

City of Union

500 East Locust Street
Union, Missouri 63084
Tel (636) 583-3600
Fax (636) 583-4091

NEW CITY HALL – UNION, MISSOURI

The City of Union is accepting written statements of qualifications for professional services to design a New City Hall. Interested firms can obtain the Request for Qualifications packet by visiting the City Website at www.unionmissouri.org

Submittal Time and Place: Proposers shall submit ten (10) Hard Copies and one (1) Electronic Copy of your Firm's qualifications. Responses must be received at the City of Union **no later than 2:00 PM (local Time) on Tuesday, November 27, 2018**. Late statements of qualifications will not be accepted. Submit to:

City Clerk's Office, City of Union
500 East Locust Street
Union, Missouri 63084

All questions and clarifications should be addressed in writing to Navigate Building Solutions (Owner's Representative) by noon on Tuesday, November 20, 2018. Contact: Todd Sweeney, todd@navigatebuildingsolutions.com; 314-548-3738.

Submittal Requirements

Submittals shall be in 8.5" x 11" format. All pages must be sequentially numbered within each section (not including cover, table of contents, or section dividers). An identifiable tab sheet must precede each submission section. Include a detailed index for easy reference. See **Attachment A - Project Background, Scope of Services and Submittal Requirements**.

Indemnification, Insurance and Contract Requirements

The City of Union requires a professional services contract to be executed by the selected firm. This contract will contain language pertaining to indemnification, insurance and scope of work as identified in **Attachment B – Contract Provisions**, et coverage. Firms submitting a proposal are required to indicate acceptance of the terms identified on this attachment at the end of their proposal.

Evaluation Criteria

Evaluation of the submittals will be based upon the following:

- Specialized Experience and Technical Competence (Firm's 25 pts., Staff & Subcontractors 15 pts)
- Capacity and Capability (20 pts.)
- Past Record of Performance (15 pts.)
- Firm Location and Local Knowledge (15 pts.)
- Overall evaluation of firm/team* (10 pts.)

* This is an overall evaluation and opinion of the capability of the firm/team to provide the required services. No submittal response is required.

Selection Process

Selection of the firm to perform these professional services will be made based on an evaluation of the written statements of qualifications and, at the option of the City, oral interviews of all or a portion of

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the short-listed firms. It is the intent of the City of Union to adhere to the following selection schedule. However, should the schedule change, respondents will be notified.

Selection Schedule

A. Evaluate/Shortlist	November 28 – November 30, 2018
B. Interviews (if required)	December 10, 2018
C. Finalize Contract/Fees/BOA Approval	December 17, 2018

General Information

- A. Nothing contained herein will create any contractual relationship between the Owner and the Firm submitting a proposal. Statements contained in the response of the successful firm may become part of the agreement for services. Information received from each Firm will become the property of the Owner. Information submitted by the Firm cannot be considered confidential.
- B. The Owner is not responsible for any costs incurred by any Firm for any work performed relative to the preparation of the response to this Request for Qualifications or subsequent negotiations of a contract for professional services.
- C. Instructions – The City of Union shall not be held responsible for any oral instructions. Any changes to this Request for Statement of Qualifications will be in the form of an addendum.
- D. City Rights – The City of Union reserves the right to reject any or all Statements of Qualifications, to waive any informality or irregularity in any Request for Statements of Qualifications received, and to be the sole judge of the merits of the respective Statements of Qualifications.
- E. Release of Project Information – The City of Union shall coordinate the release of all public information concerning the project, including selection announcements and contract awards. Firms desiring to release information to the public must receive prior written approval from the City.
- F. Contact with City Employees – All firms interested in this project (including the firm's employees, representatives, agents, lobbyists, attorneys, and sub consultants) will refrain, under penalty of disqualification, from direct or indirect contact for the purpose of influencing the selection or creating bias in the selection process with any person who may play a part in the selection process, including the Board of Aldermen, the City Administrator, City Clerk, City Engineer, Department Heads and other staff. This policy is intended to create a level playing field for all potential firms, assure that contract decisions are made in public, and to protect the integrity of the selection process. All contact on this selection process should be addressed to the authorized representative identified above.

