CITY OF HIGH POINT
AGENDA ITEM

Title: Design Development Contract – HH Architecture

From: Lee Tillery –Parks and Recreation Director

Meeting Date: September 21, 2020

Public Hearing: N/A

Advertising Date: N/A
Advertised By: N/A

Attachments: Attachment A – Contract w HH Architecture – Design Development (CLP)
Attachment B – City Lake Park Master Plan
https://www.highpointnc.gov/DocumentCenter/View/13127/City-Lake-Park-Master-Plan-2019?bidId=

PURPOSE:
Proposed contract with HH Architecture to perform design development services for the High Point City Lake Park Site Master Plan Phase 1. Phase 1 of this plan was identified as one of the 2018 approved Municipal Bond projects.

BACKGROUND:
The City Lake Park Master Plan was finalized and approved by City Council in August 2019. The plan outlined two phases to complete necessary renovations and improved amenities at City Lake Park. There are three planning phases that will prepare us to bid Phase 1 of the project: Schematic Design, Design Development and Construction Documentation. Schematic Design has now been completed and this contract is for Design Development only, which will bring us to close to 60% of the total design once complete. The reason for approaching the project per design phase is to better understand our needs according to the plan and increase our understanding on current costs before moving forward to the next phase. The estimated time frame to complete this contract is 10 weeks.

BUDGET IMPACT:
Funds for this project are included with the approved 2018 Municipal Bond projects for the renovation of City Lake Park.

RECOMMENDATION / ACTION REQUESTED:
Staff recommends City Council approve contract with HH Architecture in the amount of $417,300.

1100 DRESSER COURT RALEIGH, NC 27609
919 828-2301 TEL 919 828-2303 FAX HH-ARCH.COM

HH ARCHITECTURE

~~September 4, 2020 September 11, 2020~~ September 14, 2020

Lee Tillery
High Point Parks and Recreation Director
136 Northpoint Avenue
High Point, NC 27262

RE: High Point City Lake Park Renovation – Amendment #1 (DD)
HH Project number: 20-022

Dear Mr. Tillery,

HH Architecture is pleased to present this Amendment #1 proposal for the design development services of the High Point City Lake Park, phase one scope from the August 2019 Master Plan and Schematic Design phase that was completed in August 2020.

1.) Basic Scope:

This design development phase will build upon the completed schematic design phase and provide additional constructability detail and an updated cost estimate.

The scope of work as defined from the Schematic Design phase includes:

- Renovating the two existing Pool Locker Rooms, each building is approximately 2,470 square feet.
- Add a small concession building to the Pool Deck, approximately 750 square feet.
- Expanded parking
- ADA connections and access to the gymnasium entrance and pool
- Stormwater Control Measure
- Landscaping (code required and enhanced)
- Pedestrian connections to the surrounding park
- Stormwater and sanitary sewer infrastructure
- Design new interactive Splash pad on upper entry deck.
- Design new competition/multipurpose pool with recreational amenities.
- Leisure/Lifestyle Pool with extended lazy river.
- Add single water slide into runout with tower for future slide
- Attractions or features to develop durable entertaining destination developing iconic appeal for the community.

<u>Architecture scope includes:</u>

- Overall leader of the project
- Assist with questions
- Provide design development level plans, elevations, sections, details, and finish schedule required for cost estimating.

Civil Engineering and Landscape scope includes:

The Project Team will advance the previously completed 30% construction documents to a 60% construction drawing package. It is assumed the plans will be structured for a single phase of construction. Construction documents will include 60% design for site engineering, stormwater engineering, landscape architecture, details, and plan notes at a level of detail that will allow for accurate cost estimating and the City of High Point's Site Plan approval process. This phase includes preliminary specifications for incorporation into the project manual.

