



City of Rialto, Engineering Services Dept.
Attention: Art Cervante, PMP

Dec. 11, 2022

Re: Architectural Design Fee for: Rialto Community Services Dept. Office Renovation

Per our 12-6-22 site visit with you and the Community Services Dept. staff, we are pleased to provide architectural design services to remodel about 5300 sf to convert 2 office lease spaces into a "one-stop" offices for the Community Services Dept. A proposed floor plan is attached for your reference. We will only provide Schematic Design service for this phase of design work. Construction Documents to provide PSE (plans, specs, estimate) for public bidding to general contractors, will come at a future phase of work. Our architectural design Fee is itemized in the attached spreadsheet. The Scope of Work is described below.

Scope of Work

1. Provide coordination and meetings with City needed to expedite this design project.
2. Provide site visit(s) to confirm existing conditions, photos, measurements, and check above the ceiling to record the structural system. Note that as-built drawings of the existing structure could not be found.
3. Remodel about 5300 sf to convert 2 existing lease spaces into a "one-stop" offices for the Community Services Dept. to create public lobby, public counters, conference rooms, breakroom, open plan workstations, private offices, restrooms, etc. We will create at least 3 schematic floor plan options. Upon your review and comments, we will make refinements to each, and produce final Schematic Design floor plans. While meeting minimum functional needs to fit at least 33 staff members, the floor plan options will be designed based on; most cost effective, medium cost, highest cost. It would be ideal to fit more than 33 staff members to allow for future expansion.
4. Provide rough cost estimate for the 3 options.
5. Provide ADA compliance and thru-out the interior remodeled area.
6. Provide a new main entry from the South that that will provide direct access to a future South parking lot that the City will install.
7. Provide façade improvement design to convert 2 lease spaces into 1 unifying façade the West street frontage.
8. New design features, color, material, shall be compatible with sensitivity to the existing architecture and the architectural desired style of the Client.
9. Provide color renderings with floor plans (3 options), interior rendering of public lobby, and exterior rendering of frontage façade improvements, and possibly the new South main entry.

Items Not Included

- a. Asbestos, mold, lead paint report
- b. Structural engineering
- c. Mechanical, Electrical, Plumbing engineering.
- d. Construction Documents

Our workload is such that we can begin design immediately upon your Notice to Proceed. If you have any questions, please don't hesitate to contact me personally at (310) 480-7730 cell.

BOA Architecture

 DATE 12-11-22
Edward Lok Ng, Architect, LEED AP, President

FIXED LUMP SUM FEE

Rialto Community Development Dept. Office Renovation

date: Dec. 11, 2022

prepared by: BOA Architecture, Edward Lok Ng

Construction Cost Estimate: TBD

prepared for: City of rialto, Mr. Art Cervante

	HOURS UNIT	HR RATE	COST	TOTAL
PRE-DESIGN				
meeting w Client, site assessment, confirm scope	4 hrs	150	600	
project management	4 hrs	150	600	
CADD dwg, site measurements, as-built plans	24 hrs	100	2,400	
				3,600

SCHEMATIC DESIGN

meeting or coordination with Client	8 hrs	150	1,200	
project management & coordination	8 hrs	150	1,200	
schematic design	20 hrs	150	3,000	
CADD-3D	50 hrs	100	5,000	
construction cost estimate	8 hrs	150	1,200	
color renderings	30 hrs	100	3,000	
				14,600

SUB-CONSULTANTS and EXPENSES

structural engineering, attachment of walls to floor and ceiling			0	
mechanical engineering; minor engeneering to be done architect			0	
plumbing engineering			0	
electrical engineering; minor engeneering to be done architect			0	
expenses for blueprints, photocopies, mailing, mileage, misc.			100	
				100

