

# COB - BOSAIR FORM

03/09/2026 2:02 PM (MST)

Submitted by Karrie.Hixon@pima.gov



## BOARD OF SUPERVISORS AGENDA ITEM REPORT (BOSAIR)

\*All fields are required. Enter N/A if not applicable. For number fields, enter 0 if not applicable.\*

Record Number: PO PDC PO2500039392

Award Type: Contract

Is a Board Meeting Date Requested? Yes

Requested Board Meeting Date: 04/07/2026

Signature Only:

NO

Procurement Director Award / Delegated Award: • N/A

Supplier / Customer / Grantor / Subrecipient: Line and Space, L.L.C. (Headquarters: Tucson, AZ)

Project Title / Description: Architectural and Engineering Design Services: Downtown Library Relocation

Purpose: Award: Contract No. PO2500039392. This award of contract is recommended to the highest ranking qualified consultant in the amount of \$2,708,997.31 for a contract term from 04/07/26 to 06/30/31 for the design of Downtown Library Relocation. Administering Department: Project Design and Construction.

Procurement Method: Other

Insert additional Procurement Method info, if applicable: Request for Qualifications No. RFQu-2500015383 was conducted in accordance with A.R.S. § 34-603 and Pima County Board of Supervisors Policy D29.1. Nine (9) responsive statements of qualifications were received and evaluated by a 7 member committee using qualifications and experience-based selection criteria. Based upon the evaluation of the respondents written presentations of their qualifications and necessary due diligence, a short list of 5 respondents were invited to interviews. As a result of the combined scoring of the written statements of qualifications and interviews, the highest ranking qualified Consultant is recommended for award.

Attachments: Notice of Recommendation for Award, and Contract

Program Goals/Predicted Outcomes: Completion of the design within the budget parameters.

Public Benefit and Impact: Supports the Library District's Mission, Vision and Values.

Budget Pillar • Core functions & excellent service

TO: COB, 3/17/26 (1)

VERISON: 0

PAGES: 161

Submission ID: 07e20bb7-e290-4b33-9c63-c94702653b8b Receipt ID: c00f0122-8531-4b7f-acbd-b5eb2bc7f07b

MAR12'26AM1043PO

<b>Support of Prosperity Initiative:</b>	<ul style="list-style-type: none"> <li>2. Improve Quality of Life and Opportunity in High Poverty Areas</li> </ul>
<b>Provide information that explains how this activity supports the selected Prosperity Initiatives</b>	Libraries are a resource to communities. They provide access to information, computers, wi-fi, programs, etc.to the public that may not have those resources available to them.
<b>Metrics Available to Measure Performance:</b>	The performance will be measured using the Consultant evaluation process as outlined in BOS Policy D29.1(E).
<b>Retroactive:</b>	NO

### Contract / Award Information

Record Number: PO PDC PO2500039392	
<b>Document Type:</b>	PO
<b>Department Code:</b>	PDC
<b>Contract Number:</b>	PO2500039392
<b>Commencement Date:</b>	04/07/2026
<b>Termination Date:</b>	06/30/2031
<b>Total Expense Amount:</b>	
	\$2,708,997.31
<b>Total Revenue Amount:</b>	
	\$0.00
<b>Funding Source Name(s) Required:</b>	Project Design and Construction Capital Improvement Project Fund (Library District Funds)
<b>Funding from General Fund?</b>	NO
<b>Contract is fully or partially funded with Federal Funds?</b>	NO
<b>Were insurance or indemnity clauses modified?</b>	NO
<b>Vendor is using a Social Security Number?</b>	NO
<b>Department:</b>	Procurement
<b>Name:</b>	Karrie Hixon <i>KCH</i>
<b>Telephone:</b>	5207243542

Add Procurement Department Signatures

Yes

Add GMI Department Signatures

No

Division Manager/Procurement Officer Signature: James Johnson Digitally signed by James Johnson  
Date: 2026.03.10 10:28:55 -07'00' Date: \_\_\_\_\_

Acting Procurement Director Signature: Scott Loomis Digitally signed by Scott Loomis  
Date: 2026.03.10 12:20:13 -07'00' Date: \_\_\_\_\_

Department Director Signature:  Signed by: \_\_\_\_\_ Date: 3/10/2026  
F01FE9E7A8344B7

Deputy County Administrator Signature:  Date: 3/11/2024

County Administrator Signature: \_\_\_\_\_ Date: 3/11/2024



**REVISED NOTICE OF RECOMMENDATION FOR AWARD**

Date of Issue: March 9, 2026

The Pima County Procurement Department hereby issues formal notice to respondents to Request for Qualifications No. RFQu-2500015383, Architectural and Engineering Design Services: Downtown Library Relocation that the following listed respondent will be recommended for award as indicated below. This Notice of Recommendation for Award (NORFA) replaces the NORFA that was issued on December 9, 2025. The award action is scheduled to be performed by the Board of Supervisors, on or after, April 7, 2026

Award is recommended to the Most Qualified Respondent.

**AWARDEE NAME**

Line and Space, L.L.C.

**OTHER RESPONDENT'S NAMES**

BWS Architects  
Holly Street Studio, LLC.  
Poster Mirto McDonald, Inc.

***NOTE: Pursuant to A.R.S. §34-603(H), only the names of the firms on the final list may be disclosed.***

Issued by: */s/ Karrie Hixon*

Telephone Number: (520) 724-3542

This notice is in compliance with Pima County Procurement Code §11.20.010(C).

Copy to: Pima County SBE via e-mail at [SBE@pima.gov](mailto:SBE@pima.gov)

**PIMA COUNTY PROJECT DESIGN AND CONSTRUCTION DEPARTMENT**

**PROJECT:** Architectural and Engineering Design Services: Downtown Library Relocation

**CONSULTANT:** Line and Space, L.L.C.  
627 E. Speedway  
Tucson, AZ 85705

**CONTRACT NO.:** PO2500039392

**AMOUNT:** \$2,708,997.31

**FUNDING:** Project Design and Construction Capital Improvement Project Fund (Library District Funds)

**CONSULTANT SERVICES CONTRACT**

**1. Parties, Background and Purpose.**

- 1.1. Parties. This Contract is entered into between Pima County, a body politic and corporate of the State of Arizona, hereafter called County, and Line and Space, L.L.C., hereinafter called Consultant, and collectively referred to as the Parties.
- 1.2. Authority. County requires the services of a Consultant registered in the State of Arizona and qualified to provide Architectural and Engineering Design Services for the Downtown Library Relocation (“Project”).
- 1.3. Solicitation. County previously issued Solicitation No. RFQu-2500015383 for Architectural and Engineering Design Services: Downtown Library Relocation (“Solicitation”). Requirements and specifications contained in the Solicitation, all documents included in the Solicitation, and any information and documentation submitted by Consultant in response to the Solicitation, are incorporated into this Contract by reference.
- 1.4. Consultant’s Response. Based on Consultant’s representations in response to Pima County Solicitation No. RFQu-2500015383, Consultant was determined to be the most qualified for this Project.

**2. Term and Extension/Renewal/Changes.**

- 2.1. Initial Term. This Contract, as approved by the Board of Supervisors, commences on April 7, 2026, and terminates on June 30, 2031, unless sooner terminated or further extended pursuant to the provisions of this Contract.
- 2.2. Extension Options. County has the option to extend the contract termination date for purposes of project completion. Any modification or extension of the contract termination date must be by formal written amendment executed by the Parties.

**3. Scope of Services.** Consultant agrees to provide Architectural and Engineering Design Services for the County as described in Exhibit A – Scope of Services (13 pages), an attachment to this contract, and to complete such services within the term and value of this contract as it may be modified in accordance with Section 5. Amendments and changes to the Scope must be approved by the Board of Supervisors or the Procurement Director before the work under the amendment commences.

#### 4. Definitions.

- 4.1. Other Direct Costs. Other Direct Costs are those costs that can be specifically identified within this Contract, are required for performance of the Contract, and are actually incurred. This includes Subcontract or Subconsultant costs; reproduction, copy and printing costs; courier services; and similar costs specifically necessary for this Contract and approved by County.
- 4.2. Cost Plus Fixed Fee. The modified Cost Plus Fixed Fee (CPFF) is a compensation method that provides compensation to Consultant for actual costs of Direct Labor, Indirect, and Other Direct Costs incurred up to a "not-to-exceed" amount, plus a fixed Fee amount for the successful performance of the work. The Fee amount may initially be determined as a percentage of the estimated not-to-exceed costs. Once negotiated, the Fee amount becomes fixed and does not vary with actual costs. The Fee may only be in accordance with Section 5.
- 4.3. Critical Path Method. The Critical Path Method (CPM) is a way of depicting the sequence of activities in a project, including interdependencies, and containing all activities needed for successful completion of the Work. Delay in the completion of activities on the critical path will extend the completion date.
- 4.4. Direct Labor Costs. Direct Labor Costs are the total number of allowable hours worked on the Project by each individual multiplied by the Labor Rate, identified in Exhibit B – Compensation Schedule (111 pages).
- 4.5. Fee. Fee is the amount, independent of actual costs, that the Consultant is allowed for assuming risk and to stimulate efficient contract performance. Fee includes compensation to Consultant for both profit and unallowable costs. Efficient cost control will allow Consultant to earn a higher profit margin without adjustment of the fee amount. Conversely, inefficient cost control will result in a lower profit margin.
- 4.6. Float. Float is the number of days by which an activity not on the critical path in a CPM network may be delayed before it extends the completion date.
- 4.7. Labor Rates. Labor rates are the actual cost of salary paid to employees of Consultant and identified in Exhibit B – Compensation Schedule.
- 4.8. Not to Exceed Cost. The Not to Exceed Cost for a task is the sum of the agreed Direct Labor costs, indirect costs, and other reimbursable costs of the task defined in the original Project Baseline. Actual Direct Labor costs may be invoiced based on hours worked, per discipline, per task, or a percent complete by task for the period. Consultant assumes all risk for providing the requested task/deliverables at or below the original estimated cost, unless an equitable adjustment to the scope and/or fee are made by amendment to the Contract. Any costs incurred by Consultant beyond the not-to-exceed amount identified which are not attributable to any change in the project baseline are unallowable. Unallowable costs are compensated through the Consultant's fixed Fee.
- 4.9. Indirect Costs. Indirect costs are at the overhead rate identified in Exhibit B – Compensation Schedule.
- 4.10. Project Baseline. The agreed Contract scope of services, total Not-to-Exceed Cost plus Fixed-Fee (CPFF), the allocation thereof among Contract tasks, and the accompanying schedule and expectations/assumptions upon which the scope of services and schedule are based, collectively constitute the Project Baseline.

#### 5. Compensation and Payment.

- 5.1. Rates; Adjustment. County will pay Consultant on a modified Not-to-Exceed Cost plus Fixed Fee (CPFF) basis, not to exceed the total amount of this Contract. Cost is comprised of Consultant's Direct Labor Costs, Indirect Costs and Other Direct Costs. Consultant's fee will remain fixed and may be adjusted only as provided in Section 5 and Section 6.

- 5.2. Compensation Schedule. Consultant's total CPFF will be allocated among the major tasks contemplated by this Contract in such manner that each major deliverable will have associated with it a not-to-exceed cost, plus a fixed fee amount, incorporated herein as Exhibit B – Compensation Schedule. Consultant may invoice monthly for the actual costs incurred plus a pro-rata portion of the fee amount for each task. Consultant will calculate actual costs based on actual hours spent, to which the agreed overhead rate may be applied, plus Other Direct Costs. Actual Costs may then be represented as percentage of the “not to exceed” cost amount associated with that task on the Consultant’s invoice for billing purposes. Calculations and supporting data will be made available to County at any time, upon request. The cumulative payment for the actual costs of any task may not be more than the “not to exceed” cost amount associated with that task. Upon completion of the Scope of Work, (including acceptance by County of all associated deliverables), County will pay the balance of the fixed fee to Consultant.
- 5.3. Hourly Rates. Hourly rates and all other rates included under this Contract will remain fixed throughout the term of the contract. County may consider adjustments to rates in connection with any extensions of the contract term.
- 5.4. Maximum Payment Amount. The total of all payments to Consultant for services provided under this Contract will not exceed \$2,708,997.31.
- 5.5. Timing of Invoices. Unless otherwise agreed, Consultant will submit invoices monthly.
- 5.6. Content of Invoices. All invoices will be accompanied by a narrative description of the work performed during the period covered by the invoice, time accounting information, and an allocation of all direct costs, including reimbursable costs and Subconsultant charges, to the tasks identified in the Scope of Services for which those costs were incurred. The time accounting information should be sufficient to show the workers and hours worked by day for the period covered by the invoice. Subconsultant charges must be supported by appropriate documentation with each separate invoice submitted.
- 5.7. Invoice Adjustments. For the period of record retention required under Section 26, County reserves the right to question any payment made under this Section and to require reimbursement by setoff or otherwise for payments determined to be improper or contrary to the Contract or law.
- 5.8. Additional Services. Consultant will not perform work in excess of the contract amount without prior authorization by an amendment executed by the Parties. Work performed in excess of the contract amount without prior authorization by amendment is at Consultant’s own risk. Additional Services identified in Exhibit B – Compensation Schedule, are services within the scope of this Contract but not included within the Tasks identified as of the effective date of this Contract. If ordered, Consultant will invoice additional Services at the rates incorporated into this Contract as in Exhibit B – Compensation Schedule. County may add additional services throughout the term of the Contract by providing notice in writing to Consultant. Hourly billable rates shown in Exhibit B – Compensation Schedule will only be adjusted by written amendment to the Contract. The Parties may add additional required professional classifications or disciplines to Exhibit A – Scope of Services by written amendment at any time.
- 5.9. Invoice Discrepancies. County has 10 calendar days from the date of invoice to notify Consultant of any invoicing discrepancies. County and Consultant will meet to resolve any discrepancies before the invoice is approved or rejected for payment. Subconsultant charges must be supported by appropriate documentation upon request by County.

## 6. **Project Baseline and Adjustments.**

- 6.1. Schedule. County and Consultant have agreed upon the Project scope and the total Cost Plus Fixed Fee, and will prepare a CPM-based schedule for the performance of the work. The schedule is based on assumptions and expectations agreed upon by the Parties. Schedule estimates for the timeframes associated with outside party activities, i.e. design and other reviews, and/or permits or other clearances

do not represent commitments made by either outside agencies or the permit-granting entities of County. This Project Baseline represents a firm commitment by the Parties to complete the work within the schedule and total cost identified in the Baseline, subject to schedule variations by outside parties and other factors beyond the control of the Parties.

6.2. Project Baseline Adjustments. Although the Baseline reflects the best estimates and expectations of the Parties at the time of agreement, there is an element of uncertainty associated with the design process that makes the actual schedule and effort required to complete the work difficult or impossible to establish in advance. Unusual citizen input, litigation, regulatory changes, significant delays by utilities or others, unforeseen decisions or commitments by policy makers, or other unanticipated events or factors beyond the control of the Parties that differ materially from the expectations of the Parties may delay or disrupt the schedule and/or require a change in the level of resources or effort. The Project Baseline may be adjusted as follows:

- 6.2.1. A delay in the work attributable to a failure by County to adhere to its estimates with respect to schedule is an excusable delay for which an adjustment may be made to the schedule. In any such case affecting a task on the critical path, the schedule of the affected task or activity may be extended one day for each day of County -caused delay; provided, however, that if the County -caused delay overlaps a period of delay attributable to any other cause, the extension for County -caused delay is limited to the number of non-overlapped days of County -caused delay.
- 6.2.2. There is no adjustment for any delay in the work attributable to a failure by Consultant to adhere to its commitments with respect to schedule. In the event of a significant delay attributable to a failure by Consultant to adhere to its schedule expectations, Consultant will provide a recovery plan to County within five days of County's request. For the purposes of this paragraph, a delay arising from or attributable to a necessity for Consultant to make more than two submissions of plans or documents for approval is a failure by Consultant to adhere to its schedule commitments. Consultant's work associated with additional reviews is non-compensable.
- 6.2.3. A delay in the work attributable to any other cause that differs materially from the expectations of the parties regarding that cause is an excusable delay for which the parties will negotiate an appropriate schedule adjustment. If the period of delay attributable to any cause under this paragraph overlaps a period of delay attributable to any other cause, the adjustment under this paragraph will be made first and the delay attributed to such other cause will be limited to that occurring outside of the overlap.
- 6.2.4. If any of the causes of delay in subparagraphs 6.2.1 or 6.2.3 above affects a task or activity on the critical path, then the schedule adjustment may include adjustment to the completion date. If the cause does not affect a task or activity on the critical path, then the adjustment will be made from Float and the completion date will not change.
- 6.2.5. If any of the causes of delay in subparagraphs 6.2.1 or 6.2.3 above results in material provable additional costs to the affected task or tasks as a result of disruption of the schedule, then the parties will negotiate an equitable adjustment to the cost for the affected task or tasks, but not to the fee.
- 6.2.6. The parties will negotiate an equitable adjustment of cost and fee for any task or tasks for which there is any significant change in the level of effort arising from additional or changed work requested or directed in writing by County that materially deviates from or adds to the baseline expectations or assumptions of the Parties with respect to the work.
- 6.2.7. If any action, comment, cause, decision, or other event attributable to any third-party results in a change in requirements that differs materially from expectations, then the Parties will negotiate in good faith an equitable adjustment in the cost and fee for the affected task or tasks.

6.3 Completion Date. Consultant agrees to complete the work by the completion date in the schedule, as it may be adjusted under the preceding provisions of this Section. Costs incurred by Consultant to complete the work after the completion date in the schedule are not reimbursable under this Contract.

**7. Reallocation of Funds.**

7.1. Costs. Given the magnitude and complexity of the scope required by this Contract, the Parties understand that the actual cost to perform specific tasks may vary from the estimates reflected in Exhibit A – Scope of Services and Exhibit B – Compensation Schedule.

7.2. Tasks. If the actual cost to complete a task is less than the estimated amount for that task, the cost savings realized accrues to County. With the agreement of the Parties, County may reallocate the cost savings to other tasks in Exhibit A – Scope of Services and Exhibit B – Compensation Schedule as follows:

7.2.1. Subtasks. Reallocation between subtasks in Exhibit A – Scope of Services under any one of the major task categories in Exhibit B – Compensation Schedule may be made between the County’s department representative and the Consultant’s project manager by written agreement.

7.2.2. Procurement Director. County’s Procurement Director may make a reallocation among the major tasks in Exhibit B – Compensation Schedule by a Contract amendment, provided that the transfer does not increase the total amount of the Contract.

7.2.3. Board of Supervisors. The Board of Supervisors may make any reallocation or adjustment in Exhibit A – Scope of Services or Exhibit B – Compensation Schedule that increases the total contract amount through a Contract Amendment.

7.3. Cost and Fee. Costs and Fee may not be reallocated from any task on which work has not progressed significantly and which does not include actual or demonstrable savings or reductions in required effort such that the task may be completed for less than the balance of the task remaining after the transfer.

**8. Insurance**. The Insurance Requirements herein are minimum requirements for this Contract and in no way limit the indemnity covenants contained in this Contract. County in no way warrants that the minimum limits contained herein are sufficient to protect the Consultant from liabilities that arise out of the performance of the work under this Contract.

8.1. Ratings. Consultant’s insurance will be placed with companies licensed in the State of Arizona or hold approved non-admitted status on the Arizona Department of Insurance List of Qualified Unauthorized Insurers. Insurers will have an “A.M. Best” rating of not less than A- VII. County in no way warrants that the above-required minimum insurer rating is sufficient to protect the Consultant from potential insurer insolvency.

**8.2. Insurance Coverages and Limits.**

8.2.1. Minimum Scope and Limits of Insurance: Consultant will procure and maintain, until all of their obligations have been discharged, coverage with limits of liability not less than those stated below.

8.2.1.1. Commercial General Liability (CGL) – Occurrence Form with limits of \$2,000,000 Each Occurrence and \$2,000,000 General Aggregate. Policy will include bodily injury, property damage, and broad form contractual liability coverage.

8.2.1.2. Business Automobile Liability – Bodily Injury and Property Damage for any owned, hired, and/or non-owned automobiles used in the performance of this Contract with a Combined Single Limit (CSL) of \$1,000,000.

8.2.1.3. Workers' Compensation and Employers' Liability - Statutory requirements and benefits. Coverage is compulsory for employers of one or more employees. Employer's Liability - \$1,000,000.

Note: The Workers' Compensation requirement will not apply to a Consultant that is exempt under A.R.S. § 23-901, and when such Consultant executes the appropriate County Sole Proprietor or Independent Consultant waiver form.

8.2.1.4. Professional Liability (Errors and Omissions) Insurance – This insurance is required when soliciting work from licensed professionals. The policy limits will be not less than \$2,000,000 Each Claim and \$2,000,000 Annual Aggregate. The policy will cover professional misconduct or negligent acts for those positions defined in the Scope of Work of this contract.

8.2.1.5. Claims-Made Coverage. In the event that the Professional Liability insurance required by this Contract is written on a claims-made basis, Consultant warrants that any retroactive date under the policy will precede the effective date of this Contract and, either continuous coverage will be maintained, or an extended discovery period will be exercised, for a period of three years beginning at the time work under this Contract is completed.

### 8.3. Additional Insurance Requirements:

The policies will include, or be endorsed to include, as required by this written agreement, the following provisions:

8.3.1. Additional Insured: The General Liability and Business Automobile Liability Policies will each be endorsed to include County, its departments, districts, boards, commissions, officers, officials, agents, and employees as additional insured's with respect to liability arising out of the activities performed by or on behalf of Consultant.

8.3.2. Subrogation: The General Liability, Business Automobile Liability and Workers' Compensation Policies will each contain a waiver of subrogation endorsement in favor of County, and its departments, districts, boards, commissions, officers, officials, agents, and employees for losses arising from work performed by or on behalf of Consultant.

8.3.3. Primary Insurance: Consultant's policies will stipulate that the insurance afforded Consultant will be primary and that any insurance carried by the Department, its agents, officials, employees or County will be excess and not contributory insurance.

8.3.4. Insurance provided by Consultant will not limit Consultant's liability assumed under the indemnification provisions of this Contract.

### 8.4. Notice of Cancellation:

Each required Insurance policy must provide, and certificates specify, that County will receive not less than 30 days advance written notice of any policy cancellation, except 10-days prior notice is sufficient when the cancellation is for non-payments of a premium. Notice shall include the County project or contract number and project description.

8.5. Verification of Coverage:

Consultant will furnish County with certificates of insurance as required by this Contract. An authorized representative of the insurer will sign the certificates.

8.5.1. All certificates and endorsements, as required by this written agreement, are to be received and approved by County before work commences. Each insurance policy required by this Contract must be in effect at, or prior to, commencement of work under this Contract. Failure to maintain the insurance coverages or policies as required by this Contract, or to provide evidence of renewal, is a material breach of contract.

8.5.2. All certificates required by this Contract will be sent directly to the Department. County project or contract number and project description will be noted on the certificate of insurance. County reserves the right to require complete copies of all insurance policies required by this Contract at any time.

8.6 Approval and Modifications:

The Pima County Risk Manager may modify the Insurance Requirements at any point during the Term of this Contract. This can be done administratively, with written notice from the Risk Manager and does not require a formal Contract amendment. Neither the County's failure to obtain a required insurance certificate or endorsement, the County's failure to object to a non-complying insurance certificate or endorsement, nor the County's receipt of any other information from the Consultant, its insurance broker(s) and/or insurer(s), constitutes a waiver of any of the Insurance Requirements.

9. **Indemnification.**

9.1. To the fullest extent permitted by law, Consultant will defend, indemnify, and hold harmless Pima County and any related taxing district, and the officials and employees of each of them (collectively, "Indemnitee") from and against any and all claims, actions, liabilities, losses, and expenses (including reasonable attorney fees) (collectively, "Claims") arising out of actual or alleged injury of any person (including death) or loss or damage to tangible or intangible property caused, or alleged to be caused, in whole or in part, by any act or omission of Consultant or any of Consultant's directors, officers, agents, employees, volunteers, or subconsultants. This indemnity includes any claim or amount arising or recovered under the Workers' Compensation Law or arising out of the failure of Consultant to conform to any federal, state or local law, statute, ordinance, rule, regulation or court decree. The Indemnitee will, in all instances, except for Claims arising solely from the acts or omissions of the Indemnitee, be indemnified by Consultant from and against any and all Claims. Consultant is responsible for primary loss investigation, defense and judgment costs for any Claim to which this indemnity applies. This indemnity will survive the expiration or termination of this Contract.

9.2. All warranty and indemnification obligations under this contract shall survive expiration or termination of the contract, unless expressly provided otherwise. The Parties agree that any indemnification provision inconsistent with A.R.S. § 34-226 is, in all cases, not void, but will be interpreted and applied as if it were consistent with A.R.S. § 34-226.

9.3. Upon request, Consultant may fully indemnify and hold harmless any private property owner granting a right of entry to Consultant for the purpose of completing the project. The obligations under this Section do not extend to the negligence of County, its agents, employees or indemnities.

10. **Laws and Regulations.**

10.1. Compliance with Laws. Consultant will comply with all federal, state, and local laws, rules, regulations, standards and Executive Orders, without limitation to those designated within this Contract.

- 10.2. Licensing. Consultant warrants that it is appropriately licensed to provide the services under this Contract and that its Subconsultants will be appropriately licensed.
- 10.3. Choice of Law; Venue. The laws and regulations of the State of Arizona govern the rights and obligations of the parties under this Contract. Any action relating to this Contract must be filed and maintained in Superior Court in Pima County.
11. **Status of Consultant**. Consultant is an independent Consultant. Neither Consultant, nor any of Consultant's officers, agents or employees will be considered an employee of Pima County for any purpose or be entitled to receive any employment-related benefits, or assert any protections, under the Pima County Merit System. Consultant is responsible for paying all federal, state and local taxes on the compensation received by Consultant under this Contract and will indemnify and hold County harmless from any and all liability that County may incur because of Consultant's failure to pay such taxes.
12. **Consultant's Performance**.
- 12.1. Performance. Consultant will perform the work with the degree of care and skill required of any similarly situated Arizona registrant. Consultant will employ suitably trained and skilled professional personnel to perform all required services under this Contract. Prior to changing any key personnel, especially those key personnel County relied upon in making this contract, Consultant will obtain County's approval.
- 12.2. Responsibility. Consultant is responsible for the professional quality, technical accuracy, timely completion, and the coordination of all its effort and other services furnished by Consultant under this Contract. Without additional compensation, Consultant will correct or revise any errors, omission, or other deficiencies in all products of its efforts and other services provided. This includes resolving any deficiencies arising out of the acts or omissions of Consultant found during or after the course of the services performed by or for Consultant under this Contract, regardless of County having knowledge of or condoning/accepting the products or the services. Correction of such deficiencies will be at no cost to County.
13. **Non-Waiver**. The failure of County to insist in any one or more instances upon full and complete compliance with any of the terms and provisions of this Contract or to take any action permitted as a result is not a waiver or relinquishment of the right to insist upon full and complete performance of the same or any other covenant or condition either in the past or in the future. The acceptance by either party of sums less than may be due and owing it at any time is not an accord and satisfaction.
14. **Subconsultant**. Consultant will be fully responsible for all acts and omissions of its Subconsultant and of persons directly or indirectly employed by Subconsultant and of persons for whose acts any of them may be liable to the same extent that Consultant is responsible for the acts and omissions of persons directly employed by it. Nothing in this Contract creates any obligation on the part of County to pay or any Subconsultant, except as may be required by law.
15. **Non-Assignment**. Consultant will not assign its rights or obligations under this Contract in whole or in part, without County's prior written approval. County may withhold approval at its sole discretion.
16. **Non-Discrimination**. Consultant will comply with all provisions and requirements of Arizona Executive Order 2009-09, which is hereby incorporated into this contract, including flow-down of all provisions and requirements to any Subconsultants. During the performance of this Contract, Consultant will not discriminate against any employee, client or any other individual in any way because of that person's age, race, creed, color, religion, sex, disability or national origin.
17. **Americans with Disabilities Act**. Consultant will comply with Title II of the Americans with Disabilities Act (Public Law 110-325, 42 U.S.C. §§ 12101-12213) and the federal regulations for Title II (28 CFR Part 35).

18. **Cancellation for Conflict of Interest.** This Contract is subject to cancellation for conflict of interest pursuant to A.R.S. § 38-511, the pertinent provisions of which are incorporated into this Contract by reference.

19. **Termination of Contract for Default.**

19.1. Upon a failure by Consultant to cure a default under this Contract within ten days of receipt of notice from County of the default, County may, in its sole discretion, terminate this Contract for default by written notice to Consultant. In this event, County may take over the work and complete it by contract or otherwise. In such event, Consultant will be liable for any damage to the County resulting from Consultant's default, including any increased costs incurred by County in completing the work.

19.2. Default Events. The following constitutes an event of default:

19.2.1. Abandonment of or failure by Consultant to observe, perform or comply with any material term, covenant, agreement or condition of this Contract, or to prosecute the work or any separable part thereof with the diligence that will insure completion within the time specified in this contract, including any extension, or a failure to complete the work (or the separable part of the work) within the specified time;

19.2.2. Persistent or repeated refusal or failure to supply adequate staff, resources or direction to perform the work on schedule or at an acceptable level of quality;

19.2.3. Refusal or failure to remedy defective or deficient work within a reasonable time;

19.2.4. Loss of professional registration or business or other required license or authority, or any curtailment or cessation for any reason of business or business operations that would substantially impair or preclude Consultant's performance of this Contract;

19.2.5. Disregard of laws, ordinances, or the instructions of County or its representatives, or any otherwise substantial violation of any provision of the contract;

19.2.6. Performance of work hereunder by personnel that are not qualified or permitted under state law or local law to perform such services;

19.2.7. Commission of any act of fraud, misrepresentation, willful misconduct, or intentional breach of any provision of this Contract; or

19.2.8. If a voluntary or involuntary action for bankruptcy is commenced with respect to Consultant, or Consultant becomes insolvent, makes a general assignment for the benefit of creditors, or has a receiver or liquidator appointed in respect of its assets.

19.3. Termination. In the event of a termination for default:

19.3.1. All finished and unfinished drawings, specifications, documents, data, studies, surveys, drawings, photographs, reports and other information in whatever form, including electronic, acquired or prepared by Consultant for this project become County's property and will be delivered to County not later than five business days after the effective date of the termination;

19.3.2. County may withhold payments to Consultant arising under this or any other Contract for the purpose of set-off until such time as the exact amount of damage due County from Consultant is determined; and

19.3.3. Subject to the immediately preceding subparagraph 19.3.2, County's liability to Consultant will not exceed the Contract value of work satisfactorily performed prior to the date of termination for which County has not previously made payment.

19.4. Non-Termination. County will not terminate Contract for default or charge Consultant with damages under this Section if:

19.4.1. Except for subparagraph 19.2.8 in subsection 19.2 above, the event of default or delay in completing the work arises from unforeseeable causes beyond the control and without the fault or negligence of Consultant. Examples of such causes include:

19.4.1.1. Acts of God or of the public enemy,

19.4.1.2. Acts of County in either its sovereign or contractual capacity,

19.4.1.3. Acts of another Contractor in the performance of a contract with County,

19.4.1.4. Fires,

19.4.1.5. Floods,

19.4.1.6. Epidemics and Pandemics,

19.4.1.7. Quarantine restrictions,

19.4.1.8. Strikes,

19.4.1.9. Freight embargoes,

19.4.1.10. Unusually severe weather, or

19.4.1.11. Delays of Subconsultants at any tier arising from unforeseeable causes beyond the control and without the fault or negligence of both Consultant and the Subconsultant(s); and

19.4.2. Consultant, within seven days from the beginning of any event of default or delay (unless extended by County), notifies County in writing of the cause(s) therefor. In this circumstance, County will ascertain the facts and the extent of the resulting delay. If, in the reasonable judgment of County, the findings warrant such action, County may extend the time for completing the work.

19.5. Receipt of Notice. For the purposes of subsection 19.1 above, "receipt of notice" includes receipt by hand by Consultant's project manager, by facsimile transmission with notice of receipt, or under the Notices clause of this Contract.

19.6. Excusable. If, after termination of the Contract for default, County determines that the Consultant was not in default, or that the delay was excusable, the rights and obligations of the parties will be the same as if County had terminated Contract for convenience as set forth in Section 20.

19.7. Rights and Remedies. The rights and remedies of County in this Section are cumulative and in addition to any other rights and remedies provided by law or under this contract.

20. **Termination for Convenience of County**. County may terminate this Contract at any time by giving written notice to Consultant of such termination and specifying the effective date thereof, at least 15 days before the effective date of such termination. In that event, all finished or unfinished documents and other materials will, at the option of the County, become its property. If County terminates the Contract as provided herein, County will pay Consultant an amount based on the time and expenses incurred by Consultant prior to the termination date, however, no payment will be allowed for anticipated profit on unperformed services.

21. **Non-Appropriation of Funds.** Notwithstanding any other provision in this Contract, this Contract may be terminated if for any reason the Pima County Board of Supervisors does not appropriate sufficient monies for the purpose of maintaining this Contract. In the event of such termination, County will have no further obligation to Consultant, other than payment for services rendered prior to termination.
22. **Notices.** Any notice required or permitted to be given under this Contract must be in writing and be served by delivery or by certified mail upon the other party as follows:

COUNTY:

Rod Lane, Director  
Project Design and Construction  
150 W. Congress St., 3<sup>rd</sup> Floor  
Tucson, AZ 85701  
Tel: (520) 724-3085

CONSULTANT:

Henry Tom, Principal-in-Charge  
Line and Space, L.L.C.  
627 E. Speedway  
Tucson, AZ 85705  
Tel: (520) 623-1313

23. **Other Documents.** County and Consultant in entering into this Contract have relied upon information provided in Request for Qualifications No. RFQu-2500015383, and on representations and information in the Consultant 's response to said RFQu. These documents are hereby incorporated into and made a part of this Contract as if set forth in full herein, to the extent not inconsistent with the provisions of this Contract. Consultant will perform services in accordance with the terms of the Contract and at a level of care consistent with prevailing industry standards. In the event any provision of this contract is inconsistent with those of any other document, the contract provisions will prevail.
24. **Remedies.** Either party may pursue any remedies provided by law for the breach of this Contract, provided, however, that the procedures in Section 28 are first exhausted. No right or remedy is intended to be exclusive of any other right or remedy and each is cumulative and in addition to any other right or remedy existing at law or at equity or by virtue of this Contract.
25. **Severability.** Each provision of this Contract stands alone, and any provision of this Contract found to be prohibited by law is ineffective to the extent of such prohibition without invalidating the remainder of this Contract.
26. **Books and Records.**
- 26.1. Maintenance. Consultant will keep and maintain proper and complete books, records and accounts, which will be open at all reasonable times for inspection and audit by duly authorized representatives of County.
- 26.2. Retention. Consultant will retain all records relating to this contract at least five years after its termination or cancellation or until any related pending proceeding or litigation has been closed, if later. Alternatively, Consultant may, at its option, deliver such records to County for retention.
27. **Delays.** Neither party will be in default in the performance of its obligations to the extent that the performance of any such obligation is prevented or delayed by any cause, existing or future, which is beyond the reasonable control of such party.
28. **Disputes.**
- 28.1. Resolving Dispute. In the event of a dispute between the parties regarding any part of this Contract or the parties' obligations or performance hereunder, either party may request a special meeting between their respective representatives to resolve the dispute. If the dispute remains unresolved, then either party may request escalation of the issue to a meeting between the Director of the Pima County Department administering this Contract and Consultant's counterpart official, such meeting to be held within one week of the request, unless otherwise agreed. If the dispute is still not resolved after that

meeting, then either party may pursue such remedy or remedies as may be available to them under the laws of the State of Arizona.

28.2. **Performance.** The parties will continue performance of their respective obligations under this Contract notwithstanding the existence of any dispute.

29. **Ownership of Documents.** Ownership of all original drawings, field data, estimates, field notes, plans, specifications, documents, reports, calculations, and other information developed by Consultant under this contract vests in and become the property of County and shall be delivered to County upon completion or termination of the services, but Consultant may retain and use copies thereof. County agrees that the material will not be used for any project other than the project for which it was designed without the expressed permission of the Consultant.

30. **Public Records.**

30.1. **Disclosure.** Pursuant to A.R.S. § 39-121 et seq., and A.R.S. §§ 34-603(H), 604(H), in the case of construction or Architectural and Engineering services procured under A.R.S. Title 34, Chapter 6, all information submitted by Consultant in any way related to this contract, including, but not limited to, pricing, product specifications, work plans, and any supporting data becomes public information and upon request, is subject to release and/or review by the general public including competitors.

30.2. **Records Marked Confidential.**

30.2.1. Any information submitted related to this Contract that Consultant believes constitutes proprietary, trade secret or otherwise confidential information must be appropriately and prominently marked as Confidential prior to submittal to County and be accompanied by an index specifically identifying and describing the general contents of each page so marked. The index is a Public Record and must not include any information considered confidential.

30.2.2. Notwithstanding the above provisions, in the event records marked Confidential are requested for public release pursuant to A.R.S. § 39-121 et seq., County will release records marked Confidential 10 business days after the date of notice to the Consultant of the request for release, unless Consultant has, within the ten day period, secured a protective order, injunctive relief or other appropriate order from a court of competent jurisdiction in Arizona, enjoining the release of the records. For the purposes of this paragraph, the day of the request for release is not counted in the time calculation. County will notify Consultant of any request for such release on the same day of the request for public release or as soon thereafter as practicable. County is not, under any circumstances, responsible for securing a protective order or other relief enjoining the release of records marked Confidential, nor is County in any way financially responsible for any costs associated with securing such an order.

31. **Legal Arizona Workers Act Compliance.**

31.1. **Compliance with Immigration Laws.** Consultant warrants that it will at all times during the term of this Contract comply with all federal immigration laws applicable to Consultant's employment of its employees, and with the requirements of A.R.S. § 23-214 (A) (together the "State and Federal Immigration Laws"). Consultant will further ensure that each Subconsultant who performs any work for Consultant under this contract likewise complies with the State and Federal Immigration Laws.

31.2. **Books & Records.** County has the right at any time to inspect the books and records of Consultant and any Subconsultant in order to verify such party's compliance with the State and Federal Immigration Laws.

31.3. **Remedies for Breach of Warranty.** Any breach of Consultant's or any Subconsultant's warranty of compliance with the State and Federal Immigration Laws, or of any other provision of this section, is a

material breach of this Contract subjecting Consultant to penalties up to and including suspension or termination of this Contract. If the breach is by a Subconsultant, and the subcontract is suspended or terminated as a result, Consultant must take such steps as may be necessary to either self-perform the services that would have been provided under the subcontract or retain a replacement Subconsultant, (subject to County approval if SBE or DBE preferences apply) as soon as possible so as not to delay project completion.

- 31.4. **Subconsultants.** Consultant will advise each Subconsultant of County's rights, and the Subconsultant's obligations, under this Section by including a provision in each subcontract substantially in the following form:

"Subconsultant hereby warrants that it will at all times during the term of this contract comply with all federal immigration laws applicable to Subconsultant's employees, and with the requirements of A.R.S. § 23-214 (A). Subconsultant further agrees that County may inspect the Subconsultant's books and records to insure that Subconsultant is in compliance with these requirements. Any breach of this paragraph by Subconsultant is a material breach of this contract subjecting Subconsultant to penalties up to and including suspension or termination of this contract."

- 31.5. **Costs.** Any additional costs attributable directly or indirectly to remedial action under this Section are the responsibility of Consultant. In the event that remedial action under this Section results in delay to one or more tasks on the critical path of Consultant's approved construction or critical milestones schedule, such period of delay is excusable delay for which Consultant is entitled to an extension of time, but not costs.

32. **Israel Boycott Certification.** Pursuant to A.R.S. § 35-393.01, if Consultant engages in for-profit activity and has 10 or more employees, and if this Contract has a value of \$100,000.00 or more, Consultant certifies it is not currently engaged in, and agrees for the duration of this Contract to not engage in, a boycott of goods or services from Israel. This certification does not apply to a boycott prohibited by 50 U.S.C. § 4842 or a regulation issued pursuant to 50 U.S.C. § 4842.
33. **Forced Labor of Ethnic Uyghurs.** Pursuant to A.R.S. § 35-394, if Consultant engages in for-profit activity and has 10 or more employees, Consultant certifies it is not currently using, and agrees for the duration of this Contract to not use (1) the forced labor of ethnic Uyghurs in the People's Republic of China; (2) any goods or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China; and (3) any consultants, subconsultants or suppliers that use the forced labor or any goods or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China. If Consultant becomes aware during the term of the Contract that the Company is not in compliance with A.R.S. § 35-394, Consultant must notify the County within five business days and provide a written certification to County regarding compliance within one hundred eighty days.
34. **Heat Injury and Illness Prevention and Safety Plan.** Pursuant to Pima County Procurement Code 11.40.030, Consultant hereby warrants that if Consultant's employees perform work in an outdoor environment under this Contract, Consultant will keep on file a written Heat Injury and Illness Prevention and Safety Plan. At County's request, Consultant will provide a copy of this plan and documentation of heat safety and mitigation efforts implemented by Consultant to prevent heat-related illnesses and injuries in the workplace. Consultant will post a copy of the Heat Injury and Illness Prevention and Safety Plan where it is accessible to employees. Consultant will further ensure that each subconsultant who performs any work for Consultant under this Contract complies with this provision.
35. **Amendment.** Except for the reallocation of funds provision above in Section 7, this Contract may be modified, amended, altered or extended only by a written amendment signed by the Parties.
36. **Entire Agreement.** This document constitutes the entire agreement between the Parties and all prior or contemporaneous agreements and understandings, oral or written, are hereby superseded and merged herein.

