



**PURCHASING ITEM
FOR
COUNCIL AGENDA
Memo No. CP16-205**

1. Agenda Item Number:
Replace # 8
2. Council Meeting Date:
May 26, 2016

TO: MAYOR & COUNCIL

3. Date Prepared: May 11, 2016

THROUGH: CITY MANAGER

4. Requesting Department: Community and Neighborhood Services

5. SUBJECT: Project Agreement to Gavan & Barker, Inc., for Snedigar Sportsplex Improvements

6. RECOMMENDATION: Staff recommends that City Council award a project agreement to Gavan & Barker, Inc., for Snedigar Sportsplex Improvements, Project No. PR1612.201 pursuant to the annual contract for park design services, EN1511.101 in an amount not to exceed \$123,501.00.

7. BACKGROUND/DISCUSSION: Snedigar Sportsplex, located south of Ocotillo Road east of Alma School Road, is approximately 91-acres in size. Originally constructed in 1991, the park was expanded in 2006 to ensure the recreational needs of the community were being met. Existing amenities include lighted baseball and softball fields, lighted soccer fields, skate park, dog park, and satellite recreation center.

The FY 2015-16 Capital Budget allocates funding for the design of various improvements to this facility. Last fall, the City purchased approximately 28,120 square feet of land within the Snedigar Sportsplex. In the past, this property was improved with a well site and a water tower. The well site was abandoned in 2007 and the water tower was removed in 2014. This project agreement will provide design and construction documents for additional amenities on this site that could include pavilions, lighting, playground and sidewalks. The development of this site will begin in early spring 2017.

Also included in this project agreement, is the design of improvements that respond to complaints the City has received regarding dust associated with the existing gravel parking lot and granite walkways adjacent to the six ballfields. These improvements will include asphalt and concrete paving as well as the addition of parking lot lighting. In an effort to minimize disruption to the various youth/adult athletic leagues taking place at the Snedigar Sportsplex, these improvements will occur in summer 2017.

The term of this design services contract is 320 days from the Notice to Proceed. Allowing consideration for scheduled activities at the Sportsplex, two separate design packages will be developed and bid separately.

8. EVALUATION: City staff reviewed the scope of work, billing rates, and total fee for the project and determined them to be reasonable. This project is within the parameters of the annual contract for park design services with this firm.

9. FINANCIAL IMPLICATIONS:

Cost: \$123,501.00
Savings: N/A
Long Term Costs: N/A

Fund Source:

Acct. No.:	Fund Name:	Program Name:	CIP Funded:	Amount:
401.4580.6111.0000.6PR397	G.G. Capital Projects	Snedigar Sportsplex	FY 15/16	\$123,501.00

10. PROPOSED MOTION: Move City Council award a project agreement to Gavan & Barker, Inc., for Snedigar Sportsplex Improvements, Project No. PR1612.201 pursuant to annual contract for park design services, EN1511.101 in an amount not to exceed \$123,501.00 and authorize the Mayor to sign the contract documents.

ATTACHMENTS: Location Map, Project Agreement



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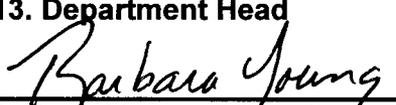
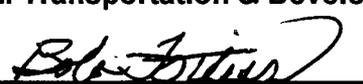
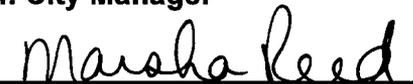
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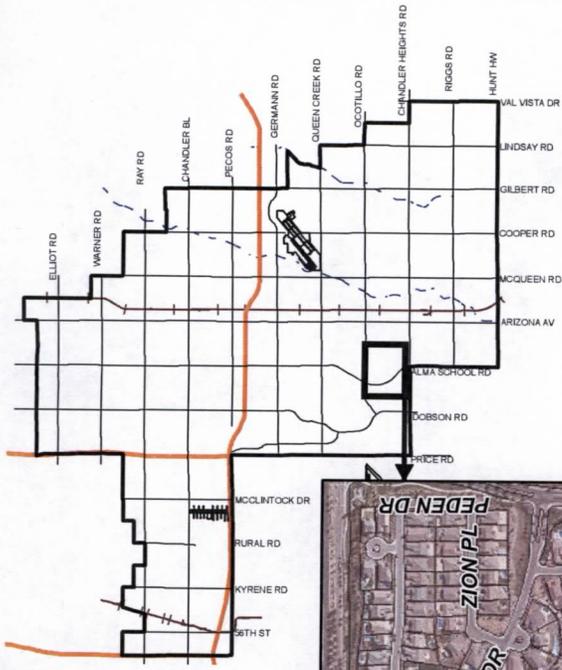
ATTACHMENTS: Location Map, Project Agreement

