From:	Nathan Robertson
To:	Carla Cloud
Cc:	Patti Cobb
Subject:	RE: Commission for Cultural Centers and Historic Preservation Meeting Scheduled November 14, 2023
Date:	Thursday, October 19, 2023 9:44:35 AM
Attachments:	image001.png P23041 Ely City Hall Phase 2 Construction Documents (003).pdf Soils Report Proposal.pdf

WARNING - This email originated from outside the State of Nevada. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Ms. Cloud,

Our City Hall project could make use of some additional fund if available.

As you know, we have begun Phase II of the design process. As part of that process, we needed to have some additional geotechnically analysis done for the structural part of the design work.

Current funding we have available for the project is as follows:

- \$300,000 from CCCHP
- \$50,000 City of Ely Funds
- \$15,000 Great Basin Heritage Area Grant
- \$365,000 Total current funding available.

Projects Costs

- Phase I of the project is complete and totaled \$54,700
- Phase II to complete will be \$425,900 (proposal attached)
- Additional Geotechnical Work will be \$2,500 (proposal attached)

To end this project with a complete set of construction drawings and specifications (complete phase II) we are currently \$118,100 short. We approved a modified agreement with the architect for phase II to keep the project moving while not overspending our current funding, but our currently agreement will only get us through 50% complete drawings. I would like our project to be considered for additional funds at the November meeting. What additional information would you like?

Nathan Robertson

Mayor – City of Ely

From: Carla Cloud <ccloud@shpo.nv.gov>
Sent: Tuesday, October 17, 2023 3:24 PM
To: Carla Cloud <ccloud@shpo.nv.gov>
Subject: RE: Commission for Cultural Centers and Historic Preservation Meeting Scheduled November 14, 2023

Good afternoon,

This is just a reminder to send your information to our office no later than COB, Friday, October 20th if your project has run into complications or increased costs that are resulting in the need for additional funding, or if your project is contingent on funding that still needs to be approved by the Commission.

If you have already sent in your information, thank you very much. We will be in touch if we have any questions or concerns.

Thank you,

Carla

Carla Cloud Grants & Projects Analyst Nevada State Historic Preservation Office 775-684-3441

From: Carla Cloud
Sent: Thursday, October 5, 2023 3:01 PM
To: Carla Cloud <<u>ccloud@shpo.nv.gov</u>>
Cc: Rebecca Palmer <<u>rlpalmer@shpo.nv.gov</u>>; Kristen Brown <<u>knbrown@shpo.nv.gov</u>>; Robin Reed
<<u>rreed@shpo.nv.gov</u>>; Nicole N. Ting <<u>NNTing@ag.nv.gov</u>>
Subject: Commission for Cultural Centers and Historic Preservation Meeting Scheduled November
14, 2023
Importance: High

Dear Grantees:

The Commission for Cultural Centers and Historic Preservation will be holding a meeting on **November 14, 2023**, from **1-2:30pm** via Zoom, to review and approve internal staff documents for the next upcoming grant cycle.

You are invited to attend this meeting if you need to address the Commission regarding your current 2021-2022 grant project.

If your project has run into complications or increased costs that are resulting in the need for additional funding, or if your project is contingent on funding that still needs to be approved by the Commission, please send me the information no later than **COB Friday, October 20**th so we can include it on the agenda.

If you have no requests of the Commission, you are not required to attend this meeting. Those who will be requesting additional funding will be required to attend. The additional funding available for request is for your **<u>already reviewed and approved scope</u> <u>of work and should not include any new activities</u>.</u>**

Please let me know if you have any questions or concerns, and I look forward to hearing from you.

Thank you,

Carla

Carla Cloud Grants & Projects Analyst Nevada State Historic Preservation Office Department of Conservation & Natural Resources 901 S. Stewart Street, Suite 5004 Carson City, NV 89701 775-684-3441 ccloud@shpo.nv.gov



Paul Cavin Architect LLC

June 26, 2023

Nathan Robertson Mayor City of Ely 501 Mill Street Ely, Nevada 89301

Re: Professional Services Proposal for Ely City Hall Renovation – Phase 2: Construction Documents

Dear Mr. Robertson,

Thank you for the opportunity to present this proposal for professional design services to the City of Ely. Paul Cavin Architect LLC is pleased to present the following professional services fee proposal for your consideration.

