

AGENDA REQUEST FORM THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

| MEETING D | ATE 2020-05-19 10:05 - Regular School Board Meeting | Special Order Request |
|-----------|---|---------------------------|
| AGENDA IT | EM ITEMS | Time |
| CATEG | J. OFFICE OF FACILITIES & CONSTRUCTION | 100000 |
| DEPARTM | ENT Facilities Pre-Construction | Open Agenda O Yes O No |

TITLE:

Amendments to the Construction Services Agreements Continuing Contracts - Construction Manager at Risk Services - Various Contractors - RFQ 17-197C

REQUESTED ACTION:

Approve the Amendments to the Construction Services Agreements Continuing Contracts, Construction Manager at Risk Services, for Various Contractors, from \$0 to \$1M, RFQ 17-197C.

SUMMARY EXPLANATION AND BACKGROUND:

Amend the Construction Services Agreements Continuing Contracts for Construction Manager at Risk Services \$0 to \$1M: See Executive Summary (Exhibit 1). These Amendments have been reviewed and approved as to form and legal content by the Office of the General Counsel.

SCHOOL BOARD GOALS:

| O Goal 1: High Quality Instruction | \odot | Goal 2: Safe & Supportive Environment () | Goal 3: Effective Communication |
|------------------------------------|---------|--|---------------------------------|
|------------------------------------|---------|--|---------------------------------|

FINANCIAL IMPACT:

There is no financial impact to the District.

| (1) Executive Summary (2) Amendments | | |
|---|--|---------------------|
| | | |
| BOARD ACTION: | SOURCE OF ADDITIONAL INFORMATION: | |
| (For Official School Board Records Office Only) | Name: Shelley N. Meloni, Director, Pre-Constr. | Phone: 754-321-1515 |
| | Name: Daniel Jardine, Director, CBRE Heery | Phone: 754-321-4850 |
| THE SCHOOL BOARD OF BROW | | MAY 1 9 2020 |
| Frank Girardi - Executive Director | Board Meeting Qn: By: | Horne Kon |
| Signature | | School Board Chair |
| Frank L. Girardi 5/3/2020, 9:20:06 Pl | И | |

RWR/ FG/SNM/DJ:dch

<u>EXECUTIVE SUMMARY</u> Amendments to the Construction Services Agreements Continuing Contracts for Construction Manager at Risk Services Various Contractors SMART Program Renovations RFQ 17-197C

PROJECT OVERVIEW:

| Type of Contract: | Continuing Contract for Construction Manager at Risk Services |
|-------------------------|---|
| Project Contractor: | Various Contractors |
| Notice to Proceed Date: | N/A |

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GENERAL OVERVIEW:

The Construction Services Agreement Continuing Contracts for Construction Manager at Risk Services was approved by the Board on September 6, 2017 (Agenda Item JJ-1) where the estimated construction cost of each individual project undertaken shall not exceed \$1,000,000 and the cumulative estimated construction cost of all projects undertaken shall not exceed \$10,000,000 with a duration of two (2) years plus two (2) one-year extensions. The Board approved the first of two (2) one-year extensions on August 20, 2019.

The purpose of these Amendments to the Construction Services Agreement (CSA) Continuing Contracts for Construction Manager at Risk Services is to require each Construction Manager to use the Owner's e-Builder Project Management software on each of their assigned projects. The Construction Managers have agreed to revise the Agreements to incorporate the required use of e-Builder.

The following Contractors have agreed to revise the Agreement to incorporate the required e-Builder language:

CORE Construction Services of Florida, LLC G.E.C. Associates, Inc. Grace & Naeem Uddin, Inc. H.A. Contracting, Corp. Thornton Construction Company, Inc. LEGO Construction, Co. M.A.C. Construction, Inc. Sagoma Construction Services, Inc.

The e-Builder language to be inserted into the CSAs can be found in Exhibit 2, Amendments. There is no financial impact to the District resulting from these Amendments to the CSAs.

These Amendments have been reviewed and approved as to form and legal content by the Office of the General Counsel.

EXHIBIT 2

SECOND AMENDMENT TO CONTINUING CONTRACT – CONSTRUCTION SERVICES AGREEMENT

BETWEEN THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA AND CONSTRUCTION MANAGER FOR CONSTRUCTION MANAGEMENT AT RISK SERVICES 0-1 MILLION

THIS SECOND AMENDMENT TO AGREEMENT is made and entered into as of this 19th day of May _, 2020, by and between

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

(hereinafter referred to as "Owner"), a body corporate and political subdivision pf the State of Florida, whose principal place of business is 600 Southeast Third Avenue, Fort Lauderdale, Florida 33301 and

CORE CONSTRUCTION SERVICES OF FLORIDA, LLC

(hereinafter referred to as "Construction Manager"), having its principal place of business at 8027 Cooper Creek Blvd., Suite 110 University Park, FL 34201

WHEREAS, Owner and Construction Manager entered into a Construction Agreement dated September 6, 2017 (hereafter "Agreement"); and

WHEREAS, Owner and Construction Manager acknowledge and agree that the Agreement is in full force and effect as revised by this Second Amendment; and

WHEREAS, it has been determined that it is in the best interest of the Owner to require the Construction Manager to use the Owner's e-Builder Project Management software on the above referenced project; and

WHEREAS, the Construction Manager has agreed to revise the Agreement to incorporate the required use of e-Builder.

NOW THEREFORE, in exchange for the mutual covenants and promises set forth herein and other good and valuable consideration, the parties agree as follows:

- 1. <u>Recitals</u>. The recitals contained herein are true and correct and are incorporated herein by reference.
- 2. <u>Amended Provisions</u>. ADD all terms, conditions, duties and obligations concerning eBuilder as set forth in "CSA Article #3" attached hereto.
- 3. <u>Other Provisions Remain in Force.</u> Except as expressly provided herein, all other portions of the Agreement remain in full force and effect.
- 4. Order of Precedence among Agreement Documents. In the event of conflict between the provisions of the Agreement and the provisions contained herein, the provisions of the following documents shall take precedence in this order:
 - a) this Second Amendment to Agreement; then
 - b) this First Amendment to Agreement; then
 - c) the Agreement.
- 5. <u>Authority:</u> Each person signing this Second Amendment on behalf of either party warrants that he or she has full legal power to execute this Second Amendment on behalf of the party for whom he or she is signing it to bind and obligate such party with respect to all provisions contained in this Second Amendment.

