



February 6, 2013

Craig Bencz
Department of Social Services
200 E Main Street, Suite 328
Lexington, KY 40507

Re: Continuation of Lexington Senior Center Site Analysis 2012-0012

Dear Craig:

It is our pleasure to offer the following proposal for continuing services to support the evaluation of two additional sites for the new Lexington Senior Center.

A. ARCHITECTURAL SERVICES

1. Information gathering and review

Lifespan Design Studio (LDS) will:

- a. Meet with Social Services/Aging Services staff and others as applicable to gather information and discuss issues associated with the preliminary evaluation of two sites to be identified by the City as potential locations for the new Lexington Senior Center.
 - i. Visit the sites to record observations of site conditions, traffic, and other issues included in the evaluation.
- b. Gather information from applicable City departments and other sources, such as zoning, bus routes, etc.
- c. Review data and information provided by the City of Lexington and others for our use in the evaluation, including but not limited to:
 - i. Statistical information on crime, traffic volume, and traffic safety in the vicinity of the sites (similar to information provided previously for the evaluation of other sites)
 - ii. Information and documents supplied for this purpose by the owners or owners' representatives
 - iii. Other information or documents at your discretion

2. Develop the site utilization diagrams

LDS will develop diagrams demonstrating options for the placement of a building, paved areas, etc. on the proposed sites (similar to diagrams previously prepared for the Springs Inn and Kroger sites).

3. Detailed review and summary

- a. LDS will complete the Preliminary Site Evaluation utilizing the same charts and criteria applied in the Detailed Review of the Springs Inn and Kroger Beaumont sites.

- b. We will prepare a summary of our findings including recommendations for further investigation for a site/s found to meet the criteria approved for use in this evaluation.
 - c. We will meet via conference call or Skype with you and others of your choosing to review and discuss our findings.
 - d. We will submit a letter report summarizing the process and our findings, with the Detailed Review Chart, Summary Statement, and applicable support documents attached.
 - e. We will prepare Power Point slides and meet in Lexington with participants of the City's choosing to present and discuss the study findings.
4. **Additional/Optional Services**
- a. Additional presentations in Lexington may be scheduled at the City's request (includes preparations, presentation, and participation in follow-up discussion).

B. COST SUMMARY

- 1. Base Services, Lump Sum including expenses: \$8,200.00
- 2. Additional presentations as described in 4.a (above): \$1,225.00 each
- 3. Additional services and/or major changes to the scope and fee will be identified in writing and approved by the Client prior to the commencement of services.

C. SERVICES AND COSTS NOT INCLUDED

- 1. Other services not specifically included in the scope of services.

D. SPECIAL CONDITIONS

- 1. This proposal is for the continuation of services provided under our base contract. Terms and conditions of that contract apply.

We appreciate this opportunity to be of service to the City of Lexington. If you find this proposal acceptable, please acknowledge by signing below. Should there be any questions, please do not hesitate to contact this office.

Sincerely,



Douglas J. Gallow Jr., AIA
Managing Member

Approved: _____

Date: _____