



Proposal for

Architectural Services

for

**Capital Project Design for the Lake County Coroner
And Lake County Sheriff's Office SOI #25219
Architectural and Engineering Services
Libertyville, Illinois**

Submitted to:

LAKE COUNTY
Purchasing Division
18 N. County Street – 9th Floor
Waukegan, IL 60085

By:

FGM ARCHITECTS INC.
1 Westbrook Corporate Center, Suite 1000
Westchester, IL 60154

August 20, 2025
REVISED September 17, 2025

1.0 SCOPE OF PROJECT

Lake County Purchasing Division (LCPD) has requested a proposal from FGM Architects (FGMA or Architect) based on the Statement of Interest #25219 (SOI), for Architectural and Engineering Services for the proposed expansion and rework of the Multi- Department Storage Facility located at 646 W. Winchester Road in Libertyville IL. Per the SOI, rework of the existing interior spaces could be limited to the Facilities and Construction Service Department Maintenance office and Garage Space. The expansion is anticipated to include 50,000 square feet for the Sheriff's Office, 15,000 square feet for the Coroner's Office, and 30,000 square feet to support the County Clerks' warehouse and election operations with other Department needs.

The following is the initial project information that the fee proposal is based upon:

- 1.0.1 The existing Storage Building is not planned for demolition.
- 1.0.2 For the +/-95,000-sf building addition we understand a total project budget of \$30M is currently funded for ALL development activities and the project magnitude will be a variable based on falling within this limitation. AE fees and owner allowance are internal to this \$30M number.
- 1.0.3 The LCPD currently anticipates needing a +/- 95,000 SF building based on a previous Space Needs Analysis. The project scope includes the following:
 - .1 The Coroner's Office program elements include the following functions: morgue operational space, administrative offices, enclosed sallyport, and dignified spaces for meeting, viewing and support.
 - .2 Sheriff's Office program elements include the following functions: Administrative Command, Highway Patrol, Criminal Investigation, Warrants, Records, Civil Process, Community Service, Training, Communications/Dispatch and impound lot storage.
 - .3 The County Clerk's function will include warehouse program elements will include administrative office and meeting space, County Clerk election material storage, controlled environment vote-by-mail space, and warehouse storage space. An Emergency Operations Center (EOC) / Multi-Purpose Room.
 - .5 The design will include geothermal heating/cooling, solar photovoltaic panel integration on roof, force protection and security, and secure parking.
- 1.0.4 The building is assumed to be constructed with tilt up precast construction.
- 1.0.5 In FGMA's proposal, we anticipate a longer project development timeline as we'll need committee and guidance approvals that occur at set intervals per the SOI section- 3 approximate completion timeline is 11/30/2026.

2.0 SCOPE OF ARCHITECTS SERVICES

2.1 Scope of Architects Services

FGMA shall provide a lump sum fee for professional Architectural services as identified in the SOI for Design breakdowns per Items A-Item KKK. Note Items will be duplicated in various phases and fees associated with each item are identified in **Exhibit A.**

2.1.1 Pre-Design

- A. The Architect/Engineer shall be responsible for interviewing appropriate staff and perform an analysis of space utilization; determine projected requirements for space needs, and; estimate the impact of trends related to their requirements. It is the responsibility of the Architect/Engineer to design specifications to accomplish this project within the project budget, in accordance with local, state and federal regulations; FEMA P-320, FEMA P-361, ICC- 500, NFPA-1221 standards must be considered. The Architect/Engineer shall identify alternates individually, in the event that the County needs to reduce the project scope to fall within the construction budget.
- B. The Architect/Engineer shall be responsible for field verification of existing building conditions including all utilities to be impacted during the course of this project.
- M. All work products corresponding with the scope of work shall be turned over to the County in both hard copy and a digital format acceptable to the County. Work product includes, but is not limited to, architectural and engineering plans, elevations, perspectives, sections; spread sheets relating to analysis and development of schedules, costs, budgets, implementation, operations, and other reports and recommendations; all presentation material; and all source file information used in completing the scope of work.
- O. Coordinate with third party County consultants including, but not limited to, office furnishings and certain aspects of technology implementation including BACnet consultant if County deems appropriate.
- V. Conduct property ownership and title search services, plat of survey designations, and tree survey inventories of the first 30' of all private properties bordering the west, north, and east portions of Lake County's campus.
- LL. Include all consultants necessary to complete the scope of work, provide minutes of coordination meetings held between the A/E and various consultant teams in the execution of the design for review by the Owner.
- HHH. Design team shall plan for up to 2 day-trips to in-area facilities that will serve as the basis of design (Will and Kane County)
- III. FGM shall take care to minimize contractor delegated design requirements as part

