



DEBRA J. DOCKERY, ARCHITECT, P.C.

May 13, 2016

Eric Vincent Reyna
Design and Development Assistant
Transportation & Capital Improvements (TCI)
114 W. Commerce, 4th Floor
San Antonio, Texas 78205 By email to: Eric.Reyna@sanantonio.gov

Re: **Pre-K West Playground & Parking Lot Fee Proposal**

Dear Mr. Reyna:

Attached hereto is our proposal for a new playground and parking addition to the Pre-K West campus. The scope of work includes approximately 3000 to 5000 sq. ft. playground addition and a new parking lot for 50 vehicles. The new playground will be located next to the existing playground area and will occupy a portion of the adjacent parking lot. The new parking lot will be located in the adjacent property owned by the City. A pedestrian connection will be designed to connect the parking to the Pre-K facility.

We have included CFZ Group, LLC landscape architect, CDS Muery civil engineer and Alderson & Associates MEP engineer on our team. CDS Muery will design the parking lot, and has included in their fee project specific items to do platting and surveying. Alderson will design the exterior lighting for the parking lot and CFZ Group will design the new playground. Our office will coordinate each discipline, design the pedestrian connection between the Pre-K facility and the new parking lot, design the new playground fence, and collaborate with CFZ Group and CDS Muery with their designs.

The proposal assumes the project will be done by Qualified Low Bid process and will include construction administration.

A compilation sheet is included which totals the fee per phase and the project specific services. We look forward to working with you on this project. If should have any questions, feel free to contact me or our firm's Project Architect, Carlos Cruz, AIA.

Sincerely,

Debra J. Dockery, AIA

attachments: Fee proposal spread sheet

DEBRA J. DOCKERY, ARCHITECT, PC									
118 Broadway, Suite 516									
San Antonio, Texas 78205		(tele: 210.225.6130							
CITY OF SAN ANTONIO									
PRE-K WEST PLAYGROUND & PARKING									
FEE PROPOSAL COMPIATION									
17-May-16									
PHASE	CONSULTANT	Dockery	CDS Muery Civil Engineer	CFZ Group Landscape	Alderson MEP Engineer	Total			
Pre-Design Services i.e. Topo Survey	\$	256	\$ 4,000						
Platting Fee*	\$	256	\$ 17,230						
Schematic Design	\$	7,520	\$ 10,105	\$ 1,200					
Design Development	\$	5,168	\$ 9,855	\$ 4,185					
Construction Documents	\$	6,848	\$ 6,735	\$ 4,280	\$ 3,187				
Bidding	\$	1,245	\$ 1,845	\$ 535	\$ 200				
Construction Administration	\$	8,258	\$ 6,525	\$ 500	\$ 597				
Sub-total Design Basic Fee	\$	29,551	\$ 56,295	\$ 10,700	\$ 3,984	\$ 100,530			
Permitting Related Fees**									
TDLR - Texas Accessibility	\$	1,750							
Printing - 2 full and 2 half sets of final set	\$	600							
TIA - PHT FORM	\$		495						
SWPPP	\$		1,895						
TXDOT Permitting	\$		1,670						
CPS Electrical Easement	\$		2,835						
Stormwater Mangement / FILO	\$		7,400						
Sub-total Permitting Fee	\$	2,350	\$ 14,295			\$ 16,645			
				Total Project Design Fee		\$ 117,175			
Potential Additional Services									
Fire Department Site Plan	\$		1,045						
Dentention Pond (if required)	\$		7,740						
Sub-total Project Specific	\$		8,785			\$ 8,785			
Total per Consultant	\$	31,901	\$ 79,375	\$ 10,700	\$ 3,984	\$ 125,960			

*Does not take into account the platting fee for submission

**Does not take into account the permitting fee to submit construction documents to DSD

**City of San Antonio
Capital Improvements Management Services**

Fee/Price Proposal Breakdown for Professional Services

Project Name	Pre-K West Playground & Parking Addition
Name of Firm/Service Consultant	Debra J. Dockery, Architect, PC
Date Proposal Submitted	13-May-16
Project Manager	Carlos Cruz

