

## AGREEMENT FOR CONSULTANT SERVICES

THIS AGREEMENT is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2024, by and between the CITY OF RENO, hereinafter referred to as "CITY" and DOWL LLC, hereinafter referred to as "CONSULTANT."

### WITNESSETH

WHEREAS, the CITY wishes to secure engineering design services for the RFD Central Station Project, hereinafter referred to as "PROJECT."

NOW THEREFORE, the CITY and CONSULTANT agree as follows:

1. Objectives.

1.1 The CONSULTANT shall serve as the CITY's consultant of record and shall give advice to the CITY during performance of services to which this Agreement applies. All services shall be performed by the Consultant.

2. Basic Services.

2.1 The CONSULTANT will perform the services described in Exhibit A which is attached and incorporated herein by this reference as part of this agreement.

2.2 The CONSULTANT will not change its Project Manager without written approval from the CITY.

3. CITY Responsibility.

3.1 The CITY shall designate a Project Manager to act as the CITY's representative with respect to the work performed under this Agreement.

3.2 The CITY shall give prompt written notice to the CONSULTANT whenever the CITY observes or otherwise becomes aware of a problem with the project.

4. Authorization, Progress and Completion.

4.1 By execution of this Agreement, the CITY grants to the CONSULTANT specific authorization to proceed, upon written notice, with the services described in Article 2.1 as needed per Exhibit A.

5. Compensation.

5.1 Compensation for services performed as described in Article 2.1 is based on time and expense in the not-to-exceed amount of \$424,520.00 as provided for in Exhibit A which is attached hereto and incorporated herein by this reference.

5.2 Invoices for services rendered shall be submitted monthly. Payment by the CITY will be made within thirty (30) calendar days of receipt.

6. Special Services.

6.1 No additional services shall be performed and no additional compensation shall be permitted without a CITY approved written "Supplemental Agreement". **The supplemental agreement must be executed prior to the commencement or performance of any additional work. In the absence of an approved supplemental agreement, CITY shall not be obligated to reimburse CONSULTANT for amounts in excess of the not-to-exceed amount set forth in this Agreement, whether or not those excess costs were incurred during the course of this Agreement.**

7. Records to be Maintained by Consultant.

7.1 The CONSULTANT shall maintain records supporting requests for payment. Such records shall be available for inspection and audit by the CITY, and the CONSULTANT shall provide duplicate copies of all such records upon request by the CITY.

7.2 The information, conclusions and data generated during this Agreement by the CONSULTANT is for the exclusive use of the CITY. The CONSULTANT may not use this information, conclusions, or data for any purpose other than to further the requirements of this Agreement. The CONSULTANT may not produce papers for professional journals or presentations for conferences without written permission and active participation by the CITY Project Manager.

8. Ownership of Documents.

8.1 Originals of all records, reports and other documents of service prepared by the CONSULTANT shall be property of the CITY. All said documents of service shall be made available to the CITY during the course of and for use in the performance of this Agreement.

9. Skill Level of Consultant.

9.1 Service performed by CONSULTANT will be conducted in a manner consistent with that level of care and skill ordinarily expected by members of the profession currently practicing in this area under similar conditions. CONSULTANT shall be responsible for the professional quality and technical accuracy of all services furnished by CONSULTANT.

10. Insurance.

10.1 General Requirements. The CITY requires that CONSULTANT purchase Industrial Insurance, General Liability, and CONSULTANT's Errors and Omissions Liability Insurance as described below against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the CONSULTANT, its agents, representatives, employees or subconsultants. The cost of such insurance shall be borne by CONSULTANT unless otherwise agreed.

10.2 Industrial Insurance. (Worker's Compensation & Employer's Liability). It is understood and agreed that there shall be no Industrial Insurance coverage provided for CONSULTANT or any Subconsultant by the CITY and in view of NRS 616B.627 and 617.210 requiring that CONSULTANT comply with the provisions of Chapters 616A to 616D, inclusive and 617 of NRS, CONSULTANT shall, before commencing work under the provision of this Agreement, furnish to the CITY a certificate of insurance from the Worker's Compensation Insurer certifying that the CONSULTANT and each Subconsultant have complied with the provisions of the Nevada Industrial Insurance Act, by providing coverage for each and every employee, subconsultants, and independent contractors. Should the CONSULTANT be self-insured for Industrial Insurance, the CONSULTANT shall so notify the CITY and approve written approval of such self-insurance prior to the signing of a Contract. The CITY reserves the right to accept or reject a self-insured CONSULTANT and to approve the amount(s) of any self-insured retentions. The CONSULTANT agrees that the CITY is entitled to obtain additional documentation, financial or otherwise, for review prior to entering into a Contract with the CONSULTANT.

