

TFC CONTRACT NO. 10-051-000

**INDEFINITE DELIVERY INDEFINITE QUANTITY
PROFESSIONAL SERVICES AGREEMENT
BETWEEN
THE TEXAS FACILITIES COMMISSION
AND
STEINBOMER & ASSOCIATES, ARCHITECTS, INC.
d/b/a STEINBOMER, BRAMWELL & VRAZEL, ARCHITECTS**

**IDIQ NO. 09AEX18-03-00
ASSIGNMENT NO. 3**

THIS ASSIGNMENT NO. 3 is entered into by and between the Texas Facilities Commission (hereinafter referred to as "TFC") and Steinbomer & Associates, Architects, Inc. d/b/a Steinbomer, Bramwell & Vrazel, Architects (hereinafter referred to as "PSP") pursuant to the original Indefinite Delivery Indefinite Quantity Professional Services Agreement No. 10-051-000 between the parties dated December 18, 2009 (hereinafter referred to as "IDQ Agreement").

DESCRIPTION OF PROJECT ASSIGNMENT: PSP agrees to provide professional architectural and engineering services to review and confirm scope of work and budget for repairs to the exterior envelope for TFC at the Child Care Facility, located at 1505 and 1507 Lavaca Street, Austin, Texas, as further depicted in its proposal dated August 26, 2013, attached hereto and incorporated herein for all purposes as "Exhibit A" and consisting of six (6) pages.

SCHEDULE: The scope of services of this Assignment No. 3 shall be completed no later than December 31, 2014. The schedule is subject to adjustments for possible time extension; however, any extension of time must be approved by the TFC and shall require an amendment to this Assignment No. 3.

SPECIAL TERMS AND CONDITIONS OF ASSIGNMENT: Special terms and conditions shall be in accordance with the IDQ Agreement.

SUB-CONTRACTORS TO BE UTILIZED FOR PROJECT: PSP shall perform the services under this Assignment No. 3 with its own forces unless otherwise specified. If the scope of services is less than \$100,000.00, a HUB Subcontracting Plan (HSP) is not required. If the scope of services will exceed \$100,000.00, PSP shall utilize sub-contractors listed on HSP Submittal at time of contract or provide a new HSP if different skills are required.

FEE FOR BASIC SERVICES: Fee for the services set forth in this Assignment No. 3 shall not exceed Twenty Four Thousand Three Hundred Thirty Eight and No/100 Dollars (\$24,338.00).

PSP understands that acceptance of funds under this Assignment No. 3 acts as acceptance of the authority of the State Auditor's Office, or any successor agency, to conduct an audit or investigation in connection with those funds. PSP further agrees to cooperate fully with the State Auditor's Office or its successor in the conduct of the audit or investigation, including providing all records requested. PSP will ensure that this clause concerning the authority to audit funds received indirectly by subcontractors through the PSP and the requirement to cooperate is included in any subcontract awards. Under the direction of the legislative audit committee, an entity that is the subject of an audit or investigation by the state auditor must provide the state auditor with access to any information the state auditor considers relevant to the investigation or audit.

SINGLE POINT OF CONTACT: A designated project manager will be the point of contact for TFC. The phone number is 512-936-0651.

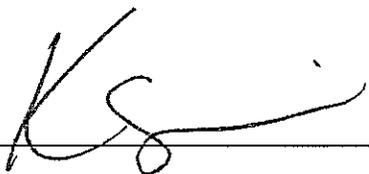
All provisions of the IDIQ Agreement and any subsequent amendments shall apply unless expressly amended herein.

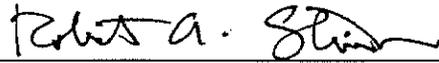
This Assignment No. 3 is agreed to and accepted as an exhibit to the IDIQ Agreement.

Executed to be effective as of the date of the last party to sign.

TEXAS FACILITIES COMMISSION

**STEINBOMER & ASSOCIATES,
ARCHITECTS, INC. d/b/a
STEINBOMER, BRAMWELL &
VRAZEL, ARCHITECTS**

Sign: 

Sign: 

Print: Kay Molina

Print: ROBERT A. STEINBOMER

Title: General Counsel

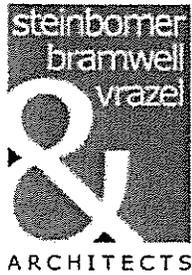
Title: PRESIDENT

Date: 8/28/13

Date: AUGUST 27, 2013

 Dir.

 D.E.D.



August 26, 2013

Mr. James Overton
Project Manager
Facilities Design & Construction
Texas Facilities Commission
Austin, Texas

RE: Portal Request – 13-015-6430 – Child Care Facility – Initial Facilities Assessment Summary Report

Dear Jim:

We at **Steinbomer, Bramwell & Vrazel, Architects (SB&V)** are pleased to provide you and TFC (henceforth referred to as "Owner") with the following fee proposal for architectural and engineering services for the Child Care Facility Repairs and Improvements project. Our fee proposal also includes services and fees for **Stansberry Engineering Company** as our sub-consultant to provide Civil Engineering consultation services, **Encotech Engineering Consultants or H2MG LLC** as our sub-consultant to provide Mechanical, Electrical, and Plumbing Engineering consultation services and construction cost estimating services, **JQ Engineering** as our sub-consultant to provide Structural Engineering consultation services, **Austech Roof Consultants, Inc.** to provide roof consultation services, and **The Access Partnership, LP**, as our sub-consultant to provide RAS consultation services in accordance with TAS and TDLR guidelines. **Stansberry Engineering, Encotech Engineering/H2MG LLC, and JQ Engineering** are certified HUBs with the State of Texas and will help us meet the HUB requirements of our IDIQ contract.

This proposal is based on the following communication and information:

- Facility Condition Assessment Summary and Estimate completed on February 19, 2013 by Texas Facilities Commission (TFC)
- August 14, 2013 meeting with TFC project manager Jim Overton reviewing the Facility Condition Assessment Summary and Estimate completed on February 19, 2013
- August 19, 2013 site visit with TFC project manager Jim Overton to review the existing buildings and the necessary scope of work for this initial phase

I. PROJECT SCOPE PARAMETERS

The scope of this project is to provide a review of the existing building conditions and necessary repairs and renovations as compared with Facility Condition Assessment Summary and Estimate for Immediate Needs Description provided by TFC earlier this year. Architectural, MEP Engineering, Structural Engineering, Civil Engineering, roof consultation, and ADA consultation services will be provided to review and assess the existing conditions and provide a summary report to TFC for recommended repairs and renovations to the two buildings and playground located at 1507 Lavaca Street, including life-safety and ADA improvements for both buildings. The focus of the scope of work for this report is for exterior waterproofing and repair work as well as interior and exterior life-safety and TAS compliance work.