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ATTACHEMENT A
Project Background, Scope of Services, Submittal Requirements
City of Union - New City Hall

1. Introduction

The City of Union (“Owner”) is currently seeking a design consultant (“Firm”) to provide the professional design services required to plan, design and construct a New City Hall.

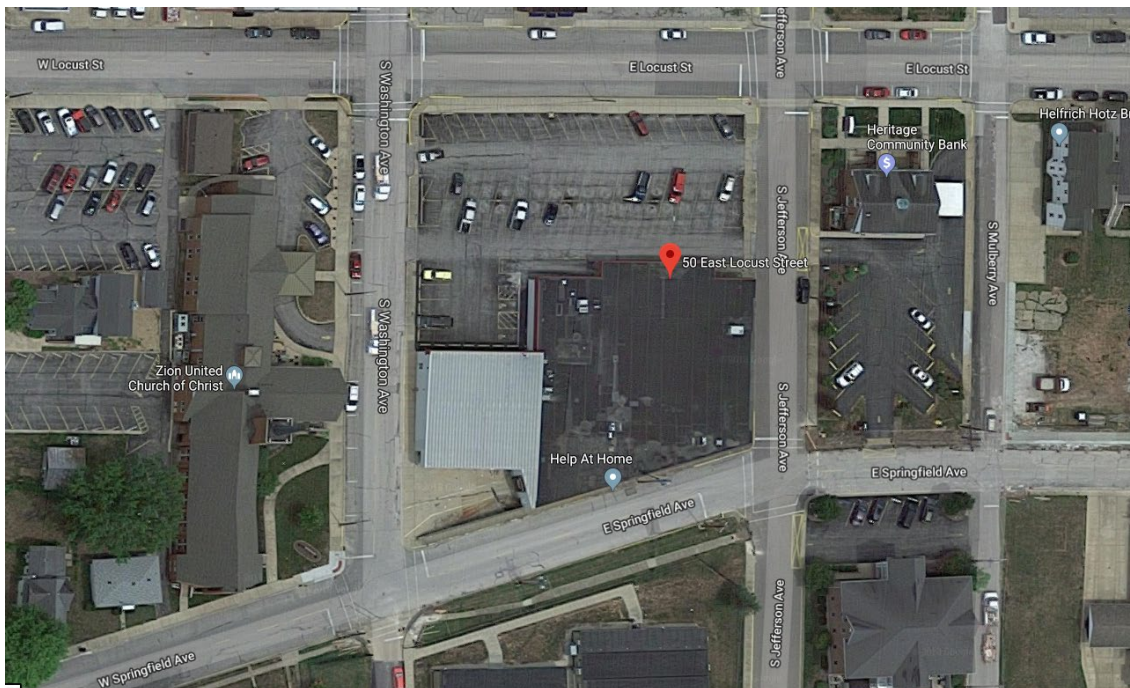
2. Background

2.1 Project Description

The proposed project will include the demolition of existing building and site improvements and the construction of a New City Hall. Construction will include approximately 12,000 square feet of space to include Administration, Collector’s Office, Board Room & Courts, Meeting Room Center and Engineering.

2.2 Project Location

City of Union has obtained the site located at 50 East Locust Street, Union Missouri.



2.3 Approved Budget

The approved project budget is \$4,050,000. This includes \$3,250,000 for Construction, existing building demolition, sitework, IT, data, phone, AV, security, FFE.

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2.4 Project Schedule

The schedule milestones include:

December 17, 2018	Board Approval of Firm's Contract
December 17 – February 13, 2019	Programing, Schematic Design, Prelim. Site Plan
February 13 – March 8, 2019	Budget Validation and Value Engineering
March 11, 2019	Formal BOA Presentation and Approval
March 12, 2019 – August 12, 2019	Final Design & Construction Documents
August 14, 2019 – September 26, 2019	Project Bidding and Contracting
September 30, 2019 – October 1, 2020	Construction

The Design Team will begin work immediately upon execution of a contract and proceed as quickly as possible. It is anticipated that Construction bid documents will be completed within seven (7) months of the contract award.

