



Mr. Dennis Andrews, CPRP
Parks and Natural Resources Director
City of Rochester Hills
1000 Rochester Hills Drive
Rochester Hills, MI 48309

March 27, 2024

Re: REQUEST FOR FEE PROPOSAL
Architectural Design- Brooklands Park
1585 East Auburn Road
Rochester Hills, MI 48307

Dear Mr. Andrews,

We at Niagara Murano (NM) would like to thank you for the opportunity to offer architectural design and specification services for the recently master planned Brooklands Park located at 1585 East Auburn Road in Rochester Hills MI.

Having recently worked together with you and the CRHills Team on the masterplan for this park, NM is delighted to offer our proposal to work with this multidisciplinary Team that will include representatives from the CRHills Building Department and the DPS Department. In addition, and as part of our team, we have included MA Engineering (Birmingham) for Electrical, and Plumbing Engineering, IMEG (Farmington Hills) for Structural Engineering, and Spalding Dedecker (Rochester Hills) for Civil Engineering.

Project Description

It is our understanding that CRHills would like to move forward with the Design Development, and Construction Document phases for the proposed Masterplan for the Brooklands Park presented for review at the Joint Session of City Council and Planning Commissions on January 29, 2024. NM will work with the interdisciplinary Team and the Electrical, Plumbing, Structural and Civil Engineering Consultants to lead the design of the architectural and landscape features of this project and insure the design intent of the masterplan is integrated into the bid documents. Specific features and scope are the following:

- 1) Existing Brooklands Splash Pad – No work. Exception- replace existing multicolor blue splash pad area with an improved slip resistant material.
- 2) Illuminated Landscaping/Shaded Seating
- 3) Illuminated Seating – 80% of benches to be illuminated.
- 4) Shaded Bench Seating
- 5) Paved, synthetic turf and natural grass areas.
- 6) Plan locations to receive student art from “Art on Auburn” community project.
- 7) Market Area - provide utilities to accommodate temporary professional market tents in a variety of layouts.
- 8) Townsquare - Create a unified sense of place in a variety of scales. Provide utilities and service access to promote a variety of community activities and the necessary support spaces including support for food service, waste management, portable public toilets.
- 9) Expanded Playground – Link original park to proposed Townsquare area with a playground. No water features are included in this project. CRHills to select playground equipment vendor and playground equipment. NM to oversee placement, scale, surfaces, colors, adjacencies, shade availability, safety, and child oversight sightlines, to maintain and reinforce the original design intent.

ARCHITECTURE
155 ROMEO ROAD SUITE 700
ROCHESTER, MICHIGAN 48307
TELEPHONE: 248.646.5765
FACSIMILE: 248.646.5813

- 10) Shade Sails- design of 3 triangular fabric shade sails
- 11) Landscaping – design, select (trees, bushes, grasses, and flowering plants) and locate on plan.

Design work anticipated to start mid-April 2024.

We understand the construction cost budget is approximately \$742,500.

Scope of Services:

The scope of Professional Architect/Engineer Full services will be commensurate with those requirements as outlined within our current contract with the City of Rochester Hills Blanket Services Agreement between Owner and Architect. Basic Services will include necessary Architectural, Electrical, Plumbing, and Structural Engineering disciplines. Specialty Services include Landscape Design and Civil Engineering. It is understood that NM will be responsible for the coordination of the consultants under direct contract with NM. In this way NM will provide a single point of contact throughout the design and production process.

Basic Services will include the following disciplines:

- Architectural Design
- Electrical and Plumbing Engineering
- Structural Engineering

Specialty Services will include the following disciplines:

- Landscape Design
- Fountain Design

Basic Architectural Services will include the following designated services:

- Architectural Design
- Interior Design
- Construction Documents
- Building Specifications
- Project Management
- Code Reviews

Basic Specialty Services will include the following designated services:

- Landscape Design – assist with overall vision. Landscape species selection & Boulder selection. (Drainage Plan Not in Contract)
- Fountain Design

Basic Services itemized task list:

1. Design meetings reviewing program, vision, options and decisions with CRHills Team
2. Design and site plan review meetings with the CRHills Team
3. DD and 95% CD reviews (estimate by Owners Civil Consultant at end of DD phase)
4. Construction documents, specifications, code review, and ADA requirements.

