BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

Meeting Date: August 16, 2006 Division: Engineering

Bulk Item: Yes X No ___ Department: Facilities Development

Staff Contact Person: Jerry Barnett

AGENDA ITEM WORDING: Approval of a Contract for Professional Services with MBI/K2M Architecture, Inc. for the planning, design and construction administration of the new Public Works facility to be located on Rockland Key.

ITEM BACKGROUND: On March 28, 2006, Statements of Qualifications (SOQ's) were received for professional services associated with the development of the Lower Keys Public Works Facility. On April 12, 2006 a selection committee evaluated the SOQ's; and created a short-list of three firms. On May 11, 2006, presentations were conducted by the three firms and were ranked according to evaluation criteria listed in the Request for Qualifications. MBI/K2M Architecture, Inc. was the highest of the three ranked firms.

PREVIOUS RELEVANT BOCC ACTION: On June 21, 2006, the BOCC approved to negotiate a contract with MBI/K2M Architecture, Inc. for the planning, design, and administration services for the new Lower Keys Public Works Facility on Rockland Key.

CONTRACT/AGREEMENT CHANGES: N/A

STAFF RECOMMENDATIONS: Approval as stated above.

TOTAL COST: $288,000 **BUDGETED:** Yes X No ___

COST TO COUNTY: $288,000 **SOURCE OF FUNDS:** One-Cent Infrastructure

REVENUE PRODUCING: Yes ___ No X **AMOUNT PER MONTH** ___ **Year** ___

APPROVED BY: County Atty ___ OMB/Purchasing ___ Risk Management ___

DIVISION DIRECTOR APPROVAL: ___
David S. Koppel, P.E.

DOCUMENTATION: Included X Not Required ___

DISPOSITION: ___ **AGENDA ITEM #** ___

Revised 2/05

MONROE COUNTY BOARD OF COUNTY COMMISSIONERS

CONTRACT SUMMARY

Contract with: MBI/K2M Architects

Contract #_____

Effective Date: 08/16/06

Expiration Date: _____

Contract Purpose/Description:
Design and Construction Administration for the new Public Works Facility

Contract Manager: Ann Riger (Name) X4439 (Ext.) Facilities Devel/Stop #1 (Department/Stop #)

for BOCC meeting on 08/16/06 Agenda Deadline: 08/01/06

CONTRACT COSTS

Total Dollar Value of Contract: $ 288,000 Current Year Portion: $ 31,000

Budgeted? Yes ☒ No ☐ Account Codes: 24000-560620-CG0501-530310-_____

Grant: $ N/A _____-_____-_____-_____-_____

County Match: $ N/A _____-_____-_____-_____-_____

_____-_____-_____-_____-_____

ADDITIONAL COSTS

Estimated Ongoing Costs: $_____/yr For: _____
(Not included in dollar value above) (eg. maintenance, utilities, janitorial, salaries, etc.)

CONTRACT REVIEW

	Date In	Changes Needed	Reviewer	Date Out
Division Director	8-1-06	Yes ☐ No ☒	Judith A. Stelle	8-1-06
Risk Management	8-1-06	Yes ☐ No ☒	M Shemle	8-1-06
O.M.B./Purchasing	_____	Yes ☐ No ☐	_____	_____
County Attorney	—	Yes ☐ No ☒	DM Grimsley	8-1-06

Comments: _____

OMB Form Revised 2/27/01 MCP #2

CONTRACT FOR

PROFESSIONAL SERVICES

BETWEEN COUNTY AND ARCHITECT/ENGINEER

THIS CONTRACT FOR PROFESSIONAL SERVICES (the "Contract") is made and entered into by MONROE COUNTY, BOARD OF COUNTY COMMISSIONERS, 1100 Simonton Street, Key West, FL 33040, (the County") and MBI/K2M ARCHITECTURE, INC., 604 Whitehead Street, Key West, FL 33040 ("Architect/Engineer"), on the 16th day of August, 2006.

The professional services required by this Contract are to be rendered for the Public Works Facility, identified as the Project, described as follows:

Design and Construction Administration of a new Public Works Facility to be located on Rockland Key, Monroe County, Florida. The new facility is described as a 15,000 square foot government center to include an 11,000 square foot garage and work shop building.

The new facility will include a vehicle and heavy equipment maintenance and repair shop with all associated repair equipment, welding shop, paint shop, overhead trolley, and lifts. Also included are a carpenter shop, sign shop, equipment and material storage.

Administrative offices for Fleet Management and Facilities Maintenance include a meeting room, restrooms, showers, and locker room.

The site will also have a 24 hour, 7 day a week fueling station for County Vehicles.

A County controlled environment document storage area may be included.

NOW, THEREFORE, in consideration of the mutual promises, covenants and agreements stated herein, and for other good and valuable consideration, the sufficiency of which hereby acknowledged, the County and the Architect/Engineer agree:

ARTICLE 1

1.1 REPRESENTATIONS AND WARRANTIES

By executing this Contract, the Architect/Engineer makes the following express representations and warranties to the County.

1.1.1 The Architect/Engineer is a professional qualified to act as the Architect/Engineer for the Project and is licensed to practice Architecture/Engineering by all public entities having jurisdiction over the Architect/Engineer and the Project.

1.1.2 The Architect/Engineer shall maintain all necessary licenses, permits or other authorizations necessary to act as Architect/Engineer for the Project until the Architect/Engineer's duties there under have been fully satisfied.

1.1.3 The Architect/Engineer has become familiar with the Project site and the local conditions under which the Project is to be designed, constructed, and operated.

1.1.4 The Architect/Engineer shall prepare all documents required by this Contract including, but not limited to, all contract plans and specifications, in such a manner that they shall be in conformity and comply with all applicable law, codes and regulations. The standard of care for all professional services performed or furnished by Architect under this Agreement will be the skill and care used by members of Consultant's profession practicing under similar circumstances at the same time and in the same locality. Architect makes no warranties, express or implied, under this Agreement or otherwise, in connection with Architect's services.

1.1.5 The Architect/Engineer assumes full responsibility to the extent allowed by law with regards to his performance and those directly under his employ as Architect/Engineer of Record.

1.1.6 The Architect/Engineer's services shall be performed as expeditiously as is consistent with professional skill and care and the orderly progress of the Project. The Architect/Engineer shall submit, to the County, a schedule for the performance of the Architect/Engineer's services which may be adjusted as the Project proceeds if approved by the County, and shall include allowances for periods of time required for the County's and Construction Management's review, and for approval of submission by authorities having jurisdiction over the Project. Time limits established by this schedule shall not, except for reasonable cause, be exceeded by the Architect/Engineer, or County.

ARTICLE II

SCOPE OF ARCHITECT/ENGINEER'S BASIC SERVICE

2.1 DEFINITION

2.1.1 Architect/Engineer's Basic Services consist of those described in Paragraphs 2.2 through 2.8, and other services identified as part of Basic Services, and include normal, civil, structural, mechanical, and electrical engineering services.

2.1.2 The Design for Construction shall include, but shall not necessarily be limited to, plans and specifications which describe all systems, elements, details, components, materials, equipment, and other information necessary for construction. The Design for

Construction shall be accurate, coordinated and in all respects adequate for construction and shall be in conformity, and comply, with all applicable law, codes, permits, and regulations. Products, equipment and materials specified for use shall be readily available unless written authorization to the contrary is given by the County. The Architect/Engineer shall be responsible for designing the Project in accordance with the analyses and recommendations of the geotechnical information furnished per Article 4.4.

2.2 SCHEMATIC DESIGN PHASE

2.2.1 The Architect/Engineer shall review the program, schedule and construction budget furnished by the County to ascertain the requirements of the Project and shall arrive at a mutual understanding of such requirements with the County.

