

WORK AUTHORIZATION NO. 1

PROJECT: Granger CTTC Shower Remodel

This Work Authorization is made pursuant to the terms and conditions of the Agreement for Architectural and Engineering Services, being dated **January 30, 2019** and entered into by and between Williamson County, Texas, a political subdivision of the State of Texas, (the "County") and **Reliance Architecture, LLC** (the "A/E").

Part 1. The A/E will provide the following Architectural and Engineering Services set forth in Attachment "B" of this Work Authorization.

Part 2. The maximum amount payable for services under this Work Authorization without modification is **\$30,000.00.**

Part 3. Payment to the A/E for the services established under this Work Authorization shall be made in accordance with the Contract.

Part 4. This Work Authorization shall become effective on the date of final acceptance and full execution of the parties hereto and shall terminate on **December 31, 2019.** The Architectural and Engineering Services set forth in Attachment "B" of this Work Authorization shall be fully completed on or before said date unless extended by a Supplemental Work Authorization.

Part 5. This Work Authorization does not waive the parties' responsibilities and obligations provided under the Contract.

Part 6. County believes it has sufficient funds currently available and authorized for expenditure to finance the costs of this Work Authorization. A/E understands and agrees that County's payment of amounts under this Work Authorization is contingent on the County receiving appropriations or other expenditure authority sufficient to allow the County, in the exercise of reasonable administrative discretion, to continue to make payments under this Contract. It is further understood and agreed by A/E that County shall have the right to terminate this Contract at the end of any County fiscal year if the governing body of County does not appropriate sufficient funds as determined by County's budget for the fiscal year in question. County may effect such termination by giving written notice of termination to A/E.

Part 7. This Work Authorization is hereby accepted and acknowledged below.

EXECUTED this ____ day of _____, 2019.

A/E:

Reliance Architecture

By: 
Signature

Antonio Naylor

Printed Name

President/Principal

Title

COUNTY:

Williamson County, Texas

By: _____

Signature

Bill Gravell, Jr.

Printed Name

Williamson County Judge

Title

LIST OF ATTACHMENTS

Attachment A - Services to be Provided by County

Attachment B - Services to be Provided by A/E

Attachment C - Work Schedule

Attachment D - Fee Schedule

Attachment A - Services to be Provided by County

Williamson County will provide a Project Manager and any requested data that is in the County's control.

Attachment B - Services to be Provided by A/E

Please see next pages.



Value. Partnership. Management. Convenience.

February 18, 2019

Tom Stanfield, Project Manager
3101 SE Inner Loop
Georgetown, Texas 78626

Dear Tom,

Reliance Architecture is pleased to submit our services and fee proposal to Williamson County.

Scope of Services

Reliance Architecture's proposes the following services: Design & Documentation, Bidding and Construction Phase Services. These are described in detail below under Architectural Services.

Project Scope

Reliance Architecture understands Williamson County needs 600 square feet of renovations to (2) existing shower rooms for residents at Central Texas Treatment Center in Granger, Texas. Per our initial meeting February 13, 2019, CTTC shall have the following scope:

- Demo walls with wood base and polymer coating
- Install concrete curbs at perimeter to contain water and stop migration into other spaces.
- Install new walls with materials appropriate for wet areas and high moisture in shower areas. Provide appropriate surface with ease of maintenance and cleaning.
- Repair flooring and provide appropriate material for wet condition.
- Provide improvements to ADA HC accessibility
- Replace lighting with LED fixture rated for abuse and wet areas.
- Improve drainage with linear trough drains and control migration of water out of shower stalls
- Installation of exhaust system that will control the humidity in shower rooms. Replace all surface grills with product appropriate for wet areas with high moisture.
- Installation of vandal resistant plumbing fixtures at showers with timed push button controls
- Troubleshoot source of sewer gas and eliminate

Architectural Services Fee

We propose providing Architectural Services with MEP Services, as described below, at our contracted hourly rate for hours listed below. Any additional hours required to complete services shall sent in writing for approval prior to executing that work.

To be paid as follows:

| | |
|--|-----------------|
| Design & Documentation (40 hours @ \$165/hr) | \$6,600 |
| Bidding (12 hours at \$165/hr) | \$1,980 |
| Construction Phase Service (36 hours @ \$165/hr) | \$5,940 |
| MEP Services (40 hours @ \$150/hr) | \$6,000 |
| Total | \$20,520 |

ARCHITECTURAL SERVICES

Description of Services

Our basic Architectural services will include working closely with yourself to develop a design and provide advice and guidance that is customized to your needs.

Reliance Architecture, LLC
1306 Barrington Dr.
Austin, TX 78753

(512) 758-7660

info@reliancearchitecture.com

reliancearchitecture.com

Design & Documentation

Goal: Define all elements and design features, establish budget and schedules, and provide documents for construction.

Important Operations:

- Evaluate Scope and Budget;
- Investigate existing conditions and discuss recommendations
- Layout all general design features of project;
- Finalize function and layout of space;
- Organize Spaces and put in equipment, fixtures, lighting and finishes;
- Continue behind the scenes work developing lighting, mechanical and other systems.
- Continue behind the scenes work to develop how your design can be built;
- Take completed design, translate it into documents for contractor, communicating what you expect to be built;
- Ensure compliance with local regulations and state guidelines;
- Perform any necessary design changes resulting from interpretative differences;
- Ensure Construction Documents are complete and ready for Bidding and Negotiations.