3. Scope of Services

The following paragraphs provide the expected scope of work. In order to provide a complete work product, the Firm may expand on this scope as determined necessary by the Owner.

- 3.1 The selected Firm will validate the applicable portions (Administration, Collector's Office, Board Room & Court Area, Meeting Room Center and Engineering) of **Attachment C – Needs Assessment** performed by Horn Architects and modify as appropriate, provide planning and conceptual design activities to optimize the space layouts, and generate a site plan and exterior look that fits within the context of the Owner's project expectations.
- 3.2. Services to be included (concept through completion).
 - a. Needs / Space Assessment, with input from select City of Union staff
 - b. Architectural and Interior Design
 - c. Mechanical, Electrical, Plumbing, and Fire Protection (MEPFP) Engineering
 - d. Structural Engineering
 - e. Civil Engineering including Site Survey
 - f. Landscaping Design
 - g. Audio Visual (AV), Telecommunications/Data (IT), Security Design
 - h. Furniture – Specifications, Design, Layout, Bidding
 - i. Signage (interior and exterior) Design
 - j. MEPFP, AV, IT and Security Design Estimating
 - k. Code Analysis
 - l. Agency Interface for Permitting
 - m. Onsite Visits
 - n. Submittal Review and Approval
 - o. Scope of work Clarifications Identified in **Attachment B – Contract Provisions**

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3.3 Services NOT Required:

- a. Fueling Station / Charging Station
- b. Traffic Study
- c. Acoustical Consultant
- d. LEED Consultant / LEED Certification
- e. Energy Audit
- f. MBE / WBE Requirements

3.4 City is providing

- a. Owner Representative Services through NAVIGATE
- b. Geotechnical Investigation
- c. Phase I Study
- d. Hazardous Material Survey / Abatement Scope
- e. Hazardous Material Abatement Services

4. Submittal Requirements

4.1 List the name of the firm, address, contact person, telephone and fax number, and email address. Provide a company profile including a brief history of the lead Firm. Include an organizational chart depicting all sub consultants to be used on the project, each sub consultant's area of responsibility and their relationship to your Firm. Provide a table listing the projects your Firm has completed with each sub consultant.

4.2 Firms Specialized Experience and Technical Competence. Briefly describe three (3) projects your project team has completed in the last two calendar years that have similar attributes to this project. Discuss your teams' familiarity with design and construction of City Halls. List the team members and sub consultants who will be handling this project, including the Project Manager and Project Engineer/Architect. List their individual experience, current location, role in the three (3) listed projects, and role to be played during the project.

4.3 Firms Capacity and Capability. Identify and discuss the firms' capacity and capability to perform the work in question, including specialized services within the time limitations fixed for the completion of the project. Please provide a detailed schedule and supporting narrative of how your Firm will complete bid documents within the proposed 7-month duration. Please identify regulatory submissions/review times and anything required of the City to facilitate your timely completion.

4.4 Past Record of Performance. Discuss your firms past record of performance with respect to such factors as control of costs, quality of work, and ability to meet schedules.

4.5 Firm Location and Local Knowledge. Identify your firm's location relative to the City of Union, and familiarity with the City of Union procedural requirements and/or local issues pertinent to this project that enhances your qualifications to successfully complete this project.

ATTACHMENT B – CONTRACT PROVISIONS

The following clarifications shall be made part of any Agreement made between the selected Architect and Owner.

1. Include in the Project Definition:
 - a. The approved Total Program Budget is \$4,050,000. (hereinafter TPB)
 - b. The approved Construction Budget is \$3,250,000. (hereinafter COW). This budget includes all cost to construct the 12,000 s.f. facility including existing building demolition, sitework, building construction, audio visual, telephone/data, furniture fixtures and equipment, and security equipment/installation.
 - c. The TPB and COW for this Project, or designated portion thereof, may be modified in writing by the Owner only in the form of a Design Adjustment.