Position/Personnel Title Fully Loaded Hourly Wage Rates * (as defined below)	Senior Design											Total Hours	Total Price	
	Principal/Partner	Project Manager	Engineer/Architect	Engineer/Architect	Architect/Engineer	Engineer	Architect	CADD	Architect/Clerical	Interior Designer	CADD Manager			
	\$150.00	\$126.00	\$126.00	\$103.00	\$83.00	\$85.00	\$60.00	\$57.00	\$86.00	\$67.00				
Task to be performed (Phase Description including Sub-consultant work)	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	
Schematic Design	18	40											58	\$7,520.00
Design Development	8	16						32					56	\$5,168.00
Construction Documents	16	16						40					72	\$6,848.00
Bidding Phase / Permit Submission	2	6						2		1			11	\$1,245.00
Construction Observation	8	8						64	8	2			90	\$8,258.00
													0	0
													0	0
													0	0
Total Hours	50	86	0	0	0	0	64	82	7	0	0	0	289	
Total Fee/Proposal (Not to Exceed)	\$7,500.00	\$11,000.00	\$0.00	\$0.00	\$0.00	\$5,440.00	\$4,920.00	\$171.00	\$0.00	\$18.00	\$18.00	\$20,031.00	\$20,031.00	

**City of San Antonio
Capital Improvements Management Services**

Fee/Price Proposal Breakdown for Professional Services

Project Name:	Pre-K West Playground and Parking
Name of Firm/Subconsultant:	CDS Mueary
Date Proposal Submitted:	3/11/2018
Project Manager:	Lee Heinon

Positions/Personnel Title Fully Loaded Hourly Wage Rates * (as defined below)	Principal / Partner	Project Manager / Senior Engineer	Project / Design Engineer	EIT	Sr Eng / Surv Tech	Eng / Surv Tech / CAD	Admin/Clerical	RPLS / Sr Surveyor	3 Man GPS Crew	3 Man Crew		
	\$185.00	\$165.00	\$125.00	\$100.00	\$105.00	\$65.00	\$60.00	\$150.00	\$175.00	\$150.00		
Task to be performed/Phase Description (including Sub-consultant work)	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Total Hours	FEES
BASIC SERVICES FOR 50 SPACES AND PLAYGROUND												
SCHEMATIC DESIGN	0	15	18	0	50	2	0	0	0	0	85	\$10,105.00
DESIGN DEVELOPMENT	0	12	21	0	44	6	4	0	0	0	87	\$9,855.00
CONSTRUCTION DOCUMENTS	0	11	14	0	28	4	3	0	0	0	58	\$6,735.00
BID	0	6	3	0	0	0	8	0	0	0	17	\$1,845.00
CONSTRUCTION ADMINISTRATION	0	15	24	0	10	0	0	0	0	0	49	\$6,525.00
TOTAL BASIC SERVICES FOR 50 SPACES PLUS PLAYGROUND												\$35,065.00

Position/Personnel Title Fully Loaded Hourly Wage Rate * (as defined below)	Principal / Partner	Project Manager / Senior Engineer	Project / Design Engineer	EIT	Sr Eng / Surv Tech	Eng / Surv Tech / CAD	Admin./Clerical	RPLS / Sr Surveyor	3 Man GPS Crew	3 Man Crew		
	\$165.00	\$165.00	\$125.00	\$100.00	\$105.00	\$65.00	\$60.00	\$150.00	\$175.00	\$150.00		
Task to be performed/Phase Description (including Sub-consultant work)	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Total Hours	FEES
PROJECT SPECIFIC SERVICES												
BOUNDARY VERIFICATION / TOPO SURVEY	0	3	0	0	24	8	0	10	4	50	79	\$10,070.00
SUBDIVISION PLATTING	0	12	16	4	61	0	0	0	0	0	100	\$11,160.00
HA - PHT FORM	0	3	0	0	0	0	0	0	0	0	3	\$495.00
FIRE DEPARTMENT SITE PLAN (IF NEEDED)	0	1	2	0	6	0	0	0	0	0	9	\$1,045.00
SUPPP	0	1	4	0	0	0	0	0	0	0	5	\$1,895.00
TXDOT PERMITTING	0	4	6	0	0	0	0	0	0	0	10	\$1,670.00
GPS ELECT ESMT	0	3	0	0	6	0	0	0	0	0	9	\$2,635.00
STORMWATER MANAGEMENT PLAN & FLD REQUEST	0	10	20	6	6	0	0	0	0	0	42	\$7,400.00
DEFENTION POND ANALYSIS & DESIGN (only if FLD is not feasible)	0	6	20	6	20	6	0	0	0	0	58	\$7,740.00
											TOTAL PROJECT SPECIFIC FEES	\$44,310.00
TOTAL HOURS - BASIC + PROJECT SPECIFIC (50 SPACES) PLUS PLAYGROUND	0	103	162	20	262	32	29	10	4	38	668	
TOTAL FEE - BASIC + PROJECT SPECIFIC (50 SPACES) PLUS PLAYGROUND	\$0.00	\$16,995.00	\$20,250.00	\$2,000.00	\$27,510.00	\$2,080.00	\$1,740.00	\$7,400.00	\$710.00	\$5,760.00	\$79,375.00	\$79,375.00