II. BASIC SERVICES:

We propose to provide an updated facilities assessment summary report based on the above listed project scope through the following services:

- Receipt and review of applicable, existing drawings of original building conditions & systems, provided by TFC, including the Facility Condition Assessment Summary and Estimate completed on February 19, 2013 by Texas Facilities Commission (TFC)
- Coordination between the Owner and the A/E Team to confirm project requirements
- 1-2 site visits for the A/E Team to review of the building and site conditions based on Owner-provided drawings and Facility Condition Assessment Summary and Estimate
- Based on the discussions, field observations, and prior assessment reports, provide an updated summary report of the immediate necessary repairs and renovations to the two buildings and the playground, including those directly related to life-safety and ADA compliance
- Provide updated, noted PDF's of existing drawings that reflect the scope of work necessary in the updated summary report (based on Owner-provided background drawings)
- Based on the updated summary report of the immediate necessary repairs and renovations to the two buildings and the playground, provide an updated opinion of probable cost estimate
- One (1) meeting with Owner to review the updated summary report and the updated opinion of probable cost estimate

III. ASSUMPTIONS, EXCLUSIONS, AND CONDITIONS:

The scope of services presented herein and associated proposed fees are based upon the design team's understanding of the proposed scope of work. Changes in the project that affect the underlying contract assumptions may impact the required professional service fee. This proposal is based on the following assumptions, exclusions, and conditions:

- This proposal assumes that any as-built documentation available on the existing building's dimensions/ infrastructure will be shared by TFC, and current, CAD-format background drawings are not available for use for this project at this time.
- TFC (Building Owner) and Building Tenant will provide access to the building as necessary for field investigation and existing conditions confirmation.
- If required for the stated scope of work, TFC shall furnish the following tests/results and information to the A/E Team: core borings, probings and subsurface exploration; appropriate professional interpretations of all of the foregoing; geotechnical reports.



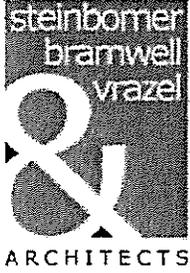
- A/E Team understands that the existing facility will be used for a projected five years after construction is completed. This factor will be considered in the determination of the remaining life of the existing components and systems and in the recommendations whether to retain or replace.
- Preparation of comprehensive documentation of the existing buildings and systems, construction documents, and specifications of recommended repairs are not included in this scope of services.
- Removal of building materials to expose and examine hidden conditions, beyond what is necessary to complete Basic Services, is not included in this scope of services.
- The second floor of South Building is currently unoccupied and shall remain so; no design services or interior repairs beyond those listed for the exterior of the building (e.g., window replacement, roof replacement) are anticipated for this scope of work.
- TFC (Building Owner) will provide prior studies and documentation if available.
- A/E team will use all current, applicable codes in performing the Basic Services.
- TFC (Building Owner) shall be responsible for testing, detection, and abatement of all hazardous materials including asbestos and lead paint in the building.
- Any testing of existing construction to determine structural strength or adequacy is not included in this proposal. If required, A/E Team will coordinate and define areas where testing or analysis is required with a testing agency.
- The opinion of probable cost (OPC) fee is based on the parametric analysis of unit prices based on "per unit," "per unit area," and "per unit volume" methods. Material, labor, and equipment breakdown is not included.
- Design, bidding, and construction phase services are not provided in this proposal. These services will be negotiated at a later date.

IV. FEES:

Basic Services

The fee to provide the anticipated services outlined above shall be the lump sum of the Total Basic Services Fees, with breakdowns per discipline as follows:

Architectural	\$10,500.00
MEP	\$5,500.00
Structural	\$2,000.00
Civil	\$2,100.00
Roofing	\$938.00
ADA	\$400.00
Cost Estimating	\$2,200.00



TOTAL BASIC SERVICES FEES **\$23,638.00**

V. REIMBURSABLE EXPENSES:

Reimbursable expenses are billed in addition to compensation for architectural & engineering services. These expenses include, but are not limited to, printing and reproductions, and delivery services.

Architectural Reimbursable Expenses Allowance	\$300.00
MEP Reimbursable Expenses Allowance	\$300.00
Civil Reimbursable Expenses Allowance	\$100.00
Total Reimbursable Expenses Allowance:	\$700.00

HOURLY RATES:

SB&V Architects

<u>Classification of Employee</u>	<u>Hourly Rate</u>
Principal.....	\$ 165.00
Senior Architect.....	\$ 145.00
Architect.....	\$ 115.00
Project Manager.....	\$ 105.00
Associate Designer IV.....	\$ 95.00
Associate Designer III.....	\$ 85.00
Associate Designer II.....	\$ 75.00
Associate Designer I.....	\$ 65.00
Clerical.....	\$ 55.00

Encotech Engineering Consultants

<u>Classification of Employee</u>	<u>Hourly Rate</u>
Principal.....	\$ 188.00
Project Engineer III /Project Manager III.....	\$ 159.00
Project Engineer II /Project Manager II.....	\$ 142.00
Project Engineer I.....	\$ 135.00
Project Manager I.....	\$ 125.00
Graduate Engineer II.....	\$ 101.00



Graduate Engineer I.....	\$ 95.00
CAD Technician II.....	\$ 87.00
CAD Technician I.....	\$ 75.00
Administrative.....	\$ 57.00
ADDITIONAL MEETINGS/SITE VISITS.....	\$477.00 per Meeting/Person
<i>Additional Design & Construction Phase Meetings are based on an Estimate of 3 Hours @\$159.00 PER MEETING/PERSON</i>	

JQ Engineering

<u>Classification of Employee</u>	<u>Hourly Rate</u>
Principal.....	\$ 175.00
Project Manager.....	\$ 150.00
Senior Project Engineer.....	\$ 135.00
Project Engineer.....	\$ 115.00
Technician/CAD Operator.....	\$ 80.00
Administrative Assistant.....	\$ 50.00

Stansberry Engineering Company

<u>Classification of Employee</u>	<u>Hourly Rate</u>
Project Principal/Engineer.....	\$ 130.00
Senior CAD Technician/Designer.....	\$ 75.00
Administrative Assistant.....	\$ 50.00

Austech Roof Consultants

<u>Classification of Employee</u>	<u>Hourly Rate</u>
Principal.....	\$ 150.00
Senior Consultant.....	\$ 120.00
Consultant.....	\$ 90.00
Construction Observer.....	\$ 80.00
Secretary/Word Processing.....	\$ 50.00



We look forward to working with you.

Sincerely,

Robert A. Steinbomer, President

Accepted By:

Name	Date
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The drawings we create are the instruments of conveyance of services performed, and are not subject to state sales tax. The Texas Board of Architectural Examiners has jurisdiction over complaints regarding the professional practices of persons registered as architects in Texas. Texas Board of Architectural Examiners, 333 Guadalupe, Suite 2-350, Austin, Texas 78701, (512) 305-9000.

