



December 16, 2021

Nicolas Green, City Manager
City of John Day
450 East Main Street
John Day, OR 97845

Reference: Opsis Project No. 4845-01
Proposal for Professional Services for JDCC Aquatic Center

Dear Nick,

This letter represents Opsis Architecture's fee proposal to provide Architectural design services for the JDCC Aquatic Center. Our Design Team is excited to continue our efforts with the City of John Day following the recently submitted land use application. We have broken our fee into three categories to assist in the assessment of design costs as they relate to the building, site development, and aquatic systems. We are also proposing streamlining the design process with two phases of design – schematic design and construction documents. We feel with our previous conceptual design effort we have a clear understanding of client needs and a simplified process will benefit the project. This proposal also excludes an optional cost estimating activity at the conclusion of schematic design.

SCOPE OF SERVICES

Scope of Work

The Design Team understands the scope of work to be as described per Exhibit A – Scope of Services

Schedule

The Design Team understands the schedule as outlined below and as described per Exhibit B – Project Schedule

Fee

We propose a fixed fee of **\$564,600** for services detailed as per Exhibit C – Fee Summary.

Consultants

Structural Engineer	Catena Engineering
Civil Engineer	Sisul Engineering
Mechanical Engineer	Colebreit Engineering
Electrical Engineer	Colebreit Engineering
Plumbing	Colebreit Engineering
Landscape Architect	Walker Macy
Aquatic Design	Counsilman Hunsacker
Cost Estimating	ACC Cost Consultants

Reimbursables

Reimbursables are additional and include expenses incurred by Opsi and Consultants directly related to the project such as transportation, printing, deliveries, and other similar project-related costs. A 10% fee is applied to reimbursable expenses for processing.

Invoicing

Invoices will be rendered once a month based on tasks completed, consultant fees, and reimbursable expenses incurred. Payments are due and payable upon presentation.

Please feel free to call me if you have any questions. We look forward to our continued work with you on this exciting addition to your community

Sincerely,



Mark Stoller AIA, LEED AP BD+C,
Partner, Opsi Architecture LLP

Enclosures:

- Exhibit A, Scope of Services
- Exhibit B, Project Schedule
- Exhibit C, Fee Summary
- Exhibit D, Hourly Billing Rate
- Exhibit E, Concept Design / Land Use Application

December 16, 2021

EXHIBIT A - SCOPE OF WORK

Work in this Contract will consist of the preparation of Schematic Design, Construction Documents, bidding and permitting services, and Construction Administration.

The following scope of work and lump sum fee are based upon *the conceptual design and land use application documents (see Exhibit E)* with an estimated construction cost of \$6,000,000.

This proposed fee applies to a lump-sum competitively bid or CMGC project delivery method. It is assumed that there will be an independent cost estimate completed by a contractor at the end of the schematic design phase.

The Design Team understands the scope of work to be the following:

Schematic Design Services

Tasks

- Architectural Design – Services responding to scope of work (program/predesign) requirements and consisting of preparation of conceptual site and building plans, schematic sections and elevations, preliminary selection of building systems and materials, development of approximate dimensions, areas and volumes.
- Structural Design – Services consisting of recommendations regarding basic structural material and systems, analysis, and development of conceptual design.
- Mechanical Design – Services consisting of consideration of alternate materials, systems and equipment, and development of conceptual design solutions for energy sources/conservation, heating, ventilating and air conditioning (HVAC), plumbing, fire protection, and general space requirements.
- Electrical Design – Services consisting of consideration of alternate systems, recommendations regarding basic electrical materials, systems and equipment, analysis, and development of conceptual design solutions for power service and distribution, and general space requirements.
- Outline specifications detailing design quality standards for development of cost estimate.
- Code Analysis (egress, restroom fixture count, setback requirements, parking requirements).
- Development of schedules for decision-making, design, and documentation.
- Participate in one round of consolidated owner design review comments based on the 100% Schematic Design Documents
- Prepare a cost estimate

Meetings:

- Owner coordination and review meeting will be held virtually as needed.