IN WITNESS WHEREOF, the parties hereto have caused this Second Amendment to be executed and their Corporate Seal affixed by and through their proper offices, thereunto duly authorized on this day and year first above written.

FOR OWNER

(SEAL) ATTEST

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

By

Donna P. Korn, Chair

Robert W. Runcie, Superintendent of Schools

Approved as to Form and Legal Content:

Office of the General Coursel

FOR CONSTRUCTION MANAGER

(Corporate Seal)

ATTEST:

Core Construction Services of Florida; By. John P. Wiseman, President

, Secretary

-or-Witness

Cac 1516489 Construction Manager's Registration Number

STATE OF FLORIDA)) COUNTY OF BROWARD)

The foregoing instrument was acknowledged before me, by means of f-physical presence or \Box online notarization, this f day of f day of f on f day of f of f day of f day of f of f day of

He/she is personally known to me or produced as Identification______ and did/did not first take an oath.

My commission expires:

9-21-2023 Signature, Notaky Rublic

(SEAL) KELLY S DREELS Notary Public - State of Fiorida Commission # GG 366500 My Comm. Expires Sep 21, 2023 Bonded through National Notary Assn.

Printed Name of Notary

CSA Article #3

E-BUILDER REQUIREMENTS

3.1.2 e-Builder. The Construction Manager shall use the Owner's Project Management software, e-Builder, as a conduit for all project management tasks, including, but not limited to: communications to, from and between Owner, Project Consultant and CM; pay applications/invoicing; requests for change orders and change orders; material, equipment and systems submittals; requests for information; Architect's Supplemental Instructions; SMWBE Monthly Utilization Reporting; periodic Project observations; Weekly Progress Reports and meeting minutes. Licenses shall be provided to Construction Manager to permit access and use of e-Builder for all projects awarded by Owner. Such license(s) shall be valid throughout the duration of the project(s). See Article 3.1.2.5 below for license request instructions.

<u>3.1.2.1 Forms Module.</u> The e-Builder Forms Module shall be used as the exclusive method to create Action Items that require a response from another Project Construction Team member. The required use of the Forms Module includes ALL e-mailed communications.

3.1.2.2 Work Flows. Any and all responses or required responses to an open Action Item or to an initiated Work Flow process shall be input and managed through e-Builder. Work Flow processes that will be executed through e-Builder include but are not limited to those processes identified in Article 3.1.2 above.

3.1.2.3 Calendar Module. The identification of Project events and required deliverables shall be input and maintained in the Calendar Module. At a minimum. such events include bi-weekly design meetings (while in design), weekly construction meetings, public meetings for the project (ex. Project Charter Meetings, etc.) and other design and/or construction milestones and deadlines.

3.1.2.4 Meetings. Information to be input into e-Agenda related to any meeting includes, but is not limited to an agenda, a reminder of the meeting (which much occur a minimum of two (2) days prior to the meeting), meeting minutes (using the approved meeting minutes template) and confirmation of actual meeting attendees.

3.1.2.5 Access to e-Builder and Licensing. Vendor shall designate and identify the employee(s) that shall personally access e-Builder, the projects to which the employee(s) is assigned, and the employee(s)'s duties and responsibilities as it relates to e-Builder. This information together with a request for licensing shall be sent to Colette Jones, Programs Controls Support, telephone number (754) 321-1537, colette.jones@browardschools.com. Upon receipt, review and acceptance of the request, access information and logins shall be provided to Vendor. Training shall be coordinated, scheduled and provided to those provided access and licenses by Colette Jones. Additional training may be provided based on availability.

[End of E-BUILDER REQUIREMENTS]

FIRST AMENDMENT TO CONTINUING CONTRACT – CONSTRUCTION SERVICES AGREEMENT

BETWEEN THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA AND CONSTRUCTION MANAGER FOR CONSTRUCTION MANAGEMENT AT RISK SERVICES 0-1 MILLION

THIS FIRST AMENDMENT TO AGREEMENT is made and entered into as of this 19th day of May , 2020, by and between

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

(hereinafter referred to as "Owner"), a body corporate and political subdivision pf the State of Florida, whose principal place of business is 600 Southeast Third Avenue, Fort Lauderdale, Florida 33301 and

G.E.C. ASSOCIATES, INC. (hereinafter referred to as "Construction Manager"), having its principal place of business at 9487 NW 12th Street Doral, FL 33172

WHEREAS, Owner and Construction Manager entered into a Construction Agreement dated September 6, 2017 (hereafter "Agreement"); and

WHEREAS, Owner and Construction Manager acknowledge and agree that the Agreement is in full force and effect as revised by this First Amendment; and

WHEREAS, it has been determined that it is in the best interest of the Owner to require the Construction Manager to use the Owner's e-Builder Project Management software on the above referenced project; and

WHEREAS, the Construction Manager has agreed to revise the Agreement to incorporate the required use of e-Builder.

NOW THEREFORE, in exchange for the mutual covenants and promises set forth herein and other good and valuable consideration, the parties agree as follows:

- 1. <u>Recitals</u>. The recitals contained herein are true and correct and are incorporated herein by reference.
- 2. <u>Amended Provisions</u>. ADD all terms, conditions, duties and obligations concerning eBuilder as set forth in "CSA Article #3" attached hereto.
- 3. <u>Other Provisions Remain in Force.</u> Except as expressly provided herein, all other portions of the Agreement remain in full force and effect.
- 4. Order of Precedence among Agreement Documents. In the event of conflict between the provisions of the Agreement and the provisions contained herein, the provisions of the following documents shall take precedence in this order:
 - a) this First Amendment to Agreement; then
 - b) the Agreement.
- 5. <u>Authority:</u> Each person signing this First Amendment on behalf of either party warrants that he or she has full legal power to execute this First Amendment on behalf of the party for whom he or she is signing it to bind and obligate such party with respect to all provisions contained in this First Amendment.

IN WITNESS WHEREOF, the parties hereto have caused this First Amendment to be executed and their Corporate Seal affixed by and through their proper offices, thereunto duly authorized on this day and year first above written.

