

VENDOR

PURCHASE ORDER
TEXAS A&M FOREST SERVICE
PURCHASING DEPARTMENT

Order Date
12/06/2024

Page 01

200 Technology Way, Suite 1120, College Station, TX 77845-3424; Phone 979-458-7380, FAX 979-458-7386

Purchase Order No.	(Include this number on all correspondence and packages)
P500197	

VENDOR GUARANTEES
MERCHANDISE DELIVERED ON
THIS ORDER WILL MEET OR
EXCEED SPECIFICATIONS IN
THE BID INVITATION.

INVOICE TO:
TEXAS A&M FOREST SERVICE FIAD--PURCHASING 200 TECHNOLOGY WAY, SUITE 1151 COLLEGE STATION TX 77845-3424
SHIP TO:
TEXAS A&M FOREST SERVICE FIAD--PURCHASING 200 TECHNOLOGY WAY, SUITE 1151 COLLEGE STATION TX 77845-3424

VENDOR
17526514060 BROWN REYNOLDS WATFORD ARCHITECTS LLC 3535 TRAVIS ST STE 250 DALLAS, TX 75204-1482

ALL TERMS AND
CONDITIONS SET
FORTH IN OUR BID
INVITATION BECOME
A PART OF THIS
ORDER.

ANY EXCEPTIONS TO PRICING OR DESCRIPTION CONTAINED HEREIN MUST BE APPROVED
BY THE TEXAS A&M FOREST SERVICE PURCHASING DEPARTMENT ~~PRIOR~~ TO SHIPPING.

PLEASE NOTE: IF YOUR INVOICE IS NOT ADDRESSED AS INSTRUCTED
PAYMENT WILL BE DELAYED.

Item	Description	Quantity	UOM	Unit Price	Ext Price
	USER REF: 000000-TMC				
1	Schematic Design/ Design Development	1	LOT	6,150.000	6,150.00
2	Construciton Documents	1	LOT	8,200.000	8,200.00
3	Bidding/Negotiations	1	LOT	1,025.000	1,025.00
4	Construction Administration	1	LOT	5,125.000	5,125.00
5	Reimbursable expenses as outlined in attached proposal	1	LOT	2,000.000	2,000.00
				TOTAL	22,500.00
	***** NET 30 *****				
	NOTE TO VENDOR: "SHIP TO" AND "INVOICE TO" ADDRESSES MAY DIFFER. FAILURE TO SUBMIT INVOICE TO PROPER ADDRESS MAY RESULT IN DELAYED PAYMENT.				
	PURCHASE OF ARCHITECT/ENGINEER SERVICES FOR TFS' STATE DISPATCH CTR, 200 TECHNOLOGY WAY, COLLEGE STATION, TX 77845 SERVICES SHALL BE PERFORMED IN ACCORDANCE W/ ATTACHED PROPOSAL, 4 PGS., DATED 11/22/24 RFQ-24-001 & THE SERVICES AGREEMENT ENTERED INTO BY AND BETWEEN TEXAS A&M FOREST SERVICE & BROWN REYNOLDS WATFORD ARCHITECTS, INC. EFFECTIVE 10/15/24.				
	POINTS OF CONTACT:				
	TEXAS A&M AGRILIFE (PRIMARY)				

CEC

Texas A&M Forest Service cannot accept collect freight shipments.

FOB: DESTINATION FRT INCLUDED

Terms:

FAILURE TO DELIVER - If the vendor fails to deliver these supplies by the promised delivery date or a reasonable time thereafter, without giving acceptable reasons for delay, or if supplies are rejected for failure to meet specifications, the State reserves the right to purchase specified supplies elsewhere, and charge the increase in price and cost of handling, if any, to the vendor. No substitutions nor cancellations permitted without prior approval of Purchasing Department.

IN ACCORDANCE WITH YOUR BID, SUPPLIES/EQUIPMENT MUST BE PLACED IN THE
DEPARTMENT RECEIVING ROOM BY

The State of Texas is exempt from all Federal Excise Taxes.

STATE AND CITY SALES TAX EXEMPTION CERTIFICATE: The undersigned claims an exemption from taxes under Texas Tax Code, Section 151.309 (4), for purchase of tangible personal property described in this numbered order, purchased from contractor and/or shipper listed above, as this property is being secured for the exclusive use of the State of Texas.

The Terms and Conditions of the State of Texas shall prevail.

