

PUBLIC NOTICE

COMMUNITY DEVELOPMENT COMMITTEE MEETING

Chair: Ted Haskins

Committee Members: Kyle Mitchell, Ben Redman

Thursday, June 16, 2022 at 4:30 p.m.

Council Chambers, 745 Center Street, Milford Ohio

AGENDA

Call to Order

Appointment of Committee Chairperson

Proceedings: Approval of the September 2, 2021, Community Development Committee Minutes

Agenda Items:

- Discussion: Five Points Landing Park Engineering, Architectural, Project Management Proposals.
- And all additional matters that may properly come before the committee

Adjourn

**Community Development Committee
Meeting Minutes
September 2, 2021**

Mr. Haskins called the meeting to order at 4:30 p.m.

Present: Ted Haskins, Kyle Mitchell and Ben Redman

Staff: City Manager, Michael Doss via telephone, Finance Director, Pat Wirthlin, Assistant Finance Director Jewelie Casteel and Administrative Assistant, Jackie Bain

Visitors: Randy Messer MSP Design and several residents

Proceedings: *Approve the proceedings from the July 7, 2021 Community Development Committee Minutes. Approved*

Discussion: Consideration of A Resolution Accepting the Amounts and Rates as Determined by The Budget Commission and Authorizing the Necessary Tax Levies and Certifying Them to The County Auditor

Finance Director-Pat Wirthlin discussed the annual Resolution Accepting Amounts and Rates for year 2022. The County requires this approval each year to "accept" the property tax rates for the coming year. The City's levy rates have not changed from last year. The established property tax rates of 3.0 mils for the General Fund and 17 mils for the FIRE / EMS levy are still in place. Clermont County estimates that the millage will collect \$559,838 for the General Fund and \$2,767,839 for the Fire / EMS levy. Both estimates are slightly higher than last year.

The Committee Agreed Recommendation Authorizing The Law Director To Prepare A Resolution Accepting The Amounts And Rates As Determined By The Budget Commission And Authorizing The Necessary Tax Levies And Certifying Them To The County Auditor For Year 2022 As Indicated On Attached Schedules A & B Showing Rates Of 3 Mils For General Fund And 17 Mils For Fire / Ems Levy Fund And Amounts Of \$559,838 And \$2,767,839 Respectively

SCHEDULE A

SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET COMMISSION AND COUNTY AUDITOR'S
ESTIMATED TAX RATES

Fund	Amount Approved by Budget Commission	Amount to be Derived from Levies	County Auditor's Estimate of Tax Rate to be Levied	
			Inside 10 Mill Limit	Outside 10 Mill Limit
	Column I	Column II	Column III	Column IV
General Fund	559,838		3.00	
Fire/EMS Levy Fund		2,767,839		17.00
Total	559,838	2,767,839	3.00	17.00

SCHEDULE B

LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES

Fund		Maximum Rate Authorized to be Levied	County Auditor's Estimate of Yield of Levy (Carry to Schedule A, Column II)
Fire & EMS Levy authorized by voters on 11/5/2019 not to exceed 3 years	Fire/EMS Levy Fund	10.50	1,639,625
Fire & EMS Levy authorized by voters on 11/5/2019 not to exceed 3 years	Fire/EMS Levy Fund	2.00	316,119
Fire & EMS Levy authorized by voters on 11/5/2019 not to exceed 3 years	Fire/EMS Levy Fund	4.50	792,095

Discussion: Proposed Five Points Landing Park Configuration/Alterations

City Manager/Michael Doss discussed information brought up at the last Council meeting regarding the Five Points Park Configuration and how it relates to the levy that is on the ballot for November. What does the project entail and what are some of the amenities were discussed? Specifically talking about the Splash Fountain, putting green, dog park, basketball courts so council colleagues will have a better understanding of the direction that the committee would like to head in. These are great points moving forward.

Phase I does not include a pavilion or a clock tower. To possibly look into other grant funds for Phase II and Phase III.

Mr. Doss referred to a walking visual on the property using billboards in areas of Milford Main to provide our citizens with a visual idea of what is going to be placed in the location.

Mr. Randy Merrell from MSP Design and the committee reviewed modifying information for the Five Points Landing Park to have a clear and concise plan regarding information out to the public.

