

January 17, 2022

Cheryl Horvath, Fire Chief
Tubac Fire District
2227 I-19 Frontage Road
Tubac, AZ 85646

Re: Tubac Fire District Station #1

Chief Horvath,

Thank you for the opportunity to provide you with this proposal for design and construction administration services for the re-build of Tubac Fire District Station #1, Tubac, Arizona.

Scope of Basic Design Services

Basic services for Station #1 shall be based on the program, site plan sketches, and meetings with Tubac Fire District.

The project design work will occur in the following phases:

- Pre-Design / Survey
- Schematic Design
- Design Development
- Construction Documents
- Bidding and permitting
- Construction Administration

Meetings during the design phases of the project.

We will provide meetings as required during the design phases of the project and provide meeting minutes as part of our scope. We will meet with Santa Cruz County representatives to discuss zoning, code, utilities, and other associated issues. We will attend any fire district board meetings and meet with neighborhood groups, if required during design.

Scope of work covered through the design phases

We will work with you during the design phases to develop the concept floor and site plans for permit and construction. This will include site and building demolition of the existing station and associated structures. Also, we will coordinate site work for the relocation of the communication tower by others. Finally, we will provide furniture layout as part of the project. We recommend this approach as it ensures the furniture design and the building design work as a whole project.

Engineering Services provided shall include Civil, Landscape, Electrical, Mechanical, Plumbing, and Structural.

We will work with the District's selected Construction Manager during the project for constructability reviews and construction cost analysis.



We will provide performance design criteria and specifications for automatic sprinkler / fire protection engineering under basic services with the final engineering completed by the sprinkler contractor.

Construction Administration services shall include once-a-month site visits (10 visits, assuming a 10-month construction period) and meetings during construction. We will review submittals as specified and RFIs, as well as review pay applications as they occur.

The following items are not included in basic services but could be provided as an Additional Service if requested.

- ❑ Offsite and roadway improvements including Architectural, Civil and Landscape design services
- ❑ Geotechnical Report
- ❑ Easements for access and utilities
- ❑ LEED Design and certification fees and registration / submittal costs
- ❑ Electrical Arc – Flash studies
- ❑ Special structural testing and inspections
- ❑ Construction materials and assembly testing
- ❑ Design of telephone systems and computer network systems - infrastructure conduit designed for system as part of basic services. Responder amplification system.
- ❑ Furniture design specifications, bidding and installation observation services
- ❑ Archeological and environmental surveys are excluded from this proposal
- ❑ Professional photographer of completed projects
- ❑ Permit application fees plan review, permit, wastewater, or other development fees by Santa Cruz County



Consulting Fees for Architectural and Engineering Design Services:

Basic Design Services Fee

The fee would be billed in the following phases, by percentage, and billed monthly based upon the percentage of work completed for each of the phases listed below.

<i>Pre-Design / Programming/ Site Survey</i>	\$ 19,004.00
<i>Schematic Design</i>	\$ 59,176.00
<i>Design Development</i>	\$ 124,126.00
<i>Construction Documents</i>	\$ 155,240.00
<i>Bidding and permitting</i>	\$ 20,630.00
<i>Construction Administration</i>	\$ 71,726.00
Total Estimated Fee	\$ 449,902.00

Additional Services are below and will billed monthly based upon the percentage of work complete.

Record drawings (if required by TFD) **\$ 6,392.00**

Reimbursable Allowance for printing, mounting, and travel costs (reimbursable expense at cost and mileage cost per Federal standard)
Total **\$ 5,000.00**

Total Estimated Consulting Fee:

For the Rebuild of Tubac Fire District Station #1, WSM Architects' fee plus a reimbursable allowance and Additional Services.

Total **\$ 461,294.00**

This document will serve to confirm and record authorization by Tubac Fire District for WSM, a Division of Shive-Hattery, Inc. to proceed with professional services. If this proposal meets with your approval, please sign and return one copy for our files. We will then prepare an AIA contract for your review and approval.

Sincerely,

WSM, a Division of Shive-Hattery

 T. John Price, Project Manager

 (Date)

Tubac Fire District (Signature)

 (Printed name and title)

 (Date)

