



Background-

Our Team will provide architectural, design, and engineering services for the renovation/ construction of a Multi-Modal Central Transfer Facility for the Jonesboro Economical Transportation System (JETS). The building will be located at 713 South Caraway Road. The facility, when complete will serve JETS in the transfer of public transit riders in its system as well as perform as a facility to promote regional public transportation by allowing operations such as Greyhound and/or rural public transit systems to board/de-board passengers. This facility will have a small passenger waiting room, restroom facilities, a small driver break room, and covered outside areas where passengers can load and unload public transit buses.

The scope of services for the team are identified in the RFP for the project (attached hereto) and further described below. Note that we are proposing to omit the 60% submittal due to the nature of the project and team.

Task 1 & 2 will be provided by MG/ HDG. The scope for those services is contained within an attached document.

Task 3: 30% Complete Design Package

To develop the design for the Multi-Modal Central Transfer Facility and site elements of the project to a level of sufficient detail such that it will serve as a guide for preparing detailed construction documents for the project. This first set of schematic level drawings will begin to define the size, facility's structure, Site Design & landscaping, materials, finishes, Interior Design, fixtures, and other elements of the building. The Team will provide a preliminary cost estimate for construction. The Team will submit a site plan layout at this time to the City of Jonesboro through their "Pre-Application" process to obtain preliminary site related comments from various building officials.

A. Site Design:

1. Refine the basic site geometric layout design incorporating all major elements.
2. Supplement topographical survey with information pertinent to construction of improvements such as flow line elevations of storm sewer and any property line changes.
3. Determine Utility relocation requirements
4. Assess existing utility locations and capacities
5. Determine ultimate project utility requirements.
6. Define site grading / drainage concepts.
7. Review the need for retaining walls and determine the extent & height.
8. Prepare Landscaping Concept Plans.
9. Develop stormwater management system and water infiltration concepts.
10. Prepare preliminary design solutions for streetscape coordination.
11. Refine and Develop geometric layout of driveway entrances

B. Architectural Design:

1. Conduct Code Analysis
2. Develop building floor plans
3. Incorporate equipment planning into architectural designs.
4. Prepare sketches, drawings, studies, or computer models of alternate architectural concepts.
5. Coordinate equipment space needs.
6. Prepare architectural building elevations
7. Develop conceptual building sections.

C. Interior Design

1. Develop two alternate preliminary color/material schemes for interior finishes.

D. Structural Design:

1. Study alternative structural systems.
2. Collaborate to select structural system
3. Prepare schematic drawings illustrating the structural system.

E. Mechanical, Electrical & Plumbing Systems Design:

1. Study alternative HVAC systems
2. Collaborate to select mechanical systems.
3. Define building electrical system requirements
4. Define building plumbing system requirements.
5. Determine site security systems.
6. Define communication and data requirements.
7. Develop site lighting concepts.

F. Equipment Design & Branding:

1. Identification and functional layout for ticket vending, kiosks, and wayfinding.
2. Develop conceptual wayfinding and graphic concepts.
3. Prepare design narrative of specialty equipment design.

G. Presentation:

1. Conduct a 1 day work session/presentation to review and obtain feedback on the 30% Design Package. The Team shall submit the design documents to the Owner, advise the Owner of adjustments to the estimate of the Cost of the Work, and request the Owner's approval.

H. Deliverables:

1. 30% Complete Design Package
 - a) Schematic Design Drawings
 - b) Schematic Design Cost Opinions.

Task 4: 100% Final Construction Documents

To provide final Construction Document package for bidding, permitting, and construction of all civil, structural, architectural, mechanical, electrical and plumbing elements for the entire project.

- A. Based on the Owner's approval of the 30% Documents, and on the Owner's authorization of any adjustments in the Project requirements and the budget for the Cost of the Work, the Team shall prepare Construction Documents for the Owner's approval. The Construction Documents shall illustrate and describe the further development of the approved 30% Documents and shall consist of Drawings and Specifications setting forth in detail the quality levels of materials and systems and other requirements for the construction of the Work. The Owner and Team acknowledge that in order to construct the Work the Contractor will provide additional information, including Shop Drawings, Product Data, Samples and other similar submittals, which the Team shall review.
- B. The Team shall incorporate into the Construction Documents the design requirements of governmental authorities having jurisdiction over the Project.
- C. During the development of the Construction Documents, the Team shall assist the Owner in the development and preparation of (1) bidding and procurement information that describes the time, place and conditions of bidding, including bidding or proposal forms; (2) the form of agreement between the Owner and Contractor; and (3) the Conditions of the Contract for Construction (General, Supplementary and other Conditions). The Team shall also compile a project manual that includes the Conditions of the Contract for Construction and Specifications and may include bidding requirements and sample forms.
- D. The Team shall update the estimate for the Cost of the Work.
- E. Deliverables:
 - 1. Three copy sets of sealed construction documents & specifications to the Owner.
 - 2. One digital set on CD of sealed construction documents & specifications to the Owner.
 - 3. Approximately twenty copy sets of sealed construction documents & specifications for Bidding & Construction.
 - 4. One digital upload of documents & specifications for City of Jonesboro. Note: All city application fees, plan review & permitting fees are excluded.
 - 5. Eight copy sets of sealed construction documents & specifications for individual design team members.
 - 6. Final Cost Opinion.

