



CHANGE TO SCOPE/SCHEDULE/FEE

Date: 3/17/25

Pennoni Project #: MDBCH25001

Scope Change #: 1

Project Title: Madeira Beach Public Works Building

Project Location: Madeira Beach, FL

Client Responsible Party: Megan Wepfer

Client Address: 505 150th Ave, Madeira Beach, FL

Client Phone: 727-543-8154 **Fax:** _____ **Email:** mwepfer@madeirabeachfl.gov

Description of Change(s):

Per email correspondence with the design team regarding revisions to the building design and communication with the county regarding permitting, below are the Civil and Structural Engineering additional services requested to revise the design & complete the special exception process.

TASK 3: ARCHITECTURAL SERVICES:

A. Construction Documents:

Based on the preliminary design, we will assist the Owner by preparing construction documents required for the construction of the project.

- Architect will provide four (4) complete sets of working drawings. A retainage and start-up fee of twenty percent (20%) is due upon acceptance of this proposal and balance is due upon completion of Construction Documents. As is customary with professional services reimbursable expenses such as printing, courier, express mailings, travel to/from site, etc. will be billed at a rate of 1.10 times net costs.
- Civil Engineering, Structural Engineering, Value Engineering, Fire Alarm, Fire Sprinkler and Field Inspections are not included in this scope of work.

B. Permitting Phase:

Based on the requested criteria, we will assist the Owner by making the necessary application required for the construction of the project. The Architect will also submit plans to the city for plan review. Plan review and Permit Fees are not included in this scope of work. This does not include site permitting if required.

C. Construction Administration:

Architect shall conduct a site visits and construction meetings at the project site. The Architect will visit the site three (3) times during construction and conduct site meetings with the General Contractor.

TASK 4: STRUCTURAL ENGINEERING SERVICES:

A. Construction Documents:

- Prepare structural drawings and specifications (construction documents).
- The structural drawings will be prepared in AutoCAD format in conformance with the Architect's documents. Pennoni shall be provided accurate, dimensioned background AutoCAD drawings.
- Provide signed and sealed construction documents for permitting and bid.
- During bidding phase, respond to Contractor's questions and requests for information to interpret and clarify the construction documents.

B. Construction Administration:

- Review shop-drawing and submittals. Only those materials and systems required in the structural drawings and specifications will be reviewed. Pennoni's review will be limited to determining general conformance with the design intent and are not for the purpose of determining accuracy and completeness including dimensions and quantities. This proposal is based on performing a maximum of two (2) reviews for each submittal. Pennoni's time spent to review more than two (2) submittals will be billable on an hourly basis



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as an additional service.

- Respond to requests for information from the contractor to clarify the structural design intent.
- If requested, conduct up to (2) construction Site Visits. See item #16 in the attached Terms and Conditions.

FEE:

Task 3: Architectural Services	\$71,060
Task 4: Structural Engineering Services	
A. Construction Documents	\$13,250
B. Construction Administration	\$ 2,500
C. <u>Site Visits (2)</u>	<u>\$ 1,800</u>
Task 4 Total:	\$17,550
 TOTAL FEE:	 \$88,610


Revised Due Date: _____

Original Contract Amount	\$ 62,050
Amount of Other Scope Changes	\$ 0
Amount of this Scope Change	\$ 88,610
New Contract Total	\$ 150,660

PAYMENT/FEE: TIME/MATERIALS UNIT RATE ATTACHED ESTIMATED FEE LUMP SUM

Services will be completed in accordance with the terms and conditions agreed upon in the original contract.

- This document serves as an addendum to the original contract.
- Please sign below and return to us. This will serve as our agreement and becomes effective immediately to proceed with the change(s) described above.

_____	_____		<u>3/17/25</u>
Client Authorized Signature	Date	Pennoni Associates Signature	Date
_____		Jason Sheridan, PE/Civil/Site Division Manager	
Client Name/Title (printed)		Pennoni Associates Name/Title (printed)	