

**ADDITIONAL SERVICE AUTHORIZATION NO.  
REVISION 1 (01/30/2025)  
REVISION 2 (02/24/2026)**

**1058.01-004**

**DATE:** December 12, 2024

**PROJECT:** **Pittston New American Theatre - Pittston, PA**  
Project Number 1058.01

**AGREEMENT:** In accordance with the Agreement dated December 08, 2023  
Between the Pittston RDA - Owner  
And OOMBRA Architects LLC - Architect  
For the project located at Market and Main Street in Pittston, PA

**PURPOSE:** Civil, Landscape and Architecture for the new Park and relocated Wharf Street connecting to Kennedy Blvd

## **DESCRIPTION:**

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This **Additional Services Authorization (ASA)** is intended to cover fees associated with additional Civil Engineering, Landscape Design, and Architectural work required to complete the New American Theatre project. These services include the design and implementation of the new park and the relocation of Wharf Street to connect with Kennedy Blvd.

The scope also addresses the completion of the egress path and stair required for the theater's means of egress, as well as the hill and landscaping that cover the theater crossover and retaining wall along Market Street. These scope items and their associated fees will now be included under the Phase 1 New American Theatre project and removed from the future Parkade project.

Additionally, this ASA includes the preparation of documents and potential presentations required for city zoning approval. While the original contract excluded entitlements based on the understanding that the project was by-right, it is now clear that zoning approval is necessary. This revised scope ensures the architectural efforts required to meet these new zoning requirements are accounted for.

The primary driver of this ASA is to initiate Civil Engineering work on required approvals that have long lead times and are critical to the completion of the theater project. Any additional elements, such as park lighting, will be addressed as separate services if required.

The additional scope of work and associated fees are summarized below:

## **CIVIL/PENNONI**

### **A. SCHEMATIC DESIGN - PREVIOUSLY APPROVED**

- Develop two schematic layout plans, including building location, parking layout, and traffic circulation.
- Prepare a stormwater concept plan and preliminary mitigation techniques.

- Conduct revisions based on client preferences and attend two design team meetings.
- Coordinate Wharf Street utility relocation and connection

**FEE: 11,000**

**B. PRELIMINARY/FINAL LAND DEVELOPMENT AND DESIGN DEVELOPMENT PLANS - PREVIOUSLY APPROVED**

- Develop comprehensive land development plans for grading, drainage, utility layout, utility relocation and erosion control.
- Prepare landscape and lighting plans.
- Perform revisions to accommodate regulatory comments and provide improvement agreement cost estimates.

**FEE: \$75,000**

**C. STORMWATER MANAGEMENT - PREVIOUSLY APPROVED**

- Prepare designs and reports for stormwater systems in compliance with local and state regulations.
- Submit stormwater plans and narratives to the City of Pittston and Luzerne County Planning Commission.

**FEE: \$23,000**

**D. NPDES PERMIT - PREVIOUSLY APPROVED**

- Prepare and submit a National Pollutant Discharge Elimination System (NPDES) permit for construction stormwater discharge.
- Coordinate with Luzerne Conservation District for review and address regulatory comments.

**FEE: \$29,000**

**E. NPDES PERMIT NOTICE OF TERMINATION - HOLD FOR FUTURE APPROVAL**

- Submit termination documents for the NPDES permit, including updated PCSM plans.
- Conduct critical-stage inspections during BMP installation and perform closeout site visits.

**FEE: \$18,500**

**F. CIVIL/SITE CONSTRUCTION DOCUMENTS AND SPECIFICATIONS - NEED APPROVAL**

- Incorporate revisions based on comments from regulatory agencies and the client.
- Provide 60% construction drawings and specifications for review.

