

18 Dec 2019

Vern Meenderinck
City of Lynden
Parks Department
300 4th Street
Lynden, WA 98264

RE: City of Lynden – Heusinkveld Barn
Feasibility Study / Pre-Design
Scope of Work/Project Agreement

Dear Vern:

This letter is intended to constitute the agreement between the City of Lynden and King Architecture LLC.

General Project Description:

The City of Lynden is looking to make improvements to the existing Heusinkveld Barn on Benson Road. In general, we are presenting this proposal to provide a feasibility/pre-design study to begin the needs assessment & programming phase to review potential renovation ideas and associated preliminary budgets. This study would assist City officials in determining the feasibility and costs for a future renovation project at the Heusinkveld barn located on City of Lynden Parks property. We understand \$1mil has been allocated to this project so far from a successful parks bond.

We discussed the following needs the parks department would be looking to incorporate into the future re-design.

- Convert the existing barn structure into an events center.
- We understand the existing barn is approx. 100 years old, moved to the current site approx 60 years ago. The city recently installed a new concrete slab, roofing and gutters to protect the structure from water damage.
- Desire is to add a catering kitchen and restroom facilities as support functions to the event center.
- Structural review is necessary to determine level of upgrades needed and if these upgrades are financially feasible.
- The existing building is not insulated, we will review options for insulating to meet code vs: considering this a non-heated structure.

King Architecture LLC shall provide services for a pre-design and feasibility study that will evaluate design alternatives to accommodate the parks department needs noted above and will include projected costs.

The main purpose of this study is to identify and provide information that addresses the needs of the event center, and to provide information to facilitate decisions related to capital improvements of this building. The viability, issues and opportunities of the design will be assessed as part of this study.

Along with the needs already noted above, further dialog with the parks department and City of Lynden stakeholders will determine the specific goals and objectives. A building program identifying space needs will be further developed from this input.

A rough order of magnitude cost estimate will be developed for improvements identified in the conceptual designs. We have included the services of The Woolsey Company to develop the projected costs.

There are no as-built drawings of the building. King Architecture will need to develop as-built drawings based on visual / non-destructive observation as part of this scope of work.

King Architecture has included a cost for a preliminary structural feasibility review by Zeegers Engineering Inc. We have also included a \$1,200 allowance for each of the following: (on an as-needed basis) Electrical, Mechanical and Civil engineering review of proposed plans in order to provide a system narrative to assist in the schematic level cost estimating for their portions of the work. The assessment in this scope of work will be general in nature and will identify areas where additional study would be advised.

King Architecture will not be providing detailed assessments of site infrastructure, structural systems, plumbing systems, HVAC systems or electrical / data systems, hazmat assessment. We highly recommend an inspection / testing for potential beetle infestation, and is not included in this scope of work.

King Architecture will consider the following elements when developing the conceptual plan:

- § Basic programmatic needs as established by parks department & City of Lynden stakeholders
- § Parking and site requirements
- § Sustainable design opportunities
- § Accessibility for persons with disabilities
- § Assessment of heated vs: non-heated assembly area. No mechanical engineering services are included in this scope of work.
- § Connect with Dept. of Archaeology & Historic Preservation to see if there are any opportunities and benefits to place this structure on the historic registry.

We anticipate participation from parks department stakeholders, City of Lynden Public Works Department, Building Department and Planning Department in the analysis of utilities, building code and zoning requirements for the building and site.

The deliverables will include:

- § A written summary with a description of space allocations and programmatic needs

- § A brief description of the assessment of the conditions of the existing facility and systems
- § Documents delineating the conceptual design. This includes site plan, building plans, elevations and conceptual renderings from 3D Revit model.
- § Construction cost projections
- § Base drawings of the existing building
- § An executive summary
- § Three meeting with the parks department & city of Lynden stakeholders
- § One presentation to City of Lynden administration (as required)
- § One printed and one digital copy of the final document

The work by King Architecture will be completed for an hourly not to exceed fee of \$23,525. See also attached Fee Matrix, dated 18 Dec 2019. Reimbursable expenses for such things as copies or enlargements of original renderings are an additional expense and will be invoiced at cost plus 10% or can be paid for directly by the City of Lynden to the reprographics company.

Payments to King Architecture by the City of Lynden will be invoiced monthly based on the number of hours worked. Payment from the City of Lynden is expected within approximately 30 days of the date of the invoice.

If the terms of this agreement are acceptable, please sign and date 2 original copies and return one to King Architecture.