10.3 Minimum Scope of Insurance. The following requirements apply. Coverage shall be at least as broad as:

(a) **Commercial General Liability** at least as broad as Insurance Services Office Commercial General Liability Coverage "occurrence" form CG OO 01 04 13 or an equivalent form. The Comprehensive General Liability Coverage shall include, but is not limited to, liability coverage arising from premises, operations, independent contractors, products and completed operations, personal and advertising, injury, blanket contractual liability and broad form property damage.

(b) **Automobile Coverage** at least as broad as Insurance Services Office Business Auto Coverage form CA OO 01 10 13 or an equivalent form covering Automobile Liability Symbol 1 "Any Auto". In lieu of a separate Business Auto Liability Policy, the City may agree to accept Auto Liability covered in the General Liability Policy, if non owned and hired auto liability are included. The CONSULTANT shall maintain limits of no less than \$1,000,000 or

the amount customarily carried by the contractor, whichever is greater, combined single limit per accident for bodily injury and property damage. No aggregate limit may apply.

(c) The Additional Insured Endorsements for General Liability shall be at least as broad as the unmodified ISO CG 20 10 04 13 and ISO CG 20 37 04 13 endorsements, or equivalent. The certificate shall confirm Excess Liability is following form.

(d) Professional Errors and Omissions Liability applying to all activities performed under this Agreement in a form acceptable to CITY. CONSULTANT will maintain professional liability insurance during the term of this Agreement and for a period of six (6) years from the date of substantial completion of the project unless waived by the CITY. In the event the CONSULTANT goes out of business during the term of this Agreement or the six (6) year period described above, CONSULTANT shall purchase Extended Reporting coverage for claims arising out of CONSULTANT's negligence acts, errors and omissions committed during the term of the Professional Liability Policy.

10.4 Minimum Limits of Insurance. CONSULTANT shall maintain limits no less than:

(a) General Liability: \$1million minimum combined single limit per occurrence for bodily injury, personal injury and property damage, and \$2 million annual aggregate.

(b) CONSULTANT's Errors and Omissions Liability: \$2 million per claim and \$4 million as an annual aggregate during the term of this Agreement and for six years after the completion of the project, with each subsequent renewal having a retroactive date that predates the date of this Agreement. The CONSULTANT may purchase project insurance or obtain a rider on her normal policy in an amount sufficient to bring CONSULTANT's coverage up to minimum requirements, said additional coverage to be obtained at no cost to the CITY.

10.5 Deductibles. Any deductibles or self-insured retentions must be declared to and approved by the CITY Risk Manager. The CITY reserves the right to request additional documentation, financial or otherwise prior to giving its approval of the deductibles or self-insured retention. Any changes to the deductible or self-insured retention made during the term of this Agreement or during the term of any policy, must be approved by the CITY Risk Manager.

10.6 Other Insurance Provisions. General Liability Coverages

(a) The CITY, its officers, officials, and employees are to be covered as additional insureds as respects: liability arising out of activities performed by or on behalf of the CONSULTANT including the insured's general supervision of the CONSULTANT; products and completed operations of the CONSULTANT; or premises owned, occupied or used by the CONSULTANT. The coverage shall contain no special limitations on the scope of protection afforded to the CITY, its officers, officials, employees or volunteers.

(b) The CONSULTANT's insurance coverage shall be primary insurance as respects the CITY, its officers, officials, and employees. Any insurance or self-insurance

maintained by the CITY, its officers, officials, and employees shall be excess of the CONSULTANT's insurance and shall not contribute with it in any way.

(c) Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the CITY, its officers, officials, and employees.

(d) The CONSULTANT's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

(e) The CONSULTANT'S insurance coverage shall be endorsed to state that coverage shall not be suspended, voided, canceled or non-renewed by either party, reduced in coverage or in limits except after at least thirty (30) days prior written notice for reasons other than non-payment of premium and at least ten (10) days for non-payment of premium, by certified mail, return receipt requested, has been given to the CITY.