Bidding

Goal: Ensure that your vision is within budget while maintaining value.

Important Operations in Bidding and Negotiations Phase:

- Plan pricing documents based on project delivery method;
- Receive bids for construction through contractors or negotiate pricing with your contractor;
- Answer all questions asked by bidders;

Construction Phase Services

Goal: To conclude on time and on budget with a quality building that meets the design intent as communicated to the Contractor through the Construction Documents.

Important Operations in Construction Phase:

- Contractor will use Construction Documents and build your facility according to the design developed in the above steps and communicated through the Construction Documents;
- Work as team with you and contractor, as your advocate, to ensure construction results in the building as it has been designed;
- Perform on-site inspections during construction.
- Complete final inspection with you to ensure your design has been achieved.

MEP Services

The MEP services are attached to this proposal. Please refer to the attachment for further information.

Clarifications

Reliance Architecture requests:

- Site surveys and geotechnical reports for all district properties, where available;
- All items requested are preferred in digital format, where possible.

This proposal does not include:

- Structural Engineering
- Site surveys;
- Measured or "As-Built" drawings;
- Soil / geotechnical investigations;
- Subsurface investigations;
- Investigation of inaccessible systems and infrastructure;
- Air quality investigation;
- Environmental reports;
- Direction on dealing with hazardous materials;
- Printing.

CONTRACT FOR SERVICES

Services shall be performed per the approved and executed Exhibit C, Work Authorization and the executed contract between Williamson County and Reliance Architecture

Best Regards,



Antonio Naylor, President



February 15, 2019

Reliance Architecture, LLC
1306 Barrington Dr.
Austin, Texas 78753

ATTN: Antonio Naylor

RE: Wilco – Treatment Intervention Renovations

This letter of proposal is for Professional MEP Engineering services for the referenced project. The fee will be based on this budget and scope description. This agreement is between HCE, herein known as the Engineer and Reliance Architecture, LLC. herein known as the Architect.

SCOPE:

- Renovations to existing plumbing system
- Investigate/provide solutions

We are pleased to submit this letter of agreement for mechanical, plumbing and electrical engineering to include:

- A. Mechanical, Electrical and Plumbing drawings and specifications necessary to complete a set of Contract Documents. Our scope includes incorporating final review comments from the local authorities.
 1. Mechanical Plans and Details, Schedules and Specifications
 2. Plumbing Plans and Detail, Schedules and Specifications
 3. Lighting Plans and Details, Schedules and Specifications
 4. Power Plans and Details, Schedules and Specifications
- B. Design of interior water and wastewater stubbed 5 feet outside of building and coordinated with the Civil Engineer for connection points. Coordinate stub location for fire line in building. Civil to indicate fire line stub to 12" above finished floor inside the building. (Any approvals required for connection of water, wastewater and fire line utilities to be the Civil Engineer.)
- C. Review submittals and process addendums.
- D. Answer questions during Construction Phase.
- E. Site visits during construction phase during appropriate times as directed by the Architect.

Items **not** included in base fee:

- A. Detailed cost estimating services or independent cost estimating by a third party.
- B. Energy/Utility modeling of the building.
- C. Printing costs. HCE to provide originals only for printing purposes at various phases.
- D. Voice/Data system design.
- E. Access Control/Security System design.

- F. LEEDS/Green Building programs is not included in base MEP Fee and will be billed hourly unless another agreement is made.
- G. Site gas coordinated by Civil Engineer.
- H. Structural light pole bases by Structural Engineer.
- I. Engineered Commissioning is not included in base Engineering Fee. May be added by separate agreement. (Commissioning is required by Energy Code on buildings with more than 40tons of Air Conditioning.)
- J. Energy Re-sale load forms and Energy Rebate forms not included, will be billed hourly.
- K. Electronic as-builts not included, may be added hourly or by separate agreement.

For these services we propose lump sum fee of: **Hourly not to exceed \$6,000.00**

The Architect and/or Owner are responsible for obtaining plan review comments and forwarding to HCE. The contract documents should not be considered complete until all drawings have been revised to reflect all comments received from the local plan review personnel.

As is standard, all Cad files with backgrounds and title blocks are to be furnished by the Architect. All expenses such as long-distance telephone calls, travel, delivery charges, printing costs, etc., will be billed as reimbursable expenses with a 1.100 multiplier.

Billing will be according to the percentage of completion of the project using the same percentages as the Architect.

In the event of termination of the project, the Engineer shall be compensated for all services performed up to the termination date based on the percentage of completion.

HCE PDF Set Requirement. HCE requires a PDF set of plans for review at various phases agreed to with architect. Minimum requirement is 75% and 95% complete coordination set and 100%CD PDF complete set and PDF of specifications for record purposes.

HCE Submittal Requirement. Electronic submittals will be accepted as listed in specification. Transmission of Electronic Submittals must follow specification requirements.

