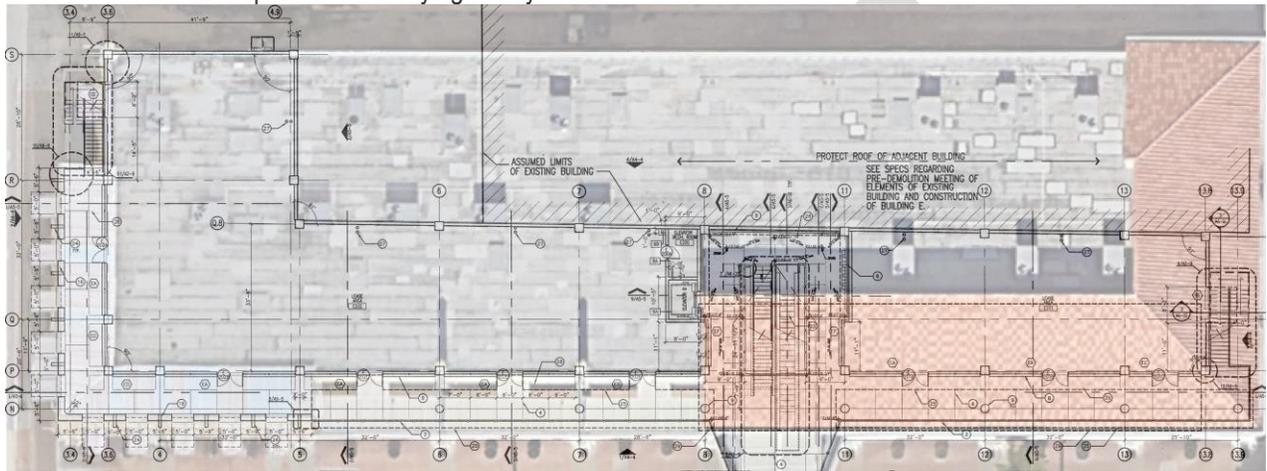


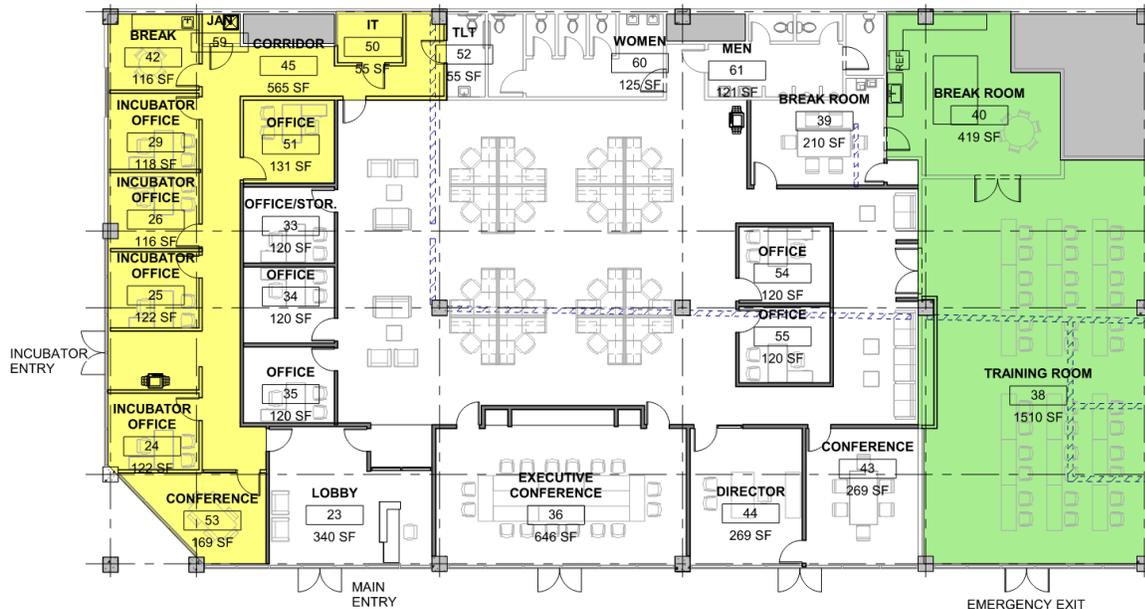
December 15, 2023
 Ramon Chavez, Engineering Department Dir.
 City of Laredo
 1110 Houston St.
 Laredo, TX. 78040

ARCH. SERVICES FOR DESIGN AND CONSTRUCTION DOCUMENTS OF 101 SALINAS AVE.