10.7 Acceptability of Insurers. Insurance is to be placed with an A.M. Best and Company rating level of A - Class VII or better, or otherwise approved by the CITY in its sole discretion. CITY reserves the right to require that CONSULTANT'S insurer be a licensed and admitted insurer in the State of Nevada, or on the Insurance Commissioner's approved but not admitted lists.

10.8 Verification of Coverage. CONSULTANT shall furnish the CITY with certificates of insurance, including but not limited to the Certificate of Compliance in NRS 616B.627 and with original endorsements affecting coverage required by this article. The certificates and endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf and must be countersigned by a duly appointed and licensed agent in this state. All approved deductibles and self-insured retentions shall be shown on the certificate. The certificates are to be on forms approved by the CITY. All certificate and endorsements are to be received and approved by the CITY before work commences. The CITY reserves the right to obtain copies of all required insurance policies.

10.9 Subconsultants. CONSULTANTS shall require all subconsultants to be insured on their own or under its policies and shall furnish separate certificates and endorsement for each subconsultant. Coverages for subconsultants shall be subject to all of the requirements stated herein, unless otherwise modified by the Risk Manager or City Attorney.

10.10 Miscellaneous Conditions.

(a) If the CONSULTANT or any Subconsultant fails to maintain any of the insurance coverages required, the CITY may terminate this Agreement for cause.

(b) CONSULTANT shall be responsible for and remedy all damage or loss to any property, including property of CITY, caused in whole or in part by the CONSULTANT,

any subconsultant, or any employee, directed or supervised by CONSULTANT, except damage of loss attributable to faulty drawings or specifications.

(c) Nothing herein contained shall be construed as limiting in any way to the extent to which the CONSULTANT may be held responsible for payment for damages to persons or property resulting from her operations or the operations of any subconsultant.

(d) If CONSULTANT's failure to maintain the required insurance coverage results in a breach of this Agreement, CITY may purchase the required coverage, and without further notice to CONSULTANT, deduct from sums due to CONSULTANT any premium cost advanced by CITY for such insurance.

## 11. Indemnification.

11.1 To the fullest extent permitted by law, the CONSULTANT shall defend, indemnify and hold harmless the CITY and its officers, employees and agents (collectively "Indemnitee") from any liabilities, damages, losses, claims, actions or proceedings, including, without limitation, reasonable attorneys' fees, that are caused by the negligence, errors, omissions, recklessness or intentional misconduct of the CONSULTANT or the employees or agents of the CONSULTANT in the performance of this Agreement.

11.2 The CONSULTANT assumes no liability for the negligence or willful misconduct of any indemnitee or other consultants of indemnitee.

11.3 The CONSULTANT's indemnification obligations for claims involving "Professional Liability" (claims involving acts, error, or omissions in the rendering of professional services) and "Economic Loss Only" (claims involving economic loss which are not connected with bodily injury or physical damage to property) shall be limited to the proportionate extent of CONSULTANT's negligence or other breach of duty.

## 12. Intellectual Property Indemnity.

12.1 To the fullest extent permitted by law, CONSULTANT shall defend, protect, hold harmless, and indemnify CITY and the CITY related parties from and against any and all liability, loss, claims, demands, suits, costs, fees and expenses (including actual fees and expenses of attorneys, expert witnesses, and other consultants), by whomsoever brought or alleged, for infringement of patent rights, copyrights, or other intellectual property rights, except with respect to designs, processes or products of a particular manufacturer expressly required by CITY in writing. If CONSULTANT has reason to believe the use of a required design, process or product is an infringement of a patent, CONSULTANT shall be responsible for such loss unless the CITY is promptly notified in writing. This Indemnity Covenant shall survive the termination of this Agreement.

13. Taxes.

13.1 CONSULTANT shall pay any and all Federal, State and local taxes, charges, fees, or contributions required by law to be paid with respect to CONSULTANT's performance of this Agreement (including, without limitation, unemployment insurance, social security, and income taxes).

