

Draft

MASTER CONSULTING AGREEMENT
TPO 20-1009-02
AMENDMENT #2

This Amendment, is hereby entered into by the Polk Transportation Planning Organization situated at 330 W. Church Street, Bartow, Florida 33830, hereinafter referred to as the “TPO,” and Kimley-Horn and Associates, Inc., a North Carolina corporation, located at 421 Fayetteville Street, Suite 600, Raleigh, North Carolina 27601 hereinafter referred to as the “Consultant.”

WITNESSETH:

WHEREAS, the TPO was created by the State of Florida in accordance with Title 23 United States Code, Section 134 and Chapter 339.175, Florida Statutes; and

WHEREAS, the TPO and the Consultant entered into a Master Consulting Agreement dated May 20, 2021 (the “Agreement”) for the purpose of providing certain professional services in connection with transportation planning in Polk County, which is more fully set out in the Agreement; and

WHEREAS, the original term of the Agreement is for a three (3) year period; and

WHEREAS, pursuant to Section 1.2 of the Agreement, the Parties have the option of extending the Agreement for two (2) one (1) year extension terms; and

WHEREAS, the Parties have mutually agreed to extend the Agreement for the second of two (2) available one (1) year extension terms; and

WHEREAS, pursuant to Section 3.1.2. of the Agreement, the Parties have mutually agreed to update the Fee Schedule set forth in Exhibit “B.”

NOW, THEREFORE, in consideration of the mutual understandings and covenants set forth herein, the parties hereby agree as follows:

1. The recitals stated above are true and correct and are fully incorporated herein.
2. The term of the Agreement is extended for a one year period commencing on May 20, 2025, and continuing through May 20, 2026. This term extension is the second of the available two (2) one year term extensions that are provided in Section 1 of the Agreement. May 20, 2025, shall be the Amendment 2 Effective Date.
3. Exhibit “B” shall be replaced in its entirety with the revised Exhibit “B” attached hereto and shall be used for all CSAs issued after May 20, 2025. Pursuant to Section 3.1.2. of the Agreement, the revised Fee Schedule does not apply to CSA’s/CPO’s in effect prior to the Amendment #2 Effective Date.

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IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the Amendment #2 Effective Date.

ATTEST:

**Polk Transportation Planning Organization
(TPO)**

By: _____
Executive Director, Polk TPO

By: _____
Trish Pfeiffer, TPO Chairperson

Date Signed By TPO _____

Reviewed as to form and legal sufficiency:

County Attorney's Office

Kimley-Horn and Associates, Inc., a North Carolina corporation

By: _____

PRINT NAME

TITLE

Date: _____

ACKNOWLEDGEMENT OF FIRM IF A LIMITED LIABILITY COMPANY

STATE OF _____ County OF _____

The foregoing instruments was acknowledged before me by means of physical presence or online notarization this _____ (Date) by _____ (Name of officer or agent) as _____ (title of officer or agent) of the Company on behalf of the Company, pursuant to the powers conferred upon him/her by the Company.

He/she personally appeared before me at the time of notarization, and is personally known to me or has produced _____ as identification and did certify to have knowledge of the matters stated in the foregoing instrument and certified the same to be true in all respects. Subscribed and sworn to (or affirmed) before me this _____ (Date).

(Official Notary Signature and Notary Seal)

(Name of Notary typed, printed or stamped)

Commission Number _____ Commission Expiration Date _____



ACKNOWLEDGEMENT OF FIRM, IF A CORPORATION

STATE OF _____ County OF _____

The foregoing instrument was acknowledged before me by means of physical presence or online notarization this _____ (Date) by _____ (Name of officer or agent) as _____ (title of officer or agent) of the Corporation on behalf of the Corporation, pursuant to the powers conferred upon him/her by the Corporation.

He/she personally appeared before me at the time of notarization, and is personally known to me or has produced _____ as identification and did certify to have knowledge of the matters stated in the foregoing instrument and certified the same to be true in all respects. Subscribed and sworn to (or affirmed) before me this _____ (Date).

(Official Notary Signature and Notary Seal)

(Name of Notary typed, printed or stamped)

Commission Number _____ Commission Expiration Date _____



ACKNOWLEDGEMENT OF FIRM, IF AN INDIVIDUAL

STATE OF _____ County OF _____

The foregoing instrument was acknowledged before me by means of physical presence or online notarization this _____ (Date) By _____

(Name of acknowledging) who personally appeared before me at the time of notarization, and is personally known to me or has produced _____ as identification and did certify to have knowledge of the matters in the foregoing instrument and certified the same to be true in all respects. Subscribed and sworn to (or affirmed) before me this _____ (Date).

