



Supplemental Agreement Number <u>1</u>		Organization and Address ARC Architects 119 S Main St, STE 200 Seattle, WA 98104 Phone: (206) 322-3322	
Original Agreement Number 9163			
Project Number 50021911.05.02.02	Execution Date	Completion Date 12/31/2022	
Project Title Redmond Pool Phase 2 Rehabilitation	New Maximum Amount Payable \$ 388,869		
Description of Work Construction Administration (CA) services for the Redmond Pool Phase 2 Rehabilitation project, inclusive of Architectural services plus consultants (structural, mechanical/plumbing, electrical) for the 140 working day duration identified in the bid documents. Environmental and Aquatic CA services are excluded.			

The Local Agency of City of Redmond
desires to supplement the agreement entered into with ARC Architects
and executed on 7/2/19 and identified as Agreement No. 9163

All provisions in the basic agreement remain in effect except as expressly modified by this supplement.

The changes to the agreement are described as follows:

I

Section 1, SCOPE OF WORK, is hereby changed to read:

Per attached

II

Section IV, TIME FOR BEGINNING AND COMPLETION, is amended to change the number of calendar days for completion of the work to read: Original completion date is changed to December 31, 2022

III

Section V, PAYMENT, shall be amended as follows:

Original contract amount of \$288,131 shall be increased by \$100,738 as shown in the attached Exhibit D

as set forth in the attached Exhibits, and by this reference made a part of this supplement.

If you concur with this supplement and agree to the changes as stated above, please sign in the appropriate spaces below and return to this office for final action.

By: Jeff Wandasiewicz

By: _____

Jeff Wandasiewicz

Consultant Signature

Approving Authority Signature

4/1/2020

Attn: John Mork, Project Manager, City of Redmond
Submitted via e-mail to JEMORK@redmond.gov



RE: Redmond Pool Phase 2 Rehabilitation, CA Services

Dear John:

ARC Architects is pleased to resubmit its proposal for the *Redmond Pool Phase 2 Renovations* construction administration effort for the Redmond Pool project located at 17535 NE 104th St, Redmond, WA 98052. For more than 40 years ARC has provided quality services to public and non-profit clients across the state. In addition to ARC as your primary consultant, our team for this proposal includes the following sub-consultants:

Structural - PCS Structural Solutions (Seattle)

Mechanical - Enginuity Systems (Tacoma)

Electrical - Cross Engineers (Seattle/Wenatchee)

Environmental - Alternative Environmental Technologies, AET (Everett) - *no fees included at this time, hourly rates for reference only*

Aquatics - Aquatic Design Group (Carlsbad, CA) - *no fees included at this time, hourly rates for reference only*

Fee Proposal Overview

This enclosed Exhibit A provides scope of work and enhanced fee breakdowns for ARC and our consultant team based on hourly rate tables also included in Exhibit A. These fees are also translated and summarized into the City of Redmond's Exhibit D (Prime Consultant Cost Computations) and Exhibit E (Sub-Consultant Cost Computations) forms as part of this agreement.

The Design Team's total proposed fee for Standard Construction Administration Services is **\$100,730** including reimbursable expenses and contingencies.

Project Understanding

The scope of services for this proposal is limited to Construction Administration services for the Redmond Pool Phase 2 Rehabilitation project that ARC provided bid documents for on 2/24/2020. The project is currently still under permit review by the City of Redmond for the building permit. The project is currently out to bid, with a bid opening of 3/19/2020. The Phase 1 renovations are still in progress past their original October 2019 end date, but the City anticipates that the Phase 1 construction will be complete prior to commencing Phase 2.

The City's overall based bid construction budget is approximately \$1.3M. The project delivery method is assumed to be Design-Bid-Build, with an expedited 140 working day construction duration, with no multiple bid packages or phased construction requirements.

The duration of services is assumed to be 7 calendar months for construction. Construction is anticipated to be completed in a single phase construction. ARC will participate in semi-monthly OAC meetings on site.

The City shall retain any consultants and contractors not listed in this fee proposal. Modifications to the project scope of work, schedule or assumptions may result in additional fees.

