



February 21th, 2018

Peri Manns, ASLA, LEED GA
Deputy Director of Engineering and Environmental Services
Durham County
120 E. Parrish Street, Law Building
Durham, NC 27701

Reference: Architectural Design Services for Redevelopment of Two Downtown Sites
Design Services Proposal

Dear Peri:

Little Diversified Architectural Consultants (LITTLE) is pleased to provide this proposal for the above referenced project. You will find a "Scope of Services" attachment to this letter describing the work to be completed and associated fees. With your concurrence, this letter will serve as an attachment to a forthcoming Agreement for Professional Services between Durham County and LITTLE.

We look forward to working with Durham County and DFI to develop successful ideas and concepts for the development of these two Downtown Durham Sites. If there are any questions or clarifications please do not hesitate to call me.

Thank you,

A handwritten signature in black ink, appearing to read "Julie McLaurin". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Julie McLaurin, AIA
Community Studio Principal
Little Diversified Architectural Consulting
919-474-2542
julie.mclaurin@littleonline.com

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Redevelopment of Two Downtown Sites

SCOPE OF SERVICES

This project includes design services for two County-owned sites in Downtown Durham. The UNC School of Government's Development Finance Initiative (DFI) has been working with the County and stakeholders for many months to determine the vision, public interests, goals, preliminary program as well as market and economic factors for the development of these two sites. Little and our consulting partners will work with the County and DFI to understand the existing site constraints, demands, context and opportunities. Our team will partner with DFI to develop multiple program and massing concepts for each site. We will approach this process collaboratively with the project team and all stakeholders including potential developers. Ultimately, we will help develop and convey through materials and graphics a recommended approach for the development of each property. Professional services rendered under this scope include the following:

Scope of Work

- Meet and coordinate with DFI and Durham County representatives to discuss the vision, guiding principles, goals and current status of feedback received on the project to date.
- Examine available physical information and site parameters:
 - Considering available environmental and soil reports, utility and topographic surveys and parking studies
 - Determining site constraints and context including review of the latest UDO and historic district overlay requirements
 - Investigating preliminary life safety code analysis including construction types, occupancies, and basic egress and program separations
- Generate a 3D massing model of the combined site areas and adjacent context to represent volumes, major building, road and site elements
- Develop a minimum of 3 overall concepts for each site:
 - Indicating multiple program mixes (residential, parking, retail & office), sizes and flow
 - Showing different site and contextual responses
 - Considering different phasing, construction methods and order of magnitude pricing
 - Providing a coordinated, balanced and consistent approach to the development of each block
 - Providing plan, section and elevation diagrams as well as block and stack layouts to explain the overall massing concepts
- Develop typical plan layouts for:
 - Residential unit types (with consideration of affordable housing aspects of the program)
 - Typical core locations and sizing
- Provide preliminary hardscape and landscape layouts for:
 - Streetscape
 - Services areas and alleyways
 - Open areas and public passages
 - Typical street elements (trees, lighting, benches, drop offs, etc...)
- Provide structured parking input including:
 - Discussions with team on parking demand strategies for proposed site uses. Parking demand analysis is not included in scope.
 - Develop conceptual structured parking layouts and scenarios, up to 3 scenarios per site (ground level and typical upper levels) with emphasis on service access, entry/exits, access control, queuing and shared uses.
 - Review and comment on documentation materials prepared by Little

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- Develop in-house graphic presentations for the recommendation of one preferred scheme for each site including preliminary character studies
- Support DFI to foster community developer interest in the project, address developer inquiries and assess validity of developer alternative ideas
- Provide one professional rendering per site for use in the developer solicitations.
- Provide one in-house ground/site plan image for each site for use in developer solicitations.
- Meetings
 - Conduct frequent and collaborative team meetings and check-ins (see proposed schedule)
 - Conduct one meeting with Durham City/County planning department to review requirements and conceptual planning options for each site
 - Preparation and participation in small group meetings with the Board of County Commissioners where concepts will be shared
 - Preparation and participation in three community workshops where multiple concepts will be shared
 - Preparation and participation at Board of County Commission Public Work Session on May 7 where recommendations for each site will be shared

Owner Provided Information

Much of the existing site information has been received from the County and we understand that survey work is underway. To support the development of the program and massing schemes, we anticipate the following deliverables from DFI:

- Current market analysis and space needs information available for any program type
- Available ownership sharing scenarios
- Previous research, community feedback and guiding principles developed to date

Schedule and Milestones

Our design team can begin work upon approval of this agreement. We plan on having regular bi-weekly meetings with DFI and County Staff but have also assumed multiple "Check-In" meetings during the process. There will be many weeks where multiple meetings or calls will be necessary and we will be available to work through concepts as needed with DFI. We anticipate the following schedule and milestones:

<u>Milestone</u>	<u>Topic</u>	<u>Tentative Schedule</u>
Contracts Approvals/NTP		March 8 WS (3/12 consent)
<i>Recommendation of Guiding Principles to BoC (DFI)</i>		Early March
Team Meeting	Kick-Off	Week of March 8
Check-In Meeting	Design Ideas/Discoveries	Week of March 12
Team Meeting	Scheme Development	Week of March 19
Planning Department Meeting	Conceptual Planning Review	Week of March 26
Check-In Meeting	Scheme Development	Week of March 26
Team Meeting	Scheme Development	Week of April 2
Small Group Meetings with County Staff and BoC		Week of April 2
Team Meeting	Community Workshop Prep	Week of April 9
Community Workshops (3)	Draft Program & Massing Options	Week of April 16
Check-In Meeting	Feedback/Scheme Development	Week of April 23
Small Group Meetings with County Staff and BoC		Week of April 23
Team Meeting	Scheme Development/BoC Prep	Week of April 30
BoC Public Presentation	Program & Scheme Recommendation	May 7 WS

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<u>Milestone</u>	<u>Topic</u>	<u>Tentative Schedule</u>
Check-In Meeting	Development of Solicitation Package	Week of May 14
Development of Renderings and Solicitation Package		Month of May
Developer Outreach		Month of May
Check-In Meeting	Rendering Drafts	Week of May 21
<i>Small Group Meetings with County Staff and BoC (DFI)</i>		Week of May 28
<i>BOC Public Presentation</i>	<i>Solicitation Package Approval (DFI)</i>	June 4 WS
Assisting DFI with developer questions/ideas		June thru August

Design Team

The following key team members have been assigned to the project:

Little

Julie McLaurin, AIA – Principal in Charge
Joel Dabrowski, AIA – Project Designer
Caitlin Fedor, AIA – Project Architect *Support*
Michael Coates, AIA – Principal Designer *Support*
Marcus Acheson, AIA – Principal Developer Focused *Support*

Kimley-Horn

Dean Penny, PE – Principal
Matt Sumpter, PE – Structured Parking

CLH

Christine Hilt, ASLA – Principal Landscape and Civil Engineering
Zac Pierce, ASLA – Planning

BREE

Eric Phoenix – Consulting Cost Estimator

Compensation for Services

Our team will complete the above scope of services for a lump sum fee of \$110,280. An allowance for misc. expenses and printing is included in our fee as indicated below.

Architectural Related	\$83,880
Landscape Architecture Related	\$6,600
Parking Related	\$14,300
Rendering Allowance	\$4,000 (based on 1 images per site)
Cost Estimating Allowance	\$500
Printing and Expenses Allowance	\$1,000 (est. \$100 each mounted presentation board)

End of Scope of Services Exhibit