

RESOLUTION NO. 09-133

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF KEY WEST, FLORIDA, AUTHORIZING TASK ORDERS #3, #4 AND #5 TO MBI/K2M ARCHITECTURE, INC. FOR THE SCHEMATIC DESIGN, DEVELOPMENT AND CONSTRUCTION DOCUMENTS PURSUANT TO RESOLUTION NO.08-253,; PROVIDING FOR AN EFFECTIVE DATE

NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF KEY WEST, FLORIDA, AS FOLLOWS:

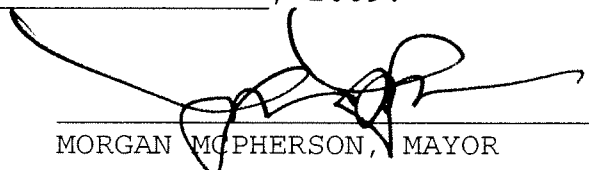
Section 1: That the attached task orders numbers 3, 4 and 5 to MBI/2KM in a total amount not to exceed \$777,585.00 are hereby approved.

Section 2: That this Resolution shall go into effect immediately upon its passage and adoption and authentication by the signature of the presiding officer and the Clerk of the Commission.

Passed and adopted by the City Commission at a meeting held this 2nd day of June 2009.

Authenticated by the presiding officer and Clerk of the Commission on June 3, 2009.

Filed with the Clerk June 3, 2009.


MORGAN MCPHERSON, MAYOR

ATTEST:


CHERYL SMITH, CITY CLERK

EXECUTIVE SUMMARY



TO: Jim Scholl, City Manager

FROM: Mark Z. Finigan, Asst. City Manager

DATE: May 15, 2009

SUBJECT: City Hall Administration Building
mbi / k2m – Task Orders 3, 4 and 5

Action Statement:

Pursuant to City of Key West Resolution 08-253, authorize the City Manager to execute Task Orders 3, 4 and 5 (Exhibit A.) with the architectural firm of mbi/k2m for the preparation of schematic, design/development and construction documents for a new City of Key West Administration building. Complete design efforts for Task Orders 3, 4 and 5 by mbi/k2m are at a fixed sum of \$777,585 and an estimated additional amount of \$123,000 for project related design expenses (Exhibit B.).

Background:

The Agreement with mbi/k2m Architecture, Inc., approved by Resolution 08-253, is structured in phases. Task Orders 1 and 2 have been completed. If it is determined by the City during performance of Task Orders 3, 4 and 5 that an alternative solution is available, funding shortfalls or other demands prohibit design continuation for a new City Administration Building, this Agreement allows for the termination of services with the City being responsible for reasonable costs expended by mbi/k2m up to the point of termination.

Programming (Task Order 1)
Site Evaluation (Task Order 2)
Schematic Design (Task Order 3)
Design Development (Task Order 4)
Construction Documents (Task Order 5)
Bidding and Permitting (Task Order 6)
Construction Administration (Task Order 7)
Project Closeout (Task Order 8)

Task Order 1 – Programming

Develop Planning Studies for space requirements and program to establish the following detailed requirements for the Project: design objectives, limitations and criteria; space relations; functional responsibilities of personnel; flexibility and expansibility; and special equipment and systems. The initial total floor area requirement developed by the architect was 40,841 square ft.; excluding a new fire station but including a new City Commission Chambers along with office space for those directorates currently not located on the 525 Angela/624 Simonton Street “campus”. However, preliminary costs estimates could not be supported by current and future funding sources unless some form of bonding or debt was incurred by the City. In an attempt to “cash flow” a new City Hall Administration building, mbi/k2m was tasked to reexamine the programming needs. The result is a revised project which excludes new City Commission Chambers along with office space for those directorates currently not located on the 525 Angela/624 Simonton Street property. Additionally, standards for office space were reduced – the result was a revised total floor space requirement of an estimated 26,000 square feet along with a new 7,238 sq. ft. fire station and a multi level parking structure. (Exhibit C.) Design would be to LEED Silver accreditation standards.

Task Order 2 – Site Evaluation

As directed by the City Commission, mbi / k2m analyzed three (3) prospective sites for a new City Hall Administration building. After a series of presentations, the City Commission selected the Angela Street site as the preferred site.

Task Order 3 – Schematic Design

- (a) Review the Program for this Project to ascertain the requirements of the Project and shall confirm such requirements with the City.
- (b) Based on the mutually agreed upon Program, mbi/k2m shall prepare and submit to City for approval (and shall modify and re-submit to City until approved by City if not initially satisfactory of which reasonable approval shall not be withheld) Schematic Design Studies consisting of drawings and other documents illustrating the scale and relationship of Project components, as well as an initial construction budget revision and cash flow timeline, within the time set forth in the task order. mbi/k2m shall revise the drawings and documents as required to reflect comments from the City.
- (c) Submit to the City a written Statement of Probable Construction Cost based on square footage, volume or other unit costs.

- (d) Research all applicable codes, ordinances, rules, regulations and requirements of governmental authorities having jurisdiction over the Project.

Task Order 4 – Design / Development

- (a) Prepare from the approved Schematic Design Documents, and submit to the City for approval (and shall modify and re-submit to the City until approved by the City if not initially satisfactory of which reasonable approval shall not be withheld) the Design Development Documents consisting of drawings and other documents to fix and describe the size and character of the entire Project, including Architectural, civil, structural, mechanical, plumbing, fire protection, and electrical systems, materials and such other essentials as may be appropriate, all within the time period set forth [herein or in the Program.] mbi/k2m shall consider the availability of materials, equipment and labor, construction sequencing and scheduling, economic analysis of construction and operations, user safety and maintenance requirements and energy conservation.

- (b) The Design Development Drawings/Documentation shall consist of but not be limited to the following:

- 1. Expansion of the Architectural, civil, structural, mechanical, plumbing, fire protection, and electrical Schematic Design Documents to establish the final scope, relationships, forms, size and appearance of the Project through appropriate:

Plans, sections and elevations

Typical construction details

Three dimensional sketches as required for construction detailing only

Basic materials and finishes

Equipment and furniture layouts and space requirements

Basic structural system and dimensions

Energy conservation measures

Outline Specifications

Basic selection of mechanical and electrical equipment and their capabilities.

2. Development scheduling services consisting of reviewing and updating previously established schedules.
 3. Written Statement of Probable Construction Cost consisting of updating and refining the Schematic Design Phase Statement of Probable Construction Cost and Cash Flow Timeline.
 4. Revise the documents as required to reflect comments from the City.
- (c) Design the Project consistent with its professional Standard of Care comply with all then existing and applicable codes, laws, rules, regulations and requirements of all governmental authorities having jurisdiction over the Project, and shall take into account all known pending changes to the foregoing.