**FEE: \$14,800**

**~~G. GREEN ROOF CONSTRUCTION DOCUMENTS - REMOVED, TASK NO LONGER NEEDED~~**

- ~~• Develop green roof design, including plans, construction details, and material specifications.~~
- ~~• Coordinate with the design team to finalize green roof elements.~~

**~~FEE: \$12,600~~**

**~~H. GREEN ROOF CONSTRUCTION LIAISON - REMOVED, TASK NO LONGER NEEDED~~**

- ~~• Attend pre-construction meetings and review contractor submittals.~~

- Provide site visits during

**FEE: \$10,500**

## **LANDSCAPE/GROUND RECONSIDERED**

### **SCHEMATIC DESIGN (SD): - PREVIOUSLY APPROVED**

- Walk the site to review the survey, observe the natural systems and man-made patterns on the site, and to observe adjacent areas and uses. Project kick-off meeting with appropriate client stakeholders is assumed to be concurrent with the site visit
- Prepare schematic landscape drawings for cost estimating, team coordination, and Owner review
- Attend weekly design team meetings either virtually or in Philadelphia
- Construct 3D site model as needed to prepare perspective site views, relying on building models provided by the Architect
- Attend one to two meetings with RDA to present and discuss landscape site development
- Coordinate with Civil, Electrical, Structural, and Mechanical Engineers on overall site grading, stormwater management, lighting, and other site utility issues as required
- Prepare annotated drawings and narrative for cost estimating purposes
- Review and respond to cost estimate prepared by others
- Revise landscape design as required to align with construction cost allocation
- Prepare and issue final schematic design drawings to be included in a schematic design set

**FEE: \$31,000**

### **DESIGN DEVELOPMENT AND CONSTRUCTION DOCUMENTATION (DD/CD):**

- Prepare design development drawings advancing the design decisions made during Schematic Design
- Attend biweekly design team meetings either virtually or in Philadelphia
- Update rendered plans and illustrative views
- Submit interim progress sets for coordination, costing, review, and comment
- Provide landscape drawings for inclusion in agency review submissions
- Coordinate with Civil, Electrical, Structural, and Mechanical Engineers on overall site grading, stormwater management, lighting, and other site utility issues as required
- Review and respond to cost estimate prepared by others
- Revise landscape design as required to align with construction cost allocation
- Prepare landscape specifications
- Prepare and submit design development drawings and specifications to be included in the project set
- Prepare construction drawings and specifications, including documentation of site protection, site layout, site materials and furnishings, site planting, and soils and site details
- Coordinate with the design team on-site grading and drainage, lighting, and site utility issues
- Attend biweekly design team meetings in Philadelphia and via conference calls
- Submit interim progress sets for coordination, costing, review, and comment
- Revise landscape design as required to align with construction cost allocation
- Submit 100% final landscape construction documents to be incorporated into the bid set

**FEE: \$75,000**

### **BIDDING AND CONSTRUCTION OBSERVATION (CA): - NEEDS APPROVAL**

- Respond to bidder questions
- Prepare and issue information for inclusion in addenda as required
- Attend landscape contractor scoping meetings virtually

### **CONSTRUCTION OBSERVATION**

- Review office submittals (samples, test data, certifications, etc.) as required by Specification
- Prepare responses to Contractor Requests for Information
- Conduct four site visits and attend concurrent job meetings as appropriate. Typical site visits include review of subgrade, soil installation, finished grade before planting, pavement layout, planting layout, pavement and site element mock-ups, and plant installation. Prepare and submit Site Observation Reports.
- Conduct two days of nursery visits to tag trees and submit Nursery Visit Reports
- Conduct site visits upon Substantial Completion of the site work and prepare punch lists of items requiring adjustment or completion. Two punch list site visits are anticipated
- Conduct one final site visit upon completion of the punch list items

