

Exhibit A

Tumwater Community Center Design Scope of Work

The City of Tumwater created a Metropolitan Park District in 2018 to support new facilities and programs in the Parks and Recreation Department. Tumwater residents approved additional taxes to support new parks, programs, trails and the construction of a community center. Using broad terms, the community center was described as a facility with meeting and event space, senior services, indoor sports courts, and land for a future Public Swimming Pool. Working within those parameters, we are proceeding to the design process and a community conversation about what this facility will provide.

This scope of service lists the professional services provided and a description of each task that will be included in the project. Barker Rinker Seacat (BRS) will employ a proven process to guide the work to be accomplished. This overview will guide the City and BRS while developing the next step of proposal for professional services and building construction. The desired process/outcomes include:

- Conducting market analysis and surveying of public needs related to a community center.
- Site analysis of existing city-owned parcel and other potential sites.
- Develop several desirable and sustainable programming and build scenarios for the center.
- Analyze potential partnerships and cost/benefit scenarios.
- Project revenue generation, operating expenses, subsidy requirements, and construction cost estimates.
- Provide recommendations for optimal programming and facility build-out to achieve sustainable operations.
- Present findings and recommendations of how best to proceed with this project in written and presentation format.

PROJECT TASKS

Prioritized process required to facilitate the work:

Task 1: Introduction, Scope Meetings, Tours & Preparation

Purpose: This initial stage of work is for project introductions, team introductions, site analysis, overall project planning and scheduling, work plan development and material preparation for the first set of workshops. ~~BRS will also prepare the Card Game and presentation materials for a special City Council meeting.~~ As an option and additional service, we can also tour 2-4 existing recreation centers in the Tumwater area.

Kick-off Meeting – Remote via Zoom Meeting or Similar

BRS will conduct a meeting with the City of Tumwater to review initial scope and work for the Feasibility Study. The foundation of this meeting will be to review the information received and the drafted work plan. BRS will review existing community master plans, other pertinent city planning materials, discuss overall objectives, program needs & spatial requirements, and the project schedule.

City Council Special Meeting (In-Person)

BRS will provide an overview of the Study process and schedule. They will present a National Slide Tour as an educational overview of recreation center spaces / trends. BRS will lead Council through the Card Game as a participatory exercise to determine a project “wish list” and determine possible program components. BRS will engage with City Council on proposed community engagement, site overview / evaluation criteria and cost recovery philosophy.

Task 2: Mission/Goals, Develop Preliminary Building Program, Existing Facility / Site Evaluation and Assessment, Data Collection, Card Game & Dot-o-cracy

Purpose: Based on feedback provided during the Kick-off Meeting and City Council special meeting, BRS will prepare for the project's first Workshop with the Community Center Steering Committee to understand the project team, project goals/mission, process, service area and market considerations, schedule and community outreach/public input. Included in this task of work is to develop preliminary building and site construction budgets; develop a building program to play the Card Game with the stakeholders and Dot-o-cracy game with the public during an open house for community engagement and public input.

Workshop #1 & Open House #1 (In-Person)

BRS will present the initial program developed from the City Council meeting as a starting point for the Card Game with stakeholders. The goal of this is to determine what the group feels the program of the building and site should be along with approximate program sizes. The Dot-o-cracy Game with the community is to allow households to vote on spaces and programs they feel are important for inclusion in the recreation center.

Task 3: Develop Program Options, Analyze Site Options, and Develop Project Budget Model and Performance Indicators

Purpose: This task of work is to develop a building program based on the Card Game with stakeholders and Dot-o-cracy Game results to date and refine building and site construction budgets. A non-statistically valid online survey will be conducted at this time. BRS will begin developing the pro-forma, create a preliminary project budget, refine the market analysis and prepare materials for Workshop #2 and Open House #2.

Workshop #2 & Open House #2 (In-Person)

BRS will present the program developed from community engagement to date and review the project mission, vision and goals. Stakeholders will review the preliminary total project budget model(s) and preliminary recreation center cost recovery expectations. There will be a community Open House meeting at this time to share public input received and allow opportunities for additional feedback with comment cards.

Task 4: Program Refinement, Spatial Diagrams and Site

Purpose: This scope of work is to refine the program, spaces and sizes, along with spaces laid out on the site looking at spatial adjacencies and impacts on the site. During this phase, we will refine the preferred program layout and provide an initial understanding of building and site layout. At the conclusion of this stage, we will have a single program option that will be agreed upon by the stakeholder group. This program option will be utilized in the future to guide the design phase for this structure.

Workshop # 3 (Virtual with Executive Steering Committee)

BRS will review comments to date, meeting minutes, online survey results, Card Game results and Dot-o-crazy input (public input) to finalize the program and floor plans along with the site studies. Stakeholders will review the market studies, operational evaluation, selected site and design concept, and preliminary total project budget model and program schedule.

Task 5: Finalize Program, Site and Concept Plans and Business Model

Purpose: This scope of work is to finalize the program and site plan, and pro-forma, to present in the final Feasibility Study overview. The final deliverable will include information on the Site Evaluation, Programming, Building Program, Concept Space Design, Mission/Vision/Goals and Precedent Images.

Workshop # 4 (Virtual with Executive Steering Committee)

BRS will meet virtually with the Executive Steering Committee to review the final mission, vision, and goals of the project; market analysis; project program spaces, plans and adjacencies with conceptual cost budget and business model.

Final Report to City Council (In-Person)

BRS will present the final Recreation Center Feasibility report in a PowerPoint presentation to the Tumwater City Council. BRS will also provide a final written narrative report of the Study.

These services include but not limited to 4 trips to Tumwater to lead client/stakeholder meetings and deliver the final presentation to City Council.