Deliverables:

- Schematic Design Drawings
- Schematic Design Outline Specifications describing quality standards and systems
- Construction Cost Estimate based on the 100% Schematic Design documents (reference Supplemental Services below)

Construction Documents

Tasks

- Architectural Design – Services consisting of preparation of drawings based on approved Schematic Design Documents setting forth in detail the architectural construction requirements for the project.
- Structural Design – Services consisting of preparation of final structural engineering calculations, drawings and specifications based on approved Schematic Design Documentation, setting forth in detail the structural construction requirements for the project.
- Mechanical Design – Services consisting of preparation of final mechanical engineering calculations, drawings and specifications based on approved Schematic Design Documentation, setting forth in detail the mechanical construction requirements for the project.
- Electrical Design – Services consisting of preparation of final electrical engineering calculations, drawings and specifications based on approved Schematic Design Documentation, setting forth in detail the electrical construction requirements for the project.
- Specifications – Services consisting of activities of development and preparation of bidding documents, Conditions of the Contract, architectural specifications, coordination of specifications prepared by other disciplines, and compilation of project manual.
- Review and update previously established schedules for the project.
- Participate in one round of consolidated owner design review comments based on the 90% Construction Documents.

Meetings:

- Owner coordination and review meeting will be help virtually as needed.

Deliverables:

- 90% Construction Documents Issuance (Including Documents and Specifications)
- 100% Bid/Permit Construction Documents Issuance (Including Documents and Specifications)

Bidding and Permitting Phase

Tasks

- Services consisting of preparation of one (1) Bid Package for ether a lump sum bid, or the development of the Guaranteed Maximum Price (GMP) by CMGC Contractor.
- Services consisting of preparation of Addenda as may be required during bidding and including supplementary drawings and specifications.
- Services consisting of participation in pre-bid conferences, responses to questions from bidders, and clarification or interpretations of the bidding documents.
- Services consisting of consideration, analysis, comparisons, and recommendations relative to substitutions proposed by bidders during the bidding process.
- Services consisting of submitting document to jurisdiction having authority (JHA) for review and acquisition of requires construction permits..

Construction Administration

- Services consisting of construction contract administrative functions including consultation, conferences, communications and progress reports.
- Coordination between the architectural work and the work of engineering and other involved consultants for the project. Reviewing and checking of documents (required submittals) prepared for the project.
- Services relating to applicable laws, statues, regulations and codes of regulating entities relating to the agency's interests during construction of the project.
- Services consisting of processing of submittals, including receipt, review of and appropriate action on shop drawings, product data, samples and other submittals required by the contract documents. Distribution of submittals to agency, contractor, and field representatives as required.
- Services consisting of visits to the site at intervals appropriate to the stage of construction or as otherwise agreed to become generally familiar with the progress and quality of the work and to

determine in general if the work is proceeding in accordance with the contract documents, and preparing related reports and communications. Contractor to chair project meetings and prepare meeting minutes.

- Services consisting of preparation, reproduction and distribution of clarification documents and interpretations in response to requests for clarification by contractors or the user agency. Maintenance of records and coordination of communications relative to requests for clarification or information (RFI). Preparation, reproduction and distribution of drawings and specifications to describe work to be added, deleted or modified, review of proposals, review and recommend changes in time for substantial completion, assisting in the preparation of modifications of the contracts and coordination of communications, approvals, notifications, and record-keeping relative to changes in the work. Additional fees for changes to the scope of a project shall be negotiated.
- Services consisting of monitoring the progress of the contractors relative to established schedules and making status reports to the user agency.
- Services consisting of maintenance of records of payments on account of the contract and all changes thereto, evaluation of applications for payment and certification thereof, and review and evaluation of cost data submitted by the contractors for work performed.

Meetings

- OAC Meetings - *Weekly virtual meetings with site visits as required based on progress of work.*

SUPPLEMENTAL SERVICES

Tasks

- **Civil** – Services consisting of site planning including layout of site features, building position, preliminary grading, location of paving for walkways, driveways and parking.
 - Deliverable: Included in overall bid document package
- **Landscape** – Services consisting of the design and documentation of above-ground site improvements, including the design of hardscape pedestrian paved areas, landscape plantings, an inclusive play area, irrigation and site furnishings.
 - Deliverable: Included in overall bid document package
- **Aquatic Design**: Services consisting of aquatic planning, design of all aquatic support systems (mechanical and plumbing), pool tank design and detailing, and pool finish materials selection.
 - Deliverable: Included in overall bid document package
- **Interior Design**: Services consisting of detailed interior space planning, interior design concept development, finishes and materials selection and documentation, and development and documentation of custom interior features.
 - Deliverable: Included in overall bid document package
- **Fire Sprinkler/Alarm**: Services consisting of the development of performance-based specifications of the Fire Protection Sprinkler Service and Fire Detection and Alarm Services and subsequent project conformance review of contractor design.
 - Deliverable: Included in overall bid document package
- **Data/Communications**: Services consisting of the design and development of final data/telecommunications system design drawings and specifications.
 - Deliverable: Included in overall bid document package
- **Audio/Visual** – Services consisting of the design and development of final AV systems drawings and specifications. This design scope includes infrastructure and distribution required to route audio and video signals to projection and display systems within each required space; specifically A-V equipment racks, projector locations and distribution, A-V floor boxes and outlets, loudspeaker locations, and amplification and sound reinforcement equipment.
 - Deliverable: Included in overall bid document package

