

**CITY OF LA CROSSE
ARCHITECTURAL & ENGINEERING ANALYSIS PROGRAM
PARTICIPANT COMMITMENT**

SCOPE OF WORK

The Scope of Work will consist of providing services and written reports for the participating applicant. The objective of providing architectural services **and financial feasibility analysis** is to bring properties to a point where design development and financing options are the next steps toward commercial revitalization. The applicant must select his or her own registered architect to conduct the analysis for the basic scope of work as outlined below. The Scope of Work will be included in the architect's final report.

- * Building Documentation consists of an overview of a structure's condition, field measuring, photographic data log, plans, and elevation drafting.
- * Code and Zoning Analysis includes a review of restrictions and parameters placed on a building's current use and development potential.
- * Structural/Systems Analysis includes examination by an engineer regarding the overall condition of a building's structural and mechanical systems.
- * Historic Impact Study is an assessment by an architectural historian regarding past history, special features, and possible involvement in the National Register of Historic Places for tax incentives from rehabilitation investments.
- * Design/Planning element consists of preparing a design plan(s) for all buildings and elevation rehabilitation treatments that would support implementation of that design plan.
- * Cost Estimates will be made for all necessary building rehabilitation work.
- * **Project Pro Forma Spreadsheet will be prepared utilizing the format suggested by the National Main Street Center to prepare a cost and revenue summary and potential Net Operating Income (NOI) summary for the proposed use.**
- * Final Report will be prepared summarizing the above items. Both a hardcopy and electronic version of the final report will be prepared for each property and delivered to the City of La Crosse Planning Department.

COMPENSATION

Compensation for services as listed in the Scope of Work will be on a fixed fee for each participating property or building. Costs for 3D scanning, instead of field measuring a building, will not be included in the compensation. The fee for basic services for each building will be based on total floor area, including the basement. The fee schedule is as follows:

	<u>Fixed Fee</u>	<u>You pay 25%</u>
Under 5,000 square feet	<u>\$4,700</u>	<u>\$1,175</u>
5,001 square feet to 10,000 square feet	<u>\$6,200</u>	<u>\$1,550</u>
10,001 square feet to 20,000 square feet	<u>\$7,000</u>	<u>\$1,750</u>
20,001 square feet to 30,000 square feet	<u>\$7,700</u>	<u>\$1,925</u>
30,001 square feet to 40,000 square feet	<u>\$8,000</u>	<u>\$2,000</u>
40,001 square feet to 50,000 square feet	<u>\$8,900</u>	<u>\$2,225</u>
50,001 square feet and over*		

*Building area in excess of 50,000 square feet will be calculated by the above schedule. For example, the

fee on a building of 54,000 square feet will be **\$8,900** (for the first 50,000 square feet) plus **\$4,700** (for the remaining 4,000 square feet), totaling **\$13,600**. The participant's share in this example would be 25% of the first 50,000 square feet ($\$8,900 \times 25\% = \$2,225$) and 35% of the remaining 4,000 square feet ($\$4,700 \times 35\% = \$1,645$), totaling \$3,870.

For the purpose of determining compensation for architectural services, buildings which have separate structural systems or two or more distinct businesses on the first floor or two or more distinct exterior designs may, as determined by the City Planning Department, be treated as either two separate buildings or one building.

Any architectural fees in excess of the above schedule or any architectural work performed in addition to the Scope of Work will be cost shared between the City of La Crosse and the participant on a 50/50 basis with prior approval by the City Planning Department.

A final report will be prepared by the architect and consist of results from each phase of the analysis undertaken. Upon approval from the city, the report needs to complete no less than 3 months from the signed approval date. One hardcopy and an electronic copy of the report will be delivered to the participant, and one hardcopy and an electronic copy will be delivered to and retained by the City of La Crosse. Payment to the architect will be on completion. Invoice will be submitted to the City Planning Department for payment. All published and unpublished documents resulting from this architectural analysis work will be the property of the City of La Crosse.