THIS ORDER IS NOT VALID UNLESS SIGNED BY THE PURCHASING AGENT

Chen E. Laramie III

PURCHASING AGENT FOR

TEXAS A&M FOREST SERVICE

VENDOR

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Item	Description	Quantity	UOM	Unit Price	Ext Price
CEC	TRENT BURFORD 578 JOHN KIMBROUGH BLVD., RM.553 COLLEGE STATION, TX 77843 (979) 314-5865 TRENT.BURFORD@AG.TAMU.EDU TEXAS A&M FOREST SERVICE (SECONDARY): TERRY SMITH 200 TECHNOLOGY WAY, SUITE 1151 COLLEGE STATION, TX 77845 (979) 458-7381 TSMITH@TFS.TAMU.EDU BROWN REYNOLDS WATFORD ARCHITECTS, INC. ANDREW EVERTSON, AIA 3535 TRAVIS STREET DALLAS, TX 75204 (214) 528-8704 AEVERTSON@BRWARCH.COM VENDOR QUOTE: RFQ-24-001 VENDOR REF: ANDREW EVERTSON #(214) 528-8704				

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FOB: DESTINATION FRT INCLUDED

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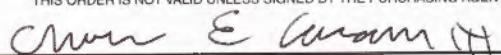
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THIS ORDER IS NOT VALID UNLESS SIGNED BY THE PURCHASING AGENT



PURCHASING AGENT FOR

TEXAS A&M FOREST SERVICE

November 22, 2024
Revised December 4, 2024

Aaron Hodge, CCM
Assistant Director, Facilities and Construction
Texas A&M AgriLife Administrative Services
Mail Stop 2147 TAMU, College Station
578 John Kimbrough Blvd AGSV Suite 555
College Station, TX 77843

PROFESSIONAL SERVICES PROPOSAL FOR DESIGN & CA SERVICES FOR THE TEXAS A&M FORESTRY SERVICE, COLLEGE STATION - DISPATCH CENTER RENOVATION

Brown Reynolds Watford Architects, Inc. appreciates your consideration of the Texas A&M Forest Service - Dispatch Center Renovation project. The project understanding, project team, scope of services, project schedule and compensation are as described below.

The terms and conditions of RFQ-24-001 and the Services Agreement entered into by and between Texas A&M Forest Service and Brown Reynolds Watford Architects, Inc., effective 10/15/2020 shall apply to this proposal and resulting work.

PROJECT SCOPE UNDERSTANDING

Based on our discussions, we understand the project involves renovations to two existing spaces for the Texas A&M Forest Service at their Headquarters Building located at 200 Technology Way, College Station, TX 77845. The Dispatch Center Renovation includes renovation of two spaces: Vault Room 1243 (approximately 1,700 sf) previously used for document storage and Workroom 1211 (approximately 220 sf). Renovations include demolition of the existing spaces, new finishes, new millwork, lighting upgrades, additional electrical, IT, and AV to support operations, etc.

For planning purposes, we anticipate construction to be "light renovations" with minimal to no impact on the existing superstructure and minor changes to the existing architecture and MEP / fire suppression systems. These types of construction costs generally range on the Order of Magnitude of \$85-\$100 /sf. As such, we anticipate the construction budget to range between approximately \$200,000.

The project delivery method will be by Job Order Contractor (JOC) through Quad-Tex Construction, Inc. We understand it is the intent of the University to complete this project by June 2025.

PROJECT TEAM

- | | |
|--------------------------|-------------------------------------|
| • BRW Architects | Architect |
| ○ Andrew Evertson, AIA | Principal-In-Charge |
| ○ Carmen Madden, AIA | Project Manager / Project Architect |
| ○ Josh Allen | Project Coordinator |
| ○ Lenda Sturdivant | Interior Designer |
| • Consultants | |
| ○ Basharkhah Engineering | MEP Engineer |

SCOPE OF SERVICES

Basic Services

Construction Documents will be formatted on 30" x 42" sheets. The Project Manual (Specifications) will be 8 1/2" x 11" format. The Owner will be responsible for preparing bidding (solicitation) documents for inclusion in the Project Manual. The Architect will provide digital drawings and specifications to the Owner for bidding. The Owner will provide all printing related to the bidding process.

Basic Services shall include work as follows:

- Architectural Design (SD-DD, CD)
- Mechanical, Electrical, and Plumbing Engineering shall include adjustments and improvements to the existing HVAC, electrical power and lighting. Should a fire sprinkler system be required, it shall be defined by a performance specification.
- Texas Accessibility Standards review and site inspection (at completion of construction). BRW will submit the signed and sealed construction documents to a Registered Accessibility Specialist (RAS) for plan review. The plan review fee is included in this fee proposal as a reimbursable expense. BRW will also have the RAS submit a fee proposal for the site inspection. Inspection fee shall be a reimbursable expense.
- Bidding & Negotiations
 - Meet with JOC on site to review scope of work
 - Answer JOC questions
 - Issue Addendums as required
- Construction Administration
 - Maximum 2 reviews of each Contractor submittal/shop drawing
 - Review of RFI's and answer Contractor questions
 - Review Contractor Payment Submittals
 - Review Shop Drawings and Submittals
 - Review proposed changes
 - Up to 4 site observation visits with field reports and meeting minutes, including 1 Pre-Final Punch List Walk-Through and 1 Final Walk-Through. Additional site visits shall be compensated for as an Additional Service.
 - OAC meeting attendance will be virtual.
 - Construction Administration services, including site observation visits, OAC meetings, etc. provided more than 30 days after the date of substantial completion established in the original construction contract shall be compensated for as an Additional Service.

