

TASK ORDER No. 4

Dated this _____ day of _____ 2015

CITY OF FORT LAUDERDALE

CITY HALL 7TH FLOOR RENOVATION

PROFESSIONAL SERVICES

This Task Order is pursuant to the Agreement between the City of Fort Lauderdale, a Florida municipality, ("CITY") and Walters Zackria Associates, PLLC, a Florida Limited Liability Company, ("CONSULTANT"), for Architectural Consultant Services dated August 19, 2014.

PROJECT BACKGROUND

The City wishes to renovate the City Clerk, City Manager and City Attorney's areas located on the 7th floor of City Hall, and would like to authorize the Architectural Design Services required for the renovation.

Renovation Scope to Include:

Renovations shall base on the schematic design as reviewed by the City per Task Order 1 (see attached Exhibits B-E) and shall include the following items:

1. Remodel interiors to be accessible in accordance with Florida Building Code 2014 Edition.
2. Demolition of interior partitions as outlined in the schematic design.
3. Upgrade doors leading to the service area, as well as the area behind the doors.
4. Modify ceiling as required to match new floor layout. Owner to provide Mechanical, Electrical, and Fire Protection drawings showing relocation of outlets, lighting, ductwork, and sprinkler heads as required for permitting.
5. Provide new workstations, office and lobby furniture (to be selected by Owner)
6. All walls/partitions to receive new paint (wood feature wall at Lobby). Paint/stain colors to be selected by Owner.
7. Upgrade existing Library. Remove existing book shelves, provide media wall, conference table for 12 participants, and small area for refrigerator and coffee maker. Provide access door from City attorney's office to library. Replace existing library doors with ones that provide privacy. Provide upgrade for the best and highest use of the library (taking into consideration efficiency, technical soundness, and aesthetics).
8. Provide renderings for new library layout. Renderings shall take into consideration aesthetics, interior design, casework, media wall, furniture, and interior decoration

The services required include, but are not necessarily limited to, Schematic Design, Construction Documents, and Permit Submittal. The CONSULTANT is responsible for working in cooperation with officials of the CITY, or their designees, and with the CITY'S engineers and/or architects.

SPECIFIC SCOPE OF SERVICES AND DELIVERABLES

The Scope of Services to be provided by CONSULTANT shall be as follows:

TASK 1A – SCHEMATIC DESIGN RENDERING FOR CITY ATTORNEY LIBRARY- CONSULTANT shall prepare 3D renderings to illustrate the proposed interior improvements for the library options and make any modifications as required to the City Attorney's Area schematic design layout as reviewed by the City per Task Order 1. CONSULTANT shall attend coordination and presentation meetings with CITY staff to refine the design and obtain approvals. CONSULTANT will attend up to 2 meetings with City staff.

TASK 1B – FIELD VERIFICATION – Prior to generating Construction Documents, CONSULTANT will field verify existing conditions, finishes, life safety accessories (extinguishers, smoke detectors, exit signs, etc.), furniture, and office equipment.

TASK 2 - CONSTRUCTION DOCUMENTS CONSULTANT will provide Architecture Design Services and provide any assistance necessary to secure a building permit. Consultant shall give signed and sealed drawings to City staff for submittal to City's Building Department for review. Consultant will make the necessary revisions required, which are part of the project scope of work to obtain building department permit(s).

TASK 2A - CITY CLERK & CITY MANAGER'S AREAS

TASK 2B - CITY ATTORNEY'S AREA

Deliverables:

Deliverables for this project shall consist of the following:

- Three (3) copies of the 75% completed set of construction documents for City staff's review and comment.
- Three (3) copies of the 100% completed set of construction documents City staff's use.
- Three (3) copies of the 100% completed set of signed and sealed construction documents for the building department.

The deliverables need to include DWG, PDF, WORD, and Excel files as required. The drawings need to comply with CITY CAD Standards.

CITY'S RESPONSIBILITIES

- City shall provide access to site.
- City shall provide the existing electronic files and hard copy as-builts.
- City shall select furniture system and colors.
- City shall provide Mechanical, Electrical and Fire Protection drawings for permitting

PERFORMANCE SCHEDULE

The CONSULTANT shall perform the services identified in Tasks 1 thru 2 inclusive by September 30th of 2016.

Task 1A will be completed in (4) weeks.

Task 2A (City Manager's and City Clerk's Areas) will be completed in 3 weeks.

Task 2B (City Attorney's Area) will be completed in 4 weeks after schematic design has been finalized.

