



# Agreement for Professional Services

February 9, 2021

Ms. Lisa Littrell, CPPO, CPPB  
Procurement Services Manager  
City of McKinney  
222 N. Tennessee  
McKinney, Texas 75069

RE: Proposal for Architectural and Design Services

Ms. Littrell:

Thank you for the opportunity to assist in the development and designing of the Fire Department Headquarters facility for the City of McKinney, Texas. Professional Architectural and Design Services are defined in the AIA Agreement B101-2017 and outlined in this supplement.

## **Scope of Work**

Architectural Services including Programming and Architectural Services for the construction of Proposed Fire Station for the Headquarters of McKinney Fire Department. The City of McKinney and Martinez Architects shall enter into Agreement under AIA Document B101-2017, Standard Agreement Between Owner and Architect with City of McKinney modifications. Basic Services shall include Design, Contract Documents, Bidding and Construction Phase Administration Services as identified in Agreement.

## **Project Site**

The development of the property east of McKinney Public Safety Building on Taylor Burke Drive, McKinney, Texas 75071.

## **Basic Services:**

### **Programming**

- Architect to prepare preliminary Schematic Designs for Owner's review and approval. Initial programming meeting and discussions shall include the following:
  - Site evaluation including preliminary layout of building program, onsite parking, access, landscaping, setbacks, and land use evaluation
  - Conceptually evaluate and program and spatial relationships to create conceptual floor plan layouts, assessment of space requirements to accommodate Owner operations
  - Provide massing schemes
  - Preliminary cost benefit analysis
    - Programming meeting shall be coordinated with Owner

## Schematic Design

- Upon agreement of Programming and Estimated Budget, Architect shall proceed with Schematic Designs. Plans shall include the following deliverables for each project site:
  - Site Plan
    - building layout
    - onsite parking – public and private
    - landscaping
    - setbacks/easements
    - land use evaluation
  - Floor Plans
  - Three-Dimensional Model
  - Coordinate preliminary cost estimate with CMaR
  - Coordinate preliminary Schedule with CMaR
  - Coordination meeting(s) shall be held with Owner

## Design Development

- Upon agreement of Schematic Design and Preliminary Cost Estimate, Architect shall proceed with Design Development. Plans are to be coordinated with engineering professionals licensed in the State of Texas to provide the following services for each project site:
  - Architectural Plans
    - Illustrated plans and written specifications to communicate and coordinate with consultants
  - Civil Plans
    - Site plans including platting, site utilities, grading and paving design
  - Structural Plans
    - Structural plans including foundation design, structural steel superstructure layout
  - MEPT Plans
    - Mechanical, Electrical, Plumbing, Technology
  - Landscape/Irrigation Plans
    - Landscape design
  - Coordinate cost estimate updates with CMaR

## Construction Documents

- Upon agreement of Design Documents and Cost Estimate, Architect shall proceed with Construction Documents. Illustrated drawings and written specifications shall be developed and coordinated with engineering professionals to provide the following for each project site:
  - Architectural Plans
    - Illustrated plans and written specifications detailing construction procedures, construction standards, and material requirements for the bidding and construction of the project
  - Civil Plans
    - Platting of each site
    - Site plans and details including design of site utilities, grading, site paving, establishment of finish floor elevation, design of site amenities
  - Structural Plans
    - Structural plans and details for foundation design and structural steel superstructure
  - MEPT Plans
    - Mechanical, Electrical, Plumbing, Technology plans and specifications detailing the MEP/T Systems and Dual Fuel Storage/Dispensing System Design

- Landscape/Irrigation Plans
  - Landscape plans and specifications for planting and irrigation system
- Coordinate and Assist in cost estimates at intervals agreed to between Owner and CMAr (provided at 50%, 75% and 95% intervals of completion of Construction Documents)
- Coordination meeting(s) shall be held with Owner

**Construction Phase Administration**

- Architect shall assist in administration of the contract for construction per AIA Document A201, General Conditions of the Contract for Construction
- Site observations shall be coordinated with the Owner and General Contractor and performed bi-monthly
  - (24) meetings during Construction Phase Administration (2 per month during construction) and included within Basic Services
- Observation reports shall be generated and provided to the City of McKinney at regular intervals
  - Observations shall not release the General Contractor from conforming to the construction means methods techniques, sequence, procedures, onsite safety

**Fee:**

- Compensation for Basic Services and Supplemental Services under the Agreement shall be based on a fee calculated as a Lump Sum in the amount of **\$2,096,800**. Monthly payment for services shall be proportionate to the services performed within each phase.
  - 20% Programming / Schematic Design
  - 25% Design Development
  - 30% Construction Documents
  - 5% Bidding / Contract Negotiations
  - 20% Construction Administrative Services

**Basic Services \$1,926,310**  
**Additional Services \$154,490**  
**Reimbursable Expenses \$16,000**  
**TOTAL 2,096,800**

**Consulting Organizations:**

**Civil – Cross Engineering Consultants**  
**Architect – Martinez Architects / Gensler**  
**MEP – DBR**  
**Structural – JQ Engineering**  
**Landscape – G2 Solutions Group**

**Instruments of Service:**

Upon execution of this Agreement, the Architect grants Ownership of the instruments of service to the City of McKinney.

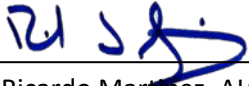
**Service Exclusions:**

Full Architectural and Engineering Professional Services shall be conducted as agreed to under the AIA B101-2017 Standard Agreement Between Owner Architect with City of McKinney modifications. Revisions or additional work

requested not specifically stated within the Agreement shall be conducted under separate contract as additional service charges.

Ms. Littrell – we appreciate the opportunity to submit this proposal for Architectural and Engineering Services for the City of McKinney. We look forward to successfully completing McKinney Fire Department Headquarters.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Ricardo Martinez', is positioned above a horizontal line.

Ricardo Martinez, AIA, LEED AP, NCARB  
Partner, Martinez Architects, LP