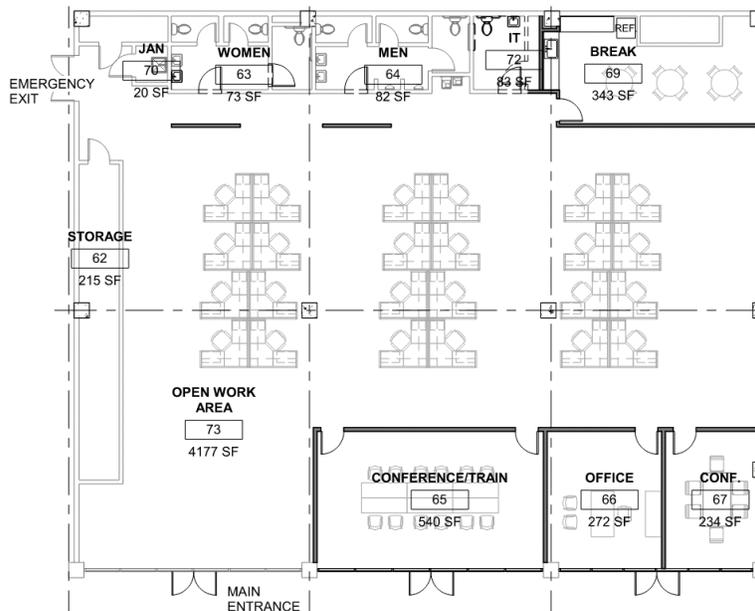
The following proposed scope of work for professional design services and construction documents for City of Laredo Economic Development (ED) & 311 at 101 Salinas Ave. level 2. The renovation currently has an assigned budget of \$1,000,000.00 for Economic Development. The existing area to renovate is +/-10,154 SF for Economic Development & +/-6,780 SF for 311 totaling 16,934 SF. Area information is based on information derived from construction documents of building (Bridge of the Americas Modification Project dated: 3/15/2004), pending latest plans of building that include North East portion or surveying facility.



From site visit with City staff the following was explained and collected. Interior renovation needs for office use & collaboration areas, incubator office space, verify toilet compliance with ADA, open work area, several meeting spaces, break room, training area, ED offices and other spaces as shown below on preliminary drawing. Project final budget and layout will be defined once programing is set and could direct some items to be designated as alternatives for bidding to allow project to be within budget with potential for better performance thru alternates.



311 space shall keep most of the existing components as is upon verification for compliance with ADA for toilet facilities. Additional spaces are conference (small & large), private office and open work area.



Both suites will require changes to mechanical system to allow zonification and acoustical performance of spaces with walls to deck for control of sound. Mechanical modifications require installation of ductwork to eliminate open plenum existing condition. For improved acoustics, existing concrete floor will have alternates. Existing lighting of facility has fixtures with visible light source that produces glare, a fixture that performs better in office environments will be proposed as an alternate.

Changes to square footage in Design or Construction phases, will affect overall fees. The project final scope will be determined via programming from meetings with City of Laredo staff. Professional services include schematic design, design development, construction documents and construction contract administration services as described below with Structural and MEP consultants to complete design.

Professional Design Services

Redline Architecture will provide the following services as they relate to the project: Design Construction Documents, Specifications and Construction Contract Administration will be prepared for the following scope:

- 1) **Building Interior Renovation Preliminary Scope:**
 - a. Architectural Survey of existing building interior.
 - b. Modify Existing space to house new layout.
 - c. Modify toilets as required for ADA compliance.
 - d. Verify structural load capacity for assembly space (Training Room in ED) and potential reinforcement alternates could be proposed.
 - e. Adjust Mechanical systems and lighting.
 - f. Provide new doors as required.
 - g. Provide new windows as required and/or skylights.
 - h. Adjust building entry points to meet ADA.

Compensation

Compensation for the project is based on 10% of current budget (\$1,000,000.00 + 311 BUDGET AMOUNT) or based on fixed price as follows.



