



January 20, 2023

Mr. Andy Penick, Purchasing Manager
Hall County Government
2875 Browns Bridge Road, 4th Floor
Gainesville, GA 30504
agpenick@hallcounty.org

Re: Task Order #2023-0018 – Design and Construction Phase Architectural Services for Interior Improvements to the Hall County Health Department

Dear Mr. Penick:

Precision Planning, Inc. (PPI) is pleased to offer Hall County (Client) this proposal for professional design services related to renovations planned at the Hall County Health Department. The scope of services below is based upon your December 20, 2022 request. The project shall be contracted utilizing terms of PPI's Task Order agreement with Hall County dated October 10, 2017, with current hourly rates.

Project Understanding

PPI understands that the Client plans to renovate the existing Hall County Health Department (approximately 33,200 SF) to improve efficiency and expand the functionality of the building. The renovation scope will also include a new drive-through clinic canopy, as well as other miscellaneous exterior building improvements. The façade of the Health Department building and that of the adjacent District Building will be renovated to match a proposed Medical Office Building (MOB) and a proposed Northeast Georgia Physician's Group (NGPG) building to create a "campus" feel. Coordination will be required with the architect responsible for the other proposed facilities, as well as planning of phasing required to keep the facility operational during construction. Civil engineering of the project site is by others. PPI understands that the project will be constructed using the Construction Manager at Risk (CMAR) delivery method. Design services are proposed as outlined below.

Project Scope of Services

I. Schematic Design

- A. PPI will attend a kick-off meeting with the Client to confirm goals and objectives for the project.
- B. PPI will conduct a walk-through of the existing facility to confirm existing conditions.
- C. PPI will update a previously prepared CAD As-Built Floor Plan for design purposes.
- D. PPI will meet with the Client to confirm programming requirements and accuracy of previously prepared Schematic Floor Plan and Site Plan to meet the needs of the Client.
- E. PPI will prepare a final Schematic Design package for submittal to the Client and the selected CMAR for preliminary pricing purposes.

II. Construction Documents (CDs)

- A. After approval of the Schematic Design Package and associated pricing, PPI will prepare Construction Documents (drawings and specifications) suitable for permitting, procurement, and construction of the project. Phased construction shall be indicated on the documents. Disciplines shall include architecture, interior design (finishes and signage), structural engineering (limited to new canopy), mechanical/plumbing/fire protection engineering, and electrical/low voltage engineering.
- B. PPI will attend review meetings at 30%, 60% and 90% completion of the CDs and will coordinate with the CMAR relative to intermediate cost estimating.

- C. One Opinion of Probable Cost (OPC) will be prepared and submitted by PPI if requested.
- D. PPI will assist with permitting of the project, including meeting with plan review agencies to confirm requirements, submittal of the documents for review by agencies, addressing comments as requested, and attending a final walk-through to obtain required approvals.
- E. PPI will issue a final set of CDs to the Client and CMAR in hard copy and electronic media.

III. Procurement and Construction Contract Administration

- A. PPI will assist the CMAR as required during the subcontractor bidding phase, including responding to questions and making clarifications.
- B. PPI will prepare and issue conformed documents to the Client and CMAR.
- C. PPI will attend a pre-construction conference with the Client and CMAR.
- D. PPI will visit the site every other week for up to eighteen (18) months, prepare photographic field reports, and certify the CMAR's Pay Applications.
- E. PPI will attend monthly Owner/Architect/Contractor (OAC) meetings.
- F. PPI will review shop drawings and submittals [no more than two (2) revisions of each are included].
- G. PPI will review the CMAR's Requests for Information and Change Proposal Requests.
- H. PPI will perform a punch list walk-through and will certify Substantial Completion of the project.

Additional Services

The following additional services may be proposed and billed according to the attached Schedule of Standard Hourly Rates:

- 1. Additional meetings or site visits required or requested by the Client not listed above
- 2. Design changes after approval of Schematic Design, or services required due to significant changes in the project including, but not limited to, size, quality, complexity or Client's schedule
- 3. Land Surveying, civil engineering and structural engineering (other than as required for canopy design)
- 4. Furniture design and specification
- 5. LEED Certification

Exclusions and Assumptions

Testing services including geotechnical testing, hazardous materials testing or evaluation, water testing and core sampling are excluded from this scope of services.

Compensation

PPI agrees to perform the services outlined above for a **Lump Sum Fee of \$440,550.00**. Refer to the attached Hall County Standard Hourly Rates for the breakdown of estimated man-hours. Reimbursable expenses are included in this Lump Sum Fee.

Thank you for the opportunity to propose these services to Hall County.