Task Order 5 – Construction Documents

- (a) Prepare from the approved Design Development Drawing Documents and submit to the City for approval (and shall modify and re-submit to City until approved by City if not initially satisfactory of which reasonable approval shall not be withheld), the working drawings and specifications setting forth in detail and prescribing the work to be done, the materials, workmanship, finishes and equipment required for the Architectural, civil, structural, mechanical, plumbing, fire protection, and electrical work and the necessary bidding information (collectively referred to as the "Contract Documents") all within the time period set forth. The City shall be kept informed, in advance and in writing, of any possible adjustments of the probable construction costs or completion schedules indicated by changes in scope, requirements and/or foreseeable market conditions. mbi/k2m shall, in the preparation of the drawings and specifications, take into account all then prevailing codes and regulations governing construction in City of Key West. Work tasks to accomplish this include but are not limited to the following:
1. Prepare drawings and specifications for construction.
 2. Update and revise the probable cost of construction and cash flow timeline.
 3. Assist CITY in filing the required documents for the approval of governmental authorities having jurisdiction over the Project.
- (b) The Contract Documents shall be sufficiently complete and include sufficient detail to permit issuance of a building permit and responsive bids obtained.

- (c) The City's review and approval of the Contract Documents shall be as to concept only and shall not be deemed review and approval of the technical requirements or aspects thereof.

Financial Impact:

Provided for your review as Exhibit D. is an estimated total project cost of \$18,649,780. Also provided is an estimated timeline for the project (Exhibit E).

As anticipated, much City Commission focus has been on the project funding source and the dependability and availability of the source. As of September 30, 2009 it is anticipated there will be an estimated \$12,500,000 in Fund 303, Capital Projects Fund, available to immediately commit / appropriate to the outlined project. An additional Local Government Infrastructure Surtax appropriation of \$3,075,000 in FY 2009-2010 with another Local Government Infrastructure Surtax of \$3,075,000 in FY 2010-2011 will support the overall project funding need of \$18,649,780.

As for the dependability of the Local Government Infrastructure Surtax in FY 2010 and FY 2011, annual collections the trailing four fiscal years have exceeded \$5.6M annually and are expected to exceed such an amount this fiscal year. The availability of the additional \$6.150M will support project build out without impeding project schedule.

Architectural Fees

Fees proposed for by mbi/k2m for Task Orders 3, 4 and 5 were developed by the architect using Fee Guidelines for Architectural and Engineering Services promulgated by the State of Florida, Department of Management Services (Exhibit F). Staff has reviewed the complexity group selected by the architect for each of the three structures (City Hall, Fire Station and Multi-Level Parking) and finds such selections acceptable. Additionally, there are several "additional service requirements", such as civil, landscaping and LEED consultation services that are traditionally priced in addition to the design work that are included in mbi/k2m's base fee for Task Orders 3, 4 and 5.

On May 12, 2009 I made contact with Mr. Gene Nicoloso, Department of Management Services, in an attempt to ensure that the fee guideline calculation was applied correctly. According to Mr. Nicoloso, all State of Florida agencies are encouraged to use the calculator when determining appropriate architectural and engineering fee structures. The selection of a complexity group is unique to the project under design. Mr. Nicoloso did confirm that several of the design efforts proposed by mbi/k2m were generally not included in the "base" design work and are considered additional scope.

Recommendation:

Authorize the City Manager to execute Task Orders 3, 4 and 5 with the architectural firm of mbi/k2m for the preparation of schematic, design/development and construction documents for a new City of Key West Administration building. Complete design efforts for Task Orders 3, 4 and 5 by mbi/k2m are at a fixed sum of \$777,585 and an estimated additional amount of \$123,000 for project related design expenses.

Task Order #3 – Schematic Design

The CONSULTANT shall provide Schematic Design Documents based on the mutually agreed-upon program, schedule, and budget for the Cost of the Work. The documents shall establish the conceptual design of the Project illustrating the scale and relationship of the Project components. The Schematic Design Documents shall include a conceptual site plan, preliminary building plans, elevations, building sections, and outline specifications. At the CONSULTANT's option, the Schematic Design Documents may include study models, perspective sketches, electronic modeling or combinations of these media. Preliminary selections of major building systems and construction materials shall be noted on the drawings and / or described in writing.

The CONSULTANT shall review with the Owner alternative approaches to design and construction of the Project. The CONSULTANT shall review, with the Owner, site use and improvements and alternative approaches to selection of materials, building systems, and equipment. The CONSULTANT shall provide general recommendations on construction feasibility, availability of materials and labor, time requirements for construction, and factors related to Project cost, including costs of alternative designs or materials, preliminary budgets, and possible economies of scale. Information will be presented in a Schematic Design report.

The CONSULTANT shall provide any necessary further evaluation or refinement of the program, schedule and budget requirements, shall identify and analyze requirements of governmental authorities having jurisdiction to approve the Project design, and shall participate in consultations with such authorities.

Schedule and conduct meetings to present, confirm, and finalize design elements with facility users / departments / administration. Distribute meeting minutes and record all decisions.

Coordinate and attend meetings with appropriate zoning and code officials. (state and local building code officials, planning, historical, fire marshall, water, energy, accessibility, health, pollution control, environmental) Distribute meeting minutes and record all decisions.

Consultant shall issue monthly executive summary reports on total project progress.

Upon completion of the Schematic Design phase, the A/E shall provide copies of the Schematic Design Documents to the Owner for review and written approval.

The CONSULTANT shall revise the Schematic Design Documents to incorporate the comments from the Owner and the Owner's representatives which have been reviewed and approved by the Owner.

Upon completion of the Schematic Design phase, the CONSULTANT shall prepare and submit to the Owner and Owner's representatives, for approval, a statement of probable

construction cost, based on current area volume and other unit costs. The CONSULTANT shall review any difference between the Construction Budget and the statement of probable construction cost, identify reasons for any difference, and recommend means to eliminate the difference.

The deliverable from the schematic design phase will include:

❖ Schematic Drawings

- Cover sheet with drawing index
- Site plan noting all major building and site features, zoning, parking, and preliminary material considerations
- Preliminary life safety plans / code plans
- Preliminary demolition plans
- Preliminary floor plans
- Principal building elevations (noting materials)
- Major building sections (transverse and longitudinal)

❖ Schematic Design Report

- Statement of project concept
- Statement of key project issues as they relate to project scope, cost and schedule, including identification of risk factors, quality control and salient project features.
- Building area tabulation showing comparison to Program
- Statement of building systems including building envelope, structural system, mechanical systems, preliminary energy analysis summary, alternative energy uses and associated systems, and preliminary life cycle cost comparisons of major systems.
- Sustainable design goals and strategies
- Outline project specifications
- Order of Magnitude cost estimate – square footage estimate
- Statement of value engineering
- Primary materials being considered
- Bar chart project schedule

Task Order #4 – Design Development

The CONSULTANT shall provide Design Development Documents based on the approved Schematic Design Documents and updated budget for the Cost of the Work. The Design Development Documents shall illustrate and describe the refinement of the design of the Project, establishing the scope, relationships, forms, size, appearance, finishes and color schedule (exterior and interior) of the Project by means of plans, sections and elevations, typical construction details, and equipment layouts. The Design Development Documents shall include specifications that identify major materials and systems and establish in general their quality levels.