37. **Effectiveness and Date.** This contract will become effective when all Parties have signed it. The date of this Contract will be the date the Contract is signed by the last Party to sign it (as indicated by the date associated with that Party's signature).

Each Party is signing this Contract on the date below that Party's signature.

PIMA COUNTY:

\_\_\_\_\_  
Chair, Board of Supervisors

\_\_\_\_\_  
Date

CONSULTANT:

\_\_\_\_\_  
Signature 

\_\_\_\_\_  
Henry Tom, Principal Line and Space  
Name and Title (Please Print)

\_\_\_\_\_  
3/16/2026

\_\_\_\_\_  
Date

ATTEST:

\_\_\_\_\_  
Clerk of the Board

\_\_\_\_\_  
Date

This contract template has been approved as to form by the Pima County Attorney's Office.

**EXHIBIT A - SCOPE OF SERVICES (13 Pages)**



**PIMA COUNTY PROJECT DESIGN & CONSTRUCTION**

**New Buildings Division**

**150 W. Congress Street | 3rd Floor | Tucson, Arizona | 85701**

**SCOPE OF PROFESSIONAL SERVICES REQUIRED**

**DATE(Version):** August 11, 2025 (1)  
**PROJECT NAME:** Downtown Library Relocation  
**PROJECT LOCATION:** 150 North Stone Avenue

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**A. SCOPE OF SERVICES TO BE PROVIDED BY THE CONSULTANT**

**1. General Provisions:**

The Scope of Professional Services shall include all professional services required to design and construct the Project.

All work shall be performed by persons registered, or under the direct supervision of a Registered Professional that is currently registered in the State of Arizona for the type of services rendered. The Registered Professional, if not self-employed, shall be employed by a firm that is registered in the State of Arizona to provide consulting services in the discipline(s) provided by the firm under this contract per ARS Section 32-141. The names of the firm and firm registration number(s), including any branch offices involved in work under this contract, and the names of the Registered Professional(s) listed on the State of Arizona firm registration and any other Registered Professional(s) involved in work under this contract shall be supplied. The Registered Professional in responsible charge for each discipline is responsible for all construction documents including drawings, specifications, reports, calculations, and any other professional documents pertaining to the professional services they provide and shall seal and sign all construction documents for which they are responsible per Section R4-30-303 of the Arizona Administrative Code.

The County lacks the available expertise for the Project, and has therefore, by this Agreement, employed the Consultant. Written approval of plans, specifications, reports, and other construction documents by the Board of Supervisors is only for conformance with the program design concept of the Project. This approval does not imply approval of nor attest to the accuracy, suitability, or completeness of the design, drawings, dimensions, details, proper selection of materials, nor compliance with applicable codes or ordinances. Such accuracy, suitability, or completeness is the sole responsibility of the Consultant for the

Project. The project construction delivery will be Construction Manager at Risk (CMAR). If a Guaranteed Maximum Price (GMP) for construction of the Project, or any phase thereof, is not received for an amount within the construction budget, the County shall implement options as defined in section 4 of this document.

The Consultant shall prepare minutes of all meetings in the design phase between the County, the CMAR and the Consultant, for review and approval by the County. Meetings shall take place, at a minimum, on a bi-weekly basis with the County and the Consultant's TEAM through the design phase.

The Consultant shall prepare a Project Schedule showing all phases of the project for review and approval by the County. At the time of the CMAR entering into contract with the County the CMAR shall take ownership of the Master Project Schedule showing the design, GMP/bidding and construction phases required for the Project. The Consultant shall review and provide input to the CMAR for their development of the Master Project Schedule. The Consultant shall provide progress reports to the County's project manager on a bi-monthly basis throughout the Design Services.

**2. Project Narrative:**

The project will relocate the Pima County Library District's Joel D Valdez Main Library operations from its current location at 101 North Stone Avenue to the soon to be or recently acquired building at 150 North Stone, formerly the Wells Fargo Bank. The project will also include the two buildings to the south, 136 and 140 North Stone Avenue and the parking structure east of the buildings on Alameda Street. The total size of the three buildings is approximately 60,000 gsf.

At 90,000 gsf, the current Library is larger than needed and is difficult to operate due to the multiple floors and layout of the existing building. The building also has a significant amount of deferred maintenance and failing infrastructure. The lack of ownership, the high cost of the improvements needed and the potential impact on operations during any improvements have led to the decision to the relocation option.

The historic Wells Fargo Building, originally known as the Southern Arizona Bank and Trust, provides a unique opportunity with many advantages which include its location, smaller size, street front access and high visibility, the ability to relocate with minimal disruption to operations and services to the public, lower renovation costs and the overall good condition of the historic building.

The renovation and relocation provide an opportunity to reimagine a new Library in downtown Tucson. Since occupying the current building at 101 North Stone Avenue over 30 years ago, public libraries have evolved dramatically in the types services and how they are delivered.

The downtown library has a unique set of stakeholders and patrons that have also evolved over this period and are different than other branch libraries. The downtown library also supports the other twenty-six libraries in the Library District as the "home" for multiple non-branch staff and the library administration.

The County's Project Team will consist of representatives from Pima County Project Design and Construction (PDC) who will have final decision-making authority during both the design and construction phases. Other participants on the design team will include members from the Library District, Facilities Management, Conservation and Land Resources, etc.

(See **Map of the Area** prepared by the County at the end of this exhibit)

### 3. Architectural/Engineering Services

Architectural services for this Project shall be led by a Pima County Project Design and Construction (PDC) project manager.

Professional services for this Project are to consist of the following and as described below:

- Existing Conditions Survey
- Program Development including public outreach
- Conceptual Design
- Schematic Design
- Design Development
- Construction Documentation in three submittals
  - 50% CD Review
  - 90% CD Review – Bidding documents
  - 100% Documents
- Bidding, GMP review and Negotiation
- CMAR Collaboration
- Construction Administration
- Close-out/Record Drawings

These Design services shall include the following disciplines:

- Architectural
- Civil Engineering (limited scope)
- Surveying
- Structural Engineering
- Mechanical Engineering
- Plumbing Engineering
- Fire Protection - Delegated Design
- Electrical Engineering
- Telecommunication Systems Design
- Fire Alarm - Delegated Design
- Cost Estimating at all phases through GMP bidding, External/Third- Party Consultant
- Audio/Visual Design
- Acoustical Design
- Historical Preservation Consultation including submittals and reviews with SHPO and the Tucson-Pima County Historical Commission (TPCHC)
- Security/Access Control Design
- Building and wayfinding identification signage
- Building and ADA Code Compliance
- Interior Design/Furniture and Room Signage Coordination with Pima County

Consultant shall provide interior space planning services and conceptual furniture layout with consultation with PDC utilizing PC approved standards. PDC interior design staff will review and approve all furniture selections as well as specify, procure and manage the installation of furniture.

Finish materials and color selections will be by Consultant using Pima County's standards and may only be substituted with approval of the Project Manager.

Consultant to provide design services for data infrastructure, cabling, and layout of IT rooms, audio-visual, access control, security systems and other low voltage systems with consultation with Pima County in order to provide complete systems installed by the CMAR.

Consultants shall review and implement Pima County's Design and Construction Standards within the Project. The assigned Pima County's Project Manager shall approve any deviations.

**4. Estimated Budget & Cost Control**

The total construction budget for this Project shall not exceed **\$14,000,000**. The construction delivery method is Construction Manager at Risk.

**The Consultant is responsible to maintain the project's design within the construction budget.** Collaboration with the CMAR shall be utilized to reconcile cost estimates and align the scope with the budget. The cost estimator needs to be well aware of construction costs within the southern Arizona market. A professional estimator, who is not an employee of the Consultant's firm, and is independent from the Consultant's other sub-consultants, shall prepare the cost estimates. If necessary, the Consultant and his cost estimator shall recommend value-engineering items, scope changes, and add alternates for County review and approval. If the Consultant's estimate of the Cost of Work exceeds the Construction Budget, **at any phase/submittal**, Pima County shall have the following options:

1. Reject the submittal, and require the Consultant to redesign the Project, update the submittal and the cost estimate in accordance with A.R.S. 34-104, at no additional cost to the County; or
2. Give written approval of an increase in budget for the Cost of the Work; or
3. Conditionally approve the submittal, directing the Consultant to work with the Project Manager, CMAR and other stakeholders to revise the scope and quality of the Project as required to meet the Construction Budget; or
4. Terminate the contract in accordance with contract provisions contained in Section 19.

At each submittal phase, the County and the Consultant will review the cost estimate for approval.

**5. Project Schedule:** Design Services shall begin concurrently upon receipt of an approved contract and a Notice to Proceed from the Project Manager.

- a) Programming and Existing Conditions Survey – 2 Months
- b) Design through Construction Document – 11 Months
- c) Permits and GMP Finalizing – 2 Months
- d) Construction – 12-14 Months
- e) Project Closeout – 2 Months

See Line and Space's proposed project schedule.

The master project schedule shall be developed by the Consultant per the above timelines with input from the County and the Project Team until the CMAR is under contract.

**6. Pre-Design Services Detail:**

a. Existing Conditions Survey:

The Consultant shall obtain the services of an Arizona licensed, registered land surveyor, to perform a land survey of the current site to identify such things as property lines with dimension and bearing, right of ways, easements, structures, site improvements, contours at interval, natural features, drainage control features, existing buildings, roadways, curbs and sidewalks, utilities including invert elevations and legal description with existing easements shown. The County shall contact and coordinate all parties required for the blue-staking process prior to the survey to identify the underground utilities and label them as blue-stake verified. The Consultant shall visit the project site and field measure above ground features and photograph existing conditions as necessary to become familiar with the site.

The County shall provide a licensed engineer, through the State of Arizona, to provide pressure/flow and flow direction for all above and below ground utilities. This includes domestic/fireflow pressure/flow data as provided by Tucson Water and Pima County Regional Wastewater Department.

The County shall obtain the services of a private utility locator to determine size and depth of utilities. The Consultant shall have the civil engineer provide proposed locations for pot-holes by CMAR and be on site to observe and document the utilities.

All survey drawings prepared by the Consultant shall be in AutoCAD format.

The Consultant shall survey the buildings to develop CAD files of sufficient detail to develop the designs and construction documents. The County does not have CAD files for the building. The County will provide any construction, permit, as-builts and record drawings provided that were received during the property acquisitions or from the City of Tucson Development Services Department.

b. Program Development:

At the award of this contract, the Consultant shall meet with the project stakeholders to develop the program, functional needs and organizational relationships of the new building. The previously developed building program will be given to the consultant at the time of award outlining the general project requirements. Public stakeholder meetings will be required to seek input from community and present conceptual designs for feedback. The County will assist with identifying and coordinating with the community stakeholders.

**7. Design Services Detail:**

a. Applicable Codes and Regulations:

The Consultant shall provide construction documents and assist the County with obtaining a building permit with Pima County Development Services.

The Consultant shall assist the County with submission to the Arizona State Fire Marshal (ASFM) for permit as applicable.

The Consultant must comply with all Pima County, Arizona State Fire Marshall and any other Authorities Having Jurisdiction's adopted codes.

The Consultant must comply with Pima County Zoning requirements.

The Consultant shall perform a preliminary building code review during the concept phase to understand the requirements related to the change of use/occupancy. Utilizing the International Existing Building Code and coordination with Pima County's Development Services will be required.

b. Conceptual Design/Schematic Design Phase:

Upon the County written approval of the Project Program, the Consultant shall continue into this phase of the Project to verify the Pre-Design information and review issues of relevance include program requirements, space needs, operational and staffing issues, functional organization and physical design parameters, equipment selections, utility verification and recommendations. The Consultant shall visit the project site and meet with the Project Team to discuss and coordinate the specifics of the project. Based on coordination with Pima County a Conceptual Plan/design shall be reviewed and approved prior to the Schematic Design Submittal.

The Schematic Design Submittal shall provide the information necessary to proceed to the Design Development Phase of the Project and shall include at a minimum drawings, design narratives from each discipline, outline specifications, calculations and other documents which establish the general scope and conceptual design, and any other preliminary concern specific to the Project.

The Consultant shall conduct an in-house quality review session with the design team prior to submission to the County.

The Consultant shall review CMAR cost estimate.

The County will provide review comments in Bluebeam Session and the Consultant shall prepare and submit a response to each of the County's review comments one week prior to the next submittal. A document review session will be held with the County, CMAR if applicable, Project Team and the Consultant's team.

The Consultant must receive from the County written approval of the Schematic Design documents before proceeding to the Design Development phase.

c. Design Development Phase:

This Phase consists of drawings, specifications, proposed equipment schedules and cut-sheets (mechanical, plumbing, electrical), and other documents necessary to describe the size and character of the entire Project as to architectural, structural, mechanical, plumbing and electrical systems, materials, and such other disciplines and essentials as may be appropriate. Design Development Documents shall be submitted to the County for review and approval.

The Consultant shall conduct an in-house quality review session with the design team prior to submission to the County. A document review session will be held with the County, CMAR, Project team and the Consultant. The submittal shall consist of PDF and AutoCAD. The Consultant shall prepare and submit a written response from the previous submittal to each of the County's review comments at this time.

Two weeks after submission, the Consultant shall submit an Estimate of Construction Cost. Provide in electronic PDF format to the County, with itemized costs for materials

and labor for each portion of the construction. The Consultant shall review the CMAR's cost estimate, provide scope clarifications and reconcile the Consultant and CMAR estimate's.

The County will provide written review comments and the Consultant shall prepare and submit a written response to each of the County's review comments prior to the next submittal.

The Consultant must receive from the County written approval of the Design Development documents before proceeding to the Construction Document phase.

d. Construction Documents Phase (50% & 90% Completion):

The Consultant shall prepare from the approved Design Development Documents, 50% and 90% completed Construction Documents, including preliminary drawings, book Specifications and produce cut-sheets (50% & 90% level for all disciplines), and any calculations or reports not included in the drawing set, setting forth in detail the requirements for the construction of the entire Project, including coordination between the various applicable disciplines, including various utility providers, and shall be familiar with the standard Pima County CMAR contract, which the County will provide to the Consultant. The Consultant shall coordinate with the County on the Project's General Requirements to be included in the Project Manual.

The Consultant and/or sub-consultants with the County's Project Manager shall meet with local and State Agencies to review and verify architectural and engineering documents. This includes, however is not limited to, consultation with Pima County Development Services, the Arizona Office of State Fire Marshal, other agencies and the utility service providers as applicable.

The Consultant shall conduct an in-house quality review session with the design team prior to submission to the County.

A document review session, "page-turn", will be held with the County, CMAR, Project Team and the Consultant's team to review details of the submittal, answer questions and discuss solutions to design challenges. The County will provide review comments from these sessions and the Consultant shall prepare and submit a written response to each of the County's review comments prior to the next submittal.

The submittal shall consist of PDF and AutoCad formats with specific details of the submittal, in terms of numbers and sizes of copies, as determined by the County prior to the submittal.

Two weeks after submission, the Consultant shall submit to the County, a Statement of Probable Construction Cost. Provide a copy in electronic PDF format to the County, with itemized costs for materials and labor for each portion of the construction. The Consultant shall review the CMAR's cost estimate, provide scope clarifications and reconcile the Consultant and CMAR estimate's.

The Consultant must receive from the County written approval of each Construction Documents Phase before proceeding to the next Construction Document Phase.

e. Construction Documents (100% Completion):

The Consultant shall develop from the 90% Construction Documents; the 100% Construction Document submission to be submitted by the County's Project Manager to obtain the building permits. This submission includes sealed drawings and full (book) specifications, calculations and product cut sheets, setting forth in detail the requirements for the construction of the entire Project, including coordination of the various applicable disciplines, including utility providers, and shall be familiar with the standard Pima County Bidding Instructions and the General Conditions of the Contract. The Consultant shall conduct an in-house quality review session prior to submission to the County.

At the time of submission for building permit, the Consultant shall coordinate with the County Project Manager what is required to be delivered to the permit authorities.

The Consultant shall provide the County with all required documentation for submittal for the Construction Permit, or any other permits, or review processes required by said governmental authorities. These documents shall include, but not limited to, completed plans, specifications, special inspection certificates (if necessary) International Energy Conservation Code compliance documentation for the building envelope (architect), HVAC (mechanical engineer), and lighting (electrical engineer), and other design related calculations. The County will submit these documents to Development Services and other agencies for permit review.

The Consultant must receive from the County's Project Manager's written approval of the Completed Construction Documents before proceeding to the next phase. Upon approval of the submittal, Consultant shall make any required changes during the Bidding Phase by Addendum/Addenda.

No cost estimate is required for this phase of work. Review of CMAR cost estimates only.

f. GMP Cost Review and Reconciliation Phase:

The Consultant shall assist the County in answering any questions that may arise from the CMAR pertaining to the Construction Documents. Should Addenda become necessary, the Consultant shall prepare and distribute same with direction provided by the County's Project Manager. The Consultant will assist in the review of subcontractor bids and the subcontractor buyout, contingencies and allowances to help determine the most advantageous Guaranteed Maximum Price (GMP) to the County and for recommending the GMP(s) for award by the Pima County Board of Supervisors.

A Pre-Bid Conference shall be part of the Bidding Documents Phase, and Consultant shall attend this conference, to which all potential bidders shall be invited.

If multiple GMPs occur the Consultant shall participate in the activities for each GMP.

g. Construction Administration Phase of the Construction Contract:

Whenever the term "Contract" is used herein, it shall mean the Construction Contract awarded by the Board of Supervisors of Pima County, Arizona.

The term "Contractor" as used herein shall mean the party entering into a contract with County for the construction of the Project defined by the Construction Documents.

Consultant's Construction Administration Phase shall commence with the pre-construction meeting/notice-to-proceed to the General Contractor and will terminate upon completion of the final acceptance of the Close-Out Document package. The Consultant shall assist the County in a timely completion of the Close-Out Documents. Consultant's Construction Administration Services, beyond the completion time period specified above shall require specific written approval by the County by written amendment to this agreement.

The Consultant shall provide administration of the Construction Contract as set forth in the Construction Contract and General Conditions of the Owner-Contractor Construction Contract. The extent of the Consultant duties and responsibilities and the limitations of his authority as assigned thereunder shall not be modified without the written consent of the Consultant, and that of the County.

The Consultant, as the representative of the County during the Construction Phase, shall advise and consult with the County. All of the County instructions to the Contractor shall be issued through the Consultant. The Consultant shall have authority to act on behalf of the County to the extent provided in this Agreement, the Construction Contract, and the General Conditions, unless otherwise modified in writing.

The Consultant shall at all times have access to the Work whenever it is in preparation or progress.

The Consultant shall make sufficient visits to the site so as to ascertain the progress and quality of the Work and to determine if the Work is proceeding in accordance with the Contract Documents. Subconsultants to the Consultant shall also furnish periodic written records of their inspection of the Work, which shall be submitted to the County, through the Consultant, for the County files.

The Consultant shall attend a weekly construction meeting on site with Contractor and the County. The CMAR will conduct, provide and distribute the written minutes of the meetings to all attendees.

The Consultant shall not be responsible for construction means, methods, techniques, or procedures in connection with the Work, nor shall he be responsible for the Contractor's failure to carry out the Work in accordance with the Contract Documents; for the acts or omissions of the Contractor, or Subcontractors agents or employees.

The Consultant shall immediately notify the County if the Contractor is failing to carry out the work in accordance with the Contract Documents, and shall immediately notify the Contractor of work not in compliance with the Contract Documents. The Consultant shall prepare a list of critical construction inspection times and items to be inspected, and said schedule shall be made part of the successful Contractor's required performance.

Notwithstanding any provisions of previous paragraphs, and based on such observations at the site and on the Contractor's Applications for Payment, the Consultant shall determine the amount owing to the Contractor and certify the payment of such amounts on the Contractor's Applications for Payment.

The Certification of the Application for Payment shall constitute a representation by the Consultant to the County based on the Consultant's observations of the site and on the data comprising the Application for Payment, that the Work has progressed to the point indicated; that to the best of the Consultant's knowledge, information and belief, that the

quality of the Work is in accordance with the Contract Documents (subject to an evaluation of the Work as a functioning whole upon Substantial Completion; to the results of any subsequent tests required by the Contract Documents; to minor deviations from the Contract Documents correctable prior to completion; to the review of Contractor's As-Built Documents; and to the specific qualifications stated in the Certificate for Payment) and that the Contractor is entitled to payment in the amount certified. When the Contractor has made proper application therefore, the Consultant shall forward the certified Application for Payment to the County.

The Consultant may decline to approve an Application for Payment and may withhold the Application in whole or in part, if in the Consultant's opinion he is unable to make representations to County as provided in the above paragraph. The Consultant may also decline to approve any Applications for Payment, or, because of subsequently discovered evidence or subsequent inspections, he may nullify the whole or any part of any Certificate for Payment previously issued to such extent as may be necessary in his opinion to protect the County from loss because of:

Defective work not remedied, or;

Claims filed, or reasonable evidence indicating probable filing of claims, or;

Failure of the Contractor to make payments to sub-contractors for labor, materials or equipment, or;

Reasonable doubt that the Work can be completed for the unpaid balance of the Contract Sum, or;

Damage to another contract, or;

Reasonable indication that the Work will not be completed within the Contract Time, or;

Unsatisfactory execution of the Work by the Contractor.

When the above grounds are removed, payment shall be made for amounts withheld because of them.

The Consultant may, on request, and at his discretion, furnish to any sub-contractor, if practicable, information regarding percentages of completion certified by the Contractor on account of Work done by such sub-contractors.

The Consultant shall review the Contractor's as-built documents monthly, to verify that changes made either thru discussions in the field or thru submitted documentation are incorporated into the as-built set. If the as-builts do not reflect the current site conditions then the County shall be notified, the Contractor notified and the payment application shall not be approved until the as-builts are corrected and the County agrees that the requirement has been met.

The Consultant shall be, in the first instance, the interpreter of the requirements of the Contract Documents and of the performance there under by both the County and Contractor. The Consultant shall recommend decisions on all claims from the County or Contractor relating to the execution and progress of the work on all other matters or questions related thereto.

Consultant shall provide requirements for review materials testing and special inspections. The Consultant shall also review testing and observations reports for compliance with buildings codes and the Contract Documents. The Consultant shall notify the owner of any discrepancies and assist with the County on determining a solution. Testing will be contracted with and paid by Pima County independently of this contract.

The Consultant shall have the authority to reject Work, which does not conform to the Contract Documents, and to require, if in his opinion necessary, special inspection or testing of any Work at any stage of progress. The Consultant shall also notify the County of the necessity to require the Contractor to stop the Work whenever, in his opinion, it may be necessary for the proper performance of the Contract. The County, when necessary, shall issue the order to stop the Work.

The Consultant shall review and approve shop drawings, samples, and other submissions of the Contractor with reasonable promptness. The Consultant shall furnish any requested additional instructions in writing, by means of drawings, or otherwise, necessary for the proper execution of the Work. All such instructions or drawings shall be consistent with the Contract Documents, true developments thereof, and reasonably inferable therefrom.

The Consultant shall make minor changes in the Work not involving extra cost, delay, or claim of any kind against the County and/or Contractor, and not inconsistent with the purposes of the Project. Otherwise, except in an emergency endangering life or property, the Consultant shall prepare and process no extra work or change except by WRITTEN approval and Change Order signed by the County. The Consultant shall review and respond to said Change Orders as well as any Request for Proposals to the Contractor.

The Consultant shall produce, and determine, the date of issuance of the Certificates of Substantial Completion and Final Completion shall receive written guarantees, waiver of liens, and related documents assembled by the Contractor, and shall issue a final Certificate for Payment.

h. Project Close Out

The Consultant shall review the Contractor's as-built plans for accuracy and completeness at the completion of the project and submit the Record Drawings Package (electronic pdf and AutoCad as-built drawings) formatted per requirements of the County at the time of submission.

1. As part of the Project Closeout requirements, the Consultant shall prepare records drawings in AutoCAD format which contain external references (x-refs) by using the "Bind" command so that the x-ref drawing becomes part of the final drawing. This will prevent unintentional updating of archived drawings by later changes to referenced drawings. Binding an x-ref to the final drawing makes the x-ref a permanent part of the drawing and no longer an externally referenced file. Bind the entire database of the x-ref drawings, including all its x-ref-dependent names objects (blocks, dimension styles, layers, linetypes, and text styles) by using the XREF Bind option. Referenced images, PDFS, or other file format shall also be bound and submitted individually as part of the record drawings package.
2. When choosing to bind the x-ref to the current drawing, AutoCAD prompts to which type of bind to use: Bind or Insert. Do not use the Insert command. When the Insert option is used, AutoCAD inserts the drawing as a normal block, and prefix

names objects with the x-ref's drawing name. Consequently, any duplicate objects in the x- ref are ignored, and the names objects in the current drawing take precedence. Although this feature eliminates redundancy of duplicate layer names, it may give unexpected results if there are duplicate named objects.

3. Do not create drawings using proxy objects.
4. Provide a digital copy of the Record Drawings in AutoCAD format and deliver to the County.
5. The Consultant shall provide a PDF file for each sheet within the original Construction Drawings Package. Each file shall be labeled with the sheet name; i.e. A001, M-01, etc.
6. If the Consultant used Revit to develop the Construction Drawings, the Consultant shall provide Revit files to the County in addition to any AutoCAD format drawings provided.

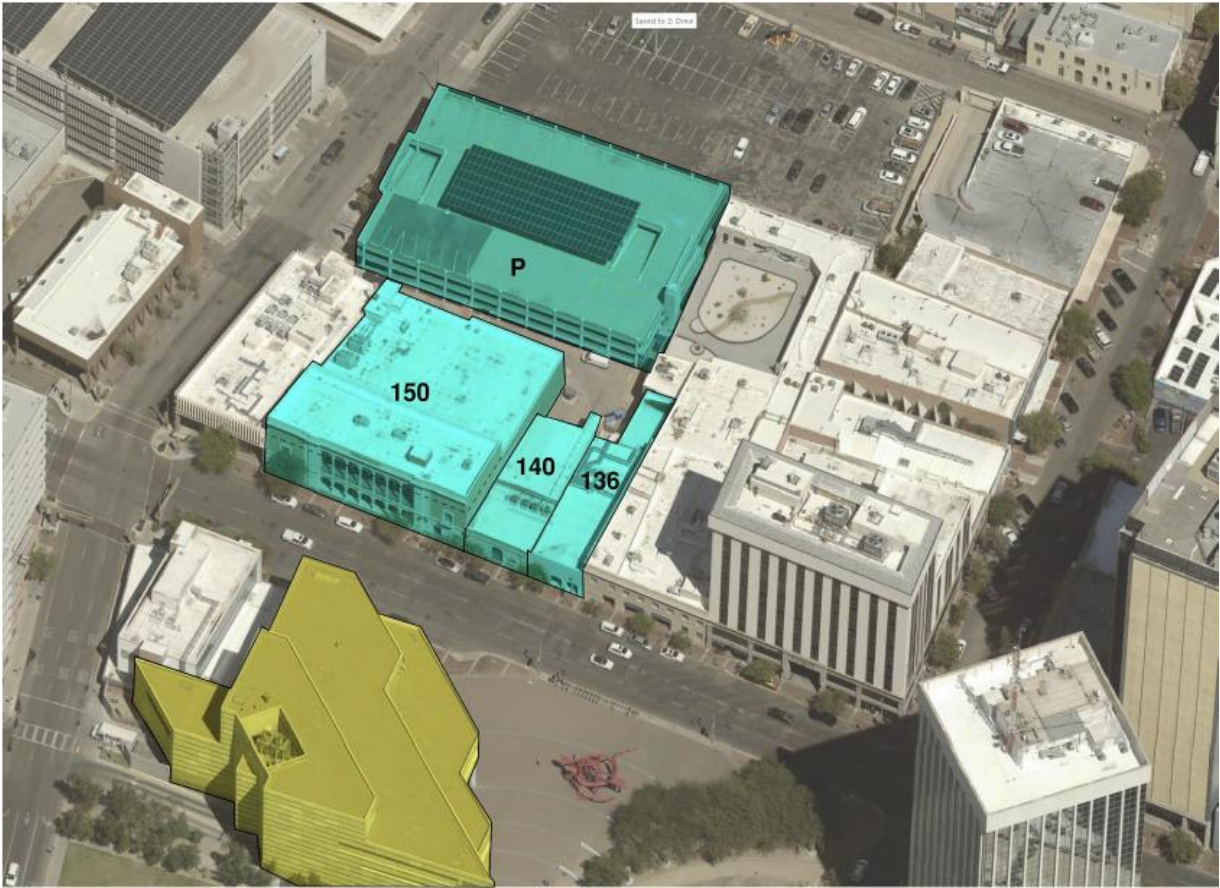
The Consultant shall review the Contractor's Operations and Maintenance Manuals (O&M Manual) and provide a list of items to be corrected or submitted per the Construction Documents. The Consultant shall back check the O&M Manual for completeness and notify the County when to direct the Contractor to submit to the County.

**B. SCOPE OF SERVICES TO BE PROVIDED BY PIMA COUNTY**

The County shall provide the following items and services in support of the Consultant's work:

1. Cost of reproductions for all documents as listed in the Contract, which are used for meetings with County representatives, and as requested by the County's Project Manager.
2. A Project Manager from Project Design and Construction assigned to work with the Consultant;
3. Any information known to Pima County that is available regarding utilities and services, or any other project specific information as required. This does not limit or negate the requirement of the Consultant to verify the field conditions;
4. The County will provide private utility location services along with Blue Stake markings for all public utilities.
5. Any reports and/or mitigation known to Pima County that is regarding the presence of hazardous materials on the property. In the event that hazardous materials are encountered, the County will contract directly with Abatement Consultants and Contractors for remediation, should that be necessary;
6. Any building Materials and Finishes Standards desired by the County;
7. Apply for and pay all building permit fees to include Pima County Wastewater fees (if any);
8. Consultation with Pima County officials as required;
9. Obtain and pay for third party Commissioning Agent;
10. Pima County Design and Construction Standards.

**MAP OF THE AREA**



- 150 – Wells Fargo Building, Originally Southern Arizona Trust**
- 140 – Former Historical Society Museum**
- 136 – Former Bank of Arizona**
- P – Parking Structure**

**END OF EXHIBIT A – SCOPE OF SERVICES**

## **EXHIBIT B - COMPENSATION SCHEDULE (111 pages)**

### **1. COST PLUS FIXED FEE SCHEDULE OF PAYMENTS**

(Detailed by Major Milestone, Not to Exceed Cost by Task (Direct Labor, Indirect, and Other Direct Costs), and Fixed Fee)

### **2. COMPENSATION DETAILS**

#### **A. Cost Allocation and Ceilings**

The compensation schedule will contain the negotiated cost allocations for each individual task. The compensation schedule will be used to monitor cost expenditures and sets the fixed price that can be charged for work pursuant to the specified task.

#### **B. Cost Adjustments**

If, for valid reason(s), Consultant notifies the Project Manager that the requisite work cannot be performed within the task's compensation allocation, and the Project Manager (PM) concurs, County will consider modifying cost allocations. The total compensation may be increased only by formal amendment to this agreement.

#### **C. Progress Payments**

It is anticipated certain elements of the Project may take longer than one (1) month to complete. These elements may be at considerable cost to Consultant prior to their full completion and acceptance by County. In such cases, at the sole discretion of County, County may authorize interim progress payments to Consultant. The invoice from Consultant will be proportionate to the actual percentage of work completed through the period covered by the invoice, as accepted by the PM.

D. The Fixed Fee for each assignment will be negotiated on a case-by-case basis. The fee will be a percent of the Consultant or Co- Consultant level of effort cost estimate agreed to by the County excluding Sub-Consultants and other direct cost estimates. The fee will be fixed for the scope of work detailed in the contract. The fixed fee percentage will be based upon historical departmental percentages for similar assignments, published industry guidelines and magnitude and duration of the assignment. Fixed Fee for engineering SubConsultants will generally follow the same guidelines established for the prime consultants but can also be negotiated on a case-by-case basis as appropriate.

#### **E. COST ITEMS**

##### **1. Hourly Billing**

##### **a. Hourly Billing Rates**

- Actual Payroll Rates within published industry standards.
- Actual payroll rates for each person anticipated to be performing services on the assignment will be provided in advance of execution of the contract. Said listing will be updated on an annual basis during the term of the contract.
- Hourly fee schedules for various position titles are not allowed.

##### **b. Annual Salaried Professionals**

- Annual Salary individuals working a normal forty (40) hour week will be divided by two thousand eighty (2,080) hours to arrive at hourly billing rates.
- Annual Salary individuals working a normal thirty-seven and one-half (37.5) hour week will be divided by one thousand nine hundred fifty (1,950) to arrive at hourly billing rates.

- c. Allowable Annual Increases
    - Reasonable annual salary increases within published industry standards will be allowed and approved in advance.
    - Unusually high proposed increases and increases above published industry standards will be agreed to on a case by case basis.
  - d. SubConsultants

Specific billing arrangements will be negotiated with specialty SubConsultants such as the following:

    - Attorneys
    - Financial Advisors
    - Surveyors
    - Subsurface Consultants
    - Specialty Consultants
  - e. Vacation/Holidays
    - Included in firm's audited multiplier
  - f. Sick Time
    - Included in firm's audited multiplier
  - g. Billing for non-productive idle time
    - No billing for vehicle driving time (commuting time)
    - Allow billing during air travel to Pima County for actual time worked on Pima County projects
    - Short-term assignments are negotiable
6. Multipliers
- a. Only audited multipliers following Generally Accepted Accounting Principles (GAAP) or Federal Single Audit principles are allowed
  - b. Corporate, Regional or Local Audited Multipliers of firms will be negotiated for each contract
  - c. Job Site multipliers will be negotiated in the event the County provides office space or job site trailers for the Consultant
  - d. County will consider annual audited multipliers or fixed multipliers for the contract period
7. Travel Time
- a. Air Travel
    - Allow only for time spent on aircraft working on Pima County projects
  - b. Land Travel
    - Not allowed from Phoenix Metro Area to Pima County (both ways)
    - Not allowed to and from airports
  - c. Local Travel between meetings and job sites
    - Allowed

## 8. Expenses

- a. Mileage (Between Phoenix Metro Area and Pima County)
  - Approve at the established County mileage rate.
  - Included in firm's audited multiplier or as other direct cost.
  - Mileage for commuting not allowed.
- b. Mileage – local
  - Approve at the established County mileage rate only allowable for projects outside a radius of 50 miles from 130 W. Congress, Tucson, AZ 85701.
  - Included in firm's audited multiplier or as other direct cost
  - Mileage for commuting to and from work place not allowed
- c. Car Rental/Lease/Corporate Vehicles
  - Included in firm's audited multiplier or as other direct cost.
- d. Hotel/Meals
  - Allow only for infrequent call-in of an out of state consultant for a limited period of time
  - Establish daily limits in accordance with Federal Guidelines and negotiable for unusual circumstances.
  - Allowed charges to be identified as other direct costs.
- e. IT/Phone/Internal Delivery Charges/Normal Postage/Miscellaneous/Other Administrative Charges
  - Include in firm's audited multiplier.
- f. Relocation, second domicile or subsistence expenses
  - Negotiable on a case by case basis.
- g. Reproduction Costs
  - Bill as other direct costs if not in audited multiplier
- h. All other direct costs will be detailed in the contract billing

## 9. Unallowable Costs

- a. Bonus
  - Not allowed as a direct charge or in the multiplier.
- b. Entertainment Costs
- c. Marketing Costs
  - Only as allowed in audited multipliers.
- d. Non-identifiable Costs
- e. Donations
  - Only as allowed in audited multipliers.
- f. Mark-up on subconsultants
- g. Travel time from Phoenix Metro Area to Pima County (both ways)
- h. Air travel for commuting purposes

### C. INVOICING

Consultant will submit invoices monthly, to the Project Manager, with appropriate supporting data and documentation and in a format as prescribed by the Project Manager. The Project Manager may delay approval for up to 5 work days to review the Progress Report and invoice. The invoice will tabulate the costs associated with each individual task. All Task (deliverables) and Subcontracted Service costs will be appropriately documented. The Project Manager will review and check the invoice to determine if it is complete and acceptable. If the Project Manager determines the invoice to be complete and acceptable, the Project Manager will approve the invoice and forward it for processing the payment.

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Pima County  
**Downtown**  
**Library**  
**Relocation**

RFQu-2500015383  
Fee Proposal Rev. 2 - 2/18/26

Line and Space, LLC



Line and Space, LLC  
627 East Speedway  
Tucson, Arizona 85705  
520.623.1313  
520.623.1303 fax  
[henryt@lineandspace.com](mailto:henryt@lineandspace.com)

February 18, 2026

Karrie Hixon, Procurement Officer  
Pima County Procurement Department  
Design and Construction Division  
150 West Congress Street 5<sup>th</sup> Floor  
Tucson, Arizona 85701

RE: Pima County Downtown Library Relocation  
Fee Proposal – Revision 2

Dear Ms. Hixon:

Enclosed is our revised fee proposal for the Pima County Downtown Library Relocation project. Our fee is based on our understanding of the project, the Scope of Professional Services Required dated August 11, 2025 (1) and our meeting with Pima County on February 13, 2026.

Please note the following regarding our Fee:

- The fee is based on the scope of a 60,000sf facility with a construction budget of \$14,000,000.00.
- Project delivery method is CMAR.
- Civil scope of work is limited to include Site Survey and Schematic Design. The Schematic Design portion of the work includes Site Visit, As Built Document Review, Existing Utility Evaluation Assistance, and Preliminary Utility Recommendations. Once the final design scope has been determined additional fee will be provided for approval.
- Environmental and Hazardous Material reports are not included.
- Archeological Investigations are not included.
- Traffic Study is not included.
- The fee for Public Art Coordination, Parking Garage Lighting, Electrical Transformer Relocation, and Site Lighting (rear easement) has been removed.
- Support utility easements, legal descriptions and processing are not included.
- No destructive investigation will be part of the work for the Existing Conditions Survey; only visual observations of accessible areas will provide information to complete the survey.
- In addition to the Existing Conditions Survey, Pima County will provide drawings of the existing facility; the information provided in these drawings will be another reference to understanding the existing building.
- No LEED submittal or certification is required. No engineering or calculations will be provided to support the LEED scorecard submittals.
- Fire protection design is by Performance Specification.
- CA fee is based on a 14-month construction period.
- CA fees do not include special structural inspections.
- CA fees do not include site or material testing.

An American Institute of Architects Western Mountain Region Firm of the Year



Line and Space, LLC  
627 East Speedway  
Tucson, Arizona 85705  
520.623.1313  
520.623.1303 fax  
[henryt@lineandspace.com](mailto:henryt@lineandspace.com)

February 18, 2026

- Room and Interior wayfinding signage are included.
- Pima County will provide printing for their own use; PDF submittals will be provided.
- Geotechnical Engineering Services are not provided.
- Fee includes review of CMAR cost estimates at Conceptual/Schematic Design and 100% Construction Documents. Cost estimates are provided at Design Development, 50% and 90% of Construction Documents.
- Library Planner is not included, if required, scope and fee will be provided.
- Elevator Consultant is not included. The existing elevator has not been inspected, if required, scope and fee will be provided.
- Enclosed Scope of Professional Services Required dated August 11, 2025, with mark ups. These revisions are submitted for inclusion as part of the contract.

The following pages outline our fee and effort for Project Programming through Project Closeout.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read 'HT', with a small dot at the end.

Henry Tom, FAIA, NCARB,  
Principal Line and Space, LLC.