- **Lighting:** Services consisting of interior and exterior lighting design and preparation of final lighting schedule, cutsheets, drawings, and calculations.
 - Deliverable: Included in overall bid document package
- **Cost Estimating (Optional)** – Detailed quantity take-offs and cost estimating for architectural, landscape, civil, electrical, mechanical and structural portions of the work, including one round of reconciliation and minor estimate update.
 - Deliverable: One (1) Construction Cost Estimates based on development of Schematic Design Documents.

Excluded Services

The following services are excluded from the contract sum amount:

- Special Inspections
- Survey
- Geotech

OWNER'S RESPONSIBILITIES

The Owner shall furnish surveys to describe physical characteristics, legal limitations and utility locations for the site of the project, and a written legal description of the site. The surveys and legal information shall include, as applicable, grades and lines of streets, alleys, pavements and adjoining property and structures; designated wetlands; adjacent drainage; rights-of-way, restrictions, easements, encroachments, zoning, deed restrictions, boundaries and contours of the site; locations, dimensions, and other necessary data with respect to existing buildings, other improvements and trees; and information concerning available utility services and lines, both public and private, above and below grade, including inverts and depths. All the information on the survey shall be referenced to a Project benchmark.

The Owner shall furnish services of geotechnical engineers, which may include test borings, test pits, determinations of soil bearing values, percolation tests, evaluations of hazardous materials, seismic evaluation, ground corrosion tests and resistivity tests, including necessary operations for anticipating subsoil conditions, with written reports and appropriate recommendations.

The Owner shall furnish tests, inspections and reports required by law or the work product, such as structural, mechanical, and chemical tests, tests for air and water pollution, and tests for hazardous materials.

The Owner shall furnish all legal, insurance and accounting services, including auditing services, that may be reasonably necessary at any time for the project to meet the Owner's needs and interests.

End of Scope of Work.

EXHIBIT C

Opsis Architecture
12.16.21

JDCC AQUATIC CENTER PROJECT DESIGN FEE SUMMARY

BUILDING DESIGN	TOTAL
Architecture	\$210,000
Structural Engineering	\$35,000
Mechanical Engineering	\$22,000
Plumbing Design	\$14,000
Electrical Engineering	\$30,000
Life Safety / Fire Alarm	\$6,000
Low Voltage / Technology	\$6,000
Specifications	\$20,000
Cost Estimating (Optional)	\$17,000
TOTAL BUILDING DESIGN	\$360,000

SITE DESIGN	
Civil Engineering	\$30,000
Landscape Architecture	\$70,000
Site Lighting	\$6,000
TOTAL SITE DESIGN	\$106,000

