Detailed Project Description

Attached on separate sheets or in the space below, provide a detailed description of the project which addresses the selection criteria. Please include a description of the project objectives and how the project will accomplish those objectives, a detailed scope of work and, if possible, preliminary project plans or drawings.

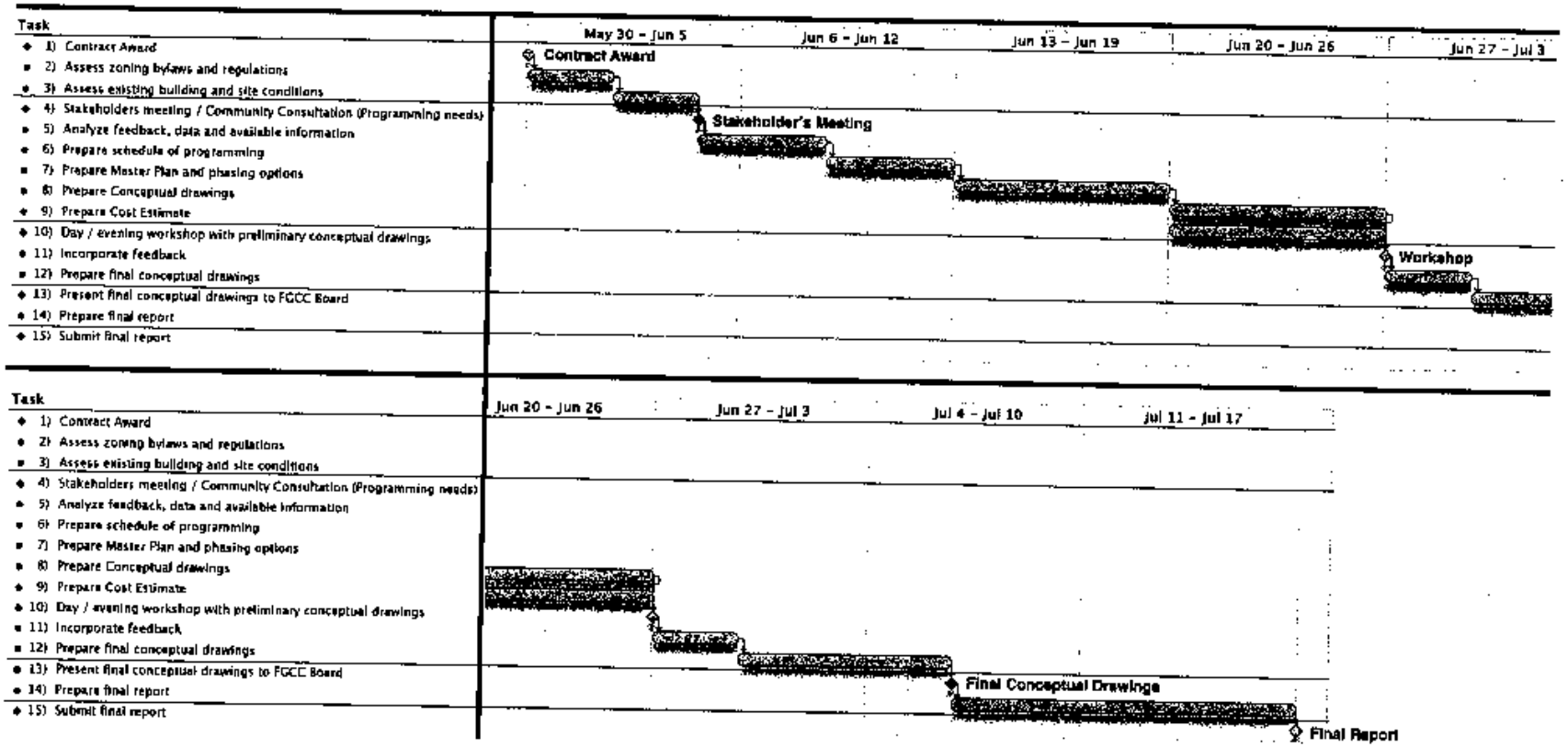
The architectural services will involve the following objectives:

1) conduct an assessment of applicable zoning by-laws and regulations;
2) conduct and architectural assessment of existing buildings and site conditions
3) lead community consultation to help identify programming and facility needs;
4) develop conceptual drawings that will satisfy the various zoning by-laws, regulations and planning requirements;
5) develop a 'master plan' for both the Hobson and Victoria sites indicating which, if any, existing buildings and outdoor spaces are to: a) remain as currently used; b) recommended to remain in use with upgrades; and c) recommended to be replaced.
6) present drawings to gain input from community;
7) revise drawings as necessary based on feedback; and
8) submit final conceptual drawings and report within 6 months of contract award.

The architectural services will have the following project deliverable:

1) submit three (3) sets of the final conceptual drawing including a PDF electronic copy of each drawing submitted; and
2) submit three (3) copies of the final report including a PDF electronic copy of the final report.

Fort Garry Community Centre - Work Tasks and Approximate Schedule



Lump Sum Fee and Breakdown:

Harold Funk Architect:	$ 19,500
Class 'C' Cost Estimate:	$ 2,500 (Quantity Surveyor)
Disbursements:	$ 500
Total:	$ 22,500

Note: Taxes are not included.

harold funk architect inc.



This budget presumes the following:

1. That the scope of work is consistent with expectations for this project.
2. That the Fort Garry Community Centre Board of Directors provide access to information for the preparation of the study including existing blue-prints (if available), program/activity data, and previous condition assessments (if available).
3. That payment is based on a Lump Sum payment to include applicable taxes.

Costs identified include sub-consultant services, mapping, and desktop publishing services. Three colour copies (in compliance with the RFP) will be provided of final conceptual drawings and reports. A CD compilation of all documents will also be provided.

Deliverable	**Date**		
Interim report:			
consultation, site review, condition assessments	Aug. 12	25%	$ 6,250.00
FGCC Board & stakeholder workshop	September	45%	$11,250.00
Present preliminary drawings to FGCC Board	Sept.29	20%	$ 5,000.00
Present final conceptual drawings to FGCC Board	Oct.29	10%	$ 2,500.00
SUB-TOTAL		**100%**	**$25,000.00**
G.S.T.		**5%**	**1,250.00**
TOTAL			**$26,250.00**

PROFESSIONAL FEES

Total Fees including disbursements: $37,500.00

Professional fees to be apportioned as a follows:

1. Stakeholders' meeting Interim report .....25% $9,375.00

2. Fort Garry Community Centre Board of Directors' and community stakeholders' workshop complete with all preliminary conceptual architectural drawings .....45% $16,875.00

3. Presentation of final preliminary conceptual architectural drawings.....20% $7,500.00

4. presentation of final conceptual architectural drawings and report to Fort Garry Community Centre Board of Directors.....10% $3,750.00



Play Structure – Victoria Site



Baseball Diamond – Hobson Site