of this project.

JJJ. A Net Zero Energy Analysis shall be included as a deliverable to the owner, if net zero design is enacted this analysis shall be refreshed for design elements carried through to the CD level.

KKK. A LEED Analysis shall be included as a deliverable to the owner, if LEED design is enacted this analysis shall be refreshed for design elements carried through to the CD level.

2.1.1 Schematic Design

- G. Preparation of design documents to adequately define the scope and cost of the project. Attend meetings with County representatives and others as required to properly communicate the design intent and illustrate sufficient adherence to program requirements, project schedule and budget.
- M. All work products corresponding with the scope of work shall be turned over to the County in both hard copy and a digital format acceptable to the County. Work product includes, but is not limited to, architectural and engineering plans, elevations, perspectives, sections; spread sheets relating to analysis and development of schedules, costs, budgets, implementation, operations, and other reports and recommendations; all presentation material; and all source file information used in completing the scope of work.
- O. Coordinate with third party County consultants including, but not limited to, office furnishings and certain aspects of technology implementation.
- JJ. Conduct and attend project meetings during the design phase and construction document phases as required. Provide documentation of the proceedings of the meetings no later than five working days after each meeting.
- LL. Include all consultants necessary to complete the scope of work, provide minutes of coordination meetings held between the A/E and various consultant teams in the execution of the design for review by the Owner.
- QQ. Coordinate and manage permit process with all agencies having jurisdiction over the project. Begin permitting dialogue process with local authorities no later than the design development phase.
- N. Design facility specific wayfinding, branding, and imaging design within their scope of services.
- D. Develop comprehensive design drawings, specifications, and supplemental guidance to allow integration of direct digital controls to an existing County wide enterprise building automation system. (BACNET)
- E. Provide comprehensive building automation design services including

verification of owner's enterprise naming, network configurations, and control sequence strategies.

- Q. Provide structured cabling and network design services.
- R. Provide comprehensive radio and network design services including tower design, network design, provide RF analysis, produce interference studies, distinct data and radio centers. This will include necessary interconnections to existing 75' tower and 150' tower.
- S. Conduct a wetland inventory report, including mitigation strategies, for all areas impacted by this projects development.
- T. Provide a comprehensive stormwater analysis report for all areas impacted by this project's development.
- W. Provide a perimeter berm plan, and restorative landscape plan in alignment with Lake County's PUD with the Village of Libertyville, for development of land north of 656 W. Winchester Road.
- X. Design a comprehensive project security plan including physical and technological safeguards.
- Y. Design to include native plantings/drought tolerant plantings.
- Z. Perform life cycle analysis for design elements deemed appropriate by the County. At a minimum, this shall include major mechanical, electrical, plumbing and building envelope systems.
- CC. Provide a bird safety analysis, including options for risk mitigation. Bird Safety glazing is required.
- EE. Assist the Owner in reviewing available grant options and applicability.
- FF. Assist the owner in determining construction procurement options and making a recommendation for the most appropriate project delivery method for completion of the work.
- CCC. Develop an initial order of magnitude (OM) Budget articulating a turnkey migration of existing operations into the new multi-departmental building. This shall be broken out in alignment with Unifomat Level 2 Group Elements (I. Foundations, superstructure, exterior enclosure, etc.). This should also include budgets for non- construction related relocation expenses. The Design Team shall provide this at the onset of the project.
- EEE. Develop a comprehensive Project Budget and Design Element Authorization Plan. A protocol will need to be developed to tie key design decisions to budget commitments by the County and impact to the OM Budget. These decisions will be authorized internal to the SD, DD, and CD deliverable milestones and may require an internal stakeholder review and approval period prior to providing the designer authorization to continue. This will require refinement by the design

