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May 24, 2023

Revision 2

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

RE: 23080 Corpus Christi Water Utility Building / Warehouse
2726 Holly Road Warehouse
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@rvkarchitecture.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'.

Elizabeth Hurd, AIA
Vice President, Architecture

Enclosure

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PROJECT SCOPE

The project consists of the construction of a new 40,000 sq. ft. Utility Building / Warehouse – See Exhibit “A” for Scope of Work. The site is located at 2726 Holly Road Warehouse, Corpus Christi, Texas. We will provide a new 40,000 sq. ft. warehouse facility that is outfitted with warehouse space, offices, equipment checkout counter, equipment cages, and a maintenance area. Refer to “Exhibit A” for scope of work. The project construction budget is not yet determined.

DESIGN PHASE BASIC SERVICES

1. **Schematic Design** - Based on Site and Program information provided from the Design meetings, 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. 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. We will provide two (2) Renderings at 100% Design; an aerial view and a front elevation view to be delivered digitally in a large file format.

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.

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. **Landscape Architecture**

- a. **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.

BID PHASE BASIC SERVICE

5. **Procurement** - We will assist you in obtaining General Contractor bids or negotiated proposals, preparing a bid tabulation and providing a letter of recommendation.

CONSTRUCTION PHASE BASIC SERVICES

6. **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.
- e. Windstorm inspections are included in the Structural Engineer's scope of work.
- f. Building Commissioning Services per IECC 2018 are included in the MEP Engineer's scope of work.

7. **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. All permit fees and plan review fees will be paid by Owner.

TIME & MATERIALS PHASE

8. **Travel Time** - We will provide twenty (20) on-site visits during Schematic Design 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.

9. **Reimbursable Expenses and Texas Accessibility Submission**

- a. Reimbursable expenses, such as reproduction of documents (exclusive of interoffice and interdisciplinary coordination prints), auto travel mileage, and expenses incurred in travel will be billed monthly at 1.10 times our cost.
- b. We will register your project with the State of Texas and submit the appropriate documents to a registered Accessibility Specialist for review in accordance with State Law. An inspection at the completion of construction will also be completed.

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. See Compensation Schedule for Services – Exhibit B attached.

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, and Plumbing engineering services, Landscape Architectural Design services and/or other special consulting services necessary for the design of the project.

BASIC SERVICES COMPENSATION

Our compensation for Basic Services include a maximum amount of twenty (20) Client 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 6 (Construction) is based on a maximum of twelve (12) 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.

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 breakdowns.

See BASIC SERVICES COMPENSATION TABLE - page 4

BASIC SERVICES COMPENSATION

Basic Services 1 – 3, 5 & 6 Schematic Design – Construction	RVK Architecture	\$252,552 (fixed fee)
Civil Engineering	Pape-Dawson Engineers	\$ 72,135 (fixed fee)
Structural Engineering including Windstorm Inspection Services	Lundy & Franke Engineering	\$ 32,940 (fixed fee)
Mechanical, Electrical, Plumbing & Security Access Control Design Energy Commissioning	DBR	\$176,810 (fixed fee)
Basic Services 7 - Building Permit	RVK Architecture	\$ 6,520 (T&M not to exceed)
Basic Service 4 Landscape Architecture	RVK Architecture	\$ 10,680 (fixed fee)
Irrigation Consultant	PRA Irrigation Consulting	\$ 4,315 (fixed fee)
Geotechnical Engineer	To be Determined	\$ To be Determined
Basic Service 8 – Travel Time	RVK Architecture Lundy & Franke Engineering DBR RVK Landscape Architecture PRA Irrigation Consultants	\$ 16,200 (T&M not to exceed) \$ 7,000 (T&M not to exceed) \$ 14,900 (T&M not to exceed) \$ 960 (T&M not to exceed) \$ 2,625 (T&M not to exceed)
Basic Service 9 Reimbursable Expenses and Texas Accessibility Submission	RVK Architecture Lundy & Franke Engineering DBR RVK Landscape Architecture	\$ 6,500 (allowance) \$ 750 (allowance) \$ 3,800 (allowance) \$ 500 (allowance)
	TOTAL	\$609,187 (exclusive of Geotechnical Engineer)

EXHIBITS

- Exhibit A City of Corpus Christi Scope of Work
- Exhibits B – G Man-Hour Fee Breakdown
- Exhibit H Summary of Fees
- Exhibit I RVK Compensation Fee Schedule

SCHEDULE OF DELIVERABLES - 30 Weeks Total*

30% Drawing Set – end of Schematic Design	3 weeks
60% Drawing Set – end of Design Development	3 weeks
90% Drawing Set	8 weeks
100% Drawing Set	2 weeks
Signed and Sealed Drawing Set	2 weeks

* 3 week review between each package

*There will be lead times for the Generator. Time listed is for Construction time once all equipment is on-site.

