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Telephone 317.844.6777

3939 Priority Way South Drive, Suite 200, Indianapolis, Indiana 46240

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August 16, 2023

Mr. Mark Richards, City Engineer
Mr. Chip Orner, Director
City of Franklin Parks and Recreation
396 Branigin Rd.
Franklin, Indiana 46131

PROPOSAL FOR DESIGN SERVICES FOR A NEW ACTIVE ADULT CENTER AT 160 E. ADAMS STREET, FRANKLIN, INDIANA

Dear Mr. Orner:

Paul I. Cripe, Inc. dba Cripe wants to thank you for the opportunity to submit this proposal for architectural services for the above referenced project ("Project"). We look forward to working with the City of Franklin Parks and Recreation.

To that extent, we have attempted to anticipate the necessary scope of services for the project to provide professional services.

SCOPE OF SERVICES

Based upon information provided by you in our meetings in 2021, and restart meetings in June, 2023, Cripe understands the current scope of services to be as follows:

Design services for demolition and construction of a new Active Adult Center at 160 E. Adams Street located in Franklin, Indiana. Work to include study of the project scope with revisions to reflect current pricing in the construction market. The building shall include a new auditorium space (equivalent in size and seating capacity to existing), one new event space and related support spaces. Site civil work shall include site design with modifications to expand parking and storm drainage in the area of the addition, plus submittal to State and County authorities having jurisdiction.

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Note Step One services were completed in the third quarter of 2021 and included Schematic Design, Site Civil initial design, Zoning research, Schematic Project Costing and Programming.

Based upon this understanding, Cripe has developed the following detailed Scope of Services to be rendered:

ARCHITECTURAL DESIGN SCOPE OF SERVICES

Design phase services included within our work effort are proposed to be as follows:

- Architectural, MEP, structural, landscape architecture & site civil design including Schematics, Design Development and Construction Documents to document the proposed work.
- Development of a revised program to describe the spaces and project quality goals in concert with the Owner.
- Bidding phase support.
- Construction Administration.

ARCHITECTURAL ASSUMPTIONS/EXCLUSIONS

The above Scope of Services was based on the following assumptions and/or exclusions:

- The existing facility, including the auditorium, is to be demolished. A new auditorium space equivalent in size and seating capacity to existing shall be developed in concert with the Owner.
- The single story addition west of the auditorium building is to be demolished. A new event space shall be designed to expand and enhance existing services offered to the community.
- Cripe will provide an Opinion of Probable Cost as part of the project design phase work.
- Any abatement of hazardous materials shall be accomplished by the Owner's contractor separate from this Project.
- Given the existing building's age, some hazardous materials are anticipated. Cripe recommends engaging an environmental consultant to prepare a Phase 1 environmental assessment and, likely, a Phase 2 environmental assessment.



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- It is assumed the original foundations of the demolished parts of the Payne School were removed during demolition.

If these assumptions prove not valid or the services require variance from the above assumptions and exclusions, Cripe may request an additional services contract to perform any additional scope of services requested by the Owner.

STRUCTURAL DESIGN SCOPE OF SERVICES

- Attendance at regularly scheduled design coordination meetings (virtual, in person, or a combination of both).
- Design of building foundations, and wood wall, floor, and roof framing and steel framing for covered entrance and port cochere.
- Production of structural construction documents in Revit.
- Review of structural submittals.
- Respond to questions from contractors in the form of written responses to RFI's and ASI's.
- Field Observations at intervals appropriate to the stage of structural construction.

STRUCTURAL ASSUMPTIONS/EXCLUSIONS

- Site work including pavements, sidewalks, stoops, site retaining walls are excluded.
- Design or specification of waterproofing, fire proofing and damp-proofing are excluded.

MEP DESIGN SCOPE OF SERVICES

Design the mechanical, electrical, and plumbing systems for the building. The existing building will be razed and thus no existing systems will be utilized. In the schematic phase a minimum of two system options will be evaluated for owner consideration. Low voltage services are limited to code required fire alarm. Data and security systems will be provided by the Owner's vendor. The electrical scope for data/security will include conduit and back boxes located in concert with Owner input.

