

**AMENDMENT No. 1 to TASK ASSIGNMENT 2024-9  
ISSUED UNDER AN AGREEMENT FOR CONTINUING PROFESSIONAL SERVICES**

THIS AMENDMENT is issued by **LEVY COUNTY**, a political subdivision of the State of Florida (the "County") to **BARNETT FRONCZAK BARLOWE & SHULER ARCHITECTS** (the "Consultant"), pursuant to the Agreement between Levy County and BFBSA, for Continuing Professional Services dated December 8, 2020 (the "Continuing Professional Services Agreement.")

WHEREAS, the County and Consultant entered into Task Assignment 2024-9, on July 16, 2024, for Consultant to perform design services for the Development Department Office Reroofing;

WHEREAS, the Consultant performed the design services and delivered a final product for bidding purposes; however, due to Hurricane Helene, the County did not issue an invitation to bid; and

WHEREAS, the County and Consultant re-evaluated the project after Hurricane Helene and determined it necessary to revise the design/bid specifications.

NOW THEREFORE, the parties hereby agree as follows:

1. Scope of Services. Consultant shall provide the services (the "Services") described in the Proposal dated March 13, 2025, as revised April 4, 2025 (consisting of 5 pages) that is attached to this Amendment.

2. Compensation. County shall compensate Consultant for its performance of the Services a not to exceed amount of Six Thousand Four Hundred Twenty Eight Dollars (\$6,428.00) as set forth in Exhibit "A". Invoices or requests for payments to Consultant shall be made in accordance with the Florida Local Government Prompt Payment Act, sections 218.70 through 218.79, Fla. Stat.

3. In the event of conflict, the documents will be given precedence in the following order:

First: This Amendment;

Second: Task Assignment 2024-9; and

Third: The Continuing Professional Services Agreement.

IN WITNESS WHEREOF, the parties have entered into this Amendment effective on \_\_\_\_\_, 2025 (the "Effective Date.")

**Consultant**

BARNETT FRONCZAK BARLOWE & SHULER ARCHITECTS

By: \_\_\_\_\_

Title: \_\_\_\_\_

**County**

BOARD OF COUNTY COMMISSIONERS  
OF LEVY COUNTY, FLORIDA

\_\_\_\_\_  
Desiree Mills, Chair

Date: \_\_\_\_\_

ATTEST: Clerk of the Circuit Court and  
Ex-Officio Clerk to the Board of  
County Commissioners

\_\_\_\_\_  
Matt Brooks, Clerk

Approved as to form and legal sufficiency

\_\_\_\_\_  
Nicolle M. Shalley, County Attorney



13 March 2025  
4 April 2025 Revised

Bernard Cox, III  
Building Official  
Levy County Development Department  
622 E. Hathaway Ave Bronson, FL 32621

**RE: Development Department Office Reroofing  
Additional Service  
BFBSA No. 18110**

**Bo,** Barnett Fronczak Barlowe & Shuler Architects (BFBSA) appreciates the opportunity to provide Architectural Services for the above project as you requested. The Project will consist of reroofing approximately 13,000 square feet of low slope roof system, along with flashing, expansion joints, gutters, and other roof accessories at the Levy County Development building.

The project was bid out by McLaughlin & Company as a change order to the interior renovations. But that change order was rejected and the project has a new scope and will be rebid by Levy County. The intent was to remove only the wet light weight and replace with rigid insulation and reroof over the existing roof.

The Project scope will now be to remove the existing built-up roof membrane and light weight, insulating concrete system at the original classroom building and install a temporary roof if needed, over the existing Tectum deck, as requested by Levy County Staff. A new rigid insulation system will be installed along with a cover board and new PVC roof membrane over the Tectum decking. The existing original roof appears to be a multi-ply, built-up roof membrane with gravel topping of an unknown age, over lightweight insulating concrete on 2-inch Tectum deck and bar joist. During the infrared scan this roof had the most suspected areas of water intrusion.

At the south end of the building there is a built-up roof with gravel and light weight insulating concrete over a metal deck on bar joints. The scope of work in this area will remain as originally designed, repairing the light weight insulating concrete that is wet and screw down a cover board over the existing roof and into the then adhere a PVC roof over the cover board.

The North addition which houses the Zoning Offices is a low sloped shed roof with a built-up roof system, over light weight insulating concrete and 2-inch of Tectum decking on bar joist. The scope of work will remain as originally designed, repairing the two small areas of light weight, insulating concrete, and adhering a coverboard over the existing roof system and installing a new PVC roof system.

We will need to make one site visit to verify the existing scupper and roof drain heights and thickness of existing insulation as we were originally just reroofing over the existing light weight concrete insulation. We may be able to delete the one internal roof drain and have all the water flow to the perimeter of the building.

### **Architectural Services Fee**

The fee for the scope of work to modify the Contract Documents will be **\$6,428.00** and a fee breakdown for the for the scope of work is attached to this letter.

### **Fee by Phases**

100% Contract Documents    \$6,428.00

It is our understanding that Levy County will bid out the project and will over see the Contract Administration for the project. There is currently \$6,408.00 remaining in the Purchase Order for Contact Administration. We suggest that amount remain in place and if there are questions during bidding that requires a response from the Architect, then BFBSA would invoice against this this amount at our hourly rates. Our construction administration would be limited to responses to questions during construction and site visits as requested by Levy County staff.

It is our understanding that reimbursable expenses will be reimbursed at 1.15 times the actual cost. Reimbursable expenses will include travel expenses, printing, overnight delivery and other expenses for the project.

### **Deliverables**

BFBSA will submit electronic copies of the documents in PDF format. We will provide signed and sealed documents for permitting by the contractor, through the city of Bronson Building Department.

### **Schedule**

The schedule for the scope of work will be to complete the Contract Documents 30 days after the notice to proceed:

This proposal does not include fees for the following task, but these tasks can be provided as additional services by BFBSA.

- Hazardous material survey and/or abatement
- Selected demolition of roof system and repair
- Design services beyond roof renovation.
- On-site representative
- Structural design to repair and/or upgrade existing roof structure.
- Civil Engineering services

- Landscape Design services.
- Fire Protection Engineering.
- Mechanical, Electrical, Plumbing Engineering services
- Life Cycle cost analysis
- Specialty Consultants
- Building permit fees
- Post construction water spray testing of the roof.

If you have questions regarding this proposal, please contact me. We look forward to a successful team effort for this project.

**BARNETT FRONCZAK BARLOWE & SHULER ARCHITECTS**

Sincerely,



Douglas S. Barlowe, AIA  
Partner

Architectural fee	\$6,428.00	\$6,428.00
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## Consultants

### Basic Services

\$0.00 Civil  
\$0.00 Structural  
\$0.00 MEP

<b>Sub-total</b>	<b>\$0.00</b>
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## Travel

Reimbursable cost	TBD	Over Night Mail, Printing and travel expenses
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**Estimated**

<b>Total Project Fee Consultants</b>	<b>\$0.00</b>
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### Fee Breakdown

by Discipline

**BFBSA**

## Architecture

Civil

## Structural

MEP

Food Serv

## Int. Design

Infrared

roof re

repairs

**Fee**

### Breakdown

Pre-Design services	\$0.00									\$0.00
Design	\$0.00									\$0.00
50% Contract Documents	\$0.00									\$0.00
100% Contract Documents	\$6,428.00									\$6,428.00
Bidding	\$0.00									\$0.00
Contract Administration	\$0.00									\$0.00
Post Construction testing	\$0.00									\$0.00

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