

Supplemental Agreement	Organization and Address	3
Number		
Original Agreement Number	-1	
-	Phone:	
Project Number	Execution Date	Completion Date
	1/21/202	1
Project Title	New Maximum Amount P	ayable
	\$	
Description of Work		
I RE LOCAL AGENCY OT	h	
and executed on	u identified on Agreement N	
and executed on ar		J.
All provisions in the basic agreement remain in effect	except as expressly modified	I by this supplement.
The changes to the agreement are described as follow	VS:	
	1	
Section 1, SCOPE OF WORK, is hereby changed to r	read:	
	II	
Section IV, TIME FOR BEGINNING AND COMPLETIC	ON, is amended to change th	ne number of calendar days for
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	III	
Section V, PAYMENI, shall be amended as follows:		
-		
as set forth in the attached Exhibits, and by this refere	ence made a part of this supp	lement.
If you concur with this supplement and agree to the chelow and return to this office for final action.	nanges as stated above, plea	se sign in the appropriate spaces
Bv:	Bv.	
	Uy	
Consultant Signature	Арр	roving Authority Signature

Exhibit A Scope of Work

Project No. 50022024.05.01.02

Agreement Number _____

opsis

September 6, 2021

Eric Dawson, PE Project Manager City of Redmond Public Works Department 15670 NE 85th Street Redmond WA 98052

Reference: Redmond Senior and Community Center (RSCC) – **EXHIBIT A** Proposal for Professional Services Phase 2 – Design Development through Bid/Permit Opsis Project Number (4821-03)

Dear Eric:

This letter outlines the Opsis Architecture proposed scope of work to continue comprehensive architectural, engineering, and specialized consultant services for the Redmond Senior and Community Center project. This phase of work will include Design Development, Construction Documents and Bidding/Permitting.

PROJECT UNDERSTANDING

The new Redmond Senior and Community Center (RSCC) project will be approximately 52,000 gsf which includes an elevated running track with a budget of \$31 million. This phase of work will build upon the previous Phase 1 Programming/Concept Design and Schematic Design documents. Phase 2 will include the completion of Design Development and Construction Documents along with all land use and site plan entitlements. Two building permit packages will be included in this phase.

The RSCC will be located within the Redmond Municipal Campus on the site of the prior Senior Center with the existing utility connections utilized for the new facility. The project is situated with direct adjacency to the Sammamish River critical areas buffer setback. The facility design and construction staging will need to take into account maintaining a safe and operational campus with vehicular and pedestrian access to the adjacent Public Safety Building, Parking Structure and City Hall.

The project will include related site development including additional parking, plaza paving and new fire access. The parking needs will encompass providing 8 dedicated senior parking stalls as well as reconfiguration of the roundabout drop off zone. The planning and design will also include necessary utility upgrades, on-site stormwater management, and infrastructure improvements necessary to support the new facility.

We understand the seniors will be involved at strategic milestones in the design process and public engagement will continue to be important to inform the project's design moving forward. The design team will work closely with the Project Stakeholder Group, advisory groups and commissions with continued outreach and involvement as shown in the attached schedule. City staff (COR) will be engaged throughout the Phase 2 design process with the Mayor and City Council provided project updates when required.

The City is using a GC/CM delivery model for this project and have engaged the services of Absher Construction. The design team will continue to collaborate with Absher as an active participant in design meetings, QA/QC review, scheduling and estimating to provide valued input on construction staging and

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logistics, real-time target value design, evaluation of building structural, mechanical and enclosure systems, and constructability review that will support cost containment and predictability. Separate cost estimates will be developed by and reconciled between Absher and DCW, our independent cost estimator.

DESIGN TEAM

The following design team members will participate in the scope of work outlined for Phase 2 – Design Development, Construction Documents and Bid/Permit.

Opsis Architecture – Prime Contract, Architectural Planning/Design and Interior Design Johnston Architects – Architectural Support Staff and Land Use/Entitlement Lead. Michael Thrailkill - Architectural Specifications Lund Opsahl - Structural Engineer **PAE Engineers** – Mechanical, Electrical and Plumbing (MEP) and Sustainable Design Herrera – Civil and Environmental Studies with delineation of the Critical Areas Buffer line, mitigation strategies Groundswell - Site Development, Landscape, Pathways, and Parking Layout Little Fish – Lighting Design Stantec - Acoustical Halliday Associates - Food Service Code Unlimited - Code Review **DCW** – Cost Estimating The Shalleck Collaborative - Theater and Audio Visual Morrison Hershfield - Building Envelope Mayer/Reed – Signage and Wayfinding CAYA Communications – Community Outreach Envirolssues – Web Site Management Joe Thurston - Public Art Planning/Master Plan

SCOPE OF WORK

Task 3 – Design Development

Opsis Architecture

Will provide Architectural Design services consisting of continued development and expansion of architectural Schematic Design Documents to establish the final scope, relationships, forms, size, and appearance of the project through plans, sections and elevations, typical construction details, materials selections and equipment layouts. During this task there will be continued review and updates of the schedule to facilitate decision-making, design, and documentation in order to meet critical project milestones. The design team will meet regularly with the COR and regulatory agencies to facilitate integration of all program and equipment elements necessary for building operations. During this task all documentation will be produced for land use and site plan entitlements. Specifications will be developed to supplement the drawing set and shall describe the performance characteristics of the materials and products being used. The design team will incorporate the COR's General and Supplementary Conditions of the Contract into the specifications.

- Further refinement of COR desired environmentally responsible design approaches including LEED scorecard updates and incorporation or LEED Gold requirements into the project documents.
- Final resolution of the building plan layout

- Incorporate all major plan elements of the building for all floors, with coordinated accommodations for structure and MEP.
- Incorporate typical project functional components. Components will be coordinated with structural and MEP engineers.
- Dimension and locate all major building components (walls, windows, doors, etc.)
- Show DD Level furniture layouts to confirm spatial and program requirements
- Develop typical project components and core elements including elevators, stairs, MEP shafts and public toilet rooms. Minor or atypical elements will be reflected in the plans and building sections.
- Confirm that all circulation elements conform with building and accessibility codes.
- Verify that all program requirements are incorporated in the plans including support areas such as staff break rooms / toilets, building storage areas, janitor closets and trash rooms and recycling.
- Finalize building elevations and note exterior materials. Clearly indicate the extent of material and construction type use.
- Confirm alternatives list with COR and Absher during cost reconciliation.
- Develop Building sections including typical foundation details. Indicate floor to floor dimensions, ceiling heights, major structural elements and major MEP transfer or horizontal distribution zones.
- Prepare digital models and perspective renderings to facilitate decision making.
- Refine selections of major building systems with construction materials noted on the drawings or described in writing.
- Incorporate environmentally responsible design alternatives.
- Consider the value of alternative materials, building systems and equipment in collaboration with COR and Absher.
- Develop exterior wall sections, typical exterior details and typical exterior wall types.
- Refine ceiling heights based on accommodation of structural member sizes and MEP pathways.
- Finalize ceiling heights for all typical and principal spaces; indicate on the floor plans and building sections.
- Prepare exterior and interior partition type sheet for typical wall assemblies

- COR meeting materials
- Technical Review Documents
- Design Review Board (DRB) Submitting Documents
- 80% Design Development Drawings
- 80% Design Development Specifications
- 100% Design Development Drawings
- 100% Design Development Specifications

Johnston Architects (JA)

JA will provide Architectural Design services in support of Opsis Architecture. They will continue to lead the land use and entitlements effort during this task. Their team will also be integrated into the production of Design Development documents outlined in the Opsis scope of work above. The project will utilize BIM 360 which will allow JA staff to work on the RSCC model in real time. JA team members will share in the project workflow thought the duration of Design Development.

- Coordinate and manage Redmond's DRB submittal process.
- Coordinate and manage Redmond's Technical review submittal process.