Standard Services Fee Proposal Overview

As noted in our current contract with the City of Redmond (#50021911), ARC is utilizing the Maximum Allowable Construction Cost (MACC) as outlined in the Washington State Fee Schedule (WSFS). Per the most current *Guidelines for Determining Architect/Engineer Fees for Public Works Building Projects (effective July 1, 2015)*, ARC has enclosed Basic Consultant fee calculations per these guidelines on the enclosed proposal as well as necessary Speciality Consultant fee proposals.

Specialty & Additional Services Fee Proposal Overview

Environmental and Aquatic consulting services are excluded from this proposal, and if needed during the construction administration phase are suggested to be added as part of a fee contingency on an hourly basis.

ARC Architects Standard Services

ARC Architects' responsibilities will be followed in accordance with the American Institute of Architects (AIA) B101-2017 Owner-Architect Agreement, Article 2, with term and policy limits and amounts established by ARC. ARC Architect's basic services will consist of those described in Article 3 of AIA B101-2017, Scope of Architect's Basic Services, in addition to the requirements set forth in any City initiated Consultant Agreement signed between ARC Architects and the City of Redmond. ARC Architects' responsibilities during construction will be in accordance with the AIA C201-2017 General Conditions for the Contract for Construction.

ARC Architects Professional Fees

ARC Architects will provide design, documentation and construction administration services for a %-complete not to exceed fee with the following estimated breakdown:

Exclusions

Construction Administration (CA)	\$41,166
Post Construction	\$3,074
	\$51,240

Estimated Team Expenses	\$2,000
	\$2,000

CA Contingency (ARC)	\$15,000
	\$15,000

Attachments

The following attachments are ARC Architects Standard Terms & Conditions (Exhibit A) and any other attachments referenced in this proposal are incorporated and made a part of our agreement, and by your authorization to proceed (in writing or orally), you are agreeing to those Standard Terms and Conditions. In the event that we decide to prepare more detailed contract documents for this project such as the AIA standard form contracts, and you decide that we need to start work before completion of these more detailed contract documents, then this proposal and the attached Standard Terms and Conditions will apply to and control the work performed until

the more detailed contract documents are negotiated and executed. Also included are the standard billing rate schedule and standard reimbursable expenses.

We look forward to working with you on this project. I will be your project contact throughout the duration, and i can be reached at the contact information listed below.

Sincerely,



Jeff Wandasiewicz | Principal, AIA
ARC Architects
D: (206) 900-0326

Attachments:

Exhibit A: ARC Cover Letter, Standard Billing Rate Schedule 2020, Standard Reimbursable Expenses, Individual Design Team Fee Proposals and Scope of Work

ARC Architects

Hourly Billing Rates Schedule 2020

All rates are reviewed annually each January

CLASSIFICATION	\$/HOUR
Principal	\$160
Architect PM L/8+	\$145
Project Manager 8+	\$135
Architect PM L/6+	\$130
Project Manager 6+	\$130
Architect Designer L/3-5	\$130
Staff Designer AS- L1 3-5	\$110
Recent College Graduate w/ Experience	\$100
Recent College Graduate no Experience	\$95
Intern	\$90
Administration	\$90

ARC Architects

Standard Reimbursable Expenses

Reimbursable Expenses

Compensation for Reimbursable Expenses incurred by ARC Architects in connection with the Project shall be based on amounts invoiced to ARC Architects. The following list is not intended to be all inclusive but rather a list of the most common reimbursable expenses:

1. Fees paid for securing approval of authorities having jurisdiction over the Project
2. Reproductions and scanning services
3. Color & color plotting, small and large format
5. Couriers, postage and handling of documents
6. Parking, mileage and transportation expenses associated with the Project
7. Models, materials board, mock-ups and special samples requested by the Owner
9. Expense of additional insurance coverage or limits, including professional liability insurance, requested by the Owner in excess of that normally carried by the Architect and the Architect's consultants.

From: Douglas Goodwin <DGoodwin@pcs-structural.com>
Sent: Wednesday, March 4, 2020 9:51 AM
To: Jeffrey Wandasiewicz
Cc: Paul Curtis
Subject: RE: Redmond Pool- Construction Support Scope and Fee

Jeff,

For CA we propose a fee of \$6,350 (hourly not to exceed).

We don't anticipate billing for reimbursable expenses.

