

**A RESOLUTION BY FINANCE/EXECUTIVE COMMITTEE AUTHORIZING THE MAYOR ON BEHALF OF THE CITY OF ATLANTA TO ISSUE A TASK ORDER TO ARCADIS/BRINDLEY, PIETERS & ASSOCIATES, INC., A JOINT VENTURE FOR FC-4906A-ARCHITECTURAL, ENGINEERING AND DESIGN SERVICES, ON BEHALF OF THE EXECUTIVE OFFICES-OFFICE OF ENTERPRISE ASSETS MANAGEMENT, TO PROVIDE CONSTRUCTION DOCUMENTS AND DESIGN DEVELOPMENT STANDARDS FOR MODIFICATIONS IN THE EXISTING MAYOR'S OFFICE IN AN AMOUNT NOT TO EXCEED ONE HUNDRED ONE THOUSAND, TWO HUNDRED EIGHT-DOLLARS AND ZERO CENTS (\$101,208.00); ALL WORK WILL BE CHARGED TO AND PAID FROM ACCOUNTS LISTED; AND FOR OTHER PURPOSES.**

**Workflow List:**

Billy Warren	Completed	06/26/2014 9:44 AM
Mariangela Corales	Completed	06/26/2014 10:14 AM
Finance	Completed	06/27/2014 8:57 AM
Procurement	Completed	06/27/2014 4:10 PM
Adam Smith	Completed	06/27/2014 4:13 PM
Mayor's Office	Completed	06/27/2014 4:15 PM
Office of Research and Policy Analysis	Completed	07/09/2014 3:42 PM
Finance/Executive Committee	Pending	
Atlanta City Council	Pending	
Mayor's Office	Pending	

Certified by Presiding Officer	Certified by Clerk
Mayor's Action <i>See Authentication Page Attachment</i>	

LEGISLATION HISTORY - BLUE BACK

**A RESOLUTION BY FINANCE/EXECUTIVE COMMITTEE AUTHORIZING THE MAYOR ON BEHALF OF THE CITY OF ATLANTA TO ISSUE A TASK ORDER TO ARCADIS/BRINDLEY, PIETERS & ASSOCIATES, INC., A JOINT VENTURE FOR FC-4906A-ARCHITECTURAL, ENGINEERING AND DESIGN SERVICES, ON BEHALF OF THE EXECUTIVE OFFICES-OFFICE OF ENTERPRISE ASSETS MANAGEMENT, TO PROVIDE CONSTRUCTION DOCUMENTS AND DESIGN DEVELOPMENT STANDARDS FOR MODIFICATIONS IN THE EXISTING MAYOR'S OFFICE IN AN AMOUNT NOT TO EXCEED ONE HUNDRED ONE THOUSAND, TWO HUNDRED EIGHT-DOLLARS AND ZERO CENTS (\$101,208.00); ALL WORK WILL BE CHARGED TO AND PAID FROM ACCOUNTS LISTED; AND FOR OTHER PURPOSES.**

WHEREAS, the City of Atlanta ("City") entered into FC-4906A, Annual Contract for Architectural, Engineering and Design Services ("Agreement") with Arcadis/Brindley, Pieters & Associates, Inc., a Joint Venture ("Contractor") on behalf of the Office of Enterprise Assets Management ("OEAM"); and

WHEREAS, the term of the Agreement is for two (2) years with three (3) one (1) year renewal options to be exercised at the City's sole discretion effective December 21, 2009 through December 20, 2011; and

WHEREAS, the City authorized Renewal No. 1 of the Agreement with a term of December 21, 2011 through December 20, 2012, pursuant to Resolution 11-R-1729; and

WHEREAS, the City authorized Renewal No. 2 of the Agreement with a term of December 21, 2012 through December 20, 2013, pursuant to Resolution 12-R-1648; and

WHEREAS, the City authorized Renewal No. 3 of the Agreement with a term of December 21, 2013 through December 20, 2014, pursuant to Resolution 13-R-3769; and

WHEREAS, the Contractor has performed satisfactorily under the Agreement; and

WHEREAS, OEAM requires construction documents and design development standards for modifications to the Mayor's office; and

WHEREAS, the Director of Facilities Management and Chief Procurement Officer recommend using a Task Order for Architectural, Engineering and Design Services to the Contractor to provide construction documents and design development standards for modifications to the Mayor's office in an amount not to exceed One Hundred One Thousand, Two Hundred Eight-Dollars and Zero Cents (\$101,208.00).

THE CITY COUNCIL OF THE CITY OF ATLANTA, GEORGIA, HEREBY RESOLVES, that the Mayor, or his designee, is authorized to issue a Task Order for FC-4906A, Architectural, Engineering and Design Services with Contractor on behalf of Executive Offices of OEAM to provide construction

documents and design development standards for modifications to the Mayor's office in an amount not to exceed One Hundred One Thousand, Two Hundred Eight-Dollars and Zero Cents (\$101,208.00).

BE IT FINALLY RESOLVED, that all contracted work will be charged to and paid from 1001 (General Fund) 040402 (Exe Facility Maintenance-City Hall) 5212001 (Consulting/Professional) 1565000 (Gen Gov-Bldgs. & Plans) in an amount not to exceed One Hundred One Thousand, Two Hundred Eight-Dollars and Zero Cents (\$101,208.00).