It is understood that the City of Ely would like professional services for improvements and expansion to the existing Ely City Hall located at 501 Mill Street, Ely, Nevada. The overall scope of work, improvements, and function will be based on the Project Scope Identification and Programming Report prepared by Paul Cavin Architect LLC and this design team dated June 1, 2023.

The following is a summary of additional scope of work and professional services:

The production of Construction Documents will largely follow the current Nevada State Public Works standards for Professional Services with some exceptions during the Schematic Design phase. This will be our guideline and general understanding of what is expected at each design submittal.

The project will be produced using the current Revit version and will be updated annually per Autodesk's annual updates. BIM 360 will also be used for production and coordination efforts. Specifications will be a 3-Part MasterSpec format using current Deltek software.

The Project Delivery Method will be Design-Bid-Build.

Design Submittal Phases:

- Schematic Design:
 - o Kick-Off meeting to discuss project requirements and programming.
 - Field verifications as needed by each design consultant (in Ely).
 - o Drawings.
 - o Needed Technical Specifications determined.
 - Product information sheets.
 - o Schematic Design review and coordination meeting with the City of Ely and the design team (in Ely).
 - Design Development:
 - Field verifications as needed.
 - o Drawings.
 - Technical Specifications.
 - o Product information sheets.
 - Define Alternates if needed.
 - Design Development Presentation and coordination meeting with the City of Ely and the design team (Architect in Ely, design team via web).
- 50% Construction Documents:
 - o Drawings.
 - o Technical Specifications within a Project Manual.
 - 50% Construction Documents Presentation and coordination meeting with the City of Ely and the design team (Architect in Ely, design team via web).

P23041

- 100% Construction Documents / Plan Review Submittal stamped and signed:
 - $\,\circ\,$ Drawings stamped and signed.
 - o Technical Specifications within a Project Manual stamped and signed.
 - o 100% Construction Documents submittal for building department and fire district plan review.
 - o Respond to plan review comments.

Deliverables for each design submittal phase:

- Drawings (pdf)
- Project Manual with 3 Part Specifications (pdf).
- Opinion of Probable Cost

Estimated Construction Budget:

 The estimated construction budget will be determined by the design team and the City of Ely during the Schematic Design phase. The approximate construction cost is targeted for \$3M - \$4M. Alternates, if necessary will be defined at the conclusion of the Schematic Design Phase and incorporated into the design documents for the Design Development submittal.

Proposed Project Schedule:

The project schedule will be determined by the design team and the City of Ely during Schematic Design.

The following design professionals will be involved: CFBR Structural Group LLC for structural engineering, design, and documentation, Ainsworth Associates Mechanical Engineers for plumbing and mechanical engineering, design, and documentation, PK Electrical, Inc. for Electrical engineering, design, and documentation, Paul Cavin Architect LLC will produce necessary Architectural drawings, details, and manage the design team and design process from schematic design through construction completion. Please see each consultant's attached proposal for a more detailed description of their Scope of Work and exclusions.

The proposed Professional Service fees includes the following:

