

RESOLUTION NO. 2024-059

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, APPROVING A CHANGE ORDER WITH CPZ ARCHITECTS INC. IN THE AMOUNT OF THIRTY-FOUR THOUSAND FIVE HUNDRED NINETY DOLLARS AND FORTY-THREE CENTS (\$34,590.43) FOR ADDITIONAL ARCHITECTURAL SERVICES FOR THE AMERICAN RESCUE PLAN ACT (ARPA) FUNDED SOUTHWEST MEADOWS SANCTUARY PARK RESTROOM FACILITIES PROJECT; AUTHORIZING THE TOWN ADMINISTRATOR TO EXECUTE THE PURCHASE ORDER; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town was awarded American Rescue Plan Act (ARPA) funding and prioritized the Southwest Meadows Sanctuary Park Restroom Facilities project as a critical project; and

WHEREAS, funds have been included in FY 2023-2024 Proposed Budget in account #001-3920-572-63140 (American Rescue Plan Act) for this specific project; and

WHEREAS, architectural services are required for design and project management of the construction project; and

WHEREAS, pursuant to RFQ 22-013 and Resolution 2023-004, the Town has a continuing contract for architectural services with CPZ Architects, Inc.; and

WHEREAS, pursuant to RFQ 22-013 and Resolution 2023-004, the Town approved the use of CPZ Architects, Inc.'s listed sub-consultants; and

WHEREAS, the Town approved a proposal from CPZ Architects, Inc. for professional architectural services for the project in the amount of Two Hundred Forty-One Thousand Seven Hundred Seven Dollars and Forty-Seven Cents (\$241,707.47); and

WHEREAS, the location of the building changed during the design phase; and

WHEREAS, CPZ Architects, Inc. and their subconsultants require a change order in the amount of Thirty-Four Thousand Five Hundred Ninety Dollars and Forty-Three Cents (\$34,590.43) to complete the final drawings as detailed in Exhibit "A"; and

WHEREAS, final drawings are needed to move forward with permitting and bidding; and

WHEREAS, the contract for construction must be approved by December 2024, to meet the ARPA deadline; and

WHEREAS, the Town Council believes that the Change Order is in the best interest of the health, safety, and welfare of its residents.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA:

Section 1. The recitals above are true and correct and are incorporated herein by reference.

Section 2. The Town Council hereby approves a Change Order with CPZ Architects, Inc. in the amount of Thirty-Four Thousand Five Hundred Ninety Dollars and Forty-Three Cents (\$34,590.43) for additional professional architectural services relating to the Southwest Meadows Sanctuary Park Restroom Facilities, in substantially the same form as that attached hereto as Exhibit "A".

Section 3. The Town Council hereby authorizes the Town Administrator to execute the Change Order in substantially the same form as that attached hereto as Exhibit "A" and to make such modifications, additions and/or deletions which they deem necessary to effectuate the intent of this Resolution.

Section 4. This Resolution shall become effective immediately upon its adoption.

[Signatures on Following Page]

PASSED AND ADOPTED by the Town Council of the Town of Southwest

Ranches, Florida, this 22nd day of August, 2024 on a motion by

Chm Allbritton and seconded by Chm Jablonski.

Breitkreuz Yes
Kuczenski Yes
Allbritton Yes
Hartmann Yes
Jablonski Yes

Ayes 5
Nays 0
Absent 0
Abstaining 0



Steve Breitkreuz, Mayor

Attest:



Debra M. Ruesga, CMC, Town Clerk

Approved as to Form and Correctness:



Keith Poliakoff, Town Attorney
1001.052.2024

Additional Services Proposal #01

"Designing Quality Architecture that Builds Lasting Relationships"



July 2nd, 2024

August 10th, 2024 – Revision 3

Town of Southwest Ranches
Attn.: Ms. Emily McCord Aceti, Community Services Manager
13400 Griffin Road
Southwest Ranches, Florida 33330-2628

Re: SWR Meadows Park Restroom and Site Improvements

Dear Ms. Aceti:

We are pleased to offer the following additional service proposal for additional services related to the construction documents for SWR Meadows Park.