APPROVALS

<p>11. Requesting Department  Mickey Ohland, Park Development and Operations Mgr.</p>	<p>13. Department Head  Barbara Young, Acting Community Services Director</p>
<p>12. Transportation & Development  Bob Fortier, Capital Projects Manager</p>	<p>14. City Manager  Marsha Reed</p>

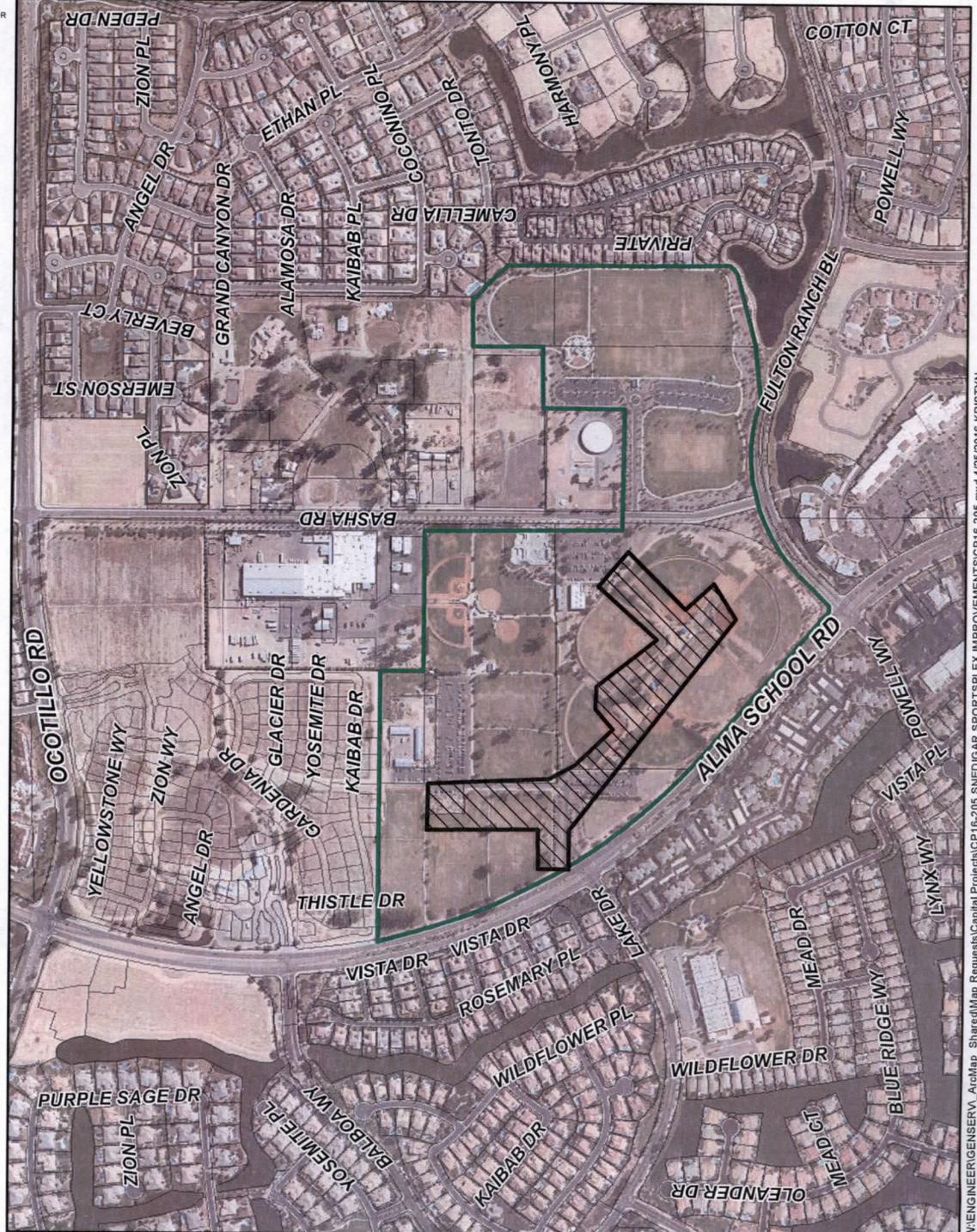


SNEDIGAR SPORTSPLEX IMPROVEMENTS PROJECT NO. PR1612-201



MEMO NO. CP16-205

-  PROJECT SITE
-  SNEDIGAR
-  SPORTSPLEX



**PROJECT AGREEMENT
PURSUANT TO ANNUAL CONTRACT NO. EN1511.101**

PROJECT AGREEMENT NO: PR1612.201

This PROJECT AGREEMENT is made this ____ day of _____, 2016, by and between the City of Chandler, a municipal corporation (hereinafter referred to as "CITY") and Gavan & Barker, Inc., an Arizona corporation (hereinafter referred to as "Annual Consultant") and is a project agreement entered into pursuant to Annual Contract No. EN1511.101.

CITY and Gavan & Barker, Inc., in consideration of the mutual covenants herein set forth, agree as follows:

ARTICLE 1 - DESCRIPTION OF WORK:

This project is Snedigar Sportsplex Improvements, Project Number PR1612.201. The scope of work consists of improvements at Snedigar Sportsplex, all as more particularly set forth in Exhibit A attached hereto and incorporated herein by reference.

The Annual Consultant shall not accept any change of scope, or change in contract provisions, unless issued in writing, as a contract amendment and signed by the Contract Administrator.

ARTICLE 2 - CONTRACT PRICE:

CITY shall pay Annual Consultant for completion of the Work in accordance with the Contract Documents a fee not to exceed One Hundred Twenty Three Thousand Five Hundred One Dollars (\$123,501) determined and payable as set forth in Annual Contract EN1511.101 and Exhibit B attached hereto and made a part hereof by reference.

ARTICLE 3 - CONTRACT TIME:

The contract time is Three Hundred Twenty calendar days and Annual Consultant agrees to complete all work within Three Hundred Twenty (320) calendar days of the date CITY issues a Notice to Proceed.