The Schematic Design fee includes:	
Structural Engineering (CFBR Structural Group):	\$35,000.00
Mechanical Engineering (AAME):	\$8,500.00
Electrical Engineering (PK Electrical, Inc.):	\$10,200.00
Architecture and Project Management (Paul Cavin Architect LLC):	\$50,000.00
Total Schematic Design Fee:	\$103,700.00
The Design Development fee includes:	
Structural Engineering (CFBR Structural Group):	\$30,000.00
Mechanical Engineering (AAME):	\$11,500.00
Electrical Engineering (PK Electrical, Inc.):	\$10,600.00
Architecture and Project Management (Paul Cavin Architect LLC):	\$50,000.00
Total Design Development Fee:	\$102,100.00
The 50% Construction Documents fee includes:	
Structural Engineering (CFBR Structural Group):	\$25,000.00
Mechanical Engineering (AAME):	\$13,500.00
Electrical Engineering (PK Electrical, Inc.):	\$12,600.00
Architecture and Project Management (Paul Cavin Architect LLC):	\$50,000.00
Total 50% Construction Documents Fee:	\$101,100.00
The 100% Construction Documents fee includes:	
Structural Engineering (CFBR Structural Group):	\$25,000.00
Mechanical Engineering (AAME):	\$24,000.00
Electrical Engineering (PK Electrical, Inc.):	\$10,000.00
Architecture and Project Management (Paul Cavin Architect LLC):	\$60,000.00
Total 100% Construction Documents Fee:	\$119,000.00
Total Professional Services Fee:	\$425,900.00

Specific exclusions include: Architectural Historian, SHPO and/or Grant Funding Requirements, LEED or other "green building" requirements and certifications, Surveying, Geotechnical Engineering, Civil Engineering, Site Design, Landscape Architecture, Renderings, Planning, Planning submittals, Special Use Permits and Processes, Environmental Studies, Acoustical Engineering, Interior Design Consultant, FF&E, Fire Protection Engineering, Hazardous Material reports, surveys, and drawings, Utility Design, Utility Relocation, Utility Applications and Submittals, re-design efforts, Printing (other than plan review submittal – 2 copies), Bidding Assistance, Construction Administration, other design consultants, other specialty design consultants, plan review fees, utilities fees, other fees or costs outside of typical basic services, Special Inspections, and Record Documents, as these services are not anticipated to be needed for this phase of the project. If these services or other services are needed or required, they will be discussed with City of Ely and the design team prior to an endorsement of the contract. Agency applications and review fees, if necessary, will be the responsibility of the City of Ely.

If this proposal is acceptable a modified version of the AIA Contract document *B101-2017 Standard Form of Agreement Between Owner and Architect* will be utilized as the binding agreement. This proposal will be used as an exhibit within the AIA Contract document. Execution of the contract must be complete prior to the start of design work.

Please let me know if you have any questions, comments, or modifications to the Scope of Work.

We look forward to your project!

With much appreciation,

Paul Cavin, AIA Owner, Paul Cavin Architect LLC Nevada License #6284

CFBR STRUCTURAL GROUP, LLC

Chris Roper, PE/SE CFBR Structural Group, LLC 5425 Louie Lane Reno, NV 89511

June 14, 2023

Paul Cavin, AIA Paul Cavin Architect LLC 1575 Delucchi Ln. Reno, NV 89502

Re: City of Ely – Ely City Hall Improvements and Expansion Phase 2 501 Mill Street, Ely, Nevada

Dear Paul:

I am pleased to present this proposal for structural engineering services. My understanding of the project is based on our work on the project to date and your Scope of Work Summary dated June 6, 2023.

Scope of Work

The existing City Hall will be improved and expanded based on the Project Scope Identification and Programming Report dated June 1, 2023 that was prepared for the project. The project team will now move forward with design and preparation of Contract Documents for the project. Major remodel efforts, repairs, seismic retrofits and addition are anticipated. The project is targeting an approximate construction cost in the \$3M ~ \$4M range and the project delivery method will be Design-Bid-Build. Structural design for the project will be in accordance with the 2018 International Building Code (2018 IBC) and 2018 International Existing Building Code (2018 IEBC). The following will be provided as a part of our work:

Basic Services Included

Schematic Design

- Attend a kickoff meeting in Reno to discuss project requirements and programming.
- Make a site visit to Ely to review existing conditions and collect information.
- Prepare initial Schematic Design level structural drawings and a list of anticipated structural technical specification sections. Structural drawings at this level may simply be structural PDF markups overlaid on Architectural plans.
- Prepare a structural opinion of probable cost. The estimated construction budget will be determined based on this Schematic cost estimate along with any alternates, if needed, to maintain the targeted construction cost.
- Make a site visit to Ely to attend a Schematic Design review and coordination meeting.