DESCRIPTION

As the design of the SWR Meadows Park Pavilion developed, certain items were added to the plans in order to aid in the bidding process and to capture all owner requests. Additionally, the look and location of the building has been adjusted. **The final approved site plan iteration is attached to this proposal for reference.** The following is a list of some of the items that have developed over the course of the design process. We are presenting this additional service proposal to cover these efforts:

1. Renderings were produced to help the Client visualize the building and a possible color palette to present to the Commission.
2. Different driveway configurations were explored:
 - a. Driveway with connection to Dykes Road
 - b. Driveway with T turn option
 - c. Driveway with T turn option ending further west to avoid concurrent drainage projects.
 - d. Driveway at a diagonal to avoid conflict with concurrent drainage project.
3. Drainage culverts in line with swale at property entrance and at lowest point of driveway. This results in changes to the civil and architecture site plans.
4. Town Council meetings, PowerPoints and presentations.
5. Changes to the look of the building after presentation to Town Council to include:
 - a. Revisions to contract documents and renderings
 - b. Revisions to site plan schemes and cost projections
 - c. Coordination with civil and MEP for revised location of building.

CREDIT

Due to the nature of this project, the fee for the Design Development phase anticipated for CMS will not be necessary. That fee is being credited back to the project to offset this cost. Refer to the Compensation breakdown.

CPZ ARCHITECTS, INC.

MAIN: 4316 WEST BROWARD BOULEVARD, PLANTATION, FLORIDA 33317
1601 BELVEDERE RD., S-350, WEST PALM BEACH, FL 33406
200 NORTH EL MAR DRIVE, SUITE 201B, JENSEN BEACH, FL 34957
1717 20TH STREET, SUITE 1, VERO BEACH, FL 32960
(954) 792-8525 WWW.CPZARCHITECTS.COM

Additional Services Proposal #01

"Designing Quality Architecture that Builds Lasting Relationships"



COMPENSATION

Add Service 01 - Meadows Park						
Project Principal	\$ 265.00	/hr	16	hrs	=	\$ 4,240.00
Project Manager/Arch.	\$ 235.00	/hr	62	hrs	=	\$ 14,570.00
Architectural Associate 3	\$ 140.00	/hr		hrs	=	\$ -
Architectural Associate 2	\$ 125.00	/hr	50	hrs	=	\$ 6,250.00
Architectural Associate 1	\$ 100.00	/hr		hrs	=	\$ -
Administration	\$ 85.00	/hr	2	hrs	=	\$ 170.00
TOTAL						\$ 25,230.00
Credit from CMS						
	CMS Cost Estimating Original Fee					\$17,219.97
	CMS Cost Estimating Revised Fee (CD Only)					\$9,945.40
	Total Credit					(\$7,274.57)
Additional Services (Consultants)						
Refer to separate proposal	Osborn (MEP)					\$1,925.00
Refer to separate proposal	Chen Moore (Civil & Landscape)					\$14,710.00
TOTAL						\$ 34,590.43

SCHEDULE IMPACT

There is no schedule impact associated with this add service proposal.

All terms and conditions shall be in accordance with our Master Agreement and this Work Order #118983.

We thank you for the opportunity to offer you these services. If this proposal meets with your approval, please sign this letter and return to my attention. If you have any questions, please contact me at 954-792-8525.

Respectfully,
CPZ ARCHITECTS, INC.

Chris P. Zimmerman, AIA
President

Accepted on _____ 2024.

By: _____

Title: _____

CPZ ARCHITECTS, INC.

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ADDITIONAL SERVICES REQUEST



PROJECT NO: J20230308.000 ASR NO: 01A DATE: 7/2/2024

CLIENT: CPZ Architects P.O. NO: _____

PROJECT DESCRIPTION: Park Pavilion – Add Service Request

ATTENTION: Heidi Rodriguez


The following described work is a change in the Scope of Services as provided under the basic contract. Your endorsement of this document indicates your agreement and gives your approval for the work to proceed. All terms and conditions of the above referenced contract will apply to this change in scope.

BASIS / REASON FOR CHANGE IN SCOPE OF SERVICES: Per the email received on 6/28/24 from Heidi Rodriguez, an additional service was requested to modify 100% CD MEP documents per the owner's request.