- Coordinate and manage Redmond's Environmental review submittal process.
- Coordinate and manage Redmond's Civil Construction review submittal process.
- Provide document support for subtasks outlined under Opsis scope

- Technical Review Document Submittal
- Design Review Board (DRB) Submittal
- 80% Design Development Drawings
- 100% Design Development Drawings

Michael Thrailkill

Michael Thrailkill (MT) will provide specification services for the production of architectural specifications and compilation of Project Manuals for the Redmond Senior and Community Center project. During the design development phase, he will work with the design team to create the Design Development level specifications for the cost estimate and 100% DD package. For well-coordinated architectural specifications, the design team will collaborate with Michael Thrailkill a minimum of four meetings and/ or conference calls per deliverable; the design team also utilize his office's standard Coordination Matrix, an online collaboration tool.

Subtasks and activities during this phase include:

- Specifications for Division 01 General Requirements will be produced by MT in consultation with Opsis Architecture.
- Structural specifications for Divisions 03, 04, 05 and/ or 06 will be produced by MT, with review and comment by Lund | Opsahl
- MT will coordinate with PAE to incorporate Divisions 21, 22, 23, 26, 27 and/or 28 formatted to match the Architectural specifications.
- Civil, Structural and Landscape specifications for Divisions 02, 31, 32 and/ or 33 will be provided by the Herrera, Lund | Opsahl and Groundswell.
- Food service and theatrical specifications will be provided by Halliday and the Shalleck Collaborative formatted and integrated into the project specifications.

Deliverables:

- 80% Design Development Specifications
- 100% Design Development Specifications

Lund Opsahl

Lund Opsahl (LO) will further develop the structural systems outlined in the Schematic Design package. The structure is planned to be primarily heavy timber framed system of beams and columns with CLT planks for floors and roofs. The lateral system will be concrete shear walls and plywood-clad, light gage metal framed shear walls. LO will work closely with the architect to further refine the structural member sizes and connection for the RSCC. They will continue to develop the buildings foundation and provide requirements for sub-soil improvements.

- Prepare Revit model updates and post as requested.
- Prepare preliminary structural design calculations for typical elements.

- Prepare preliminary foundation and framing drawings.
- Prepare typical detail sheets.
- Prepare or edit outline specifications for structural items.
- Coordinate with geotechnical consultant for foundation requirements.
- Submit Design Development documentation for cost estimate, COR review and respond to review comments

- 80% Design Development Drawings
- 100% Design Development Drawings

PAE (MEP / Building Analysis and Modeling / Fire Alarm / Technology / LEED Certification Support)

During the Design Development phase PAE will review design standards and owner project requirements to help assist the design team, COR and other consultants with preparation of Design Development documents. They will develop system scope requirements and make recommendations based on sustainable design strategies. In conjunction with the design team, they will manage and coordinate the MEP Revit model. The BIM Level of Development (LOD) for the design phases will follow AIA Standard G202-2013 BIM LOD 100. This effort is in addition to the building and analysis modeling (BAM) listed below.

BUILDING ANALYSIS AND MODELING (BAM)

PAE will take a leading role in workshops to communicate clearly the relative merits of environmental conservation strategies and indoor environmental quality. They will work with the project team and decision makers to establish specific measurable goals. Once these are established, they will map out a path for achieving them that will allow key design decisions to be informed on the basis of their ability to achieve the project goals.

The following points provide a summary of PAE's scope for this project:

- Leadership in the establishment of sustainable design goals and benchmarks for the project and ongoing review of performance against those goals.
- Design analysis and guidance for energy use to optimize building performance within the constraints of the project including calculations of energy from HVAC systems, lighting, renewable energy systems and other building equipment.
- Design recommendations for all passive systems including aperture sizes and controls, shading, thermal mass and glazing proportions.
- Compliance analysis for energy performance to meet code and benchmarking targets for applicable third-party rating systems.
- Design analysis and guidance for water usage to reduce the use of potable water in the building within the constraints of the project.
- Design recommendations for creating productive indoor environments.

Several scope items that specifically support the sustainable aspirations of the project include: Energy Performance Modeling, Envelope Optimization, Natural Ventilation/Passive Cooling Analysis, Water Cycle Analysis, On-site Energy Production, Energy Life Cycle Cost Analysis (ELCCA), and Indoor Environmental Quality.

LEED CERTIFICATION SUPPORT SERVICES

LEED Assumptions

- LEED NC v4 is the certification standard.
- The architect or a separate consultant will be the LEED certification champion.
- The Revit model will include enough detail for material and quantity take-offs to be used for the Life Cycle Assessment. LEED Tracking and Documentation.

LEED Tracking and Documentation

- Attend LEED credit review and strategy meetings.
- Track the progress of mechanical/electrical design elements in relation to the USGBC LEED rating system.
- Prepare mechanical/electrical documentation for the formal LEED application, including the following prerequisites and credits:
 - WE Prerequisite Indoor Water Use Reduction
 - WE Prerequisite Building Level Water Metering
 - WE Credit Indoor Water Use Reduction
 - WE Credit Cooling Tower Water Use
 - WE Credit Water Metering
 - EA Prerequisite Fundamental Commissioning (Cx) & Verification
 - EA Prerequisite Minimum Energy Performance
 - EA Prerequisite Building Level Energy Metering
 - EA Prerequisite Fundamental Refrigerant Management
 - EA Credit Optimize Energy Performance
 - EA Credit Advanced Energy Metering
 - EA Credit Renewable Energy Production
 - EA Credit Enhanced Refrigerant Management
 - EA Credit Green Power and Carbon Offsets
 - MR Credit Life Cycle Impact Reduction
 - EQ Prerequisite Minimum Indoor Air Quality Performance
 - EQ Credit Enhanced Indoor Air Quality Strategies
 - EQ Credit Thermal Comfort
 - EQ Credit Interior Lighting
 - IN Credit One innovation credit TBD

- Attend design meetings, coordinate with the architect, owner and other consultants
- Develop system space requirements and calculations
- Conduct preliminary energy codes analysis.
- Coordinate duct size layout and penetrations
- Coordinate plumbing fixture types with COR and architect.
- Performance Plus Documents for fire alarm system (Develop separate Fire Alarm (FA) Drawings for device layouts to code in plan view (initiating, notification and control devices).
- Coordinate Fire Alarm device layout and location with the project design team members.
- Telecommunications Data/Voice Systems Design including integrated telecommunications data/voice distribution design, space-planning, outside plant for interconnection to the existing municipal campus and service providers, and coordination with the owner's telecommunications department and service providers.

- Performance-based system design for First Responder Emergency Broadcast Distribution Systems, public carrier cellular broadcast distribution systems, and two-way communications system design including: intercom, area of refuge/rescue, and emergency "blue light" telephones.
- Video surveillance systems, physical access control systems, intrusion detection systems, and mass notification/emergency communications systems

- Drawings and narratives to define project system components. Drawings shall include equipment locations and main routings, details and diagrams.
- Preliminary specifications.
- Review of system construction cost estimates prepared by others.
- Cut sheets describing HVAC, plumbing, and electrical equipment.
- 80% Design Development Drawings
- 80% Design Development Specifications
- 100% Design Development Drawings
- 100% Design Development Specifications

<u>Herrera</u>

Based on the work performed under the previous scope of work and in coordination with the design team, Herrera will develop a Design Development level of civil engineering design for the site and utilities. Groundswell and Opsis will lead the design development site layout efforts, with input from Herrera for the utility layout, stormwater management, and site improvements. Herrera will respond to questions and provide input to the Opsis team on stormwater, utilities, grading, paving, and other civil engineering issues throughout the Design Development phase. Herrera will review and understand the site conditions, local development standards and municipal code sections related to civil engineering, and the project goals for sustainability. Herrera will provide cost estimating input into the overall project cost estimate prepared by the project cost estimating consultant. They will also coordinate with the design team to complete the necessary Critical Areas and SEPA Checklist documentation for project environmental permitting and respond to questions and provide input to the Opsis team on Environmental Critical Areas, design impacts, and required mitigation. Herrera will provide environmental permitting support for the project in preparation of final documents to support the permitting processes.

