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In memory of
Michael A. Barranco, AIA
1962-2011

Karl Banks, President
Madison County Board of Supervisors
125 W. North St.
Canton, MS 39046

Fee Proposal for 21103: Madison County Shooting Range

Dear Mr. Banks:

Dale Partners Architects is pleased to present this fee proposal for architectural services for the Madison County shooting range project located in Madison County.

1. Project Description

- a. this project will be the design of an outdoor type shooting range. To include a simple restroom building, parking, and sidewalk access to the facility. Additional project design and details to be determined at a later date following approval of proposal and architectural selection.

2. Estimated or agreed-upon fee for each phase

- a. The fees below are based on a 8.60% fee for basic services (C, A, S, M, P, FP, & E) - assuming a **\$1,000,000** construction cost.
 - i. Programming (0%)\$0.00
 - ii. Schematic Design (15%)\$12,900.00
 - iii. Design Development (20%)\$17,200.00
 - iv. Construction Documents (40%).....\$34,400.00
 - v. Bidding (5%).....\$4,300.00
 - vi. Construction Administration (20%)\$17,200.00
 - vii. Project Total (100%)\$86,000.00
- b. The fees below are based on a 8.60% fee for basic services (C, A, S, M, P, FP, & E) - assuming a **\$750,000** construction cost
 - i. Programming (0%)\$0.00
 - ii. Schematic Design (15%)\$9,675.00
 - iii. Design Development (20%)\$12,900.00
 - iv. Construction Documents (40%).....\$25,800.00
 - v. Bidding (5%).....\$3,225.00

vi. Construction Administration (20%)	\$12,900.00
vii. Project Total (100%)	\$64,500.00

c.

3. Project Budget

- a. it was noted that the approximate project budget would be between \$750,000 and \$1 million. Detailed cost analyses to be provided at interim project deliverables – schematic design, design development, and construction document phases, to be provided by the architect
- b. note that this construction cost only includes the building site and hardscape. Additional cost for design team fees, survey, and quality control testing to be provided separately by the owner.

4. Project Schedule

- a. the timeline below lists and approximated schedule for project deliverables. This will vary depending on the complexity of the project. The architect will provide a detailed schedule following the initial kickoff meeting
- b. The following is a preliminary project timeline for the project
 - i. Notice to proceed TBD
 - ii. Programming complete N/A
 - iii. Schematic Design completetwo weeks±
 - iv. Design Development completetwo weeks±
 - v. Construction documents complete four weeks±
 - vi. Bidding complete four weeks±
 - vii. Construction complete250 days±

5. Project Details

- a. A computer generated concept model will be provided at each design phase, upon request: to be included in base fee. Additional models and renderings may qualify as additional services.
- b. The delivered building design will comply with all local, specific, and applicable codes and regulations that govern the project
- c. the project will be designed-bid-build type construction
- d. All design documents created for this Project are for the exclusive use of Dale Partners Architects and the Owner and are create specifically for this project

6. Project Team

- a. Basic consultants included under architectural scope of work: Civil, Structural, Architectural, Fire Protection, Plumbing, Mechanical, Electrical
- b. Specialty consultants included under architectural scope of work: N/A
- c. Specialty consultants not included under architectural scope of work – to be provided for by owner: Hazardous Material (if needed), Survey, and/or Geotechnical

Should you find you are in concurrence with the content of this proposal and agree to retain Dale Partners Architects for this project pursuant to the scope of work delineated above, please affix signature and date where indicated and return the original executed document to this office, retaining one (1) copy for your files.

Sincerely,

Accepted by:



Russ Blount, AIA, LEED AP, Partner
Dale Partners Architects, P.A.

Karl Banks, President
Madison County Board of Supervisors

Date

Enclosure

cc: Brandy Turnage

Appendix

1. Basic Architectural Services

a. Programming (n/a)

- i. During the first phase—schematic design—the architect consults with the owner to determine project goals and requirements. Often this determines the program for the project.
- ii. The program, or architectural program, is the term used to define the required functions of the project. It should include estimated square footage of each usage type and any other elements that achieve the project goals.

b. Schematic Design

- i. During schematic design, the architect commonly develops study drawings, documents, or other media that illustrate the concepts of the design and include spatial relationships, scale, and form for the owner to review. Schematic design also is the research phase of the project, when zoning requirements or jurisdictional restrictions are discovered and addressed.
- ii. This phase produces a final schematic design, to which the owner agrees after consultation and discussions with the architect. Costs are estimated based on overall project volume. The design then moves forward to the design development phase.
- iii. Deliverables: Schematic design often produces a site plan, floor plan(s), sections, an elevation, and other illustrative materials; computer images, renderings, or models. Typically the drawings include overall dimensions, and a construction cost is estimated.