2.2.2 The Architect/Engineer shall review with the County and Construction Manager: proposed site use and improvements, required permits, zoning, selection of materials, building systems and equipment; and method of Project delivery.

2.2.3 The Architect/Engineer shall review with the County and Construction Manager alternative approaches to design and construction of the Project.

2.2.4 Based on the mutually agreed-upon program, schedule and construction budget requirements, the Architect/Engineer shall prepare, for approval by the County, Schematic Design Documents consisting of drawings and other documents illustrating the scale and relationship of Project components.

2.2.5 At intervals mutually agreeable to the County, Construction Manager and Architect/Engineer, the Architect/Engineer shall provide drawings and other documents which depict the current status of Schematic Design for the County's review and the Construction Manager's information. The Architect/Engineer shall provide an estimate of anticipated cost in accordance with the design development phase.

2.2.6 Upon completion of the Schematic Design Phase, the Architect/Engineer shall provide drawings, outline specifications, estimate of anticipated cost in accordance with the schematic designs, and other documents for the County's approval and the Construction Manager's information.

2.2.7 The Schematic Design must be approved in writing, by the County prior to Architect/Engineer continuing to the Design Development Phase.

2.3 SCHEMATIC DESIGN PHASE REQUIREMENTS

2.3.1 The Schematic Design Phase services shall respond to program requirements and consist of preparation of: conceptual site and building plans, preliminary sections and elevations, development of approximate dimensions, areas and volumes, concept sketches as required to explain the design intent to the County. Perspective renderings and models, if required by the County, will be billed as an additional service as billed as a reimbursable expense if that service is performed by additional consultants after the County's written approval.

The Architect/Engineer shall perform the following design phase tasks:

a. Structural Design/Documentation services during the Schematic Design Phase consisting of recommendations regarding basic structural materials and systems, analyses, and development of conceptual design

solutions in written form for: a predetermined structural system and alternate structural systems.

b. Mechanical Design/Documentation services during the Schematic Design Phase consisting of consideration of alternate materials, systems and equipment, and development of conceptual design solutions in written form for: energy source (s), energy conservation, heating and ventilating, air conditioning, plumbing, fire protection, special mechanical systems, process systems, and general space requirements.

c. Electrical Design/Documentation services during the Schematic Design Phase consisting of consideration of alternate systems, recommendations regarding basic electrical materials, systems and equipment, analyses, and development of conceptual design solutions in written form for: power service and distribution, lighting, telephones, fire detection and alarms, security systems, electronic communications, special electrical systems, and general space requirements.

d. Civil Design/Documentation services during the Schematic Design Phase consisting of consideration of alternate materials and systems and development of conceptual design solutions for: on-site utility systems, off-site utilities work, fire protection systems, drainage systems, sewage treatment, and paving.

2.4 DESIGN DEVELOPMENT/DOCUMENT PHASE

2.4.1 Based on the approved Schematic Design Documents and any adjustments authorized by the County in the program, schedule or construction budget, the Architect/Engineer shall prepare Design Development Documents for the Construction Manager's review and the County's approval. The Design Development Documents shall consist of drawings and other documents that establish and describe the size and character of the Project as to architectural/engineering, structural, mechanical and electrical systems, materials and such other elements as may be appropriate.

2.4.2 At intervals mutually agreeable to the County, Construction Manager and Architect/Engineer, the Architect/Engineer shall provide drawings and other documents which depict the current status of design development for the County's review and the Construction Manager's information. The Architect/Engineer shall provide an estimate of anticipated cost in accordance with the design development phase.

2.4.3 Upon completion of the Design Development Phase, the Architect/Engineer shall provide drawings, outline specifications and other documents for the County's approval and the Construction Manager's information. The Architect/Engineer shall provide an estimate of anticipated costs in accordance with the design development phase.

2.4.4 The Design Development Documents must be approved in writing, by the County prior to Architect/Engineer continuing to the Construction Documents Phase.

2.5 DESIGN DEVELOPMENT PHASE REQUIREMENTS

To satisfactorily perform the design development phase requirement, the Architect/Engineer must complete the tasks set forth in paragraphs 2.5.1 - 2.5.13.

2.5.1 Floor Plans - This consists of general plans, overall coordinating plans, and plan enlargements for important and special areas.

Data required:

a. Building perimeter (footprint) and exterior wall type, thickness and composition fixed
b. Structural grid or system
c. Major mechanical/electrical systems determined and their requirements reflected and indicated on plans
d. Indicate buildings core - elevators, stairs, etc.
e. All internal partitions of appropriate thickness indicated
f. Floor, slab, and level elevations
g. Typical door types
h. Typical partition types
i. Built-in furniture items - special furniture and equipment (early clarification of what is "NIC" and "by County")
j. Larger scale (e.g., ¼"). Key areas, lobby, entries, public plaza, major corridors, special spaces, etc. Required: All surfaces (floor, wall, and ceiling treatments), furniture indication, and layout.
k. Evacuation routes identified (to include locating necessary posting of evacuation route plans).

2.5.2 General Elevations

a. Total full-height facades including roof structures
b. All fenestration
c. Overall vertical building and floor heights
d. Indicate cross-reference points with sections
e. Indicate setbacks, building profiles, expansion joints, etc.
f. Indicate treatment of visible mechanical equipment
g. System impact (precast concrete, stone, panel systems, metal/glasscurtain wall, etc.) properly selected by adequate technical investigation.

2.5.3 Sections

Overall Sections - Overall building longitudinal and transverse "building explanation" type. Detail Wall Sections - Largest scale (e.g., ¾"). Dominate full-height sections conveying basic building configuration, to indicate:

a. Foundation and perimeter treatment
b. Typical wall construction
c. Back-up structure, abutting floor systems
d. Window location and insulation methods
e. Flashing, masonry coursings
f. Mechanical penetrations impact (furring, etc.)
g. Parapet design

2.5.4 Details - Large scale (1-1/2", 3") as required. Indicate key conditions, examples are as follows:

a. Window types: divisions, pattern, mullion profiles, vent detail, glazing type, jamb/head, plan section

b. Hollow metal (typical only; keyed to plans and schedules)
c. Frame types (typical only; for compatibility and profile)
d. Stair types - egress, public, exterior (including railing design) Metal and glass walls, borrowed lights, etc.; for division, profile, and glazing
f. Interior partition types (typical only; keyed to plans and schedules)
g. Built-in furniture items, receptions, desks, work tops, counters, cabinet types, display cases, recesses, wardrobes, millwork, etc.

2.5.5 Interior Elevations - Typical and special spaces, interfaced with, and cross-referenced to, floor and reflected ceiling plans. Indicate:

a. Breaks
b. Level changes
c. Pertinent vertical dimensions.

2.5.6 Reflected Ceiling Plans - Typical and special space. Integrated plans reflecting structural, mechanical, and electrical impacts. Plans to indicate:

a. Lighting layouts
b. Soffits, coves, furrings
c. Skylight locations
d. Ceiling materials
e. Acoustic treatments
f. Heating and ventilating register, diffuser locations
g. Sprinklers
h. Access panels

2.5.7 Schedules - Schedules to be nonrepetitive and comprehensive, with specific keying to floor plans and elevations.

a. Interior finishes
b. Doors and frames
c. Preliminary hardware
d. Windows/glazing

2.5.8 Specifications - Comprehensive, abbreviated methods, materials and systems descriptions in tune with drawings. Use CSI format with applicable section numbers. Include all consultant portions as well as those special supplementary conditions specific to the project.

2.5.9 Preliminary Estimate of Construction Cost - Adjustment of the preliminary estimate of construction cost prepared at the end of schematic design.