AQUATIC DESIGN	
Aquatic Design	\$98,600

TOTAL FEE	\$564,600
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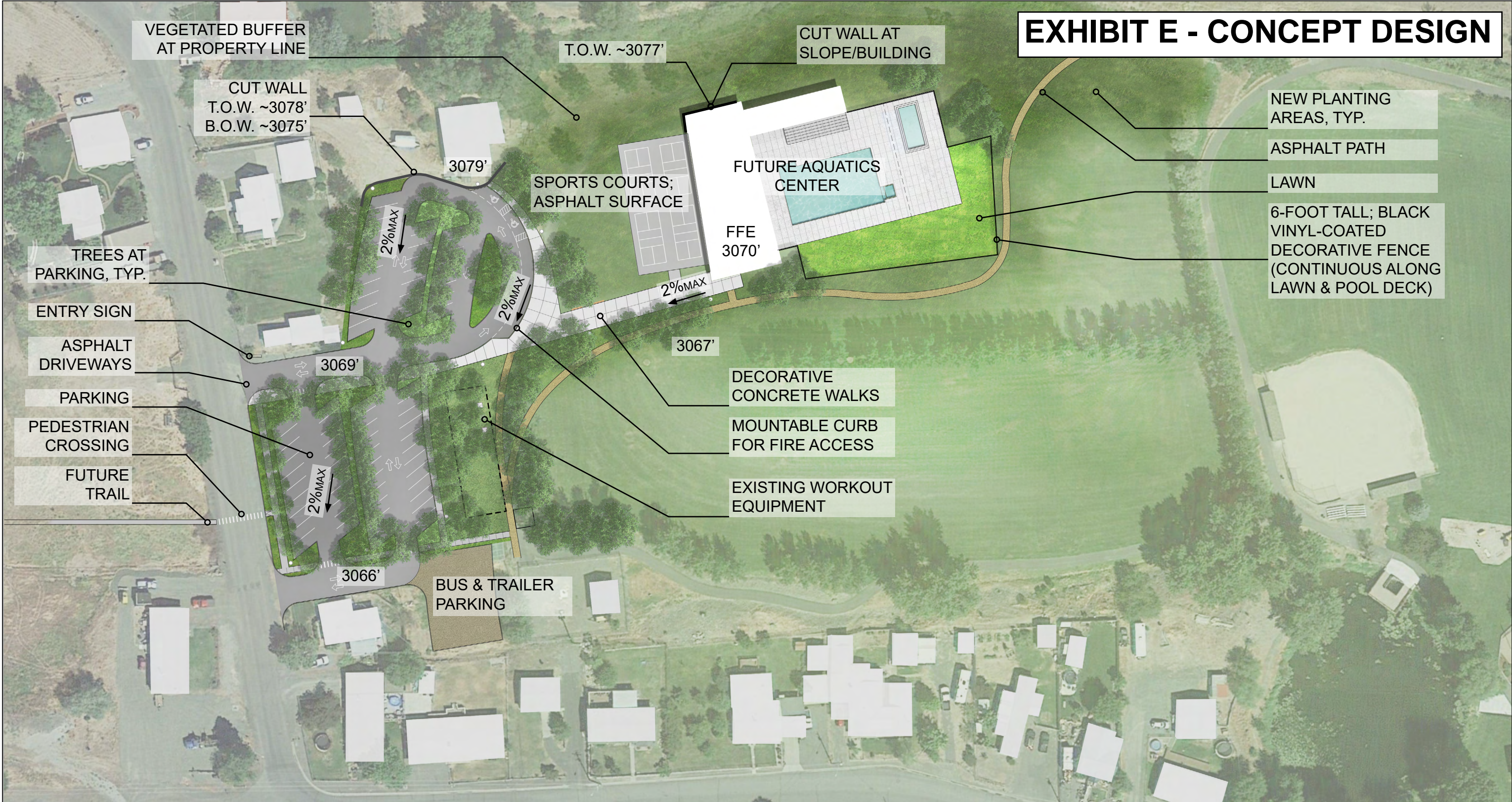
EXHIBIT D

JDCC Aquatic Center

2022 HOURLY BILLING RATES

Partner	\$200
Project Architect	\$135
Interior Designer	\$135
Staff Architect	\$120
Intern Architect	\$100
Clerical Support	\$80