* A fully-loaded Hourly Wage Rate is defined as an employee's base hourly rate plus labor overhead (including fringe benefits), general and administrative (indirect) expenses, profit and escalation (if applicable)

EXCLUDES
 LANDSCAPE AND IRRIGATION
 WATER HYDRAULIC ANALYSIS (ASSUMES NONE NEEDED)
 FIRE FLOW TEST



May 13, 2016

Debra Dockery
Debra Dockery Architect, P.C.
118 Broadway, Suite 516
San Antonio, TX 78205

Re: Landscape Architectural Design Services for San Antonio Pre-K West Campus Playground Expansion

Dear Debra,

CFZ Group, LLC is pleased to submit this proposal for design services for the project referenced above. We propose to develop the project in the following Task 1-Design, Task 2-Contract Document; Task 3-Bidding Phase; and Task 4-Construction Administration.

Please feel free to contact me at 210-366-1911 if you have any questions or comments regarding this proposal. Thank you for the opportunity to submit this proposal and we at CFZ Group, LLC look forward to working with you.

Sincerely,

A handwritten signature in black ink, appearing to read 'Cullen Coltrane'.

Cullen Coltrane, ASLA
Vice President
CFZ Group, LLC

Coltrane • Fernandez • Zavala Group, LLC

7410 John Smith #208, San Antonio, Texas 78229

Office 210-366-1911 Fax 210-366-0728

office@cfzgroup.com

SCOPE OF SERVICES

This scope of work describes design services to be provided by CFZ Group, LLC (CONSULTANT) to Debra Dockery Architects (CLIENT). It defines the effort required to provide design, contract documents, bidding, submittals, and construction observation services for the following:

- a. Natural play area that offers : Sand/water play, hills and trails, dramatic play, art, science
- b. music and construction.
- c. Landscape Design
- d. Irrigation Design (play area only)

Prior to starting the scope of work described in this proposal, CFZ Group requires a site, boundary and tree survey with the following information:

- a. Project Site and adjacent property zoning
- b. Location, name, condition and size of existing trees 6" or greater.
- c. Location of major understory tree stands.
- d. Boundary and topography information.
- e. All site easements.
- f. Static water pressure.
- g. Existing site utility locations (water tap, water main, etc.)
- h. All proposed improvements.

Task 1 – Design Phase:

Task 1.1-Playground Site Plan: identifying locations and general characteristics of all playground site amenities.

Task 1.2-Landscape Plan: identify tree species and tree locations

Task 1.3- Conceptual Irrigation Plan: Schematically identifying how new landscape areas will be irrigated.

Task 2 – Contract Documents:

Contract documents shall include construction plans, elevations and site details, technical specifications and bidding documents as required implementing the Project's playground improvements. The CONSULTANT will use 8 1/2"x11" format for technical specifications and plan format (to be determined) for all construction drawings. Contract Documents will include but not limited to:

Task 2.1- Playground Site Layout Plan: providing dimensional control of playground site.

Task 2.2- Site Details: Detailing construction elements, sections, and enlarged plans of playground elements. Details will describe the materials, fabrication, support, and installation requirements of all proposed site elements.

