

PROPOSAL – July 25, 2016

Between the Owner:

Mr. Cliff Norville
Shelby County Support Services
584 Adams
Memphis, Tennessee 38103

RE: RFQ 16-007-06, Architectural and Engineering Services for Implementation of Health Department Master Plan – 160 N Main Building

And brg3s:

brg3s
11 W. Huling Avenue
Memphis, TN 38103

Project Scope:

Approximately 11,800 square feet of shell space is available in the 160 N. Main Building for relocation of administrative functions for the Shelby County Health Department. Programming through Schematic Design phase work for Implementation of the Master Plan for the Shelby County Health Department including the administrative functions have been previously contracted for and are underway.

This project scope includes completing the design phases, construction documents, construction administration and close out for the build-out of the 11,800 square feet of the 160 N. Main Building to house up to 11,800 square feet of administrative functions.

Construction Cost Estimates for this portion of the work are:

- 160 N. Main Renovations 11,800 SF \$25/SF \$295,000

brg3s Services:

This proposal addresses the following phases of the project:

- Design Development
- Construction Documents
- Bidding/Negotiations
- Construction Administration
- Close-Out

Programming and Schematic Design phase work is being completed under a separate and previously approved agreement.

Services included in this proposal are:

- Architecture (based on existing standards)
- Interior Design (Finishes and FFE, based on existing standards)
- Mechanical, Electrical, Plumbing and Fire Protection Engineering (limited to modifications of existing in-place systems)
- Telecom/Data (limited to modifications of existing in-place systems)
- Security (limited to modifications of existing in-place systems)
- Cost Estimating

Service not included in this proposal:

- Environmental Assessments
- Asbestos Abatement Documentation

- Off-Site Utility Work
- Schedule Planning
- OPD submissions for Board of Adjustment and/or Land Use Control Board review

Schedule:

The Owner has requested that Bid Documents be available by September 15, 2016 or no later than October 1, 2016. This schedule will rely upon timely approvals of this proposal, designs and final bid documents by the Owner.

Compensation:

Fee to provide the above described services is a lump-sum amount of Twenty Thousand, Four Hundred Dollars (\$20,400.00) and does not include fees for Programming and for Schematic Design.

Fee broken down by phase shall be:

1. Design Development	\$ 4,800.00
2. Construction Docs	\$ 9,600.00
3. Bid/Neg	\$700.00
4. Constr Admin	\$ 4,800.00
5. Close Out	\$ 500.00

Total Fee: \$20,400.00

Reimbursable expenses are included in the lump sum fee and include:

- Travel
- Mailing/Shipping
- Printing for In-House Use
- Printing for Owner Review (2 full-size sets at completion of Des Dev and at completion of Constr Docs)

The Programming fee for this portion of the project will be billed as part of the \$75,000 lump sum fee for Programming in the previously approved agreement. It will not be billed separately. The Schematic Design fee for this portion of the project of \$3,600.00 will be billed separately under the previously approved agreement at completion of the Schematic Design for this scope of work.

brg3s:



Signature

Stephen C. Berger, President 07/25/2016

Printed Name, Title and Date signed