

**THE FOLLOWING RESOLUTION WAS INTRODUCED BY COUNCIL  
MEMBER ZUCKERMAN AND SECONDED FOR ADOPTION BY  
COUNCIL MEMBER \_\_\_\_\_**

**RESOLUTION NO. 22-29**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE  
AUTHORIZING THE MAYOR OF THE CITY OF MANDEVILLE TO AMEND THE  
PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY OF  
MANDEVILLE AND GREENLEAF LAWSON ARCHITECTS, APAC. AND  
PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH**

**WHEREAS**, the City desires to amend the Professional Services Agreement with Greenleaf Lawson Architects, APAC (“Greenleaf”), through which Greenleaf provides professional architectural services to the City and has been in effect since December 16, 2021; and

**WHEREAS**, the December 2021 Professional Services Agreement is attached to the Resolution, and all terms set forth therein are to be renewed with the exception of those terms that have been set forth in Amendment No. 1 to the Professional Services Agreement, which is also attached hereto; and

**WHEREAS**, since the execution of the Professional Services Agreement, there have been significant increases in construction costs, and as a result, Greenleaf at the direction of the City was asked to adjust the budget to include a scope of work which would total a \$6,500,000.00 cost, but separate out the Renovation to the Existing Building as an Alternate, giving the City and the Council the option to accept a base bid, or a base bid with an alternate;

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Mandeville, hereby authorizes and empowers the Mayor of the City to amend the Professional Services Agreement with Greenleaf as set forth in Amendment No. 1 to the Professional Services Agreement to address the needs of the City of Mandeville.

With the above resolution having been properly introduced and duly seconded, the vote was as follows:

AYES:

NAYS:

ABSTENTIONS:

ABSENT:

and the resolution was declared adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Kristine Scherer  
Clerk of Council

\_\_\_\_\_  
Rick Danielson  
Council Chairman



# AIA® Document G802™ – 2017

## Amendment to the Professional Services Agreement

<b>PROJECT:</b> <i>(name and address)</i> City of Mandeville, Mandeville City Hall Renovations	<b>AGREEMENT INFORMATION:</b> Date: 12/10/2021	<b>AMENDMENT INFORMATION:</b> Amendment Number: 001  Date: 07/18/2022
<b>OWNER:</b> <i>(name and address)</i> City of Mandeville, Mandeville City Hall Renovations	<b>ARCHITECT:</b> <i>(name and address)</i> Greenleaf Lawson Architects / Greenleaf Architects	

The Owner and Architect amend the Agreement as follows:

The Architect (Name, Legal Status, Address, and other information) shall be updated from:  
Greenleaf Lawson Architects, APAC  
404 E Gibson Street, Suite 1  
Covington, LA 70433  
Telephone Number: 985.778.2080

The Architect (Name, Legal Status, Address, and other information) shall be updated to:  
Greenleaf Architects, APAC  
404 E Gibson Street, Suite 1  
Covington, LA 70433  
Telephone Number: 985.778.2080

The Architect’s compensation and schedule shall be adjusted as follows:

Compensation Adjustment:

Original Section §1.1.3 is as follows:

§ 1.1.3 The Owner’s budget for the Cost of the Work, as defined in Section 6.1:  
(Provide total and, if known, a line item breakdown.)

A budget will be established after the program and initial designs have been completed. To establish a budget for billing purposes prior to the establishment of an accurate Scope of Work, The architect shall bill on an initial budget of \$4,000,000 for the renovations and additions to City Hall.

A revised (or new) budget and timeline shall be established for any additional work outside of the City Hall/ Council Chambers project.

Replace Section §1.1.3 as follows:

§ 1.1.3 The Owner’s budget for the Cost of the Work, as defined in Section 6.1:  
(Provide total and, if known, a line item breakdown.)