Subtasks and activities during this phase include:

- Response to Schematic Design comments.
- Attend two (2) hours of design and coordination meetings per week for sixteen (16) weeks.
- Attend up to eight (8) hours of LEED and Sustainability Meetings.
- Draft and final Design Development drawings.
- SEPA Environmental Checklist applicable to a Determination of Non-Significant (DNS) determination by the SEPA lead agency (City).
- One Herrera scientist will attend up to eight (8) coordination meetings, up to one hour in duration.
- Permitting will not involve federal or state permit processes.

- Draft and Final Design Development Drawings, including:
 - Temporary Erosion and Sediment Control (TESC) Plan
 - TESC Notes and Details
 - Tree Preservation Plan

- Civil Engineering Site Plan
- Grading Plan
- Drainage Plan
- Utility Plan
- Civil Engineering Detail Sheets (up to three)
- Final Critical Areas Report and Mitigation Concept design and cost estimate
- Final SEPA Environmental Checklist
- Design Development cost estimate narrative
- Draft civil-related CSI specification sections
- 80% Design Development Drawings
- 80% Design Development Specifications
- 100% Design Development Drawings
- 100% Design Development Specifications

Groundswell

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Groundswell will assist in the Design Development and layout of Exterior or "outdoor space" in this phase through the attendance at meetings with Opsis and the City of Redmond to review project parameters, gather available materials, identify additional information needed, scope, budget schedule and establish project timetable and deliverables. They will provide site reconnaissance visits with design team and client if necessary and review the site survey and request any additional information to fill data gaps. They plan to attend the workshops and meetings outlined below to discuss the project site goals and conduct three (3) coordination meetings and conference calls with client and design team to coordinate their efforts.

Subtasks and activities during this phase include

- Attend Design Development kickoff meeting with Opsis and design team to discuss scope, budget and schedule.
- Advance site design and incorporate feedback from City of Redmond and Opsis into the preferred site plan.
- Develop drawings, diagrams and narratives for DRB and Technical Pre-App Submittal.
- Attend DRB Pre Application Meeting.
- Prepare exhibits for Site Plan Entitlement Application.
- Submit Materials for three (3) Formal DRB Meetings.
- Attend three (3) DRB Meetings.
- Attend weekly Site Design Meetings with Opsis.
- Attend Bi-Weekly Team Meetings.
- Attend Monthly (COR) Meetings.
- Assist in the advancement of LEED strategies.

- Tree Protection Plan
- Layout Plans
- Materials Plan
- Soil Preparation Plan
- Irrigation Conceptual Zone Plans (includes point of connection, mainline routing, and irrigation valve locations)
- Planting Area Plans noting plant types (e.g., tree, shrub, and groundcover), not specific plant species.

- Specifications in CSI outline format
- 80% Design Development Drawings
- 80% Design Development Specifications
- 100% Design Development Drawings
- 100% Design Development Specifications

LittleFish Lighting

LittleFish Lighting, Inc. (LFL) will act as the lighting designer of record and lead the lighting design effort. Design support, production and calculation assistance, and other specialty tasks, may be provided by sub-consultants to LFL as needed. LFL will provide design development-level lighting design for, exterior vehicular approach, surface parking lighting, pedestrian pathway lighting, main building exterior lighting, interior lighting of programmed spaces, interior circulation spaces, outdoor amenity lighting for hardscaped areas and Sammamish trail connection. LFL will coordinate with the electrical engineer of record and assist in writing the specifications incusing editing the 26 50 00 section for lighting.

Whenever possible, LFL will specify products that are standard and off-the-shelf. Selection of product is based on application, performance, durability and maintainability, as well as aesthetics. A Basis of Design specification will be provided. Alternatives put forth by the contractor will be reviewed during the appropriate phase.

Subtasks and activities during this phase include

- Design meetings with the project team. Six (6) one-hour and two (2) 90-minute lighting-specific meetings are included. All are assumed to be via electronic means, at this time.
- Select one system from those studied during the Schematic Design phase.
- Develop overall lighting system to meet requirements.
- Perform lighting calculations, as needed.
- Coordinate with design team members.

Deliverables:

- CAD Drawings and/or PDF markups on CAD bases provided by architect to show lighting locations, including mounting details and diagrams, as needed.
- Luminaire Schedule with associated Cut Sheets of Basis of Design lighting equipment.
- Lighting Controls Intent narrative.
- Edit of preliminary Specifications Section (26 5000) provided by electrical engineer.
- 80% Design Development Drawings
- 100% Design Development Drawings

Stantec

The following architectural acoustics and mechanical system noise and vibration control scope is included in this Proposal:

Architectural Acoustics is the creation of a desired interior acoustical atmosphere, or the control of sound transmission between adjacent rooms or spaces. For interior acoustic issues, we will prepare preliminary and final acoustical designs relating to surface treatments. For sound transmission between adjacent

spaces, we will recommend appropriate wall, ceiling, window, and opening types to provide the necessary acoustic separation, and will provide details of construction (wall joints, connections, penetrations, caulking, etc.) coordinated with applicable design disciplines to integrate acoustical remediation where and as required for desired acoustical performance.

Mechanical System Noise and Vibration Control addresses (a) Duct-borne noise which is created predominantly by fans and travels through ductwork into occupied spaces; (b) Airborne noise which radiates from the mechanical space into surrounding occupied areas; and (c) Structure-borne noise which is induced by vibration of the mechanical equipment and is perceived as noise in surrounding spaces. We will define the acceptable mechanical noise for each occupied room based upon generally accepted criteria; calculate expected noise levels from information provided in the mechanical design documents and by communication with the mechanical systems' designers as design progresses; and provide recommendations, details and specifications as required to reduce noise and vibration produced by the systems to appropriate performance criteria

Subtasks and activities during this phase include

- Review and confirm schematic documentation and Owner's program, budget, and schedule.
- Architectural base plans marked to key wall types and floor/ceiling Types
- Interior surface recommendations
- Preliminary specifications of pertinent acoustical materials and construction elements
- Preliminary mechanical system noise and vibration control measures coordination and recommendations.
- Preliminary specifications of mechanical/vibration materials, methods, and construction elements
- Design development meetings/site visits: 2 virtual meetings.

Deliverables:

- Architectural base plans marked to key wall types and floor/ceiling Types
- Preliminary specifications of pertinent acoustical materials and construction elements
- Preliminary specifications of mechanical/vibration materials, methods, and construction elements
- 80% Design Development Specification
- 100% Design Development Specifications

Halliday Associates

Halliday Associates (HA) will provide Food Service Design for the Redmond Senior and Community Center project. They will assist the design team in layout, space requirements and equipment selection for a catering kitchen. They will work with the consultant team to coordinate equipment requirements with mechanical, electrical and plumbing scopes.

- Refine schematic plans to show additional detail.
- Prepare DD level numbered equipment plan with schedule of equipment.
- Provide cost estimate for Design Development.
- Provide DD level specification.
- Provide numbered equipment brochures.
- Participate in online meeting/phone conferences as required.