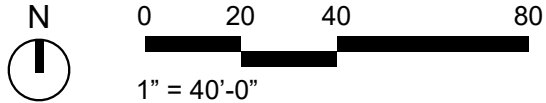
EXHIBIT E - CONCEPT DESIGN

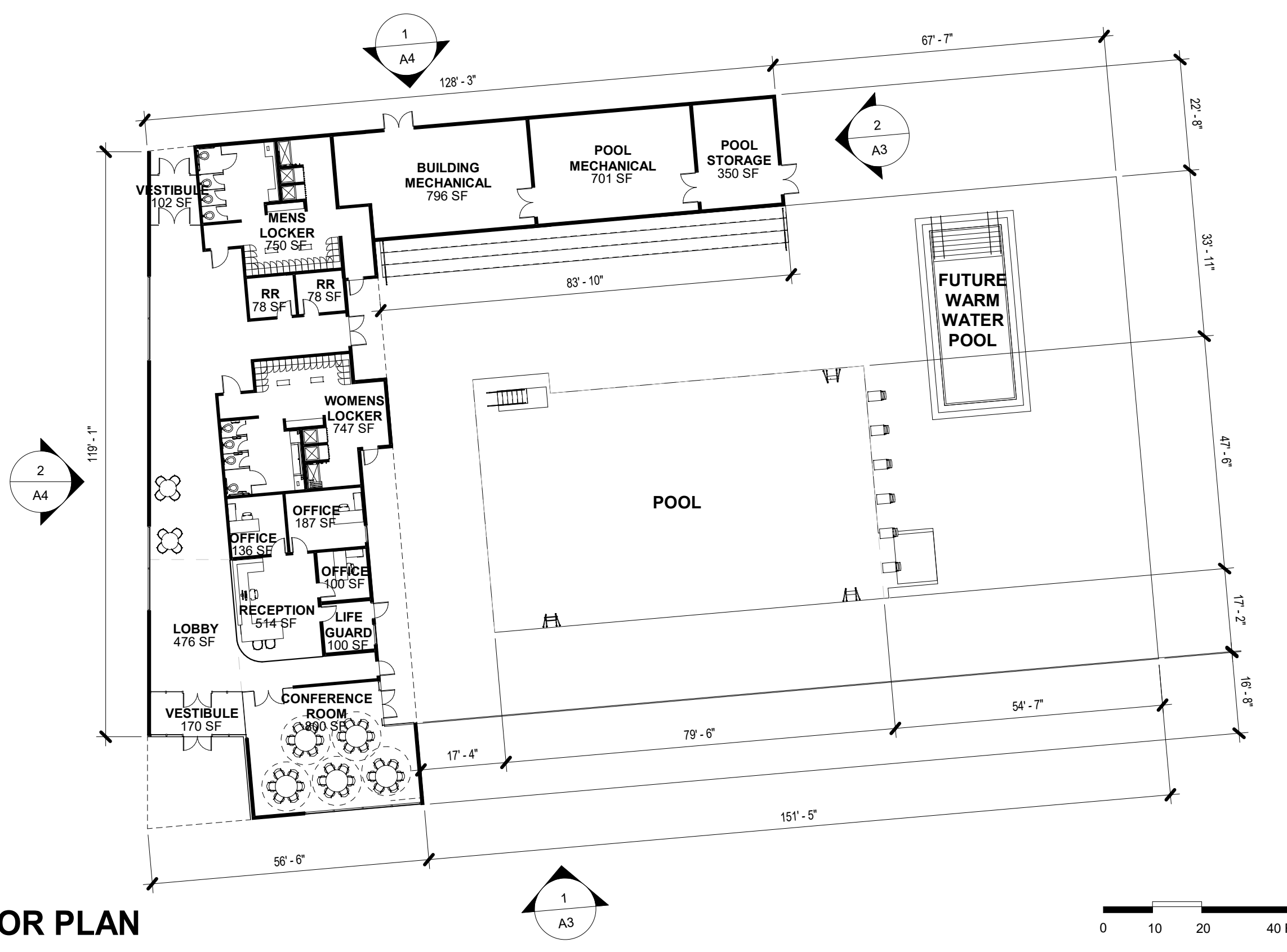


SITE PLAN

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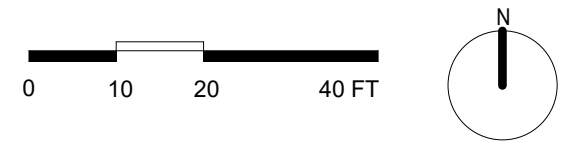