DETAILED DESCRIPTION OF ADDITIONAL SERVICE:

Per Option 2 site modification, it is my understanding the existing building is moving to the East maintaining the existing orientation and the roadway to be modified (shorten). Per CPZ, the interior of the building will not be modified. This will mainly impact Electrical and Plumbing Drawings. It is also understood that the Main Incoming Domestic water will enter, and the Main Sanitary lines will exit the building at the same location per the original design. Mechanical drawings will be minimally affected; however, time will be provided to review the drawings for any modifications based on the revised site plan layout. Any modifications to these stipulations will result in a request of additional fees. The proposed additional services fee will include updating backgrounds, revising MEP drawings accordingly and preparing drawings for permit submission to the AHJ.

CHANGE IN CONTRACT VALUE:		Lump Sum Fee:
TOTAL ADDITION FOR THIS ASR		\$1,925
SCHEDULE IMPACT:	None	

CLIENT DISPOSITION	OSBORN APPROVAL
Client Authorized Representative:	Osborn Authorized Representative: 
Title:	Title: Associate Director / Project Manager
Date:	Date: 7/2/24

July 30, 2024

Heidi Rodriguez, AIA
CPZ Architects
Vice President
4316 West Broward Blvd.
Plantation, FL 33317

**Subject: SW Meadows Park Restroom and Site Improvements – Additional Service #1
CMA Project No. 23-0430.00031**

Dear Ms. Rodriguez:

Chen Moore and Associates (CMA) is pleased to submit the attached scope to provide Additional Services to relocate and reorient the proposed restroom building, associated driveway, parking lot, and sidewalks. The services include professional services for civil engineering and landscape architecture.

I. BACKGROUND

The Town of Southwest Ranches has requested that the proposed restroom and associated driveway parking area be relocated within the site, along with additional sidewalk. This change will require modifications to the civil engineering and landscape architecture plans and construction documents, as well as permitting.

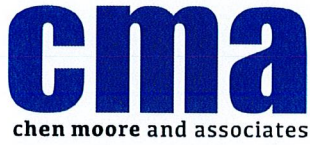
I. SCOPE OF SERVICES

Task 1 – Construction Documents- *Civil Engineering and Landscape Architecture*

- Consultant shall prepare Construction Documents for the proposed restroom building relocation and sidewalk/driveway/parking area, meeting the Town's site work and landscape requirements.
- The relocated restroom, driveway, parking area, and additional sidewalk will require site grading, drainage calculations, utility service connections, sanitary sewer routing, and landscape construction documents.

Task 2 – Permitting- *Civil Engineering and Landscape Architecture*

- Consultant shall attend up to two (2) pre-application meetings with permitting agencies as well as provide responses/revisions as necessary.
- The architect (CPZ) will be the prime consultant for all Town and other agencies for permitting and review committee submittals, with CMA providing support.



500 W. Cypress Creek Rd. #600
Fort Lauderdale, FL 33309
Phone: +1 (954) 730-0707
Fax: +1 (954) 730-2030
www.chenmoore.com

II. FEES

Consultant shall schedule work upon receipt of signed approval for this project as required. The total fees for this project will be divided as follows:

<u>Task(s)</u>	<u>Task Description</u>	<u>Lump Sum Fees</u>	<u>Hourly NTE</u>	<u>Total Fees</u>
	<i>Landscape Architecture</i>			
Task 1	Construction Documents	\$2,060.00	\$0.00	\$2,060.00
Task 2	Permitting	\$1,200.00	\$0.00	\$1,200.00
	<i>Civil Engineering</i>			
Task 1	Construction Documents	\$8,850.00	\$0.00	\$8,850.00
Task 2	Permitting	\$2,600.0	\$0.00	\$2,600.00
	TOTAL	\$14,710.00	\$0.00	\$14,710.00

Should you have any questions, please do not hesitate to contact me at my office at +1 (954) 730-0707, direct at +1 (954) 947-1779, or send me an electronic message at jbrownsey@chenmoore.com.

Respectfully submitted,

CHEN MOORE AND ASSOCIATES
Joel Brownsey, P.E.
Senior Engineer – Fort Lauderdale