(SEAL) ATTEST

Robert W. Runcie, Superintendent of Schools

FOR OWNER

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

By

Donna P. Korn, Chair/

Approved as to Form and Legal Content:

Office of the General Counsel



G.E.C. Associates, Inc. B resident

Witness Witness

CACDURS

Construction Manager's Registration Number

STATE OF FLORIDA COUNTY OF MIAMI-DADE

The foregoing instrument was acknowledged before me, by means of A physical presence or - online notarization, this // day of //H/4/H, 2020 by Luis N. Enriquez of G.E.C. Associates, Inc. on behalf of the corporation or agency.

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He/she is personally known to me or produced as Identification and did/did not first take an oath.

My commission expires:

Signat Public



Printed Name of Notary

CSA Article #3

E-BUILDER REQUIREMENTS

3.1.2 e-Builder. The Construction Manager shall use the Owner's Project Management software, e-Builder, as a conduit for all project management tasks, including, but not limited to: communications to, from and between Owner, Project Consultant and CM; pay applications/invoicing; requests for change orders and change orders; material, equipment and systems submittals; requests for information; Architect's Supplemental Instructions; SMWBE Monthly Utilization Reporting; periodic Project observations; Weekly Progress Reports and meeting minutes. Licenses shall be provided to Construction Manager to permit access and use of e-Builder for all projects awarded by Owner. Such license(s) shall be valid throughout the duration of the project(s). See Article 3.1.2.5 below for license request instructions.

<u>3.1.2.1 Forms Module.</u> The e-Builder Forms Module shall be used as the exclusive method to create Action Items that require a response from another Project Construction Team member. The required use of the Forms Module includes ALL e-mailed communications.

<u>3.1.2.2 Work Flows.</u> Any and all responses or required responses to an open Action Item or to an initiated Work Flow process shall be input and managed through e-Builder. Work Flow processes that will be executed through e-Builder include but are not limited to those processes identified in Article 3.1.2 above.

<u>3.1.2.3 Calendar Module.</u> The identification of Project events and required deliverables shall be input and maintained in the Calendar Module. At a minimum. such events include bi-weekly design meetings (while in design), weekly construction meetings, public meetings for the project (ex. Project Charter Meetings, etc.) and other design and/or construction milestones and deadlines.

3.1.2.4 Meetings. Information to be input into e-Agenda related to any meeting includes, but is not limited to an agenda, a reminder of the meeting (which much occur a minimum of two (2) days prior to the meeting), meeting minutes (using the approved meeting minutes template) and confirmation of actual meeting attendees.

3.1.2.5 Access to e-Builder and Licensing. Vendor shall designate and identify the employee(s) that shall personally access e-Builder, the projects to which the employee(s) is assigned, and the employee(s)'s duties and responsibilities as it relates to e-Builder. This information together with a request for licensing shall be sent to Colette Jones, Programs Controls Support, telephone number (754) 321-1537, colette.jones@browardschools.com. Upon receipt, review and acceptance of the request, access information and logins shall be provided to Vendor. Training shall be coordinated, scheduled and provided to those provided access and licenses by Colette Jones. Additional training may be provided based on availability.

[End of E-BUILDER REQUIREMENTS]

FIRST AMENDMENT TO CONTINUING CONTRACT – CONSTRUCTION SERVICES AGREEMENT

BETWEEN THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA AND CONSTRUCTION MANAGER FOR CONSTRUCTION MANAGEMENT AT RISK SERVICES 0-1 MILLION

THIS FIRST AMENDMENT TO AGREEMENT is made and entered into as of this <u>19th</u> day of <u>May</u>, 2020, by and between

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

(hereinafter referred to as "Owner"), a body corporate and political subdivision pf the State of Florida, whose principal place of business is 600 Southeast Third Avenue, Fort Lauderdale, Florida 33301 and

GRACE & NAEEM UDDIN, INC.

(hereinafter referred to as "Construction Manager"), having its principal place of business at 833 Shotgun Road Sunrise, FL 33326

WHEREAS, Owner and Construction Manager entered into a Construction Agreement dated September 6, 2017 (hereafter "Agreement"); and

WHEREAS, Owner and Construction Manager acknowledge and agree that the Agreement is in full force and effect as revised by this First Amendment; and

WHEREAS, it has been determined that it is in the best interest of the Owner to require the Construction Manager to use the Owner's e-Builder Project Management software on the above referenced project; and

WHEREAS, the Construction Manager has agreed to revise the Agreement to incorporate the required use of e-Builder.

NOW THEREFORE, in exchange for the mutual covenants and promises set forth herein and other good and valuable consideration, the parties agree as follows:

- 1. <u>Recitals</u>. The recitals contained herein are true and correct and are incorporated herein by reference.
- 2. <u>Amended Provisions</u>. All terms, conditions, duties and obligations set forth in "CSA Article #3" attached hereto are hereby incorporated into the Agreement.
- Other Provisions Remain in Force. Except as expressly provided herein, all other portions of the Agreement remain in full force and effect.
- Order of Precedence among Agreement Documents. In the event of conflict between the provisions of the Agreement and the provisions contained herein, the provisions of the following documents shall take precedence in this order:
 - a) this First Amendment to Agreement; then
 - b) the Agreement.
- 5. <u>Authority:</u> Each person signing this First Amendment on behalf of either party warrants that he or she has full legal power to execute this First Amendment on behalf of the party for whom he or she is signing it to bind and obligate such party with respect to all provisions contained in this First Amendment.

[Remainder of page intentionally left blank]

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IN WITNESS WHEREOF, the parties hereto have caused this First Amendment to be executed and their Corporate Seal affixed by and through their proper offices, thereunto duly authorized on this day and year first above written.

FOR OWNER

(SEAL) ATTEST ATTEST Donna P

Robert W. Runcie, Superintendent of Schools

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

Donna P. Korn, Chair

Approved as to Form and Legal Content:

Office of the General gounsel

CSA Article #3

E-BUILDER REQUIREMENTS

<u>3.1.2 e-Builder</u>. The Construction Manager shall use the Owner's Project Management software, e-Builder, as a conduit for all project management tasks, including, but not limited to: communications to, from and between Owner, Project Consultant and CM; pay applications/invoicing; requests for change orders and change orders; material, equipment and systems submittals; requests for information; Architect's Supplemental Instructions; SMWBE Monthly Utilization Reporting; periodic Project observations; Weekly Progress Reports and meeting minutes. Licenses shall be provided to Construction Manager to permit access and use of e-Builder for all projects awarded by Owner. Such license(s) shall be valid throughout the duration of the project(s). See Article 3.1.2.5 below for license request instructions.