14. Independent Contractor.

14.1 The parties agree that CONSULTANT is an independent contractor and this Agreement is entered into in conformance with the provisions of NRS 333.700. The parties agree that CONSULTANT is not a CITY employee and there shall be no:

- (a) Withholding of income taxes by the CITY;
- (b) Industrial insurance provided by the CITY;
- (c) Participation in group insurance plans which may be available to employees of the CITY;
- (d) Participation or contributions by either the independent contractor or CITY to any public employees' retirement system;
- (e) Accumulation of vacation leave or sick leave;
- (f) Unemployment compensation coverage provided by CITY if the requirements of NRS 612.085 for independent contractors are met.

15. Business License.

15.1 CONSULTANT shall maintain in full force and effect throughout the term of this Agreement a current business license from the City of Reno.

16. Compliance with Legal Obligations.

16.1 CONSULTANT is subject to NRS 338.010 – 338.090 (prevailing wage) for all covered work. CONSULTANT shall procure and maintain for the duration of this Agreement any state, county, city or federal license, authorization, waiver, permit, qualification or certification required by statute, ordinance law, or regulation to be held by CONSULTANT to provide the services required by this Agreement. CONSULTANT is solely responsible to pay assessments, premiums, permits and licenses required by law. Further, CONSULTANT agrees to comply with all applicable federal and state laws including, but not limited to, the Americans with Disabilities Act of 1990 and related standards, guidelines, and regulations (collectively "ADA") in providing the services identified in this Agreement. It is the responsibility of CONSULTANT to address in the performance of the services any and all access or other issues to assure compliance with the ADA.

17. Employment Opportunity.

17.1 CONSULTANT shall not discriminate against any employee or applicant for employment because of race, creed, color, national origin, religion, sex, gender identity, gender expression, veteran status, sexual orientation or age, or any other protected class status applicable under federal, state or local law, rule, or regulation. Sexual orientation means having or being perceived as having an orientation for heterosexuality, homosexuality or bi-sexuality. Any violation of this provision by consultant shall constitute a material breach of contract. Race includes traits associated with race, including, without limitation, hair texture and protective hairstyles. Any violation of these provisions by CONSULTANT shall constitute a material breach of contract.

18. Notices.

Any notices provided for herein shall be given in writing by certified mail, return receipt requested, or by personal service to:

CITY: City of Reno  
Kerrie Koski, P.E.  
Director of Public Works  
1 East First Street  
Reno, NV 89501  
P.O. Box 1900  
Reno, NV 89505

CONSULTANT: Brent Farr, P.E., Senior Manager VI  
Dowl LLC  
5510 Longley Lane  
Reno, NV 89511

19. Assignment.

19.1 This Agreement is binding on the heirs, successors, and assigns of the parties hereto. This Agreement is not to be assigned by CONSULTANT.

20. Integration.

20.1 This agreement represents the entire understanding of CITY and CONSULTANT as to those matters contained herein. No prior oral or written understanding shall be of any force or effect with respect to those matters covered hereunder. This Agreement may not be modified or altered except by written amendment thereto signed by both parties.



21. Governing Law and Jurisdiction.

21.1 This Agreement shall be administered and interpreted under the laws of the State of Nevada. If any part of this Agreement is found to be in conflict with applicable laws, such part shall be inoperative, null and void insofar as it is in conflict with said laws, but the remainder of this Agreement shall be in full force and effect. Any action at law, suit in equity or judicial proceeding for the enforcement of this Agreement or any provision thereof shall be instituted only in the district courts of the State of Nevada, County of Washoe.

22. Suspension of Work.

22.1 Either party may suspend, by written notice, all or a portion of the work under this Agreement, in the event unforeseeable circumstances, beyond the control of either party, make normal progress in the performance of the work impossible. The party desiring to suspend the work must request that the work be suspended by notifying the other party, in writing, of the circumstances which are interfering with normal progress of the work. The time for completion of the work shall be extended by the number of days the work is suspended. In the event that the period of suspension exceeds ninety (90) working days, the terms of this Agreement are subject to renegotiation and both parties are granted the option to terminate work on the suspended portion of the project in accordance to Article 23 of this Agreement.

