



2002 N. Saint Mary's St.
San Antonio, TX 78212
210.733.3535

May 11, 2022

Revision 1

Jeffrey H. Edmonds, P. E.
Director of Engineering Services
City of Corpus Christi
Engineering Services Department
1201 Leopard Street
Corpus Christi, TX 78401

RE: City of Corpus Christi Development Services Building Remodel & Parking Upgrades
Corpus Christi, Texas

JEFFREY, thank you for the opportunity to submit the enclosed revised proposal for architectural services. If this proposal is acceptable to you, please let it serve as our agreement. Please sign the last page and return the entire agreement via email to Pam Cearley at pam.cearley@rvk-architects.com. If you have any questions regarding the proposal, please contact me. We look forward to working with you.

A handwritten signature in blue ink, appearing to read 'Elizabeth Hurd', is written over a light blue horizontal line.

Elizabeth Hurd, AIA
Vice President, Architecture

Enclosure

EH:psc

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PROJECT SCOPE

The project consists of the complete remodel of 18,000 sq. ft. on the first floor and, a 3,000 sq. ft. addition to the first floor, of the Development Services Building located at 2406 Leopard Street, Corpus Christi, Texas. The project construction budget is \$6.2 million. There will be three (3) phases to the project.

Phase I - The building remodel will include all new interior wall construction, system furnishings, new/re-finished wall and floor structures, new ceilings, refinished and new toilet rooms, furnishings and all associated electrical, mechanical (new HVAC systems and ducting), and plumbing fixtures that supply the 1st floor. This phase will also include the renovation of the parking area at the front of the building at the main entrance. Exterior enhancements include; replacing all exterior window assemblies, add cement fiber panels over portions of existing first floor fascia (we will need to have an analysis of whether the existing fascia can accept the additional weight structurally), repaint the existing aluminum framing and a new 3,000 sq. ft. addition to the first floor on the south side of the building facing Leopard Street. Temporary Personnel trailers will be required for Staff relocation. The Construction Documents will have drawings for the location of the Personnel trailers to support seventy (70) persons, fourteen (14) offices, restrooms, breakroom and two (2) meeting rooms. The drawings will include all necessary utilities to support the trailers.

Phase II – Renovations to the North/East Parking lot along Antelope Street. The parking renovation will include parking surfaces, stripping, landscape, signage, fencing, site lighting and pavements.

Phase III – Provide a new parking area in the lot across Kennedy Avenue. The parking renovation will include parking surfaces, striping, landscaping, signage, fencing, site lighting and pavements.

Refer to the Feasibility Study documents for scope of work.

BASIC SERVICES

1. **Schematic Design** - Based on Site and Program information provided from the Feasibility Study, we will prepare Floor Plans illustrating the size and relationship of the project components. We will develop design sketches to determine the scale and character of the project. We will create a Revit Model for the 18,000 sq. ft. on the first floor, a 3,000 sq. ft. addition on the first floor, exterior elevations and a roof plan for any Mechanical items. Deliverable is a 30% design set.

2. **Design Development** - Based on the approved Schematic Design work, we will prepare additional drawings and other documents to further develop the design and begin providing detailed Drawings. Deliverable is a 60% design set.

During this phase, our Consultants will determine the Civil, Structural, Mechanical, Electrical, and Plumbing requirements and systems to be used, as appropriate.

3. **Construction Documents** - Based on the approved Design Development work, we will prepare architectural construction drawings and specifications setting forth the requirements for the construction of the project. As part of our quality control, we will take one to two weeks to review and coordinate all architectural and consultant drawings before final printing. We will also assist you in preparing the conditions of the contract for construction.

During this phase, our Consultants will prepare the drawings and specifications for the Civil, Structural, Mechanical, Electrical, and Plumbing engineering portions of the project. Deliverable is a 90%, a 100% and a signed and sealed Bid set.

4. **Procurement** - We will assist you in obtaining General Contractor bids or negotiated proposals and in preparing and awarding a contract for construction.

5. **Construction** - We, assisted by our Consultants, will provide administration of the construction contract consisting of the following services:

- a. Review each shop drawing, sample, and other submittal by a Contractor or Consultant;
- b. Prepare or review each change to an architectural plan or specification;
- c. Visit the construction site at intervals appropriate to the stage of construction to:
 - i. become generally familiar with and keep the client generally informed about the progress and quality of the portion of the construction completed;
 - ii. make a reasonable effort to identify defects and deficiencies in the construction;
 - iii. determine generally whether the construction is being performed in a manner indicating that the project, when fully completed, will be in accordance with the architectural plans and specifications.
- d. Notify the client in writing of any substantial deviation from the architectural plans and specifications that may prevent the building from being occupied or utilized for its intended use.

Building Permit Services for the City of Corpus Christi - We will submit for building permit and will provide to the City information required by them, answer their questions and provide services as required to help the City process the application for building permit. Fees paid by the Architect will be reimbursed by the Owner.

6. Landscape Architecture

- a. Tree Preservation Plan and Planting Plan - We will design, document and provide construction documentation for the softscape (planting and irrigation) that will comply with the City of Corpus Christi Landscape Ordinance. This will include an option of redesigning the landscape islands as needed if there is a Parking Lot reconfiguration.
- b. Landscape Permit - Based on the approved Schematic Design work, we will provide drawings that will comply with the City of Corpus Christi Landscape Ordinance. Meetings may include telephone conversations and/or meetings personally attended by the landscape architectural team with the City of Corpus Christi Staff, if needed. If, during construction, changes are made to the planting or irrigation plan, RVK will submit those revisions as a post permit submittal to the City of Corpus Christi for their use during the final inspection for Certificate of Occupancy.
- c. Irrigation Consultant – Review of the Irrigation System design and installation will be by the Landscape Architect and the Owner’s Representative. In general, the automatic Irrigation System layout and capacity shall be consistent with the nature and extent of planting.

7. **Interior Design Services / Fixtures, Furnishings & Equipment (FF&E)** – We will provide new furniture standards based on needs, function and budgetary requirements. We will prepare furniture selection bid documents and specifications , provide procurement and contract services.

8. **Travel Time** – We will provide twenty-six (26) on-site visits during Programming through Construction. We will provide an allowance for additional on-site visits and meetings that are requested. All Travel Time must be preapproved by the City Project Manager or OAR during the Construction phase.

TAS Submission is **not** a part of this proposal. The City of Corpus Christi will register the project with the State of Texas and submit the appropriate documents to a registered Accessibility Specialist for review in accordance with State Law.

ADDITIONAL SERVICES

Additional Services include any work which is not outlined as part of the Basic Services above and/or any work required beyond the limitations set forth in this proposal. If our work proceeds based on an approved design and changes are later required, the extra work necessary to make the changes will be done as an additional service. If, after the contractor provides the total construction cost to the Owner, and the Owner requests changes be made in order to reduce the overall project cost, this work will be provided as an Additional Service on an hourly basis, however, this will not include any work required to reduce the cost to the Architect's latest estimate of construction cost or an agreed upon fixed maximum budget.

The following can also be provided as additional services, if you desire:

1. **Sign / Graphics Design** - We can provide design and documentation for exterior project and/or construction site signs, interior building graphics and sign standards, as you may require.

CONSULTANT SERVICES

We will rely on outside professional firms to provide Civil, Structural, Mechanical, Electrical, Plumbing and Building Envelope engineering and/or other special consulting services necessary for the design of the project.

