

**City of Lewisville & Consultant PSA - Attachment B**  
**Consultant's Proposal - Fire Training Structures**

Updated 19 OCT 2023

Service Item #	Description	Level of Service		
<b>1.0</b>	<b>Preconstruction</b>			
1.A	Project Discovery, Goals & Project Definition			Complete
1.B	Goal-setting, Scheduling & Information Management			Complete
1.C	Cost Management			Complete
1.D	Best Value Procurement Processes			Complete
1.E	Ongoing Preconstruction Services - From Start Date to Notice to Proceed for Construction			Not Included in Previous Scope of Work
<b>2.0</b>	<b>Construction</b>			
<b>2.A</b>	<b>One Time Tasks - Set Up Project Controls &amp; Information Management Systems</b>			
1.0	Cost Management Options Review			Complete
2.0	Schedule Management Options Review			Complete
3.0	Information Management Options Review			Complete
4.0	Set Up the Chosen Systems, Processes & Tools for Tracking:			✓
.1	Budgets Against Commitments			✓
.2	Proposed Change Orders			✓
.3	Pending Commitments			✓
.4	GC, Design Team, and Consultant Contract Changes			✓
.5	Contingency Use Log(s)			✓
.6	Commitments vs. Budget			✓
.7	Payments vs. Commitments			✓
5.0	Set Up Buyout Savings Tracking Process with GC			✓
6.0	Set Up the Allowances & Furnishings/Equipment Budget Tracking System			✓
7.0	Review Project Controls Systems with Team			✓
8.0	Project Controls Systems Training for Architect & Owner Team			✓
	<b>One Time Tasks - Set Up Project Controls &amp; Information Management Systems</b>			
<b>2.B</b>	<b>Ongoing Project Control Services - Cost, Schedule &amp; Information Management</b>			
1.0	Ongoing Cost Management			✓
2.0	Ongoing Schedule Management			✓
3.0	Ongoing Information Management			✓
4.0	Meetings During Construction:			
.1	Project Executive			Once a Month
.2	Senior Project Manager			Once a Month
.4	Assistant PM			4X per Month
5.0	Review Project Status & Interview Team Members			✓
6.0	Read Weekly Meeting Minutes & Status Logs			✓
7.0	Reporting to Owner			2X per Month
8.0	Review Applications for Payment Monthly:			✓
.1	Note Compliance with the Contract and Standards of the Industry			✓
.2	Compare Scheduled/Completed Work vs. Amount Billed			✓
.3	Review Appropriateness of Contingency Reallocations			✓
.4	Validate Proper Documentation of Expenditures			✓
.5	Track Use of Allowances			✓
.6	Track Invoices for Furnishings & Equipment			✓
.7	Confirm Buyout Savings Status			Not Provided
9.0	Update Owner's Budget			✓
10.0	Maintain and Update Project Budget Tracking System			✓
11.0	Publish Monthly Reports wExecutive Summary + Detailed Findings			✓

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12.0	Establish Schedule Tracking Procedures			✓
13.0	Validate GC's Proposed Change Requests (up to a Max of 3.5% of GC's Contract Amount) (3.5% CO Max is Calculated on Contract without Owner's Owner's Contingency Line Included) (Evaluating & Negotiating COs Above this 5.0% Amount Is An Additional Service)			3.5%
14.0	Validate Project Turnover, Start-up, Owner Move-in, and Closeout Procedures Services Duration = Current Project Contract Schedule; Extensions Calc'd at Monthly Rate Below			✓
<b>Ongoing Project Control Services - Cost, Schedule &amp; Information Management</b>		<b>10 Months x 9,360/Month = 93,600</b>		
<b>2.C</b>	<b>Owner Stakeholder Management</b>	<b>Excluded (by City Staff)</b>		
1.0	Provide Direct Interface with End-users and Other Stakeholders as Required	by City		
2.0	Maintain a Single Point of Project Contact for the Owner Team			
3.0	Provide Briefings of Officials, Council, Boards, Commissions, & Ad-hoc Committees			
4.0	Plan, Coordinate & Lead Project Update Meetings & Status Report Distribution for Above			
5.0	Provide a Public Communication Plan for Neighborhoods & Community-wide Citizens			
6.0	Assist Staff in Coordination of Ground-breaking, Announcements & Press Conferences			
7.0	Coordinate Design, Approval & Placement of Project Signage			
7.0	Serve as the Owner's Point of Contact during Construction			
8.0	Conduct Construction Update Meetings at Construction Sites			
<b>2.D</b>	<b>Quality Management</b>	<b>Excluded (by G2 Solutions)</b>		
1.0	Coordinate Project Close Out, including Obtaining Final As-Built Plans from Contractor	by G2 Solutions		
2.0	Monitor Construction Progress			
3.0	Advise the Owner of Any Observations of Non-Conforming Work or Other Quality Concerns			
4.0	Manage the Geotechnical Investigations and Develop Contracts for Geotechnical Firms			
5.0	Review Results from Geotechnical Investigations			
6.0	Review Contractor's Quality Control Plan			
7.0	Provide Oversight of Owner's Quality Assurance Plan			
8.0	Review Submittals Prepared by the Contractor & Processed by the Design Team			
9.0	Coordinate Owner Staff Review of Submittals Where Required			
10.0	Coordinate Owner Vendors, to Include Security, Data, Telecom, & Move Management			
11.0	Coordinate Furnishings Installation (Furnishings Procurement by Others)			
12.0	Coordinate Owner's Architect's Site Visits & Facility's Punchlist Distribution/Tracking			
13.0	Monitor Contractor's Completion of Punchlist Items & Architect's Confirmation of Same			
14.0	Coordinate Owner's Commissioning Consultant's Site Visits & Review Reports			
15.0	Monitor Contractor's Compliance w/Commissioning Consultant's Findings & Final Cx Report			
16.0	Coordinate Turnover of Closeout Documentation & Project Information Management System			
17.0	Coordinate Owner's Architect's 11 Month Warranty Site Visit & Distribution Findings			
<b>2.E</b>	<b>Support Services for Other Owner Project Management Responsibilities</b>	<b>Completed</b>		
1.0	Issue "Notices to Proceed" on Appropriate Phases			
2.0	Coordinate TAS Consultant's Site Visit(s) & Review TAS Consultant's Findings			

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	Support Services for Other Owner Project Management Responsibilities	Excluded
	<b>Construction Services</b>	

3.0	Task Order Clarifications & Exclusions			
3.1	Safety Plan and Logistics Coordination Are Solely the Responsibility of the Contractor	Excluded	Excluded	Excluded
3.2	Quality Management of Materials & Installation Are Solely the Responsibility of the Contractor	Excluded	Excluded	Excluded
3.3	Consultant Will Be Performing Onsite Observations, not Continuous or Exhaustive Inspections	Excluded	Excluded	Excluded
3.4	Consultant Will Not be Held Responsible for Contractor's or Vendor's Nonconforming Work	Excluded	Excluded	Excluded
3.5	Consultant is Not Responsible for Architect's or Contractor's Failure to Perform	Excluded	Excluded	Excluded
3.6	Fees for Architect's or Contractor's Failure to Perform, or Project Delays are Add Services	Excluded	Excluded	Excluded
3.7	Design, Procurement, and Delivery of Furnishings is by Others	Excluded	Excluded	Excluded
3.8	Design, Procurement, and Delivery of Security, Data, Telecom Equipment is by Others	Excluded	Excluded	Excluded
3.9	Services Not Checked in Sections Above (Even if Included In PSA Exhibit A) Are Excluded	Excluded	Excluded	Excluded