A program reconciliation on a space by space tabulated comparison is completed. This program is then confirmed as FINAL in writing by Owner.

A final code analysis is completed for inclusion in the Project Manual.

The site design is refined, the plans, sections, elevations, etc. are drawn to scale, principle dimensions are noted, the structural system is laid out, and major mechanical and electrical components and distribution routes are located. Critical interior spaces are drawn and elevated for review.

Schedule and conduct meetings to present, confirm, and finalize material and finish selections with facility users / departments / administration. Distribute meeting minutes and record all decisions.

Incorporation of all sustainable design elements / products proposed for LEED certification.

Upon completion of the Design Development phase, the A/E shall provide copies of the Design Development documents to the Owner for review and written approval.

The CONSULTANT shall revise the Design Development documents to incorporate the comments from the Owner and the Owner's representatives which have been reviewed and approved by the Owner.

Upon completion of the Design Development phase the CONSULTANT shall prepare and submit, for the Owner's approval, a detailed estimate of the Cost of the Work. In establishing the detailed estimate of the Cost of the Work, the CONSULTANT shall include reasonable contingencies for design, bidding, and price escalation and determine, in conjunction with the Owner, the materials, equipment, component systems, and types of construction to be included in the Contract Documents. The CONSULTANT shall review any difference between the Construction Budget and the detailed estimate of the Cost of the Work, identify reasons for any difference, and recommend means to eliminate the difference.

The CONSULTANT and the Owner shall agree upon the means to eliminate any difference between the Construction Budget and the detailed estimate of the Cost of the Work.

The deliverable from the design development phase will include:

- ❖ A drawing package that defines and describes the design of the project.
 - Title Sheet
 - Site survey
 - Civil plans – building location plan, grading, material indications, utilities, storm water, fire protection, sanitary, and preliminary details
 - Landscape plans including planting plan and schedules
 - Architectural Site Plan
 - Life Safety / Code plans and details
 - Floor, ceiling, and roof plans
 - Furniture, fixtures, and equipment plans / schedules
 - Building Elevations
 - Building Sections and Wall Sections
 - Enlarged Plans and Interior elevations
 - Millwork plans and elevations
 - Door and Window schedules
 - Room finish schedules indicating materials
 - Materials / Finish color schedule
 - Vertical Circulation plans and sections
 - Plan and enlarged details – interior and exterior
 - Structural engineering – foundation design, framing plans, non-typical framing details, column schedule, preliminary details
 - Mechanical, Plumbing, and Electrical – systems floor plans (duct layout, sanitary and water piping, power and lighting), major equipment indications, penetration locations, chases established, roof plans, site utility coordination, site lighting plans, fixture schedules, riser diagrams, general notes, preliminary details of major and unique conditions, Technology and data/communication plan(s), fire protection - performance based design, special systems

- ❖ A preliminary project manual that includes bidding requirements, contract forms, general conditions of the project, general requirements, and specifications
 - Table of Contents
 - Drawing Index
 - Building Code Study
 - General and Supplemental Conditions (AIA based documents)
 - Comprehensive, abbreviated methods, materials, and systems descriptions in tune with drawings.
 - Catalog cut sheets of finish equipment and fixtures

- ❖ Exterior and interior material finish boards

Task Order #5 – Construction Documents

The CONSULTANT shall provide Construction Documents based on the approved Design Development Documents and updated budget for the Cost of the Work. The Construction Documents shall set forth in detail the requirements for construction of the Project. The Construction Documents shall include Drawings and Specifications that establish in detail the quality levels of materials and systems required for the Project.

CONSULTANT shall continue to administer the project work and coordinate with entire Project Team to finalize the design.

Identify construction testing needs and communicate to Owner. Quality assurance testing shall be indicated in each specification division; defining the type of test and method; test frequency; test pass/fail tolerance; and action required for failed tests.

Schedule and conduct meetings to present, confirm, and finalize project details / selections with facility users / departments / administration. Distribute meeting minutes and record all decisions.

Incorporation of all sustainable design elements / products proposed for LEED certification.

Edit Owner's Division 0 front end documents (advertisement for Bids, Bid Proposal Forms, Addendum, etc.)

- Bid date, time, place
- Substantial and final completion date / liquidated or actual damages
- Alternates and unit pricing
- Targeted group percentages (MBE, FBE, DBE, SBE)
- Security requirements for contractors working at facility
- Builders Risk insurance requirements
- Advertise for bids – edited only

Assemble a potential list of qualified, licensed construction firms capable of completing a project of this size, scope, and magnitude.

Coordination / Documentation of Owner supplied Furniture, Fixtures, and Equipment including items to be relocated from existing facilities and new items.

During the development of the Construction Documents, the CONSULTANT shall assist the Owner in the development and preparation of: (1) bidding and procurement information which describes the time, place and conditions of bidding; bidding or proposal forms; and the form of agreement between the Owner and the Contractor; and (2) the Conditions of the Contract for Construction (General, Supplementary and other Conditions). The CONSULTANT also shall compile the Project Manual that includes the



ARCHITECTURE, INC.

1001 WHITEHEAD STREET
KEY WEST, FLORIDA 33040

PHONE: 305.292.7722
FAX: 305.292.2162

PROF. REG. NO. AA26001059

Conditions of the Contract for Construction and Specifications (performance based) and may include bidding requirements and sample forms.

The CONSULTANT shall revise the detailed estimate of the Cost of the Work, as applicable, based upon the completed Construction Document submission. This estimate shall be the basis for the overall project Cost of Work.

