

Exhibit A

August 15, 2014

Heather Pope, Director
Columbus Redevelopment Commission
City of Columbus, Indiana
123 Washington Street
Columbus, Indiana

RE: Client Name: Columbus Redevelopment Commission
Project Name: Custer-Nugent Amphitheatre
Commission Number/File: 14093.00 / A

Dear Heather,

We are very pleased the Redevelopment Commission has requested Westlake Reed Leskosky to provide pre-design services prior to starting Schematic Design as a result of our presentations to the Redevelopment Commission and City Council. We submit the enclosed quotation of fees and description of interim services for the Custer-Nugent Amphitheatre project.

We understand the process for the project to move forward will include one work session with both user and public input and one presentation to City Council. To begin this work, we will first work with your team to identify the material needed for a dedicated work session with both user and public input. The goal of the work session is to understand the programmatic needs of the interested parties and better define the final scope of work for the project. Issues that will be addressed during this study will include user group requirements and community needs for the facility, a general understanding of operations desired for the facility, and the frequency of use forecasted by users and Parks and Recreation. We will follow up this input session with a conference call with your team to discuss any potential programmatic modifications that came out of the work session and further recommendations of the team. Finally, we will prepare material and develop a presentation to City Council of key findings from our work session.

From this work we will confirm the final scope of the project and develop our fee and agreement for the complete design and construction document implementation phase.

Project Schedule

We understand not all of the proposed meetings have been scheduled at this time and look forward to defining these dates with you as soon as possible.

New York	1201 Broadway Suite 1006 New York, New York 10001	F 212.659.0050	T 212.564.8705
Phoenix	One East Camelback Road Suite 690 Phoenix, Arizona 85012	F 602.212.1020	T 602.212.0451
Washington	1634 Eye Street NW Suite 900 Washington, DC 20006	F 202.296.6116	T 202.296.4344
Cleveland	1422 Euclid Avenue Suite 300 Cleveland, Ohio 44115	F 216.522.1357	T 216.522.1350
Los Angeles	2140 Hyperion Avenue Los Angeles, CA 90027	F 323.664.3566	T 213.804.4531

Scope of Services

1. Prepare material for and lead work sessions, one (1) with key user groups and one (1) with the general public to:
 - a. Discuss WRL proposal for redevelopment of the Custer-Nugent Amphitheatre
 - b. Understand programmatic needs of the interested parties, including user group requirements and community needs for the facility
 - c. Obtain a better understanding of operations desired for the facility to determine if an additional consultant may be required for further market study and research under separate agreement.
 - d. Identify the frequency of use forecasted by users, Parks and Recreation, and the general public.
2. Conduct follow-up conference call with key members of Redevelopment Commission to:
 - a. Confirm information and discuss recommendations
 - b. Refine the final scope of work for the project.
3. Conduct one (1) subsequent presentation to City Council to report on findings.

Fee Arrangement

1. 7/28/2014 Presentation to Redevelopment Commission and 8/5/2014 Presentation to City Council will be billed as **lump sum of \$5,000.**
2. Two (2) work sessions and one (1) Presentation will be billed as **lump sum of \$8,000.** This is to include the following:
 - a. Two (2) WRL representatives at a focused work session with key users groups and a separate work session with the general public. Work to be grouped together in one (1) trip.
 - b. One (1) WRL representative presentation to City Council.
3. Preparation/revisions for the presentation and work sessions mentioned above will be billed on an **hourly basis estimated not to exceed \$7,000.**

All of the hours spent will be included in each invoice, rates will vary based on actual staff preparing the material but will be within the hourly rates included. (see next page)

Average Hourly Rate Table – 2014

<u>Principals</u>		\$ 215.00
<u>Architects</u>	Senior Architectural Designer	\$ 200.00
	Project Director	\$ 150.00
	Architect III	\$ 145.00
	Architect II	\$ 110.00
	Architectural Designer	\$ 105.00
	Architectural Intern	\$ 70.00
	Interior Designer	\$ 100.00
	Specifications Writer	\$ 125.00
<u>Engineers</u>	Mechanical Engineer	\$ 120.00
	Senior Mechanical Engineer	\$ 175.00
	Electrical Engineer	\$ 100.00
	Senior Electrical Designer	\$ 165.00
	Senior Electrical Engineer	\$ 175.00
	Senior Structural Engineer	\$ 130.00
	Structural Engineer	\$ 105.00
<u>Other</u>	Acoustician	\$ 75.00
	AV Systems Specialist	\$ 100.00
	Technology Designer	\$ 100.00
	Theater Design Specialist	\$ 150.00
	Lighting Designer	\$ 195.00
	Security Designer	\$ 155.00
	Clerical - Admin	\$ 110.00
	Clerical - Finance	\$ 130.00
	Clerical - Marketing	\$ 95.00

Reimbursable Expenses

Reimbursable expenses are expenses incurred by the Design Professional directly related to the Project, including but not limited to: regulatory fees; long distance communications; printing; freight; professional photography; and other similar Project-related expenditures. Monthly costs that are not compensated by traditional expense, related to the Design Professional's maintenance and provision of electronic data share-sites, data transmissions, document scanning, "Go-To" Meetings, conference call sites, and other internet based communications services including voice and data transfer, and mobile phone communications required to complete the scope of services defined in the Agreement. These costs are largely in lieu of the traditional printing costs, communications expense, costs of document transmittal such as postage and courier services once employed which are now completed electronically, for a net savings to the Owner of approximately 60 percent compared with traditional, non-electronic reimbursable expenses.

Per request of City of Columbus, we have included in our noted 'lump sum' fees listed in the FEE ARRANGEMENT section above the following travel related expenses: authorized out-of-town travel, lodging, and subsistence; all mileage, parking and tolls related to the Project regardless of proximity to the Design Professional's place of business.

Payment Terms

Payments for services shall be made within 30 days after the Design Professional is paid by the Owner under the Prime Agreement. Provided that WRL submits an invoice by the twenty-fifth day of a month, The Design Professional shall submit a corresponding invoice to the Owner no later than the fifth day of the following month. The Design Professional shall exert reasonable and diligent efforts to collect payment from the Owner. Where the Owner withholds payments to the Design Professional for reasons not attributable to WRL's services, the Design Professional shall not withhold amounts from WRL's compensation to impose a penalty or liquidated damages on WRL, or to offset sums requested by or paid to contractors for the cost of changes in the Work unless WRL agrees or has been adjudged liable for the amounts in a binding dispute resolution proceeding.

If this proposal is acceptable to you, please signify by signing the enclosed Agreement for the Provision of Limited Professional Services, and returning a copy to me. This letter will serve as Exhibit A and be attached to the Agreement form. We thank you for this opportunity and look forward to continuing our collaboration on this project. Please contact me if you have any questions regarding this proposal.

Sincerely,



Peter W Rutti, AIA
Principal

Owner (Authorized Representative) **Date**