(Official Notary Signature and Notary Seal)

(Name of Notary typed, printed or stamped)

Commission Number _____ Commission Expiration Date _____

ACKNOWLEDGEMENT OF FIRM, IF A PARTNERSHIP

STATE OF _____ County OF _____

The foregoing instrument was acknowledged before me by means of physical presence or online notarization this _____ (Date) by _____ (Name of acknowledging partner or agent) on behalf of _____ a partnership.

He/She personally appeared before me at the time of notarization, and is personally known to me or has produced _____ as identification and did certify to have knowledge of the matters in the foregoing instrument and certified the same to be true in all respects. Subscribed and sworn to (or affirmed) before me this _____ (Date) .

(Official Notary Signature and Notary Seal)

(Name of Notary typed, printed or stamped)

Commission Number _____ Commission Expiration Date _____

EXHIBIT B

RFP 20-1009 - Polk TPO
 General Planning Consulting services for the Polk Transportation Planning Organization
 Fee Schedule and List of Key Personnel

Kimley-Horn and Associates, Inc.
 A North Carolina Corporation Headquartered in Raleigh, North Carolina
 Federal ID #56-0885615

Schedule of Rates: 2025 - 2026

Classifications	Direct Hourly Rate		Billing Rate	
	Low	High	Low	High
Principal	\$ 95.94	\$ 124.51	\$ 336.00	\$ 436.00
Chief Planner	\$ 75.24	\$ 105.25	\$ 263.00	\$ 368.00
Senior Planner	\$ 56.84	\$ 78.84	\$ 199.00	\$ 276.00
Project Planner	\$ 43.14	\$ 59.88	\$ 151.00	\$ 210.00
Planner	\$ 38.08	\$ 45.34	\$ 133.00	\$ 159.00
Planner Tech	\$ 25.00	\$ 38.48	\$ 88.00	\$ 135.00
Program Manager	\$ 90.54	\$ 106.97	\$ 317.00	\$ 374.00
Senior Engineer	\$ 69.62	\$ 90.78	\$ 244.00	\$ 318.00
Engineer 1	\$ 46.46	\$ 63.35	\$ 163.00	\$ 222.00
Engineer 2	\$ 55.82	\$ 77.02	\$ 195.00	\$ 270.00
Engineer Intern	\$ 39.14	\$ 54.89	\$ 137.00	\$ 192.00
Engineering Technician	\$ 39.28	\$ 56.13	\$ 137.00	\$ 196.00
Senior Programmer	\$ 84.52	\$ 114.50	\$ 296.00	\$ 401.00
Senior Designer	\$ 39.20	\$ 75.94	\$ 137.00	\$ 266.00
Graphic Designer	\$ 37.50	\$ 54.32	\$ 131.00	\$ 190.00
Admin/Clerical	\$ 25.54	\$ 65.44	\$ 89.00	\$ 229.00
Senior Landscape Architect	\$ 60.48	\$ 116.25	\$ 212.00	\$ 407.00
Landscape Architect	\$ 43.96	\$ 64.62	\$ 154.00	\$ 226.00
Landscape Designer	\$ 39.58	\$ 47.22	\$ 139.00	\$ 165.00

Key Personnel:

Campano, Alex	Jones, Marah	Schneider, Jared
Capelli, Jill	Kamm, Brett	Shaw, Terrel
Coffman, Sydney	Keys, Lauren	Slautterback, Lindsay
Emmons, Erin	Klepper, Bryon	Smith, Krystal
Eng, Clarence	Layne, Shanda	Spahr, Vincent
Falcon, Macy	Lorenzo, Laurie	Stansbery, Stephen
Filaroski, Taylor	Lubbers, Tia	Stone, Heather
Fluitt, Allison	Luna, Alejandro	Stutzman, Alyssa
Fonseca, Alex	Lust, Connor	Suarez, Ryan
Garau, Michael	Mauldin, Courtney	Tate, Clif
Garrett, Harrison	Nadeau, Gary	Taylor, James
Gartner, Amber	Naeem, Sana	Vaudo, Michael
Hansford, Matthew	Nichols, Harrison	Viteri, Sabrina
Harland, Jennifer	Niforatos, Christopher	Ware, Kayla
Hatton, Christopher	Nuckols, Ryan	Whitehurst, Jonathan
Hill, Rachel	Padgett, Timothy	Wood, James
Ispass, Marc	Robertson, Stewart	Woodward, Michael
Johnson, Lily	Roll, William	