2. To “Architect’s Responsibilities”, Add:
 - a. The Architect, in consideration of the Fee specified hereinafter, conveys and agrees to perform, in connection with this Project, with the assistance of competent registered professional staff and/or sub consultants including, but not limited to, architect, structural engineer, civil engineer, mechanical engineer, electrical engineer and any others as necessary, to complete the professional services as detailed herein or in any additional contract Attachments/Exhibits.

 - b. The Architect is responsible for the coordination of all drawings and other design documents relating to the Architect’s project design, regardless of whether such drawings and documents are prepared by the Architect or by the Architect’s consultants. If preliminary or design development work has been performed by others, the Architect is nevertheless fully responsible for and accepts full responsibility for such earlier work when the Architect performs subsequent phases of the Basic Services, as fully as if the preliminary, schematic, and design development work had been performed by the Architect itself. The Architect is responsible for coordination and internal checking of all design documents and for the accuracy of all dimensional, layout and specified information contained therein, as fully as if each document were prepared by the Architect. The Architect is responsible for the completeness and accuracy of all documents, including drawings and specifications, submitted by or through the Architect and for their compliance with all applicable codes, ordinances, regulations, laws and statutes.

 - c. The Architect must prepare drawings, specification and other documents necessary so that the construction contract bid from a responsive, responsible bidding contractor will be within the COW. The Architect shall be responsible to redesign at its own expense to reduce scope to get within budget.

 - d. For each design deliverable the Architect shall provide an estimate for the Mechanical, Plumbing, Fire Protection, Electrical, Low Voltage Systems (Audio Visual, Security, Voice/Data) and Furniture scopes of work. Furthermore, the Architect shall collaborate with and review Navigate Building Solutions estimates of the civil, structural and building scope of services. The

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Architect may, at its own expense, prepare independent estimates of the COW if deemed necessary.

3. To “Scope of Architect’s Basic Services”, Add:
 - a. Architect shall review and approve contractor submittals.
 - b. Architect shall review and respond to RFI’s.

4. For Competitive Bidding Phase Services, Add:
 - a. The Architect shall attend and assist with a pre-bid conference for prospective bidders, and attend and assist with the opening of bids, and subsequently documenting and distributing bidding results, as directed by the Owner.

5. Under ‘Changes in the Work’, Add:
 - a. Preparation of Change Orders which are not initiated by the Owner shall be included as a basic service, at no additional cost to the Owner, unless the Owner, in its reasonable discretion, agrees to additional compensation for good cause shown by the Architect with the Contract Documents.

6. Under ‘Basic Services’, Include the following as the responsibility of the Architect:
 - a. Needs / Space Assessment, with input from select City of Union staff
 - b. Architectural and Interior Design
 - c. Mechanical, Electrical, Plumbing, and Fire Protection (MEPFP) Engineering
 - d. Structural Engineering
 - e. Civil Engineering including Site Survey
 - f. Landscaping Design
 - g. Audio Visual (AV), Telecommunications/Data (IT), Security Design
 - h. Furniture – Selection, Design, Layout, Bidding
 1. Prepare bid documents for relocated furniture and new furniture.
 2. Inventory of existing furniture items (dimensions, locations, etc.).
 3. Assist District with RFQ distribution to potential vendors and assist with review and evaluation of submittals.
 4. Once vendor is awarded a contract, make final finish selections including fabrics, metal, wood stains.
 5. Attend meetings with the approved vendor(s).
 6. Four (4) site visits are included during furniture installation process. Punch list of final furniture installation is included.
 - i. Signage (interior and exterior)
 1. Design new interior/exterior signage included. All signage construction and permit documentation by the selected vendor.
 2. Conduct and participate in coordination and installation meetings conducted by selected vendor.
 3. Logo/Branding elements by others.
 - j. MEPFP, AV, IT, FFE and Security Systems Estimating