2.5.10 Structural Design Development Set

a. Floor plans at the same scale as the architectural/engineering drawings
b. Typical floor framing plans, including sizing of beam drops, slab openings, thicknesses, and depressions
c. Framing indication and governing sizing at: roof structures, penthouse, bulkheads, other
d. Nontypical framing scheme where required: lobby, floors at grade, and other
e. All column points established
f. Final column schedule

g. Preliminary details and sections to adequately indicate structural system
h. Preliminary details of major unique conditions that impact on scheme (as determined by the Architect/Engineer)
i. Details indicating accommodation with mechanical/electrical at areas of major interface
j. Design development specifications
k. Any necessary recommended adjustments to the preliminary estimate of construction cost.

2.5.11 Mechanical/Electrical Design Development Set

a. Typical floor plans. Systems representation in diagrammatic (nondetailed) style, major items of equipment indicated, their space requirements and interface requirements with other systems. Indicate: major shafts (sizes), chases, mechanical rooms and electric closets, and convector/fan coil locations, etc.
b. Required punctures: wall, slab, and beam
c. Locations of major roof-air handling equipment: cooling towers, exhaust fans, etc.
d. Preliminary details of major and unique conditions that impact on scheme (as determined by the Architect/Engineer)
e. Data to be developed in conjunction and in coordination with the project team:

    1. Integrated diagrammatic lighting plans indicating all overhead mechanical and electrical equipment for typical floor and special spaces

    2. Cuts and explanatory information for interior visual items such as: louvers, registers, heating/cooling units, and cabinets.
    3. Exterior louver requirements and proposed locations.

2.5.12 Site Design Development Set

a. Building location plan--building tied down dimensionally with pertinent adjacencies, street lines and grades, property lines, required setbacks, easements, rights of way, manholes, sewers, hydrants, light standards, etc., interfaced with survey.
b. Main entry level datum elevation with key exterior grades at building perimeter.
c. Site development grading and landscaping plans
d. Overall preliminary site grading and defined design of external elements, properly coordinated and interfaced with mechanical/electrical for utility entry points
e. Indicate areaways, vaults, access to sub grade spaces
f. Preliminary site and exterior building lighting scheme with identification of fixture types
g. Parking area defined with preliminary plotting
h. Indication of paths, stairs, ramps, beams, terraces, etc.
i. Plant materials (indication and preliminary schedule)
j. Design development details: railings, stairs, ramps, paving types and patterns, kiosks, benches, light standards, others
k. Design development specifications
l. Any necessary adjustments to the preliminary estate of construction cost.

2.5.13 Other Consultants' Design Development Sets

As appropriate to the Project.

2.5.14 Limitations - The above list of drawings represents, in general, the requirements of the Project.

2.6 CONSTRUCTION DOCUMENTS PHASE

2.6.1 Based on the approved Design Development Documents and any further adjustments authorized by the County in the scope or quality of the Project of in the construction budget, the Architect/Engineer shall prepare, for approval by the County and Construction Manager, Construction Documents consisting of Drawings and Specifications setting forth in detail the requirements for the construction of the project.

2.6.2 The Architect/Engineer shall provide Drawings and Specifications for the County's and the Construction Manager's review.

2.6.3 Upon completion of the Construction Documents Phase, the Architect/Engineer shall provide Construction Documents for the County's and Construction Manager's approval. Once approved the Architect/Engineer shall provide the County eight (8) complete signed and sealed sets of construction drawings and five (5) completed Project Manuals with technical specifications, saved electronically in Adobe Acrobat file (.pdf) format. Any and all files used to create the technical specifications need to be submitted saved as an Adobe Acrobat file (.pdf) format, including but not limited to; technical sections, reports such as, asbestos, geotechnical, soils, paint, and photographs. The Architect/Engineer shall provide an estimate of anticipated costs in accordance with the construction development phase.

2.6.4 The Architect/Engineer shall assist the County and Construction Manager in the preparation of the necessary bidding information.

2.6.5 The Architect/Engineer's construction documents (plans, specifications, etc.) will conform to all written codes and regulations of the federal government, county, state, municipalities, agencies and state departments, in effect at the date of this Agreement, and shall be of such completion as to receive all permits when applied for. If permits are denied, then the Architect/Engineer will conform the construction documents in such manner to receive permits upon such plans. Work required by the Architect/Engineer to conform the documents to federal, state, city, county, or agency specifications to allow them to be approved shall be completed at no charge or cost to the County.

2.7 BIDDING OR NEGOTIATION PHASE

2.7.1 The Architect/Engineer, following the County's approval of the Construction Documents and the Architect/Engineer's latest estimate of Construction Cost, shall assist the Construction Manager in obtaining bids or negotiated proposals and assist in preparing contracts for construction.

2.7.2 The Architect/Engineer shall assist the Construction Manager in issuing bidding documents to bidders and conducting pre-bid conferences with prospective bidders. The Architect/Engineer, with the assistance of the Construction Manager, shall respond to questions from bidders, and shall issue addenda.

2.7.3 The Architect/Engineer shall, provide to the County, all necessary documents required to secure building permit. Assistance with securing a development approval will be in the form of providing schematic drawings.

2.8 CONSTRUCTION PHASE - ADMINISTRATION OF THE CONSTRUCTION CONTRACT

2.8.1. The Architect/Engineer's responsibility to provide Basic Services for the Construction Phase under this Agreement commences with the award of the Contract for construction and terminates with the issuance to the County of the final Project Certificate for Payment including the submission of all project close out documents by the Architect/Engineer and Contractor. The Architect/Engineer will administer the County/Contractor contract as provided for in that document. The Architect/Engineer agrees to perform a project check prior to the end of the warranty period as a part of the contract. The check shall not exceed one working day unless additional time is approved by the County.

2.8.2 The Architect/Engineer shall at all times have access to the Work whenever it is in preparation or progress.

2.8.3 The Architect/Engineer shall, as contemplated herein and in the Construction Contract, but not otherwise, act on behalf, and be the agent, of the County throughout construction of the Project. Instructions, directions, and other appropriate communications from the County to the Contractor shall be given to the Contractor by the Architect/Engineer or Construction Manager.

2.8.4 Upon receipt, the Architect/Engineer shall carefully review and examine the Contractor's Schedule of Values, together with any supporting documentation or data which the County or the Architect/Engineer may require from the Contractor. The purpose of such review and examination shall be to protect the County from an unbalanced Schedule of Values which allocates greater value to certain elements of the Work than is indicated by such supporting documentation or data, or than is reasonable under the circumstances. If the Schedule of Values were not found to be appropriate, or if the supporting documentation or data is deemed to be inadequate, and unless the County directs the Architect/Engineer to the contrary in writing, the Schedule of Values shall be returned to the Contractor for revision of supporting documentation or data. After making such examination, if the Schedule of Values is found to be appropriate as submitted, or if necessary, as revised, the Architect/Engineer shall sign the Schedule of Values thereby indicating its informed belief that the Schedule of Values constitutes a reasonable, balanced basis for payment of the Contract Price to the Contractor. The Architect/Engineer shall not approve such Schedule of Values in the absence of such belief unless directed to do so, in writing, by the County.

2.8.5 The Architect/Engineer shall carefully inspect the work of the Contractor and shall, at a minimum, inspect work at the Project site once every week. The purpose of such inspections shall be to determine the quality and quantity of the work in comparison with the requirements of the Construction Contract. In making such inspections, the Architect/Engineer shall protect the County from continuing deficient or defective work, from continuing unexcused delays in the schedule and from overpayment to the Contractor. Following each inspection, the Architect/Engineer shall submit a written report of such inspection, together with any appropriate comments or recommendations to the County.

2.8.6 The Architect/Engineer shall initially approve periodic and final payments owed to the Contractor under the Construction Contract predicated upon inspections of the work and evaluations of the Contractor's rate of progress in light of the remaining contract time and shall issue to the County Approvals of Payment in such amounts. By issuing an Approval of Payment to the County, the Architect/Engineer reliably informs the County that the Architect/Engineer has made the inspection of the work required, and that the work for which payment is approved has reached the quantities or percentages of completion shown, or both, that the quality of the Contractor's work meets or exceeds the requirements of the Construction Contract, and that under the terms and conditions of the Construction Contract, the County is obligated to make payment to the Contractor of the amount approved.

