

**Date:** October 26, 2024  
**To:** Nathan Duval, Capital Facilities Manager, City of Valdez  
**From:** David Popiel  
**Project No.:** 24-CC-001 (CoV), 24-121 (BNAP)  
**Subject:** Valdez Childcare: Programming & Design Documents - Fee Proposal

Nathan,

We are excited for the opportunity to continue work with the City of Valdez on a new childcare facility. In the notes below, I have outlined the project scope, preliminary project schedule, and our design team's proposed fee.

### **Project Scope**

Design drawings for new childcare facility in Hermon Hutchen Elementary School (HHES) and programming and student capacity study for overall facility.

- Programming & Student Capacity Study
  - Generate programming plans for Hermon Hutchens Elementary School showing revisions to the existing classroom layouts necessary to accommodate the proposed childcare facility.
  - Overall analysis of identifying student capacity of HHES prior to and after inclusion of childcare programming in building.
  - Deliverable: Report summarizing the proposed reconfiguration of HHES and student capacity analysis for review by City project team, City Council, and School Board
- Design Document Development
  - Design Document development with milestone deliverables of 50% Design Documents, 95% Documents, and Construction Documents.
  - Design documents to include details drawings and specifications for new childcare facility and any associated reconfiguration of existing school spaces.

### **Project Schedule**

The preliminary project schedule is included as an attachment to the fee proposal.

### **Project Fee Proposal**

The design services are proposed as lump sum, separated into design document deliverable phases. Fee proposal is valid 60 days from issuance.

• Programming & Student Capacity Study:	\$37,100
• 50% Design Documents:	\$153,472
• 95% Design Documents:	\$127,457
• Construction Documents:	\$77,007
• <b><u>Design Services Fee Total</u></b>	<b><u>\$395,036</u></b>

**Assumptions and Exclusions**

- Assumption: Owner to provide documentation of existing facilities.
- Assumption: Owner to regularly engage in programming and design for existing facilities.
- Assumption: Owner to facilitate and help coordinate project meetings with outside bodies including School Board.
- Assumption: Project delivery method to be Design-Assist with selected general contractor brought on to project at 50% Design Documents.
- Assumption: For site inspections during the school year, Hermon Hutchens will be available to design team after hours.
- Assumption: City to provide transport to and from airport and project site. Intent is to not require consultants to rent cars during site visits and inspections.
- Exclusions: Bidding or construction administration work. If project proceeds to bidding and construction, separate fee proposals will be provided to the City for review.
- Exclusion: Hazardous material investigations
- Exclusion: Legal documentation of existing sites including but not limited to boundary surveys, property lines, and property ownership.
- Exclusion: Geotechnical investigation

Thank you again for involving us in the project, we are excited to work with the City to develop a solution to the need for childcare.

Sincerely,



David Popiel, AIA

Senior Architect

Attachments: Preliminary Project Schedule, Fee Proposal Detail



Bettisworth North Architects and Planners  
 Professional Services Fee Proposal  
 Date: October 9, 2024

**Owner:** City of Valdez  
**Project:** Childcare Programming & Design Documents  
**Phases:** Programming, 50% Docs, 95% Docs, CD's

**Professional Services Summary**

Fee Scope	Fee Type	Bettisworth North Architects and Planners			Subconsultants	Markups	Totals by Phase
		Investigative Services	Design Services	Bidding and Construction Services	Consultants Fees		
Programming & Student Capacity	Lump Sum	\$29,674			\$6,623	\$803	\$37,100
50% Design Documents	Lump Sum		\$69,419		\$76,284	\$7,769	\$153,472
95% Design Documents	Lump Sum		\$51,670		\$68,897	\$6,890	\$127,457
Construction Documents	Lump Sum		\$52,400		\$22,370	\$2,237	\$77,007
<b>Sub Total Design Fee</b>		<b>\$29,674</b>	<b>\$173,489</b>		<b>\$174,174</b>	<b>\$17,699</b>	<b>\$395,036</b>

**Professional Services Fees and Direct Costs**

<b>BN</b>							<b>\$203,163</b>
<b>Subconsultants</b>							<b>\$174,174</b>
<b>Total Markups</b>							<b>\$17,699</b>
BN Markup Applied to Direct Expenses			10.00%				
BN Markup Applied to Sub Direct Labor			10.00%				
<b>Total Fee</b>							<b>\$395,036</b>