- Design Development (60%) Construction drawings to include:
    - Existing Conditions Plan (Site Survey)
    - Demolition Plan
    - Utility Plan (sanitary sewer and water connections)
    - Grading with rough cut/fill quantities
    - Stormwater collection and conveyance (piping) on Grading Plan with preliminary pipe sizing
    - Erosion control plan and sequence for the project
    - Site Plan
    - Hardscape Plan
    - Landscape Plan – Code Required
    - Landscape Plan – Enhanced
    - Site lighting and furnishings Plan
    - Supporting Details.
- Stormwater Design:
    - Prepare 60% construction drawings for one above ground SCM for Phase 1, based on the approved 30% construction drawings for Phase I of the park. Drawings will be completed to a 60% level of detail. Scope includes coordination with regulatory agencies as may be required to verify requirements for managing stormwater runoff from the site.
    - Note: This scope assumes the vegetation at the BMP will be limited to sod (versus enhanced plant material).
- Preliminary Floodplain Coordination:
    - Coordination to determine level of study and permitting required through local and state authorities for any impacts to floodplain or encroachment into the floodway.
- Civil, Infrastructure Design, and Engineering:
    - Prepare 60% construction drawings for park features and infrastructure based on the approved 30% construction drawings. The drawings will be completed to a 60% level of detail. These documents will also be suitable for cost estimating and the City of High Point's Site Plan approval process.
- Preliminary Landscape Architecture and Park Features:
    - Prepare Landscape Architecture 60% Construction Documents setting forth the requirements of construction for landscape and hardscape elements including:
        - Sidewalk, terraces, and pedestrian paving and detailing
        - Building entrance
        - Hardscape materials and furnishings pallet

        - Ramps and handrails, seat walls, stairs, retaining wall system
        - Landscape buffers and other plantings required by the City's Unified Development Ordinance
        - Landscape plantings above and beyond code requirements
        - Pedestrian and landscape lighting (location and fixture selection only – parking lot lighting, wiring and electric engineering by others)
        - Site furnishings (benches, slides, trash receptacles)
- Confirmation of Infrastructure and Utility Mapping:
    - Resolve discrepancies between UAV data (previous contract) and GIS data provided by the City requiring additional field work to field locate and map manholes, invert elevations, conveyance structures, cleanouts, etc.
- Project Coordination, QA/QC:
    - Coordinate with internal and external design team members through regularly scheduled meetings, phone calls, and virtual design meetings. Complete and document the QA / QC process.

Structural Engineering scope includes:

- Review site details for footings, site walls, raised planters, retaining walls, columns, and play equipment/shade structure.
- Details will also be provided for repairs of existing spalls and cracking of the concrete elements of the structures.
- For the prefabricated canopy elements, analyze the existing elements for the reactions from the canopy. Attachments to the structural elements will be provided by the canopy designer.

MEP Engineering scope includes:

Plumbing, mechanical, and electrical engineering for renovations to an existing locker room buildings and new concession building. There is approximately 6,165 SF of renovation and new construction expected for the locker rooms and concession area. This proposal includes design development level drawings.

- Sprinkler performance specifications have been included for the buildings.
- Specifying the parking lot lighting and running photometric calculations for the pedestrian and landscape lighting. We understand that the site engineer will select and locate the pedestrian and landscape lighting.
- We understand that a pool designer/engineer will be providing the modifications to the pool and surrounding areas. We have assumed our scope with the pools will be limited to electrical and plumbing connections for new pumps and pool equipment.
- Allowed for one set of owner / architectural comments per phase in our fee. Additional review cycles or changes to plans once substantial progress has been made will be considered additional services. We will let you know immediately if this situation arises.

Aquatic Design Alternate:

Based on the Client approved SD Deliverables, WTI will develop designs of the aquatic areas and systems. For the Design Development (DD) phase, WTI will perform the following tasks:

- Finalize Pool Wall Profile(s)
    - Shapes and Depths
- Define Pool Specialty and Mechanical Equipment
- Develop Pool Mechanical Equipment Layout
- Develop Aquatic Drawings

    - Pool Plans, Sections, and Details
    - Pool Structural Design
    - Preliminary Pool Piping Plans, and Piping Details
    - Preliminary Pool Deck and Pool Deck Drainage Details
    - Pool Mechanical Plans, Schedules, and Details
- Update Utility Requirements
- Develop Draft Specifications
- Conduct Inter-Disciplinary Review and Coordinate with other Consultants of the Client
- Verify Aquatic Design for Code Compliance
- Develop Preliminary Aquatic Construction Cost Opinion

Building Exterior Envelope scope includes:

- A building exterior envelope consultant has been included in the design team at this phase of the project to review the existing building envelope and help to develop the exterior wall assembly for the new exterior walls. This will ensure consistent thermal envelop and moisture resistant assembly.
- Perform a limited one-day on-site review of the buildings to assess existing conditions, details, and deterioration. At this time, we anticipate our brief interior and exterior survey to be conducted from the ground and with binoculars.
    - The limited interior visual condition survey will include documentation of existing interior damage relative to the exterior wall and roof system, such as cracking, displacement, or damage of finishes due to uncontrolled rainwater penetration and/or condensation. We will use the documentation to identify patterns that will assist us with determining specific water infiltration source(s) at the exterior.
    - The limited exterior visual condition survey will be conducted at locations that correlate with locations of known interior damage. We will use the interior finish documentation to identify patterns of distress at the existing facade or roof, in addition to, identifying exterior distress, deficiencies, and other conditions that may be contributing to the need for exterior wall and roof repairs. Typical prior repairs and potential problem areas will be noted and documented.
- The design team will participate in a design charrette meeting. The discussion will focus on existing conditions to be addressed by the renovation project; performance expectations of the building owner and general project goals; the primary exterior wall and roof assemblies to be impacted by the work; and potential materials and systems selection.
- The exterior envelope consultant will provide input as to the relative strengths and weaknesses of the systems being considered; to help identify aspects of the enclosure design that will be critical to its successful performance; and to discuss alignment of the systems with the owner's performance expectations.
- Review of the architectural drawings and relevant technical specifications pertaining to the above- and below-grade exterior building enclosure at the 100% Design Development (DD) phase. The review of the building enclosure will focus primarily on detailing issues and concerns at the interface conditions between primary building facade materials, components, and systems, after which we will develop recommendations where appropriate to improve air and water penetration resistance and overall rainwater management.
- Given the age of the existing structures we also anticipate that a review for improved energy performance to meet current code or energy requirements will be necessary. The principal goal of our recommendations will be to verify that all solutions adopted for implementation on the project are cost-effective, technically sound, safe, and serviceable.

Cost Estimating scope includes:

- MBP will provide a cost estimate and written report, including assumptions and clarifications for the design development phase.

2.) Additional Scope:

Gymnasium Renovation Design Development:

The scope of work as defined from the Schematic Design phase includes renovating the 6,800 square foot gymnasium space into a Multipurpose assembly area, catering kitchen, and office space.

Architectural Scope:

- Overall leader of the project
- Assist with questions
- Provide design development level plans, elevations, sections, details, and finish schedule required for cost estimating.

Structural Engineering scope includes:

- Connection details for prefabricated canopy elements.
- (2) new bridge connectors to the existing locker room roofs. The anticipated construction for the bridge connectors will be steel framing with concrete topping on metal deck.

MEP Engineering scope includes:

Plumbing, mechanical, and electrical engineering for renovations to an existing 6,700 SF gymnasium built in 1938. The gym will be converted into an event space. The locker room buildings will also be remodeled and expanded. This proposal includes design development level drawings.

- Sprinkler performance specifications have been included for the buildings.
- Allowed for one set of owner / architectural comments per phase in our fee. Additional review cycles or changes to plans once substantial progress has been made will be considered additional services. We will let you know immediately if this situation arises.

Event Lawn / Inclusive Play Site Prep

Provide engineering and landscape architecture services to include all site elements associated with the event lawn and site preparation for the inclusive play area. Includes site grading, erosion control, utilities, plantings and hardscape. See enclosed exhibit.

Loop Road, ADA and Connectivity

Provide engineering and landscape architecture services to include all site elements associated with the renovation to the access drives, additional ADA parking, and ADA pedestrian connectivity from ADA parking spaces to the event lawn and inclusive play area.

Pedestrian Bridge

- Geotechnical Investigation

- Subsurface Investigation - We propose to perform a field-testing program consisting of the following test borings:

Location	Number of Borings	Boring Type and Depth
Asphalt Paved Greenway Trail	4	Hand Auger to 6 feet
End Bents	2	SPT borings with ATV or Track Mounted Drill Rig 50 feet, Auger Refusal, or 2 samples of weathered rock
Interior Bents	2-4	SPT borings with Barge Mounted Drill Rig 50 feet, Auger Refusal, or 2 samples of weathered rock