2.8.7 The issuance of a Certificate for Payment shall not be a representation that the Architect/Engineer has (1) made exhaustive or continuous on-site inspections to check the quality or quantity of the Work. (2) reviewed construction means, methods, techniques, sequences or procedures. (3) reviewed copies of requisitions received from Subcontractors and material suppliers and other data requested by the County to substantiate the Contractor's right to payment or (4) ascertained how or for what purpose the Contractor has used money previously paid on account of the Contract Sum.

2.8.8 The Architect/Engineer shall have authority, after notification to the Construction Manager, to reject Work, which does not conform to the Contract Documents. Whenever the Architect/Engineer considers it necessary or advisable for implementation of the intent of the Contract Documents the Architect/Engineer will have authority, upon written authorization from the County, to require additional inspection or testing of the Work in accordance with the provisions of the Contract Documents, whether or not such Work is fabricated, installed or completed.

2.8.9 The Architect/Engineer shall review and approve or take other appropriate action upon Contractor's submittals such as Shop Drawings, Product Data and Samples, but only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. The Architect/Engineer's action shall be taken with such reasonable promptness as to cause no delay in the Contractor's Work or in construction by the County's own forces, while allowing sufficient time in the Architect/Engineer's professional judgment to permit adequate review. Review of such submittals is not conducted for the purpose of determining the accuracy and completeness of other details such as dimensions and quantities or for substantiating instructions for installation or performance of equipment or systems designed by the Contractors, all of which remain the responsibility of the Contractors to the extent required by the Contract Documents. The Architect/Engineer's review shall not constitute approval of safety precautions or, unless otherwise specifically stated by the Architect/Engineer, of construction means, methods, techniques, sequences, or procedures. The Architect/Engineer's approval of a specific item shall not indicate approval of an assembly of which the item is a component. When professional certification of performance characteristic of materials, systems or equipment is required by the Contract Documents, the Architect/Engineer shall be entitled to rely upon such certification to establish that the materials, systems or equipment will meet the performance criteria required by the Contract Documents. Architect/Engineer shall take appropriate action on submittals within 14 calendar days. The Architect/Engineer shall maintain a tracking log for the submittals which shall include but not be limited to; the submittal as named in the specification, all dates as required for tracking and the status of approval. A copy of the tracking log will be made available to County when requested.

2.8.10 The Architect/Engineer shall review and sign or take other appropriate action on Change Orders and Construction Change Directives prepared by the Construction Manager for the County's approval and execution in accordance with the Contract Documents. Architect/Engineer to take appropriate action within 7 calendar days.

2.8.11 The Architect/Engineer shall promptly provide appropriate interpretations as necessary for the proper execution of the work as long as there is no change in Contract price.

2.8.12 The Architect/Engineer shall require inspection or reinspection and testing or retesting of the work, to include architectural/engineering, structural, mechanical and electrical engineering portions of the work, in accordance with the provisions of the Construction Contract whenever appropriate.

2.8.13 The Architect/Engineer, assisted by the Construction Manager, shall conduct inspections to determine the dates of Substantial Completion and the date of Final Completion. The Architect/Engineer shall submit to the County a list comprised of incomplete and/or unacceptable items required by the Contract Documents to include architectural/engineering, structural, mechanical and electrical engineering portions of the work. The Architect/Engineer shall forward to the Construction Manager warranties and similar submittals required by the Contract Documents which have been received from the Contractor. The Architect/Engineer shall issue a final Project Certificate for Payment upon compliance with the requirements of the Contract Documents.

2.8.14 The Architect/Engineer shall interpret and decide matters concerning performance of the Contractor under the requirements of the Contract Documents upon written request. The Architect/Engineer's response to such requests shall be made with promptness and within seven (7) days of receipt of request.

2.8.15 Interpretations and decisions of the Architect/Engineers shall be consistent with the intent of and reasonably inferable from the Contract Documents and shall be in writing or in the form of drawings and submitted on proper Construction Change Directives.

2.8.16 The Architect/Engineer shall render written decisions within a reasonable time on all claims, disputes or other matters in question between County and Contractors relating to the execution or progress of the Work as provided in the Contract Documents.

2.8.17 Duties, responsibilities and limitations of authority of the Architect/Engineer shall not be restricted, modified or extended without written agreement of the County and Architect/Engineer.

2.8.18 The Architect/Engineer shall be a representative of and shall advise and consult with the County (1) during construction until final payment to the Contractor is due and (2) as a Basic Service at the County's direction from time to time during the correction period described in the Contract for Construction. This advice and consultation shall be limited to verbal comment on actions of the County and shall not necessitate filing of records, forms, or revisions to drawings, without additional compensation.

2.8.19 The Architect/Engineer shall transmit to the County all manuals, operating instructions, as-built plans, warranties, guarantees and other documents and things required by the Construction Contract and submitted by the Contractor.

2.8.20 The Architect/Engineer shall not have control over or charge of and shall not be responsible for construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the Work, since these are solely the Contractor's responsibility under the Contract for Construction. The Architect/Engineer shall not be responsible for the Contractor's schedules or failure to carry out the work in accordance with the contract documents. The Architect/Engineer shall not have control over or charge of acts or omissions of the Contractor, Subcontractors, or their agents or employees, or of any other persons performing portions of the work.

2.8.21 The Architect/Engineer shall testify in any judicial proceeding concerning the design and construction of the project when requested in writing by the County, and the Architect/Engineer shall make available to the County any personnel or consultants employed or retained by the Architect/Engineer for the purpose of reviewing, studying, analyzing or investigating any claims, contentions, allegations, or legal actions relating to, or arising out of, the design or construction of the project. Testimony will be provided as part of the basic services when in defense of claims for actions of the Architect/Engineer, unless otherwise prevented by counsel of the Architect/Engineer and which time it would be subject to subpoena. For other claims against the County, the Architect/Engineer will do this under an expert witness with compensation at a rate of $150.00 per hour.

2.8.22 The Architect/Engineer shall review any as-built drawings furnished by the Contractor and shall certify to the County that same are in conformity with construction as completed.

2.8.23 The Architect/Engineer shall, without additional compensation, promptly correct any errors, omissions, deficiencies, or conflicts in the work product of the Architect/Engineer or its consultants, or both.

ARTICLE III

3.1 GENERAL

3.1.1 The services described in this Article III are not included in Basic Services. They shall be paid for by the County as provided in this agreement as an addition to the compensation paid for the Basic Services but only if approved by the County before commencement.

3.2 PROJECT REPRESENTATION BEYOND BASIC SERVICES

3.2.1 If more extensive representation at the site than is described in subparagraph 2.8.5 is required, the Architect/Engineer shall provide one or more project representatives to assist in carrying out such additional on-site responsibilities.

3.4 OPTIONAL ADDITIONAL SERVICES

3.4.1 Providing detailed quantity surveys or inventories of material and equipment.

3.4.2 Providing analyses of owning and operating costs.

3.4.3 Providing interior design and other similar services required for or in connection with the selection, procurement or installation of furniture, furnishings and related equipment.

3.4.4 Providing assistance in the utilization of equipment or systems such as testing, adjusting and balancing, preparation of operation and maintenance manuals, training personnel for operation and maintenance, and consultation during operation.

3.4.5 Providing planning surveys, site evaluations or comparative studies of prospective sites.

3.4.6 Providing special surveys or environmental studies required for approvals of governmental authorities or others having jurisdiction over the project.

