

Hunter & Millard Architects, Inc.

Exhibit "A"

For: Storage for Joplin Health Dept.

Architectural services shall consist of the following:

Phase 1&2 Schematic Design and Design Development

1. Visual and photographic survey of the proposed site by the Architect.
2. Boundary and topographic survey with Civil engineers.
3. Exploratory site borings for soil strength and possible subsurface problems.
4. Review of design criteria as presented in the request for proposals with City Health Department representatives.
5. Preparation of schematic, site plans, floor plans and exterior elevations. These will be done with the assistance our civil, structural and mechanical engineers.
6. Presentation of schematics to Health Department for critique and modification.
7. Plan critiques continue until design has satisfactorily met Health Department requirements.
8. Planning, Zoning, Building Codes, ADA, Detention Storage and other Life safety requirements are constantly monitored during the design development process.
9. Attention to budget constraints is exercised throughout schematic design. An Architect's estimate will be issued at the conclusion of this Phase.
A pre-development meeting will be scheduled with Building Department at the appropriate point in the Schematic process.

In summary, work provided in these phases would include, but not be limited to the following:

- *Development of project scope*
- *Pre-development meeting*
- *Schematic site plan*
- *Schematic design of floor plans*
- *Exterior views*
- *Code and ADA compliance*

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Phase Three Contract Document Phase.

1. Detailed drawings are commenced. They are based on the approved schematic plans.
2. Documents shall include: Site plan prepared by Civil; Engineers, Floor plan, Room finish and door schedule, Roof plan, Building sections, Wall sections, Miscellaneous Cabinetry and other details, Foundation plan, structural plans and details prepared by structural engineers, Plumbing, HVAC and Electrical plans prepared by Mechanical engineers, Project specifications prepared by the Architect and his engineers. Specifications shall include Prevailing wage schedule and Instructions to Bidders.
3. Coordination between the Architect's team and the Health department continues as detailed plans are developed.

Note: The Phases Four and Five as outlined below shall not be performed under this agreement until authorized in writing by the City of Joplin.

Phase Four Bidding Phase.

In this phase the Architect shall assist you in advertising for, and notifying prospective bidders, holding a bid opening, and qualifying those bids.

Phase Five Contract Administration.

1. Architects and engineers conduct periodic site visits at critical construction points.
2. Architects and engineers review of shop drawings and submittals
3. Architect's review of pay requests from general contractor.
4. Architect shall issue Change Orders as needed.
5. Architects and engineers shall conduct final punch list.

Not included in proposed services are environmental studies or asbestos abatement studies.

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Hunter and Millard's fee for services as outlined in "Exhibit A" would be **\$37,250**. Fee includes any printing, postage, or mileage.

Payments would be due as follows:

Completion of Phases 1 & 2-----20% or \$7,450
Completion of Phase 3-----60% or \$22,350
(Phase 3 would be billed monthly based on percentage of completion)
Completion of Phase 4-----No billing due
Phase 5 -The remaining 20% or \$7,450 would be billed in equal monthly payments over the Construction period.

Fee amount for Services for **Phases Four and Five** shall be fixed for 18 Months from date of this agreement.

Our statements are typically sent on the 20th of each month, however, that date can be adjusted to suit a client's particular situation.

Hourly rates for any services outside this agreement are:

Registered Architects-----\$85 per hour
Technical staff-----\$65 per hour
Engineers and consultants @ their invoice price

Estimating construction cost without plans is difficult, but given the information provided and having reviewed the site we believe **the cost would be in the range of \$325,000 to \$350,000**. This figure is derived from comparative costs.

From notice by the City, the **Schedule of service mileposts** would be expected as follows:

Week 1:

Initiate contract with City
Architects examination of the site
Architect initiates contract with Civil engineer for survey and soil boring.
Architect initiates contract with PME and Structural Engineer

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Schedule meeting with Health Dept. to review requirements.
Begin preparing schematic plans.

Week 2:

Review schematics with Health Dept. and Architects consultants.
Modify Schematic plans in response to clients critique.

Week 3:

Review modified schematics with Health Dept. and Architects consultants.
Modify plans from previous meeting
Schedule Pre-development meeting with City Building Department
(might be scheduled in week 2 to receive an appropriate appointment time)
Modify plans in response to Bldg. Dept. review. (if Required)
Final review with Health department.

Week 4:

Commence detailed contract documents.
Continue review with Health Dept. as plans proceed.
Coordinate Engineers efforts with Health Dept.(Civil, mechanical and structural review as required)
Request Wage Determination from state.

Week 5:

Complete detailed Architectural Contract Documents
Architect's review and coordination with Engineers.

Week 6:

Receive completed Engineering documents
Final Review.

Remaining to be done: (not yet authorized under this agreement)

Initiate Bidding Phase Four
Coordinate bidding with city requirements.
Bid opening
Bid review.

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Contractors Commencement of construction:

Architect and Engineers commence services outlined in Phase 5

Scheduling requirements by the client, Architect, or consultants could result in extension of this schedule.

END of EXHIBIT "A"