

OCT 15 2019

Approved

REQUEST FOR AGENDA PLACEMENT FORM

Submission Deadline - Tuesday, 12:00 PM before Court Dates

SUBMITTED BY: Ralph McBroom

TODAY'S DATE: October 7, 2019

DEPARTMENT: Purchasing

DEPARTMENT HEAD: Ralph McBroom

REQUESTED AGENDA DATE: October 15, 2019

SPECIFIC AGENDA WORDING: Consideration of award of RFQ 2019-911 Professional Architectural Services to Remodel Portion of Johnson County Sheriff's Administration Building to Robert Durham Architecture based on the proposal dated October 7, 2019.

PERSON(S) TO PRESENT ITEM: Ralph McBroom C.P.M.

SUPPORT MATERIAL: (See attached)

TIME: 5 min

(Anticipated number of minutes needed to discuss item)

ACTION ITEM: X

WORKSHOP

CONSENT:

EXECUTIVE:

STAFF NOTICE:

COUNTY ATTORNEY: X

AUDITOR:

PERSONNEL:

BUDGET COORDINATOR:

IT DEPARTMENT:

PURCHASING DEPARTMENT:

PUBLIC WORKS: X

OTHER:

*****This Section to be completed by County Judge's Office*****

ASSIGNED AGENDA DATE _____

REQUEST RECEIVED BY COUNTY JUDGE'S OFFICE _____

COURT MEMBER APPROVAL _____

Date _____

ROBERT DURHAM ARCHITECTURE

Mr. Ralph McBroom, C.P.M.
Purchasing Agent – Johnson County
1102 E. Kilpatrick, Suite B
Cleburne, TX 76031

Date: October 7, 2019

Reference: Architectural Design Service Contract for renovation of Johnson County Sheriff's Office

Robert Durham Architecture proposes to provide Architectural Design Services (Basic Services) as follows.

Assist Owner in developing a program and provide design documentation for the interior renovation of Existing Johnson County Sheriff's Office Area (including support). Improvements to include minor demolition (nonstructural), roofing, partitions, insulation (thermal/acoustic), doors & frames, windows, door hardware, ceilings, wall finishes, floor finishes, paint & coatings, interior signage, fire extinguishers & cabinets, projection screens, food service equipment coordination, casework, countertops, blinds & shades, fire suppression, mechanical systems (HVAC/plumbing), electrical power & lighting, sound system, data communication outlets, and acoustical treatment.

Owner furnished construction budget: \$600,000 to \$700,000 range

Renovated square footage: approximately 9,500 sf

Schedule: to be determined by Owner & Architect

The Architect agrees to provide the Owner with basic BIM (Building Information Modeling) model of existing facility.

Basic Services:

1. Develop existing base drawings for the facility
2. Consult with Owner to determine spatial requirements and confirm preliminary budget.
3. Develop 2-3 conceptual schemes for Owner review and approval.
4. Upon approval of item #3 - provide architectural construction documentation for permit set.
5. Assist Owner – bidding & negotiation for sourcing construction phase of work.
6. Review and consult with Owner & Contractor for construction phase of work.
7. Project Closeout

Basic Services Fee:

1. Document Existing Building	\$2,000
2. Architectural	\$18,000
3. Mechanical, Plumbing, & Electrical Engineer	\$8,700
4. <u>Reimbursable Expense (printing)</u>	<u>\$1,000</u>
5. Total Design Service Fee	\$29,700

8545 Crichton Court Cleburne, TX 76033 t 214.673.4460
robert@rdurhamarchitecture.com www.rdurhamarchitecture.com

ROBERT DURHAM ARCHITECTURE

Additional Services: Additional services shall be provided as directed and agreed to by the Owner and Architect at hourly rates noted below or as otherwise mutually agreed.

Additional Services: rates as noted below.

Hourly Rates:

\$185.00	Architect
\$125.00	Technical (Drafting)
\$45.00	Administrative/Clerical

Exclusions:

Reimbursable Expenses are in addition to compensation for the Architect's services and include expenses incurred by the Architect and Architect's employees and consultants directly related to the Project, as identified as follows:

1. Structural investigation / recommendations / drawings
2. Civil Engineering
3. Acoustical Evaluation
4. Roofing Evaluation – 3rd Party
5. Landscape Design Services
6. Transportation in connection with the Project, authorized out-of-town travel and subsistence;
7. Fees paid for securing approval of authorities having jurisdiction over the Project;
8. Reproductions, plots, standard form documents, postage, handling and delivery of Instruments of Service;
9. Renderings, models and mock-ups requested by the Owner;
10. Expense of professional liability insurance dedicated exclusively to this Project or the expense of additional insurance coverage or limits requested by the Owner in excess of that normally carried by the Architect and the Architect's consultants;
11. Other similar direct Project-related expenditures.