- Kitchen layouts with equipment and storage requirements
- Schedule of equipment.
- Food service cost estimate for incorporation in project cost estimate
- Preliminary Food Service specification for inclusion with project narrative
- Numbered equipment brochures
- 80% Design Development Specification
- 100% Design Development Specifications

Code Unlimited

Code Unlimited will provide support for code compliance requirements for the site and building program areas for the Design Development phase. Review will be based on the 2018 International Building Code with amendments per WC 51-50 Washington State Building Code and 2018 International Fire Code with amendments per WC 51-54A Washington State Fire Code

Subtasks and activities during this phase include:

- Fire & Life Safety review of 50% Design Development drawings and provide mark-ups on the drawings in PDF format indicating code clarifications and areas of deficiency, concern, or need for verification.
- Attend one (1) meeting with the Design Team to review drawing mark-ups and identify key issues.
- Attend one (1) meeting with the Jurisdiction to establish compliance framework and streamline code compliance and documentation for the project.
- Provide up to eight (8) hours of addressing questions from the Design Team, including time for research and discussion on potential strategies for alternate compliance paths. Questions will be addressed in written format for clarity.

Deliverables:

• Provide one (1) Fire & Life Safety review of 50% Design Development drawings and provide mark-ups on the drawings in PDF format.

DCW

DCW will provide a probable construction cost estimate during Design Development including all elements as necessary for a complete cost estimate. The design team and DCW will work with the COR prior to the start of the cost estimate to develop an estimate format based on a Work Breakdown Structure (WBS). The WBS format will be used though-out the course of the project at each cost estimating milestone. A final revision to the construction cost estimate will be provided after review and commentary by the design team and COR. DCW will provide ongoing cost advice throughout the design period to evaluate alternative designs, materials and methods of construction.

- Prepare an opinion of probable construction costs including all elements as necessary for a complete cost estimate.
- Cost estimate will be prepared in Uniformat II component format.
- Prepare a final revision to the opinion of probable construction cost after review and commentary

by the team.

- Provide ongoing cost advice throughout the design period to evaluate alternative designs, materials and methods of construction.
- Prepare a reconciliation comparative report identifying anomalies.
- Reconcile deign cost with the contractor in person and/or in virtual meetings to achieve maximum 5% cost difference.
- Identify project risks during reconciliation and update risk register.
- Prepare a final reconciliation report.

Deliverables:

- Opinion of probable construction costs
- Final reconciliation report

The Shalleck Collaborative

The Shalleck Collaborative's (SC) work will be in two basic areas of consultation: architectural and engineering aspects that affect the facility's function, and theatre production systems and AV systems and accommodations. Typical architectural and engineering guidance includes program verification; performer and technical circulation, technical areas and stage configurations; and structural, mechanical and electrical criteria for production systems.

This proposal includes planning, criteria, design and oversight as described below for the following:

- Production Lighting at Presentation Platform
- Production Rigging at Presentation Platform
- AV Systems:
 - Multi-Use Community Room
 - Flexible Active Space
 - o Classrooms
 - Conference Rooms
 - Library/Lounge/Game Area
 - Fitness Areas
 - Building-Wide background music/paging
 - o Digital Signage / Room Scheduling

Subtasks and activities during this phase include:

- Assist the Architect and Engineers in developing the project within our field of responsibility. Solutions will be developed in meetings and in the form of sketches and written memoranda.
- Provide milestone deliverables as required in either AutoCAD or Revit. Documents will be provided electronically.
- Thorough review of one preliminary set and the final DD set of drawings.
- Provide AV systems budget recommendations.
- Attend virtual meetings.

- 80% Design Development Drawings and specifications
- 100% Design Development Drawings and specifications

Morrison Hershfield

Morrison Hershfield will be to provide consultation on building envelope issues during the design development phase. Morrison Hershfield's methodology throughout the design and construction process is to work collaboratively with the Architect, Contractor and the Owner. The Architect's design team will prepare all Construction Documents such as drawings and specifications. We will review these documents as outlined in our scope of work and provide our recommendations with respect to appropriate assemblies for the proposed use and exposure of the building.

The review of the following building elements are included: exterior glazing; above-grade opaque exterior wall assemblies; roof assemblies; horizontal waterproofing (courtyard, deck, terrace, podium).

Subtasks and activities during this phase include:

- Drawing review(s) of architectural drawings of the building envelope systems with recommendations delivered in PDF file format.
- Review(s) of Outline Specifications (CSI Divisions 7 [thermal/waterproofing] and 8 [doors and windows]) relative to the building envelope.
- Provide recommendations for performance and testing requirements, relevant standards and acceptable materials/systems. Recommendations delivered in PDF file format.
- Attend design meetings via teleconference to discuss our review comments of the design documents.
- Provide ongoing consultation to review specific details, respond to emails or telephone calls, attend additional meetings or other services outside the defined deliverables.

Deliverables:

- Redline mark-ups: Design Development drawing and specifications
- Product data evaluations and recommendations

Mayer/Reed

Mayer/Reed will provide wayfinding, signage and graphic design services at the Design Development, level. Program scope includes multi-purpose activity rooms, senior library, classrooms, kitchen, fitness facilities and locker rooms. Campus and vehicular wayfinding are not included in this scope of work. The following services will be provided:

- Building Code Signage
 - Building Identity building address and building mounted building name
 - ADA/IBC Code Room Signs identification of various room types and occupancies when required. Identification of ADA routes and amenities when applicable
 - Egress signs tactile exit route, accessible route, stairwell and elevators signs.
- Wayfinding Signage
 - o Interior wayfinding directories, directional signs, special area identity
 - User Regulatory Signs miscellaneous signs to post user rules. May include building hours, no smoking, exit only, staff only, fitness room rules, etc. Excludes electrical and mechanical equipment labels.
 - Digital signage includes location and message planning; assistance with architectural integration and review of digital signage vendor submittals. Hardware and software specification by others. Content programming additional services

- Meet with the design team to review work scope and project schedule.
- Establish the project parameters based on client goals, quality levels and budget.
- Prepare preliminary code sign location plans, wayfinding strategy and proposed graphic areas. This work will be presented to the design team for feedback.
- Prepare concept sketches and design options for each sign type. This work will include typography studies, sign layouts, colors and materials and proposed graphic themes and style.
- Refine design options based on design team feedback and present to COR
- Attend Meetings: (1) Start-up, (3) Design Team Coordination, (1) Client presentation

- 80% Design Development (assumed 11" x 17" presentation)
- 100% Design Development (assumed 11"x17" presentation)

CAYA Communications

CAYA will provide Community Engagement support on an as-needed basis throughout Design Development. Moving forward, the City of Redmond will continue to inform the public about the Design Development phase and involve the Stakeholder Group along the way. Seniors remain a primary audience and will be asked for feedback at key milestones. With these goals in mind, an ongoing public engagement plan will support the work of the city and the larger design team. CAYA will develop and implement activities that move this project forward. The following tasks are organized to align with the approach from Opsis and its team members, beginning with Design Development and Construction Documents.

Subtasks and activities during this phase include:

- Keep the Stakeholder Group engaged, but at a reduced level from previous efforts.
- Digital outreach will continue, such as a project inbox and comment tracking system through Envirolssues' proprietary tool, EnviroLytical.
- Outreach to seniors and other groups as determined by the COR.
- City Council touchpoints as required.
- Virtual engagement meetings with city staff as needed.
- As needed participation in workshops between Opsis and COR.
- As needed iteration on the engagement plan and workback schedule.
- As needed meetings and emails between Opsis and the consultant team.
- A community survey with COR's LetsConnect account if necessary.
- Coordination with Envirolssues' team for on-call support in graphics, website development.

Deliverables:

- Agendas, meeting invites, and meeting notes from Stakeholder Group meetings
- Emails out to Stakeholders and any additional Stakeholder Group coordination as needed
- Summaries of inbox communications through EnviroLytical
- LetsConnect surveys as needed
- Posting of Stakeholder Group minutes to project website
- Schedule for all Stakeholder Group meetings posted to project website
- Posting Council meeting agendas and recordings after Council meetings

Enviroissues

Envirolssues will continue to provide project website management as a tool for community engagement throughout Design Development. Digital engagement will continue to play a prominent role on this project. The existing project website, separate from materials on the city's main website, provides timely and useful information to the public, support tools for input (such as embedded poll questions), and offers a platform for drawings and design files to be seen and understood by stakeholders. This task includes ongoing site maintenance, monthly updates, and new content as needed.

