

April 27, 2021

Mr. CB Strain, Planning and Development Director
City of Gallup
110 West Aztec Avenue
Gallup, NM 87301

RE: Fee Proposal for Gallup Senior Center Professional Design Services

Dear Mr. Strain:

We appreciate the opportunity to work with you on this effort and provide the following design services proposal for the listed below. In accordance with our recent site visit and conversations, we have developed the following Scope of Services and associated fee.

SCOPE OF SERVICES

The scope is identified as providing professional Design services to complete construction documents required for construction permitting and bidding. The fees presented are separated into the design phase and the construction phase for your review.

Huitt-Zollars developed a preliminary cost outline as part of the Programming and Concept Development completed in January of 2020. These costs are based on prior similar experiences and include a design and construction contingency. Attached is a summary of spaces and the opinion of probable costs.

Fee Breakdown

Huitt-Zollars' Design Services fee for the above scope of services will be a fixed fee of **\$570,400 + NMGR.T.** Design Fees are based on the NM Architect Rate Schedule for a project of average complexity.

Construction phase services may be negotiated at a later date as the design phase is completed. The breakdown between design phase and construction phase services is as follows:

Design Phase:	\$410,688.00
Construction Phase:	\$159,712.00

Additional scope changes requested by the city during the scope of work will be billed as Time and Materials with HZ rates as submitted in the 2021 City of Gallup On-Call Architectural Services contract. The fee does not include New Mexico Gross Receipts Tax. All services will be invoiced monthly based on a percentage of work complete to date.

Please sign and date and return one copy of this proposal to our office to indicate your approval. We will proceed with the above design services upon receiving a signed copy of this proposal.

We look forward to working with you and are available to start immediately on this project.

Sincerely,
Huitt-Zollars, Inc.



Jose Zelaya, AIA, NCARB
Associate | Senior Architect



Joe Gallegos, AIA, LEED AP BD+C
Vice President | Managing Principal

CITY OF GALLUP

Accepted by: _____

Date: _____

City of Gallup Regional Senior Center HUITT - ZOLLARS			SUMMARY SHEET April 27, 2021
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FUNCTIONAL SPACES		SUB-TOTAL
	NSF	
COMMON SPACES		2240
1	Vestibule/Lobby/Reception (with TV)	1,400
2	Men's Restroom	400
3	Women's Restroom	400
4	Family Restroom	100
5	Janitorial	60
6	General Storage	300
7	Laundry Room	120
8	Loading Dock	200
ACTIVITY ROOMS		15,328
9	Excercise Cardio Room	1,200
10	Recreation Room(Billard's)	800
11	TV Room	100
12	Group Fitness Room	800
13	Group Fitness Room Storage	400
14	Arts and Crafts / Multi-purpose Room	800
15	Arts and Crafts Room Storage	400
16	Library and Computer Room	200
17	Dinning Room	4,000
18	Gymnasium	4,000
19	Gymnasium Storage	1,000
20	Quiet Room	100
21	Kitchen	1,200
22	Dry Storage	100
23	Cooler	140
24	Freezer	140
25	Dish Wash	140
ADMIN SUITE		2,681
26	Director's Office	200
27	Manager's Office	150
28	Staff Office	120
29	Staff Office	120
30	Staff Office	120
31	Staff Office (@ Kitchen)	120
32	Shared Office	240
33	Open Office (Transportation Room w/ 3 desk)	600
34	Storage / Work Room	144
35	Employee / Break Room	200
36	Staff Restroom	80
37	File Room	80
38	Large Conference Room	240
39	Small Conference Room	140
BUILDING SUPPORT		868
40	Mechanical / Fire Riser Room	300
41	Electrical Room	120
42	IT Room	120
BUILDING SUBTOTAL		21,594
OUTDOOR SPACES/SITE		
43	Fleet Vehicle Parking (11)	2,000
44	Visitor Parking (shared with Regional Recreation Center)	
45	Outdoor Shelters Large (shared with Regional Recreation Center)	
46	Outdoor Shelter Small (shared with Regional Recreation Center)	
47	Walking Trails (shared with Regional Recreation Center)	
48	Green Open Space (shared with Regional Recreation Center)	
OUTDOOR SPACES SUBTOTAL		2,000

FUNCTIONAL SPACES SUMMARY	
SUBTOTAL NET SF	21,594
TOTAL BLDG NET SF	21,594
Building TARE Components	
Circulation (8.0%)	1,728
Structural (16%)	3,455
SUBTOTAL TARE SF	5,183
TOTAL GROSS SF	26,777

ESTIMATED TOTAL PROJECT COST	
Gross Square Footage	26,777
Estimated Building Cost/SF	\$325
Building Cost	\$8,702,382
Estimated Site Costs (\$175,000/acre; 1 acre site)	\$175,000
SUBTOTAL BUILDING + SITE	\$8,877,382
General Contractor Markup (OH&P)	\$1,597,929
SUBTOTAL	\$10,475,311
Professional Services @ 5.45%	\$570,400
Survey and Geotech (allowance)	\$10,000
Materials Testing By Owner (allowance)	\$15,000
Permit Fees	
Plan Printing (allowance)	\$10,000
Estimated FF&E (\$35.00/sf)	\$862,435
Estimated Special Systems, Security, Surveill., etc. (\$7.50/sf)	\$184,808
SUBTOTAL PROJECT COSTS	\$1,652,643
ESTIMATED TOTAL PROJECT COST	\$12,127,954