Chair
Betty Reinbeck

Commissioners
William D. Darby
Douglas Hartman
Virginia Hermosa
Brant C. Ince
Mike Novak
Alvin Shaw



Executive Director
Terry Keel

Mailing address:
P. O. Box 13047
Austin, TX 78711-3047

(512) 463-3446
www.tfc.state.tx.us

10/14/2013

Robert A. Steinbomer, AIA
Principal
Steinbomer Bramwell Vrazel Architects
1400 South Congress Avenue, Suite B202
Austin, Texas 78704

Re: Contract No.: 10-051-000 / IDIQ 09AEX18-03-00 / Assignment 3
Project No.: 13-015-3301
Project Name: TFC Childcare Facility Repairs
Notice to Proceed

Dear Robert,

In accordance with the Professional Architectural/Engineering Services Agreement referenced above, effective 10/14/2013 this letter constitutes the **Notice to Proceed** and is your authority to proceed with the project and access the site. The work of this agreement shall commence on 10/16/2013 and should be completed no later than 11/25/2013.

If you have any questions, please do not hesitate to contact me at (512) 936-0651.

Sincerely,

A handwritten signature in black ink, appearing to read "Jim", with a large loop at the end.

James H. Overton
Project Manager
Facilities Design & Construction

CC: John Raff, P.E. / FDC – DED
Peter Maass, RA, NCARB / FDC – DPM&PS
Susan Maldonado, J.D. / LS
Dinita Caldwell / HUB
File

Texas Facilities Commission

Physical address: 1711 San Jacinto Blvd, Austin, Texas 78701

—————★ *Planning and administering facilities in service to the State of Texas* ★—————

TFC CONTRACT NO. 10-051-000

**INDEFINITE DELIVERY INDEFINITE QUANTITY
PROFESSIONAL SERVICES AGREEMENT
BETWEEN
THE TEXAS FACILITIES COMMISSION
AND
STEINBOMER & ASSOCIATES, ARCHITECTS, INC.
d/b/a STEINBOMER, BRAMWELL & VRAZEL, ARCHITECTS**

**IDIQ NO. 09AEX18-03-01
AMENDMENT NO. 1 TO ASSIGNMENT NO. 3**

THIS AMENDMENT NO. 1 TO ASSIGNMENT NO. 3 is entered into by and between the Texas Facilities Commission (hereinafter referred to as "TFC") and Steinbomer & Associates, Architects, Inc. d/b/a Steinbomer, Bramwell & Vrazel, Architects (hereinafter referred to as "PSP") pursuant to the original Indefinite Delivery Indefinite Quantity Professional Services Agreement No. 10-051-000 between the parties dated December 18, 2009 (hereinafter referred to as "IDQ Agreement").

DESCRIPTION OF PROJECT ASSIGNMENT: (a) PSP agrees to provide professional architectural and engineering services for TFC for two (2) buildings and the playground at the Child Care Facility, located at 1505 and 1507 Lavaca Street, Austin, Texas to include, but not be limited to, the following: (i) repairs to the exterior envelopes, including roofing, windows and exterior skin; (ii) interior and exterior TAS and life safety compliance; (iii) structural repairs associated with the exterior, mechanical repair or replacement; and (iv) civil engineering repairs, including site drainage and paving improvements based upon the Updated Facility Condition Assessment Summary and Estimate Confirmation dated February 19, 2013.

(b) Services shall include, but not be limited, to the following: (i) schematic design; (ii) design development; (iii) construction documents; (iv) bidding and award; (v) construction administration; and, (vi) warranty phase, as further depicted in its proposal dated March 11, 2014, attached hereto and incorporated herein for all purposes as "Exhibit A-1" and consisting of thirteen (13) pages.

SCHEDULE: The scope of services of this Amendment No. 1 to Assignment No. 3 shall be completed no later than December 15, 2015. The schedule is subject to adjustments for possible time extension; however, any extension of time must be approved by the TFC and shall require an amendment to Assignment No. 3.

SPECIAL TERMS AND CONDITIONS OF ASSIGNMENT: Special terms and conditions shall be in accordance with the IDQ Agreement.

SUB-CONTRACTORS TO BE UTILIZED FOR PROJECT: PSP shall perform the services under this Assignment No. 3 with its own forces unless otherwise specified. If the scope of services is less than \$100,000.00, a HUB Subcontracting Plan (HSP) is not required. If the scope of services will exceed \$100,000.00, PSP shall utilize sub-contractors listed on HSP Submittal at time of contract or provide a new HSP if different skills are required. PSP has submitted an approved HSP attached hereto and incorporated herein for all purposes as "Exhibit B-1".

FEE FOR BASIC SERVICES: Fee for the services set forth in this Amendment No. 1 to Assignment No. 3 shall not exceed One Hundred Fifty Six Thousand Seven Hundred Fourteen and No/100 Dollars (\$156,714.00), thus increasing the not to exceed amount for Assignment No. 3 from Twenty Four Thousand Three Hundred Thirty Eight and No/100 Dollars (\$24,338.00) to a total not to exceed amount of One Hundred Eighty One Thousand Fifty Two and No/100 Dollars (\$181,052.00) .

PSP understands that acceptance of funds under this Amendment No. 1 to Assignment No. 3 acts as acceptance of the authority of the State Auditor's Office, or any successor agency, to conduct an audit or investigation in connection with those funds. PSP further agrees to cooperate fully with the State Auditor's Office or its successor in the conduct of the audit or investigation, including providing all records requested. PSP will ensure that this clause concerning the authority to audit funds received indirectly by subcontractors through the PSP and the requirement to cooperate is included in any subcontract awards. Under the direction of the legislative audit committee, an entity that is the subject of an audit or investigation by the state auditor must provide the state auditor with access to any information the state auditor considers relevant to the investigation or audit.

SINGLE POINT OF CONTACT: A designated project manager will be the point of contact for TFC. The phone number is 512-936-0651.

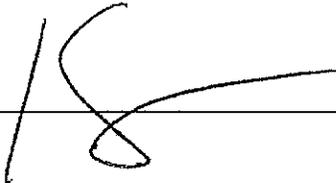
All provisions of the IDIQ Agreement and any subsequent amendments shall apply unless expressly amended herein.

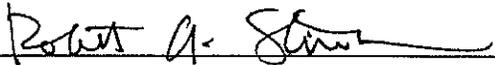
This Amendment No. 1 to Assignment No. 3 is agreed to and accepted as an exhibit to the IDIQ Agreement.

Executed to be effective as of the date of the last party to sign.

