

CONSULTANT SUPPLEMENTAL WORK ORDER #1

Date:	1/23/2024
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1. PROJECT INFORMATION:

Project Title:	Design Services – Clearwater Long Center Renovations SD - CD	
City Project Number:	21-0026-PR	
City Plan Set Number:	2022008	
Consultant Project Number:	2317	

2. SCOPE OF SERVICES:

WJ architects will take the city selected design option from the previous work order # 21-0026-PR and develop construction documents for the renovation of the Long Center that include; the repair of the structure as identified by the NDE testing and evaluation, the demolition and replacement of the mechanical system and associated work, a complete roof replacement, roof photovoltaic panels over the natatorium, a new envelope design reflecting the selected design option, a new insulated glass curtain wall and fenestration system, miscellaneous structural reinforcing, pool equipment upgrades and a new pool edge drain covers.

The construction documents will also include as design alternates; the addition of a new sun deck to the west side of the natatorium and a holistic replacement of the pool equipment that services both pools.

“The design plans shall be compiled using the City of Clearwater CAD standards, as attached”

I. DESIGN DEVELOPMENT PHASE:

Task 1.1: 60% Construction Documents & Cost Estimating

This phase includes the design of all major building systems up to 60% completion, and construction cost estimates by WJ Create and an independent estimator. Work described in this phase includes HVAC replacement, roof system, building envelope improvements, and structural system modifications for the natatorium. This phase will also include the design for the sundeck addition and pool equipment replacement up to 60% completion.

II. CONSTRUCTION DOCUMENT PHASE:

Task 2.1: Construction Documents & Cost Estimating

This phase includes completion of the following task:

1. Detailing of major building system and components including:
 - a. Building envelope
 - b. Roof System
 - c. HVAC System
 - d. Structural repairs
 - e. PV system
 - f. Alternates
 1. Sun deck addition
 2. Pool equipment
2. Project manual
3. 90% Document submittal
4. 90% Cost estimate from WJ Create and independent cost estimator.
5. Budget revisions as required.
6. Coordinate and attend up to 2 progress meetings on site and up to six online meetings.
7. Submit to owner for approval.

III. BIDDING & PERMITTING PHASE:

Task 3.1 Bidding & Permitting Phase

This phase includes working with the CM and responding to any bidder questions and/or providing clarifications for subcontractors on the work required for the renovation. This phase also includes getting the construction documents through the building & fire department permitting review . If required, we will revise our drawings to address any concerns revealed by the permitting departments.

3. PROJECT GOALS:

The goals for this project are as follows:

1. To identify and communicate the work associated with the selected design.
2. To provide construction documents a contractor can use to price and perform the work required.
3. To permit the construction for the project.
4. To update and improve the performance of the building envelope.
5. To upgrade the pool filtration system
6. To improve the interior experience of the Long Center Natatorium.

4. FEES:

See Attachment "A"

This price includes all labor and expenses anticipated to be incurred by Wannemacher Jensen Architects for the completion of these task in accordance with the Professional Services Method “B” – Lump Sum – Percentage of Completion by Task, for a fee not to exceed six hundred fourteen thousand nine hundred and sixty-five dollars (\$614,965).

Permit costs are not part of this work order.

5. SCHEDULE:

The project is to be completed in **6 months (180 days)** from issuance of notice-to-proceed. The project deliverables are to be phased as follows:

Design Development:	[60] calendar days
Owner Review	[15] calendar days
90% Construction Documents:	[60] calendar days
Owner Review	[15] calendar days
100% Construction Documents:	[15] calendar days

6. STAFF ASSIGNMENT:

Wannemacher Jensen Architects

Arturo Lopez, AIA, – Studio Director

Chris Dunn, RA – Project Manager

Jonah Samuel Cummins-Mikkalson, AAIA – Architectural Associate

7. CORRESPONDENCE/REPORTING PROCEDURES:

Consultant’s project correspondence shall be directed to:

Wannemacher Jensen Architects

Chris Dunn, RA – Project manager

Arturo Lopez, AIA - Project Architect

All City project correspondence shall be directed to:

Dept. of Public Works

Jeff Walker, P.E., CBO, LEED AP, PMP – Sr. Professional Engineer

Mike Lockwood, Assistant Director, Parks and Recreation Dept.

Art Kader, Interim Director, Parks and Recreation Dept.

8. INVOICING/FUNDING PROCEDURES:

City Invoicing Code: 3157572-561300-C2202

For work performed, invoices shall be submitted monthly to:

**ATTENTION: JAMIE GAUBATZ, SR ACCOUNTANT
CITY OF CLEARWATER, PUBLIC WORKS DEPARTMENT/ENGINEERING
PO BOX 4748
CLEARWATER, FLORIDA 33758-4748**

Contingency services will be billed as incurred only after written authorization provided by the City to proceed with those services.