Design Development

- Make a site visit to Ely to review existing conditions and collect information.
- Prepare Design Development structural drawings and technical specifications.
- Prepare a structural opinion of probable cost.
- Attend a virtual review and coordination meeting.

50% Construction Documents

- Prepare 50% Construction Documents structural drawings and technical specifications.
- Prepare a structural opinion of probable cost.
- Attend a virtual review and coordination meeting.

100% Construction Documents

- Prepare 100% Construction Documents structural drawings, technical specifications, and structural calculations, stamped and signed for permitting.
- Prepare a structural opinion of probable cost.
- Respond to Ely Building Department permitting structural plan check comments.

Exclusions / Additional Services

The following items are excluded from our work. Some items can be provided as Additional Services if required.

- Time or travel for site visits or meetings not indicated above.
- Printing or shipping. This proposal assumes all submittals will be electronic.
- Project management (i.e. preparation of design or construction schedules, meeting minutes, management of other consultants, filing or submittal of documents, etc.)
- Services related to sustainable design, LEED, etc.
- Geotechnical engineering or preparation of soils reports. This proposal assumes a soils report will be provided for our use prior to start of design.
- Civil engineering (i.e. site plans, grading, utilities, etc.) including design and detailing of site structures or elements outside the building footprint.
- Design or detailing for non-structural elements including their support, bracing and anchorage.
- Services related to subsequent phases of work like bidding or construction.
- Incorporation of phasing into construction documents or breaking the project into multiple packages or phases.
- Services resulting from changes to the scope or magnitude of the project, value engineering, and/or changes necessary because of cost over-runs.

Professional Fees and Schedule

I propose to perform the work described above in accordance with a mutually agreed upon schedule for the following fixed fee compensation:

Schematic Design	\$35,000
Design Development	\$30,000
50% Construction Documents	\$25,000
100% Construction Documents	\$25,000
Total	\$115,000

If there are changes to the project that affect our work, this proposal may need to be revised. This proposal is valid for 90 calendar days. If this proposal is acceptable, please provide authorization to proceed with work on the project. Thank you for the opportunity to serve you on this project and please call if you have any questions.

Sincerely,

Chris Roper, PE/SE

June 15, 2023

Mr. Paul Cavin Paul Cavin Architect, LLC 1575 Delucchi Lane, Suite 120 Reno, NV 89502

SUBJECT: Ely City Hall Renovations Ely, NV

Dear Paul:

It is understood that the City of Ely would like professional services for improvements and an expansion to the existing City Hall located at 501 Mill Street, Ely, Nevada. The overall scope of work, improvements, and function will be based on the Project Scope Identification and Programming Report prepared by Paul Cavin Architect LLC and this design team dated June 1, 2023.

The following is a summary of additional scope of work and professional services:

The production of Construction Documents will largely follow the current Nevada State Public Works standards for Professional Services with some exceptions during the Schematic Design phase. This will be our guideline and general understanding of what is expected at each design submittal, but our understanding is that mechanical requirements such as a full lifecycle cost analysis, energy efficiency narrative, etc. will not be required.

The project will be produced using the current Revit version and will be updated annually per Autodesk's annual updates. BIM 360 will also be used for production and coordination efforts. Specifications will be 3-Part AIA format and the Project Delivery Method will be Design-Bid-Build.

Our engineering services would include the following items:

- 1. Consultation, advice, and design solutions during the design phases of the Project.
- 2. Detailed fire protection system design will be via performance specification and a deferred submittal prepared by the awarded fire sprinkler contractor. We will coordinate with the City's Civil Engineer for connection points and assist your office with sizing the riser room and determining main piping routes.
- 3. Review all available existing as-built drawings related to mechanical and plumbing systems.
- 4. Perform up to two job visits during the design phase to confirm the existing conditions.
- 5. Two-dimensional PDF Contract Documents prepared using 3D Revit Software and collaborated in BIM 360.
- 6. Design team meetings as required although we have assumed that weekly meetings during the design phase of the project will not be required.
- 7. Three-part book specifications in AIA format.
- 8. An Engineer's Opinion of Probable Costs at major milestones.