  - Borings will be performed approximately every 200 linear feet along the paved greenway trail. End bent borings will be performed as close as possible to the proposed ends of the boardwalk structure. Vegetation, sloping ground, or other existing features may inhibit our ability to access the actual end bent locations. Interior bent borings will be performed incrementally along the boardwalk alignment.
  - All borings will be located in the field by Falcon personnel using handheld GPS equipment capable of sub-meter accuracy and approximate coordinates correlated from GIS data or georeferenced electronic drawing files provided by others. Approximate boring elevations will be estimated from the County GIS online topographic data, or site topographic data provided by others if available at the time of our report. Falcon will contact the North Carolina One-call Center (NCOCC) to request subscriber utilities be located on site following staking of our proposed boring locations.
  - Access to the bridge end bent borings and greenway trail borings will require some clearing of existing vegetation. Clearing will be performed by hand using chainsaws, machetes, and/or bushaxes. If needed, City staff is welcome to visit the site with us during borehole stakeout to review the areas that will need to be cleared for drill rig access. Generally, we attempt to clear along the path of shortest and/or safest access to the drill locations and limit cutting to trees 6 inches or less in diameter at chest height.
  - Hand auger borings will be performed with hand augers, rod soundings, and/or Dynamic Cone Penetrometer (DCP) testing. DCP testing would be performed in general accordance with ASTM Special Publication No. 399, and rod soundings in general accordance with established NCDOT procedures. SPT borings will be performed in general accordance with ASTM D1586 "Penetration Test and Split Spoon Sampling of Soils". Borings for the end bents will be performed using a rubber tire ATV or rubber track rig. Borings for the interior bents will be performed using a barge mounted drill rig. We have assumed the barge can be launched into the lake from existing boat ramp within the park without the need for any special equipment.
  - The number if interior bent borings performed will be dependent on the depth of water, depth of borings necessary to determine likely pile lengths, and drill crew production rate. Barge drilling is performed on a daily rate basis. We have included two (2) days of barge drilling which includes mobilization and demobilization time. We anticipate mobilization and demobilization time will leave approximately eight (8) hours of actual production time and anticipate 2 to 4 borings can be completed within that time window. If shallow rock is encountered, additional borings may be feasible including additional SPT borings and/or probe borings to refusal.
  - The water table will be measured in the boreholes following completion of drilling in all borings, and again after approximately 24-hours in select borings. Following completion of all borehole readings, boreholes will be backfilled with soil cuttings,

and excess cuttings will be evenly dispersed around the ground surface surrounding the borehole or in nearby landscape/wooded areas. Our drilling activities will cause some disturbance to the existing ground surface and vegetation, including tire ruts. No site restoration efforts aside from backfilling the boreholes are included in this cost estimate.

- Soil samples obtained during drilling will be visually-manually classified in general accordance with the AASHTO soil classification system by a Falcon geotechnical professional, collected in moisture proof containers, and transported to our laboratory where they will be reviewed and selected for laboratory testing. Select samples will be tested for mechanical grain size, Atterberg limits, moisture content (4 samples). Samples will be retained in our office for a period of thirty (30) days unless otherwise requested.
- After completion of our Field and Laboratory Investigation, Falcon will prepare a report of geotechnical subsurface investigation including but not limited to the following:
  - Description of subsurface investigation and testing methods
  - Boring Test location plans
  - Subsurface profiles along trail and boardwalk alignments
  - Test boring logs with Northing, Easting, and existing ground surface elevation
  - Results of laboratory testing on select samples
  - Discussion of subsurface conditions encountered at the site
  - Discussion of noted areas of geotechnical interest
  - Discussion of potential design and construction difficulties associated with the encountered site and subsurface conditions
  - Earthmoving recommendations
  - Recommendations for boardwalk foundations
  - Recommendations for greenway trail subgrade preparation/stabilization and pavement section
- Depending on the continued development of the designs, additional investigation and recommendations are likely to be necessary for additional site elements, additional areas of the site, or based on changes to proposed site elements or site grading plans.

- Pedestrian Bridge Engineering
  - McAdams will contract with APR Engineering to provide structural design for boardwalks / bridges. McAdams to coordinate with ARP.
  - APR will prepare structure plans for boardwalks that would include timber deck with adequate width for the proposed construction of the proposed trail improvements. Design will be in accordance with the current edition the AASHOT Guide Specifications for bike and pedestrian facilities, the NCDOT Structure Design Manual, NCDOT Structure Standard Drawings and NCDOT Standard Specifications for Roads and Structures, 2018 Edition.
  - Design Assumptions
    - Design substructure to support deck and any handrails
    - Coordinate with geotech on foundation design and recommendation
    - Prepare plans for appropriate handrails and approach rails
    - Prepare approach slabs for ends of boardwalk
  - Deliverables
    - Deliverables will include two half size copies and an electronic copy (PDF) of the plans.
    - Boardwalk design Drawings (60%)

