



WKMC ARCHITECTS

William S. McCord, AIA
Bill T. Wilson, II, FAIA

Robert R. Conolly, AIA
Frank H. Trimble, III, AIA

April 26, 2016

Glen R. Sullivan
Department of Public Works
Nueces County
901 Leopard St., Suite 103
Corpus Christi, Texas 78401

Re: Professional Services Proposal
Interior Renovation, Third Floor, IT Department
Construction Documents Phase

Dear Mr. Sullivan,

Thank you again for the opportunity to work with Nueces County on the renovation of your IT Department.

Design Fees and Terms

WKMC Architects proposes provide construction document drawings, suitable for pricing by a contractor, for the renovation of the third floor for the IT Department and as directed by the County's designated representatives. The work performed by WKMC Architects will be invoiced on an hourly basis up to a maximum fee of \$5,000.00, calculated by multiplying the number of hours worked by the bill rate for the employee's classification. The WKMC hourly rates table is attached to this proposal.

Fees will be invoiced monthly to reflect the work completed for the preceding thirty days. All invoices are due 25 days from date of invoice.

Reimbursable Expenses

In addition to the fees outlined above WKMC will invoice for reasonable reimbursable expenses. These include but are not limited to:

- Plotting, copying and reproduction.
- Postage and overnight delivery.
- Travel (and Lodging, if required).



Mr. Glen R. Sullivan
April 26, 2016
Page 2

WKMC will invoice reimbursable expenses at their direct cost plus a 10% administrative multiplier. WKMC will provide receipts and invoices for all reimbursable expenses with each invoice.

Project Representatives

WKMC will report to County Commissioner Mike Pusley or his designated representative and all communications will flow through that designated representative.

I will act as the principal-in-charge for WKMC Architects for this project and will lead the planning process and lead all meetings with county personnel. I will be the point of contact for you throughout the process and will communicate directly with Mr. Pusley as required to support the design efforts of the project.

Statement of Jurisdiction

The Texas Board of Architectural Examiners (TBAE) has jurisdiction over complaints regarding the professional practices of persons registered as architects in Texas. The Board's current mailing address and telephone number are as follows:

Texas Board of Architectural Examiners
333 Guadalupe, Suite 2-350
Austin, Texas 78701
Phone: (512) 305 9000

Conclusion

We hope this proposal meets with your approval.

If you wish to engage WKMC in the design work and have no revisions to the proposal please indicate by signing below. Retain one copy for your records and return the other to WKMC.

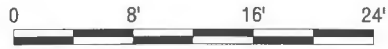
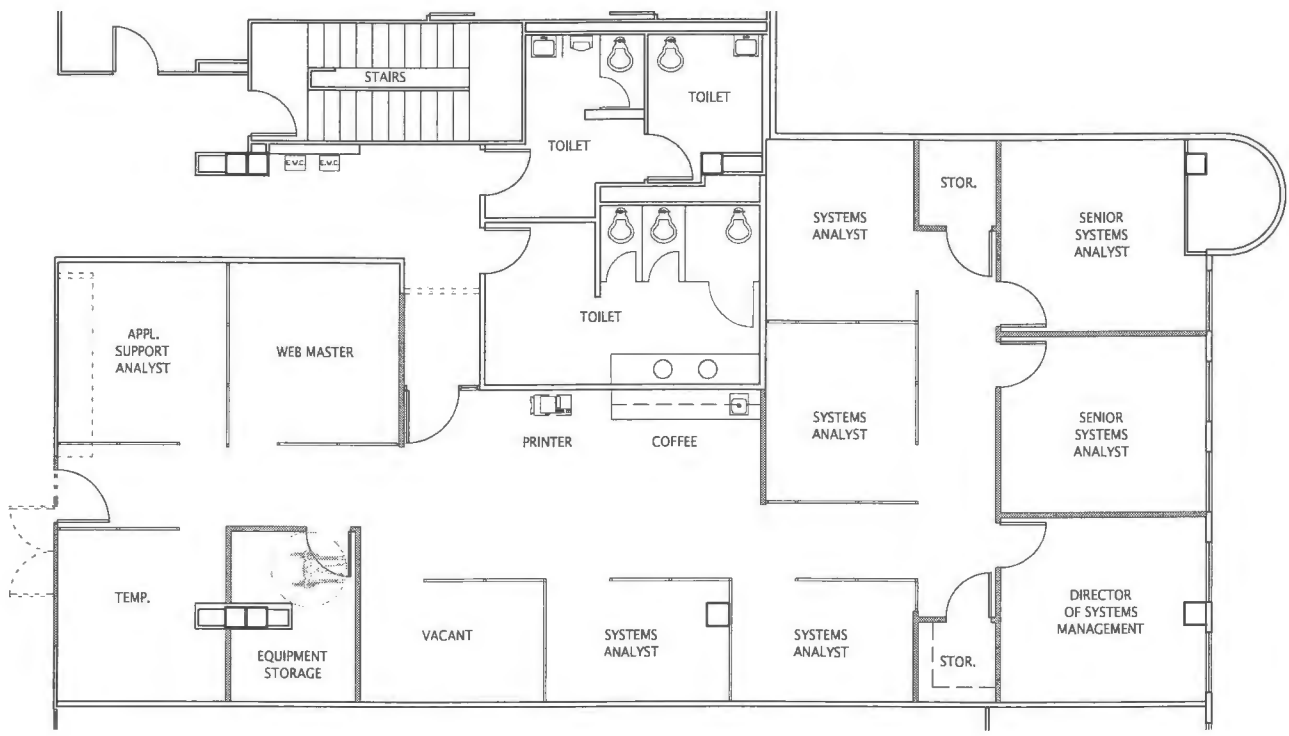
Sincerely,

WKMC Architects, Inc.

A handwritten signature in black ink that reads 'ROBERT R. CONOLLY'. The signature is stylized with large, sweeping letters.

Robert R. Conolly, AIA

1A Preliminary Floor Plan
 SCALE: 1/8" = 1'-0"



INCOMPLETE
 NOT FOR REGULATORY
 APPROVAL, PERMIT,
 OR CONSTRUCTION
 NAME: Robert R. Conolly
 REGISTRATION: 5470
 DATE: 04/26/16

Nueces County
 Third Floor
 IT Department
 Version 4

Project No: 16005.01
 Date: 04/26/16



WKMG ARCHITECTS