Discussion included for possible consideration:

Putt Putt golf

Greenspace

Dog park

Taking the clock tower out for now

Pavilion to provide restrooms and concession facilities

Outdoor performance area

Farmer's Market

Mr. Haskins spoke about the basketball court to be placed at Riverside Park where it currently is located and to improve the current court conditions. And to not have a basketball court at the Five Points landing location.

Mr. Redman asked about a playground element in the plan. Mr. Doss mentioned that this is more a community park but the best place at this park would be to place it parallel along SR 50 along the tree line of vegetation. Multiple parks in the city already have a playground.

Mr. Merrell distinguished the difference between a passive park and an active park. The Five Points Landing Park being more of a passive park.

Mr. Redman wanted to clarify that Phase I would include all the concrete work with the walking paths and the landscaping. And where the clock tower and pavilion are currently indicated, that would all be pavers or concrete. Mr. Merrell said that would be more like a plaza area where more seating areas could be placed where the clock tower is showing and place restrooms/concession where the pavilion was indicated. Being more like an open patio area. Or to place a shelter there where it could provide shade.

Mr. Doss explained that it is a 2.8 million dollar project and the things that we are seeing on the surface are great but there are also expenses underneath such as storm improvements, splash fountain, and excavation where some pieces of Milford Main are buried underneath this. Splash Fountain was discussed as tranquil, soft splash fountains that would be placed at the park location. Could also include cannister lighting to light up at night. Mr. Haskins commented that water feature is a feature that draws people in to have something to do with their children.

Mr. Merrell mentioned that with all the things that need to be phased in this project, you get your starter piece and you can put alternates in and price different things out. You build the basics and then you can add.

The committee would like to leave the putting green area as a dog park.

Mr. Haskins said at this point it is now about getting this information out to the public. And to discuss the infrastructure that is underneath the property.

Mr. Doss commented that we may be able to get creative with some grants and maybe utilize that Pavilion year-round for conferences or training. And where the performance lawn is located it could possibly be used for a temporary ice-skating rink. If the levy passes, while we are constructing this park we will be going after money for this pavilion. It is conceivable that the pavilion does get constructed but not with levy money. But we could use the totality of this project as kind of a match for the grant piece of this construction of this pavilion. Even if the pavilion won't be there for the purposes of this levy, there is a probability that the pavilion is there when this park is completed. Mr. Haskins stated that we will have quite a bit of time to find those grants and raise that money and see what we can come up with in the meantime.

Mr. Doss said that there is essentially a couple of years before we see the proceeds from that levy. For example, Union Township used CARES Act Funds to construct a Fire Station near Polo Fields stating that it is a vaccination facility. I do not want to put a pavilion there and say that if we pass this levy, you are getting this pavilion. But it may be something that people may get anyways. That would be great because it would complete Phase I and Phase II and then we could go hard looking at the Clock Tower. Mr. Mitchell said that this is the Master Plan that came out of all the meetings.

In other business, Mr. Merrell provided the Committee with information of the State Capital Budget and looking at a Canoe/Kayak launch at Terrell Park. A vision of the boat launch based off an image of a boat launch with steps as clearly identified as the Milford Kayak boat launch. Mr. Doss is working on an opinion of probable costs. Mr. Doss explained that every few years the state comes out with their biennial budgets. There is a component in there that is the State Capital budget. All the communities, counties throughout Ohio put forth their projects they would like to have in the Capital budget for funding consideration that our Representatives based off Clermont County recommendations will go and lobby on our behalf. Loveland recently was identified as the only project in Clermont County's previous budget. They were getting funding of \$900,000 from the State, to contribute to their parking garage facility. We should be getting solicitations from the Clermont County Economic Development Office for applications for projects. We would like to submit a project for Terrell Park Canoe/Kayak Launch. We are seeing a lot of utilization for outdoor activities. We have expanded parking lot at Terrell Park to add that our canoe/kayak launch at Terrell Park is not good. There is a private canoe and kayak launch about 30 feet away. There are also issues with Water Rescue at this location. There is difficulty getting the trailer down to the water utilizing the current canoe and kayak launch. They must go up to Kelley Nature Preserve and time is of the essence. There is a public safety component in this. We would like to come up with a cost estimate of approximately \$150,000 to \$200,000 to construct this canoe/kayak launch that could be utilized by the public and partaking in the Little Miami River. We would make application, no cost to the city if we have this funded through the Capital Budget. And if included with the budget we would lobby it with the county and our elected officials to get that in and make those accruals within the next year, year and a half. We would then have a quality canoe/kayak launch in that area that would really uplift our tourism. There will be a package put together in the next few weeks to submit to the Clermont County Economic Development Office.