See COMPENSATION RECAP PHASE I - Building Renovation and Front (West) Parking Lot page 4

Phase I – Building Renovation and Front (West) Parking Lot Recap

Basic Services 1 - 5 Schematic Design – Construction	RVK Architecture	\$158,700 (fixed fee)
Civil Engineering	Pape-Dawson Engineers	\$ 45,150 (fixed fee)
Structural Engineering	Lundy & Franke Engineering	\$ 33,000 (fixed fee)
Mechanical, Electrical, Plumbing & Security Access Control Design Energy Commissioning	DBR	\$135,185 (fixed fee)
Building Envelope Engineering	Amtech Solutions	\$ 20,865 (fixed fee)
Basic Services 6 - Building Permit	RVK Architecture	\$ 2,000 (fixed fee)
Basic Service 7 Landscape Architecture	RVK Architecture	\$ 4,000 (fixed fee)
Irrigation Consultant	PRA Irrigation Consulting	\$ 2,320 (fixed fee)
Basic Service 8 Interior Design Services/FF&E	RVK Architecture	\$ 45,000 (fixed fee)
Basic Service 9 – Travel Time	RVK Architect & Landscape Architect Pape-Dawson Engineers Lundy & Franke Engineering DBR PRA Irrigation Consultants	\$ 26,400 (fixed fee) \$ 8,279 (fixed fee) \$ 10,640 (fixed fee) \$ 3,880 (fixed fee) \$ 800 (fixed fee)
Reimbursable Expenses Building Permit Fee	Architects and Engineers RVK Architecture	\$ 12,460 (T & M) \$ 8,000
	Subtotal	\$516,679

See COMPENSATION RECAP PHASE I - North/East Parking Lot along Antelope Street – page 5

Phase II – North/East Parking Lot along Antelope Street Recap

Basic Services 1 - 5 Schematic Design – Construction	RVK Architecture	\$ 6,000 (fixed fee)
Civil Engineering	Pape-Dawson Engineers	\$18,000 (fixed fee)
MEP/Security Access Control	DBR	\$ 3,080 (fixed fee)
Basic Service 6 - Building Permit	RVK Architecture	\$ 800 (fixed fee)
Basic Service 7 Landscape Architecture	RVK Architecture	\$ 5,000 (fixed fee)
Irrigation Consultant	PRA Irrigation Consulting	\$ 1,164 (fixed fee)
Basic Service 9 – Travel Time	RVK Architect & Landscape Architect Pape-Dawson Engineers DBR PRA Irrigation Consultants	\$ 3,200 (fixed fee) \$ 7,004 (fixed fee) \$ 420 (fixed fee) \$ 400 (fixed fee)
Reimbursable Expenses Building Permit Fee	Architects and Engineers RVK Architecture	\$ 2,000 (T & M) \$ 800
	Subtotal	\$47,868

See COMPENSATION RECAP PHASE II - New Parking Lot across Kennedy Avenue – page 6

Phase III - New Parking Lot across Kennedy Avenue Recap

Basic Services 1 - 5 Schematic Design – Construction	RVK Architecture	\$ 6,000 (fixed fee)
Civil Engineering	Pape-Dawson Engineers	\$26,000 (fixed fee)
MEP/Security Access Control	DBR	\$ 3,080 (fixed fee)
Basic Service 6 - Building Permit	RVK Architecture	\$ 800 (fixed fee)
Basic Service 7 Landscape Architecture	RVK Architecture	\$ 4,000 (fixed fee)
Irrigation Consultant	PRA Irrigation Consulting	\$ 1,164 (fixed fee)
Basic Service 9 – Travel Time	RVK Architect & Landscape Architect Pape-Dawson Engineers DBR PRA Irrigation Consultants	\$ 3,200 (fixed fee) \$ 7,004 (fixed fee) \$ 420 (fixed fee) \$ 400 (fixed fee)
Reimbursable Expenses Building Permit Fee	Architects and Engineers RVK Architecture	\$ 2,000 (T & M) \$ 800
	Subtotal	\$54,868

Grand Total for Phases I, II and III **\$619,415**

Reimbursable expenses for Phases I, II and III, such as reproduction of documents (exclusive of interoffice and inter-disciplinary coordination prints), auto travel mileage, and expenses incurred in travel will be billed monthly at 1.10 times our cost and building permit fees or any other governmental fees required will be billed at our cost. Reimbursable expenses are included in our compensation tables and will not exceed:

- Phase I \$12,460
- Phase II \$ 2,000
- Phase III \$ 2,000

Our compensation for Basic Services include a maximum amount of Client meetings as follows:

- Phase I 22 meetings
- Phase II 5 meetings
- Phase III 5 meetings

Construction phases include periodic construction meetings with the Contractor which the Owner may or may not attend. If more meetings are required, our time, including time spent traveling to and from such meetings, will be provided as an additional service.

Our compensation for Basic Service 5 (Construction) is based on a maximum number of months of total construction time. If construction is not completed within this time, our services beyond this limit will be provided as an additional service.

Phase I	12 months (48 weeks)
Phase II	5 months (20 weeks)
Phase III	5 months (20 weeks)

In the event the Contract is cancelled in the middle of the project, the payment for services rendered will be based on the Phases completed and compensation paid as indicated on the man-hour breakdown.

SCHEDULE OF DELIVERABLES

PHASE I - 32 Week Total*

Programming Document	2 weeks
30% Drawing Set – end of Schematic Design	4 weeks
60% Drawing Set – end of Design Development	4 weeks
90% Drawing Set	6 weeks
100% Drawing Set	2 weeks
Signed and Sealed Drawing Set	2 weeks

* 3 week review between each package

PHASE II and PHASE III - 4 weeks for each Phase

SCHEDULE OF FEE DISTRIBUTION – see attached man-hour breakdown and summary of fees for each phase – Exhibits B – G.

SPECIAL CONSULTANTS' COMPENSATION

In addition to our Civil, Structural, Mechanical, Electrical, Plumbing and Building Envelope Engineering Consultants, we anticipate needing the special consulting services listed below. The fees for these services will be in addition to our Basic Services fee. Special consultants will be engaged by, and paid directly by, Owner. We will coordinate the work of these consultants as a part of our Basic Services.

With our present knowledge of the project scope, we expect the required special consulting services to be as follows:

- Geotechnical Testing will be provided by the City of Corpus Christi.
- Construction Testing will be provided by the City of Corpus Christi.
- Asbestos Survey will be provided by the City of Corpus Christi.

LABOR PROVIDED IN ADVANCE OF FULLY EXECUTED AGREEMENT

Any labor provided within the scope of the project in advance of the fully executed agreement related to this project may be billed at standard hourly rates, until such time that the agreement is fully executed and all terms have been agreed to. Upon agreement of the terms, appropriate credit for previously billed labor will be applied in accordance with the executed agreement as if the executed agreement had been in place at the time the labor was performed.

ADDITIONAL SERVICE COMPENSATION

Additional Services are available but not included in the compensation for Basic Services. If required, we will perform additional services at our standard hourly rates in effect at the time the work is done or, at your request, we can provide a separate proposal for any additional services which you desire. Please refer to the attached hourly Compensation Schedule – Exhibit A - which is currently in effect.

Additional Services provided by Consultants are available but not included in the compensation for Basic Services. If required and approved, these services will be billed at a multiple of 1.10 times the amount billed to the Architect for such services.

