Principal	$ 178.00/hour
Senior Project Engineer/Senior Project Manager	$ 165.00/hour
Project Engineer/Project Manager	$ 145.00/hour
Engineer/Structural Designer	$ 132.00/hour
CADD/BIM Technician	$ 102.00/hour
Administrative	$ 72.00/hour
Expenses	1.15 times cost

Additional services include, but are not limited to, the following:

- Attending pre-bid meeting with potential contractors.
- Responding to contractor inquiries prior to the awarding of the contract to a contractor.
- Making more than the above number of site visits.
- Making revisions to the drawings, specifications, or other documents after approval of information from the Architect.
- Providing Opinions of Probable Cost.
- Providing for the design of reinforcement or repairs to existing structures because of discovered conditions where existing structure to remain is found to be non-compliant with applicable building codes.
- Providing redesign services for Contractor's proposed design modifications or for Contractor's proposed substitutions for materials or structural systems.
- Preparation of component and/or cladding design which is normally provided by the manufacturer such as cold-formed framing or curtainwall framing.
- Preparing a set of record drawings.
- Preparation of component and/or cladding design.
- Design of deep foundations.
- Making value engineering revisions at the request of the contractor after the issue of CD Phase documents.

Expenses include travel, meals, parking, photographic processing, copying and printing costs, postage and special shipping costs, costs of tools or special equipment.

During the course of the investigative work, we will require access to the building. We may also require that minor demolition of finish materials be accomplished so that we can observe concealed conditions. We will coordinate these with you and the owner to minimize disruption to the facility.

We may recommend that materials testing be performed. If so, we will provide you with a scope and description of our recommendations for testing along with estimated testing costs from a mutually acceptable testing firm. We will coordinate these with you and the owner to minimize disruption to the facility.

As part of our work we may use one or more of the following: cameras with telescopic lenses, a telescope with 35 mm camera mounting, and ladders.

AES shall submit monthly statements for services rendered. Payment is due within 30 days of the date of the invoice. A service charge of 1 1/2 percent per month of the outstanding balance may be charged on all balances outstanding more than 60 days. AES reserves the right to stop work on its work when the balance for invoiced services is outstanding more than 60 days.

In providing services under this Agreement, AES shall perform in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances at the same time and in the same or similar locality.

To the fullest extent permitted by law, and notwithstanding any other provision of this agreement, the total liability, in the aggregate, of AES and AES's officers, directors, partners, employees, and sub-consultants, and any of them, to you and anyone claiming by or through you, for any and all claims, losses, costs, or damages, including attorneys' fees and costs and expert-witness fees and costs of any nature whatsoever or claims expenses resulting from or in any way related to the project or the agreement from any cause or causes shall not exceed One Million Dollars ($1,000,000.00). It is intended that this limitation apply to any and all liability or cause of action however alleged or arising, unless otherwise prohibited by law.

PURSUANT TO SECTION 558.0035 OF THE FLORIDA STATUTES, AN INDIVIDUAL EMPLOYEE OR AGENT MAY NOT BE HELD INDIVIDUALLY LIABLE FOR NEGLIGENCE.

AES shall not be responsible for the means, methods, techniques, sequences, or procedures of construction selected by contractor(s) or the safety precautions and programs incident to the work of contractor(s). AES's efforts in the Construction Phase will be directed toward providing a greater degree of confidence for you that the completed work of contractor(s) will conform to the contract documents, but AES shall not be responsible for the failure of contractor(s) to perform work in accordance with the contract documents.

In the event that you make a claim or bring an action against AES, its officers and/or its employees arising from the performance of our professional services and such action is dismissed or you fail to prove such a claim, then you agree to pay all legal and other costs (including attorneys' fees) incurred by AES in its defense of such claim.

The contract drawings and reports are instruments of service in respect of the project and AES shall retain ownership and property interest therein whether or not the project is completed. Any reuse without written verification from AES shall be at your own risk and you hereby indemnify and hold harmless AES, its officers and employees from all claims, damages, losses, and expenses arising out of or resulting therefrom. Any such reuse or adaptation will entitle AES to further compensation to be agreed upon by you and AES.

Please indicate your acceptance of this proposal by signing and returning one copy.

Very truly yours,
ATLANTIC ENGINEERING SERVICES OF JACKSONVILLE
FLORIDA CERTIFICATE OF AUTHORIZATION #791

Jude T. Kostage, P.E.
Senior Project Engineer

Mark J. Keister, P.E.
Principal

JTK/MJK

ACCEPTED BY

Client Signature

Printed Name and Title

Date

Client Project/PO Number

City of Jacksonville, Florida

Lenny Curry, Mayor

ONE CITY. ONE JACKSONVILLE.

Procurement Division
Ed Ball Building
214 N. Hogan Street, Suite 800
Jacksonville, Florida 32202

May 10, 2018

The Honorable Lenny Curry, Mayor
City of Jacksonville
4th Floor, St. James Building
Jacksonville, FL 32202

Dear Mayor Curry:

Ref: P-44-16 Architectural Design Services for Charles Webb & Highlands Libraries (Amendment No. 1)
Jacksonville Public Libraries

The Professional Services Evaluation Committee met today in Board Room 851 on the eighth floor of the Ed Ball Building, for the purpose of amending the above referenced contract.

The following motion/recommendation was **adopted**:

That Contract No. 9513-01 between the City of Jacksonville and VRL Architects, Inc., for Architectural Design Services for Charles Webb Wesconnett & the Highlands Regional Libraries be amended to exercise the first of two one-year renewal options extending the period of service from May 30, 2018 through May 29, 2019 with one renewal option remaining. The maximum indebtedness shall remain a not-to-exceed amount of $168,738.29. All other terms and conditions shall remain the same except for such changes as the Office of General Counsel may deem appropriate to ensure compliance with the City's ordinances, Procurement policies and procedures and applicable federal and state laws.

If the foregoing meets your approval, we respectfully request your signature and return to my office.

Respectfully submitted,

for Gregory Pease, Chief
Procurement Division
Chairman, Professional Services
Evaluation Committee

APPROVED:

Lenny Curry, Mayor

This 10th day of May, 2018

Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of
Executive Order No. 2015-05

GP: ab

cc: Council Auditor
Jeff Close, OGC
Melba Gray, GAD
Subcommittee Members

JACKSONVILLE PUBLIC LIBRARY Start Here. Go Anywhere.

Memorandum

To: Gregory Pease, Chief of Procurement Division

From: Timothy Rogers, Director, Jacksonville Public Library

Date: May 2, 2018

Re: **City Contract 9513-01 – JACKSONVILLE PUBLIC LIBRARY Children's Area Renovations**

P-44-16 AMD #1

City Contract 9513-01 was awarded to VRL Architects Inc. for the children's area renovations at the Charles Webb Wesconnett and the Highlands Regional Libraries that executes the RFP. The contract stipulates in section 4 a term expiration of May 30, 2018 and two (2) additional one-year renewal options. The contract also needs to be revised to reflect the 20% JSEB participation.

Therefore, the Jacksonville Public Library respectfully requests that the contract be amended to allow for the first of the two one-year renewal options and reflect the 20% JSEB participation

No other changes are being requested for this contract.

If you have questions or need additional information regarding this request, please contact Ray Albury, Assistant Director for Facilities Management and Planning at 630-6278.

Attachments:
GC-#113505060-v1-VRL_ARCHITECTS_#9513-01
VRL Architects contract extension letter

Thank you for your consideration.