The scope of work specifically does not include the following:

1. Any scope item not specifically included above.

AINSWORTH ASSOCIATES MECHANICAL ENGINEER

p23040

- 2. Bid phase services, permit/agency review comments, or construction administration.
- 3. On-site meetings in excess of those noted above. If needed, additional site visits can be performed at a cost of \$3,000.00 each.
- 4. LEED or environmental engineering calculations/consultation.
- 5. Structural engineering design as may be required for seismic bracing or anchorage of mechanical equipment or components. We will provide the necessary drawing for mechanical equipment anchorage based upon design input from the project Structural Engineer.
- 6. Noise or vibration analysis of mechanical systems.
- 7. Services resulting from changes to the scope or magnitude of the project, value engineering, and/or changes necessary because of cost over-runs.
- 8. Design or review of multiple mechanical equipment or system options due to equipment lead times and/or availability of originally specified equipment or systems at the time of construction.

<u>Compensation for basic service as described herein shall be based on a lump sum fee of \$57,500.00,</u> <u>broken down as follows:</u>

Schematic Design	\$ 8,500.00
Design Development	\$11,500.00
50% Construction Documents	\$13,500.00
100% Construction Documents	<u>\$24,000.00</u>
Total	\$57,500.00

We would suggest that reimbursement for our services be accomplished as follows:

1. We would submit monthly progress billings for basic services, and separate monthly billings for any authorized extra services. Billings for extra services would include employee category engaged in the work and hourly rate of compensation and all direct expenses noted.

All reports, plans, specifications, field data, field notes, calculations, and other documents prepared by Ainsworth Associates Mechanical Engineers as instruments of service shall remain the property of Ainsworth Associates Mechanical Engineers.

We cannot be responsible for unforeseen or undisclosed conditions that are not reasonably observable through existing building construction such as equipment and systems above hard lid ceilings, within walls, below grade, etc. Conditions of this nature will require us to rely on the accuracy of the As-Built documents provided to us by the Owner. In order to avoid expenditure of potentially great sums of money or potentially disrupt on-going facility operations and the project schedule, no attempt will be made to destroy or disrupt adequate and serviceable installations and concealed construction. Consequently, existing conditions will be verified through observations of the work that are readily visible and/or available existing As-Built drawings.

If work is abandoned or suspended, in whole or in part, services rendered to date of abandonment are to be paid for in accordance with percentage of completion of the project documents at that time.

It is understood that Ainsworth Associates Mechanical Engineers makes no warranty, expressed or implied, except that plans and specifications furnished as a result of the Agreement will be prepared in accordance with generally accepted professional engineering practices.

Mr. Paul Cavin Paul Cavin Architect, LLC

Ainsworth Associates Mechanical Engineers carries insurance with \$2M/\$4M limits.

Ainsworth Associates Mechanical Engineers makes no representation concerning any probable budget costs made in connection with the plans, specifications or drawings prepared by them, other than that all probable costs are for budget purposes only and the Engineer cannot be held responsible for actual final construction costs.

We appreciate your consideration of our services for this project. I hope that you find this proposal acceptable. I am available to discuss any refinement or adjustments in the foregoing so that an agreement for our services can be developed. Please give me a call if you have questions.

Sincerely, AINSWORTH ASSOCIATES MECHANICAL ENGINEERS

Roger M. Gravelle II Principal

Approved and Accepted this	day of	, 20
Signed:	Organization:	
Name and Title:		



Contract Proposal CP23260R1

Proposal For

From

Jun 26, 2023

Joey Ganser, P.E. Principal | Engineering

Paul Cavin, AIA Paul Cavin Architect, LLC 1575 Delucchi Lane Suite 120 Reno, NV 89502 paul@paulcavindesign.com

Project

Ely City Hall

Project Description

It is understood that the City of Ely would like professional services for improvements and expansion to the existing Ely City Hall located at 501 Mill Street, Ely, Nevada. The overall scope of work, improvements, and function will be based on the Project Scope Identification and Programming Report prepared by Paul Cavin Architect LLC and this design team dated June 1, 2023.