TEXAS FACILITIES COMMISSION

STEINBOMER & ASSOCIATES,
ARCHITECTS, INC. d/b/a
STEINBOMER, BRAMWELL &
VRAZEL, ARCHITECTS

Sign: 

Sign: 

Print: Kay Molina

Print: ROBERT A. STEINBOMER

Title: General Counsel

Title: PRINCIPAL

Date: 3/21/17

Date: MARCH 20, 2014

LMH Dir.

W D.E.D.

EXHIBIT A-1

TFC CONTRACT NO. 10-051-000

PSP's PROPOSAL DATED MARCH 11, 2014



March 11, 2014

Mr. James Overton
Project Manager
Facilities Design & Construction
Texas Facilities Commission
Austin, Texas

RE: Portal Request – 13-015-6430 – Child Care Facility – Repairs and Improvements Project

Dear Jim:

We at **Steinbomer, Bramwell & Vrazel, Architects (SB&V)** are pleased to provide you and Texas Facilities Commission (henceforth referred to as "Owner") with the following fee proposal for architectural and engineering services for the Child Care Facility Repairs and Improvements project. Our fee proposal also includes services and fees for **Stansberry Engineering Company** as our sub-consultant to provide Civil Engineering Services, **Encotech Engineering Consultants** as our sub-consultant to provide Mechanical, Electrical, and Plumbing Engineering services and construction cost estimating services, **JQ Engineering** as our sub-consultant to provide Structural Engineering services, **Austech Roof Consultants, Inc.** to provide roof consultation services, **Fulcrum Building Measurement** to provide existing building measured drawings, and **The Access Partnership, LP**, as our sub-consultant to provide Registered Accessibility Specialist services in accordance with TAS and TDLR guidelines. **Stansberry Engineering Company, Encotech Engineering Consultants, and JQ Engineering** are certified HUBs with the State of Texas and will help us meet the HUB requirements of our IDIQ contract.

This proposal is based on the following communication and information:

- Facility Condition Assessment Summary and Estimate completed on February 19, 2013
- August 14, 2013 meeting with TFC project manager Jim Overton reviewing the Facility Condition Assessment Summary and Estimate completed on February 19, 2013
- August 19, 2013 site visit with TFC project manager Jim Overton to review the existing buildings and the necessary scope of work for this initial phase
- Updated Facility Condition Assessment Summary and Estimate Confirmation Report completed on November 25, 2013, by the above referenced Architectural and Engineering team and consultants

I. PROJECT SCOPE PARAMETERS

The scope of this project is to provide Architectural, MEP Engineering, Structural Engineering, and Civil Engineering services for repairs and renovations to the two buildings and playground located at 1505 and 1507 Lavaca Street, based on the Updated Facility Condition Assessment Summary and Estimate Confirmation Report for the Immediate Needs Description. The focus of the scope of work is for exterior waterproofing and repair work as well as interior and exterior life-safety and TAS compliance work.



Architectural Scope:

1. Design/document/coordinate required repairs and renovations to the North Building, South Building, and Playground as described in the Updated Facility Condition Assessment Summary and Estimate Confirmation Report for the Immediate Needs Description from November 25, 2013
2. Coordinate with Encotech Engineers for new electrical, mechanical, and plumbing work required for the stated scope of work
3. Coordinate with Stansberry Engineering for parking lot and site drainage work required for the stated scope of work
4. Coordinate with JQ Engineering for new structural work related to the entry canopies for the stated scope of work
5. Coordinate with Austech Roofing Consultants for roof repair and replacement required for the stated scope of work
6. Coordinate with The Access Partnership, LP, for initial consultation and subsequent TDLR submission, review, and inspection procedures (to be invoiced as a reimbursable expense)
7. Provide 100% Schematic Design and Design Development Submission packages to Owner
8. Provide 50%, 90% and 100% Construction Document Submission packages to Owner
9. Assist Owner during the Bidding process and Contractor selection process
10. Follow the progress of construction

MEP Engineering Scope:

1. Provide MEP Engineering services for repairs and renovations to the two buildings and playground based on the Updated Facility Condition Assessment Summary and Estimate Confirmation Report for the Immediate Needs Description from November 25, 2013
2. Provide design modifications to the HVAC, electrical and plumbing systems to address the immediate needs listed in the Updated Facility Condition Assessment Summary and Estimate Confirmation Report for the Immediate Needs Description from November 25, 2013, North Building, South Building and the Playground/Parking Lot
3. Provide MEP-related documents to Architect for 50%, 90% and 100% Construction Document Submission packages
4. Assist Owner during the Bidding process
5. Follow the progress of construction



Structural Scope:

1. Provide Structural Engineering services for the removal, structural design, and replacement of the existing wood framed canopy on the north side of the south building; new canopy shall be steel-framed and non-combustible to comply with current code requirements
3. Provide Structural Engineering-related documents to Architect for 100% Schematic Design, 100% Design Development, 50%, 90% and 100% Construction Document Submission packages
4. Assist Owner during the Bidding process
5. Follow the progress of construction

Civil Engineering Scope:

1. Provide survey of site including existing improvements with spot elevations for design purposes
2. Design/document/coordinate required improvements for drainage and accessibility for the North Building, South Building, Playground and Parking Lot as described below:
 - South Building
 - Replace existing area drain at north entrance with inlet capable intercepting a larger volume of storm water. Rework concrete landing to provide proper drainage away from threshold.
 - Provide accessible route (ramp and handrails) to north entrance.
 - Rework sidewalk between buildings to provide accessible route between buildings and from parking lot. Grade sidewalk to drain east toward parking lot.
 - Playground/Parking Lot
 - Replace existing area drains and piping in east parking lot with system of sufficient size to accommodate larger rainfall events.
 - Restripe east parking lot to provide one van accessible parking space adjacent to playground fence.
 - Provide accessible route to permanent playground equipment.
3. Coordinate with A/E team for accessible route, parking lot and site drainage work required for the stated scope
4. Provide Civil-related documents to Architect for 100% Schematic Design and Design Development Submission packages
5. Provide Civil related documents to Architect for 50%, 90% and 100% Construction Document Submission packages
6. Assist Architect and Owner during the Bidding process



7. Follow the progress of construction

II. BASIC SERVICES (ARCHITECTURAL, MEP, CIVIL, STRUCTURAL):

Design and Construction Documents Phases:

We propose to create design and construction documents based on the above listed project scope through the following services:

- Receipt and review of applicable, existing drawings of original building conditions & systems, provided by TFC
- Gather existing project information including, but not limited to utility service records, drainage maps, and GIS topographic data; perform site visit to identify existing conditions
- Initial meeting with Owner, Tenant, and consultants to review scope requirements and user needs
- Creation of a code compliance drawing delineating applicable codes, jurisdictional authorities, building information (construction type, occupancies), code-compliance calculations (exiting, plumbing fixture counts), and life safety plans (occupant loading, exiting, rated walls and partitions) for existing and new conditions as applicable for the proposed scope of work
- Creation of an Erosion & Sedimentation Control Plan showing temporary storm water controls and details.
- Creation of a Drainage Plan indicating drainage area sub-basins, run-off flow paths, hydrologic calculations, and details for flow control devices based on the proposed Grading Plan.
- Creation of a Grading Plan indicating existing and proposed contours, finished grades and spot elevations for accessible parking and routes, drainage structures and retaining walls.
- Creation of documents pertaining to Storm Sewer improvements indicating proposed inlet details, pipe diameter, material, proposed gradient, final elevations, and hydraulic calculations.
- Creation of new site plan showing accessibility updates to the parking lot and playground based on a current site survey provided by Civil Engineer
- Creation of noted, demolition floor plans for the affected areas where work is to be performed in each building and on the playground
- Creation of new, noted and dimensioned floor plans depicting the work that is to be performed in each building and on the playground based on Owner-requested repairs and updates designed in accordance with IBC 2012 and Texas Accessibility standards
- Creation of color-rendered exterior elevation drawings for exterior paint color selections



- Creation of new exterior elevations depicting the work that is to be performed on each building based on Owner-requested repairs and updates
- Creation of enlarged floor plans of kitchen and toilet rooms depicting the modifications and updates that will be necessary for ADA compliance
- Creation of new interior elevations depicting the new cabinetry and toilet room modifications and updates that will be necessary for ADA compliance
- Creation of building sections/details as necessary for canopy replacement work (South Building only)
- Creation of a door and hardware schedule for existing doors to be reused/relocated and any new doors that will be necessary
- Creation of a window schedule for new windows that will replace existing windows in existing openings (no new window locations are anticipated at this time)
- Selection and specification of new porcelain tile for existing toilet rooms where VCT is removed, new VCT for selected classrooms, and new interior and exterior paint
- Creation of a room finish schedule delineating all new finishes selections in affected areas and existing finishes that will remain
- Creation of a Project Manual with front end specifications provided by Owner
- Provide Opinion of Probable Cost for the Architectural, Civil, MEP, Structural, and roofing repairs/replacement if necessary and as a supplement to the CM@R cost estimates (proposal accommodates one cost estimate at 100% SD completion)
- Perform the necessary engineering design and produce HVAC, Electrical and Plumbing design construction documents:
 - Mechanical Design:
 - Zonal load analysis of areas affected by this work
 - HVAC details as necessary
 - Electrical Design:
 - Lighting design for areas in scope with updated ceilings. Lighting fixtures are to match existing fixtures
 - Revised kitchen electrical design for new kitchen appliances
 - Power outlet layout and circuiting where changes are made
 - Circuit design for new receptacle systems if required
 - Electrical details as necessary
 - Plumbing Design shall include:
 - Renovation of drinking fountains to meet TAS
 - Renovation of restrooms to meet TAS



- Design of service for replacement appliances in kitchen for day care use. Kitchen will not be remodeled.
 - Plumbing details as necessary
-
- Provide engineering calculations and design for new steel framed canopy (South Building only). Assumes new canopy will be situated within the footprint of the existing canopy, so no changes to the foundation are anticipated.
 - Provide construction documents for canopy framing and foundations including related details, sections and schedules
 - Provide roof plans and details for roof replacement
 - One (1) meeting with Owner and A/E team at 100% Schematic Design Submission for review and coordination
 - One (1) meeting with Owner and A/E team at 100% Design Development Submission for review and coordination
 - Two (2) meetings with Owner, and A/E team at 50% and 90% Construction Document Submissions for review and coordination
 - Consultation with The Access Partnership, LP, for TAS compliance (not including fees for TDLR submission – see Reimbursable Expenses)

Bidding Phase:

This proposal assumes that the project will be awarded to a Contractor Manager at Risk (CM@R). We propose the following Bidding Phase services:

- Attend one (1) Pre-Bidding Meeting with Owner A/E Team, and CM@R for potential Sub-Contractors
- Process and review Bid Requests or requests for clarification
- Preparation of Addenda and/or Architect's Supplemental Instructions (ASI's) as required
- Attend one (1) meeting with Owner to review submitted bids

Construction Phase:

We propose the following Construction Observation services:

- Attend one (1) Pre-Construction Meeting



- Attend construction meetings once every 2 weeks for the duration of construction (for the purposes of this proposal, we estimate a total attendance for eight (8) construction meetings – if construction is longer than sixteen (16) weeks, we will adjust our proposal accordingly); meetings are anticipated to last approximately one hour. Site visits are not intended to be for the purpose of generating contractor completion lists, but are for review of completed work to notify the Owner against non-compliant work to the degree possible with limited reviews. The A/E Team is not responsible for the Contractor's performance of the work. The Contractor is responsible for any deviation from the Contract Documents.
- Creation and distribution of meeting minutes from construction meetings to Owner, Contractor, and Project Team
- Process and review submittals, shop drawings, and Requests for Information (RFI's)
- Attendance at three (3) additional site visits for final punch out and final inspection
- Provision of Record Drawings of the new construction, based on Contractor-provided marked-up drawings, submitted to Owner in an AutoCAD format (field verification of Contractor mark-ups is not required for this contract)

III. ASSUMPTIONS, EXCLUSIONS, AND CONDITIONS:

The scope of services presented herein and associated proposed fees are based upon the design team's understanding of the proposed scope of work. Changes in the project that affect the underlying contract assumptions may impact the required professional service fee. This proposal is based on the following assumptions, exclusions, and conditions:

- This proposal assumes that any as-built documentation available on the existing building's dimensions/ infrastructure will be shared by TFC, and current, CAD-format background drawings are not available for use for this project and must be provided by the A/E team.
- TFC (Building Owner) and Building Tenant will coordinate access to the building as necessary for field investigation and existing conditions confirmation.
- If required for the stated scope of work, TFC shall furnish the following tests/results and information to the A/E Team: core borings, probings and subsurface exploration, hydrographic surveys, laboratory tests and inspections of samples, materials and equipment and similar data; appropriate professional interpretations of all of the foregoing; environmental assessment and impact statements; geotechnical reports.
- Lighting design services and/or improvements are not anticipated or included at this time based on the stated scope of improvements.