Subtasks and activities during this phase include:

- Project website will be in English, with Google Translate
- Envirolssues will purchase a two-year domain license
- Current branding and logo for Redmond Senior & Community Center will be used, with some minor tweaks to icons and tagline if necessary
- Approved content provided by city staff and Opsis before design work begins
- Major refreshes by Envirolssues; "on-demand" or same-day uploads will be assessed depending on staff availability before close of business

Deliverables:

- Hosting of project website
- Inventory of PDF files posted to the site

Joe Thurston – Art Master Plan

As a part of the Master Planning effort Joe will work with the design team to get an understanding of the project and evaluate opportunities for art integration. He will also meet with the Redmond community to fully understand their needs and then create an Arts Masterplan that includes opportunity for additional art calls. Upon completion of the Art Master Plan, he will work with Chris Weber to create the criteria for the Call for Artists for additional art opportunities. Joe will design, fabricate and install a minimum of one art piece for this project (with Arts and Culture Commission approval). He will also coordinate with the other artists and design team to help share the vision of the project and goals of the Arts Masterplan.

Subtasks and activities during this phase include:

- Participate in 2 (two) Arts & Culture Commission Meetings (TBD)
- Participate in 2 (two) Core Group meetings (Tentative September 30 and October 27)
- Participate in Stakeholder meetings (Tentative October 18 or November 15)
- Participate in an Artist Q&A session prior to the Call closing
- Attend/host 1 (one) Artist Vision Meeting (to take place just after artist selection in order to go over Arts Masterplan and overall vision)

Deliverables:

• RSCC Art Master Plan

Task 4 – Construction Documents

Opsis Architecture

Opsis will provide Architectural Design services consisting of preparation of drawings based on approved Design Development Documents setting forth in detail the architectural construction requirements for the project. During this task specifications will be completed. Opsis will coordinate specifications prepared by other disciplines and compile the project manual. Permitting and bid packages will also be completed in two separate packages. Opsis will coordinate with Absher to facilitate in the bidding process. As in previous phases, the design team will meet regularly with the COR and regulatory agencies to facilitate integration of all program and equipment elements necessary for building operations.

Subtasks and activities during this phase include:

- Complete final LEED scorecard and verify LEED Gold requirements have been incorporated into the project documents.
- Final detailed, dimensioned, and notated building plans.
- Incorporate and detail all major plan elements of the building for all floors, coordinated with consultant team documents.
- Complete design of all building components (walls, windows, doors, etc.).
- Finalize furniture layouts and material selections.
- Finalize all elevator, stair and MEP shaft detailing.
- Confirm that all circulation elements conform with building and accessibility codes.
- Verify that all program requirements are incorporated in the plans including support areas such as staff break rooms / toilets, building storage areas, janitor closets and trash rooms and recycling.
- Finalize building elevations and include all detail call outs. Clearly indicate the extent of material and construction type use.
- Confirm final alternatives list with COR and Absher during cost reconciliation.
- Finalize building sections including all foundation details. Indicate floor to floor dimensions, ceiling heights, all structural elements and all MEP transfer or horizontal distribution equipment.
- Prepare digital models and perspective renderings to facilitate decision making.
- Finalize selections of major building systems with construction materials noted on the drawings or described in writing.
- Finalize exterior wall sections, exterior details and exterior wall types.
- Finalize ceiling heights based on accommodation of structural member sizes and MEP pathways.
- Finalize exterior and interior partition type sheet for typical wall assemblies
- Finalize all detail sheets

- Permit Package 1
- 50% Construction Document Drawings
- 50% Construction Document Specification
- Permit Package 2
- 100% Construction Document Drawings
- 100% Construction Document Specifications

Johnston Architects (JA)

JA will provide Architectural Design services in support of Opsis Architecture. JA will continue to lead and coordinate the building permit effort during this task. They will continue to provide production assistance of Construction Documents outlined in the Opsis scope of work above.

Subtasks and activities during this phase include:

- Provide document support for subtasks outlined under Opsis scope
- Coordinate and manage Redmond's entitlements/permitting process for Permit Packages 1 and 2.

Deliverables:

- Permit Package 1
- 50% Construction Document Drawings
- Permit Package 2
 100% Construction Document Drawings

Michael Thrailkill

During the Construction Documents phase, Michael Thrailkill (MT) will continue to work with the design team to create the Construction Documents level specifications for the cost estimate and 100% CD package.

Subtasks and activities during this phase include:

- Four (4) meetings and/ or conference calls
- Utilization of Coordination Matrix
- Finalize specifications for Division 01 General Requirements will be produced by MT in consultation with Opsis Architecture.
- Finalize structural specifications for Divisions 03, 04, 05 and/ or 06 will be produced by MT, with review and comment by Lund | Opsahl
- Door hardware sets and specifications for Division 08 will be provided by Opsis 'manufacturer representative to be included in the specifications.
- Coordinate final specifications with PAE for Divisions 21, 22, 23, 26, 27 and/or 28.
- Coordinate final specifications with Civil, Structural and Landscape Divisions 02, 31, 32 and/ or 33.
- Coordinate final specifications for food service and theatrical specifications.

Deliverables:

- 50% Construction Document Specifications
- 100% Construction Document Specifications

Lund Opsahl

Lund Opsahl (LO) will finalize structural systems outlined in the Design Development package. The heavy timber framed system of beams and columns with CLT planks for floors and roofs will be detailed as a finish system exposed to view. In order to meet the project schedule, the intent is to complete the structural package at the midpoint of this task. This will include submitting the structural scope of work in Permit Package 1.

Subtasks and activities during this phase include:

- Prepare structural design of primary structural system
- Designate elements to be designed by specialty engineers and specify structural criteria for specialty engineers design of pre-engineered structural elements.
- Review effect of secondary or non-structural elements attached to primary structural system.
- Assist in coordination with building officials.
- Finalize structural calculations.
- Finalize structural drawings and specifications Structural packages shall be an early foundation package and a building package.
- Participate in coordination of the structural documents with those of other disciplines.
- Submit Construction Documents for approval by building official.

Deliverables:

- Review and edits of project specifications
- Permit Package 1 Structural Drawings.
- 50% Construction Document Drawings
- Permit Package 2 Structural Drawings.
- 100% Construction Document Drawings

PAE (MEP / Building Analysis and Modeling / Fire Alarm / Technology / LEED Certification Support)

During the Construction Document phase PAE will review design standards and owner project requirements to help assist the design team, COR and other consultants with preparation of construction documents. PAE will provide a full and complete documentation of mechanical, electrical and plumbing systems for the project. The systems will be coordinated with all other disciplines and meet the sustainability goals of the project. LEED support services and building analysis modeling (BAM) are outlined under Task 3.

- Attend design meetings coordinate with the architect, owner and other consultants
- Finalize system space requirements and calculations
- Finalize energy codes analysis.
- Finalize duct size layout and penetrations
- Complete all Performance Plus Documents for fire alarm system (Develop separate Fire Alarm (FA) Drawings for device layouts to code in plan view (initiating, notification and control devices).
- Finalize Fire Alarm device layout and location with the project design team members.
- Finalize Telecommunications Data/Voice Systems Design.
- Finalize Performance-based system design for First Responder Emergency Broadcast Distribution Systems, public carrier cellular broadcast distribution systems, and two-way communications system design including: intercom, area of refuge/rescue, and emergency "blue light" telephones.
- Complete Video surveillance system design

- Review of system construction cost estimates prepared by others.
- Updated cut sheets describing HVAC, plumbing, and electrical equipment.
- 50% Construction Document Drawings
- 50% Construction Document Specifications
- 100% Construction Document Drawings
- 100% Construction Document Specifications

<u>Herrera</u>

Based on the Design Development drawings and in coordination with the design team, Herrera will develop Construction Document level civil engineering design for the site and utilities. Groundswell and Opsis will lead the site layout efforts, with input from Herrera for the utility layout, stormwater management, and site improvements.

