

**CITY COUNCIL RESOLUTION NO. 2022-031**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE CITY, FLORIDA AUTHORIZING THE EXECUTION OF TASK ASSIGNMENT NUMBER TWO TO THE CONTINUING CONTRACT WITH NORTH FLORIDA PROFESSIONAL SERVICES, INC., A FLORIDA CORPORATION; PROVIDING FOR ENGINEERING SERVICES RELATED TO THE REPAIRS OF MEMORIAL STADIUM; PROVIDING FOR PAYMENT FOR THE PROFESSIONAL SERVICES AT A COST NOT TO EXCEED \$28,050.00; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Lake City, Florida (hereinafter the “City”) entered into a Continuing Contract for Professional Services with North Florida Professional Services, Inc. (hereinafter “NFPS”), as authorized by City Council Resolution No. 2021-183 with respect to certain studies, planning, design, and constructions of improvements to the City water system, wastewater system, reuse water, stormwater systems, gas system, Lake City Gateway Airport (hereinafter the “Airport”), City recreational facilities, City Hall, City safety facilities and streets (herein collectively the “City Projects”); and

**WHEREAS**, the Continuing Contract provides that NFPS shall perform services for the City only when requested and authorized in writing by the City and that each request for services shall be for a specific project with the scope of the work to be performed and compensation to be paid defined by and embodied in a separate Task Assignment; and

**WHEREAS**, the City desires to enter into Task Assignment Number Two to its Continuing Contract with NFPS for engineering services related to the repair procedures, plans, and bid documents for repairs to the steel structure known as “Memorial Stadium”, pursuant to the terms and conditions of Task Assignment Number Two, a copy of which is attached hereto as “Exhibit A” and made a part of this resolution, and the Continuing Contract.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAKE CITY, FLORIDA, AS FOLLOWS:**

**Section 1.** The above recitals are all true and accurate and are incorporated herein and made a part of this resolution.

**Section 2.** The City is hereby authorized to enter into Task Assignment Number Two with NFPS for the additional services.

**Section 3.** The City Manager and City Attorney are authorized to make such reasonable changes and modifications to Task Assignment Number Two as may be deemed necessary to be in the best interest of the City and its citizens. The Mayor is authorized and directed to execute and deliver Task Assignment Number Two in the name and on behalf of the City, with such changes, amendments, modifications, omissions, and additions made by the City Manager and City Attorney, if any. Execution by the Mayor and NFPS shall be deemed to be conclusive evidence of approval of such changes, amendments, modifications, omissions, and additions, if any.

**PASSED AND ADOPTED** at a meeting of the City Council on this \_\_\_\_ day of March 2022.

**CITY OF LAKE CITY, FLORIDA**

By: \_\_\_\_\_  
Stephen M. Witt, Mayor

ATTEST:

APPROVED AS TO FORM AND LEGALITY:

By: \_\_\_\_\_  
Audrey E. Sikes, City Clerk

By: \_\_\_\_\_  
Frederick L. Koberlein, Jr.,  
City Attorney

## **EXHIBIT A**

### **TASK ASSIGNMENT NUMBER TWO TO THE CONTINUING CONTRACT BETWEEN THE CITY OF LAKE CITY, FLORIDA, AND NORTH FLORIDA PROFESSIONAL SERVICES, INC., A FLORIDA CORPORATION, FOR ENGINEERING SERVICES RELATED TO THE REPAIRS OF MEMORIAL STADIUM**

THIS TASK ASSIGNMENT NUMBER TWO is made and entered into this \_\_\_\_\_ day of March 2022, by and between the CITY OF LAKE CITY, FLORIDA, a municipal corporation, located at 205 North Marion Avenue, Lake City, Florida 32055, and whose mailing address is 205 North Marion Avenue, Lake City, Florida 32055 (herein referred to as "City") and NORTH FLORIDA PROFESSIONAL SERVICES, INC., a Florida corporation (herein referred to as "Consultant").

#### **RECITALS**

A. City and Consultant have heretofore entered into a Continuing Contract for professional consulting services as authorized by City Resolution No. 2021-183 (the "Continuing Contract").

B. The Continuing Contract provides that Consultant shall perform services to the City only when requested to and authorized in writing by City and that each request for services shall be for a specific project, with the scope of the work to be performed by and compensation to be paid to Consultant for each separate project and be defined by and embodied in a separate Task Assignment.

C. The City is in need of professional engineering services related to the repair procedures, plans, and bid documents for repairs to the steel structure known as "Memorial Stadium", and the City desires to enter into this Task Assignment Number Two with Consultant for such services pursuant to the terms and conditions contained herein.

NOW, THEREFORE, in consideration of the premises and the mutual covenants and agreements herein contained, the parties hereto agree as follows:

1. **RECITALS**: The above recitals are all true and accurate and are incorporated herein and made a part of this Task Assignment Number Two.

2. **PROJECT**: The City hereby engages Consultant and Consultant agrees to furnish to City the services and work as set forth in "Exhibit A" titled Proposal to Provide a Repair Procedures, Repair Plans, Bid Documents for Repairs to Memorial Stadium, Lake City, that was provided by Consultant and a copy of which is attached hereto and made a part of this Task Assignment number Two.