9. INVOICING PROCEDURES:

At a minimum, in addition to the invoice amount(s) the following information shall be provided on all invoices submitted on the Work Order:

1. Purchase Order, Project and Invoice Numbers and Contract Amount.
2. The time period (begin and end date) covered by the invoice.
3. A short narrative summary of activities completed in the time period.
4. Contract billing method – Lump Sum or Hourly Rate.
5. If Lump Sum, the percent completion, amount due, previous amount earned and total earned to date for all tasks (direct costs, if any, shall be included in lump sum amount).
6. If Hourly Rate, hours, hourly rates, names of individuals being billed, amount due, previous amount earned, the percent completion, total earned to date for each task and other direct costs (receipts will be required for any single item with a cost of \$50 or greater or cumulative monthly expenses greater than \$100).
7. If the Work Order is funded by multiple funding codes, an itemization of tasks and invoice amounts by funding code.

10. CONSIDERATIONS:

Consultant acknowledges the following:

1. The Consultant named above is required to comply with Section 119.0701, Florida Statutes, where applicable.
2. All City directives shall be provided by the City Project Manager.
3. "Alternate equals" shall not be approved until City Project Manager agrees.
4. All submittals must be accompanied by evidence each has been internally checked for QA/QC before providing to City.
5. Consultants/Contractors are not permitted to use City-owned equipment (i.e. sampling equipment, etc.).
6. Documents posted on City website must ADA accessible.

11. ADDITIONAL CONSIDERATIONS:

All work orders should include considerations for the following:

CONSULTANT WORK ORDER

Design Services – Clearwater Long Center Renovations

Wannemacher Jensen Architects

21-0026-PR

City of Clearwater

1. Sea Level Rise and Flood Resilience, as applicable.
2. Submittal of a Critical Path Method (CPM) Schedule(s).
3. Submittal of a Project Catalog with the following items, as appropriate:
 - a. Data requests, assumptions, critical correspondence, meeting agenda, sign-in sheets, meeting minutes, document comment-response log(s), technical memorandum/reports, addenda, progress reports, regulatory correspondence, and other project-related documents.
 - b. At the conclusion of the project, ENGINEER will combine this information into a Project Catalog and submit to the City for review and comment.

12. SPECIAL CONSIDERATIONS:

The City will need to provide access to Architect and its consultants as needed. Specifically, the natatorium will need to be accessible and clear of all people for the NDE testing and equipment.

13. SIGNATURES:

PREPARED BY:

APPROVED BY:

Jason Jensen
President
Wannemacher Jensen Architects

Tara Kivett, P.E.
City Engineer
City of Clearwater

Date

Date

ATTACHMENT "A"**CONSULTANT WORK ORDER – PROJECT FEES TABLE**

Design Services – Clearwater Long Center Renovations

Wannemacher Jensen Architects

21-0026-PR

City of Clearwater

CONSULTANT WORK ORDER

PROJECT FEES TABLE

Task	Description	Subconsultant Services	Labor	Total
1.0	Design Development			
1.1	60% Construction Documents & Cost Estimating	\$119,000	\$118,679	\$237,679
Design Development Total:				\$237,679
2.0	Construction Documents			
2.1	Construction Documents & Cost Estimating	\$186,500	\$172,172	\$358,672
Construction Documents Total:				\$358,672
3.0	Bidding & Permitting			
	Bidding & Permitting	\$17,000	\$1,614	\$18,614
Bidding & Permitting Total:				\$18,614
SUBTOTAL, LABOR AND SUB-CONTRACTORS:				\$
6.0	Permit Fees			N/A
7.0	Other Direct Costs (prints, photocopies, postage, etc.) (Not applicable to lump sum Work Orders)			N/A
GRAND TOTAL:				\$614,965

ATTACHMENT "B" *(Include if applicable)*

CONSULTANT WORK ORDER – CITY DELIVERABLES

Design Services – Clearwater Long Center Renovations

Wannemacher Jensen Architects

21-0026-PR

City of Clearwater

CONSULTANT WORK ORDER

CITY DELIVERABLES

1. FORMAT:

The design plans shall be compiled utilizing the following methods:

1. City of Clearwater CAD standards.
2. Datum: Horizontal and Vertical datum shall be referenced to North American Vertical Datum of 1988 (vertical) and North American Datum of 1983/90 (horizontal). The unit of measurement shall be the United States Foot. Any deviation from this datum will not be accepted unless reviewed by City of Clearwater Engineering/Geographic Technology Division.

2. DELIVERABLES:

The design plans shall be produced on bond material, 24" x 36" at a scale of 1" = 20' unless approved otherwise. Upon completion the consultant shall deliver all drawing files in digital format with all project data in Autodesk Civil 3D file format.

NOTE: If approved deviation from Clearwater CAD standards is used, the Consultant shall include all necessary information to aid in manipulating the drawings including either PCP, CTB file or pen schedule for plotting. The drawing file shall include only authorized fonts, shapes, line types or other attributes contained in the standard release of Autodesk software. All block references and other references contained within the drawing file shall be included. Please address any questions regarding format to Mr. Thomas Mahony, at (727) 562-4762 or email address Thomas.Mahony@myClearwater.com.

All electronic files (including CAD and Specification files) must be delivered upon completion of project or with 100% plan submittal to City of Clearwater.