team and estimator throughout the design process. Design decisions and their relative financial impact must be planned in advance. Please note this requirement is in addition to the independent (3rd party) cost estimates identified above.

- GGG. Provide a constructability analysis including: design attributes a-typical for projects of similar type, value engineering concepts and associated budgets, means and methods plan review and commentary, cost forecast by CSI division and major design attribute. Constructability analysis shall be provided alongside each of the three primary cost estimates identified in “RR”.

2.1.2 Design Development Phase

- G. Preparation of design documents to adequately define the scope and cost of the project. Attend meetings with County representatives and others as required to properly communicate the design intent and illustrate sufficient adherence to program requirements, project schedule and budget.
- H. Design all project elements in BIM/REVIT 2024 and up to or exceeding BIM level of design (LOD) 350 ISO Standard 7817-1:2024 as part of the design review and owner authorization/deliverable process.
- I. Provide clash coordination during design and Model Reviews using BIM Collaborate.
- M. All work products corresponding with the scope of work shall be turned over to the County in both hard copy and a digital format acceptable to the County. Work product includes, but is not limited to, architectural and engineering plans, elevations, perspectives, sections; spread sheets relating to analysis and development of schedules, costs, budgets, implementation, operations, and other reports and recommendations; all presentation material; and all source file information used in completing the scope of work.
- O. Coordinate with third party County consultants including, but not limited to, office furnishings and certain aspects of technology implementation.
- HH. Coordinate with utility providers to ensure facility functional requirements are met.
- JJ. Conduct and attend project meetings during the design phase and construction document phases as required. Provide documentation of the proceedings of the meetings no later than five working days after each meeting.
- LL. Include all consultants necessary to complete the scope of work, provide minutes of coordination meetings held between the A/E and various consultant teams in the execution of the design for review by the Owner.
- QQ. Coordinate and manage permit process with all agencies having jurisdiction over the project. Begin permitting dialogue process with local authorities no later than the design development phase.
- N. Design facility specific wayfinding, branding, and imaging design within their scope of

services.

- D. Develop comprehensive design drawings, specifications, and supplemental guidance to allow integration of direct digital controls to an existing County wide enterprise building automation system. (BACNET)
- E. Provide comprehensive building automation design services including verification of owner's enterprise naming, network configurations, and control sequence strategies.
- F. Provide comprehensive commissioning services via a 3rd party consultant.
- P. Design specialty furniture (i.e. Sheriff's Office 911/Dispatch operator consoles) in coordination with user specific technology.
- Q. Provide structured cabling and network design services
- R. Provide comprehensive radio and network design services including tower design, network design, provide RF analysis, produce interference studies, distinct data and radio centers. This will include necessary interconnections to existing 75' tower and 150' tower.
- U. Design detention pond to support expansion of 100,000 square foot facility with adjacent impermeable areas. Update campus wide utility and stormwater master plan. Identify current and forecast utility and infrastructure needs. Provide project specific design to ensure adequate capacity and growth potential of these systems.
- W. Provide a perimeter berm plan, and restorative landscape plan in alignment with Lake County's PUD with the Village of Libertyville, for development of land north of 656 W. Winchester Road
- X. Design a comprehensive project security plan including physical and technological safeguards.
- Y. Design to include native plantings/drought tolerant plantings.
- Z. Perform life cycle analysis for design elements deemed appropriate by the County. At a minimum, this shall include major mechanical, electrical, plumbing and building envelope systems.
- AA. Provide a deliverable Energy Model file handover in any of these software platforms Autodesk Insight, EnergyPlus, eQuest, and/or OpenStudio.
- BB. Perform energy efficiency and sustainability analysis. Provide the County a written report with recommendations on certified construction options (LEED, Net-Zero, Etc.). This will include a building wide energy model with operational cost estimates.
- CC. Provide a bird safety analysis, including options for risk mitigation. Bird Safety glazing is required.