- The second floor of South Building is currently occupied; no design services or interior repairs beyond those listed for the exterior of the building (e.g., window replacement, roof replacement) are included in this scope of work.
- It is the A/E Team's understanding that the kitchen space will not be upgraded for use as a commercial kitchen, due to changes by the Owner/Tenant in the way it will be used. Services for designing and documenting any changes or upgrades to a commercial kitchen are not included in this scope of work or proposal.
- This proposal does not include any design of the playground or equipment.
- A/E team will use all current, applicable codes in performing the Basic Services.
- TFC (Building Owner) shall be responsible for detection and abatement of all hazardous materials including, but not limited to, asbestos and lead paint in the building.
- TFC (Building Owner) and Tenant will be responsible for creating a construction phasing plan (if necessary) and/or schedule to be coordinated with the A/E team and the CM@R.
- TFC (Building Owner) will provide existing and new furniture layout plans, as necessary for the project scope of work.
- Fire Sprinkler and fire alarm system design are outside the scope of this proposal. A/E Team will provide performance specifications only.
- A/E team will provide a specification for Test and Balance. CM@R will deliver Test and Balance services per specifications and design criteria.
- Construction time frame has been estimated at sixteen (16) weeks, pending confirmation with the contractor and coordination with Tenant. If the project extends beyond the sixteen (16) weeks, then Additional Construction Phase Services fees may be required.
- Any testing of existing construction to determine structural strength or adequacy is not included in this proposal. If required, A/E Team will coordinate and define areas where testing or analysis is required with a testing agency.
- Fast track production of any portion of the A/E Team's documents over other A/E Team's disciplines is not included in this proposal.
- Accelerated review of submittals during the Construction Administration phase of the project is not included in this proposal. This proposal has been prepared assuming that submittals will be required to be reviewed and returned within 10 working days of receipt by A/E Team.
- A/E Team shall not be responsible for the construction means, methods, techniques, sequences or procedures, safety precautions and programs.



- A/E Team shall not be responsible for the acts or omissions of the Contractor, or any Subcontractors, or any of the Contractor's or Subcontractor's agents or employees, or any other persons performing any of the Work.
- Other services that are not provided for in this Agreement specifically include, but are not limited to:
 - Any testing associated with the existing and new mechanical, electrical and plumbing systems
 - Demolition Quality Control Observations
 - Heat Load/ Energy analysis of the Building outside of areas being remodeled
 - Environmental review, recommendations, and/or design
 - Exhaustive Value Engineering Services after the completion of Contract Documents (Value Engineering Services with the CM@R during the Design and Contract Documents phase is included in Basic Services)
 - Commissioning Services
 - Energy Modeling
 - Environmental Review, Recommendations and/or Design
 - Design of Sand Traps, Septic Systems, Lift Stations, UPS systems, Generator Systems, Computer Network Systems, Security and CCTV Systems shall be considered as additional services. A/E Team will coordinate power to such systems if load information is provided in advance by Owner/Client.
 - Testing and Inspections; a qualified testing and inspection firm shall conduct all inspections.
 - Any extensive changes or input in design or construction by TFC (Building Owner) after approvals
- Electrical Service upgrade or replacement of the existing electrical panels: A/E Team understands that the new electrical loads will be comparable to the existing loads and can be served using the existing electrical panels. Upgrades to the building electrical gear shall be considered additional services.
- Drainage on the north side of north building was discussed at site visit. Maintenance staff indicated there were no issues, so extensive grading and drainage work on the north side of the north building is not included in this scope of work. Minimal grading work may be required to improve surface flow to drains.
- Signage is not included in this proposal or scope of services.
- Landscape work is not anticipated, except for possible re-sodding of disturbed areas after construction is complete.
- This project will not require permitting.



IV. FEES:

Basic Services

The fee to provide the anticipated services outlined above shall be the lump sum of the Total Basic Services Fees, with estimated fee-per-phase breakdowns as follows:

DESIGN AND CONSTRUCTION DOCUMENTS PHASE SERVICES

Architectural	\$48,000.00
MEP	\$25,450.00
Structural	\$3,000.00
Civil	\$13,500.00
Opinion of Cost Services (SD only)	\$3,000.00

BIDDING PHASE SERVICES

Architectural	\$4,400.00
MEP	\$2,250.00
Structural	\$200.00
Civil	\$1,000.00

CONSTRUCTION PHASE SERVICES

Architectural	\$16,000.00
MEP	\$16,800.00
Structural	\$800.00
Civil	\$3,250.00

Total Basic Services Fees \$137,650.00

Project-Required Additional Services

The following services and fees are related to necessary services outside of the customary basic services that will be included in this proposal for the work to be completed:

CAD-format Existing Buildings Drawings: \$8,025.00
 Current, measured floor plan and exterior elevation drawings of the existing North and South buildings in CAD format will be required for the completion of services for this scope of work.

Site Survey: \$2,200.00
 A current, partial site survey in CAD format will be required for the completion of services for this scope of work. This will be completed under the direction of the Civil Engineer.

Roofing Consultant Services: \$5,314.00
 Includes services, drawings, documents, and specifications for the roofing work to be completed from Construction Documents through Bidding and Construction Phases as outlined in the Updated Facility



Condition Assessment Summary and Estimate Confirmation Report for the Immediate Needs
Description from November 25, 2013

Total Project-Required Additional Services Fees **\$15,539.00**

V. REIMBURSABLE EXPENSES:

Reimbursable expenses are billed in addition to compensation for architectural & engineering services. These expenses include, but are not limited to, printing and reproductions, delivery services, RAS plan review and inspection fees, and TDLR filing fees.

Total Reimbursable Expenses Allowance: **\$3,525.00**

VI. ADDITIONAL SERVICES:

Additional Services will be billed at the attached hourly rates and include, but are not limited to, the following:

- Services due to changes to the design and documents or revisions after approval and/or issuance of the documents (unless required for coordination of A/E Contract Documents)
- Additional requested meetings or site visits other than those previously mentioned (unless required for A/E coordination)
- Additional involvement in the Construction phase, beyond that described above, if requested by Owner

HOURLY RATES:

SB&V Architects

Classification of Employee	Hourly Rate
Principal.....	\$ 165.00
Senior Architect.....	\$ 145.00
Architect.....	\$ 115.00
Project Manager.....	\$ 105.00
Associate Designer IV.....	\$ 95.00
Associate Designer III.....	\$ 85.00
Associate Designer II.....	\$ 75.00
Associate Designer I.....	\$ 65.00
Clerical.....	\$ 55.00



Encotech Engineering Consultants

<u>Classification of Employee</u>	<u>Hourly Rate</u>
Principal.....	\$ 188.00
Project Engineer III /Project Manager III.....	\$ 159.00
Project Engineer II /Project Manager II.....	\$ 142.00
Project Engineer I.....	\$ 135.00
Project Manager I.....	\$ 125.00
Graduate Engineer II.....	\$ 101.00
Graduate Engineer I.....	\$ 95.00
CAD Technician II.....	\$ 87.00
CAD Technician I.....	\$ 75.00
Administrative.....	\$ 57.00
ADDITIONAL MEETINGS/SITE VISITS.....	\$477.00 per Meeting/Person
<i>Additional Design & Construction Phase Meetings are based on an Estimate of 3 Hours @\$159.00 PER MEETING/PERSON</i>	

JQ Engineering

<u>Classification of Employee</u>	<u>Hourly Rate</u>
Principal.....	\$ 175.00
Project Manager.....	\$ 150.00
Senior Project Engineer.....	\$ 135.00
Project Engineer.....	\$ 115.00
Technician/CAD Operator.....	\$ 80.00
Administrative Assistant.....	\$ 50.00

Stansberry Engineering Company

<u>Classification of Employee</u>	<u>Hourly Rate</u>
Project Principal/Engineer.....	\$ 130.00
Senior CAD Technician/Designer.....	\$ 75.00
Administrative Assistant.....	\$ 50.00



We look forward to working with you.

