

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
• <u>Design Services Fee Total</u>	<u>\$395,036</u>

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

ID		Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
1								
2			School Board Mtg: Nov #1	0 days	Mon 11/11/24	Mon 11/11/24		
3			School Board Mtg: Nov #2	0 days	Mon 11/25/24	Mon 11/25/24		
4			School Board Mtg: Dec. #1	0 days	Mon 12/9/24	Mon 12/9/24		
5			School Board Mtg: Dec. #2	0 days	Mon 12/23/24	Mon 12/23/24		
6			School Board Mtg: Jan. #1	0 days	Mon 1/13/25	Mon 1/13/25		
7			School Board Mtg: Jan. #2	0 days	Mon 1/27/25	Mon 1/27/25		
8			School Board Mtg: Feb. #1	0 days	Mon 2/10/25	Mon 2/10/25		
9			School Board Mtg: Feb. #2	0 days	Mon 2/24/25	Mon 2/24/25		
10			City Council: Regular Mtg	0 days	Tue 11/5/24	Tue 11/5/24		
11			City Council: Regular Mtg	0 days	Tue 11/19/24	Tue 11/19/24		
12			City Council: Regular Mtg	0 days	Tue 12/3/24	Tue 12/3/24		
13			City Council: Regular Mtg	0 days	Tue 12/17/24	Tue 12/17/24		
14			City Council: Regular Mtg	0 days	Tue 1/7/25	Tue 1/7/25		
15			City Council: Regular Mtg	0 days	Tue 1/21/25	Tue 1/21/25		
16			City Council: Regular Mtg	0 days	Tue 2/4/25	Tue 2/4/25		
17			City Council: Regular Mtg	0 days	Tue 2/18/25	Tue 2/18/25		
18								
19			Programming & Study Capacity Study	49 days	Wed 11/6/24	Mon 1/13/25		
20			Notice to Proceed	0 days	Wed 11/6/24	Wed 11/6/24		
21			Programming & Student Capacity Study	20 days	Wed 11/6/24	Tue 12/3/24	20	
22			City Project Team Meeting (Potential Site Visit)	0 days	Thu 11/14/24	Thu 11/14/24	20FS+7 days	
23			City Project Team Meeting (Potential Site Visit)	0 days	Thu 11/28/24	Thu 11/28/24	22FS+10 days	
24			Report Development	10 days	Wed 12/4/24	Tue 12/17/24	21	
25			School Board Presentation	0 days	Mon 12/23/24	Mon 12/23/24	24FS+4 days	
26			Report Revisions (if required)	9 days	Tue 12/24/24	Fri 1/3/25	25	
27			School Board Presentation (if required)	0 days	Mon 1/13/25	Mon 1/13/25	26FS+6 days	
28								
29			Design Documents	88 days	Tue 12/24/24	Fri 4/25/25		
30			Notice to Proceed	0 days	Tue 12/24/24	Tue 12/24/24	25FS+1 day	
31			50% Design Document Development	32 days	Wed 12/25/24	Thu 2/6/25	30	
32			City Project Team Meeting	0 days	Thu 1/2/25	Thu 1/2/25	30FS+7 days	
33			City Project Team Meeting	0 days	Thu 1/16/25	Thu 1/16/25	32FS+10 days	
34			School Board Presentation	0 days	Wed 1/29/25	Wed 1/29/25	30FS+26 days	
35			50% Design Document Deliverable	0 days	Thu 2/6/25	Thu 2/6/25	31	
36			City: Review Period	5 days	Fri 2/7/25	Thu 2/13/25	35	
37			Notice to Proceed: 95% Docs	0 days	Thu 2/13/25	Thu 2/13/25	36	
38			95% Design Document Development	25 days	Fri 2/14/25	Thu 3/20/25	37	
39			City Project Team Meeting	0 days	Thu 2/27/25	Thu 2/27/25	37FS+10 days	
40			City Project Team Meeting	0 days	Thu 3/13/25	Thu 3/13/25	39FS+10 days	
41			95% Design Document Deliverable	0 days	Thu 3/20/25	Thu 3/20/25	38	
42			City: Review Period	5 days	Fri 3/21/25	Thu 3/27/25	41	
43			Notice to Proceed: Const. Docs	0 days	Fri 3/28/25	Fri 3/28/25	42FS+1 day	
44			Construction Documents Development	20 days	Mon 3/31/25	Fri 4/25/25	43	
45			City Project Team Meeting	0 days	Wed 4/9/25	Wed 4/9/25	43FS+8 days	
46			Construction Documents Deliverable	0 days	Fri 4/25/25	Fri 4/25/25	44	