- DD. Develop Lake County specific phasing and logistics planning for the relocation of Sheriff's Office Dispatching from their existing to this new construct.
- EE. Assist the Owner in reviewing available grant options and applicability.
- CCC. Develop an initial order of magnitude (OM) Budget articulating a turnkey migration of existing operations into the new Multi-Departmental building. This shall be broken out in alignment with Unifomat Level 2 Group Elements (i.e. foundations, superstructure, exterior enclosure, etc.). This shall also include budgets for non-construction related relocation expenses. The Design Team shall provide this at the onset of the project.
- EEE. Develop a comprehensive Project Budget and Design Element Authorization Plan. A protocol will need to be developed to tie key design decisions to budget commitments by the County and impact to the OM Budget. These decisions will be authorized internal to the SD, DD, and CD deliverable milestones and may require an internal stakeholder review and approval period prior to providing the designer authorization to continue. This will require refinement by the design team and estimator throughout the design process. Design decisions and their relative financial impact must be planned in advance. Please note this requirement is in addition to the independent (3rd party) cost estimates identified above.
- GGG. Provide a constructability analysis including: design attributes a-typical for projects of similar type, value engineering concepts and associated budgets, means and methods plan review and commentary, cost forecast by CSI division and major design attribute. Constructability analysis shall be provided alongside each of the three primary cost estimates identified in "RR".

2.1.3 Construction Document Phase

- G. Preparation of design documents to adequately define the scope and cost of the project. Attend meetings with County representatives and others as required to properly communicate the design intent and illustrate sufficient adherence to program requirements, project schedule and budget.
- H. Design all project elements in BIM/REVIT 2024 and up to or exceeding BIM level of design (LOD) 350 ISO Standard 7817-1:2024 as part of the design review and owner authorization/deliverable process.
- I. Provide clash coordination during design and Model Reviews using BIM Collaborate.
- M. All work products corresponding with the scope of work shall be turned over to the County in both hard copy and a digital format acceptable to the County. Work product includes, but is not limited to, architectural and engineering plans, elevations, perspectives, sections; spread sheets relating to analysis and development of schedules, costs, budgets, implementation, operations, and other reports and recommendations; all presentation material; and all source file information used in completing the scope of work.

- O. Coordinate with third party County consultants including, but not limited to, office furnishings and certain aspects of technology implementation.
- HH. Coordinate with utility providers to ensure facility functional requirements are met.
- JJ. Conduct and attend project meetings during the design phase and construction document phases as required. Provide documentation of the proceedings of the meetings no later than five working days after each meeting.
- LL. Include all consultants necessary to complete the scope of work, provide minutes of coordination meetings held between the A/E and various consultant teams in the execution of the design for review by the Owner.
- MM. Preparation of bid documents consisting of drawings and full project specifications for all site and building improvements required for project completion. Bids and Bid Packages to be opened in accordance with the project schedule and Lake County regulations.
- J. Provide deliverables for BIM/REVIT model flythroughs for Architectural 40%, 60%, and 90% during Construction Documents Design.
- K. Provide deliverables for BIM/Revit 2024 model flythroughs for Mechanical/Electrical/Plumbing at 50%, 70%, and 90% during Construction Document Design
- F. Provide comprehensive commissioning services via a 3rd party consultant.
- O. Coordinate with third party County consultants including, but not limited to, office furnishings and certain aspects of technology implementation.
- P. Design specialty furniture (i.e. Sheriff's Office 911/Dispatch operator consoles) in coordination with user specific technology.
- Q. Provide structured cabling and network design services
- R. Provide comprehensive radio and network design services including tower design, network design, provide RF analysis, produce interference studies, distinct data and radio centers. This will include necessary interconnections to existing 75' tower and 150' tower.
- W. Provide a perimeter berm plan, and restorative landscape plan in alignment with Lake County's PUD with the Village of Libertyville, for development of land north of 656 W. Winchester Road
- X. Design a comprehensive project security plan including physical and technological safeguards.
- Y. Design to include native plantings/drought tolerant plantings.
- CCC. Develop an initial order of magnitude (OM) Budget articulating a turnkey migration of existing operations into the new Multi-Departmental building. This shall be broken out in alignment with Unifomat Level 2 Group Elements (I. Foundations,