TRANSMITTAL FORM FOR LEGISLATION

TO: MAYOR'S OFFICE

ATTN: CANDACE L. BYRD

Dept.'s Legislative Liaison: Perceta Watkins

Contact Number: 404-330-6569

Originating Department: Office of Enterprise Assets Management

Committee(s) of Purview: Finance/Executive

Chief of Staff Deadline: June 20, 2014

Anticipated Committee Meeting Date(s): July 15-16, 2014

Anticipated Full Council Date: July 21, 2014

Legislative Counsel's Signature: [Signature]

Commissioner's Signature: Michael J. Thurks [Signature] [Signature]

Chief Financial Officer: \_\_\_\_\_

Chief Information Officer Signature (for IT Procurements) \_\_\_\_\_

*cu* Chief Procurement Officer Signature: Adan R. Smith

A RESOLUTION  
BY FINANCE/EXECUTIVE COMMITTEE

A RESOLUTION AUTHORIZING THE MAYOR ON BEHALF OF THE CITY OF ATLANTA TO ISSUE A TASK ORDER TO ARCADIS/BRINDLEY, PIETERS & ASSOCIATES, INC., A JOINT VENTURE FOR FC-4906A-ARCHITECTURAL, ENGINEERING AND DESIGN SERVICES, ON BEHALF OF THE EXECUTIVE OFFICES-OFFICE OF ENTERPRISE ASSETS MANAGEMENT, TO PROVIDE CONSTRUCTION DOCUMENTS AND DESIGN DEVELOPMENT STANDARDS FOR MODIFICATIONS IN THE EXISTING MAYOR'S OFFICE IN AN AMOUNT NOT TO EXCEED ONE HUNDRED ONE THOUSAND, TWO HUNDRED EIGHT-DOLLARS AND ZERO CENTS (\$101,208.00); ALL WORK WILL BE CHARGED TO AND PAID FROM ACCOUNTS LISTED; AND FOR OTHER PURPOSES.

FINANCIAL IMPACT: (if any)

Mayor's Staff Only

Received by CPO: \_\_\_\_\_ Received by LC from CPO: \_\_\_\_\_  
(date) (date)

Received by Mayor's Office: Janice Owe 6/18/14 Reviewed by: \_\_\_\_\_  
(date) (date)

Submitted to Council: \_\_\_\_\_ (date)

Attachment: ARCADIS PDF (14-R-3896 : RESOLUTION AUTHORIZING THE MAYOR ON BEHALF OF THE CITY OF ATLANTA TO ISSUE A TASK

**A RESOLUTION  
BY FINANCE/EXECUTIVE COMMITTEE**

**A RESOLUTION AUTHORIZING THE MAYOR ON BEHALF OF THE CITY OF ATLANTA TO ISSUE A TASK ORDER TO ARCADIS/BRINDLEY, PIETERS & ASSOCIATES, INC., A JOINT VENTURE FOR FC-4906A-ARCHITECTURAL, ENGINEERING AND DESIGN SERVICES, ON BEHALF OF THE EXECUTIVE OFFICES-OFFICE OF ENTERPRISE ASSETS MANAGEMENT, TO PROVIDE CONSTRUCTION DOCUMENTS AND DESIGN DEVELOPMENT STANDARDS FOR MODIFICATIONS IN THE EXISTING MAYOR'S OFFICE IN AN AMOUNT NOT TO EXCEED ONE HUNDRED ONE THOUSAND, TWO HUNDRED EIGHT-DOLLARS AND ZERO CENTS (\$101,208.00); ALL WORK WILL BE CHARGED TO AND PAID FROM ACCOUNTS LISTED; AND FOR OTHER PURPOSES.**

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**WHEREAS**, the term of the Agreement is for two (2) years with three (3) one (1) year renewal options to be exercised at the City's sole discretion effective December 21, 2009 through December 20, 2011; and

**WHEREAS**, the City authorized Renewal No. 1 of the Agreement with a term of December 21, 2011 through December 20, 2012, pursuant to Resolution 11-R-1729; and

**WHEREAS**, the City authorized Renewal No. 2 of the Agreement with a term of December 21, 2012 through December 20, 2013, pursuant to Resolution 12-R-1648; and

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**WHEREAS**, the Contractor has performed satisfactorily under the Agreement; and

**WHEREAS**, OEAM requires construction documents and design development standards for modifications to the Mayor's office; and

**WHEREAS**, the Director of Facilities Management and Chief Procurement Officer recommend using a Task Order for Architectural, Engineering and Design Services to the Contractor to provide construction documents and design development standards for modifications to the Mayor's office in an amount not to exceed One Hundred One Thousand, Two Hundred Eight-Dollars and Zero Cents (\$101,208.00).

**THE CITY COUNCIL OF THE CITY OF ATLANTA, GEORGIA, HEREBY RESOLVES**, that the Mayor, or his designee, is authorized to issue a Task Order for FC-4906A, Architectural, Engineering and Design Services with Contractor on behalf of Executive Offices of OEAM to provide construction documents and design development standards for modifications to the Mayor's office in an amount not to exceed One Hundred One Thousand, Two Hundred Eight-Dollars and Zero Cents (\$101,208.00).

**BE IT FINALLY RESOLVED**, that all contracted work will be charged to and paid from 1001 (General Fund) 040402 (Exe Facility Maintenance-City Hall) 5212001 (Consulting/Professional) 1565000 (Gen Gov-Bldgs. & Plans) in an amount not to exceed One Hundred One Thousand, Two Hundred Eight-Dollars and Zero Cents (\$101,208.00).