Proposed scope includes:

- RFI's
- Review of applicable submittals
- (5) site visits with a follow-up memo at appropriate stages of construction.

If additional site visits are requested they would be billed as an additional service of \$800 per visit.

Let me know if you need a more formal proposal.

Thanks

Doug

Douglas Goodwin | Principal



*Connected Teams.
Bold Solutions.*

206.292.5076 | Seattle
253.383.2797 | Tacoma
503.232.3746 | Portland

www.pcs-structural.com

From: Jeffrey Wandasiewicz <Wandasiewicz@arcarchitects.com>

Sent: Thursday, February 27, 2020 10:30 AM

To: Jesse Barksdale <jbarksdale@hoodriverengineers.com>; Brice Anderson <bricea@crossengineers.com>; Douglas Goodwin <DGoodwin@pcs-structural.com>; Brian Hunt <brian@alternative-technologies.com>

Cc: Paul Curtis <curtis@arcarchitects.com>; Chris Sanford <sanford@arcarchitects.com>

Subject: FW: Redmond Pool- Construction Support Scope and Fee

Redmond Pool 2 Team:

Per below, the time has come to provide us your Construction Administration fees for the contract amendment for Redmond Pool. If I can get your revised proposals by end of day on **March 6th**, that would be appreciated.

Of note:

1. Please make sure to label/separate Construction Administration (CA) services from Reimbursable Expenses; and we need a fixed number for both (not a rate or multiplier of future cost)
2. Please make sure the contract proposed is on an hourly-not-to-exceed format, as the City will require monthly backups w/ hours.
3. Assume the construction duration 80 business days; if it goes over, we can amend from there.
4. Assume periodic site visits with field reports (note a quantity), and review of RFIs, submittals, change order proposals. All info will be passed back and forth via email, and ARC will post to the City's SharePoint site.

Let me know if you have any questions.

Jeff Wandasiewicz | Principal, AIA
D: (206) 900-0326

From: John Mork <JEMORK@redmond.gov>
Sent: Wednesday, February 26, 2020 6:05 AM
To: Jeffrey Wandasiewicz <Wandasiewicz@arcarchitects.com>; Paul Curtis <curtis@arcarchitects.com>
Cc: David Tucheck <DTUCHEK@REDMOND.GOV>
Subject: Redmond Pool- Construction Support Scope and Fee

Jeff,

Now that we are approaching the construction phase of the project, we need to start to putting together the scope and fee for the consultant construction support. We can talk about this more in today's meeting.



John Mork, P.E.

Project Manager | City of Redmond

☎: 425.556.2713 | ✉: jemork@redmond.gov | Redmond.gov

MS: 1NPW | 15670 NE 85th St | Redmond, WA 98052



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A Service Disabled Veteran Owned Small Business



March 3, 2020

Mr. Jeffrey Wandasiewicz
ARC Architects
119 S Main St, Suite 200
Seattle, WA 98104-2579

Subject: Redmond Pool Phase 2 Construction Phase Services

Dear Mr. Wandasiewicz:

We are pleased to present you with this proposal for construction support services on the Redmond Pool Phase 2 project. Our work scope for this phase of the project includes the following (support for all systems designed by HRE):

- Bid phase support including responding to bidder RFI's and substitution requests
- Construction phase support including submittal reviews and responding to contractor RFI's
- Site visits to review installed systems
- Punchlist site visit during closeout phase
- Backcheck site visit to verify completion of punchlist items
- Production of record documents based on contractor markups

The following is included in this fee proposal:

Deliverables

1. Bid Phase
 - a. RFI responses
 - b. Substitution request reviews
2. Construction Phase
 - a. RFI responses
 - b. Submittal reviews
 - c. Site visit reports
3. Closeout
 - a. Punchlist
 - b. Record drawings

Meetings/Site Visits

1. Bid Phase
 - a. None
2. Construction Phase
 - a. (4) Mid-construction site visits
3. Closeout
 - a. (1) Punchlist site visit
 - b. (1) Site visit to backcheck the punchlist



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This fee proposal is based upon the following project schedule:

1. Bid Phase – 21 business days
2. Construction Phase – 80 business days
3. Closeout/Record Documents – 14 business days

Hourly Rates (Hood River Engineers):