SPECIAL CONSULTANTS' COMPENSATION

In addition to our Civil, Structural, Mechanical, Electrical and Plumbing 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:

- Construction Testing 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 AND REIMBURSABLE EXPENSES

Additional Services are available but not included in the compensation for Basic Services and will require a formal Proposal and/or Contract Amendment. 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 M - 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 service.

Reimbursable expenses, such as reproduction of documents (exclusive of interoffice and inter-disciplinary coordination prints), Texas Accessibility Standards (TAS) review and inspection fees, auto travel mileage, delivery charges, and expenses incurred in travel and lodging will be billed monthly at 1.15 times our cost and building permit fees or any other governmental fees required will be billed at our cost.

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"

Per our conversation from Friday, the Utility Building improvements will be under the current E15157 project number and the new Warehouse will be under 23080 in FY2023 project page.

Project # E15157 / 23080
Project Name CC Water Utility Building / Warehouse

Type Improvement/Additions **Department** Water Department
Useful Life 25 years **Contact** Director of Water Utilities
Category Water Distribution **Priority** 2 Critical- Asset Condition/longevity

Status Active



Description

The purpose of this project is to improve the Water Utilities building. Project E15157 is intended for Utility Building improvements to include the roof and other needs in the existing facility. Project 23080 consist of construction of a new 40,000 SF warehouse facility that is outfitted with warehouse space, offices, equipment check-out counter, equipment cages, and maintenance area. Materials such as pipe, fittings, meters, and electronics are currently stored in small portable buildings located at the Utilities yard or in open air conditions subjecting inventory to harsh environmental conditions and making proper inventory management difficult. The construction of a new warehouse would allow for the proper stocking levels of all inventory needed to maintain the water distribution system and the wastewater collection system, minimize the exposure of materials to environmental factors, and increase the controls on management of these materials.

Justification

The proposed expansion will improve the operational capacity of the Utilities Department.

Expenditures	Prior Years	2023	2024	2025	Total
Construction/Rehab			5,500,000	3,500,000	10,000,000
Design	146,000	800,000			946,000
Eng, Admin Reimbursements	10,805	80,000	300,000	300,000	690,805
Total	156,805	880,000	6,800,000	3,800,000	11,636,805

Funding Sources	Prior Years	2023	2024	2025	Total
Revenue Bonds	156,805	880,000	6,800,000	3,800,000	11,636,805
Total	156,805	880,000	6,800,000	3,800,000	11,636,805

Budget Impact/Other

There is no projected operational impact with this project at this time. Upon completion of this project additional maintenance costs will be budget to maintain these improvements.

EXHIBIT "H"

**Corpus Christi Water Utility Building / Warehouse
CITY PROJECT NO. 23080
SUMMARY OF FEES**

	Original Contract	Amendment No. 1	Amendment No. 2	Amendment No. 3	Total Contract
Basic Services:					
Preliminary Phase	\$0.00				\$0.00
Design Phase	\$365,781.00				\$365,781.00
Bid Phase (T&M)	\$12,315.00				\$12,315.00
Construction Admin Phase	\$166,751.00				\$166,751.00
Travel Time (T&M)	\$41,685.00				\$41,685.00
Building Permit (T&M)	\$11,105.00				\$11,105.00
Reimburseables (T&M)	\$11,550.00				\$11,550.00
Subtotal Basic Services	\$609,187.00	\$0.00	\$0.00	\$0.00	\$609,187.00
Additional Services:					
Permit Preparation					\$0.00
Topographic Survey					\$0.00
ROW Acquisition Survey					\$0.00
Environmental Issues					\$0.00
Public Meetings					\$0.00
Construction Observation					\$0.00
Traffic Control					\$0.00
Signalization Improvements					\$0.00
Warranty Phase					\$0.00
Construction Inspection (T&M)					\$0.00
Platting Survey					\$0.00
O & M Manuals					\$0.00
SCADA					\$0.00
Subtotal Additional Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Summary of Fees:					
Basic Services Fees	\$609,187.00	\$0.00	\$0.00	\$0.00	\$609,187.00
Additional Services Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Authorized Fees	\$609,187.00	\$0.00	\$0.00	\$0.00	\$609,187.00