ARTICLE 4 - GENERAL:

This Project Agreement is entered into pursuant to Annual Contract No. EN1511.101 and the terms and conditions contained therein are incorporated herein by reference as if set forth in full.

IN WITNESS WHEREOF, the parties hereto have executed this Project Agreement on the day and year first written above.

This Project Agreement will be effective on this _____ day of _____, 2016.

CITY OF CHANDLER

FOR THE ANNUAL:

MAYOR DATE:

By: Mark A. Gavan
Title: PRESIDENT

ADDRESS FOR NOTICE
City of Chandler
P.O. Box 4008, Mail Stop 407
Chandler, AZ 85244-4008
480-782-3307

ADDRESS FOR NOTICE
Mr. John Barker/Mr. Mark Gavan
Gavan & Barker, Inc.
3030 N. Central Ave., Ste. 1530
Phoenix, AZ 85012

APPROVED AS TO FORM:

Phone: 602-200-0031

City Attorney By: [Signature]

ATTEST:

City Clerk

EXHIBIT A SCOPE OF WORK

ANNUAL CONSULTANT shall provide services for the design, permitting and development of construction documents, for improvements to the existing Snedigar Sportsplex, located in the square mile bordered by Alma School Road, Arizona Avenue, Ocotillo Road and Chandler Heights Road in Chandler, Arizona, all as more specifically described herein below.

Snedigar Sportsplex is located at 4500 South Basha Road. The design of new improvements to the park may include, but not be limited to, new lighted group ramada/gathering area at the old water tower site; new sidewalk/emergency drive, lighted ramadas, hardscape and landscape enhancements within the six softball/baseball fields from the park's west parking lot to the east parking lot; and new improvements to the west parking lot and entry drive area including new lighting and landscaping.

DESIGN SCOPE OF SERVICES:

ANNUAL CONSULTANT shall provide all design services for the Project including, but not limited to, normal survey, landscape, civil, and electrical engineering services.