**Part II: Legislative White Paper:** (This portion of the Legislative Request Form will be shared with City Council members and staff)

**A. To be completed by Legislative Counsel:**

Committee of Purview: Finance /Executive

Caption:

**A RESOLUTION AUTHORIZING THE MAYOR ON BEHALF OF THE CITY OF ATLANTA TO ISSUE A TASK ORDER TO ARCADIS/BRINDLEY, PIETERS & ASSOCIATES, INC., A JOINT VENTURE FOR FC-4906A-ARCHITECTURAL, ENGINEERING AND DESIGN SERVICES, ON BEHALF OF THE EXECUTIVE OFFICES-OFFICE OF ENTERPRISE ASSETS MANAGEMENT, TO PROVIDE CONSTRUCTION DOCUMENTS AND DESIGN DEVELOPMENT STANDARDS FOR MODIFICATIONS IN THE EXISTING MAYOR'S OFFICE IN AN AMOUNT NOT TO EXCEED ONE HUNDRED ONE THOUSAND, TWO HUNDRED EIGHT-DOLLARS AND ZERO CENTS (\$101,208.00); ALL WORK WILL BE CHARGED TO AND PAID FROM ACCOUNTS LISTED; AND FOR OTHER PURPOSES.**

Council Meeting Date: July 21, 2014

Requesting Dept.: Office of Enterprise Assets Management

**B. To be completed by the department:**

1. **Please provide a summary of the purpose of this legislation?** The purpose of this legislation is to authorize the issuance of a task order to Arcadis/BPA, A joint Venture for construction documents and design standards for the modifications in the existing Mayor's office.

2. **Please provide background information regarding this legislation.** The legislation will authorize Arcadis/BPA to provide the assessment and construction documents and design standards for modifications in the Mayor's office.

3. **If Applicable/Known:**

- (a) **Contract Type:** Professional Services
- (b) **Source Selection:** Seald RFP
- (c) **Bids/Proposals Due:** May 6, 2009
- (d) **Invitations Issued:** 150

- (e) Number of Bids: N/A
- (f) Proposals Received: 14
- (g) Bidders/Proponents: A E COM/ H. J. Russell, Joint Venture  
 Arcadis /Brindley Pieters & Associates, Inc, Joint Venture  
 Atlanta Services Group  
 BGR Joint Venture Office  
 Brown and Caldwell, Inc /Delon Hampton & Associates,  
 Chartered, A Joint Venture  
 Citywide Infrastructure Provider  
 JP2 (Jacobs, PRAD, PBS&J)  
 MA-HMM Gude, JV  
 Parsons-Cardozo Engineering, Joint Venture  
 Prime Engineering, Inc. and Chester Engineers, Joint Venture  
 Shaw-Benchmark, Joint Venture  
 Southern Right of Way  
 Strategic Team Concepts, LLC  
 Total Solution Partners
- (h) Term of Contract: The contract term is for two years (2) with three (3) year renewal options.
4. **Fund Account Center:** 1001 (General Fund) 040402 (Exe Facility Maintenance-City Hall) 5212001 (Consulting/Professional) 1565000 (Gen Gov-Bldgs\ & Plans) in an amount not to exceed One Hundred One Thousand, Two Hundred Eight-Dollars and Zero Cents (\$101,208.00).
5. **Source of Funds:** General funds
6. **Fiscal Impact:** The fiscal impact will be to the above account in an amount not to exceed One Hundred One Thousand, Two Hundred Eight-Dollars and Zero Cents (\$101,208.00).
7. **Method of Cost Recovery:** N/A

This Legislative Request Form Was Prepared By: Perceta Watkins



Task Order Template – Traditional Design/Engineering

Agreement Number: FC-4906A Architectural Engineering and Design Services (“Agreement”)

Task Order Number: 43

Task Order Maximum Payment Amount: \$101,208.00

The above referenced Task Order is made and entered into by and between the City of Atlanta (“CITY”), pursuant to the Agreement;

AND

ARCADIS/BPA, A Joint Venture (“CONSULTANT”).

This Task Order is made a part of the Agreement between the City and the Consultant, together with all attached exhibits made a part of this Task Order.

The period of performance/delivery date for this Task Order begins as of the Commencement Date, as defined in Attachment A.

Task Order Services to be Provided: Consultant shall perform all work related to this task order in accordance with the scope of services, specifications and the Consultant’s proposal attached and incorporated as Exhibit “A”.

Design Notice to Proceed:	TBD
Phase I: Schematic Design	3 Weeks from Phase I
Phase II: Design Development	4 Weeks from Phase II
Phase III: Construction Documents	6 Weeks from Phase III
Phase IV: Bidding	TBD
Phase V: Construction	TBD

Key Task Order Personnel: Services Coordinator – **John Dean, P.E.** , Project Manager – **Willie Smith, AIA**, Other Key Personnel – **Lupita Murray, Interior Design, Jonathon Rucker, PE, MEP**

City Project Contact Information:  
**Glenn Cowart**  
Office of Facility Management  
68 Mitchell Street, SW  
Suite 1225  
Atlanta, Georgia 30303

Consultant Project Contact Information:  
**John Dean**  
ARCADIS/BPA A Joint Venture  
  
2410 Paces Ferry Road  
Suite 400

Attachment: ARCADIS PDF (14-R-3896 : RESOLUTION AUTHORIZING THE MAYOR ON BEHALF OF THE CITY OF ATLANTA TO ISSUE A TASK

Agreement Number: FC-4906A Architectural Engineering and Design Services  
 Task Order Number: 43  
 Task Order Consultant: ARCADIS/BPA, A Joint Venture

**Task Order Template – Traditional Design/Engineering**

Phone: 404.658.6056  
 Fax: 404.546.9390  
 E-Mail: GCowart@atlantaga.gov

Atlanta, Georgia 30339  
 Phone: 770.384.6521  
 Fax: 770.435.2666  
 E-Mail: John.Dean@arcadis-us.com

Task Order Terms for Expenses: At Cost

Task Order Billing and Payment Terms: Attached and incorporated as Exhibit "B"

Estimated Labor Hours and Associated Fee for Task by Labor Category:

