

**RATIFICATION OF
AMENDMENT NO. 2
TO CONTRACT FOR
PROFESSIONAL SERVICES**

The City of Corpus Christi, Texas hereinafter called "CITY", and **JEC Architects, Inc.**, hereinafter called "CONSULTANT," agree to the following amendment to the Contract for Professional Services for **Hike and Bike Trails-City Wide (Bond 2008) (Project No. 3381)**, as authorized and amended by:

Original A/E Agreement	July 11, 2011	Administrative Approval	\$39,800.00
Amendment No. 1	November 16, 2011	Administrative Approval	\$4,575.00

Exhibit "A", SECTION 2. SCOPE OF WORK shall be amended as specified in the attached Amendment No. 2 Exhibit "A".

EXHIBIT "A", SECTION 3. FEES shall be amended as specified in the attached Amendment No. 2 Exhibit "A" Summary of Fees, for a revised fee not to exceed **\$7,800.00 (Seven Thousand Eight Hundred Dollars and Zero Cents)**, for a total restated fee not to exceed **\$52,175.00.00 (Fifty Two Thousand One Hundred Seventy Five Dollars and Zero Cents)**. Monthly invoices shall be submitted in accordance with Exhibit "B".

All other terms and conditions of the July 11, 2011 original contract and the November 16, 2011 Amendment between the City and Consultant will remain in full force and effect.

CITY OF CORPUS CHRISTI

Oscar R. Martinez, (Date)
Assistant City Manager

RECOMMENDED

Dese 10/19/12
Daniel Biles, P.E., (Date)
Director of Engineering Services

Michael Morris 10/22/12
Operating Department (Date)

APPROVED AS TO FORM

Office of Management (Date)
and Budget

Legal Department (Date)

JEC ARCHITECTS, INC.

James Coffin 10/18/2012
James Coffin, Architect (Date)
President
3649 Leopard Street, Suite 407
Corpus Christi, TX 78408
(361) 904-0804 Office
(361) 904-0925 Fax

ATTEST

Armando Chapa, City Secretary

Project Number: 3381
Fund Source: 550950-3292-00000-130291 (Parks & Rec CIP)
Encumbrance Number: _____

ENTERED

OCT 12 2012

CONTRACT MANAGER



JEC

ARCHITECTS

August 24, 2012

Mr. Dan Biles, P.E.
Director of Engineering Services
City of Corpus Christi
P.O. Box 9277
Corpus Christi, Texas 78469

RE: **Hike & Bike Trail – City Wide
Project No. 3381- Amendment #2**

Dear Mr. Biles:

JEC Architects respectfully requests an Amendment No. 2 to our “Contract for Professional Services” for an increase in fees in the amount of \$7,800.00. This request is due to additional man-hours expended in assisting the City with research and documentation of a Proposed Easement across Lot 1, of Sun Valley Estates and a revised Scope of Design Services for this first leg of the Trail from Yorktown to Cedar Pass.

As you may recall, the requested Trailhead location begins at Yorktown Blvd. and Sun Valley Drive and then proceeds in an Easterly direction to Cedar Pass. However, the City did not own or have an easement across Lot 1, of Sun Valley Estates to construct a concrete trail.

Following our meeting with Engineering Services and Parks & Recreation Department on September 23, 2011, JEC, Inc. was requested by Engineering to meet with and coordinate documentation with Capnor, USA surveyors to verify property boundaries, utility easements and possible ownership of Lot 1, Sun Valley Estates. JEC, Inc. provided documentation of a preliminary Exhibit to assist Capnor, USA in describing the required easement directions and dimensions for the proper access across Lot 1 for the beginning of the Hike & Bike Trail.

In addition to this Easement coordination issue, the Scope of Design Services by JEC, Inc. has been revised following several meetings with Engineering concerning the conflict of the Trail design and location with a previously designed Stormwater project to improve Schanen Drainage Ditch. Following meetings with Engineering Services, Parks Department and coordination

Mr. Dan Biles, P.E.
August 24, 2012
Page 2 of 2

meetings with Freese and Nichols Engineers, it was determined that the recently constructed "back swale" with post inlet drains and irrigation lines will need to be replaced and /or removed in a revised Scope of Services for JEC, Inc. Furthermore, the Hike & Bike Trail sidewalk will now be required to be designed as a heavy concrete section maintenance road to handle heavy tractor mowing equipment and truck vehicles to maintain the ditch and right of way.

