

	BSA Architects with Muller & Caulfield Architects City of Piedmont Civic Center Master Plan	8/25/2006
	<b>Fee Proposal / Schedule</b>	
	<b>Scope of Services &amp; Fee</b>	BSA Architects / Miller Caulfield Architects
<i>Schedule</i>	<i>Tasks</i>	<i>Fees</i>
October 16-30	Assemble and review existing plans of 6 buildings, studies (including parking studies), surveys and literature. buildings and sites.	\$2,560 \$1,280
	Kickoff meeting with client steering committee: • Verify project schedule. • Set schedule for future monthly meetings. • Set topics and groups for scoping meetings.	\$960
	Prepare existing site base sheet.	\$990
	Prepare agendas for scoping meetings.	\$640
	Prepare site analysis diagram(s), site cross sections, and site photographs for use in scoping meetings.	\$2,680
Nov 1-10	Facilitate two scoping meetings. Prepare meeting notes for each meeting.	\$1,920
Nov 13-Jan 5	Steering committee meetings (2)	\$1,920
	Prepare presentation base base sheet of existing site and buildings.	\$1,310
	City/ School liason group meeeetings (2)	\$640
Jan 8-Feb 9	Facilitate two additional scoping meetings. Prepare meeting notes for each meeting.	\$1,920
	Create tables and charts summarizing input from four scoping meetings. Revise site analysis diagrams as appropriate.	\$2,540
	Steering committee meeting: summarize input from scoping meetings. Determine approach and topics for distilling meetings.	\$1,600
	City/ School liason group meeting (1)	\$320
	Public hearings/ distilling meetings (2)	\$2,310
Feb 12- Early March	Prepare alternative approaches for design workshop, including parking and traffic options.	\$2,360
	Steering committee meeting/ <b>design workshop</b> . Summarize public input. Define alternate approaches for master plan.	\$1,820
	City/ School liason group meetings (2)	\$320
Mid March	Prepare 2 or 3 alternate conceptual plans.	\$2,680
	Show block concepts on 3D plans.	\$1,490
	Meet with staff to review and refine concept plans.	\$590
Early April	Steering committee meeting/ <b>design workshop</b> . Present alternate conceptual plans, discuss pros and cons of each, select or define draft plan for further development and presentation to City Council.	\$3,440
	Meet with staff to review progress.	\$640
	Develop plans. Begin outline spec for use in cost estimating.	\$1,580
	City/ School liason group meeting (1)	\$320
	Meet with staff to review progress (2 mtgs).	\$1,280
	Prepare cost estimates for 2 options.	\$810
Mid May-June	Steering Committee meeting. Present new/ revised schemes and costs. Discuss changes to be made for final presentation to City Council.	\$640
	Prepare draft plan.	\$4,420
	Presentation to City Council.	\$320

<b>Fee Proposal / Schedule</b>		
<b>Scope of Services &amp; Fee</b>		BSA Architects / Miller Caulfield Architects
<i>Deliverables</i>		
Summary of community input		\$1,740
Alternative site plans		\$3,160
Outline Specification		\$2,120
Traffic and Parking Summaries		\$270
Cost Estimate (2)		\$270
Draft Master Plan		\$5,760
Perspective concept sketches (3)		\$320
Master Plan report with graphics		\$3,600
Total Architectural Services		<b>\$63,540</b>
<b>Additional Consultants</b>		Consultants and Expenses
Traffic & Parking Analysis and Summaries		<b>\$7,200</b>
Comparative Cost Analysis		<b>\$16,000</b>
Colored Perspective Renderings		<b>\$9,000</b>
<i>Reproduction (allowance) &amp; Delivery Charges</i>		\$4,000
<b>Total Fees and Expenses</b>		<b>\$99,740</b>
<b>Additional Services</b>		
Additional Graphics		
Marketing Graphics for fundraising		
Additional Staff Meetings		
Additional Public Meetings		
Detailed Traffic Monitoring or Reports		
Procurement of Surveys		