

SCOPE OF WORK AND FEE REQUEST

This exhibit describes the requested fee adjustment to complete construction administration for the Base Bid and Bid Alternate 2 of Stewart Park. The following is a description of the tasks anticipated to be performed as part of construction administration. Please note that the numbering in this exhibit reflects a new task number to the original contract.

SCOPE OF SERVICES

Task 7. Construction Administration

The PlaceWorks team will assist the City with construction administration, including the following subtasks. The number of hours is approximate based on 1 year construction period.

- **Bidding.** To assist the City during the bid process, PlaceWorks will attend one pre-bid meeting to assist City staff in answering contractor questions, prior to the submittal of bids; prepare technical information or changes to include in addenda being prepared by the City, and respond to requests for information.
- **Pre-Construction Meeting.** The PlaceWorks team will attend a pre-construction meeting with City staff and the Contractor to review the drawings, specs, and coordination requirements.
- **Project Coordination Meetings.** PlaceWorks will participate in one project coordination meeting per week of the anticipated construction phase. It is anticipated that the project coordination meeting will be held virtually with one coordination meeting per month occurring on site or in coordination with construction progress monitoring or field review.
- **Construction Site Visits.** The PlaceWorks team will conduct site visits to review the required mock-ups and field samples as indicated in the Technical Specifications. It is anticipated that PlaceWorks will conduct one site visit per month with up to ten (10) additional site visits by the PlaceWorks team throughout construction.
- **Submittal Responses.** The PlaceWorks team will review submittals for conformance to plans and specifications and prepare a written response for each submittal.
- **RFIs and Supplemental Information.** The PlaceWorks team will respond to questions from the Contractor in the field, as requested by the City. PlaceWorks will respond in a timely and efficient manner to the

contractor's requests for additional information. If clarification on design intent is needed or a changed condition is found, the PlaceWorks team will develop Supplemental Information material for the contractor as needed.

- **Punchlist.** The PlaceWorks team will develop a draft punch list for the field inspector and contractor's review following a pre-final site visit. PlaceWorks will participate in a final site visit to go over the items in the punch list, once the contractor has indicated the list is complete.

COSTS

As shown in Table 1, the estimated fee to complete the scope of work described in this proposal is \$154,235.

ASSUMPTIONS

- The contractor shall compile As-Builts at the completion of construction.
- The City shall provide a construction manager for the project and provide all necessary testing and inspections, including geotechnical testing and inspection.
- The City or the Contractor shall provide construction management software if used for the project and provide the PlaceWorks team with a login.

Table 1. Fee Estimate

	PLACEWORKS						SUBCONSULTANTS							Total Task Budget
	Jesse Jones	Chris Gersos	David Gomez	PlaceWorks Hours	PlaceWorks 2% Office Expenses	PlaceWorks Total	BKF	Pace	Sweeney & Associates	Spire Structural	PBS Engineers	10% Subconsultant Markup	Subconsultant Total	
	Associate Principal \$225	Associate \$175	Landscape Designer \$155											
Hourly Rate:														
TASK 7. Construction Administration														
1 Construction Administration	216	48	200	464	\$1,760	\$89,760	21,006	8,575	4,813	15,138	7,169	\$5,670	\$62,370	\$152,130
Task G. Subtotal	216	48	200	464	\$1,760	\$89,760	\$21,006	\$8,575	\$4,813	\$15,138	\$7,169	\$5,670	\$62,370	\$152,130
Labor Dollars Total	\$48,600	\$8,400	\$31,000		\$1,760	\$89,760	\$21,006	\$8,575	\$4,813	\$15,138	\$7,169		\$62,370	\$152,130
PlaceWorks Percent of Total Labor	45%	10%	42%											
EXPENSES														
Reimbursable Expenses														\$2,105
EXPENSES TOTAL														\$2,105
GRAND TOTAL														\$154,235