An American Institute of Architects Western Mountain Region Firm of the Year

**Fee for Building 150**

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Pima County Downtown Library Relocation Fee Proposal



**Fee for Building 140 and 136**

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Pima County Downtown Library Relocation Fee Proposal

**Pima County Downtown Library Relocation - Buildings 140 and 136**

Fee Summary per Discipline

Line and Space, LLC

Line and Space, LLC

1/30/2026 Revision 1 2/9/26 Revision 2 2/18/26 Revision 3A 3/2/26

**Cost Summary**

Basic Services	Total Fee for Phase	L and S		Consultant		L and S		Presidio	McGann	Turner	KWA	M3	MCH	RLB	Otwell
		Total	Profit/Fee @ 6.5%	Profit/Fee @ 0%	Architects	Subtotal	Consultants								
Conceptual Design	\$20,075.67	\$15,194.78	\$927.38	\$0.00	\$14,267.40	\$4,880.89	\$0.00	\$0.00	\$0.00	\$395.00	\$1,505.39	\$2,980.50	\$0.00	\$0.00	\$0.00
Schematic Design	\$48,137.15	\$33,109.97	\$2,020.80	\$0.00	\$31,089.17	\$15,027.18	\$0.00	\$0.00	\$0.00	\$685.00	\$2,753.10	\$5,188.80	\$4,076.00	\$2,324.28	\$0.00
Design Development	\$123,063.96	\$86,103.82	\$5,255.16	\$0.00	\$80,848.66	\$36,960.14	\$0.00	\$0.00	\$0.00	\$1,700.00	\$6,075.98	\$8,648.00	\$5,373.00	\$15,163.16	\$0.00
Construction Documents	\$262,018.86	\$174,092.09	\$10,625.34	\$0.00	\$163,466.75	\$87,926.77	\$0.00	\$0.00	\$0.00	\$9,370.00	\$19,087.05	\$19,944.40	\$6,432.00	\$33,093.32	\$0.00
Bidding	\$5,238.26	\$2,036.22	\$124.28	\$0.00	\$1,911.94	\$3,202.04	\$0.00	\$0.00	\$0.00	\$370.00	\$551.04	\$1,287.00	\$994.00	\$0.00	\$0.00
Construction Administration	\$70,313.52	\$45,800.62	\$2,795.34	\$0.00	\$43,005.28	\$24,512.90	\$0.00	\$0.00	\$0.00	\$1,580.00	\$3,141.70	\$15,226.20	\$4,565.00	\$0.00	\$0.00
Closeout Record Drawings	\$9,906.67	\$5,766.53	\$351.95	\$0.00	\$5,414.58	\$4,140.14	\$0.00	\$0.00	\$0.00	\$625.00	\$551.04	\$1,673.10	\$1,291.00	\$0.00	\$0.00
<b>Total Fee for Basic Services</b>	<b>\$538,754.09</b>	<b>\$362,104.03</b>	<b>\$22,100.25</b>	<b>\$0.00</b>	<b>\$340,003.78</b>	<b>\$176,650.06</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$14,725.00</b>	<b>\$33,665.30</b>	<b>\$54,948.00</b>	<b>\$22,731.00</b>	<b>\$50,580.76</b>	<b>\$0.00</b>	<b>\$0.00</b>

**Supplemental Services**

Supplemental Services	Total Fee for Phase	L and S		Consultant		L and S		Presidio	McGann	Turner	KWA	M3	MCH	RLB	Otwell
		Total	Profit/Fee @ 6.5%	Profit/Fee @ 0%	Architects	Subtotal	Consultants								
Existing Conditions Survey	\$4,689.27	\$4,689.27	\$286.20	\$0.00	\$4,403.07	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Project Programming - Included in building 150	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Survey - Included in building 150	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CMAR Collaboration and Cost Reconciliation	\$6,491.24	\$3,088.58	\$188.50	\$0.00	\$2,900.08	\$3,402.66	\$0.00	\$0.00	\$0.00	\$515.00	\$894.66	\$1,287.00	\$706.00	\$0.00	\$0.00
LEED Services (Score Card Only)	\$1,428.47	\$1,428.47	\$87.18	\$0.00	\$1,341.29	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Furniture Assistance	\$3,295.75	\$3,295.75	\$201.15	\$0.00	\$3,094.60	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Public Art Coordination - Included in building 150	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Historic Preservation	\$2,458.23	\$2,458.23	\$150.03	\$0.00	\$2,308.20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Public Meetings - Included in building 150	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Library Planner/Advisor (TBD if needed)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Elevator Consultant (TBD if Needed)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Closeout Record Drawings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total Fee for Supplemental Services</b>	<b>\$18,362.97</b>	<b>\$14,960.31</b>	<b>\$913.07</b>	<b>\$0.00</b>	<b>\$14,047.24</b>	<b>\$3,402.66</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$515.00</b>	<b>\$894.66</b>	<b>\$1,287.00</b>	<b>\$706.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

**Expenses**

Expenses	Total Expenses for Phase	L and S		Consultant		L and S		Presidio	McGann	Turner	KWA	M3	MCH	RLB	Otwell
		Total	Profit/Fee @ 0%	Profit/Fee @ 0%	Architects	Subtotal	Consultants								
Conceptual Design	\$150.00	\$150.00	\$0.00	\$0.00	\$150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Schematic Design	\$400.00	\$400.00	\$0.00	\$0.00	\$400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Design Development	\$200.00	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Construction Documents	\$150.00	\$150.00	\$0.00	\$0.00	\$150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Bidding	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Construction Administration	\$354.00	\$0.00	\$0.00	\$0.00	\$0.00	\$354.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$354.00	\$0.00	\$0.00
Closeout Record Drawings	\$100.00	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Existing Conditions Survey	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CMAR Collaboration and Cost Reconciliation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
LEED Services (Score Card Only)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Furniture Assistance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Historic Preservation	\$50.00	\$50.00	\$0.00	\$0.00	\$50.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total Expenses</b>	<b>\$1,404.00</b>	<b>\$1,050.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,050.00</b>	<b>\$354.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$354.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

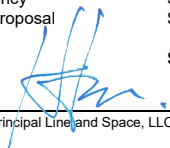
Total Services and Expenses Each Discipline      \$378,114.33      \$23,013.32      \$0.00      \$355,101.02      \$180,406.72      \$0.00      \$0.00      \$15,240.00      \$34,559.96      \$56,235.00      \$23,791.00      \$50,580.76      \$0.00      \$0.00      \$0.00

Total Fee Services and Expenses      \$558,521.05

Design Contingency      \$100,000.00

Total Fee This Proposal      \$658,521.05

**TOTAL FEE      \$658,521.05**



Henry Tom, FAIA, Principal Line and Space, LLC      2/18/2026      Date

## Hourly Rate Schedule

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Pima County Downtown Library Relocation Fee Proposal

# Pima County Downtown Library Relocation

Hourly Rate Schedule

Line and Space, LLC  
Revised 2/18/26 Revised 2A 3/2/26

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Personnel Classification	Hourly Rate
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Rates listed includes Profit

## Architectural - Line and Space, LLC

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Principal III - Designer	\$199.15
Principal II - Senior Associate	\$194.41
Principal I - Project Manager	\$174.30
Project Architect III	\$167.62
Project Architect II	\$160.88
Project Architect I	\$153.88
Staff Architect III	\$142.88
Staff Architect II	\$131.88
Staff Architect I	\$126.63
Staff III	\$98.82
Staff II	\$87.92
Staff I	\$76.92
Specification Writer	\$153.88

## Civil Engineers - Presidio Engineering

---

Principal	\$185.39
Sr. Project Manager	\$169.96
Sr. Project Engineer	\$141.11
Civil Designer II	\$116.41
Sr. CADD Operator	\$104.04
Administrator II	\$122.57

## Landscape Architect

---

TBD

## Structural - Turner Structural

---

Principal	\$165.00
Senior Structural Engineer	\$140.00
Structural Engineer	\$105.00
Senior CAD Tech	\$95.00
CAD Designer	\$75.00
Clerical	\$65.00

## Mechanical Engineering (HVAC, Plumbing and Fire Protection) - Kelly Wright & Associates

---

Principal	\$98.78
Project Manager	\$85.62
AE	\$77.44
Designer	\$69.87
Clerical	\$46.46

**Personnel Classification**

2026 Hourly Rate

**Electrical Engineers - M3**

---

Electrical Engineer V	\$161.70
Electrical Designer	\$128.70
Electrical Designer II	\$70.00

**AV - MCH**

---

Principal	\$206.11
Supervisory Consultant	\$190.65
Consultant III	\$128.80
Consultant II	\$118.44

**Cost Estimating - Rider Levett Bucknall**

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Senior Cost Manager	\$193.69
Cost Manager	\$166.02

**Historic Preservation - Otwell Associates**

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Historic Preservation Architect	\$200.00
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# Pima County Downtown Library Relocation

Hourly Rate Schedule 2026 - For Additional Scope

Line and Space, LLC

1/30/2026 Revised 2/9/26 Revised 2A 3/2/26

## Personnel Classification

2026 Hourly Rate - For Additional Scope

Rates listed includes Profit

### Architectural - Line and Space, LLC

Principal III - Designer	\$201.96
Principal II - Senior Associate	\$197.14
Principal I - Project Manager	\$176.75
Project Architect III	\$169.98
Project Architect II	\$163.14
Project Architect I	\$156.03
Staff Architect III	\$144.89
Staff Architect II	\$133.73
Staff Architect I	\$127.44
Staff III	\$100.31
Staff II	\$89.15
Staff I	\$78.00
Specification Writer	\$156.03

### Civil Engineers - Presidio Engineering

Principal	\$185.39
Sr. Project Manager	\$169.96
Sr. Project Engineer	\$141.11
Civil Designer II	\$116.41
Sr. CADD Operator	\$104.04
Administrator II	\$122.57

### Landscape Architect

TBD

### Structural - Turner Structural

Principal	\$165.00
Senior Structural Engineer	\$140.00
Structural Engineer	\$105.00
Senior CAD Tech	\$95.00
CAD Designer	\$75.00
Clerical	\$65.00

### Mechanical Engineering (HVAC, Plumbing and Fire Protection) - Kelly Wright & Associates

Principal	\$98.78
Project Manager	\$85.62
AE	\$77.44
Designer	\$69.87
Clerical	\$46.46

**Personnel Classification**

2026 Hourly Rate

**Electrical Engineers - M3**

---

Electrical Engineer V	\$161.70
Electrical Designer	\$128.70
Electrical Designer II	\$70.00

**AV - MCH**

---

Principal	\$206.11
Supervisory Consultant	\$190.65
Consultant III	\$128.80
Consultant II	\$118.44

**Cost Estimating - Rider Levett Bucknall**

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Senior Cost Manager	\$193.69
Cost Manager	\$166.02

**Historic Preservation - Otwell Associates**

---

Historic Preservation Architect	\$200.00
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Line and Space, LLC  
 627 East Speedway  
 Tucson, Arizona 85705  
 520.623.1313  
 520.623.1303 fax  
 studio627@lineandspace.com

January 30, 2026

**Certification of Overhead Rate  
 Line and Space, LLC.**

Overhead Rate for PC Downtown Library Relocation

The Overhead Rate of 165% utilized for this contract is the same overhead rate that has been approved for use by the following Line and Space contracts:

- US Department of the Interior Bureau of Land Management – IDIQ contract
- US Department of the Interior Fish and Wildlife Services – IDIQ contract
- Pima County Pima Animal Care Center
- Pima County Flowing Wells Library Addition and remodel
- Pima County Sahuarita Regional Library
- Pima County Martha Cooper Library Addition and remodel
- Pima County Richard Elias Library Expansion and Renovation

The Overhead Rate of 165% utilized for this contract is the same overhead rate that has been approved for use by the following active Line and Space contracts:

- US General Services Administration – Pacific Rim Region IDIQ contract
- University of Arizona – IDIQ contract
- City of Tucson – IDIQ contract
- Pima County – QC Contract 2024
- Pima County Northwest Service Center
- National Park Service IDIQ

The information provided above is correct and factual.

Witness the signature and seal of the undersigned this 26 day of January

Witness:

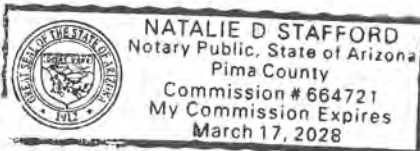
Line and Space, LLC

Natalie D Stafford  
 Signature

HENRY TOM  
 Print or Type

Notary Public  
 Official Title

[Signature]  
 Signature



LINE AND SPACE. PRINCIPAL  
 Official Title

Notary Seal

An American Institute of Architects Western Mountain Region Firm of the Year

# Line and Space Hourly Rate Calculation

2/18/2026

Personnel Classification	Direct Labor Rate	OH	Profit	Billing Rate
		1.65	6.50%	
Principal III - Lead Designer	\$70.57	\$116.44	\$12.16	\$199.17
Principal II - Project Manager, Designer	\$68.88	\$113.65	\$11.86	\$194.40
Principal I - Sr. Associate	\$61.76	\$101.90	\$10.64	\$174.30
Project Architect III	\$59.39	\$97.99	\$10.23	\$167.61
Project Architect II	\$57.00	\$94.05	\$9.82	\$160.87
Project Architect I	\$54.52	\$89.96	\$9.39	\$153.87
Staff Architect III	\$50.63	\$83.54	\$8.72	\$142.89
Staff Architect II	\$46.73	\$77.10	\$8.05	\$131.88
Staff Architect I	\$44.87	\$74.04	\$7.73	\$126.63
Staff III	\$35.05	\$57.83	\$6.04	\$98.92
Staff II	\$31.15	\$51.40	\$5.37	\$87.91
Staff I	\$27.25	\$44.96	\$4.69	\$76.91
Specification Writer	\$54.52	\$89.96	\$9.39	\$153.87

## Proposed Project Schedule

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Pima County Downtown Library Relocation Fee Proposal

# Proposed Project Schedule

## Pima County Downtown Library Relocation

Line and Space, LLC

February 18, 2026

Phase	PC Schedule	LS Proposed Schedule
Programming and Existing Conditions Survey	2 Months	3-4 Months
Design through Construction Documents	11 Months	12-14 Months
Permit and GMP Finalizing	2 Months	Agree with PC
Construction	12-14 Months	Agree with PC
Project Closeout	2 Months	Agree with PC

Duration does not include time for Pima County review and approval

Line and Space – Building 150 Supporting Documents

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Pima County Downtown Library Relocation Fee Proposal

**Pima County Downtown Library Relocation**

Conceptual Design - Building 150

Line and Space, LLC

1/30/2026 Revision 1 2/9/26 Revision 2/18/26

Line and Space, LLC

	Hours	Principal-III	Principal-II	Principal-I	P Arch. III	P Arch. II	P Arch. I	Staff Arch. III	Staff Arch. II	Staff Arch. I	Staff III	Staff II	Staff I	Spec Writer
<b>1 Conceptual Design</b>														
Phase coordination - Scheduling, develop strategy and work list	1			1										
Phase Project Scheduling	1			1										
Coordination of engineering consultants	1			1										
Design meetings with engineering consultants	6	2		2					2					
Bi-Weekly Meetings with PC (4 meetings @ 1.0 hours)	12	4		4					4					
Quality control - checking of consultant work	2			2										
Project research and obtain project information	6			2								4		
Concept designs	80	60		10					10					
Concept presentation drawings	56	32		10					10			4		
Quality Control submittals	8			4					4					
Prepare Conceptual presentation	20	8		4					4			4		
Conceptual presentation	6	2		2					2					
Document Conceptual Progress Meeting + Distribution	2			2										
Admin	2	2												
	0													
Staff Hours	203	110	0	45	0	0	0	0	36	0	0	12	0	0
Rate		\$187.00	\$182.54	\$163.66	\$157.39	\$151.06	\$144.48	\$134.16	\$123.83	\$118.90	\$92.88	\$82.55	\$72.23	\$144.48
<b>Total Direct Labor</b>		\$20,570.00	\$0.00	\$7,364.70	\$0.00	\$0.00	\$0.00	\$0.00	\$4,457.88	\$0.00	\$0.00	\$990.60	\$0.00	\$0.00
														<b>\$33,383.18</b>

	Air		Hotel			Food			Rental Car			Materials		Repro/Mailing/Phone LD		TOTAL		
	travelers	cost	Total	rooms	nights	cost/night	Total	persons	days	cost/day	Total	Cars	days	cost/day	Total	Total	TOTAL	
Final Concept Printing - Presentation Drawings Boards	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0	\$0.00	\$100.00	\$100.00
	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0	\$0.00	\$0.00	\$0.00
	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0	\$0.00	\$0.00	\$0.00
<b>Support Expenses</b>																		<b>\$100.00</b>

**2 SUMMARY**

	Hours	Principal-III	Principal-II	Principal-I	P Arch. III	P Arch. II	P Arch. I	Staff Arch. III	Staff Arch. II	Staff Arch. I	Staff III	Staff II	Staff I	Spec Writer
Staff Hours	203	110	0	45	0	0	0	0	36	0	0	12	0	0
Rate		\$187.00	\$182.54	\$163.66	\$157.39	\$151.06	\$144.48	\$134.16	\$123.83	\$118.90	\$92.88	\$82.55	\$72.23	\$144.48
<b>Total Direct Labor</b>		\$20,570.00	\$0.00	\$7,364.70	\$0.00	\$0.00	\$0.00	\$0.00	\$4,457.88	\$0.00	\$0.00	\$990.60	\$0.00	\$0.00
<b>Total Support Expenses</b>														<b>\$100.00</b>
<b>Total</b>														<b>\$33,483.18</b>

**Pima County Downtown Library Relocation**

Schematic Design - Building 150

Line and Space, LLC

1/30/2026 Revision 1 2/9/26 revision 2/18/26

Line and Space, LLC

	Hours	Principal-III	Principal-II	Principal-I	P Arch.III	P Arch. II	P Arch.I	Staff Arch. III	Staff Arch. II	Staff Arch. I	Staff III	Staff II	Staff I	Spec Writer
<b>1 Schematic Design</b>														
Phase coordination - Scheduling, develop strategy and work list	1			1										
Phase Project Scheduling	1			1										
Coordination of engineering consultants	4			2					2					
Design meetings with engineering consultants	10	2		4					4					
Bi-Weekly Meetings with PC (4 meeting @1.0 hours)	12	4		4					4					
Quality control - checking of consultant work	6			4					2					
Project research and obtain project information	6			2					4					
Schematic design - site	28	20		4					4					
Schematic design	112	80		20					6				6	
Schematic Model - NIC	0													
Schematic presentation drawings	70	40		10					10				10	
Schematic presentation drawings - 3d renderings (4 total)	172	2		2					8				160	
Schematic narratives (outline specs)	24	2		6					12				4	
Schematic Opinion of Probable Cost (coordination only)	16			8					8					
Quality Control submittals	8			4					4					
Final Schematic phase progress Preparation	16	6		4					4				4	
Final Schematic phase progress Meeting	6	2		2					2					
Final Schematic Document Progress Meeting + Distribution	4			2					2					
Admin	3	3												
	0													
Staff Hours	501	161	0	80	0	0	0	0	76	0	0	0	184	0
Rate		\$187.00	\$182.54	\$163.66	\$157.39	\$151.06	\$144.48	\$134.16	\$123.83	\$118.90	\$92.88	\$82.55	\$72.23	\$144.48
		\$30,107.00	\$0.00	\$13,092.80	\$0.00	\$0.00	\$0.00	\$0.00	\$9,411.08	\$0.00	\$0.00	\$0.00	\$13,290.32	\$0.00
<b>Total Direct Labor</b>														<b>\$65,901.20</b>

**Total Direct Labor**

**\$65,901.20**

	Air		Hotel			Food				Rental Car			Materials		Repro/Mailing/Phone LD		TOTAL	
	travelers	cost	Total	rooms	nights	cost/night	Total	persons	days	cost/day	Total	Cars	days	cost/day	Total	Total	TOTAL	
Consultant Printing and Internal Progress and Coordination Printing	0	\$150.00	\$0.00	0	0	\$100.00	\$0.00	0	0	\$40.00	\$0.00	0	0	\$60.00	\$0	\$0.00	\$0.00	\$0.00
Schematic Printing - By Pima County	0	\$150.00	\$0.00	0	0	\$100.00	\$0.00	0	0	\$40.00	\$0.00	0	0	\$60.00	\$0	\$0.00	\$0.00	\$0.00
Schematic Presentation Boards	0	\$150.00	\$0.00	0	0	\$100.00	\$0.00	0	0	\$40.00	\$0.00	0	2	\$60.00	\$0	\$100.00	\$200.00	\$300.00
3d Rendering Presentation Boards	0	\$150.00	\$0.00	0	0	\$100.00	\$0.00	0	0	\$40.00	\$0.00	0	2	\$60.00	\$0	\$100.00	\$200.00	\$300.00
Study Model Building Material	0	\$150.00	\$0.00	0	0	\$100.00	\$0.00	0	0	\$40.00	\$0.00	0	0	\$60.00	\$0	\$0.00	\$0.00	\$0.00
Presentation Model Building Material + Base (no cover, white museum board model)	0	\$150.00	\$0.00	0	0	\$100.00	\$0.00	0	0	\$40.00	\$0.00	0	0	\$60.00	\$0	\$0.00	\$0.00	\$0.00
Meeting Materials and Misc. mailings	0	\$150.00	\$0.00	0	0	\$100.00	\$0.00	0	0	\$40.00	\$0.00	0	0	\$60.00	\$0	\$0.00	\$100.00	\$100.00
<b>Support Expenses</b>																		<b>\$700.00</b>

**2 SUMMARY**

	Hours	Principal-I	Principal-II	Principal-III	P Arch.III	P Arch. II	P Arch.I	Staff Arch. II	Staff Arch. I	Staff III	Staff II	Staff I	Spec Writer	Student Intern II
Staff Hours	501	161	0	80	0	0	0	0	76	0	0	0	184	0
Rate		\$187.00	\$182.54	\$163.66	\$157.39	\$151.06	\$144.48	\$134.16	\$123.83	\$118.90	\$92.88	\$82.55	\$72.23	\$144.48
		\$30,107.00	\$0.00	\$13,092.80	\$0.00	\$0.00	\$0.00	\$0.00	\$9,411.08	\$0.00	\$0.00	\$0.00	\$13,290.32	\$0.00

**Total Direct Labor**

**\$65,901.20**

**Total Support Expenses**

**\$700.00**

**Total**

**\$66,601.20**

**Pima County Downtown Library Relocation**

Design Development - Building 150

Line and Space, LLC

1/30/2026 Revision 1 2/9/2026 Revision 2 2/18/26

Line and Space, LLC

	Hours	HT Principal-III	BC Principal-II	JB Principal-I	P Arch. III	P Arch. II	P Arch. I	BG Staff Arch. III	ES Staff Arch. II	BC Staff Arch. I	QT Staff III	DH Staff II	NB/JH/AK/AP Staff I	Spec Writer
<b>1 Design Development</b>														
Phase coordination - Scheduling, develop strategy and work list	1			1										
Phase Project Scheduling	1			1										
Phase kickoff and Misc Coordination	2			1					1					
Coordination and Design with engineering consultants	10	2		4					4					
Design meetings with engineering consultants	13	1		4					4				4	
Bi-Weekly meetings with PC (4 meeting at 1.0 hours per meeting)	12			4					4				4	
Quality control - checking of consultant work	12			4					4				4	
Project research and obtain project information	8			2					2				4	
DD - Code Check	25			1				24						
DD - Site Plans	48	4		4					24				16	
DD - Building Site Plans	54	4		4					30				16	
DD - Plans	152	4		4				24	40	40			40	
DD - Sections	152	4		4				24	40	40			40	
DD - Elevations	172	4		4				24	40	40			60	
DD - Typical Details	144	4		4				24	40	40			32	
DD - Finish Schedule	72	4		4					40				24	
DD - RCP	82	4		4				24	30				20	
DD - Roof Plan	78	4		4				20	30				20	
DD - Final Material selections (materials and color boards)	56	4		4					24				24	
DD - Equipment Layouts	44			2					12				30	
DD - Outline Specifications	48			4					4					40
Statement of Probable Construction Cost - Coordination Only	16			8					8					
CMAR Construction Cost Review and Reconcile	40	8		16					16					
Quality control - checking	36	4		12				10	10					
Final DD phase progress Preparation	29	1		12					8				8	
Final DD phase progress Meeting	16	2		4					6				4	
Final DD Document Progress Meeting + Distribution	16	2		4					6				4	
Admin	4	4												
0														
Staff Hours	1343	64	0	124	0	0	0	174	427	160	0	354	0	40
Rate		\$187.00	\$182.54	\$163.66	\$157.39	\$151.06	\$144.48	\$134.16	\$123.83	\$118.90	\$92.88	\$82.55	\$72.23	\$144.48
		\$11,968.00	\$0.00	\$20,293.84	\$0.00	\$0.00	\$0.00	\$23,343.84	\$52,875.41	\$19,024.00	\$0.00	\$29,222.70	\$0.00	\$5,779.20
<b>Total Direct Labor</b>														
														<b>\$162,506.99</b>

**Total Direct Labor**

**\$162,506.99**

	Air travelers	cost	Total	Hotel rooms	nights	cost/night	Total	Food persons	days	cost/day	Total	Rental Car Cars	days	cost/day	Total	Materials Total	Repro/Mailing/Phone LD Total	TOTAL
Consultant Printing and Internal Progress and Coordination Printing	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0	\$0.00	\$100.00	\$100.00
DD Sets for PC - By Pima County	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	3	\$0.00	\$0	\$0.00	\$0.00	\$0.00
Material and Color Boards Material	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0	\$100.00	\$0.00	\$100.00
Meeting Materials and Misc. mailings	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0	\$0.00	\$0.00	\$0.00
<b>Support Expenses</b>																		<b>\$200.00</b>

**2 SUMMARY**

	Hours	Principal-III	Principal-II	Principal-I	P Arch. III	P Arch. II	P Arch. I	Staff Arch. III	Staff Arch. II	Staff Arch. I	Staff III	Staff II	Staff I	Spec Writer
Staff Hours	1343	64	0	124	0	0	0	174	427	160	0	354	0	40
Rate		\$187.00	\$182.54	\$163.66	\$157.39	\$151.06	\$144.48	\$134.16	\$123.83	\$118.90	\$92.88	\$82.55	\$72.23	\$144.48
		\$11,968.00	\$0.00	\$20,293.84	\$0.00	\$0.00	\$0.00	\$23,343.84	\$52,875.41	\$19,024.00	\$0.00	\$29,222.70	\$0.00	\$5,779.20
<b>Total Direct Labor</b>														<b>\$162,506.99</b>
<b>Total Support Expenses</b>														<b>\$200.00</b>
<b>Total</b>														<b>\$162,706.99</b>

**Pima County Downtown Library Relocation**

Construction Documents

Line and Space, LLC

1/30/2026 Revision 1 2/9/26 Revision 2 2/18/26

Line and Space, LLC

	Hours	Principal-III	Principal-II	Principal-I	P Arch.III	P Arch. II	P Arch.I	Staff Arch. III	Staff Arch. II	Staff Arch. I	Staff III	Staff II	Staff I	Spec Writer
<b>1 Construction Documents</b>														
Phase coordination - Scheduling, develop strategy and work list	1			1										
Phase Project Scheduling	1			1										
Phase kickoff and Misc Coordination	3			1					1			1		
Coordination of engineering consultants	8			4					4					
Design meetings with engineering consultants	24			8					8			8		
Bi-Weekly meetings with PC (6 meetings @ 1 hour each)	42	6		12					12			12		
Quality control - checking of consultant work	48			16					16			16		
Project research and obtain project information	10			2					2			6		
CD - Cover/Project Info.	12											12		
CD - Code Check	24							24						
CD - Demolition Plans	64			4					20			40		
CD - Site Plans	46	2		4				8	24			8		
CD - Building Site Plan	90	2		4				20	24			40		
CD - Floor Plans - Reference	166	2		4				40	60			60		
CD - Floor Plans - Dimensions	164			4				40	60			60		
CD - Elevations	166	2		4				40	60			60		
CD - Sections	166	2		4				40	60			60		
CD - Finish Schedule	74	2		4				8	40			20		
CD - Enlarged Plans	146	2		4				10	30			60	40	
CD - Wall Sections	146	2		4				30	60			50		
CD - Typical Details	192	2						50	80			60		
CD - Special Details	146	2		4				40	40			60		
CD - Doors/Windows	126	2		4				30	40			50		
CD - Doors/Windows Details	126	2		4				30	40			50		
CD - Rest Room Plans Details Schedules	132			4				8	10			50	60	
CD - Millwork	192			4				8	40			60	80	
CD - RCP	112			4				8	40			60		
CD - Roof Plan	102			4				8	40			50		
CD - Roof Details	92			4				8	40			40		
CD - Historic Preservation	124			4					40			40	40	
CD - Signage - basic room identification and wayfinding only	52			4					4			4	40	
CD - Specifications	76			4					6			6		60
Statement of Probable Construction Cost - Coordination	28			8				16				4		
CMAR Construction Cost Review and Reconcile	24	4		4					8			8		
Quality control	78	4		24				20	20			10		
Specialty equipment plans	64			4				8	32			20		
50% CD phase progress Preparation	24			8					8			8		
50% CD phase progress Meeting	28	4		8					8			8		
50% CD Document Progress Meeting + Distribution	12			4					8					
90% CD phase progress Preparation	24			8					8			8		
90% CD phase progress Meeting	28	4		8					8			8		
90% CD Document Progress Meeting + Distribution	12			4					8					
Final CD phase submittal	82			2					40			40		
Admin	8	8												
	0													
Staff Hours	3285	54	0	211	0	0	0	478	1065	0	0	1157	260	60
Rate	\$187.00	\$182.54	\$163.66	\$157.39	\$151.06	\$144.48	\$134.16	\$123.83	\$118.90	\$92.88	\$82.55	\$72.23	\$144.48	\$8,668.80

**Total Direct Labor**

**\$363,596.64**

	Air		Hotel			Food				Rental Car			Materials		Repro/Mailing/Phone LD		TOTAL
	travelers	cost	Total	rooms	nights	cost/night	Total	persons	days	cost/day	Total	Cars	days	cost/day	Total	Total	
Consultant Printing and Internal Progress and Coordination Printing	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0	\$0.00	\$100.00
50% CD Specs - By Pima County	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0	\$0.00	\$0.00
90% CD Specs - By Pima County	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0	\$0.00	\$0.00
Final CD Specs - By Pima County	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$80.00	\$0	\$0.00	\$0.00

**Support Expenses**

**\$100.00**

**2 SUMMARY**

	Hours	Principal-III	Principal-II	Principal-I	P Arch.III	P Arch. II	P Arch.I	Staff Arch. III	Staff Arch. II	Staff Arch. I	Staff III	Staff II	Staff I	Spec Writer
Staff Hours	3285	54	0	211	0	0	0	478	1065	0	0	1157	260	60
Rate	\$187.00	\$182.54	\$163.66	\$157.39	\$151.06	\$144.48	\$134.16	\$123.83	\$118.90	\$92.88	\$82.55	\$72.23	\$144.48	\$8,668.80

**Total Direct Labor**

**\$363,596.64**

**Total Support Expenses**

**\$100.00**

**Total**

**\$363,696.64**



**Pima County Downtown Library Relocation**

Construction Administration

Line and Space, LLC

1/30/2026 Revision 1 2/9/26 Revision 2 2/18/26

Line and Space, LLC

	Hours	Principal-III	Principal-II	Principal-I	P Arch. III	P Arch. II	P Arch. I	Staff Arch. III	Staff Arch. II	Staff Arch. I	Staff III	Staff II	Staff I	Spec Writer
<b>1 Construction Administration</b>														
Phase coordination - Scheduling, develop strategy and work list	1			1										
CA - Submittal Services	140			20				60				60		
CA - Weekly Meetings 14 months ( 56 )	336			112				112				112		
CA - Weekly Meetings Reports - Reports by CMAR	0													
CA - Observation Services (56 Visits)	672			336				336						
CA - Observation Services (28 Visits)	280							168				112		
CA - Observation Reports (84 Reports)	336			84				252						
CA - Contractor Field Visit Request (80 Visits)	320			80				160				80		
CA - Supplemental Documentation	116			36				40				40		
CA - Quotation Request/Change Orders	100			40				60						
CA - Interpretation and decisions	144	4		40				60				40		
CA - Supplemental Information	308	4		24				160				120		
CA - Application for payment approval	28			28										
Admin	8	8												
	0													
Staff Hours	2789	16	0	801	0	0	0	1408	0	0	0	564	0	0
Rate		\$187.00	\$182.54	\$163.66	\$157.39	\$151.06	\$144.48	\$134.16	\$123.83	\$118.90	\$92.88	\$82.55	\$72.23	\$144.48
		\$2,992.00	\$0.00	\$131,091.66	\$0.00	\$0.00	\$0.00	\$0.00	\$174,352.64	\$0.00	\$0.00	\$46,558.20	\$0.00	\$0.00
<b>Total Direct Labor</b>														<b>\$354,994.50</b>

	Air		Hotel			Food			Rental Car			Materials		Repro/Mailing/Phone LD		TOTAL	
	travelers	cost	Total	rooms	nights	cost/night	Total	persons	days	cost/day	Total	Cars	days	cost/day	Total	Total	
Submittals	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$12.00	\$0.00	0	0	\$0.00	\$0	\$0.00	\$0.00
Misc. Copies/printing	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$12.00	\$0.00	0	0	\$0.00	\$0	\$0.00	\$0.00
Observation Services	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$12.00	\$0.00	0	0	\$0.00	\$0	\$0.00	\$0.00
OM and Final Documents	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$12.00	\$0.00	0	0	\$0.00	\$0	\$0.00	\$0.00
Record drawings printing - By Pima County	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$12.00	\$0.00	0	0	\$0.00	\$0	\$0.00	\$0.00
<b>CA Support Expenses</b>																	<b>\$0.00</b>

**2 SUMMARY**

	Hours	Principal-III	Principal-II	Principal-I	P Arch. III	P Arch. II	P Arch. I	Staff Arch. III	Staff Arch. II	Staff Arch. I	Staff III	Staff II	Staff I	Spec Writer
Staff Hours	2789	16	0	801	0	0	0	1408	0	0	0	564	0	0
Rate		\$187.00	\$182.54	\$163.66	\$157.39	\$151.06	\$144.48	\$134.16	\$123.83	\$118.90	\$92.88	\$82.55	\$72.23	\$144.48
		\$2,992.00	\$0.00	\$131,091.66	\$0.00	\$0.00	\$0.00	\$0.00	\$174,352.64	\$0.00	\$0.00	\$46,558.20	\$0.00	\$0.00
<b>Total Direct Labor</b>														<b>\$354,994.50</b>
<b>Total Support Expenses</b>														<b>\$0.00</b>
<b>Total</b>														<b>\$354,994.50</b>

**Pima County Downtown Library Relocation**

Closeout Record Documents

Line and Space, LLC

1/30/2026 Revision 1 2/9/26 Revision 2 2/18/26

Line and Space, LLC

	Hours	Principal-III	Principal-II	Principal-I	P Arch.III	P Arch. II	P Arch.I	Staff Arch. III	Staff Arch. II	Staff Arch. I	Staff III	Staff II	Staff I	Spec Writer		
<b>1 Closeout Record Documents</b>																
Phase coordination - Scheduling, develop strategy and work list	1			1												
CA - Project Closeout (Initial Punch, Final and 100% Final )	94			30				40				24				
CA - OM and Final Documents Review/Approval	15			1				6				8				
CA - Monthly review of Contractors As Built	14							8				6				
CA - OM and Maintenance Manual Review	15			1				8				6				
CA - Record drawings	25			1				4				8	12			
Admin	2	2														
	0															
Staff Hours	166	2	0	34	0	0	0	66	0	0	0	52	12		0	
Rate		\$187.00	\$182.54	\$163.66	\$157.39	\$151.06	\$144.48	\$134.16	\$123.83	\$118.90	\$92.88	\$82.55	\$72.23		\$144.48	
		\$374.00	\$0.00	\$5,564.44	\$0.00	\$0.00	\$0.00	\$8,172.78	\$0.00	\$0.00	\$4,292.60	\$866.76			\$0.00	
<b>Total Direct Labor</b>																<b>\$19,270.58</b>

	Air		Hotel			Food			Rental Car			Materials		Repro/Mailing/Phone LD		TOTAL	
	travelers	cost	Total	rooms	nights	cost/night	Total	persons	days	cost/day	Total	Cars	days	cost/day	Total		Total
	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$12.00	\$0.00	0	0	\$0.00	\$0	\$0.00	\$0.00
	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$12.00	\$0.00	0	0	\$0.00	\$0	\$0.00	\$0.00
	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$12.00	\$0.00	0	0	\$0.00	\$0	\$0.00	\$0.00
Misc. Printing	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$12.00	\$0.00	0	0	\$0.00	\$0	\$0.00	\$100.00
Record drawings printing - By Pima County	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$12.00	\$0.00	0	0	\$0.00	\$0	\$0.00	\$0.00
<b>CA Support Expenses</b>																	<b>\$100.00</b>

**2 SUMMARY**

	Hours	Principal-III	Principal-II	Principal-I	P Arch.III	P Arch. II	P Arch.I	Staff Arch. III	Staff Arch. II	Staff Arch. I	Staff III	Staff II	Staff I	Spec Writer	
Staff Hours	166	2	0	34	0	0	0	66	0	0	0	52	12	0	
Rate		\$187.00	\$182.54	\$163.66	\$157.39	\$151.06	\$144.48	\$134.16	\$123.83	\$118.90	\$92.88	\$82.55	\$72.23	\$144.48	
		\$374.00	\$0.00	\$5,564.44	\$0.00	\$0.00	\$0.00	\$8,172.78	\$0.00	\$0.00	\$4,292.60	\$866.76		\$0.00	
<b>Total Direct Labor</b>															<b>\$19,270.58</b>
<b>Total Support Expenses</b>															<b>\$100.00</b>
<b>Total</b>															<b>\$19,370.58</b>

**Pima County Downtown Library Relocation**

Existing Conditions Survey - Building 150

Line and Space, LLC

1/30/2026 Revision 1 2/9/26 Revision 2 2/18/26

Line and Space, LLC

Hours Principal-III Principal-II Principal-I P Arch.III P Arch. II P Arch.I Staff Arch. III Staff Arch. II Staff Arch. I Staff III Staff II Staff I Spec Writer

**1 Existing Conditions Survey**

Work coordination - Scheduling, develop strategy and work list	1			1															
Coordination of consultants	1			1															
Review existing drawings	3			1					2										
Preparation of drawings for field work	9			1					4										4
Field work - as built conditions	36			12					12										12
Develop drawings	82			2					40										40
Back check drawings	10			2					4										4
Final drawings complete	14			2					4										8
Admin	3	3																	
	0																		
	0																		
	0																		
	0																		
Staff Hours	159	3	0	22	0	0	0	0	66	0	0	0	0	0	0	0	0	0	68
Rate	\$187.00	\$182.54	\$182.54	\$163.66	\$157.39	\$151.06	\$144.48	\$134.16	\$123.83	\$118.90	\$92.88	\$82.55	\$72.23	\$144.48					
	\$561.00	\$0.00	\$3,600.52	\$0.00	\$0.00	\$0.00	\$0.00	\$8,172.78	\$0.00	\$0.00	\$0.00	\$4,911.64	\$0.00						\$0.00

**Total Direct Labor**

**\$17,245.94**

	Air		Hotel			Food				Rental Car			Materials		Repro/Mailing/Phone LD		TOTAL	
	travelers	cost	Total	rooms	nights	cost/night	Total	persons	days	cost/day	Total	Cars	days	cost/day	Total	Total		
Misc. Materials for field work, site maps, existing plans, surveys	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0	\$0.00	\$150.00	\$150.00
	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0	\$0.00	\$0.00	\$0.00
	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0	\$0.00	\$0.00	\$0.00
<b>Support Expenses</b>																		<b>\$150.00</b>

**2 SUMMARY**

Staff Hours	159	3	0	22	0	0	0	0	66	0	0	0	0	0	0	0	0	0	68
Rate	\$187.00	\$182.54	\$182.54	\$163.66	\$157.39	\$151.06	\$144.48	\$134.16	\$123.83	\$118.90	\$92.88	\$82.55	\$72.23	\$144.48					
	\$561.00	\$0.00	\$3,600.52	\$0.00	\$0.00	\$0.00	\$0.00	\$8,172.78	\$0.00	\$0.00	\$0.00	\$4,911.64	\$0.00						\$0.00

**Total Direct Labor**

**\$17,245.94**

**Total Support Expenses**

**\$150.00**

**Total**

**\$17,395.94**

**Pima County Downtown Library Relocation**

Project Programming - Building 150

Line and Space, LLC

1/30/2026 Revision 1 2/9/26 Revision 2 2/18/26 Revision 2A 3/2/26

Line and Space, LLC

Hours Principal-III Principal-II Principal-I P Arch.III P Arch. II P Arch.I Staff Arch. III Staff Arch. II Staff Arch. I Staff III Staff II Staff I Spec Writer

**1 Project Programming**

Scheduling and Coordination	4	2		2															
Programming Meeting Preparation	24	6		6						6				6					
Programming Meeting with Library (assume 3 to 4)	96	24		24						24				24					
Programming Meeting with Public (assume 2)	24	6		6						6				6					
Program Development	126	2		4						60				60					
Document Review QC	5	1		2						2				2					
Program Present Review	6	2		2						2				2					
Final Program	19	1		2						8				8					
Admin	2	2																	
	0																		0
Staff Hours	306	46	0	48	0	0	0	0	0	108	0	0	0	104	0	0	0	0	0
Rate		\$187.00	\$182.54	\$163.66	\$157.39	\$151.06	\$144.48	\$134.16	\$123.83	\$118.90	\$92.88	\$82.55	\$72.23	\$144.48					
		\$8,602.00	\$0.00	\$7,855.68	\$0.00	\$0.00	\$0.00	\$0.00	\$13,373.64	\$0.00	\$0.00	\$8,585.20	\$0.00	\$0.00					\$0.00

**Total Direct Labor**

**\$38,416.52**

	Air		Hotel			Food			Rental Car			Materials		Repro/Mailing/Phone LD		TOTAL	
	travelers	cost	Total	rooms	nights	cost/night	Total	persons	days	cost/day	Total	Cars	days	cost/day	Total	Total	
Obtain maps documents	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0	\$0.00	\$0.00
Workshop Materials + Print workshop items	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0	\$0.00	\$250.00
Print Program Document - By PC	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0	\$0.00	\$0.00
<b>Support Expenses</b>																	<b>\$250.00</b>

**2 SUMMARY**

Hours Principal-III Principal-II Principal-I P Arch.III P Arch. II P Arch.I Staff Arch. III Staff Arch. II Staff Arch. I Staff III Staff II Staff I Spec Writer

