



January 19, 2017

William L. Pinnix, P.E.
Director of Engineering, Brunswick County
PO Box 249
Bolivia, NC 28422

Re: Brunswick County Courthouse Addition & Renovation
Fee Proposal **Revised**

Dear Bill;

This proposal follows the qualifications based selection of our firm for the courthouse expansion project and your request for a fee proposal.

The proposal is based on the space needs study, concept floor plans, and budget opinions commissioned by the county and completed in April, 2017.

The design team presented in our statement of qualifications includes several professional consulting firms, all participated in estimating the fee for this project.

The security consultants work exceeds the normal consultant team envisioned in the April 2017 project budget opinion and has pushed the fee estimate beyond the fee estimated by that study. The security consultant's work will provide a third party review of the current security process and will design, specify, inspect and commission security equipment and communication systems. This service should have value to the court security officers and management, and result in better security systems and lower operating cost.

The fee is also based on the board of commissioner decision to fund the courthouse addition as well as the renovations to the existing building. The funding will allow construction of the addition first. Occupancy of the addition will allow the courts to vacate areas within the existing courthouse for renovations.

The project will be delivered using the traditional design / bid / build method and will follow the guidance, general conditions and agreements provided by the American Institute of Architects. We should utilize these building design and construction standard documents and modify them as needed. AIA documents provide the industry standard for building construction projects. The documents are well respected, fair and coordinated. The standard documents would include our agreement with the county, the general conditions of the construction contract as well as the construction contract itself. Our firm will provide the completed documents, edited as needed, for review and signature.

The design team will design the project and produce construction document in the traditional three design phase approach including

Schematic Design

Design Development

Construction Documents

Presentations and submittal of the design as the work progresses will occur near the end of each phase. Construction cost opinions will be provided at the end of schematic design and midway through the construction documents phase.

The design team will provide bid phase services assisting your department in prequalifying general contractors and by making the project available to contractors who are determined to be qualified for this project.

The design team will provide construction phase services throughout the construction period of both the addition and renovation phases of construction. The team will review the contractors work for compliance with the construction documents, authorize payments to the contractor based on construction progress and close out the project with record drawings capturing revisions necessary during construction.

Fee Proposal

We propose fixed fees organized as per the phases of service described above.

Schematic Design	\$125,000
Design Development	\$130,000
Construction Documents	\$359,000
Bid Phase	\$ 61,000
Construction Administration	<u>\$245,000</u>
Total Fee	\$920,000

Additional services

Security Consultant Services	\$ 55,800
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The project budget outlined in the April 2017 report included a budget line for administrative cost. Typically this budget item includes funds needed for other project development cost not included in the design team fee. On this project the scope of these expenses would include:

1. An update of the geotechnical report performed for the original building.
2. A site survey to accurately locate and delineate all site development and outbuildings that have been constructed around the existing courthouse and in the parking areas where construction is to occur.

3. Third party quality control testing of construction including soil compaction and concrete testing.
4. Special inspections as required by the NC building code. The design team will define the extent required based on the final design.
5. Commissioning of the mechanical, electrical, fire alarm, and security systems.

The proposed fee includes expenses for printing and delivery cost for design review submittals and presentation boards. The fee also includes travel expenses for the security consultant. All other design team members are local.

This is a complex project. The space needs study and concept plan required thoughtful and creative work from our firm, county administration, engineering, the superior court clerk and his staff, judges and the district attorney. The project design needs to be completed carefully, detailed and thorough bid documents produced to simplify the work for construction contractors. Our goal will be to complete the project within the overall budget utilizing the funding to provide the best value for the county. In this case that means spending a little more prior to construction and positioning the project for a successful construction contract bid and construction period. The project complexity is reflected in the fee required. We appreciate the confidence the county has expressed in our firm based on past projects and welcome this challenge.

We will begin work immediately following execution of the design contract and authorization from the county to proceed. We anticipate having the project ready for construction contract bids in 12 to 14 months from notice to proceed. A more detailed schedule will be developed with the county following notice to proceed.

I will be the primary contact for the project and Scott Spike will be the county's second contact, please call or email me at any time.

e-mail: john@s2a3.com

ph: 910 762 0892

Sincerely

A handwritten signature in black ink, appearing to read 'John R. Sawyer', with a stylized flourish at the end.

John R. Sawyer AIA