Herrera will respond to questions and provide input to the Opsis team on stormwater, utilities, grading, paving, and other Civil Engineering issues throughout the Construction Documents phase. Herrera will provide cost estimating input into the overall project cost estimate prepared by the project cost estimating consultant.

Subtasks and activities during this phase include:

- Response to Design Development comments.
- Coordination and incorporation of land use and site plan entitlements review into the Construction Documents.
- Attend two (2) hours of design and coordination meetings per week for twenty-four (24) weeks.
- Attend up to eight (8) hours of LEED and Sustainability Meetings.
- Draft and final Construction Documents.

- Draft and Final Construction Drawings, including:
 - Legend and Abbreviations
 - Temporary Erosion and Sediment Control (TESC) Plan
 - TESC Notes and Details
 - Tree Preservation Plan
 - Civil Engineering Site Plan
 - Grading Plan
 - Drainage Plan
 - Utility Plan
 - Civil Engineering Detail Sheets (up to three)
- Construction Document cost estimate narrative
- Draft and Final civil-related CSI specification sections
- Response to Design Development comments
- Final Stormwater Report
- Draft and Final LEED documentation
- 50% Construction Document Drawings and specifications
- 100% Construction Document Drawings and specifications

Groundswell

Groundswell will assist in the Construction Documents and layout of Exterior or "outdoor space" in this phase through the attendance at meetings with Opsis and the City of Redmond to review project parameters, gather available materials, identify additional information needed, scope, budget schedule and establish project timetable and deliverables. They will continue site reconnaissance visits with design team and client if necessary and review the site survey and request any additional information to fill data gaps. They plan to attend the workshops and meetings outlined below to discuss the project site goals and conduct three (3) coordination meetings and conference calls with client and design team to coordinate our efforts.

Subtasks and activities during this phase include

- Attend Construction Documentation kickoff meeting with Opsis and design team to discuss scope, budget and schedule.
- Respond to comments and incorporate this information into the Construction Documents.
- Review the construction budget, schedule and milestones. Obtain approval to proceed with Construction Documentation.
- Assist team in preparing LEED documentation package relevant to Groundswell's scope of work.
- Advance and submit Early Site Package. 4.6 Advance and submit 50% Construction Documents.
- Review cost estimates provided by DCW at 50% submittal.
- Incorporate review comments following 50% submittal.
- Advance and submit 90% Construction Documents.
- Review cost estimates developed by DCW at 90% submittal.
- Incorporate review comments following 90% submittal.
- Advance and submit 100% Construction Documents.
- Attend weekly Site Design Meeting with Opsis.
- Attend Bi-Weekly Team Meetings with Opsis.
- Attend Monthly City of Redmond (COR) Meetings.

Deliverables:

- Tree Protection Plan
- Site Layout Plan
- Site Materials Plan
- Soil Preparation Plan
- Irrigation Plan and Details
- Planting Plan and Details
- Site Construction Details
- Specifications in CSI format
- 50% Construction Document Drawings and specifications
- 100% Construction Document Drawings and specifications

LittleFish Lighting

LittleFish Lighting, Inc. (LFL) will expand upon the design development effort to provide Construction Document-level lighting design for, exterior vehicular approach, surface parking lighting, pedestrian pathway lighting, main building exterior lighting, interior lighting of programmed spaces, interior circulation spaces, outdoor amenity lighting for hardscaped areas and Sammamish trail connection

Subtasks and activities during this phase include

- Design meetings with the project team. Six (6) one-hour lighting-specific meetings are included. All are assumed to be via electronic means, at this time.
- Coordinate with electrical engineer and provide necessary information for code compliance.
- Finalize/make adjustments to drawings for handover to electrical engineer for completion of Construction Documents.
- Review and redline lighting layout plans, as provided by electrical engineer/architect/landscape architect.
- Produce final Luminaire Schedule with complete Cut Sheet package of lighting equipment supporting Basis of Design.

Deliverables:

- Edit of final Project Specifications, as provided by electrical engineer.
- 50% Construction Document Drawings and specifications
- 100% Construction Document Drawings and specifications

Stantec

Stantec will build upon the design document scope previously outlined to assist the design team in the Construction Document phase to create the desired interior acoustical atmosphere, or the control of sound transmission between adjacent rooms or spaces. Final acoustical designs relating to surface treatments will be provided along with recommend appropriate wall, ceiling, window, and opening types to provide the necessary acoustic separation. Stantec will provide details of construction (wall joints, connections, penetrations, caulking, etc.) coordinated with applicable design disciplines to integrate acoustical remediation where and as required for desired acoustical performance.

Stantec will provide final mechanical design documents and by communication with the mechanical systems' designers as design progresses; and provide recommendations, details and specifications as required to reduce noise and vibration produced by the systems to appropriate performance criteria

Subtasks and activities during this phase include

- Review and confirm design development documentation and Owner's program, budget, and schedule
- Acoustical construction details and assembly types prepared in AutoCAD compatible format
- Construction specifications of acoustical materials and assembly types
- Finalize mechanical system noise and vibration control recommendations and provide details where needed.
- Construction specifications of mechanical/vibration materials, devices, and sound power levels
- Written descriptions of construction instructions, catalog cuts and completed performance criteria
- Construction Documents meetings/site visits: 2 virtual meetings.

- Construction specifications of acoustical materials and assembly types.
- Construction specifications of mechanical/vibration materials, devices, and sound power levels.
- Written descriptions of construction instructions, catalog cuts and completed performance criteria.
- 50% Construction Document Specifications
- 100% Construction Document Specifications

Halliday Associates

HA will provide Food Service Design for the Redmond Senior and Community Center Project. They will assist the design team in layout, space requirements and equipment selection for a catering kitchen. They will work with the consultant team to coordinate equipment requirements with mechanical, electrical and plumbing scopes.

Subtasks and activities during this phase include:

- Finalized floor plan with schedule of equipment developed from dimensioned structural plan furnished by Opsis.
- Provide plumbing, electrical, and mechanical connection drawings. Dimensioned rough-in locations provided by the Kitchen Equipment sub-contractor.
- Design mechanical refrigeration systems and detail cold storage rooms for product cooling.
- Detail all custom fabricated food service equipment.
- Include Kitchen/Serving space interior elevations.
- Provide drawings of all special building conditions related to the Food Service Equipment.
- Prepare Section 114000 specifications for all Kitchen/Serving Equipment in accordance with CSI format for inclusion in Opsis bid documents.
- Check all related architectural and engineering drawings.
- Assist in Permit application, review, and information coordination for Department of Health.
- Prepare revised drawings and specifications as required as a result of permit review process.
- Participate in online meeting/phone conferences as required.
- Planning shall be accomplished in accordance with all governing codes.

Deliverables:

- Provide drawings of all special building conditions related to the Food Service Equipment.
- Prepare Section 114000 specifications for all Kitchen/Serving Equipment
- 50% Construction Document Drawings and specifications
- 100% Construction Document Drawings and specifications

Code Unlimited

Code Unlimited will continue to provide support for code compliance requirements for the site and building program areas for the Construction Document phase. They will assist in addressing questions include questions from the Design Team, Owner, Contractor, and/or Jurisdiction. Questions will be addressed in written format for clarity.

- Provide one (1) Fire & Life Safety review of Code Summary Sheets prepared by Opsis Architecture for format and content. Provide markups on the drawings in PDF format at the 50% and 90% drawing sets for the Construction Documents Phase.
- Attend one (1) meeting with the Design Team to review drawing mark-ups and identify key issues.
- Provide up to eight (8) hours of addressing questions. This may include questions from the Design Team, Owner, Contractor, and/or Jurisdiction. Questions will be addressed in written format for clarity.

