

RESOLUTION NO. _____

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FORT WORDEN
PUBLIC DEVELOPMENT AUTHORITY AUTHORIZING THE EXECUTIVE DIRECTOR
TO EXECUTE A SUPPLEMENT SCOPE OF WORK FOR THE MASTER USE PLAN**

RECITALS:

- A. At its regular board meeting of March 25, 2015, the Board authorized the Executive Director to award consultant contracts to develop a Master Use Plan to guide the future use and redevelopment of buildings within the campus lease area.
- B. The contract authorized by the Board was for \$150,000 and involved the following firms as the consultant team: Miller|Hull Partnership, Signal Architecture, Spinnaker Strategies, ELM architects and AMS.
- C. The consultant team hosted a two-day charrette in April which involved approximately 40 Fort Worden stakeholders. The consultant team has developed preliminary use and site design recommendations and an analysis of existing operations and market potential.
- D. The existing scope of work does not provide sufficient funding for the consultant team to develop detailed schematic plans for specific buildings' redevelopment options. Staff recommends that the Board authorize a supplemental Master Use Plan scope of services amendment.
- E. The Fort Worden PDA has recently received a grant from the Sage Foundation. A portion of the grant (\$50,000) was earmarked to provide for additional architectural services to develop schematic plans for specific buildings and to further research and design conceptual plans for new accommodations at Fort Worden.
- F. Staff recommends that the Board authorize the Executive Director to execute an amendment to the Master Use Plan scope of services to retain Signal Architecture to provide additional services to support the Master Use Plan final recommendations and design studies.
- G. Signal Architecture has provided a proposal for additional architecture services to supplement the Master Use Plan process with a scope of services not to exceed \$50,000.

NOW THEREFORE, THE BOARD OF DIRECTORS OF THE FORT WORDEN PUBLIC DEVELOPMENT AUTHORITY OF PORT TOWNSEND, WASHINGTON, RESOLVES AS FOLLOWS:

The Executive Director is authorized to enter into a supplemental scope of services for \$50,000 with Signal Architecture to support the Master Use Plan process. Funding for the supplemental scope is from the Sage Foundation grant referred to above.

PASSED this ___ day of _____, 2015, and signed in authentication of its passage this ___ day of _____, 2015.

Cindy Finnie, Chairperson

ATTEST:

Gee Heckscher, Secretary

Approved as to Form

Fort Worden PDA Attorney



Signal

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From
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To
Dave Robison

Dave Robison
Executive Director
Fort Worden Public Development Authority

25 July 2015

Proposal: Additional Architectural Services: FW Master Use Plan

Dave –

Thanks for the fantastic work on the project thus far. Per your request, we have outlined additional services that will assist you in the Master use Planning effort.

Scope of services and fee schedule:

Specific scope elements are listed below:

Staff:

Mark Johnson, AIA: \$140/hr

Joe Sadoski: \$100/hr

Alden Mackey: \$75/hr

Task 1	Supplemental Master Use Plan Scope	12,500
	Prepare for and attend additional public meeting, additional research and development to support Master Use Plan integration with economic development analysis and proformas	
Task 2:	Develop NCO Row plans	7,500
	Develop schematic plan for revising NCO Row housing.	
Task 3:	Develop 203 Phased Development Plan	7,500
	Develop conceptual phasing plan for Building 203 to incorporate upgraded bathrooms, divisible accommodation between wings, arrival, and accessible housing at ground floor level.	
Task 4:	Develop Building 225 conceptual plan	7,500
	Develop schematic plan to define preferred direction for Building 225 housing.	

Task 5:	Develop 372 conceptual plan	10,000
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Develop conceptual plan for budget purposes including:

- Tent platforms
- Camp Kitchen
- Camp Restroom and Showers

Task 6:	Develop Glamping Plan	5,000
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Develop conceptual plan for glamping on the hill including:

- High end tent platforms
- High end glamp restroom and showers (location)
- Precedents and research supporting Todd's insight
- Conceptual plan for budget proposal

Total scope of services
Not to exceed \$50,000

We would like to include an independent cost estimator to assist the team in developing current budget analysis for each of these projects. Please let us know if you would like to engage them in the work and we will request a proposal for their services on the specific task items.

Exclusions:

Schematic, Design Development, Construction Documents, Specifications
Mechanical, structural, electrical, plumbing, civil engineering services
Cost estimating services
Permitting fees
Interiors, furnishings and commercial kitchen design
Architectural renderings

Reimbursable expenses:

Parking, travel, meals, printing

Please call with any questions.

We look forward to continuing this great work with you.

Sincerely,



Mark Johnson, AIA, LEEDap, ENVsp