

REG ARCHITECTS, INC.

ARCHITECTURE * INTERIOR DESIGN * PLANNING

March 2, 2020

Ms. Pamela Carithers
Executive Director
Lincoln Park Main Street
1234 Avenue D
Fort Pierce, FL 34950

Via E-mail: lincolnparkmainstreet@live.com

RE: Lincoln Theater located in Fort Pierce, FL
Project Proposal with Program and Fees for Master Planning Phase
REG No.: 07027.3

Dear Ms. Carithers:

REG Architects, Inc. is pleased to provide you this 'outline proposal' to assist you in preparing Conceptual Design and Master Planning for the above referenced project. The proposed project as we understand it consists of providing Architecture Master Planning services for the Historic Lincoln Theater. The program is described in further detail in the paragraphs below.

The following is proposed to be conceptual and subject to change if needed after your input and reviews by you and your associates:

1. REG Architects, Inc. Project Team:

1. REG ARCHITECTS, INC. Architectural, Planning & Interior Design:
Project Team Leader Rick Gonzalez, AIA, President; Colin Price, Vice President; and Vlad Dumitrescu, AIA, LEED-AP, Sr. Project Designer and Kristin Kellogg, Senior Project Manager/Historic.
2. REG CONSULTANTS as selected by REG Architects with input from the Client to include Structural, Mechanical, Electrical, Plumbing and Fire Protection Engineering.
3. CLIENT'S CONSULTANTS: Client shall provide at his expense all consulting services necessary for the development of the project that are not included in REG's consulting team and/or scope of work, such as Landscape Architecture and Civil Engineering, and assist in coordinating these services with REG's team.

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2. **Proposed Project Program:**

Task I. Architectural Master Planning Services

The scope of work for this task includes Conceptual Design and Master Planning to determine potential for an expanded building footprint and incorporation of east and west parcels for parking, site amenities and back of house operations.

All tasks will be broken up into typical phases as follows:

A. As-Builts (AB):

REG shall visit the property to gather information on existing conditions and perform up to date as-built field measurements which will be used to prepare the base plans for designs. REG will also obtain any existing record drawings from either the client and/or local municipality that will help in the process of establishing existing conditions.

B. Conceptual Design:

Based on information obtained from Client and/or Client Consultants, REG shall prepare conceptual drawings consisting of sketches, plans, diagrams, and other marketing items used to describe the general idea, scale, massing, and relationship of the project components, for initial reviews and approval by Client. REG will assist also with conceptual budgeting of total project costs.

Future

C. Schematic Design & Site Plan Approval (SD):

Based on approved Conceptual Design Documents and any adjustments authorized by the Client, REG shall prepare Schematic Design Documents consisting of site plan (if appropriate), preliminary floor plans, elevations, sections and refined computer models (if appropriate) to translate concept drawings to digital format. REG will also prepare, with assistance from client consultant, a set of documents to be submitted to the local municipality for site plan approval, if required.

D. Design Development (DD):

Based on approved Schematic Design Documents and any adjustments authorized by the Client in the program, REG shall prepare Design Development Documents consisting of drawings and other documents to fix and describe the size and character of the Project as to architectural, structural, mechanical, electrical, plumbing, fire protection, civil, landscape; including obtaining input from REG Consultants, Client, Client's Representative and Client's Consultants.



E. Construction Documents (CD):

Based on approved Design Development Documents and any other adjustments to the scope approved/authorized by the Client, REG shall prepare, for approval by the Client, Construction Documents consisting of drawings and note form specifications setting forth in detail the requirements for construction of the project including obtaining input from REG Consultants, Client's Representative and Client's Consultants.

F. Bidding and Permitting (BP):

For the Bidding and Permitting phase of the project, REG shall assist the Client and Client's Representative in obtaining bids or negotiated proposals and assist in awarding and preparing contract for construction. The architect shall provide (3) full sets of Construction Documents necessary for permitting to the Client, Client Representative, or selected General Contractor for issuance to the local building department for review. The Architect shall not be responsible for any permitting or review applications or fees.

G. Construction Administration (CA):

The Construction Administration Phase shall consist of regularly scheduled site visits for jobsite meetings, site observations, and shop drawing review. Monthly field reports shall be provided based on site observations. Please note, construction Administration does not include any site inspections, field testing, special inspections, or changes to the project scope or plans.