Acquiring Permits are dependent of City's review process and is out CONSULTANT's control.

PROJECT FUNDING

Performance of this project is at the CITY's discretion and may be contingent upon the CITY receiving funding and work shall not begin until the CITY notifies the CONSULTANT that funding sources for this project are in place.

METHOD OF COMPENSATION

The services performed will be accomplished using the Lump Sum not to exceed method of compensation. The total hourly rates payable by the CITY for each of CONSULTANT's employee categories, reimbursable expenses, if any, and sub-consultant fees, if any, are shown on Exhibit "A" attached hereto and made a part hereof.

TERMS OF COMPENSATION

The proposed labor cost and associated expenses for the architectural services described in this task order are summarized below. The compensation for the work set forth in this Task Order shall be a lump sum not to exceed amount of \$14,082.57.

Labor Cost:

TASK	FEE
Task 1A – Schematic Design Rendering for City Attorney Library	\$ 2,783.18
Task 1B – Field Verification	\$ 1,159.15
Task 2A – Construction Documents and Assisting with Permitting City Clerk and City Manager's Areas	\$ 6,208.66
Task 2B – Construction Documents – City Attorney's Area	\$ 3,431.58
TOTAL LUMPSUM NOT TO EXCEED AMOUNT	\$ 13,582.57

Expense Cost:

REIMBURSABLES BUDGET	\$ 500.00
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Total Cost: \$ 14,082.57

CITY CONTACTS

Requests for payments should be directed to City of Fort Lauderdale Accounts Payable via e-mail. All other correspondence and submittals should be directed to the attention of Irina Tokar, Senior, Project Manager, at the address shown below. **Please be sure that all correspondence refers to the City project number and title as stated above.**

City of Fort Lauderdale
City Hall, 5th Floor Engineering
100 North Andrews Avenue
Fort Lauderdale, FL 33301

CONSULTANT CONTACTS

Walters Zackria Associates
1500 West Cypress Creek Road, Suite 105
Fort Lauderdale, Florida 33309
Abbas Zackria, CSI, CDT, LEED AP
Email: abbas@wza-architects.com
Phone: 954-522-4123
Fax: 954-522-4128

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Task Order # 4
Project # _____
Walters Zackria Associates, PLLC

IN WITNESS OF THE FOREGOING, the parties have set their hands and seals the day and year first above written.

CITY OF FORT LAUDERDALE, a municipal
corporation of the State of Florida:

By _____
LEE R. FELDMAN, City Manager

(CORPORATE SEAL)

ATTEST:

JEFFREY A. MODARELLI, Assistant City Clerk

Approved as to form:

RHONDA MONTOYA HASAN
Assistant City Attorney

CONSULTANT:

WITNESESS:

WALTERS ZACKRIA ASSOCIATES, PLLC.,
A Florida Limited liability Company

Print Name:

By: _____
Abbas Zackria, President

Print Name:

(CORPORATE SEAL)

STATE OF _____:
COUNTY OF _____:

The foregoing instrument was acknowledged before me this _____ day of _____, 2015, by Abbas Zackria, as President of WALTERS ZACKRIA ASSOCIATES, PLLC., a Florida limited liability company.

(SEAL)

Notary Public, State of Florida
(Signature of Notary Public)

Name of Notary Typed, Printed or Stamped

Personally Known _____ OR Produced Identification _____
Type of Identification Produced _____

ATTACHMENTS

Exhibit A – Walters Zackria Associates Fee Breakdown

Exhibit B – City Clerk and City Manager's Areas Demolition Plan

Exhibit C – City Clerk and City Manager's Areas Proposed Floor Plan

Exhibit D – City Attorney's Area Demolition Plan

Exhibit E – City Attorney's Area Proposed Floor Plan

**FORT LAUDERDALE - CITY HALL 7TH FLOOR
RENOVATION HOURLY TASK BREAKDOWN**

TASK ORDER 4 - EXHIBIT A

TOTAL = \$13,582.57

7/30/2015

Principal Arch/Engineer Project Arch/Engineer Assistant Project Manager Site Inspector CAD Operator Level 1 Administrative

TASK 1A - SCHEMATIC DESIGN RENDERING FOR CITY ATTORNEY LIBRARY

Total Hours for Task 1A

Rate

Total

2		20			
2	0	20	0	0	0
\$229.39	\$151.40	\$116.22	\$107.05	\$91.76	\$91.76
\$458.78	\$0.00	\$2,324.40	\$0.00	\$0.00	\$0.00