5. Interior Design presentations showing proposed materials.
6. Architecture and coordination with Basic and Specialty Consultants.
7. Lead the design vision for the Consultant Team to maintain Master Plan design intent.

Services Not Included:

The following services are not included within this Professional Fee Proposal but may be provided upon the Owner's written authorization to proceed, at a mutually agreed additional fee:

- Sprinkler system design/spec
- Graphic Design/Site signage
- Architectural models – (physical)
- Bringing power to site – assumption is there is power available to extend from for the new panel and distribution.
- Parking Study
- Soil borings
- 3D computer models
- A/V consultant
- Food Service Consultant
- State Fees, Permits and travel expenses to meetings beyond the Detroit Metropolitan Area.
- Printing of construction documents for distribution to others except for Owner review.
- Payment for the Submittal of Documents to the City Building Authority for Permits and Fees (reimbursable)
- Responsibility for any construction means, methods, techniques and project site safety.

APPROACH AND METHOD

Since the SD phase has already been completed in a separate Master Planning effort, this project will follow the typical phases picking up with design development, construction documents, bid/negotiation, and construction administration. As requested, the Construction Administration fee will be broken out separately. A schedule will be created shortly after the team is authorized to start the project and identify the overall project timeline, tasks, review periods and meetings required in each of the phases. The plan will evolve and be solidified upon working with the client and Owner's Rep.

SCHEMATIC DESIGN

NIC - Completed by NM in a separate Master Planning effort in January 2024.

DESIGN DEVELOPMENT

The greatest potential for savings occurs early in the design development process and helps define the direction of the overall cost and schedule of the project. This phase is intended to ensure that you're building and site features are evaluated to meet your operational, physical, current and future needs and to support those strategic goals. The building and site features' functionality, aesthetics, construction budgets and growth patterns are established in this process.

The conceptual design will be developed in greater detail in this phase. Design assumptions made in the schematic design phase will be developed and confirmed. Engineering systems will be developed and coordinated. Materials, colors, patterns, textures, and species options will be studied, presented, and confirmed with the owner.

CONSTRUCTION DOCUMENTS

During this phase, the final documents and final design solution will be documented. Dimensions, noting, special conditions, and specifications of all building material and systems and site features, will be prepared to provide suitable documents to be reviewed by the regulatory agencies and general contractors.

BIDDING AND NEGOTIATION

NM will direct our efforts towards teaming, coordinating with the subcontractors, expediting the schedule and estimate, value engineering, and quality control on the build out. For a Traditional Design, Bid, Build approach, NM will answer bidding questions and review bids submittals.

CONSTRUCTION ADMINISTRATION – Not in Contract - listed below under fees for reference.

QUALITY CONTROL

The Quality Control process is critical to the success of the building. An overall review of the team’s design and construction documents will be conducted to ensure that proper detailing, accuracy and coordination of the design and engineering has been performed.

Professional Fee:

We propose to provide our Professional Architectural and Engineering Services with hourly rates as per our contract with CRHills associated with this Project in accordance with the following Professional Service Fee breakdown. Note that all fees expressed herein are considered ‘not to exceed’ amounts:

Basic Services:

- Architectural Services Fee \$ 74,000
(CA fee of \$22,000 is not included)
- Electrical and Plumbing Engineering Fee \$ 8,900
- Structural Engineering Services Allowance: Fee \$ 16,400

Total Basic Services **\$ 99,300**

Specialty Services:

Landscape Design and Civil Engineering Fee \$ 45,000
(CA fee of \$39,000 is not included)

Reimbursables \$ 4,000



Total Basic and Specialty Services including reimbursables: **\$148,300.00**

- *Please see attached Hourly Fee Breakdown following this proposal.*

Reimbursable Expenses:

We estimate approximately **\$4,000** in reimbursable expenses listed below.