3.4.7 Providing service relative to future facilities, systems and equipment.

3.4.8 Providing detailed estimates of the construction cost (an item by item enumeration and analysis of all the costs that go to make up the Architect/Engineer's final estimate described in paragraph 5.1).

3.4.9 Making investigations, inventories of materials or equipment, or valuations and detailed appraisals of existing facilities.

3.4.10 Providing services of consultants for other than architectural/engineering, civil, structural, mechanical and electrical engineering portions of the Project provided as a part of Basic Services.

3.4.11 Providing any other services not otherwise included in this Agreement or not customarily furnished in accordance with generally accepted architectural/engineering practice.

3.4.12 Providing assistance with public agencies requiring formal review of project and preparation of documents, reports, studies, renderings, models, payment of fees, applications and other material necessary to seek such approval.

3.4.13 Providing representation before public bodies in conjunction with approval of project, upon approval by County.

3.5 CONTINGENT ADDITIONAL SERVICES

3.5.1 Making revisions in Drawings, Specifications or other documents when such revisions are:

a. Inconsistent with approvals or instructions previously given by the County, including revisions made necessary by adjustments in the County's program or Project budget;
b. Required by the enactment or revision of codes, laws or regulations subsequent to the preparation of such documents and not reasonably anticipated; or
c. Due to changes required as a result of the County's failure to render decisions in a timely manner.

3.5.2 Providing services required because of significant changes in the Project including, but not limited to, size, quality, complexity, the County's schedule, or the method of bidding or negotiating and contracting for construction.

3.5.3 Providing consultation concerning replacement of work damaged by fire or other cause during construction, and furnishing services required in connection with the replacement of such work.

3.5.4 Providing services in connection with public hearings.

ARTICLE IV
COUNTY'S RESPONSIBILITIES

4.1 The County shall establish and update an overall budget for the Project based on consultation with the Construction Manager and the Architect/Engineer, which shall include the Construction Cost, the County's other costs and reasonable contingencies related to all of these costs.

4.2 The County shall designate the Construction Manager to act on the County's behalf with respects to the Project. The County or Construction Manager shall render decisions in a timely manner pertaining to documents submitted by the Architect/Engineer in order to avoid unreasonable delay in the orderly and sequential progress of the Architect/Engineer's services.

4.3 The County shall furnish surveys describing physical characteristics, legal limitations and utility locations for the site of the Project, and a written legal description of the site. The surveys and legal information shall include, as applicable, grades and lines of streets, alleys, pavements, and adjoining property and structures; adjacent drainage; rights-of-way; restrictions, easements, encroachments, zoning, deed restrictions, boundaries and contours of the site; locations, dimensions and necessary data pertaining to existing buildings, other improvements and trees; and information concerning available utility services and lines, both public and private, above and below grade, including inverts and depths. All the information on the survey shall be referenced to a Project benchmark.

4.4 The County shall furnish the geotechnical tests when requested by the Architect/Engineer. Such tests may include, but not limited to, test borings, test pits, determinations of soil bearing values, percolation tests, evaluations of hazardous materials, and ground corrosion and resistively tests, including necessary operations for anticipating subsoil conditions, with reports and appropriate professional recommendations.

4.5 The County shall furnish all legal, accounting and insurance counseling services as may be necessary at any time for the Project, including auditing services the County may require to verify the Contractor's Application for Payment or to ascertain how or for what purposes the Contractor has used the money paid by or on behalf of the County.

4.6 The services, information, surveys and reports shall be furnished at the County's expense, and the Architect/Engineer shall be entitled to rely upon the accuracy and completeness thereof.

4.7 Prompt written notice shall be given by the County and Construction Manager to the Architect/Engineer if they become aware of any fault or defect in the Project or non-conformance with the Contract Documents.

4.8 The proposed language of certificate or certificates requested of the Architect/Engineer or Architect/Engineer's consultants shall be submitted to the County for review and approval at least 14 days prior to execution. The County shall not request

certifications that would require knowledge or services beyond the scope of this Agreement.

4.9 The County shall furnish the required information and services and shall render approvals and decisions as expeditiously as necessary for the orderly progress of the Architect/Engineer's services and work of the contractors.

4.10 The County shall furnish the Architect/Engineer copies of written communications.

4.11 The County's review of any documents prepared by the Architect/Engineer or its consultants shall solely for the purpose of determining whether such documents are generally consistent with the County's criteria, as and if, modified. No review of such documents shall relieve the Architect/Engineer of responsibility for the accuracy, adequacy, fitness, suitability or coordination of its work product.

4.12 The County shall furnish structural, mechanical, chemical, air and water pollution tests, tests for hazardous materials, and other laboratory and environmental tests, inspections and reports required by law or the Contract Documents.

ARTICLE V
CONSTRUCTION COST

5.1 Contemporaneously with the submission of the Design of Construction, the Architect/Engineer shall submit to the County in writing its final estimate of the contractor's anticipated price for constructing the Project. Once submitted, the final anticipated price estimate shall be adjusted by the Architect/Engineer to reflect any increase or decrease in anticipated price resulting from the change in Design for Construction.

5.2 The Construction Cost shall be the total estimated cost to the County of all elements of the project designed or specified by the Architect/Engineer.

5.3 The Construction Cost shall include the cost at current market rates of labor and materials furnished by the County and equipment designed, specified, selected or specially provided for by the Architect/Engineer, plus a reasonable allowance for the Contractor's overhead and profit.

5.4 Construction cost does not include the compensation of the Architect/Engineer and the Architect/Engineer's consultants, the costs of land, rights-of-way, financing or other costs which are the responsibility of the County.

5.5 The Architect/Engineer agrees that, should the bid for construction of the project exceed it's estimate by ten percent (10%) or more, it will redesign, redraw and/or rebid, at no additional or expense to the County, until the bids are within the stated limits.

ARTICLE VI

6.1 INDEMNIFICATION AND HOLD HARMLESS

6.1.1 The Architect/Engineer covenants and agrees to indemnify and hold harmless Monroe County and Monroe County Board of County Commissioners from any and all claims for bodily injury (including death), personal injury, and property damage (including

property owned by Monroe County) and any other losses, damages, and expenses (including attorney's fees) which arise out of, in connection with, or by reason of services provided by the Architect/Engineer in any tier, occasioned by the negligence, errors, or other wrongful act or omission of the Architect/Engineer in any tier, their employees, or agents. The first ten dollars ($10.00) of remuneration paid to the Architect/Engineer is for the indemnification provided for above. The extent of liability is in no way limited to, reduced, or lessened by the insurance requirements contained elsewhere within this agreement. Should any claims be asserted against the County by virtue of any deficiency or ambiguity in the plans and specifications provided by the Architect/Engineer, the Architect/Engineer agrees and warrants that he shall hold the County harmless and shall indemnify him from all losses occurring thereby and shall further defend any claim or action on the County's behalf.

ARTICLE VII

7.1 PERSONNEL

7.1.1 The Architect/Engineer shall assign only qualified personnel to perform any service concerning the project. At the time of execution of this contract, the parties anticipate that the following named individuals will perform those functions as indicated:

NAME	FUNCTION
_____	_____
_____	_____
_____	_____

So long as the individuals named above remain actively employed or retained by the Architect/Engineer, they shall perform the functions indicated next to their names. If there are substitutions to the individuals named above, the Architect/Engineer shall promptly notify the County.

ARTICLE VIII

8.1 PAYMENTS

8.1.1 For its assumption and performances of the duties, obligations and responsibilities set forth herein, the Architect/Engineer shall be paid monthly, in accordance with the following schedule:

(A) The Architectural/Engineering fee shall be based on the following criteria:

1.	Schematic Design	15 percent
2.	Design Development Phase	30 percent
3.	Construction Documents Phase	35 percent
4.	Bidding or Negotiation Phase:	5 percent
5.	Construction Phase	15 percent

An estimated construction cost of $3.6 million ($3,600,000.) and a fee percentage of 8% shall be used to calculate the architectural/engineering fee. The fee will be adjusted when the actual construction cost is known, with a percentage of 8% used to calculate the fee. If the project is suspended for a period of at least six months, an adjustment will be determined by mutual agreement and as approved by the Monroe County BOCC.

