

# WIER BOERNER ALLIN ARCHITECTURE

June 13, 2018

Mayor George Flaggs  
City of Vicksburg - Mayor's Office  
PO Box 150  
Vicksburg, MS 3918

Re: **Revised** Fee Proposal for Public Park Master Planning - City of Vicksburg

Dear Mayor Flaggs:

Thank you for the opportunity to provide our proposal for planning services for the master planning of the city's property east of Washington Street between Jackson Street and Grove Street. This letter summarizes our understanding of your needs and outline our fee schedule for the referenced project.

## Basic Services:

Based on the information provided to WBA to date, it is our understanding that our work shall include master planning, design and Construction administration of a new public park project that facilitates the current local pop-up farmers' market on the site located east of Washington Street on the block between Jackson Street and Grove Streets. Based on your recommendation, we propose a fee of \$12,000 to provide full Architectural design services and construction administration for this project. At the conclusion of our initial schematic design process and with authorization of a formalized project scope description, we will complete full construction documentation. Full design, documentation and construction administration shall include the following production schedule phasing with related percentage of payment of the total A&E Fee:

- o Schematic Design 20%
- o Design Development 20%
- o Construction Documentation 35%
- o Bid Negotiation 5%
- o Construction Administration 20%

## Proposed Approximate Project Timeline:

- o Schematic Design - 14 days
- o Design Development 14 days
- o Construction Documentation - 14 days
- o Bid Negotiation - 14 days
- o Construction Administration - 60 days

## Reimbursable Expense:

Our reimbursable expenses shall be in addition to our basic fee and include, travel, standard printing/plotting, shipping/delivery, colored renderings, video and licensing / permit fees. We will invoice these expenses at cost plus 0% markup. Any additional work for this project shall be agreed upon in writing.

I hope that this letter clearly outlines our proposal for services on this project. Thank you once again for your confidence in our ability to serve you. Please feel free to contact me at 601.942.4287 if you have any questions or need additional information. We look forward to continue working with you!

Sincerely,  
Jamie Wier, AIA, NCARB



6/08/18

Accepted by: \_\_\_\_\_ Date: \_\_\_\_\_  
Jamie Wier, Wier Boerner Allin Architecture, PLLC, Principal

Accepted by: \_\_\_\_\_ Date: \_\_\_\_\_  
George Flaggs, Mayor, City of Vicksburg