Task 5: Bidding, Permitting & GC Negotiation

Assist the owner in obtaining qualified general contractor bids for construction and obtaining necessary building permits for construction. The Team shall assist the Owner in establishing a list of prospective contractors. Following the Owner's approval of the Construction Documents, the Team shall assist the Owner in (1) obtaining competitive bids (2) confirming responsiveness of bids or proposals; (3) determining the successful bid or proposal, if any; and, (4) awarding and preparing contracts for construction.

- A. The Team shall assist the owner in bidding the project by:
 - 1. Procuring the reproduction of Bidding Documents for owner's distribution to prospective bidders.
 - 2. Attending a pre-bid conference for prospective bidders.
 - 3. Preparing responses to questions from prospective bidders and providing clarifications and interpretations of the Bidding Documents to all prospective bidders in the form of addenda and/or supplemental instructions.
 - 4. Owner Provided Services during bidding: advertising for competitive bids; administration of the bidding process; organizing and conducting the opening of bids, preparing construction contracts; and executing construction contracts.
- B. The Team shall consider requests for substitutions, if the Proposal Documents permit substitutions, and shall prepare and distribute addenda identifying approved substitutions to all prospective contractors.
- C. The Team shall assemble and submit all necessary documents to governing authorities and jurisdictions for plan review and permitting. In response to any plan review comments, the Team will prepare formal responses in the form of addenda and/or supplemental instructions.
- D. DELIVERABLES
 - 1. Not Applicable

Task 6: Construction Administration

To represent the owner during construction to observe that the construction follows the requirements set forth in the construction documents and specifications.

A. GENERAL:

1. The Team shall provide administration of the Contract between the Owner and the Contractor as set forth below. Owner modifications shall not affect the Team's services under this Agreement unless the Owner and the Team amend this Agreement.
2. The Team shall advise and consult with the Owner during the Construction Phase Services. The Team shall have authority to act on behalf of the Owner only to the extent provided in this Agreement. The Team shall not have control over, charge of, or responsibility for the construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the Work, nor shall the Team be responsible for the Contractor's failure to perform the Work in accordance with the requirements of the Contract Documents. The Team shall be responsible for the Team's negligent acts or omissions, but shall not have control over or charge of, and shall not be responsible for, acts or omissions of the Contractor or of any other persons or entities performing portions of the Work.
3. The Team's responsibility to provide Construction Phase Services commences with the award of the Contract for Construction and terminates on the date the Team issues the final Certificate for Payment.
4. The Team will coordinate a post-construction meeting to review the project eleven months after substantial completion to visit any issues prior to the expiration of the one-year contractor's warranty period.

B. EVALUATIONS OF THE WORK

1. The Team shall visit the site at intervals appropriate to the stage of construction to become generally familiar with the progress and quality of the portion of the Work completed, and to determine, in general, if the Work observed is being performed in a manner indicating that the Work, when fully completed, will be in accordance with the Contract Documents. However, the Team shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the Work. Site visits shall occur, on average, every two weeks, and bi-weekly observation reports shall be prepared and submitted accordingly. On the basis of the site visits, the Team shall keep the Owner reasonably informed about the progress and quality of the portion of the Work completed, and report to the Owner (1) known deviations from the Contract Documents and from the most recent construction schedule submitted by the Contractor, and (2) defects and deficiencies observed in the Work.
2. The Team has the authority to reject Work that does not conform to the Contract Documents. Whenever the Team considers it necessary or advisable, the Team shall have the authority to require inspection or testing of the Work in accordance with the provisions of the Contract Documents, whether or not such Work is fabricated, installed or completed. However, neither this authority of the Team nor a decision made in good faith either to exercise or not to exercise such authority shall give rise to a duty or responsibility of the Team to the Contractor, Subcontractors, material and equipment suppliers, their agents or employees or other persons or entities performing portions of the Work.

