

October 8, 2024

Patricia Jackson
Facilities Construction Manager
City of McKinney
P.O. Box 517
McKinney, TX 75070

**Re: McKinney Performing Arts Center (MPAC)
Proposal for Building Renovations**

Dear Ms. Jackson:

Architexas is pleased to submit this proposal for the preparation of construction documents and construction administration services for the renovation of the McKinney Performing Arts Center (MPAC). Scope includes building improvements to the exterior and interior that were noted on our on-site meeting on at the accessible entrance and other exterior restoration items noted during our on-site observations on May 30th. City has a renovation budget of approximately \$5 million and will need to develop a prioritized scope of work to be priced by a Construction Manager (CMAR) during the design and CD phase.

PROJECT UNDERSTANDING

This proposal includes services for the development of construction documents that will include the following scope of work:

Exterior:

- Repair spalling concrete at entry stairs and window wells
- Restore and/or replace damaged handrails and railings at window wells
- Design exterior banner display system for exterior facades
- Provide lightning protection system
- Spot repairs / cleaning to exterior masonry
- Gutter / downspout repairs
- Replace trench drain cover at base of ramp

Interior:

- Replace temporary stage with larger permanent stage with a trap door
- Review the addition of a front curtain above stage
- Locate bar at back of courtroom. Possibly utilize judge's bench.
- Remove existing pipe organ system and recapture space for storage
- Improve squeaky wood floor in theater and refinish
- Repaint acoustical fabric in theater
- Replace acoustical panels at theater windows to improve noise control from exterior
- Improve cable management in theater and upgrade rack room
- Have rigging equipment reviewed and serviced
- AV sound upgrades in theater

- Combine sound and lighting control stations
- Add aisle lighting in theater
- HVAC modifications in the theater
- Concrete floor refinishing at stairs and theater balcony
- Touch up finishes on interior doors and trim
- Repair and/or replace damaged door hardware
- Elevator cab upgrades
- Resolve flooding issue at elevator pit
- Polishing of marble wainscot on first floor
- Replace signage throughout interior
- Dressing room improvements
- Lighting improvements at interior stairs
- Change lighting to LED where possible
- Renovate existing restroom finishes, fixtures and accessories
- Enlarge womens restroom at basement level into existing family restroom
- Repair damaged wall and ceiling finishes
- Assist with SAL permit application process and Completion Report with THC
- Compliance with Texas Accessibility Standards

Work to be completed by City outside of \$5 to \$8 million budget:

- Theater lighting replacement
- Roof repairs

PROJECT TEAM MEMBERS

Architexas	Architect
MEPCE	MEP / IT Engineering
JQ	Structural Engineer
AV Pro / Texas Scenic	Audio Visual / Theater

Consultants not included in our scope of services that are to be contracted and paid by the City:

Environmental Survey & Consulting
Site Surveyor
Civil Engineering
Commissioning and T&B
Geotechnical
Registered Accessibility Specialist (TDLR fees for registration, review and inspection)
Construction Materials Testing Lab
Cost Estimating
Third Party Envelope Consultant

SCOPE OF SERVICES

Architexas will provide the following services:

TASK 1 SCHEMATIC DESIGN | DESIGN DEVELOPMENT

1.1 Scoping Meeting

Architexas and design team will conduct a scoping meeting with the Owner to confirm and develop the initial schematic design.

Includes:

Review work plan and project schedule, discuss project goals and objectives, review project budget, discuss MEP, AV, IT system options.

1.2 Project Base Documents

Based on the scoping meeting with the Owner, the Schematic Design Documents will illustrate and describe the scope, relationships, forms, size and appearance of the Project by means of floor plans, exterior elevations, building sections, and interior elevations. The Schematic Design Documents will identify preservation treatments, major materials and systems and establish, in general, their quality levels for cost estimating purposes.

1.3 Government Agency Review

Architexas will review local zoning ordinances and building codes that will have an influence on the design. A building code review will be prepared that will be utilized throughout the project development.

1.4 Schematic Design Confirmation Meeting

Upon completion of Task 1.2, Architexas will conduct a Schematic Design confirmation meeting with the Owner.

Includes:

Review final schematic design, review systems integration, review project schedules, prioritize scope of work

1.5 CMAR Solicitation

Architexas will conduct a search with the City for a qualified CMAR for the project.