22.00 Total Hours

\$2,783.18 Total

TASK 1B - FIELD VERIFICATION

Total Hours for Task 1B

Rate

Total

1		8			
1	0	8	0	0	0
\$229.39	\$151.40	\$116.22	\$107.05	\$91.76	\$91.76
\$229.39	\$0.00	\$929.76	\$0.00	\$0.00	\$0.00

9.00 Total Hours

\$1,159.15 Total

TASK 2 - CONSTRUCTION DOCUMENTS

2A. City Clerk and City Manager's Areas

Prepare Construction Documents

Prepare Project Specifications

Project Coordination / Administration

2		40			2
2					
2					

2B. City Attorney's Area

Prepare Construction Documents

Prepare Project Specifications

Project Coordination / Administration

2		24			2

Total Hours for Task 2

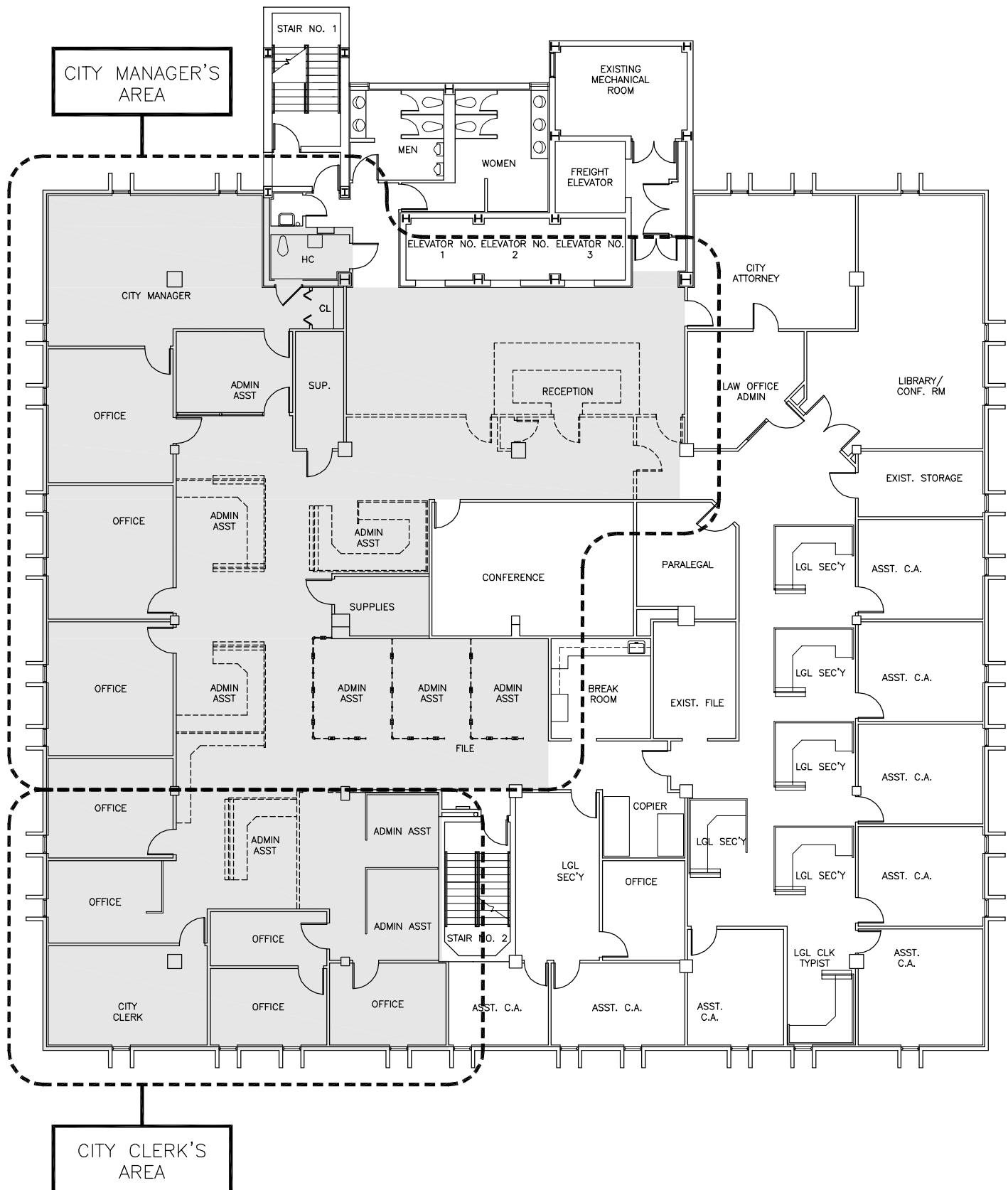
Rate

Total

8	0	64	0	0	4
\$229.39	\$151.40	\$116.22	\$107.05	\$91.76	\$91.76
\$1,835.12	\$0.00	\$7,438.08	\$0.00	\$0.00	\$367.04