Owner Furnished:

1. Survey: topographical and legal description of the property
2. Soils Testing/Evaluation – if required
3. Existing Drawings (if available)
4. Owner shall furnish tests, inspections and reports required by law or the Contract Documents, such as structural, mechanical, and chemical tests, tests for air and water pollution, and tests for hazardous materials.
5. Interior Furnishings

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ROBERT DURHAM
ARCHITECTURE

Payment: Invoices will be furnished as follows:

Monthly Progress billing based on % of work completed, to date

Sincerely,



Robert Durham, AIA
Robert Durham Architecture

Attachments:

- A. Existing base plan
- B. MPE Proposal – Blackmon Engineering



LARRY L. BLACKMON, INC.
ENGINEERING BUILDING DESIGN

September 23, 2019

PROPOSAL

Robert Durham Architecture
robert@rdurhamarchitecture.com

We have reviewed the proposed plans for Johnson County Sheriff's Office Renovation, and we offer to do the mechanical, electrical and plumbing plans. The following pertinent information must be supplied to our firm in order to commence work on the project.

1. Water location, sewer location and flow direction, electrical location and type of service available, gas location (if available), soil report (if applicable), and a reflected ceiling plan with lighting schedule will be supplied to our firm; along with a complete information work sheet.
2. Owner-Architect will also supply any special outlets requirements and their location, as well as, location of outlets, switches, and telephone-computer outlets.
3. Plans as outlined above will include generic specifications on the plan sheets, but no book of specifications for the price quoted.

Plans, when completed, will be sent to architect/owner for review, and upon completion, one paper set and one set in portable document format (pdf) with engineering seal will be made available.

Items Not Included in Proposal

- Sprinkler and fire alarm systems
- Foundation
- Structure
- Envelope
- Roof Drains
- Site visits*
- Photometrics

Fee Structure

- The above work will be done for a fee of **\$8,700.00**. *Should site visits be needed, they will be done at an additional cost of \$350.00 per visit. **All payments are due upon receipt of plans.** Payment plans available with prior approval, please contact our office for more details. Invoices over ninety (90) days past due will incur finance charges of 1.5% monthly. The above fees include doing the work above, one (1) set of owner changes and one (1) set of city comments. Any

changes to the plans or elevations after approval may result in additional charges. If the scope of the work changes drastically, we will discuss this with you prior to moving forward on the project as additional fees may incur.

- Larry L. Blackmon, Inc., will commence work upon receipt of a signed proposal and completed information sheet. Should more than ninety (90) days pass before we receive a signed proposal and completed information sheet, Larry L. Blackmon, Inc., reserves the right to renegotiate the terms of the proposal.

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Robert Durham Architecture
Hold Harmless and Defend

The Client agrees, to the fullest extent permitted by law, to indemnify, defend and hold harmless the Engineer, its officers, directors, employees and sub-consultants (collectively, Engineer) against all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, to the extent caused by the Client's negligent acts in connection with the Project and the acts of its consultants, contractors or anyone for whom the Client is legally liable.

Larry L. Blackmon, Inc., must be notified in writing of the client's intent to terminate this agreement and discontinue the project. The client will be invoiced for all services rendered and expenses incurred up to the date we receive the notice of the clients intent to terminate the project. Prior payments will be applied to this invoice.

All documents produced by Larry L. Blackmon, Inc., under this agreement shall remain the property of, Larry L. Blackmon, Inc., and may not be used by the client for any other endeavor without the written consent of the firm.

- By signing this document, the client accepts all of the terms and conditions within this proposal making it a valid contract and agrees to be solely responsible for payment of the above project.

I look forward to working with you and hope the above is acceptable.

Sincerely,
Larry L. Blackmon, P.E.
President

AGREED & ACCEPTED:

By: Roger Harmon Date: 10/28/19
Roger Harmon - County Judge

By: _____ Date: _____