



March 17, 2025

Mr. Isaac Kovner, PE
Swinton Operations Center
434 S. Swinton Avenue
Delray Beach, FL 33444

Subject: Amendment No. 1 - Fire Station 113 Amendment for Extended Services Related to the 90-day Time Extension Request Due to Florida Power & Light (FP&L) Work

Dear Mr. Kovner:

The City of Delray Beach (City) approved the request from Gulf Building, LLC (Design-Builder) for a 90-day extension followed by a 14-day extension on the construction timeline for the Delray Beach Fire-Rescue Station No. 113 project through Allowance Additional Work Authorization (AWA) No. 008 and AWA No. 010 respectively. In light of this extension, the City has requested extended services from CDM Smith Inc. (CDM Smith) under RFQ No. 2019-007 (Purchase Order No. 2021-00000507) to ensure continued support for this critical project.

The City issued a Notice to Proceed (NTP) to the Design-Builder for the referenced contract on November 21, 2023. The Design-Builder was notified of contract commencement on December 4, 2023, and the dates of Substantial Completion and Final Completion are January 18, 2025, and March 19, 2025, respectively. With the 90-day extension provided under AWA No. 008, the updated dates for Substantial Completion and Final Completion are April 18, 2025, and June 17, 2025, respectively. With the 14-day extension provided under AWA No. 010, the Substantial Completion and Final Completion dates of the project are then updated to May 2, 2025, and July 1, 2025, respectively.

Below is a summary of the extended services to be provided by CDM Smith.

Task 4 Administration of Construction Contract

Subtask 4.1 Full-Time Resident Project Representative (RPR):

Extended Services Evaluation Based on AWA No. 008

- As of Monday, January 13, 2025, there are 70 business days remaining until the updated Substantial Completion and 43 business days between the updated Substantial and Final Completion as shown in Table 1.

Table 1. Number of Business Days for Updated Contractual Milestones

Milestone	Date	No. of Business Days
Updated Substantial Completion	April 18, 2025	70 business days from January 13, 2025
Updated Final Completion	June 17, 2025	43 business days from April 18, 2025

- As shown in Table 2, at the current hourly rate of \$150 for Resident Project Representative (RPR) services, and assuming 8 hours per day for one representative through the updated



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Substantial Completion for 70 business days and 4 hours per day between the updated Substantial and Final Completion for 43 business days, we estimate that a total of \$109,800 will be required for RPR services.

Table 2. RPR Extended Effort Needs

Item	Extended Cost Rationality	Extended Cost Amount
RPR Extended Effort Through the Updated Substantial Completion	\$150 per hour for 8 hours per day for 70 business days	\$84,000
RPR Extended Effort between the Updated Substantial Completion and Final Completion	\$150 per hour for 4 hours per day for 43 business days	\$25,800
RPR Extended Effort Total		\$109,800

- As shown in Table 3, the remaining budget for Subtask 4.1 RPR through timesheets for the week ending on January 11, 2025, is \$34,465. The extended amount needed to cover RPR services through June 17, 2025, is a not-to-exceed amount of \$75,335 for up to 502.23 hours. For rounding simplification, the not to exceed amount included in this amendment is for up to 505 hours for an amount of \$75,750.

Table 3. RPR Extended Effort Amount

Item	Amount
RPR Extended Effort Total	\$109,800
Subtask 4.1 RPR Remaining Budget Through January 11, 2025	(\$34,465)
Not to Exceed Amount for Extended Effort (for 502.23 hours)	\$75,335
Not to Exceed Amount for Extended Effort (for 505 hours)	\$75,750

Extended Services Evaluation Based on AWA No. 010

- At the current hourly rate of \$150 for RPR services, and assuming 8 hours per day for one representative for an additional 10 business days (14 calendar days), we estimate that a total of \$12,000 will be required for RPR services.

Due to both extensions to the project duration, the following tasks are also included in this amendment since they will be affected by the additional time.

Subtask 1.1 Project Management

Continue to provide project management services for the extended 5 months through July 1st, 2025, including additional monthly reporting, invoicing, and internal project status review meetings. The effort is estimated at a not-to-exceed amount of up to \$8,230.



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Subtask 2.2 Meetings During Construction

Continue to participate in weekly OAC meetings. The budget assumes two CDM Smith resources for up to one hour each from March 19, 2025 (original Final Completion) through July 1st, 2025 (updated Final Completion) for up to 14 meetings. The effort is estimated at a not-to-exceed amount of up to \$5,320.

Attachment 1 includes the compensation table included in this amendment. We appreciate your consideration and look forward to your approval of this request in order for CDM Smith to continue to provide these services during the time extension. Feel free to contact us via the email address or phone number provided below if you have additional questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "Joan Fernandez".

Joan Fernandez, PE, PMP
Project Manager
CDM Smith Inc.

A handwritten signature in blue ink, appearing to read "Suzanne E. Mechler".

Suzanne E. Mechler
Client Service Leader, Vice President
CDM Smith Inc.

File: Project Number 256197

ATTACHMENT 1

City of Delray Beach
Owner's Representative Services
Service Authorization No. 1 Amendment No. 1 - Fire Station No. 113
Compensation Documentation
February 11, 2025

Task Description	Labor Classification									CDM Smith Total Labor Hours	CDM Smith Total Labor Dollars and Direct Costs
	Principal-in-Charge/ Officer/ Quality Control	Project Administrator/ Associate	Senior Engineer/ Architect	Construction Senior Professional	Project Controls Specialist	Construction Field (RPR)/ Compliance Specialist	Professional II	Project Coordinator/ Document Control	Professional I		
TASK 1 - PROJECT MANAGEMENT	16	0	0	0	20	0	0	10	0	46	\$8,230.00
Subtask 1.1 Management	16	0	0	0	20	0	0	10	0	46	\$8,230.00
TASK 2 - MEETINGS DURING DESIGN AND CONSTRUCTION	14	0	0	0	0	14	0	0	0	28	\$5,320.00
Subtask 2.2 Meetings During Construction	14	0	0	0	0	14	0	0	0	28	\$5,320.00
<i>Bi-weekly Construction Progress Meetings</i>	14	0	0	0	0	14	0	0	0	28	\$5,320.00
TASK 4 - ADMINISTRATION OF CONSTRUCTION CONTRACT	0	0	0	0	0	585	0	0	0	585	\$87,750.00
Subtask 4.1 Full-Time Resident Project Representative (RPR)	0	0	0	0	0	585	0	0	0	585	\$87,750.00
Total Labor Hours	30	0	0	0	20	599	0	10	0	659	
Consultant Cost	\$6,900	\$0	\$0	\$0	\$3,400	\$89,850	\$0	\$1,150	\$0		\$101,300
TOTAL DOLLARS (NTE)											\$101,300
<i>Agreement Billing Rates 2020</i>	\$230.00	\$205.00	\$190.00	\$185.00	\$170.00	\$150.00	\$140.00	\$115.00	\$120.00		

Total Project Description	Total Project Cost Summary
Original Contract	\$861,125
Amendment No. 1	\$101,300
Service Authorization No. 1 Total	\$962,425