3. **COMPENSATION TO CONSULTANT**: City shall pay Consultant for its services a not-to-exceed fee of twenty-eight thousand fifty dollars and zero cents (\$28,050.00). Consultant shall invoice the City in accordance with the terms and conditions included in the Continuing Contract and in no event more than once per calendar month and said fees shall equal a percentage of the completed work. Should a conflict in the terms and conditions arise the Continuing Contract shall be controlling.

4. **PROVISIONS OF CONTINUING CONTRACT**: The terms, provisions, conditions, and requirements of the Continuing Contract are incorporated herein and made a part of this agreement. Should any term or condition of the documents referenced herein conflict with a term or condition of the Continuing Contract the term or condition of the Continuing Contract shall prevail and be binding.

5. **ATTORNEYS' FEES AND COSTS**. In the event of a breach of the Continuing Contract or any provision of this Task Assignment by either party, the breaching party shall be liable for, and agrees to pay, all costs and expenses incurred in the enforcement of this Continuing Contract or this Task Assignment, including reasonable attorneys' fees and legal costs and fees incurred in seeking reasonable attorneys' fees.

6. **ENTIRE AGREEMENT.** This Task Assignment Number Two, the Continuing Contract, and “Exhibit A”, constitute the entire agreement between City and Consultant and supersedes all prior written or oral understandings with respect to the project. Should any of the provisions of this Task Assignment and the Continuing Contract conflict with the provisions of the attachment hereto, the provisions of this Task Assignment and the Continuing Contract shall control. This Task Assignment Number Two may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

7. **PARTIES BOUND.** This Task Assignment Number Two shall be binding upon and shall inure to the benefit of City and Consultant, their successors and assigns.

8. **EXECUTION IN COUNTERPARTS AND AUTHORITY TO SIGN.** This Task Assignment, any amendments, or change orders related to the Task Assignment, may be executed in counterparts, each of which shall be an original and all of which shall constitute the same instrument. In accordance with the Electronic Signature Act of 1996, electronic signatures, including facsimile transmissions, may be used and shall have the same force and effect as a written signature. Each person signing this Agreement warrants that he or she is duly authorized to do so and to bind the respective party to the Agreement.

*[Remainder of this page intentionally left blank. Signature page to follow.]*

**IN WITNESS WHEREOF**, the parties hereto have made and executed this Task Assignment Number Two as of the day and year first above written.

**CITY OF LAKE CITY, FLORIDA**

By: \_\_\_\_\_  
Stephen M. Witt, Mayor

ATTEST:

APPROVED AS TO FORM AND  
LEGALITY:

By: \_\_\_\_\_  
Audrey E. Sikes, City Clerk

By: \_\_\_\_\_  
Frederick L. Koberlein, Jr.,  
City Attorney

**NORTH FLORIDA PROFESSIONAL  
SERVICES, INC.**

By: \_\_\_\_\_  
Gregory G. Bailey, President



March 9, 2022

Paul Dyal  
Interim City Manager/  
Executive Director of Utilities  
City of Lake City  
692 SW St. Margaret Street  
Lake City, FL 32025

**REF: PROPOSAL TO PROVIDE A REPAIR PPROCEDURES, REPAIR PLANS, BID DOCUMENTS FOR REPAIRS TO MEMORIAL STADIUM; LAKE CITY**

Dear Mr. Dyal,

North Florida Professional Services, Inc. (NFPS) is pleased to provide this fee proposal for Phase 2 of a multi-phased project. This phase is to provide repair methods and procedures, repair plans, and bid documents for repairs to the 1940's vintage steel structure known as Memorial Stadium. Once the repairs have been completed, the final phase of the project involving the detailed structural analysis including a STADD Structural Analysis, 3D Model identifying the members and providing a CODE check for the loads applied using AISC version 14 can be completed.

**BACKGROUND:**

In October of 2021, NFPS performed a detailed inspection of the structural steel components and secondary steel appurtenances to steel structure of the grandstands at Memorial Stadium. Our inspection specifically excluded any of the masonry building enclosures under the stadiums used for storage, restrooms, and concessions. A detailed report of the findings of the field inspection was provided to the City in December 2021 and a Final Inspection Report was submitted on February 7, 2022.

**SCOPE AND DELIVERABLES FOR PHASE 2:**

Based on the findings of the Inspection Report, NFPS will prepare repair methodologies and procedures for the deficiencies noted. We will prepare construction plans and details sufficient for qualified contractors to submit written bids for the completion of the repairs. We will prepare a bid advertisement and bid documents necessary to obtain bids for the work.

**LIMITATIONS:**

Work not identified in the Scope is excluded unless a contract scope amendment is executed.

This includes the following:

- Post-Design Services.
- Contract Administration and Construction Inspection Services.

**PROJECT SCHEDULE:**

Upon execution of the necessary contract documents and a written Notice to Proceed, NFPS will begin immediately to develop repair methodologies and procedures. Within approximately 30 days we will have preliminary plans along with an Engineer's Estimate of Probable Cost and estimate for construction time for review will the appropriate City staff. Once the preliminary plans are approved, preparation of the final plans and bid documents will begin. The estimated time for this activity is approximately 30 days.

**PROJECT FEES:**

The services and deliverables outlined in the Scope will be provided for a Lump Sum fee of **\$28,050.00**

If you have any questions, please do not hesitate to contact me.

Sincerely,

R. P. (Phil) Bishop, Jr., P.E.  
Director of Construction Services