A budget will be established after the program and initial designs have been completed. To establish a budget for billing purposes prior to the establishment of an accurate Scope of Work, The architect shall bill on an initial budget of +/- \$6,500,000 for the renovations and additions to City Hall. The new budget will be the sum of a base bid of +/- \$4,500,000 and an Alternate #1 of +/- \$2,000,000.

The base bid to be the Council Chambers Expansion. We have valued this at +/- \$4,500,000. This includes the following.

- New Council Chambers to seat 112+ people.
- New Council Office Suite area with Conference Room, Council Clerk office, Restrooms and Storage.
- New Lobby and secure entrances to the Chambers and the existing City Hall.
- Minor Renovations to the existing city hall to address current Building Code Violations and conversion of the existing Council Chambers to staff offices. (Should Alternate 1 below not be accepted)
- Expanded Parking and Sitework.

Alternate #1 to be the full renovation to the existing building which includes the Asbestos Remediation. We have valued this at +/- \$2,000,000. This includes the following.

- Complete removal of all Asbestos Containing Materials.
- Removal of all non-structural walls and building elements.
- Complete and Custom Renovation to the existing floorplate with offices, conference rooms secure reception desks, and a more efficient layout to allow for growth of the city staff.
- All new Building HVAC with up-to-date control systems.

A revised (or new) budget and timeline shall be established for any additional work outside of the City Hall/ Council Chambers project.

Original Section §11.1.2 is as follows:

Percentage Basis

(Insert percentage value)

«Nine and five thousand six hundred ninety-three ten-thousandths» (9.5693) % of the Owner's budget for the Cost of the Work, equaling three hundred eighty-two thousand seven hundred seventy-four dollars (382,774.00) as calculated in accordance with Section 11.6.

Replace Section §11.1.2 as follows:

Percentage Basis

(Insert percentage value)

«Nine and two thousand four hundred twenty-seven ten-thousandths» (9.2427) % of the Owner's budget for the Cost of the Work, equaling six hundred thousand seven hundred seventy-six dollars (600,776.00) as calculated in accordance with Section 11.6.

Schedule Adjustment:

No change to section § 1.1.4

---

**SIGNATURES:**

Greenleaf Lawson Architects /

Greenleaf Architects

\_\_\_\_\_  
**ARCHITECT** (*Firm name*)

City of Mandeville, Mandeville City

Hall Renovations

\_\_\_\_\_  
**OWNER** (*Firm name*)

\_\_\_\_\_  
SIGNATURE

Justin Greenleaf, President,  
Owner

\_\_\_\_\_  
PRINTED NAME AND TITLE

07/06/2022

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SIGNATURE

Clay Madden, Mayor

\_\_\_\_\_  
PRINTED NAME AND TITLE

\_\_\_\_\_  
DATE



DRAFT

# AIA® Document G802™ - 2017

## Amendment to the Professional Services Agreement

**PROJECT:** *(name and address)*  
City of Mandeville, Mandeville City  
Hall Renovations

**AGREEMENT INFORMATION:**  
Date: 12/10/2021

**AMENDMENT INFORMATION:**  
Amendment Number: 001

Date: 07/18/2022

**OWNER:** *(name and address)*  
City of Mandeville, Mandeville City  
Hall Renovations

**ARCHITECT:** *(name and address)*  
Greenleaf Lawson Architects /  
Greenleaf Architects

The Owner and Architect amend the Agreement as follows:

The Architect (Name, Legal Status, Address, and other information) shall be updated from:  
Greenleaf Lawson Architects, APAC  
404 E Gibson Street, Suite 1  
Covington, LA 70433  
Telephone Number: 985.778.2080

The Architect (Name, Legal Status, Address, and other information) shall be updated to:  
Greenleaf Architects, APAC  
404 E Gibson Street, Suite 1  
Covington, LA 70433  
Telephone Number: 985.778.2080

The Architect's compensation and schedule shall be adjusted as follows:

Compensation Adjustment:

Original Section §1.1.3 is as follows:

§ 1.1.3 The Owner's budget for the Cost of the Work, as defined in Section 6.1:  
(Provide total and, if known, a line item breakdown.)