Bettisworth North Architects and Planners Professional Services Fee Proposal Date: October 9, 2024		Owner: City of Valdez Project: Childcare Programming & Design Documents Programming, 50% Docs, 95% Docs, CD's													
Task Labor	Hours														Totals
	Principal	Project Manager	Senior Architect	Architect II	Senior Landscape Architect	Landscape Architect II	Senior Interior Designer	Interior Designer II	Design Tech III	Design Tech II	Design Tech I	Client Service Mgr	Admin Assistant		
<b>Programming &amp; Student Capacity Study</b>															
<b>Lump Sum</b>															
<b>Architectural Tasks</b>															
Project Management				4											
Meetings / Coordination															
City Project Team				3	3										
School Board	2			1.5	1.5										
Design and Engineering Team				2	2										
<b>Programming Activities</b>															
Drafting Existing Facility				2	8							20			
User Group Coordination				2	4										
Planning				2	8							20			
Student Capacity Research	2			2	6										
Prepare Programming & Student Capacity Study															
Code Analysis				4	8										
Program of Spaces				4	16							8			
Relationship Diagrams				4	16							8			
Programming & Student Capacity Study Presentation	2			2	2										
Review Meeting				1	1									8	
Subtotal Hours	6			33.5	75.5							56		8	
<b>Architecture Tasks Subtotal</b>	<b>\$1,320</b>			<b>\$6,533</b>	<b>\$13,213</b>							<b>\$6,440</b>		<b>\$760</b>	<b>\$28,265</b>
<b>Interiors Tasks</b>															
Meetings / Coordination															
Client/Stakeholders															
Workshops/Charrettes															
Design and Engineering Team															
Prepare Space Planning/Programming/Relationship Diagrams															
Pre-design Presentation															
Review Meeting															
Subtotal Hours															
<b>Interiors Tasks Subtotal</b>															
<b>Landscape Tasks</b>															
Site Analysis															
Site Program Development and Relationship Diagrams															
Meetings / Coordination															
Client/Stakeholders															
Workshops/Charrettes															
Design and Engineering Team															
Zoning, Utilities, Code Analysis															
Review Meeting															
Subtotal Hours															
<b>Landscape Tasks Subtotal</b>															
Task Subtotal Hours	6			34	76							56		8	
Billing Rate	\$240.00	\$205.00	\$195.00	\$175.00	\$205.00	\$160.00	\$195.00	\$175.00	\$145.00	\$130.00	\$115.00	\$195.00	\$95.00		
<b>Task Subtotal Labor Fee</b>	<b>\$1,320</b>			<b>\$6,533</b>	<b>\$13,213</b>							<b>\$6,440</b>		<b>\$760</b>	<b>\$28,265</b>
<b>Other Direct Costs</b>															
	Number	Unit	Rate per unit	Sets	Amount	Subconsultants						Fees	ODC's		
Air Fare: locations		total r/t				Triad Engineering						\$1,500			
Meals and Lodging	2	days	\$250.00	2	\$1,000	Reid Middleton						\$1,623			
Auto Rental		days				RSA (Mech)						\$1,840			
Parking		days	\$16.00			RSA (Elec)						\$1,660			
Miles	305	Units	\$0.67	2	\$409	JMB Group									
Reproduction Expenses		Units													
B/W plots (plotter)		sheets	\$5.00			EH&S (Haz-Mat)									
Color plots (plotter)		sheets	\$15.00			Survey (NIC)									
Copies - Letter Size		sheets	\$0.10			Geotech (NIC)									
Copies - 11x17 Size		sheets	\$0.20			LEED (NIC)									
Scanning sheets		sheets	\$5.75			Energy (NIC)									
Compile CD		per set	\$60.00												
Long Distance Phone Service		months	\$50.00												
Postage/express pouch		months	\$50.00												
<b>BNAP ODC Subtotal</b>					<b>\$1,409</b>	<b>Subconsultants Total</b>						<b>\$6,623</b>			
<b>BNAP Markup</b>	10%				<b>\$141</b>	<b>BNAP Markup on Sub DC</b>						<b>10.00%</b>	<b>\$662</b>		
<b>Task Total</b>														<b>\$37,100</b>	