Staff Hours	306	46	0	48	0	0	0	0	108	0	0	0	104	0	0	0	0	0	0
Rate		\$187.00	\$182.54	\$163.66	\$157.39	\$151.06	\$144.48	\$134.16	\$123.83	\$118.90	\$92.88	\$82.55	\$72.23	\$144.48					
		\$8,602.00	\$0.00	\$7,855.68	\$0.00	\$0.00	\$0.00	\$0.00	\$13,373.64	\$0.00	\$0.00	\$8,585.20	\$0.00	\$0.00					\$0.00

**Total Direct Labor**

**\$38,416.52**

**Total Support Expenses**

**\$250.00**

**Total**

**\$38,666.52**

**Pima County Downtown Library Relocation**

Survey - Building 150

Line and Space, LLC

1/30/2026 Revision 1 2/9/26 Revision 2 2/18/26

Line and Space, LLC

Hours Principal-III Principal-II Principal-I P Arch.III P Arch. II P Arch.I Staff Arch. III Staff Arch. II Staff Arch. I Staff III Staff II Staff I Spec Writer

**1 Survey**

Survey Coordination	1			1													
Site - Surveyor walk site	2			1					1								
Survey Review	2			2													
Admin	1	1															
	0																
Staff Hours	6	1	0	4	0	0	0	0	1	0	0	0	0	0	0	0	0
Rate		\$187.00	\$182.54	\$163.66	\$157.39	\$151.06	\$144.48	\$134.16	\$123.83	\$118.90	\$92.88	\$82.55	\$72.23	\$144.48			
		\$187.00	\$0.00	\$654.64	\$0.00	\$0.00	\$0.00	\$0.00	\$123.83	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			\$0.00

**Total Direct Labor**

**\$965.47**

Survey (no printing, electronic copy to PC)	Air		Hotel			Food			Rental Car			Materials		Repro/Mailing/Phone LD		TOTAL	
	travelers	cost	Total	rooms	nights	cost/night	Total	persons	days	cost/day	Total	Cars	days	cost/day	Total		Total
	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0	\$0.00	\$0.00
	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0	\$0.00	\$0.00
	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0	\$0.00	\$0.00
<b>Support Expenses</b>																	<b>\$0.00</b>

**2 SUMMARY**

Hours Principal-III Principal-II Principal-I P Arch.III P Arch. II P Arch.I Staff Arch. III Staff Arch. II Staff Arch. I Staff III Staff II Staff I Spec Writer

Staff Hours	6	1	0	4	0	0	0	0	1	0	0	0	0	0	0	0	0
Rate		\$187.00	\$182.54	\$163.66	\$157.39	\$151.06	\$144.48	\$134.16	\$123.83	\$118.90	\$92.88	\$82.55	\$72.23	\$144.48			
		\$187.00	\$0.00	\$654.64	\$0.00	\$0.00	\$0.00	\$0.00	\$123.83	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			\$0.00

**Total Direct Labor**

**\$965.47**

**Total Support Expenses**

**\$0.00**

**Total**

**\$965.47**

**Pima County Downtown Library Relocation**

CMAR Collaboration and Cost Reconciliation - Building 150

Line and Space, LLC

1/30/2026 Revision 1 2/9/26 Revision 2 2/18/26

Line and Space, LLC

Hours Principal-III Principal-II Principal-I P Arch.III P Arch. II P Arch.I Staff Arch. III Staff Arch. II Staff Arch. I Staff III Staff II Staff I Spec Writer

**1 CMAR Collaborations and GMP Reconciliation**

	0																
CMAR Coordination and Meetings	1			1													
CMAR GMP Reconciliation Review	40	4	4	12					12							8	
CMAR GMP Reconciliation Meetings	20	4		8					8								
Consultant and Cost Estimator Coordination	6			2					4								
Meeting Documentation	4			2					2								
	0																
Staff Hours	71	8	4	25	0	0	0	0	26	0	0	0	0	0	8	0	
Rate		\$187.00	\$182.54	\$163.66	\$157.39	\$151.06	\$144.48	\$134.16	\$123.83	\$118.90	\$92.88	\$82.55	\$72.23	\$144.48			
		\$1,496.00	\$730.16	\$4,091.50	\$0.00	\$0.00	\$0.00	\$0.00	\$3,219.58	\$0.00	\$0.00	\$0.00	\$577.84	\$0.00			\$0.00

**Total Direct Labor**

**\$10,115.08**

	Air			Hotel				Food			Rental Car			Materials		Repro/Mailing/Phone LD		TOTAL
	travelers	cost	Total	rooms	nights	cost/night	Total	persons	days	cost/day	Total	Cars	days	cost/day	Total	Total	Total	
CMAR Collaborations and GMP Reconciliation Support Expenses	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$60.00	\$0	\$0.00	\$0.00	\$0.00

**2 SUMMARY**

Hours Principal-III Principal-II Principal-I P Arch.III P Arch. II P Arch.I Staff Arch. III Staff Arch. II Staff Arch. I Staff III Staff II Staff I Spec Writer

Staff Hours	71	8	4	25	0	0	0	0	26	0	0	0	0	8	0	
Rate		\$187.00	\$182.54	\$163.66	\$157.39	\$151.06	\$144.48	\$134.16	\$123.83	\$118.90	\$92.88	\$82.55	\$72.23	\$144.48		
		\$1,496.00	\$730.16	\$4,091.50	\$0.00	\$0.00	\$0.00	\$0.00	\$3,219.58	\$0.00	\$0.00	\$0.00	\$577.84	\$0.00		
<b>Total Direct Labor</b>																<b>\$10,115.08</b>
<b>Support Expenses</b>																<b>\$0.00</b>
<b>Total</b>																<b>\$10,115.08</b>

**Pima County Downtown Library Relocation**

LEED (Score Card Only) - Building 150

Line and Space, LLC

1/30/2026 Revision 1 2/9/26 Revision 2 2/18/26

Line and Space, LLC

Hours Principal-III Principal-II Principal-I P Arch.III P Arch. II P Arch.I Staff Arch. III Staff Arch. II Staff Arch. I Staff III Staff II Staff I Spec Writer

**1 LEED (Score Card Only)**

Coordination	1			1														
Score Card Development	5								1					4				
Consultant coordination and information	4								2					2				
Score Card Update (4 updates during design only)	17			1					8					8				
Admin	1	1																
	0																	
	0																	
Staff Hours	28	1	0	2	0	0	0	0	11	0	0	0	14	0				0
Rate		\$187.00	\$182.54	\$163.66	\$157.39	\$151.06	\$144.48	\$134.16	\$123.83	\$118.90	\$92.88	\$82.55	\$72.23	\$144.48				\$0.00
		\$187.00	\$0.00	\$327.32	\$0.00	\$0.00	\$0.00	\$0.00	\$1,362.13	\$0.00	\$0.00	\$1,155.70	\$0.00	\$0.00				\$0.00

**Total Direct Labor**

**\$3,032.15**

	Air	cost	Total	Hotel	rooms	nights	cost/night	Total	Food	persons	days	cost/day	Total	Rental Car	Cars	days	cost/day	Total	Materials	Repro/Mailing/Phone LD	TOTAL	
Printing	0	\$0.00	\$0.00	0	0	0	\$0.00	\$0.00	0	0	0	\$0.00	\$0.00	0	0	0	\$0.00	\$0	\$0.00	\$0.00	\$0.00	\$0.00
<b>Support Expenses</b>																						<b>\$0.00</b>

**2 SUMMARY**

Hours Principal-III Principal-II Principal-I P Arch.III P Arch. II P Arch.I Staff Arch. III Staff Arch. II Staff Arch. I Staff III Staff II Staff I Spec Writer

Staff Hours	28	1	0	2	0	0	0	0	11	0	0	0	14	0				0
Rate		\$187.00	\$182.54	\$163.66	\$157.39	\$151.06	\$144.48	\$134.16	\$123.83	\$118.90	\$92.88	\$82.55	\$72.23	\$144.48				\$144.48
		\$187.00	\$0.00	\$327.32	\$0.00	\$0.00	\$0.00	\$0.00	\$1,362.13	\$0.00	\$0.00	\$1,155.70	\$0.00	\$0.00				\$0.00

**Total Direct Labor**

**\$3,032.15**

**Support Expenses**

**\$0.00**

**Total**

**\$3,032.15**

**Pima County Downtown Library Relocation**

Furniture Assistance - Building 150

Line and Space, LLC

1/30/2026 Revision 1 2/9/26 revision 2 2/18/26

Line and Space, LLC

	Hours	Principal-III	Principal-II	Principal-I	P Arch.III	P Arch. II	P Arch.I	Staff Arch. III	Staff Arch. II	Staff Arch. I	Staff III	Staff II	Staff I	Spec Writer
<b>1 Furniture Assistance</b>														
Coordination	1			1										
Furniture Layout and Meetings with Library and PC	6	2		2					2					
Furniture research and selection	9	1		4					4					
Furniture Meetings with PC Interior Designer	6	2		2					2					
Furniture Coordination with Consultants	6			2					4					
Furniture Final Review with PC	6	2		2					2					
Furniture Final Review with Library	6	2		2					2					
Admin	2	2												
	0													
	0													
Staff Hours	42	11	0	15	0	0	0	0	16	0	0	0	0	0
Rate		\$187.00	\$182.54	\$163.66	\$157.39	\$151.06	\$144.48	\$134.16	\$123.83	\$118.90	\$92.88	\$82.55	\$72.23	\$144.48
<b>Total Direct Labor</b>		\$2,057.00	\$0.00	\$2,454.90	\$0.00	\$0.00	\$0.00	\$0.00	\$1,981.28	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
														<b>\$6,493.18</b>

Support Expenses	Air		Hotel			Food			Rental Car			Materials		Repro/Mailing/Phone LD		TOTAL	
	travelers	cost	Total	rooms	nights	cost/night	Total	persons	days	cost/day	Total	Cars	days	cost/day	Total		Total
	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0	\$0.00	<b>\$0.00</b>

**2 SUMMARY**

	Hours	Principal-III	Principal-II	Principal-I	P Arch.III	P Arch. II	P Arch.I	Staff Arch. III	Staff Arch. II	Staff Arch. I	Staff III	Staff II	Staff I	Spec Writer
Staff Hours	42	11	0	15	0	0	0	0	16	0	0	0	0	0
Rate		\$187.00	\$182.54	\$163.66	\$157.39	\$151.06	\$144.48	\$134.16	\$123.83	\$118.90	\$92.88	\$82.55	\$72.23	\$144.48
<b>Total Direct Labor</b>		\$2,057.00	\$0.00	\$2,454.90	\$0.00	\$0.00	\$0.00	\$0.00	\$1,981.28	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Support Expenses</b>														<b>\$0.00</b>
<b>Total</b>														<b>\$6,493.18</b>

**Pima County Downtown Library Relocation**

Parking Garage Accessibility - Building 150

Line and Space, LLC

1/30/2026 Revision 1 2/9/26 Revision 2 2/18/26

Line and Space, LLC

	Hours	Principal-III	Principal-II	Principal-I	P Arch.III	P Arch. II	P Arch.I	Staff Arch. III	Staff Arch. II	Staff Arch. I	Staff III	Staff II	Staff I	Spec Writer	
<b>1 Parking Garage Accessibility</b>															
Phase coordination - Scheduling, develop strategy and work list	1			1											
Coordination of engineering consultants	1			1											
Design meetings with engineering consultants	4			2					2						
Quality control - checking of consultant work	4			2					2						
Design	2			2											
CD - Demolition Plans	8								4					4	
CD - Site Plans	8			2					2					4	
CD - Building Site Plan	8								2					6	
CD - Floor Plans - Reference	8								2					6	
CD - Floor Plans - Dimensions	8								2					6	
CD - Elevations/Sections	8								2					6	
CD - Typical Details	10			2					2					6	
CD - Signage - basic room identification and wayfinding only	4								2					2	
CD - Specifications	4								2						2
Statement of Probable Construction Cost - Coordination	2			1					1						
Quality control	3			1					2						
Phase Submittals	2								1					1	
Admin	2	2													
0															
Staff Hours	87	2	0	14	0	0	0	0	28	0	0	0	0	41	2
Rate	\$187.00	\$182.54	\$163.66	\$157.39	\$151.06	\$144.48	\$134.16	\$123.83	\$118.90	\$92.88	\$82.55	\$72.23	\$144.48	\$288.96	
	\$374.00	\$0.00	\$2,291.24	\$0.00	\$0.00	\$0.00	\$0.00	\$3,467.24	\$0.00	\$0.00	\$0.00	\$2,961.43	\$9,382.87		

**Total Direct Labor**

**\$9,382.87**

	Air		Hotel				Food				Rental Car				Materials		Repro/Mailing/Phone LD		TOTAL
	travelers	cost	Total	rooms	nights	cost/night	Total	persons	days	cost/day	Total	Cars	days	cost/day	Total	Total	Total		
All printing by Pima County	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0	\$0.00	\$0.00	\$0.00	
	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0	\$0.00	\$0.00	\$0.00	
	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0	\$0.00	\$0.00	\$0.00	
	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$80.00	\$0	\$0.00	\$0.00	\$0.00	
<b>Support Expenses</b>																		<b>\$0.00</b>	

**2 SUMMARY**

	Hours	Principal-III	Principal-II	Principal-I	P Arch.III	P Arch. II	P Arch.I	Staff Arch. III	Staff Arch. II	Staff Arch. I	Staff III	Staff II	Staff I	Spec Writer
Staff Hours	87	2	0	14	0	0	0	0	28	0	0	0	41	2
Rate	\$187.00	\$182.54	\$163.66	\$157.39	\$151.06	\$144.48	\$134.16	\$123.83	\$118.90	\$92.88	\$82.55	\$72.23	\$144.48	\$288.96
	\$374.00	\$0.00	\$2,291.24	\$0.00	\$0.00	\$0.00	\$0.00	\$3,467.24	\$0.00	\$0.00	\$0.00	\$2,961.43	\$9,382.87	
<b>Total Direct Labor</b>														<b>\$9,382.87</b>
<b>Total Support Expenses</b>														<b>\$0.00</b>
<b>Total</b>														<b>\$9,382.87</b>

**Pima County Downtown Library Relocation**

Historic Preservation - Building 150

Line and Space, LLC

1/30/2026 Revision 1 2/9/26 Revision 2 2/18/26

Line and Space, LLC

	Hours	Principal-III	Principal-II	Principal-I	P Arch.III	P Arch. II	P Arch.I	Staff Arch. III	Staff Arch. II	Staff Arch. I	Staff III	Staff II	Staff I	Spec Writer
<b>1 Historic Preservation</b>														
Phase coordination - Scheduling, develop strategy and work list	1			1										
Phase Project Scheduling	1			1										
Phase kickoff and Misc Coordination - Site Visit	4			2					2					
Coordination of consultants	1										1			
Quality control - checking of consultant work	4			2					2					
Project research and obtain project information	2			1							1			
Design meetings with consultants	6			2					2			2		
Historic Design Implementation Coordination	16			2					8			6		
Meetings with Historic Preservation Groups	18	6		6					6					
Submittal Preparation and Response	20			4					8			8		
Admin	2	2												
	0													
Staff Hours	75	8	0	21	0	0	0	0	30	0	0	16	0	0
Rate		\$187.00	\$182.54	\$163.66	\$157.39	\$151.06	\$144.48	\$134.16	\$123.83	\$118.90	\$92.88	\$82.55	\$72.23	\$144.48
<b>Total Direct Labor</b>		\$1,496.00	\$0.00	\$3,436.86	\$0.00	\$0.00	\$0.00	\$0.00	\$3,714.90	\$0.00	\$0.00	\$1,320.80	\$0.00	\$0.00
														<b>\$9,968.56</b>

	Air		Hotel				Food				Rental Car			Materials		Repro/Mailing/Phone LD		TOTAL
	travelers	cost	Total	rooms	nights	cost/night	Total	persons	days	cost/day	Total	Cars	days	cost/day	Total	Total	Total	
Historic Presentation Meeting- Phx	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	3	1	\$64.50	\$193.50	1	2	\$125.00	\$250	\$50.00	\$0.00	\$493.50
	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0	\$0.00	\$0.00	\$0.00
	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0	\$0.00	\$0.00	\$0.00
	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$80.00	\$0	\$0.00	\$0.00	\$0.00
<b>Support Expenses</b>																		<b>\$493.50</b>

**2 SUMMARY**

	Hours	Principal-III	Principal-II	Principal-I	P Arch.III	P Arch. II	P Arch.I	Staff Arch. III	Staff Arch. II	Staff Arch. I	Staff III	Staff II	Staff I	Spec Writer
Staff Hours	75	8	0	21	0	0	0	0	30	0	0	16	0	0
Rate		\$187.00	\$182.54	\$163.66	\$157.39	\$151.06	\$144.48	\$134.16	\$123.83	\$118.90	\$92.88	\$82.55	\$72.23	\$144.48
<b>Total Direct Labor</b>		\$1,496.00	\$0.00	\$3,436.86	\$0.00	\$0.00	\$0.00	\$0.00	\$3,714.90	\$0.00	\$0.00	\$1,320.80	\$0.00	\$0.00
<b>Total Support Expenses</b>														<b>\$493.50</b>
<b>Total</b>														<b>\$10,462.06</b>

**Pima County Downtown Library Relocation**

Public Meetings - Building 150

Line and Space, LLC

1/30/2026 Revision 1 2/9/26 Revision 2 2/18/26 Revision 2A 3/2/26

Line and Space, LLC

Hours Principal-III Principal-II Principal-I P Arch.III P Arch. II P Arch.I Staff Arch. III Staff Arch. II Staff Arch. I Staff III Staff II Staff I Spec Writer

**1 Public Meetings**

Scheduling and Coordination	4	2		2														
Meeting Preparation	28	6		6						8				8				
Public Meetings (assume 3 revised to 4)	64	16		16						16				16				
Public Meeting Document	16			4						12								
Admin	2	2																
	0																	
Staff Hours	114	26	0	28	0	0	0	0	0	36	0	0	24	0	0			0
Rate		\$187.00	\$182.54	\$163.66	\$157.39	\$151.06	\$144.48	\$134.16	\$123.83	\$118.90	\$92.88	\$82.55	\$72.23	\$144.48				
		\$4,862.00	\$0.00	\$4,582.48	\$0.00	\$0.00	\$0.00	\$0.00	\$4,457.88	\$0.00	\$0.00	\$1,981.20	\$0.00	\$0.00				\$15,883.56

**Total Direct Labor**

	Air			Hotel			Food				Rental Car			Materials		Repro/Mailing/Phone LD		TOTAL
	travelers	cost	Total	rooms	nights	cost/night	Total	persons	days	cost/day	Total	Cars	days	cost/day	Total	Total	Total	
Workshop Materials + Print workshop items	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0	\$0.00	\$0.00	\$0.00
Print Program Document - By PC	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0	\$0.00	\$250.00	\$250.00
<b>Support Expenses</b>																	\$0.00	\$0.00
																		<b>\$250.00</b>

**2 SUMMARY**

Staff Hours	114	26	0	28	0	0	0	0	0	36	0	0	24	0	0			0
Rate		\$187.00	\$182.54	\$163.66	\$157.39	\$151.06	\$144.48	\$134.16	\$123.83	\$118.90	\$92.88	\$82.55	\$72.23	\$144.48				
		\$4,862.00	\$0.00	\$4,582.48	\$0.00	\$0.00	\$0.00	\$0.00	\$4,457.88	\$0.00	\$0.00	\$1,981.20	\$0.00	\$0.00				\$15,883.56

**Total Direct Labor**

**Total Support Expenses**

**Total**

**\$15,883.56**  
**\$250.00**  
**\$16,133.56**

Line and Space – Building 140 and 136 Supporting Documents

Pima County Downtown Library Relocation Fee Proposal

**Pima County Downtown Library Relocation**

Conceptual Design - Buildings 140 and 136

Line and Space, LLC

1/30/2026 Revision 1 2/9/26 Revision 2 2/18/26

Line and Space, LLC

	Hours	Principal-III	Principal-II	Principal-I	P Arch. III	P Arch. II	P Arch. I	Staff Arch. III	Staff Arch. II	Staff Arch. I	Staff III	Staff II	Staff I	Spec Writer	
<b>1 Conceptual Design</b>															
Phase coordination - Scheduling, develop strategy and work list	1			1											
Phase Project Scheduling	1			1											
Coordination of engineering consultants	2			1					1						
Design meetings with engineering consultants	3	1		1					1						
Bi-Weekly Meetings with PC (2 meetings @ 1 hour)	7	2		2					3						
Quality control - checking of consultant work	2			2											
Project research and obtain project information	4			2					2						
Concept designs	24	12		4					8						
Concept presentation drawings	19	8		5					6						
Quality Control submittals	4			2					2						
Prepare Conceptual presentation	12	8		2					2						
Conceptual presentation	6	2		2					2						
Document Conceptual Progress Meeting + Distribution	2			1					1						
Admin	2	2													
	0														
Staff Hours	89	35	0	26	0	0	0	0	28	0	0	0	0	0	0
Rate		\$187.00	\$182.54	\$163.66	\$157.39	\$151.06	\$144.48	\$134.16	\$123.83	\$118.90	\$92.88	\$82.55	\$72.23	\$144.48	
<b>Total Direct Labor</b>		\$6,545.00	\$0.00	\$4,255.16	\$0.00	\$0.00	\$0.00	\$3,467.24	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	<b>\$14,267.40</b>

	Air		Hotel			Food			Rental Car			Materials		Repro/Mailing/Phone LD		TOTAL		
	travelers	cost	Total	rooms	nights	cost/night	Total	persons	days	cost/day	Total	Cars	days	cost/day	Total	Total		
Final Concept Printing - Presentation Drawings Boards	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0	\$0.00	\$150.00	\$150.00
	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0	\$0.00	\$0.00	\$0.00
	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0	\$0.00	\$0.00	\$0.00
<b>Support Expenses</b>																		<b>\$150.00</b>

**2 SUMMARY**

	Hours	Principal-III	Principal-II	Principal-I	P Arch. III	P Arch. II	P Arch. I	Staff Arch. III	Staff Arch. II	Staff Arch. I	Staff III	Staff II	Staff I	Spec Writer
Staff Hours	89	35	0	26	0	0	0	0	28	0	0	0	0	0
Rate		\$187.00	\$182.54	\$163.66	\$157.39	\$151.06	\$144.48	\$134.16	\$123.83	\$118.90	\$92.88	\$82.55	\$72.23	\$144.48
<b>Total Direct Labor</b>		\$6,545.00	\$0.00	\$4,255.16	\$0.00	\$0.00	\$0.00	\$3,467.24	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	<b>\$14,267.40</b>
<b>Total Support Expenses</b>														<b>\$150.00</b>
<b>Total</b>														<b>\$14,417.40</b>

**Pima County Downtown Library Relocation**

Schematic Design - Buildings 140 and 136

Line and Space, LLC

1/30/2026 Revision 1 2/9/26 Revision 2 2/18/26

Line and Space, LLC

**1 Schematic Design**

	Hours	Principal-III	Principal-II	Principal-I	P Arch.III	P Arch. II	P Arch.I	Staff Arch. III	Staff Arch. II	Staff Arch. I	Staff III	Staff II	Staff I	Spec Writer
Phase coordination - Scheduling, develop strategy and work list	0													
Phase Project Scheduling	0													
Coordination of engineering consultants	1			1										
Design meetings with engineering consultants	4			2					2					
Bi-Weekly Meetings with PC (4 meeting @1.0 hours)	12	4		4					4					
Quality control - checking of consultant work	8			4					4					
Project research and obtain project information	4			2					2					
Schematic design - site	10	6		2					2					
Schematic design	40	32		4					4					
Schematic Model	0													
Schematic presentation drawings	42	30		4					4				4	
Schematic presentation drawings - 3d renderings (2 total)	66	2		2					2				60	
Schematic narratives (outline specs)	10	2		2					6					
Schematic Opinion of Probable Cost (coordination only)	8			4					4					
Quality Control submittals	4			2					2					
Final Schematic phase progress Preparation	3	1		1					1					
Final Schematic phase progress Meeting	6	2		2					2					
Final Schematic Document Progress Meeting + Distribution	4	1		1					2					
Admin	2	2												
	0													
Staff Hours	224	82	0	37	0	0	0	0	41	0	0	0	64	0
Rate		\$187.00	\$182.54	\$163.66	\$157.39	\$151.06	\$144.48	\$134.16	\$123.83	\$118.90	\$92.88	\$82.55	\$72.23	\$144.48

**Total Direct Labor**

**\$31,089.17**

	Air		Hotel			Food			Rental Car			Materials		Repro/Mailing/Phone LD		TOTAL	
	travelers	cost	Total	rooms	nights	cost/night	Total	persons	days	cost/day	Total	Cars	days	cost/day	Total		Total
Consultant Printing and Internal Progress and Coordination Printing	0	\$150.00	\$0.00	0	0	\$100.00	\$0.00	0	0	\$40.00	\$0.00	0	0	\$60.00	\$0	\$0.00	\$0.00
Schematic Printing - By Pima County	0	\$150.00	\$0.00	0	0	\$100.00	\$0.00	0	0	\$40.00	\$0.00	0	0	\$60.00	\$0	\$0.00	\$0.00
Schematic Presentation Boards	0	\$150.00	\$0.00	0	0	\$100.00	\$0.00	0	0	\$40.00	\$0.00	0	2	\$60.00	\$0	\$100.00	\$100.00
3d Rendering Presentation Boards	0	\$150.00	\$0.00	0	0	\$100.00	\$0.00	0	0	\$40.00	\$0.00	0	2	\$60.00	\$0	\$100.00	\$200.00
Study Model Building Material	0	\$150.00	\$0.00	0	0	\$100.00	\$0.00	0	0	\$40.00	\$0.00	0	0	\$60.00	\$0	\$0.00	\$0.00
Presentation Model Building Material + Base (no cover, white museum board model)	0	\$150.00	\$0.00	0	0	\$100.00	\$0.00	0	0	\$40.00	\$0.00	0	0	\$60.00	\$0	\$0.00	\$0.00
Meeting Materials and Misc. mailings	0	\$150.00	\$0.00	0	0	\$100.00	\$0.00	0	0	\$40.00	\$0.00	0	0	\$60.00	\$0	\$0.00	\$0.00
<b>Support Expenses</b>																	<b>\$400.00</b>

**2 SUMMARY**

	Hours	Principal-I	Principal-II	Principal-III	P Arch.III	P Arch. II	P Arch.I	Staff Arch. II	Staff Arch. I	Staff III	Staff II	Staff I	Spec Writer	Student Intern II
Staff Hours	224	82	0	37	0	0	0	0	41	0	0	0	64	0
Rate		\$187.00	\$182.54	\$163.66	\$157.39	\$151.06	\$144.48	\$134.16	\$123.83	\$118.90	\$92.88	\$82.55	\$72.23	\$144.48

**Total Direct Labor**

**\$31,089.17**

**Total Support Expenses**

**\$400.00**

**Total**

**\$31,489.17**

**Pima County Downtown Library Relocation**

Design Development - Buildings 140 and 136

Line and Space, LLC

1/30/2026 Revision 1 2/9/26 Revision 2 2/18/26

Line and Space, LLC

	Hours	Principal-III	Principal-II	Principal-I	P Arch.III	P Arch. II	P Arch.I	Staff Arch. III	Staff Arch. II	Staff Arch. I	Staff III	Staff II	Staff I	Spec Writer
<b>1 Design Development</b>														
Phase coordination - Scheduling, develop strategy and work list	0													
Phase Project Scheduling	0													
Phase kickoff and Misc Coordination	0													
Coordination and Design with engineering consultants	10	2		4				4						
Design meetings with engineering consultants	13	1		4				4				4		
Bi-Weekly meetings with PC (4 meeting at 1 hour per meeting)	12	4		4				4						
Quality control - checking of consultant work	10			2				4				4		
Project research and obtain project information	6			2				2				2		
DD - Code Check	21			1				20						
DD - Site Plans	23	1		2				10				10		
DD - Building Site Plans	23	1		2				10				10		
DD - Plans	73	1		2				32			8	30		
DD - Sections	63	1		2				32			8	20		
DD - Elevations	63	1		2				32			8	20		
DD - Typical Details	63	1		2				32			8	20		
DD - Finish Schedule	35	1		2				32						
DD - RCP	75	1		2				32				40		
DD - Roof Plan	35	1		2				32						
DD - Final Material selections (materials and color boards)	29	1		4				8						16
DD - Equipment Layouts	40			2				24			4	10		
DD - Outline Specifications	30			2				4						24
Statement of Probable Construction Cost - Coordination Only	8			4				4						
CMAR Construction Cost Review and Reconcile	18	6		6				6						
Quality control - checking	12	2		4				6						
Final DD phase progress Preparation	11	1		2				2				6		
Final DD phase progress Meeting	8	2		2				2				2		
Final DD Document Progress Meeting + Distribution	6			2				2				2		
Admin	2	2												
0	0													
Staff Hours	689	30	0	63	0	0	0	0	340	0	36	180	16	24
Rate	\$187.00	\$182.54	\$163.66	\$157.39	\$151.06	\$144.48	\$134.16	\$123.83	\$118.90	\$92.88	\$82.55	\$72.23	\$144.48	\$3,467.52
	\$5,610.00	\$0.00	\$10,310.58	\$0.00	\$0.00	\$0.00	\$0.00	\$42,102.20	\$0.00	\$3,343.68	\$14,859.00	\$1,155.68	\$3,467.52	<b>\$80,848.66</b>

**Total Direct Labor**

**\$80,848.66**

	Air			Hotel			Food			Rental Car			Materials		Repro/Mailing/Phone LD		TOTAL	
	travelers	cost	Total	rooms	nights	cost/night	Total	persons	days	cost/day	Total	Cars	days	cost/day	Total	Total	TOTAL	
Consultant Printing and Internal Progress and Coordination Printing	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0	\$0.00	\$100.00	\$100.00
DD Sets for PC - By Pima County	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	3	\$0.00	\$0	\$0.00	\$0.00	\$0.00
Material and Color Boards Material	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0	\$100.00	\$0.00	\$100.00
Meeting Materials and Misc. mailings	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0	\$0.00	\$0.00	\$0.00
<b>Support Expenses</b>																		<b>\$200.00</b>

**2 SUMMARY**

	Hours	Principal-III	Principal-II	Principal-I	P Arch.III	P Arch. II	P Arch.I	Staff Arch. III	Staff Arch. II	Staff Arch. I	Staff III	Staff II	Staff I	Spec Writer
Staff Hours	689	30	0	63	0	0	0	0	340	0	36	180	16	24
Rate	\$187.00	\$182.54	\$163.66	\$157.39	\$151.06	\$144.48	\$134.16	\$123.83	\$118.90	\$92.88	\$82.55	\$72.23	\$144.48	\$3,467.52
	\$5,610.00	\$0.00	\$10,310.58	\$0.00	\$0.00	\$0.00	\$0.00	\$42,102.20	\$0.00	\$3,343.68	\$14,859.00	\$1,155.68	\$3,467.52	<b>\$80,848.66</b>

**Total Direct Labor**

**\$80,848.66**

**Total Support Expenses**

**\$200.00**

**Total**

**\$81,048.66**

**Pima County Downtown Library Relocation**

Construction Documents - Buildings 140 and 136

Line and Space, LLC

1/30/2026 Revision 1 2/9/26 Revision 2 2/18/26

Line and Space, LLC

	Hours	Principal-III	Principal-II	Principal-I	P Arch.III	P Arch. II	P Arch.I	Staff Arch. III	Staff Arch. II	Staff Arch. I	Staff III	Staff II	Staff I	Spec Writer
<b>1 Construction Documents</b>														
Phase coordination - Scheduling, develop strategy and work list														
Phase Project Scheduling	1			1										
Phase kickoff and Misc Coordination	2			1					1					
Coordination of engineering consultants	2								2					
Design meetings with engineering consultants	8			4					4					
Bi-Weekly meetings with PC (6 meetings @ 5 hour each)	6			3					3					
Quality control - checking of consultant work	16			2					8			6		
Project research and obtain project information	5			1					2			2		
CD - Cover/Project Info.	4											4		
CD - Code Check	8								8					
CD - Demolition Plans	42			2					20			20		
CD - Site Plans	38	2		2				2	24			8		
CD - Building Site Plan	70	2		2				2	24			40		
CD - Floor Plans - Reference	104	2		2				8	32			60		
CD - Floor Plans - Dimensions	50			2				8	20			20		
CD - Elevations	56	1		2				8	15			30		
CD - Sections	67	1		2				8	16			40		
CD - Finish Schedule	43	1		2				4	16			20		
CD - Enlarged Plans	67	1		2				8	16			20	20	
CD - Wall Sections	91	1		2				8	40			40		
CD - Typical Details	183	1		2				20	80			80		
CD - Special Details	79	1		2				16	20			40		
CD - Doors/Windows	59	1		2				6	20			30		
CD - Doors/Windows Details	59	1		2				6	20			30		
CD - Rest Room Plans Details Schedules	48			2					6			20	20	
CD - Millwork	62			2					10			10	40	
CD - RCP	60			2					8			20	30	
CD - Roof Plan	46			2					4			20	20	
CD - Roof Details	46			2					4			20	20	
CD - Signage - basic room identification and wayfinding only	42			2					8				32	
CD - Specifications	38			2					6			6		24
Statement of Probable Construction Cost - Coordination	10			6					2			2		
CMAR Construction Cost Review and Reconcile	8			4					4					
Quality control	24			4				8	8			4		
Specialty equipment plans	17			2					5			10		
50% CD phase progress Preparation	6			2					2			2		
50% CD phase progress Meeting	6	2		2					2					
50% CD Document Progress Meeting + Distribution	4			2					2					
90% CD phase progress Preparation	6			2					2			2		
90% CD phase progress Meeting	10	2		2					2			4		
90% CD Document Progress Meeting + Distribution	2			1					1					
Final CD phase submittal	26			2					8			16		
Admin	4	4												
Staff Hours	1525	23	0	83	0	0	0	136	511	0	0	636	112	24
Rate		\$187.00	\$182.54	\$163.66	\$157.39	\$151.06	\$144.48	\$134.16	\$123.83	\$118.90	\$92.88	\$82.55	\$72.23	\$144.48

**Total Direct Labor**

\$4,301.00 \$0.00 \$13,583.78 \$0.00 \$0.00 \$0.00 \$18,245.76 \$63,277.13 \$0.00 \$0.00 \$52,501.80 \$8,089.76 \$163,466.75

	Air	Hotel	Food	Rental Car	Materials	Repro/Mailing/Phone LD	TOTAL
	travelers	rooms	persons	Cars	Total	Total	
Consultant Printing and Internal Progress and Coordination Printing	0	0	0	0	\$0.00	\$0.00	\$150.00
50% CD Specs - By Pima County	0	0	0	0	\$0.00	\$0.00	\$0.00
90% CD Specs - By Pima County	0	0	0	0	\$0.00	\$0.00	\$0.00
Final CD Specs - By Pima County	0	0	0	0	\$0.00	\$0.00	\$0.00
<b>Support Expenses</b>							<b>\$150.00</b>

**2 SUMMARY**

	Hours	Principal-III	Principal-II	Principal-I	P Arch.III	P Arch. II	P Arch.I	Staff Arch. III	Staff Arch. II	Staff Arch. I	Staff III	Staff II	Staff I	Spec Writer
Staff Hours	1525	23	0	83	0	0	0	136	511	0	0	636	112	24
Rate		\$187.00	\$182.54	\$163.66	\$157.39	\$151.06	\$144.48	\$134.16	\$123.83	\$118.90	\$92.88	\$82.55	\$72.23	\$144.48
<b>Total Direct Labor</b>		\$4,301.00	\$0.00	\$13,583.78	\$0.00	\$0.00	\$0.00	\$18,245.76	\$63,277.13	\$0.00	\$0.00	\$52,501.80	\$8,089.76	\$163,466.75
<b>Total Support Expenses</b>														\$150.00
<b>Total</b>														\$163,616.75

**Pima County Downtown Library Relocation**

Bidding - Buildings 140 and 136

Line and Space, LLC

1/30/2026 Revision 1 2/9/26 Revision 2 2/18/26

Line and Space, LLC

Hours Principal-III Principal-II Principal-I P Arch.III P Arch. II P Arch.I Staff Arch. III Staff Arch. II Staff Arch. I Staff III Staff II Staff I Spec Writer

**1 Bidding**

Bid materials services - organizing and handling	2			1							1							
Addenda	2			1							1							
Review bid documents and submissions	2			1							1							
Coordinate and manage consultant review	2			1							1							
Meeting Documentation	2			1							1							
Analysis of Alternates and Substitutions	2			1							1							
Admin	1	1																
	0																	

Staff Hours	13	1	0	6	0	0	0	0	0	6	0	0	0	0	0	0	0	0
Rate		\$187.00	\$182.54	\$163.66	\$157.39	\$151.06	\$144.48	\$134.16	\$123.83	\$118.90	\$92.88	\$82.55	\$72.23					\$144.48

**Total Direct Labor**

**\$1,911.94**

Bidding	Air		Hotel			Food			Rental Car			Materials		Repro/Mailing/Phone LD		TOTAL	
	travelers	cost	Total	rooms	nights	cost/night	Total	persons	days	cost/day	Total	Cars	days	cost/day	Total		Total
Bidding	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$60.00	\$0	\$0.00	\$0.00
<b>Bidding Support Expenses</b>																	<b>\$0.00</b>

**2 SUMMARY**

Hours Principal-III Principal-II Principal-I P Arch.III P Arch. II P Arch.I Staff Arch. III Staff Arch. II Staff Arch. I Staff III Staff II Staff I Spec Writer

Staff Hours	13	1	0	6	0	0	0	0	6	0	0	0	0	0	0	0	0
Rate		\$187.00	\$182.54	\$163.66	\$157.39	\$151.06	\$144.48	\$134.16	\$123.83	\$118.90	\$92.88	\$82.55	\$72.23				\$144.48

**Total Direct Labor**

**\$1,911.94**

**Support Expenses**

**\$0.00**

**Total**

**\$1,911.94**

**Pima County Downtown Library Relocation**

Construction Administration - Building 140 and 136

Line and Space, LLC

1/30/2026 Revision 1 2/9/26 Revision 2 2/18/26

Line and Space, LLC

	Hours	Principal-III	Principal-II	Principal-I	P Arch. III	P Arch. II	P Arch. I	Staff Arch. III	Staff Arch. II	Staff Arch. I	Staff III	Staff II	Staff I	Spec Writer
<b>1 Construction Administration</b>														
Phase coordination - Scheduling, develop strategy and work list	1			1										
CA - Submittal Services	12			4					8					
CA - Weekly Meetings 14 months (56 ) - included in Building 150	0													
CA - Weekly Meetings Reports - Reports by CMAR	0													
CA - Observation Services (56 Visits)	112			56					56					
CA - Observation Reports (56 Reports)	84			28					56					
CA - Contractor Field Visit Request - included in Building 150	0													
CA - Supplemental Documentation	24			8					16					
CA - Quotation Request/Change Orders	16			8					8					
CA - Interpretation and decisions	16			8					8					
CA - Supplemental Information	16			8					8					
CA - Application for payment approval	7			7										
Admin	12	12												
Staff Hours	300	12	0	128	0	0	0	0	160	0	0	0	0	0
Rate		\$187.00	\$182.54	\$163.66	\$157.39	\$151.06	\$144.48	\$134.16	\$123.83	\$118.90	\$92.88	\$82.55	\$72.23	\$144.48
<b>Total Direct Labor</b>		\$2,244.00	\$0.00	\$20,948.48	\$0.00	\$0.00	\$0.00	\$0.00	\$19,812.80	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
														<b>\$43,005.28</b>

**Total Direct Labor**

**\$43,005.28**

	Air		Hotel			Food				Rental Car			Materials		Repro/Mailing/Phone LD		TOTAL
	travelers	cost	Total	rooms	nights	cost/night	Total	persons	days	cost/day	Total	Cars	days	cost/day	Total	Total	
Submittals	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$12.00	\$0.00	0	0	\$0.00	\$0	\$0.00	\$0.00
Misc. Copies/printing	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$12.00	\$0.00	0	0	\$0.00	\$0	\$0.00	\$0.00
Observation Services	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$12.00	\$0.00	0	0	\$0.00	\$0	\$0.00	\$0.00
OM and Final Documents	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$12.00	\$0.00	0	0	\$0.00	\$0	\$0.00	\$0.00
Record drawings printing - By Pima County	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$12.00	\$0.00	0	0	\$0.00	\$0	\$0.00	\$0.00
<b>CA Support Expenses</b>																	<b>\$0.00</b>

**2 SUMMARY**

	Hours	Principal-III	Principal-II	Principal-I	P Arch. III	P Arch. II	P Arch. I	Staff Arch. III	Staff Arch. II	Staff Arch. I	Staff III	Staff II	Staff I	Spec Writer
Staff Hours	300	12	0	128	0	0	0	0	160	0	0	0	0	0
Rate		\$187.00	\$182.54	\$163.66	\$157.39	\$151.06	\$144.48	\$134.16	\$123.83	\$118.90	\$92.88	\$82.55	\$72.23	\$144.48
<b>Total Direct Labor</b>		\$2,244.00	\$0.00	\$20,948.48	\$0.00	\$0.00	\$0.00	\$0.00	\$19,812.80	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total Support Expenses</b>														<b>\$0.00</b>
<b>Total</b>														<b>\$43,005.28</b>

