



October 10, 2022

City of Maricopa
39700 West Civic Center Plaza
Maricopa, Arizona 85138

Regis Reed
CIP Project manager

Re: Maricopa Municipal Court Design Fee Proposal

Dear Regis:

DFDG Architecture is excited for the opportunity to submit this proposal for design services on the new Municipal Court facility. The following proposal outlines our understanding of the scope and requirements for this project.

A. PROJECT SCOPE

1) General Scope Information.

The project will be located on the vacant parcel east of City Hall in Maricopa, Arizona. The new 6,000 SF building will be a one-story building on a 1.5 Acre site. The project construction budget is not defined at this time. The project will be designed utilizing the 2018 IBC suite of codes along with 2010 ADA.

2) Site Information.

Site work includes surface parking lots, retention, hardscape and landscape design. Refer to attached proposals from civil engineer and landscape architect for additional information.

- a. Client has identified a requirement for code required public parking spaces, which will include secure parking spaces for court staff. Other site amenities include a small entry plaza.
- b. Off-site design includes utility connections into the street and curb cuts at new driveway. Additional off-site street improvements include an extension of the road on the north side of the project site.

3) Owner/Client Information.

City of Maricopa is the owner and Client for this project and will be represented by Regis Reed. The Client is responsible for the following:

- a. Any required environmental or archaeological reports or studies.
- b. Site title report if required for permitting.
- c. Provide any existing roadway and site utility drawings in PDF and CAD formats.
- d. Provide for required construction materials testing and inspections (other than SSI).
- e. Design, specification and procurement of all furniture, fixtures and equipment (FF&E). Information to be provided to DFDG to be included in permit drawings for reference.
- f. Lighting design if required for roadway extension.
- g. Design of courtroom technology through separate consultant contract. This work will need to be provided concurrently with DFDG's design process to be properly integrated.
- h. Coordinate with CMAR to ensure fire alarm and fire protection are included in their scope.

4) Building Information.

The new building will be designed to be compatible with the style of the existing campus.

- a. Exterior materials may include exposed concrete, integral color masonry, glass storefront systems, metal wall panels, and EIFS.
- b. Approximately 1,600 SF is dedicated to provide courtroom space. Additional spaces include offices, restrooms, circulation, and public lobby. The floor plan of the building is assumed to reflect the same program spaces as designed for Paradise Valley in 2012. That building will be site adapted to suit the specific needs of the Client, but revisions shall be minimal.
- c. The roof of the building will be spray foam to provide code required continuous insulation above the structure. Accent roof materials may include standing seam metal or sheet membrane as needed.
- d. Structural systems may include CMU walls and/or steel frame walls, and steel framed roof structure.
- e. Foundations will be typical continuous wall footings, concrete pad column footings, and slab on grade construction unless otherwise dictated by a geotechnical report.
- f. Interior construction will be metal stud framed walls with gypsum board cladding. Interior finishes have not been identified.
- g. The building will not be certified to any level of LEED or other green rating system.

5) Building Systems.

Summary below indicates the general intent of the building system design. Refer to attached proposal from MPE engineer for additional information.

- a. The mechanical systems are anticipated to be package units and equipment selections will be evaluated based on efficiency and costs.
- b. All MPE systems will be designed to comply with code requirements.
- c. Fire alarm and fire sprinkler design will be excluded from the design scope. These systems will be designed by the Contractor as a deferred submittal.
- d. Low voltage systems are included in this proposal as a supplemental service.

6) Schedule.

The project has an aggressive schedule that will require timely decisions by the Client in order to maintain the timelines noted. Schedule dates assume notice to proceed (NTP) by 10/14/2022.

- a. Pre-Design and Programming shall take two (2) weeks and be complete 11/4/2022.
- b. Following approval of the PD phase (assume no Client review), Schematic Design will take seven (7) weeks and be complete 12/23/2022.
- c. Following approval of the SD phase (assume 2-week Client review), Design Development will take six (6) weeks and will include foundation and site utilities permit submittal package.
- d. Upon completion of the DD phase, the site/foundation drawings will be submitted for review by the AHJ for permit approval. Once the first review is complete, design team will make revisions and resubmit within 2 weeks. Full review assumed 2/20/2023-4/3/2023.
- e. Following approval of the DD phase (assume one week Client review), Construction Documents will take five (5) weeks and be complete 3/31/2023.
- f. Upon completion of the CD phase, the drawings will be submitted to City of Maricopa for review by the AHJ for permit approval. Once the first review is complete, design team will make revisions and resubmit within 2 weeks. Full review assumed 4/3/2023-5/19/2023.
- g. Construction duration will be established by the CMAR. This proposal has assumed a construction duration of 8 months which includes a 2-month early start on the foundation and site package. Delays in this construction schedule will result in additional services as described in the fee below.