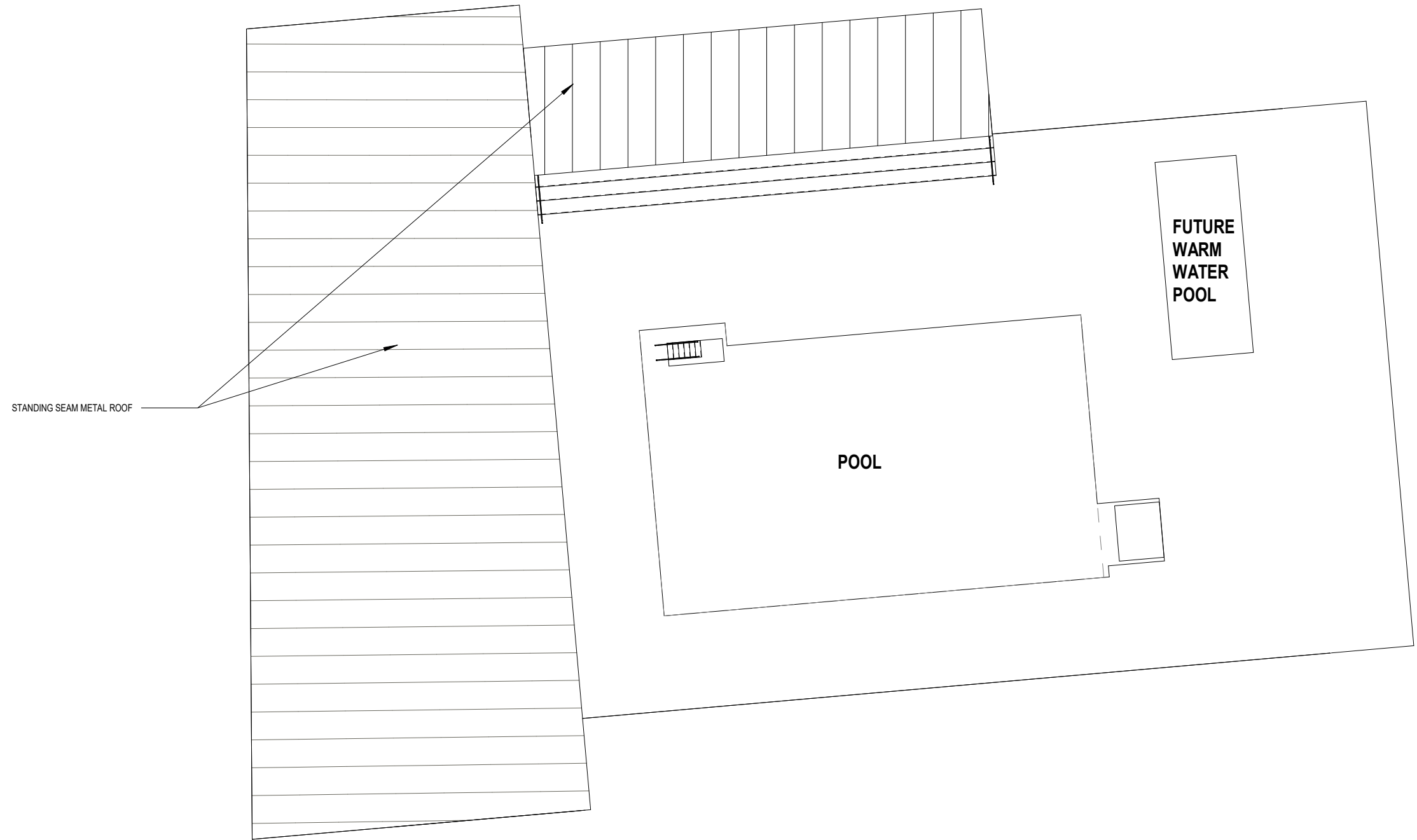
APPLICATION FOR LAND USE REVIEW





A1. FLOOR PLAN

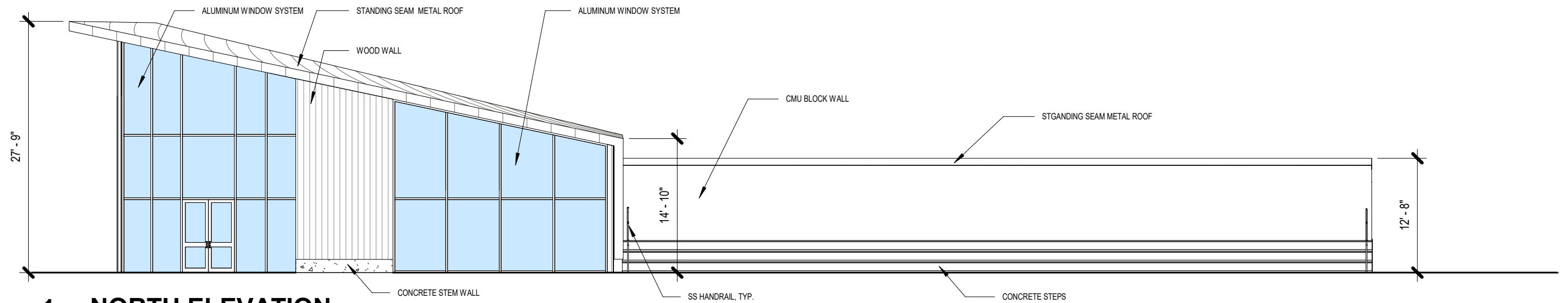
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A2. ROOF PLAN

