

EXHIBIT A

SCOPE OF PROFESSIONAL SERVICES

RFP#9-2015

Phase I Predevelopment Services

Phase 1A - \$500,000

A. Assemble and Manage Project Personnel

- IA-A1. Provide over-all project and program management
- IA-A2. Assist the LFUCG in scoping and providing key development team personnel
- IA-A3. Coordinate preparation of plans and specifications; manage cost-control and project schedule
- IA-A4. Provide oversight through direction of third-party engineering and testing services
- IA-A5. Manage and oversee Construction Management pre-development work; act as LFUCG's agent in negotiation of construction management contract and agreement
- IA-A6. Provide coordination between outside legal counsel and accounting services with the LFUCG Department of Law and Finance Commissioner
- IA-A7. Provide regular updates and direction as necessary to the LFUCG, elected officials, and the public
- IA-A8. Investigate state historic tax credit requirements and approval process to determine eligibility for expanded state historic program

B. Establish Operating Program for Project

- IA-B1. Evaluate uses and lease/operating arrangements with regard to tax credit obligations while meeting desired policy outcomes set by the LFUCG.

IA-B3. Identify and negotiate solutions to operational issues such as parking, vehicular loading/unloading, and interface with Cheapside Pavilion.

C. Tax Credit Applications

IA-C2. Prepare Part I and Part II applications for both federal and state tax credit programs

D. Oversee Design

IB-D1. Provide direction and guidance to architectural team; maintain cost-control and project schedule; ensure compliance with Secretary of Interior Standards.

IB-D2. Coordinate third-party engineering and testing services.

Phase 1B - \$175,000

B. Establish Lease Arrangements for Project

IB-B2. Negotiate lease or operating agreement on behalf of LFUCG.

C. Assemble and Close Financing for the Project

IB-C1. Prepare or assist in preparing financial models, development pro formas, cash flows and other analysis required for the viability of the project

IB-C3. Represent the LFUCG in negotiations with both federal and state regulators regarding participation in tax credit programs

IB-C4. Obtain all required approvals for tax credit participation

IB-C5. Provide coordination between outside legal counsel and the LFUCG Department of Law

IB-C6. Prepare and distribute all information required for investors, tax credit entities, financial institutions, and other public or private entities.

IB-C7. Solicit and secure investors for the project, represent the LFUCG in negotiations or financial agreements.

D. Oversee Design and Setting of Construction Budget

IB-D3. Identify and anticipate utility locations and hookups, service delivery, and emergency access conflicts and issues

IB-D4. Review construction bids and estimates, negotiate final construction budget and draw schedule.

Phase II Services through Construction - \$450,000

A) Quality Control and Construction Management

II-A1. Provide over-all project and program management

II-A2. Oversee work of the Construction Manager and Project Architect

II-A3. Monitor work and approve payment of construction draws

II-A4. Monitor workmanship and departures from the Plans and Specifications; negotiate change orders, and recommend courses of action due to changes on site, conditions, or schedule/scope issues

II-A5. Monitor and recommend utilization of owner's contingency

II-A6. Maintain cash flow reports, project budget, and forecasts

II-A7. Coordinate fit-up with operators/leases

II-A8. Provide regular updates and directions as necessary to the LFUCG, elected officials, and the public

B) Tax Credit Compliance

II-B1. Ensure compliance with historic approvals during construction

II-B2. Coordinate Part III for tax credit programs

PHASE III Tax Credit Compliance - \$150,000

A) Tax Credit Compliance

III-A1. Monitor operations of project to ensure compliance with KRS and IRS regulations as applicable to tax credit projects

III-A2. Oversee final accounting and distribution of tax credits.