MEP ASSUMPTIONS/EXCLUSIONS

Commissioning is excluded (except as stated above). Shielding design, as-built drawings, special testing (i.e. fire flow test, test and balance) are excluded. Low voltage system

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design (IT, security, access control, telecom and Data service connections) are also excluded from this proposal.

CIVIL ENGINEERING DESIGN SCOPE OF SERVICES

Construction Documents – Cripe will prepare one (1) set of construction plans and technical specifications outlining the specific requirements of the project.

The following is the list of the anticipated Civil Engineering activities and construction documents that will be included within the Construction Document Phase of the Scope of Services for the proposed project:

- Existing Conditions and Demolition plans indicating the existing site features and improvements to be removed and/or relocated.
- Geometric site plan shall be prepared to show horizontal control of site improvements.
- Grading plans shall be prepared to reflect vertical elevations of site improvements to provide a positive method for drainage of storm water.
- Site utility plans shall be provided to show the location of proposed storm sewers, sanitary sewers, water lines, electric, gas, fiber optic, telephone.
- Erosion control plan and associated notes and details will be prepared for control of erosion during and after site construction to serve as the stormwater pollution prevention plan.
- Details shall be prepared for critical design/construction features.
- Drainage Report will be prepared for permit approval.

CIVIL ENGINEERING ASSUMPTION/EXCLUSIONS

The above Scope of Services was based on the following assumptions and/or exclusions:

- Legal descriptions and exhibits are not anticipated to be required for this project.
- Site specific pavement design is based upon the existing soil conditions, proposed traffic loading, proposed traffic movement throughout the site, groundwater table, and desired design life. Therefore, it is recommended the Owner/Client retain the services of a geotechnical engineer to provide site



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specific pavement design recommendations. If standard pavement sections are used, the design life cannot be verified.

- It is assumed that all utilities are at the property line of the site and are of adequate depth and capacity to service the proposed improvements.
- It is assumed that the site is impacted with additional impervious area and will require storm water detention.
- Storm water quality treatment will be required.
- It is assumed that the site is not located in a wellhead protection area.
- Any covenants, commitments, restrictions, or development standards for the overall development shall be provided to Cripe prior to the start of site design.
- Cripe shall provide engineering technical specifications as required for the project.
- Geotechnical engineering studies, site specific pavement design, traffic studies, retaining wall design, environmental studies, wetland investigation, delineation and mitigation plans, site electrical, steam and chilled water design, photometrics and lighting plans, landscaping and irrigation design will be by others.
- Earthwork cut and fill volumes will be provided based upon the final grading design. Earth moving operations are a critical element in the construction process. Due to the variable conditions and constraints associated with each site, Cripe cannot guarantee a balanced site.
- Changes to the site plan after client approval and initial jurisdictional review may warrant additional services for impacted redesign services. Changes to the agency approved design requested by the contractor or client will require additional services.

If these assumptions prove not valid, Cripe may request an additional services contract to perform any additional scope of work requested by the Owner.

AGENCY APPROVALS

Once the plans are complete, Cripe will coordinate to gain approvals from the jurisdictional entities having authority. Based upon our research and anticipated scope of services, the following submittals will be required:

- Submittal to the City of Franklin Planning and Engineering Department for administrative review and Construction Drawing approval.
- Submittal to the Indiana Department of Homeland Security for review and Construction Drawing approval.



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- Submittal to the utility companies for coordination purposes.
- Based on previous City of Franklin projects we anticipate no local permit fees.

All submittal and permit fees shall be paid by the City of Franklin. A check for the required amount shall be provided by the City of Franklin at the time of submittal or, if it is preferred, an invoice for an approximate amount of the permit fees shall be sent to the City of Franklin upon the acceptance of the proposal and/or execution of an agreement between Cripe and the City of Franklin. This permitting allowance shall be applied to the permit fees and any remaining amount can be applied to the fee balance or refunded to the City of Franklin.