Labor Category	Home Office Rate	Estimated Home Office Hours per Category	Field Office Rate	Estimated Field Office Hours per Category	Total Estimated Fee per Category
Project Manager 4	\$199.00	24	\$168.00		\$4,776
Project Manager 3	\$180.00		\$157.00		
Project Manager 2	\$156.00		\$133.00		
Engineer 10	\$230.00		\$192.00		
Engineer 9	\$192.00		\$167.00		
Engineer 8	\$185.00		\$158.00		
Engineer 7	\$163.00		\$140.00		
Engineer 6	\$140.00	10	\$120.00		\$1,400
Engineer 5	\$120.00	6	\$100.00		\$720
Engineer 4	\$105.00	100	\$90.00		\$10,500
Engineer 3	\$90.00		\$75.00		
Designer 5	\$122.00		\$106.00		
Designer 4	\$102.00		\$88.00		
Designer 3	\$92.00		\$77.00		
Scientist 8	\$192.00		\$169.00		
Scientist 7	\$163.00		\$140.00		
Scientist 6	\$139.00		\$124.00		
Scientist 5	\$118.00		\$104.00		
Surveyor, Land	\$141.00		\$125.00		
Surveyor 5	\$122.00		\$110.00		
Surveyor 4	\$108.00		\$98.00		
Surveyor 3	\$90.00		\$83.00		

Agreement Number: FC-4906A Architectural Engineering and Design Services  
 Task Order Number: 43  
 Task Order Consultant: ARCADIS/BPA, A Joint Venture

**Task Order Template – Traditional Design/Engineering**

Labor Category	Home Office Rate	Estimated Home Office Hours per Category	Field Office Rate	Estimated Field Office Hours per Category	Total Estimated Fee per Category
Survey Crew (2 person)	\$125.00		\$102.00		
CAD Manager	\$124.00		\$106.00		
CAD Technician 4	\$93.00		\$80.00		
CAD Technician 3	\$80.00	352	\$68.00		\$28,160
Construction Manager	\$160.00		\$135.00		
Resident Engineer	\$138.00		\$115.00		
Senior Field Engineer	\$126.00		\$104.00		
Field Engineer	\$102.00		\$86.00		
Construction Inspector	\$90.00		\$74.00		
Land Acquisition Manager	\$126.00		\$102.00		
Appraiser Level V	\$154.00		\$144.00		
Appraiser Level IV	\$139.00		\$127.00		
Appraiser Level III	\$115.00		\$107.00		
Appraiser Level II	\$115.00		\$107.00		
Office Manager	\$90.00		\$76.00		
Administrative Assistant, Sr.	\$80.00	60	\$68.00		\$4,800
Administrative Assistant	\$60.00		\$50.00		
Computer Aided Facility Management Systems Consultant Senior	\$148.00		\$129.00		
Landscape Architect, Principal	\$160.00		\$140.00		
Landscape Architect	\$130.00		\$113.00		
Landscape Designer	\$98.00		\$86.00		
Architect, Principal	\$162.00	16	\$140.00		\$2,592
Architect	\$140.00	74	\$125.00		\$10,360
Interior Designer	\$133.00	200	\$118.00		\$26,600
Graphic Designer	\$100.00	60	\$88.00		\$6,000
<b>Task Order Labor Totals</b>		<b>902</b>			<b>\$95,908</b>

Task Order Terms for Expenses: Expenses are estimated at \$5,300 and include: Printing, Color Boards, Presentation Boards, Bid and Construction Document Sets. **No Permit Fees are included.** Expenses billed at cost.

Maximum Allowable Compensation \$101,208

Estimated MBE/WBE Summary:

Attachment: ARCADIS PDF (14-R-3896 : RESOLUTION AUTHORIZING THE MAYOR ON BEHALF OF THE CITY OF ATLANTA TO ISSUE A TASK

Agreement Number: FC-4906A Architectural Engineering and Design Services  
Task Order Number: 43  
Task Order Consultant: ARCADIS/BPA, A Joint Venture

**Task Order Template – Traditional Design/Engineering**

MBE/WBE Firms Utilized in Task Order: Harris + Smith (Architects), Engineered Systems & Services, LLC

Estimated MBE Percentage: 92%                      Amount: \$87,932

Estimated WBE Percentage: 0%                      Amount: \$0

Total Estimated MBE/WBE Percentage: 92%                      Amount: \$87,932

Task Order Billing and Payment Terms: Monthly

**City Invoicing Contact Information:**

**Glen Cowart**  
Office of Facility Management  
68 Mitchell Street, SW  
Suite 1225  
Atlanta, Georgia 30303  
Phone: 404.658.6056  
Fax: 404.546.9390  
E-Mail: GCowart@atlantaga.gov

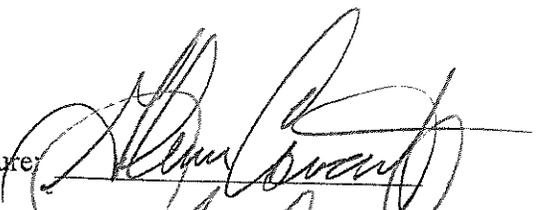
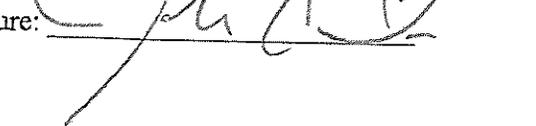
**Consultant Invoicing Contact Information:**

**Frankie Raper**  
ARCADIS/BPA A Joint Venture  
2410 Paces Ferry Road  
Suite 400  
Atlanta, Georgia 30339  
Phone: 770.431.8666  
Fax : 770.435.2666  
E-Mail : Frankie.Raper@arcadis-us.com

Attachments: Exhibit A – Scope of Work  
Exhibit B - Payment

**Authorized Representatives and Signatures:**

City of Atlanta Representative: **Glenn Cowart**

Signature:   
Signature: 

Consultant Representative: **John Dean**

Attachment: ARCADIS PDF (14-R-3896 : RESOLUTION AUTHORIZING THE MAYOR ON BEHALF OF THE CITY OF ATLANTA TO ISSUE A TASK



Office of Enterprise and Asset Management  
Mayor's Suite Interior Modifications

Attachment A  
Scope of Work

INTRODUCTION

On November 12, 2013, Mr. Willie Smith of the ARCADIS/BPA JV (Consultant) team was contacted by Mr. Glenn Cowart of the Office of Enterprise and Asset Management regarding providing design and construction documents for the proposed modifications in the existing Mayor's Suite in the City Hall building (see attached Exhibit 1).

