

**Date:** January 18, 2018

**Client:** **City of Key West**  
Engineering Services  
1300 White Street  
Key West, FL 33040  
Attn.: Mr. Jim Bouquet, Director of Engineering

**Design Professional:** K2M Design®, Inc.  
1150 Virginia Street  
Key West, FL 33040

**PW:** **Scott C. Maloney**

**Project:** **Truman Waterfront Building 1287 Renovation / Building Addition and Field**

### **I. Scope of Services**

- A. Design Professional shall provide architectural, civil, irrigation, structural, and MEP engineering services as required to develop the site and building as provided in the December 1, 2017 titled Truman Waterfront 1B Refer to APPENDIX A for an expanded scope of work.

### **II. Conditions**

- A. Refer to the Agreement between City of Key West and K2M Design, Inc. entitled "Architectural Services" for all governing terms and conditions for the project.
- B. Refer to APPENDIX B for list of drawings provided in base fee.
- C. Refer to APPENDIX C for Stipulations, Exclusions, & Additional Services.

### **III. Compensation**

- A. For services described in Section IA, the Client agrees to pay a fixed fee of as noted in the fee schedule below as required to complete the services, unless otherwise agreed to in writing by Client.

<b>FEE SCHEDULE</b>	
PreDesign Services	\$ 6,255.00
Schematic Design	\$ 32,849.00
Design Development	\$ 54,339.00
Construction Documents	\$ 65,722.00
Permitting	\$ 5,810.00
<b>Total</b>	<b>\$ 164,975.00</b>

- B. Any items beyond those specifically outlined and described herein, are considered to be Additional Services and are chargeable at the standard hourly rate as shown in Appendix B.
- C. In addition to compensation noted above, Client shall pay Design Professional for any and all reimbursable expenses.

	Schematic Design Submission	Design Develop Submission	Construction Document Submission	Subtotal
<b>K2M Design</b>				
Geotechnical	\$ 4,975.00			\$ 4,975.00
Survey	\$ 4,680.00			\$ 4,680.00
Specs			\$ 800.00	\$ 800.00
Printing	\$ 450.00	\$ 1,500.00	\$ 1,800.00	\$ 3,750.00
FedEx	\$ 100.00	\$ 100.00	\$ 100.00	\$ 300.00
<b>Totals</b>	<b>\$ 10,205.00</b>	<b>\$ 1,600.00</b>	<b>\$ 2,700.00</b>	<b>\$ 14,505.00</b>

### SCHEDULE

The Design Professional shall perform its services as expeditiously as is consistent with professional skill and care and the orderly progress of the Work. The Client acknowledges that the completion of Design Professional's services is dependent upon third-parties not under the control of the Design Professional as well as the cooperation of the Client. The Design Professional will make all reasonable efforts to complete its work within the Client's Time of Performance constraints. However, the Design Professional's inability to satisfy the Client's Time of Performance constraints for reasons beyond the control of the Design Professional will not be deemed a breach of this Agreement.

The following schedule is considered:

- Notice to Proceed April
- PreDesign Services 1 week
- Schematic Design / HARC 12 weeks
  - Owner Review 1 week
- Design Development / DRC 12 weeks
  - Owner Review 2 weeks
- Construction Documents 8 weeks
  - Owner Review 2 weeks
- Permitting 6-8 weeks

Design Professional cannot guarantee permit issuance within a given time frame.

Thank you again for this opportunity to continue our partnership with the City. Please issue a purchase order for this work to proceed.



---

K2M Design®, Inc. 1/18/18  
Erica Poole, RA, Project Manager



---

K2M Design®, Inc. 1/18/18  
Scott C. Maloney, President

## APPENDIX A: SCOPE OF WORK

The following page outlines an expanded Scope of Work (fee includes):