<u>3.1.2.1 Forms Module.</u> The e-Builder Forms Module shall be used as the exclusive method to create Action Items that require a response from another Project Construction Team member. The required use of the Forms Module includes ALL e-mailed communications.

<u>3.1.2.2 Work Flows.</u> Any and all responses or required responses to an open Action Item or to an initiated Work Flow process shall be input and managed through e-Builder. Work Flow processes that will be executed through e-Builder include but are not limited to those processes identified in Article 3.1.2 above.

3.1.2.3 Calendar Module. The identification of Project events and required deliverables shall be input and maintained in the Calendar Module. At a minimum. such events include bi-weekly design meetings (while in design), weekly construction meetings, public meetings for the project (ex. Project Charter Meetings, etc.) and other design and/or construction milestones and deadlines.

<u>3.1.2.4 Meetings.</u> Information to be input into e-Agenda related to any meeting includes, but is not limited to an agenda, a reminder of the meeting (which much occur a minimum of two (2) days prior to the meeting), meeting minutes (using the approved meeting minutes template) and confirmation of actual meeting attendees.

<u>3.1.2.5 Access to e-Builder and Licensing.</u> Vendor shall designate and identify the employee(s) that shall personally access e-Builder, the projects to which the employee(s) is assigned, and the employee(s)'s duties and responsibilities as it relates to e-Builder. This information together with a request for licensing shall be sent to Colette Jones, Programs Controls Support, telephone number (754) 321-1537, colette.jones@browardschools.com. Upon receipt, review and acceptance of the request, access information and logins shall be provided to Vendor. Training shall be coordinated, scheduled and provided to those provided access and licenses by Colette Jones. Additional training may be provided based on availability.

[End of E-BUILDER REQUIREMENTS]

| GRACE Corporate Seally | FOR CONSTRU | UCTION MANAGER |
|---------------------------|-------------|--|
| ATTEST: | | Grace & Naeem Uddin, Inc. By Auciel A. Graciela Beltran-Uddin, President |
| , See V -or- | retary- | |
| Witness | | CGC048558 & CGC052843 |
| | | Construction Manager's Registration Number |

STATE OF FLORIDA)) COUNTY OF BROWARD)

The foregoing instrument was acknowledged before me, by means of physical presence or \Box online notarization, this <u>lst</u> day of <u>April</u>, 2020 by <u>Graciela Beltran-Uddin</u> of <u>Grace & Naeem Uddin, Inc.</u> on behalf of the corporation or agency.

He/she is personally known to me or produced as Identification ______ and did/did not first take an oath.

My commission expires:

ADRIANA FERNANDEZ Y COMMISSION # GG 335770 EXPIRES: September 1, 2023 Bonded Thru Notary Public Underwriters

Signature, Notary Public

Adriana Fernandez Printed Name of Notary

FIRST AMENDMENT TO CONTINUING CONTRACT – CONSTRUCTION SERVICES AGREEMENT

BETWEEN THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA AND CONSTRUCTION MANAGER FOR CONSTRUCTION MANAGEMENT AT RISK SERVICES 0-1 MILLION

THIS FIRST AMENDMENT TO AGREEMENT is made and entered into as of this 19th day of May, 2020, by and between

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

(hereinafter referred to as "Owner"), a body corporate and political subdivision pf the State of Florida, whose principal place of business is 600 Southeast Third Avenue, Fort Lauderdale, Florida 33301 and

H.A. CONTRACTING, CORP.

(hereinafter referred to as "Construction Manager"), having its principal place of business at 9500 NW 12th Street, Suite Bay 1 Miami, FL 33172

WHEREAS, Owner and Construction Manager entered into a Construction Agreement dated September 6, 2017 (hereafter "Agreement"); and

WHEREAS, Owner and Construction Manager acknowledge and agree that the Agreement is in full force and effect as revised by this First Amendment; and

WHEREAS, it has been determined that it is in the best interest of the Owner to require the Construction Manager to use the Owner's e-Builder Project Management software on the above referenced project; and

WHEREAS, the Construction Manager has agreed to revise the Agreement to incorporate the required use of e-Builder.

NOW THEREFORE, in exchange for the mutual covenants and promises set forth herein and other good and valuable consideration, the parties agree as follows:

- 1. <u>Recitals</u>. The recitals contained herein are true and correct and are incorporated herein by reference.
- 2. <u>Amended Provisions</u>. ADD all terms, conditions, duties and obligations concerning eBuilder as set forth in "CSA Article #3" attached hereto.
- Other Provisions Remain in Force. Except as expressly provided herein, all other portions of the Agreement remain in full force and effect.
- 4. Order of Precedence among Agreement Documents. In the event of conflict between the provisions of the Agreement and the provisions contained herein, the provisions of the following documents shall take precedence in this order:
 - a) this First Amendment to Agreement; then
 - b) the Agreement.
- 5. <u>Authority:</u> Each person signing this First Amendment on behalf of either party warrants that he or she has full legal power to execute this First Amendment on behalf of the party for whom he or she is signing it to bind and obligate such party with respect to all provisions contained in this First Amendment.

IN WITNESS WHEREOF, the parties hereto have caused this First Amendment to be executed and their Corporate Seal affixed by and through their proper offices, thereunto duly authorized on this day and year first above written.

FOR OWNER (SEAL) ATTEST

THE SCHOOL BOARD OF BROWARD

COUNTY, FLORIDA By

Donna P. Korn, Chair

Robert W. Runcie, Superintendent of Schools

Approved as to Form and Legal Content:

Office of the General Counsel

CSA Article #3

E-BUILDER REQUIREMENTS

<u>3.1.2 e-Builder</u>. The Construction Manager shall use the Owner's Project Management software, e-Builder, as a conduit for all project management tasks, including, but not limited to: communications to, from and between Owner, Project Consultant and CM; pay applications/invoicing; requests for change orders and change orders; material, equipment and systems submittals; requests for information; Architect's Supplemental Instructions; SMWBE Monthly Utilization Reporting; periodic Project observations; Weekly Progress Reports and meeting minutes. Licenses shall be provided to Construction Manager to permit access and use of e-Builder for all projects awarded by Owner. Such license(s) shall be valid throughout the duration of the project(s). See Article 3.1.2.5 below for license request instructions.