SCOPE OF WORK

It is our understanding that the preliminary conceptual design proposed for the new modifications will require close coordination between the ARCADIS/BPA JV team and key personnel of the team responsible for the preliminary conceptual design provided in order to execute the intent of the documents. The conceptual design documents generally consist of perspective sketches of the finished space along with the anticipated final floor plan. Based on our discussions, several items will be part of the scope as follows:

- 1) The design team will design and provide all details associated with the design intent of the proposed preliminary sketches and floor, finish and reflected ceiling plans.
- 2) Working with the client's key stakeholders, our team will assist to develop the millwork to meet the programming needs.
- 3) We will prepare an Opinion of Probable Cost
- 4) Coordinate and select FF&E with Office of Facilities Management and key stakeholders.
- 5) Our team will survey the existing space as necessary to determine if any MEP & F systems are affected and provide design of required modifications (if needed).
- 6) Our team will provide electrical design modifications (if necessary) including power, data, and security integration in the areas affected.
- 7) Sprinkler system modification (if necessary) will be designed based on performance specification criteria

The following proposal presents a five step program to develop a plan of action and budget to achieve the City's goals by working with Office of Facilities Management and Innovation Project Officer's staff as follows: schematic, design development, construction documents, bid negotiation and contract construction administration services.

SCHEMATIC DESIGN PHASE (8 WEEKS)

After approval of the program, our team will visit the site to evaluate the conditions during the initial phase of the project. This site visit will seek to uncover all specific information about the

project and site and attempt to identify any previously unforeseen or unanticipated work required. During this phase, we will also research all codes, and prepare a preliminary architectural floor plan based on the client preliminary floor plan and sketches.

**DESIGN DEVELOPMENT PHASE II (4 WEEKS)**

The Design Development Phase will finalize the design for the floor plan, interior elevations, finishes responding to all considerations and issues identified in Phases I. During this Phase, staff from Office of Facilities Management and key stakeholders will have their maximum involvement in finalizing the plans for the facility.

Three project meetings with design staff and City personnel will be conducted to ensure that the project is proceeding according to the expectations of the City. Each meeting will be utilized to confirm the intent of Phase I decisions are implemented and allow for changes without impacting schedule.

At the conclusion of this Phase, the floor plan, materials of construction and functionality will be final with all approvals obtained.

***Develop a Cost Model***

A detailed construction cost model will be developed during this phase.

Based on the final Design Development documents, Construction Contract Documents will be prepared. The documents will provide the level of detail necessary for permitting and construction of the project

A review meeting will be held at approximately 50% complete and another at approximately 90% complete to review the plans; select products, materials and colors, define zones for the HVAC systems modifications if necessary, and define panel boards for inclusion in the standby power system. Included in the 90% review meeting will be a review of the FF&E selections, providing an opportunity for input prior to final document development.

We expect that Contract Documents will be provided by the City's Procurement Department for editing.

**BIDDING, NEGOTIATION AND PERMIT PHASE IV (1 B.D.)**

The project will be advertised by the City to obtain construction bids. We will assist in this process, we will respond to questions (RFI), issue any revised or supplemental drawings or other clarifications to fully describe the work to be performed. Once bids are received, we will assist (if desired) in the evaluation of the submissions and advise your staff in regard to the contract award.

**CONTRACT ADMINISTRATION PHASE V (1 B.D.)**

The Architect's responsibility to provide the Contract Administration Services under this Agreement are as follows:

**Section 1.** *The Architect shall conduct site observation activities, shall provide project coordination and shall make a diligent effort to secure for the Owner the expeditious and economical construction of the Project in accordance with the approved Plans and Specifications and the terms of the Construction Contract. The Architect, unless otherwise directed in writing by the Owner, shall have authority to act on behalf of the Owner only to extent provided in this Agreement unless otherwise modified by written amendment.*

*In fulfilling the above responsibility, the Architect shall:*

- (a) Issue to the Contractor such directives and impose such restrictions as may be necessary to obtain reasonable and proper compliance by the Contractor with the terms of the Construction Contract and the Plans and Specifications.*
- (b) Visit the project site at intervals appropriate to the stage of construction, but in no event (except for periods of prolonged work stoppage or construction delay) less than twice per month, to observe construction of the project, to observe excavations prior to placing of concrete, and to observe other work prior to it being covered from view.*
- (c) Make recommendations to the Owner concerning the selection of materials, colors, finishes, designs, or devices for use in the project.*
- (d) Periodically review materials prior to their incorporation into the project and promptly reject those not in compliance with the specifications.*
- (e) Observe the manner of incorporation of materials into the Project and the workmanship with which such materials are incorporated.*
- (f) Review and if acceptable approve material and/or equipment substitutions for compliance with contract documents.*
- (g) Be available to the Owner and the Contractor during office hours for consultation.*
- (h) Review completed construction, assist the Contractor to correct observed defects, and approve payments to the Contractor for correctly completed construction.*
- (i) Prepare such change orders as may be required for the project.*

**Section 2.** *The Architect shall review and, if acceptable, approve shop drawings, samples, schedules, and other submissions of the Contractor for conformance with the design concept of the project and for compliance with requirements of the plans and specifications. If professional design services or certifications by a design professional related to systems, materials or equipment are specifically required of the Contractor by the Contract Documents, the Architect shall specify appropriate performance and design criteria that such services must satisfy.*

**Section 3.** *The our team shall, upon notice by the Contractor of completion of the work and a request for a final inspection of the Project:*

- (a) Make a careful and thorough inspection to determine that the construction of the project has been completed in accordance with the Plans and Specifications and the terms of the Construction Contract and any amendments thereto.*

Task Order Commencement Date shall be considered as the date Notice to Proceed. The time for completion is estimated to be 3 weeks.