The Texas Board of Architectural Examiners has jurisdiction over complaints regarding the professional practices of persons registered as Architects, persons registered as landscape architects, and persons registered as registered interior designers in Texas. Complaints should be addressed to: Texas Board of Architectural Examiners, P. O. Box 12337, Austin, TX 78711-2337 - Telephone: (512) 305-9000, Fax: (512) 305-8900, <http://www.tbae.state.tx.us>. Irrigation in Texas is regulated by the Texas Commission on Environmental Quality, P.O. Box 13087, Austin, Texas 78711-3087.

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EXHIBIT A

COMPENSATION SCHEDULE FOR SERVICES

STANDARD HOURLY RATES
March 2021

<u>RATE PER HOUR</u>	<u>CLASSIFICATION</u>
\$150 to \$210	Principal
\$90 to \$200	Architect
\$80 to \$130	Landscape Architect
\$70 to \$130	Interior Designer
\$120 to \$200	Senior Staff
\$50 to \$140	Drafting & Support Staff

The specific hourly rate within each classification listed above is dependent on the experience and qualifications of the personnel needed for the project.

Standard Hourly Rates are adjusted from time to time in accordance with the normal salary review practices of the firm. The current rates in effect at any time are available upon request.

Principals:

Judith K. Zimmerman, RID, LEED AP
David Bomersbach, AIA, LEED AP
Heath J. Wenrich, RA, LEED AP
George P. Vaughn, AIA, LEED AP
Kimberley M. Wolf, PLA, ASLA, LEED AP
T. Hayden Phillips, AIA, CSI CDT, LEED AP
Elizabeth Hurd, AIA
Christina Davis, RID, LEED AP ID + C, EDAC, COEE
Jason Puchot, AIA, ACHA, EDAC, LEED AP
Charles H. Dayton, MBA
Tony Luetkenhaus, RA

July 26, 2021

(Revised: August 4, 2021)

(Revised: September 2, 2021)

(Revised: September 3, 2021)

(Revised: September 23, 2021)

(Revised: April 12, 2022)

(Revised: May 10, 2022)

Ms. Elizabeth Hurd
Rehler Vaughn & Kooner, Inc.
745 E. Mulberry Avenue, Suite 601
San Antonio, Texas 78212

Re: Corpus Development Services Building Renovation

Dear Ms. Hurd:

We are pleased to present this proposal for providing civil engineering and surveying services in connection with the above referenced project. Our proposed scope of services and associated fees are as follows:

FEASIBILITY / PROJECT DEVELOPMENT

- | | |
|---|----------------|
| I. PROJECT MANAGEMENT (TASK 501) | \$3,000 |
| (Phase 1 - \$1,000, Phase 2 - \$1,000, Phase 3 - \$1,000) | |
| This item represents an allowance and allotment to account for time not specifically required for design purposes: | |
| <ul style="list-style-type: none">• Preparation of exhibits for marketing, permitting, etc. as requested.• Coordinate project team to meet schedule and deliverables.• Attend project coordination meetings. Proposal allows eight (8) meetings.• Coordinate project development with client and project architect. | |
| II. PRELIMINARY PLAN REVIEW AND PROJECT SUPPORT (TASK 244) | \$3,500 |
| (Phase 1 - \$3,500, Phase 2 - \$0, Phase 3 - \$0) | |
| This task includes meeting attendance with developer, architect, and various City and utility review agencies to discuss the project and understand regulatory requirements to obtain permit approval. It is anticipated that meetings with the following agencies are required: | |
| <ul style="list-style-type: none">• City Preliminary Plan Review Meeting• Utility Preliminary Plan Review Meeting | |
| III. STORM WATER MANAGEMENT PLAN (TASK 223) | \$1,200 |
| (Phase 1 - \$1,200, Phase 2 - \$0, Phase 3 - \$0) | |
| Compliance with the City's Drainage Ordinance requires the preparation of a report which outlines the effects of the impervious cover of this proposed development on the downstream drainage area. The City Drainage Ordinance mandates either onsite detention of storm water runoff or, if there are no adverse impacts downstream, fees may be paid in lieu of detention. | |

This proposal assumes that the project does not increase impervious cover by more than 100 square feet and should not have to pay a fee or provide onsite detention. Documentation to be required for permit applications and to be provided in the form of a letter submittal, site plan exhibit, and a Regional Storm Water Participation Form to document that no fee is required.

IV. TRAFFIC IMPACT ANALYSIS (TIA) WORKSHEETS (TASK 220) \$250
(Phase 1 - \$250, Phase 2 - \$0, Phase 3 - \$0)

Based upon our understanding of the project and the land-use plan provided, the proposed development should not generate over 500 additional weekday peak hour trips and, as such, does not require a TIA. Pape-Dawson to prepare a TIA Threshold Worksheet with turn lane assessment for submission. This includes a trip generation calculation, trip distribution and assignment of project traffic at access intersections.

V. BOUNDARY SURVEY (TAXABLE) (TASK 104) \$3,500
(Phase 1 - \$3,500, Phase 2 - \$0, Phase 3 - \$0)

- Prepare boundary survey on above referenced property. Survey to comply with Category 1B requirements (**excluding improvements**) and to include metes and bounds legal description.
- Survey work to begin upon receipt of signed proposal and Professional Services Agreement.
- Survey to be delivered fifteen (15) working days from receipt of signed proposal.
- Client to provide a current title commitment with the deeds and documents listed in Schedule B within five (5) days of signed proposal.
- Comments or additional requirements requested after survey has been issued will be an additional fee to the price quoted above.
- Pape-Dawson to provide five (5) black line prints of the survey and five (5) copies of the metes and bounds legal description (signed and sealed) for the above referenced site.
- **This fee is subject to sales tax of 8.25%.**

CONSTRUCTION DOCUMENTS

VI. DESIGN SURVEY (TASK 105) \$6,500
(Phase 1 - \$6,500, Phase 2 - \$0, Phase 3 - \$0)

- Conduct field survey of site based on 50-foot grid of site.
- Prepare digital map of site topography at one-foot contour intervals. Provide spot elevations at property interface with existing roadway(s) or drainage features.
- Show datum and benchmarks for surveyed areas.
- Show relationship to Texas State Plane Coordinate System.

VII. CONSTRUCTION DOCUMENTS (TASK 301) \$44,000
(Phase 1 - \$12,00, Phase 2 - \$12,000, Phase 3 - \$20,000)

A. Site and Paving Plan

- Calculate the site plan based upon the plan provided by the architect/owner.
- Prepare site plan drawings that show the property line, known easements, buildings and other ancillary structures, parking and driveway locations.
- Prepare a paving plan showing light and heavy-duty paving based on the recommendation of the geotechnical engineer.

- Prepare a pavement marking and sign plan.

B. Site, Paving, and Dimensional Control Plan

- Calculate the site plan based upon the plan provided by the architect/owner.
- Prepare site plan drawings that show the property line, known easements, buildings and other ancillary structures, parking, and driveway locations.
- Prepare a paving plan showing light and heavy-duty paving based on the recommendation of the geotechnical engineer.
- Prepare a pavement marking and sign plan.
- Provide control information for property boundary, building, drives, roads, entries, parking areas, etc. with coordinates or dimensions.
- Drawing to include information necessary for construction staking to be performed.

C. Demolition Plan

- Prepare site demolition plan based on improvement survey and available utility information.
- Building demolition plan, if applicable, to be prepared by others.

