

EXHIBIT A – Durham County Contract
PROPOSAL FOR DESIGN SERVICES
Durham County 300 and 500 Parking Garages
Little Diversified Architectural Consulting

Date: November 1, 2019

Contact: Mr. Peri Manns
Deputy Director
Durham County Engineering and Environmental Services
201 East Main Street
Durham, NC 27701

Dear Peri:

We are excited to have this opportunity to work with Durham County on the new 300 and 500 block of East Main Street parking garages. These projects will have a lasting impact and benefit to those that live and work in Durham County. We have taken the opportunity to outline our understanding of the project and our fees for design services. In the proposal that follows, Little Diversified Architectural Consulting, referred to as “Little”, will be the prime consultant and will provide architectural and structural engineering services. Little is partnering with Stewart Engineering to provide civil engineering and landscape architecture services while Engineered Design, Inc will provide plumbing, mechanical, and electrical engineering including fire alarm design services. Kimley Horn has been engaged to provide parking design services.

We appreciate the opportunity to work with Durham County again on this very exciting project and look forward to getting started soon.

Sincerely,

Little Diversified Architectural Consulting



Julie McLaurin, AIA
Community Studio Principal

Project Description and Understanding

Little is aware that Durham County will be jointly developing the 300 and 500 blocks of East Main Street with private developers. Little understands that Durham County will be owning, and separately developing as part of the joint development, the 2 new parking structures that will support the final build out of the 300 and 500 blocks of East Main Street. This proposal will provide the design for the 300 block of East Main Street with the scope as identified in the following paragraphs. The 300-block garage is to be constructed separately from the developer's affordable housing wrapper with the County contracting with a Construction Manager at Risk (CM@R) firm to execute the construction of the garage. Part of the total budget of \$56,000,000, the proposed project budget allocation for the 300-block parking garage is \$22,000,000. Of that, \$19,500,00 is budgeted for construction or "hard costs".

The 300-block development included in this proposal includes a seven (7) story cast-in-place concrete parking garage containing approximately 780 spaces. Future development for the 300 block will include ground level retail, an affordable housing "wrapper", amenity and support areas, as well as space for a Pre-kindergarten program. This proposal includes architectural and engineering design for the cast-in-place foundation, podium for the housing wrapper, and super structure for the parking garage including the vertical circulation and exterior skin for the Queen Street elevations. Little will also coordinate with the design team for the affordable housing wrapper to jointly develop the exterior facades and document them for submission to the Historic Preservation Commission. Concurrent with the design of the garage, the design efforts will identify spaces for the amenities, support spaces, and the pre-kindergarten program. The architectural and engineering design for these spaces will be "cold, dark shells" and only infrastructure will be delivered to these spaces. Finally, Little will assist the county in a staffing parking assessment that will help set the number of parking spaces for the 500-Block garage.

Little and its consulting team will provide full design services as outlined below. As Architect and design team lead, Little will provide architectural and structural engineering. Little will contract with Kimley Horn to provide parking design services, Stewart Engineering for civil engineering and landscape design, and Engineered Design, Inc for plumbing, mechanical, and electrical engineering.

The current project schedule anticipates beginning construction of the 300-block garage in the summer of 2020. The CM@R will begin construction following permitting with construction expected to take eighteen (18) months to complete.

Traditional Services

Little will provide traditional services based upon the project description and understanding noted above and in accordance with the clarifications below in the amount of \$1,665,000. Little has included \$100,000 for reimbursable expenses incurred during the design of the project.

Non-traditional (Additional) Services

Little has included the follow Non-Traditional Services within the contract as part of the total lump sum contract amount.

Staffing/Parking Assessment	\$25,000
HPC/COA Review Process	\$20,000
Parking Specialties	\$72,000
Cost Estimating	\$58,235
Deep Foundation	\$25,750
Signage and Wayfinding	\$32,375
ParkSmart Certification	\$60,000 (Allowance if required)
Security	\$25,000 (Allowance if required)

Total Fee

The total project fee, assuming acceptance of all allowances is \$1,983,360. Based on the fee for Traditional and Non-Traditions services noted above (minus reimbursables), the total MWBE fee percentage allocation is currently 23% and includes:

EDi	PME	Women Owned 9.0%
Stewart	Civil & LS	Minority Owned 10.5%
Bree	Cost Estimating	Minority Owned 3.1%

Clarifications

1. **Early Packages** - It is assumed that there will not be any early packages released on the project. Since the sites are on open parking lots, it does not seem necessary to start early since there is no building demolition or tenant/client relocation. If early phases are required, additional services may be required since there will be additional effort with architecture and structural engineering.
2. **Owner Responsibilities** - It is assumed that the owner's responsibilities include re-zoning, annexation, entitlements, geotechnical testing, environmental testing, soil borings (including seismic analysis or shear wave test), wetland /stream determination & delineation, Phase I and Phase II Environmental Site Assessment (ESA), brownfield remediation (if required) and material testing.
3. **Owner Coordination** – Infrastructure for network and security are included in the scope of work. The design of the systems currently is not included. It is assumed that Durham County will provide infrastructure, network, and rack requirements for technology. It is assumed that an intercom system is not required. Security is carried as an allowance and the scope of work will be outlined during schematic design.
4. **Meetings** – Public/Project meetings are included in the fees as outlined below. Up to four additional public meetings have been included in the fee.