Scope of Services

Design Phase Services include site investigation, consultation, calculations, permit & construction documents and specifications suitable for permitting, bidding and constriction. We will attend local (Reno) or virtual design meetings as required to coordinate with other trades.

Deliverables include: Schematic Design drawings; 100% Design Development Documents; 50% Construction Documents; and 100% Construction Documents/Permit Submittal. Deliverables will include drawings, 3-part specifications, calculations, and cost estimate for each submittal.

The project delivery method will be Design/Bid/Build. The project will be produced using the current Revit version and will be updated annually per Autodesk's annual updates. BIM 360 will also be used for production and coordination efforts. Project will be modeled to a Level of Design (LOD) 300.

Permit Phase Services include responding to plan review comments and reissuing drawings as needed.

Bid Phase and Services Construction Administration are not included in this phase.

Meetings in Ely include one (1) kickoff meeting during SD phase and one (1) SD review meeting with Owner & A/E Team. Virtual meetings include one (1) DD review meeting with Owner & A/E Team, and one (1) 50% CD review meeting with Owner & A/E Team.

Site Visits include two (2) site visit during design.

Project Design Schedule: start date will commence upon receipt of signed proposal or agreement and the completion date shall be established by the project team and/or Owner at the start of design.

Exclusions: as noted above; LEED design and documentation; energy modeling beyond IECC compliance; digital renderings; permit, plan check, and utility fees; completing building department and utility applications and submitting plans to these agencies; and arc flash and coordination study.



Fee and Structure	Amount	
Schematic Design	Fixed Fee	7,200.00
Design Development	Fixed Fee	10,600.00
50% Construction Documents	Fixed Fee	9,600.00
100% Construction Documents / Plan Review	Fixed Fee	10,000.00
Site Visits (Total of 2)	Fixed Fee	6,000.00

 Total Amount
 \$43,400.00

Terms and Conditions

PK Electrical carries professional liability insurance with \$5M/\$5M limits. Terms and conditions per the standard PCA agreement.

Authorization and Acceptance

(Acknowledgment of Concurrence with the foregoing)

Joey Ganser, P.É. Principal / Engineering Paul Cavin, AIA Owner Date



October 18, 2023 Project No. 304072001

Ms. Jennifer Lee City of Ely 480 Campton Street Ely, Nevada 89301

- Subject: Geotechnical Addendum Ely City Hall Renovation 501 Mill Street Ely, Nevada
- References: Ninyo & Moore report titled, "Geotechnical Evaluation, Ely City Hall and Fire Station, 501 Mill Street, Ely, Nevada", dated April 26, 2017.

Paul Cavin Architect plans titled, "Ely City Hall Renovation, Scoping and Programming, City of Ely, 501 Mill Street, Ely, Nevada", dated October 20, 2023.

Dear Ms. Lee:

In accordance with your request, we have reviewed our 2017 report and the architectural plans for the 2023 Ely City Hall Renovation Project. Our 2017 report provided geotechnical repair recommendations to the existing Fire Station and City Hall buildings. The 2023 architectural plans indicate proposed construction of a new building in the south parking lot of the Fire Station and City Hall buildings. We understand that the new construction will require geotechnical recommendations, utilizing the data from our previous evaluation at the site.

We propose additional geotechnical analysis, formulation of geotechnical design recommendations for new construction, and preparation of a report. Our fee for these services will be \$2,500 (two thousand five-hundred dollars). If the proposed scope of services and fees are acceptable, please reference this letter in the agreement to be signed by Ninyo & Moore. We look forward to working with you on this project.

Respectfully submitted, **NINYO & MOORE**

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Brian O. Mundo PG Senior Geologist

BOM/EDE/cas

Eric D. Elison PE Principal Engineer