#### ASSUMPTIONS

1. Usable CADD files of the existing space will be provided to the design team and limited field measurement will be required.
2. All permitting fees will be paid by the City or construction contractor.

3. The Consultant will provide 10 hard copies and one electronic copy of the approved bidding documents and 10 hard copies and one digital copy of construction documents.

Task Order Commencement Date shall be considered as the date Notice to Proceed is received and the Task Order will run until completion of construction.

**Legislative White Paper**

Committee of Purview: Finance/Executive

**Caption:**

A RESOLUTION AUTHORIZING THE MAYOR ON BEHALF OF THE CITY OF ATLANTA TO ISSUE A TASK ORDER TO ARCADIS/BRINDLEY, PIETERS & ASSOCIATES, INC., A JOINT VENTURE FOR FC-4906A-ARCHITECTURAL, ENGINEERING AND DESIGN SERVICES, ON BEHALF OF THE EXECUTIVE OFFICES-OFFICE OF ENTERPRISE ASSETS MANAGEMENT, TO PROVIDE CONSTRUCTION DOCUMENTS AND DESIGN DEVELOPMENT STANDARDS FOR MODIFICATIONS IN THE EXISTING MAYOR'S OFFICE IN AN AMOUNT NOT TO EXCEED ONE HUNDRED ONE THOUSAND, TWO HUNDRED EIGHT-DOLLARS AND ZERO CENTS (\$101,208.00); ALL WORK WILL BE CHARGED TO AND PAID FROM ACCOUNTS LISTED; AND FOR OTHER PURPOSES.

**Council Meeting Date:** July 21, 2014

**Legislation Title:** Authorizing a task order to Arcadis/Brindley, Pieters & Associates, Inc., a joint venture for FC4906a-Architectural, Engineering And Design Services, on behalf of the Executive Offices-Office of Enterprise Assets Management, to provide construction documents and design development standards for modifications in the existing Mayor's office in an amount not to exceed One Hundred One Thousand, Two Hundred Eight-Dollars And Zero Cents (\$101,208.00).

**Requesting Dept.:** Office of Enterprise Assets Management

**Contract Type:** Service

**Source Selection:** Sealed RFP

**Bids/Proposals Due:** May 6, 2009

**Invitations Issued:** 150

**Number of Bids/** 14

**Bidders/Proponents:** A E COM/ H. J. Russell, Joint Venture  
Arcadis /Brindley Pieters & Associates, Inc, Joint Venture  
Atlanta Services Group  
BGR Joint Venture Office

Brown and Caldwell, Inc /Delon Hampton & Associates, Chartered, A  
 Joint Venture  
 Citywide Infrastructure Provider  
 JP2 (Jacobs, PRAD, PBS&J)  
 MA-HMM Gude, JV  
 Parsons-Cardozo Engineering, Joint Venture  
 Prime Engineering, Inc. and Chester Engineers, Joint Venture  
 Shaw-Benchmark, Joint Venture  
 Southern Right of Way  
 Strategic Team Concepts, LLC  
 Total Solution Partners

**Background:** Original executed on December 21, 2009, expired on December 20, 2011.

Renewal No. 1 extended the current Agreement one additional year for time only. Renewal No. 1 effective term December 21, 2011 to December 20, 2012.

Renewal No. 2 extended the current Agreement one additional year for time only. Renewal No. 2 effective term December 21, 2012 to December 20, 2013.

Renewal No. 3 extended the current Agreement one additional year for time only. Renewal No. 3 effective term December 21, 2013 to December 20, 2014.

**Source of Funds:** General Fund

**Fiscal Impact:** \$101,208.00 will be charged to and paid from the various account streams contained in the legislation.

**Term of Contract:** The initial term of this agreement is for a period of Two (2) years with an option to renew for Three (3) one (1) year periods.

**Method of Cost Recovery:** N/A

**Approvals:**

**DOF:**

**DOL:**

**Prepared By:** Perceta Watkins

**Contact Number:** 404-330-6569

Attachment: ARCADIS PDF (14-R-3896 : RESOLUTION AUTHORIZING THE MAYOR ON BEHALF OF THE CITY OF ATLANTA TO ISSUE A TASK

**DEPARTMENT OF PROCUREMENT  
LEGISLATION SUMMARY**

**TO:** Finance/Executive Committee

**CAPTION**

**A RESOLUTION AUTHORIZING THE MAYOR ON BEHALF OF THE CITY OF ATLANTA TO ISSUE A TASK ORDER TO ARCADIS/BRINDLEY, PIETERS & ASSOCIATES, INC., A JOINT VENTURE FOR FC-4906A-ARCHITECTURAL, ENGINEERING AND DESIGN SERVICES, ON BEHALF OF THE EXECUTIVE OFFICES-OFFICE OF ENTERPRISE ASSETS MANAGEMENT, TO PROVIDE CONSTRUCTION DOCUMENTS AND DESIGN DEVELOPMENT STANDARDS FOR MODIFICATIONS IN THE EXISTING MAYOR'S OFFICE IN AN AMOUNT NOT TO EXCEED ONE HUNDRED ONE THOUSAND, TWO HUNDRED EIGHT-DOLLARS AND ZERO CENTS (\$101,208.00); ALL WORK WILL BE CHARGED TO AND PAID FROM ACCOUNTS LISTED; AND FOR OTHER PURPOSES.**