K2M TASKS BY PHASE & ASSIGNMENTS BY DISCIPLINE			Hours Quantity	Blended Rate	Phase Subtotals
<b>1</b>	<b>Pre-Design Services</b>		<b>50.5</b>	<b>\$ 123.86</b>	<b>\$ 6,255.00</b>
<b>Activity</b>	<b>Discipline</b>	<b>Role</b>	<b>Hours</b>	<b>Rate</b>	<b>Subtotal</b>
Site Visit / Due Diligence	Architecture	Architect I	8.0	\$ 115.00	\$ 920.00
Drafting - Existing Conditions	Architecture	Drafter III	12.0	\$ 105.00	\$ 1,260.00
Internal Kick-off	Architecture	Architect I	2.5	\$ 115.00	\$ 287.50
	Architecture	Senior Architect	2.5	\$ 165.00	\$ 412.50
	Architecture	Drafter II	0.5	\$ 80.00	\$ 40.00
	M/P Engineering	Engineer II	0.5	\$ 125.00	\$ 62.50
	Electrical Engineering	Engineer II	1.0	\$ 125.00	\$ 125.00
	Structural Engineering	Engineer II	0.5	\$ 125.00	\$ 62.50
Client Kick-off Meeting	Architecture	Director	2.0	\$ 180.00	\$ 360.00
	Architecture	Architect I	2.0	\$ 115.00	\$ 230.00
Consultant Kick-off Meeting	Architecture	Architect I	2.0	\$ 115.00	\$ 230.00
	Architecture	Senior Architect	1.0	\$ 165.00	\$ 165.00
Code Analysis	Architecture	Architect I	6.0	\$ 115.00	\$ 690.00
Coordinate Geotechnical Work	Architecture	Senior Architect	4.0	\$ 165.00	\$ 660.00
Schedule Development	Architecture	Architect I	3.0	\$ 115.00	\$ 345.00
	Asset Management	Senior Asset Manager III	3.0	\$ 135.00	\$ 405.00
<b>2</b>	<b>Schematic Design</b>		<b>241.9</b>	<b>\$ 103.41</b>	<b>\$ 25,014.50</b>
<b>Activity</b>	<b>Discipline</b>	<b>Role</b>	<b>Hours</b>	<b>Rate</b>	<b>Subtotal</b>
Finalize Building Design	Architecture	Architect I	36.0	\$ 115.00	\$ 4,140.00
Schematic Drawings	Architecture	Drafter II	89.4	\$ 80.00	\$ 7,152.00
	M/P Engineering	Engineer in Training	17.5	\$ 105.00	\$ 1,837.50
	Electrical Engineering	Engineer I	21.5	\$ 115.00	\$ 2,472.50
	Structural Engineering	Engineer I	27.5	\$ 115.00	\$ 3,162.50
Building Component Selections	Architecture	Senior Architect	12.0	\$ 165.00	\$ 1,980.00
	Architecture	Architect I	4.0	\$ 115.00	\$ 460.00
Lighting Selections	Electrical Engineering	Engineer I	2.0	\$ 115.00	
Finish Selections (interior and exterior) - 1 scheme	Architecture	Architect I	4.0	\$ 115.00	\$ 460.00
	Interior Design	Designer I	4.0	\$ 90.00	\$ 360.00
Preliminary Cost Estimate	Architecture	Architect III	12.0	\$ 140.00	\$ 1,680.00
QA/QC	Architecture	Architect I	6.0	\$ 115.00	\$ 690.00
Client Submittal	Architecture	Drafter II	2.0	\$ 80.00	\$ 160.00
	Architecture	Architect I	2.0	\$ 115.00	\$ 230.00
Presentation / Review Meeting	Architecture	Architect I	2.0	\$ 115.00	\$ 230.00

BUILDING RELATIONSHIPS BASED ON TRUST AND RESULTS.

