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14 April 2022

Mr. Michael Kerski
Director of Planning & Development
City of Shakopee
485 Gorman Street
Shakopee, MN 55379

City of Shakopee – Clocktower Visioning & Masterplanning Design Proposal
Shakopee, MN

Dear Michael:

Thank you and the City of Shakopee for considering RSP and Confluence for the visioning and Masterplanning design for downtown Shakopee. This proposal is for design services in support of your potential vision for this Masterplanning effort.

I. **PROJECT GOAL**

The City of Shakopee is looking to develop Masterplanning options for the Shakopee Clocktower Retail and Residential Downtown complex to invigorate the use, activity, and pedestrian experience.

II. **SCOPE OF WORK**

A. **Visioning (±2 Weeks):** Develop vision goals with yourself and your team leaders:

1. Visioning and design ideation charette
2. Visual listening and learning meeting
3. Meeting #1: Kick-off Meeting/Visioning/Visual Listening
 - a. One (1) meeting included to collect and validate findings.
 - b. Meeting documentation

B. Masterplanning Design & Benchmarking (±5 to 6 Weeks): Develop site and building Masterplanning plans illustrating a standalone flex/industrial/tech building and site concept.

Masterplanning Design Studies and Potential Deliverables:

1. Develop preliminary site, retail test fits, and site design concepts.
2. Site Observation/Verification
3. Site Masterplanning
 - a. Study vehicular and pedestrian approaches.
 - b. Suggest retail test fit strategies.
4. Site Masterplanning/Landscape Design
 - a. Benchmarking/Visioning
 - b. Understanding the current City Masterplan
 - c. Site plans with concept plans, including tree/landscape and site lighting options
 - d. Circulation diagrams
 - e. Streetscape sections/placemaking
5. Develop potential Architectural improvements to enliven and elevate resident and patron experiences:
 - a. Precedent ideas and images
 - b. Program suggestions/concepts – suggested leasing plans of retail types
 - c. Tactical Building improvements
 - d. Outdoor dining
 - e. Building lighting options
 - f. Placemaking devices: Patios, outdoor dining, pergolas, awnings, building lighting, signage, other devices.
6. Meetings (three (3) in total) with approximately one to two (1-2) weeks in between.
 - a. Meeting #2: Concepts and Streetscape Ideation Discussion
 - i. City Masterplan and Charette with City Staff (BD and Staff Review)
 - ii. Design: Two (2) weeks
 - b. Meeting #3: Design Review
 - i. Design and Documentation: Two (2) weeks
 - c. Meeting #4: Final Design Review
 - i. Design adjustments: One (1) week; now, near, and far deliverables.

III. PROCESS & ASSUMPTIONS

Significant changes to the design during the design process may impact schedule and will increase the scope of work beyond the deliverables described herein. Due to the ever-changing circumstances surrounding the COVID-19 virus, situations may arise during the performance of this Agreement that affect availability of resources, the client, other consultants, and public agencies. There could be changes in anticipated delivery times or jurisdictional approvals.

IV. COMPENSATION – VISIONING & MASTERPLANNING DESIGN SERVICES

Your investment in RSP's design services will be Lump Sum, plus reimbursables:

Description:	RSP	Confluence	Total
Arch Masterplanning (RSP)	\$ 22,500	\$ -	\$ 22,500
Landscape MP (Confluence)	\$ -	\$ 12,500	\$ 12,500
Total	\$ 22,500	\$ 12,500	\$ 35,000
Reimbursables			\$ 1,500

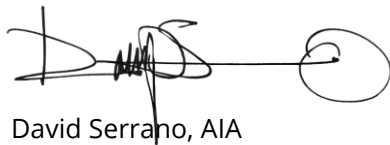
V. ADDITIONAL/OPTIONAL SERVICES

- A. Animations
- B. Enhanced Renderings
- C. Entitlements, Rezoning, and Variance Packages
- D. Cost Estimating
- E. Extended Project Schedule
- F. LEED
- G. Future Design Services/Phases (to be confirmed) – including Engineering Services such as Civil, Landscape, Structural, MEP, etc.

Please review this proposal and let us know if you have any questions. If you agree with the scope and fee outlined above, please authorize us to proceed by signing below. We will format a modified AIA contract based upon this proposal.

Thanks again to you and the City of Shakopee team for including us in such a great opportunity.

Sincerely,

A handwritten signature in black ink, appearing to read 'David Serrano', with a large circular flourish at the end.

David Serrano, AIA
Principal

AUTHORIZED

By

Date

Copy: Scott Aspenson, RSP
Terry Helland, RSP