Sincerely,



Elizabeth A. Hudson, RA, NCARB
Executive Vice President, LEED® AP

LH/kb

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Attachments: Hall County Standard Hourly Rates; Standard General Conditions; Task Order Form

HALL COUNTY STANDARD HOURLY RATES

Billing Category	Hourly Rate 2023	Estimated Hours	Total
Principal in Charge	\$185.00	40	\$7,400.00
Sr. Project Architect	\$140.00	60	\$8,400.00
Project Architect	\$120.00		\$0.00
Senior Project Manager	\$150.00		\$0.00
Project Manager	\$125.00	750	\$93,750.00
Job Captain	\$100.00	750	\$75,000.00
Intern Architect	\$90.00	600	\$54,000.00
Interior Designer	\$90.00	N.T.E.	\$33,480.00
CADD Technician	\$80.00	600	\$48,000.00
Senior Civil Engineer	\$140.00		\$0.00
Civil Engineer	\$120.00		\$0.00
Senior Landscape Architect	\$140.00		\$0.00
Landscape Architect	\$90.00		\$0.00
Project Administrator	\$90.00	60	\$5,400.00
Senior Project Assistant	\$80.00	24	\$1,920.00
Project Assistant	\$70.00		\$0.00
Structural Engineer	\$140.00	N.T.E.	\$6,400.00
Mechanical/Plumbing Engineer	\$140.00	N.T.E.	\$35,280.00
Electrical Engineer	\$140.00	N.T.E.	\$36,720.00
Low Voltage Engineer	\$140.00	N.T.E.	\$25,400.00
Cost Estimator	\$110.00	40	\$4,400.00
Senior Survey Manager	\$150.00		\$0.00
Survey Manager	\$130.00		\$0.00
Survey Coordinator	\$100.00		\$0.00
Survey Technician	\$90.00		\$0.00
Registered Surveyor	\$150.00		\$0.00
Surveying Crew	\$175.00		\$0.00
SUB-TOTAL			\$435,550.00
<u>Reimbursable Expenses:</u>			
Printing, mileage, photographs, and other consumable documents			\$5,000.00
TOTAL PROPOSED LUMP SUM FEE:			\$440,550.00



Hall County Government

FINANCIAL SERVICES

Task Order #2023-0018

For the provision of

DESIGN AND CONSTRUCTION PHASE ARCHITECTURAL SERVICES FOR INTERIOR IMPROVEMENTS TO THE HALL COUNTY HEALTH DEPARTMENT

POST OFFICE DRAWER 1435
GAINESVILLE, GA 30503

t: 770.535.8270 | f: 770.531.6711

DIRECTOR
Wesley Geddings

PROJECT DESCRIPTION

This task order is for the Hall County Health Department located at 1290 Athens St. Gainesville, GA 30507. The Hall County's Department of Public Works and Utilities is requesting bids for the development of Construction Documents for the Hall County Health Department Interior Improvements project (herein 'Services'). All Terms and Conditions of Demand Services On-Call Contract #43-001 remain intact as written.

SCHEDULE OF EVENTS

Task Order Release Date: December 20, 2022

Mandatory Pre-Bid Site Visit: None Required.

Contractor's Written Questions Due: Friday, January 6, 2022

Address all questions to apenick@hallcounty.org

County's Written Answers Due Date: Friday, January 13, 2022

All questions and answers will be made available to all bidders.

Task Order #2023-018 Bid Due Date: 2:00pm, January 20, 2022

Digital bid responses to agpenick@hallcounty.org are acceptable for Task Orders. Bidders must sign, notarized and hold valid for sixty-days (60) from submittal.

Consultants are to bid one (1) lump-sum cost for the Services listed herein. The County seeks the best value in its evaluation process.

BID ON: Construction Documents Development (Design and Construction Phase Services)

TOTAL COST: Lump Sum Fee of \$440,550.00

Attachments:

EXHIBIT A – SCOPE OF SERVICES

EXHIBIT B – CONCEPTUAL DESIGN SCHEMATIC

An officer of the bidding company must sign below in wet ink. If awarded, the County will sign and execute the Task Order #2023-018 and forward a Notice-To-Proceed followed by a Purchase Order.

Revised 12/20/2022 AGP

IN WITNESS WHEREOF said Parties have hereunto affixed their signature and seal on the day, month, and year first above written:

PRECISION PLANNING, INC. _____

HALL COUNTY, GEORGIA _____

By: Elizabeth A. Hudson

By: _____
Richard Higgins, Chairman
Hall County Board of Commissioners

Title: **Executive Vice President** _____

Print Name: **Elizabeth A. Hudson, RA** _____

Attestment: _____
County Clerk

Sworn to and subscribed before me this

Sworn to and subscribed before me this

18th Day of January, 2023

_____ Day of _____, 2023

Notary Public: Kathy F. Barker

Notary Public: _____

Notary commission expires: 4/6/2023

Notary commission expires: _____

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APPROVED AS TO FORM:

Van Stephens, County Attorney,
William Linkous, Deputy County
Attorney, Justin Lawhon, Deputy
County Attorney, or designee