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- k. Code Analysis: Overall building and life safety code reviews to be conducted by all disciplines. All meetings with Authorities Having Jurisdiction (AHJ's) to confirm code interpretations and design assumptions and to pre plan for permitting.
 - l. Presentations to the Board: One Presentation per Design Phase
7. Under 'Architect's Additional Services', the following limits shall be reached before Additional Services can be requested:
- a. Maximum of three (3) reviews of each Shop Drawing, Product Data item, sample and similar submittals of the Contractor
 - b. Bi-weekly visits to the site by the Architect during construction
 - c. Maximum of two (2) inspections for any portion of the Work to determine whether such portion of the Work is substantially complete in accordance with the requirements of the Contract Documents
 - d. Two (2) inspections for any portion of the Work to determine Final Completion
8. Under 'Cost of the Work', revise the following statement as such:
- a. The Cost of the Work does not include the compensation of the Architect or NAVIGATE Building Solutions; the costs of the land, rights-of-way, financing, or other costs that are the responsibility of the Owner.
9. Under 'Copyrights and Licenses', replace all other language with the following:
- a. All right, title and interest, including all rights under federal and state copyright and intellectual property laws in the Drawings, Specifications and other documents prepared by the Architect for this Project (collectively "Instruments of Service") and the electronic methods of reproducing such documents are hereby conveyed, assigned and transferred by Architect and its consultants to Owner. Owner shall retain legal title to such Instruments of Service, whether or not the project for which they may be made is completed, provide that the Architect has been paid for all compensation due under this agreement for the services completed by the Architect. No further compensation shall be due to the Architect for Owner's use of the Instruments of Service, whether during performance of this Agreement or after its termination or completion. Except as described below, Owner may use the Instruments of Service for any purpose. Owner agrees not to sell the Instruments of Service to others under any circumstances, and to hold harmless the Architect for any re-use of the Instruments of Service by Owner, provided that the Architect is not the Architect of Record for the re-use and the re-use is not for maintenance, repair or operation of the Owner's Facility. All Instruments of Service, including series in electronic form, shall be furnished to the Owner in a format requested by Owner, including electronic format.
10. The Owner shall not pay any unearned fee if the Owner terminates this Agreement.
11. This Agreement shall terminate one year from Final Completion (Not Substantial Completion).

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Annual Aggregate
\$2,000,000 General Aggregate Limit

- Professional Liability \$1,000,000 each claim
 \$1,000,000 all claims

- Vehicle Liability \$1,000,000 each occurrence

- Worker's Compensation Insurance \$500,000 each accident
 \$500,000 disease for each employee
 \$1,000,000 disease policy limit

These are only general policy limits. Additional requirements and information can be obtained from the Contract Administrator.

- c. Certificate - Evidence of Insurance: Prior to commencing any work or services under this Contract, Architect shall furnish City of Union with Certificate(s) of Insurance, or formal endorsements as required by this Contract, issued by Architect's insurer(s) as evidence that policies are placed with acceptable insurers as specified herein and provide the required coverage's, conditions, and limits of coverage and that such coverage and provisions are in full force and effect. If a Certificate of Insurance is submitted as verification of coverage, City of Union shall reasonably rely upon the Certificate of Insurance as evidence of coverage but such acceptance and reliance shall not waive or alter in any way the insurance requirements or obligations of this agreement. If any of the above-cited policies expire during the life of this Contract, it shall be Architect's responsibility to forward renewal Certificates within ten (10) days after the renewal date containing all the aforementioned insurance provisions. Certificates shall specifically cite the following provisions:
1. City of Union, its agents, representatives, officers, directors, officials and employees shall be named an Additional Insured under the following policies:
 - a. Commercial General Liability
 - b. Auto Liability
 - c. Excess Liability - Follow Form to underlying insurance.

 2. Architect's insurance shall be primary insurance as respects performance of subject contract.

 3. All policies, except Professional Liability insurance, waive rights of recovery (subrogation) against City of Union, its agents, representatives, officers, directors, officials and employees for any claims arising out of work or services performed by Architect under this Contract.

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4. Certificate shall cite a 30-day advance notice of cancellation provision. If ACORD Certificate of Insurance form is used, the phrases in the cancellation provision “endeavor to” and “but failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents or representatives” shall be deleted. Certificate forms other than ACORD form shall have similar restrictive language deleted.