Principal	\$175.00/hr
Project Manager	\$165.00/hr
RCDD	\$150.00/hr
Engineer	\$150.00/hr
Designer	\$110.00/hr
CAD Operator	\$90.00/hr
Administrative	\$75.00/hr

Expense Rates (billed at cost +10%):

Mileage	\$0.58/mile
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We have made the following assumptions in the preparation of this fee proposal:

1. Submittal Delivery: PDF/electronic for all submittals
 - a. Hard copies beyond those listed above will be provided upon request as an additional service.
2. All mechanical work is limited to within five (5) feet of the building.
3. Hood River Engineers will generate record drawings, based on markups provided by the installing contractor(s). Record documents will be provided to the client in PDF format. Building floor plan and site layout changes are assumed to be updated by ARC and provided to us for use in production of record documents.
4. For hourly/not-to-exceed projects, hours/fee beyond those indicated in the attached fee summary are not included in this proposal and will be provided as additional services.
5. Invoicing will include backup for each month, listing hours spent by day and employee.

The following are additional scope items, excluded from this fee proposal:

1. Redesign of systems based on owner or contractor options, scope additions, or scope reductions
2. Opinion of probable costs/cost estimating
3. Mechanical and/or plumbing work beyond 5 feet of the building footprint
4. Alternative cost studies
5. Detailed phasing studies and/or phasing plans
6. Detailed energy analysis
7. Lifecycle cost studies
8. LEED or similar energy efficiency rating systems compliance & documentation
9. Value engineering and implementation of value engineering into ongoing renderings, presentations, models, or documentation sets.
10. Separated bid packages (including but not limited to providing separate sets of documents to support early bids for specific equipment, etc.)
11. Professional liability insurance over \$2,000,000 aggregate (\$1,000,000 per claim).



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12. Travel and per diem when outside the general Puget Sound area.
13. Renderings/presentations/models or similar graphics.
14. Participation in constructability review and implementation processes.
15. Commissioning and commissioning support.
16. Architectural design or construction support.
17. Electrical engineering or construction support.
18. Structural engineering or construction support.
19. Fire sprinkler system engineering or construction support.
20. Acoustic analysis or construction support.
21. Reprographics (full size prints of drawings larger than 17x11").

All work scope not explicitly listed in this proposal is assumed to be excluded.

Our fee to provide the services described above is listed below, to be invoiced on an hourly, not-to-exceed basis per the hourly rates shown above:

Construction phase support	\$12,660.00
Record documents	\$3,380.00
Reimbursible expenses	\$480.00
TOTAL	\$16,520.00

The following additional services may be provided at the client's discretion:

Additional site visit (per person/trip, ~2 hours on site)	\$1,150.00
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A fee summary is attached. Additional services will be provided upon request on a time & expense basis per the above hourly rate schedule, or as negotiated prior to starting the extra service work scope(s).

Please contact me with any questions. Thank you for requesting our services, and we look forward to working with you on this project!

Regards,

Jesse Barksdale, LEED-AP
Mechanical Project Manager

Approved:

Adam Goddin, PE
Principal



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Accepted:

Signature

Jeffrey Wandasiewicz, ARC Architects

JNB/jnb

Enclosures: Fee Summary

Cc:

RPP2 ca support proposal 20200303.docx

ENGINEERING FEE SUMMARY

Project: **Redmond Pool Phase 2 - Construction Phase Services**
Prepared By: **JB**
Date: **2020/03/03**
Page Title: **Summary**



Sheet	Cost Per Page (Base Scope Items)	Cost Per Page (Alternate Scope Items)
Construction Phase Services	\$12,660.00	
Record Documents	\$3,380.00	
Reimbursible Expenses	\$480.00	
SUBTOTAL (BASE ITEMS)	\$16,520.00	
SUBTOTAL (ALTERNATE ITEMS)		\$0.00
TOTAL COST (BASE & ALTERNATE ITEMS)		\$16,520.00

ENGINEERING FEE SUMMARY

Project: **Redmond Pool Phase 2 - Construction Phase Services**
Date: **2020/03/03**
Page Title: **Construction Phase Services**
Category: **Base**