The committee agreed with Mr. Doss's recommendations.

There being no further business, the meeting adjourned at 5:30 p.m. with a motion from Mr. Redman, Seconded by Mr. Haskins. All agreed.

Respectfully submitted,
Jackie Bain, Administrative Assistant

"These minutes have been approved and adopted by Mr. Mitchell, Mr. Haskins and Mr. Redman on September 3, 2021"

Jackie Bain

From: Michael Doss
Sent: Wednesday, May 4, 2022 10:24 AM
To: Ted Haskins; Kyle Mitchell; Benjamin Redman
Cc: Lisa Evans; Sandy Russell; Kim Chamberland; Janet Cooper; Mike Minniear; Jackie Bain
Subject: Engineering and Architectural Services Bid Advisement RE: Five Points Landing Park

Follow Up Flag: Follow up
Flag Status: Flagged

Community Development Committee Members,

In late 2017, the City solicited a Statement of Qualifications (SOQ) for services related to a park master plan for the former Milford Main site. The City received and vetted 7 firms through a process of work sessions and committee meetings. On March 18, 2018, per minutes, the Community Development Committee recommended McGill, Smith, and Punshon (MSP) to City Council for the following services:

- Task 1 will include a pre-design phase where they will gather site information including surveys, and utility info, and will prepare an evaluation report of site opportunities and limitations.
- Task 2 will include input from City Council Members on April 3rd, who have been asked to bring pictures and ideas for the space. MSP will then provide a written Program of Requirements that will define the design goals, components, and types of events/activities that should be planned for and included in the Master Plan.
- Task 3 will be a Conceptual Design this summer. Based on input, inspiration information provided by the City, program of requirements, and site opportunities and limitations MSP shall develop alternatives that meet the design objectives. They will provide 3 Initial Conceptual Designs and conduct a review charrette with City Council/Stakeholders to determine the perfect solution.
- Task 4 Based on City Council/Stakeholders' input, MSP should finalize the design and formulate a master plan that included all agreed-upon components. MSP will provide an overall site plan, Conceptual building designs, 3D images, and graphic illustrations, Concept description narratives, opinion of probable construction cost, project schedule, phasing and logistics plan, and funding opportunities plan.

On March 20, 2018, City Council approved MSP to provide a park master plan for the City. The City used the park master plan now known as Five Points Landing Park for promotion and ultimately an approved levy to construct the park scheduled to begin in the fall of 2022 and be completed in mid-summer 2023 MSP performed all of the aforementioned (bulleted task) services for \$38,000. The services approved and provided by MSP are final. The next phase is engineering and architecture design. **I am advising the committee of my intent to publicly advertise the next phase of service.** Once the engineering and architectural design is complete, the City will bid out the construction of the park project.

Please don't hesitate to reach out to me if you have any questions, thoughts, or comments regarding this subject and correspondence.

Respectfully,

Michael

Michael Doss, MPA, ICMA-CM
City Manager, Milford, Ohio
745 Center Street, Suite 218
Milford, OH 45150
Phone: (513) 576-5460
Email: mdoss@milfordohio.org



**Community Development Committee
Meeting Minutes
September 2, 2021**

Mr. Haskins called the meeting to order at 4:30 p.m.

Present: Ted Haskins, Kyle Mitchell and Ben Redman

Staff: City Manager, Michael Doss via telephone, Finance Director, Pat Wirthlin, Assistant Finance Director Jewelie Casteel and Administrative Assistant, Jackie Bain

Visitors: Randy Messer MSP Design and several residents

Proceedings: Approve the proceedings from the July 7, 2021 Community Development Committee Minutes. Approved

Discussion: Consideration of A Resolution Accepting the Amounts and Rates as Determined by The Budget Commission and Authorizing the Necessary Tax Levies and Certifying Them to The County Auditor

Finance Director-Pat Wirthlin discussed the annual Resolution Accepting Amounts and Rates for year 2022. The County requires this approval each year to "accept" the property tax rates for the coming year. The City's levy rates have not changed from last year. The established property tax rates of 3.0 mils for the General Fund and 17 mils for the FIRE / EMS levy are still in place. Clermont County estimates that the millage will collect \$559,838 for the General Fund and \$2,767,839 for the Fire / EMS levy. Both estimates are slightly higher than last year.

