

27 August 2024

City of Grand Prairie Annex & Fiscal Administration Building Redevelopment

Proposal for Professional Design Services

Grand Prairie, Texas

27 AUGUST 2024

Andrew Henning
Director of Design & Construction – Municipal Facilities
City of Grand Prairie
300 West Main Street
Grand Prairie, Texas 75050

**RE: Proposal for City of Grand Prairie Annex & Fiscal Administration Building
Redevelopment**

Dear Andrew:

Tryba Architects (“Tryba”) is pleased to present this proposal to the City of Grand Prairie (“Owner” or “Client”) for professional design services to create design options for the Annex & Fiscal Administration Building Redevelopment in downtown Grand Prairie, TX. We are committed to working collaboratively with the City of Grand Prairie and your selected partners to achieve your vision for an enhanced destination for visitors, residents, and future residents and build on the history and identity of Grand Prairie, TX.

SITE INFORMATION / PROJECT DESCRIPTION

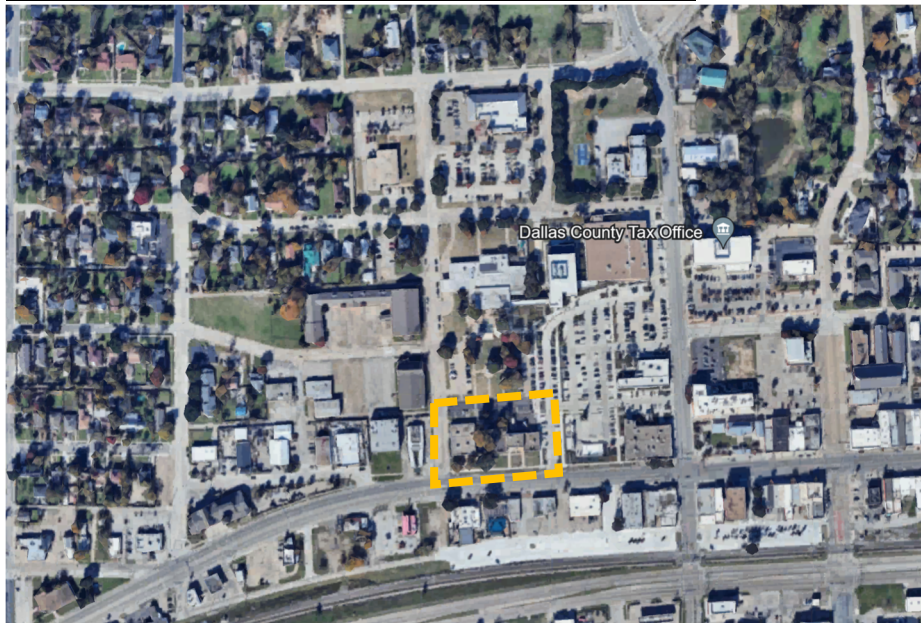


Figure 1. Concept Area Boundary of site in downtown Grand Prairie, TX.

The site is located on the North side of W Main Street at the intersection with NW 4th Street in downtown Grand Prairie, TX. The site is comprised of approximately 1.25 acres with two existing structures, the City Hall Annex (**Annex**) & Fiscal Administration Building (**FAB**).

PROJECT DESCRIPTION

The scope of this proposal is to develop 4 different design options (each option with its own conceptual layout and exterior design) for the Annex building with the program provided by the City, 2 conceptual layouts and exterior designs for the FAB building with the program provided by the City, and a comprehensive site plan connecting the two buildings.

Annex:

Program:

- 30 Incubator Retail Spaces sized 10x10
- Brewery or Restaurant with roof top on north end of building

Design Options:

- Option 1: Reuse the existing Annex building as is with no additions, slight modifications to exterior as needed. Confirm how much of the program can fit into existing space.
- Option 2: Retain the front façade of the existing Annex building and build back a new building towards the north with program listed above.
- Option 3: Demo existing Annex building site and build back a new building paying homage to the Annex building architectural style.
- Option 4: Demo existing Annex building site and build back a new building with a new architectural language for downtown Grand Prairie.

FAB:

Program:

- 15,000sf-20,000sf Grocery store.
- Optional restaurant shell space in lieu of grocery store.