**Total Direct Labor**

**\$43,005.28**

**Total Support Expenses**

**\$0.00**

**Total**

**\$43,005.28**

**Pima County Downtown Library Relocation**

Closeout Record Documents - Building 140 and 136

Line and Space, LLC

1/30/2026 Revision 1 2/9/26 Revision 2 2/18/26

Line and Space, LLC

	Hours	Principal-III	Principal-II	Principal-I	P Arch. III	P Arch. II	P Arch. I	Staff Arch. III	Staff Arch. II	Staff Arch. I	Staff III	Staff II	Staff I	Spec Writer
<b>1 Closeout Record Documents</b>														
Phase coordination - Scheduling, develop strategy and work list	0													
CA - Project Closeout (Initial Punch, Final and 100% Final )	18			6					6			6		
CA - OM and Final Documents Review/Approval	6			2					2			2		
CA - Monthly review of Contractors As Built	2								2					
CA - OM and Maintenance Manual Review	7			1					2			4		
CA - Record drawings	15			1					2				12	
Admin	1	1												
0	0													
Staff Hours	49	1	0	10	0	0	0	0	14	0	0	12	12	0
Rate	\$187.00	\$182.54	\$163.66	\$157.39	\$151.06	\$144.48	\$134.16	\$123.83	\$118.90	\$92.88	\$82.55	\$72.23	\$144.48	\$0.00
<b>Total Direct Labor</b>		\$187.00	\$0.00	\$1,636.60	\$0.00	\$0.00	\$0.00	\$1,733.62	\$0.00	\$0.00	\$990.60	\$866.76		<b>\$5,414.58</b>

	Air		Hotel		Food			Rental Car			Materials		Repro/Mailing/Phone LD		TOTAL
	travelers	cost	rooms	nights	cost/night	persons	days	cost/day	Cars	days	cost/day	Total	Total		
	0	\$0.00	0	0	\$0.00	0	0	\$12.00	0	0	\$0.00	\$0	\$0.00	\$0.00	\$0.00
	0	\$0.00	0	0	\$0.00	0	0	\$12.00	0	0	\$0.00	\$0	\$0.00	\$0.00	\$0.00
	0	\$0.00	0	0	\$0.00	0	0	\$12.00	0	0	\$0.00	\$0	\$0.00	\$0.00	\$0.00
Misc. Printing	0	\$0.00	0	0	\$0.00	0	0	\$12.00	0	0	\$0.00	\$0	\$0.00	\$100.00	\$100.00
Record drawings printing - By Pima County	0	\$0.00	0	0	\$0.00	0	0	\$12.00	0	0	\$0.00	\$0	\$0.00	\$0.00	\$0.00
<b>CA Support Expenses</b>															<b>\$100.00</b>

**2 SUMMARY**

	Hours	Principal-III	Principal-II	Principal-I	P Arch. III	P Arch. II	P Arch. I	Staff Arch. III	Staff Arch. II	Staff Arch. I	Staff III	Staff II	Staff I	Spec Writer
Staff Hours	49	1	0	10	0	0	0	0	14	0	0	12	12	0
Rate	\$187.00	\$182.54	\$163.66	\$157.39	\$151.06	\$144.48	\$134.16	\$123.83	\$118.90	\$92.88	\$82.55	\$72.23	\$144.48	\$0.00
<b>Total Direct Labor</b>		\$187.00	\$0.00	\$1,636.60	\$0.00	\$0.00	\$0.00	\$1,733.62	\$0.00	\$0.00	\$990.60	\$866.76		<b>\$5,414.58</b>
<b>Total Support Expenses</b>														<b>\$100.00</b>
<b>Total</b>														<b>\$5,514.58</b>



**Pima County Downtown Library Relocation**

CMAR Collaboration and Cost Reconciliation - Buildings 140 and 136

Line and Space, LLC

1/30/2026 Revision 1 2/ 9/26 Revision 2 2/18/26

Line and Space, LLC

Hours Principal-III Principal-II Principal-I P Arch.III P Arch. II P Arch.I Staff Arch. III Staff Arch. II Staff Arch. I Staff III Staff II Staff I Spec Writer

**1 CMAR Collaborations and GMP Reconciliation**

	0																
CMAR Coordination and Meetings	1			1													
CMAR GMP Reconciliation Review	9	1		4					4								
CMAR GMP Reconciliation Meetings	6	2		2					2								
Consultant and Cost Estimator Coordination	1			1													
Meeting Documentation	2			1					1								
Staff Hours	19	3	0	9	0	0	0	0	7	0	0	0	0	0	0	0	0
Rate	\$187.00	\$182.54	\$163.66	\$157.39	\$151.06	\$144.48	\$134.16	\$123.83	\$118.90	\$92.88	\$82.55	\$72.23	\$144.48				
	\$561.00	\$0.00	\$1,472.94	\$0.00	\$0.00	\$0.00	\$0.00	\$866.81	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

**Total Direct Labor**

**\$2,900.75**

Air	Hotel	Food	Rental Car	Materials	Repro/Mailing/Phone LD	TOTAL
travelers	rooms	persons	Cars	Total	Total	
0	0	0	0	\$0	\$0.00	\$0.00
cost \$0.00	rooms 0	persons 0	Cars 0	Total \$0	Total \$0.00	TOTAL \$0.00
	nights 0	days 0	days 0			
	cost/night \$0.00	cost/day \$0.00	cost/day \$60.00			

**CMAR Collaborations and GMP Reconciliation Support Expenses**

**2 SUMMARY**

Hours Principal-III Principal-II Principal-I P Arch.III P Arch. II P Arch.I Staff Arch. III Staff Arch. II Staff Arch. I Staff III Staff II Staff I Spec Writer

Staff Hours	19	3	0	9	0	0	0	0	7	0	0	0	0	0	0	0	0
Rate	\$187.00	\$182.54	\$163.66	\$157.39	\$151.06	\$144.48	\$134.16	\$123.83	\$118.90	\$92.88	\$82.55	\$72.23	\$144.48				
	\$561.00	\$0.00	\$1,472.94	\$0.00	\$0.00	\$0.00	\$0.00	\$866.81	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

**Total Direct Labor**

**\$2,900.75**

**Support Expenses**

**\$0.00**

**Total**

**\$2,900.75**

**Pima County Downtown Library Relocation**

LEED (Score Card Only) Buildings 140 and 136

Line and Space, LLC

1/30/2026 Revision 1 2/9/26 Revision 2 2/18/26

Line and Space, LLC

Hours Principal-III Principal-II Principal-I P Arch.III P Arch. II P Arch.I Staff Arch. III Staff Arch. II Staff Arch. I Staff III Staff II Staff I Spec Writer

**1 LEED (Score Card Only)**

Coordination	0																	
Score Card Development	3								1				2					
Consultant coordination and information	2								1			1						
Score Card Update (4 updates during design only)	5			1								4						
Admin	1	1																
	0																	
	0																	
Staff Hours	11	1	0	1	0	0	0	0	0	6	0	0	3	0				0
Rate		\$187.00	\$182.54	\$163.66	\$157.39	\$151.06	\$144.48	\$134.16	\$123.83	\$118.90	\$92.88	\$82.55	\$72.23	\$144.48				\$0.00
		\$187.00	\$0.00	\$163.66	\$0.00	\$0.00	\$0.00	\$0.00	\$742.98	\$0.00	\$0.00	\$247.65	\$0.00	\$0.00				\$0.00

**Total Direct Labor**

**\$1,341.29**

	Air		Total	Hotel			Total	Food			Total	Rental Car			Total	Materials	Repro/Mailing/Phone LD	TOTAL
	travelers	cost		rooms	nights	cost/night		persons	days	cost/day		Cars	days	cost/day		Total	Total	Total
Printing	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0	\$0.00	\$0.00	\$0.00
<b>Support Expenses</b>																		<b>\$0.00</b>

**2 SUMMARY**

Hours Principal-III Principal-II Principal-I P Arch.III P Arch. II P Arch.I Staff Arch. III Staff Arch. II Staff Arch. I Staff III Staff II Staff I Spec Writer

Staff Hours	11	1	0	1	0	0	0	0	6	0	0	3	0					0
Rate		\$187.00	\$182.54	\$163.66	\$157.39	\$151.06	\$144.48	\$134.16	\$123.83	\$118.90	\$92.88	\$82.55	\$72.23	\$144.48				\$0.00
		\$187.00	\$0.00	\$163.66	\$0.00	\$0.00	\$0.00	\$0.00	\$742.98	\$0.00	\$0.00	\$247.65	\$0.00	\$0.00				\$0.00

**Total Direct Labor**

**\$1,341.29**

**Support Expenses**

**\$0.00**

**Total**

**\$1,341.29**

**Pima County Downtown Library Relocation**

Furniture Assistance - Buildings 140 and 136

Line and Space, LLC

1/30/2026 Revision 1 2/9/26 Revision 2 2/18/2026

Line and Space, LLC

Hours Principal-III Principal-II Principal-I P Arch.III P Arch. II P Arch.I Staff Arch. III Staff Arch. II Staff Arch. I Staff III Staff II Staff I Spec Writer

**1 Furniture Assistance**

Coordination	0																
Furniture Layout and Meetings with Library and PC	4	1		1						2							
Furniture research and selection	4	1		1						2							
Furniture Meetings with PC Interior Designer	4	1		1						2							
Furniture Coordination with Consultants	1			1													
Furniture Final Review with PC	3	1		1						1							
Furniture Final Review with Library	3	1		1						1							
Admin	1	1															
	0																
	0																
Staff Hours	20	6	0	6	0	0	0	0	0	8	0	0	0	0	0	0	0
Rate		\$187.00	\$182.54	\$163.66	\$157.39	\$151.06	\$144.48	\$134.16	\$123.83	\$118.90	\$92.88	\$82.55	\$72.23				\$144.48

<b>Total Direct Labor</b>		\$1,122.00	\$0.00	\$981.96	\$0.00	\$0.00	\$0.00	\$0.00	\$990.64	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	<b>\$3,094.60</b>
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Support Expenses	Air		Hotel			Food			Rental Car			Materials		Repro/Mailing/Phone LD		TOTAL	
	travelers	cost	Total	rooms	nights	cost/night	Total	persons	days	cost/day	Total	Cars	days	cost/day	Total		Total
	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0	\$0.00	<b>\$0.00</b>

**2 SUMMARY**

Hours Principal-III Principal-II Principal-I P Arch.III P Arch. II P Arch.I Staff Arch. III Staff Arch. II Staff Arch. I Staff III Staff II Staff I Spec Writer

Staff Hours	20	6	0	6	0	0	0	0	0	8	0	0	0	0	0	0	0
Rate		\$187.00	\$182.54	\$163.66	\$157.39	\$151.06	\$144.48	\$134.16	\$123.83	\$118.90	\$92.88	\$82.55	\$72.23				\$144.48

<b>Total Direct Labor</b>		\$1,122.00	\$0.00	\$981.96	\$0.00	\$0.00	\$0.00	\$0.00	\$990.64	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	<b>\$3,094.60</b>
<b>Support Expenses</b>																	<b>\$0.00</b>
<b>Total</b>																	<b>\$3,094.60</b>

**Pima County Downtown Library Relocation**

Historic Preservation - Buildings 140 and 136

Line and Space, LLC

1/30/2026 Revision 1 2/9/26 Revision 2 2/18/26

Line and Space, LLC

	Hours	Principal-III	Principal-II	Principal-I	P Arch.III	P Arch. II	P Arch.I	Staff Arch. III	Staff Arch. II	Staff Arch. I	Staff III	Staff II	Staff I	Spec Writer
<b>1 Historic Preservation</b>														
Phase coordination - Scheduling, develop strategy and work list	0													
Phase Project Scheduling	0													
Phase kickoff and Misc Coordination - Site Visit	0													
Coordination of consultants	0													
Quality control - checking of consultant work	2			1					1					
Project research and obtain project information	0													
Design meetings with consultants	3			1					1			1		
Historic Design Implementation	9			1					4			4		
Meetings with Historic Preservation Groups - included in 150	0													
Submittal Preparation and Response	2			1					1					
Admin	2	2												
	0													
Staff Hours	18	2	0	4	0	0	0	0	7	0	0	5	0	0
Rate		\$187.00	\$182.54	\$163.66	\$157.39	\$151.06	\$144.48	\$134.16	\$123.83	\$118.90	\$92.88	\$82.55	\$72.23	\$144.48
<b>Total Direct Labor</b>		\$374.00	\$0.00	\$654.64	\$0.00	\$0.00	\$0.00	\$0.00	\$866.81	\$0.00	\$0.00	\$412.75	\$0.00	\$0.00
														<b>\$2,308.20</b>

	Air		Hotel			Food			Rental Car			Materials		Repro/Mailing/Phone LD		TOTAL		
	travelers	cost	Total	rooms	nights	cost/night	Total	persons	days	cost/day	Total	Cars	days	cost/day	Total		Total	
Historic Presentation Meeting- Phx - Included in 150	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$64.50	\$0.00	0	0	\$125.00	\$0	\$50.00	\$0.00	\$50.00
	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0	\$0.00	\$0.00	\$0.00
	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0	\$0.00	\$0.00	\$0.00
	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$0.00	\$0.00	0	0	\$80.00	\$0	\$0.00	\$0.00	\$0.00
<b>Support Expenses</b>																		<b>\$50.00</b>

**2 SUMMARY**

	Hours	Principal-III	Principal-II	Principal-I	P Arch.III	P Arch. II	P Arch.I	Staff Arch. III	Staff Arch. II	Staff Arch. I	Staff III	Staff II	Staff I	Spec Writer
Staff Hours	18	2	0	4	0	0	0	0	7	0	0	5	0	0
Rate		\$187.00	\$182.54	\$163.66	\$157.39	\$151.06	\$144.48	\$134.16	\$123.83	\$118.90	\$92.88	\$82.55	\$72.23	\$144.48
<b>Total Direct Labor</b>		\$374.00	\$0.00	\$654.64	\$0.00	\$0.00	\$0.00	\$0.00	\$866.81	\$0.00	\$0.00	\$412.75	\$0.00	\$0.00
<b>Total Support Expenses</b>														<b>\$50.00</b>
<b>Total</b>														<b>\$2,358.20</b>

Presidio Engineering

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Pima County Downtown Library Relocation Fee Proposal



January 20, 2026

Mr. Henry Tom  
Line and Space  
627 E. Speedway Blvd.  
Tucson, AZ 85705

Subject: **Professional Services Agreement for  
Pima County Downtown Library Relocation  
(Tax Parcel Nos. 117-11-0890, 117-11-0900, 117-11-0910,  
117-11-0920 and 117-11-096C)  
Presidio.Engineering Job No. 125017-01-0010**

Dear Mr. Tom:

In accordance with your request, we have prepared the attached Professional Services Agreement (Agreement) for providing professional civil site engineering assistance for the above referenced project.

Please review this attached Agreement carefully noting those items that we will need to receive from you in order to ensure a successful project.

Further, our services are billed monthly. Payment is due 30 days net. Please see our Standard Conditions (Exhibit "A") attached to our Professional Services Agreement for additional details.

Accordingly, should you find the Agreement acceptable, please execute the attached copy including initialing those sheets as indicated and return it to our office for processing. Upon our acceptance, a copy of the fully executed Agreement will be returned to you for your files.

We appreciate the opportunity to submit this Agreement to you and look forward to providing you and Line and Space with responsive service and a quality product. Please do not hesitate to contact me with any questions that you may have.

Sincerely,  
PRESIDIO ENGINEERING, INC.

A handwritten signature in blue ink, appearing to read 'JD Wood', is written over the typed name.

John D. Wood, P.E., LEED-AP  
PRESIDENT

Attachments

*JDW/taw*

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PO2500039392

190 S. STRATFORD DR. SUITE #105  
TUCSON, AZ 85716  
TEL 520.795.7255  
FAX 520.795.6747  
WWW.PRESIDIOENGINEERING.COM

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**PROFESSIONAL SERVICES AGREEMENT**

**FOR**

**PIMA COUNTY DOWNTOWN LIBRARY RELOCATION**

**(Tax Parcel Nos. 117-11-0890, 117-11-0900, 117-11-0910, 117-11-0920 and 117-11-096C)**

**January 20, 2026**

Presidio Engineering Job No. 125017-01-0010

**I. PROJECT UNDERSTANDING**

In accordance with a request from Henry Tom at Line and Space (Client) Presidio Engineering, Inc. (Presidio) is pleased to submit this Professional Services Agreement (Agreement) for providing Professional Civil Site Engineering Assistance in support of the above referenced project located within the City of Tucson, Pima County, Arizona.

Further for the purposes of developing our scope of work (SOW) and fees for this Agreement, Presidio’s understanding of this project is as follows:

- A. The Client is contracting with Pima County (County) to provide AE services for the Downtown Library Relocation project per Solicitation No. RFQu-22500015383.
- B. The project site is County owned land located within the limits of the City of Tucson (COT) and that the project is to be processed through Pima County Development Services rather than the City of Tucson.
- C. The project is to relocate the operations of the Joel D. Valdez Main Library building to the following three buildings located across Stone Avenue from the main library:
  - 150 N. Stove Ave. (formerly Wells Fargo Bank) APN 117-11-0890 and 117-11-0900.
  - 140 N. Stone Ave. (formerly Historical Society Museum) APN 117-11-0910.
  - 136 N. Stone Ave. (formerly Bank of Arizona) APN 117-11-0920.

The combined size of the three buildings above is 60,000 GSF.

The project development program consists of remodeling the three above buildings along with possibly making modifications for accessibility to the adjacent E. Alameda St. parking garage, APN 117-11-096C.

- D. Presidio understand that at this time the civil portion of the project’s scope of work encompasses only providing assistance in the evaluation of identified existing utility services as described within this Agreement

Further, until the existing utilities have been identified and evaluated and the utility demands of these remodeled buildings determined, the need to modify and/or relocate existing services is unknown and thus a scope of work for any such modifications is not yet available.

INITIAL \_\_\_\_\_

Thus, the design of any new utility services and/or utility relocation plans as well as any other site improvement (grading, paving, drainage) plans is not included within the scope of work and fees contained within this Agreement.

- E. Presidio will have our surveying sub-consultant conduct an above ground survey of the project area as detailed within this Agreement.

Note that the County will need to provide bluestake and private utility location services prior to the commencement of the survey.

The County will also need to provide CCTV inspection of all existing private building sewers for use in determining alignment and condition.

Additionally, the County may need to provide potholing of selected utilities as part of the evaluation process.

The above County activities are not included in the scope of work nor the fees of this Agreement.

Note that as of the date of this Agreement, it is estimated that the survey will take eight (8) weeks to complete based on a receipt of a notice to proceed by March 2026.

- F. The flow rates, pressures and capacity to provide service to the project by the public utility providers is the sole responsibility of the providers.

Further, Presidio's evaluation assistance extends up to 5' outside the existing exterior face of the existing structures in question and therefore does not include evaluating existing domestic backflow preventers along with fire service FDCs and reduced pressure backflow preventers.

- G. It is important to note that the scope of work and fees provided within this Agreement provide conducting a site survey and initial utility evaluation assistance up through the SD Phase only.

It is intended that upon completion of the SD Phase additional design information may be available to be used to determine the extent that existing utility services are to be modified and/or removed and replaced. Thus, Presidio will provide a Change Order (CO) to the Agreement to continue our utility evaluation/design assistance.

- H. Presidio understands that the Client will be making all submittals for the project including the processing of all of Presidio's work products.

Finally, in accordance with the project requirements as stated above, Presidio proposes to provide the following professional services:

## **II. SCOPE OF WORK**

- A. **Site Land Survey.** Upon completion of the County's activities described below, Presidio will have its surveying consultant conduct an initial site survey within the limits, as detailed within our January 15, 2026 request for survey proposal attached to this Agreement as Exhibit "C".

1. **Initial Site Survey.** Prior to commencement of the field survey, the County, at their own expense, will need to provide the following:

- Provide a Commitment for Title Report along with legible copies of all Schedule B exceptions for the three project buildings and the parking garage.
- Provide copies of all known building and utility as-built plans.
- Call for and have bluestake field identify (mark) all existing public utilities.
- Engage a private utility location service to identify all existing private utilities.

2. **Follow Up Survey.** Upon completion of the initial survey and evaluation of the identified utilities, a follow up survey may be made if needed to pick up utility pothole results and/or additional bluestake markings.

Note that all recommended potholing is to be conducted by the County and/or CMAR as this activity is not included within the scope of work nor fees of this Agreement.

Based upon the size of the project, we have, for the follow up survey, allotted one (1) day of field time and one (1) day of office time as is reflected in our fee portion of this Agreement.

Further, the AutoCAD mapping and deliverables will be per our consultant's layers/blocks/conventions.

**Client/County Provided Items:**

- Available as-built site and building plans in .pdf format.
- Title Report along with individual Schedule B items.
- Public/Private utility location and marking.
- Potholing activities.

**Deliverables:**

- Site land survey in AutoCAD Civil 3D 2024 compatible format which includes boundary, topography and culture.

**B. Schematic Design (SD) Phase.** The following services will be provided under this task.

1. **Site Visit.** Presidio will make a site visit to visually assess above ground existing site conditions.
2. **As-Built Document Review.** Presidio will review as-built civil site documentation as made available by:
  - Client, including previously approved building and site plan.
  - Public agencies.
3. **Existing Utility Evaluation Assistance.** Upon completion of the initial site survey and as-built document review, Presidio will:
  - a. Contact the providers of the utilities located in the field by the public bluestake process and private utility locator services to request capacity and flow data letters of their respective facilities.

- b. Review the response from the providers, the survey results and prepare an opinion as the need for the County to pothole selected utilities and to CCTV all existing building sewers in order to further establish the horizontal/vertical location of marked utilities as well as pipe material, size, slope and number of conduits.
  - c. Upon completion of the above items, Presidio will prepare a summary detailing the field/provider results found and a schematic existing utility plan.
4. **Preliminary Utility Recommendations.** Based upon the project's wet utility demands as provided by the Client and their ME&P sub-consultants, Presidio will share these demands with the providers and then make preliminary recommendations for providing service to the project.
  5. **Coordination Meetings.** Presidio will attend the following coordination meetings:
    - a. Attend one in-house quality review session.
    - b. Attend one document review meeting with the County.

**Client/County Provided Items:**

- CCTV inspection of all existing building sewers.
- Potholing of selected utility services.
- Existing and proposed demand requirements, points of connections and service sizes.

**Deliverables:**

- Schematic existing utility plan in .pdf and AutoCAD Civil 3D 2024 format.
- Meeting and comment responses in .pdf format.
- Recommendations in .pdf format.

**C. Design Development (DD) Phase.** Not a part of this Agreement.

**D. Construction Documents (CD) 50%, 90% and 100% Phase.** Not a part of this Agreement.

**E. Bidding Phase.** Not a part of this Agreement.

**F. Construction Phase Services (CA).** Not a part of this Agreement.

**III. EXCLUDED SERVICES**

As previously mentioned, this Agreement covers only those services detailed within the "Scope of Work" section contained within this Agreement. All other services are considered to be excluded.

Additionally, in order to assist the Client with the understanding of the Excluded Services, the following summary has been prepared. The following summary contains the typical items not included within this Agreement that have not been previously excluded within the Scope of Work for this project. However, this list may vary based upon circumstances out of Presidio's control.

- Preparation and processing of any off-site improvement plans including roadway, drainage public/private sewer and water facilities/fire service plans.
- Preparation of Opinions of Probable Construction Costs.
- Preparation and processing of any dry utility design/improvement plans or any existing utility relocation plans.

**IV. FEES**

Accordingly, Presidio’s fees for the above services are as follows:

<u>SCOPE OF WORK ITEMS</u>	<u>FEES</u>
A. Site Land Survey	
1. Initial Site Survey (1000).....	\$12,575.00
2. Follow Up Survey (1001).....	\$2,880.00
B. Schematic Design Phase Services, Civil .....	<del>\$23,827.64</del> <b>20,734.42</b>
C. Design Development Phase Services, Civil.....	Not a part of this Agreement
D. Construction Document Phase Services, Civil (50%, 90%, 100%) ..	Not a part of this Agreement
E. Bidding Phase, Civil .....	Not a part of this Agreement
F. Construction Phase Services, Civil.....	Not a part of this Agreement

Accordingly, our fees will be billed on an hourly basis in accordance with our attached standard hourly rates (see attached Exhibit “B”).

Further, The Standard Conditions set forth in Exhibit “A” on the attached pages are incorporated herein and made a part of the Agreement. These Standard Conditions contain a limitation of liability clause as identified as Article No. 7 within Exhibit “A”. This limitation of liability clause is negotiable should the Client choose to do so. Further, execution of this Agreement indicates that the Client has read, understands and accepts all of the Terms and Conditions associated with this Agreement including but not limited to Exhibit “A”.

The above fees are based upon our current understanding of the scope to complete this project. These fees do not include any review fees, reproduction costs, long distance phone charges, etc., as detailed under Item 10 of Exhibit “A”. The above services will be billed monthly based upon the percentage of work completed. Any changes in the scope of work will be considered additional services to be agreed upon by the Client and Presidio.

Additionally, Presidio reserves the right to change the terms of this Agreement at the beginning of each calendar year to accommodate changes in hourly rates, delivery schedule, etc.

INITIAL \_\_\_\_\_

If the above-described arrangements are satisfactory, please so indicate in the space provided below, initial each page and return to our office. Upon acceptance, a copy of the fully executed Agreement will be returned to the Client for the Client's files. This Agreement is to be signed, each page initialed as indicated and returned to Presidio within 15 calendar days or Presidio may, at its sole discretion, declare this offer null and void.

**CLIENT:**

**LINE AND SPACE** (referred to as Client)

NAME: HENRY TOM TITLE: \_\_\_\_\_  
ADDRESS: 627 E. SPEEDWAY BLVD. TEL: (520) 623-1313  
CITY: TUCSON ST AZ ZIP 85705 FAX: (520) 623-1303  
AUTHORIZED BY: \_\_\_\_\_ DATE: \_\_\_\_\_  
(Signature)

**PRESIDIO ENGINEERING, INC.** (referred to as Presidio)

NAME: JOHN D. WOOD, P.E., LEED-AP TITLE: PRESIDENT  
ADDRESS: 190 S. STRATFORD DR., SUITE #105 TEL: 520-795-7255  
CITY: TUCSON ST AZ ZIP 85716 FAX: 520-795-6747  
ACCEPTED BY: \_\_\_\_\_ DATE: \_\_\_\_\_  
(Signature)

# EXHIBIT "A"

## STANDARD CONDITIONS

1. Client agrees to cooperate in any and every way or manner with PRESIDIO ENGINEERING, INC. (PRESIDIO) on the services to be performed by PRESIDIO hereunder.
2. All sketches, drawings, tracing, computations, survey notes and other original documents are and shall remain the property of PRESIDIO, subject to the requirements of public agencies.
3. All agreements on PRESIDIO's part are contingent upon and subject to the fact that PRESIDIO shall not be responsible for damages, or be in default or deemed to be in default by reason of delays in performance by reason of strikes, lockouts, accidents, acts of God, shortages of materials, unavailability of labor at established area wage rates, delays caused by failure of Client, other contractors or governmental agencies, the performance of whose work is precedent to or concurrent with the performance of PRESIDIO's services hereunder and other unavoidable delays or any causes beyond reasonable control of PRESIDIO. In the case of the happening of any such cause of delay, the time of completion shall be extended accordingly. In the event PRESIDIO's services hereunder are not completed within six (6) months from the date of this agreement, PRESIDIO reserves the right to adjust its fee for the uncompleted portion of its services to reflect any increases in wages, salaries or benefits to be paid by PRESIDIO to its employees in the performance of this Agreement.
4. In the event that any staking, as provided by PRESIDIO, is destroyed by an act of God or parties other than PRESIDIO, the cost of restaking shall be paid for by Client. Such cost shall be in addition to the compensation otherwise payable to PRESIDIO hereunder.
5. PRESIDIO makes no representation concerning soil conditions, and has not, unless expressly set forth in the description of the scope of work set forth in this Agreement, undertaken any responsibility to furnish any reports or to secure performance of any tests concerning the character of soils or their suitability for construction. In the event that PRESIDIO agrees to secure performance of soil tests, it is agreed that the service shall be for the convenience of the Client, and PRESIDIO's only obligation shall be to coordinate performance of soil tests and preparation of soil reports for a soil testing lab, which reports and tests shall be for exclusive use of and dissemination to Client. PRESIDIO shall not be responsible for any claims, liabilities, or damages which arise or are alleged to arise out of the making or failure to make soil surveys, compaction tests or other subsurface soil tests of any kind or nature.
6. PRESIDIO's responsibility in performing this contract is limited solely to the scope of services to be performed by PRESIDIO as expressly set forth in this contract, and PRESIDIO, its agents and/or employees shall have no liability of any kind to the Client or to any construction contractor or subcontractor or any person having contractual relationships with them for any actions, errors and/or omissions of PRESIDIO, its agents and/or employees which are not within the scope of the services to be performed by PRESIDIO. Additional services requested by the Client shall be covered by letter or memorandum and constitute an addendum to this Agreement.
7. **In recognition of the relative risks and benefits of the Project to both the Client and PRESIDIO, the risks have been allocated such that the Client agrees, to the fullest extent permitted by law, to limit the liability of PRESIDIO and PRESIDIO'S officers, directors, partners, employees, shareholders, owners and sub-consultants for any and all claims, losses, costs, damages of any nature whatsoever or claims expenses from any cause or causes, including attorneys' fees and costs and expert-witness fees and costs, so that the total aggregate liability of PRESIDIO and PRESIDIO'S officers, directors, partners, employees, shareholders, owners and sub-consultants shall not exceed PRESIDIO'S total fee for services rendered on this Project. It is intended that this limitation apply to any and all liability or cause of action, including without limitation active and passive negligence, however alleged or arising, unless otherwise prohibited by law. In no event shall Presidio's liability exceed the amount of available insurance proceeds.**
8. No conditions or representations altering, detracting from or adding to the terms hereof shall be valid unless printed or written herein or evidenced in writing by either party to this Agreement and accepted in writing by the other.
9. The Client agrees that, in accordance with generally accepted construction practices, the construction contractor will be required to assume sole and complete responsibility for job site conditions during the course of construction of the project, including, without limitation, prosecution of work and the safety of all persons and property and that this requirement shall be made to apply continuously and not be limited to normal working hours. Client further agrees to defend, indemnify and hold PRESIDIO harmless from any and all liability, real or alleged, in connection with the performance of work on the project.
10. Client shall pay the cost of all expenses incurred or to be incurred by PRESIDIO directly or indirectly in connection with the Project for: transportation and subsistence incidental thereto; obtaining bids or proposals from contractors; toll telephone calls and telegrams; and all charges to be paid or incurred for fees, permits, bond premiums, title company charges, delivery charges, blueprints and reproduction of reports, drawings, specifications and all other charges and expenses not specifically itemized in this paragraph, but which are reasonable and necessary for the proper completion of the services hereby covered. In the event such reimbursable items are paid directly by PRESIDIO, then client shall be obligated to reimburse PRESIDIO therefore, and such charges and expenses shall be invoiced by PRESIDIO to Client at direct cost, plus fifteen percent (15%) for handling.
11. Invoices will be issued monthly, are due and payable upon receipt and are delinquent thirty (30) days after the invoice date. When an invoice becomes delinquent, PRESIDIO may, at its option, suspend or stop performance hereunder until such time as all delinquent invoices, together with accrued late charges, attorneys fees, litigation or collection expenses, whether taxable or not, have been paid. If an invoice remains delinquent for a period of forty-five (45) days, PRESIDIO may, at its option, terminate this Agreement by giving written notice of its termination to the Client. Termination shall take effect on the date of the notice of termination. In the event of termination under the provisions of this paragraph, PRESIDIO shall be entitled to payment for all services rendered and costs incurred hereunder through the date of termination and for recovery of all expenses which are attributable to said termination or described in paragraph 22 hereof.
12. The rates and multiples set forth for services shall be annually adjusted in accordance with normal salary review practices of the Consultant.

K:\PENG\ADMIN\FORMS\_DOC\MSWORD\ExhA.StdCond.Monthly billing Fixed Fee.docx

13. Client shall promptly review invoices and notify PRESIDIO of any objection thereto. Absent such objection in writing within ten (10) days of the date of the invoice, the invoice and the services covered thereby shall be deemed proper and acceptable.
14. If invoices are not paid in full prior to delinquency, Client agrees to pay a late charge on the unpaid amount at a monthly rate equivalent to the prime lending rate then being charged by Wells Fargo, plus eight (8) percentage points, said late charge to accrue from the date on which each such invoice becomes delinquent. PRESIDIO reserves the right to increase or reduce the late charge rate by giving written notice to Client. Notice of any such increase or reduction shall become effective thirty (30) days following the date of the notice. All payments received by PRESIDIO shall first be credited to payment of any late charges and then to the principal balance.
15. In the event any term or provision of this Agreement is held to be invalid, or unenforceable, the validity of the other provisions hereof shall not be affected, and this Agreement shall be construed and enforced as if it did not contain the particular term or provision held invalid or unenforceable.
16. In an effort to resolve any conflicts that arise during the design and construction of the Project or following the completion of the Project, the Client and PRESIDIO agree that all disputes between them arising out of or relating to this Agreement or the Project shall be submitted to nonbinding mediation.  
  
The Client and PRESIDIO further agree to include a similar mediation provision in all agreements with independent contractors and consultants retained for the Project and to require all independent contractors and consultants also to include a similar mediation provision in all agreements with their subcontractors, subconsultants, suppliers and fabricators, thereby providing for mediation as the primary method for dispute resolution among the parties to all those agreements.
17. In the event of a change of rule, regulation or policy by any governmental agency or agencies after the date of this Agreement, which change alters the plans, specifications and/or field work to be prepared or performed hereunder, any additional office or field work required as a result of such change shall be deemed additional services, shall be payable by Client, and shall be invoiced and paid for as provided herein.
18. Upon written request, each of the parties hereto shall execute and deliver or cause to be executed and delivered such additional instruments and documents as may be necessary and proper to carry out the terms of this Agreement.
19. Should litigation be necessary to enforce any term or provision of this Agreement, then all reasonable litigation and collection expenses, including, without limitation, witness fees, court costs, attorneys' fees and other expenses, whether taxable or not, shall be paid to the prevailing party.
20. This agreement binds PRESIDIO and Client and their successors, assigns and partners. Neither party shall assign, sublet or transfer interests, rights or obligations in this Agreement without the prior written consent of the other party hereto.
21. This Agreement shall be construed and enforced in accordance with the laws of the State of Arizona.
22. Either Client or PRESIDIO may terminate this Agreement without penalty at any time with or without cause upon giving the other party ten (10) calendar days' prior written notice. Client shall within fifteen (15) calendar days of termination pay PRESIDIO for all services rendered and all costs incurred up to the date of termination, in accordance with the compensation provisions of this Agreement. Client shall also reimburse PRESIDIO for all of PRESIDIO's termination expenses, including, but not limited to, those associated with demobilization, reassignment of personnel, and space and equipment costs.
23. This Agreement sets forth the entire agreement of Client and PRESIDIO with respect to the services to be performed hereunder. There are no understandings or agreements except as expressly stated herein.

[END OF STANDARD CONDITIONS]

**Professional:** \_\_\_\_\_  
**Acknowledgment of receipt and agreement of the Standard Conditions**



# Presidio ENGINEERING INC

190 S. Stratford Dr., Suite #105, Tucson, AZ 85716  
(520) 795-7255 voice (520) 795-6747 fax

## Downtown Library Relocation

### Civil Fee

Revised February 14, 2026

January 20, 2026

Presidio Engineering Job No. 125017-01-0010

Task	Labor Category	Hours	Rate	Total
<b>Site Land Survey (1000)</b>				
	Survey Services			\$12,575.00
	Follow Up Pothole & Misc. Survey Services			\$2,880.00
<b>Total Site Land Survey</b>				<b>\$15,455.00</b>
Task	Labor Category	Hours	Rate	Total
<b>Schematic Design Phase Services, Civil (0102)</b>				
	Principal	8	\$185.39	\$1,483.12
	Sr. Project Manager	19	\$169.96	\$3,229.24
	Sr. Project Engineer	50	\$141.11	\$7,055.50
	Civil Designer II	24	\$116.41	\$2,793.84
	Sr. CADD Operator	40	\$104.04	\$4,161.60
	Administrator II	16	\$122.57	\$1,961.12
	<b>Sub-Total</b>			<b>\$20,684.42</b>
	<b>Direct Cost</b>			<b>\$50.00</b>
<b>Total Schematic Design Phase Services (Civil)</b>				<b>\$20,734.42</b>
Task	Labor Category	Hours	Rate	Total
<b>Design Development Phase Services, Civil - Not a part of this Agreement</b>				
	Principal	0	\$185.39	\$0.00
	Sr. Project Manager	0	\$169.96	\$0.00
	Sr. Project Engineer	0	\$141.11	\$0.00
	Civil Designer II	0	\$116.41	\$0.00
	Sr. CADD Operator	0	\$104.04	\$0.00
	Administrator II	0	\$122.57	\$0.00
	<b>Sub-Total</b>			<b>\$0.00</b>
	<b>Direct Cost</b>			<b>\$0.00</b>
<b>Total Design Development Phase Services (Civil)</b>				<b>\$0.00</b>

Task	Labor Category	Hours	Rate	Total
<b>50% Construction Document Phase Services, Civil - Not a part of this Agreement</b>				
	Principal	0	\$185.39	\$0.00
	Sr. Project Manager	0	\$169.96	\$0.00
	Sr. Project Engineer	0	\$141.11	\$0.00
	Civil Designer II	0	\$116.41	\$0.00
	Sr. CADD Operator	0	\$104.04	\$0.00
	Administrator II	0	\$122.57	\$0.00
	<b>Sub-Total</b>			<b>\$0.00</b>
	<b>Direct Cost</b>			<b>\$0.00</b>
<b>Total 50% Construction Document Phase Services (Civil)</b>				<b>\$0.00</b>
Task	Labor Category	Hours	Rate	Total
<b>90% Construction Document Phase Services, Civil - Not a part of this Agreement</b>				
	Principal	0	\$185.39	\$0.00
	Sr. Project Manager	0	\$169.96	\$0.00
	Sr. Project Engineer	0	\$141.11	\$0.00
	Civil Designer II	0	\$116.41	\$0.00
	Sr. CADD Operator	0	\$104.04	\$0.00
	Administrator II	0	\$122.57	\$0.00
	<b>Sub-Total</b>			<b>\$0.00</b>
	<b>Direct Cost</b>			<b>\$0.00</b>
<b>Total 90% Construction Document Phase Services (Civil)</b>				<b>\$0.00</b>
Task	Labor Category	Hours	Rate	Total
<b>100% Construction Document Phase Services, Civil - Not a part of this Agreement</b>				
	Principal	0	\$185.39	\$0.00
	Sr. Project Manager	0	\$169.96	\$0.00
	Sr. Project Engineer	0	\$141.11	\$0.00
	Civil Designer II	0	\$116.41	\$0.00
	Sr. CADD Operator	0	\$104.04	\$0.00
	Administrator II	0	\$122.57	\$0.00
	<b>Sub-Total</b>			<b>\$0.00</b>
	<b>Direct Cost</b>			<b>\$0.00</b>
<b>Total 100% Construction Document Phase Services (Civil)</b>				<b>\$0.00</b>

Task	Labor Category	Hours	Rate	Total
<b>Bidding Phase, Civil - Not a part of this Agreement</b>				
	Principal	0	\$185.39	\$0.00
	Sr. Project Manager	0	\$169.96	\$0.00
	Sr. Project Engineer	0	\$141.11	\$0.00
	Civil Designer II	0	\$116.41	\$0.00
	Sr. CADD Operator	0	\$104.04	\$0.00
	Administrator II	0	\$122.57	\$0.00
	<b>Sub-Total</b>			<b>\$0.00</b>
	<b>Direct Cost</b>			<b>\$0.00</b>
<b>Total Bidding Phase (Civil)</b>				<b>\$0.00</b>
Task	Labor Category	Hours	Rate	Total
<b>Construction Admin Services, Civil - Not a part of this Agreement</b>				
	Principal	0	\$185.39	\$0.00
	Sr. Project Manager	0	\$169.96	\$0.00
	Sr. Project Engineer	0	\$141.11	\$0.00
	Civil Designer II	0	\$116.41	\$0.00
	Sr. CADD Operator	0	\$104.04	\$0.00
	Administrator II	0	\$122.57	\$0.00
	<b>Sub-Total</b>			<b>\$0.00</b>
	<b>Direct Cost</b>			<b>\$0.00</b>
<b>Total Construction Admin Services (Civil)</b>				<b>\$0.00</b>
<b>TOTAL COMBINED FEES</b>				<b>\$36,139.42</b>
<b>TOTAL COMBINED DIRECT COSTS</b>				<b>\$50.00</b>
<b>GRAND TOTAL FEES AND DIRECT COSTS</b>				<b>\$36,189.42</b>

Firm Name: Presidio Engineering, Inc.  
 Project /Contract Description: Pima County Architectural Services  
 Qualified Consultants List

Overhead % 

164%
------

  
 Profit % 

8%
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	A	B	C	D
Discipline	Direct Labor Rate	Overhead	Profit	Billing Rate
Principal	\$ 65.02	\$ 106.63	\$ 13.73	\$ 185.39
Sr. Project Manager	\$ 59.61	\$ 97.76	\$ 12.59	\$ 169.96
Sr. Project Engineer	\$ 49.49	\$ 81.16	\$ 10.45	\$ 141.11
Civil Designer II	\$ 40.83	\$ 66.96	\$ 8.62	\$ 116.41
Sr. CADD Operator	\$ 36.49	\$ 59.84	\$ 7.71	\$ 104.04
Administrator II	\$ 42.99	\$ 70.50	\$ 9.08	\$ 122.57

**Formulas:**

- (A) Direct Labor Rate
- (B) Overhead % x A
- (C) Profit % x (A+B)
- (D) Billing Rate (A+B+C)

**INSTRUCTIONS**

- 1.) Fill in firm name.
- 2.) Insert overhead
- 3.) Insert Profit
- 4.) List the personnel (discipline)
- 5.) Check your numbers

EXHIBIT "C"



Presidio ENGINEERING, INC.

