

## EXHIBIT A

### Scope of Services

#### Design Development:

Evaluate professional services during the design phase and assess and negotiate professional service agreements i.e., civil engineering, geotechnical services, structural engineering, plumbing/mechanical/electrical engineering.

**Evaluate and Negotiate Construction Cost During Procurement & Contractor Selection Process:**  
Develop requests for proposal for all contract construction trades and administrate the Scope of Services as directed by the City Staff. Negotiate construction bids and seek local contractor talent, construction material suppliers in support of the project.

#### Design Management and Project Controls:

Establish and coordinate with City staff timelines, construction schedules for all construction phases through project completion. Track and explain project expenses in relationship to budget targets. Seek process efficiencies and complete project transparency between all City departments.

#### Coordination and Meeting:

Attend meetings with utility service providers and architect, and coordinate design activities throughout design development phase with architect and City. Coordinate construction management of all phases of the project through completion. Coordinate construction efforts with City staff and independent contractors.

#### Operational Cost Development:

Develop operational cost schedules for post construction project operations to include operational cost reduction implementation of alternative energy sources, electronic security, and irrigation conservation.

#### Provide Project & Construction Management Services:

During the construction phases provide project management services, prepare bid proposal evaluations and recommendations to the City. Facilitate submittal & specification reviews by the City. Schedule and monitor construction activities and requirements to include:

Construction Consulting	Change Order Analysis
Construction Cost Estimating	Productivity Analysis
Value Engineering	Dispute Avoidance
Project Planning Scoping	Earned Value Management
Facilitate Construction Operations	Construction Bond & Surety Review

A larger part of this scope of work will be understood in the below four phases that establishes the project's life cycle. From start to finish, the scope of work will include the below four phases:  
Initiation phase:

Develop a starting phase to create and understand the project goals, scope, risks, and project priorities.

Planning phase:

Document and develop required resources and create an estimated project timeline required to complete the project.

Execution phase:

Facilitate all resources to come together to turn the project plan into completed deliverables and track project progress. Reevaluate and adjust the project plan based on changes. Provide onsite problem solving and troubleshooting through the course of construction.

Closure phase:

Turn over deliverables, analyze project performance and provide facility training and dissolved construction operations.