<u>3.1.2.1 Forms Module.</u> The e-Builder Forms Module shall be used as the exclusive method to create Action Items that require a response from another Project Construction Team member. The required use of the Forms Module includes ALL e-mailed communications.

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<u>3.1.2.4 Meetings.</u> Information to be input into e-Agenda related to any meeting includes, but is not limited to an agenda, a reminder of the meeting (which much occur a minimum of two (2) days prior to the meeting), meeting minutes (using the approved meeting minutes template) and confirmation of actual meeting attendees.

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[End of E-BUILDER REQUIREMENTS]



FOR CONSTRUCTION MANAGER

H.A. Contracting, Corp. Bv Henry III Angelo, Pres

-or-

Witness

Construction Manager's Registration Number

STATE OF FLORIDA COUNTY OF BROWARD)

The foregoing instrument was acknowledged before me, by means of \Box physical presence or \Box online notarization, this 5^{-} day of $4p_{HI}$, 2020 by <u>Henry III Angelo</u> of <u>H.A. Contracting, Corp.</u> on behalf of the corporation or agency.

He/she is personally known to me or produced as Identification and did/did not first take an oath.

My commission expires:

Signature, Nota MARY CEAVERS MY COMMISSION # GG 291115

EXPIRES: March 5, 2023

(SEAL)

FIRST AMENDMENT TO CONTINUING CONTRACT – CONSTRUCTION SERVICES AGREEMENT

BETWEEN THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA AND CONSTRUCTION MANAGER FOR CONSTRUCTION MANAGEMENT AT RISK SERVICES 0-1 MILLION

THIS FIRST AMENDMENT TO AGREEMENT is made and entered into as of this 19th day of <u>Mav</u>, 2020, by and between

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

(hereinafter referred to as "Owner"), a body corporate and political subdivision pf the State of Florida, whose principal place of business is 600 Southeast Third Avenue, Fort Lauderdale, Florida 33301 and

THORNTON CONSTRUCTION COMPANY, INC.

(hereinafter referred to as "Construction Manager"), having its principal place of business at 13290 NW 42nd Avenue Opa Locka, FL 33054

WHEREAS, Owner and Construction Manager entered into a Construction Agreement dated September 6, 2017 (hereafter "Agreement"); and

WHEREAS, Owner and Construction Manager acknowledge and agree that the Agreement is in full force and effect as revised by this First Amendment; and

WHEREAS, it has been determined that it is in the best interest of the Owner to require the Construction Manager to use the Owner's e-Builder Project Management software on the above referenced project; and

WHEREAS, the Construction Manager has agreed to revise the Agreement to incorporate the required use of e-Builder.

NOW THEREFORE, in exchange for the mutual covenants and promises set forth herein and other good and valuable consideration, the parties agree as follows:

- 1. <u>Recitals</u>. The recitals contained herein are true and correct and are incorporated herein by reference.
- 2. <u>Amended Provisions</u>. ADD all terms, conditions, duties and obligations concerning eBuilder as set forth in "CSA Article #3" attached hereto.
- Other Provisions Remain in Force. Except as expressly provided herein, all other portions of the Agreement remain in full force and effect.
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 - a) this First Amendment to Agreement; then
 - b) the Agreement.
- 5. <u>Authority:</u> Each person signing this First Amendment on behalf of either party warrants that he or she has full legal power to execute this First Amendment on behalf of the party for whom he or she is signing it to bind and obligate such party with respect to all provisions contained in this First Amendment.

IN WITNESS WHEREOF, the parties hereto have caused this First Amendment to be executed and their Corporate Seal affixed by and through their proper offices, thereunto duly authorized on this day and year first above written.

(SEAL) By ATTEST

FOR OWNER

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

Donna P. Korn, Chair

Robert W. Runcie, Superintendent of Schools

Approved as to Form and Legal Content:

Office of the General Counsel



FOR CONSTRUCTION MANAGER

Thornton Construction Company, Inc.

By

Thomas Thornton, President

, Secretary

-or-Witness Witness

Construction Manager's Registration Number

STATE OF FLORIDA)) COUNTY OF BROWARD)

The foregoing instrument was acknowledged before me, by means of \Box physical presence or \Box online notarization, this day of \Box , 2020 by <u>Thomas Thornton</u> of <u>Thornton Construction</u> <u>Company, Inc.</u> on behalf of the corporation or agency.

He/she is personally known to me or produced as Identification______ and did/did not first take an oath.

My commission expires:

Signature, Notary Public

(SEAL)



Printed Name of Notary

CSA Article #3

E-BUILDER REQUIREMENTS

<u>3.1.2 e-Builder</u>. The Construction Manager shall use the Owner's Project Management software, e-Builder, as a conduit for all project management tasks, including, but not limited to: communications to, from and between Owner, Project Consultant and CM; pay applications/invoicing; requests for change orders and change orders; material, equipment and systems submittals; requests for information; Architect's Supplemental Instructions; SMWBE Monthly Utilization Reporting; periodic Project observations; Weekly Progress Reports and meeting minutes. Licenses shall be provided to Construction Manager to permit access and use of e-Builder for all projects awarded by Owner. Such license(s) shall be valid throughout the duration of the project(s). See Article 3.1.2.5 below for license request instructions.

<u>3.1.2.1 Forms Module.</u> The e-Builder Forms Module shall be used as the exclusive method to create Action Items that require a response from another Project Construction Team member. The required use of the Forms Module includes ALL e-mailed communications.

<u>3.1.2.2 Work Flows.</u> Any and all responses or required responses to an open Action Item or to an initiated Work Flow process shall be input and managed through e-Builder. Work Flow processes that will be executed through e-Builder include but are not limited to those processes identified in Article 3.1.2 above.

3.1.2.3 Calendar Module. The identification of Project events and required deliverables shall be input and maintained in the Calendar Module. At a minimum. such events include bi-weekly design meetings (while in design), weekly construction meetings, public meetings for the project (ex. Project Charter Meetings, etc.) and other design and/or construction milestones and deadlines.