1. Administrative
 - 1.1. Project management: consultant coordination, monitor schedule, quality control
 - 1.2. Monthly progress meetings (approximately 4 meetings)
 - 1.3. Comment resolution meetings (approximately 2 meetings)
2. Research / Data Collection – ANNUAL CONSULTANT will obtain site information as necessary from the City and utility companies including:
 - 2.1. CoC: Utility as-builts;
 - 2.2. Utility company as-builts/records;
 - 2.3. Investigate existing conditions;
 - 2.4. Topographic survey – ANNUAL CONSULTANT shall provide a topographic survey of the project area. Design shall utilize established City of Chandler benchmarks and reference locations of benchmarks on the plans. Plans shall clearly define the benchmark location and elevation that will be utilized for construction of this facility. The survey limits include the Alma School Road entry at Lake Drive, east to the Recreation Center and south portion of the parking lot; south along the west curb of Basha Road; west along the north curb of Fulton Boulevard, and north along the east curb of Alma School Road. (See attached Survey Innovation Group Scope of Work).
 - 2.5. Records review / easements.
3. Programming / Schematic Design (30%) – ANNUAL CONSULTANT shall prepare a preliminary layout for the park improvements in a conceptual form for City review and use in a public meeting (if required) to gather input and ideas for the new park improvements. As identified in site meeting with City staff on 4/7/16, the concept will include:
 - a. Water Tower Site: Removal of the existing chain link fence; site grading, a new lighted group ramada and gathering area with sidewalks, tables, and benches; possible re-grading of the adjacent parking lot to meet ADA requirements; and new landscaping and irrigation renovation to tie into the existing soccer fields and parking lot.
 - b. Ballfield Area Sidewalk and Enhancements: New concrete sidewalks will be installed from the west parking lot off Alma School Road through the ballfield area and connecting to the recreation center parking lot. Concrete sidewalks will be included along the main thoroughfare, within the bleacher/spectator areas, within the dugouts,

and will account for emergency access through the ballfield area. Lighted ramadas will be located within the larger open area, and hardscape and/or landscape enhancements will be developed for the ballfield corridor area.

- c. Alma School Road Entry and Parking Lot Improvements: The north side of the Alma School entry drive will be improved with new curb and sidewalk, and a new 60+/- space parking lot will be installed north of the entry drive along with a new round-a-bout and improvements to the existing parking lot south of the new round-a-bout. The parking lot improvements will include new lighting.

The preliminary concept shall be revised based on the City's review, and any input from the public meetings. Tasks included in programming/schematic design include:

- 3.1. Preliminary concept preparation
- 3.2. Review and/or Public meetings (1)
- 3.3. Revise concept / schematic design
 - 3.3.1. Sections / elevations sketches
 - 3.3.2. Landscape
 - 3.3.3. Hardscape
 - 3.3.4. Preliminary drainage calculations
 - 3.3.5. Preliminary cost estimates
 - 3.3.6. Schematic design submittal
4. Utility/Agency Coordination / Design Conflict Review – ANNUAL CONSULTANT shall provide coordination with utility companies and agencies in accordance with the latest version of the "Public Improvement Project Guide" (PIPG).

ANNUAL CONSULTANT shall identify utility conflicts during the initial stages of the design process, and shall coordinate utility conflict reviews at 60% through final plans until a "No-Conflict" review is obtained or conflicts are resolved.

ANNUAL CONSULTANT shall coordinate the design of the utilities, which includes, but is not limited to, services for electric systems.

5. Design Development (60%) - Using the information gathered from the schematic design phase, 60% plans will be prepared including grading and drainage, landscape, lighting, and associated details for the new improvements. Tasks include:
 - 5.1. Site plan refinement
 - 5.2. Outline specifications
 - 5.3. Construction plans
 - 5.4. Site details
 - 5.5. Grading plans
 - 5.6. Planting plans
 - 5.7. Irrigation plans
 - 5.8. Landscape details
 - 5.9. Electrical plans – Electrical subconsultant shall provide the following electrical design scope of services:
 - 5.9.1. Coordinate design with City of Chandler and Gavan & Barker as required.
 - 5.9.2. Attend up to (1) one design meeting with the design team.
 - 5.9.3. Visit the site to determine existing electrical and lighting conditions and configuration. This task will require extensive onsite discovery of the existing conditions for power delivery options. Up to (1) one visit.
 - 5.9.4. Review existing electrical, lighting drawings, and load calculations for site.
 - 5.9.5. Determine existing peak demand loads and provide load calculation summary for utility company.