JEC Architects has included within, a revised Amended Exhibit "D" for your review and approval to document this work. The revised Amended Fees will now total \$52, 175.00. This Exhibit does not reflect any invoices toward this project for clarity of total Fee Structure.

Should you have questions concerning this request and additional Scope, please call to discuss.

Sincerely,

JEC ARCHITECTS, INC.

A handwritten signature in blue ink that reads "Jim Coffin". The signature is stylized and cursive.

Jim Coffin, Architect
President

JC/lc

Attachment: Exhibit "D"

CC: Ms. Joelle Francois, P.E.

HIKE AND BIKE TRAILS - CITY WIDE (BOND 2008)
 PROJECT NO. 3381
 SUMMARY OF FEES

		ORIGINAL CONTRACT	AMEND. NO.1	AMEND. NO.2	TOTAL
BASIC SERVICES					
1	Preliminary Phase	\$9,800.00	\$0.00	\$2,600.00	\$12,400.00
2	Design Phase	18,600.00	0.00	5,200.00	23,800.00
3	Bid Phase	1,800.00	0.00	0.00	1,800.00
4	Construction Phase	3,000.00	0.00	0.00	3,000.00
Subtotal Basic Services		33,200.00	0.00	7,800.00	41,000.00
ADDITIONAL SERVICES					
1	Permit Preparation	1,850.00	0.00	0.00	1,850.00
2	Topographic Survey	3,750.00	4,575.00	0.00	8,325.00
3	Construction Observation Services	0.00	0.00	0.00	0.00
4	Start-Up Services	0.00	0.00	0.00	0.00
5	Warranty Phase	1,000.00	0.00	0.00	1,000.00
Subtotal Additional Services		6,600.00	4,575.00	0.00	11,175.00
TOTAL FEE		\$39,800.00	\$4,575.00	\$7,800.00	\$52,175.00
		07/11/11 Admin Approval	11/16/11 Admin Approval	M2012-	

COMPLETE PROJECT NAME
Project No. XXXX
Invoice No. 12345
Invoice Date:

	Contract	Amd No. 1	Amd No. 2	Total Contract	Amount Invoiced	Previous Invoice	Total Invoice	Percent Complete
Basic Services:								
Preliminary Phase	\$1,000	\$0	\$0	\$1,000	\$0	\$1,000	\$1,000	100%
Design Phase	2,000	1,000	0	3,000	1,000	500	1,500	50%
Bid Phase	500	0	250	750	0	0	0	0%
Construction Phase	2,500	0	1,000	3,500	0	0	0	0%
Subtotal Basic Services	\$6,000	\$1,000	\$1,250	\$8,250	\$750	\$1,500	\$2,500	30%
Additional Services:								
Permitting	\$2,000	\$0	\$0	\$2,000	\$500	\$0	\$500	25%
Warranty Phase	0	1,120	0	1,120	0	0	0	0%
Inspection	0	0	1,627	1,627	0	0	0	0%
Platting Survey	TBD	TBD	TBD	TBD	TBD	TBD	TBD	0%
O & M Manuals	TBD	TBD	TBD	TBD	TBD	TBD	TBD	0%
SCADA	TBD	TBD	TBD	TBD	TBD	TBD	TBD	0%
Subtotal Additional Services	\$2,000	\$1,120	\$1,627	\$4,747	\$500	\$0	\$500	11%
Summary of Fees								
Basic Services Fees	\$6,000	\$1,000	\$1,250	\$8,250	\$750	\$1,500	\$2,500	30%
Additional Services Fees	2,000	1,120	1,627	4,747	500	0	500	11%
Total of Fees	\$8,000	\$2,120	\$2,877	\$12,997	\$1,250	\$1,500	\$3,000	23%



City of
Corpus
Christi

SUPPLIER NUMBER
TO BE ASSIGNED BY CITY
PURCHASING DIVISION

CITY OF CORPUS CHRISTI DISCLOSURE OF INTEREST

City of Corpus Christi Ordinance 17112, as amended, requires all persons or firms seeking to do business with the City to provide the following information. Every question must be answered. If the question is not applicable, answer with "NA". See reverse side for Filing Requirements, Certifications and definitions.

