



OTovar@ocalafl.org

January 10, 2024

Oscar Tovar
Deputy City Engineer
City of Ocala
1805 N.E. 30th Ave. Bldg. 600
Ocala, Florida 34470

Re: North Complex Trailer Yard Shed

Please accept the proposal on behalf of Architecture Studio Inc. and our consulting engineers for this project.

ARCHITECTURAL SCOPE OF WORK

The work shall be to construct a 40 feet by 60 feet metal cover shed with a minimum roof clearance of 13'-7" with concrete floor lighting/power and the north and south end to be enclosed. Our work will include structural engineering for the building footing and lighting/electrical.

Preliminary and Design Development

The drawings shall be provided for the project and shall be as a result of the Owner's needs with regards to the scope of work, the size, the scale and the budget. The preliminary plans shall form the basis for the beginning stages of this project. We shall make adjustments as required and suggest other design changes for Owner approval.

Construction Documents

This work shall be a continuation of the preliminary and the design development drawings and will generally describe and depict the design intent via plans and specifications for the construction of the project. These plans and specifications shall be the basis of construction for the general contractor and to secure the City of Ocala building department permit for construction. These documents also include the supporting mechanical (air conditioning, electrical, plumbing, structural engineering.

Bidding

This phase of work is to answer questions relating to bidder questions related to our plans.

Construction administration

This phase includes visiting the site and answering Owner and contractor questions.

CONSTRUCTION BUDGET

At this time is unknown.

TOTAL FEES	\$9,800.00	
Architectural fees		\$6,000.00
Engineering fee for structural		\$1,300.00
Engineering fee for Electrical and Plumbing		\$2,500.00

SCHEDULE

We do not have your schedule for this project, however we can within 14 days of receipt of purchase order.

HOURLY RATES FOR WORK NOT INCLUDED



Our hourly rate is \$150 per hour for Architect and \$75.00 per hour for CAD technician, if additional services are requested.

REIMBURSABLE INFORMATION

We shall provide blueprint progress sets at no charge during the preliminary phases. Additional plans shall be at an additional cost to the Owner.

PROJECT ACKNOWLEDGEMENT

While all work will be accomplished to our best professional efforts, the consultant cannot guarantee the actions of government officials or agencies during the project review and approval process.

This Proposal, which includes the Standard Provisions, represents the entire understanding between us with respect to this project and may only be modified in writing and signed by both parties.

If this Proposal meets with your approval, please provide a purchase order so that I can schedule the project.

Sincerely,

Rolando Sosa, Architect

City of Ocala

DocuSigned by:
Ken Whitehead
6633274638951074

Ken Whitehead
Assistant City Manager

Approved as to form and legality:

DocuSigned by:
William E. Sexton
6633274638951074

William E. Sexton
City Attorney

Certificate Of Completion

Envelope Id: B36B213E6605486DB0E511C155D01F51

Status: Completed

Subject: FOR SIGNATURE - ENG/240348

Source Envelope:

Document Pages: 2

Signatures: 2

Certificate Pages: 2

Initials: 0

AutoNav: Enabled

Envelope Stamping: Enabled

Time Zone: (UTC-05:00) Eastern Time (US & Canada)

Envelope Originator:

Jamil Ramirez

110 SE Watula Avenue

City Hall, Third Floor

Ocala, FL 34471

jramirez@ocalafl.org

IP Address: 216.255.240.104

Record Tracking

Status: Original

1/29/2024 4:04:19 PM

Holder: Jamil Ramirez

jramirez@ocalafl.org

Location: DocuSign

Security Appliance Status: Connected

Pool: StateLocal

Storage Appliance Status: Connected

Pool: City of Ocala - Procurement & Contracting

Location: DocuSign

Signer Events

William Sexton

wsexton@ocalafl.org

City Attorney

City of Ocala

Security Level: Email, Account Authentication
(None)**Signature**

DocuSigned by:



B07DCFC4E86E429...

Signature Adoption: Pre-selected Style

Using IP Address: 216.255.240.104

Timestamp

Sent: 1/29/2024 4:05:10 PM

Viewed: 2/9/2024 9:20:27 AM

Signed: 2/9/2024 9:20:46 AM

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Ken Whitehead

kwhitehead@ocalafl.org

Assistant City Manager

City of Ocala

Security Level: Email, Account Authentication
(None)

DocuSigned by:



5677F71E38874F4...

Signature Adoption: Pre-selected Style

Using IP Address: 216.255.240.104

Sent: 2/9/2024 9:20:47 AM

Viewed: 2/12/2024 11:21:56 AM

Signed: 2/12/2024 11:25:45 AM

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

In Person Signer Events**Signature****Timestamp****Editor Delivery Events****Status****Timestamp****Agent Delivery Events****Status****Timestamp****Intermediary Delivery Events****Status****Timestamp****Certified Delivery Events****Status****Timestamp****Carbon Copy Events****Status****Timestamp****Witness Events****Signature****Timestamp****Notary Events****Signature****Timestamp****Envelope Summary Events****Status****Timestamps**

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	1/29/2024 4:05:11 PM
Certified Delivered	Security Checked	2/12/2024 11:21:56 AM
Signing Complete	Security Checked	2/12/2024 11:25:45 AM
Completed	Security Checked	2/12/2024 11:25:45 AM
Payment Events	Status	Timestamps