- 5.9.6. Prepare 24" X 36" electrical construction drawings showing the following electrical equipment:
 - a. Large group ramada power and lighting
 - b. Smaller ramadas power and lighting (2-3 ramadas)
 - c. Additional area lights near large ramada
 - d. Entry road and parking lot lighting
- 5.9.7. Prepare load calculations and single line diagrams.
- 5.9.8. Prepare panel schedules and other electrical installation details as required.
- 5.9.9. Prepare necessary elevation view and installation details of the equipment listed above.
- 5.9.10. All lighting control will be designed per client's requirements. All necessary equipment will be shown on the plans.
- 5.9.11. Prepare system fault current and voltage drop calculations as required.
- 5.9.12. Prepare a conduit and wire table showing all power conduits and wire for equipment.
- 5.9.13. Prepare an engineer's estimate of probable electrical construction costs.
- 5.9.14. Perform in-house QAQC review and modifications.
- 5.9.15. The above plans will be provided to Gavan & Barker, Inc. for submittal review and comment from the City of Chandler. Submittals will be made via email in digital PDF format. Gavan & Barker, Inc. will copy and submit to owner as needed.
- 5.9.16. Municipal review comments will be responded to and addressed.

- 5.10. Cost estimate
- 5.11. Design Development Submittal

- 6. Construction Documents (95%) A final submittal will be prepared which will include final plans, specifications, cost estimate, and drainage report for submittal to City Plan Review. Tasks include:
 - 6.1. Final construction plans
 - 6.2. Final grading plans
 - 6.3. Final horizontal control plans
 - 6.4. Final site details
 - 6.5. Final planting plans & details
 - 6.6. Final irrigation plans & details
 - 6.7. Final electrical plans
 - 6.8. Final technical specifications
 - 6.9. Final drainage memorandum - Preliminary calculations will be prepared (schematic phase) including documentation of the required storm water retention volume for approval by the City. A final memorandum will be produced during the construction document phase reflecting final design and required storm water retention volumes, prepared in accordance with City of Chandler drainage requirements.
 - 6.10. Final cost estimate
 - 6.11. Construction Document Submittal – Preparation of Plan Review forms/certificates; Hard copy and digital file deliverables for plans, specifications, and estimates.

- 7. Final Comments / Bid Documents (100%)
 - 7.1. Respond to Plan Review comments – ANNUAL CONSULTANT shall address plan review comments, adjusting the plans, specifications, & cost estimate as necessary to obtain plan approvals.
 - 7.2. Plan Review resubmittal to obtain plan approvals.
 - 7.3. Assist City in the preparation of the Bid Form.
 - 7.4. Attend and participate at the pre-bid conference for the purpose of answering technical questions.

Allowances

- 8. Reimbursables: Printing & Deliveries
- 9. Unforeseen Conditions - Additional Design Tasks & Meetings: This allowance is to provide additional design services and project meetings in the event that the project budget allows for additional park features or improvements beyond items scoped, or for additional design due to unforeseen conditions of the existing facilities on site.

Assumptions:

- 1. Geotechnical Investigations will not be conducted as part of this scope. It is assumed that the existing geotechnical reports will be used for the design of pavements for the parking lot and emergency access paving. The existing geotechnical reports will be provided to bidders for ramada manufacturer's foundation design. Ramada manufacturers can elect to use the existing geotechnical information for foundation design or use assumed conditions. The existing geotechnical reports consist of:
 - a. Report on Geotechnical Investigation – Snedigar Sports Complex Expansion, by Speedie and Associates, Dated: July 10, 2006.
 - b. Geotechnical Engineering Report – Chandler Skate Park, by Ricker, Atkinson, McBee & Associates, Dated: June 8, 1999.
 - c. Regional Sports Complex – Geotechnical Report, by Thomas-Hartig & Associates, Dated: April 1, 1991.