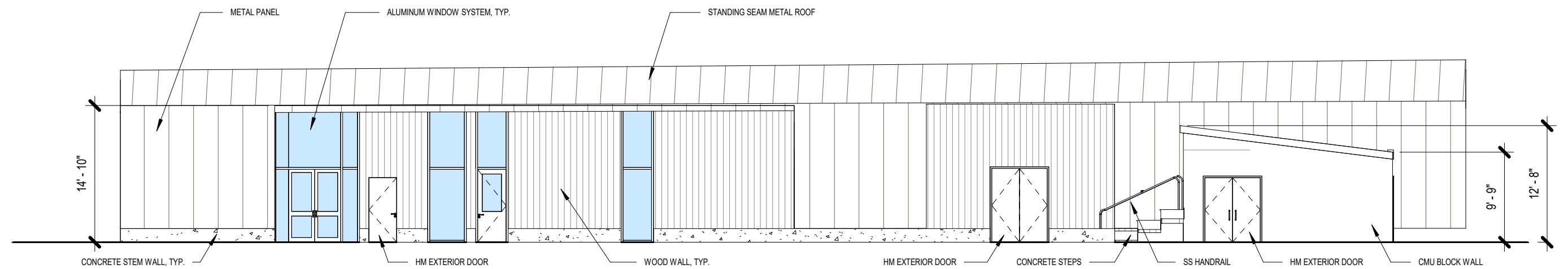
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1 | NORTH ELEVATION

A3 3/32" = 1'-0"



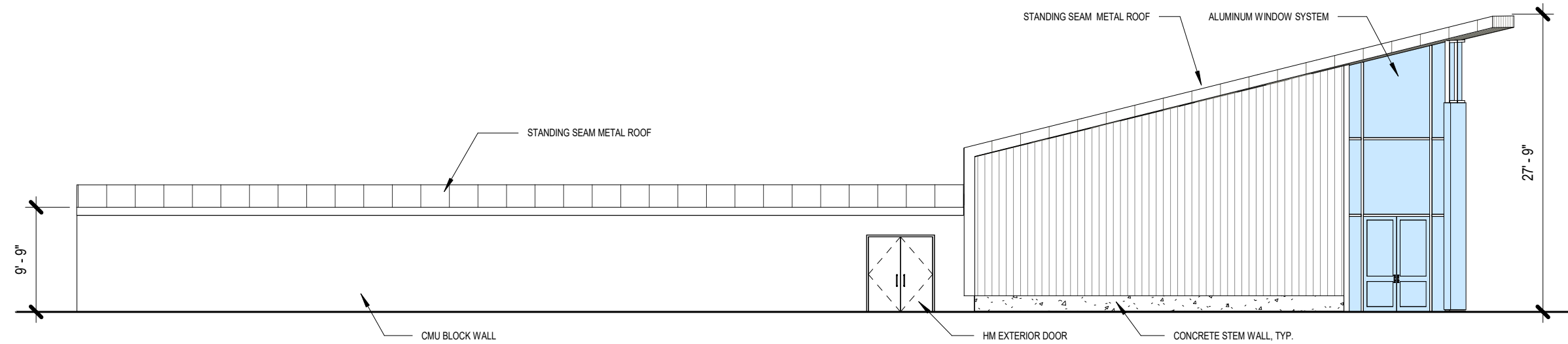
2 | EAST ELEVATION

A3 3/32" = 1'-0"

A3. EXTERIOR ELEVATIONS

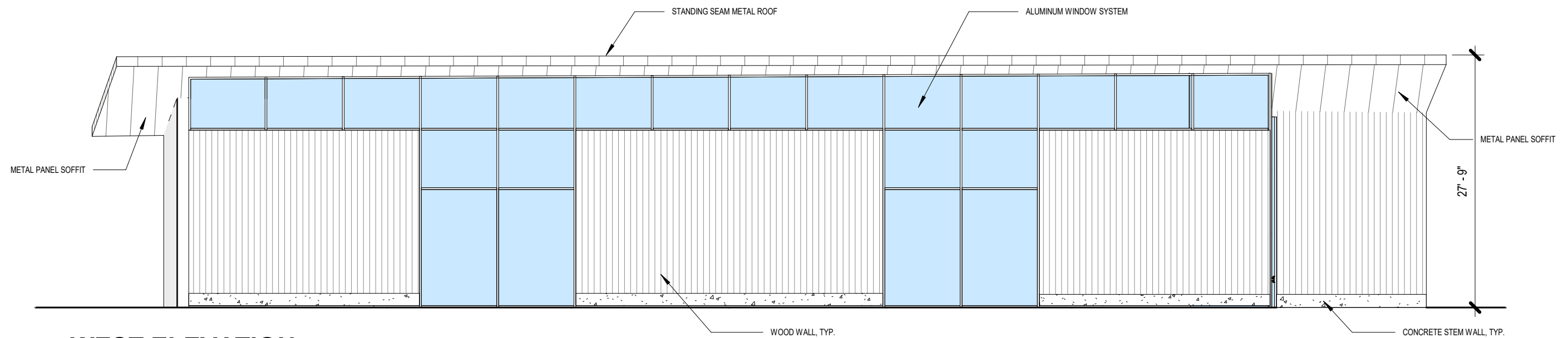
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APPLICATION FOR LAND USE REVIEW