76.00 Total Hours

\$9,640.24 Total



FORT LAUDERDALE CITY HALL – 7TH FLOOR RENOVATION

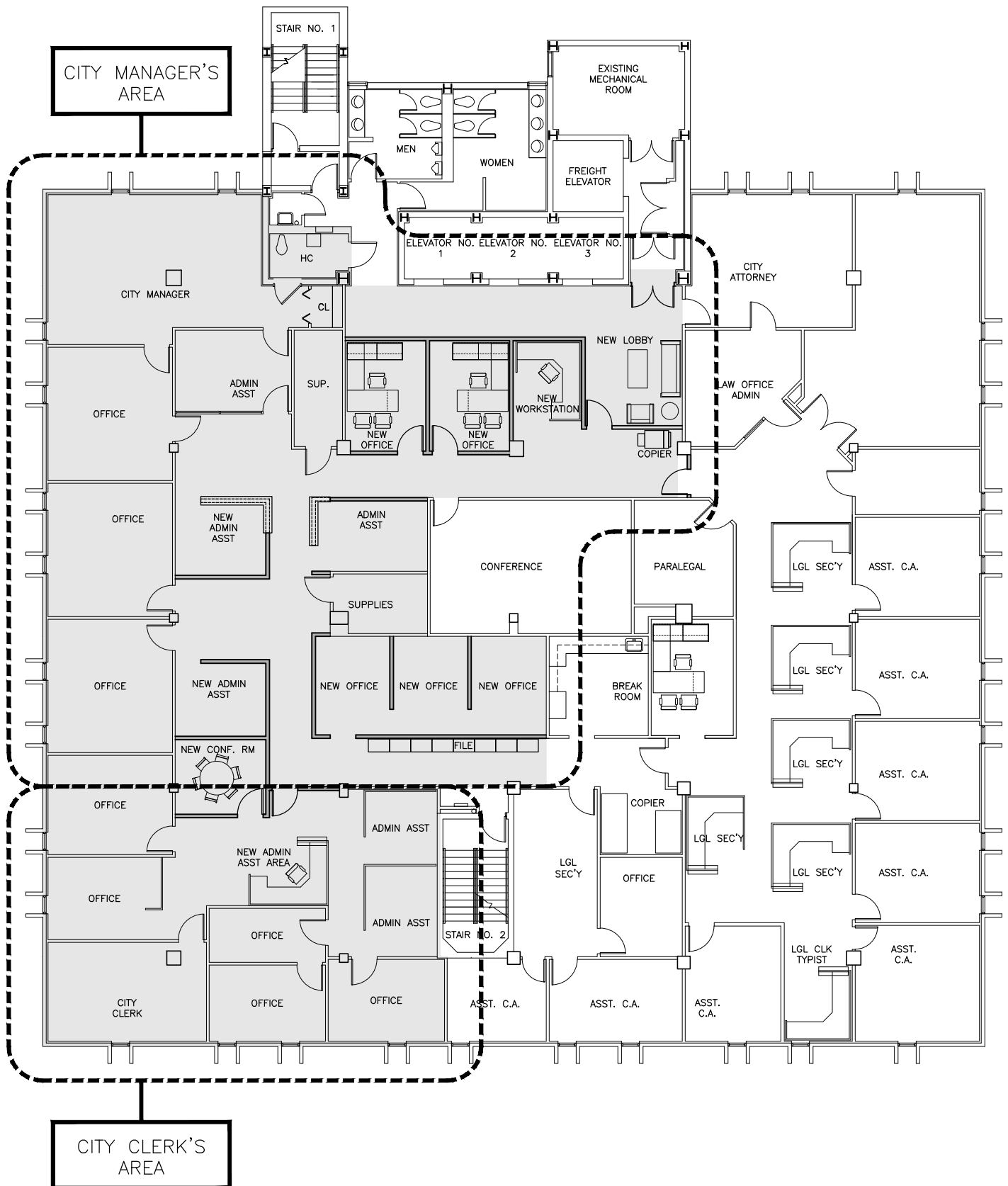
CITY CLERK AND CITY MANAGER'S AREA DEMOLITION PLAN