PRODUCTION ASSIGNMENTS

Prime Design Consultant: Gavan & Barker, Inc.
 Principal LA / Project Manager: John Barker, ASLA, PLA
 Principal/Senior Engineer: Mark Gavan, P.E., R.L.S
 Project Engineer: Omer Karovic, P.E.
 Landscape Designer: Joel Hormann
 Engineering Designer: Alfred Abalos
 Electrical Engineering: Wright Engineering Corporation
 Electrical Engineer: Scott Wright, P.E., Cliff Tolman, P.E.
 Field Survey: Survey innovation Group
 Registered Land Surveyor: Jason Segneri, RLS

PRODUCTION SCHEDULE

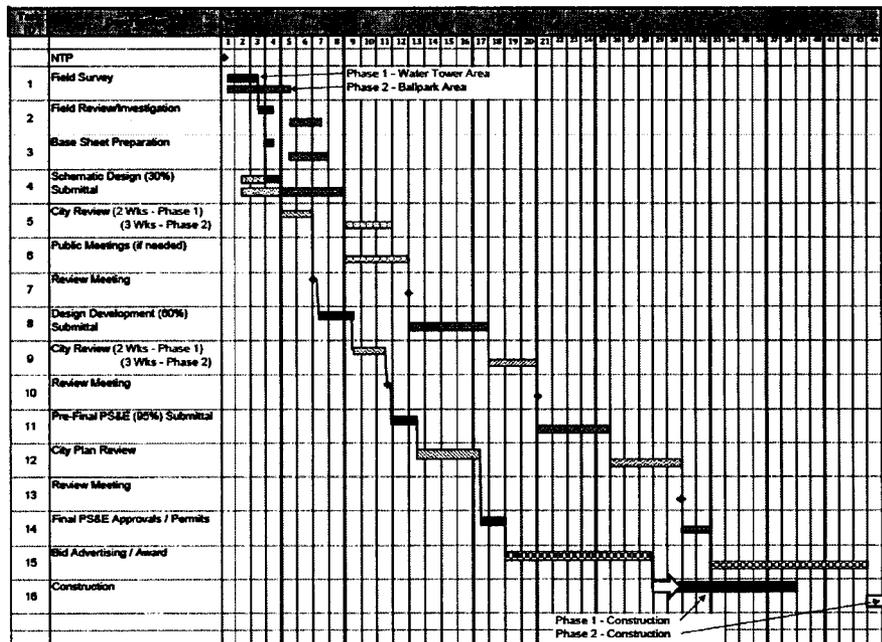


EXHIBIT B FEE SCHEDULE

Type of Work and Task	Principal Civil Engineer		Principal Landscape Architect		Project Engineer		Landscape Architect		Senior Designer		Total Direct Labor Fees		Direct Costs	Total Amount
	Hrs	151.03	Hrs	125.85	Hrs	100.09	Hrs	94.40	Hrs	83.78	Hrs	Dollars		
1. Administrative	12	1,812.36	24	3,020.40	0	-	0	-	0	-	36	4,832.76	-	\$ 4,833
2. Research / Data Collection														
2.1. CoC: Utility as-builts	0	-	2	251.70	0	-	0	-	4	335.12	6	586.82		\$ 587
2.2. Utility company as-builts/records	0	-	0	-	0	-	0	-	2	167.56	2	167.56		\$ 168
2.3. Investigate existing conditions	0	-	16	2,013.60	0	-	0	-	16	1,340.48	32	3,354.08		\$ 3,354
2.4. Topographic survey	3	453.09	2	251.70	0	-	0	-	48	4,021.44	53	4,726.23	a. 8,500.00	\$ 13,226
2.5. Records review / easements	2	302.06	0	-	4	402.76	0	-	0	-	6	704.82		\$ 705
3. Programming / Schematic Design														
3.1. Preliminary concept preparation	4	604.12	12	1,510.20	0	-	40	3,776.00	54	4,524.12	110	10,414.44		\$ 10,414
3.2. Review / Public meetings (1)	0	-	3	377.55	0	-	0	-	0	-	3	377.55		\$ 378
3.3. Revise concept / schematic design														
3.3.1. Sections / elevations sketches	0	-	0	-	0	-	1	94.40	2	167.56	3	261.96		\$ 262
3.3.2. Landscape	0	-	2	251.70	0	-	4	377.60	8	670.24	14	1,299.54		\$ 1,300
3.3.3. Hardscape	0	-	8	1,006.80	0	-	12	1,132.80	24	2,010.72	44	4,150.32		\$ 4,150
3.3.4. Preliminary drainage calculations	8	1,208.24	0	-	32	3,222.08	0	-	8	670.24	48	5,100.56		\$ 5,101
3.3.5. Preliminary cost estimates	2	302.06	8	1,006.80	0	-	0	-	12	1,005.36	22	2,314.22		\$ 2,314
3.3.6. Schematic design submittal	0	-	1	125.85	0	-	2	188.80	2	167.56	5	482.21		\$ 482
4. Utility/Agency Coord. /Conflict Review	0	-	2	251.70	0	-	1	94.40	4	335.12	7	681.22		\$ 681
5. Design Development (60%)														
5.1. Site plan refinement	1	151.03	4	503.40	0	-	8	755.20	16	1,340.48	29	2,750.11		\$ 2,750
5.2. Outline specifications	1	151.03	4	503.40	0	-	4	377.60	0	-	9	1,032.03		\$ 1,032
