sfsarchitecture
drivenbyconnections

February 23, 2024

Paul Bloomberg
Parks and Recreation Director
Joplin Parks and Recreation
3301 W. First Street
Joplin MO 64801

Re: Memorial Hall Costing Analysis | Scope and Fee Proposal

Mr. Bloomberg,

Thank you for the opportunity to collaborate with the City of Joplin on the Costing Analysis for Memorial Hall.

Below you will find outlined the scope of work as we proposed in response to the RFQ on January 30, 2024 (re: attached Statement of Qualifications: Project Understanding and Project Approach) with the associated professional fees.

Please review this proposal at your earliest convenience and let us know if there are any questions or concerns we can address.

Respectfully submitted,

Brian Garvey AIA DBIA LEED
Principal

Cc: Kerry Newman AIA

PROJECT UNDERSTANDING

In July of 2020, the City of Joplin procured an analysis of Memorial Hall. The City would like to update this study and answer the following items:

1. Provide a current structural and major systems analysis of Memorial Hall.
2. Provide itemized cost-estimates for building repairs and to major systems scaled to degrees of intended use:
    a. Minimally stabilize the structure to:
        i. abate further deterioration and protect the interior.
        ii. remove front entrance ramp and secure building.
    b. Minimal costs to stabilize building as above but include major systems and other repairs to provide basic services and programming and meet code compliance, ADA compliance, loading dock repairs, and other items to utilize space for basic community/civic use, parks department programming, meeting space, limited sports programming space, usage by veterans group, emergency operations use.
    c. Updated demolition costs and site cleared.

SCOPE OF WORK AND COMPENSATION

We propose the following scope of services to meet the stated goals of the project.

Task 1- Structural and Major Systems Analysis of Memorial Hall

The consultant team will visit Memorial Hall to observe and document existing conditions as outlined in the Project Approach of our Statement of Qualifications. The conditions assessment will be a critical tool to develop narratives and diagrams for developing reliable cost estimating options for analysis and public input.

Task 1 Not-to-Exceed fee: $42,535

Task 2 - Cost Estimating

Strategic Value Solutions (SVS) is a professional third-party cost estimating team. SVS will focus on developing the three cost options requested by the City which will be informed by the consulting teams' assessment findings and recommendations:

- Option 1: Minimum cost to stabilize Memorial Hall.
- Option 2: Option 1 cost plus costs of repairing Memorial Hall to allow for occupancy and programming.
- Option 3: Demolish Memorial Hall and prepare the site for future development.

Task 2 Not-to-Exceed fee: $25,887

Task 3 – Not included

Task 4 – Final Report

SFS Architecture will compile the final report and create an executive summary of the process and findings, then present the findings to the Governing Body.

Task 4 Not-to-Exceed fee:	$1,660

Reimbursable Expenses

Expenses incurred by SFS or the consultants for reproduction, postage, mileage/travel, and deliveries will be billed at SFS Architecture's actual cost plus 10%. We estimate reimbursable expenses will not exceed $1,500.00.

Total Compensation

Total Not-to-Exceed Base fee:	$70,082
Reimbursable Expenses:	$1,500

Schedule

We understand that time is of the essence. We would like to begin Task 1 Assessment work the week of March 4th and our schedule goals are outlined as follows:

3/7 or 3/8	Task 1 Assessments	On-site field work
3/11	Task 1 (continued)	Virtual Kick-off, Compile Assessments, Draft Costing Scopes
3/18	Start Task 2	Complete Assessment Reports, Cost Estimating
3/25	Task 2 (cont.)	Cost Estimating, Cost Analysis
4/1	City Council	Preliminary Costing Analysis Presentation to Governing Body
4/8	Task 4	Progress Meeting with Staff
4/15	Task 4 (cont.)	Compile Final Report
4/29	Task 4 (cont.)	Submit Final Report to Governing Body
5/6	City Council	Final Presentation to Governing Body

Deliverables

Deliverables anticipated for the above scope of work include:

- Task 1 – Conditions Assessment Reports and Civil/Site Survey
- Task 2 – Scope of work diagrams and narratives for creating the three cost options.
- Task 2 – Detailed cost options and analysis/comparison.
- Task 3 – Not included.
- Task 4 – Final Report and Executive Summary

Professional Services Assumptions

The schedule and fees are based on the following assumptions:

- One-day maximum on-site field work for structural, MEPF, architectural, and civil/site conditions assessment.
- Virtual Meetings: As needed with consultant team and city staff (Includes kickoff and progress meetings).
- SFS will facilitate up to (5) in-person presentations to governing bodies or stakeholder groups.

Professional Services Exclusions

The following items are specifically excluded from the Basic Services noted above:

- Renderings.
- Geotechnical investigations and recommendations.
- Hazardous materials abatement assessment and remediation strategies.
- Site civil design including surveying, traffic studies, roadway design and/or public improvements.

Invoicing

Invoicing will occur monthly for services rendered and are due upon receipt.

OWNER'S RESPONSIBILITIES

The Owner shall provide to the Architect data and information necessary to complete the services, including preliminary objectives, geotechnical report with recommendations, other parameters for the Project, existing facility drawings and specifications, if any, etc. The Owner shall provide access to the property and personnel necessary for the Architect to complete their services.

LIMITATION OF LIABILITY

In recognition of the relative risks and benefits of the Project to both the Client and the Architect, the risks have been allocated such that the Client agrees to the fullest extent permitted by law, to limit the liability of the Architect and Architect's officers, directors, partners, employees, shareholders, owners and subconsultants for any and all claims, losses, costs, damages of any nature whatsoever or claims expenses from any cause or causes, including attorneys' fees and costs and expert-witness fees and costs, so that the total aggregate liability of the Architect and Architect's officers, directors, partners employees, shareholders, owners and subconsultants shall not exceed $50,000.00 or the Architect's total fee for services rendered on this Project, whichever is greater. It is intended that this limitation apply to any and all liability or cause of action however alleged or arising, unless otherwise prohibited by law.