Task Description	Time Allotted (Hours)					
	Principal	Proj Mgr	Engineer	Designer	CAD	Admin
Admin		6				6
Bid phase support		4		4		
General CA support - 80 days		12		24		
4 Site visits (mid construction)		10		10		
2 Site visits (punchlist/backcheck)		10		10		
Total Hours	0	42	0	48	0	6
Rate	\$175.00	\$165.00	\$150.00	\$110.00	\$90.00	\$75.00
Labor Cost	\$0.00	\$6,930.00	\$0.00	\$5,280.00	\$0.00	\$450.00
Subtotal (Labor Cost)					\$12,660.00	
Reimbursible Expenses						
Description				Qty	Cost Each	Total
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
Subtotal					\$0.00	
10.00% Markup					\$0.00	
Subtotal					\$0.00	
Total Cost This Page					\$12,660.00	
TOTAL COST THIS PAGE (ROUNDED)					\$12,660.00	

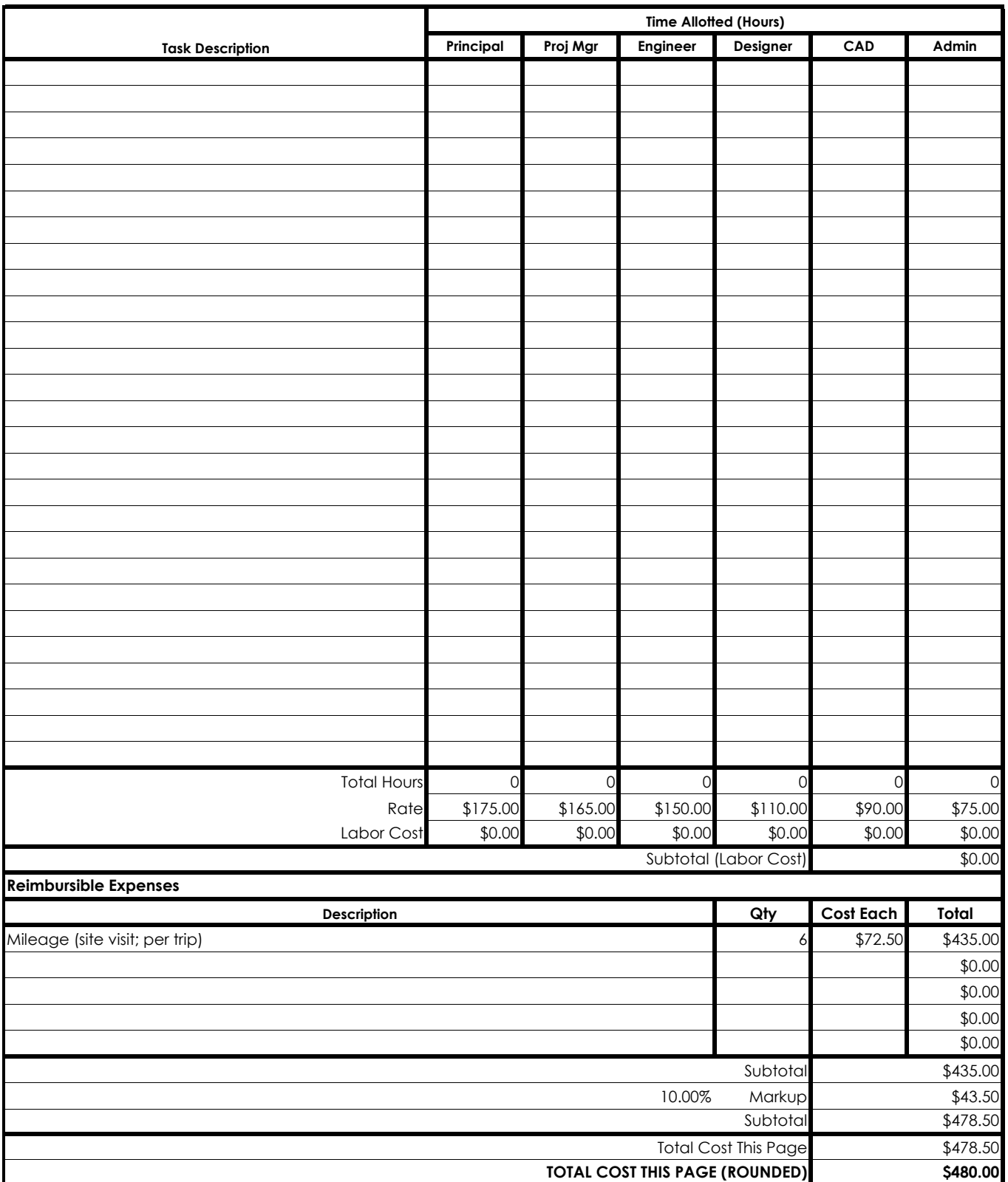
ENGINEERING FEE SUMMARY

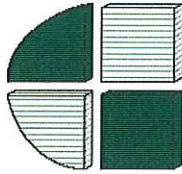
Project: Redmond Pool Phase 2 - Construction Phase Services
 Date: 2020/03/03
 Page Title: Record Documents
 Category: Base



Task Description	Time Allotted (Hours)					
	Principal	Proj Mgr	Engineer	Designer	CAD	Admin
Admin		2				1
Record drawings/Revit model update		2		24		

Project: **Redmond Pool Phase 2 - Construction Phase Services**
Date: **2020/03/03**
Page Title: **Reimbursible Expenses**
Category: **Base**





CROSS ENGINEERS, INC.

February 27, 2020

ARC Architects
Attn: Jeffrey Wandasiewicz
119 S. Main St., Suite 200
Seattle, WA 98104

Re: Redmond Pool Phase 2 Construction Administration – Electrical Fee Proposal

Mr. Wandasiewicz:

We welcome the opportunity to offer our electrical engineering services for your consideration. This proposal covers Construction Administration services for Redmond Pool Phase 2 project designed 2019 – early 2020.

ASSUMPTIONS

- Construction duration is anticipated to be 16 weeks.
- All documents will be transfers via E-Mail or SharePoint Site.
- Design team attendance is not required at weekly or by-weekly construction meetings

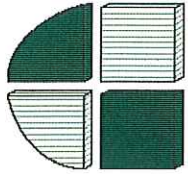
Construction Administration – Task 5

- Four (4) site visits are anticipated with construction progress field notes.
- Provide ASI assistance for any Owner requested changes.