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ATTACHMENT C – NEEDS ASSESSMENT



LIST OF PROPOSED CITY HALL & AUDITORIUM SPACES TO MEET PRESENT & FUTURE NEEDS

DRAFT - June 23,2017

*Based on Data Collected & List of Future Needs Developed by
City of Union's Building Committee*

** (Indicates New Space)

ADMINISTRATION

	Existing	Proposed	
City Administrator(Russell)	223 sq.ft.	300 sq.ft.	
Human Resources (Kristin)	169 sq.ft.	169 sq.ft.	
Asst City Admin/ Economic Director(Jim)	196 sq.ft.	300 sq.ft.	
Community Development Dept.(Wanda)	194 sq.ft.	194 sq.ft.	
Finance Officer(Heather)	206 sq.ft.	120 sq. ft.	
Finance Storage	94 sq.ft.	100 sq.ft.	
Mayor's Office	152 sq.ft.	168 sq.ft.	
** EMA Office	- sq.ft.	120 sq. ft.	
** Waiting	- sq.ft.	96 sq.ft.	
** Conference Room (Shared?)	- sq.ft.	300 sq.ft.	
** Work/Copy Center/Coffee Bar	- sq.ft.	120 sq.ft.	
** File Space	- sq.ft.	100 sq.ft.	
Administration Subtotal	1,234		2,087 sq.ft.
			2,087 sq.ft.
+15%			313 sq.ft.
Administration Total			2,400 sq.ft.

COLLECTOR'S OFFICE

City Clerk(Jonita)	106 sq.ft.	144 sq.ft.	
Collector's Office(4 workstations)	730 sq.ft.	700 sq.ft.	
** Copy/Mail Work/Coffee Bar	- sq.ft.	80 sq.ft.	
City Records Storage (remote location?)	336 sq.ft.	350 sq.ft.	
** Office supply Storage	- sq.ft.	35 sq.ft.	
** Computer Room / IT	- sq.ft.	120 sq.ft.	
** Citizens' Waiting Area	- sq.ft.	80 sq.ft.	
Entrance Lobby	206 sq.ft.	206 sq.ft.	
Vestibule	46 sq.ft.	50 sq.ft.	
Subtotal	1,424		1,765 sq.ft.
Collector's Subtotal			1,765 sq.ft.
+15%			265 sq.ft.
Collector's Total			2,030 sq.ft.

BOARD ROOM & COURT AREA

Board Room	820 sq.ft.	1,600 sq.ft.	
Board Storage	93 sq.ft.	100 sq.ft.	
Judge's Office	126 sq.ft.	168 sq. ft.	
** Prosecutor's Office	- sq.ft.	168 sq.ft.	
Municipal Court Clerk (2 work stations)	151 sq.ft.	168 sq.ft.	
** Small Conference Meeting Room	- sq.ft.	192 sq.ft.	
Court Storage	24 sq.ft.	35 sq.ft.	
Cable TV / Control Room	85 sq.ft.	100 sq.ft.	
Lobby	423 sq.ft.	600 sq.ft.	

Board Room & Court Subtotal	1,722		3,131 sq.ft.
+ 15%			470 sq.ft.
Board Room & Court Total			3,601 sq.ft.

MEETING ROOM CENTER

Conference Room	650 sq.ft.	650 sq.ft.	
Conference Room/Voting	907 sq.ft.	900 sq. ft.	
** Employees Lunch Room/Kitchenette	- sq.ft.	240 sq.ft.	
** Vending Area	- sq.ft.	80 sq.ft.	
Subtotal	1,557		1,870 sq.ft.
+15%			281 sq.ft.
Meeting Room Center Total			2,151 sq.ft.