Sincerely,

Robert A. Steinbomer, President

Accepted By:

Name

Date

The drawings we create are the instruments of conveyance of services performed, and are not subject to state sales tax. The Texas Board of Architectural Examiners has jurisdiction over complaints regarding the professional practices of persons registered as architects in Texas. Texas Board of Architectural Examiners, 333 Guadalupe, Suite 2-350, Austin, Texas 78701, (512) 305-9000.

EXHIBIT B-1

TFC CONTRACT NO. 10-051-000

HUB SUBCONTRACTING PLAN (HSP)



HUB SUBCONTRACTING PLAN (HSP)

In accordance with Texas Gov't Code §2161.252, the contracting agency has determined that subcontracting opportunities are probable under this contract. Therefore, all respondents, including State of Texas certified Historically Underutilized Businesses (HUBs) must complete and submit this State of Texas HUB Subcontracting Plan (HSP) with their response to the bid requisition (solicitation).

NOTE: Responses that do not include a completed HSP shall be rejected pursuant to Texas Gov't Code §2161.252(b).

The HUB Program promotes equal business opportunities for economically disadvantaged persons to contract with the State of Texas in accordance with the goals specified in the 2009 State of Texas Disparity Study. The statewide HUB goals defined in 34 Texas Administrative Code (TAC) §20.13 are:

- 11.2 percent for heavy construction other than building contracts,
- 21.1 percent for all building construction, including general contractors and operative builders contracts,
- 32.7 percent for all special trade construction contracts,
- 23.6 percent for professional services contracts,
- 24.6 percent for all other services contracts, and
- 21 percent for commodities contracts.

APPROVED
3/14/14

-- Agency Special Instructions/Additional Requirements --

In accordance with 34 TAC §20.14(d)(1)(D)(ii), a respondent (prime contractor) may demonstrate good faith effort to utilize Texas certified HUBs for its subcontracting opportunities if the total value of the respondent's subcontracts with Texas certified HUBs meets or exceeds the statewide HUB goal or the agency specific HUB goal, whichever is higher. When a respondent uses this method to demonstrate good faith effort, the respondent must identify the HUBs with which it will subcontract. If using existing contracts with Texas certified HUBs to satisfy this requirement, only contracts that have been in place for five years or less shall qualify for meeting the HUB goal. This limitation is designed to encourage vendor rotation as recommended by the 2009 Texas Disparity Study.

ATTENTION: Failure to submit an HSP or demonstrate good faith efforts in accordance with Title 34 Texas Administrative Code §20.14 will deem your proposal non-responsive and will not be considered for award.

The HSP is a Pass/Fail element of your proposal.

Second-tier Texas certified HUB participation contributes toward meeting good faith efforts. Indicate second-tier HUBs on the HSP for Attachment A, Section A-2 or Attachment B, Section B-4.

For questions or assistance completing your HSP, please contact the HUB Program Director, Dinita Caldwell at 512-475-0453 or HUB@tfc.state.tx.us.

*IDIQ Amendment 1 to Assignment 3
TFC Child Care Facility Repairs*

SECTION 1 RESPONDENT AND REQUISITION INFORMATION

- a. Respondent (Company) Name: Steinbomer, Bramwell & Vrazel, Architect State of Texas VID #: 1742866909100
 Point of Contact: Jennifer Vrazel Phone #: 512-479-0022
 E-mail Address: jennifer@steinbomer.com Fax #: 512-477-4668
- b. Is your company a State of Texas certified HUB? - Yes - No
- c. Requisition #: 13-015-6430 PO# 9-7034 Bid Open Date: _____

(mm/dd/yyyy)

Enter your company's name here: Steinbomer, Bramwell & Vrazel, Architect Requisition #: 13-015-6430

SECTION 2 SUBCONTRACTING INTENTIONS

After dividing the contract work into reasonable lots or portions to the extent consistent with prudent industry practices, and taking into consideration the scope of work to be performed under the proposed contract, including all potential subcontracting opportunities, the respondent must determine what portions of work, including goods and services, will be subcontracted. Note: In accordance with 34 TAC §20.11., an "Subcontractor" means a person who contracts with a prime contractor to work, to supply commodities, or to contribute toward completing work for a governmental entity.

a. Check the appropriate box (Yes or No) that identifies your subcontracting intentions:

- Yes, I will be subcontracting portions of the contract. (If Yes, complete Item b, of this SECTION and continue to Item c of this SECTION.)
- No, I will not be subcontracting any portion of the contract, and I will be fulfilling the entire contract with my own resources. (If No, continue to SECTION 3 and SECTION 4.)

b. List all the portions of work (subcontracting opportunities) you will subcontract. Also, based on the total value of the contract, identify the percentages of the contract you expect to award to Texas certified HUBs, and the percentage of the contract you expect to award to vendors that are not a Texas certified HUB (i.e., Non-HUB).

Item #	Subcontracting Opportunity Description	HUBs		Non-HUBs
		Percentage of the contract expected to be subcontracted to HUBs with which you have a <u>continuous contract</u> * in place for five (5) years or less.	Percentage of the contract expected to be subcontracted to HUBs with which you have a <u>continuous contract</u> * in place for more than five (5) years.	Percentage of the contract expected to be subcontracted to non-HUBs.
1	Mechanical, Electrical, Plumbing Eng.	28.59 %	%	%
2	Structural Engineer	2.55 %	%	%
3	Civil Engineer	13.05 %	%	%
4	Roofing Consultant	%	%	3.39 %
5	Building Measuring/Documentation	%	%	5.12 %
6	TAS Consultant	%	%	0.99 %
7	Cost Estimator	1.90 %	%	%
8		%	%	%
9		%	%	%
10		%	%	%
11		%	%	%
12		%	%	%
13		%	%	%
14		%	%	%
15		%	%	%
Aggregate percentages of the contract expected to be subcontracted:		46.09 %	%	9.50 %

(Note: If you have more than fifteen subcontracting opportunities, a continuation sheet is available online at <http://window.state.tx.us/procurement/prog/hub/hub-subcontracting-plan/>)

c. Check the appropriate box (Yes or No) that indicates whether you will be using only Texas certified HUBs to perform all of the subcontracting opportunities you listed in SECTION 2, Item b.