D. Fire Protection Site Plan

This plan includes a site plan with fire lanes, fire hydrant locations, fire department connection (FDC), water main, hose lay information etc. as required for the building permit fire review.

E. Utility Plan and Details (If Required)

- Prepare plans for providing water and sewer service to points of service.
- Prepare water and sewer plans as required for providing non-potable fire protection service to required points of service.
- The plans to be prepared to local jurisdictional standards.
- This proposal assumes sewer service to be provided via a service lateral.

F. Drainage Plan

This proposal assumes drainage is surface flow. No engineering fees have been provided for the design of an underground storm drain system throughout the site.

G. Grading Plan

- Prepare a site grading plan for the building, parking areas, drives, and perimeter tie-in points.
- The grading plan to include existing and proposed spot elevations and contours.
- Show location and grades of retaining walls, if required. However, retaining wall design is not included.

Note: This proposal does not include structural design of retaining walls.

H. Details and Specifications

- Provide necessary details to support the construction drawings.
- Prepare construction specifications in CSI/CSC format to support the construction drawings.

VIII. BUILDING PERMIT SUPPORT (TASK 303) \$3,000

(Phase 1 - \$1,000, Phase 2 - \$1,000, Phase 3 - \$1,000)

This task includes effort related to providing support during the building permit submittal of the civil plans. This task includes the following:

- Six (6) hours of meeting attendance and coordination and limited permitting assistance to address City comments and questions.

Note: Building Permit Review fee to be paid by client at time of application. Building Permit Fee to be paid by client upon permit issuance. After Hour Review Fees, if requested, to be paid by client.

IX. TPDES STORM WATER POLLUTION PREVENTION PLAN (TASK 302) \$3,200

(Phase 1 - \$1,200, Phase 2 - \$1,000, Phase 3 - \$1,000)

This task is required by the Texas Commission on Environmental Quality's (TCEQ) Texas Pollutant Discharge Elimination System (TPDES) regulations for storm water runoff from construction sites between one (1) and five (5) acres, or part of a larger plan of development that is between one (1) and five (5) acres. This task includes:

- Assessment of the site for requirements of TPDES regulations (i.e., size of site, size of offsite/upstream watersheds, areas to be disturbed).
- Development of a Storm Water Pollution Prevention Plan in accordance with TPDES regulations (i.e., selection and location of Best Management Practices, such as silt fencing, rock berms, detention basins, stabilized construction entrances.)
- Preparation of bound Storm Water Pollution Prevention Plan including: Maintenance and Inspection Schedule for BMP's, Responsible Party Chart, Inspection Forms, and Construction Site Notice forms.
- Production of the bound SWPPP book is to be completed by others and is not included herein.

CONSTRUCTION PHASE SERVICES

X. CONSTRUCTION PHASE SERVICES (TASK 402) \$9,000

(Phase 1 - \$3,000, Phase 2 - \$3,000, Phase 3 - \$3,000)

- No regularly scheduled meetings.
- Provide personnel necessary to make timely material specification reviews for site improvements.
- Respond to Contractor RFIs and coordinate with design team to issue ASIs if needed.
- Attend site walk, punch list, and prepare substantial completion letter for civil work.
- Work to be billed on a lump sum basis.

REIMBURSABLES & TRAVEL ALLOWANCE

XI. REIMBURSABLES (TASK 503) \$3,000

(Phase 1 - \$1,000, Phase 2 - \$1,000, Phase 3 - \$1,000)

XII. TRAVEL ALLOWANCE (TASK 503) Allowance: \$22,287

(Phase 1 - \$8,279, Phase 2 - \$7,004, Phase 3 - \$7,004)

Travel includes 13 trips

THIS PROPOSAL ASSUMES AND/OR EXCLUDES THE FOLLOWING:

- ◆ *Agency review fees, impact fees, and platting fees are not included herein.*
- ◆ *Final site plan from Architect/Planner is to be provided to Pape-Dawson.*
- ◆ *This proposal does not include rezoning of the property.*
- ◆ *Number of parking spaces required to be provided to Pape-Dawson during the Schematic Design phase.*
- ◆ *Exact service entrances and sizes for domestic water, fire lines, sanitary sewer, gas, and electric services to be provided to Pape-Dawson by the architect or MEP engineer.*
- ◆ *Pavement types and design to be by others and to be supplied to Pape-Dawson.*
- ◆ *Landscape plans, irrigation plans, and illumination plans to be provided by others.*
- ◆ *Roof drain locations, sizes, and depths to be provided to Pape-Dawson by the architect or MEP engineer.*
- ◆ *Fire flow tests and calculations to be ordered by Pape-Dawson and invoiced as a direct expense in addition to the fees shown in this proposal.*
- ◆ *The design of French drain systems or other drainage systems to contain onsite groundwater (if present) is not included within our scope of services.*
- ◆ *Engineering fee assumes no offsite utility, drainage, or street extensions/improvements are required and does not include preparation of offsite utility easements.*
- ◆ *Assumes no detailed flood studies are required.*
- ◆ *Fees for engineering services do not include detention basin design, if required by the City.*
- ◆ *No structural design is included herein.*
- ◆ *No value engineering is included herein.*
- ◆ *This proposal does not include a fee to prepare easements for electrical or gas services. If needed, these typically cost \$1,500-\$3,000.*
- ◆ *This proposal does not include the preparation of as-built or plan of record drawings except as noted.*
- ◆ *Construction staking is not included herein, unless otherwise stated. A fee for said services may be provided, if requested, once the entire construction staking scope is known.*
- ◆ *This proposal assumes that the owner or project architect to submit the Pape-Dawson site/civil documents to the Texas Department of Licensing & Regulation for review of elements controlled by the Americans with Disabilities Act.*
- ◆ *The final layout of platted lots and utility alignments to be dependent upon the client's overall site plan. Design documents to begin following the engineer's receipt of the final site plans from the client and execution of a contract for services.*
- ◆ *Additional services required by the client which may arise, and are not outlined above, to be compensated for on an hourly basis or negotiated to a lump sum fee.*
- ◆ *Changes made to the lot layout/site plan and/or subdivision plat after design has begun will constitute a change of scope and additional fees will be required.*
- ◆ *Proposed fee excludes coordination with client's lender, attorney, and property seller relative to loan, property closing agreement, etc.*
- ◆ *This proposal assumes that platting is exempt based on Corpus exceptions from platting requirements. If platting becomes necessary, additional services may be necessary.*
- ◆ *Travel is assumed at 13 trips, to be compensated for on an hourly basis or negotiated to a lump sum fee.*