**COMMITTEE MEETING**

**DATE:** July 16, 2014

**COUNCIL MEETING**

**DATE:** July 21, 2014

**LEGISLATION TITLE:** FC-4906A, TASK ORDER TO ARCADIS/BRINDLEY, PIETERS & ASSOCIATES, INC. FOR MODIFICATIONS TO THE MAYOR'S OFFICE

**REQUESTING DEPT.:** Office of Enterprise Assets Management

**CONTRACT TYPE:** Professional Services

**AWARDEES:** Arcadis/Brindley Pieters & Associates, Inc., Joint Venture

**SOURCE SELECTION:** Sealed RFP

**PROPOSALS DUE:** May 6, 2009

**INVITATIONS MAILED:** 150

**PROPOSALS RECEIVED:** 14

**PROPOSERS:** A E COM/ H. J. Russell, Joint Venture  
Arcadis /Brindley Pieters & Associates, Inc, Joint Venture  
Atlanta Services Group  
BGR Joint Venture Office  
Brown and Caldwell, Inc /Delon Hampton & Associates, Chartered, A Joint Venture  
Citywide Infrastructure Provider  
JP2 (Jacobs, PRAD, PBS&J)

**Attachment: ARCADIS PDF (14-R-3896 : RESOLUTION AUTHORIZING THE MAYOR ON BEHALF OF THE CITY OF ATLANTA TO ISSUE A TASK**

MA-HMM Gude, JV  
 Parsons-Cardozo Engineering, Joint Venture  
 Prime Engineering, Inc. and Chester Engineers, Joint Venture  
 Shaw-Benchmark, Joint Venture  
 Southern Right of Way  
 Strategic Team Concepts, LLC  
 Total Solution Partners

Contractor: Arcadis /Brindley Pieters & Associates, Inc., Joint Venture

Estimated Value: \$ 101,208.00

Scope Summary: Arcadis/Brindley Pieters & Associates, Inc., a Joint Venture will provide construction documents and design development standards for the modifications in the existing Mayor's office.

BACKGROUND: Original executed on December 21, 2009, expired on December 20, 2011.

Renewal No. 1 extended the current Agreement one additional year for time only. Renewal No. 1 effective term December 21, 2011 to December 20, 2012.

Renewal No. 2 extended the current Agreement one additional year for time only. Renewal No. 2 effective term December 21, 2012 to December 20, 2013.

Renewal No. 3 extended the current Agreement one additional year for time only. Renewal No. 3 effective term December 21, 2013 to December 20, 2014.

EVALUATION TEAM COMPOSITION: DWM, OCC, DPW, LAW, OEMA, DPRCA

TERM OF CONTRACT: Two (2) years with an option to renew for three (3) one (1) year periods.

FUND ACCOUNT CENTERS: 1001 (General Fund) 040402 (Exe Facility Maintenance-City Hall) 5212001 (Consulting/Professional) 1565000 (Gen Gov-Bldgs\ & Plans)

PREPARED BY: Cristi C. Walker

CONTACT NUMBER: 404-865-8996



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### ARCADIS U.S., INC. Control Number: K808375

[Main](#)   [Reports](#)   [Officers](#)   [Filing History](#)

#### Entity Info

**Entity Id**   1058510

#### Key Indicators

**Model Type**   Corporation

**Locale**   Foreign

**Qualifier**   For-Profit

**Business Name**   ARCADIS U.S., INC.

**Registration Date**   3/04/1998

**Entity Status**   Active/Compliance

**Entity Status Date**   5/09/2014

**Foreign Name**

**Date of Organization**

**State**   Delaware

**Country**

#### Principal Office Address

RECORD LOCATION

**Line1**   Attn: Kim Battles

**Line2**   P.O. Box 66

**City**   Syracuse   **State**   New York   **Zip**   13214-0066

#### Agent

**Is non-commercial Registered Agent?**   Yes

**Name**   CT CORPORATION SYSTEM

#### Address

**Line1**   1201 PEACHTREE STREET N.E.

**Line2**

**City**   ATLANTA   **State**   Georgia   **Zip**   30361

**Email**

#### Previous Names

Name Changed From	Name Changed To	Surviving Entity Id	Cancelled Entity Id	Effective Date	Due Date	File Number	Actions
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No Miscellaneous Filings were found.

Attachment: ARCADIS PDF (14-R-3896 : RESOLUTION AUTHORIZING THE MAYOR ON BEHALF OF THE CITY OF ATLANTA TO ISSUE A TASK

USER NAME  PASSWORD  

[Forgot Username?](#) [Forgot Password?](#)

[Create an Account](#)

### Entity Dashboard

ARCADIS U.S., INC.  
 DUNS: 783194769 CAGE Code: 6SR86  
 Status: Active

194 SEVEN FARMS DR STE F  
 CHARLESTON, SC, 29492-8509 ,  
 UNITED STATES

[Entity Overview](#)

[Entity Record](#)

[Core Data](#)

[Assertions](#)

[Reps & Certs](#)

[POCs](#)

[Reports](#)

[BioPreferred Report](#)

[Exclusions](#)

[Active Exclusions](#)

[Inactive Exclusions](#)

[RETURN TO SEARCH](#)

### Entity Overview

#### Entity Information

**Name:** ARCADIS U.S., INC.  
**Business Type:** Business or Organization  
**POC Name:** Lon Dishneau  
**Registration Status:** Active  
**Activation Date:** 04/28/2014  
**Expiration Date:** 04/28/2015