superstructure, exterior enclosure, etc.). This shall also include budgets for non-construction related relocation expenses. The Design Team shall provide this at the onset of the project.

- EEE. Develop a comprehensive Project Budget and Design Element Authorization Plan. A protocol will need to be developed to tie key design decisions to budget commitments by the County and impact to the OM Budget. These decisions will be authorized internal to the SD, DD, and CD deliverable milestones and may require an internal stakeholder review and approval period prior to providing the designer authorization to continue. This will require refinement by the design team and estimator throughout the design process. Design decisions and their relative financial impact must be planned in advance. Please note this requirement is in addition to the independent (3rd party) cost estimates identified above
- GGG. Provide a constructability analysis including: design attributes a-typical for projects of similar type, value engineering concepts and associated budgets, means and methods plan review and commentary, cost forecast by CSI division and major design attribute. Constructability analysis shall be provided alongside each of the three primary cost estimates identified in "RR".

2.1.4 Bidding Phase

- G. Preparation of design documents to adequately define the scope and cost of the project. Attend meetings with County representatives and others as required to properly communicate the design intent and illustrate sufficient adherence to program requirements, project schedule and budget.
- M. All work products corresponding with the scope of work shall be turned over to the County in both hard copy and a digital format acceptable to the County. Work product includes, but is not limited to, architectural and engineering plans, elevations, perspectives, sections; spread sheets relating to analysis and development of schedules, costs, budgets, implementation, operations, and other reports and recommendations; all presentation material; and all source file information used in completing the scope of work.
- LL. Include all consultants necessary to complete the scope of work, provide minutes of coordination meetings held between the A/E and various consultant teams in the execution of the design for review by the Owner.
- GG. Assist the Owner in soliciting construction testing and geotechnical services proposals with recommendations to Owner for award of contract. Architect/Engineer shall provide recommendations for items to be tested, and quantities of material testing required.
- MM. Preparation of bid documents consisting of drawings and full project specifications for all site and building improvements required for project completion. Bids and Bid Packages to be opened in accordance with the project

schedule and Lake County regulations.

- NN. Attend and participate in all pre-bid meetings, respond to all questions and prepare addenda as required. Assist the County in developing and reviewing bidder qualifications.
- OO. Participate in Bid and scope evaluation and due diligence investigation of references of the lowest qualified bidders and provide a written recommendation to the Owner.

2.1.5 Contract Administration Services Phase

- G. Preparation of design documents to adequately define the scope and cost of the project. Attend meetings with County representatives and others as required to properly communicate the design intent and illustrate sufficient adherence to program requirements, project schedule and budget.
- L. Provide comprehensive record documents (drawings and specifications) in PDF format at the completion of the project, in hard copy, and as a BIM/REVIT 2024 format drawn to ISO Standard 7817-1:2024 LOD 350.
- M. All work products corresponding with the scope of work shall be turned over to the County in both hard copy and a digital format acceptable to the County. Work product includes, but is not limited to, architectural and engineering plans, elevations, perspectives, sections; spread sheets relating to analysis and development of schedules, costs, budgets, implementation, operations, and other reports and recommendations; all presentation material; and all source file information used in completing the scope of work.
- PP. Coordinate with third party County consultants including, but not limited to, building automation, commissioning, office furnishings and certain aspects of technology implementation.
- QQ. Coordinate and manage permit process with all agencies having jurisdiction over the project. Begin permitting dialogue process with local authorities no later than the design development phase.
- RR. Provide assistance to contractors in securing any permits to be obtained for the construction of the project not previously obtained by the A/E.
- SS. Respond to all requests for information (RFI) in a timely fashion.
- TT. Participate in pre-construction and pre-installation meetings as required.
- UU. Provide Construction Administration services through construction completion and Owner occupancy, including weekly construction meetings with associated construction observation. Prepare and distribute reports of site observations.
- VV. Review shop drawings and submittals, product data and samples, etc. and coordinate with Owner for timely reviews.