COMPANY NAME: JEC Architects, Inc.

P. O. BOX: _____

STREET ADDRESS: 3649 Leopard Street., Suite 407 CITY: Corpus Christi ZIP: 78408

FIRM IS: 1. Corporation 2. Partnership
4. Association 5. Other 3. Sole Owner

DISCLOSURE QUESTIONS

If additional space is necessary, please use the reverse side of this page or attach separate sheet.

1. State the names of each "employee" of the City of Corpus Christi having an "ownership interest" constituting 3% or more of the ownership in the above named "firm."

Name	Job Title and City Department (if known)
N/A	
_____	_____
_____	_____
_____	_____

2. State the names of each "official" of the City of Corpus Christi having an "ownership interest" constituting 3% or more of the ownership in the above named "firm."

Name	Title
N/A	
_____	_____
_____	_____
_____	_____

3. State the names of each "board member" of the City of Corpus Christi having an "ownership interest" constituting 3% or more of the ownership in the above named "firm."

Name	Board, Commission or Committee
N/A	
_____	_____
_____	_____
_____	_____

4. State the names of each employee or officer of a "consultant" for the City of Corpus Christi who worked on any matter related to the subject of this contract and has an "ownership interest" constituting 3% or more of the ownership in the above named "firm."

Name	Consultant
N/A	
_____	_____
_____	_____
_____	_____

FILING REQUIREMENTS

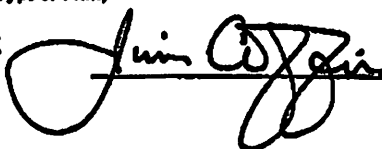
If a person who requests official action on a matter knows that the requested action will confer an economic benefit on any City official or employee that is distinguishable from the effect that the action will have on members of the public in general or a substantial segment thereof, you shall disclose that fact in a signed writing to the City official, employee or body that has been requested to act in the matter, unless the interest of the City official or employee in the matter is apparent. The disclosure shall also be made in a signed writing filed with the City Secretary. [Ethics Ordinance Section 2-349 (d)]

CERTIFICATION

I certify that all information provided is true and correct as of the date of this statement, that I have not knowingly withheld disclosure of any information requested; and that supplemental statements will be promptly submitted to the City of Corpus Christi, Texas as changes occur.

Certifying Person: Jim Coffin Title: President
(Type or Print)

Signature of Certifying Person:



Date: 1/9/2012

DEFINITIONS

- a. "Board member." A member of any board, commission, or committee appointed by the City Council of the City of Corpus Christi, Texas.
- b. "Economic benefit". An action that is likely to affect an economic interest if it is likely to have an effect on that interest that is distinguishable from its effect on members of the public in general or a substantial segment thereof.
- c. "Employee." Any person employed by the City of Corpus Christi, Texas either on a full or part-time basis, but not as an independent contractor.
- d. "Firm." Any entity operated for economic gain, whether professional, industrial or commercial, and whether established to produce or deal with a product or service, including but not limited to, entities operated in the form of sole proprietorship, as self-employed person, partnership, corporation, joint stock company, joint venture, receivership or trust, and entities which for purposes of taxation are treated as non-profit organizations.
- e. "Official." The Mayor, members of the City Council, City Manager, Deputy City Manager, Assistant City Managers, Department and Division Heads, and Municipal Court Judges of the City of Corpus Christi, Texas.
- f. "Ownership Interest." Legal or equitable interest, whether actually or constructively held, in a firm, including when such interest is held through an agent, trust, estate, or holding entity. "Constructively held" refers to holdings or control established through voting trusts, proxies, or special terms of venture or partnership agreements."
- g. "Consultant." Any person or firm, such as engineers and architects, hired by the City of Corpus Christi for the purpose of professional consultation and recommendation.