XIII. SUMMARY

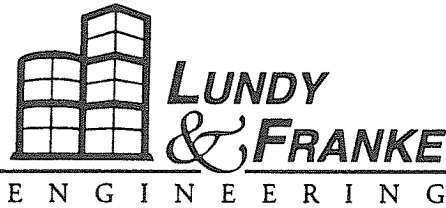
			Phase I	Phase II	Phase III	
I.	Project Management	Task 501	\$1,000	\$1,000	\$1,000	\$3,000
II.	Preliminary Plan Review and Project Support	Task 244	\$3,500	\$0	\$0	\$3,500
III.	Storm Water Management Plan	Task 223	\$1,200	\$0	\$0	\$1,200
IV.	Traffic Impact Analysis (TIA) Worksheets	Task 220	\$250	\$0	\$0	\$250
V.	Boundary Survey (Taxable)	Task 104	\$3,500	\$0	\$0	\$3,500
VI.	Design Survey	Task 105	\$6,500	\$0	\$0	\$6,500
VII.	Construction Documents	Task 301	\$24,000	\$12,000	\$20,000	\$56,000
VIII.	Building Permit Support	Task 303	\$1,000	\$1,000	\$1,000	\$3,000
IX.	TPDES Storm Water Pollution Prevention Plan	Task 302	\$1,200	\$1,000	\$1,000	\$3,200
X.	Construction Phase Services	Task 402	\$3,000	\$3,000	\$3,000	\$9,000
XI.	Reimbursables	Task 503	\$1,000	\$1,000	\$1,000	\$3,000
XII.	Travel Allowance	Task 503	\$8,279	\$7,004	\$7,004	\$22,287
		Total:	\$54,429	\$26,004	\$34,004	\$114,437

XIV. COMPENSATION

Basis of Compensation

Pape-Dawson's compensation for the above services shown as hourly, allowance or Time and Materials (T&M) will be a charge on an as needed basis for personnel services plus an hourly charge for specialized equipment and computers. Pape-Dawson's compensation for the other above services will be a lump sum fee. A budget of **\$114,437** is the estimated cost of Pape-Dawson's current understanding of the services identified above. This budget figure includes Direct Expenses (defined below) but does not include applicable sales tax on services. If this budget figure is exceeded, Pape-Dawson may request modification of this Agreement.

Direct Expenses include reproduction, express mail, special deliveries, and subcontractor expenses related to these services. Direct Expenses to be billed at cost.



March 29, 2022

Rehler Vaughn & Koone, Inc.
745 E. Mulberry, Ste. 601
San Antonio, TX 78212

Attn: Ms. Liz Zeno, AIA

Re: Renovation of Corpus Christi Development Services Building

In accordance with our recent discussion, we are pleased to submit the following proposal for furnishing the structural engineering services on the above referenced project. This proposal is based on the project described in discussions as renovations to the existing structure.

The following are features, which define the scope of our services:

- The project includes load checks for roof top mechanical units, including framing for additional loads.
- Slab cuts for mechanical trenches and interior renovations.
- 3,500 S.F addition to first floor.
- New Exterior Panels
- Re-work of doors and windows, including metal panel infills.
- Re-work canopy.
- The existing foundation is assumed to be monolithic beam and slab on grade.

CONSTRUCTION DOCUMENTS PHASE

We propose to perform the Construction Documents Phase of the work for lump sum stipulated fee as follows, which includes concept conferences, determination of structural system, structural design/analysis, structural working drawings for the Primary Structural System, and structural

549 Heimer Road, San Antonio Texas 78232 - (210) 979-7900
TBPE Firm Registration #3388

specifications prepared for reproduction.

Fee for Interior Renovations	\$3,000.00
Fee for 3,500 SF Addition	\$6,000.00
Fee for New Exterior Panels	\$8,500.00
Fee for Canopy Renovations.....	\$3,500.00
Total	\$21,000.00

CONSTRUCTION ADMINISTRATION PHASE

This phase includes shop drawing checking, construction coordination/interpretations and field observation trips for compliance verification.

Fee for Construction Administration Phase.....	\$4,000.00
Not to exceed Reimbursable Cost.....	\$2,000.00
Travel Time	\$10,640.00

The above fee includes a maximum of 4 site visit. This quantity is considered usual and customary and represents normal Construction Phase services; trips beyond that amount would represent an abnormal situation requiring excessive field representation by our staff, e.g. resolution of hidden conditions, correction of Contractor’s error or misinterpretations, re-inspections because of Contractor’s mis-scheduling, etc. and would therefore be performed as ADDITIONAL SERVICES.

WINDSTORM INSPECTIONS

The following are features, which define the scope of our services:

- Application to Texas Department of Insurance for Windstorm Certification.
- Additional site observations associated with windstorm observations.
- Architectural drawings will require roofing contractor to provide for his own inspections, with those inspections reported to LFE.

Fee for Windstorm Inspections.....	\$8,000.00
Not to exceed Reimbursable Cost.....	\$2,000.00

The above fee includes a maximum of 4 additional site visits. This quantity is considered usual and customary and represents normal Construction Phase services; trips beyond that amount would represent an abnormal situation requiring excessive field representation by our staff, e.g. resolution of hidden conditions, correction of Contractor’s error or misinterpretations, re-inspections because of Contractor’s mis-scheduling, etc. and would

therefore be performed as ADDITIONAL SERVICES.

Our current schedule of hourly rates is as follows:

Principal Engineers	\$215.00/Hour
Project Engineers	\$175.00/Hour
Engineers	\$150.00/Hour
BIM/Cadd	\$95.00/Hour
Secretarial	\$75.00/Hour
Automobile Transportation (out of county).....	\$.65/Mile
Travel Expenses (meals, lodging, etc).....	as incurred

May 9, 2022
Revision No. 5

Ms. Elizabeth Hurd, AIA
RVK Architecture
745 E. Mulberry Avenue
Suite 601
San Antonio, TX 78212

**PROJECT: CITY OF CORPUS CHRISTI – DEVELOPMENT SERVICES BUILDING AND PARKING AREA REMODELING IMPROVEMENTS
2406 LEOPARD STREET
CORPUS CHRISTI, TEXAS 78401**

DBR Engineering Consultants, Inc. is pleased to submit a fee proposal for Mechanical, Electrical, Plumbing, Security and Technology (MEPST) Engineering Services and Building Commissioning Services per IECC 2015 for the above reference project. DBR's specific scope of services and description of services is set forth in the following documents.

PROJECT DESCRIPTION:

We understand this project to consist of engineering services for renovations of the City of Corpus Christ – Development Services Building and parking area located at 2406 Leopard Street, Corpus Christi, Texas. We understand the project to be approximately 25,000 SF.

We understand the project shall occur in the following three phases:

- | | |
|-----------|--|
| Phase I | The Building Renovation and the Front (west) Parking Lot |
| Phase II | The North/East Parking Lot along Antelope |
| Phase III | The New Parking Lot across Kennedy along Leopard |

We understand the design shall include offices, lobby, and associated spaces with the first floor encompassing approximately 18,000-SF and a new addition of approximately 3,000 SF. We understand the parking area remodel will include the parking lots at the front of the building (Phase I), the parking lot adjacent to Antelope Street (Phase II), and a new parking area to be constructed in the lot across Kennedy Avenue. (Phase III)

We understand the building remodel will include all new interior wall construction, system furnishings, new/re-finished existing wall and floor surfaces, new ceilings, re-finished restrooms, new restrooms, furnishings and all associated electrical, mechanical, and plumbing fixtures and appurtenances including new mechanical HVAC systems and ducting.

We understand the parking area renovation will include parking surfaces, striping, landscaping, signage, fencing and pavements as needed to complete the project.

We understand temporary buildings shall be provided as part of Phase I, for the staff during construction and phasing of the project. The requirements for these temporary building include the following:

1. They have up to 70 FTE's (personnel that go out into the field), the FSE's can be in shared cubicles if that's an option.
2. 14 individual offices
3. Restrooms for both men and women
4. Two meeting rooms (one large and one medium)
5. A sizeable functional breakroom

DBR's scope related to the temporary buildings shall include electrical service, technology service, security service, fire alarm service, and connections for water and sanitary piping. Water and sanitary pipe connections shall be picked up by the civil engineer 5'-0" outside of the temporary buildings. The temporary building manufacture will provide the MEP design drawings for the interior layout of the buildings.