23. Termination of Work.

23.1 The CITY may terminate, by written notice, the work under this Agreement. The CONSULTANT may terminate work in the event the CITY fails to perform in accordance with the provisions of this Agreement. Termination of this Agreement is accomplished by fifteen (15) working days prior written notice from the party initiating termination to the other. Notice of the termination shall be delivered by certified mail with receipt of delivery returned to the Sender. In the event of termination, the CONSULTANT shall perform such additional work, as is necessary for the ordinary filing of documents, and closing shall not exceed ten percent (10%) of the total time expended on the termination portion of the project prior to the effective date of termination. The CONSULTANT shall be compensated for the terminated portion of the work on the basis of work actually performed prior to the effective date of termination, plus the work required for filing and closing. Charges for the latter work are subject to the ten percent (10%) limitation described in this Article.

23.2 CONSULTANT expressly agrees that this Agreement shall be terminated immediately if for any reason local, federal and/or State Legislature funding ability to satisfy this Agreement is withdrawn, limited, or impaired.

24. Dispute Resolution.

24.1. All claims, counterclaims, disputes and other matters in question between the CITY and the CONSULTANT arising out of, or relating to, this contract or breach of it, unless otherwise settled, may be mediated before initiation of a judicial action.

24.2 Unless the parties mutually agree otherwise, mediation will be in accordance with the Commercial Mediation Procedures of the American Arbitration Association currently in effect. The American Arbitration Association will not be used to administer or facilitate the process or the selection of the mediators. Instead, the parties will attempt to mutually agree to the appointment of one mediator. If the parties cannot agree to one mediator, each party shall select one mediator and the two mediators will appoint a third mediator. The parties agree to split the mediator(s) fees and expenses. Each party shall bear their own attorney's fees and other costs incurred for the mediation.

25. Attorneys' fees.

25.1 Unless otherwise provided herein, each party shall bear its own attorney's fees and court costs.

26. Severability.

26.1 If any provision contained in this Agreement is held to be unenforceable by a court of law or equity, this Agreement shall be construed as if such provision did not exist and the nonenforceability of such provision shall not be held to render any other provision or provisions of this Agreement unenforceable.

-Signature Page Follows-

27. Due Authorization.

27.1 Each party represents that all required authorizations have been obtained to execute this Agreement and for the compliance with each and every term hereof. Each person signing this Agreement warrants and represents to the other party that he or she has actual authority to execute this Agreement on behalf of the party for whom he or she is signing. An electronic or facsimile signature on this Agreement shall be treated for all purposes as an original signature. This Agreement is executed in one duplicate original for each party hereto and is binding on a party only when all parties have signed and received a duplicate original.

IN WITNESS WHEREOF, the parties to these presents have hereunto set their hands and seals the year and date first above written.

CONSULTANT

**Brent Farr**

Digitally signed by Brent Farr  
Date: 2024.07.09 09:21:04  
-07'00'

Brent Farr, P.E., Senior Manager VI

CITY OF RENO

ATTEST:

\_\_\_\_\_  
Hillary L. Schieve, Mayor

\_\_\_\_\_  
Reno City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Susan Ball Rothe  
Deputy City Attorney

## **EXHIBIT A – SCOPE OF SERVICES**

### **CIVIL SITE SCHEMATIC DESIGN FOR THE RENO FIRE DEPARTMENT CENTRAL STATION FINAL DESIGN PROJECT**

**DATE:** July 3, 2024

**PROJECT DESCRIPTION:** The City of Reno (City) is constructing a new fire department Central Station located on East Second Street in Reno, Nevada. The new fire station facility has a square footage of approximately 60,000 square feet. The facility is anticipated to include the following:

- Three floors
- Six fire engine bays
- Two ambulance bays
- Living and sleeping quarters
- Administrative area, restrooms, a recreation area, and all mechanical, electrical, and auxiliary areas.

Site development will include parking, site lighting, street access modifications, ADA improvements, and landscaping. The project herein is the final site design for the project.

DOWL, LLC (DOWL) will provide design and construction services for the site development per the tasks listed below:

- Task 1 – Project Management
- Task 2 – 60% Design
- Task 3 – IFP/IFC Drawings
- Task 4 – Permitting Phase
- Task 5 – Subconsultants
- Task 6 – Project Contingency

#### **PART 1 - SERVICES**

##### **TASK 1 – PROJECT MANAGEMENT**

###### **Objective**

To provide general project management and communications to keep the City informed of project status.

