

**EXECUTIVE SUMMARY**  
**Amendments to the Professional Services Agreement**  
**Continuing Contracts Architectural Services**  
**Multiple Consultants, Multiple Projects**  
**SMART Program Renovations**  
**RFQ 16-104F**

**PROJECT OVERVIEW:**

<b>Type of Contract:</b>	<b>Continuing Contract for Architectural Services</b>
<b>Project Consultant:</b>	<b>Multiple Consultants</b>
<b>Notice to Proceed Date:</b>	<b>N/A</b>

**GENERAL OVERVIEW:**

The Professional Services Agreement Continuing Contracts for Architectural Services was approved by the Board on May 3, 2016 (Agenda Item JJ-1). The Contracts were automatically renewed for one (1) additional year starting May 3, 2019 as stated in the renewal letter dated April 3, 2019.

The purpose of these Amendments to the Professional Services Agreement (PSA) Continuing Contracts for Architectural Services is for the incorporation of terms of compliance in order to meet FEMA language requirements for reimbursement. These recommended additional clauses are required by the Super Circular, 2 C.F.R. 200. 318-200.32b and other FEMA sources. In addition, it has been determined that it is in the best interest of the Owner to require the Consultants to use the Owner’s e-Builder Project Management software on each of their assigned projects. The following Consultants have agreed to revise the Agreements to incorporate the required FEMA language and the required use of e-Builder language:

Jorge A. Gutierrez Architect, LLC  
Nyarko Architectural Group, Inc.  
ACAI Associates, Inc.  
Synalovski Romanik Saye, LLC

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

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