- One (1) Fire & Life Safety review of Code Summary Sheets prepared by Opsis Architecture for format and content.
- Markups on the drawings in PDF format at the 50% and 90% drawing sets for the Construction Documents Phase.

<u>DCW</u>

DCW will provide a level probable construction cost estimate during the Construction Document phase including all elements as necessary for a complete cost estimate.

Subtasks and activities during this phase include:

- Prepare an opinion of probable construction costs during this stage including all elements as necessary for a complete cost estimate. The cost estimate will be prepared in Uniformat II component format.
- Prepare a final revision to the opinion of probable construction cost after review and commentary by the team.
- Provide ongoing cost advice throughout the design period to evaluate alternative designs, materials and methods of construction.
- Prepare a reconciliation comparative report identifying anomalies.
- Reconcile design cost with the contractor in person and/or in virtual meetings to achieve maximum 5% cost difference.
- Identify project risks during reconciliation and update risk register.
- Prepare a final reconciliation report

Deliverables:

• Opinion of probable construction costs Final reconciliation report

The Shalleck Collaborative

The SC's work will continue to collaborate on architectural and engineering aspects that affect the facility's function, and theatre production systems and AV systems and accommodations. During the Construction Document phase SC will finalize the design of the Production Lighting at Presentation Platform and AV Systems for the Multi-Use Community Room, Flexible Active Space, Classrooms, Conference Rooms, Library/Lounge/Game Area, Fitness Areas, Building-Wide background music/paging and Digital Signage / Room Scheduling.

- Continue to assist the Architect and Engineers in developing detail of the project within their field of responsibility.
- Provide milestone deliverables as required in either AutoCAD or Revit. Documents will be provided electronically.
- Provide a thorough review of one preliminary set and the final CD set of drawings.
- Provide AV systems budget recommendations.
- Attend virtual meetings as required.

- 50% Construction Document Drawings and specifications
- 100% Construction Document Drawings and specifications

Morrison Hershfield

Morrison Hershfield will continue to provide consultation and input regarding the building envelope during the Construction Document phase. They will continue to review architectural documents as outlined in the subtasks below and provide recommendations with respect to appropriate assemblies for the proposed use and exposure of the building.

Subtasks and activities during this phase include:

- Review architectural drawings of the building envelope systems provided to us by the Design Professional at 50% Construction Documents.
 - Recommendations delivered in PDF file format.
- Review specifications (CSI Divisions 7 [thermal/waterproofing] and 8 [doors and windows]) relative to the building envelope.
 - Recommendations delivered in PDF file format.
- Attend meeting(s) via teleconference to discuss our review comments of the design documents.
- Provide ongoing consultation to review specific details, respond to email correspondence or telephone calls, attend additional meetings, or other services outside the defined deliverables.

Deliverables:

- Redline mark-ups: Construction Document drawing and specifications
- Product data evaluations and recommendations

Mayer/Reed

Mayer/Reed will continue to provide wayfinding, signage and graphic design services at the Construction Document level. This phase will include the final design and documentation of building code signage and wayfinding signage.

Subtasks and activities during this phase include:

- Upon review and approval of the Design Development documents, make necessary adjustments, update sign schedules, sign location plans, fabrication details and prepare draft technical specifications. These documents will be submitted for final owner and design team review before final submission for bidding.
- Meetings: (3) Design Team Coordination, (2) Client Meetings at 75% and 100%

- 50% Construction Documents
- 100% Construction Documents, Permit Set, Issued for Bid

CAYA Communications

CAYA will provide Community Engagement support on an add needed basis throughout Construction Document phase.

Subtasks and activities during this phase include:

- Digital outreach will continue, such as a project inbox and comment tracking system through Envirolssues' proprietary tool, EnviroLytical.
- Outreach to seniors and other groups as determined by the COR.
- City Council touchpoints as required.
- Virtual engagement meetings with city staff as needed.
- As needed meetings and emails between Opsis and the consultant team.
- Coordination with Envirolssues' team for on-call support in graphics, website development.

Deliverables:

- Agendas, meeting invites, and meeting notes from Stakeholder Group meeting
- Emails out to Stakeholders and any additional Stakeholder Group coordination as needed
- Summaries of inbox communications through EnviroLytical
- LetsConnect surveys as needed
- Posting of Stakeholder Group minutes to project website
- Schedule for all Stakeholder Group meetings posted to project website
- Posting Council meeting agendas and recordings after Council meetings

Enviroissues

Envirolssues will continue to provide project website management as a tool for community engagement throughout the Construction Document phase

Subtasks and activities during this phase include:

- Project website will be in English, with Google Translate
- Envirolssues will purchase a two-year domain license
- Current branding and logo for Redmond Senior & Community Center will be used, with some minor tweaks to icons and tagline if necessary
- Approved content provided by city staff and Opsis before design work begins
- Major refreshes by Envirolssues; "on-demand" or same-day uploads will be assessed depending on staff availability before close of business

- Hosting of project website
- Inventory of PDF files posted to the site

Task 5 – Bidding/Permitting

The design team will support the project during permitting, bidding, and negotiation phase. Work will involve coordination with all team members to respond to questions and issues raised during weekly coordination meetings and the permitting process. The design team will assist with requests for information, preparation of addenda and bid analysis.

Subtasks and activities during this phase include:

- Submit all stamped and signed documents required for permitting.
- Design team in its entirety shall respond to permit comments.
- Revise drawings and resubmit to planning department.
- Produce Bid Set documents.
- Attend pre-bid conference.
- Prepare addenda during bid period as necessary.
- Assist in review of bids.

Deliverables:

- Permit Package 1
- Permit Package 2
- Addendum drawings

PROJECT SCHEDULE

We have developed a Phase 2 schedule that is included at the end of the scope of work. The Design Development, Construction Document and Bidding/Permitting schedule is based on a high level of interaction with COR and Absher as well as strategic milestone touch points with the stakeholder group (SG). The list of scheduled COR and Stakeholder updates is as follows:

Design Development

```
COR Meeting 17 (Sept 14)
       Interiors Focus
COR Meeting 18 (Sept 30)
      Performance / Food Service / Events
COR Meeting 19 (Oct 14)
   - MEP / Lighting
Stakeholder Group Update 1 (Oct 18)
      Agenda TBD
COR Meeting 20 (Oct 27)
       Landscape / Civil
COR Meeting 21 (Nov 4)
       Sustainability - 11/4
Stakeholder Group Update 2 (Nov 15)

    Agenda TBD

COR Meeting 22 (Nov 18)
   - Review 80% DD Set
COR Meeting 23 (Dec 2)
       Review VE and Alternates
COR Meeting 24 (Dec 16)
       Cost and Scope
```

Construction Documents

COR Meeting 25 (Jan 13) Agenda TBD -COR Meeting 26 (Jan 27) - Agenda TBD COR Meeting 27 (Feb 10) Agenda TBD Stakeholder Group Update 3 (Feb 21) Agenda TBD COR Meeting 28 (Feb24) Agenda TBD COR Meeting 29 (Mar 10) Agenda TBD COR Meeting 30 (Mar 24) Agenda TBD COR Meeting 31 (Apr 14) - Agenda TBD COR Meeting 32 (Apr 28) Agenda TBD COR Meeting 33 (May 12) Agenda TBD COR Meeting 34 (May 26) Final Review

FEE

Proposed fee for the Phase 2 Design Development, Construction Document and Bid/Permitting scope of work for the Redmond Senior and Community Center are include in (Exhibit D) Consultant Fee Determination.

Please feel free to reach to me or Chris Roberts if you have any questions. We look forward to working with you on this signature "quality of life" facility for Redmond's seniors and the greater community.

