

RFP230391BAG
CDBG-DR Program Management and Implementation Staff Augmentation
Hunt, Guillot & Associates, LLC - Amendment No. 2

SECOND AMENDMENT OF THE AGREEMENT FOR CDBG-DR PROGRAM
MANAGEMENT AND IMPLEMENTATION STAFF AUGMENTATION

THIS SECOND AMENDMENT OF THE AGREEMENT FOR CDBG-DR PROGRAM MANAGEMENT AND IMPLEMENTATION STAFF AUGMENTATION is made and entered into by and between the Lee County Board of County Commissioners, a political subdivision of the State of Florida ("County") and Hunt, Guillot & Associates, LLC ("Vendor"), collectively, the "Parties."

WHEREAS, the County entered into an Agreement for the purchase of a broad range of services under its Community Development Block Grant Disaster Recovery (CDBG-DR) allocation to include program management staff augmentation, grant compliance and monitoring activities, environmental reviews, project implementation, and administrative coordination and support through Solicitation No. RFP230391BAG with Vendor on the 23rd day of October, 2023 ("Agreement"); and,

WHEREAS, after execution of the Agreement it was determined that it would be in the best interest of the County to add subject matter expertise services for title closings that had not initially been accounted for in the original Agreement because the County has additional title closings to complete for the Multi-Family Housing Development Program; and,

WHEREAS, the Parties mutually agree to modify the Agreement to include pricing for Subject Matter Expertise for Affordable Housing Development Financing and Title Closing Services in Exhibit C. Fee Schedule of the Agreement, pursuant to Article XVI. MISCELLANEOUS of the Agreement.

NOW, THEREFORE, IN CONSIDERATION OF THE FOREGOING AND THE MUTUAL COVENANTS CONTAINED HEREIN, IT IS AGREED AS FOLLOWS:

1. Effective upon full execution of this Amendment by all Parties, the "Staff Hourly Rates per Assigned Staff Members" fee tables of the Exhibit C. Fee Schedule of the Agreement shall be superseded by:

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Staff Hourly Rates Years 1-3 per Assigned Staff Member		
Description	Unit of Measure	Unit Price
CDBG-DR Planning and Policy Support Staff	Hourly Rate	\$125.00
CDBG-DR QA and Monitoring Staff	Hourly Rate	\$115.00
CDBG-DR Environmental Review Staff	Hourly Rate	\$125.00
CDBG-DR Project Managers	Hourly Rate	\$175.00
CDBG-DR Subject Matter Expert	Hourly Rate	\$190.00
CDBG-DR Senior Grant Manager	Hourly Rate	\$150.00
CDBG-DR Grant Manager	Hourly Rate	\$130.00
CDBG-DR Grants Analyst	Hourly Rate	\$90.00
CDBG-DR Administrative Assistant/Support	Hourly Rate	\$60.00
Staff Hourly Rates by Assigned Staff Member - Optional Renewal Year 1		
Description	Unit of Measure	Unit Price
CDBG-DR Planning and Policy Support Staff	Hourly Rate	\$127.50
CDBG-DR QA and Monitoring Staff	Hourly Rate	\$117.30
CDBG-DR Environmental Review Staff	Hourly Rate	\$127.50
CDBG-DR Project Managers	Hourly Rate	\$178.50
CDBG-DR Subject Matter Expert	Hourly Rate	\$193.80
CDBG-DR Senior Grant Manager	Hourly Rate	\$153.00
CDBG-DR Grant Manager	Hourly Rate	\$132.60
CDBG-DR Grants Analyst	Hourly Rate	\$91.80
CDBG-DR Administrative Assistant/Support	Hourly Rate	\$61.20
Staff Hourly Rates by Assigned Staff Member - Optional Renewal Year 2		
Description	Unit of Measure	Unit Price
CDBG-DR Planning and Policy Support Staff	Hourly Rate	\$130.05
CDBG-DR QA and Monitoring Staff	Hourly Rate	\$119.65
CDBG-DR Environmental Review Staff	Hourly Rate	\$130.05
CDBG-DR Project Managers	Hourly Rate	\$182.07
CDBG-DR Subject Matter Expert	Hourly Rate	\$197.68
CDBG-DR Senior Grant Manager	Hourly Rate	\$156.06
CDBG-DR Grant Manager	Hourly Rate	\$135.25
CDBG-DR Grants Analyst	Hourly Rate	\$93.64
CDBG-DR Administrative Assistant/Support	Hourly Rate	\$62.42

Staff Hourly Rates per Assigned Staff Member - Optional Renewal Year 3		
Description	Unit of Measure	Unit Price
CDBG-DR Planning and Policy Support Staff	Hourly Rate	\$132.65
CDBG-DR QA and Monitoring Staff	Hourly Rate	\$122.04
CDBG-DR Environmental Review Staff	Hourly Rate	\$132.65
CDBG-DR Project Managers	Hourly Rate	\$185.71
CDBG-DR Subject Matter Expert	Hourly Rate	\$201.63
CDBG-DR Senior Grant Manager	Hourly Rate	\$159.18
CDBG-DR Grant Manager	Hourly Rate	\$137.96
CDBG-DR Grants Analyst	Hourly Rate	\$95.51
CDBG-DR Administrative Assistant/Support	Hourly Rate	\$63.67

Affordable Housing Development Financing and Title Closing Services	
Task	Flat Rate
*Draft loan documents using completed award letter; negotiate one round of minor/non substantive comments; review org docs for authority, title/survey; 3rd part contracts for IOI; CDBG compliance	\$12,000.00
**Review project finance documents (PILOTs, Leases, other loan documents, including negotiating subordination agreements)	\$3,000.00
Complete diligence review	\$7,000.00
Complex negotiation, multiple rounds of comments from multiple parties	\$10,000.00
***Participation on diligence calls; internal policy discussions	\$10,000.00

*Based on comments from borrower only; investor comments additional

**Based on one other loan


***Based on 8 week duration with 1 call per week

In the event that additional Vendor staffing positions or work products are needed to complete specific objectives assigned to the Vendor by the County under this Agreement, the County and the Vendor may negotiate such positions, work products and appropriate unit or lump sum costs as part of a Task Order.

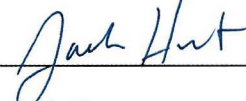
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IN WITNESS WHEREOF, this Second Amendment of the Agreement has been signed and sealed, in duplicate, by the respective parties hereto. Each individual signing this Amendment directly and expressly warrants that he/she has been given and has received and accepted authority to sign and execute the Amendment on behalf of the party for whom it is indicated he/she has signed, and further has been expressly given and received and accepted authority to enter into a binding amendment on behalf of such party with respect to the matters contained herein and as stated herein.

WITNESS:


Signed By: 
Print Name: Lisa Oldenburg

Hunt, Guillot & Associates, LLC

Signed By: 
Print Name: Jack Hunt
Title: Principal
Date: 8/20/2025

LEE COUNTY

**BOARD OF COUNTY COMMISSIONERS
OF LEE COUNTY, FLORIDA**


DocuSigned by:
Signed By: 
Print Name: Kevin Ruane
Title: Chair
Date: 9/3/2025 | 12:51 PM EDT

ATTEST:
CLERK OF THE CIRCUIT COURT

Signed by:
BY: 
DEPUTY CLERK



APPROVED AS TO FORM FOR THE
RELIANCE OF LEE COUNTY ONLY:

DocuSigned by:
BY: 
OFFICE OF THE COUNTY ATTORNEY