ARCHITECTURAL CONSTRUCTION DOCUMENTS

0

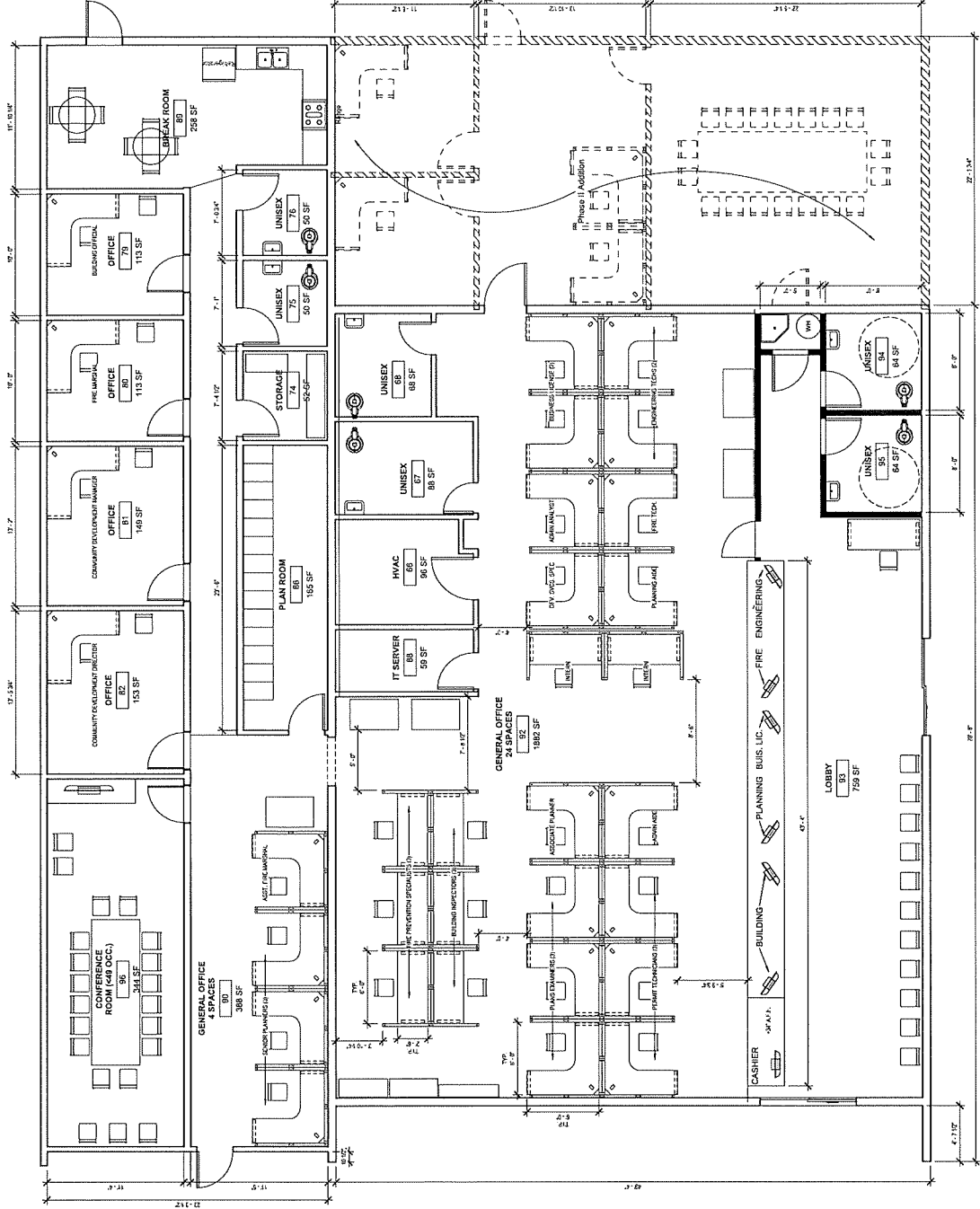
CONSTRUCTION SUPPORT

0

SCHEMATIC DESIGN TOTAL \$18,300

Edward Lok Ng
DATE 12-11-22

131 & 141 S. RIVERSIDE



2,117 SF. 131 S. Riverside
 +3,149 SF. 141 S. Riverside
5,266 SF. Total floor area
 1,046 SF. Phase II Addition
 +5,266 SF. Existing Total
 6,312 SF. Total New + Existing

Workstations:
 6' x 6' Cubicle 20
 30" x 6' Desk 8
 Cashier 1
 Office 4
Total 33

131 & 141 S. RIVERSIDE
 PROPOSED CONCEPT
 REVISION 1 - 9/30/22
 FLOOR PLAN

Project Number	0.5.5 F18 1022
Date	10/17/22
Drawn By	JIS
Checked By	JIS
Scale	1/4" = 1'-0"

CVR