The deliverable from the construction documents phase will include:

- ❖ 100% construction documents detailing the scope of work to be performed.
- ❖ A project manual that includes bidding requirements, contract forms, conditions of the project, general requirements, and specification

May 11, 2009

Budget and Related Fees through Construction Documents (75%)

Bidding Phase (5%)

Construction Administration Phase (20%)

26,000 S.F. New Admin. Bldg.	\$ 9,100,000		
Infrastructure	\$ 200,000		
Landscape / Site Improvements	\$ 200,000		
Demolition	\$ 150,000		
Furnishings / Equipment	<u>\$ 1,050,000</u>		
		\$10,700,000 X 6.83%	\$ 730,810
72,000 S.F. Fire Station	\$ 2,100,000	X 7.92%	\$ 166,320
Parking Structure	\$ 2,100,000	X 6.65%	\$ 139,650
		Total Fee Through 100% of Service	\$1,036,780*

Authorization Tasks 3, 4, 5 per Agreement (75%)

\$ 777,585

Required Additional Expenses for Project (Estimated)

Site Survey	\$ 5,000.00
Geotechnical / Environmental	\$ 20,000.00
Traffic Study	\$ 13,000.00
Existing Conditions Survey	\$ 15,000.00
Reimbursable Expenses	\$ 70,000.00
Total	\$123,000

* Note: Fee calculator back-up does not agree due to the state document being inaccurate.

1/13/2009				3/11/2009	
DEPARTMENT	FLOOR AREA	# OF STAFF	ADJACENCY	FLOOR AREA	# OF STAFF*
1 MAYOR / CITY COMMISSION	1,733	8	2,3	1,050	5
2 CITY MANAGER OFFICE SUITE	1,980	6	1,3	1,248	7
3 LEGAL DEPARTMENT	1,656	5	1,2	1,104	5
4 CITY CLERK	1,013	4		869	4
5 HUMAN RESOURCES	1,633	7		1,256	7
6 INFORMATION TECHNOLOGY	2,653	7		2,182	7
7 FINANCE DEPARTMENT	2,434	13	9	2,001	13
8 REVENUE / PARKING	1,738	9	7,8	1,498	9
9 CODE COMPLIANCE	1,171	6		911	6
10 BUILDING / LICENSING	3,110	17		2,180	17
11 PLANNING DEPARTMENT	1,879	8	10,12,13	1,635	8
12 GENERAL SERVICES	480	2	10,13	460	2
13 ENGINEERING SERVICES	982	5	10,11,12	932	5
14 PORT OPERATIONS	1,078	4		n/a	n/a
15 CITIZEN'S REVIEW BOARD	774	2		n/a	n/a
16 COMMUNITY SERVICES	517	4		n/a	n/a
17 TRANSPORTATION	748	3		n/a	n/a
18 PUBLIC INFORMATION OFFICER	269	1		n/a*	n/a*
19 DIGITAL ARCHIVING	350	2		321	2
20 AUDITORIUM (200 capacity)	4,212			n/a	
21 PUBLIC/ STAFF SUPPORT:					
SHARED CONFERENCE ROOMS	832			1196	
RESTROOMS	904			904	
LOCKER/ SHOWER ROOMS	510			200	
FITNESS ROOM	748			n/a	
SHARED BREAK ROOM				252	
22 BUILDING SUPPORT:					
MECHANICAL / ELEC. ROOMS	600			600	
GENERATOR	300			n/a	
RECYCLING ROOM	120			170	
TRASH COMPACTOR ROOM	120			120	
MAINTENANCE	168			168	
23 LOBBIES	1,254			1254	
VERTICAL CIRCULATION	480			480	
HORIZONTAL CIRCULATION	3,500			1800	
EXTERIOR WALLS	896			750	

TOTAL	40,841	113		25,541	97
--------------	---------------	------------	--	---------------	-----------

TOTAL without AUDITORIUM	36,629
---------------------------------	---------------

FIRE STATION	6,506	7,238
---------------------	--------------	--------------

*Under the 3/11/09 Revised Program, the Public Information Officer's space has been relocated to the the City Manger's Office Suite and re-designated as 2.13.

May 11, 2009

Project Cost Summary – Angela Street

Temp. Facilities / Relocation	\$ 1,000,000	
Demolition	\$ 150,000	
Parking Structure	\$ 2,100,000	
Fire Station	\$ 2,100,000	
Infrastructure Allowance	\$ 200,000	
Landscape Allowance	\$ 200,000	
Admin. Bldg. 26,000 S.F. @ \$350 / S.F.	\$ 9,100,000	
Furnishings	<u>\$ 1,050,000*</u>	
	Sub Total	\$15,900,000
Contingency @ 10%	\$ 1,590,000	
Consultants' Fees	\$ 1,036,780	
Required Additional Expenses	\$ 123,000	
	Sub Total	\$ 2,749,780
	Total Project Cost	\$ 18,649,780

* Furnishings selection at this time ensures meeting program requirements within designated spaces, dimensional accuracy, electrical, HVAC and systems design being properly coordinated on construction documents.

Key West City Hall Admin Building
 Project Schedule
 May 6, 2009



Name	Duration	Begin date	End date
1.1 - Project Startup	17	5/27/09	6/19/09
Written Notice to Proceed	1	5/27/09	5/28/09
Project Kickoff Meeting	1	5/29/09	5/30/09
Program Confirmation	10	6/5/09	6/19/09
Surveying	14	6/1/09	6/19/09
Geotechnical Testing	14	6/1/09	6/19/09
Existing Conditions Survey	14	6/1/09	6/19/09
Traffic Study	14	6/1/09	6/19/09
1.2 - Preliminary Design	31	6/22/09	8/4/09
Drawings	16	6/22/09	7/14/09
Submit for Approval (Client)	2	7/15/09	7/17/09
Approval (Client)	1	7/17/09	7/18/09
Submission - Planning	1	8/3/09	8/4/09
Submission - DRC	1	8/3/09	8/4/09
Submission - HARC (1st)	1	7/31/09	8/1/09
1.3 - Schematic Design	37	7/20/09	9/9/09
Drawings	29	7/20/09	8/28/09
Specifications - Outline and Summary	24	7/20/09	8/21/09
80% SD Milestone	1	8/7/09	8/8/09
QA/QC Review	5	8/7/09	8/14/09
Submit for Approval (Client)	5	8/21/09	8/28/09
Approval (Client)	1	8/28/09	8/29/09
Cost Estimate - Order of Magnitude	24	7/20/09	8/21/09
Meeting - DRC	1	8/27/09	8/28/09
Meeting - HARC (1st)	1	8/11/09	8/12/09
Submission - HARC (2nd)	1	8/28/09	8/29/09
Meeting - HARC (2nd)	1	9/8/09	9/9/09
1.4 - Design Development	60	8/31/09	11/21/09
Drawings	44	8/31/09	10/30/09
Specifications	44	8/31/09	10/30/09
65% DD Milestone	1	10/16/09	10/17/09
QA/QC Review	5	10/16/09	10/23/09
Submit for Approval	10	11/6/09	11/20/09
Approval (Client)	1	11/20/09	11/21/09
Cost Estimate - Detailed	10	10/23/09	11/6/09
Meeting - Planning Board (1st)	1	10/15/09	10/16/09
Meeting - Planning Board (2nd)	1	11/19/09	11/20/09
1.5 - Construction Documents	42	11/9/09	1/6/10
Drawings	39	11/9/09	1/1/10
Specifications	39	11/9/09	1/1/10
80% CD Milestone	1	12/4/09	12/5/09
QA/QC Review	10	12/4/09	12/18/09
Submit to Client	1	1/1/10	1/2/10
Bid / Permit Documents	1	1/1/10	1/2/10
Cost Estimate - Refined	20	12/4/09	1/1/10
Meeting - Planning Commission	1	1/5/10	1/6/10
1.6 - Project Stop	1	1/6/10	1/7/10
1.7 - Permitting	1	1/6/10	1/7/10
1.8 - Bidding	1	1/6/10	1/7/10
1.9 - Construction	30-4	1/6/10	3/8/11
Phase I	30-4	1/6/10	3/8/11
Phase II	1	3/7/11	3/8/11