Payments are due 30 days from invoice date. Late payments will bear interest at the rate of 1-1/2% per month, compounded monthly or the highest allowed by law.

Any changes, as approved in writing, after completion of documents or requested additional services will be billed hourly at the following rate schedule:

The Engineer shall not have control or charge of, and shall not be responsible for, construction means, methods, field coordination, techniques, sequences or procedures, for safety precautions and programs in connection with the work, for the acts or omissions of the Contractor, Subcontractors or any other person performing any of the work, or for the failure of any of them to carry out the work in accordance with the Contract Documents.

Engineer will maintain a professional E & O Policy with minimum \$1,000,000 coverage during the term of the project.

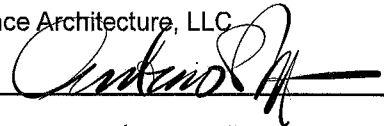
The terms of this proposal are subject to change if not accepted within 30 days.

If this proposal is acceptable with you, we ask you to help us in complying with our Professional Liability Company's request to have signed contracts on all projects by signing and returning this proposal to us in a prompt manner. We will then execute the agreement and send you a signed copy.

Your business is appreciated.

Reliance Architecture, LLC

BY:



Antonio Naylor, President

DATE: February 15, 2019

BJH/km

HCE

BY:



DATE: 2/15/2019

Attachment C - Work Schedule

A work schedule for assigned tasks will be determined in the course of the project when sufficient information is available.

Attachment D - Fee Schedule

Please see next pages.

Reliance Architecture

2019 Rate Schedule

1/8/2019

Architecture

Raw Cost Multiplier: 0%

| Position | Name | Billing Rate |
|---------------------|-------------------|--------------|
| Principal in Charge | Antonio Naylor | \$165 / HR |
| Principal | Clifton Stuckey | \$165 / HR |
| Project Architect | Kimberly Thompson | \$150 / HR |

Mechanical, Plumbing & Electrical Engineering

Raw Cost Multiplier: 0%

| Position | Name | Billing Rate |
|-------------------------|---|--------------|
| Principal in Charge | Byron or Buck Hendrix | \$220 / HR |
| Sr. Engineer | Byron or Buck Hendrix | \$185 / HR |
| Engineer (PE) | Phillip Peoples | \$160 / HR |
| Project Manager | Larry Millican, Keith Mayes, Craig Harris, Ricky Davidson | \$150 / HR |
| Computer Aided Designer | Julle Ruttenberg, Jesus Valdez | \$90 / HR |
| Administrative/Clerical | Gina Bunch, Becky Mayes | \$70 / HR |

Structural Engineering: M&S Engineering

Raw Cost Multiplier: 0%

| Position | Name | Billing Rate |
|---------------------------------|--------------|--------------|
| Structural Engineering Lead | Amy Stone | \$160 / HR |
| Structural Engineer in training | Jeff Wilks | \$105 / HR |
| Drafter | Kevin Vogler | \$80 / HR |

Civil Engineering: M&S Engineering

Raw Cost Multiplier: 0%

| Position | Name | Billing Rate |
|----------------------|---------------------|--------------|
| Project Manager III | Jen Henderson, P.E. | \$170 / HR |
| Senior Technician IV | Adam Reilly | \$120 / HR |
| Principal Engineer I | Steven Widacki | \$190 / HR |
| Engineer in Training | Eric Wooten | \$100 / HR |

Interior Design: Edwrds + Mulhausen

Raw Cost Multiplier: 0%

| Position | Name | Billing Rate |
|-------------------------------------|----------------------------|--------------|
| Principal | Harmony A Edwards-Canfield | \$150 / HR |
| Senior Interior Registered Designer | Krystal Lucero | \$135 / HR |
| Project Designer | Jenni Jacobs | \$110 / HR |

Landscape Architect: Circle V

Raw Cost Multiplier: 0%

| <i>Position</i> | <i>Name</i> | <i>Billing Rate</i> |
|-----------------------------------|-------------|---------------------|
| Founder, Lead Landscape Architect | Jalme Sims | \$100 / HR |

Technology Consultant: True North Group

Raw Cost Multiplier: 0%

| <i>Position</i> | <i>Name</i> | <i>Billing Rate</i> |
|-----------------------|------------------------------|---------------------|
| Principal in Charge | Jon Martin | \$185 / HR |
| Principal | Tony Chojnowski/Ricki Fisher | \$185 / HR |
| Senior Consultant | Jason Anderson | \$165 / HR |
| Technology Consultant | Jeff Crabb | \$150 / HR |
| Technology Drafter | Laura Burk | \$70 / HR |

Roofing and Building Envelope Consultant: Hollon+Cannon

Raw Cost Multiplier: 0%

| <i>Position</i> | <i>Name</i> | <i>Billing Rate</i> |
|---------------------|-----------------|---------------------|
| Principal in Charge | Jonathan Cannon | \$150 / HR |
| Principal | Mel Hollon | \$150 / HR |
| Architect | Tom Pope | \$135 / HR |
| Project Manager | Mike Hollman | \$120 / HR |
| Project Manager | Jeff Runge | \$120 / HR |