	Consultant	Description	Amount
1	Architect	Interior Renovation of 16,934 SF @ \$3.00/SF	\$ 50,802.00
2	MEP	Interior Renovation of 16,934 SF @ \$1.35/SF	\$ 22,860.00
3	Arch./MEP Survey	Lump Sum of \$6,000.00	\$ 6,000.00
4	Bidding	Lump Sum of \$2,000.00	\$ 2,000.00
5	Building Permit Processing	Lump Sum \$1,500.00	\$ 1,500.00
6	Arch./MEP CA	\$2,000.00/Month, 8 Month Estimate Construction = \$16,000.00	\$ 16,000.00
7	Structural Allowance	\$5,000.00 Consulting Allowance	\$ 5,000.00
SUBTOTAL			\$104,162.00

Fee will be invoiced based on the following percentages of phase/work completion:

Schematic Design Documents (SD) 20%:

Schematic Design Documents will be based on the mutually agreed upon program (developed during this phase). The documents shall establish the conceptual design & site plan of the project, preliminary floor plans, sections and elevations.

Design Development Documents (DD) 30%:

Design Development Documents will be based on the approved Schematic Design Documents. The Design Development Documents shall illustrate and describe the refinement of the design of the project, establishing the scope, relationships, form, size and appearance of the Project by means of plans, sections, elevations and details to describe the project.

Construction Documents (CD) 50%:

Construction Documents will be based on the approved Design Development Documents. The Construction Documents shall set forth in detail the requirements for construction of the Project. The Construction Documents shall include Drawings and Specifications that establish the quality levels of materials and systems required for the project as described by the Architect.

Bid Phase / Contractor Selection (BP):

Redline Architecture shall assist the Owner in obtaining either competitive bids or negotiated proposals and shall assist the Owner in awarding and preparing contracts for construction.

Bidding Documents shall consist of bidding requirements, proposed contract forms, General Conditions, Specifications and Drawings.

Contract Administration (CA):

Redline Architecture shall provide administration of the Contract between the Owner and the Contractor as set forth in the General Conditions of the Contract for Construction. The Architect's responsibility to provide contract administration services commence with the award of the Contract for Construction and terminate at the issuance to the Owner of the final Certificate for Payment. The Architects shall be a representative of and shall advise and consult with the Owner during the provision of the Contract Administration Services.

Basic Services do not include

- Landscaping Architect, Civil Engineering and Surveying Services
- City of Laredo, TX permitting fees is not included in this contract.
- Accessibility Consultant plan review.
- Environmental / Geotechnical and Construction testing reports
- Excessive image studies and or renderings.
- Project Value Engineering.
- Furniture, Fixtures and Equipment selections.

- Specialty Acoustical Design
- Energy Modeling
- Commissioning
- Structured Cable Design
- Audio/Visual Design
- Security System Design
- Emergency Power Generator Design

Additional Services Hourly Rate (upon approval)

- Principal Time: \$ 225.00 an hour
- Registered Professional: \$ 180.00 an hour
- Designer: \$ 145.00 an hour
- Cad Technician: \$ 115.00 an hour
- Clerical: \$ 95.00 an hour
- Accounting: \$ 125.00 an hour
- Expenses: Cost + 10%

Direct Reimbursable Expenses

- Printing outside of the copies and quantities for coordination. All other correspondence by digital transmission.
- Any governmental permit and inspection fees will be paid by owner.
- State Accessibility fees for plan registration, plan reviews and inspections by State registered providers.
- AIA Contract Documents.

Reimbursable expenses, such as reproductions, printing, long distance travel, computer plots, postage, deliveries, etc., are billed in addition to professional fees at the reasonable and actual cost to Redline Architecture plus 10%.

Limitation of Liability

In recognition of the relative risks and benefits of the project to both the Client and Redline Architecture, the risks have been allocated such that the Client agrees, to the fullest extent permitted by law, to limit the liability of the Redline Architecture and their sub-consultants to the Client and to all construction contractors and subcontractors on the project for any and all claims, losses, costs, damages of any nature whatsoever or claims expenses from any cause or causes, so that the total aggregate liability of Redline Architecture and their subconsultants to all those named shall not exceed Redline Architecture total fee for services rendered on this project. Such claims and causes include, but not limited to negligence, professional errors or omissions, strict liability, breach of contract or warranty.

Agreement

We appreciate the opportunity to submit this proposal and look forward to working with you on this project. We ask that if this proposal is acceptable, please return a signed copy to Redline Architecture to indicate your acceptance. Upon acceptance, Redline Architecture can execute an AIA B101-2007 Owner – Architect Agreement prior to beginning work if necessary.



Please do not hesitate to contact us if you have any questions concerning the proposal.

Sincerely,

Telissa Lueckenotte Molano, AIA, NCARB, LEED BD+C

REDLINE ARCHITECTURE

Signature:

Name / Title:

Date:

December 15, 2023

DRAFT