Design Options:

- Option 1: Exterior design to complement existing Annex architectural style.
- Option 2: Exterior design to be a new architectural language aligning with Annex Option 4.

Site:

Design a site that complements the new building programs while connecting the sites together in a cohesive manner. Site design to also complement and connect to neighboring properties appropriately.

Initial program elements for consideration include retail, food and beverage, and grocery store. Additional use will be investigated as part of the planning process and may include additional complementary programming.

Scope of Services:

Step 1	Programming & Visioning – 2 Weeks	
	Description of Services / Task	Tryba will meet with the Client to review program development and coordinate a visioning session to help inform and develop an interior test fit. Tryba will also provide concept and precedent imagery of design concepts to inform interior and exterior design and finishes.
	Anticipated Deliverables	Approved Program Summary & Description Precedent Concept Imagery Tryba will present the above to the Client via (2) meetings. Tryba will incorporate any agreed upon changes consistent with the program into the Step 2.

Step 2	Concept & Planning Development – 3 Weeks	
	Description of Services / Task	Tryba will meet with the Client to review program development and continue work to develop the site plan & interior building plans. Massing of the exterior form of the building will occur in parallel with the interior layout efforts and be continually reviewed with the client.
	Anticipated Deliverables	Conceptual Overall Architectural Site Plan Conceptual Building Floor Plans for Annex & FAB Preliminary Code Analysis for Annex & FAB Preliminary Fire/Life Safety Analysis for Annex & FAB Conceptual Building Elevations & Sections for Annex & FAB Five (5) preliminary Exterior Concept Massing views of the Annex & FAB for final view approval Three (3) preliminary Interior Concept Massing views of the Annex for final view approval Tryba will present the above to the Client via (2) meetings. Tryba will incorporate any agreed upon changes consistent with the program into the Step 3.

Step 3	Deliverable Production – 3 Weeks	
	Description of Services / Task	Tryba will incorporate comments and direction from the previous two steps to finalize the deliverables for the Client. During the first two weeks of Deliverable Production Tryba will send the Client progress documents for comments. After the end of the second week Tryba will not send any additional progress updates to allow for Deliverables to be finalized.
	Anticipated Deliverables	Architectural Site Plan 4 – Conceptual layouts addressing the 4 design options for the Annex building site. 3 – Interior Renderings of Options 2, 3, & 4 for the Annex building site. 3 – Exterior Renderings of Options 2, 3, & 4 for the Annex building site. 2 – Conceptual layouts for the grocery store and future restaurant space at the FAB building site. 2 – Exterior Renderings of Option 1 & 2 for the FAB building site. (8 Total renders, 6 total layouts, and 1 Site Plan)

*** Note: Full completion of the scope and deliverables will require collaboration with and timely decision-making by Owner during the proposed periods. The Vision document will be developed collaboratively by the full team, and depending on the pace, confidence of decisions and number of iterations desired by the Client our scope, deliverables and timing may modify from that outlined in this proposal. Owner and Tryba will discuss the evolution of the process throughout Step 1 and 2, and the parties shall evaluate allocation of resources and any commensurate impact on fee budget and schedule.*

The following services are not part of our base scope but may be provided for additional fee:

1. Full scope design services (beyond Vision and Concept Development and scope noted herein)
2. Physical Architectural Models
3. Market Study (assumed to be procured directly by Owner)
4. Legal Services (assumed to be procured directly by Owner)
5. Site and property surveys (including environmental), to be provided by third party consultants
6. Marketing materials (other than the deliverables described herein)
7. Renderings or 3d Illustrations (other than the deliverables described herein)
8. As-built digital models
9. Consultants/Engineers (in addition to engineers described herein)

PROJECT SCHEDULE

• Anticipated Project Start Date	September 9, 2024
• Program & Visioning Client Work-Session #1	Week 1
• Program & Visioning Client Work-Session #2	Week 2
• Concept & Planning Client Work-Session #1	Week 3
• Concept & Planning Client Work-Session #2	Week 5
• Concept & Planning Client Work-Session #3	TBD (If Needed)
• Deliverable Production Progress Review Window	Week 6-7
• Final Deliverables to Client	Week 8

*Anticipated Schedule above is preliminary based on the Kick-off date, the Client's availability to meet for the listed Work Sessions, and provide timely decisions on direction.