A budget will be established after the program and initial designs have been completed. To establish a budget for billing purposes prior to the establishment of an accurate Scope of Work, The architect shall bill on an initial budget of \$4,000,000 for the renovations and additions to City Hall.

A revised (or new) budget and timeline shall be established for any additional work outside of the City Hall/ Council Chambers project.

Replace Section §1.1.3 as follows:

§ 1.1.3 The Owner's budget for the Cost of the Work, as defined in Section 6.1:  
(Provide total and, if known, a line item breakdown.)

A budget will be established after the program and initial designs have been completed. To establish a budget for billing purposes prior to the establishment of an accurate Scope of Work, The architect shall bill on an initial budget of +/- \$6,500,000 for the renovations and additions to City Hall. The new budget will be the sum of a base bid of +/- \$4,500,000 and an Alternate #1 of +/- \$2,000,000.

The base bid to be the Council Chambers Expansion. We have valued this at +/- \$4,500,000. This includes the following.

- New Council Chambers to seat 112+ people.
- New Council Office Suite area with Conference Room, Council Clerk office, Restrooms and Storage.
- New Lobby and secure entrances to the Chambers and the existing City Hall.
- Minor Renovations to the existing city hall to address current Building Code Violations and conversion of the existing Council Chambers to staff offices. (Should Alternate 1 below not be accepted)
- Expanded Parking and Sitework.

Alternate #1 to be the full renovation to the existing building which includes the Asbestos Remediation. We have valued this at +/- \$2,000,000. This includes the following.

- Complete removal of all Asbestos Containing Materials.
- Removal of all non-structural walls and building elements.
- Complete and Custom Renovation to the existing floorplate with offices, conference rooms secure reception desks, and a more efficient layout to allow for growth of the city staff.
- All new Building HVAC with up-to-date control systems.

A revised (or new) budget and timeline shall be established for any additional work outside of the City Hall/ Council Chambers project.

Original Section §11.1.2 is as follows:

Percentage Basis  
(Insert percentage value)

«Nine and five thousand six hundred ninety-three ten-thousandths» (9.5693) % of the Owner’s budget for the Cost of the Work, equaling three hundred eighty-two thousand seven hundred seventy-four dollars (382,774.00) as calculated in accordance with Section 11.6.

Replace Section §11.1.2 as follows:

Percentage Basis  
(Insert percentage value)

«Nine and two thousand four hundred twenty-seven ten-thousandths» (9.2427) % of the Owner’s budget for the Cost of the Work, equaling six hundred thousand seven hundred seventy-six dollars (600,776.00) as calculated in accordance with Section 11.6.

Schedule Adjustment:  
No change to section § 1.1.4

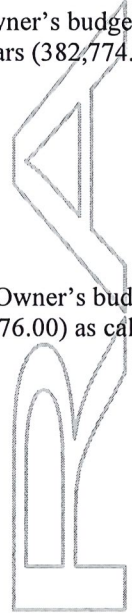
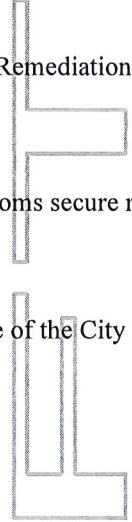
**SIGNATURES:**

Greenleaf Lawson Architects /  
Greenleaf Architects  
ARCHITECT (Firm name)

City of Mandeville, Mandeville City  
Hall Renovations  
OWNER (Firm name)

\_\_\_\_\_

\_\_\_\_\_



SIGNATURE

Justin Greenleaf, President,  
Owner

PRINTED NAME AND TITLE

07/06/2022

DATE

SIGNATURE

Clay Madden, Mayor

PRINTED NAME AND TITLE

DATE

