

EXECUTIVE SUMMARY

**Second Amendment to Professional Services Agreement
 Laura M. Perez & Associates, Inc.
 Pines Lakes Elementary School, Pembroke Pines
 Project No. P.002004
 SMART Program Renovations
 RFQ 18-034C**

PROJECT OVERVIEW:

Type of Contract:	Professional Services Agreement
Project Architect:	Laura M. Perez & Associates, Inc.
Authorization to Proceed:	TBD
Original Funding Allocation:	See Below

GENERAL OVERVIEW:

The Professional Services Agreement was approved by the Board on November 7, 2017 (Agenda Item JJ-8).

The purpose of this Second Amendment to the Professional Services Agreement with Laura M. Perez & Associates, Inc., is to perform a traditional ITB process for an increase to Basic Services Fees in the amount of \$3,495. In April 2019, a Letter of Recommendation (LOR) was issued. However, in June 2019, it was determined that the project should be delivered as a Construction Services Minor Projects (CSMP). The Project Consultant attended various site visits with the contractor and subconsultants, replied to Request for Information (RFIs), issued an addendum, and reviewed the contractor’s estimate. After several months of negotiations, it was decided to discontinue the CSMP process and return to a traditional Invitation to Bid (ITB) process for the SMART Program Renovations at Pines Lakes Elementary School.

AGENDA ITEM	AGENDA ITEM No.	DATE APPROVED	DESCRIPTION	AMOUNT	REVISED FEE AMOUNT
Original PSA	JJ-8	11/7/2017	Professional Services Agreement	\$197,000	\$197,000
First Amendment	JJ-3	3/20/2018	eBuilder Language	\$0	\$197,000
Second Amendment	JJ-16	Pending Board Approval	ITB Bidding Services	\$3,495	\$200,495

This Amendment has been reviewed and approved as to form and legal content by the Office of the General Counsel.

For the latest Bond Oversight Committee Quarterly Report information regarding this project [click here](#).