The Committee Agreed Recommendation Authorizing The Law Director To Prepare A Resolution Accepting The Amounts And Rates As Determined By The Budget Commission And Authorizing The Necessary Tax Levies And Certifying Them To The County Auditor For Year 2022 As Indicated On Attached Schedules A & B Showing Rates Of 3 Mils For General Fund And 17 Mils For Fire / Ems Levy Fund And Amounts Of \$559,838 And \$2,767,839 Respectively

SCHEDULE A

SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET COMMISSION AND COUNTY AUDITOR'S
ESTIMATED TAX RATES

Fund	Amount Approved by Budget Commission	Amount to be Derived from Levies	County Auditor's Estimate of Tax Rate to be Levied	
			Inside 10 Mill Limit	Outside 10 Mill Limit
	Inside 10 Mill Limitation Column I	Outside 10 Mill Limitation Column II	Column III	Column IV
General Fund	559,838		3.00	
Fire/EMS Levy Fund		2,767,839		17.00
Total	559,838	2,767,839	3.00	17.00

SCHEDULE B

LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES

Fund		Maximum Rate Authorized to be Levied	County Auditor's Estimate of Yield of Levy (Carry to Schedule A, Column II)
Fire & EMS Levy authorized by voters on 11/5/2019 not to exceed 3 years	Fire/EMS Levy Fund	10.50	1,659,625
Fire & EMS Levy authorized by voters on 11/5/2019 not to exceed 3 years	Fire/EMS Levy Fund	2.00	316,119
Fire & EMS Levy authorized by voters on 11/5/2019 not to exceed 3 years	Fire/EMS Levy Fund	4.50	792,098

Discussion: Proposed Five Points Landing Park Configuration/Alterations

City Manager/Michael Doss discussed information brought up at the last Council meeting regarding the Five Points Park Configuration and how it relates to the levy that is on the ballot for November. What does the project entail and what are some of the amenities were discussed? Specifically talking about the Splash Fountain, putting green, dog park, basketball courts so council colleagues will have a better understanding of the direction that the committee would like to head in. These are great points moving forward.

Phase I does not include a pavilion or a clock tower. To possibly look into other grant funds for Phase II and Phase III.

Mr. Doss referred to a walking visual on the property using billboards in areas of Milford Main to provide our citizens with a visual idea of what is going to be placed in the location.

Mr. Randy Merrell from MSP Design and the committee reviewed modifying information for the Five Points Landing Park to have a clear and concise plan regarding information out to the public.

Discussion included for possible consideration:

Putt Putt golf

Greenspace

Dog park

Taking the clock tower out for now

Pavilion to provide restrooms and concession facilities

Outdoor performance area

Farmer's Market

Mr. Haskins spoke about the basketball court to be placed at Riverside Park where it currently is located and to improve the current court conditions. And to not have a basketball court at the Five Points landing location.

Mr. Redman asked about a playground element in the plan. Mr. Doss mentioned that this is more a community park but the best place at this park would be to place it parallel along SR 50 along the tree line of vegetation. Multiple parks in the city already have a playground.

Mr. Merrell distinguished the difference between a passive park and an active park. The Five Points Landing Park being more of a passive park.

Mr. Redman wanted to clarify that Phase I would include all the concrete work with the walking paths and the landscaping. And where the clock tower and pavilion are currently indicated, that would all be pavers or concrete. Mr. Merrell said that would be more like a plaza area where more seating areas could be placed where the clock tower is showing and place restrooms/concession where the pavilion was indicated. Being more like an open patio area. Or to place a shelter there where it could provide shade.

Mr. Doss explained that it is a 2.8 million dollar project and the things that we are seeing on the surface are great but there are also expenses underneath such as storm improvements, splash fountain, and excavation where some pieces of Milford Main are buried underneath this. Splash Fountain was discussed as tranquil, soft splash fountains that would be placed at the park location. Could also include cannister lighting to light up at night. Mr. Haskins commented that water feature is a feature that draws people in to have something to do with their children.

Mr. Merrell mentioned that with all the things that need to be phased in this project, you get your starter piece and you can put alternates in and price different things out. You build the basics and then you can add.

The committee would like to leave the putting green area as a dog park.

Mr. Haskins said at this point it is now about getting this information out to the public. And to discuss the infrastructure that is underneath the property.