Job No. 125017-01-1000

Date: January 15, 2026

REQUEST FOR SURVEY PROPOSAL for

Handwritten signature

PROJECT NAME: Pima County Downtown Library Relocation

DATE NEEDED BACK: 10:00 a.m. Monday, January 19, 2026

PROVIDE PROPOSAL TO: Presidio Engineering ATTN: Tanya Washington (tanya@presidioengineering.com)

LOCATION: TOWNSHIP 14S RANGE 13E SECTION 12

CITY/COUNTY: COT/Pima County AREA See attached exhibit

TAX CODES/LEGAL DESCRIPTIONS: APN Nos. 117-11-0890, 117-11-0910, 117-11-0920 and a portion of 117-11-096C. See attached Request for Site Survey Exhibit.

DESCRIPTION: Need as-built and design survey in support of proposed renovation of three existing buildings including alley and access to adjacent parking garage, per direction below and attached Request for Site Survey Exhibit.

Attachments

- N/A Legal Description
X Title Report with/without Schedule B's (To be supplied by Client)
X Public Utility Base Maps (see attachments)
X Other Exhibits. See attached 11" x 17" Request for Site Survey Exhibit and Building Plans

Scope of work - The following checked items define the scope of survey work required for this project.

- X Boundary/ALTA
X Identify parcel boundary and corners for parcel lines within the limits of survey. Title Report/legal description to be supplied by client.
X Include all easements supplied by client and other easements that may be evident.
N/A If an ALTA survey is required include all items noted on the attached Table A of Optional Survey Responsibilities and Specifications.
X Set monuments at corners that define exterior boundary according to local jurisdiction survey requirements.
X Identify street centerline monumentation and tie in centerline monumentation of adjacent streets. Determine both sides of the right-of-way for the streets and tie to centerline monumentation.
N/A Tie boundary to at least two permanent survey monuments or the nearest section or nearest quarter section corners.
X Provide Arizona State Plane Coordinate System coordinates for those points.
N/A Seal Final Plat, as to boundary.
X Show adjacent subdivision lot/block lines and lot/block numbers.

- X   Utilities
  - X   Locate existing above ground evidence of all utilities, including guy wires. On the drawing show utilities according to available base maps in conjunction with field evidence except as noted below.
  - X   Pickup Bluestake markings.
  - X   Provide horizontal locations, rim, bench and invert elevations of manholes as shown on the attached sketch.
  - X   Horizontal and vertical locations of private utilities. (if possible)
- X   Culture
  - X   Locate all drainage structures on or adjacent to the project within the limits specified by Presidio Engineering. Provide pipe and catch basin sizes, box culvert dimensions and inlet and outlet invert elevations, provide information for both ends of the drainage structures.
  - X   Locate other existing structures within the limits specified by Presidio Engineering.
  - X   Locate curb, gutter, edge of pavement and medians in full right-of-way of adjacent streets.
  - X   Locate closest street and/or commercial driveway intersections along the fronting streets past the extents of the subject property.
  - X   Locate pavement striping in adjacent streets to the ends of any tapers or turning lanes, including edgelines.
  - X   Provide FFEs of the three existing commercial buildings at all grade door openings including all openings along alley.
  - X   Provide FFEs for each floor of each of the three commercial buildings.
  - X   Provide slab grade of parking garage at entrance along Alameda.
  - X   As-built the stairs at the southwest corner of the garage that connects it to the alley.
  - X   Provide FFEs for each level of the parking garage adjacent to the alley.
- X   Horizontal Control
  - X   Establish horizontal control for the project. Presidio Engineering will provide specific information if the project is to be tied to an existing coordinate system.
- X   Vertical Control
  - X   Establish vertical control for the project on City of Tucson datum (NAVD88). Deliver to Presidio Engineering the record information for the benchmark used to establish vertical control.
- X   Survey Drawing, CAD Files and Other Deliverables
  - X   Provide sealed hard copy reproducible composite drawing showing the above survey and 1' contour interval topography at the scale 1" = 20' on 30" x 42" sheets.
  - N/A   Provide AutoCAD Civil 3D 2024 compatible file of the survey drawing only using Presidio Engineering layer, color, line type and symbol standards (attached) on a CD.
  - X   Provide AutoCAD Civil 3D 2024 compatible file of the topography only on a CD.
  - X   Provide Digital Terrain Model (DTM) data on a CD.
  - X   Provide ASCII coordinate file including boundary corners, monuments, utility and culture points. Include a sketch showing point number of boundary and monument points. Also include a list of point descriptors and their meanings.

- X   Additional
- X   Provide rates to perform additional services on T & M basis.
- N/A   Provide digital aerial ortho photo.

  X   Other Specifications  
In addition to the above requirements, provide a separate fee to provide one (1) day of additional field time and one (1) day office/mapping time.







Turner Structural

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Pima County Downtown Library Relocation Fee Proposal



# TURNER STRUCTURAL ENGINEERING COMPANY

February 15, 2026

Mr. Henry Tom, AIA  
Line & Space Architects  
325 East Speedway  
Tucson, AZ 85701

## **RE: PC DOWNTOWN LIBRARY**

Dear Henry:

We appreciate the opportunity to present our fee proposal for structural engineering services for the new Downtown Library.

### **Scope of Work**

This project consists of relocating the existing downtown Pima County Main Library for its current location at 101 N. Stone Avenue to the existing buildings located at 136 N. Stone, 140 N. Stone, and 150 N. Stone. Total size of the three buildings is approximately 60,000 sqft. Structural elements to the relocation will include: Strengthening the existing floor systems for support of new library loads; Strengthening the existing roof structures for support of new mechanical equipment; design of new openings in existing floor/roof/walls. The total project construction budget is \$14 million.

### **Fee Proposal**

Our proposal is based on the Scope of Professional Services Required as listed in the Pima County RFQu-2500015383.

Attached is a sheet with a listing of our Discipline Categories and the associated hourly rate calculation for each discipline.

Also attached is a sheet with a breakdown of our proposed hours and fees for each task item identified in the Scope of Work.

We have reviewed the Consultant Services Contract and we have in place all the Insurance requirements listed and can send certificates of coverage upon request.

We typically do not incur reimbursable expenses in our work and therefore have not included any reimbursable expenses in our cost proposal.

Mr. Henry Tom, AIA  
Line & Space Architects  
February 15, 2026  
Page 2

Special Inspection services will be required during the construction phase. We have not included those services in this proposal. We recommend a testing and inspection lab be contacted to provide those services.

*Terms*

Billing invoices will be submitted monthly with the billing amount to be based on the percent complete. Payment shall be made within ten (10) days of receipt of payment from the owner or thirty (30) days from the date of the invoice, whichever is sooner.

If the foregoing is acceptable to you, please sign below at the place indicated for your acceptance. Upon our receipt of this proposal within 30 days from the date hereof with your written acceptance, your acceptance shall constitute a binding contract.

If you have any questions, please give us a call. Thank you for the opportunity to be of service to your firm.

Sincerely,

TURNER STRUCTURAL ENGINEERING COMPANY



James D. Hart, P.E.  
President

Proposal Accepted:

**Line & Space Architects**

By: \_\_\_\_\_

Date: \_\_\_\_\_

2/15/2026  
Pima County Downtown Library Relocation  
Building 150 N. Stone  
Structural Engineering Cost Proposal

	Discipline Category	Hourly Rate	Hours	Cost
Conceptual Design	Principal	\$165	12	\$1,980
	Senior A/E	\$140	2	\$280
	Designer	\$95	0	\$0
	CADD	\$65	1	\$65
	subtotal			\$2,325
Schematic Design	Principal	\$165	19	\$3,135
	Senior A/E	\$140	1	\$140
	Designer	\$95	15	\$1,425
	CADD	\$65	2	\$130
	subtotal			\$4,830
Design Development	Principal	\$165	38	\$6,270
	Senior A/E	\$140	20	\$2,800
	Designer	\$95	30	\$2,850
	CADD	\$65	0	\$0
	subtotal			\$11,920
50% CD's	Principal	\$165	53	\$8,745
	Senior A/E	\$140	38	\$5,320
	Designer	\$95	43	\$4,085
	CADD	\$65	16	\$1,040
	subtotal			\$19,190
90% CD's	Principal	\$165	77	\$12,705
	Senior A/E	\$140	61	\$8,540
	Designer	\$95	65	\$6,175
	CADD	\$65	42	\$2,730
	subtotal			\$30,150
100% Bid Documents	Principal	\$165	11	\$1,815
	Senior A/E	\$140	8	\$1,120
	Designer	\$95	18	\$1,710
	CADD	\$65	1	\$65
	subtotal			\$4,710
Bid/Negotiation	Principal	\$165	3	\$495
	Senior A/E	\$140	3	\$420
	Designer	\$95	1	\$95
	CADD	\$65	0	\$0
	subtotal			\$1,010

1/19/2026  
Pima County Downtown Library Relocation  
Structural Engineering Cost Proposal

	Discipline Category	Hourly Rate	Hours	Cost
CMAR Collaborations	Principal	\$165	3	\$495
	Senior A/E	\$140	2	\$280
	Designer	\$95	1	\$95
	CADD	\$65	0	\$0
			subtotal	\$870

	Discipline Category	Hourly Rate	Hours	Cost
CA Phase	Principal	\$165	50	\$8,250
	Senior A/E	\$140	23	\$3,220
	Designer	\$95	31	\$2,945
	CADD	\$65	7	\$455
			subtotal	\$14,870

Record Drawings	Principal	\$165	3	\$495
	Senior A/E	\$140	6	\$840
	Designer	\$95	0	\$0
	CADD	\$65	0	\$0
			subtotal	\$1,335

**Total           \$91,210**

CA Phase services include 4 site visits during construction at \$420 per visit.

2/15/2026  
Pima County Downtown Library Relocation  
Building 136 N. Stone and 140 N. Stone  
Structural Engineering Cost Proposal

	Discipline Category	Hourly Rate	Hours	Cost
Conceptual Design	Principal	\$165	2	\$330
	Senior A/E	\$140	0	\$0
	Designer	\$95	0	\$0
	CADD	\$65	1	\$65
	subtotal			\$395
Schematic Design	Principal	\$165	3	\$495
	Senior A/E	\$140	0	\$0
	Designer	\$95	2	\$190
	CADD	\$65	0	\$0
	subtotal			\$685
Design Development	Principal	\$165	6	\$990
	Senior A/E	\$140	1	\$140
	Designer	\$95	6	\$570
	CADD	\$65	0	\$0
	subtotal			\$1,700
50% CD's	Principal	\$165	10	\$1,650
	Senior A/E	\$140	2	\$280
	Designer	\$95	11	\$1,045
	CADD	\$65	1	\$65
	subtotal			\$3,040
90% CD's	Principal	\$165	17	\$2,805
	Senior A/E	\$140	0	\$0
	Designer	\$95	22	\$2,090
	CADD	\$65	1	\$65
	subtotal			\$4,960
100% Bid Documents	Principal	\$165	4	\$660
	Senior A/E	\$140	1	\$140
	Designer	\$95	6	\$570
	CADD	\$65	0	\$0
	subtotal			\$1,370
Bid/Negotiation	Principal	\$165	1	\$165
	Senior A/E	\$140	1	\$140
	Designer	\$95	0	\$0
	CADD	\$65	1	\$65
	subtotal			\$370

2/15/2026

Pima County Downtown Library Relocation  
Structural Engineering Cost Proposal

	Discipline Category	Hourly Rate	Hours	Cost
CMAR Collaborations	Principal	\$165	0	\$0
	Senior A/E	\$140	3	\$420
	Designer	\$95	1	\$95
	CADD	\$65	0	\$0
			subtotal	\$515

	Discipline Category	Hourly Rate	Hours	Cost
CA Phase	Principal	\$165	9	\$1,485
	Senior A/E	\$140	0	\$0
	Designer	\$95	1	\$95
	CADD	\$65	0	\$0
			subtotal	\$1,580

Record Drawings	Principal	\$165	0	\$0
	Senior A/E	\$140	4	\$560
	Designer	\$95	0	\$0
	CADD	\$65	1	\$65
			subtotal	\$625

**Total           \$15,240**

CA Phase services include 2 site visits during construction at \$420 per visit.



# TURNER STRUCTURAL ENGINEERING COMPANY

January 19, 2025

TURNER STRUCTURAL ENGINEERING CO.

Calculation of Overhead Rate:

OVERHEAD RATE = OVERHEAD EXPENSES/DIRECT LABOR COST

OVERHEAD EXPENSES = TOTAL EXPENSES - DIRECT LABOR COST

For the Period Ending 12/31/2025

TOTAL EXPENSES = \$483,332.92

DIRECT LABOR COST = \$193,332.77

OVERHEAD EXPENSES = \$488,076.78 - \$195,2030.71 = \$2289,999.16

OVERHEAD RATE = \$292,846.06/\$195,230.71 = 1.5

**OVERHEAD RATE = 1.5**

Prepared By:

TURNER STRUCTURAL ENGINEERING CO.

A handwritten signature in black ink that reads "James D. Hart".

James D. Hart, PE  
President

**Firm Name:** Turner Structural Engineering  
**Project /Contract Description:** Pima County Architectural Services  
 Qualified Consultants List

**Overhead %** 150%  
**Profit %** 8%

Discipline	A	B	C	D
	Direct Labor Rate	Overhead	Profit	Billing Rate
Principal Engineer	\$ 61.11	\$ 91.67	\$ 12.22	\$ 165.00
Senior Engineer	\$ 51.85	\$ 77.78	\$ 10.37	\$ 140.00
Engineer	\$ 38.89	\$ 58.34	\$ 7.78	\$ 105.00
Senior CAD Designer	\$ 35.19	\$ 52.78	\$ 7.04	\$ 95.00
CAD Designer	\$ 27.78	\$ 41.66	\$ 5.56	\$ 75.00
Clerical	\$ 24.08	\$ 36.11	\$ 4.82	\$ 65.00
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -

**Formulas:**

- (A) Direct Labor Rate
- (B) Overhead % x A
- (C) Profit % x (A+B)
- (D) Billing Rate (A+B+C)

**Kelly Wright & Associates**

---

Pima County Downtown Library Relocation Fee Proposal



*REV. 2A.  
 3/2/2026  
 [Signature]*

**PROPOSAL**

**Project Name:** Downtown Library Relocation  
**Location:** 150 & 140 & 136 N Stone Tucson, Arizona  
**Job Number:** 26002  
**Date:** February 16, 2026  
**Client:** Line & Space, LLC 627 E. Speedway Blvd. Tucson, Arizona 85705  
**Engineer:** Kelly, Wright & Associates, P.C.

**Project Description:**

Interior renovations to 3 connected historical buildings: #150 (main, about 54,800 SF), #140 (south of 150, about 6,800 SF), #136 (south of 140, about 4,200 SF) as a new home for the PC library (currently across the street). The existing mechanical systems (HVAC, plumbing, FP) are old and will not be reused. The interiors are not historical. #140 & #136 might be pulled out of the project to ensure #150 has adequate funding. Project delivery = CMAR.

**Scope of Basic Services:**

**GENERAL:**

- This project will be drawn in AutoCAD as 2D. 3D drawings are not included.
- Project specifications will be included in project manual (book specs).
- Engineer will visit the site during the design phase to verify obvious existing conditions. Timing will be at Engineer’s discretion and coordinated with Client.
- Assist Client with reviews of cost estimates prepared by others.
- Attend virtual meetings and up to 2 in-person meetings at milestone progress levels dictated by the Client.
- Revise drawings and issue written response letters to Authority Having Jurisdiction review comments.

**HVAC:**

- Design of new heating, cooling, and ventilation systems for the 3 existing buildings. Systems anticipated to be 4-pipe chilled and heating water for at least #150 and, if reasonable, for the other 2 buildings. If hydronic systems are not viable for #140 and #136, those will be fed by DX split or packaged systems.
- Only one system type will be designed – Client must inform the engineer of the system type selection prior to any mechanical design.
- Design networked, County-compliant building controls for all HVAC systems; and plumbing and lighting power systems as required.
- Preparation of mechanical portion of the Model Energy Code report for project (for each project).

**Plumbing:**

- Design of modifications and additions to the existing domestic water systems, waste and vent systems serving the buildings. The design shall be extended to five feet out from the exterior wall of the building.
- Design new domestic water heating systems including recirculation loops for each building.
- Design modifications to the existing natural gas piping systems serving each building as necessary to suit HVAC requirements. The design shall be extended to five feet out from the exterior wall of the building.

**Fire Protection Performance Specification:**

- Provide a performance specification for modifications and additions to the existing wet-pipe automatic fire sprinkler system, including design criteria as required by the Authority Having Jurisdiction. The contractor shall be responsible to prepare the system design and submit to the authority having jurisdiction.

**Compensation for Basic Services:**

The Engineer will be compensated for the basic services based on a fixed fee basis as noted in the tables below.

**Building #150** This is the base scope of work for this project – it is required.

Phase	Principal	Project Mgr	A/E	Designer	Clerical	Amount
Concept Design	5	11	17	29	11	\$6,505.53
SD	10	21	34	57	22	\$12,819.83
DD	21	47	76	129	48	\$28,567.18
50% CD	29	65	105	179	66	\$39,521.81
90% CD	23	52	84	143	53	\$31,587.39
100% CD	14	31	51	86	32	\$19,041.43
Bidding	2	3	5	8	3	\$1,893.99
CMAR / GMP	3	6	9	15	6	\$3,485.32
CA	11	24	38	65	24	\$14,439.95
Close-out	2	3	5	8	3	\$1,893.99
<b>Totals</b>	<b>120</b>	<b>263</b>	<b>424</b>	<b>719</b>	<b>268</b>	<b>\$159,756.43</b>

**Buildings #140 & #136** This fee gets added to the #150 fee.

Phase	Principal	Project Mgr	A/E	Designer	Clerical	Amount
Concept Design	1	3	4	6	3	\$1,505.39
SD	2	5	7	12	5	\$2,753.10
DD	5	10	16	27	10	\$6,075.98
50% CD	7	14	22	37	14	\$8,399.53
90% CD	5	11	17	30	11	\$6,591.47
100% CD	3	7	11	18	7	\$4,096.05
Bidding	1	1	1	2	1	\$551.04
CMAR / GMP	1	2	2	3	2	\$894.66
CA	3	5	8	14	5	\$3,141.70
Close-out	1	1	1	2	1	\$551.04
<b>Totals</b>	<b>29</b>	<b>59</b>	<b>89</b>	<b>151</b>	<b>59</b>	<b>\$34,559.97</b>

**Client's Responsibility:** The Client shall:

- Make available to the Engineer full information on the Client's intent with regard to the project's requirements.
- Keep the Engineer advised of any changes to the project requirements that may affect the Engineer's work.
- Provide architectural, civil, structural, electrical, and other consultant's drawings, design information, and/or documents to the Engineer for review and use during the project design.

**Additional Services:**

- Services and/or consultation not specified and/or in excess of those indicated in the Scope of Basic Services.
- Revisions to previously approved drawings and documents.
- Client requested field trips will be billed at six hundred dollars (\$600) per trip.

**Reimbursable Expenses:**

The Client will reimburse the Engineer for the direct cost of each of the following:

- Printing, reproduction, and duplication of documents not used for Engineer's own purposes.
- Postage and special delivery service.
- Any tax imposed on the Engineer's services shall be reimbursed at 100% of the actual cost.

Construction Administration:

- Engineer will perform four field observation visits with written reports based on Client requests.
- Review of mechanical Submittals.
- Review and response to RFI's.
- Record drawing documentation (drafting of contractor-provided as-built conditions in CAD).
- Assist Client bid reviews and with CMAR education / GMP reviews.

Commissioning (Cx):

- Attend up to 3 virtual Cx meetings during construction and respond to RFIs from the CxA.

LEED version 4.0:

- Assist Client with opinions of points in a theoretical LEED checklist that will not be submitted to LEED or otherwise used to document LEED compliance.

Assumptions:

- Owner will decide prior to start of design if all 3 buildings will be included in the scope of work. If accepted, the design related to buildings #140 & #136 will be added to the same set of Construction Documents as #150. No separate set of CDs; no separate construction schedule.
- No scope related to the parking garage.
- Access to site and equipment will be provided by Client during normal business hours.
- ~~Client will have all areas of work scanned and provide LIDAR or equivalent 360 degree to-scale photographic image database for Engineer use, at no additional cost.~~ *delete*
- Owner will hire a CxA who will administrate the Cx process per a specification by Owner. *KWA WILL PROVIDE LIST OF CxA ITEMS TO PC.*
- Engineer opinion of LEED points will be an educated guess; no calculations are included.
- Project does not intend to attempt to be certified / rated by LEED, WELL, Green Globes, or other program; basic services do not include calculations or documentation for such programs; no reports required.
- Permits, agency approvals, project fees, plan review costs, special inspections, etc. are not included.
- No scope related historical building, such as but not limited to: permits, fees, meetings, reviews, studies, evaluations, forms, etc.
- Adequate sewer capacity and invert depth will be available to the project to design the waste systems utilizing gravity only.
- Adequate water pressure and water supply capacity will be available to the project to design the domestic water supply system and the fire protection system(s) without requiring booster pumps or water storage facilities. *BOOSTER PUMP WILL BE REQUIRED FOR BASEMENT.*
- Gas system is not a master meter and meter relocations not required. Adequate gas meter capacity and gas piping main sizes exist to allow for the design of replacement units without requiring modifications to the meter or main gas piping.
- Adequate electrical service and structure will be available to accommodate the HVAC, fire protection, and plumbing systems.
- Engineer not required to attend any Cx, DALT, controls verification, or similar on-site testing sessions or meetings.
- Cost estimating is by Others. Engineer opinion of construction costs prepared by Others shall not be assumed to be related to the actual cost of construction. Engineer has no control over market conditions, costs or availability of labor, bidding procedures, contractor's bids, etc. Opinions do not constitute a guarantee that actual costs will not exceed estimated costs.
- Life Cycle Reports, System Comparison Reports, Feasibility Studies, and similar documents are not included.

Deliverables:

The Engineer's instruments of service will be provided in electronic form (PDF or CAD). Hard copies are not included.

**Hourly Rates:** (2026 rates, escalated at 3%/yr from approved 2019 rates)

Discipline	Direct Labor Rate	Overhead	Billing Rate
Principal	\$47.07	\$65.42	\$121.49
Project Manager	\$40.79	\$56.70	\$105.30
A/E	\$36.90	\$51.29	\$95.24
Designer	\$33.29	\$46.28	\$85.94
Clerical / Admin	\$22.14	\$30.77	\$57.14

**Other Conditions:**

- Engineer's services, obligations and responsibilities shall be limited to those expressly outlined above except as agreed to in writing.
- Engineer's services will be provided consistent with and limited to the standard of care applicable to such services, which is that Engineer shall provide its services consistent with the professional skill and care ordinarily provided by consultants practicing in the same or similar locality under the same or similar circumstances.
- ~~This agreement entered into as of the date indicated on the first page and is expected to have a maximum one year duration of services.~~ Delete
- The Engineer will not begin work on the project or perform any additional services without an executed Agreement.
- The Engineer will invoice the Client monthly, based upon the percentage of completion, and/or at the time of submission of each phase of service. Payment is due upon presentation of the invoice unless a separate signed contract between the Client & Engineer establishes a different arrangement for payment. Engineer retains ownership rights of instruments of service until full payment is made by Client.
- Interest may be charged on past due accounts at the rate of one and one half percent per month to accounts outstanding more than 30 days.
- The Engineer reserves the right to suspend the performance of services, without waiving any claim or right against the Client, and without liability whatsoever to the Client, if invoices have not been paid within 30 days. Engineer shall receive payment in full prior to permitting.
- Engineer is not responsible for delays caused by factors beyond Engineer's reasonable control, including but not limited to delays because of strikes, lockouts, work slowdowns or stoppages, accidents, acts of God, failure of any governmental or other regulatory authority to act in a timely manner, failure of the Client to furnish timely information or approve or disapprove of Engineer's services or work product promptly, or delays caused by supply chain issues, faulty performance by the Client or by contractors of any level. When such delays beyond the Engineer's reasonable control occur, the Client agrees Engineer is not responsible for damages, nor shall Engineer be deemed to be in default of any agreement.
- The Engineer shall not be responsible for the acts or omissions of the Client, Client's other consultants, Contractors, Subcontractors, their agents or employees, or other persons performing any of the Work. The Client agrees, to the fullest extent permitted by law, to release, indemnify and hold harmless the Engineer from any liabilities, damages and costs (including reasonable attorney fees and cost of defense) to the extent caused by the negligent acts, errors or omissions of the Client, Client's other consultants, Contractors, Subcontractors, their agents or employees, or other persons performing any of the Work. Engineer maintains \$2M claim / \$2M aggregate professional liability insurance.
- Engineer is not responsible or liable for any hazardous materials found on the project site, job site safety, or construction means and methods. All hazardous materials encountered on the site are the responsibility of the owner(s). Job site safety and construction means and methods are the responsibility of the contractor(s).
- Cost estimates, life cycle reports, energy calculations, water consumption estimates, and similar calculations performed by the Engineer represent the Engineer's opinion and judgment and are not guarantees or predictions of actual values.
- Engineer's total liability to Client for any claim or cause of action based on negligence, errors, omissions, strict liability, breach of contract, breach of warranty, indemnity or any other theory of liability, including attorneys' fees and costs and expert witness fees and costs, shall be limited to insurance proceeds, or the fee received for Engineer's services, whichever is greater.
- Client expressly agrees that any liability arising out of this project shall be limited to the Engineer and its applicable insurance and shall not be the basis of personal liability as to Engineer's owners, officers, directors, or employees.
- The Owner and the Design Professional waive claims against each other for consequential damages arising out of or relating to this Agreement, whether arising in contract, warranty, tort (including negligence), strict liability, or otherwise, including but not limited to losses of use, profits, business, reputation, or financing. The Owner agrees to waive damages including but not limited to the Owner's loss of use of the Project, any rental expenses incurred, loss of income, profit, or financing related to the Project, as well as the loss of business, loss of financing, loss of profits not related to this Project, or loss of reputation, or insolvency. The Design Professional agrees to waive damages including, but not limited to, loss of business, loss of financing, loss of profits not related to this Project or, loss of reputation, or insolvency.
- The Client agrees that estimating and projecting future weather, climate, rainfall, flood, tidal, ocean and on-shore conditions and their impacts upon existing or proposed developments is difficult, complex and based on variable assumptions that are impacted by factors beyond the Engineer's ability to predict or control. The Engineer's instruments of service are presented on the basis of data currently available.
- The Client and Engineer have discussed the risks and benefits of resilient design alternatives. If the Client decides to proceed against Engineer's advice intended to reduce the risk of loss or damage in the event of a highly likely or certain natural or manmade events, the Client hereby agrees to release, defend, indemnify and hold harmless the Engineer from any liabilities, damages and costs (including reasonable attorney fees and cost of defense) arising out of or associated with Client's decision to proceed against the Engineer's advice.
- Any claim in litigation between these Parties must be filed not later than the earlier of the expiration of the applicable statute of limitation or four (4) years from either substantial completion or Consultant's last services on the Project.
- Client understands and agrees that innovative or state-of-the-art products, technologies or methods may be used on the Project and that these lack a proven history of successful application and performance. Client acknowledges that these features may be incorporated into the project to accomplish recognized objectives and inherently have significant possibility that those objectives may not be realized and undesirable consequences may result.
- The parties agree that there shall be no assignment of this contract unless mutually agreed upon in writing.

- The Agreement may be terminated by either party upon seven (7) calendar days written notice should the other party fail substantially to perform in accordance with its terms through no fault of the party initiating the termination. The Engineer shall be due compensation for services rendered up to date of notification of termination, reimbursable expenses and reasonable termination expenses.
- The laws of the State of Arizona shall govern this Agreement. All disputes arising out of or related to this Agreement shall be submitted to non-binding mediation as a condition precedent to litigation. If any dispute that is submitted to mediation is not successfully resolved, the matter may be resolved through litigation in a court of competent jurisdiction in Pima County, Arizona. Client shall not withhold Engineer's compensation as a penalty or fee offset until and unless an adjudication has determined liability.
- In the event of any litigation arising from or related to the services provided under this Agreement, the prevailing party will be entitled to recovery of all reasonable costs incurred, including staff time, court costs, expert fees, attorney's fees, and other related expenses.
- Engineer is entitled to rely on the accuracy and completeness of information, documents, and/or designs provided by others. Engineer shall have no obligation to verify the information or design's correctness. Client and Owner shall waive all claims against Engineer relating to information, documents, and designs provided by others and shall indemnify Engineer for all losses, cost and damages incurred.
- Client shall obtain Engineer's prior written consent before making any changes to plans and specifications prepared by the Engineer. Client and Owner shall waive all claims against Engineer relating to unauthorized changes to plans and specifications prepared by the Engineer and shall indemnify Engineer for all losses, cost and damages incurred.
- If the Client wants ownership of the Instruments of Service, use the following: The Client acknowledges the Engineer's construction documents as instruments of professional service. Nevertheless, the plans and specifications prepared under this Agreement shall become the property of the Client upon completion of the work and payment in full of all monies due to the Engineer. The Client shall not reuse or make any modification to the plans and specifications without the prior written authorization of the Engineer. The Client agrees, to the fullest extent permitted by law, to indemnify and hold the Engineer harmless from any claim, liability or cost (including reasonable attorneys' fees and defense costs) arising or allegedly arising out of any unauthorized reuse or modification of the construction documents by the Client or any person or entity that acquires or obtains the plans and specifications from or through the Client without the written authorization of the Engineer. Engineer reserves the right to reuse information in the instruments of professional service on other projects.
- Client agrees not to reuse electronic files, created by the Engineer, in whole or in part, for any purpose or project other than the project that is the subject of this Agreement. Client agrees not to transfer these electronic files to others without the prior written consent of Engineer. Client further agrees to waive all claims against Engineer resulting in any way from any unauthorized changes or reuse of these electronic files for any other project by anyone other than Engineer. Client is aware that differences may exist between the electronic files delivered and the printed hard copy construction documents. In the event of a conflict between the signed construction documents prepared by Engineer and electronic files, the signed and stamped or sealed hard copy construction documents shall govern. In addition, Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless Engineer, its officers, directors, employees, agents and subconsultants against all damages, liabilities or costs, including reasonable attorneys' fees, court costs and defense costs, arising from the use of the electronic files.
- LEED: The Engineer's opinion of points or other involvement with LEED checklists does not constitute or imply any guarantee or assurance that the points will or could be achieved. Project does not intend to seek certification now or in the future.

lease let us know if you wish additional information or clarification of our proposal. If you are in agreement with and wish to authorize us to proceed with the project as delineated herein, please sign one copy and return to our office. We sincerely appreciate your consideration of our firm. We look forward to helping you with this challenging and important project.

Sincerely,  
Kelly, Wright & Associates, P.C.

**Donovan  
Kelly**

Digitally signed by Donovan Kelly  
DN: cn=Donovan Kelly, gn=Donovan Kelly  
o=US United States, ou=US United States  
o=KWA, e=donovan@kwmech.com  
Reason: I am the author of this document  
Location:  
Date: 2026-02-16 15:16:07-00

Donovan F. Kelly, P.E.  
President

Accepted By:  
Line & Space, LLC

\_\_\_\_\_  
*Client Signature*

\_\_\_\_\_  
*Printed Name and Title*

M3

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Pima County Downtown Library Relocation Fee Proposal



REV. 27  
3/2/2024  
AJZ

February 16, 2026

Mr. Henry Tom  
Line and Space, LLC  
627 E. Speedway Blvd.  
Tucson, Arizona 85705  
[henry@lineandspace.com](mailto:henry@lineandspace.com)

Re: **Pima County Facilities Management Downtown Library Relocation – Buildings 140 & 136 N. Stone**  
SOQO1006912 Revision 2

Dear Henry:

The following is a fee proposal to provide electrical engineering services for a \$14 million renovation project in accordance with the Pima County Scope of Work.

### Scope of Work

1. Provide Field Investigations.
2. Provide power, lighting, and fire alarm design for the renovation of an approximate 20,000 square feet two-story with basement level suites for Pima County located at 140 & 136 North Stone, Tucson Arizona. Six design submittals will be provided, which are Conceptual Design, Schematic Design, Design Development, 50% CD, 90% CD, and 100% CD.
3. Provide special systems design consisting of the following:
  - a. Tele/Data communications cabling design.
  - b. Security cabling design.
4. Provide conduit pathway design required for the DAS communication system.
5. Provide outdoor lighting design to be in compliance with the 2012 City of Tucson Outdoor Lighting Code.
6. Provide LEED Silver design only (No documentation) for the following credits:
  - a. IEQ Credit 6.1 – Controllability of Systems – Lighting
  - b. SS Credit 8 – Light Pollution Reduction
  - c. EA Prerequisite 2 – Minimum Energy Performance (we will provide the Mechanical Engineer with electrical information required for this credit).
7. Attend up to 4 review meetings with Pima County during the design phase.
8. Provide construction administration services including shop drawing review, answering requests for information (RFI's) and providing up to six site observation trips.
9. Provide bidding services consisting of answering questions and providing addenda information.
10. Provide CMAR Collaboration & GMP Cost Review.
11. Provide close-out document review and as-built drafting of Contractor furnished, red-lined, as-built drawings.

2051 W. Sunset Rd., Suite 101  
Tucson, Arizona  
85704  
t +1 520.293.1488  
e m3@m3eng.com

[m3eng.com](http://m3eng.com)

### Assumptions and Exclusions

1. All bulk construction document reproduction/printing is by others.
2. All electrical design and construction shall comply with the 2023 National Electrical Code (NEC) as adopted by ~~the City of Tucson Building Department~~ **PIMA COUNTY**.
3. Architectural backgrounds shall be provided to M3 in AutoCAD format.
4. Electrical cost estimating is excluded.
5. Special systems design including tele/data cabling, paging, intercom, CCTV, security, etc. are excluded.
6. Design for Emergency & UPS type electrical power supplies and associated distribution systems are excluded.
7. Drafting of Project electrical "As-built" drawings from Contractor furnished red-lined drawings is excluded.
8. All Permitting submittal effort and associated fees are excluded other than providing written responses to the Authority Having Jurisdiction (AHJ) Plans Examiner review comments and associated drawing revisions required to address said comments.
9. Selective Coordination and Arc Flash studies are excluded.
10. Photovoltaic design is excluded.

### Electrical Engineering Fee

Conceptual Design .....	\$ 2,980.50
Schematic Design .....	\$ 5,188.80
Design Development.....	\$ 8,648.00
50% Construction Documents .....	\$ 8,971.40
90% Construction Documents .....	\$ 6,995.70
100% Construction Documents .....	\$ 3,977.30
Construction Administration .....	\$ 7,464.60
Bidding Services .....	\$ 1,287.00
CMAR Collaboration & GMP Cost Review .....	\$ 1,287.00
Close-out/Record Documents.....	\$ 1,673.10
(6) Site Observation Trips .....	\$ 7,761.60
<b>Total Lump Sum Fee .....</b>	<b>\$ 56,235.00</b>

Please see attached breakdown.

Please call me directly at 520-445-7315 if you have any questions, comments or concerns regarding this fixed fee proposal.

Sincerely,

M3 ENGINEERING & TECHNOLOGY CORPORATION


 Digitally signed by Enrique Giron  
 DN: C=US,  
 E=enrique.giron@m3eng.com,  
 O=M3 Engineering,  
 OU="Electrical", CN=Enrique  
 Giron  
 Date: 2026.02.16 14:50:49-07'00'

Enrique Giron  
Project Manager

Accepted: Line and Space, LLC

By: \_\_\_\_\_ Date: \_\_\_\_\_

SUITES 140 & 136 Rev 2					
Electrical Scope of Work	Discipline	Personnel	Hours	\$/Hr.	Total Cost
Design: Field Investigations, Conceptual Design	Electrical	Engineer V	0	161.70	\$0.00
		Designer IV	15	128.70	\$1,930.50
		Designer II	15	70.00	\$1,050.00
<b>Conceptual Lump Sum Fee</b>					<b>\$2,980.50</b>
Design: Schematic Design	Electrical	Engineer V	0	161.70	\$0.00
		Designer IV	24	128.70	\$3,088.80
		Designer II	30	70.00	\$2,100.00
<b>Schematic Design Lump Sum Fee</b>					<b>\$5,188.80</b>
Design: Design Development	Electrical	Engineer V	0	161.70	\$0.00
		Designer IV	40	128.70	\$5,148.00
		Designer II	50	70.00	\$3,500.00
<b>Design Development Lump Sum Fee</b>					<b>\$8,648.00</b>
Design: 50% CD's	Electrical	Engineer V	2	161.70	\$323.40
		Designer IV	40	128.70	\$5,148.00
		Designer II	50	70.00	\$3,500.00
<b>50% CD's Lump Sum Fee</b>					<b>\$8,971.40</b>
Design: 90% CD's	Electrical	Engineer V	2	161.70	\$323.40
		Designer IV	29	128.70	\$3,732.30
		Designer II	42	70.00	\$2,940.00
<b>90% CD's Lump Sum Fee</b>					<b>\$6,995.70</b>
Design: 100% CD's	Electrical	Engineer V	4	161.70	\$646.80
		Designer IV	15	128.70	\$1,930.50
		Designer II	20	70.00	\$1,400.00
<b>100% CD's Lump Sum Fee</b>					<b>\$3,977.30</b>
CA: Shop Drawing Review, RFIs	Electrical	Designer IV	58	128.70	\$7,464.60
<b>Electrical CA Lump Sum Fee</b>					<b>\$7,464.60</b>
Bidding Services	Electrical	Designer IV	10	128.70	\$1,287.00
<b>Bidding Services Lump Sum Fee</b>					<b>\$1,287.00</b>
CMAR Collaboration & GMP Cost Review	Electrical	Designer IV	10	128.70	\$1,287.00
<b>CMAR Collaboration &amp; GMP Cost Review Lump Sum Fee</b>					<b>\$1,287.00</b>
Close-out/Record Documents	Electrical	Designer IV	13	128.70	\$1,673.10
<b>Elec Close-out/Record Documents Lump Sum Fee</b>					<b>\$1,673.10</b>
(6) Site Observation Trips	Electrical	Engineer V	48	161.70	\$7,761.60
<b>Site Observation Trips Lump Sum Fee</b>					<b>\$7,761.60</b>
<b>Total Electrical Lump Sum Fee</b>					<b>\$56,235.00</b>



REV. 2A  
3/2/2026  
[Signature]

February 16, 2026

Mr. Henry Tom  
Line and Space, LLC  
627 E. Speedway Blvd.  
Tucson, Arizona 85705  
[henry@lineandspace.com](mailto:henry@lineandspace.com)

Re: **Pima County Facilities Management – Downtown Library Relocation Suite 150 N. Stone**  
SOQO1006911 Revision 2

Dear Henry:

The following is a fee proposal to provide electrical engineering services for a \$14 million renovation project in accordance with the Pima County Scope of Work.

### Scope of Work

1. Provide Field Investigations.
2. Provide power, lighting, and fire alarm design for the renovation of an approximate 40,000 square feet three-story with basement level building for Pima County located at 150 North Stone, Tucson Arizona. Six design submittals will be provided, which are Conceptual Design, Schematic Design, Design Development, 50% CD, 90% CD, and 100% CD.
3. Provide special systems design consisting of the following:
  - a. Tele/Data communications cabling design.
  - b. Security cabling design.
4. Provide conduit pathway design required for the DAS communication system.
5. Provide LEED Silver design only (No documentation) for the following credits:
  - a. IEQ Credit 6.1 – Controllability of Systems – Lighting
  - b. SS Credit 8 – Light Pollution Reduction
  - c. EA Prerequisite 2 – Minimum Energy Performance (we will provide the Mechanical Engineer with electrical information required for this credit).
6. Attend up to 4 review meetings with Pima County during the design phase.
7. Provide construction administration services including shop drawing review, answering requests for information (RFI's) and providing up to six site observation trips.
8. Provide bidding services consisting of answering questions and providing addenda information.
9. Provide CMAR Collaboration & GMP Cost Review.
10. Provide close-out document review and as-built drafting of Contractor furnished, red-lined, as-built drawings.