SERVICES AND FEE DETAIL:

Fee Type: Fixed Fee Expenses: Included in Fee

Service	Fee
Phase I – MEP	\$ 92,875.00
Phase I – Security/Access Control	\$ 28,000.00
Phase II – MEP	\$ 2,000.00
Phase II – Security/Access Control	\$ 1,500.00
Phase III – MEP	\$ 2,000.00
Phase III – Security/Access Control	\$ 1,500.00
Commissioning per IECC 2015	\$ 18,750.00
TOTAL	\$146,625.00

ALTERNATES:

The design of all MEPST alternates is considered additional scope. The engineering fee for designing all alternates shall be negotiated after the scope of each alternative is established. For alternates not accepted, the engineering fee shall be paid for all phases through Bid Negotiations.

SCOPE OF SERVICES

Only services marked with an “X” are included in the Scope of Services.
 Services not marked can be provided as Additional Services if requested. Services not listed are excluded.

Disciplines included in Scope of Services:

(See following sections for specific task)

- Mechanical
- Electrical
- Plumbing
- Fire Protection
- Security
- Information Technology
- Audio-Visual
- Acoustical Consultation
- Commissioning
- LEED
- Sustainability
- Building Assessment

Document Submittals:

- Schematic Design (SD)
- Design Documents (DD)
- Construction Documents Review – 50%
- Construction Documents Review – 90%
- Issue for Permit
- Issue for Bid
- Issue for Construction
- Design based on prototype
- Bridging Documents (DD Level)
- Design Narrative

Specification Format:

- Sheet Specifications
- Book Specifications per CSI 2004

Construction Document Phase (Mechanical, Div.23):

- Duct Layout
- Piping Layout
- Final Specification
- Mechanical Details
- Mechanical Schedules
- Mechanical Calculations
- Control Sequences (Specifications)
- Control Sequences (Drawings)

Construction Document Phase (Electrical, Div. 26):

- Power Plans
- Lighting Plans (Interior)
- Lighting Plans (Exterior)
- Panelboard Schedules
- Load Analysis
- One Line Diagram
- Schedules
- Details
- Site Power and Lighting
- Emergency Lighting and Power with Emergency Generator
- Emergency Lighting and Power with Battery backup

Fire Alarm (Div. 28):

- Performance Specifications only
- Performance specification with DBR providing Fire Alarm Layout.

Fire Sprinkler (Div. 21):

- Performance specifications only
- Pump Design with performance specification
- Pump with Tank and performance specification

Construction Document Phase (Plumbing, Div. 22):

- Piping Plans
- Risers
- Schedules
- Details
- Calculations
- Site Natural Gas

Construction Documents (Technology)

IT Structured Cabling (Div. 27):

- Site communications infrastructure
- Structured Cabling Infrastructure Plans
- Communications room space planning and coordination
- Communication room enlarged plans
- Communications room rack elevations
- Structured cabling one-line diagrams
- Structured cabling details
- Structured cabling final specifications

IT Network Equipment (Div. 27):

- Specification and equipment list for network switches, servers
- Specification and equipment list for Wifi Access Point devices
- Specification and equipment list for Telephone handsets and PBX equipment
- IT Equipment Rack Elevations

CATV Distribution System (Div. 27):

- CATV Distribution Plan
- CATV Final Specification

Integrated Audio-Video System (Div. 27):

- Integrated audio-video system plans
- AV one-line diagrams
- AV details
- AV rack elevations
- Integrated audio-video final specifications
- AV spaces included: Conference Rooms
- AV spaces excluded:

DAS System (Div. 27):

- Cellular DAS (Distributed Antenna system) performance specification
- Cellular DAS Equipment room space planning and coordination
- Cellular DAS Infrastructure Plans
- Cellular DAS Equipment room enlarged plans
- Emergency Radio DAS performance specification
- Emergency Radio DAS Equipment room space planning and coordination
- Emergency Radio DAS Infrastructure Plans
- Emergency Radio DAS Equipment room enlarged plans

Intercom/PA System (Div. 27):

- Intercom/PA plans
- Intercom/PA one-line diagrams
- Intercom/PA details
- Intercom/PA final specification

Master Clock System (Div. 27):

- Master Clock plans
- Master Clock one-line diagrams
- Master Clock details
- Master Clock final specification

Acoustical Consultation:

- Noise Criteria and Program Report
- Room Acoustics Criteria and Program Report
- HVAC Noise Analysis Report
- Room Acoustics Analysis Report
- Noise Mitigation Details
- Sound Isolation Details
- Room Acoustics Details
- Acoustical Product Spec and Cutsheets

Security (Div. 28):

- Intrusion detection plans
- Intrusion detection details
- Intrusion detection final specifications
- Access control plans - interior
- Access control plans - exterior
- Access Control Details
- Access Control Schedules
- Access Control final specifications
- Video Surveillance plans - interior
- Video Surveillance plans - exterior
- Video Surveillance details
- Video Surveillance – final specification

Coordination Services:

- Coordinate with 3rd party IT Consultant
- Coordinate with 3rd party Security Consultant
- Coordinate with 3rd party Lighting Consultant
- Coordinate with 3rd party Audio Visual Consultant
- Coordinate with 3rd party Commissioning Agent
- Coordinate with 3rd party Kitchen Consultant
- Coordinate with 3rd party Theatrical Consultant
- Coordinate with 3rd party Pool Consultant
- Coordinate with 3rd party Acoustical Consultant

Building Commissioning:

- 2015 IECC Commissioning
- LEED v4 Fundamental Commissioning and Verification
- LEED v4 Enhanced Commissioning
- Whole Building Commissioning
- Retro-Commissioning
- Re-Commissioning
- CHPS Commissioning
- Functional Testing

Bid/Negotiations Phase:

- Assist with value engineering
- Respond to request for information (RFI's)
- Contractor Interviews

Construction Administration Services:

- Shop Drawing Review
- Respond to RFI's
- Site Investigation prior to design
- General site observations with report
- Final Punch List
- Post Construction Site Visit

LEED:

- Integrate Process Design/Early Energy Modeling
- Energy Modeling
- Consulting/Administration
- MEP Documentation
- Daylight Simulation
- Life Cycle Cost Analysis

Sustainability:

- Energy Modeling (Local Jurisdiction Compliance)
- Energy Modeling (Incentive Program/PACE)
- Energy Star Cost Analysis
- Life Cycle Cost Analysis
- Energy Star

Other Services:

- Bond Study
- Facility Assessment

Meetings and Travel Time:

- Perform one (1) initial general site observation to review existing conditions.
- Attend five (5) design coordination meetings.
- Attend zero (0) pre-bid meetings.
- Attend zero (0) bid opening meetings.
- Attend seven (7) on-site construction meetings/site observation visits with report.
- Perform one (1) punchlist.

Additional Services (Not Included in Fee):

- Value Engineering.
- Extended Construction Schedule.
- Additional Construction Meetings.
- Additional Design Meetings due to change of scope.
- Project delays.
- Continuing to respond to RFI's that just refer to where the information can be found in documents.
- Insufficient work from contractor.
- More than two (2) shop drawing reviews per product.
- System comparison or evaluation of systems.
- Envelope compliance documentation.
- Storm, Sanitary and Domestic water greater than 5' outside of building.
- Construction Estimating.
- Sub-surface drainage.
- Modification to base building utilities not within tenant space.
- Lightning protection.
- As-Built Drawings.
- LEED certification.