CITY HALL ADMINISTRATION BUILDING
 EXHIBIT - E

PROJECT: CITY OF KEY WEST ADMINISTRATION BUILDING

Fee Guide Calculator

For Architectural and Engineering Services

State of Florida, Department of Management Services



Version Posted: July 2006

Project Name:							
CONSTRUCTION COST FOR BUILDING (Sitework Not Included)	COMPLEXITY GROUP - PERCENTAGE						
	A	B	C	D	E	F	G
	\$ 10,700,000	7.26%	6.83%	7.61%	6.40%	5.99%	5.58%
CALCULATED FEE	\$776,817	\$731,204	\$814,331	\$685,187	\$641,118	\$596,643	\$699,910

Instructions: Fill in probable construction cost at left and push enter key.

GROUP DEFINITIONS:

- "A" - CONSIDERABLY MORE THAN AVERAGE COMPLEXITY: Complex Laboratories, Medical Hospitals, Emergency Management Centers
- "B" - MORE THAN AVERAGE COMPLEXITY: Average Laboratories, Mental Hospitals, Simple Medical Hospitals, Clinics, Court Houses, Theatres, Complex University Buildings, Special Purpose Classrooms, Laboratory Classrooms, Libraries, Auditoriums, Museums, Air Terminals, Food Service Facilities, Specialized Detention Areas, Detention-Treatment Areas, Residences
- "C" - REPAIRS AND RENOVATIONS: Miscellaneous Repairs and Renovations, Alterations to Office Space or Dormitory Space, Fire Code Corrective Work
- "D" - AVERAGE COMPLEXITY: General Office Space, General Teaching Space, Gymnasiums, General Detention Living Facilities, Factory Buildings
- "E" - LESS THAN AVERAGE COMPLEXITY: Apartment Buildings, Dormitory Buildings, Service Garages, Stadiums, Repetitive Design Facilities, Office Buildings With Undefined Interior Space (open for later partitioning), Specialized Parking Structures
- "F" - CONSIDERABLY LESS THAN AVERAGE COMPLEXITY: Warehouses, Parking Garages, Storage Facilities
- "G" - BUILDING ENGINEERING SERVICES: Mechanical, Electrical and Structural not exceeding \$1,000,000 in construction (Not including Site Civil)

ADDITIONAL SERVICES & EXPENSES:
 The following services are considered Additional to Basic Services and are not included within the basic fee represented by the fee guides:

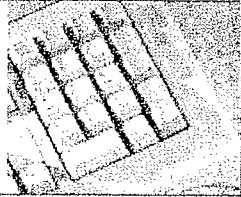
- | | |
|--|--|
| <ul style="list-style-type: none"> -Feasibility Studies/ Analysis -Facility Programming -Master Planning -Soils Investigations/Reports -Surveys -Topographic/Boundary
Vegetation/Improvements/Utilities -Measured Drawings of Existing Facilities -Existing Facilities Analysis -Toxic Substance Mitigation Surveys and Consultation -Site Environmental Assessments -Site DRI, PUD, Site Plan Review and/or Zoning Modifications -Traffic Analysis and Traffic Signal Warrant Studies -Civil Engineering Design including Paving/Grading/Utilities
/Drainage/Stormwater Management/Environmental & All Site Permitting -Existing Site Utility Infrastructure Improvements -Site Lighting Design -Landscape Architectural & Irrigation Design -Specialty Consultants
Voice/Data Communications; Electronic/Audio Visual; Food Service Equipment; Hazardous Material; Hospital/Laboratory; Interior Design; Indoor Air Quality; Quality Control; Theater/Acoustical; Security | <ul style="list-style-type: none"> -LEED Consultation -Graphic and Signage Design -Special Code Reviews including ACHA -Detailed Cost Estimates -Documents Prepared For: <ul style="list-style-type: none"> -Alternate Bids Exceeding Contract Scope -Excessive Change Orders -Multiple Construction Contracts -Record Documents/As Built -Prolonged Construction Contract Administration Services -Structural Threshold Inspections -Project Representation During Construction Beyond Bi-Monthly Administration -Additional Construction Contract Administration Services for Multiple Contracts -Building Commissioning and Training Services -Post Occupancy Inspections/ Evaluations -Renderings/ Models -Substantive Changes to Scope, Size or Complexity -Owner Requested Changes to Approved Documents -Reimbursable Expenses* <ul style="list-style-type: none"> Including, but not limited to, reproduction/ printing costs, travel expenses and special mail service expenses |
|--|--|

PROJECT: CITY OF KEY WEST - FIRESTATION #2

Fee Guide Calculator

For Architectural and Engineering Services

State of Florida, Department of Management Services



Version Posted: July 2006

Project Name:							
CONSTRUCTION COST FOR BUILDING (Sitework Not Included)	COMPLEXITY GROUP - PERCENTAGE						
	A	B	C	D	E	F	G
\$ 2,100,000	8.56%	7.92%	8.36%	7.28%	6.65%	6.02%	8.16%
CALCULATED FEE	\$179,725	\$166,233	\$175,554	\$152,831	\$139,607	\$126,455	\$171,462

Instructions: Fill in probable construction cost at left and push enter key.

