



OFFICEUNTITLED

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02.19.2025

Vontray Norris
City Manager
City of Hawthorne
4455 W. 126th Street
Hawthorne, CA 90250

ASA 09 Description: Civic Park Redesign
OU #: 23.026
Hawthorne City Hall and Civic Park
4455 W. 126th Street
Hawthorne, CA 90250

**ADDITIONAL SERVICE AGREEMENT
#ASA: 09 – Civic Park Redesign -R2**

A. PROJECT DESCRIPTION

This ASA proposal is in addition to the original contract for the project above and covers OFFICEUNTITLED’s labor fee. This work will include and is limited to, the following:

Per the direction of the City Manager, the city has a new vision for the Civic Park that requires the park to accommodate large gatherings for performances and other activities. The design team will revise the previously approved and documented design. The new park design concept includes:

- removing the hill feature and related trees and planting
- create a large central lawn area that combines the former hill area with the eastern lawn area
- revise the walking path around the park perimeter
- planting and topography design that provides visibility of park areas from Hawthorne Blvd.

OFFICEUNTITLED will coordinate with the landscape architect, civil engineer, lighting designer, electrical engineer, plumbing engineer, structural engineer, and signage designer to develop and document the revised design. See also the attached landscape architecture proposal for additional discipline-specific scopes.

Upon your written authorization (below), OFFICEUNTITLED will provide the services noted above. All the terms of the existing Agreement remain in force.

B. SCHEDULE

We anticipate being able to issue a bid package approximately (10) eight weeks after executing this proposal if the Client’s decision makers will be able to provide feedback in a reasonable time frame. (1) week each for a total (2) two review meetings. Note also that schedule of issuance will be coordinated with the phasing of the plan check submittals for parking garage and City Hall expansion.

DD revision- 4 week work period + 1 week review period = total 5 weeks

CD revision- 4 week work period + 1 week review period = total 5 weeks

Total 10 weeks from the execution of this proposal

C. FEE

| Consultant Discipline | Fixed Fees |
|--------------------------------------------------|-------------------|
| Architecture Coordination and Schedule Extension | \$ 56,700 |
| Landscape Architecture | \$ 65,000 |
| Civil | \$ 9,500 |
| Lighting | \$ 12,000 |
| MEP | \$ 11,200 |
| TOTAL | \$154,400 |



**Time will be billed hourly, on an as-needed basis, not to exceed the amount above without prior authorization. Fee Compensation to OFFICEUNTITLED for this work shall be based on the attached, annually adjustable Standard Hourly Billing Rates.*

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Reimbursable expenses will be billed at cost plus 10%. The original Agreement terms are made a part hereof.

D. AUTHORIZATION

Client agrees to compensate OFFICEUNTITLED for the above services for the amount noted. The original Agreement terms are made a part hereof. The above-specified Additional Services and related Fee are satisfactory and hereby accepted and authorized.

It is understood the individual signing this agreement is a representative of the Client and has contractual authority to sign on their behalf.

Agreed to by:

Agreed to by:

Christian Robert

Printed Name:

Co-Founder / Principal

Title:

OFFICEUNTITLED (OU)
On behalf of Christian Robert
California Registration Number C-34175

Company: City of Hawthorne

Date:

CC: FILE

Required Statement:

Architects are licensed and regulated by the California Architects Board located at 2420 Del Paso Road, Suite 105, Sacramento, CA 95834.



OFFICE UNTITLED PROFESSIONAL SERVICE RATES

Effective through December 31, 2024

HOURLY PROFESSIONAL SERVICE RATES

Hourly rates are evaluated on an annual basis and are subject to change.

| STAFF CATEGORY | BILLING RATE |
|---------------------------------------------|---------------------|
| Principal | \$250 - \$375 |
| Director | \$200 - \$300 |
| Sr. Design Strategist/Design Strategist | \$140 - \$300 |
| Senior Project Architect/ Designer/ Manager | \$175 - \$260 |
| Job Captain / Senior Job Captain | \$120 - \$175 |
| Project Architect/ Designer/ Manager | \$110 - \$195 |
| Designer | \$90 - \$150 |
| Administrative | \$75 - \$90 |

REIMBURSABLE EXPENSE RATES

| | |
|------------------------------------------------------------------|-------------------|
| Mileage | \$0.67 per mile** |
| Parking | At Cost plus 10% |
| Car Rental | At Cost plus 10% |
| Air Travel | At Cost plus 10% |
| Hotel | At Cost plus 10% |
| Meals | At Cost plus 10% |
| Telephone | At Cost plus 10% |
| Delivery / Postage | At Cost plus 10% |
| Reprographics / Model Supplies/ Renderings from outside services | At Cost plus 10% |
| Internal Prints/Copies | At Cost |

** Current allowable reimbursement rate established by the Internal Revenue Service.