- Review Division 26 shop drawings and Submittals for approval.
- Review and respond to Contractor Requests for Information (RFI's)
- Review and provide response to Change Order Proposals (COP's)
- One (1) Final site visit for an electrical punch list.
- Transfer Contractor Redlines to Record Drawings Set in AutoCAD.
- Review O&M Manuals and provide comments as required.

ADDITIONAL SERVICES

We anticipate the following activities to be outside the normal workscope. If requested these items as related to Electrical can be provided as additional services at our standard hourly rates.

- Life Cycle cost analysis.
- Installation of portable demand meters
- Response to Value Engineering comments.
- Response to Constructability Review comments.
- Commissioning participation.
- BIM 3D Modeling and Conflict Resolution Coordination.
- Electrical design related to fire pump requirements.
- Assisting owner with grant requests related to lighting equipment.



CROSS ENGINEERS, INC.

FEES

We propose an hourly not to exceed fee of **\$5,100.00** for Construction Administration tasks listed above.

Billing will be monthly on an hourly basis. See hourly rates below.

Please contact my office if there are additional workscope items or questions. We look forward to your favorable review and again working with ARC Architects. Our office has permanent staff available to assign to this project with your notice to proceed.

Sincerely,

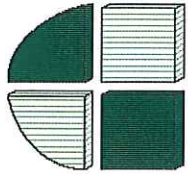
Brice Anderson
Cross Engineers, Inc.

Notice to Proceed

By providing the signature below **ARC Architecture** acknowledges this fee proposal and directs Cross Engineers to proceed with consulting as outlined herein.

Signature

Date



CROSS ENGINEERS, INC.

**Cross Engineers, Inc.
2020
BILLING RATES**

	<u>Hourly</u>
Engineer I (PE)	\$160.00
Engineer II	\$150.00
Designer I	\$102.00
Designer II	\$93.00
Drafter	\$80.00
Clerical	\$65.00

Exhibit B

DBE Participation Plan

In the absence of a mandatory UDBE, the Consultant shall continue their outreach efforts to provide SBE maximum practicable opportunities.