EXHIBIT B

CAM #15-0971

Exhibit 1

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FORT LAUDERDALE CITY HALL – 7TH FLOOR RENOVATION

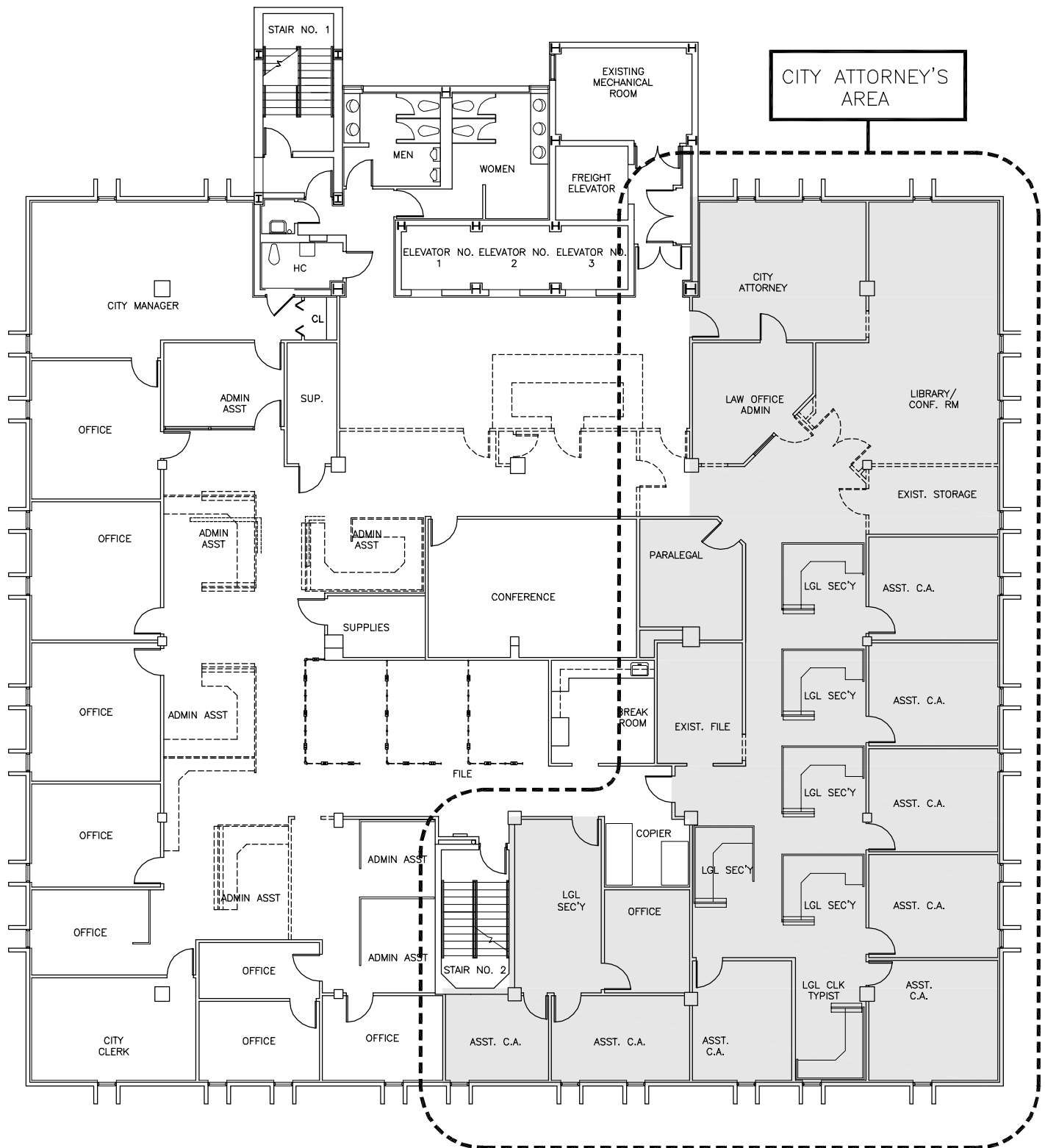
CITY CLERK AND CITY MANAGER'S AREA PROPOSED FLOOR PLAN