3.1.2.4 Meetings. Information to be input into e-Agenda related to any meeting includes, but is not limited to an agenda, a reminder of the meeting (which much occur a minimum of two (2) days prior to the meeting), meeting minutes (using the approved meeting minutes template) and confirmation of actual meeting attendees.

<u>3.1.2.5 Access to e-Builder and Licensing.</u> Vendor shall designate and identify the employee(s) that shall personally access e-Builder, the projects to which the employee(s) is assigned, and the employee(s)'s duties and responsibilities as it relates to e-Builder. This information together with a request for licensing shall be sent to Colette Jones, Programs Controls Support, telephone number (754) 321-1537, colette.jones@browardschools.com. Upon receipt, review and acceptance of the request, access information and logins shall be provided to Vendor. Training shall be coordinated, scheduled and provided to those provided access and licenses by Colette Jones. Additional training may be provided based on availability.

[End of E-BUILDER REQUIREMENTS]

FIRST AMENDMENT TO CONTINUING CONTRACT – CONSTRUCTION SERVICES AGREEMENT

BETWEEN THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA AND CONSTRUCTION MANAGER FOR CONSTRUCTION MANAGEMENT AT RISK SERVICES 0-1 MILLION

THIS FIRST AMENDMENT TO AGREEMENT is made and entered into as of this 19th day of May, 2020, by and between

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

(hereinafter referred to as "Owner"), a body corporate and political subdivision pf the State of Florida, whose principal place of business is 600 Southeast Third Avenue, Fort Lauderdale, Florida 33301 and

> LEGO CONSTRUCTION, CO. (hereinafter referred to as "Construction Manager"),

having its principal place of business at 1011 Sunny Brook Rd., Suite 905 Miami, FL 33136

WHEREAS, Owner and Construction Manager entered into a Construction Agreement dated September 6, 2017 (hereafter "Agreement"); and

WHEREAS, Owner and Construction Manager acknowledge and agree that the Agreement is in full force and effect as revised by this First Amendment; and

WHEREAS, it has been determined that it is in the best interest of the Owner to require the Construction Manager to use the Owner's e-Builder Project Management software on the above referenced project; and

WHEREAS, the Construction Manager has agreed to revise the Agreement to incorporate the required use of e-Builder.

NOW THEREFORE, in exchange for the mutual covenants and promises set forth herein and other good and valuable consideration, the parties agree as follows:

- 1. <u>Recitals</u>. The recitals contained herein are true and correct and are incorporated herein by reference.
- 2. <u>Amended Provisions</u>. ADD all terms, conditions, duties and obligations concerning eBuilder as set forth in "CSA Article #3" attached hereto.
- 3. <u>Other Provisions Remain in Force.</u> Except as expressly provided herein, all other portions of the Agreement remain in full force and effect.
- 4. Order of Precedence among Agreement Documents. In the event of conflict between the provisions of the Agreement and the provisions contained herein, the provisions of the following documents shall take precedence in this order:
 - a) this First Amendment to Agreement; then
 - b) the Agreement.
- 5. <u>Authority:</u> Each person signing this First Amendment on behalf of either party warrants that he or she has full legal power to execute this First Amendment on behalf of the party for whom he or she is signing it to bind and obligate such party with respect to all provisions contained in this First Amendment.

IN WITNESS WHEREOF, the parties hereto have caused this First Amendment to be executed and their Corporate Seal affixed by and through their proper offices, thereunto duly authorized on this day and year first above written.

(SEAL ATTEST

FOR OWNER

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

By

Donna P. Korn, Chair

Robert W. Runcie, Superintendent of Schools

Approved as to Form and Legal Content:

Office of the General Counsel

FOR CONSTRUCTION MANAGER

(Corporate Seal) Lego Construction, Co. ATTEST: By Luis Garch resident , Secretary ... -or-

Kumor Reddy

CGC 1510788

Construction Manager's Registration Number

STATE OF FLORIDA COUNTY OF BROWARD)

The foregoing instrument was acknowledged before me, by means of □ physical presence or □ online notarization, this 31 day of Murch , 2020 by Luis Garcia of Lego Construction, Co. on behalf of the corporation or agency.

He/she is personally known to me or produced as Identification_ and did/did not first take an oath.

My commission expires:

Signature, Notary Public

Rosa Ripoll

(SEAL)

Printed Name of Notary



CSA Article #3

E-BUILDER REQUIREMENTS

<u>3.1.2 e-Builder</u>. The Construction Manager shall use the Owner's Project Management software, e-Builder, as a conduit for all project management tasks, including, but not limited to: communications to, from and between Owner, Project Consultant and CM; pay applications/invoicing; requests for change orders and change orders; material, equipment and systems submittals; requests for information; Architect's Supplemental Instructions; SMWBE Monthly Utilization Reporting; periodic Project observations; Weekly Progress Reports and meeting minutes. Licenses shall be provided to Construction Manager to permit access and use of e-Builder for all projects awarded by Owner. Such license(s) shall be valid throughout the duration of the project(s). See Article 3.1.2.5 below for license request instructions.

3.1.2.1 Forms Module. The e-Builder Forms Module shall be used as the exclusive method to create Action Items that require a response from another Project Construction Team member. The required use of the Forms Module includes ALL e-mailed communications.

3.1.2.2 Work Flows. Any and all responses or required responses to an open Action Item or to an initiated Work Flow process shall be input and managed through e-Builder. Work Flow processes that will be executed through e-Builder include but are not limited to those processes identified in Article 3.1.2 above.

3.1.2.3 Calendar Module. The identification of Project events and required deliverables shall be input and maintained in the Calendar Module. At a minimum. such events include bi-weekly design meetings (while in design), weekly construction meetings, public meetings for the project (ex. Project Charter Meetings, etc.) and other design and/or construction milestones and deadlines.

<u>3.1.2.4 Meetings.</u> Information to be input into e-Agenda related to any meeting includes, but is not limited to an agenda, a reminder of the meeting (which much occur a minimum of two (2) days prior to the meeting), meeting minutes (using the approved meeting minutes template) and confirmation of actual meeting attendees.