Although not a small business enterprise (SBE) firm, ARC has a long standing relationship with many of our local SBE firms, and continues to broaden that pool with new up-coming firms. Whether mandatory or voluntary, we have been supporting the growth and development of these firms since our inception. With nearly 80% of our work in the public sector, we are committed to meeting and bettering stated voluntary goals.

Diverse Business Outreach Plan

ARC's formal outreach plan dates from 2008. It coincided with a September 16th Prime –Sub A/E Networking Event. The region's largest business opportunity outreach and networking opportunity sponsored by the University of Washington and 8 other public agencies has been attended every other year since 2008.

Positions Responsible for Managing and Implementing Outreach Plan

Principal's Daniel Podoll and Emily Wheeler are ARC's designated manager and implementer of our outreach plan. Between specific outreach events in and outside of the office, ARC is involved in the selection of diverse firms appropriate to the specific projects that the firm pursues.

Strategies, Approaches and Specific Steps Taken to Meet Diverse Utilization Goals

1. ARC staff is kept abreast of all new work pursuits at our standing weekly office meeting. At that time, go/ no-go decisions are made about these opportunities. When a decision is made to advance a pursuit, teaming consultants are discussed for their appropriateness to the project type, their previous performances and their contribution to a diverse team of professionals. Staff is encouraged to offer up consultants they feel to be a best fit or consultants they feel might be of benefit for a first teaming opportunity.
2. ARC participates in the annual outreach symposium sponsored by numerous public agencies in Seattle. This "speed dating" is a great opportunity to interface with emerging Diverse Business consulting firms. With that contact, our next step is an invitation to ARC offices to learn more of one another's business strategies and potential symbiotic strengths.
3. Firms calling or emailing to present their qualifications for specific RFQs are passed to the principal in charge of that marketing effort. This provides a one on one opportunity to discuss the consultant's fit to the specific project and our firm's process in establishing the strongest team for the job.
4. ARC shares its statement of qualifications with the assembled team for the project. Diverse Business consultants gain important insights into the presentation of their qualifications and their integration into the project approach. This type of mentoring helps emerging consulting firms understand the attributes that we as prime are looking for and how best to present their strengths.

Exhibit C

Preparation and Delivery of Electronic Engineering and Other Data

In this Exhibit the agency, as applicable, is to provide a description of the format and standards the consultant is to use in preparing electronic files for transmission to the agency. The format and standards to be provided may include, but are not limited to, the following:

I. Surveying, Roadway Design & Plans Preparation Section

A. Survey Data

n/a

B. Roadway Design Files

n/a

C. Computer Aided Drafting Files

n/a

D. Specify the Agency's Right to Review Product with the Consultant

The Agency has the right to review product with the consultant.

E. Specify the Electronic Deliverables to Be Provided to the Agency

n/a

F. Specify What Agency Furnished Services and Information Is to Be Provided

n/a

II. Any Other Electronic Files to Be Provided

n/a

III. Methods to Electronically Exchange Data

e-mail and SharePoint access

A. Agency Software Suite

Bluebeam, Sharepoint

B. Electronic Messaging System

Outlook

C. File Transfers Format

PDF< DWG< RVT<XLS<DOC

Exhibit D
Prime Consultant Cost Computations

See attached

Consultant Fee Determination

NEGOTIATED HOURLY RATES

GRAND TOTAL: \$100,730

Exhibit E

Sub-consultant Cost Computations

The CONSULTANT shall not sub-contract for the performance of any work under this AGREEMENT without prior written permission of the AGENCY. Refer to section VI “Sub-Contracting” of this AGREEMENT.

See attached

EXHIBIT E

Subcontracted Work

Project Name: Redmond Pool Phase 2 Rehabilitation (CA)
Project Number:
Consultant: ARC Architects

The City permits subcontracts for the following portions of work of the Agreement:

Subconsultant	Work Description	Amount
PCS	Structural Engineer	\$6,350
Hood River Consulting	Mechanical / Plumbing	\$16,040
Cross Engineers	Electrical	\$5,100
Aquatic Design Group	Aquatics	not included
Alt. Environmental Tech	Environmental Consulting	not included
Total:		\$27,490