A final adjustment will be made when construction is complete.

(B) For the performance of the optional additional services and contingent additional services described in Article III of this contract, provided same are first authorized in writing by the County, the Architect/Engineer shall be paid hourly at the rates identified in Exhibit A, or as negotiated.

(C) If the Architect/Engineer's duties, obligations and responsibilities are materially changed through no fault of the Architect/Engineer after execution of this contract, compensation due to the Architect/Engineer shall be equitably adjusted, either upward or downward;

(D) As a condition precedent for any payment due under this contract, the Architect/Engineer shall submit monthly, unless otherwise agreed in writing by the County, an invoice to the County requesting payment for services properly rendered and reimbursable expenses due hereunder. The Architect/Engineer's invoice shall describe with reasonable particularity the service rendered. The Architect/Engineer's invoice shall be accompanied by such documentation or data in support of expenses for which payment is sought at the County may require.

8.2 REIMBURSABLE EXPENSES

8.2.1 Reimbursable expenses include expenses incurred by the Architect/Engineer in the interest of the project:

a. Expense of transportation submitted by Architect/Engineer, in writing, and living expenses in connection with out-of-county travel authorized by the County, in writing, but only to the extent and in the amounts authorized by Section 112.061, Florida Statutes;
b. Fees paid for securing approval of authorities having jurisdiction over the project;
c. Reproductions as requested only by the County (beyond 8 signed and sealed full size sets, plus one full size reproducible set, and one 11 x 17 reproducible set, and one re-writable CD);
d. Postage of Drawings and Specifications, except for those charges for postage between the Architects/Engineers branch offices and between the Architect/Engineer and his consultants.
e. Renderings and Models requested by the County.

ARTICLE IX

9.1 OWNERSHIP OF THE PRELIMINARY DESIGN AND THE DESIGN FOR CONSTRUCTION

9.1 The Drawings, Specifications and other documents prepared by the Architect/Engineer for this project are instruments of the Architect/Engineer's service for use solely with respect to this project. The Architect/Engineer shall be deemed the author of these documents and shall retain all common law, statutory and other reserved rights. Architect/Engineer's Drawings, Specifications and other documents shall not be used by the County or others on other projects, except by agreement in writing. The Architect/Engineer's drawings and specifications, and other documents, may be used for completion of this project by others.

9.1.2 Submission or distribution of documents to meet official regulatory requirements or for similar purposes in connection with the project is not to be construed as publication in derogation of the Architect/Engineer's reserved rights.

9.1.3 The As-Built drawings and specifications will be furnished by the contractor to the County in electronic format in addition to the original As-Built documents.

9.1.4 The County may utilize the construction documents, As-Built documents, etc. as required for reference on any necessary future work on the site.

ARTICLE X

10.1 SUCCESSORS AND ASSIGNS

10.1.1 The Architect/Engineer shall not assign its right hereunder, excepting its right to payment, nor shall it delegate any of its duties hereunder without the written consent of the County which shall not be unreasonably withheld.

ARTICLE XI

11.1 NO THIRD PARTY BENEFICIARIES

11.1.1 Nothing contained herein shall create any relationship, contractual or otherwise, with or any rights in favor of, any third party.

ARTICLE XII

12.1 INSURANCE

12.1.1 The Architect/Engineer shall obtain insurance as described in 13.1.2 and maintain the required insurance at all times this contract is in effect. Errors and Omissions Insurance shall also be maintained for a period of two years after final completion of the project. In the event the completion of the project (to include the work of others) is delayed or suspended as a result of the Architect/Engineer's failure to purchase or maintain the required insurance, the Architect/Engineer shall indemnify the County from any and all increased expenses resulting from such delay.

12.1.2. The Architect/Engineer shall furnish the County certificates of insurance indicating the following coverages or in excess thereof:

Worker's Compensation in the amount of Statutory Limits; Employer's Liability $1,000,000 Bodily Injury by Accident, $1,000,000 Bodily Injury by Disease, policy limits, $1,000,000 Bodily Injury by Disease, each employee; General Liability (Premises operations, products and completed operations, Blanket Contractual Liability , Personal Injury Liability, Expanded Definition of Property Damage) $1,000,000 combined single limit, Vehicle Liability should extend a liability for owned, non-owned, and hired vehicles with coverage of $1,000,000 combined single limit; Architects Errors & Omissions with $3,000,000 per occurrence/$3,000,000 aggregate. All sub consultants must have the same coverage. Monroe County shall be named as an additional insured on the General Liability and Vehicle Liability policies.

12.1.3 The coverage provided herein shall contain an endorsement providing sixty (60) days notice to the County prior to any cancellation of said coverage. Said coverage shall

be written by an insurer acceptable to the County and shall be in a form acceptable to the County.

ARTICLE XIII
TERMINATION

13.1 Either party hereto may terminate this contract upon giving seven (7) days written notice to the other in the event that such other party substantially fails to perform its material obligations set forth herein. Termination expenses shall include all usual expenses until date of termination and any additional services required in order to stop performance of services, subject to County audit for verification. Architect/Engineer shall not include additional expenses not directly related to termination after notice is given.

13.1.1 The County may terminate this agreement without cause by giving the other party thirty (30) days written notice.

13.1.2 Monroe County's performance and obligation to pay under this contract is contingent upon an annual appropriation by the Board of County Commissioners and the approval of the Board members at the time of contract initiation and its duration.

ARTICLE XIV
ENTIRE AGREEMENT

14.1 This contract constitutes of the form of agreement (Articles I-XV), the exhibits that are attached and made a part of the contract, and the documents referred to in the form of agreement as a part of this contract. In the event any conflict between any of those contract documents, the one imposing the greater burden on the Architect/Engineer will control.

14.2 A person or affiliate who has been place on the convicted vendor list following a conviction for public entity crime may not submit a bid on contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the property to public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017 of the Florida Statutes, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

ARTICLE XV
Added Requirements

15.1 The following items are part of this contract:

a) Architect/Engineer shall maintain all books, records, and documents directly pertinent to performance under this Agreement in accordance with generally accepted accounting principles consistently applied. Each party to this Agreement or their authorized representatives shall have reasonable and timely access to such records of each other party to this Agreement for public records purposes during the term of the Agreement and for four years following the termination of this Agreement. If an auditor employed by the County or Clerk determines that monies paid to Architect/Engineer pursuant to this Agreement were spent for purposes not authorized by this Agreement, the Architect/Engineer shall repay the monies together with interest calculated pursuant to Sec. 55.03, FS, running from the date the monies were paid to County.

b) Governing Law, Venue, Interpretation, Costs, and Fees: This Agreement shall be governed by and construed in accordance with the laws of the State of Florida applicable to contracts made and to be performed entirely in the State. In the event that any cause of action or administrative proceeding is instituted for the enforcement or interpretation of this Agreement, the County and Architect/Engineer agree that venue will lie in the appropriate court or before the appropriate administrative body in Monroe County, Florida. The Parties waive their rights to a trial by jury.

c) Severability. If any term, covenant, condition or provision of this Agreement (or the application thereof to any circumstance or person) shall be declared invalid or unenforceable to any extent by a court of competent jurisdiction, the remaining terms, covenants, conditions and provisions of this Agreement, shall not be affected thereby; and each remaining term, covenant, condition and provision of this Agreement shall be valid and shall be enforceable to the fullest extent permitted by law unless the enforcement of the remaining terms, covenants, conditions and provisions of this Agreement would prevent the accomplishment of the original intent of this Agreement. The County and Architect/Engineer agree to reform the Agreement to replace any stricken provision with a valid provision that comes as close as possible to the intent of the stricken provision.