Includes:

Coordinate release of drawings and specifications, assistance with generation of RFP, conduct on-site pre-bid meeting with bidders, respond to questions from prospective bidders in form of addenda

1.6 Interviews

Architexas will assist City with contractor interviews and final selection

Includes:

Interview candidates, CMAR selection, review project budget and schedule, assist City with preparation of contractor agreement.

TASK 2 CONSTRUCTION DOCUMENTS

2.1 50% CD Package

Based on the approved Schematic Design in Task 1, Architexas will prepare drawings that set forth in detail the requirements for construction of the Project and will include Drawings and Specifications that establish the quality levels of materials and systems required.

2.2 50% CD Confirmation Meeting

Upon completion of Task 2.1, Architexas will conduct a final meeting with the City and CMAR to confirm design and budget prior to finalizing Construction Documents.

Architexas will submit 50% CD drawings and specifications to the Texas Historical Commission (THC) for review and approval.

2.3 Bid Documents

Once Architexas receives THC review comments and final budget from CMAR, Architexas will prepare Bid Documents that set forth the detailed requirements for construction of the project.

Includes:

Site plan, floor plans, exterior elevations, interior elevations, construction details, project specifications

TASK 3 CONSTRUCTION PHASE

3.1 Construction Administration

Architexas will visit the site at intervals appropriate to the stage of construction, or as otherwise agreed with the City, to become generally familiar with the progress and quality of the portion of the Work completed, and to determine in general if the Work observed is being performed in a manner indicating the Work, when fully completed, will be in accordance with the Construction Documents.

Includes:

Attend pre-construction meeting, respond to RFI's, prepare and issue change orders with City approval, review shop drawings and other submittals from the CMAR, review monthly pay applications, and assumes (32) site visits during construction.

3.2 Substantial Completion

When the Work is found to be substantially complete, Architexas will conduct on-site project review to determine the date of substantial completion and the schedule to achieve final completion.

Includes:

Site visitation, create punch list, review closeout documents from CMAR

3.3 Final Completion

Architexas will receive and review written warranties and related documents required by the Contract Documents and assembled by the CMAR. When the Work is found to be fully complete, Architexas will conduct a final walk with the City to determine full compliance of the project with the Contract Documents and certify a final Certificate of Payment as well as submit a Completion Report to THC.

Includes:

Site visitation, approve final pay application, Completion Report

PROJECT SCHEDULE

Architexas proposes to provide the following schedule for project services:

Task 1	Schematic Design & CMAR Selection	3 months
Task 2	Construction Documents	3 months
Task 3	Construction Administration	8 months (estimate)

COMPENSATION

Compensation for Tasks 1-3 will be a fixed professional fee of \$496,750.00 plus reimbursable expenses as follows:

Task 1	Schematic Design & CMAR Selection	\$ 129,400.00
Task 2	Construction Documents	\$ 178,000.00
Task 3	Construction Administration	\$ 189,350.00

ADDITIONAL SERVICES

Services requested by the City that are not part of the scope of work described in this proposal will be billed on an hourly basis at the following rates:

Senior Principal	\$ 300.00
Principal	\$ 250.00
Project Architect	\$ 150.00
Design Staff	\$ 100.00
Administrative	\$ 75.00

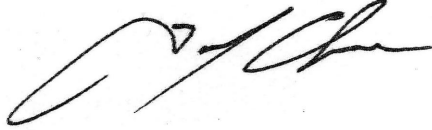
REIMBURSABLE EXPENSES

Reimbursable expenses necessary to perform the above services will be invoiced in addition to the architectural fees at a rate of 1.0 times the actual expenses. Reimbursable expenses incurred for each 30 day billing period will be submitted with the invoice for that billing period. We estimate not to exceed \$10,000.00 in reimbursable expenses for this scope of work. Reimbursable expenses include, but are not limited to the following:

- Reproduction (photographic, xerographic, scanning, printing, CAD plotting or other means of reproducing graphics and reports)
- Travel related expenses
- Mileage (@ \$0.67/mile)

Thank you for allowing Architexas the opportunity to submit this proposal. If this proposal is acceptable, please sign below and we will prepare a contract for professional services listed in this proposal.

Sincerely,



David Chase, AIA LEED AP
Principal

Authorization

Authorization by:
(Please print name and title)

Signature

Date