Bettisworth North Architects and Planners Professional Services Fee Proposal Date: October 9, 2024		Owner: City of Valdez Project: Childcare Programming & Design Documents Programming, 50% Docs, 95% Docs, CD's												
Task Labor 50% Design Documents	Hours											Totals		
	Principal	Project Manager	Senior Architect	Architect II	Senior Landscape Architect	Landscape Architect II	Senior Interior Designer	Interior Designer II	Design Tech III	Design Tech II	Design Tech I		Client Service Mgr	Admin Assistant
<b>Lump Sum</b>														
<b>Architectural Tasks</b>														
Project Management				40	4									
Meetings / Coordination														
City Project Team				6	6						6			
School Board		2		2	2									
Design and Engineering Team				6	8						4			
Childcare Provider				4	4									
50% Design Drawings				8	60						100			
50% Specifications (outline or full)				8	24						10			
Code Review Update				4	12									
Cost Estimate Coordination and Review														
3D Views or Renderings											24			
Submittal Prep					6						8		8	
Quality Control		4		4										
Review Meeting				2	2									
Subtotal Hours		6		84	128						152		8	
<b>Architecture Tasks Subtotal</b>	\$1,440		\$16,380	\$22,400							\$17,480	\$760	\$58,460	
<b>Interiors Tasks</b>														
Meetings / Coordination														
Client/Stakeholders								2						
Workshops/Charrettes														
Design and Engineering Team									2					
50% Design Drawings										20				
50% Specifications (outline or full)										16				
Materials Research											8			
Cost Estimate Review														
3D Views or Renderings														
FF&E Inventory Existing Equipment														
FF&E Product Research														
Quality Control							4							
Review Meeting							1	1						
Subtotal Hours							5	49						
<b>Interiors Tasks Subtotal</b>							\$975	\$8,575					\$9,550	
<b>Landscape Tasks</b>														
SD Drawings														
SD Specifications (outline or full)														
SD Narrative														
Meetings														
Client/Stakeholders														
Workshops/Charrettes														
Team Coordination														
Quality Control														
Code/Zoning Review Update														
Review Meeting														
Subtotal Hours														
<b>Landscape Tasks Subtotal</b>														
<b>Total Hours</b>	6		84	128			5	49			152		8	
Billing Rates Used for all Tasks	\$240.00	\$205.00	\$195.00	\$175.00	\$205.00	\$160.00	\$195.00	\$175.00	\$145.00	\$130.00	\$115.00	\$195.00	\$95.00	
<b>Subtotal Labor Fee</b>	\$1,440		\$16,380	\$22,400			\$975	\$8,575	\$145.00	\$130.00	\$17,480	\$760	\$68,010	
<b>Other Direct Costs</b>	Number	Unit	Rate	Sets/Num	Amount	Subconsultants		Fees	ODC's					
Air Fare: locations		total r/t				Prnal Engineering		\$3,500						
Meals and Lodging	2	days	\$250.00	2	\$1,000	Reid Middleton		\$2,653						
Auto Rental		days	\$16.00			RSA (Mech)		\$20,870						
Parking		days	\$16.00			RSA (Elec)		\$18,320						
Mileage	305	Units	\$0.67	2	\$409	JMB Group		\$9,700						
Reproduction Expenses						EH&S (Haz-Mat)		\$21,242						
B/W plots (plotter)		sheets	\$5.00			Survey (NIC)								
Color plots (plotter)		sheets	\$15.00			Geotech (NIC)								
Copies - Letter Size		sheets	\$0.10			LEED (NIC)								
Copies - 11x17 Size		sheets	\$0.20			Energy (NIC)								
Scanning sheets		sheets	\$5.75											
Compile CD		per set	\$60.00											
Long Distance Phone Service		sheets	\$50.00											
Postage/express pouch		each	\$50.00											
		months												
		months												
<b>BNAP ODC Subtotal</b>					\$1,409	<b>Subconsultants Total</b>		\$76,284						
<b>BNAP Markup</b>	10%				\$141	<b>BNAP Markup on Sub DC</b>		10.00%	\$7,628					
<b>Task Total</b>											\$153,472			