d) Attorney's Fees and Costs. The County and Architect/Engineer agree that in the event any cause of action or administrative proceeding is initiated or defended by any party relative to the enforcement or interpretation of this Agreement, the prevailing party shall be entitled to reasonable attorney's fees and court costs, as an award against the non-prevailing party, and shall include attorney's fees and courts costs, in appellate proceedings. Mediation proceedings initiated and conducted pursuant to this Agreement shall be in accordance with the Florida Rules of Civil Procedure and usual and customary procedures required by the circuit court of Monroe County.

e) Binding Effect. The terms, covenants, conditions, and provisions of this Agreement shall bind and inure to the benefit of the County and Architect/Engineer and their respective legal representatives, successors, and assigns.

f) Authority. Each party represents and warrants to the other that the execution, delivery and performance of this Agreement have been duly authorized by all necessary County and corporate action, as required by law.

g) Claims for Federal or State Aid. Architect/Engineer and County agree that each shall be, and is, empowered to apply for, seek, and obtain federal and state funds to further the purpose of this Agreement; provided that all applications, requests, grant proposals, and funding solicitations shall be approved by each party prior to submission.

h) Adjudication of Disputes or Disagreements. County and Architect/Engineer agree that all disputes and disagreements shall be attempted to be resolved by meet and confer sessions between representatives of each of the parties. If no resolution can be agreed upon within 30 days after the first meet and confer session, the issue or issues shall be discussed at a public meeting of the Board of County Commissioners. If the issue or issues are still not resolved to the satisfaction of the parties, then any party shall have the right to seek such relief or remedy as may be provided by this Agreement or by Florida law.

i) Cooperation. In the event any administrative or legal proceeding is instituted against either party relating to the formation, execution, performance, or breach of this Agreement, County and Architect/Engineer agree to participate, to the extent required by the other party, in all proceedings, hearings, processes, meetings, and other activities related to the substance of this Agreement or provision of the services under this Agreement. County and Architect/Engineer specifically agree that no party to this Agreement shall be required to enter into any arbitration proceedings related to this Agreement.

j) Nondiscrimination. Architect/Engineer and County agree that there will be no discrimination against any person, and it is expressly understood that upon a determination by a court of competent jurisdiction that discrimination has occurred, this Agreement automatically terminates without any further action on the part of any party, effective the date of the court order. Architect/Engineer or County agree to comply with all Federal and Florida statutes, and all local ordinances, as applicable, relating to nondiscrimination. These include but are not limited to: 1) Title VI of the Civil Rights Act of 1964 (PL 88-352) which prohibits discrimination on the basis of race, color or national origin; 2) Title IX of the Education Amendment of 1972, as amended (20 USC ss. 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; 3) Section 504 of the Rehabilitation Act of 1973, as amended (20 USC s. 794), which prohibits discrimination on the basis of handicaps; 4) The Age Discrimination Act of 1975, as amended (42 USC ss. 6101-6107) which prohibits discrimination on the basis of age; 5) The Drug Abuse Office and Treatment Act of 1972 (PL 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; 6) The Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (PL 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; 7) The Public Health Service Act of 1912, ss. 523 and 527 (42 USC ss. 690dd-3 and 290ee-3), as amended, relating to confidentiality of alcohol and drug abuse patent records; 8) Title VIII of the Civil Rights Act of 1968 (42 USC s. et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; 9) The Americans with Disabilities Act of 1990 (42 USC s. 1201 Note), as maybe amended from time to time, relating to nondiscrimination on the basis of disability; 10) Any other nondiscrimination provisions in any Federal or state statutes which may apply to the parties to, or the subject matter of, this Agreement.

k) Covenant of No Interest. Architect/Engineer and County covenant that neither presently has any interest, and shall not acquire any interest, which would conflict in any manner or degree with its performance under this Agreement, and that only interest of each is to perform and receive benefits as recited in this Agreement.

l) Code of Ethics. County agrees that officers and employees of the County recognize and will be required to comply with the standards of conduct for public officers and employees as delineated in Section 112.313, Florida Statutes, regarding, but not limited to, solicitation or acceptance of gifts; doing business with one's agency; unauthorized compensation; misuse of public position, conflicting employment or contractual relationship; and disclosure or use of certain information.

m) No Solicitation/Payment. The Architect/Engineer and County warrant that, in respect to itself, it has neither employed nor retained any company or person, other than a bona fide employee working solely for it, to solicit or secure this Agreement and that it has not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for it, any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this Agreement. For the breach or violation of the provision, the

Architect/Engineer agrees that the County shall have the right to terminate this Agreement without liability and, at its discretion, to offset from monies owed, or otherwise recover, the full amount of such fee, commission, percentage, gift, or consideration.

n) Public Access. The Architect/Engineer and County shall allow and permit reasonable access to, and inspection of, all documents, papers, letters or other materials in its possession or under its control subject to the provisions of Chapter 119, Florida Statutes, and made or received by the Architect/Engineer and County in conjunction with this Agreement; and the Architect/Engineer shall have the right to unilaterally cancel this Agreement upon violation of this provision by County.

o) Non-Waiver of Immunity. Notwithstanding he provisions of Sec. 768.28, Florida Statutes, the participation of the Architect/Engineer and the County in this Agreement and the acquisition of any commercial liability insurance coverage, self-insurance coverage, or local government liability insurance pool coverage shall not be deemed a waiver of immunity to the extent of liability coverage, nor shall any contract entered into by the County be required to contain any provision for waiver.

p) Privileges and Immunities. All of the privileges and immunities from liability, exemptions from laws, ordinances, and rules and pensions and relief, disability, workers' compensation, and other benefits which apply to the activity of officers, agents, or employees of any public agents or employees of the County, when performing their respective functions under this Agreement within the territorial limits of the County shall apply to the same degree and extent to the performance of such functions and duties of such officers, agents, volunteers, or employees outside the territorial limits of the County.

q) Legal Obligations and Responsibilities: Non-Delegation of Constitutional or Statutory Duties. This Agreement is not intended to, nor shall it be construed as, relieving any participating entity from any obligation or responsibility imposed upon the entity by law except to the extent of actual and timely performance thereof by any participating entity, in which case the performance may be offered in satisfaction of the obligation or responsibility. Further, this Agreement is not intended to, nor shall it be construed as, authorizing the delegation of the constitutional or statutory duties of the County, except to the extent permitted by the Florida constitution, state statute, and case law.

r) Non-Reliance by Non-Parties. No person or entity shall be entitled to rely upon the terms, or any of them, of this Agreement to enforce or attempt to enforce any third-party claim or entitlement to or benefit of any service or program contemplated hereunder, and the Architect/Engineer and the County agree that neither the Architect/Engineer nor the County or any agent, officer, or employee of either shall have the authority to inform, counsel, or otherwise indicate that any particular individual or group of individuals, entity or entities, have entitlements or benefits under this Agreement separate and apart, inferior to, or superior to the community in general or for the purposes contemplated in this Agreement.

s) Attestations. Architect/Engineer agrees to execute such documents as the County may reasonably require, to include a Public Entity Crime Statement, an Ethics Statement, and a Drug-Free Workplace Statement.

t) No Personal Liability. No covenant or agreement contained herein shall be deemed to be a covenant or agreement of any member, officer, agent or employee of

Monroe County in his or her individual capacity, and no member, officer, agent or employee of Monroe County shall be liable personally on this Agreement or be subject to any personal liability or accountability by reason of the execution of this Agreement.

u) Execution in Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be regarded as an original, all of which taken together shall constitute one and the same instrument and any of the parties hereto may execute this Agreement by singing any such counterpart.

v) Section Headings. Section headings have been inserted in this Agreement as a matter of convenience of reference only, and it is agreed that such section headings are not a part of this Agreement and will not be used in the interpretation of any provision of this Agreement.

