



NaismithEngineering,Inc

ARCHITECTURE ■ ENGINEERING ■ ENVIRONMENTAL ■ SURVEYING

ESTABLISHED 1949

October 31, 2012

Mr. Scott Cross, Director
Nueces County Coastal Parks Department
15820 South Padre Island Dr
Corpus Christi, Texas 78418

Project Proposal Reference: Bob Hall Pier Kitchen Remodel

Dear Mr. Cross:

We appreciate the opportunity to submit this Proposal for Architectural Services for to the above referenced project.

Our Total Design Service Fee shall be **\$20,000.00**. Please refer to Attachment A- *Description of Architectural Services*, appended to this document for a basic description of our services per Phase listed in the table below.

Fee Structure

Architectural Services	Service Fee Breakdown
Phase I- Schematic Design	
Phase II- Design Development	
Phase III- Construction Documents	
Phase IV- Bidding and Negotiations	
Phase V- Construction Administration	
Other: <i>Architectural Service Fee</i>	\$12,500.00
Other: <i>MEP Service Fee</i>	\$7,500.00
TOTAL DESIGN SERVICE FEE	\$20,000.00

The sums represent figures not expected to exceed for the individual project. A change in scope by either the client or by undocumented conditions discovered during the project may render the estimated fees invalid. We will provide written documentation of any changes that occurs. Any change will need approval prior to commencement of the work.

Agreement

Agreement

Arbitration:

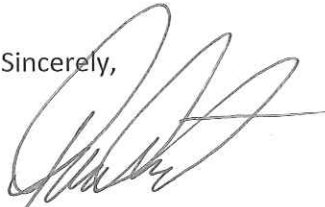
Any claim, dispute or other matter in question arising out of or relate to this agreement shall be subject to arbitration. The venue for arbitration is agreed to take place in the county where the design services are preformed.

Limitation of Liability:

To the maximum extent permitted by law, the client agrees to limit the architect's liability for damages to the architect's fee or \$100,000.00 whichever is less. This would include the cost of arbitration.

We would like to thank you for your continued support and look forward to working with you on this project. If you have any questions, then please contact me at the office.

Sincerely,



Terry K. Orf, A.I.A.

Approval

If you are in agreement with this proposal, please sign at the appropriate location below and deliver a copy to our office via fax or mail.

1. Approval for \$20,000.00:

Owner/Owner Rep. Name

Date

The Texas Board of Architectural Examiners, 333 Guadalupe, Suite 2-350, Austin, Texas 78701, telephone (512) 305-9000, has jurisdiction over individuals licensed under the Architects Registration Law, Texas Civil Statues, Article 249a. The architectural license number of Terry K. Orf, A.I.A. is 13553.



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Attachment A

Description of Architectural Services

The following is a basic description of the services provided per Phase. Refer to the *Project Proposal for Architectural Services* which this attachment is appended to for the fee breakdown per phase for the Project.

1. Phase I- Schematic Design

- 1.1. A review of all documentation furnished by the Owner, such as the project program, budget, and the schedule. The Architect may request additional information and recommend other consulting services that may be reasonably needed for the Project.
- 1.2. Familiarization with the Project Site, which includes field investigations and measurements, photographing the existing conditions, and preparing a site or building plan(s) for use in the preliminary design.
- 1.3. A review of all applicable building and zoning codes, accessibility laws, and health codes when required.
- 1.4. The preparation of Schematic Design Documents for the Owner's approval.
 - 1.4.1. A preliminary design illustrating the scale of the project and the relationships between new project components and existing site conditions. This may include a site plan if appropriate, floor plan(s), elevations and sections, in addition to sketches, and/or basic digital modeling.
 - 1.4.2. A cost estimate based on the preliminary design.
- 1.5. Conducting meetings with the local code and development officials to discuss building and zoning codes, utility infrastructure and any other elements necessary for the Project.
- 1.6. Conducting meetings to obtain the Owner's approval of the Schematic Design Documents, and authorization to proceed to Phase II.

2. Phase II- Design Development

- 2.1. Further development of the Schematic Design Documents. This may include a site plan, floor plan(s), building elevations, typical design details, diagrammatic building system layouts, such as structure, mechanical, electrical and any other layouts to describe the work.
- 2.2. The refinement of the cost estimate based on the Design Development drawings.
- 2.3. Conducting meetings to obtain the Owner's approval of the Design Development Documents, and authorization to proceed to Phase III.

3. Phase III- Construction Documents

- 3.1. Further development of the Design Development Documents and may produce Specifications for the purpose of obtaining bids for construction.
- 3.2. The engagement of and coordination with any consultant services necessary to develop the building systems. This may include, but is not limited to, a landscape architect, civil, structural, electrical, and mechanical engineers.
- 3.3. The refinement of the cost estimate based on the construction drawings.

- 3.4. The preparation and submission of Construction Documents to a Registered Accessibility Specialist for state registration and review.
- 3.5. Conducting meetings to obtain the Owner's approval of the Design Development Documents, and authorization to proceed to Phase IV.

4. Phase IV- Bidding and Negotiations

- 4.1. Assistance with or the production of the bid documents to be distributed to prospective contractors and plan rooms under the agreed method of procurement.
- 4.2. Conducting a pre-bid meeting with prospective contractors, consideration of requests for substitutions, and the preparation of addenda during the bidding phase of the project.
- 4.3. The evaluation of bids based on the agreed method of procurement.
- 4.4. Contract administration services between the Owner and the prospective General Contractor.

5. Phase V- Construction Administration

- 5.1. Observing construction and attending progress meetings.
- 5.2. Reviewing Shop Drawings, Requests for Information, Change Orders and Applications for Payment.
- 5.3. Conducting the final project inspection for conformance to the Construction Documents, including the release of a punch list(s) and subsequent visits to insure completion.
- 5.4. Review of all project closing documents, such as Operations & Maintenance Manuals and As-Built drawings.

Note: Phase V services may be billed on a time and material basis based on the following rates:

- Senior Architect and/or Engineer- \$130.00/hour
- Project Architect and/or Engineer- \$100.00/hour
- Architectural Intern/Engineer-in-Training \$90.00/hour
- Mileage \$0.65/mile

Refer to the *Project Proposal for Architectural Services* which this attachment is appended to for the proposed billing method for Phase V services.

End of Attachment A