<u>3.1.2.5 Access to e-Builder and Licensing.</u> Vendor shall designate and identify the employee(s) that shall personally access e-Builder, the projects to which the employee(s) is assigned, and the employee(s)'s duties and responsibilities as it relates to e-Builder. This information together with a request for licensing shall be sent to Colette Jones, Programs Controls Support, telephone number (754) 321-1537, colette.jones@browardschools.com. Upon receipt, review and acceptance of the request, access information and logins shall be provided to Vendor. Training shall be coordinated, scheduled and provided to those provided access and licenses by Colette Jones. Additional training may be provided based on availability.

[End of E-BUILDER REQUIREMENTS]

FIRST AMENDMENT TO CONTINUING CONTRACT – CONSTRUCTION SERVICES AGREEMENT

BETWEEN THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA AND CONSTRUCTION MANAGER FOR CONSTRUCTION MANAGEMENT AT RISK SERVICES 0-1 MILLION

THIS FIRST AMENDMENT TO AGREEMENT is made and entered into as of this 19th day of <u>May</u>, 2020, by and between

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

(hereinafter referred to as "Owner"), a body corporate and political subdivision pf the State of Florida, whose principal place of business is 600 Southeast Third Avenue, Fort Lauderdale, Florida 33301 and

M.A.C. CONSTRUCTION, INC. (hereinafter referred to as "Construction Manager"),

having its principal place of business at 9500 NW 12th Street, Suite Bay #2 Doral, FL 33172

WHEREAS, Owner and Construction Manager entered into a Construction Agreement dated September 6, 2017 (hereafter "Agreement"); and

WHEREAS, Owner and Construction Manager acknowledge and agree that the Agreement is in full force and effect as revised by this First Amendment; and

WHEREAS, it has been determined that it is in the best interest of the Owner to require the Construction Manager to use the Owner's e-Builder Project Management software on the above referenced project; and

WHEREAS, the Construction Manager has agreed to revise the Agreement to incorporate the required use of e-Builder.

NOW THEREFORE, in exchange for the mutual covenants and promises set forth herein and other good and valuable consideration, the parties agree as follows:

- 1. <u>Recitals</u>. The recitals contained herein are true and correct and are incorporated herein by reference.
- 2. <u>Amended Provisions</u>. All terms, conditions, duties and obligations set forth in "CSA Article #3" attached hereto are hereby incorporated into the Agreement.
- 3. <u>Other Provisions Remain in Force.</u> Except as expressly provided herein, all other portions of the Agreement remain in full force and effect.
- 4. Order of Precedence among Agreement Documents. In the event of conflict between the provisions of the Agreement and the provisions contained herein, the provisions of the following documents shall take precedence in this order:
 - a) this First Amendment to Agreement; then
 - b) the Agreement.
- 5. <u>Authority:</u> Each person signing this First Amendment on behalf of either party warrants that he or she has full legal power to execute this First Amendment on behalf of the party for whom he or she is signing it to bind and obligate such party with respect to all provisions contained in this First Amendment.

IN WITNESS WHEREOF, the parties hereto have caused this First Amendment to be executed and their Corporate Seal affixed by and through their proper offices, thereunto duly authorized on this day and year first above written.

(SEAL ATTEST

Robert W. Runcie, Superintendent of Schools

FOR OWNER

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

By

Donna P. Korn, Chair

Approved as to Form and Legal Content:

Office of the General Counsel



FOR CONSTRUCTION MANAGER

M.A.C. Construction, Inc. By Mary Ceavers, President

Witness

Witness

CGC 1504793 Construction Manager's Registration Number

STATE OF FLORIDA

COUNTY OF BROWARD)

The foregoing instrument was acknowledged before me, by means of \square physical presence or \square online notarization, this $_1^{51}$ day of $_APRIL_$, 2020 by <u>Mary Ceavers</u> of <u>M.A.C. Construction, Inc.</u> on behalf of the corporation or agency.

He/she is personally known to me or produced as Identification ______ and did/did not first take an oath.

My commission expires:

Dell'o Subs Grandl

(SEAL)

| and a factor in the influence of a large state of a large state of a large state of a large state of a large st | Signature, Notary Public |
|---|--------------------------|
| KELLI ERBS GARCELL | 273 FELLI ERBS GARCEL |
| EXPIRES: June 9, 2022 Econded Thru Notary Public Underw | Printed Name of Notary |

CSA Article #3

E-BUILDER REQUIREMENTS

3.1.2 e-Builder. The Construction Manager shall use the Owner's Project Management software, e-Builder, as a conduit for all project management tasks, including, but not limited to: communications to, from and between Owner, Project Consultant and CM; pay applications/invoicing; requests for change orders and change orders; material, equipment and systems submittals; requests for information; Architect's Supplemental Instructions; SMWBE Monthly Utilization Reporting; periodic Project observations; Weekly Progress Reports and meeting minutes. Licenses shall be provided to Construction Manager to permit access and use of e-Builder for all projects awarded by Owner. Such license(s) shall be valid throughout the duration of the project(s). See Article 3.1.2.5 below for license request instructions.

<u>3.1.2.1 Forms Module.</u> The e-Builder Forms Module shall be used as the exclusive method to create Action Items that require a response from another Project Construction Team member. The required use of the Forms Module includes ALL e-mailed communications.

<u>3.1.2.2 Work Flows.</u> Any and all responses or required responses to an open Action Item or to an initiated Work Flow process shall be input and managed through e-Builder. Work Flow processes that will be executed through e-Builder include but are not limited to those processes identified in Article 3.1.2 above.

<u>3.1.2.3 Calendar Module.</u> The identification of Project events and required deliverables shall be input and maintained in the Calendar Module. At a minimum, such events include bi-weekly design meetings (while in design), weekly construction meetings, public meetings for the project (ex. Project Charter Meetings, etc.) and other design and/or construction milestones and deadlines.

<u>3.1.2.4 Meetings.</u> Information to be input into e-Agenda related to any meeting includes, but is not limited to an agenda, a reminder of the meeting (which much occur a minimum of two (2) days prior to the meeting), meeting minutes (using the approved meeting minutes template) and confirmation of actual meeting attendees.