IN WITNESS WHEREOF, each party has caused this Agreement to be executed on the date first above written by its duly authorized representative.

(SEAL)
Attest: DANNY L. KOLHAGE, Clerk

By: _____
Deputy Clerk

(Seal)
Attest:
Or

Witness: Elaine L. Ferda
Elaine L. Ferda
Print Name

Witness: Sheila N. Sutton
Sheila N. Sutton
Print Name

BOARD OF COUNTY COMMISSIONERS OF MONROE COUNTY, FLORIDA

By: _____
Mayor/Chairman

ARCHITECT/ENGINEER
MBI/K2M Architecture, Inc.

By: Michael B. Ingram
Name

MICHAEL B. INGRAM
Print Name

DIRECTOR
Title

MONROE COUNTY ATTORNEY
APPROVED AS TO FORM:
S M Grimsley 8-1-08
SUSAN M. GRIMSLEY
ASSISTANT COUNTY ATTORNEY

ACORD CERTIFICATE OF LIABILITY INSURANCE

OP ID EH
K2MDES1

DATE (MM/DD/YYYY) 05/19/06

PRODUCER

Talbot Insurance Agency
38109 Euclid Avenue
Willoughby OH 44094
Phone: 440-942-2152 Fax: 440-942-2204

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURED

mbi / k2m Architecture
Scott C. Maloney, R.A.
2530 Superior Ave #302
Cleveland OH 44114

INSURERS AFFORDING COVERAGE		NAIC #
INSURER A:	State Auto Insurance Companies	25135
INSURER B:	CNA Insurance	
INSURER C:		
INSURER D:		
INSURER E:		

RECEIVED
Facilities Dev
MAY 25 2006

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

Per ...

INSR LTR	ADD'L INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
A	X	GENERAL LIABILITY COMMERCIAL GENERAL LIABILITY CLAIMS MADE / OCCUR X Business Owners GEN'L AGGREGATE LIMIT APPLIES PER: X POLICY / PRO-JECT / LOC	BOP2202233	08/08/05	08/08/06	EACH OCCURRENCE	$ 1,000,000
						DAMAGE TO RENTED PREMISES (Ea occurence)	$ 300,000
						MED EXP (Any one person)	$ 5,000
						PERSONAL & ADV INJURY	$ 1,000,000
						GENERAL AGGREGATE	$ 2,000,000
						PRODUCTS - COMP/OP AGG	$ 2,000,000
A	X	AUTOMOBILE LIABILITY ANY AUTO ALL OWNED AUTOS SCHEDULED AUTOS X HIRED AUTOS X NON-OWNED AUTOS	BOP2202233 BOP2202233	08/08/05 08/08/05	08/08/06 08/08/06	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
						BODILY INJURY (Per person)	$
						BODILY INJURY (Per accident)	$
						PROPERTY DAMAGE (Per accident)	$
		GARAGE LIABILITY ANY AUTO				AUTO ONLY - EA ACCIDENT	$
						OTHER THAN AUTO ONLY: EA ACC	$
						AGG	$
	X	EXCESS/UMBRELLA LIABILITY OCCUR / CLAIMS MADE DEDUCTIBLE RETENTION $				EACH OCCURRENCE	$
						AGGREGATE	$
							$
							$
							$
A		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below	BOP2202233	08/08/05	08/08/06	WC STATUTORY LIMITS / OTHER	
						E.L. EACH ACCIDENT	$ 1,000,000
						E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
						E.L. DISEASE - POLICY LIMIT	$ 1,000,000
B		OTHER Architects E & O	25-401-87-62	04/13/06	04/13/07	Per Claim	3,000,000
						Aggregate	3,000,000

APPROVED BY M. Slaub DATE 5-7-06 WAIVER Y

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

Certificate holder is also named as additional insured.
Ohio Worker's Comp #1493325 as provided by Scott C. Maloney mbi|k2m Architecture.

CERTIFICATE HOLDER

MC1110S

Monroe County
Facilites Development Dept.
Ann M. Rigger-Contractor Admin
1100 Simonton St. Rm. 2-216
Key West FL 33040

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

Waite E. Talbot, President

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ACORD™

CERTIFICATE OF INSURANCE

ISSUE DATE
06/21/2006

PRODUCER

LOCKTON COMPANIES OF HOUSTON
5847 SAN FELIPE, SUITE 320
HOUSTON, TX 77057

This certificate is issued as a matter of information only and confers no rights upon the Certificate Holder. This Certificate does not amend, extend or alter the coverage afforded by the policies below.

COMPANIES AFFORDING COVERAGE

Company A	Insurance Company of the State of PA
Company B	
Company C	
Company D	
Company E	

INSURED

ADMINISTAFF COMPANIES, INC.
19001 CRESCENT SPRINGS DRIVE
KINGWOOD, TX 77339
*SEE BELOW

This is to certify that the policies of insurance described herein have been issued to the Insured named herein for the policy period indicated. Notwithstanding any requirement, term or condition of contract or other document with respect to which this certificate may be issued or may pertain, the insurance afforded by the policies described herein is subject to all the terms, conditions and exclusions of such policies. Limits shown may have been reduced by paid claims.

CO LT	TYPE OF INSURANCE	POLICY NUMBER	EFFECTIVE EXPIRATION	LIMITS OF LIABILITY	
	GENERAL LIABILITY ☐ Commercial General Liability ☐ Claims Made ☐ Occurrence ☐ Owners' and Contractors' Protection ☐ ☐ General Aggregate Limit applies per: ☐ Policy ☐ Project ☐ Location			EACH OCCURRENCE	$
				FIRE DAMAGE	$
				MEDICAL EXPENSE	$
				PERS. AND ADVERTISING INJURY	$
				GENERAL AGGREGATE	$
				PRODUCTS AND COMP. OPER. AGG.	$
	AUTOMOBILE LIABILITY ☐ Any Automobile ☐ All Owned Automobiles ☐ Scheduled Automobiles ☐ Hired Automobiles ☐ Non-owned Automobiles ☐			COMBINED SINGLE LIMIT	$
				BODILY INJURY (Per person)	$
				BODILY INJURY (Per accident)	$
				PROPERTY DAMAGE (Per accident)	$
				COMPREHENSIVE	
				COLLISION	
A	**WORKERS' COMPENSATION AND EMPLOYERS' LIABILITY**	1332201	05/01/2006 10/01/2006	WC Statutory Limit [X] Other [ ]	
				EL EACH ACCIDENT	$ 1,000,000
				EL DISEASE (Each employee)	$ 1,000,000
				EL DISEASE (Policy Limit)	$ 1,000,000
	EXCESS LIABILITY ☐ Occurrence ☐ Claims Made			EACH OCCURRENCE	$
				AGGREGATE	$
					$
					$
					$
					$
					$

M. Steele 7-10-06

* MBI/K2M ARCHITECTURE, INC. (1922700) COVERED THROUGH BLANKET ALTERNATE EMPLOYERS ENDORSEMENT FOR ALL EMPLOYEES UNDER CLIENT SERVICE AGREEMENT.

Monroe County
Facilities Development

CERTIFICATE HOLDER

JUN 26 2006
TIME:
RECEIVED BY:

MONROE COUNTY, FLORIDA
ATTN: PAULETTE HARPER
1100 SIMONTON ST ROOM 2-216
KEY WEST, FL 33030

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

Authorized Representative

Certificate ID # ZESXPX1U

EXHIBIT A

Fixed Hourly Rates

Principal, Architect I - $215.00
Project Manager, Architect II - $185.00
Project Manager - $120.00
Construction Administration - $120.00
Draftsman I - $95.00
Draftsman II - $70.00
Administrative - $55.00