c. Design Development

- i. Design development (DD) services use the initial design documents from the schematic phase and take them one step further. This phase lays out mechanical, electrical, plumbing, structural, and architectural details.
- ii. Typically referred to as DD, this phase results in drawings that often specify design elements such as material types and location of windows and doors. The level of detail provided in the DD phase is determined by the owner's request and the project requirements. The DD phase often ends with a formal presentation to, and approval by, the owner.
- iii. Deliverables: Design development often produces floor plans, sections, and elevations with full dimensions. These drawings typically include door and window details and outline material specifications.

d. Construction Documents

- i. The next phase is construction documents (CDs). Once the owner and architect are satisfied with the documents produced during DD, the architect moves forward and produces drawings with greater detail. These drawings typically include specifications for construction details and materials.
- ii. Once CDs are satisfactorily produced, the architect sends them to contractors for pricing or bidding, if part of the contract. The level of detail in CDs may vary depending on the owner's preference. If the CD set is not 100-percent complete, this is noted on the CD set when it is sent out for bid. This phase results in the contractors' final estimate of project costs.

- iii. Deliverables: The construction document phase produces a set of drawings that include all pertinent information required for the contractor to price and build the project.
 - e. Bidding
 - i. The first step of this phase is preparation of the bid documents to go out to potential contractors for pricing. The bid document set often includes an advertisement for bids, instructions to bidders, the bid form, bid documents, the owner-contractor agreement, labor and material payment bond, and any other sections necessary for successful price bids. For some projects that have unique aspects or complex requirements, the architect and owner elect to have a pre-bid meeting for potential contractors.
 - ii. After bid sets are distributed, both the owner and architect wait for bids to come in. The owner, with the help of the architect, evaluate the bids and select a winning bid. Any negotiation with the bidder of price or project scope, if necessary, should be done before the contract for construction is signed.
 - iii. The final step is to award the contract to the selected bidder with a formal letter of intent to allow construction to begin.
 - iv. Deliverables: The final deliverable is a construction contract. Once this document is signed, project construction can begin.
 - f. Construction Administration
 - i. Contract administration (CA) services are rendered at the owner's discretion and are outlined in the owner-architect construction agreement. Different owner-architect-contractor agreements require different levels of services on the architect's part. CA services begin with the initial contract for construction and terminate when the final certificate of payment is issued.
 - ii. The architect's core responsibility during this phase is to help the contractor to build the project as specified in the CDs as approved by the owner. Questions may arise on site that require the architect to develop architectural sketches: drawings issued after construction documents have been released that offer additional clarification to finish the project properly. Different situations may require the architect to issue a Change in Services to complete the project.
 - iii. Deliverables: A successfully built and contracted project.
- 2. Reimbursable expenses not included with the base fee
 - a. Reimbursable Expenses and additional services shall be reimbursed to the Architect including actual expenditures only, made by the Architect, its employees and consultants in the interest of the Project
 - i. Expense of transportation and living for travel in connection with the Project; long distance telephone communication outside Jackson, MS area; and all charges and fees paid for securing approval of authorities having jurisdiction over the Project
 - ii. Expense of the reproductions, postage and handling of drawings, specifications, and other documents excluding drawings, specification and other documents for the office use of the Architect and the Architect's sub consultants
 - iii. Project related automobile mileage at rates not exceeding those allowable for federal income tax purposes; mileage rate = 55.0 ¢ per mile
 - iv. Expense of renderings (including labor for renderings), artwork, mock-ups, and models as specifically requested by the Owner. Additional rendered model images will be billed at \$2,500 each.

- v. Additional Services of specialty sub consultants (e.g. traffic, zoning, FAA, surveying, drainage study, etc.)
- vi. All charter air travel expenses will be billed at cost and will be approved by the Owner prior to the tip
- vii. Any other expense authorized by the Owner as a reimbursable expense

3. Hourly rates for additional services

a. Architectural

- i. Managing Principal\$240
- ii. Sr. Manager – Design / Management.....\$220
- iii. Sr. Manager – Construction Administration\$200-210
- iv. Sr. Project Manager\$180-195
- v. Project Manager / Designer.....\$160-180
- vi. Interior Designer.....\$120-125
- vii. Quality Assurance / Construction Admin. / Specifications\$120-125
- viii. Project Architect / Intern.....\$150-170
- ix. CADD Technicians\$100-120
- x. Graphics Designer\$130
- xi. Project Assistant\$85-110

b. Landscape Architecture / Site Planning

- i. Senior Planner\$200