

September 30, 2015

Mr. Steve Carlyon  
Director of Parks and Recreation  
City of La Crosse  
400 La Crosse Street  
La Crosse, WI 54601

RE: Powell Park  
La Crosse, WI

Dear Steve,

Thank you for the opportunity to present our proposal for the Architectural Services for the Programming and Schematic Design phases to develop Powell Park. We have enjoyed our preliminary discussion about how you and the City would like to develop the park for children of all abilities. I am fully aware of your expectations and will work hard to meet and exceed them over the course of the project. The services we propose are as outlined below:

**SCOPE OF SERVICES**

Our proposal includes the following services:

- A. Provide meeting time with the City of La Crosse and user groups to determine the project's program and overall needs.
- B. Work with the playground suppliers and designers to develop the concept drawing for the overall design.
- C. Provide Schematic Design drawings that reflect the final design solution. The Schematic Design package will include the following:
  - Overall site plan
  - Building plans and elevations
  - Playground equipment layouts
  - 3D image of the new park
- D. Provide a project budget and a breakdown of cost.
- E. Provide a project schedule from the start of Design Development through the completion of construction.
- F. Provide meeting and review time during the course of the design process. One trip will be provided to meet with the playground designers at their location.

**TEAM**

Michael Swinghamer will lead the overall development of your project as Project Principal and will be your point of contact throughout the process. Clint Rasmussen will be the Project Coordinator and designer. Our

firm is strictly architectural, and is not planning to use outside consultants for the beginning Schematic Design phase. As the project develops in to the Design Development phase, additional consultants will be required.

**ASSUMPTIONS**

In presenting this proposal, we made the following assumptions:

- A. The design work will be done this fall and early winter. If the project continues through the Construction Documents phase it will be bid in Spring 2016 and constructed the following summer.
- B. The Parks and Recreation Department will take the lead in obtaining council and city approvals.
- C. The City of La Crosse will be contracted with the playground designers directly and River Architects will work with them to coordinate the design efforts.
- D. The project budget will be determined at the end of the Schematic Design phase.

**BASIS OF COMPENSATION**

We are proposing to complete the design services on an hourly rate basis not to exceed:

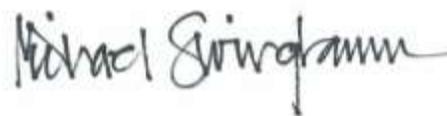
PHASE	ARCHITECTURAL
Program Meetings	1,200
Program Development	2,500
Schematic Design	14,000
Renderings + Plans	6,000
Project Meetings	4,000
Cost Estimate	3,000
<b>TOTAL</b>	<b>\$30,700</b>

**PAYMENT PROVISIONS**

The total project billing would be done on a monthly basis with thirty days to pay before 1 ½ percent interest charges are added to the net balance. Each progress billing would be accompanied by a Project Summary Report including the amount spent to date versus the budget amount.

We appreciate the opportunity to share with you how our firm can assist you in your planning process. We hope that you find these fees acceptable, and we look forward to the opportunity to work with you. If you have any questions or ideas regarding our proposal, please do not hesitate to call me and I will review them with you.

Sincerely,



Michael W. Swinghamer, AIA

Encl: River Architects' Rate Sheet

# river ARCHITECTS

## 2015 BILLING RATES & REIMBURSEMENT SCHEDULE

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### HOURLY RATES

Principal 1	\$175.00
Architect 1	\$130.00
Project Director	\$115.00
Architectural Intern 1	\$95.00
Architectural Intern 2	\$80.00
Technical Level 1	\$105.00
Technical Level 2	\$90.00
Technical Level 3	\$75.00
Administrative	\$65.00

### PRINTING COSTS

24 x 36	\$0.85/sheet
30 x 42	\$1.25/sheet
8-1/2 x 11 copies B&W (one-sided)	.05/sheet
8-1/2 x 11 copies B&W (two-sided)	.07/sheet
8-1/2 x 11 copies Color	.10/sheet
11x17 copies B&W	.10/sheet
11x17 copies Color	.20/sheet
Specification books	Market Rate

### RENTAL EQUIPMENT, PERMITS, LODGING

At Cost

### VEHICLE MILEAGE

\$0.575/Mile

### PER DIEM MEAL EXPENSES (When authorized)

At Cost  
(Not to exceed \$34 Per Day)