October 2024

27

22

17

12

7

2

November 2024

26

21

16

11

6

1

December 2024

26

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16

11

6

1

January 2025

31

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15

10

5

31

February 2025

24

19

14

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4

30

March 2025

26

21

16

11

6

1

April

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
Sub Total Design Fee		\$29,674	\$173,489		\$174,174	\$17,699	\$395,036
Professional Services Fees and Direct Costs							
BN							\$203,163
Subconsultants							\$174,174
Total Markups							\$17,699
BN Markup Applied to Direct Expenses					10.00%		
BN Markup Applied to Sub Direct Labor					10.00%		
Total Fee							\$395,036

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													
Programming & Student Capacity Study		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	Totals
Lump Sum															
Architectural Tasks															
Project Management				4											
Meetings / Coordination															
City Project Team				3	3										
School Board		2		1.5	1.5										
Design and Engineering Team				2	2										
Programming Activities															
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	
Architecture Tasks Subtotal		\$1,320		\$6,533	\$13,213							\$6,440		\$760	\$28,265
Interiors Tasks															
Meetings / Coordination															
Client/Stakeholders															
Workshops/Charrettes															
Design and Engineering Team															
Prepare Space Planning/Programing/Relationship Diagrams															
Predesign Presentation															
Review Meeting															
Subtotal Hours															
Interiors Tasks Subtotal															
Landscape Tasks															
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															
Landscape Tasks Subtotal															
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	
Task Subtotal Labor Fee		\$1,320		\$6,533	\$13,213							\$6,440		\$760	\$28,265
Other Direct Costs		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											
BNAP ODC Subtotal						\$1,409	Subconsultants Total							\$6,623	
BNAP Markup		10%				\$141	BNAP Markup on Sub DC							10.00%	\$662
Task Total															\$37,100

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	
Lump Sum														
Architectural Tasks														
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									
Quality Control	4			4							8		8	
Review Meeting				2	2									
Subtotal Hours	6			84	128						152		8	
Architecture Tasks Subtotal	\$1,440			\$16,380	\$22,400						\$17,480		\$760	\$58,460
Interiors Tasks														
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						
Interiors Tasks Subtotal							\$975	\$8,575						\$9,550
Landscape Tasks														
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														
Landscape Tasks Subtotal														
Total Hours	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	
Subtotal Labor Fee	\$1,440		\$16,380	\$22,400			\$975	\$8,575			\$17,480		\$760	\$68,010
Other Direct Costs	Number	Unit	Rate	Sets/Num	Amount	Subconsultants			Fees		ODC's			
Air Fare: Locations		total r/t				Triad Engineering			\$3,500					
Meals and Lodging	2	days	\$250.00	2	\$1,000	Reid Middleton			\$2,652					
Auto Rental		days				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												
BNAP ODC Subtotal					\$1,409	Subconsultants Total			\$76,284					
BNAP Markup	10%				\$141	BNAP Markup on Sub DC			10.00%		\$7,628			
Task Total									\$153,472					

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	
95% Design Documents														
Lump Sum														
Architectural Tasks														
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	
Architecture Tasks Subtotal	\$960		\$12,090	\$18,200							\$10,810		\$760	\$42,820
Interiors Tasks														
Meetings / Coordination									2					
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														
FFE Space Planning														
Cost Estimate Review														
3D Views or Renderings														
Quality Control								4						
Review Meeting								1	1					
Subtotal Hours								5	45					
Interiors Tasks Subtotal								\$975	\$7,875					\$8,850
Landscape Tasks														
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														
Landscape Tasks Subtotal														
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	
Task Subtotal Labor Fee	\$960		\$12,090	\$18,200			\$975	\$7,875	\$145.00	\$130.00	\$10,810	\$760		\$51,670
Other Direct Costs	Number	Unit	Rate	Sets	Amount	Subconsultants				Fees		ODC's		
Air Fare: Locations		total r/h				Triad Engineering								
Meals and Lodging		days				Reid Middleton								
Auto Rental		days				RSA (Mech)								
Parking		days	\$16.00			RSA (Elec)								
		Units				JMB Group								
		Units												
Reproduction Expenses						EH&S (Haz-Mat)								
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												
BNAP ODC Subtotal						Subconsultants Total				\$68,897				
BNAP Markup	10%					BNAP Markup on Sub DC				10.00%		\$6,890		
Task Total												\$127,457		