

CAHOON FIRM, P.A.

ARCHITECTURE • PLANNING

270 SOUTHWEST DRIVE
P. O. BOX 6076
JONESBORO, ARKANSAS 72403

TELEPHONE
(870) 933-6993
CAHOON@CAHOONFIRM.COM

**AGREEMENT BETWEEN
OWNER AND ARCHITECT**

Date: July 2nd, 2003

To: Mr. Jim McKinnon
City of Jonesboro
P.O. Box 1845
515 W. Washington
Jonesboro, AR 72403-1845

From: Cahoon Firm, P.A. (Architect)
270 Southwest Drive
Jonesboro, Arkansas 72401

Re: City of Jonesboro
**Parker Park Community Center
Storage Area Addition
Architectural/Services**

PROJECT DESCRIPTION

We propose to provide all basic architectural services as defined herein for a lump sum fee of \$3,800.00

The above fee would include the following services and drawings:

A. BASIC SERVICES:

1. Schematic Design Drawings
2. Design Development Drawings
3. Construction Drawings
4. Bidding and/or Negotiation
5. Construction Observation

B. DRAWINGS INCLUDED:

1. Architectural
 - a) Site Layout Plan
 - b) Floor Plan and Details
 - c) Reflected Ceiling Plan and Details
 - d) Building Elevations and Details
 - e) Wall Sections and Details
 - f) Door Schedule and Elevations
 - g) Window Schedule and Elevations
 - h) Millwork Drawings
2. Structural
 - a) Foundation Plan and Details
 - b) Roof Framing Plans and Details

- 3. Mechanical
 - a) HVAC Plan and Details
 - b) HVAC Equipment Schedules
 - c) Plumbing Plans and Details
 - d) Plumbing Equipment Schedules
 - e) Plumbing Riser Diagram
- 4. Electrical
 - a) Power Plan and Details
 - b) Panelboard Schedules, Legends and General Notes
 - c) Lighting Plan and Details
 - d) Lighting Fixture Schedule, Legends and General Notes

C. SERVICES NOT INCLUDED

- 1. Site Survey and Soil Testing
- 2. Civil Engineering Services

D. REIMBURSABLE EXPENSES

- 1. Local Travel at no charge
- 2. Drawings and Specifications and printing cost plus 15%.

E. OWNER TO PROVIDE

- 1. Owner required provision and location for equipment, systems, and components, including Owner furnished items.
- 2. Computer generated site survey (AutoCAD ".dwg" format) showing existing grade elevations, utilities, easements, setbacks, right-of way and boundaries.

F. SCHEDULE OF VALUES

1. Architectural fees are based on completion of work by phases as follows:	
Schematic Design	760.00
Design Development	570.00
Construction Documents	1,520.00
Bidding and Negotiation	190.00
<u>Construction Observation</u>	<u>760.00</u>
TOTAL	3,800.00

G. PAYMENT FOR SERVICES

- 1. Services to be invoiced and payable monthly according to the percentage of work completed. Payment is due upon receipt of invoices.

Mark O. Cahoon

 Mark O. Cahoon, AIA
 Cahoon Firm, P.A.

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 Date

