

MEMORANDUM

DATE: January 20, 2026

TO: ****ORIGINAL****
CITY CLERK

FROM: Nathaniel Rubel – Procurement Assistant Director
Procurement Management Division

SUBJECT: Record Retention

CONTRACT: 20240046

CONTRACT TITLE: Professional Design Services for a New Public Works
Administration Building

VENDOR NAME: BEA Architects, Inc.

VENDOR ADDRESS: 11575 NW 7th Avenue

CITY & STATE: Miami, FL 33168

APPROVED BY COUNCIL: September 23, 2024

7e) - Award Contract #20240046 for Professional Design Services for a New
Public Works Administration Building.

CONTRACT AMOUNT: \$1,138,267.98 inclusive of a 1% reimbursable
allowance plus additional itemized design fees if required.

CONTRACT TERM: 735 calendar days – 9/24/2024 through 09/29/2026, with
no option to renew.

APPROVED BY COUNCIL: January 12, 2026

AMENDMENT #1

7n) - Approve Amendment #1 to Contract #20240046 for Professional Design
Services for a New Public Works Administration Building.

CONTRACT AMOUNT: Amendment #1 adds \$596,800.00 for a new Contract
amount of \$1,735,067.98.

CONTRACT TERM: No additional time is currently requested. Original term -
735 calendar days – 9/24/2024 through 09/29/2026, with
no option to renew.

Please see the attached for (1) original contract for your records.



**CONTRACT
AMENDMENT**

This Amendment #1 (“Amendment”) to Contract #20240046 – Professional Design Services for a New Public Works Administration Building (“the Contract”), by and between the City of Port St Lucie (“City”) and the Consultant, as defined below, shall be effective as of the date this Amendment is fully executed.

Consultant’s Full Legal Name:	BEA Architects, Inc.
Solicitation No./Event ID:	20240046
Solicitation Title/Event Name:	Professional Design Services for a New Public Works Administration Building
Contract Award Date:	09/23/2024
Initial Contract Term:	09/24/2024 through 09/29/2026 – (735 Calendar Days)
Current Contract Expiration Date:	09/29/2026
Requested Contract Expiration Date:	09/29/2026
Initial Contract Amount:	\$1,138,267.98
Current Contract Amended Amount:	\$1,138,267.98
Requested Financial Change Amount:	\$596,800.00
New Contract Amount:	\$1,735,067.98
Amendment No.:	1
Amendment Type:	Increase of Commodities

WHEREAS, the Contract, including any previous amendments, is in effect through the Current Contract Expiration Date, as defined above; and

NOW THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties do hereby agree as follows:

The following modifications to the Terms and Conditions contained in Contract are hereby incorporated and made a part of that Contract.

1. SCOPE OF WORK. The parties hereby agree that the Contract will be amended to include the additional Scope of Work, as follows:


- a. Public Works Administration Building Features updated to include the following:
 - The ground floor build-out shall be limited to approximately 60% of the total available area, with the remaining portion reserved for future expansion. The Emergency Operations Center shall be designed as a hardened safe room and shall include a dedicated entrance. Additionally, the main entrance and employee entrances to include “Evolv” security system.
 - The second-floor scope is updated to add data center and commercial kitchen.
 - The third floor shall be fully built-out with offices and cubicles
 - Green Roof has been added to the specialized facilities of the building.
- b. Phase IV (Design Development Package – 60%)
Add the St. Lucie West Services District (SLWSD) to the list of Authorities Having Jurisdiction included in the “Dry Run Package” for early comment and review once the Design Development Package reaches the 80% level.
- c. Green Roof Design shall be Modular Green Roof Systems
 - System type: Plants and growing media are pre-grown in trays or modules that can be placed directly on the roof.
 - Flexibility: Easy to install, replace, or rearrange without major construction.
 - Ideal Uses: Buildings wanting a phased installation.
 - Depth & Planting: Shallow substrate layer (about 2-6 inches) supporting low-maintenance vegetation like sedum, mosses, and drought-tolerant grasses, small plants, etc.
 - Low-maintenance, drought-tolerant plants like native grasses.
- d. Site Plan Phase: The original project scope assumed site development for an 8.9-acre parcel, limited to basic utility connections, grading, and landscape improvements adjacent to the building footprint. The revised

project site is approximately 38 acres, requiring a substantially expanded level of site design, permitting and coordination. The following services are necessary to support the expanded campus-scale development.


- Master Planning – preparation of a comprehensive site plan to establish circulation, access, parking, pedestrian systems, and overall campus organization.
 - Civil Engineering – design of utilities, grading, stormwater management, and drainage systems across the 38-acre parcel, including roadway and infrastructure extensions.
 - Landscaping – development of a landscape master plan for the larger site, including open space, planting, and integration of a green roof system.
 - Geotechnical & Environmental – due diligence studies to address subsurface conditions, stormwater retention, wetlands, and environmental permitting.
 - Regulatory Approvals – preparation of documents and coordination for site plan review and approval with the Authority Having Jurisdiction (AHJ) and the P&Z Site Plan Review Process.
 - Site Lighting Design and Coordination.
- e. Formal Site Plan Submittal Documents, prepare full site plan package as required by the authority having jurisdiction (P&Z), which may include:
- Site plan drawings (to scale)
 - Grading and drainage plans (with civil engineer)
 - Utility connection plans
 - Parking, circulation, and access plans
 - Landscaping plans (with landscape architect)
 - Photometric and lighting plans
 - Building elevations and massing studies
 - Project data sheets and zoning tables
 - Complete application forms and assemble all required supporting documents.
- f. Permitting and Agency Coordination
- Submit the site plan application package to the AHJ on behalf of the Owner/Client.
 - Coordinate with planning, zoning, engineering, fire, and other departments/agencies during their review.
 - Respond to review comments and revise drawings as needed to achieve compliance.
 - Attend staff-level or public meetings, hearings, and workshops as required for approvals.
 - Provide presentations, renderings, or exhibits for board/commission reviews if requested.

IN WITNESS WHEREOF, the parties have caused this Amendment to be duly executed by their authorized representatives.

CONSULTANT

Consultant's Full Legal Name: (PLEASE TYPE OR PRINT)	BEA Architects, Inc.
Authorized Signature:	
Printed Name and Title of Person Signing:	Robert Draper, RA Project Manager
Date:	12/29/25
Company Address:	11575 NW 7 Ave, Miami, FL 33168

CITY OF PORT ST. LUCIE

Authorized Signature:	
Printed Name and Title of Person Signing:	Caroline Sturgis, Director, Office of Management & Budget, and Procurement
Date:	January 15, 2026
City Address:	121 S.W. Port St. Lucie Blvd., Port St. Lucie, FL 34984