Sincerely,

James G. Kalvelage, Partner, FAIA, LEED AP BD+C Opsis Architecture, LLP

City of Redmond REDMOND SENIOR COMMUNITY CENTER DESIGN DEVELOPMENT & CONSTRUCTION DOCUMENT SCHEDULE

09.02.2021	2021							2022																										
mon wee	th Augus	st 4 5	5 1	September 2 3	4 1	October 2 3	4 1	November 2 3	4 1	December	4 5	January	4	Februar	y 4	1 2	March 3 4	5 1	Apri 1 2	il 3 4	1 2	May 34		June 2 3 4	5 1	July	4 1	A	ugust 3 4	5	September	4 1	October 2 3 4	Nover
CONTRACT NEGOTIATION																						-												
Contract Negotiation Period																																		
Contract presented to City Council 1/19			_												_				_				_					_				_		
Task 1: Project Management and Coordination									-														-											
City Management Mtg. (COR)				_				_																										
PM/Monthly Reports																																		
Senior Advisory Committee (SAC) Update			_								_			_																		_		
Virtual Open House (TBD)																																_		
GC/GW Coordination																										•								
Task 3: Design Development Sept 1 - Dec 31				1		1	16 Weeks																											
Design Development Kick-off																																		
COR Workshops (Agenda)																																		
Workshop No.17 - Interiors Focus - 9/14 Workshop No.18 - Performance / Food Service / Events - 9/2	30			_							_				_																			
Workshop No.19 - MEP / Lighting - 10/14	~		_								_								_															
Workshop No.20 - Landscape / Civil - 10/27																																		
Workshop No.21 - Sustainability - 11/4																																		
Workshop No.22 - Review 80% DD Set - 11/18			_								_				_								_									_		
Workshop No.23 - Review VE and Alternates - 12/2 Workshop No.24 - Cost and Scope - 12/16									_		_				_																			
Stakeholder Group Updates											_																							
SG Update No.1 - (Agenda TBD) - 10/18																																		
SG Update No.2 - (Agenda TBD) - 11/15			_				_																									_		
Submit 80% Design Development Documents			_								_				_													_				_		
Estimate Review																																		
Estimate Reconciliation																																		
Value Engineering / Add Alternates																																		
Submit 100% Design Development Documents		\square				+		-					\square		+						\square	+				+	+ $+$	+		\square				
Notice To Proceed for CD																	24.1	Maaka																
Construction Documentation Kick-off																	24 V	- Certo												+				
Workshop No.25 - (TBD) -1/13																																		
Workshop No.26 - (TBD) - 1/27																																		
Workshop No.27 - (TBD) - 2/10			_								_				_								_					_				_		
Workshop No.28 - (TBD) - 2/24 Workshop No.29 - (TBD) - 3/10			_								_															_		_				_		
Workshop No.30 - (TBD) - 3/24											_																							
Workshop No.31 - (TBD) - 4/14																																		
Workshop No.32 - (TBD) - 4/28																						_												
Workshop No.33 - (TBD) - 5/12			_								_				_								_					_				_		
Stakeholder Group Updates			_								_								_															
SG Update No.3 - (Agenda TBD) - 2/21																																		
Submit Permit Package #1 - 3/11																																		
CD 50% Cost Estimate Mar 14 - Apr 1			_								_				_																			
Estimate Review			_								_				_													_				_		
Value Engineering / Add Alternates											_																							
Complete 100% Construction Documents																																		
Submit Permit Package #2 - 6/17																																		
Task 7: Sub-contract Bid support Phase 3 Contract Process and Approval											_					_																		
Task 8: Construction administration																																		
PROJECT COMPLETION OCTOBER 2023																																		
Redmond Entitlement Process							_																											
Design Review																																		
Pre-Application DRB - Aug 5																																		
Formal DRB Meeting #1 Submittal - Sept 2																																		
Formal DRB Meeting #1 - Sep 16			_												_													_						
Formal DRB Meeting #2 Oct 21																																		
Formal DRB Meeting #3 Submittal - Nov 18																																		
Formal DRB Meeting #3 -Dec 7																																		
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Environmental Review (SEPA)																																		
Submittal Concurrent w/ Technical - Aug 17																																		
Environmental Review Complete / SEPA Issued - Jan																																		
Notice of Land Use Decision - Jan																																		
Civil Construction Review											_				_																			
Civil Construction Drawing Review Cycle 1																																		
Response to Review 1																																		
Civil Construction Drawing Review Cycle 2																																		
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Civil Construction Drawing Review Completed Building Permit																																		
Package #1 Building Permit Application																																		
Package #1 Building Permit Review 1																																		
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Agreement Number ____

Exhibit D

Consultant Fee Determination

Project Name:Redmond Senior & Community CenterProject Number:50022024.05.01.02Consultant:Opsis Architecture

NEGOTIATED HOURLY RATES

					Fee	Total	
				Overhead	(Profit)	Hourly	
Classification	Hours		DSC	200%	26%	Rate	Total
Partner/Senior Designer	83	\$	81.00	\$162.00	\$20.70	\$264	\$21,887
Project Manager	521	\$	63.00	\$126.00	\$16.10	\$205	\$106,855
Project Architect	1,713	\$	54.00	\$108.00	\$13.80	\$176	\$301,140
Architect 5/6	795	\$	43.00	\$86.00	\$10.99	\$140	\$111,289
Architect 4	1,594	\$	40.00	\$80.00	\$10.22	\$130	\$207,571
Interior Designer	579	\$	40.00	\$80.00	\$10.22	\$130	\$75,397
Sustainability Coordinator	435	\$	45.00	\$90.00	\$11.50	\$146	\$63,726
Project Assistant	223	\$	30.00	\$60.00	\$7.67	\$97.67	\$21,779
Total Hours	5,943					Subtotal:	\$909,645
REIMBURSABLES							
Mileage							\$300
Reproduction (copies, plots, etc.) Miscellanous)						\$1,500 \$200
						Subtotal:	\$2,000
SUBCONSULTANT COSTS (Se	e Fxhihit F	=)					
Johnston Architects		-/					\$233,952
M Thrailkill Architect							\$32,731
Lund Opsahl							\$188,415
PAE							\$395,244
Herrerra							\$100.564
Groundswell							\$118.326
Envirolssues							\$20.000
CAYA Communications							\$12,240
Shalleck Collaborative							\$62,026
LittleFish							\$40,530
Stantec							\$25,350
Halliday Associates							\$11,891
Code Unlimited							\$18,869
Morrison Hershfield							\$22,700
DCW							\$24,585
Mayer/Reed							\$38,446
Joe Thurston							\$30,000
						Subtotal:	\$1,375,869
						Total:	\$2,287,514
					Cor	ntingency:	125,000
					GRAN	D TOTAL:	\$2,412,514

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.

Agreement Number ____

EXHIBIT E

Subcontracted Work

Project Name:Redmond Senior & Community CenterProject Number:50022024.05.01.02Consultant:Opsis Architecture

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

Subconsultant	Work Description	Amount
Johnston Architects	Associate Arch . & Land Use Planning	\$233,952
M.Thrailkill Architect	Specifications	\$32,731
Lund Opsahl	Structural Engineering	\$188,415
PAE	MEP, FP,LV, AV, Energy Modeling	\$395,244
Herrerra	Civil	\$100,564
Groundswell	Landscape	\$118,326
Envirolssues	Website	\$20,000
CAYA Communications	Community Outreach	\$12,240
Shalleck Collaborative	Audio/Visual	\$62,026
LittleFish	Lighting	\$40,530
Stantec	Acoustics	\$25,350
Halliday Associates	Food Service	\$11,891
Code Unlimited	Code Review	\$18,869
Morrison Hershfield	Building Envelope	\$22,700
DCW	Cost Estimate	\$24,585
Mayer/Reed	Signage/Wayfinding	\$38,446
Joe Thurston	Arts Masterplan	\$30,000
	Т	otal: \$1,375,869