#### Exclusions

**Active Exclusion Records?** No

SAM | System for Award Management 1.0

IBM v1.1792.20140531-1220

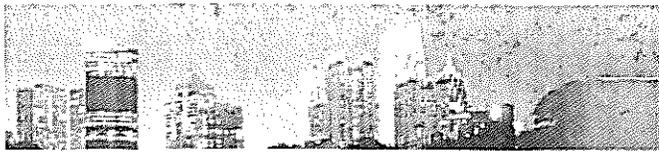
WWW9

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### BRINDLEY PIETERS AND ASSOCIATES, INC. Control Number: 0002983

[Main](#)   [Reports](#)   [Officers](#)   [Filing History](#)

#### Entity Info

**Entity Id**   2983

#### Key Indicators

**Model Type**   Corporation

**Locale**   Foreign

**Qualifier**   For-Profit

**Business Name**   BRINDLEY PIETERS AND ASSOCIATES, INC.

**Registration Date**   1/03/2000

**Entity Status**   Active/Compliance

**Entity Status Date**   4/02/2014

#### Foreign Name

**Date of Organization**

**State**   Florida

**Country**

#### Principal Office Address

PRINCIPAL

**Line1**   2600 MAITLAND CENTER PARKWAY

**Line2**   SUITE 180

**City**   MAITLAND   **State**   Florida   **Zip**   32751

#### Agent

**Is non-commercial Registered Agent?**   Yes

**Name**   BRINDLEY B PIETERS

#### Address

**Line1**   229 PEACHTREE ST., NE

**Line2**   SUITE 1104

**City**   ATLANTA   **State**   Georgia   **Zip**   30303

**Email**   PMCCARTHY@BPA-ENGINEERS.COM

#### Previous Names

Name Changed From	Name Changed To	Surviving Entity Id	Cancelled Entity Id	Effective Date	Due Date	File Number	Actions
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No Miscellaneous Filings were found.

Attachment: ARCADIS PDF (14-R-3896 : RESOLUTION AUTHORIZING THE MAYOR ON BEHALF OF THE CITY OF ATLANTA TO ISSUE A TASK

USER NAME  PASSWORD  

[Forgot Username?](#) [Forgot Password?](#)

[Create an Account](#)

### Entity Dashboard

[Entity Overview](#)

[Entity Record](#)

[Core Data](#)

[Assertions](#)

[Reps & Certs](#)

[POCs](#)

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[Exclusions](#)

[Active Exclusions](#)

[Inactive Exclusions](#)

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BRINDLEY PIETERS AND ASSOCIATES, INC.  
 DUNS: 859406985 CAGE Code: 1J7U9  
 Status: Active

2600 MAITLAND CENTER PKWY STE 180  
 MAITLAND, FL, 32751-0000 ,  
 UNITED STATES

### Entity Overview

#### Entity Information

**Name:** BRINDLEY PIETERS AND ASSOCIATES, INC.  
**Business Type:** Business or Organization  
**POC Name:** Judith Kemp  
**Registration Status:** Active  
**Activation Date:** 11/06/2013  
**Expiration Date:** 11/06/2014

#### Exclusions

**Active Exclusion Records?** No

SAM | System for Award Management 1.0

IBM v1.1792.20140531-1220

WWW9

**Note to all Users:** This is a Federal Government computer system. Use of this system constitutes consent to monitoring at all times.



Attachment: ARCADIS PDF (14-R-3896 : RESOLUTION AUTHORIZING THE MAYOR ON BEHALF OF THE CITY OF ATLANTA TO ISSUE A TASK

**FINAL COUNCIL ACTION**  
 2<sup>nd</sup>  1<sup>st</sup> & 2<sup>nd</sup>  3<sup>rd</sup>  
 Readings  
 Consent  V Vote  RC Vote

**First Reading**

Committee \_\_\_\_\_  
 Date \_\_\_\_\_  
 Chair \_\_\_\_\_  
 Referred To \_\_\_\_\_

(Do Not Write Above This Line)

**A RESOLUTION BY  
 FINANCE/EXECUTIVE**

A RESOLUTION AUTHORIZING THE MAYOR ON BEHALF OF THE CITY OF ATLANTA TO ISSUE A TASK ORDER TO ARCADIS/BRINDLEY, PIETERS & ASSOCIATES, INC., A JOINT VENTURE FOR FC-4906A-ARCHITECTURAL, ENGINEERING AND DESIGN SERVICES, ON BEHALF OF THE EXECUTIVE OFFICES-OFFICE OF ENTERPRISE ASSETS MANAGEMENT, TO PROVIDE CONSTRUCTION DOCUMENTS AND DESIGN DEVELOPMENT STANDARDS FOR MODIFICATIONS IN THE EXISTING MAYOR'S OFFICE IN AN AMOUNT NOT TO EXCEED ONE HUNDRED ONE THOUSAND, TWO HUNDRED EIGHT-DOLLARS AND ZERO CENTS (\$101,208.00); ALL WORK WILL BE CHARGED TO AND PAID FROM ACCOUNTS LISTED; AND FOR OTHER PURPOSES.

**CERTIFIED**

- CONSENT REFER
- REGULAR REPORT REFER
- ADVERTISE & REFER
- 1<sup>ST</sup> ADOPT 2<sup>ND</sup> READ & REFER
- PERSONAL PAPER REFER

Date Referred  
 Referred To:

Date Referred  
 Referred To:

Date Referred:  
 Referred To:

**Committee**

Date

Chair

Action  
 Fav, Adv, Hold (see rev. side)  
 Other

Members

Refer To

**Committee**

Date

Chair

Action  
 Fav, Adv, Hold (see rev. side)  
 Other

Members

Refer To

**MAYOR'S ACTION**