

November 16, 2015

Mr. Danny Lee
Madison County – Buildings and Grounds
P.O. Box 608
Canton, MS 39046-0608

Re: **Proposal**
Madison County Courthouse
Courtroom Interior Design Services

Dear Mr. Lee:

Thank you again for the opportunity to continue work with the County on the restoration of the Madison County Courthouse Project with services for the design and layout of the Courtroom Interior. This work is in addition to current renovation work being done on the Courthouse. Scope of work shall include:

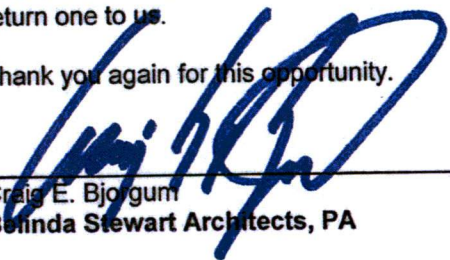
- Design Services for Layout of Courtroom Fixtures and Furnishings (Built-In Elements)
 - Built-In Furnishings shall include Judge's Bench (Complex), Jury Box and Railing
- Cost Estimate for Construction of Built-ins
- Development of Construction Documents (Bid Package) for above noted work.
- Project Bidding
- Construction Administration Services will be as needed on an hourly basis.

Architectural Design Services, through the completion of bidding, shall be provided for the stipulated sum of twelve percent (12%) of the estimated construction/furnishing amount including the value of any Owner requested bid alternates. Architectural Services required during Construction shall be provided on an hourly basis, based on our current standard hourly rates (See Attachment 'A'). Estimated fee for design services, through bidding, is \$10,024.00 plus expenses (Mileage, Printing, Etc.). Fee is based on estimates/budgets from similar Courtroom Projects. If work scope changes or fee adjustments are necessary, we will notify and review with you at that time prior to proceeding.

Upon receipt of the signed acceptance of this Proposal, design work shall be completed within 6 – 8 weeks.

If services and terms above are acceptable, please sign both Proposals below, retain one for your records and return one to us.

Thank you again for this opportunity.



Craig E. Bjorgum
Belinda Stewart Architects, PA



Date

Karl Banks, President
Madison County Board of Supervisors

Date



RATES and TERMS - January 1, 2015

**Exhibit A
HOURLY RATES:**

Commercial & Residential

Principal Architect	\$125.00
Architect / Project Manager	\$100.00
Designer / Project Coordinator	\$90.00
Senior Drafter	\$65.00
Intern / Project Coordinator	\$75.00
Intermediate Intern	\$65.00
Intern Architect	\$55.00
Project Administrator	\$50.00
Grant Writer / Administrator	\$50.00
Intern Drafter	\$45.00
Clerical / Administrative	\$35.00
Student Intern	\$35.00

NORMAL EXPENSES:

Travel, private vehicular. . .As allowed by the IRS	\$0.55 per mile
Travel, commercial	Cost of Fare without Markup
Photographic Development	Cost of development without markup
Large Format Copying	\$3.00 per copy
Copies	\$0.10 per copy
Color Copies	\$0.50 per copy
Faxes	\$.50 per page
Postage/Delivery	Cost of Postage/Delivery without Markup
Meals/Lodging.....Overnight Travel Only.....	Cost of Meals/Lodging without Markup

SPECIAL EXPENSES:

Equipment Rentals	Cost of Rental without Markup
Additional Consultants.....	Cost of Consultant with 10% Markup

GENERAL TERMS and CONDITIONS:

Travel is billed at the Architect's Hourly Rates, portal to portal, plus expenses. After Hours and Weekend Services will be billed at 150% of Architect's Hourly Rate. Projects requiring more than thirty days to complete will be billed on a Monthly Basis for the Hours and Expenses incurred. Projects lasting less than thirty days will be billed at the conclusion of architectural services. All invoices are due upon receipt and will be considered PAST DUE thirty days after the invoice date.

Madison County Courthouse - Repairs and Restoration
COURTROOM FURNISHINGS : Cost Estimate

Cost Estimate - 11/12/15 (Revision 2)

BSA Job # 1208

Item	Qty.	Unit	\$/unit	Subtotal	O&P (21%):	Total:
Division 1 - General Conditions						
General Requirements (4.5% Const. Cost)				SEE BELOW		
				Subtotals:	\$ -	\$ -
				\$	\$	-

COURTROOM FURNITURE (Fixed Items)						
Wood Railing with Wood Cap and Spindles and Gate(s)	51	LF	\$ 175.00	\$ 8,925.00	\$ 1,874.25	\$ 10,799.25
Judge's Bench Assembly (Judge's Bench/Witness Stand/Attorney/CR)	1	LS	\$ 30,000.00	\$ 30,000.00	\$ 6,300.00	\$ 36,300.00
Jury Box (Framing and Finishing)	1	LS	\$ 25,000.00	\$ 25,000.00	\$ 5,250.00	\$ 30,250.00
				Subtotals	\$ 63,925.00	\$ 13,424.25

Construction Cost Subtotal					\$	77,349.25
Division 1 - General Requirements (4.5%) Construction Cost					\$	3,480.72
Taxes (3.5% of Construction Cost)					\$	2,707.22
Total Construction Cost					\$	83,537.19

Non-Building Costs:						
Item	Cost			Subtotal:		
Fees and Expenses (Project Budget):						
	\$83,537.19					
Architectural Services/Fees (12% of Construction Estimate) Through Bidding			\$ 10,024.46			
Mileage + Expenses			\$ 500.00			
				Subtotal:	\$	10,524.46
Clarion Ledger Advertisement			\$ 200.00			
Printing (Estimate)			\$ 300.00			
				Subtotal:	\$	500.00

Total Non-Building Costs:					\$	11,024.46
Total Construction Cost - Base Bid (From Above)					\$	83,537.19
Contingency (7.0% of Construction)					\$	5,847.60
COURTOOM FINISHING - PROJECT TOTAL:					\$	100,409.26

Note: The estimated costs outlined above were prepared by Belinda Stewart Architects, PA and are based upon experience with recent similar projects. Construction costs can fluctuate significantly depending on the bidding market, full prices, material costs, and other specific conditions outside the control of the bidder. Further cost analysis will be completed with each phase of work.