

February 3, 2026

**Ms. Patricia Jackson, PE**

City of McKinney  
3501 N. Central Expressway  
McKinney, Texas 75071  
email: pjackson@mckinneytexas.org

**Re: Proposed Architectural and Engineering Services for the New City of McKinney Fire Drivers Training Facility**

Dear Patricia:

Thank you for giving us the opportunity to be a part of this project. This letter outlines our basic project understanding and the scope of services we will provide.

**Scope of Services:**

Scope includes the architectural, civil engineering, surveying, structural engineering, MEP engineering, and landscape design services for the new McKinney Drivers Training Facility located on a 10-acre site at the southeast corner of Bloomdale Road and Redbud Blvd.

Construction Budget for this project is understood to be \$5,000,000.00. Basic services include the design, bidding/negotiations, and construction administration for the project. It is our understanding the project scope includes a 400'x600' concrete pad (fire lane, sloped to drain), stadium style lighting around pad, perimeter fire hydrants, prefabricated canopies, prefabricated grandstand seating, premanufactured metal building (PEMB) apparatus storage building with 5-6 drive-thru 80' bays with ability to expand in future, classroom in PEMB for 30 people, restrooms, breakroom, 150-200 SF animal control euthanasia space, electric charging stations for apparatus and cars, approximately 40'x60' parking lot, perimeter fencing and automatic gate. The PEMB will have minor architectural façade enhancements. Scope also includes surveying, platting, tree mitigation plan, and designing a portion of Bloomdale Road along north frontage.

A master plan of the site is included to show possible location of a future 3-bay fire station and layout of associated drives, parking, etc.

An allowance for typical project reimbursables is included in supplemental services fee. Up to twelve (12) design meetings with the Architect and up to twenty-four (24) construction site visits / meetings by Architect are included in scope.

Exclusions include, but are not limited to, road lighting, geotechnical reports, commissioning per IECC, storm shelter peer reviews, special inspections and materials testing, structural suspended slab design, detailed cost estimating, prefabricated structures engineering, and FF&E. These exclusions can be provided as additional services.

**We propose the following design team for this project:**

<b>Architect</b>	conduit architecture+design
<b>Civil Engineer</b>	Cross Engineering
<b>Structural Engineer</b>	IMEG

<b>MEP Engineer</b>	Telios Engineering
<b>Technology</b>	Telios Engineering
<b>Landscape Architect</b>	Kimley-Horn
<b>Specification Writer</b>	Specification Services, Inc

**Fee:**

**conduit** architecture + design will provide Architectural and Engineering Design for a **lump sum base fee of Five Hundred Forty Thousand and 00/100 Dollars (\$540,000.00)**

Schematic Design Phase	20%
Design Development Phase	25%
Construction Document Phase	30%
Bidding & Negotiation	5%
Construction Administration	20%

**Supplemental Services not included in fee above:**

**Supplemental Service #1 \$16,500.00**  
Data/Voice/Security/AV Design

**Supplemental Service #2 \$18,000.00**  
Provide As-Designed Record Drawings in ACAD, PDF, TIFF formats based on redlines provided by contractor

**Supplemental Service #3 \$10,000.00**  
Reimbursable Allowance

**Total Supplemental Services Fee \$44,500.00**

Our hourly billing rates are as follows:

<b>Architectural</b>	
Principal Architect	\$ 275.00/hour
Architect	\$ 195.00/hour
Project Manager	\$ 175.00/hour
Designer	\$ 125.00/hour
<b>Civil</b>	
Civil Principal	\$300.00/hour
Civil Engineer	\$200.00/hour
Civil Engineer-in-Training	\$150.00/hour
Civil Project Manager	\$200.00/hour
Civil Senior Designer	\$150.00/hour
Civil CAD Tech	\$150.00/hour
Civil Clerical	\$ 95.00/hour
<b>Structural</b>	
Structural Executive	\$340.00 / hour
Structural Senior Project Manager	\$300.00 / hour
Structural Senior Engineer	\$295.00 / hour
Structural Project Engineer	\$220.00 / hour

Structural Senior Designer	\$250.00
Structural Designer	\$200.00 / hour
Structural Senior Technician	\$130.00 / hour
Structural Technician	\$115.00 / hour
Structural Administrative	\$115.00 / hour
<b>MEP / Technology</b>	
MEP Associate	\$290.00/hour
MEP Project Manager	\$275.00/hour
MEP Assistant Project Manager	\$245.00/hour
MEP Senior Engineer	\$235.00/hour
MEP Project Engineer	\$210.00/hour
MEP Senior Designer's Time	\$205.00/hour
MEP Project Designer	\$180.00/hour
MEP Administrative	\$100.00/hour
<b>Landscape</b>	
Senior Professional II	\$410.00/hour
Senior Professional I	\$315.00/hour
Professional	\$230.00/hour
Analyst II	\$200.00/hour
Analyst I	\$160.00/hour
Senior Technical Support	\$ 165.00/hour
Senior Technical Support	\$ 105.00/hour
Support Staff	\$ 145.00/hour

**Design Schedule**

Design schedule is estimated to be approximately twenty-eight (28) weeks. This schedule is dependent on the Owner's review and approval.

**Deliverables:**

Topographic / Tree Survey	Construction Documents
Site Masterplan	ComCheck Reports
Site Plan Submittal	Project Manual
Schematic Design Drawings	Photometric plan
Design Development Drawings	Design Record Drawings

Thank you again for the opportunity to submit this letter of understanding. If you are in agreement with our outlined proposal, we will prepare an AIA document B101-2017 Standard Form of Agreement Between Owner and Architect. Also, please don't hesitate to contact me with any questions you might have. We look forward to working with you on this project.

Sincerely,



Kobey Seale AIA, LEED AP  
Principal

The Texas Board of Architectural Examiners has jurisdiction over complaints regarding the professional practices of persons registered as architects in Texas.  
Hobby Building : 333 Guadalupe, Suite 2-350, Austin, Texas 78701 : Telephone 512.305.9000