2051 W. Sunset Rd., Suite 101  
Tucson, Arizona  
85704  
t +1 520.293.1488  
e m3@m3eng.com

[m3eng.com](http://m3eng.com)

### Assumptions and Exclusions

1. All bulk construction document reproduction/printing is by others.
2. All electrical design and construction shall comply with the 2023 National Electrical Code (NEC) as adopted by ~~the City of Tucson Building Department.~~ **PIMA COUNTY.**
3. Architectural backgrounds shall be provided to M3 in AutoCAD format.
4. Electrical cost estimating is excluded.
5. Special systems design including tele/data cabling, paging, intercom, CCTV, security, etc. are excluded.
6. Design for Emergency & UPS type electrical power supplies and associated distribution systems are excluded.
7. Drafting of Project electrical "As-built" drawings from Contractor furnished red-lined drawings is excluded.
8. All Permitting submittal effort and associated fees are excluded other than providing written responses to the Authority Having Jurisdiction (AHJ) Plans Examiner review comments and associated drawing revisions required to address said comments.
9. Selective Coordination and Arc Flash studies are excluded.
10. Photovoltaic design is excluded.

### Electrical Engineering Fee

• Conceptual Design .....	\$ 8,519.30
• Schematic Design .....	\$ 14,830.30
• Design Development.....	\$ 23,735.70
• 50% Construction Documents.....	\$ 22,643.40
• 90% Construction Documents.....	\$ 19,053.70
• 100% Construction Documents.....	\$ 6,416.40
• Construction Administration .....	\$ 25,482.60
• Bidding Services .....	\$ 1,930.50
• CMAR Collaboration & GMP Cost Review.....	\$ 2,187.90
• Close-out/Record Documents .....	\$ 3,346.20
• (6) Site Observation Trips .....	\$ 7,761.60
<b>Total Lump Sum Fee .....</b>	<b>\$ 135,907.60</b>

Please see attached breakdown.

Please call me directly at 520-445-7315 if you have any questions, comments or concerns regarding this fixed fee proposal.

Sincerely,

M3 ENGINEERING & TECHNOLOGY CORPORATION

Enrique Giron

Digitally signed by Enrique Giron  
 DN: C=US,  
 E=enrique.giron@m3eng.com, O=M3  
 Engineering, OU="Electrical",  
 CN=Enrique Giron  
 Date: 2026.02.16 14:50:23-07'00'

Enrique Giron  
Project Manager

Accepted: Line and Space, LLC

By: \_\_\_\_\_ Date: \_\_\_\_\_

Building 150 Rev 2					
Electrical Scope of Work	Discipline	Personnel	Hours	\$/Hr.	Total Cost
Design: Field Investigations, Conceptual Design	Electrical	Engineer V	0	161.70	\$0.00
		Designer IV	39	128.70	\$5,019.30
		Designer II	50	70.00	\$3,500.00
	<b>Conceptual Lump Sum Fee</b>				
Design: Schematic Design	Electrical	Engineer V	0	161.70	\$0.00
		Designer IV	69	128.70	\$8,880.30
		Designer II	85	70.00	\$5,950.00
	<b>Schematic Design Lump Sum Fee</b>				
Design: Design Development	Electrical	Engineer V	0	161.70	\$0.00
		Designer IV	111	128.70	\$14,285.70
		Designer II	135	70.00	\$9,450.00
	<b>Design Development Lump Sum Fee</b>				
Design: 50% CD's	Electrical	Engineer V	2	161.70	\$323.40
		Designer IV	100	128.70	\$12,870.00
		Designer II	135	70.00	\$9,450.00
	<b>50% CD's Lump Sum Fee</b>				
Design: 90% CD's	Electrical	Engineer V	4	161.70	\$646.80
		Designer IV	87	128.70	\$11,196.90
		Designer II	103	70.00	\$7,210.00
	<b>90% CD's Lump Sum Fee</b>				
Design: 100% CD's	Electrical	Engineer V	6	161.70	\$970.20
		Designer IV	26	128.70	\$3,346.20
		Designer II	30	70.00	\$2,100.00
	<b>100% CD's Lump Sum Fee</b>				
CA: Shop Drawing Review, RFIs	Electrical	Designer IV	198	128.70	\$25,482.60
<b>Electrical CA Lump Sum Fee</b>					<b>\$25,482.60</b>
Bidding Services	Electrical	Designer IV	15	128.70	\$1,930.50
<b>Bidding Services Lump Sum Fee</b>					<b>\$1,930.50</b>
CMAR Collaboration & GMP Cost Review	Electrical	Designer IV	17	128.70	\$2,187.90
<b>CMAR Collaboration &amp; GMP Cost Review Lump Sum Fee</b>					<b>\$2,187.90</b>
Close-out/Record Documents	Electrical	Designer IV	26	128.70	\$3,346.20
<b>Elec Close-out/Record Documents Lump Sum Fee</b>					<b>\$3,346.20</b>
(6) Site Observation Trips	Electrical	Engineer V	48	161.70	\$7,761.60
<b>Site Observation Trips Lump Sum Fee</b>					<b>\$7,761.60</b>
<b>Total Electrical Lump Sum Fee</b>					<b>\$135,907.60</b>

**Firm Name:** M3 Engineering & Technology Corporation  
**Project /Contract Description** Pima County Architectural Services  
 Qualified Consultants List

<b>Overhead %</b>	122%
<b>Profit %</b>	8%

	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>
<b>Discipline</b>	<b>Direct Labor Rate</b>	<b>Overhead</b>	<b>Profit</b>	<b>Billing Rate</b>
Engineer V	\$ 70.30	\$ 85.77	\$ 5.62	\$ 161.70
Designer IV	\$ 55.96	\$ 68.27	\$ 4.48	\$ 128.70
Engineer II	\$ 51.17	\$ 62.43	\$ 4.09	\$ 117.70
Engineer I / Designer II	\$ 46.39	\$ 56.60	\$ 5.19	\$ 70.00

**Formulas:**

- (A) Direct Labor Rate
- (B) Overhead % x A
- (C) Profit % x (A+B)
- (D) Billing Rate (A+B+C)

**INSTRUCTIONS**

- 1.) Fill in firm name.
- 2.) Insert ovehead
- 3.) Insert Profit
- 4.) List the personnel (discipline)
- 5.) Check your numbers

MCH

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Pima County Downtown Library Relocation Fee Proposal



MCKAY CONANT HOOVER INC  
Acoustics and Media Systems Consultants

MEMO from Cody McCaw  
CMcCaw@MCHinc.com

**TO:** Henry Tom, Principal  
Line and Space  
627 E. Speedway, Tucson, AZ 85705

**SUBJECT:** Informal *Revised* AudioVisual Fee Estimate for Pima County Downtown Library  
Renovation  
Tucson, AZ

**cc:** Tony Hoover, Accounting, Randy Willis/MCH, Johnny Birkinbine, Bob  
Clements/L&S, files

**DATE:** 5 February 2026 Page 1 of 7 (Incl. cost breakdown and ST&Cs)

At your request, we are pleased to provide this revised fee estimate for the subject Project as we understand it based on the project information provided. (2 PDFs and existing drawings, received 09 January 2026) We understand that the project is just beginning design. We've taken the liberty of presuming a detailed scope of services is not required at this juncture, but note the following caveats to attend the below-shown fees:

**AV SCOPE & UNDERSTANDING**

1. AV consulting services will be provided in the form of advice and consultation to the Architect, the Owner, the Contractor and the design team. Our AV work will result directly in competitively-biddable AV systems from our construction drawings and specifications, including associated, supporting infrastructure, review of proposals, and construction administration services throughout the installation process. We offer to provide design and planning recommendations to you and your engineers for all our systems and will coordinate as reasonably required throughout the project. We will provide opinions of probable cost at appropriate project landmarks, system construction documents, technical specifications, bid and shop drawing reviews and acceptance observations of completed AV systems. Per your request this proposal begins work at the Schematic Design Phase, and we presume that pre-design work has already been completed and is otherwise not required and has been excluded from our scope. We have based this proposal on similar work we have done recently through Revit, with no need to coordinate models through BIM360 or similar collaboration means.

5655 Lindero Canyon Road, Suite 325	Westlake Village	CA	91362	818.991.9300	MCHinc.com
▶ 3961 North 75th Street	Scottsdale	AZ	85251	480.947.3335	

2. Our AV work is not yet fully programmed, however the types of spaces we typically design for in a project such as this include:
  - a. Meeting/Community rooms with AV media (audio, video and control) capabilities
  - b. Children's Room with AV media (audio, video and control) capabilities
  - c. Study Rooms with AV media (audio, video and control) capabilities
  - d. Teen Area/Maker Space with AV media (audio, video and control) capabilities
  - e. Conference Rooms with AV media (audio, video and control) capabilities
3. Personnel - The following lead individuals, who have considerable and demonstrated experience with this building type, will be responsible for this project.
  - a. Tony Hoover, FASA, INCE. Bd. Cert. - Principal-in-Charge
  - b. Randal Willis, PE. - Supervisory Consultant
  - c. Cody McCaw - Media Systems Consultant
4. Anticipated Project Schedule Durations:
  - a. Programming/Existing Site Survey 2 Months
  - b. Design through Construction Document 11 Months
  - c. Permits and GMP Finalizing 2 Months
  - d. Construction - Substantial Completion 12-14 Months
  - e. Project Closeout 2 Months
5. This proposal is valid through March 6, 2026.
6. MCH warrants that the consulting services performed under this agreement shall be in accordance with, and limited to, the usual and customary manner observed by ordinary members of the same profession that are performing similar consulting services on similar projects at the same time, the (Standard of Care); no other warranty, expressed or implied, under this proposal or other Agreement shall be binding on MCH. L&S recognizes that the Owner has the sole responsibility of accepting or rejecting the consulting guidance provided by MCH.
7. MCH has the right to rely upon the accuracy and completeness of information provided by the Owner and the Owner's other consultants and contractors. MCH shall have not be held liability for damages arising from errors or omissions of others.
8. MCH has the right to rely upon the accuracy and completeness of information provided by the Architect, Owner and the Architect's or Owner's other consultants and contractors. MCH shall not be held liable for damages arising from errors or omissions of others.
9. L&S agrees to the fullest extent permitted by law to its officers, and its employees from and against losses, claims, liabilities, damages, and costs arising out of the project or from the service performance by MCH under this Agreement unless MCH is determined to be solely responsible for damages.

10. The following systems designs are not within our scope of work for the project: general or specialty lighting, life safety systems, building management, PBX specification, CATV/Satellite Design Services, Structured Cabling, Data Network hardware design and specification (switches, routers, security servers, etc.), wireless network (WiFi) design, DAS (Distributed Antenna System) design, ERRC (Emergency Responder Radio Coverage) design security, surveillance and access control systems.
11. We expect that this will be a CMAR delivery method with up to two bid packages. Should that not prove to be the case for this project, we reserve the right to revisit our fees accordingly.
12. We expect to prepare and review no more than 4 sets of drawings and specifications for each package during the Design phases of this project (at approximately 100% DD, and 50%, 90% and 100%CD). Further, we expect to review no more than 4 sets of complete AV shop drawings produced by a specialty subcontractor qualified and experienced with many similar projects.
13. We will incorporate all MCH issued changes and RFI responses into one set of Project Record Documents. We will review As-Built Documents produced by others and anticipate that the production of As-Built Documents will be the normal responsibility of the General Contractor and LV Sub-contractors and not MCH.
14. This proposal presumes the above shown schedule and an expectation that the project will run smoothly and continuously without significant delays or re-directed efforts.
15. We will provide opinions of probable cost for the programed AV systems at 100SD, 100% DD, 50% CD and 90% CD milestones. If additional cost updates are required, we would be pleased to perform these as additional services.
16. Value Engineering Services (or the like) are excluded from this proposal.
17. We have budgeted for out of office trips to attend four site observations (1 to observe infrastructure rough-in, and one for substantial completion, two visits per bid package) during the duration of this work as follows:
  - a. Conceptual Design / SD: 0 | 4 (In Person | Web based)
  - b. Design Phases: 6 (Web based)
  - c. Bidding: 2 (Web based)
  - d. CA Site Observations: 4 (In person)
  - e. We have not budgeted for regularly scheduled meetings (such as weekly, bi-monthly, etc.) If our participation in regularly scheduled meetings is required, we would be pleased to accommodate this as extra services.
  - f. To minimize Project expense, this proposal presumes the AV subcontractor(s) shall bring the systems to a state of readiness prior to our substantial completion visit such

that the punch list items generated from this visit will be of a nature not requiring us to revisit the site for final inspection. If, after substantial completion, it is requested that we return for a back-check visit, we would be pleased to perform this observation as extra services.

- g. Additional requests for meetings, to inspect field conditions, infrastructure readiness or contractor substantial or final completion, would be considered additional services.
  - h. We have budgeted for these meetings to be held at a site related to the project indicated above.
18. MCH will, if requested, provide a list of special systems sub-contractors qualified to expertly perform this work. We expect that the sub-contractors selected to perform the Work of this Project will be well qualified and thoroughly experienced in the size, nature and scope of projects necessary to successfully, competently and professionally complete the Work described herein and described in the Construction Documents.
19. Our services are offered in the spirit of highly efficient consulting, and as such we must avoid significant office studies and responses to RFIs, questions, etc., especially numerous "small" or "automatic" requests, since such work and effort can quickly accumulate beyond our understanding of the desired level of effort and tight consulting budget.
20. In an effort to reduce costs, we have removed our existing conditions site survey and expect to review existing site survey documentation generated by others.
21. Services beyond those identified above are considered Additional Services for additional fees.

**FEES**

Our professional fees are based on the number of hours worked on a project and our services and payment schedule are subject to the enclosed MCH *Standard Terms and Conditions*, which we deem an integral part of this proposal. We have carefully considered the extent of services that this project deserves, balanced that with our experience with similar projects, and expect that we would not exceed the professional fees shown below. Reimbursable expenses (principally some travel to/from site) are included in the fees below.

**AudioVisual Fees**

Building 150	\$27,351
Building 136/140	\$23,791
<hr/> Total	<hr/> \$51,142

\*For additional detail, refer to the attached spreadsheets

**STANDARD TERMS & CONDITIONS GOVERNING  
McKAY CONANT HOOVER INC PROFESSIONAL SERVICES**



**A. Work-Cost Agreements**

1. McKay Conant Hoover Inc (MCH) will provide the type and scope of services described for the maximum fee stated. MCH has budgeted to include reimbursable expenses within this fee.
2. MCH reserves the right to request an increase in the maximum fee if the project's scope or schedule change or if the project does not progress in a straightforward and customary manner. A prompt response to such a request will be expected.

**B. Charges**

1. MCH will charge hourly fees according to this schedule: Principals, Associate Principals, Supervisory Consultants and Professional Affiliates \$150 to \$220, Senior Consultants \$110 to \$155, Associate Consultants, Consultants and Staff Assistants, \$65 to \$135. Time spent in travel during normal business hours will be charged as time worked. MCH reserves the right to change its hourly rates.
2. Invoicing will be monthly in our standard format. Upon request, MCH will create a different project-specific format one (1) time without charge. MCH reserves the right to charge for further changes, including back-changes and additional account handling, on a T&M basis.

**C. Payments**

Invoices will be submitted monthly and be payable in United States dollars within 60 days. Invoiced amounts unpaid after ninety (90) days beyond invoice date shall be grounds for MCH to stop project work and apprise the owner of same, without penalty, until the agreed payment schedule is resumed. Unpaid invoices older than 120 days are subject to interest charges at prevailing rates.

**D. Insurance**

MCH carries comprehensive general liability insurance with a limit of \$1,000,000 per occurrence and \$2,000,000 aggregate. Worker's compensation insurance to the limits required by the State of California.

**E. Liability**

Notwithstanding any other provision of this Agreement, to the fullest extent permitted by law, the total liability, in the aggregate, of MCH and its officers, directors, partners, employees, agents, and subconsultants, to Client, and anyone claiming through or under Client, and to any third parties granted reliance for any claims, losses, costs, or damages whatsoever arising out of, resulting from or in any way relating to this Project or Agreement, from any cause or causes, including but not limited to tort (including negligence and professional errors and omissions), strict liability, breach of contract, or breach of warranty, shall not exceed the total compensation received by MCH or \$25,000, whichever is greater.

**Mutual Waiver of Consequential Damages.**

Notwithstanding any other provision of this Agreement, MCH and Client waive all consequential or special damages, including, but not limited to, loss of use, profits, revenue, business opportunity, or production, for claims, disputes, or other matters arising out of or relating to the Agreement or the services provided by MCH, regardless of whether such claim or dispute is based upon breach of contract, willful misconduct or negligent act or omission of either of them or their employees, agents, subconsultants, or other legal theory, even if the affected party has knowledge of the possibility of such damages. This mutual waiver shall survive termination or completion of this Agreement.

**F. Unforeseen Circumstances**

MCH will not be in default of its obligations to the extent that its performance is delayed or prevented by causes beyond its control, including but not limited to acts of God, delays in delivery by vendors, or other consultants, and strikes or other labor disturbances.

**G. Announcements**

Use of MCH's name in any announcements concerning the project for which MCH's services are performed, for promotional or advertising purposes, or in litigation with third parties, will require the prior written approval of MCH.

**H. Termination**

Either party may terminate this agreement at any time by written notice of the other. Such notice is effective upon receipt. In the event of such termination, MCH will be paid in accordance with this agreement for the services rendered and expenses incurred or committed to prior to the effective date of notice of termination.

**I. Ownership**

Designs, ideas, concepts, calculations and documents developed during the course of the project will remain the property of MCH.

**J. General**

This agreement constitutes the entire agreement between parties with respect to the subject matter hereof and supersedes all prior agreements, whether oral or written, between the parties with respect to such subject matter. Different or additional terms contained in documents supplied by client shall not apply. This agreement may be modified only by written agreement of client and MCH and is binding upon their respective successors and assigns.

STC/MFI/2025



McKAY CONANT HOOVER Inc

Downtown Library Reno - Bldg 150

Project Name: Tucson, AZ  
 Proposal Number:  
 Firm: McKay CONANT HOOVER INC.  
 Date Revised: February 5, 2026

Task No.	Basic Services	Totals	Billing Categories				Task Costs
			Principal-in-Charge	Supervisory Consultant Audiovisual	Consultant III Audiovisual	Consultant II Audiovisual	
1	<b>Conceptual Design/Schematic Design</b>		0.5	9	23	-	\$4,781
	Existing Building Site Survey Report Review			2	4		\$897
	Meeting (Web) / Program Verification			2	2		\$639
	SD Meeting (Web)			1	1		\$319
	SD Drawings / Sketches / Research			2	6		\$1,154
	SD Narrative			0.5	4		\$611
	Opinion of Probable Cost			1	4		\$706
	Project Admin		0.5	0.5	2		\$456
2	<b>Design Development</b>		-	8	32	8	\$6,594
	Meeting (Web)			2	2		\$639
	DD Drawings			2	20	8	\$3,905
	AV Coordination Drawings			1	4		\$706
	DD Spec Outline			1	2		\$448
	Revised Opinion of Probable Cost			1	2		\$448
	Project Admin			1	2		\$448
3	<b>Construction Documents 50%</b>		-	3	18	4	\$3,300
	CD Drawings			1	12	4	\$2,210
	CD Specs			1	4		\$706
	Revised Opinion of Probable Cost			0.5	1		\$224
	Project Admin			0.5	0.5		\$160
4	<b>Construction Documents 90%</b>		-	4	10	4	\$2,429
	Meeting (Web)			1	1		\$319
	CD Drawings (50 - 90%)			1	6	4	\$1,437
	CD Specs			0.5	2		\$353
	Revised Opinion of Probable Cost			0.5	0.5		\$160
	Project Admin			0.5	0.5		\$160
5	<b>Construction Documents 100%</b>		-	2	9	4	\$1,950
	CD Drawings (90 - 100%)			1	6	4	\$1,437
	CD Specs			0.5	2		\$353
	Project Admin			0.5	0.5		\$160
6	<b>Bidding / Permitting</b>		-	2	6	-	\$994
	Meeting (Web)				1		\$129
	Bidding / Permitting Revisions			0.5	2		\$353
	Qualified Contractor List				0.5		\$64
	Bid QA			1	2		\$448
7	<b>GMP Cost Review</b>		-	1.0	4.0	-	\$706
	Review Bids			1	4		\$706
8	<b>Construction Admin</b>		-	3	34	-	\$4,951
	Infrastructure Obsv. (In Person)			-	7		\$902
	Field Report			0.5	2		\$353
	Review Contractor Submittals			0.5	8		\$1,126
	Rack Review (Remote)			-	2		\$258
	RFIs / ASIs			1	4		\$706
	Sub Comp. Observation (In Person)			-	7		\$902
	Punch List			1	4		\$706
9	<b>Close-Out / Record Docs</b>		0.5	1.5	7.0	-	\$1,291
	Final Acceptance		-	0.5	1		\$224
	Project Admin / Record Docs		0.5	1	6		\$1,067
<b>Total Hours</b>			1	33	142	20	\$26,997
<b>Hourly Rate</b>			\$ 68.65	\$ 63.50	\$ 42.90	\$ 39.45	
<b>Fully Burdened Hourly Rate</b>			\$ 206.11	\$ 190.65	\$ 128.80	\$ 118.44	

Labor Costs	\$ 8,992
OH Rate @ 178%	\$ 16,005
Total Labor and Overhead	\$ 24,997
Profit @ 8%	\$ 2,000
<b>Total Labor, Overhead &amp; Profit</b>	<b>\$ 26,997</b>
Other Direct Costs (ODC)	
Printing	\$ -
Travel	\$ 354
Communications	\$ -
Instrumentation & Shipping	\$ -
Total Other Direct Costs	\$ 354
Subconsultants:	
Sub Name	\$ -
Sub Name	\$ -
	\$ -
Total Subconsultant Costs	\$ -
<b>Total ODC &amp; Subconsultants</b>	<b>\$ 354</b>
<b>Total Costs</b>	<b>\$ 27,351</b>



McKAY CONANT HOOVER inc

Downtown Library Reno - Bldg 136-140

Project Name: Tucson, AZ  
 Proposal Number:  
 Firm: McKAY CONANT HOOVER INC  
 Date Revised: February 5, 2026

Task No.	Basic Services	Totals	Billing Categories				Task Costs
			Principal-in-Charge	Supervisory Consultant Audiovisual	Consultant III Audiovisual	Consultant II Audiovisual	
1	<b>Conceptual Design/Schematic Design</b>		0.5	8	19	-	\$4,076
	Existing Building Site Survey Report Review			2	4		\$897
	Meeting (Web) / Program Verification			1	2		\$448
	SD Meeting (Web)			1	1		\$319
	SD Drawings / Sketches / Research			2	4		\$897
	SD Narrative			0.5	2		\$353
	Opinion of Probable Cost			1	4		\$706
	Project Admin		0.5	0.5	2		\$456
2	<b>Design Development</b>		-	7	24	8	\$5,373
	Meeting (Web)			2	2		\$639
	DD Drawings			1	12	8	\$2,684
	AV Coordination Drawings			1	4		\$706
	DD Spec Outline			1	2		\$448
	Revised Opinion of Probable Cost			1	2		\$448
	Project Admin			1	2		\$448
3	<b>Construction Documents 50%</b>		-	3	14	4	\$2,785
	CD Drawings			1	8	4	\$1,595
	CD Specs			1	4		\$706
	Revised Opinion of Probable Cost			0.5	1		\$224
	Project Admin			0.5	0.5		\$160
4	<b>Construction Documents 90%</b>		-	4	9	2	\$2,063
	Meeting (Web)			1	1		\$319
	CD Drawings (50 - 90%)			1	5	2	\$1,072
	CD Specs			0.5	2		\$353
	Revised Opinion of Probable Cost			0.5	0.5		\$160
	Project Admin			0.5	0.5		\$160
5	<b>Construction Documents 100%</b>		-	2	8	2	\$1,584
	CD Drawings (90 - 100%)			1	5	2	\$1,072
	CD Specs			0.5	2		\$353
	Project Admin			0.5	0.5		\$160
6	<b>Bidding / Permitting</b>		-	2	6	-	\$994
	Meeting (Web)				1		\$129
	Bidding / Permitting Revisions			0.5	2		\$353
	Qualified Contractor List				0.5		\$64
	Bid QA			1	2		\$448
7	<b>GMP Cost Review</b>		-	1.0	4.0	-	\$706
	Review Bids			1	4		\$706
8	<b>Construction Admin</b>		-	3	31	-	\$4,565
	Infrastructure Obsv. (In Person)			-	6		\$773
	Field Report			0.5	2		\$353
	Review Contractor Submittals			0.5	8		\$1,126
	Rack Review (Remote)			-	2		\$258
	RFIs / ASIs			1	4		\$706
	Sub Comp. Observation (In Person)			-	6		\$773
	Punch List			1	3		\$577
9	<b>Close-Out / Record Docs</b>		0.5	1.5	7.0	-	\$1,291
	Final Acceptance		-	0.5	1		\$224
	Project Admin / Record Docs		0.5	1	6		\$1,067
<b>Total Hours</b>			1	31	121	16	\$23,437
<b>Hourly Rate</b>			\$ 68.65	\$ 63.50	\$ 42.90	\$ 39.45	
<b>Fully Burdened Hourly Rate</b>			\$ 206.11	\$ 190.65	\$ 128.80	\$ 118.44	

Labor Costs	\$ 7,806
OH Rate @ 178%	\$ 13,895
Total Labor and Overhead	\$ 21,701
Profit @ 8%	\$ 1,736
<b>Total Labor, Overhead &amp; Profit</b>	<b>\$ 23,437</b>
Other Direct Costs (ODC)	
Printing	\$ -
Travel	\$ 354
Communications	\$ -
Instrumentation & Shipping	\$ -
<b>Total Other Direct Costs</b>	<b>\$ 354</b>
Subconsultants:	
Sub Name	\$ -
Sub Name	\$ -
	\$ -
<b>Total Subconsultant Costs</b>	<b>\$ -</b>
<b>Total ODC &amp; Subconsultants</b>	<b>\$ 354</b>
<b>Total Costs</b>	<b>\$ 23,791</b>

Rider Levett Bucknall

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Pima County Downtown Library Relocation Fee Proposal



Rider Levett Bucknall  
 33 West Congress Street  
 Suite 215  
 Tucson, Arizona 85701  
 T: +1 520 777 7581

MRM: FP: PCML  
 13 February 2026

**Henry Tom, FAIA, NCARB**  
 Principal  
 Line and Space, LLC  
 627 E. Speedway  
 Tucson, AZ 85705

Dear Mr. Tom:

**RE: PIMA COUNTY DOWNTOWN LIBRARY RELOCATION - COST CONSULTANCY SERVICES**

Thank you very much for inviting Rider Levett Bucknall (RLB) to submit a proposal to provide Cost Consultancy Services for the Pima County Downtown Library Relocation project. We understand that Pima County will utilize a Construction Manager at Risk delivery method. Our fees are based on statement of work summary dated January 8, 2026, in conjunction with our clarifications and exclusions. The budget has been established as \$14,000,000.

Documents provided include:

- "PC DT Library Summary Fee Instructions – RLB.pdf"
- "PC DT Library Contract SOW – LS Markups.pdf"
- "Exhibit B – PC Hourly Rate Information Table – Arch QCL – RLB 062624.pdf"

If the design submission or cost estimate structure changes from that which is listed below, RLB reserves the right to re-negotiate our fees.

**Consultant Proposed Fees**

Our fees are broken down per hour as requested below:

**Building 150 North Stone**

**Conceptual Design/Schematic Design (Review of CMAR cost only, no RLB Estimate)**

Description	Rate	Hours	Sum
Senior Cost Manager	\$193.69	24	\$4,648.56
<b>Total</b>		<b>24</b>	<b>\$4,648.56</b>

**RE: PIMA COUNTY DOWNTOWN LIBRARY RELOCATION - COST CONSULTANCY SERVICES**

**Building 150 North Stone**

**Design Development**

Description	Rate	Hours	Sum
Senior Cost Manager	\$193.69	80	\$15,495.20
Cost Manager	\$166.02	80	\$13,281.60
<b>Total</b>		<b>160</b>	<b>\$28,776.80</b>

**Building 150 North Stone**

**Construction Documents 50%**

Description	Rate	Hours	Sum
Senior Cost Manager	\$193.69	72	\$13,945.68
Cost Manager	\$166.02	64	\$10,625.28
<b>Total</b>		<b>136</b>	<b>\$24,570.96</b>

**Building 150 North Stone**

**Construction Documents 90%**

Description	Rate	Hours	Sum
Senior Cost Manager	\$193.69	40	\$7,747.60
Cost Manager	\$166.02	40	\$6,640.80
<b>Total</b>		<b>80</b>	<b>\$14,388.40</b>

**Building 150 North Stone**

**Construction Documents 100% (review of CMAR cost only)**

Description	Rate	Hours	Sum
Senior Cost Manager	\$193.69	24	\$4,648.56
Cost Manager	\$166.02	24	\$3,948.48
<b>Total</b>		<b>48</b>	<b>\$8,597.04</b>

**RE: PIMA COUNTY DOWNTOWN LIBRARY RELOCATION - COST CONSULTANCY SERVICES**

**Building 140 and 136 North Stone**

**Conceptual Design/Schematic Design (Review of CMAR cost only, no RLB Estimate)**

Description	Rate	Hours	Sum
Senior Cost Manager	\$193.69	12	\$2,324.28
<b>Total</b>		<b>12</b>	<b>\$2,324.28</b>

**Building 140 and 136 North Stone**

**Design Development**

Description	Rate	Hours	Sum
Senior Cost Manager	\$193.69	44	\$8,522.36
Cost Manager	\$166.02	40	\$6,640.80
<b>Total</b>		<b>84</b>	<b>\$15,163.16</b>

**Building 140 and 136 North Stone**

**Construction Documents 50%**

Description	Rate	Hours	Sum
Senior Cost Manager	\$193.69	44	\$8,522.36
Cost Manager	\$166.02	40	\$6,640.80
<b>Total</b>		<b>84</b>	<b>\$15,163.16</b>

**Building 140 and 136 North Stone**

**Construction Documents 90%**

Description	Rate	Hours	Sum
Senior Cost Manager	\$193.69	24	\$4,648.56
Cost Manager	\$166.02	32	\$5,312.64
<b>Total</b>		<b>56</b>	<b>\$9,961.20</b>

**RE: PIMA COUNTY DOWNTOWN LIBRARY RELOCATION - COST CONSULTANCY SERVICES**

**Building 140 and 136 North Stone**

**Construction Documents 100% (review of CMAR cost only)**

Description	Rate	Hours	Sum
Senior Cost Manager	\$193.69	24	\$4,648.56
Cost Manager	\$166.02	20	\$3,320.40
<b>Total</b>		<b>44</b>	<b>\$7,968.96</b>

**Total - \$131,562.52**

**Add Alternate**

**Cost Management Services for Value Engineering/Meetings Allowance (This is a Time and Material Allowance)**

Description	Rate	Hours	Sum
Senior Cost Manager	\$193.69	10	\$1,936.90
Cost Manager	\$166.02	0	\$0.00
<b>Total</b>		<b>10</b>	<b>\$1,936.90</b>

**Total with Add Alternate - \$131,562.52 + \$1,963.90 = \$133,499.42**

**Clarifications and Assumptions**

- RLB includes limited virtual meeting attendance concurrent with our deliverables above. (Add alternate for virtual meetings as well as cost management services to support value engineering is shown above)
- RLB assumes there will be no more than two GMPs (GMP 1 150 North Stone at 100%) (GMP 2 140 and 136 North Stone at 100%)
- We assume that we will receive full design packages at the milestones above.
- We assume that the CMAR will be engaged at concept design/schematic design and we will reconcile estimate at each phase that we prepare an estimate.
- RLB will require at least three (3) weeks to complete each draft estimate.
- We will review the CMAR's GMP at 100% CD at each package above. RLB will not complete any estimates after 90% CD or at Conceptual/Schematic Design.
- We assume one concept for each address (140 and 136 North Stone being one address) at the concept/schematic design phase
- All deliverables listed above in our proposal must be accepted jointly. If any item is removed, we reserve the right to adjust our fees.
- Demolition scope for each building will not be delivered separately.

**RE: PIMA COUNTY DOWNTOWN LIBRARY RELOCATION - COST CONSULTANCY SERVICES**

- We have assumed the following for deliverables:
  - 150 North Stone
    - Concept Design/Schematic Design – Review of CMAR Cost (1 estimate)
    - Design Development – RLB Independent Estimate and Reconciliation
    - Construction Documents 50% - RLB Independent Estimate and Reconciliation
    - Construction Documents 90% - RLB Independent Estimate and Reconciliation
    - Construction Documents 100% - Review of GMP Only
  - 140/136 North Stone
    - Concept Design/Schematic Design – Review of CMAR Cost (1 estimate)
    - Design Development – RLB Independent Estimate and Reconciliation
    - Construction Documents 50% - RLB Independent Estimate and Reconciliation
    - Construction Documents 90% - RLB Independent Estimate and Reconciliation
    - Construction Documents 100% - Review of GMP Only

**Exclusions**

Please note that our fees generally exclude out-of-pocket expenses (such as; airfares and travel outside the Greater Tucson area; color photocopying; reproduction costs associated with other consultants' documents), which are to be reimbursed at the actual cost to us. Reimbursables are not anticipated to be required for this project.

- detailed labor, material and equipment build-ups for any unit rates included within RLB's cost estimate(s)
- preparation of new cost estimates or amendments to our cost estimates necessitated by changes in the design or by further redesigns beyond the milestone exercise specifically included within this proposal
- Any CPM Scheduling services, which can be provided under separate fee proposal
- Cost estimating of hazardous material abatement
- Cost estimating for furniture, fixtures & equipment (FF&E)
- Cost estimating of any new or upgraded utilities that need to be brought into the building including the alley
- Any future phases outside of the original \$14,000,000 budget
- Any GMP packages beyond those listed above
- Value engineering services (see alternate). We have included ten (10) hours of Senior Cost Manager time. Any time spent beyond this will be billed on a time and material basis.
- Any civil or ADA work associated with the existing parking structure
- Any estimating services (both independent and reconciliation) of the parking garage lighting, site lighting, or electrical transformer relocation.

**RE: PIMA COUNTY DOWNTOWN LIBRARY RELOCATION - COST CONSULTANCY SERVICES**

Thank you for the opportunity to submit this proposal. If you find it acceptable as is, please sign below and return it to me.

Finally, thank you again for considering RLB. We sincerely appreciate it.

Yours sincerely,

A handwritten signature in blue ink that reads 'Megan Magee'.

**Megan Magee**  
Associate  
Rider Levett Bucknall Ltd

Accepted: \_\_\_\_\_  
Position / Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**Firm Name:** Rider Levett Bucknall Ltd.  
**Project /Contract Description** Pima County Architectural Services  
 Qualified Consultants List

**Overhead %** 149%  
**Profit %** 8%

	A	B	C	D
Discipline	Direct Labor Rate	Overhead	Profit	Billing Rate
Principal	\$ 108.00	\$ 160.63	\$ 21.49	\$ 290.12
Associate Principal	\$ 95.00	\$ 141.29	\$ 18.90	\$ 255.20
Associate	\$ 87.50	\$ 130.14	\$ 17.41	\$ 235.05
Senior Cost Manager	\$ 70.00	\$ 104.11	\$ 13.93	\$ 188.04
Senior Project Manager	\$ 70.00	\$ 104.11	\$ 13.93	\$ 188.04
Cost Manager	\$ 60.00	\$ 89.24	\$ 11.94	\$ 161.18
Project Manager	\$ 60.00	\$ 89.24	\$ 11.94	\$ 161.18
Administrative	\$ 32.00	\$ 47.59	\$ 6.37	\$ 85.96
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -

**Formulas:**

- (A) Direct Labor Rate
- (B) Overhead % x A
- (C) Profit % x (A+B)
- (D) Billing Rate (A+B+C)

**INSTRUCTIONS**

- 1.) Fill in firm name.
- 2.) Insert overhead
- 3.) Insert Profit
- 4.) List the personnel (discipline)
- 5.) Check your numbers

Otwell Associates

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Pima County Downtown Library Relocation Fee Proposal

**OTWELL**  
 ASSOCIATES  
 ARCHITECTS

January 17, 2026

Mr. Henry Tom FAIA  
 Line and Space, LLC  
 627 E. Speedway  
 Tucson, Arizona 85705

Proposal for Consulting Services

Project: Rehabilitation of 150 North Stone Avenue for the Pima County Library District  
 Architect: Line & Space, Tucson, Arizona

Dear Henry,

Otwell Associates Architects will provide programming and design assistance for adaptive re-use of the structure for the new main library.

Services include the following:

1. Review of documents provided by the County showing the original configuration and modifications over time. Analysis of current conditions and priorities for preservation of significant features.
2. AZSHPO review of proposed design for the new use, submit information and attend in person.
3. Pima County Historical Commission review, submit information and attend in person.
4. Review of construction documents for appropriateness of preservation treatments.

Proposed Fee: Hourly @ \$200 per hour, estimated total hours for consulting, 62.5 hours, \$12,500.

Expenses: 2 trips to Tucson @ \$1,750 each  
 1 trip to Phoenix @ \$1,000

Thank You for the opportunity,

William Otwell FAIA

123 EAST GOODWIN  
 PRESCOTT, ARIZONA 86303-3940  
 PHONE (928) 445-4951

TUCSON  
 LODGING  
 5 nights @ 171.00 = \$855.00  
 MEAL  
 5 @ \$80.00 = 400.00  
 CAR/MILEAGE  
 2 @ 422 = 844 x .725 = 611.90  
 \* 1866.90  
 SAY 1750.00

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PHX.  
 LODGING  
 2 nights @ 229 = 458.00  
 MEAL  
 3 @ 86.00 = 258.00  
 CAR/MILEAGE  
 2 @ 202 = 404 x .725 = 292.90  
 \* 1008.90  
 SAY 1000.00



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/10/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Risk Strategies Company 2040 Main Street, Suite 450 Irvine, CA 92614  www.risk-strategies.com                      CA DOI License No. 0F06675		<b>CONTACT NAME:</b> Sherry Young <b>PHONE (A/C, No, Ext):</b> 949-242-9237 <b>FAX (A/C, No):</b> <b>E-MAIL ADDRESS:</b> syoung@risk-strategies.com	
		<b>INSURER(S) AFFORDING COVERAGE</b>	
		<b>INSURER A:</b> Continental Casualty Co.	
		<b>INSURER B:</b>	
		<b>INSURER C:</b>	
		<b>INSURER D:</b>	
		<b>INSURER E:</b>	
		<b>INSURER F:</b>	
<b>INSURED</b> Line & Space, LLC 627 E. Speedway Tuscon AZ 85705		<b>NAIC #</b> 20443	

**COVERAGES**

CERTIFICATE NUMBER: 89642534

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED    RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability			AEH113783702	5/18/2025	5/18/2026	Per Claim: \$3,000,000 Aggregate: \$3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Projects as on file with the insured including but not limited to:  
 A&E Design Services: Downtown Library Relocation, PO2500039392.

**CERTIFICATE HOLDER****CANCELLATION**

Pima County Procurement Department  
 Design and Construction Division  
 Attn: Jordan Oliver  
 150 W. Congress St., 5th Fl.  
 Tucson AZ 85701

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

RSC Insurance Brokerage

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ACORD 25 (2016/03)

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# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/10/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Crest Insurance Group, LLC 5285 E. Williams Circle Suite 4500 Tucson AZ 85711	<b>CONTACT NAME:</b> Danel McCartin <b>PHONE (A/C. No. Ext):</b> 520-881-5760 <b>E-MAIL ADDRESS:</b> dmccartin@crestins.com		<b>FAX (A/C. No):</b> 520-325-3757
	<b>INSURER(S) AFFORDING COVERAGE</b>		
<b>INSURED</b> Line and Space, LLC 627 East Speedway Boulevard Tucson AZ 85705	LINEAND-01	INSURER A :	Cincinnati Insurance Company NAIC # 10677
		INSURER B :	Cincinnati Casualty Company 28665
		INSURER C :	
		INSURER D :	
		INSURER E :	
		INSURER F :	

**COVERAGES**

CERTIFICATE NUMBER: 87264752

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	Y	EPP 0216804	11/10/2025	11/10/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	<input type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	Y	Y	EPP 0216804	11/10/2025	11/10/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			EPP 0216804	11/10/2025	11/10/2026	EACH OCCURRENCE \$ 3,000,000 AGGREGATE \$ 3,000,000 \$
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	EWC 0368652	11/10/2025	11/10/2026	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**

Certificate holder and others when required in a written contract or agreement are Additional Insured (General Liability & Auto Liability). Coverage is Primary and Non-Contributory (General Liability & Auto Liability). Waiver of Subrogation (General Liability, Auto Liability & Worker's Compensation) applies. This form is subject to all policy forms, terms, endorsements, conditions definitions & exclusions.  
 Project: Architectural and Engineering Design Services: Northwest County Service Center (XNWHLC). Pima County is included as additional insured per the above and attached endorsements.

**CERTIFICATE HOLDER****CANCELLATION**

Pima County Procurement Department  
 Design and Construction Division  
 130 West Congress, 3rd Floor  
 Tucson AZ 85701

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Cody Ritchie

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## **WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT**

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule.

This agreement shall not operate directly or indirectly to benefit anyone not named in the Schedule.

Schedule

### **Blanket Waiver of Subrogation**

If you are required by a written contract or agreement, which is executed before a loss, to waive your rights of recovery from others, we agree to waive our rights of recovery.

This waiver of rights applies to any person or organization for whom the Named Insured has agreed by written contract to furnish this waiver, but shall not be construed to be a waiver with respect to any other operations in which the Insured has no contractual interest.

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.

(The information below is required only when this endorsement is issued subsequent to preparation of the policy.)