ENGINEERING

City Engineer	116 sq.ft.	168 sq.ft.	
Building Inspector	113 sq.ft.	120 sq.ft.	
Secretary / Receptionist	94 sq.ft.	100 sq.ft.	
** Zoning Official	- sq.ft.	120 sq.ft.	
** Building Official	- sq.ft.	120 sq.ft.	
** Future Office	- sq.ft.	120 sq.ft.	
Work / Copy / Files	330 sq.ft.	350 sq.ft.	
Printing	94 sq.ft.	100 sq.ft.	
Flat Files	141 sq.ft.	150 sq.ft.	
Storage (Prints, Equipment,File)(Basement)	220 sq.ft.	220 sq.ft.	
Conference Room (Shared??)	493 sq.ft.	168 sq.ft.	
Waiting/Hall	215 sq.ft.	100 sq.ft.	
Subtotal	1,816		1,836 sq.ft.
+15%			275 sq.ft.
Engineering Total			2,111 sq.ft.

AUDITORIUM

Auditorium (Existing)	6,150 sq.ft.	6,150 sq.ft.	
Platform/Stage	1,464 sq.ft.	1,464 sq.ft.	
Catering Kitchen (mid story)	708 sq.ft.	708 sq.ft.	
** Anti-Kitchen/Storage/Coats	- sq.ft.	192 sq.ft.	
Lobby	382 sq.ft.	382 sq.ft.	
Vestibule	100 sq.ft.	100 sq.ft.	
Subtotal	8,804		8,996 sq.ft.
			450 sq.ft.
Auditorium Total			9,446 sq.ft.

PARKS & RECREATION

Park & Rec. Dept. Director	290 sq.ft.	- sq.ft.	
Park & Rec. Dept. Office:	518 sq.ft.	- sq.ft.	
** 1 Asst. Coordinator	- sq.ft.	100 sq.ft.	
** Work/Copy/Files/Coffee Bar	- sq.ft.	120 sq.ft.	
Storage	79 sq.ft.	- sq.ft.	
Aerobic Room	1,196 sq.ft.	- sq.ft.	
Lobby/Waiting	240 sq.ft.	- sq.ft.	
Conference/Instruction (Shared, See Meeting room Center	- sq.ft.	- sq.ft.	
Subtotal	2,323		220 sq.ft.
+ 15%			33 sq.ft.
Parks & Recreation Total			253 sq.ft.

STORAGE AREAS

** EMA Storage	- sq.ft.	- sq.ft.	
Storage (Off Mechanical)	238 sq.ft.	- sq.ft.	

Maintenance/Storage	497 sq.ft.	-	sq.ft.	
Storage @ east stair	38 sq.ft.	-	sq.ft.	
Extension Council Storage	193 sq.ft.	-	sq.ft.	
Police Storage	204 sq.ft.	-	sq.ft.	
	- sq.ft.	-	sq.ft.	
Subtotal	1,170			- sq.ft.
+ 15%				- sq.ft.
Storage Total				- sq.ft.

MISCELLANEOUS

Basement Hallway	348 sq.ft.	-	sq.ft.	
Stairwells	1,378 sq. ft.			
Mechanical(Basement)	454 sq.ft.	-	sq.ft.	
Maintenance Office	109 sq.ft.	-	sq.ft.	
	- sq.ft.	-	sq.ft.	
Subtotal	2,289			- sq.ft.
				- sq.ft.
				- sq.ft.

RESTROOMS

Basement Restrooms(Men & Women)	358 sq.ft.	-	sq.ft.	
EMA Toilet/Shower	702 sq.ft.	-	sq.ft.	
** First Floor Janitor	0 sq.ft.	50	sq.ft.	
First Floor Restrooms (Women)	137 sq.ft.	-	sq.ft.	
Second floor Restrooms (Men)	73 sq.ft.	-	sq.ft.	
Second Floor Janitor	51 sq.ft.	-	sq.ft.	
	0 sq.ft.	-	sq.ft.	
Subtotal	1321	50		0 sq.ft.
Restroom Subtotal				0 sq.ft.
+15%				0 sq.ft.
Restroom Total				0 sq.ft.

BUILDING AREA (Gross)

Basement	11,119 sq.ft.	-	sq.ft.	
Mid-Story	1,647 sq.ft.	-	sq.ft.	
First Floor	11,119 sq.ft.		sq.ft.	
Second Floor	2,785 sq.ft.	-	sq.ft.	
Subtotal	26,670	-		