Architect's Additional Services

While not anticipated at this time, BRW can provide the following Additional Services at the Owner's request, including but not limited to the following:

- Existing Facilities Survey and verification
- Professional models or renderings
- Graphics and Way finding
- FF&E including vending, furniture, and office equipment selection and procurement
- Services necessitated by a change in the Owner provided information, previous instructions or approvals given by the Owner, or a material change in the Project including, but not limited to, size, quality, complexity, the Owner's schedule, or procurement or delivery method.
- Services necessitated by a change of the Architect's contract budget for the Cost of the Work.
- Changing or editing previously prepared Instruments of Service necessitated by the enactment or revision of codes, laws or regulations or official interpretations
- Services necessitated by decisions of the Owner not rendered in a timely manner or any other failure of performance on the part of the Owner or the Owner's consultants or contractors.
- Consultation concerning replacement of Work resulting from fire or other cause during construction.
- Cost Estimating (it is anticipated Quad-Tex will provide all estimating services)

Exclusions from Basic Services

The services shown below are not anticipated at this time, however, project requirements identified during design may require them to be added:

- LEED or other sustainable design methods and certifications
- Environmental or hazardous material assessment, survey, or abatement
- Preparation or assistance with multiple or fast track drawing / bid packages
- Full-time on-site construction administration / site visits exceeding the number listed above
- Architectural acoustics, sound isolation and HVAC noise control design
 - Establish design criteria for room acoustics, speech intelligibility and noise control
 - Set Sound Transmission Class (STC) design criteria for wall and ceiling design
 - Assign HVAC Noise Criterion (NC) values for acceptable background noise levels from mechanical equipment
- Technology design, including Security, AV, and Data

Owner Provided Services

The Owner shall furnish services, when such services are required to complete the project.

- Laboratory materials testing (during construction).
- Environmental or hazardous materials assessment.
- Asbestos survey and abatement specifications for buildings to be renovated per state laws and building permit requirements, as applicable.
- Telecommunications and computer equipment and wiring, including voice, data, cable TV, fiber optic cabling, wire management systems.

PROJECT SCHEDULE

We understand the Owner would like to take occupancy of the space in June 2025. As such, our proposed Preliminary Project Schedule is as follows:

Schematic Design- / Design Development	4 weeks
Construction Documents	5 weeks
Bidding / Negotiations	2 weeks
Construction	12 weeks

This is a tight time frame to complete this project, but we can meet your needs for this project. Timely design reviews and approval by LU will be critical complete this assignment in the allotted time. Upon receipt of assignment, BRW will coordinate design activities with LU and prepare a detailed project schedule.

COMPENSATION

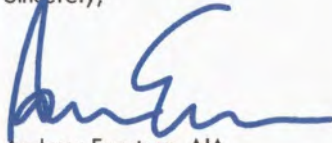
Based upon the scope of services described above, Brown Reynolds Watford Architects proposes a lump sum fee, plus reimbursable expenses as shown below.

Basic Services	
Schematic Design / Design Development (30%)	\$6,150
Construction Documents (40%)	\$8,200
Bidding / Negotiations (5%)	\$1,025
Construction Administration (25%)	<u>\$5,125</u>
TOTAL BASIC SERVICES FEE	\$20,500

Reimbursable expenses are in addition to the fee and shall not exceed **\$2,000** without the written approval of the Owner. They shall be invoiced at the same cost billed to the Architect and include, but are not limited to, document reproduction and courier / overnight deliveries, TDLR Fees, etc. Compensation shall be invoiced monthly based on the Architects percent complete at that time.

Additional Services or modifications to the project scope or professional services beyond this proposal shall be authorized in writing by the Owner and shall be computed at 1.10 times the amount billed the Architect for new consultants. Additional Services performed by BRW Architects shall be authorized in writing by the Owner and compensated at the hourly rates in accordance with the Contract (listed below).

Sincerely,

A handwritten signature in blue ink, appearing to read 'Andrew Everton', is written over a light blue rectangular background.

Andrew Everton, AIA
Principal, Higher Education
aevertson@brwarch.com
214-528-8704