

July 16, 2018

City of Coral Gables
Public Works Department
2800 SW 72nd Ave. Bldg 6
Miami, FL 33155

Attn: Ernesto Pino, RA, LEED AP

Re: Parking Garage 7
Design Criteria Professional Services

Dear Mr. Pino,

We respectfully present this fee proposal to provide Design Criteria Professional services to the City of Coral Gables for Parking Garage 7. Ferguson Glasgow Schuster Soto, Inc. (FGSS) will collaborate with TimHaahs to develop Programming, Schematic Design and Design Criteria Design Development for the facility. We will prepare a Design Criteria package that will be used by the City to advertise and select a Design-Build entity for the project.

The scope of our proposed services includes the following:

1. Programming:

- a. Meeting with the appropriate parties to go over the program and come to an agreement on the final program elements for the project. Specifically, we will discuss the desired number of parking spaces, location of the lobby to serve the offices, the size of the retail space, the size of the office space, back of house programming needs and support space such as mechanical and electrical closets, bathrooms, storage, etc.
- b. Develop a Program Summary for the City's review and approval. Use this Program Summary as a basis of design for the project.
- c. Assist the City in obtaining a Site Survey and soil borings and percolation testing, which will become a part of the Design Criteria Package used for competitive bidding.

2. Schematic Design:

- a. Based on the final program, refine and advance the Design Concept we prepared to better illustrate items such as: architectural style, functional layout, number of spaces, number of levels, parking technology, etc. Additional, we will further the following design elements:
 - Building elevation schematics
 - Ramping system
 - Structural grid
 - Pedestrian flow and connections to elevators/stairs
 - Striping layout and final space count
 - ADA parking requirements
 - Location of lobbies, storage rooms, mechanical and electrical rooms, drainage
 - Internal wayfinding and signage
- b. Meet with the City and the appropriate personnel to review and discuss the Schematic Design at 50% and 100% completion.
- c. Develop our opinion of probable construction costs.
- d. Develop a Schematic Design Narrative for the Team's use and presentation.
- e. We anticipate up to four (4) meetings during this phase to update the City on our progress and discuss the status of design.

3. Design Criteria/Design Development:

- a. Further develop the design with emphasis on:
 - Parking/Functional Design

- Provide Building Elevations
 - Provide Site Plan illustrating design elements that will be required
 - Provide floor plans showing striping layout and preferred structural grid
 - Finalize entry/exit plans
 - Parking technology
 - Determine signage locations and concept
 - Finalize ADA parking needs
 - Finalize location of elevators and stairs
- b. Develop narratives and outline specifications for architectural, structural, mechanical, electrical, plumbing, fire protection and life safety.
 - c. Develop our opinion of probable construction costs based on the design intent developed at this stage.
 - d. Meet with you to perform a "Page Flip", where we review the entire set of drawings and other documents prepared to date and that will serve as the basis for soliciting design/build proposals.
 - e. Develop a schedule for completing the project using a design/build approach.
 - f. Answer any questions and provide clarification for the documents we have prepared.
 - g. Present the design solution to the City of Coral Gables Board of Architects for Preliminary Design submittal approval.
 - h. We anticipate attending up to four (4) meetings during this phase to update the City on our progress and discuss the specifics of the design.
4. Bidding:
 - a. Preparing responses to bidder questions and addenda.
 - b. Participation in the Selection Committee process to advise the Committee members on technical matters. Attending the selection committee presentations and meeting. We anticipate one full day of presentations/meetings.
 - c. Analyzing/commenting on proposals received.
 5. Consultation and coordination with the City administration, designated Public Works and Parking Department personnel, and the consulting team during all phases of the project.
 6. We have included in our proposed fee a reimbursable expenses allowance of \$5,000.00.

We propose to provide the above-mentioned services for a lump sum/hourly compensation fee of \$167,000.00, including the reimbursable allowance. We will invoice monthly for the proportion of services rendered during that period.

When and if additional services are performed on hourly compensation rates by our consultants we will invoice their total billing plus a fifteen percent markup to cover the insurance and overhead costs that we incur based on processing of their fees. Billing for allowances and any additional services will be included in the monthly invoicing.

We propose the following billing milestones and preliminary schedule for our design services and construction of the project. This schedule will be further refined in accordance with personnel scheduling at the time we are issued a notice to proceed.

Programming	\$30,000.00	14 days
Schematic Design	\$60,000.00	30 days
Design Criteria/DD	\$60,000.00	30 days
Bidding & Negotiations	\$12,000.00	60 days
Reimbursables as needed for travel, courier, postage and reproduction expenses (\$5,000.00 allowance).		

The City will provide the following information/items:

- Special Purpose, Topographical and underground utilities Survey information.
- Geotechnical testing and recommendations for incorporation in the design criteria package
- Environmental test reports for the property.

The following Services, should they be required for your project, are considered additional services and are available at our contracted hourly rates or at a negotiated stipulated sum:

1. Traffic and/or civil engineering services.
2. Landscape architecture.
3. Professional design and permitting services beyond those noted above.
4. Detailed line item cost estimates.
5. LEED Certification.
6. Services associated with correction of existing violations.
7. Changes in the scope of the project or services required after agreement is executed.
8. Construction phase services.
9. Presentations to Government authorities or permit processing, except as noted above.

In preparing this proposal is based upon the assumption that construction will be completed within 24 months of the date of this proposal.

If you are in agreement with this proposal, please sign below indicating your concurrence, return a signed copy to our office and issue a purchase order. We understand that time is of the essence on the project and are ready to begin this work immediately upon your authorization.

Please call me if you have any questions or concerns regarding this proposal or any other matter. *We look forward to working with you on this project.*

Sincerely,

Natividad Soto, FAIA, LEED AP BD+C
President

Authorization for FGSS, Inc.

to provide services as outlined above:

Signed: _____

Name: _____

Title: _____

Date: _____