

September 1, 2020

Mr. Shelton Vance
County Administrator
Madison County Board of Supervisors
125 West North Street / PO Box 608
Canton, MS 39046

**RE: COURTHOUSE FACILITY STUDY
MADISON COUNTY
BOARD OF SUPERVISORS**

Dear Shelton:

Attached for your review and the Board's execution is our proposal to provide Architectural Services for the Madison County Court Study – Phase II. Please review and provide any comments. If this is acceptable, please forward to the Board of Supervisors for their review and execution.

Thank you for this opportunity to assist Madison County. Please don't hesitate to contact me if you have any questions or need additional information.

Sincerely:

JH&H ARCHITECTS/PLANNERS/INTERIORS, PA



J. CARL FRANCO, AIA, LEED AP
Principal-in-charge

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AGREEMENT BETWEEN OWNER AND ARCHITECT

Agreement presented/made as of September 8, 2020 to the Madison County Board of Supervisors.

Between the Owner:

Madison County Board of Supervisors
125 West North Street
P.O. Box 608
Canton, MS 39046

And the Architect:

JH&H Architects/Planners/Interiors, P.A.
1047 North Flowood Drive
Flowood, Mississippi 39232-9533

For the following Project:

Phase II Facility Assessment and Planning Study for New Courthouse Facilities.

The Owner and Architect agree as follows:

1. Project Description

JH&H Architects | Planners | Interiors, P.A. will provide Phase II Planning Services for possible New Court Facilities to include two Existing Buildings: (1) Renovation of the Existing 152 Watford Drive Building located in West Canton and (2) Renovation and Addition to the Existing Circuit Court Building located in Downtown Canton. The Planning Services will be based on Revised Input from the Judges and Madison County Staff Representatives, as well as using the data from the previous March 2, 2020 Madison County Courthouse Study.

2. Scope of Basic Services to be Provided

- A. Provide Conceptual Floor Plan Drawings to aid in Planning and Cost Estimating.
- B. Provide Conceptual estimate of anticipated Project Costs.
- C. Provide up to Two Meetings with all Stakeholders to review initial Concepts.
- D. Refine Conceptual Drawings based on comments from Stakeholders Meetings.
- C. Provide Report and Presentation to Madison County Board of Supervisors, County Administration and Stakeholders.

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3. Fees & Costs for Basic Services

- A. Fees for Basic Services associated with the Phase II Planning Study shall be a Lump Sum of \$8,500.
- B. Fees for Additional Services shall be at the Hourly Rates as listed in Paragraph 4. No Additional Services are to be provided unless requested and approved by the County. Additional Services are those requested by the Owner beyond the Scope of Basic services contained in Section 2
- C. Reimbursable Costs shall be as listed in Paragraph 5.

4. Hourly Rates

| | |
|-------------------------|----------|
| Principal | \$185/HR |
| Architect/Engineer | \$135/HR |
| Interior Designer | \$120/HR |
| Project Manager | \$115/HR |
| Architect Intern | \$100/HR |
| CADD/Technical | \$85/HR |
| Clerical/Administrative | \$50/HR |

5. Reimbursable Costs

Reimbursable cost may include the following items.

- 8 ½ x 11 black & white copies \$0.15/copy
- 11 x 17 black & white copies \$0.25/copy
- 8 ½ x 11 color copies \$.50/copy
- 11 x 17 color copies \$1.00/copy
- Printing of drawings (24 x 36) \$1.00/copy
- Printing of Drawings (Half-Size) \$1.00/copy
- Mileage \$0.55/mile
- Computer plots \$2.00/sheet
- Specialty or Engineering Consultant 1.10 x Direct Cost
- Other items i.e.: photos, presentation boards, mailing, etc. Actual Cost

6. Schedule

Our staff of professionals are immediately available to begin work on this phase of your project. It is anticipated this Phase II Study will take approximately 30 days from County approval of Notice-To-Proceed, depending on Court Staff's timely input and availability.

7. Miscellaneous

A. The Owner or Architect may terminate this Agreement within 7 days of written notification. Fees for services performed to date shall be due to the Architect at that time, based on Work performed.

B. Owner's Representatives are Shelton Vance and Danny Lee.

8. Additional Services

Additional Services, if requested and approved by Owner, will be provided at the Hourly Rates contained in paragraph 4.

9. Items Not Included

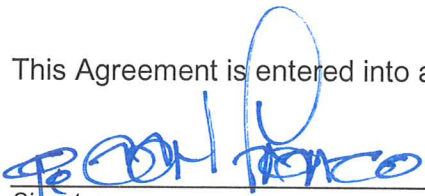
The following are Not Included as part of the Project Scope.

- Multiple Revisions (more than one revision) to Owner Approved Concepts.
- Colored 2D or 3D Renderings are Additional Services.

10. Payment

Payment will be due within 30 days of completion of each phase of the Work.

This Agreement is entered into as of the date written above.



Signature

J. Carl Franco, AIA

Print

Principal

Title

JH&H Architects/Planners/Interiors, P.A.

Signature

Gerald Steen

Print

President

Title

**Madison County
Board of Supervisors**