Mr. Doss commented that we may be able to get creative with some grants and maybe utilize that Pavilion year-round for conferences or training. And where the performance lawn is located it could possibly be used for a temporary ice-skating rink. If the levy passes, while we are constructing this park we will be going after money for this pavilion. It is conceivable that the pavilion does get constructed but not with levy money. But we could use the totality of this project as kind of a match for the grant piece of this construction of this pavilion. Even if the pavilion won't be there for the purposes of this levy, there is a probability that the pavilion is there when this park is completed. Mr. Haskins stated that we will have quite a bit of time to find those grants and raise that money and see what we can come up with in the meantime.

Mr. Doss said that there is essentially a couple of years before we see the proceeds from that levy. For example, Union Township used CARES Act Funds to construct a Fire Station near Polo Fields stating that it is a vaccination facility. I do not want to put a pavilion there and say that if we pass this levy, you are getting this pavilion. But it may be something that people may get anyways. That would be great because it would complete Phase I and Phase II and then we could go hard looking at the Clock Tower. Mr. Mitchell said that this is the Master Plan that came out of all the meetings.

In other business, Mr. Merrell provided the Committee with information of the State Capital Budget and looking at a Canoe/Kayak launch at Terrell Park. A vision of the boat launch based off an image of a boat launch with steps as clearly identified as the Milford Kayak boat launch. Mr. Doss is working on an opinion of probable costs. Mr. Doss explained that every few years the state comes out with their biennial budgets. There is a component in there that is the State Capital budget. All the communities, counties throughout Ohio put forth their projects they would like to have in the Capital budget for funding consideration that our Representatives based off Clermont County recommendations will go and lobby on our behalf. Loveland recently was identified as the only project in Clermont County's previous budget. They were getting funding of \$900,000 from the State, to contribute to their parking garage facility. We should be getting solicitations from the Clermont County Economic Development Office for applications for projects. We would like to submit a project for Terrell Park Canoe/Kayak Launch. We are seeing a lot of utilization for outdoor activities. We have expanded parking lot at Terrell Park to add that our canoe/kayak launch at Terrell Park is not good. There is a private canoe and kayak launch about 30 feet away. There are also issues with Water Rescue at this location. There is difficulty getting the trailer down to the water utilizing the current canoe and kayak launch. They must go up to Kelley Nature Preserve and time is of the essence. There is a public safety component in this. We would like to come up with a cost estimate of approximately \$150,000 to \$200,000 to construct this canoe/kayak launch that could be utilized by the public and partaking in the Little Miami River. We would make application, no cost to the city if we have this funded through the Capital Budget. And if included with the budget we would lobby it with the county and our elected officials to get that in and make those accruals within the next year, year and a half. We would then have a quality canoe/kayak launch in that area that would really uplift our tourism. There will be a package put together in the next few weeks to submit to the Clermont County Economic Development Office.

The committee agreed with Mr. Doss's recommendations.

There being no further business, the meeting adjourned at 5:30 p.m. with a motion from Mr. Redman, Seconded by Mr. Haskins. All agreed.

Respectfully submitted,
Jackie Bain, Administrative Assistant

"These minutes have been approved and adopted by Mr. Mitchell, Mr. Haskins and Mr. Redman on September 3, 2021"



Concert in the Park

Fee

The fee for the scope of services identified here-in is as follows:

Basic Services

Validation and Verification Planning Session:	\$ 3,500
Construction Document Phase:	\$ 135,500
Permitting Phase:	\$ 3,500
Bidding Phase:	\$ 6,500
Construction Administration Phase:	\$ 38,000
Basic Services Total	\$ 187,000

Reimbursable Expenses:	\$ 5,000
-------------------------------	-----------------

ADDITIONAL SERVICES

Boundary and Topography Survey	\$ 8,500
Geotechnical Engineering (6 Soil Borings and Soil Analysis)	\$ 7,500 (allowance)
Grant Funding Activities and procurement (undefined scope)	TBD
Environmental Engineering and Analysis	TBD

SCOPE OF WORK

The City of Milford, Ohio is seeking a highly qualified engineering firm to provide consultant municipal engineering services for the Five Points Landing Park Project Phase I. The park will include a concession/restroom facility, farmers market, water fountain feature, outdoor performance plaza, several relaxation areas, floral and arbor landscaping, and vehicle parking.