We look forward to working with you on this project!

Sincerely,



David King AIA, Principal
King Architecture LLC

City of Lynden

Date

FEE MATRIX

City of Lynden - Heusinkveld Barn Feasibility Study / Pre-Design

King Architecture LLC

18-Dec-19

Description:

- Work related to Feasibility Study and Pre-Design to provide City of Lynden sufficient information for decisions regarding capital improvements.

Architectural Services	Prin	Arch 1	Tech	Cleric	
Field assessment / Field measure		4	4		8
Creation of as-built drawings		1	12		13
Coordinate structural review	1	3			4
Preliminary code review		8			8
Discussion w City Plng, Bldg Dept & PW staff	1	4			5
Creation of Building Condition Assessment Report	1	6		2	9
Meet with parks dept stakeholders	3	6			9
Research possibilities with Historic Registry	2	6			8
Create building program from stakeholder input	1	12			13
Develop schematic design options	1	8	20		29
Produce Rough-order-of-magnitude cost est	1	3			4
Create 3-D digital model / renderings / video		1	12		13
Compile final document	1	3		3	7
Present to City Officials	1	1			2
Sub-total hours	13	66	48	5	132
Wage Rates	\$120	\$100	\$80	\$50	
Sub-total Wages	\$1,560	\$6,600	\$3,840	\$250	
TOTAL ARCHITECTURAL SALARY COST					\$12,250
Sub-consultant Services					
Zeegers Structural preliminary feasibility review					\$5,400
The Woolsey Company					\$1,250
Electrical Engineer allowance	10	\$120			\$1,200
Mechanical Engineer allowance	10	\$120			\$1,200
Civil Engineer allowance	10	\$120			\$1,200
Sub-total Sub-consultant Services					\$10,250
Coordination/Administration of Consultants	10%				\$1,025
TOTAL SUB-CONSULTANT SERVICES COSTS					\$11,275
TOTAL HOURLY NOT TO EXCEED FEE					\$23,525

Zeegers Engineering Inc.

ZEI

2115 Electric Ave.
Bellingham, WA 98229
(360) 676-2659

Project: Heusinkveld Barn - Phase I, structural assessment proposal
8727 Benson Rd.
Lynden, WA

Client: King Architecture LLC
401 Harris Ave. suite 100
Bellingham, WA 98225

Phone: (360) 647-5464 ext. 15

Scope of work performed:

Provide a structurally engineered assessment report that would be required to bring the existing 3320 sq. ft. barn, along with the 714 sq. ft. addition up to current code compliance. The future purpose for this building will be to create an assembly area, along with proposed restrooms, and other new construction additions. No plans or details will be provided within this phase, that would be included within the design scope of phase II.

The structural Phase I assessment report will be based on requirements set forth within the 2015 International Building Code (IBC), ASCE 7-10, as well as those set forth by the local jurisdiction's building department.

Loading criteria:

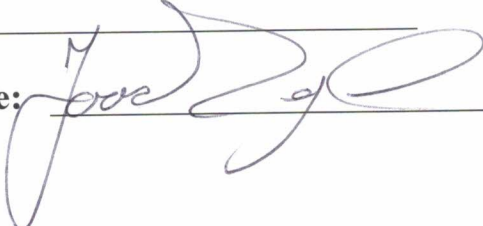
- Wind: 110 mph exposure C
- Seismic Risk factor: I=1.0
- Snow load = 25 psf I=1.0

Not included within this bid are revisions incorporated after the original design plan has been drawn up, nor site visits. They will be at an extra charge of \$125 per hour, or a fixed fee agreed upon by the client and ZEI. Bid good for up to 60 days beyond engineers signed date.

Estimate Amount: \$5400.00

Client: _____

Printed Name, Title & Date:

Engineer & Date:  12/16/2019

CITY OF LYNDEN, HEUSINKVELD BAR CONVERSION



DATE: December 17, 2019
A/E: King Architecture, LLC
BY: Matthew M. Woolsey, The Woolsey Company, LLC
SPECIFICS: Convert Existing Barn Into Event Center

ITEM	DESCRIPTION	TOTAL Hours
HEUSINKVELD BAR CONVERSION, SD ESTIMATE, UNIT COST DETAIL		
1	Scope Review &/Or Meetings	1
2	Scope and Itemize Project	7
3	Price Out Project, Unit Cost Detail	4
4	Review, Revise, Refine	0.5

Hours		12.5
Proposed Estimating Services Fee		\$1,250