PROJECT BUDGET & SCHEDULE

- Cripe's staff will attend up to sixteen (16) design meetings during contract document preparation.
- Project cost is assumed to range from \$4,000,000 – \$4,500,000.
- Please be advised the bidding environment is volatile given the economy.
- Design to begin immediately upon notice to proceed.
- Schedule based on August, 2023 notice to proceed:
 - August, 2023 Notice to proceed
 - Six weeks Schematic design update
 - Three weeks SD Pricing
 - Six weeks Design Development
 - Three weeks DD Pricing
 - Eight weeks Construction Documents 80%
 - Three weeks 80% CD Pricing
 - Four weeks Construction Documents Complete
 - Four weeks Bidding
 - Two weeks Owner-GC Contract
 - Twelve-fourteen months Construction

PROPOSAL FEE

Our fixed fee to complete the above-described scope of services is as follows:

Architectural Design Services and Code Review.....	\$70,200.00
Structural Engineering.....	\$23,000.00

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Mr. Chip Orner
August 16, 2023



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MEP Engineering.....	\$72,700.00
Site Civil Engineering and Land Architecture	\$50,200.00
Project Costing	\$17,100.00
Construction Administration	\$26,000.00

Total	\$259,200.00
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Our fees are to be invoiced monthly on a percentage complete basis.

Costs for advances and other reimbursable expenses including but not limited to, reproductions, photography, equipment charges, courier fees, application fees, review fees, permit fees, and mileage are extra to the fees stated above and will be invoiced under a separate line item. Private locating services shall be billed as a reimbursable. Costs for Private Utility locations are anticipated in the \$700 range. Reimbursables expenses are projected at between \$5,000 - \$7,000. Two code related variances are anticipated, but the exact number is not determined at this time. Variance shall be treated as a reimbursable. Their cost is \$2,100 each.

Cripe will also furnish Additional Services as you may request in writing.

This proposal is valid for thirty (30) days following submittal. This proposal is only an offer of Cripe' scope of services and is not binding on either party until acceptable terms and conditions have been negotiated and agreed upon between both parties.

We have enclosed a project Task Order. Upon receipt of an executed copy of the Task Order, Cripe will begin work on the project.

Thank you for the opportunity to submit this proposal, and we look forward to working with you. I will follow-up with you regarding this proposal letter; however, if you have any questions, please do not hesitate to contact me at 317-706-6314.

Sincerely,

CRIFE

Mr. Mark Richards

Mr. Chip Orner

August 16, 2023



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Sam F. Miller AIA, LEED® AP
Senior Project Manager | Architecture

Cc: Mark Richards, Joanna Tennell, Frank Hinds, Eric Beaman, Dennis McGuire

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DESIGN SERVICES FOR A NEW ACTIVE ADULT CENTER AT 160 E. ADAMS STREET, FRANKLIN, INDIANA

Based on the Master Services Agreement approved by the City of Franklin, Cripe submits the following Task Order:

TASKS - SCOPE OF SERVICES

Step 2: Professional Design Services for demolition and construction of a new Active Adult Center at 160 E. Adams Street located in Franklin, Indiana. Work to include a new auditorium space (equivalent in size and seating capacity to existing), one new event space and related support spaces.

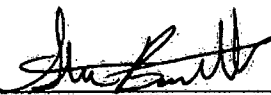
PROJECT FEES:

Professional Design Services as Step 2 - \$259,200.00

Cripe will work on the project per the terms and conditions of the Master Agreement between Cripe and the City of Franklin dated April 5, 2021. A detailed description of the project work is provided in the attached proposal letter dated August 16, 2023.

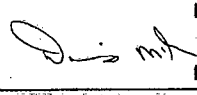
AUTHORIZED SIGNATURES:

City of Franklin

By: 

Date: August 22 2023

Cripe

By: 

Date: August 25, 2023

■ Digitally signed by Dennis McGuire
DN: C=US,
E=dmcguire@cripe.biz,
CN=Dennis McGuire
Date: 2023.08.25 10:32:43-04'00'