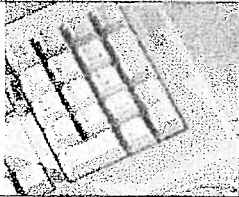
GROUP DEFINITIONS:

- "A" - CONSIDERABLY MORE THAN AVERAGE COMPLEXITY: Complex Laboratories, Medical Hospitals, Emergency Management Centers
- "B" - MORE THAN AVERAGE COMPLEXITY: Average Laboratories, Mental Hospitals, Simple Medical Hospitals, Clinics, Court Houses, Theatres, Complex University Buildings, Special Purpose Classrooms, Laboratory Classrooms, Libraries, Auditoriums, Museums, Air Terminals, Food Service Facilities, Specialized Detention Areas, Detention-Treatment Areas, Residences
- "C" - REPAIRS AND RENOVATIONS: Miscellaneous Repairs and Renovations, Alterations to Office Space or Dormitory Space, Fire Code Corrective Work
- "D" - AVERAGE COMPLEXITY: General Office Space, General Teaching Space, Gymnasiums, General Detention Living Facilities, Factory Buildings
- "E" - LESS THAN AVERAGE COMPLEXITY: Apartment Buildings, Dormitory Buildings, Service Garages, Stadiums, Repetitive Design Facilities, Office Buildings With Undefined Interior Space (open for later partitioning), Specialized Parking Structures
- "F" - CONSIDERABLY LESS THAN AVERAGE COMPLEXITY: Warehouses, Parking Garages, Storage Facilities
- "G" - BUILDING ENGINEERING SERVICES: Mechanical, Electrical and Structural not exceeding \$1,000,000 in construction (Not including Site Civil)

ADDITIONAL SERVICES & EXPENSES:
 The following services are considered Additional to Basic Services and are not included within the basic fee represented by the fee guides:

- | | |
|--|---|
| <ul style="list-style-type: none"> -Feasibility Studies/ Analysis -Facility Programming -Master Planning -Soils Investigations/Reports -Surveys -Topographic/Boundary
Vegetation/Improvements/Utilities -Measured Drawings of Existing Facilities -Existing Facilities Analysis -Toxic Substance Mitigation Surveys and Consultation -Site Environmental Assessments -Site DRI, PUD, Site Plan Review and/or Zoning Modifications -Traffic Analysis and Traffic Signal Warrant Studies -Civil Engineering Design including Paving/Grading/Utilities
/Drainage/Stormwater Management/Environmental & All Site Permitting -Existing Site Utility Infrastructure Improvements -Site Lighting Design -Landscape Architectural & Irrigation Design -Specialty Consultants
Voice/Data Communications; Electronic/Audio Visual; Food Service Equipment; Hazardous Material; Hospital/Laboratory; Interior Design; Indoor Air Quality; Quality Control; Theater/Acoustical; Security | <ul style="list-style-type: none"> -LEED Consultation -Graphic and Signage Design -Special Code Reviews including ACHA -Detailed Cost Estimates -Documents Prepared For:
-Alternate Bids Exceeding Contract Scope
-Excessive Change Orders
-Multiple Construction Contracts
-Record Documents/As Built -Prolonged Construction Contract Administration Services -Structural Threshold Inspections -Project Representation During Construction Beyond Bi-Monthly Administration -Additional Construction Contract Administration Services for Multiple Contracts -Building Commissioning and Training Services -Post Occupancy Inspections/ Evaluations -Renderings/ Models -Substantive Changes to Scope, Size or Complexity -Owner Requested Changes to Approved Documents -Reimbursable Expenses*
Including, but not limited to, reproduction/ printing costs, travel expenses and special mail service expenses |
|--|---|

**PROJECT: CITY OF KEY WEST - ADMINISTRATION BUILDING
PARKING GARAGE**

<h2>Fee Guide Calculator</h2> <p>For Architectural and Engineering Services</p> <p>State of Florida, Department of Management Services</p>	
--	---

Version Posted: July 2006

Project Name:							
CONSTRUCTION COST FOR BUILDING (Sitework Not Included)	COMPLEXITY GROUP - PERCENTAGE						
	A	B	C	D	E	F	G
\$ 2,100,000	8.56%	7.92%	8.36%	7.28%	6.65%	6.02%	8.16%
CALCULATED FEE	\$179,725	\$166,233	\$175,554	\$152,831	\$139,607	\$126,455	\$171,462

Instructions: Fill in probable construction cost at left and push enter key.

GROUP DEFINITIONS:

- "A" - CONSIDERABLY MORE THAN AVERAGE COMPLEXITY: Complex Laboratories, Medical Hospitals, Emergency Management Centers
- "B" - MORE THAN AVERAGE COMPLEXITY: Average Laboratories, Mental Hospitals, Simple Medical Hospitals, Clinics, Court Houses, Theatres, Complex University Buildings, Special Purpose Classrooms, Laboratory Classrooms, Libraries, Auditoriums, Museums, Air Terminals, Food Service Facilities, Specialized Detention Areas, Detention-Treatment Areas, Residences
- "C" - REPAIRS AND RENOVATIONS: Miscellaneous Repairs and Renovations, Alterations to Office Space or Dormitory Space, Fire Code Corrective Work
- "D" - AVERAGE COMPLEXITY: General Office Space, General Teaching Space, Gymnasiums, General Detention Living Facilities, Factory Buildings
- "E" - LESS THAN AVERAGE COMPLEXITY: Apartment Buildings, Dormitory Buildings, Service Garages, Stadiums, Repetitive Design Facilities, Office Buildings With Undefined Interior Space (open for later partitioning), Specialized Parking Structures
- "F" - CONSIDERABLY LESS THAN AVERAGE COMPLEXITY: Warehouses, Parking Garages, Storage Facilities
- "G" - BUILDING ENGINEERING SERVICES: Mechanical, Electrical and Structural not exceeding \$1,000,000 in construction (Not including Site Civil)

ADDITIONAL SERVICES & EXPENSES:
The following services are considered Additional to Basic Services and are not included within the basic fee represented by the fee guides:

- | | |
|--|--|
| <ul style="list-style-type: none"> -Feasibility Studies/ Analysis -Facility Programming -Master Planning -Soils Investigations/Reports -Surveys -Topographic/Boundary
Vegetation/Improvements/Utilities -Measured Drawings of Existing Facilities -Existing Facilities Analysis -Toxic Substance Mitigation Surveys and Consultation -Site Environmental Assessments -Site DRI, PUD, Site Plan Review and/or Zoning Modifications -Traffic Analysis and Traffic Signal Warrant Studies -Civil Engineering Design including Paving/Grading/Utilities
/Drainage/Stormwater Management/Environmental & All Site Permitting -Existing Site Utility Infrastructure Improvements -Site Lighting Design -Landscape Architectural & Irrigation Design -Specialty Consultants
Voice/Data Communications; Electronic/Audio Visual; Food Service Equipment; Hazardous Material; Hospital/Laboratory; Interior Design; Indoor Air Quality; Quality Control; Theater/Acoustical; Security | <ul style="list-style-type: none"> -LEED Consultation -Graphic and Signage Design -Special Code Reviews including ACHA -Detailed Cost Estimates -Documents Prepared For:
-Alternate Bids Exceeding Contract Scope
-Excessive Change Orders
-Multiple Construction Contracts
-Record Documents/As Built -Prolonged Construction Contract Administration Services -Structural Threshold Inspections -Project Representation During
Construction Beyond Bi-Monthly Administration -Additional Construction Contract
Administration Services for Multiple Contracts -Building Commissioning and Training Services -Post Occupancy Inspections/ Evaluations -Renderings/ Models - Substantive Changes to Scope, Size or Complexity -Owner Requested Changes to Approved Documents -Reimbursable Expenses*
Including, but not limited to, reproduction/ printing costs, travel expenses and special mail service expenses |
|--|--|

