



**McKINNEY SENIOR CENTER STUDY**  
**SCOPE OF SERVICES**

**Brinkley Sargent Wiginton Architects**  
**April 18, 2018**

The scope of Architectural and Engineering services for this project involves two tasks of service.

**TASK ONE – Evaluation of Existing Facility and Expansion/Renovation Options**

- 1.1 Perform an A/E audit of the existing building utilizing on-site walk through with City's maintenance staff of the facility. A/E will also note areas that vary from the existing documents. Utilize Owner-provided as-built documentation of A/E components including floor plans, exterior elevations, and interior elevations and mechanical conditions report. Observations will be visual in nature and not involve any destructive or intrusive investigations.
- 1.2 Develop updated electronic as-built documents from documents provided by the owner to support conceptual programming investigations and subsequent designing and bidding of potential expansion and renovations.
- 1.3 Owner provided data:
  - 1.3.1 Site survey & flood mapping
  - 1.3.2 As-built data
  - 1.3.3 Environmental survey (i.e. asbestos)
  - 1.3.4 Accessibility review
  - 1.3.5 Previously performed assessments including internal feedback on priorities
  - 1.3.6 We recommend that a roofing consultant be retained to evaluate the existing roof
  - 1.3.7 Mechanical age and condition report
- 1.4 Development of Options:

This scope includes development of conceptual options in order to better understand impact of each option relating to costs, functionality and response to program needs and anticipated growth. Following is a more defined scope of options developed.

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Study feasibility of expansion and renovation to the existing center to satisfy agreed upon Senior Center needs for a defined time frame. This would include conceptual floor plans, site plan and elevations that would accurately depict the scope and appearance of expanded center. Design will consider the potential phasing of construction to allow Center to remain operational. It will also consider the potential ease of conversion of the existing or expanded facility to other city uses in the future.

- 1.5.1 Deliverables will include a report documenting the existing conditions of the facility with recommendations for repairs and updates. Recommendations will include opinions of addressing the facility's physical needs with respect to immediate and short term needs. Concept Drawings and project budgets will be included of the selected option.

Once Scopes of Work have been determined by the Owner, subsequent Task Order(s) will be negotiated for executing design services for such scope(s).

#### **TASK TWO – Needs Assessment and Site Evaluations**

- 2.1 Perform a space needs assessment regarding the City's senior services demands with long term time horizons. Assessment tools will include demographic analysis, benchmarking, current usage and programming, stakeholder and public outreach, as well as local and national trends in the delivery of senior services.
- 2.2 Review the existing senior center for potential future use as Parks Administration offices, based on city hall study currently underway.
- 2.3 Public engagement: No surveys, project website, social media platform management or other like methods of engagement are included in this proposal. Six (6) public meetings are anticipated as follows, in addition to necessary meetings with an advisory group of makeup to be determined by City:
  - 2.3.1 Three (3) public invitation meetings
  - 2.3.2 One (1) each with Parks Board, MCDC Board and City Council
- 2.4 Development of Options:

This scope includes development of conceptual options in order evaluate potential sites relating to costs, functionality and response to program needs and anticipated growth. Following is a more defined scope for each option to be considered.

Develop a program for a free standing new senior center in the general area of the existing center. This would include consideration of two potential sites.

- 1. Swapping land allocation within the existing Fleet Services Masterplan
- 2. Towne Lake / Wilson Creek Recreation Area

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- 2.5 Owner provided data:
  - 2.4.1 Usage history & demographics including population projections
  - 2.4.2 Fleet Services Masterplan
  - 2.4.3 Site boundaries
  - 2.4.4 Flood mapping
- 2.6 Deliverables will include an executive report with conceptual project graphics and budgets.

It is anticipated that this option will consider broader issues such as park system integration, potential flood hydrology and management, and park planning. Initial deliverables will include a detailed project program and conceptual project budget. With the use of properly sized block diagrams for the building footprint and parking area requirements, site concepts will be developed for each of the two sites to frame and inform discussion of the broader issues impacting location.

- 2.7 This proposal is based upon the City working with a hydrology specialist that will develop an opinion of the feasibility of reclaiming property from the flood plain area of Wilson Creek adjacent or in general vicinity of the existing lake. This work to be performed concurrently with Task One of this Study.
- 2.8 The City reserves the right to negotiate subsequent Task Order(s) for Additional Services as need may arise from the Needs Assessment process.

### **Proposed Fees**

- 3.0 A. Task One – Evaluation of existing facility and expansion/renovation options

Fixed Fee - \$25,000.00

- B. Task Two – Needs assessment and site evaluations

Fixed Fee - \$32,700.00

Reimbursable costs such as printing and travel are estimated not to exceed amount of \$900.00 and will be invoiced without any mark-ups.

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**DOCUMENT EXECUTION**

IN WITNESS WHEREOF, the parties have executed this CONTRACT the \_\_\_\_\_ day of \_\_\_\_\_ 2018.

**CITY OF MCKINNEY, TEXAS**

By: \_\_\_\_\_

Title: \_\_\_\_\_

Attest: \_\_\_\_\_

Title: \_\_\_\_\_

**ARCHITECT**

**BRINKLEY SARGENT WIGINTON ARCHITECTS**

By: \_\_\_\_\_

**Dwayne M. Brinkley, AIA**  
**Principal**

Date: \_\_\_\_\_

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