The City of Milford is requesting the following consulting services to be provided:

- Boundary and Topographic Survey for Design Phase
- Validation and Verification Planning Session Phase
- Construction Documents Phase
 - Design Plans
 - Specifications
- Permitting Phase
- Bidding Phase
- Construction Administration Phase

S & S Engineers, Inc. (S & S) will provide any other services required by the City of Milford for the implementation of the current project.

Based on the defined scope of work above, S & S proposes the following compensation fee schedule:

1. Surveying (Boundary and Topographic)	= \$ 10,000
2. Geotechnical Engineering Report and Recommendations	= \$ 10,000
3. Validation and Verification Planning	= \$ 10,000
4. Construction Documents	
a. Preliminary Design & Review(s) with City	= \$ 60,000
b. Final Design and Preparation of Specifications	= \$ 80,000
5. Permitting & Utility Coordination (OEPA, etc.)	= \$ 10,000
6. Bidding & Negotiation	= \$ 10,000
7. Construction Administration (Estimated 12 months)	= \$ 60,000
Total Estimated Engineering Fee for Phase I	= \$250,000



S & S Engineers, Inc.
RFQ For City of Milford
Engineering Services.

New River Engineering, Inc.





Electrical Engineering - Drawings, details, and specifications, and calculations required to convey to the size, scope, and construction requirements of the Project's design including:

- Electrical service
- Electrical distribution
- Lighting
- Fire Detection / Alarm Layout
- Teledata locations (teledata design by Client's consultant)
- Code-mandated lighting calculations or calculations required by the Project's Sustainability Objective

Construction Administration

- Monthly on-site construction meeting with the GC and sub-contractor
- Responding to RFIs issued by the general contractor
- Review and processing of shop drawings submitted to the A/E team by the GC.
- Project Manager's time for general coordination and communications with the GC.
- Review and processing of the monthly Applications for Payment.
- Punchlist
- Certificate of Substantial Completion

Proposed Fee – Architectural

Architectural: \$24,500.00

MEP: \$12,500.00

Structural: \$17,000.00

Construction Administration: \$11,500.00

Total Fee: \$65,500.00

PROFESSIONAL SERVICES SCHEDULE OF FEES

Survey: \$6,400.00

Survey Services Fee: \$6,400.00

Basic Services Fee

Concept Plan (Validation and Verification Planning Session): \$3,500.00

Construction Document Phase: \$169,000.00

Permitting Phase: \$6,000.00

Bidding Phase: \$4,000.00

Construction Administration Phase: \$35,000.00

Total Basic Services Fee: \$217,500.00

Total Survey + Basic Services Fee: \$223,900.00

ASSUMPTIONS

Assumptions help us clarify the scope of services being provided for the associated fees. When we make these assumptions, it does not guarantee that reality will match these assumptions;

rather it identifies the conditions for which this scope of services and fees are valid. For the purposes of this proposal we are making the following assumptions of services not part of this proposal but are services we would be pleased to provide at a negotiated fee or at our standard hourly rates include:

- Sewer or water capacity studies.
- Environmental or Archaeological studies and submittals.
- Special Inspections.
- Special Structural Calculations Package to the permitting agency.
- Construction layout.
- Temporary or permanent easement or right-of-way negotiations.
- It is assumed that there will be no zoning permits required.
- Design fixes caused by the construction team or unforeseen conditions in the field.
- Re-design due to owner changes of work we have already completed based on previous direction.
- Assume Geotech services to be provided by the City.
- Assume one bid package and not multiple phased packages.
- Any unforeseen site conditions, active landslide conditions, global stability issues, underground structures, or debris that require special foundation types or foundations other than conventional spread footings may require additional design services
- Structural calculation packages are typically not required for permit submissions, but should the Authority Having Jurisdiction require calculations, the Structural Engineer will provide them as an additional service.
- Client directed design changes or changes that affect the scope of our services that are made at any time will be considered as an additional service and additional fees will be required and could include other consultants, based upon the scope of work change description.
- Not included per Architecture:
 - Record Drawings
 - Post Occupancy Evaluation
 - On-site Project Representation for Architecture
 - Project Close-Out for Architecture
 - Graphics and Visualization
 - Facility Support Services
 - Architect's Coordination of Client's Consultants
 - Video Production
 - Commissioning
 - Sustainable Project Services
 - Fast-Track Design Services
 - Specialized Lighting Design
 - Food Service Facilities Layout and Design
 - Advanced Cost Estimating
 - Development of Building Information Models for Post Construction Use