Task 2.3-Tree Preservation Plan: to meet the City of San Antonio's Tree Preservation Ordinance. Plan will include:

- Graphically identifying trees to remain, remove, or relocate with corresponding notes and details.
- Legend indicating caliper of trees to remain, remove or relocate.
- Developing specifications and details relating to tree protection.
- Preparing a tree affidavit. (affidavit to be signed by client)

Task 2.4- Landscape/Irrigation Plans and Details: Final plans locating and identifying all plant materials to be used and, locate any existing materials to be preserved. A plant list, including quantities, sizes botanical and common names, and any special installation requirements will be provided as necessary.

Task 2.5- Specifications: Landscape, irrigation and playscape technical specifications generated in CSI format for inclusion into the contract documents.

Coltrane • Fernandez • Zavala Group, LLC

7410 John Smith #208, San Antonio, Texas 78229

Office 210-366-1911 Fax 210-366-0728

office@cfzgroup.com

Task 3- Bidding

Bidding Phase will include: Prepare addendum items as required to update contract documents.

Task 4-Construction Administration

Upon the notice to proceed, the CONSULTANT will provide construction administration services. Services shall include:

Task 4.1-Construction Administration

Attend meetings during the Project's Construction to monitor construction progress and to observe that the design intent is met.

Exclusions

The following tasks are not included in the basic scope of services. However, if requested, CONSULTANT will perform requested tasks as additional services.

1. Work or scope items not specifically described in this scope of services.
2. Acquisition of preliminary title reports.
3. Individual parcel surveys, boundary resolutions, or determination of riparian boundaries.
4. Acquisition or negotiation of rights of entry
5. Staking services, Records of Survey mapping or monumentation of new right of ways or easements.
6. Mapping and delineation geotechnical investigation.
7. Mapping services not specifically described in this scope of services.
8. On-site cultural findings (in construction)
9. Hazardous materials inspections and testing for existing architectural and site features.

Format

CONSULTANT hereby agrees to produce instruments of service in the following form or format:

1. AutoCAD 2008 for drawings.
2. Microsoft Word 2000 for word processing.

Compensation

CONSULTANT shall perform the above SCOPE OF WORK for a base phased fee of \$10,700.00. Reimbursable expenses will include travel, telephone, all reproductions (unless otherwise noted elsewhere in proposal), postage and delivery, etc. and will be invoiced at a multiple of 1.10 in addition to our compensation.

Base Phased Fee Breakdown		
(35%)	Design Phase	\$3,745.00
(40%)	Contract Document Phase	\$4,280.00
(5%)	Bidding Phase	\$535.00
(20%)	Construction Administration Phase	\$2,140.00
Phased Fee Subtotal		\$10,700.00

Prepared by:



Cullen Coltrane, ASLA
Vice President
CFZ Group, LLC

Coltrane • Fernandez • Zavala Group, LLC

7410 John Smith #208, San Antonio, Texas 78229

Office 210-366-1911 Fax 210-366-0728

office@cfzgroup.com

Engineering Services Proposal / Agreement for Pre-K West Playground and Parking

Alderson & Associates, Inc.
MEP Engineering & Commissioning
Texas Registered Engineering Firm F-1008
7700 Torino, Suite 101
San Antonio, TX 78229
210.614.1110

May 13, 2016

Ms. Debra Dockery, AIA
Debra J. Dockery, Architect P.C.
118 Broadway, Suite 516
San Antonio, TX 78205

RE: Professional Engineering Services Proposal
Pre-K West Playground and Parking

Dear Ms. Dockery,

Alderson & Associates, Inc. is pleased to submit this proposal for professional mechanical, electrical, and plumbing engineering services to Debra J. Dockery, Architect P.C. for the Pre-K West Playground and Parking project.

PROJECT SCOPE

It is our understanding the project will consist of expanding the existing parking lot to include 50 additional parking spaces and expansion of the existing playground area at the Pre-K 4 SA West campus.

SCOPE REQUIREMENTS

MECHANICAL

- No new or modified mechanical/plumbing systems are included in the project scope.

ELECTRICAL

- Site/Area lighting modifications and additions to accommodate the new playground area.
- Site/Area lighting modifications and additions to accommodate the new parking area.