Compliance Documentation:

- ASHRAE 90.1 or IECC Energy Code compliance form completion (prescriptive path only).

BIM:

- Provides DBR BIM Execution Plan
- Export and provide clash detection files (.nwc)
- Perform scheduled in-house clash detections
- Host in-house BIM coordination meetings
- N/A

Levels of Development (LOD) PO AIA G 202-2013:

- LOD: 100
- LOD: 200
- LOD: 300
- LOD: 350
- N/A

Project Delivery Method:

- Traditional – Design, Bid, Build
- Construction Manager at Risk
- Competitive Sealed Proposals
- Design Build
- Design Assist
- Job Order Contract
- Negotiated Contract
- Unknown at this time
- Not Applicable

MEPST AND IECC 2015 COMMISSIONING DESCRIPTION OF SERVICES AND HOURLY RATES:

1. **Schematic Design stage:** shall include one (1) meeting with the Owner and Architect, to determine MEPST system selections, area requirements, and preliminary equipment location.
2. **Design Development stage:** shall include one (1) coordination meeting with the Project Architect to optimize on MEPST equipment area requirements, preliminary A/C and electrical calculations and research into any applicable code requirements.
3. **Construction Documents stage:** shall include three (3) meetings and the preparation of mechanical, electrical and plumbing drawings and specifications suitable for bid purposes. Also included in this stage is coordination of all MEPST systems in the building with the architectural and structural construction documents.
4. **Bid Negotiations stage:** shall include answering all contractor questions and assisting the Owner in making value engineering recommendations on proposals submitted by the contractors.
5. **Construction Administration stage:** shall include the review of all MEPST shop drawings and responding to RFI's.
6. **On-site Construction Observation stage:** shall include eight (8) periodic job site visits when requested by Architect.

We will be happy to perform additional services or additional observations as required by the Owner/Architect, in writing, on an hourly basis.

We will provide documentation of all construction job site visits.

TECHNOLOGY:

1. Design of a scalable Technology systems infrastructure to support building communications, audiovisual, video surveillance, electronic access control, Intrusion Detection, and future technology needs.
 - a. Design per TIA standards compliant copper and fiber optic cabling system to facilitate distribution of all technology systems between service entrance rooms, main telecommunications rooms, floor telecommunications rooms. This consists of the cabling design and space planning in telecommunications rooms for all building services which would include telephone/data connectivity throughout the building and wireless data systems.
 - b. Design an integrated audiovisual solution for conference rooms, boardroom, etc. The system will feature a video display or display(s) sized appropriately for the specific venue, local sound reinforcement within the space, and integrated control of audiovisual equipment.
 - c. The design of a new electronic access control, intrusion detection and video surveillance systems. The systems design shall include head end control devices and all field devices. The system shall be scalable to accommodate future building expansion. The design of video surveillance system will allow the observance of interior and exterior public areas and other areas of interest throughout the facility. The design of the key card access control system will provide controlled access into and out of the facility for the employee staff. The design of the intrusion detection system will provide motion sensors, and/or glass break sensors to monitor building intrusion, and alarm keypads at strategic locations to alarm or dis-alarm the building. This system will be based upon the owner's program of requirement and needs.

2015 IECC COMMISSIONING: shall include all tasks and deliverables required to meet the requirements the 2015 International Energy Conservation Code, Section 408.

- 1) Design Phase:
 - Develop a preliminary commissioning plan to be shared with construction team.
 - Provide a commissioning specification for inclusion in the project manual.
- 2) Construction Phase:
 - Develop the final commissioning plan.
 - Develop and review installation verification checklists.
 - Conduct commissioning kick-off meeting and subsequent commissioning meetings as required.
 - Perform site visits to review equipment installation.
 - Perform one (1) return visit to the project once the deficiencies have been addressed to verify, they are completed. Conduct functional performance testing of commissioned systems.
 - i. Mechanical system equipment:
 - Chilled water system
 - Air distribution system (Air Handling Units and a 25% sampling of terminal units).
 - HVAC controls system
 - Economizers

- ii. Electrical lighting control system equipment:
 - Occupancy sensors
 - Time-switch controls
 - Daylight responsive controls
- iii. Plumbing
 - Domestic water heating controls
 - Water heating system controls
- 3) Documentation deliverables:
 - Preliminary commissioning report.
 - Final commission report.
 - Systems manual.
- 4) General Requirements:
 - Any additional visits required, due to the work not being complete, will result in additional fees at our hourly rate plus travel expenses.
 - We will require the assistance of the building controls contractor to facilitate the functional testing.

We will bill monthly according to progress. The breakdown below shows the approximate portion of the fee for each of the proposed services:

a.	MEPST Design	
i.	Schematic Design	15%
ii.	Design Development	25%
iii.	Construction Documents	30%
iv.	Procurement (Bidding)	5%
v.	Construction Administration	<u>25%</u>
		100%
b.	Commissioning per IECC 2015	
i.	Development of Cx Plan	15%
ii.	Perform kickoff and checklists	30%
iii.	Conduct functional testing	35%
iv.	Preliminary Cx report	10%
v.	Final Cx report	<u>10%</u>
		100%

The hourly billing rates shall be as follows:

Partner	\$220.00/hour	Engineer	\$130.00/hour
Director	\$200.00/hour	Commissioning Agent	\$130.00/hour
Practice Area Leader	\$180.00/hour	Senior Designer	\$130.00/hour
Senior Project Manager	\$175.00/hour	Assistant Project Manager	\$120.00/hour
Branch Manager	\$175.00/hour	Engineer in Training II	\$120.00/hour
Design Director	\$160.00/hour	Designer II	\$120.00/hour
Senior Commissioning Engineer	\$150.00/hour	Construction Administrator	\$120.00/hour
Project Manager	\$150.00/hour	Engineer in Training I	\$110.00/hour
Senior Commissioning Agent	\$145.00/hour	Designer I	\$110.00/hour
Design Leader	\$145.00/hour	Sustainability Professional	\$110.00/hour
Senior Engineer	\$140.00/hour	BIM Modeler	\$75.00/hour
Quality Control	\$140.00/hour	Business Administrative Assistant	\$70.00/hour
Senior Construction Administrator	\$140.00/hour	Construction Clerk	\$70.00/hour



Proposal For:
Waterproofing Consulting Services

At:
Development Services
2406 Leopard Street
Corpus Christi, Texas

For:
RVK ARCHITECTURE



Proposal No. CPS.2022.001005
April 13, 2022

4444 Corona Drive
Suite 207
Corpus Christi
Texas 78411

Tel: 361.299.0000

April 13, 2022

RVK Architecture
2002 N. Saint Mary's Street
San Antonio, Texas 78212

Submitted via email to Ms. Elizabeth Hurd at liz.hurd@rvkarchitecture.com on April 13, 2022

ATTENTION: Elizabeth Hurd

**SUBJECT: Proposal for Waterproofing Consulting Services
City of Corpus Christi Development Services
2406 Leopard Street
Corpus Christi, Texas
Proposal No: CPS.2022.001005**

Dear Ms. Hurd:

Amtech Solutions, Inc. (Amtech) appreciates the opportunity to submit this proposal to provide waterproofing consulting services related to the renovations at the City of Corpus Christi Development Services Building. This proposal provides a brief project description, our proposed scope of services, project schedule, proposed fees, and the contract form and authorization procedures.

