



May 24, 2024

Livingston County EMS
1911 Tooley Rd.
Howell, MI 48855

Attn: Dave Feldpausch, EMS Director

Re: Livingston County EMS: Cohoctah Township Substation – Architectural Proposal

Dear Dave,

Following our initial feasibility study work, and the Board of Commissioners recent decision to move the project forward into the public bidding phase, we are pleased to offer you a full service proposal for the remaining scope of work. The basis of this proposal will be the current feasibility study plans and exterior imagery that have been completed to date.

Given the above stated objective, we are please to offer you the following service proposal to assist you in your efforts:

PROPOSED PROFESSIONAL SERVICES

Schematic Design Phase: Remaining schematic design services will include creating formal exterior elevations from our rendered exterior views, and development of overall schematic building sections for the proposed facility. These drawings, along with the approved plan, will be used as background files that will be shared with our structural and MEP consultants.

Design Development Phase: After completion of the schematic design work, we will continue the design process by further developing the concepts for the structural, mechanical and electrical systems for the project. The site will also be engineered at this time by Boss Engineering for submission to the local municipality for their review and approval. The site plan submission package includes an engineered site plan and a landscape plan (by others), and building floor plans, building elevations, and completed application forms as completed by Lindhout Associates and Boss Engineering. We will present your project to the Planning Commission, attend all meetings, and represent you at those meetings. At the completion of this work phase, the probable cost statement will be updated if any significant changes occurred to the plans.

Construction Documents Phase: Following the design development process, we will prepare the necessary documents for competitive contractor bidding as well as permit review. Complete structural, mechanical, electrical, and architectural drawings and specifications will be produced. We will coordinate with Boss Engineering and integrate their work into the bids sets. A project manual will be produced which outlines the general conditions of the construction project, gives instructions to the bidders, and assigns responsibilities regarding insurances, scheduling, safety, and quality issues. The construction documents should be reviewed and approved by you prior to the release to the bidders. If any significant changes occurred in the design, the probable cost statement will be updated during this phase of work.

Bidding Phase: We will coordinate the bidding process by distributing bid sets, answer all questions regarding the documents, issue all required addenda, review of all bids received, and will attend all interviews. We will also assist you in preparing a contract for construction with the selected general contractor.

Construction Phase: During construction of the project, we will make regular site visits to observe the progress. We will assist the contractors in interpretation of the documents and in unforeseen field conditions. During this phase we will assist Facility Services in the selection of interior finishes. We will also review shop drawings and

william p. lindhout frank l. pierron piet w. lindhout robert j. king michael j. kennedy david a. richardson michael j. o'leary
bradley m. alvord john w. eckstein d. jason mcintyre holly a. osterhout joshua l. hendershot heather m. teeling

Our Mission

Integrity

in architecture and design
in client relationships
in employee relationships
in community relationships

advancement

in all these efforts

submittals from the subcontractors. On a monthly basis we will review and process the contractor's application for payment.

PROFESSIONAL SERVICES (SUMMARY)

We are offering you professional services, which include:

SITE DESIGN / CIVIL ENGINEERING SERVICES
BUILDING DESIGN
MECHANICAL ENGINEERING
ELECTRICAL ENGINEERING
BIDDING COORDINATION
CONSTRUCTION ADMINISTRATION
ASSISTANCE WITH INTERIOR MATERIAL AND COLOR SELECTIONS

PROPOSED FEE

Per our established master services agreement, for projects with estimated construction costs between 1.0M – 3.0M, a percentage fee of 7.14% would be earned. Based on our most recent probable cost statement, we are estimating the cost of building construction at \$1,179,876.50. Using our established **7.14% fee**, this would equate to an overall **estimated fee of \$84,243.18** for the project. Please note that this estimated fee will be adjusted once the project goes through the formal public bid process, and a guaranteed maximum price is established by the selected general contractor.

Our estimated fee breaks down into the following allocation:

Schematic Design Phase	5%
Design Development Phase	25%
Construction Documents Phase	40%
Bidding Administration Phase	10%
Construction Administration Phase	20%

Our hourly rates per our master services agreement are as follows:

CEO & President	\$132.60 per hour
Principal	\$107.10 per hour
Project Manager	\$87.72 per hour
Senior Project Architect	\$83.64 per hour
Project Architect	\$81.60 per hour
Architect	\$76.50 per hour
Planner / Designer	\$73.44 per hour
Intern Architect III	\$71.40 per hour
Intern Architect II	\$66.30 per hour
Intern Architect I	\$61.20 per hour

All work will be performed on our CADD system with complete sheet specifications. Our fees do not include furniture design and/or coordination services, models, print charges for bidding and construction documents, surveys, soil borings, septic design, zoning board variances, application/review fees, site plan amendments, out of town travel expenses beyond 50 miles, or any other service not mentioned as such. Significant changes to previously approved designs will be charged at our standard hourly rates and may affect total costs adversely.

Please note that our practice of architecture does not include any expertise or control over environmentally hazardous materials in your existing building or on your site. Our service proposal does not include any analysis or abatement work of any kind. If we are made aware of any such situation, we will notify you and assist you in seeking professional advice for the given situation.



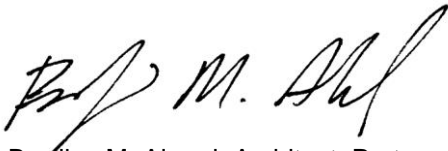
TERMS AND CONDITIONS

This proposal is subject to the general terms and conditions of our current multi-year contract with the County.

We hope that this is an acceptable proposal for our continued service to Livingston County. We look forward to this opportunity to help with your proposed renovations. Please let us know if there is any clarification we can make on this proposal. If it is acceptable, please sign below, and return it to our office.

Respectfully Submitted,

Approval to Proceed:



Bradley M. Alvord, Architect, Partner
Lindhout Associates architects aia pc

Dave Feldpausch, EMS Director
Livingston County

Date



Michael J. Kennedy, AIA, Architect, CEO
Lindhout Associates architects aia pc

Nathan Burd, County Administrator
Livingston County

Date