Endorsement Effective 11-10-2023 Policy No. EWC 036 86 52-11 Endorsement No.

Insured **LINE & SPACE LLC**

Insurance Company **THE CINCINNATI CASUALTY COMPANY**

Premium \$INCL

Countersigned by \_\_\_\_\_

**WC 00 03 13**

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

## CONTRACTORS' COMMERCIAL GENERAL LIABILITY BROADENED ENDORSEMENT

This endorsement modifies insurance provided under the following:

### COMMERCIAL GENERAL LIABILITY COVERAGE PART

#### A. Endorsement - Table of Contents:

<u>Coverage:</u>	<u>Begins on Page:</u>
1. Employee Benefit Liability Coverage.....	2
2. Unintentional Failure To Disclose Hazards.....	8
3. Damage To Premises Rented To You.....	8
4. Supplementary Payments.....	10
5. Medical Payments.....	10
6. 180 Day Coverage For Newly Formed Or Acquired Organizations.....	10
7. Waiver Of Subrogation.....	10
8. Automatic Additional Insured - Specified Relationships:.....	10
(a) Managers Or Lessors Of Premises	
(b) Lessor Of Leased Equipment	
(c) Vendors	
(d) State Or Governmental Agency Or Subdivision Or Political Subdivision - Permits Or Authorizations Relating To Premises	
(e) Mortgagee, Assignee Or Receiver	
9. Property Damage To Borrowed Equipment.....	13
10. Employees As Insureds - Specified Health Care Services And Good Samaritan Services.....	14
11. Broadened Notice Of Occurrence.....	14
12. Nonowned Aircraft.....	14
13. Bodily Injury Redefined.....	15
14. Expected Or Intended Injury Redefined.....	15
15. Former Employees As Insureds.....	15
16. Voluntary Property Damage Coverage and Care, Custody Or Control Liability Coverage.....	15
17. Broadened Contractual Liability - Work Within 50' Of Railroad Property.....	17
18. Alienated Premises.....	17

#### B. Limits Of Insurance:

The Commercial General Liability Limits of Insurance apply to the insurance provided by this endorsement, except as provided below:

##### 1. Employee Benefit Liability Coverage

Each Employee Limit: \$1,000,000  
Aggregate Limit: \$3,000,000  
Deductible Amount: \$ 1,000

##### 3. Damage To Premises Rented To You

The lesser of:

- The Each Occurrence Limit shown in the Declarations; or
- \$500,000 unless otherwise stated \$ \_\_\_\_\_

##### 4. Supplementary Payments

- Bail Bonds: \$2,500
- Loss Of Earnings: \$ 500

**5. Medical Payments**

Medical Expense Limit: \$10,000

**9. Property Damage To Borrowed Equipment**

Each Occurrence Limit: \$10,000  
 Deductible Amount: \$ 250

**16. Voluntary Property Damage Coverage (Coverage D) and Care, Custody Or Control Liability Coverage**

**Limits Of Insurance**

Voluntary Property Damage Coverage:  
 \$1,000 Each Occurrence  
 \$5,000 Aggregate  
 Care, Custody Or Control Liability Coverage:  
 \$5,000 Each Occurrence unless otherwise stated \$ \_\_\_\_\_

**Deductible Amount (Each Occurrence)**

Voluntary Property Damage Coverage: \$250  
 Care, Custody Or Control Liability Coverage: \$250 unless otherwise stated \$ \_\_\_\_\_

COVERAGE	PREMIUM BASIS (a) Area (b) Payroll (c) Gross Sales (d) Units (e) Other	RATE  (For Limits in Excess of \$5,000)	ADVANCE PREMIUM  (For Limits in Excess of \$5,000)
Care, Custody Or Control Liability			\$
<b>TOTAL ANNUAL PREMIUM</b>			<b>\$</b>

**C. Coverages**

**1. Employee Benefit Liability Coverage**

a. The following is added to **Section I - Coverages**:

**EMPLOYEE BENEFIT LIABILITY COVERAGE**

**(1) Insuring Agreement**

(a) We will pay those sums that the insured becomes legally obligated to pay as damages caused by any act, error or omission of the insured, or of any other person for whose acts the insured is legally liable, to which this insurance applies. We will have the right and duty to defend the insured against any "suit" seeking those damages. However, we will have no duty to defend against any "suit" seeking damages to which this insurance does not apply. We may, at our discretion, investigate any report of an act, error or omission and settle any claim or "suit" that may result. But:

1) The amount we will pay for damages is limited as described in **C. Coverages, 1. Employee Benefit Liability Coverage, c. Limits Of Insurance** of this endorsement; and

2) Our right and duty to defend ends when we have used up the applicable limit of insurance in the payment of judgments or settlements.

No other obligation or liability to pay sums or perform acts or services is covered unless explicitly provided for under Supplementary Payments.

(b) This insurance applies to damages only if the act, error or omission is negligently committed in the "administration" of your "employee benefit program"; and

1) Occurs during the policy period; or

2) Occurred prior to the "first effective date" of this endorsement provided:

a) You did not have knowledge of a claim or "suit" on or before the "first effective date" of this endorsement.

You will be deemed to have knowledge of a claim or "suit" when any insured listed under **C. Coverages, 1. Employee Benefit Liability Coverage, b. Who Is An Insured, (1)** of this endorsement or any "employee" authorized by you to give or receive notice of a claim or "suit":

i) Reports all, or any part, of the act, error or omission to us or any other insurer;

ii) Receives a written or verbal demand or claim for damages because of the act, error or omission; and

b) There is no other applicable insurance.

## (2) Exclusions

This insurance does not apply to:

(a) **Bodily Injury, Property Damage Or Personal And Advertising Injury**

"Bodily injury", "property damage" or "personal and advertising injury".

(b) **Dishonest, Fraudulent, Criminal Or Malicious Act**

Damages arising out of any intentional, dishonest,

fraudulent, criminal or malicious act, error or omission, committed by any insured, including the willful or reckless violation of any statute.

(c) **Failure To Perform A Contract**

Damages arising out of failure of performance of contract by any insurer.

(d) **Insufficiency Of Funds**

Damages arising out of an insufficiency of funds to meet any obligations under any plan included in the "employee benefit program".

(e) **Inadequacy Of Performance Of Investment/Advice Given With Respect To Participation**

Any claim based upon:

1) Failure of any investment to perform;

2) Errors in providing information on past performance of investment vehicles; or

3) Advice given to any person with respect to that person's decision to participate or not to participate in any plan included in the "employee benefit program".

(f) **Workers' Compensation And Similar Laws**

Any claim arising out of your failure to comply with the mandatory provisions of any workers' compensation, unemployment compensation insurance, social security or disability benefits law or any similar law.

(g) **ERISA**

Damages for which any insured is liable because of liability imposed on a fiduciary by the Employee Retirement Income Security Act of 1974, as now or hereafter amended, or by any similar federal, state or local laws.

**(h) Available Benefits**

Any claim for benefits to the extent that such benefits are available, with reasonable effort and cooperation of the insured, from the applicable funds accrued or other collectible insurance.

**(i) Taxes, Fines Or Penalties**

Taxes, fines or penalties, including those imposed under the Internal Revenue Code or any similar state or local law.

**(j) Employment-Related Practices**

Any liability arising out of any:

- 1) Refusal to employ;
- 2) Termination of employment;
- 3) Coercion, demotion, evaluation, reassignment, discipline, defamation, harassment, humiliation, discrimination or other employment-related practices, acts or omissions; or
- 4) Consequential liability as a result of 1), 2) or 3) above.

This exclusion applies whether the insured may be held liable as an employer or in any other capacity and to any obligation to share damages with or repay someone else who must pay damages because of the injury.

**(3) Supplementary Payments**

Section I - Supplementary Payments - Coverages A and B also apply to this Coverage, however 1.b. and 2. of the Supplementary Payments provision do not apply.

**b. Who Is An Insured**

As respects Employee Benefit Liability Coverage, Section II - Who Is An Insured is replaced by the following:

- (1) If you are designated in the Declarations as:

(a) An individual, you and your spouse are insureds, but only with respect to the conduct of a business of which you are the sole owner.

(b) A partnership or joint venture, you are an insured. Your members, your partners, and their spouses are also insureds but only with respect to the conduct of your business.

(c) A limited liability company, you are an insured. Your members are also insureds, but only with respect to the conduct of your business. Your managers are insureds, but only with respect to their duties as your managers.

(d) An organization other than a partnership, joint venture or limited liability company, you are an insured. Your "executive officers" and directors are insureds, but only with respect to their duties as your officers or directors. Your stockholders are also insureds, but only with respect to their liability as stockholders.

(e) A trust, you are an insured. Your trustees are also insureds, but only with respect to their duties as trustees.

(2) Each of the following is also an insured:

(a) Each of your "employees" who is or was authorized to administer your "employee benefit program";

(b) Any persons, organizations or "employees" having proper temporary authorization to administer your "employee benefit program" if you die, but only until your legal representative is appointed; or

(c) Your legal representative if you die, but only with respect to duties as such. That representative will have all your rights and duties under this Coverage Part.

(3) Any organization you newly acquire or form, other than a partnership, joint venture or limited liability company, and over which you maintain ownership or majority interest, will qualify as a Named Insured if no other similar insurance applies to that organization. However, coverage under this provision:

- (a) Is afforded only until the 180th day after you acquire or form the organization or the end of the policy period, whichever is earlier; and
- (b) Does not apply to any act, error or omission that was committed before you acquired or formed the organization.

**c. Limits Of Insurance**

As respects Employee Benefit Liability Coverage, **Section III - Limits Of Insurance** is replaced by the following:

- (1) The Limits of Insurance shown in Section **B. Limits Of Insurance, 1. Employee Benefit Liability Coverage** of this endorsement and the rules below fix the most we will pay regardless of the number of:
  - (a) Insureds;
  - (b) Claims made or "suits" brought;
  - (c) Persons or organizations making claims or bringing "suits";
  - (d) Acts, errors or omissions; or
  - (e) Benefits included in your "employee benefit program".
- (2) The Aggregate Limit shown in Section **B. Limits Of Insurance, 1. Employee Benefit Liability Coverage** of this endorsement is the most we will pay for all damages because of acts, errors or omissions negligently committed in the "administration" of your "employee benefit program".
- (3) Subject to the limit described in (2) above, the Each Employee Limit shown in Section **B. Limits Of Insurance, 1. Employee Benefit Liability Coverage** of this en-

dorsement is the most we will pay for all damages sustained by any one "employee", including damages sustained by such "employee's" dependents and beneficiaries, as a result of:

- (a) An act, error or omission; or
- (b) A series of related acts, errors or omissions, regardless of the amount of time that lapses between such acts, errors or omissions;

negligently committed in the "administration" of your "employee benefit program".

However, the amount paid under this endorsement shall not exceed, and will be subject to the limits and restrictions that apply to the payment of benefits in any plan included in the "employee benefit program."

**(4) Deductible Amount**

- (a) Our obligation to pay damages on behalf of the insured applies only to the amount of damages in excess of the Deductible Amount shown in Section **B. Limits Of Insurance, 1. Employee Benefit Liability Coverage** of this endorsement as applicable to Each Employee. The limits of insurance shall not be reduced by the amount of this deductible.
- (b) The Deductible Amount shown in Section **B. Limits Of Insurance, 1. Employee Benefit Liability Coverage** of this endorsement applies to all damages sustained by any one "employee", including such "employee's" dependents and beneficiaries, because of all acts, errors or omissions to which this insurance applies.
- (c) The terms of this insurance, including those with respect to:
  - 1) Our right and duty to defend the insured against any "suits" seeking those damages; and

- 2) Your duties, and the duties of any other involved insured, in the event of an act, error or omission, or claim;

apply irrespective of the application of the Deductible Amount.

- (d) We may pay any part or all of the Deductible Amount to effect settlement of any claim or "suit" and, upon notification of the action taken, you shall promptly reimburse us for such part of the Deductible Amount as we have paid.

#### d. Additional Conditions

As respects Employee Benefit Liability Coverage, **Section IV - Commercial General Liability Conditions** is amended as follows:

- (1) Item 2. Duties In The Event Of Occurrence, Offense, Claim Or Suit is replaced by the following:

#### 2. Duties In The Event Of An Act, Error, Omission, Claim Or Suit

- a. You must see to it that we are notified as soon as practicable of an act, error or omission which may result in a claim. To the extent possible, notice should include:

- (1) What the act, error or omission was and when it occurred; and
- (2) The names and addresses of anyone who may suffer damages as a result of the act, error or omission.

- b. If a claim is made or "suit" is brought against any insured, you must:

- (1) Immediately record the specifics of the claim or "suit" and the date received; and
- (2) Notify us as soon as practicable.

You must see to it that we receive written notice of the claim or "suit" as soon as practicable.

- c. You and any other involved insured must:

- (1) Immediately send us copies of any demands, notices, summonses or legal papers received in connection with the claim or "suit";
- (2) Authorize us to obtain records and other information;
- (3) Cooperate with us in the investigation or settlement of the claim or defense against the "suit"; and
- (4) Assist us, upon our request, in the enforcement of any right against any person or organization which may be liable to the insured because of an act, error or omission to which this insurance may also apply.

- d. No insured will, except at that insured's own cost, voluntarily make a payment, assume any obligation, or incur any expense without our consent.

- (2) Item 4. Other Insurance is replaced by the following:

#### 4. Other Insurance

If other valid and collectible insurance is available to the insured for a loss we cover under this Employee Benefit Liability Coverage, our obligations are limited as follows:

##### a. Primary Insurance

This insurance is primary except when c. below applies. If this insurance

is primary, our obligations are not affected unless any of the other insurance is also primary. Then, we will share with all that other insurance by the method described in Paragraph **b.** below.

**b. Method Of Sharing**

If all of the other insurance permits contribution by equal shares, we will follow this method also. Under this approach each insurer contributes equal amounts until it has paid its applicable limit of insurance or none of the loss remains, whichever comes first.

If any of the other insurance does not permit contribution by equal shares, we will contribute by limits. Under this method, each insurer's share is based on the ratio of its applicable limit of insurance to the total applicable limits of insurance of all insurers.

**c. No Coverage**

This insurance shall not cover any loss for which the insured is entitled to recovery under any other insurance in force previous to the effective date of this Employee Benefit Liability Coverage.

**e. Additional Definitions**

As respects Employee Benefit Liability Coverage, **Section V - Definitions** is amended as follows:

(1) The following definitions are added:

1. "Administration" means:
  - a. Providing information to "employees", including their dependents and beneficiaries, with respect to eligibility for or

scope of "employee benefit programs";

- b. Interpreting the "employee benefit programs";
- c. Handling records in connection with the "employee benefit programs"; or
- d. Effecting, continuing or terminating any "employee's" participation in any benefit included in the "employee benefit program".

However, "administration" does not include:

- a. Handling payroll deductions; or
  - b. The failure to effect or maintain any insurance or adequate limits of coverage of insurance, including but not limited to unemployment insurance, social security benefits, workers' compensation and disability benefits.
2. "Cafeteria plans" means plans authorized by applicable law to allow "employees" to elect to pay for certain benefits with pre-tax dollars.
  3. "Employee benefit programs" means a program providing some or all of the following benefits to "employees", whether provided through a "cafeteria plan" or otherwise:
    - a. Group life insurance; group accident or health insurance; dental, vision and hearing plans; and flexible spending accounts; provided that no one other than an "employee" may subscribe to such benefits and such benefits are made generally available to those "employees" who satisfy the plan's eligibility requirements;

- b. Profit sharing plans, employee savings plans, employee stock ownership plans, pension plans and stock subscription plans, provided that no one other than an "employee" may subscribe to such benefits and such benefits are made generally available to all "employees" who are eligible under the plan for such benefits;
  - c. Unemployment insurance, social security benefits, workers' compensation and disability benefits; and
  - d. Vacation plans, including buy and sell programs; leave of absence programs, including military, maternity, family, and civil leave; tuition assistance plans; transportation and health club subsidies.
4. "First effective date" means the date upon which coverage was first effected in a series of uninterrupted renewals of insurance coverage.
- (2) The following definitions are deleted in their entirety and replaced by the following:
- 5. "Employee" means a person actively employed, formerly employed, on leave of absence or disabled, or retired. "Employee" includes a "leased worker". "Employee" does not include a "temporary worker".
  - 18. "Suit" means a civil proceeding in which money damages because of an act, error or omission to which this insurance applies are alleged. "Suit" includes:
    - a. An arbitration proceeding in which such damages are claimed and to which the insured must submit or does submit with our consent;
    - b. Any other alternative dispute resolution proceeding in which such damages are claimed and to which the insured submits with our consent; or
    - c. An appeal of a civil proceeding.
2. **Unintentional Failure To Disclose Hazards**
- Section IV - Commercial General Liability Conditions, 6. Representations** is amended by the addition of the following:
- Based on our dependence upon your representations as to existing hazards, if unintentionally you should fail to disclose all such hazards at the inception date of your policy, we will not reject coverage under this Coverage Part based solely on such failure.
3. **Damage To Premises Rented To You**
- a. The last paragraph of **2. Exclusions** under **Section I - Coverage A - Bodily Injury And Property Damage Liability** is replaced by the following:
 

Exclusions **c.** through **n.** do not apply to damage by fire, explosion, lightning, smoke or soot to premises while rented to you or temporarily occupied by you with permission of the owner, for which the amount we will pay is limited to the Damage To Premises Rented To You Limit as described in Section **III** - Limits Of Insurance.
  - b. The insurance provided under Section **I** - Coverage **A** - Bodily Injury And Property Damage Liability applies to "property damage" arising out of water damage to premises that are both rented to and occupied by you.
 

As respects Water Damage Legal Liability, as provided in Paragraph **3.b.** above:

The exclusions under Section **I** - Coverage **A** - Bodily Injury And Property Damage Liability, **2. Exclusions**, other than **i.** War and the Nuclear Energy Liability Exclusion (Broad Form), are deleted and the following are added:

This insurance does not apply to:

    - (a) "Property damage":

- (i) Assumed in any contract or agreement; or
- (ii) Caused by or resulting from any of the following:
  - 1) Wear and tear;
  - 2) Rust or other corrosion, decay, deterioration, hidden or latent defect or any quality in property that causes it to damage or destroy itself;
  - 3) Smog;
  - 4) Mechanical breakdown, including rupture or bursting caused by centrifugal force;
  - 5) Settling, cracking, shrinking or expansion;
  - 6) Nesting or infestation, or discharge or release of waste products or secretions, by insects, birds, rodents or other animals; or
  - 7) Presence, growth, proliferation, spread or any activity of fungus, including mold or mildew, and any mycotoxins, spores, scents or byproducts produced or released by fungi.
- (b) "Property damage" caused directly or indirectly by any of the following:
  - (i) Earthquake, volcanic eruption, landslide or any other earth movement;
  - (ii) Water that backs up or overflows or is otherwise discharged from a sewer, drain, sump, sump pump or related equipment;
  - (iii) Water under the ground surface pressing on, or flowing or seeping through:
    - 1) Foundations, walls, floors or paved surfaces;
    - 2) Basements, whether paved or not; or
    - 3) Doors, windows or other openings.
- (c) "Property damage" caused by or resulting from water that leaks or flows from plumbing, heating, air

conditioning, fire protection systems, or other equipment, caused by or resulting from freezing, unless:

- (i) You did your best to maintain heat in the building or structure; or
  - (ii) You drained the equipment and shut off the water supply if the heat was not maintained.
- (d) "Property damage" to:
- (i) Plumbing, heating, air conditioning, fire protection systems, or other equipment or appliances; or
  - (ii) The interior of any building or structure, or to personal property in the building or structure, caused by or resulting from rain, snow, sleet or ice, whether driven by wind or not.

#### c. Limit Of Insurance

With respect to the insurance afforded in Paragraphs **3.a.** and **3.b.** above, the Damage To Premises Rented To You Limit as shown in the Declarations is amended as follows:

- (1) Paragraph **6.** of Section **III** - Limits Of Insurance is replaced by the following:
  - 6.** Subject to Paragraph **5.** above, the Damage To Premises Rented To You Limit is the most we will pay under Coverage **A** - Bodily Injury And Property Damage Liability for damages because of "property damage" to any one premises:
    - a.** While rented to you, or temporarily occupied by you with permission of the owner;
    - b.** In the case of damage by fire, explosion, lightning, smoke or soot, while rented to you; or
    - c.** In the case of damage by water, while rented to and occupied by you.
- (2) The most we will pay is limited as described in Section **B.** Limits Of

Insurance, **3. Damage To Premises Rented To You** of this endorsement.

#### 4. Supplementary Payments

Under **Section I - Supplementary Payments - Coverages A and B:**

- a. Paragraph **1.b.** is replaced by the following:

Up to the limit shown in **Section B. Limits Of Insurance, 4.a.** Bail Bonds of this endorsement for cost of bail bonds required because of accidents or traffic law violations arising out of the use of any vehicle to which the Bodily Injury Liability Coverage applies. We do not have to furnish these bonds.

- b. Paragraph **1.d.** is replaced by the following:

All reasonable expenses incurred by the insured at our request to assist us in the investigation or defense of the claim or "suit", including actual loss of earnings up to the limit shown in **Section B. Limits Of Insurance, 4.b.** Loss Of Earnings of this endorsement per day because of time off from work.

#### 5. Medical Payments

The Medical Expense Limit of Any One Person as shown in the Declarations is amended to the limit shown in **Section B. Limits Of Insurance, 5. Medical Payments** of this endorsement.

#### 6. 180 Day Coverage For Newly Formed Or Acquired Organizations

**Section II - Who Is An Insured** is amended as follows:

Subparagraph **a.** of Paragraph **3.** is replaced by the following:

- a. Coverage under this provision is afforded only until the 180th day after you acquire or form the organization or the end of the policy period, whichever is earlier;

#### 7. Waiver Of Subrogation

**Section IV - Commercial General Liability Conditions, 8. Transfer Of Rights Of Recovery Against Others To Us** is amended by the addition of the following:

We waive any right of recovery against any additional insured under this endorsement, because of any payment we make under this endorsement, to whom

the insured has waived its right of recovery in a written contract, written agreement, written permit or written authorization. Such waiver by us applies only to the extent that the insured has waived its right of recovery against such additional insured prior to loss.

#### 8. Automatic Additional Insured - Specified Relationships

- a. The following is added to **Section II - Who Is An Insured:**

(1) Any person(s) or organization(s) described in Paragraph **8.a.(2)** of this endorsement (hereinafter referred to as additional insured) whom you are required to add as an additional insured under this Coverage Part by reason of a written contract, written agreement, written permit or written authorization.

(2) Only the following persons or organizations are additional insureds under this endorsement, and insurance coverage provided to such additional insureds is limited as provided herein:

##### (a) Managers Or Lessors Of Premises

The manager or lessor of a premises leased to you you are required per Paragraph **8.a.(1)** of this endorsement to provide insurance, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by you or those acting on your behalf in connection with the ownership, maintenance or use of that part of the premises leased to you, subject to the following additional exclusions:

This insurance does not apply to:

(i) Any "occurrence" which takes place after you cease to be a tenant in that premises;

(ii) Structural alterations, new construction or demolition operations performed by or on be-

half of such additional insured.

**(b) Lessor Of Leased Equipment**

Any person(s) or organization(s) from whom you lease equipment you are required per Paragraph **8.a.(1)** of this endorsement to provide insurance. Such person(s) or organization(s) are insureds only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your maintenance, operation or use of equipment leased to you by such person(s) or organization(s). A person's or organization's status as an additional insured under this endorsement ends when their contract or agreement with you for such leased equipment ends. However, this insurance does not apply to any "occurrence" which takes place after the equipment lease expires.

**(c) Vendors**

Any person or organization (referred to below as vendor) you are required per Paragraph **8.a.(1)** of this endorsement to provide insurance, but only with respect to liability for "bodily injury" or "property damage" arising out of "your products" which are distributed or sold in the regular course of the vendor's business, subject to the following additional exclusions:

- (i) The insurance afforded the vendor does not apply to:
  - 1) "Bodily injury" or "property damage" for which the vendor is obligated to pay damages by reason of the assumption of liability in a contract or agreement. This exclusion does not apply to liability for

damages that the vendor would have in the absence of the contract or agreement;

- 2) Any express warranty unauthorized by you;
- 3) Any physical or chemical change in the product made intentionally by the vendor;
- 4) Repackaging, except when unpacked solely for the purpose of inspection, demonstration, testing, or the substitution of parts under instructions from the manufacturer, and then repackaged in the original container;
- 5) Any failure to make such inspections, adjustments, tests or servicing as the vendor has agreed to make or normally undertakes to make in the usual course of business, in connection with the distribution or sale of the products;
- 6) Demonstration, installation, servicing or repair operations, except such operations performed at the vendor's premises in connection with the sale of the product;
- 7) Products which, after distribution or sale by you, have been labeled or re-labeled or used as a container, part or ingredient of any other thing or substance by or for the vendor; or

8) "Bodily injury" or "property damage" arising out of the sole negligence of the vendor for its own acts or omissions or those of its employees or anyone else acting on its behalf. However, this exclusion does not apply to:

a) The exceptions contained in Paragraphs (c)(i)4 or 6 of this endorsement; or

b) Such inspections, adjustments, tests or servicing as the vendor has agreed to make or normally undertakes to make in the usual course of business, in connection with the distribution or sale of the products.

(ii) This insurance does not apply to any insured person or organization:

1) From whom you have acquired such products, or any ingredient, part or container, entering into, accompanying or containing such products; or

2) When liability included within the "products-completed operations hazard" has been excluded under this Coverage Part with respect to such products.

(d) **State Or Governmental Agency Or Subdivision Or Political Subdivision -**

### **Permits Or Authorizations Relating To Premises**

Any state or governmental agency or subdivision or political subdivision you are required per Paragraph **8.a.(1)** of this endorsement to provide insurance, subject to the following additional provision:

This insurance applies only with respect to the following hazards for which the state or governmental agency or subdivision or political subdivision has issued a permit or authorization in connection with premises you own, rent or control and to which this insurance applies:

(i) The existence, maintenance, repair, construction, erection or removal of advertising signs, awnings, canopies, cellar entrances, coal holes, driveways, manholes, marquees, hoist away openings, sidewalk vaults, street banners or decorations and similar exposures;

(ii) The construction, erection or removal of elevators; or

(iii) The ownership, maintenance or use of any elevators covered by this insurance.

(e) **Mortgagee, Assignee Or Receiver**

Any person or organization you are required per Paragraph **8.a.(1)** of this endorsement to provide insurance, but only with respect to their liability as mortgagee, assignee or receiver and arising out of the ownership, maintenance or use of the premises by you. However, this insurance does not apply to structural alterations, new construction and demolition operations performed by or for that person or organization.

(3) The insurance afforded to additional insureds described in Paragraph **8.a.(1)** of this endorsement:

- (a) Only applies to the extent permitted by law;
- (b) Will not be broader than that which you are required by the written contract, written agreement, written permit or written authorization to provide for such additional insured; and
- (c) Does not apply to any person, organization, vendor, state, governmental agency or subdivision or political subdivision, specifically named as an additional insured under any other provision of, or endorsement added to, this Coverage Part, provided such other provision or endorsement covers the injury or damage for which this insurance applies.

b. With respect to the insurance afforded to the additional insureds described in Paragraph **8.a.(1)** of this endorsement, the following is added to **Section III - Limits Of Insurance**:

The most we will pay on behalf of the additional insured is the amount of insurance:

- (1) Required by the written contract, written agreement, written permit or written authorization described in Paragraph **8.a.(1)** of this endorsement. For the purpose of determining the required amount of insurance only, we will include the minimum amount of any Umbrella liability or Excess Liability coverage required for that additional insured in that written contract, written agreement, written permit or written authorization; or
- (2) Available under the applicable limits of insurance;

whichever is less.

This endorsement shall not increase the applicable limits of insurance.

c. **Section IV - Commercial General Liability Conditions** is amended to include the following:

#### **Automatic Additional Insured Provision**

This insurance applies only if the "bodily injury" or "property damage" occurs, or the "personal and advertising injury" offense is committed:

- (1) During the policy period; and
- (2) Subsequent to your execution of the written contract or written agreement, or the issuance of a written permit or written authorization, described in Paragraph **8.a.(1)**.

d. **Section IV - Commercial General Liability Conditions** is amended as follows:

Condition **4**. Other Insurance is amended to include:

#### **Primary And Noncontributory Insurance**

This insurance is primary to and will not seek contribution from any other insurance available to an additional insured per Paragraph **8.a.(1)** of this endorsement provided that:

- (1) The additional insured is a Named Insured under such other insurance; and
- (2) You have agreed in writing in a contract, agreement, permit or authorization described in **8.a.(2)** of this endorsement that this insurance would be primary and would not seek contribution from any other insurance available to the additional insured.

#### **9. Property Damage To Borrowed Equipment**

a. The following is added to Exclusion **2.j**. Damage To Property under Section **I - Coverage A - Bodily Injury And Property Damage Liability**:

Paragraphs **(3)** and **(4)** of this exclusion do not apply to tools or equipment loaned to you, provided they are not being used to perform operations at the time of loss.

b. With respect to the insurance provided by this section of the endorsement, the following additional provisions apply:

- (1) The Limits of Insurance shown in the Declarations are replaced by the limits shown in Section **B**.

Limits Of Insurance, **9. Property Damage To Borrowed Equipment** of this endorsement with respect to coverage provided by this endorsement. These limits are inclusive of and not in addition to the limits being replaced. The Limits of Insurance shown in Section **B. Limits Of Insurance, 9. Property Damage To Borrowed Equipment** of this endorsement fix the most we will pay in any one "occurrence" regardless of the number of:

- (a) Insureds;
- (b) Claims made or "suits" brought; or
- (c) Persons or organizations making claims or bringing "suits".

**(2) Deductible Clause**

- (a) Our obligation to pay damages on your behalf applies only to the amount of damages for each "occurrence" which are in excess of the Deductible Amount shown in Section **B. Limits Of Insurance, 9. Property Damage To Borrowed Equipment** of this endorsement. The limits of insurance will not be reduced by the application of such deductible amount.
- (b) Section **IV - Commercial General Liability Conditions, 2. Duties In The Event Of Occurrence, Offense, Claim Or Suit**, applies to each claim or "suit" irrespective of the amount.
- (c) We may pay any part or all of the deductible amount to effect settlement of any claim or "suit" and, upon notification of the action taken, you shall promptly reimburse us for such part of the deductible amount as has been paid by us.

**10. Employees As Insureds - Specified Health Care Services And Good Samaritan Services**

Paragraph **2.a.(1)(d)** under Section **II - Who Is An Insured** does not apply to:

- 1) Your "employees" who provide professional health care services on your behalf as a duly licensed nurse, emergency medical technician or paramedic in the jurisdiction where an "occurrence" or offense to which this insurance applies takes place; or
- 2) Your "employees" or "volunteer workers", other than an employed or volunteer doctor, providing first aid or good samaritan services during their work hours for you will be deemed to be acting within the scope of their employment by you or performing duties related to the conduct of your business.

**11. Broadened Notice Of Occurrence**

Paragraph **a.** of Condition **2. Duties In The Event Of Occurrence, Offense, Claim Or Suit** under Section **IV - Commercial General Liability Conditions** is replaced by the following:

- a. You must see to it that we are notified as soon as practicable of an "occurrence" or an offense which may result in a claim. To the extent possible, notice should include:
  - (1) How, when and where the "occurrence" or offense took place;
  - (2) The names and addresses of any injured persons and witnesses; and
  - (3) The nature and location of any injury or damage arising out of the "occurrence" or offense.

This requirement applies only when the "occurrence" or offense is known to any insured listed under Paragraph **1.**, of Section **II - Who Is An Insured** or any "employee" authorized by you to give or receive notice of an "occurrence" or offense.

**12. Nonowned Aircraft**

The following is added to Exclusion **2.g. Aircraft, Auto Or Watercraft** under Section **I - Coverage A - Bodily Injury And Property Damage Liability**:

This exclusion does not apply to an aircraft you do not own, provided that:

- a. The pilot in command holds a current effective certificate, issued by a duly constituted authority of the United States of America or Canada, designating that person as a commercial or airline transport pilot;

- b. The aircraft is rented with a trained, paid crew; and
- c. The aircraft does not transport persons or cargo for a charge.

**13. Bodily Injury Redefined**

**Section V - Definitions, 3.** "Bodily injury" is replaced by the following:

- 3. "Bodily injury" means bodily harm or injury, sickness, disease, disability, humiliation, shock, fright, mental anguish or mental injury, including care, loss of services or death resulting from any of these at any time.

**14. Expected Or Intended Injury Redefined**

The last sentence of Exclusion **2.a. Expected Or Intended Injury** under **Section I - Coverage A - Bodily Injury And Property Damage Liability** is replaced by the following:

This exclusion does not apply to "bodily injury" or "property damage" resulting from the use of reasonable force to protect persons or property.

**15. Former Employees As Insureds**

The following is added to Paragraph **2.** under **Section II - Who Is An Insured:**

- 2. Each of the following is also an insured:

Any of your former "employees", directors, managers, members, partners or "executive officers", including but not limited to retired, disabled or those on leave of absence, but only for acts within the scope of their employment by you or for duties related to the conduct of your business.

**16. Voluntary Property Damage Coverage**

- a. **Section I - Coverages** is amended to include the following:

**COVERAGE D - VOLUNTARY PROPERTY DAMAGE COVERAGE**

**(1) Insuring Agreement**

- (a) We will pay the cost to repair or replace "property damage" to property of others arising out of operations incidental to your business when:

- 1) Damage is caused by you; or

- 2) Damage occurs while in your possession.

At your written request, we will make this payment regardless of whether you are at fault for the "property damage".

If you, at our request, replace, or make any repairs to, damaged property of others, the amount we will pay under Voluntary Property Damage Coverage will be determined by your actual cost to replace or repair the damaged property, excluding any profit or overhead.

Any payment we make under Voluntary Property Damage Coverage shall not be interpreted as an admission of liability by you or by us.

It shall be your duty, not our duty, to defend any claim or "suit" to which this insurance applies.

No other obligation or liability to pay sums or perform acts or services is covered.

- (b) This insurance applies to "property damage" only if:

- 1) The "property damage" takes place in the "coverage territory"; and
- 2) The "property damage" occurs during the policy period.

**(2) Exclusions**

This insurance does not apply to "property damage" that would be excluded by Coverage **A - Bodily Injury And Property Damage Liability, 2. Exclusions**, except for **j. Damage To Property, Paragraphs (3), (4), (5) and (6), k. Damage To Your Product, and l. Damage To Your Work.**

**(3) Definitions**

For purposes of Voluntary Property Damage Coverage only, the following definitions under **Section V - Definitions** are replaced by the following:

13. "Occurrence" means an incident, including continuous or repeated exposure to substantially the same general harmful conditions that result in "property damage".

17. "Property damage" means physical injury to tangible property. Electronic data is not tangible property, and "property damage" does not include disappearance, abstraction or theft.

As used in this definition, electronic data means information, facts or programs, stored as or on, created or used on, transmitted to or from computer software, including systems and applications software, hard or floppy disks, CD-ROMs, tapes, drives, cells, data processing devices or any other media which are used with electronically controlled equipment.

**b. Care, Custody Or Control Liability Coverage**

For purposes of the coverage provided by Care, Custody Or Control Liability Coverage in this endorsement only:

(1) Section **I** - Coverage **A** - Bodily Injury And Property Damage Liability, **2**. Exclusions, **j**, Damage To Property, Paragraphs **(3)**, **(4)** and **(5)** do not apply to "property damage" to the property of others described therein.

(2) It shall be your duty, not our duty, to defend any claim or "suit" to which this insurance applies.

No other obligation or liability to pay sums or perform acts or services is covered.

This Paragraph **(2)** supersedes any provision in the Coverage Part to the contrary.

(3) "Property damage" for which Care, Custody Or Control Liability Coverage provides coverage shall be deemed to be caused by an "occurrence" but shall not serve to limit or restrict the applicability of any exclusion for

"property damage" under this Coverage Part.

**c. Limits Of Insurance And Deductibles**

For purposes of the coverage provided by Voluntary Property Damage Coverage and Care, Custody Or Control Liability Coverage, **Section III - Limits Of Insurance** is amended to include the following:

(1) The Limits of Insurance shown in the Declarations are replaced by the limits shown in Section **B**. Limits Of Insurance, **16**. Voluntary Property Damage Coverage and Care, Custody Or Control Liability Coverage in this endorsement. These limits are inclusive of, and not in addition to, the limits being replaced. The Limits of Insurance shown in the Schedule fix the most we will pay regardless of the number of:

(a) Insureds;

(b) Claims made or "suits" brought; or

(c) Persons or organizations making claims or bringing "suits".

(2) (a) Subject to **(3)** below, the Voluntary Property Damage Coverage Each Occurrence Limit Of Insurance is the most we will pay for the sum of damages under Voluntary Property Damage Coverage;

(b) The Care, Custody Or Control Liability Coverage Each Occurrence Limit Of Insurance is the most we will pay for the sum of damages under Care, Custody Or Control Liability Coverage;

because of all "property damage" arising out of any one "occurrence".

(3) The Voluntary Property Damage Coverage, Aggregate Limit Of Insurance is the most we will pay for the sum of all damages under Voluntary Property Damage Coverage. This limit applies separately to each "coverage term".

(4) **Deductible Clause**

- (a) Our obligation to pay damages on your behalf applies only to the amount of damages for each "occurrence" which are in excess of the Deductible Amount shown in Section **B. Limits Of Insurance, 16. Voluntary Property Damage Coverage and Care, Custody Or Control Liability Coverage.** The limits of insurance will not be reduced by the application of such Deductible Amount.
- (b) Section **IV - Commercial General Liability Conditions, 2. Duties In The Event Of Occurrence, Offense, Claim Or Suit,** applies to each claim or "suit" irrespective of the amount.
- (c) We may pay any part or all of the Deductible Amount to effect settlement of any claim or "suit" and, upon notification of the action taken,

you shall promptly reimburse us for such part of the Deductible Amount as has been paid by us.

**17. Broadened Contractual Liability - Work Within 50' Of Railroad Property**

**Section V - Definitions, 9.** "Insured contract" is amended as follows:

- a. Paragraph **c.** is replaced by the following:
  - c. Any easement or license agreement;
- b. Paragraph **f.(1)** is deleted in its entirety.

**18. Alienated Premises**

Exclusion **2j.** Damage To Property, Paragraph **(2)** under Section **I - Coverage A - Bodily Injury And Property Damage Liability** does not apply if the premises are "your work".

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**ADDITIONAL INSURED - DESIGNATED  
PERSON OR ORGANIZATION**

This endorsement modifies insurance provided under the following:

**BUSINESS AUTO COVERAGE FORM**

This endorsement changes the policy effective on the inception date of the policy unless another date is indicated below.

Endorsement Effective: 11-10-2025	Policy Number: EBA 021 68 04
Named Insured: <b>LINE &amp; SPACE LLC, LINE AND SPA</b>	
Countersigned by:	

(Authorized Representative)

The person or organization named in the following schedule is an "insured" to the extent of their liability for the conduct of another "insured" as provided in **SECTION II - COVERED AUTOS LIABILITY COVERAGE, A. Coverage, 1. Who is an Insured**, Paragraph c.

**Schedule**

Additional Insured

**PIMA COUNTY PROCUREMENT**

Address:

**ATTN: MALL SAGE, CONTRACTS OFFICER  
130 W CONGRESS ST FL 3  
TUCSON, AZ 85701-1317**

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

## **BLANKET WAIVER OF SUBROGATION - AUTO**

This endorsement modifies insurance provided under the following:

### **BUSINESS AUTO COVERAGE FORM**

This endorsement changes the policy effective on the inception date of the policy unless another date is indicated below.

Endorsement Effective: <b>11-10-2025</b>	Policy Number: <b>EBA 021 68 04</b>
Named Insured: <b>LINE &amp; SPACE LLC, LINE AND SPA</b>	
Countersigned by:	

(Authorized Representative)

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by the endorsement.

#### **1. Blanket Waiver of Subrogation**

**SECTION IV - BUSINESS AUTO CONDITIONS, A. Loss Conditions, 5. Transfer of Rights of Recovery Against Others to Us** is amended by the addition of the following:

We waive any right of recovery we may have against any person or organization because of

payments we make for "bodily injury" or "property damage" arising out of the operation of a covered "auto" when you have assumed liability for such "bodily injury" or "property damage" under an "insured contract", provided the "bodily injury" or "property damage" occurs subsequent to the execution of the "insured contract".

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

## **PRIMARY AND NONCONTRIBUTORY INSURANCE**

This endorsement modifies insurance provided under the following:

### **BUSINESS AUTO COVERAGE FORM**

This endorsement changes the policy effective on the inception date of the policy unless another date is indicated below.

Endorsement Effective: 11-10-2025	Policy Number: EBA 021 68 04
Named Insured: LINE & SPACE LLC, LINE AND SPA	
Countersigned by:	

(Authorized Representative)

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by the endorsement.

#### **1. Noncontributory Insurance**

**SECTION IV - BUSINESS AUTO CONDITIONS, B. General Conditions, 5. Other Insurance** is replaced by the following:

- c.** Regardless of the provisions of Paragraph **a.** above, this Coverage Form's Liability Coverage is primary and we will not seek contribution from any other insurance for any liability assumed under an "insured contract" that requires liability to be assumed on a primary noncontributory basis.