Mark Finigan

From: Michael B. Ingram [mingram@mbi-k2m.com]
Sent: Tuesday, May 12, 2009 1:14 PM
To: Mark Finigan
Subject: RE: City Hall

Mark, Our fee proposal includes all MEP work, all civil engineering design work for the site as defined by the property lines and associated utility connections, All Landscaping and Irrigation design work, all LEED engineering and design service – template completion for LEED Silver and fundamental commissioning, site lighting design and cost estimates following CSI format. Michael B. Ingram **rom:** Mark Finigan [mailto:mfinigan@keywestcity.com]

Sent: Tuesday, May 12, 2009 11:38 AM
To: Michael B. Ingram
Subject: City Hall

Michael,

Finishing up my Executive Summary and need to document that the design fees proposed for the three (3) structures - City Hall / Fire Station / Parking Structure - include the following efforts and will not result in "additional fees" :

- All MEP design work
- All Civil Engineering Design work
- All Landscaping and Irrigation Design work
- All LEED Consultation and Certification work
- All Site Lighting Design work
- Detailed Costs Estimates

I know we have covered this subject already, however, demonstrating the "reasonableness" of the fee structure proposed for the three structures is important and the inclusion of the aforementioned design efforts the State of Florida determines to be "additional" is a key part of such determination.

Please confirm.

Thanks

Mark Z. Finigan



DEPARTMENT OF MANAGEMENT
SERVICES

**"We serve those who
serve Florida."**

JEB BUSH
Governor

Tom Lewis, Jr.
Secretary

MyFlorida.com



Office of the Secretary
4050 Esplanade Way
Tallahassee, Florida
32399-0950

Telephone:
850-488-2786

Fax:
850-922-6149

Internet:
www.MyFlorida.com

June 12, 2006

To Whom It May Concern:

The Department of Management Services (DMS) conducted a statewide taskforce in the latter half of 2005 and the first quarter of 2006 to re-evaluate the long standing DMS Fee Schedule for Architectural and Related Engineering Services. This taskforce was comprised of participating state agency facilities staff and statewide associations representing public entity stakeholders, as well as the professional architectural and engineering associations. Several meetings were held in Tallahassee to explore the pertinent issues and discuss possible options in relation to DMS continuing to publish and maintain an A/E Fee Schedule.

The primary findings of the taskforce were:

- The DMS Fee Schedule was adopted from the last published 1969 AIA Fee Schedule after they were forced to abandon it due to a Federal Anti-Trust settlement.
- The DMS Fee Schedule has never been updated for inflation. It should be noted that the fee schedule does not adjust on a parallel line with increased construction inflation as was initially assumed by most taskforce participants. In fact, the A/E fee loses a fraction of a percentage in Net Present Value per year, which is hardly noticeable from year to year, but over time the difference becomes obvious and significant.
- The total hours to produce the specific contract documents have decreased as a result of technology efficiency, but the total project hours have not decreased. This is due in part to expanded responsibilities since 1969 such as coordinating with more demanding clients, increased project complexities, more contractual documents required and other miscellaneous issues.
- As a result, the DMS Fee Schedule is substantially out-of-date.

The following conclusions and recommendations of the taskforce were accepted:

- DMS should continue to publish the DMS Fee Schedule but rename it the DMS A/E Fee "Guide" to emphasize that it is only to be used as a benchmark to evaluate A/E Fee proposals for standard basic services.
- The published Engineering News Record (ENR) construction index shall be the basis for any future inflation adjustments.
- The DMS A/E Fee Guide should be evaluated every three years and updated as deemed necessary.
- The updated DMS A/E Fee Guide shall become a web based calculator with attached definitions clearly defining both "basic" as well as "additional" services. This new web site will replace the one that now displays the fee curve data. The new web site and calculator shall be available on July 1, 2006.

You are a major stakeholder in this issue. This letter is to advise you that the Department is adjusting the 1969 Fee Schedule. Through 2005, using updated ENR inflation coefficients, the average A/E Fee increases from 9% to 19% percent depending upon the project complexity curve.

The Department has adopted the listed recommendations by the taskforce, and the new fee guide will be effective July 1, 2006. If you have any questions regarding this issue, please contact Cherri Linn, Deputy Director of the Division of Real Estate Development and Management at 850-488-1817.

I want to thank all the taskforce members for their hard work. This is a long overdue needed change. Also attached is an example of what you will find on the web site to use as a guide in setting A/E fees.

Sincerely,



Tom Lewis, Jr. FAIA
Secretary

cc: Steve Eckman, Daytona Beach CC
John Reeves, FL Agric
Mike Huey, FL Assoc of AIA
Trent Manausa, FL Assoc of AIA
Ken Ogletree, FL Board of Governors
Steve Poole, DCF
Margaret Nicolosi, DOH
Richard Chatel, DCF
John Holley, DMS, Deputy Secretary
Jere Lahey, DMS, Facilities
Betty Mc Govern, DMS, Facilities
Rebecca De La Rosa, MFMP
Josh Yaffin, MFMP
Angela Tilton, MFMP
Bailey Barefoot, DOC
John Winn, DOC
Ron Walsh, DOH
Charles Alby, DOH
Terry Cappellini, DOT
Ananth Prasad, DOT
Mark Llewellyn, FL Eng Society
David Shufflebotham, HSMV
Lisa Durham, FSU
Suzanne Marshall, FL School Bd. Assoc.
Tim Dimond, DMS, Facilities
Ron Fahs, Div of Community Colleges
Debra Lupton, FL Assoc of AIA
Vicki Long, FL Assoc of AIA
Rick Logan, FL Assoc of AIA
Chris Holley, FL Counties
Glenn Jenkins, DCF
Michele Logan, DCF
Avi Wygodski, DCF
Cherri Linn, DMS, Facilities
Mary Lynn Shearer, DMS, Facilities
Gene Mc Campbell, DMS, Facilities
Chuck Bruce, MFMP
Vince Ackerman, MFMP
Russ Rothman, DMS, Purchasing
Patti Casey, DOC
Robert Raynor, DOE
Ed Mc Eachron, DOH
Jim Brewer, DOH
Kurt Lieblong, DOT
Frank Rudd, FL Engineering Society
Reggie Hough, HSMV
Kraig Conn, FL League of Cities
Larry Rubin, FSU
Lee Ann Korst, DMS, Deputy Secretary
Agency Heads

Attachment: Example of DMS A/E Fee Guide

**STATE OF FLORIDA, DEPARTMENT OF MANAGEMENT SERVICES FEE
GUIDELINES FOR BASIC ARCHITECTURAL AND ENGINEERING SERVICES
RELEASED 2006**

The payment of A/E fees represents some of the most important dollars spent on a project. These funds are an investment that affects both the quality and successful completion of a project. It is for this reason that the schedules used as a guideline for determining fees by the Department have to be updated to reflect the current market conditions. The original fee guidelines were generated in 1969 when the Engineering News Record (ENR) Construction Cost Index was 1,269. The published 2005 ENR yearly average Construction Cost Index was 7,446 which represents a 587% rise in inflation and, subsequently, a significant shortfall in the fee guideline calculation. As a result the formulas used in the fee guidelines have been updated in order to fairly compensate the A/E's for their services. Furthermore, the formulas will be updated in the future every three years in order to keep up with inflation.