<u>3.1.2.5 Access to e-Builder and Licensing.</u> Vendor shall designate and identify the employee(s) that shall personally access e-Builder, the projects to which the employee(s) is assigned, and the employee(s)'s duties and responsibilities as it relates to e-Builder. This information together with a request for licensing shall be sent to Colette Jones, Programs Controls Support, telephone number (754) 321-1537, colette.jones@browardschools.com. Upon receipt, review and acceptance of the request, access information and logins shall be provided to Vendor. Training shall be coordinated, scheduled and provided to those provided access and licenses by Colette Jones. Additional training may be provided based on availability.

[End of E-BUILDER REQUIREMENTS]

FIRST AMENDMENT TO CONTINUING CONTRACT – CONSTRUCTION SERVICES AGREEMENT

BETWEEN THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA AND CONSTRUCTION MANAGER FOR CONSTRUCTION MANAGEMENT AT RISK SERVICES 0-1 MILLION

THIS FIRST AMENDMENT TO AGREEMENT is made and entered into as of this 19th day of May, 2020, by and between

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

(hereinafter referred to as "Owner"), a body corporate and political subdivision pf the State of Florida, whose principal place of business is 600 Southeast Third Avenue, Fort Lauderdale, Florida 33301 and

SAGOMA CONSTRUCTION SERVICES, INC.

(hereinafter referred to as "Construction Manager"), having its principal place of business at 10032 NW 46th Street Sunrise, FL 33351

WHEREAS, Owner and Construction Manager entered into a Construction Agreement dated September 6, 2017 (hereafter "Agreement"); and

WHEREAS, Owner and Construction Manager acknowledge and agree that the Agreement is in full force and effect as revised by this First Amendment; and

WHEREAS, it has been determined that it is in the best interest of the Owner to require the Construction Manager to use the Owner's e-Builder Project Management software on the above referenced project; and

WHEREAS, the Construction Manager has agreed to revise the Agreement to incorporate the required use of e-Builder.

NOW THEREFORE, in exchange for the mutual covenants and promises set forth herein and other good and valuable consideration, the parties agree as follows:

- 1. <u>Recitals</u>. The recitals contained herein are true and correct and are incorporated herein by reference.
- 2. <u>Amended Provisions</u>. ADD all terms, conditions, duties and obligations concerning eBuilder as set forth in "CSA Article #3" attached hereto.
- Other Provisions Remain in Force. Except as expressly provided herein, all other portions of the Agreement remain in full force and effect.

- 4. Order of Precedence among Agreement Documents. In the event of conflict between the provisions of the Agreement and the provisions contained herein, the provisions of the following documents shall take precedence in this order:
 - a) this First Amendment to Agreement; then
 - b) the Agreement.
- 5. <u>Authority:</u> Each person signing this First Amendment on behalf of either party warrants that he or she has full legal power to execute this First Amendment on behalf of the party for whom he or she is signing it to bind and obligate such party with respect to all provisions contained in this First Amendment.

IN WITNESS WHEREOF, the parties hereto have caused this First Amendment to be executed and their Corporate Seal affixed by and through their proper offices, thereunto duly authorized on this day and year first above written.

(SEAL ATTEST

FOR OWNER

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

By. Donna P. Korn, Chair

Robert W. Runcie, Superintendent of Schools

Approved as to Form and Legal Content:

1

Office of the General Counsel



FOR CONSTRUCTION MANAGER

Sagoma Construction Services, Inc.

ATTEST:

By

Brian A. Powell, President

, Secretary

-or-

Witness itness

CGC 1511575 Construction Manager's Registration Number

STATE OF FLORIDA COUNTY OF BROWARD)

The foregoing instrument was acknowledged before me, by means of ⊠ physical presence or □ online notarization, this 1ST day of APRIL , 2020 by Brian A. Powell of Sagoma Construction Services, Inc. on behalf of the corporation or agency.

He/she is personally known to me or produced as Identification____ N/A and did/did not first take an oath.

My commission expires: 9/12/2021

Signature, Notary Public

(SEAL)

Printed Name of Notary



Jaranton

CSA Article #3

E-BUILDER REQUIREMENTS

<u>3.1.2 e-Builder</u>. The Construction Manager shall use the Owner's Project Management software, e-Builder, as a conduit for all project management tasks, including, but not limited to: communications to, from and between Owner, Project Consultant and CM; pay applications/invoicing; requests for change orders and change orders; material, equipment and systems submittals; requests for information; Architect's Supplemental Instructions; SMWBE Monthly Utilization Reporting; periodic Project observations; Weekly Progress Reports and meeting minutes. Licenses shall be provided to Construction Manager to permit access and use of e-Builder for all projects awarded by Owner. Such license(s) shall be valid throughout the duration of the project(s). See Article 3.1.2.5 below for license request instructions.

3.1.2.1 Forms Module. The e-Builder Forms Module shall be used as the exclusive method to create Action Items that require a response from another Project Construction Team member. The required use of the Forms Module includes ALL e-mailed communications.

<u>3.1.2.2 Work Flows.</u> Any and all responses or required responses to an open Action Item or to an initiated Work Flow process shall be input and managed through e-Builder. Work Flow processes that will be executed through e-Builder include but are not limited to those processes identified in Article 3.1.2 above.

<u>3.1.2.3 Calendar Module.</u> The identification of Project events and required deliverables shall be input and maintained in the Calendar Module. At a minimum. such events include bi-weekly design meetings (winil: in design), weekly construction meetings, public meetings for the project (ex. Project Charter Meetings, etc.) and other design and/or construction milestones and deadlines.

<u>3.1.2.4 Meetings.</u> Information to be input into e-Agenda related to any meeting includes, but is not limited to an agenda, a reminder of the meeting (which much occur a minimum of two (2) days prior to the meeting), meeting minutes (using the approved meeting minutes template) and confirmation of actual meeting attendees.

<u>3.1.2.5 Access to e-Builder and Licensing.</u> Vendor shall designate and identify the employee(s) that shall personally access e-Builder, the projects to which the employee(s) is assigned, and the employee(s)'s duties and responsibilities as it relates to e-Builder. This information together with a request for licensing shall be sent to Colette Jones, Programs Controls Support, telephone number (754) 321-1537, colette.jones@browardschools.com. Upon receipt, review and acceptance of the request, access information and logins shall be provided to Vendor. Training shall be coordinated, scheduled and provided to those provided access and licenses by Colette Jones. Additional training may be provided based on availability.

[End of E-BUILDER REQUIREMENTS]