



INDIVIDUAL PROJECT ORDER NUMBER

Describing a specific agreement between Kimley-Horn and Associates, Inc. (the Consultant), and Levy County (the Client) in accordance with the terms of the Master Agreement for Continuing Professional Services dated December 8, 2020, which is incorporated herein by reference.

Identification of Project:

Project Name: Levy County Government Center Landscape Design,
Amendment No. 1 Entry Hardscape

KH Project Manager: Elisabeth Manley

Date: December 3, 2024

Project Understanding

The Client has requested that the Consultant revise bid documents previously prepared for the County's Government Center Entry in order to address accessibility issues at the entry. A complete renovation of the entry landing, stairs, ramp, seating, and paving is required to do so. The revised design will include new construction of an accessible ramp, stairs, and entry courtyard and generally described in the attached sketch: See Attachment 'B'. Construction will require removal of existing seatwalls. Material choices and general design approach for the entry will be as per previous input and design.

Bid documents were submitted in February 2024, which included hardscape, landscape, and irrigation plans. Documents were updated in November 2024 as requested by the Client to include only proposed hardscape design. The proposed hardscape improvements scope included in both the original and updated bid documents does not include the entry's existing handicap ramp. The original scope of work also did not include survey services.

In order to provide complete design of a compliant, accessible route into the Government Center at this entry, the following is required in order to revise hardscape bid documents: Survey services for the area described in Attachment 'A'; redesign and production of construction documents; and inclusion of architectural and structural services needed to produce details specific to the project. Note updating the landscape and irrigation plans is not included in the following scope.

Additional professionals serving as subconsultants to Kimley-Horn include George F. Young, Inc. for survey services; Studio MGJ for building threshold, landing, stairs, and ramp design; and GSE as a subconsultant to Studio MGJ for structural engineering related to the landing, stairs, and ramp.

If any of the above assumptions are not correct, then additional scope and fee will be required.

Scope of Services

Kimley-Horn will provide the services specifically set forth below. Please note the task number below is sequential to the existing tasks of this project's current contract.

Task 4: Survey

1. Provide a topographic Survey of the area shown in Attachment 'A' in NAVD88 datum to detail the above ground improvements within the project area.

Task 5: Construction Documents for Entry Redesign

1. Once survey is received, conduct a site visit to analyze the existing design per surveyed conditions and to analyze the existing handicap ramp and building threshold.
2. Prepare a 30% Site Plan based on the sketch of Attachment 'A'. Meet with the Client on site in one meeting to review and gain input on the proposed layout of the ramp, paving, and proposed site furnishings. Prepare a statement of probable cost per the revised design and discuss at this meeting as well.
 - a. Please note that the Consultant has no control over the cost of labor, materials, equipment, or over the Contractor's methods of determining prices or over competitive bidding or market conditions. Opinions of probable costs provided herein are based on the information known to Consultant at this time and represent only the Consultant's judgment as a design professional familiar with the construction industry. The Consultant cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from its opinions of probable costs.
3. Revise design per input and produce and produce 100% Review documents. Virtually meet with the client to review and gain input. Revise per comments and produce For Bid documents. Provide an updated cost estimate with each submittal.
4. Deliverables to be technical construction documents, black and white, and produced in AutoCAD. Files will be sent as PDF files with digital signing and sealing will be provided for the final set if needed.

Task 6: Additional Limited Construction Phase Services

1. It is assumed for the purposes of the following scope that construction of proposed improvements will take four months from the preconstruction conference until final acceptance.
2. Given the expanded scope of Task 5, additional construction phase services are needed beyond those included in the original contract. Additional scope is listed below.
3. *Bidding Services* – Kimley-Horn will answer bidder questions during the bidding period. Kimley-Horn will review submitted bids and provide a recommendation to the Client regarding the Lowest Responsive and Responsible Bidder.
4. *Pre-Construction Conference* - There is no change to this scope item from the original contract.
5. *Periodic Visits to Site and Observation of Construction* - Kimley-Horn will make up to 4 additional visits in order to observe the progress of the work. Such observations will not be exhaustive or

extend to every aspect of Contractor's work. Observations will to be limited to spot checking, selective measurement, and similar methods of general observation. Based on information obtained during site visits, Kimley-Horn will evaluate whether Contractor's work is generally proceeding in accordance with the Contract Documents, and Kimley-Horn will keep Client informed of the general progress of the work.