The following expenses related to the administration of a project will be identified and charged at cost without markup:

1. Printing costs for drawing reproductions for Owner Reviews, distribution, bids, permits, and construction.
2. Color copies.
Shipping, mailing and overnight delivery charges.

Total Reimbursable Allowance \$4,000

SCHEDULE

The NM team is prepared to start the project upon notice and signed proposal and will respond in a timely manner to meet your schedule.

The following is the Contract Phase breakdown of our fee:

- *Schematic Design NIC*
- *Design Development 40%*
- *Construction Documents 55%*
- *Bidding & Negotiations 5%*
- *Construction Administration NIC*

Invoices due within 45 days of completion

Suspension of Services – If the Client fails to make payments when due or otherwise is in breach of this Agreement, Niagara Murano may suspend performance of services upon five (5) calendar days’ notice to the Client. Niagara Murano shall have no liability whatsoever to the Client for any costs or damages as a result of such suspension caused by any breach of this Agreement by the Client.

ASSUMPTIONS, EXCULSIONS & CITY RESPONSIBILITIES

Niagara Murano is prepared to complete the work as outlined above per our understanding of the project, which includes the following assumptions, exclusions and identified City responsibilities.

- a. Main point of contact will be Mr. Dennis Andrews.
- b. City to provide NM with scaled digital file site plan of the existing Brooklands Park showing existing lot lines, topography, underground utilities, tree survey, species types and locations, wetland locations, existing trail locations, drives and site improvements etc. documenting existing conditions.

Invoicing Procedures:

Payment terms shall be in accordance with City of Rochester Hills Order Standard Terms and Conditions. Invoices for our services will be submitted on a monthly basis due within 30 days. Overdue invoices are subject to 1.5% late payment.

Rochester Hills

Brookands Park

ARCHITECTURE - Rate Classification & Estimated Hours

Task Description	Principal	Senior Architect	Project Architect	Tech Staff	Admin.	Total
Attend Meetings/ Field Investigation	20	24	24	24	12	104
Initial Design Concepts	16	24	16	16		72
Construction Drawings	12	120	60	50		242
Construction Specs & Estimate	12	74	30	32		148
Assist Bidding & Award						0
Construction Administration						0
Project Management & Cordination	20	32	16	16		84
Rochester Hills - Facilities Review	4	4	4	4		16
Hours	84	278	150	142	12	666
Rate	\$ 135	\$ 125	\$ 120	\$ 65	\$ 60	
Cost	\$ 11,340	\$ 34,750	\$ 18,000	\$ 9,230	\$ 720	\$ 74,040

ELECTRICAL ENGINEERING - Rate Classification & Hours

Task Description	Principal	Elec. Lead			Elec. Eng.	Total
Attend Meetings/ Field Investigation		2			1	3
Initial Design Concepts		4			2	6
Construction Drawings		10			10	20
Construction Specs & Estimate		10			8	18
Assist Bidding & Award						0
Construction Administration						0
Project Management & Cordination	2	3				5
Rochester Hills - Facilities Review		1			1	2
Hours	2	30	0	0	22	54
Rate	\$ 200	\$ 175	\$ 175	\$ 175	\$ 150	
Cost	\$ 400	\$ 5,250	\$ -	\$ -	\$ 3,300	\$ 8,950

STRUCTURAL ENGINEERING - Rate Classification & Hours

Task Description	Principal	Structural			Eng. Drwgs.	Total
Attend Meetings/ Field Investigation		1				1
Structural Design Concepts		4			5.25	9.25
Construction Engineering/Drawings		32			28	60
Construction Specs & Estimate		21			9	30
Assist Bidding & Award						0
Construction Administration						0
Project Management & Cordination		2				2
Rochester Hills - Facilities Review		2			4	6
Hours	0	62	0	0	46.25	108.25
Rate	\$ 180	\$ 160	\$ 160	\$ 160	\$ 140	
Cost	\$ -	\$ 9,920	\$ -	\$ -	\$ 6,475	\$ 16,395