DEFINITIONS:

Basic Services: The fee curves shown following pages were adopted by the Division of Building Construction, Department of Management Services in 2006 and are for architectural and engineering design, bidding and construction services, including normal consultant services. As stated in Rule 13D-3, Florida Administrative Code, these fee curves are only to be used as a guide, with the actual fees justified by the architect or engineer via a detailed proposal in accordance with guidelines of the Division of Building Construction, Department of Management Services.

Additional Services: Additional services are not included within the fee curves. Additional services may include any special consultants required by the project and are typically those furnished beyond what is shown in Article 3 of the Form of Agreement Between Owner and Architect-Engineer@ used by the Division of Building Construction. Additional services, including but not limited to those itemized on the next page shall have additional fees/expenses negotiated based on the project specific scope of services.

Formulas:

"A" Curve - $0.187547 - (0.01836 * \text{LOG}(\text{Construction Cost}/5.87))$

"B" Curve - $0.164145 - (0.015303 * \text{LOG}(\text{Construction Cost}/5.87))$

"C" Curve - $0.142432 - (0.010594 * \text{LOG}(\text{Construction Cost}/5.87))$

"D" Curve - $0.141419 - (0.01236 * \text{LOG}(\text{Construction Cost}/5.87))$

"E" Curve - $0.118011 - (0.009279 * \text{LOG}(\text{Construction Cost}/5.87))$

"F" Curve - $0.09521 - (0.006301 * \text{LOG}(\text{Construction Cost}/5.87))$

"G" Curve - $(\text{EXP}(-0.460517 * \text{LOG}(\text{Construction Cost}/5.87)) + (0.0075 * \text{LOG}((\text{Construction Cost}/5.87)/100000)))$

Proceed on to following page for fee guideline calculation

**STATE OF FLORIDA, DEPARTMENT OF MANAGEMENT SERVICES FEE GUIDELINES FOR
BASIC ARCHITECTURAL AND ENGINEERING SERVICES**

CONSTRUCTION COST	COMPLEXITY GROUP - PERCENTAGE						
	A	B	C	D	E	F	G
	#NUM!	#NUM!	#NUM!	#NUM!	#NUM!	#NUM!	#NUM!
CALCULATED FEE	#NUM!	#NUM!	#NUM!	#NUM!	#NUM!	#NUM!	#NUM!

Instructions: Fill in probable cost of construction in the black field above

GROUP DEFINITIONS:

"A" - CONSIDERABLY MORE THAN AVERAGE COMPLEXITY: Complex Laboratories, Complex Medical Hospitals

"B" - MORE THAN AVERAGE COMPLEXITY: Average Laboratories, Mental Hospitals, Simple Medical Hospitals, Clinics, Court Houses, Theatres, Complex University Buildings, Special Purpose Classrooms, Laboratory Classrooms, Libraries, Auditoriums, Museums, Air Terminals, Food Service Facilities, Specialized Detention Areas, Detention-Treatment Areas, Residences

"C" - REPAIRS AND RENOVATIONS: Miscellaneous Repairs and Renovations, Alterations to Office Space or Dormitory Space, Fire Code Corrective Work

"D" - AVERAGE COMPLEXITY: General Office Space, General Teaching Space, Gymnasiums, General Detention Living Facilities, Factory Buildings

"E" - LESS THAN AVERAGE COMPLEXITY: Apartment Buildings, Dormitory Buildings, Service Garages, Stadiums, Repetitive Design Facilities, Office Buildings With Undefined Interior Space (open for later partitioning), Specialized Parking Structures

"F" - CONSIDERABLY LESS THAN AVERAGE COMPLEXITY: Warehouses, Parking Garages, Storage Facilities

"G" - ENGINEERING SERVICES

ADDITIONAL SERVICES/EXPENSES:

The following services are considered Additional to Basic Services and are not included within the basic fee represented by the fee curves:

- | | |
|--|---|
| <ul style="list-style-type: none"> -Feasibility Studies/ Analysis -Facility Programming -Master Planning -Soils Investigations/Reports -Surveys -Topographic/Boundary
Vegetation/Improvements/Utilities -Measured Drawings of Existing Facilities -Existing Facilities Analysis -Asbestos Consultation/Surveys -Environmental Assessments -Traffic Analysis -Civil Engineering Design including Paving/Grading/Utilities
/Drainage/Stormwater Management/Environmental & All
Permitting -Existing Site Utility Infrastructure Improvements -Site Lighting Design -Landscape Architecture & Irrigation Design -Specialty Consultants
Data/Telephone Communications; Cost/Scheduling;
Electronic/Audio Visual; Elevator;Food Service; Hazardous
Material; Hospital/Laboratory; Interior Design; Indoor Air
Quality; Quality Control; Theater/Acoustical; Security -Life Cycle Cost and/or Energy (FLEET) Analysis
-Fees to be negotiated (not from FLEET fee curves) | <ul style="list-style-type: none"> -LEED Consultation -Graphic and Signage Design -Special Code Reviews including ACHA -Detailed Cost Estimates -Constructability Review Participation and Implementation -Value Analysis or Value Engineering -Documents Prepared For:
-Alternate Bids Requested By Owner
-Change Orders
-Multiple Construction Contracts
-Record Documents/As Builts -Prolonged Construction Contract Administration Services -Threshold Inspections -Project Representation During
Construction Beyond "periodic inspection" -Additional Construction Contract
Administration Services for Multiple Contracts -Building Commissioning and Training Services -Post Occupancy Inspections/ Evaluations -Renderings/ Models -Changes to Scope, Size or Complexity -Revisions to Previously Approved Documents -Reimbursable Expenses*
Including, but not limited to, reproduction/ printing costs,
travel expenses and special mail service expenses |
|--|---|

* As defined in the Division of Building Construction Form of Agreement Between Owner and Architect - Engineer.