- a. Please note that Kimley-Horn will not supervise, direct, or have control over Contractor's work, nor shall Kimley-Horn have authority to stop the Work or have responsibility for the means, methods, techniques, equipment choice and usage, schedules, or procedures of construction selected by Contractor, for safety programs incident to Contractor's work, or for any failure of Contractor to comply with any laws. Kimley-Horn does not guarantee the performance of any Contractor and has no responsibility for Contractor's failure to perform its work in accordance with the Contract Documents.
6. *Clarifications and Interpretations* - There is no change to this scope item from the original contract.
7. *Recommendations with Respect to Defective Work* - There is no change to this scope item from the original contract.
8. *Shop Drawings and Samples* - Kimley-Horn will review and approve or take other appropriate action in respect to up to five additional Shop Drawings and Samples and other data which Contractor is required to submit, but only for conformance with the information given in the Contract Documents. Such review and approvals or other action will not extend to means, methods, techniques, equipment choice and usage, schedules, or procedures of construction or to related safety programs.
9. *Inspections and Tests* – There is no change to this scope item from the original contract.
10. *Applications for Payment* – Given the additional construction time anticipated per above, additional payment applications are anticipated. Based on its observations and on review of applications for payment and supporting documentation, Kimley-Horn will determine amounts that Kimley-Horn recommends Contractor be paid. Such recommendations will be based on Kimley-Horn's knowledge, information, and belief, and will state whether in Kimley-Horn's opinion Contractor's work has progressed to the point indicated, subject to any qualifications stated in the recommendation. For unit price work, Kimley-Horn's recommendations of payment will include determinations of quantities and classifications of Contractor's work, based on observations and measurements of quantities provided with pay requests. Kimley-Horn's recommendations will not be a representation that its observations to check Contractor's work have been exhaustive, extended to every aspect of Contractor's work, or involved detailed inspections.
11. *Substantial Completion* – There is no change to this scope item from the original contract.
12. *Final Notice of Acceptability of the Work* - There is no change to this scope item from the original contract.

Fee and Billing

Kimley-Horn will perform the services in Tasks 4-5 for the total lump sum labor fee below. Kimley-Horn will perform the services in Task 6 on a labor fee plus expense basis with the maximum labor fee shown below.

Task Description	Fees
Task 4 – Survey	Lump Sum, \$3,400.00
Task 5 – Hardscape Design Revisions	Lump Sum, \$26,700.00
Task 6 – Additional Limited Phase Construction Services	Hourly, Not to Exceed \$10,400.00
Subtotal	\$40,500.00
<i>Existing Fee</i>	<i>\$23,600.00</i>
<i>Revised Total Fee</i>	<i>\$64,100.00</i>


We appreciate the opportunity to provide these services. Please contact me if you have any questions.

ACCEPTED:

LEVY COUNTY

KIMLEY-HORN AND ASSOCIATES, INC.