- Yes (If Yes, continue to SECTION 4 and complete an "HSP Good Faith Effort - Method A (Attachment A)" for each of the subcontracting opportunities you listed.)
- No (If No, continue to Item d, of this SECTION.)

d. Check the appropriate box (Yes or No) that indicates whether the aggregate expected percentage of the contract you will subcontract with Texas certified HUBs with which you have a continuous contract* in place with for five (5) years or less meets or exceeds the HUB goal the contracting agency identified on page 1 in the "Agency Special Instructions/Additional Requirements".

- Yes (If Yes, continue to SECTION 4 and complete an "HSP Good Faith Effort - Method A (Attachment A)" for each of the subcontracting opportunities you listed.)
- No (If No, continue to SECTION 4 and complete an "HSP Good Faith Effort - Method B (Attachment B)" for each of the subcontracting opportunities you listed.)

*Continuous Contract: Any existing written agreement (including any renewals that are exercised) between a prime contractor and a HUB vendor, where the HUB vendor provides the prime contractor with goods or service under the same contract for a specified period of time. The frequency the HUB vendor is utilized or paid during the term of the contract is not relevant to whether the contract is considered continuous. Two or more contracts that run concurrently or overlap one another for different periods of time are considered by CPA to be individual contracts rather than renewals or extensions to the original contract. In such situations the prime contractor and HUB vendor are entering (have entered) into "new" contracts.

HSP Good Faith Effort - Method A (Attachment A)

Enter your company's name here: Steinbomer, Bramwell & Vrazel, Architect Requisition #: 13-015-6430

IMPORTANT: If you responded "Yes" to SECTION 2, Items c or d of the completed HSP form, you must submit a completed "HSP Good Faith Effort - Method A (Attachment A)" for each of the subcontracting opportunities you listed in SECTION 2, Item b of the completed HSP form. You may photo-copy this page or download the form at <http://www.window.state.tx.us/procurement/prog/hub/hub-forms/HUBSubcontractingPlanAttachment-A.doc>

SECTION A-1 SUBCONTRACTING OPPORTUNITY

Enter the item number and description of the subcontracting opportunity you listed in SECTION 2, Item b, of the completed HSP form for which you are completing this attachment.

Item #: 4 Description: Roofing Consultant

SECTION A-2 SUBCONTRACTOR SELECTION

List the subcontractor(s) you selected to perform the subcontracting opportunity you listed above in SECTION A-1. Also identify whether they are a Texas certified HUB and their VID number, the approximate dollar value of the work to be subcontracted, the expected percentage of work to be subcontracted, and indicate whether the company is a Texas certified HUB.

Company Name	Texas certified HUB	VID # (Required if Texas certified HUB)	Approximate Dollar Amount	Expected Percentage of Contract
Austech Roof Consultants	<input type="checkbox"/> - Yes <input checked="" type="checkbox"/> - No		\$ 5,314.00	3.39 %
	<input type="checkbox"/> - Yes <input type="checkbox"/> - No		\$	%
	<input type="checkbox"/> - Yes <input type="checkbox"/> - No		\$	%
	<input type="checkbox"/> - Yes <input type="checkbox"/> - No		\$	%
	<input type="checkbox"/> - Yes <input type="checkbox"/> - No		\$	%
	<input type="checkbox"/> - Yes <input type="checkbox"/> - No		\$	%
	<input type="checkbox"/> - Yes <input type="checkbox"/> - No		\$	%
	<input type="checkbox"/> - Yes <input type="checkbox"/> - No		\$	%
	<input type="checkbox"/> - Yes <input type="checkbox"/> - No		\$	%
	<input type="checkbox"/> - Yes <input type="checkbox"/> - No		\$	%
	<input type="checkbox"/> - Yes <input type="checkbox"/> - No		\$	%
	<input type="checkbox"/> - Yes <input type="checkbox"/> - No		\$	%
	<input type="checkbox"/> - Yes <input type="checkbox"/> - No		\$	%
	<input type="checkbox"/> - Yes <input type="checkbox"/> - No		\$	%
	<input type="checkbox"/> - Yes <input type="checkbox"/> - No		\$	%
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	<input type="checkbox"/> - Yes <input type="checkbox"/> - No		\$	%
	<input type="checkbox"/> - Yes <input type="checkbox"/> - No		\$	%
	<input type="checkbox"/> - Yes <input type="checkbox"/> - No		\$	%
	<input type="checkbox"/> - Yes <input type="checkbox"/> - No		\$	%

REMINDER: As specified in SECTION 4 of the completed HSP form, if you (respondent) are awarded any portion of the requisition, you are required to provide notice as soon as practical to all the subcontractors (HUBs and Non-HUBs) of their selection as a subcontractor. The notice must specify at a minimum the contracting agency's name and its point of contact for the contract, the contract award number, the subcontracting opportunity they (the subcontractor) will perform, the approximate dollar value of the subcontracting opportunity and the expected percentage of the total contract that the subcontracting opportunity represents. A copy of the notice required by this section must also be provided to the contracting agency's point of contact for the contract no later than ten (10) working days after the contract is awarded.

Chair
Betty Reinbeck

Commissioners
William D. Darby
Virginia Hermosa
Brant C. Ince
Mike Novak
Jack W. Perry
Alvin Shaw



Executive Director
Terry Keel

Mailing address:
P. O. Box 13047
Austin, TX 78711-3047

(512) 463-3446
www.tfc.state.tx.us

3/25/2014

Robert A. Steinbomer
President
Steinbomer, Bramwell & Vrazel, Architects
1400 South Congress, Suite B 202
Austin, Texas 78704

Re: Contract No.: 10-051-000 / IDIQ No. 09AEX18-03-01 / Amendment 1 to Assignment 3
Project No.: 13-015-3301
Project Name: TFC Child Care Facility
Notice to Proceed

Dear Mr. Steinbomer,

In accordance with the Professional Architectural/Engineering Services Agreement referenced above, effective 3/25/2014, this letter constitutes the **Notice to Proceed** and is your authority to proceed with the project and access the site. The work of this agreement shall commence on 3/25/2014 and should be completed no later than 12/15/2015.

If you have any questions, please do not hesitate to contact me at 512 / 936-0651

Sincerely,

A handwritten signature in black ink, appearing to read "Jina Overton". The signature is stylized with a large loop at the end.

Jina Overton
Project Manager
Facilities Design & Construction

CC: John Raff, P.E. – Deputy Executive Director / TFC-FDC
Marti Walsh, Director of Project Management / TFC – FDC
Kay Molina, General Counsel / TFC
Dinita Caldwell, HUB Director / TFC
Terry Rodgers, Director / Property Management Services / TFC
File

Texas Facilities Commission

Physical address: 1711 San Jacinto Blvd, Austin, Texas 78701

————— * Planning and administering facilities in service to the State of Texas * —————