3	Design Development		271.9	\$ 108.33	\$ 29,454.50
Activity	Discipline	Role	Hours	Rate	Subtotal
Design Development Drawings	Architecture	Drafter II	89.4	\$ 80.00	\$ 7,152.00
	M/P Engineering	Engineer in Training	17.5	\$ 105.00	\$ 1,837.50
	Electrical Engineering	Engineer I	21.5	\$ 115.00	\$ 2,472.50
	Structural Engineering	Engineer I	27.5	\$ 115.00	\$ 3,162.50
Building Component Selections and Design Refinement	Architecture	Senior Architect	6.0	\$ 165.00	\$ 990.00
Calculations, Design, & Modeling	Structural Engineering	Engineer II	16.0	\$ 125.00	\$ 2,000.00
ComCheck	M/P Engineering	Engineer II	4.0	\$ 125.00	\$ 500.00
System Selection	M/P Engineering	Engineer II	2.0	\$ 125.00	\$ 250.00
Calculations/Layout/Design	Electrical Engineering	Engineer II	16.0	\$ 125.00	\$ 2,000.00
Landscape Design	Architecture	Architect I	4.0	\$ 115.00	\$ 460.00
Tree Commission Processing	Architecture	Architect I	4.0	\$ 115.00	\$ 460.00
Swale Bridging Design Concepting	Architecture	Architect I	8.0	\$ 115.00	\$ 920.00
	Structural Engineering	Engineer II	8.0	\$ 125.00	\$ 1,000.00
DD Cost Estimate	Architecture	Architect III	8.0	\$ 140.00	\$ 1,120.00
QA/QC	Architecture	Architect I	8.0	\$ 115.00	\$ 920.00
	Structural Engineering	Engineer II	4.0	\$ 125.00	\$ 500.00
Spec Pull	Architecture	Senior Architect	8.0	\$ 165.00	\$ 1,320.00
	M/P Engineering	Engineer II	2.0	\$ 125.00	\$ 250.00
	Electrical Engineering	Engineer II	2.0	\$ 125.00	\$ 250.00
	Structural Engineering	Engineer II	2.0	\$ 125.00	\$ 250.00
Schedule Development	Architecture	Architect I	3.0	\$ 115.00	\$ 345.00
	Asset Management	Senior Asset Manager III	5.0	\$ 135.00	\$ 675.00
Client Submittal	Architecture	Drafter II	2.0	\$ 80.00	\$ 160.00
	Architecture	Architect I	2.0	\$ 115.00	\$ 230.00
Presentation / Review Meeting	Architecture	Architect I	2.0	\$ 115.00	\$ 230.00
4	Construction Documents		359.2	\$ 106.42	\$ 38,226.00
Activity	Discipline	Role	Hours	Rate	Subtotal
100% Drawings	Architecture	Drafter II	119.2	\$ 80.00	\$ 9,536.00
	M/P Engineering	Engineer in Training	35.0	\$ 105.00	\$ 3,675.00
	Electrical Engineering	Engineer I	43.0	\$ 115.00	\$ 4,945.00
	Structural Engineering	Engineer I	55.0	\$ 115.00	\$ 6,325.00
Construction Document Refinement	Architecture	Senior Architect	8.0	\$ 165.00	\$ 1,320.00
Project Manual	Architecture	Senior Architect	20.0	\$ 165.00	\$ 3,300.00
	M/P Engineering	Engineer II	8.0	\$ 125.00	\$ 1,000.00
	Electrical Engineering	Engineer II	6.0	\$ 125.00	\$ 750.00
	Structural Engineering	Engineer II	8.0	\$ 125.00	\$ 1,000.00
QA/QC	Architecture	Architect I	10.0	\$ 115.00	\$ 1,150.00
	Structural Engineering	Engineer II	2.0	\$ 125.00	\$ 250.00
CD Cost Estimate	Architecture	Architect III	12.0	\$ 140.00	\$ 1,680.00
Schedule Update	Asset Management	Senior Asset Manager III	2.0	\$ 135.00	\$ 270.00
Client Submittal	Architecture	Drafter II	2.0	\$ 80.00	\$ 160.00
	Architecture	Architect I	2.0	\$ 115.00	\$ 230.00
Presentation / Review Meeting	Architecture	Architect I	2.0	\$ 115.00	\$ 230.00
Construction Document Revisions based on City Comments	Architecture	Drafter II	14.0	\$ 80.00	\$ 1,120.00
	M/P Engineering	Engineer II	2.0	\$ 125.00	\$ 250.00
	Structural Engineering	Engineer I	4.0	\$ 115.00	\$ 460.00
	Electrical Engineering	Engineer I	5.0	\$ 115.00	\$ 575.00

BUILDING RELATIONSHIPS BASED ON TRUST AND RESULTS.