BY: _____

BY:  _____
Chris Towne, PE

TITLE: _____

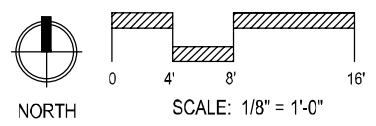
TITLE: Associate

DATE: _____

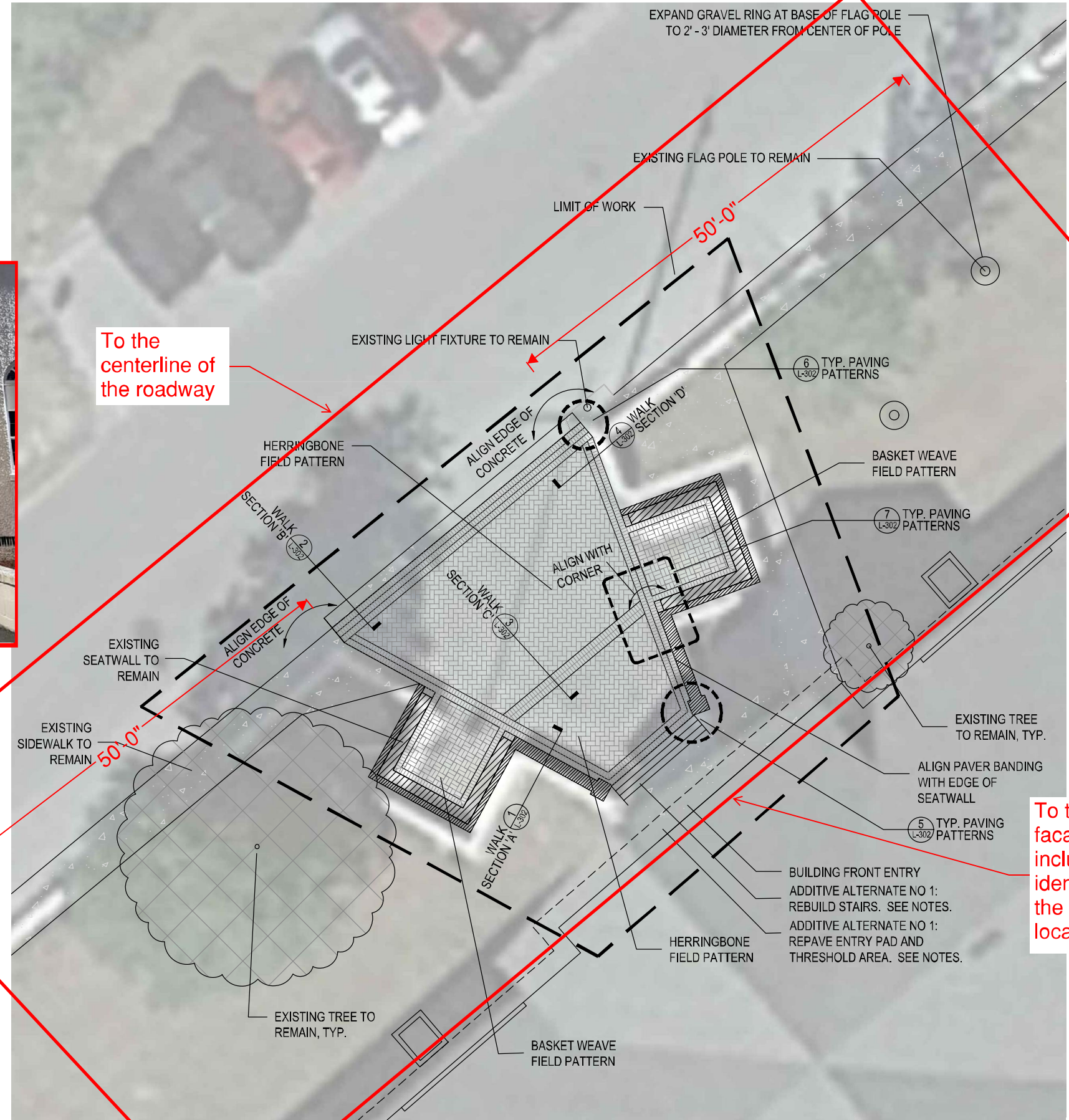
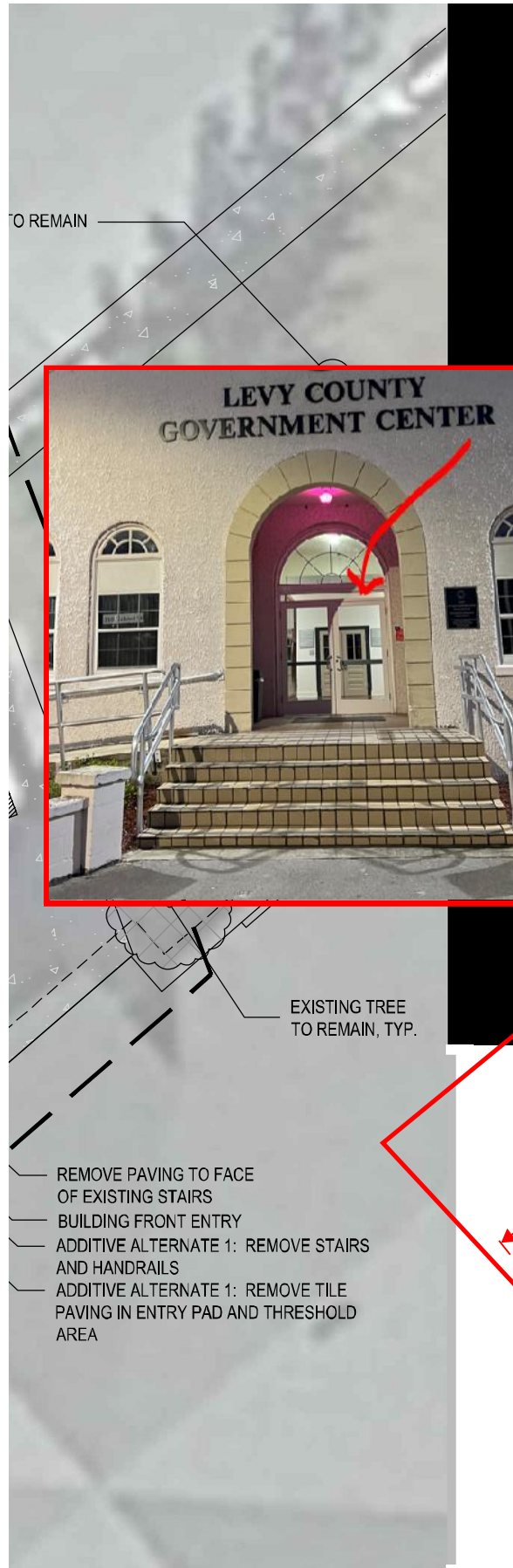
DATE: December 2, 2024

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ATTACHMENTS: Attachment 'A', Survey Limits
Attachment 'B', Concept Sketch



ATTACHMENT 'A'
Survey Area



KHA PROJECT	242270000
DATE	FEB 2024
SCALE VS. SHOWN	KHA
DESIGNED BY	MA
DRAWN BY	CEM
CHECKED BY	

**HARDSCAPE &
LAYOUT PLAN AND
NOTES**

LEVY CO
GOVERNMENT
ENTRY IMPROVEMENTS
PREPARED FOR
LEVY COUNTY
FLORIDA

- REMOVE PAVING TO FACE OF EXISTING STAIRS
- BUILDING FRONT ENTRY
- ADDITIVE ALTERNATE 1: REMOVE STAIRS AND HANDRAILS
- ADDITIVE ALTERNATE 1: REMOVE TILE PAVING IN ENTRY PAD AND THRESHOLD AREA

To the building facade and including identification of the door location/opening

To the centerline of the roadway

2 HARDSCAPE & LAYOUT PLAN
SCALE: 1/8" = 1'-0"

QUICK CONCEPT

KH 11/21/24

ATTACHMENT 'B'

Attachment 'B'

