



Wyss Associates, Inc.

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January 27, 2006

Mike Kenton, Director of Support Services
Rapid City School District
300 Sixth St
Rapid City, SD 57701

RE: Master Plan for Central High School Campus

Mike:

As requested, the following is a proposal to prepare a Master Plan for the Central High School Campus, focusing primarily on the addition of a shared Performing Arts Center. I have modified this proposal from our January 17, 2006 letter to include the services of Jones & Phillips Associates, Inc. theater consultants.

From very preliminary discussions, I understand that the Master Plan should address:

- *Potential for a "stand alone" Performing Arts Center with weather protected corridor to the main school building*
- *Potential for attached Performing Arts Center (consider alternate locations)*
- *Consider existing interior building uses when reviewing Performing Arts Center locations (i.e. existing arts area of building, etc)*
- *Address existing and new parking requirements, along with Civic Center parking uses on-site*
- *Address vehicular circulation, drop-off zones, etc.*
- *Address benefits of new building location as a way to improve the appearance of the existing building*
- *Address expansion related impact on features such outdoor recreation, gymnasium expansion, parking, entrances, etc.*

Proposed Scope of Services, Wyss Associates, Inc.:

Phase One – Programming:

This is the initial phase of work where we orient ourselves to the project scope and goals for the project. These meetings will be an extension of our previous informal meetings and will include representatives of the School District, the Performing Arts Center and others you designate.

The result of this phase of work will be a written summary of the following:

- Project goals and objectives
- Detailed list of desired improvements
- Potential project phases

Phase Two – Site Evaluation:

We will obtain the best available site information from existing aerial photographs, topographic plans, past reports and property surveys including the data provided by Gary Renner. The baseline information will be consolidated into our AutoCAD format and used as background information throughout the Master Planning process.

We will perform a technical evaluation of the site that addresses the significant floodway/floodplain constraints, terrain, surface drainage, parking requirements, vegetation, infrastructure and other conditions that could affect activities planning. We will photograph all significant areas of the site.

The result of this phase will be a written and graphic recording of the expansion suitability of the Central campus.

Phase Three – Preliminary Alternatives:

This is the phase of the project where alternative expansion scenarios are arranged on the site. The concepts will be detailed to the degree necessary to display their opportunities and constraints on the site.

The concepts may vary in site location for the Performing Arts Center and other expansion potentials. Each plan will address building footprints, parking, circulation, "curb-appeal" and other matters relating to the long-term vision for the property. The concepts will address the key items identified during the Programming and Site Evaluation Phases of this project. The location and configuration of the expansion to the site will vary, with the intent of exploring all the best uses of the campus.

The result of this phase will be a series of conceptual site plans, conceptual building footprints, photographs and written descriptions for each alternative.

Phase Four – Master Plan:

We will meet with each participating organization to review the Preliminary Alternatives and review the benefits and constraints of each. We will seek to find consensus among the groups as to the most preferred concept.

We will prepare a final Master Plan for the school campus that incorporates the review comments by each group, and establishes a prioritization of the expansion activities. We will organize all of the planning work into a booklet that summarizes the expansion planning process, illustrates the recommended expansion concept and describes the strategy for implementation of the recommendations. The Master Plan will also be colored and mounted for ease of display and project promotion by the participating organizations.

We propose to complete the Master Plan within a six-week period from your authorization to proceed. The fee for the above services will be a lump sum of \$9,450 plus direct expenses of copying and computer plotting. I assume that sales tax would not apply. At some point in this process you may desire to include the services of a building architect or other specialists. We can add their services upon your request and pre-authorization. These could be specialized consultants of your choosing.

Proposed Scope of Services, Jones & Philips Associates, Inc.:

1. Programming and Performance Master Plan Phase:

- a. Provide Programming (mainly to include new information from Central High School) planning, consultation and recommendations relating to the design of the Fine Arts Complex for Central High School including: audience spaces, "lobbies" and entry areas, ticketing, public restrooms, concessions, seating arrangements and sightlines, fixed and portable seating, audience control; and stage arrangements (permanent and portable), stage floors, wing spaces, orchestra areas, orchestra pit design and pit lift systems, backstage traffic patterns, personnel and material flow paths, storage areas, loading and unloading spaces, "stage door" entrances, actors', musicians' and stagehands' areas, dressing and assembly areas, performance structural and electrical power requirements, lighting positions, lighting catwalks, lighting and audio control, and the effect on followspot and projection booths.
- b. Review of the acoustical, mechanical, electrical, structural, and architectural elements as related to performance equipment and function.
- c. Review of the schematic design ideas and documents with regard to our recommendations.
- d. Review of adjoining areas, particularly those intended for usage with the performance areas such as storage areas, equipment rooms, projection booths, dressing rooms, loading and unloading spaces, and light booths.
- e. Coordinate theatrical with acoustical, Architectural and Engineering elements to ensure a unified package of information to the Owner.
- f. Transmit recommendations and suggested specifications via conferences, letters and sketches to be coordinated by the Owner with other design aspects of the project.

2. Specific Tasks:

- a. Review the existing information that was developed by local users for the Dahl location and combine that with additional programming information from Central High School. Items to be considered for performance and rehearsal spaces include:
 - Audience related:
 - Seating and seating numbers
 - Entry and exiting
 - Entry Light and Sound Locks
 - 3 point exiting scheme
 - Handicapped Seating Options

- Options for school displays
- Architectural lighting requirements for both the lobby and audience chamber
- Production related:
 - Stage Wing Space
 - Stage Rigging
 - Stage lighting and dimming system(s)
 - Shop
 - Dressing area(s) that includes a backstage crossover
 - Lighting positions in the audience chamber
 - Acoustical shaping of the audience chamber
 - Stage Rigging using a 50' fly tower
 - Stage front design which would include a proper orchestra pit design
 - Stage floors
 - Rehearsal and Music Class Practice rooms
- b. Estimate the costs associated with theatre equipment and additional options as noted in the above list.
- c. Provide Schematic Design options for a new performance / theatrical facilities for the Central High School Fine Arts Complex, along with the associated expected costs.
- d. Make recommendations regarding:
 - Uses of the facilities
 - Resource allocation to the facilities
 - Stage equipment
 - Operations of the facilities

3. Engineering Services

- a. It is assumed that any engineering certifications required will be furnished by the Owner and the cost of same are not included in this proposal. Such approvals will include professional certification of such items as weights, sizes, mountings, and attachments of structural members, and that all designs will be in reasonable compliance with all applicable code requirements.
- b. If it is deemed necessary for any such engineering services to be furnished under this consultation agreement, they will be provided as an extra service at cost.

The fee for the above services will be \$8,750 plus direct expenses of phone calls, postage, shipping, reproduction and travel expenses.

Mike Kenton
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The combined fee for Wyss Associates, Inc. and Jones & Phillips Associates, Inc. is \$18,200 plus reimbursable expenses.

Mike, please review this proposal, and call me if you or members of the Performing Arts Center have questions.

Sincerely,



Patrick H. Wyss, FASLA
President

Authorization to Proceed:

Name/Title

Date