Phase	Type of Meeting	Number of Meetings Included
Staffing/Parking Assessment	Owner	3
	County Council	2
	Public Meetings	2
Schematic Design	Owner	5
	County Council	2
	Public Meetings	2
Design Development	Owner	5
	County Council	1
	Public Meetings	2
Construction Docs	Owner	6
	County Council	1
	Public Meetings	1
CMAR Bidding/GMP	Owner	2
	County Council	1
Construction Admin Progress	Site Visit/Meetings	18 (bi-weekly)
	Project Meetings	18 (bi-weekly)

Representation:

- A. **Owner Meetings** – The project manager and project architect from Little will direct all Owner meetings. A representative from each trade will be presented at owner meetings based on the intent of the meetings and the portion of the project being reviewed.
- B. **Durham County Board of County Commissioners (BoCC) / Public Meetings** – The project principal and project manager from Little will attend all Commissioner meetings where the scope of work within this proposal is to be presented. Based on the presentation intent, the parking consultant and structural engineer will attend with the architect.
- C. **Construction Administration** – The construction schedule is expected to last 18 months. The project manager from Little will run the monthly progress meetings and coordinate with the CMAR

for all alternating bi-weekly meetings. A representative from each trade will be present at monthly meetings based on the intent of the meeting and the portion of the project under construction. A representative from each trade will also visit the site monthly and coordinate with the CMAR bi-weekly. Should the construction duration extend past 18 months through no fault of the design team, we reserve the right to request additional services for extra meeting above those noted above.

5. **Staffing/Parking Assessment** – The design team will meet with representatives of the departments that will be using the 300-block parking garage. Our current understanding is that the County's portion of the garages will primarily serve the Durham County Department of Public Health. Included in this proposal is up to 5 meetings with the departments within the Public Health building and/or the BoCC to suggest options for reducing the parking space demand, through various programs and incentives, and confirm a final parking space count associated with the total build out of the 300 and 500 parking garages. It is assumed that Durham County will provide the implementation strategies and policy changes to enable the parking reduction determined through the assessment.
6. **Site Design Exclusions** - This proposal does not include and would assume as additional services all of the following items related to the site: Off-site utility extension, off-site roadway design, fire flow analysis (hydrant pressure testing), signalization studies, construction staking, re-combination plats, loan draw certifications, utility relocation coordination, NPDES monitoring, variance requests and downstream sanitary sewer analysis. On-site design for stormwater detention or BMP's for storage or treatment is not in the scope of work since it is not anticipated at this time. Environmental design / EA FONSI services are not included.
7. **High Rise Construction** – The current design fee does not include design for any high-rise occupancy. Should the need arise for high-rise construction, it can be provided as an additional service.
8. **Art Installation(s)** - This proposal includes assisting Durham County with a discussion about art installations and integration but the fee for civil, landscape architecture and architecture do not have specific scope to design the art installations or highly unique solutions to house the art. If the installation requires a unique degree of design and documentation on the part of the design team, Little will negotiate any scope changes prior to proceeding past the current anticipated scope of work.
9. **Landscape Architecture** - Landscaping scope is restricted to required code tree plantings and minor landscape around parking structure perimeter. It is not anticipated that any further extent is needed. Design elements such as vertical green walls or other integrated landscape will be evaluated at the time of design but in general will be included. Any rooftop gardens or extensive plantings on the roof would be considered additional services for design. Irrigation design is not included in the scope of work.
10. **Parksmart** - Parksmart Certification has been provided as an allowance should the County want to pursue it. Under the Parksmart Certification there are a few clarifications:
 - The Little, Kimley-Horn, Stewart, and EDI team will work together to develop the scorecard through a charrette with the owner; We will assist with developing the matrix based on available points indicated in the Parksmart Certification Standard.
 - The team will provide written narrative that describes potential design items to achieve Certified and/or Bronze and/or Silver level of certification. Design effort beyond the common sustainable elements required to achieve certification is outside the basic scope of work. Examples could include roof solar panel design, stormwater BMP design, or any credit that will require a specialty engineering design or extensive calculations.
 - The team will prepare the Parksmart documentation for credits;
 - The team will upload documentation and respond to comments from reviewers.
 - The team will coordinate with the project commissioning agent to complete the Basis of Design, respond to commissioning agent's review comments at each design phase, and incorporate commissioning agent's shop drawing review comments into responses during construction.
11. **Structural Ground Improvements** - The proposal includes structural foundations and footings as required assuming deep foundations and potential caissons to 60' as the baseline (this is a typical condition for comparable sites in downtown Durham). If soil shoring or construction shoring/reshoring design are required they will be provided as an additional service.

12. **Structural Discrepancies & Special Inspections** - The proposal includes the structural engineer responding to up to 25 discrepancy notices, reviewing up to 10 monthly Special Inspections reports produced by the Special Inspector, and reviewing and responding to post-tensioning elongation reports produced by the Independent Testing Laboratory (ITL) and provide no more than 2 iterations of review per report. If Special Inspections fail due to the fault of the subcontractor, the structural engineer will provide design solutions hourly to be back charged to the subcontractor.
13. **Mechanical/Fire Protection** - The baseline for mechanical and fire protection is an open deck design with no mechanical ventilation. An incoming fire line will be designed to service the ground level amenity, Pre-K, retail occupancies only as well as the housing component of the project. If the approved design of the garage requires a fully sprinklered design, this will be considered an additional service.
14. **Electrical** – Parking garages do not typically require emergency generators and/or UPS systems and have not been included in this proposal. Should the Owner wish to add either system, these systems can be provided as an additional service.
15. **Signage** - Signage and wayfinding is included in this proposal to address code required signage, general building signage and parking signage. Integrating the brand into the signage is included in the scope of work and will be provide by Little. Space-by-space parking guidance systems are not currently in the scope of work.
16. **Parking Garage FF&E** - FF&E is included in this proposal for parking equipment, security equipment, and general core tenant P/M/E equipment for the retail program.