

January 17, 2022, **REVISED February 21, 2023**

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

Re: Tubac Fire District Station #1 (Phase 1 only)

Chief Horvath,

Thank you for the opportunity to provide you with this **revised** proposal for design 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 to provide information for the U.S. Department of Agriculture Rural Development Community Facilities feasibility report.

The project design work will occur in the following phases:

- Pre-Design / Programming / Survey

Future phases

- 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 this design phase 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 through this design phase to develop the concept plans and assist on completion of the USDA Community Facilities feasibility report. This will include site and building demolition of the existing station and associated structures. As well as coordination of site work for the relocation of the communication tower by others.



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

- ❑ Other phases of design as previously described.
- ❑ Construction administration services as previously described.
- ❑ 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.

Pre-Design / Programming/ Site Survey **\$ 19,004.00**

Future phases

Schematic Design
Design Development
Construction Documents
Bidding and permitting
Construction Administration

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

Record drawings (if required by TFD)

Reimbursable Allowance for printing, mounting, and travel costs (reimbursable expense at cost and mileage cost per Federal standard)

Total **\$ 1,000.00**

Total Phase 1 Fee:

For the Pre-Design / Programming / Site Survey work for the Rebuild of Tubac Fire District Station #1, WSM Architects' fee plus a reimbursable allowance and Additional Services.

Total **\$ 20,004.00**

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 a letter contract with terms and conditions.

Sincerely,



WSM, a Division of Shive-Hattery

T. John Price, Project Manager

February 21, 2023

(Date)

Tubac Fire District (Signature)

(Printed name and title)

(Date)