REIMBURSABLES

\$4,000.00

FEE

Spalding DeDecker will provide the above scope of services for the following time and material not to exceed fee with rates currently in use for SD with the City of Rochester Hills:

Topographical Survey	\$11,995.00
Prepare Construction Documents	<u>\$32,964.00</u>
Design Engineering	\$44,959.00
Survey Staking	\$8,995.00
Material Testing	\$2,875.00
Contract Administration	<u>\$26,850.00</u>
Construction Engineering - Contract Administration	\$38,720.00

A breakdown of hourly expectations are provided below for each section of fees:

Topographic Survey

Classification	Estimate Hours	Hourly Rate	Amount
One-Person Crew	38	\$127.50	\$4,845.00
Map Specialist	32	\$105.50	\$3,376.00
Project Surveyor	7	\$123.00	\$861.00
Snr Project Surveyor	14	\$145.00	\$2,030.00
Snr Project Manager	4	\$174.50	\$698.00
Project Executive	1	\$185.00	<u>\$185.00</u>
			\$11,995.00

Prepare Construction Documents

Classification	Estimate Hours	Hourly Rate	Amount
Designer	150	\$109.00	\$16,350.00
Engineer	60	\$118.00	\$7,080.00
Project Engineer	16	\$136.50	\$2,184.00
Snr Project Manager	40	\$174.50	\$6,980.00
Project Executive	2	\$185.00	<u>\$370.00</u>
			\$32,964.00

Survey Staking

Classification	Estimate Hours	Hourly Rate	Amount
One-Person Crew	40	\$127.50	\$5,100.00
Map Specialist	16	\$105.50	\$1,688.00
Snr Project Surveyor	8	\$145.00	\$1,160.00
Snr Project Manager	6	\$174.50	<u>\$1,047.00</u>
			\$8,995.00

Material Testing (Estimated at 1.5% of paved improvements)

\$2,875.00
Contract Administration

Classification	Estimate Hours	Hourly Rate	Amount
Office Tech	80	\$128.50	\$10,280.00
Project Manager	80	\$163.50	\$13,080.00
Project Executive	20	\$174.50	<u>\$3,490.00</u>
			\$38,720.00

Insurance:

For the protection of our clients as well as our firm, we carry insurance protection including professional liability insurance. The extent and types of insurance shall be in accordance with the City of Rochester Hills Purchase Order Standard Terms and Conditions and can be provided upon request.

Termination Agreement:

In the event the project is abandoned, or the agreement terminated, termination shall be in accordance with Rochester Hills Purchase Order Standard Terms and Conditions.

We look forward to this opportunity to further our professional relationship with you and your Team at Rochester Hills. Thank you for your consideration. Of course, feel free to call me personally at 248 646 5765 if you have any questions.

Limitation of Liability

To the maximum extent permitted by law, the Owner agrees the maximum aggregate amount of Niagara Murano’s Liability shall be limited to the sum of the contract price contained herein. This limitation shall apply regardless of the cause of action or legal theory pled or asserted. Under no circumstances shall Niagara Murano be liable for Owner’s loss of profits, delay damages, or any special, incidental or consequential loss or damage of any nature arising at any time or from any cause whatsoever.

Certification:

On behalf of NM and all Team members, I thank you for your consideration of this Proposal. Should you have any questions in this regard, please call us at your earliest convenience. If this proposal meets with your approval, please sign where noted below and return one copy for our records, for we shall consider this as a letter of intent to begin.

Sincerely,



Delia Rodi, IES, CEO
Niagara Murano, LLC

Mayor Bryan K. Barnett
City of Rochester Hills, Michigan

Date: March 27, 2024

Date _____