BASIC SCOPE OF SERVICES

Basic services will consist of:

- i. Conducting a field survey to determine existing conditions.
 1. CLIENT will provide existing drawings.
- ii. Attending meetings with the CLIENT in order to report the progress of the PROJECT and discuss options.
 1. A total of one (1) design meeting with the CLIENT is estimated for this PROJECT. More meetings may be requested. These additional meetings will be considered an additional service and will be billed on an hourly basis.
- iii. Performing engineering calculations necessary to design the PROJECT.
- iv. Preparing Construction Documents consisting of drawings and specifications for the PROJECT.
 1. Drawings will be submitted at 95% and 100% Construction Document Phases in AutoCAD native DWG files and PDFs.
- v. Construction administration services will include:



Engineering Services Proposal / Agreement for Pre-K West Playground and Parking

1. Reviewing CONTRACTOR submittal data.
2. A maximum of one (1) site visit during construction in addition to a final punch. Additional site visits can be performed if requested. These will be considered an additional service and will be billed on an hourly basis.
3. Record drawings and close-out documentation.

BASIC COMPENSATION

Compensation for Basic Services shall be a Fixed Fee of \$3,984.00.

The fee for Basic Services will be allocated as follows:

- Design – 80%
- Construction Administration – 20%

ADDITIONAL SERVICES

Additional Services include any work required or requested beyond the Basic Scope of Services for the Scope Requirements not outlined or reasonably implied in this proposal. These additional services will be performed for a mutually agreed additional fee. Additional services must be approved in writing prior to commencement.

REIMBURSABLE EXPENSES

All reimbursable expenses shall be in addition to the above Basic Compensation.

EXCEPTIONS AND CONDITIONS

- i. Contract provisions shall be as stipulated in AIA C401-2007 (Standard Form of Agreement Between Architect and Consultant) Document.
- ii. Fees do not include taxes which may be levied on professional services.
- iii. City permitting fees are excluded.
- iv. The design services required to rectify any existing code violations or other items requiring correction will be considered as an additional service and can be performed for a mutually agreed additional fee.
- v. Fire protection system design will be by performance specification. CLIENT will provide the requirements of the insurance underwriter.
- vi. Asbestos survey and remediation are excluded.
- vii. Design of site drainage systems is excluded.
- viii. Design of trench shoring systems is excluded.
- ix. Energy modeling is excluded.
- x. LEED design, registration, and certification efforts are excluded.
- xi. Commissioning is excluded.

INVOICES AND PAYMENTS

An invoice shall be submitted subsequent to the completion of each drawing submittal phase during the Design Phase. Invoices shall be submitted monthly during the Construction Phase based upon percent completion as reported by the CONTRACTOR'S most recent pay application. Payment is due upon receipt of our invoice and is past due after thirty (30) days from invoice date. CLIENT agrees to pay a finance charge of 1% per month on past due accounts. In addition, if bills are not paid within 45 days, Alderson & Associates, Inc. may, after giving seven (7) days written notice, suspend services under this agreement until payment has been made for all amounts past due.

TERMINATION OF SERVICES

This agreement may be terminated by CLIENT or Alderson & Associates, Inc. if either party fails to perform its obligations hereunder. In the event of termination, CLIENT shall pay Alderson & Associates, Inc. for all services rendered to the date of termination, all reimbursable expenses, and reimbursable termination expenses. If and when the project is resumed, CLIENT shall compensate Alderson & Associates, Inc. for expenses incurred for the interruption and resumption of services. Fees for the remaining services and the time schedules shall be equitably adjusted.

SPECIAL PROVISIONS

- i. Changes to this proposal are not valid without being agreed upon and initialed by a principal of Alderson & Associates, Inc.
- ii. This proposal is valid for sixty (60) days unless otherwise renewed by mutual agreement.

We appreciate the opportunity to provide our services to Debra J. Dockery, Architect P.C.. If you have any questions about this proposal, kindly contact Phillip Preston, PE at 210.614.1110 or ppreston@alderson-inc.com.

Or, if this proposal is acceptable in accordance with your requirements, please sign and date one original and return it to our office. Alderson & Associates, Inc. will not commence work prior to receiving written authorization. Signature also acknowledges and accepts the terms and conditions included herein.

ALDERSON & ASSOCIATES, INC.

DEBRA J. DOCKERY, ARCHITECT P.C. (CLIENT)



Linda G. Alderson, Managing Principal
Alderson & Associates, Inc.

Authorized Signature

Printed Name, Title

Date