- WW. Provide assistance to the contractor during initial start-up, testing, adjustment, balancing and commissioning of the building systems.
- XX. Provide comprehensive record documents (drawings and specifications) at the completion of the project in PDF format.
- YY. Provide updated architectural model in BIM/REVIT 2024 format as need for final Digital Twin handover.
- ZZ. All work product corresponding with the scope of work shall be turned over to the county in both hard copy and a digital format acceptable to the County. Work product includes, but is not limited to, architectural and engineering plans, elevations, perspectives, sections; spread sheets relating to analysis and development of schedules, costs, budgets, implementation, operations, and other reports and recommendations; all presentation material; and all source file information used in completing the scope of work.
- AAA. The Architect/Engineer shall work closely with the Contractor(s) and the County during the full course of the work. All work shall be done in accordance with local, state and federal regulations.
- BBB. Include all consultants necessary to complete the scope of work, provide minutes of coordination meetings held between the A/E and various consultant teams in the execution of the design for review by the Owner

2.1.6 Project Closeout Phase

- XX. Provide comprehensive record documents (drawings and specifications) at the completion of the project in PDF format.
- YY. Provide updated architectural model in BIM/REVIT 2024 format as need for final Digital Twin handover.
- ZZ. All work product corresponding with the scope of work shall be turned over to the county in both hard copy and a digital format acceptable to the County. Work product includes, but is not limited to, architectural and engineering plans, elevations, perspectives, sections; spread sheets relating to analysis and development of schedules, costs, budgets, implementation, operations, and other reports and recommendations; all presentation material; and all source file information used in completing the scope of work.
- F. Provide comprehensive commissioning services via a 3rd party consultant.

3.0 ARCHITECT'S COMPENSATION

- 3.1.1 For all professional services in connection with Architectural and Engineering Design Services as described in Paragraph 2.0 above, we propose the following lump sum fees.

Design and Construction Documents – Lump Sum Fee (Exhibit A)

Pre Design Phase (Full 95,000 sf project)	\$416,943.00
Schematic Design Phase (Full 95,000 sf project)	\$767,616.00

(Phases Reduced based on known funding)

Design Development Phase	\$875,581.00
Construction Document Phase	\$1,069,782.00
Bidding and Negotiation Phase	\$129,256.00
Construction Administration Phase	\$764,983.00
Project Close Out Phase	\$90,050.00
Total - Design and Construction Documents	\$4,114,209.00

Design and Construction Documents – Lump Sum (Fee for Full 95,000 sf project)

Pre Design Phase	\$416,943.00
Schematic Design Phase	\$767,616.00
Design Development Phase	\$1,218,761.00
Construction Document Phase	\$1,483,468.00
Bidding and Negotiation Phase	\$167,974.00
Construction Administration Phase	\$1,070,114.00
Project Close Out Phase	\$113,400.00
Total - Design and Construction Documents	\$5,238,275.00

Notes:

- .1 Refer to **Exhibit A** for a Full Breakdown of Fees
- .2 FGMA recommends establishing a reimbursable allowance amount of \$25,000.00 for items as described in paragraph 5.02.
- .3 Sustainability design certification services (LEED, Phius, etc.) are not included.
- .4 Owner reimbursable of \$150,000 is included in both Pre-Design Phases.
- .5 FGM understands owner's funding is a variable that will take some time to finalize. FGM will agree to hold this fee structure until delivery of CD's, but should Owner enact these supplemental services after delivery of DD's, the timeline for completion may need to be re-evaluated.