5	Permitting		54.0	\$ 107.59	\$ 5,810.00
Activity	Discipline	Role	Hours	Rate	Subtotal
Due Diligence	Architecture	Architect I	2.0	\$ 115.00	\$ 230.00
Permit Application	Architecture	Architect I	2.0	\$ 115.00	\$ 230.00
Execution	Architecture	Senior Architect	2.0	\$ 165.00	\$ 330.00
	Architecture	Drafter II	8.0	\$ 80.00	\$ 640.00
	Electrical Engineering	Engineer II	4.0	\$ 125.00	\$ 500.00
	Structural Engineering	Engineer II	4.0	\$ 125.00	\$ 500.00
HARC Package Preparation & Staff Meeting	Architecture	Architect I	2.0	\$ 115.00	\$ 230.00
	Architecture	Drafter II	6.0	\$ 80.00	\$ 480.00
HARC Staff Reviews / Submissions	Architecture	Director	1.0	\$ 180.00	\$ 180.00
	Architecture	Architect I	2.0	\$ 115.00	\$ 230.00
Reviews with City Engineering	Architecture	Architect I	2.0	\$ 115.00	\$ 230.00
HARC Meeting	Architecture	Director	1.0	\$ 180.00	\$ 180.00
HARC Design Revisions	Architecture	Architect I	2.0	\$ 115.00	\$ 230.00
	Architecture	Drafter II	6.0	\$ 80.00	\$ 480.00
DRC Submission	Architecture	Architect I	4.0	\$ 115.00	\$ 460.00
	Architecture	Drafter II	4.0	\$ 80.00	\$ 320.00
DRC Review	Architecture	Director	2.0	\$ 180.00	\$ 360.00
6	Project Management		179.0	\$ 145.89	\$ 26,115.00
Activity	Discipline	Role	Hours	Rate	Subtotal
Internal Project Management	Architecture	Senior Architect	30.0	\$ 165.00	\$ 4,950.00
	Architecture	Director	16.0	\$ 180.00	\$ 2,880.00
	Architecture	Architect I	6.0	\$ 115.00	\$ 690.00
Engineering Coordination	Architecture	Senior Architect	8.0	\$ 165.00	\$ 1,320.00
	Electrical Engineering	Engineer II	3.0	\$ 125.00	\$ 375.00
	M/P Engineering	Engineer II	2.0	\$ 125.00	\$ 250.00
	Structural Engineering	Engineer II	4.0	\$ 125.00	\$ 500.00
	Architecture	Architect I	4.0	\$ 115.00	\$ 460.00
Design Coordination	Architecture	Senior Architect	16.0	\$ 165.00	\$ 2,640.00
Consultant Coordination	Architecture	Senior Architect	12.0	\$ 165.00	\$ 1,980.00
Owner Coordination	Architecture	Architect I	28.0	\$ 115.00	\$ 3,220.00
	Architecture	Director	8.0	\$ 180.00	\$ 1,440.00
Meeting Participation (PM)	Architecture	Senior Architect	12.0	\$ 165.00	\$ 1,980.00
Meeting Participation (Non-PM)	Architecture	Architect I	16.0	\$ 115.00	\$ 1,840.00
Scheduling	Architecture	Senior Architect	6.0	\$ 165.00	\$ 990.00
Accounting	Admin	Administration	8.0	\$ 75.00	\$ 600.00

Additionally, Perez Engineering, will provide the following services:

- Civil Site Plan
- Paving/Grading/Drainage Plan
- Associated Details
- Modification to the Truman Waterfront Park South Florida Water Management Permit

Additionally, Blue Island Lighting & Irrigation, will provide the following services:

- Water Supply
- System Design
- Material Breakdown & Quantities
- Water Use Calculations
- Bidding Specifications

BUILDING RELATIONSHIPS BASED ON TRUST AND RESULTS.

## APPENDIX B: DRAWING LIST

The following drawings are anticipated as part of the overall project effort:

DRAWING LIST BY discipline		# OF DRAWINGS
ARCHITECTURE		22
Sheet	Title	# of Sheets
A0.1.1	Cover Sheet	2
A0.1.2	Drawing Index, Code Summary, Notes, Symbols	2
A0.1.3	ADA	1
AD2.1.1	Demolition Plan	1
AD2.1.1	Demolition Photos and Notes	1
A1.1.1	Architectural Site Plan	1
A1.2.1	Site Details	1
A2.1.1	Floor Plan	1
A2.2.1	Reflected Ceiling Plan	1
A2.3.1	Roof Plan	1
A3.1.1	Exterior Elevations	1
A3.3.1	Wall Sections	2
A4.1.1	Enlarged Plans & Elevations	2
A6.1.1	Schedules - Door, Window, Hardware, Finish	1
A8.1.1	Exterior Details	2
A9.1.1	Interior Details	2
STRUCTURAL		7
Sheet	Title	# of Sheets
S101	General Notes	1
SD101	Wall Opening Demolition and Reconstruction Plan / Elevations	1
S201	Foundation Plan	1
S202	Roof Framing Plan	1
S301	Foundation Sections and Details	1
S302	Framing Sections and Details	1
S401	Swale Bridging Plan and Details	1
MECHANICAL		2
Sheet	Title	# of Sheets
M101	General Notes, Schedule, and Detail	1
M201	Mechanical Plan	1

BUILDING RELATIONSHIPS BASED ON TRUST AND RESULTS.