PROJECT DESCRIPTION

Amtech was contacted by Mrs. Elizabeth Hurd on April 11, 2022, in relation to providing waterproofing consulting services during the design phase of renovations at the above-referenced property. It is our understanding that the project includes the replacement of all exterior windows with new windstorm rated glazing and framing, modifications and replacements to an exterior fascia fiber cement board system that surrounds the buildings first floor roof, alterations to the north entrance, and a new 3000 square foot addition to the first floor. Amtech is assuming no legacy drawings or as-built drawings will be available for reference. Amtech has been asked to provide details as they pertain to the building envelope for the design phase of the project.

SCOPE OF SERVICES

Amtech will provide details for new windstorm rated specified window systems, changes to the fiber cement fascia panels, alterations to entrances/exits, and roofing and waterproofing systems as they pertain to the new addition. Based on project conditions described by Ms. Hurd, we will:

- Sub-contract a local contractor to assist Amtech in observing and documenting existing structural and waterproofing components around the windows and exterior fascia cement panels.
 - Provide waterproofing details in CAD for the new windows and door frames to the existing buildings waterproofing.
 - Provide waterproofing details in CAD for the modifications to the fiber cement fascia panels.
-

- Provide waterproofing details in CAD for the tie-in of the new addition to the existing building, including wall systems, expansion joints, and roof systems.
- Provide a peer review of drawings and specifications as they pertain to the building envelope.
- This proposal for services does **NOT** provide any detail information that relates to the structural requirements of the project including but not limited to wind loads, attachment, dead loads, etc. If requested, Amtech can provide this information as an additional service.
- This proposal for services does **NOT** include any elevations, sections, floor plans or roof plans as they relate to the waterproofing scope of work in the drawings. If requested, Amtech can provide such drawings as an additional service.

REASONS TO SELECT AMTECH

Amtech is a full-service architectural, engineering, and building envelope consulting firm with a long history of client satisfaction. Founded and headquartered in the Dallas area since 1982, Amtech has grown to a company of 40 employees spread between our seven office locations. We currently have over 400 years of combined experience in the analysis, design, and testing of building envelopes, structures, site civil components, and architectural systems. This wealth of knowledge and experience enhances our understanding of the components and elements managed by your company, and ensures that the cost estimates, projections of useful life, and recommended repair and replacement cycles are *based on actual experience with these components and not "rule-of-thumb" type estimates.*



We are an "S" Corporation, and our staff includes Registered and Licensed Architects, Professional Engineers, Chartered Building Surveyors, Registered Roof Consultants and Observers, and other professionals. Amtech's staff is proficient and vastly experienced in the measurement, design, testing, and assessment of a variety of building types ranging from one story and mid-rise office buildings to malls to warehouses to hotels to shopping centers to high-rise office structures. We have and maintain our own specialized non-destructive testing equipment including infrared, nuclear, electronic field vector mapping, and capacitance meters. All in-house design is developed and prepared on the most current version of AutoCad for easy-to-read presentation and consistent standards. Amtech has the skill, expertise, technical knowledge, and experience to provide the highest quality roofing and building envelope consulting in the industry. We conform to all Federal, State and Local regulations, codes and standards. Amtech's licensed and certified professionals keep current on all standards, publications, and regulatory requirements (energy codes, wind design, drainage calculations, etc.), as they apply to design and construction. We are proud to have won several national design awards, and our work has been recognized and lauded by our peers at International Institute of Building Envelope Consultants (IIBEC).

CLIENT REQUESTS

We request the following support from the building owner/management in order to perform the proposed assessment:

- Notify the property occupant(s) of the assessment to be performed and obtain permission for us to have access to all areas of the site during our field visit.
- Coordinate and arrange for the property management/engineering/maintenance staff to be available to provide necessary access to our team during the site visit.
- Coordination with property management to arrange for necessary access equipment (keys, ladders, etc.) at no cost to Amtech.
- Provide or assist in obtaining all existing drawings and specifications along with any additional data or information relevant to our performance of the proposed scope of services.

FEE, SCHEDULE, and PAYMENT TERMS

Based on your request and the scope of services described in this proposal, Amtech will provide the required waterproofing consulting services for the following fees:

Design Phase Details	\$20,865
Reimbursable Contractor Expenses.....	\$3,900

We will invoice for 50% of the fee upon completion of the fieldwork. The remaining 50% will be invoiced upon submission of Amtech’s details, or at a prorated percentage 30 days after the first invoice, whichever comes sooner.

Amtech’s invoices are due immediately, upon receipt, and electronic payments are preferred.

Additional authorized services not included in this proposal will be invoiced based on the time required and expenses incurred in accordance with the attached 2022 Fee Schedule. Amtech will not proceed with any additional services without prior written authorization.

AUTHORIZATION

If the scope of services and proposed fee are acceptable, please sign the attached Proposal Acceptance Sheet and return it to us. That will make the proposal and attached Terms and Conditions the agreement between us. Any other Contract Form or Terms and Conditions will require re-evaluation and restructuring of our Fee. Please note that this proposal is valid for 30 days or as mutually agreed upon by both parties. After the 30-day period, Amtech reserves the right to modify our scope and fee, as appropriate.

We appreciate your consideration of Amtech for this work.

Respectfully,
AMTECH SOLUTIONS, INC.,



Steven C. Grant, MRICS, PMP, RRO
Director of Operations



James Robbins, EIT
Corpus Christi Branch Manager

Attachments: Fee Schedule /Man Hour Break Down

FEE SCHEDULE

2022 FEE SCHEDULE

<u>Personnel</u>	<u>Rate</u>
PRINCIPAL, per hour	\$ 240.00
SENIOR REGISTERED PROFESSIONAL, per hour	\$ 220.00
SENIOR PROJECT MANAGER, per hour	\$ 210.00
PROJECT MANAGER, per hour.....	\$ 200.00
REGISTERED PROFESSIONAL, per hour.....	\$ 200.00
RESERVE ANALYST, per hour	\$ 180.00
PROJECT PROFESSIONAL, per hour	\$ 175.00
STAFF PROFESSIONAL, per hour.....	\$ 155.00
TECHNICIAN, per hour	\$ 130.00
DESIGNER/CADD, per hour	\$ 90.00
ADMINISTRATIVE/CLERICAL/MARKETING, per hour	\$ 80.00

Field Personnel - Services of field personnel or project site visits by personnel will be invoiced from portal to portal. The hourly rate for field technical personnel will be increased to 1.5 times the indicated rate for work performed between 6:00pm and 6:00am, over eight hours per day, or on weekends or holidays.

Litigation - Services related to Depositions and Expert Testimony will be billed at twice the standard unit rate.

Escalation - Contract unit rates shall increase by 4% per year unless specifically agreed otherwise, and shall become effective on January 1st of each year that the contract is in effect.

Expenses

TRAVEL AND PER DIEM: Travel expenses will be invoiced at our direct cost plus 20 percent. Amtech follows the IRS guidelines for mileage reimbursement and regional per diem allowances. Mileage charges will be adjusted based on the prevailing IRS reimbursement rate.

OTHER EXPENSES: Other direct expenses such as subcontracts, mailing, delivery, printing, copying, or telephone charges will be invoiced at our direct cost plus 20 percent.