###### **Approach**

DOWL will review project progress and communicate project status on a regular basis with the City, attend biweekly project meetings in a virtual platform (i.e. Zoom, MS Teams), communicate with the City, Architect and CMAR Contractor, and prepare and review monthly invoices. Intermittent biweekly meetings are anticipated over a period of four years. DOWL has planned for 15 biweekly meeting in 2024, 20 in 2025, and 15 in 2026 for a total of 50 biweekly meetings over the course of the project.

##### **TASK 2 – 60% Design Phase**

###### **Objective**

To further develop the 30% schematic design into 60% drawings.

### **Approach**

After acceptance by Client of the 30% Design Phase documents and any other deliverables subject to any Client-directed modifications or changes in the scope, extent, character, or design requirements of or for the Project, and upon written authorization from Client, Engineer shall:

1. Incorporate Owner comments into the 60% design phase documents and communicate with Owner about the feasibility of design comments.
2. Provide the Client with potential design issues and/or conflicts and work with the Client to mitigate.
3. Complete site visits to verify proposed design.
4. Prepare plans as specified below.

### **Deliverables:**

1. 11"x17" pdf 60% Drawings to include:
2. General and Notes Sheets.
3. Civil Demo Sheets.
4. Site Layout Design Sheets.
5. Site Grading Design Sheets.
6. Site Grading Section Details.
7. Site Utility Sheets.
8. Details.

### **Assumptions**

The following assumptions apply:

1. Any deficiencies found in the existing utility data will be reconciled by the City prior to starting on Task 2, to include any potholing necessary to determine existing utility elevations and resolve potential utility conflicts.
2. The Architect will be responsible for provide the footprint of the new building prior to beginning this Task.
3. Off-site sanitary sewer and storm drain capacities are assumed to be adequate to serve the property due to the fact that the site is currently developed with a facility of similar size and use.
4. No conditional use permit services, site plan review services, or public meeting presentations or attendance are included. It is assumed that the City and/or Architect will provide these services and DOWL's services are limited to schematic design drawings and the reports noted above.

## **TASK 3 – IFP/IFC Drawings**

### **Objective**

To develop a final design that identifies proposed surface improvements, utility layouts, site grading, drainage concept, site access, street improvements, vehicle circulation, and fire access. This submittal shall contain all the requirements needed for permit application and to issue construction drawings.

### **Approach**

DOWL will complete the following subtasks to develop the site improvement plans to approximately 30% design:

1. Complete a sewer report as required by the City of Reno Design Manual
2. Complete a site Drainage Report as required by the City of Reno Design Manual.
3. Prepare site plan(s) identifying proposed surface improvements for site and street.

4. Prepare utility plan(s) for potable water, sewer, and irrigation.
5. Prepare site grading plan(s).
6. Prepare drainage and Low Impact Development (LID) plan(s).
7. Prepare site lighting plan and photometric plan(s).
8. Prepare landscape plan(s).
9. Approximately twenty five (25) plan sheets will be provided under this task.
10. Meet with the City on a weekly basis to discuss designs. These meetings are noted in Task 1.

### **Deliverables**

The following deliverables will be submitted under this task:

1. Plans identified above (pdf format)
2. Sewer Report (pdf format)
3. Drainage Report (pdf format)
4. All documents required for permit submittal.

### **Assumptions**

The following assumptions apply:

1. Permit application and fees will be coordinated and paid for by the City of Reno.
2. No conditional use permit services, site plan review services, or public meeting presentations or attendance are included in this task. It is assumed that the City and/or Architect will provide these services and DOWL's services are limited to design drawings and the reports noted above.

## **TASK 4 –Permitting Phase**

### **Objective**

To assist the Owner with obtaining the necessary permits required in order to proceed with construction.

### **Approach**

After acceptance by Owner of the bidding documents as determined in the 100% IFC Documents Phase, and upon written authorization by Owner to proceed, Engineer shall:

1. Provide assistance as needed by the Client to procure a building permit from the City of Reno including written response addressing comments from the City of Reno review.
2. Provide TMWA submittal documents including separate TMWA specific drawings and report and coordinate as needed with the agency.
3. Provide NDEP permitting assistance as needed.

### **Deliverables**

The following deliverables will be submitted under this task:

1. Revised drawings that address agency comments as needed to procure building permit.
2. TMWA specific drawings and application.
3. NDEP required documents for permitting including grading checklist.