Task II. Optional Services (if required and requested)

A. Interior Design

REG Interiors will prepare conceptual design study for each area within the context of the overall project. The floor, wall and ceiling finishes, lighting and furniture that will be impacted in each area will either be matched or selected, and finishes will be recommended. Further, we will provide sample finishes on Interior color boards, with main materials and finishes supporting proposed solutions and/or integrating any existing built-ins or furniture with similar product/design. The submission will be designed to facilitate decisions/comments as well as preparing the base for construction assessment, bidding and construction. Specific services include: choosing finish selections, fabrics for furnishings, lighting fixtures, furnishings, treatments for windows and create color boards for visual presentation.

B. Sustainable Design & Green Architecture

Design and Materials specification for Green/LEED architecture



3. Proposed Fees:

It is our intent and suggestion to continue with each of the tasks of the project consecutively in order to meet the project’s schedule. Outstanding deposits/balances must be paid prior to the start of work for the next phase. The following fees are reflective of a standard design-bid-build method of project delivery and are subject to change if another project delivery method is used.

Task I.	<u>Architectural & Engineering Services</u>	<u>Fees</u>
Future A & B.	As Built & Conceptual Phase/Master Plan	\$25,000.00
Future C & D.	Schematic Design & Design Development Phase	\$ TBD
Future E.	Construction Document Phase	\$ TBD
Future F.	Bidding & Permitting Assistance Phase	\$ TBD
Future G.	Construction Administration	\$ TBD
	Total for Task I. (A & B)	\$25,000.00
Task II.	<u>Optional Services:</u>	
A.	Interior Design Services Furniture, finishings and equipment (FFE) assistance	\$ Hourly
B.	Sustainable, LEED/ Green Architecture	\$ Hourly

In addition to these task fees, meetings will be charged on an hourly basis and please allow an additional five percent per task for reimbursable expenses.

Exclusions:

Programming, Multiple Preliminary Designs, Marketing Material, Existing Facility, Surveys, Geotechnical Reports, Environmental Reports, Traffic Studies, Site Planning, Civil Engineering, Landscape Design, Structural Engineering, Mechanical Engineering, Electrical Engineering, Plumbing Engineering, Fire Protection Design, NOA submittals, Building Information Modeling (BIM), Energy Modeling, Historic Preservation, Sustainable Design (LEED or other “green” certification), Low Voltage System Design (Audio/Visual, Telecommunications/Data), Lighting Design, Acoustical Design, Security Design, Food Service Design, Pool/Fountain Design, Interior Design/Decorating, As-Constructed Record Drawings, Detailed Cost Estimating, On-Site Project Representation, System Commissioning, Field Testing, and Special Inspections.

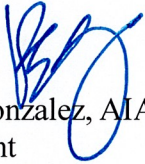
Please note, the items listed above are an overview of the proposal services and fees that we will provide. Please be advised that this proposal becomes null and void if not signed within 30 days (April 2, 2020). If the project is put on hold at any time for more than 60 days, additional fees (restart) will be required.

If this outline proposal is acceptable to you, please sign below and return to our office together with a deposit check for \$7,500.00, so we can schedule your work to begin upon receipt

We thank you and your team for the opportunity to assist you with this great project.

Sincerely,
REG Architects, Inc.

Rick Gonzalez, AIA
President



Accepted This ____ of _____, 2020

By: _____
Authorized Client Representative

cc: Colin Price, Vice President/REG Architects, Inc.

enclosures: Deposit Invoice
Exhibit A- REG Hourly Rate Sheet

CP/ep

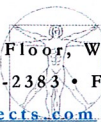


Exhibit A

HOURLY RATE SHEET

SUBJECT: Hourly rates for professional services as may be required.

FROM: Rick Gonzalez, AIA, President, **REG Architects, Inc.**

DATE: 2020

A. HOURLY RATES:

Hourly rates for professional services shall be as follows:

Expert Witness	\$350.00
Principals	\$275.00
Associate Architects	\$225.00
Architectural Animator	\$200.00
Sr. Project Manager	\$185.00
Project Manager	\$175.00
Quality Control Reviewer	\$160.00
Sr. Interior Designer	\$150.00
Interior Design Assistant	\$125.00
Construction Administrator	\$130.00
Revit/AutoCAD Technician	\$125.00
Graphic Designer	\$120.00
Administrative Support Staff	\$ 75.00

B. FIXED FEE RATES:

Can be quoted when project's scope and budget are clearly defined and finalized.

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