**FEE: \$44,000**

## **ARCHITECTURE/OOMBRA:**

### **SCHEMATIC DESIGN (SD): - PREVIOUSLY APPROVED**

- Development of conceptual layouts, precedent research and schematic designs for outdoor and environmental spaces, including the park, road, sidewalks, paths, sculptural elements and egress areas
- Integration of site elements with theater requirements, ensuring functionality and alignment with project goals
- Coordination with Civil, Landscape, and other design disciplines to create a unified vision and address project requirements
- Preliminary analysis of codes and regulations relevant to the park, sidewalks, and egress areas
- Preparation of zoning submission documents, including plans and supporting materials, to secure necessary city approvals
- Evaluate grading, drainage, stormwater design and landscape opportunities for environmental impact and end user experience
- Provide initial layouts for environmental spaces, focusing on relationships between open areas, circulation, and connections to adjacent streets and structures
- Generate concepts for planting areas, green roofs, stormwater management, and sustainable outdoor elements with input from the landscape architect and civil engineers
- Address site furnishings, lighting, and material selection for key outdoor areas
- Collaborate with the client to review schematic designs and incorporate feedback
- Provide site renderings and promotional materials to communicate design intent for outdoor spaces
- Coordinate with the landscape, civil engineers, and other consultants to integrate technical solutions into the design

**FEE: \$30,000**

### **DESIGN DEVELOPMENT AND CONSTRUCTION DOCUMENTATION (CD):**

- Refine schematic design with additional detail and coordination between architect, landscape architect, MEP and civil engineers
- Develop comprehensive design documents for outdoor spaces, including grading, drainage, and material specifications
- Collaborate with consultants to refine lighting, stormwater management, utilities and planting concepts
- Conduct regular client consultations to review progress and incorporate feedback
- Ensure seamless coordination between civil, MEP and landscape elements to achieve a cohesive design
- Prepare promotional materials and presentations to communicate the design vision
- Produce detailed construction drawings and specifications for outdoor spaces, including site layouts, hardscapes, and planting plans
- Detail materials, finishes, and furnishings for outdoor areas, including sidewalks, stairs, and park features
- Coordinate and locate sculptural elements in the park

**FEE: \$90,000**

### **BIDDING AND CONSTRUCTION ADMINISTRATION (CD): - NEEDS APPROVAL**

- Coordinate the issuance of bidding documents, respond to contractor inquiries, and issue addenda to address design changes or additional information in compliance with project and funding requirements
- Review and evaluate contractor bids with the client and consultants to ensure alignment with project specifications, budget, and any federal or grant stipulations
- Support the client in finalizing contractor selection
- Periodic site visits to observe construction progress and ensure Work adherence to Design Intent in the Contract Documents.
- Review and evaluation of shop drawings, product data, and samples
- Interpretation of contract documents for construction clarification
- Review change orders
- Preparation of progress field reports
- Certification of payment applications based on completed work
- Ongoing client consultation and coordination.
- AHJ (Authority Having Jurisdiction) consultation and response to code-related inquiries.
- Structural, Civil, MEP and Landscape construction coordination

**FEE: \$25,000**

**COMPENSATION:**

The fee for the scope of services as defined above shall be ~~364 Thousand 0 Dollars (\$364,000)~~ 83 Thousand 800 Dollars (\$83,800):

Firm (Discipline)	Revision 2 Fee Remaining
Pennoni (Civil)	<del>\$138,000</del> / \$14,800
Ground Reconsidered (Landscape)	<del>\$106,000</del> / \$44,000
OOMBRA (Architecture)	<del>\$120,000</del> / \$25,000
<b>Total</b>	<b><del>\$364,000</del> / \$83,800</b>

Upon acceptance by the Owner, each Additional Services Proposal and the services performed by OOMBRA pursuant to each Additional Services Proposal shall become part of the Basic Scope of Service and shall be subject to all the terms and conditions of our base contract dated December 08, 2023.

Sincerely,  
OOMBRA Architects LLC.



AJ Reilly  
Founding Principal

**Please sign and date below and return to engage OOMBRA for this Additional Service**

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Electronic transmission may also constitute acceptance