3.1.2 FGMA's fees are based off our understanding of the project. If FGMA has misunderstood the requested services or if the County would like a different scope of services, please let us know.

4.0 PROVISION OF SERVICES

4.0.1 FGMA has included in our fee the services of the following consultants:

- .1 Crime Lab Design - Coroner
- .2 JSD, Landscape Architecture
- .3 McCluskey Engineering, Structural Engineering
- .4 IMEG Corp., MEPFP, Low Voltage Structured Cabling System Design, Survey, Civil Engineering, Low Voltage Voice / Data Infrastructure, Electronic Security Consulting (Door Access Controls and CCTV), Audio Visual Consulting, BAS Design
- .5 Mission Critical Partners, 911 Consultant, Radio System and Tower Design
- .6 CCS, Cost Estimation
- .7 Guardian Glass Bird Safety Consultant
- .8 Prasino Engineering, Commissioning Agent (Cx)
- .9 CGMT, Geotechnical Engineering

4.0.2 FGMA will provide services in-house:

- .1 Architecture
- .2 Interior Design
- .3 Physical Security Consulting
- .4 Sustainability Consulting (LEED Analysis and Net Zero)
- .5 Specialty Furniture Selection

4.0.3 Services to be provided by Owner:

- .1 Environmental Consulting Services
- .2 Construction Material Testing
- .3 Furniture Selection and Procurement
- .4 Low Voltage Wiring and Equipment

Hazardous waste engineering and traffic engineering services are not included in our proposal.



5.0 GENERAL TERMS

- 5.0.1 Reimbursable Expenses are included in our Fee are defined in Paragraph 5.0.2 below. For the meetings identified, we have included travel costs within our fee.

For any additional travel expenses, local travel (travel less than 100 miles), phone, fax, and printing of review sets for design coordination will not be charged as a Reimbursable Expense.

- 5.0.2 For any additional services, FGMA shall be reimbursed for additional expenses in connection with the Project, invoiced to the Owner as Architect's actual direct cost of same, for the below items. Refer to Paragraph 3.1.1.1 for recommended Reimbursable Allowances which FGMA shall not exceed without prior written approval of the client. Reimbursable Allowance includes costs for items 5.0.2.1 and 5.0.2.3 below.

- .1 Expense of postage and/or delivery.
- .2 Travel and living expenses in connection with Architect's out-of-town travel (if required) as authorized by the Owner.
- .3 Expense of printing for presentations and Contract Documents for permit submittal.
- .4 Expenses of any consultants are not included in our proposal with the Owner's prior approval.
- .5 Any fees paid by FGMA to authorities having jurisdiction over the project with Owner's prior approval.
- .6 Expense of Contract Document printing for bidding and construction purposes.

- 5.0.3 If any additional specialty consultants are required, FGMA shall be reimbursed for consultant expenses in connection with the Project, invoiced to the Owner as Architect's actual direct cost of same.

- 5.0.4 The terms of this Proposal are based upon services commencing within 90 days and services being completed within 40 months.

- 5.0.5 Non-payment of invoices shall constitute grounds for discontinuing service.

6.0 Form of Agreement

Upon review and approval of this proposal, FGMA and Lake County shall enter into a Contract using a mutually agreeable contract form for the services outlined in this proposal.

If you have any questions about this proposal, please feel free to contact us.

We appreciate this opportunity to be of service to Lake County for this project.

Sincerely,



FGM ARCHITECTS INC.

A handwritten signature in black ink, appearing to read 'Raymond K. Lee'.

Raymond K. Lee, AIA | Executive Vice President
raylee@fgmarchitects.com

A handwritten signature in black ink, appearing to read 'Mark Price'.

Mark Price, AIA, | Vice President
markprice@fgmarchitects.com