Bettsworth North Architects and Planners Professional Services Fee Proposal Date: October 9, 2024		Owner: City of Valdez Project: Childcare Programming & Design Documents Programming, 50% Docs, 95% Docs, CD's												
Task Labor	Hours													Totals
	Principal	Project Manager	Senior Architect	Architect II	Senior Landscape Architect	Landscape Architect II	Senior Interior Designer	Interior Designer II	Design Tech III	Design Tech II	Design Tech I	Client Service Mgr	Admin Assistant	
<b>95% Design Documents</b>														
<b>Lump Sum</b>														
<b>Architectural Tasks</b>														
Project Management			32	8										
Meetings / Coordination														
City Project Team			6	6										
School Board/City of Valdez			4	4										
Design and Engineering Team			8	8										
Childcare Provider			4	4										
95% Design Drawings			40							70				
95% Specifications (outline or full)				20						4				
Code Review Update			2	8										
Cost Estimate Coordination and Review														
3D Views or Renderings										16				
Submittal Prep				4							4			8
Quality Control	4		4											
Review Meeting			2	2										
Subtotal Hours	4		62	104						94				8
<b>Architecture Tasks Subtotal</b>	\$960		\$12,090	\$18,200						\$10,810			\$760	\$42,820
<b>Interiors Tasks</b>														
Meetings / Coordination														
Client/Stakeholders									2					
Childcare Provider									2					
Design and Engineering Team									2					
95% Design Documents										16				
Schedules, Finishes										8				
Specifications										8				
Accessibility Review										2				
Materials Research										4				
Preliminary Wayfinding Planning & Design														
FF&E Product Research														
FTE Space Planning														
Cost Estimate Review														
3D Views or Renderings														
Quality Control									4					
Review Meeting									1	1				
Subtotal Hours								5	45					
<b>Interiors Tasks Subtotal</b>							\$975	\$7,875						\$8,850
<b>Landscape Tasks</b>														
DD Drawings														
DD Specifications														
DD Narrative														
Meetings														
Client/Stakeholders														
Workshops/Charrettes														
Team Coordination														
Quality Control														
Code/Zoning Review Update														
Quality Control														
Review Meeting														
Subtotal Hours														
<b>Landscape Tasks Subtotal</b>														
Task Subtotal Hours	4		62	104			5	45			94			8
Billing Rate	\$240.00	\$205.00	\$195.00	\$175.00	\$205.00	\$160.00	\$195.00	\$175.00	\$145.00	\$130.00	\$115.00	\$195.00	\$95.00	\$760
<b>Task Subtotal Labor Fee</b>	\$960		\$12,090	\$18,200		\$160.00	\$975	\$7,875	\$145.00	\$130.00	\$10,810	\$195.00	\$760	\$51,670
<b>Other Direct Costs</b>														
	Number	Unit	Rate	Sets	Amount	Subconsultants						Fees	ODC's	
Air Fare: Locations		total r/h				Triad Engineering						\$3,500		
Meals and Lodging		days				Reid Middleton						\$3,524		
Auto Rental		days				RSA (Mech)						\$23,250		
Parking		days	\$16.00			RSA (Elec)						\$22,150		
		Units				JMB Group						\$11,500		
		Units												
Reproduction Expenses						EH&S (Haz-Mat)						\$4,973		
B/W plots (plotter)		sheets	\$5.00			Survey (NIC)								
Color plots (plotter)		sheets	\$15.00			Geotech (NIC)								
Copies - Letter Size		sheets	\$0.10			LEED (NIC)								
Copies - 11x17 Size		sheets	\$0.20			Energy (NIC)								
Scanning sheets		sheets	\$5.75											
Compile CD		per set	\$60.00											
Long Distance Phone Service		sheets	\$50.00											
Postage/express pouch		each	\$50.00											
		months												
		months												
<b>BNAP ODC Subtotal</b>						Subconsultants Total						\$68,897		
<b>BNAP Markup</b>	10%					BNAP Markup on Sub DC						10.00%	\$6,890	
<b>Task Total</b>														\$127,457