PLUMBING		5
Sheet	Title	# of Sheets
P101	Plumbing Schedules, Notes & Symbols	1
P201	Sanitary Plan	1
P203	Domestic Water Plan	1
P301	Riser Diagrams	1
P501	Details	1
ELECTRICAL		7
Sheet	Title	# of Sheets
E001	Legends & Schedules	1
E101	Electrical Site Plan	1
E201	First Floor Power Plan	1
E202	First Floor Lighting Plan	1
E203	Photometric	1
E302	Panel Schedules / One-Line Diagram	1
E501	Details	1
CIVIL		8
Sheet	Title	# of Sheets
C1	General Notes	1
C2	Demolition Plan	1
C3	Site Plan	1
C4	SWPPP Plan	1
C5	Utilities Plan	1
C6	Details	1
IR1	Irrigation Plan	1
IR2	Irrigation Details, Notes & Calculations	1

**APPENDIX D: STIPULATIONS, EXCLUSIONS AND ADDITIONAL SERVICES****Stipulations**

- Upon signing of this Design Services Agreement it may be necessary and useful for the following documents to be completed depending upon applications required by local jurisdictions:
  - Signed and notarized Authorization Form
  - Warranty Deed showing current owner's name
  - Previous architectural drawings if in possession
  - Elevation certificate showing flood designation from FEMA maps
  - Appraisal showing land value and structure value completed within 12 months
- Civil engineering will incorporate the perimeter around the building, dog park, horse run, parking lot, and sidewalk design adjacent to the building. The field work area incorporates the multipurpose field, sidewalk design around the field, expanded parking at the swale, fencing locations, and storm water/drainage for the site. Any area outside of this will be provided under separate cover.
- Irrigation system will be designed to accommodate heavy duty load from race boats and tow vehicles (e.g., recessed, heavy duty heads, etc.)
- Any revisions to scope of services, design criteria or changes requested which result in any redesign after 50% complete will be considered additional services. Written authorization will be required from the Client prior to proceeding with additional services.
- Detailed and / or defined Fire Alarm and Fire Suppression deferred submission documents are to be provided by the Client's contractor based on Design Professional's general design criteria, code, and other requirements from the AHJ. A registered design professional hired by the Client's contractor shall design, sign, and seal the documents for permitting and AHJ approval. Design Professional will not sign, seal, stamp, certify, or otherwise approve these drawings, but Design Professional may review for general compliance with the contract documents' intent.
- The mechanical system includes a mini-split for the office, ventilation fan for the large utility area, and exhaust fans in the bathrooms tied to occupancy sensors.
- The design will provide water, sewer and electrical to the building.
- The adjacent electric utility serving the property is understood to be adequate for this project
- The plumbing system includes an upgrade to the water and sanitary lines serving the building.
- Base fee includes the following hours for permitting. Additional time to be billed at an hourly rate based on Client approval.
  - HARC – 22 hours
  - DRC – 10 hours
  - Building Permit – 22 hours
- Design document submissions will be provided to the Client in electronic format.
- Client shall provide written approval of the Design Professional's Schematic Design, Design Development, and Construction Document submissions to the Design Professional within a reasonable time from receipt of each submission. Client shall inform the Design Professional of sequence and timing of the solicitation of construction bids for the Project.
- In providing opinions of probable construction cost, the Client understands that the Design Professional has no control over the cost or availability of labor, equipment or materials, or over market conditions or the Contractor's method of pricing, and that the Design Professional's opinion of probable construction costs are made on the basis of the Consultant's professional judgment and experience. The Design Professional makes no warranty, express or implied, that

BUILDING RELATIONSHIPS BASED ON TRUST AND RESULTS.

the bids or the negotiated cost of the Work will not vary from the Design Professional's opinion of probable construction cost.

**Exclusions**

- Bidding and Construction Administration Services
- Design or review related to contractor's construction related equipment; e.g., cranes, hoists, etc.
- The design or field observation of any temporary shoring or bracing required for support of the existing structure and/or for bracing or support of new construction during erection including shoring and bracing for excavations, or underpinning of adjacent structures is not included and is the responsibility of the contractor.

**Additional Services**

- Additional services are those which arise as a result of unforeseen circumstances during the design of a project and which, therefore, cannot be included in the basic services agreement. Such additional services, when requested in writing by Client, shall be performed at an hourly rate or fixed fee per the Agreement.
- Design of security, energy management and point of sale systems for the Tenant are an additional price.
- Preparing documents for alternate, separate, phased or sequential bids or providing service in connection with bidding, negotiation or construction prior to the completion of the Construction Documents phase is an additional price.
- If renderings are required they shall be billed at the Design Professional's standard rate for renderings: \$2400 per rendering.
- LEED Services not included but available as an additional service if a LEED level is defined by Client. Design will meet standing of the Florida Green Building Coalition where practical.