

## STAFF REPORT #24-1525A

### Subject:

First Amendment to the agreement with Mason Blau and Associates, Inc. for the North County Service Center (NCSC) Replacement – Increased Professional Engineering Design Services.

### Recommended Action:

Approval of the First Amendment to the agreement with Mason Blau and Associates, Inc. for the North County Service Center (NCSC) Replacement – Increased Professional Engineering Design Services.

- This contract amendment is a companion element to the Board of County Commissioners' (BCC) September 2024 budget approval validating the NCSC expansion (@ 60% design completion) and associated increase of the Project's Total Capital Budget Allocation up to \$51.5m—for increased cost of construction associated with the increased footprint from 68k sq ft to 80k sq ft.
- This September 2024 budget approval to recognize expansion of the project also included budget considerations for the additional design and construction administration requirements in order to support funding this amendment—to the initial Mason Blau contract.
  - In August 2023, Mason Blau provided the county with its initial proposed cost for additional design services and construction administration phase as \$1,185,540.
  - **In 2024, CS Division and CBRE successfully negotiated a reduction of Mason Blau's proposed rate for additional services by ~\$237,665.20 down to \$947,874.80.**
  - The original contract was awarded by the BBCs on May 24, 2022, in the amount of \$3,008,734.46 for a term of twelve hundred eighty days.
  - Therefore, this First Amendment increases the contract by \$947,874.80 for a revised not to exceed total of \$3,956,609.28 and extends the term to 1816 total consecutive calendar days for a revised end date of July 1, 2027.

Amendment increases Contract No. 21-0592-NC in the amount of \$947,874.80 for a revised not to exceed expenditure of \$3,956,609.26, effective through February 28, 2027; Authorize the Chairman to sign and the Clerk of the Circuit Court to attest.

### Strategic Plan:

Foster Continual Economic Growth and Vitality

4.4 Invest in infrastructure to meet current and future needs.

### Summary:

This First Amendment is in response to a BCC approved increase in the planned building square footage and additional survey work requested by Pinellas County

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Development Review Committee. The design contract date is also extended to continue through construction for administration and oversight purposes.

### **Background Information:**

The initial design scope for the NCSC was based on a feasibility study completed in 2019. When CS Division began the programming phase for this project the square footage (68k) from the feasibility study was insufficient, so CS Division was directed to add increased scope to meet the stakeholders' requirements. The BCC approved this in the successive budget increases since 2019's \$17.5m, to \$36.9m in 2023, and to \$51.5m in 2024.

This initial design contract was originally awarded by the Board of County Commissioners on May 24, 2022, in the amount of \$3,008,734.46 and approved for a term of up to 730 days. However, the actual contract agreement was published a day later (effective May 25, 2022), erroneously stated 700 days and resulting in a planned end date of April 24, 2024. This amendment also administratively corrects the record in the agreement to reflect 730 days from the NTP (not to proceed date) per the BCC approval.

- Because the estimated length and cost of construction was unknown in 2022 (at the time of initial award), the staffs' initial recommendation was for a limited scope of work and performance period of ~2 years (or 730 days).
- Since the NTP was not authorized by the County until July 11, 2022, the initial design Contract expired on June 10, 2024. However, requirements programming, design and construction administration is intended through 2027.

In September 2024 the BCC approved the Capital Improvement Plan budget revisions which included the NCSC's increased estimated cost of construction (ECC) to \$51.5M and validated further expansion of NCSC square footage from ~69K to ~80k.

- This First Amendment increases the contract by \$947,874.80 for a revised not to exceed (NTE) total of \$3,956,609.28. The amendment also extends the current 700-day agreement (dated May 25, 2022, but with a NTP established a/o July 11, 2022) from its current end date of April 24, 2024, to July 1, 2027 (for a total of 1816 days). The increased fee is required to cover the:
  - increased building size after the programming effort was completed
  - additional civil/site investigation and design (additional services that have become apparent after the initial investigation)
  - extension of the term of the contract to encapsulate the construction administration portion of Mason Blau and Associates, Inc. construction administration phase.
- Funding is budgeted under the North County Service Center Design and Construction Project 003904A, funded by the General Fund and Penny for Pinellas.

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Contract No. 21-0592-NC increase in the amount of \$947,874.80 for a revised not to exceed expenditure of \$3,956,609.26, effective through July 31, 2027; Authorize the Chairman to sign and the Clerk of the Circuit Court to attest.

**Fiscal Impact:**

Award not-to-exceed amount	\$3,008,734.46
First Amendment Increase	<u>\$ 947,874.80</u>
Revised not-to-exceed amount	\$3,956,609.26

BCC Current NCSC Total Project  
Budget Allocation a/o Sept 30, 2024. \$51,500,000.00

Initial funding for this project is aligned to the CIP budgeted under the North County Service Center Design and Construction Project 003904A funded by the General Fund and Penny for Pinellas. The initial award of \$3,008,734.46 was included in the project's initial total budget allocation based upon initial estimated cost of construction (ECC).

This \$947,874.80 amendment increase is currently covered under the contingency reserves within this project's FY24 approved total capital budget allocation of \$51,500,000 approved in September 2024 upon completion of 60% of the design documents. This increased project cost will be presented again within a companion Budget Amendment in the FY26 CIP Budget Submission to address cost escalation because of design completion (90% Design Development Phase for construction documents).

Total available funding is the amount of the full project allocation as represented in the approved budget (which at the time of this amendment is \$51,000,000). Available project funding, more than the recommended not-to-exceed amount, is available for other project costs.

In the event future fiscal year funding is not available for this project, the County maintains the authority to terminate this agreement.

**Staff Member Responsible:**

Tim Lewallen, Interim Director, Construction Services Division  
Bill Greer, Director, Construction & Property Management Dept  
Merry Celeste, Purchasing Director, Administrative Services

**Partners:**

N/A

**Attachments:**

First Amendment

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NCSC Mason Blau Term & Start Date Audit					
Using the Agreement itself (term called out as 700 calendar days)					
Purchasing's Initial Calculations for Agreement					
		Total Calendar Days	Start	End	
Original Term (Planned for 730 Days and approved by BCC)	730 Days (2 yrs)	730	6/23/2022	6/22/2024	NIP was not until July 11, 2022
Term & Date Entered in the Agreement (ADMIN ERROR)	700 Days	700	5/25/2022	4/24/2024	But, Purchasing adjusted the start date and reduced the number of days
Initial Staff Report Submitted for Amendment (produced in October)					
Included 730 Days to Amend/Recognize Original Intent	730 Days	730	5/24/2022	5/23/2024	Attempted to correct the erroneous days by adding the 30 days in original plan.
Amendment Request	1011 Days	1741	7/11/2022	4/17/2027	This reflects amending the start date per the contracts NIP established 7/11/22 & the number of additional days that were needed to hit the scheduled end date of construction identified in October 2024.
Version 2 of Staff Report for Amendment Resubmission					
		Total Calendar Days	Start	End	
Original Term (Plan):	730 Days (2 yrs)	730	7/11/2022	7/10/2024	
Amendment 1 Requested Add:	1086	1816	7/10/2024	7/1/2027	Latest construction schedule shows a construction substantial completion 2.5 months later in July of 2027.