



May 6, 2025

City of Mission, TX
Attn: Juan Pablo Terrazas, P.E., CPM
City Manager
1201 E. 8th Street
Mission, TX 78572

Re: Architectural Services for the New Sanitation Center

Mr. Terrazas:

Gignac | Architects is pleased to offer this proposal for Architectural and Engineering Services for the 2022 New Sanitation Center project in Mission, TX. Below is our understanding of the project scope, proposed services, and relevant information.

PROJECT SCOPE:

New sanitation center to replace the existing station located on Conway Ave in Mission, TX. The Center is to be located on approximately 3.5 acres on Conway Ave. due south of the existing facility. The new center is to house a new administration building, fleet shop building(s), fleet wash canopy/structure, and required parking for fleet, employees, and the public. The assumed budget is \$4 million for construction.

ARCHITECTURAL SERVICES:

As detailed in the Owner-Architect Agreement and summarized below:

- **Pre-Design Services** for scope development and existing conditions evaluation
- **Basic Architectural & Engineering Services** for the design and documentation of the project, including architectural, structural, mechanical, electrical and plumbing engineering.
- **Construction Procurement Services** for the bidding and selection of a general contractor.
- **Construction Permitting Services** to assist in obtaining construction permit.
- **Contract Administration Services** during the construction process.
- Any other services not specifically listed in this proposal are excluded.

COMPENSATION:

For the Services indicated in the Project Scope, we propose a basic A/E fee of 6.75% of the cost of the Work. Attached is Exhibit "A" Sliding Scale for Architectural Fees which shall be used to establish the fee based on the scope and budget approved.

BASIC ARCHITECTURAL & ENGINEERING SERVICES:

- Architectural, Structural, Mechanical, Electrical & Plumbing Engineering 6.75%

ADDITIONAL / REIMBURSABLE SERVICES (should they be required):

- Civil Engineering
- Landscape Architecture
- Geotechnical Engineering report (Owner provided)
- Boundary, Topography and Improvement Survey (See attached proposal)
- Hazardous Material assessment and removal (Owner provided)
- Documents Reproduction
- TDLR / ADA review and inspection fees
- Fees for these additional / reimbursable services shall be mutually agreed upon by the Owner and the Architect prior to the services being provided.



The Basic Architectural & Engineering services shall be proportioned of compensation for each of the following phases of services:

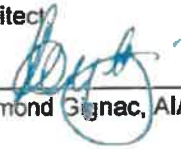
- Schematic Design 15%
- Design Development 20%
- Construction Documents 40%
- Bidding & Negotiation 5%
- Construction Administration 20%

For Changes in Service, if any:

Attachment Exhibit "B" is attached to this proposal with hourly billing rates

If this proposal is acceptable, please acknowledge with written response and allow it to serve as the basis for the Owner-Architect Agreement. We can begin work when an Agreement has been executed. We look forward to working with South Texas College.

Architect:


Raymond Gignac, AIA Firm Principal

Owner:


Mike R. Perez
City Manager, City of Mission, TX

Attachments: Exhibit "B" – Hourly Rates

**APPROVED BY
MISSION CITY COUNCIL**

ON: 05/12/25

ATTACHMENT “B”

GIGNAC & ASSOCIATES LLP

Hourly Rate Schedule

January 2024

Hourly rates for additional services beyond basic services:

	<u>Hourly Rates</u>
Principal Architect:	\$260.00
Project Manager (Architect):	\$195.00
Project Construction Manager:	\$195.00
Construction Administrator:	\$145.00
Intern:	\$110.00
Administrative:	\$80.00