

FGM ARCHITECTS

Proposal for

Architectural Services

For

Lake County Replacement EOC, 9-1-1, and ETSB Facility Study
Libertyville, Illinois

Submitted to:

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

By:

FGM ARCHITECTS INC.
1211 West 22nd Street, Suite 700
Oak Brook, IL 60523

February 12, 2019

1.0 SCOPE OF PROJECT

We understand that Lake County is exploring the potential of building a replacement EOC, 9-1-1, and ETSB Facility on the County's Libertyville Campus on the same site where the proposed Consolidated Public Safety Facility will be located. This study will be performed simultaneously with the design development of the Consolidated Public Safety Facility, providing an opportunity to evaluate synergies and opportunities to coordinate the overall design between the two facilities.

- 1.0.1 Lake County, hereinafter referred to as the County or Owner, would like limited planning and conceptual design services for a replacement EOC, 9-1-1, and ETSB Facility.
- 1.0.2 The study will begin in March 2019, with an estimated completion in August 2019.
- 1.0.3 The study will include a review and update of the Space Needs Program, conceptual site and floor plan diagrams, cost estimating, and a summary report.

2.0 SCOPE OF ARCHITECT'S SERVICES – REPLACEMENT EOC, 9-1-1, and ETSB FACILITY

FGM Architects will provide limited planning and conceptual design services (Phase 1 Planning) for a replacement EOC, ETSB office and technical support, and a consolidated 9-1-1 facility. Work will consist of building program development, preliminary site and building plans, cost estimating, and a summary report.

2.1 Replacement EOC, ETSB, and 9-1-1 Facility Study

- 2.1.1 Project Kick Off and Information Gathering: Architect will meet with Emergency Management, Lake County ETSB, and Regional 9-1-1 Consolidation partners to confirm project goals and expectations and gather information about the operational requirements.
- 2.1.2 Information Gathering Interviews: Based on input from Lake County and its partners, FGM will establish an initial schedule to meet with selected members of each agency so we can gather enough information for the Needs Analysis. Furthermore, we understand that the 9-1-1 Consolidation Planning Project is working with Mission Critical Partners to write a 9-1-1 consolidation implementation plan, so we will garner input from them as well.
- 2.1.3 Space Needs Program Development: After completing the information gathering interviews, a space needs program identifying all spaces required will be prepared in draft form and distributed for review and comment. It will then be refined based on input from the staff. The Space Needs Program is a spreadsheet identifying all spaces required within the proposed replacement EOC, ETSB, and consolidated 9-1-1 facility.
- 2.1.4 Conceptual Plan Development: Using the space needs program; we will develop conceptual site and floor plans for the replacement EOC, ETSB, and consolidated 9-1-1 facility. The plan diagrams will be reviewed with the County and its partners and refined as required.
- 2.1.5 Cost Estimating: FGM in conjunction with CCS International will develop a cost

estimate for the project.

- 2.1.6 Report: All information generated will be placed into a brief report and presented to the County and its partners as required.
- 2.1.7 Deliverables: Prepare a summary of the findings including the following items.
 - .1 Space Needs Program
 - .2 Conceptual Site and Floor Plan Diagrams
 - .3 Cost Estimate
 - .4 Summary Report (25 copies are included in our fee)

3.0 ARCHITECT'S COMPENSATION

The Lake County shall compensate FGM Architects for professional Architectural services rendered in connection with the Project under this Proposal as follows:

- 3.1 For all professional services in connection with Architectural and Engineering Design, Bidding and Negotiation Services and Contract Administration Services as described in Paragraph 2.0, we propose the following lump sum fee:

PLANNING AND CONCEPTUAL DESIGN SERVICES

Replacement EOC, 9-1-1, and ETSB Facility Study

\$30,640.00

- 3.2 Reimbursable Expenses are not included in our Fee are defined in Paragraph 3.4 below. 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.
- 3.3 For any additional services, FGM shall be reimbursed for additional expenses in connection with the Project, invoiced to the Owner at One Hundred Ten Percent (1.10) times Architect's actual direct cost of same, for the below items. **We recommend establishing a Reimbursable Allowance of \$500**, which FGM shall not exceed without prior written approval of the County. Reimbursable Allowance includes costs for items 3.3.1 below.
 - 3.3.1 Expense of postage and/or delivery.
 - 3.3.2 Travel and living expenses in connection with Architect's out-of-town travel (if required) as authorized by the Owner.
 - 3.3.3 Expenses of any consultants not included in our proposal with Owner's prior approval.
 - 3.3.4 Expense of any testing/investigation work.
- 3.4 If specialty consultants are required, FGM shall be reimbursed for consultant expenses in connection with the Project, invoiced to the Owner at One Hundred Ten Percent (1.10) times Architect's actual direct cost of same.

FGM ARCHITECTS

- 3.5 Payments shall be made monthly by the Owner to FGM upon receipt of FGM's invoice in accordance with the Local Government Prompt Payment Act.
- 3.6 Non-payment of invoices shall constitute grounds for discontinuing service.
- 3.7 The terms of this Proposal are based upon services commencing within 60 days and all services being completed within 40 months thereafter.

4.0 Form of Agreement

- 4.1 Should our proposal be acceptable, it is our intention to enter into a formal agreement using the Architectural and Engineering Services Contract Form by Lake County with modifications as mutually acceptable.

If you have any questions regarding this proposal, please do not hesitate to contact us. We appreciate this opportunity to be of service to Lake County for this project.

Sincerely,

FGM ARCHITECTS INC.

Sincerely,



Raymond Lee, AIA, LEED AP
Principal-in-Charge
Phone: 630.574.8711
Email: rayl@fgmarchitects.com



Brian Wright, AIA, LEED AP
Director, Municipal and Recreation
Phone: 414.346.7283
Email: brianw@fgmarchitects.com

FGM ARCHITECTS

HOURLY RATE SCHEDULE

Effective November 1, 2018*

Where the fee arrangements are to be on an hourly basis, the rates shall be those that prevail at the time services are rendered. Current rates are as follows:

FGM Architects

Arch IV	\$195.00
Arch III	\$150.00
Arch II	\$120.00
Arch I	\$90.00
Intern	\$65.00
Interior Designer IV	\$185.00
Interior Designer III	\$145.00
Interior Designer II	\$120.00
Interior Designer I	\$85.00
Landscape Architect	\$160.00
Project Administrator III	\$110.00
Project Administrator II	\$85.00
Project Administrator I	\$75.00
Principal (Board of Directors)	\$250.00

CCS International (Cost Consulting)

Principal	\$223.48
Senior Cost Manager	\$184.59
Senior Cost Manager (Mechanical)	\$167.91
Senior Cost Manager (Electrical)	\$151.73
Cost Manager	\$130.17
Junior Cost Manager	\$101.80
Project Manager	\$170.12
Blended Hourly Rate	\$170.87

*Hourly rates are subject to adjustment on November 1 each year.