### **Assumptions**

The following assumptions apply:

1. Agency coordination for permits will be provided by the Client.
2. Permit fees will be paid for by the Client.

3. Water use calculations needed for TMWA permit will be provided by the Client as needed including both building and landscaping.
4. and DOWL's services are limited to design drawings and the reports noted above.

#### **TASK 5 – Subconsultants**

##### **Objective**

To select and manage the landscape architecture firm to perform landscape architecture.

##### **Approach**

DOWL will contract with a selected landscape architecture firm licensed in the State of Nevada and is on the City of Reno landscape architecture preferred list to perform landscape architecture for the project.

##### **Deliverables**

The following deliverables will be submitted under this task:

1. Landscape architecture plans as required by Task 3.

##### **Assumptions**

None.

#### **TASK 6 –PROJECT CONTINGENCY**

The Project Design Contingency is specifically for additional out-of-scope tasks and time extensions, as may be required, which are unidentifiable at this time. This work shall be added at the sole discretion of the City, for fees negotiated on a case-by-case basis. This work will include any possible legal survey documents needed but have not yet been identified, including a possible Boundary Line Adjustment. Work will be performed on a time and materials basis in accordance with DOWL's fee schedule.

#### **PART 2 - SCHEDULE**

- Notice to Proceed – July 2024
- Design Services – August 2024 – December 2025

#### **PART 3 – COMPENSATION**

DOWL proposes to perform the above Scope of Work for an estimated fee not to exceed **\$424,520**. The following outlines our cost per task:

- |                                 |           |
|---------------------------------|-----------|
| • Task 1 – Project Management:  | \$69,100  |
| • Task 2 – 60% Design:          | \$75,850  |
| • Task 3 – IFP/IFC Drawings:    | \$129,270 |
| • Task 4 – Permitting Phase:    | \$25,300  |
| • Task 5 – Subconsultants:      | \$50,000  |
| • Task 6 – Project Contingency: | \$75,000  |

We would like to thank you again for this opportunity to perform these services for your facility. Please contact us at (775) 851-4788 if you have any questions regarding this scope of work.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Greg Lyman', with a stylized flourish extending to the right.