EXHIBIT C

CAM #15-0971

Exhibit 1

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FORT LAUDERDALE CITY HALL – 7TH FLOOR RENOVATION

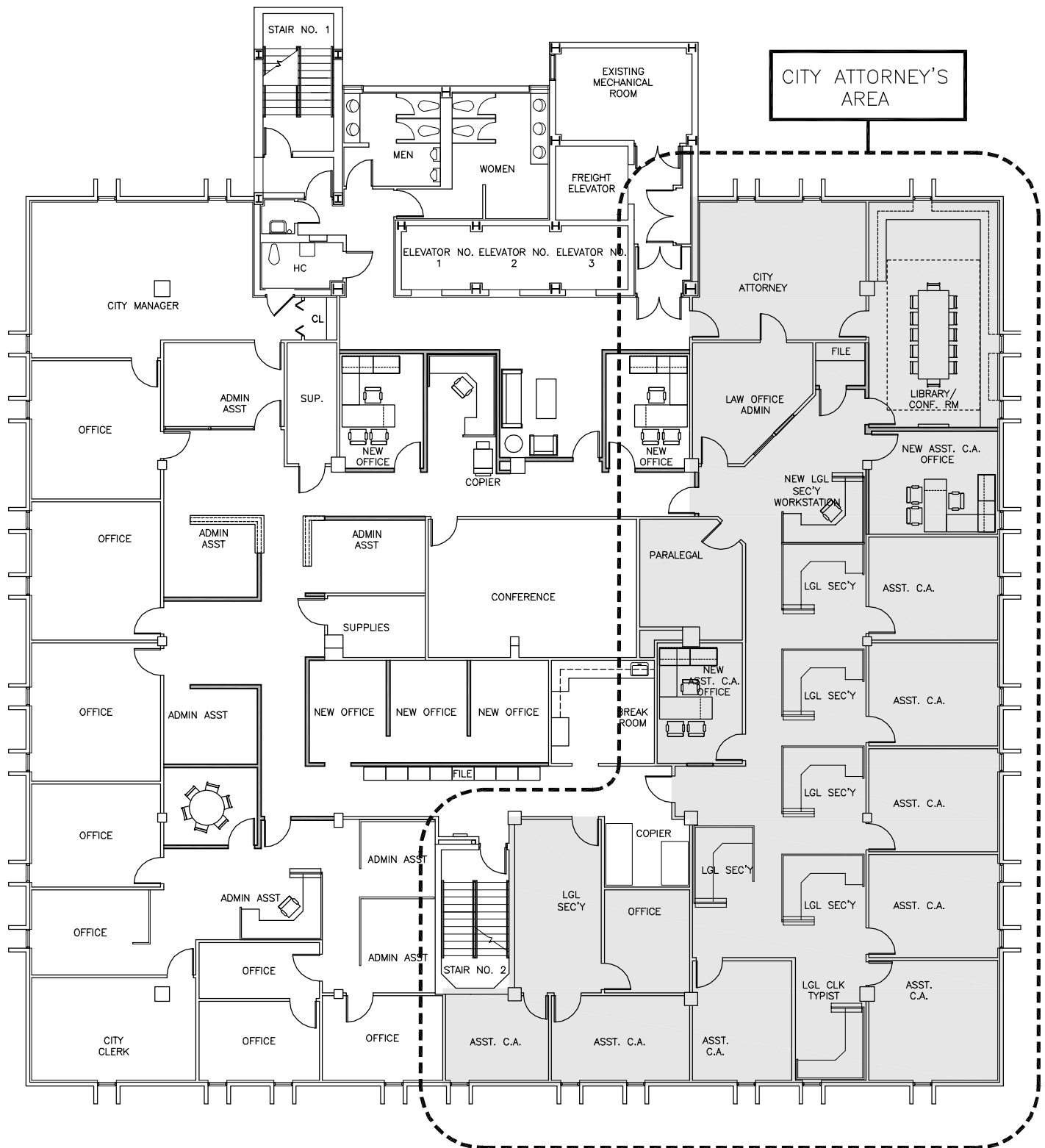
CITY ATTORNEY'S AREA
DEMOLITION PLAN

EXHIBIT D

CAM #15-0971

Exhibit 1

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FORT LAUDERDALE CITY HALL – 7TH FLOOR RENOVATION

CITY ATTORNEY'S AREA
PROPOSED FLOOR PLAN

EXHIBIT E

CAM #15-0971

Exhibit 1

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