1 | SOUTH ELEVATION

A4 3/32" = 1'-0"



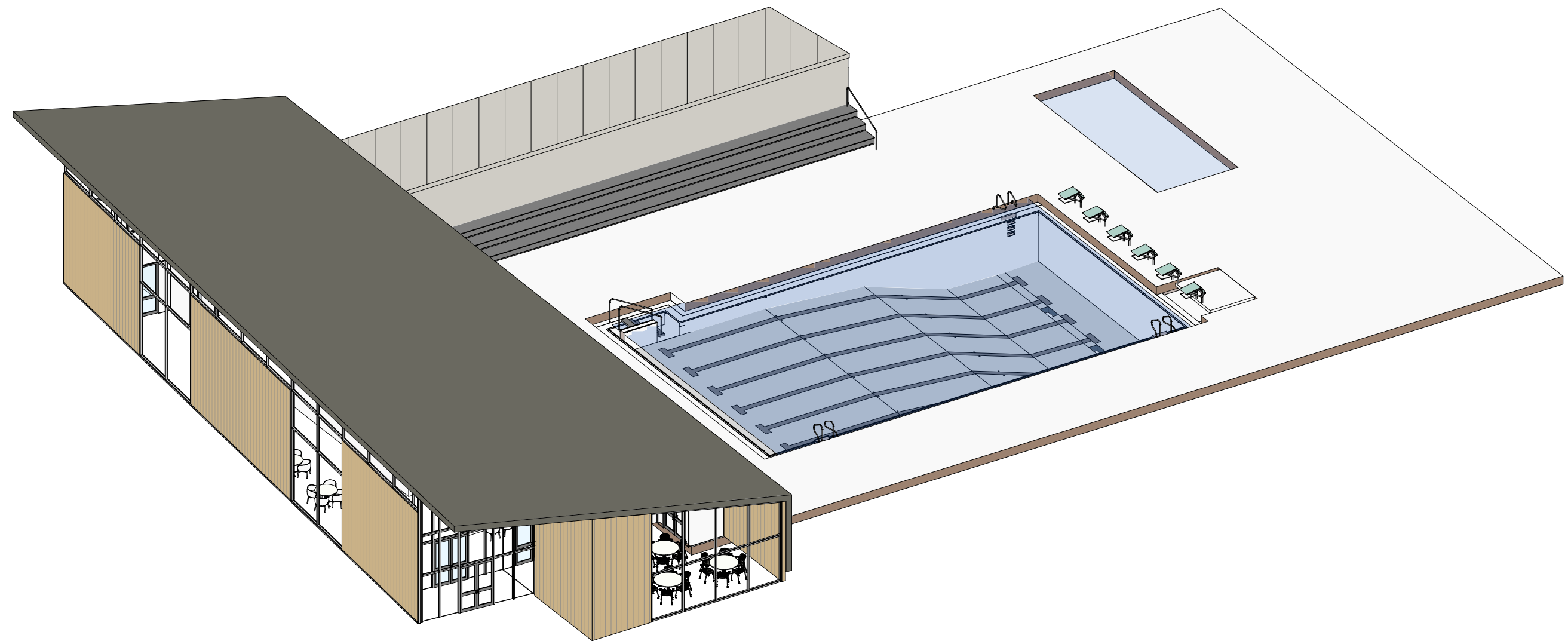
2 | WEST ELEVATION

A4 3/32" = 1'-0"

A4. EXTERIOR ELEVATIONS

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APPLICATION FOR LAND USE REVIEW



A5. EXTERIOR 3D VIEWS

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APPLICATION FOR LAND USE REVIEW





A6. EXTERIOR 3D VIEWS

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APPLICATION FOR LAND USE REVIEW



A7. EXTERIOR 3D VIEWS

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