Compensation

We will provide the scope of services within the time frames described with the following fixed-fee Structure*:

Core Services	Tryba Fee
Step 1: Program & Visioning	\$23,940
Step 2: Concept & Planning Development	\$35,910
Step 3: Deliverable Production	\$33,570
Design Total:	<u>\$93,420</u>
Developer Meetings Allowance (Not included in Design Development Fee)	\$10,000 (Hourly not to Exceed)
Reimbursable Allowance for Travel & Printing	\$1,500
Contract Total:	<u>\$104,920</u>

Marketing Collateral (Optional)	Fee Allowance Estimated
8 Still Renderings Enscape (\$3,000 – Each) *Reference Exhibit D for Enscape Render Style	Included in Base Fee
8 Still Renderings Photo Realistic (\$6,000 – Each) *Reference Exhibit E for Photo Realistic Render Style	\$18,000 - \$24,000
1 Enscape Fly Through Video of Annex & FAB sites	\$10,000
1:100 Architectural Scale Model	TBD

We believe that the above-referenced fee is an appropriate budget, however, should the Project program, scope, schedule, or complexity vary significantly from that outlined in this proposal, it is anticipated that Client and Tryba will make an appropriate fee and schedule adjustment commensurate with the impact on the Architectural team.

We thank you for this opportunity and look forward to working with you on this exciting project. If all the foregoing meets with your approval, please indicate your acceptance of this agreement in the signature line below and return one signed copy to our office. This executed proposal will enable the design team to begin services on preliminary design phases immediately. If you have any questions, please call me at 979-373-6709.

TRYBA ARCHITECTS



Eric S. James, AIA NCARB
Senior Associate

Acceptance of Fee Proposal and Agreement:

Andrew Henning
Director of Design & Construction – Municipal Facilities

Date

EXHIBIT A: CALVARY REDEVELOPMENT PROJECT AXON SITE PLAN



EXHIBIT B: HOURLY RATE SCHEDULE & REIMBURSABLE EXPENSES

2024 Hourly Rate Schedule

For hourly services and additional services, compensation shall be computed following the preparation of a Proposal or Additional Service Memo (ASM), reflective of the following rates:

Title	Hourly Rate	Title	Hourly Rate
Principal	\$435.00	Sr. Urban Designer	\$220.00
Principal II	\$275.00	Urban Designer	\$145.00
Principal III	\$235.00	Sr. Interior Designer	\$185.00
Associate Principal II	\$215.00	Interior Designer	\$150.00
Sr. Project Manager	\$200.00	Jr. Interior Designer	\$125.00
Project Manager	\$190.00	Sr. Graphic Designer	\$175.00
Sr. Project Architect	\$190.00	Graphic Designer	\$135.00
Project Architect	\$177.00	Sr. Landscape Architect	\$160.00
Job Captain	\$162.00	Landscape Architect	\$135.00
Project Designer I	\$145.00	Model Builder	\$125.00
Project Designer II	\$135.00	Administrative	\$100.00
Project Designer III	\$125.00		

Note: Hourly billing rates are all-inclusive and applied without markup.

In-House Reimbursable Expenses

Reproduction costs shall be billed at the following rates:

Item	Cost / Unit
Black and White (8 ½" x 11")	\$0.45 / sheet
Black and White (11"x17")	\$0.55 / sheet
Color Plots	\$0.55 / per sq foot
Color Prints (8 ½" x 11")	\$0.80 / sheet
Color Prints (11" x 17")	\$1.40 / sheet
Black and White Plots	\$0.30 / per sq foot

EXHIBIT C: TRYBA ARCHITECTS' TERMS & CONDITIONS

Exhibit C is omitted from proposal with the City contract to govern terms and conditions.

EXHIBIT D: ENSCAPE RENDER EXAMPLES



EXHIBIT E: PHOTO REALISTIC RENDER EXAMPLES



TRYBA ARCHITECTS

312 Main Street, Fort Worth, Texas 76102

910 S. Pearl Expressway, Dallas, Texas 75201