5.3. Construction plans	4	604.12	8	1,006.80	0	-	8	755.20	40	3,351.20	60	5,717.32		\$ 5,717
5.4. Site details	0	-	4	503.40	0	-	8	755.20	24	2,010.72	36	3,269.32		\$ 3,269
5.5. Grading plans	8	1,208.24	4	503.40	16	1,611.04	8	755.20	24	2,010.72	60	6,088.60		\$ 6,089
5.6. Planting plans	0	-	2	251.70	0	-	8	755.20	16	1,340.48	26	2,347.38		\$ 2,347
5.7. Irrigation plans	0	-	2	251.70	0	-	12	1,132.80	12	1,005.36	26	2,389.86		\$ 2,390
5.8. Landscape details	0	-	1	125.85	0	-	1	94.40	2	167.56	4	387.81		\$ 388
5.9. Electrical plans	0	-	2	251.70	0	-	0	-	2	167.56	4	419.26	b. 2,250.00	\$ 2,669
5.10. Cost estimate	2	302.06	8	1,006.80	0	-	4	377.60	12	1,005.36	26	2,691.82		\$ 2,692
5.11. Design Development Submittal	2	302.06	2	251.70	0	-	0	-	4	335.12	8	888.88		\$ 889
6. Construction Documents (95%)														
6.1. Final construction plans	4	604.12	8	1,006.80	8	805.52	8	755.20	24	2,010.72	52	5,182.36		\$ 5,182
6.2. Final grading plans	4	604.12	2	251.70	4	402.76	8	755.20	16	1,340.48	34	3,354.26		\$ 3,354
6.3. Final horizontal control plans	1	151.03	2	251.70	0	-	0	-	16	1,340.48	19	1,743.21		\$ 1,743
6.4. Final site details	2	302.06	4	503.40	0	-	8	755.20	16	1,340.48	30	2,901.14		\$ 2,901
6.5. Final planting plans & details	0	-	2	251.70	0	-	4	377.60	8	670.24	14	1,299.54		\$ 1,300
6.6. Final irrigation plans & details	0	-	2	251.70	0	-	4	377.60	8	670.24	14	1,299.54		\$ 2,800
6.7. Final electrical plans	0	-	2	251.70	0	-	0	-	2	167.56	4	419.26	b. 1,500.00	\$ 1,919
6.8. Final technical specifications	2	302.06	8	1,006.80	0	-	8	755.20	0	-	18	2,064.06		\$ 2,064
6.9. Final drainage report	4	604.12	0	-	12	1,208.28	0	-	8	670.24	24	2,482.64		\$ 2,483
6.10. Final cost estimate	2	302.06	4	503.40	0	-	0	-	8	670.24	14	1,475.70		\$ 1,476
6.11. Construction Document Submittal	2	302.06	4	503.40	0	-	4	377.60	4	335.12	14	1,518.18		\$ 1,518
7. Final Comments / Bid Documents (100%)														
7.1. Respond to Plan Review comments	2	302.06	4	503.40	2	201.38	2	188.80	4	335.12	14	1,530.76		\$ 1,531
7.2. Plan Review resubmittal	1	151.03	2	251.70	0	-	1	94.40	2	167.56	6	664.69		\$ 665
7.3. Assistance to City - Bid Preparation	0	-	2	251.70	0	-	0	-	0	-	2	251.70		\$ 252
7.4. Pre-Bid Conference	0	-	3	377.55	0	-	0	-	0	-	3	377.55		\$ 378
Subtotal													12,250.00	\$ 107,751
ALLOWANCES														
8. Reimbursables: Printing & Deliveries													750.00	\$ 750
9. Unforeseen Conditions (Design Tasks & Meetings)													15,000.00	\$ 15,000
Total	73	11,025.19	170	21,394.50	78	7,853.82	168	15,859.20	452	37,868.56	941	94,001.27	28,000.00	\$ 123,501