<u>Greenway Connection</u>

- Topo Survey
    - McAdams UAS flight crews will design flight plans to capture topographic information for the proposed greenway. Crews will perform all flights under Part 107 regulations and will acquire if necessary, the FAA airspace authorizations to perform such tasks. Once any necessary authorization has been granted flight plans will be prepared to complete the project mission. LIDAR and Aerial Photography will be collected within the project limits. Ground Control points and Photo Identification points will be established for the project site, recording the northings, eastings, and elevations for each on NAD83(2011) and NAVD88 datum. The data collected from the UAS will be validated with the collected points. Aerial data will be processed in accordance to ASPRS Accuracy Standards for Digital Geospatial Data, as well as any regulation required by the Board of Examiners for Engineers and Land Surveyors. Ground classification will be extracted from the LIDAR data and merged with information collected from the traditional topographic surveying methods. Our hydrographic crew will utilize an unmanned boat (Hydrone) attached with both a dual frequency sonar and a 360-degree prism tracked by a land based robotic total station. The proposed alignment for the future greenway will be surveyed by making several passes along the alignment approximately every 25-feet. Then field crews will collect check shots to verify the readings from the SONAR equipment validating the collected information. Once completed all UAS, SONAR, and Conventional surveying data will be merged into an existing topographic survey and sealed by the surveyor in charge.
- Engineering
    - McAdams shall provide 60% Design Development Documents based on the approved 30% Schematic Design plans. Design Development Documents include:
        - Plan set showing dimensioning of trail, structures and materials:
            - Finalized Typical Sections
            - Notes and Details
            - Horizontal Alignment and geometry revisions
            - Vertical Alignment and geometry revisions
            - Slope Stakes and grading limits
            - Incorporate Geotech recommendations
            - Incorporated Preliminary Structural Design
            - Quality Control and constructability review
            - Erosion control plan
        - Exclusions:
            - Detailed cross sections
            - Drainage design
            - Traffic control design
            - Additional meetings
            - Additional changes to the horizontal or vertical alignment after they are established with survey locations
            - Changes to typical sections
            - Permitting
            - Coordination with Duke, FERC, Corp of Engineers, NCDEQ, NCDOT, or other governing, regulating, or permitting entity.
            - Utility Coordination and design
            - Right of Way and property coordination
            - Specifications or project manual

- Cost estimating
- Environmental documentation
- Site visits
- Site plan submittal and review and comments
- Public Engagement

While the following are not required to be performed by the design team, these tasks must be completed in order to prepare the design development documents and an accurate cost estimate.

Roofing System Assessment:

- Visual observations of the roof membrane, membrane flashings, sheet metal flashings, drainage provisions.
- Roof coring and documentation of the roof assembly and presence of moisture in the roof assembly at the core locations.
- Prepare a written report of our findings, including photographic documentation as appropriate, and our recommendations.

3.) Phases:

Design Development: Respond to all SD comments. Continue design process in all disciplines by using the SD that was completed in August 2020. Provide code summary sheet, life safety plans, floor plans, building / wall sections, elevations, roof plan, reflected ceiling plan, room and door finish schedules, and engineering drawings as required. These deliverables will allow for accurate Design Development cost estimating. Attend all meetings required by Owner. Submit to Owner for review and coordinate for approval.

4.) Consultants:

For Civil Engineering and Landscape Design, we propose:

McAdams Company
Contact: Rachel Cotter, RLA
2905 Meridian Parkway
Durham, NC 27713
Phone: (919) 361-5000 ext. 132

For Structural Engineering, we propose:

Lynch Mykins Structural Engineers
Contact: Anna Lynch, PE
415 Hillsborough St., Suite 101
Raleigh, NC 27603
Phone: (919) 782-1833

For Plumbing, Mechanical, and Electrical Engineering, we propose:

Crenshaw Consulting Engineers
Contact: Paul Szalanski, P.E. LEED AP BD+C
3516 Bush Street, Suite 200
Raleigh, NC 27609
Phone: (919) 871-1070 ext. 103

For Aquatic Design and Consulting, we propose:

Water Technology Inc.
Contact: Doug Whiteaker
100 Park Avenue, PO Box 614
Beaver Dam, WI 53916
Phone: (920) 210-1110

For Cost Estimating, we propose:

MBP
Contact: Chris McLuckie
3200 Beechleaf Court, Suite 910
Raleigh, NC 27604
Phone: (919) 875-0124

For Building Envelope Consultant, we propose:

Wiss, Janney, Eistner Associates, Inc. (WJE)
Contact: Rita Ray
2500 Regency Parkway
Cary, NC 27518
Phone: (919) 654-3037

For Roofing Assessment, we propose:

ECS Southeast, LLP
Contact: Jamie Archie
1812 Center Park Drive, Suite D
Charlotte, NC 28217
Phone: 704.525.5152

5.) Fee:

For the scope detailed above, we propose the following lump sum fees:

Basic Fee	
Architectural	$50,680
Site/Civil Engineering	$53,950
MEP Engineering	$18,000
Structural Engineering	$8,200
Aquatic Design	$84,770
Building Envelope Consulting	$15,000
Cost Estimating	$15,700
Subtotal Basic Fee - Design Development	**$246,300**
Additional Fees	
Gymnasium Renovation Design (DD for Architectural, MEP, and Structural)	$62,200
Roofing System Assessment	$3,800
Event Lawn/Inclusive Play Site Prep Design	$8,500
Loop Road, ADA Parking, Connectivity	$11,000
Pedestrian Bridge	$56,000
Greenway Connection	$29,500
Subtotal Additional Fees	**$171,000**
Total - Basic + Additional	**$417,300**

* Note: The Schematic Design phase estimated the construction at approx. $12M, however, it is understood that the City's construction budget is $9.5M. The basic service includes the pool renovation, locker rooms and concession building, and the required site design for parking and ADA accessible access to the pool. The remaining design portions of the project are broken out into additional services. If accepted, it is the intent of the Design Development phase and documents to note these additional items as alternates so they can be individually listed in the design development opinion of probable cost.

Reimbursable Expenses

We will bill additionally for reimbursable expenses at 1.25 times the cost. Reimbursable expenses include, but are not limited to:

- Printing costs
- Shipping costs
- Mileage
- Miscellaneous smaller reimbursables

6.) Schedule:

The following is an estimated schedule for the scope:

Design Development	10 weeks

A design amendment will be issued for the Construction Documents thru Construction Administration phases with the revised project scope.

7.) Assumptions

- Assumes that any new building structures will be sited such that it is not in a flood hazard area.
- Assumes that the City will contract directly for Hazmat (asbestos) testing and abatement plan.
- Assumes the City will provide any required arborist services.
- Assumes that the City will provide a lift to access the roof.

8.) Excluded Services

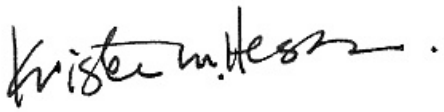
The following services can be provided for additional fees:

- Design beyond Design Development
- Assistance with bidding
- Construction administration
- Closeout and record drawings
- 3-Dimensional Plans or Renderings
- Traffic planning / engineering services (i.e. traffic impact analysis, design of offsite traffic improvements, signal design, etc.) are outside the scope of this agreement.
- Enhanced BMP planting design (above and beyond turf)
- Off-site road improvements
- Permitting through NCDOT
- Site survey of the normal high-water mark (756 contour)
- Floodplain Development Permit
- Stormwater Permitting
- Watershed Modification
- Site Plan Approval
- Construction Drawing Approval
- Public Tree Certification Approval
- Commissioning
- Telecommunications, Security, Acoustical and LEED design.
- Scissor lift rental for field verification
- Book specifications (for DD phase)
- Theatrical or special lighting design
- Generator or UPS design
- Detailed coordination with utility companies (i.e. electrical load sheets)
- Energy Modeling: We have assumed energy code compliance will use the prescriptive method.
- Hazardous location design or classification
- Work outside the area of work in our scope
- Cathodic protection
- Security system, IDS, & CCTV design
- Access control system design
- Public address system design

- Telecommunications design
- Lightning protection design
- Photovoltaic design
- Solar hot water heating
- Electrical coordination study & arc-fault analysis
- LCCA of MEP systems
- Energy Analysis of alternate HVAC systems
- Design of any 24/7 HVAC for specialty server room / IT room on this project.
- Removal of fixed building elements and survey or confirmation of concealed or inaccessible locations is not included. In those locations, we will base our understanding of the existing conditions on previous plans, information from site personnel or inference from known information. If during the course of construction the inaccessible or concealed areas are exposed and/or systems are found to be different than expected and the contractor cannot address the discrepancies with field modifications, we can be engaged upon request to visit the site and update our drawings and calculations on an hourly additional basis or by another arrangement.
- Additional review cycles or changes to plans once substantial progress has been made will be considered additional services. We will notify you immediately if this situation arises.

Please let me know if you need additional information. Thank you so very much for this opportunity. We are excited to continue this project.

Sincerely,



Kristen M. Hess, AIA, LEED AP
Principal