Greg Lyman, P.E.  
Senior Project Manager



City of Reno Central Fire Station Final Design Final Design Services Fee Estimate																					Prepared By : C Schmitt				
																					Checked By : G Lyman				
Phase headers may be selected from drop-down list or manually entered. When drop-down is used, tasks drop-down lists will be populated. For the Fee summary to correctly populate, enter a task number foreach line in Worksheet Column B.  Selecting a Classification will populate a Short Name drop down list of matching employees loaded into the Employee Loader Tab. The Classification and Short Name must be slected from the drop-down lists for the Fee Summary Tab to correctly Generate.		Senior Manager III	Engineer VI	Engineer V	Engineer I	Engineer I	Engineer VI	Engineer I	Senior Manager III 2025	Engineer VI 2025	Engineer V 2025	Engineer I 2025	Engineer I 2025	Engineer VI 2025	Engineer I 2025	Senior Manager III 2026	Engineer VI 2026	Engineer V 2026	Total Labor	Misc Expenses (Persons or LS)	Expenses Total	Subconsultant#1	Subconsultant Total	LINE TOTALS	
		GLyma	JL Tr	CSchm	MDiaz	LVald	PLeGo	ZMuno	GLyma	JL Tr	CSchm	MDiaz	LVald	PLeGo	Zmuno	GLyma	JL Tr	CSchm							
Short Name		\$270	\$205	\$195	\$130	\$130	\$205	\$130	\$305	\$215	\$205	\$140	\$140	\$215	\$140	\$315	\$225	\$215	Hours	(\$)	1	(\$)	(\$)		(\$)
Rate (\$/hr)																									
1.0 Project Management																									
Task	Coordination and Management - Design		20	20						20	20								80	\$16,400		\$0		\$0	\$16,400
	Coordination and Management - Construction																60		60	\$13,500		\$0		\$0	\$13,500
	Monthly Status Reports and Billing		10	10						10	10						5	5	50	\$10,400		\$0		\$0	\$10,400
	Design Kick-off Preparation and Meeting	5	5	5															15	\$3,350		\$0		\$0	\$3,350
	Weekly Meetings	5	15	15					5	20	20					5	15	15	115	\$25,450		\$0		\$0	\$25,450
Subtotal		10	50	50	0	0	0	0	5	50	50	0	0	0	0	5	80	20	320	\$69,100	\$0	\$0	\$0	\$0	\$69,100
2.0 60% Design																									
Task	Site Layout Design			15	30	30													75	\$10,725		\$0		\$0	\$10,725
	Site Rough Grade Design			15	40	40													95	\$13,325		\$0		\$0	\$13,325
	Civil Utility Design		10	10	40	40													100	\$14,400		\$0		\$0	\$14,400
	Demo Plan			5	20	20													45	\$6,175		\$0		\$0	\$6,175
	Preliminary Photometric Design						10	60											70	\$9,850		\$0		\$0	\$9,850
	Preliminary Electrical Calculations						10	60											70	\$9,850		\$0		\$0	\$9,850
	Preliminary Drainage Report			5	10	10													25	\$3,575		\$0		\$0	\$3,575
	Preliminary Sewer Study			5	10	10													25	\$3,575		\$0		\$0	\$3,575
	QA/QC	5	10	5															20	\$4,375		\$0		\$0	\$4,375
Subtotal		5	20	60	150	150	20	120	0	0	0	0	0	0	0	0	0	0	525	\$75,850	\$0	\$0	\$0	\$0	\$75,850
3.0 IFP/IFC Drawings																									
Task	General Sheets										5	10	10						25	\$3,825		\$0		\$0	\$3,825
	Civil Demo										2	10	10						22	\$3,210		\$0		\$0	\$3,210
	Erosion Control Plan										2	10	10						22	\$3,210		\$0		\$0	\$3,210
	Site Layout Design										15	40	40						95	\$14,275		\$0		\$0	\$14,275
	Site Grading Design										15	40	40						95	\$14,275		\$0		\$0	\$14,275
	Site Grading Section Details										5	10	10						25	\$3,825		\$0		\$0	\$3,825
	Civil Utility Layout Design									10	10	40	40						100	\$15,400		\$0		\$0	\$15,400
	Civil Utility Design Profiles									5	5	20	20						50	\$7,700		\$0		\$0	\$7,700
	Civil Standard Details										5	20	20						45	\$6,625		\$0		\$0	\$6,625
	Final Drainage Study										10	20	20						50	\$7,650		\$0		\$0	\$7,650
	Final Sewer Study										10	20	20						50	\$7,650		\$0		\$0	\$7,650
	Photometric Lighting Plan													15	40				55	\$8,825		\$0		\$0	\$8,825
	Electrical Line Diagram													5	40				45	\$6,675		\$0		\$0	\$6,675
	Electrical Details													10	40				50	\$7,750		\$0		\$0	\$7,750
	Technical Specifications										10	20	20	10	20				80	\$12,600		\$0		\$0	\$12,600
	QA/QC								5	15	5								25	\$5,775		\$0		\$0	\$5,775
Subtotal		0	0	0	0	0	0	0	5	30	99	260	260	40	140	0	0	0	834	\$129,270	\$0	\$0	\$0	\$0	\$129,270
4.0 Permitting Phase																									
Task	Civil Building Permit Application & Management									20	10	20							50	\$9,150		\$0		\$0	\$9,150
	Utility Design Application & Management									20	10	20							50	\$9,150		\$0		\$0	\$9,150
	Public Outreach Support									10	10	20							40	\$7,000		\$0		\$0	\$7,000
Subtotal		0	0	0	0	0	0	0	0	50	30	60	0	0	0	0	0	0	140	\$25,300	\$0	\$0	\$0	\$0	\$25,300
5.0 Subconsultants																									
Task	Landscape Architecture																		0	\$0		\$0	\$50,000	\$50,000	\$50,000
Subtotal		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0	\$0	\$50,000	\$50,000	\$50,000
6.0 Project Contingency																									
Task	Contingency																		0	\$0	\$75,000	\$75,000		\$0	\$75,000
Subtotal		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$75,000	\$75,000	\$0	\$0	\$75,000
COLUMN TOTAL		15	70	110	150	150	20	120	10	130	179	320	260	40	140	5	80	20	1,819	\$299,520	\$75,000	\$75,000	\$50,000	\$50,000	\$424,520