3. The Team shall interpret and decide matters concerning performance under, and requirements of, the Contract Documents on written request of either the Owner or Contractor. The Team's response to such requests shall be made in writing within any time limits agreed upon or otherwise with reasonable promptness.
4. Interpretations and decisions of the Team shall be consistent with the intent of and reasonably inferable from the Contract Documents and shall be in writing or in the form of drawings. When making such interpretations and decisions, the Team shall endeavor to secure faithful performance by both Owner and Contractor, shall not show partiality to either, and shall not be liable for results of interpretations or decisions rendered in good faith. The Team's decisions on matters relating to aesthetic effect shall be final if consistent with the intent expressed in the Contract Documents.
5. Unless the Owner will designate an on-site project engineer to serve as an Initial Decision Maker, Steve Ewart, in consultation with the Team, shall render initial decisions on Claims between the Owner and Contractor as provided in the Contract Documents.

C. SUBMITTALS

1. The Team shall review the Contractor's submittal schedule and shall not unreasonably delay or withhold approval. The Team's action in reviewing submittals shall be taken in accordance with the approved submittal schedule or, in the absence of an approved submittal schedule, with reasonable promptness while allowing sufficient time in the Team's professional judgment to permit adequate review.
2. In accordance with the Team-approved submittal schedule, the Team shall review and approve or take other appropriate action upon the Contractor's submittals such as Shop Drawings, Product Data and Samples, but only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. Review of such submittals is not for the purpose of determining the accuracy and completeness of other information such as dimensions, quantities, and installation or performance of equipment or systems, which are the Contractor's responsibility. The Team's review shall not constitute approval of safety precautions or, unless otherwise specifically stated by the Team, of any construction means, methods, techniques, sequences or procedures. The Team's approval of a specific item shall not indicate approval of an assembly of which the item is a component.
3. If the Contract Documents specifically require the Contractor to provide professional design services or certifications by a design professional related to systems, materials or equipment, the Team shall specify the appropriate performance and design criteria that such services must satisfy. The Team shall review Shop Drawings and other submittals related to the Work designed or certified by the design professional retained by the Contractor that bear such professional's seal and signature when submitted to the Team. The Team shall be entitled to rely upon the adequacy, accuracy and completeness of the services, certifications and approvals performed or provided by such design professionals.
4. The Team shall review and respond to requests for information about the Contract Documents. The Team shall set forth in the Contract Documents the requirements for requests for information. Requests for information shall include, at a minimum, a detailed written statement that indicates the specific Drawings or Specifications in need of clarification and the nature of the clarification requested. The Team's response to

such requests shall be made in writing within any time limits agreed upon, or otherwise with reasonable promptness. If appropriate, the Team shall prepare and issue supplemental Drawings and Specifications in response to requests for information.

5. The Team shall maintain a record of submittals and copies of submittals supplied by the Contractor in accordance with the requirements of the Contract Documents.

D. CHANGES TO THE WORK

1. The Team or Steve Ewart, the owner's authorized decision maker, may authorize minor changes in the Work on site that are consistent with the intent of the Contract Documents and do not rise to the need for a request for information, or involve an adjustment in the Contract Sum or an extension of the Contract Time. The Team shall prepare Change Orders and Construction Change Directives for the Owner's approval and execution in accordance with the Contract Documents.
2. The Team shall maintain records relative to changes in the Work.

E. PROJECT COMPLETION

1. The Team shall conduct inspections to determine the date or dates of Substantial Completion and the date of final completion; issue Certificates of Substantial Completion; receive from the Contractor and forward to the Owner, for the Owner's review and records, written warranties and related documents required by the Contract Documents and assembled by the Contractor; and issue a final Certificate for Payment based upon a final inspection indicating the Work complies with the requirements of the Contract Documents.
2. The Team's inspections shall be conducted with the Owner to check conformance of the Work with the requirements of the Contract Documents and to verify the accuracy and completeness of the list submitted by the Contractor of Work to be completed or corrected.
3. When the Work is found to be substantially complete, the Team shall inform the Owner about the balance of the Contract Sum remaining to be paid the Contractor, including the amount to be retained from the Contract Sum, if any, for final completion or correction of the Work.
4. The Team shall forward to the Owner the following information received from the Contractor: (1) consent of surety or sureties, if any, to reduction in or partial release of retainage or the making of final payment; (2) affidavits, receipts, releases and waivers of liens or bonds indemnifying the Owner against liens; and (3) any other documentation required of the Contractor under the Contract Documents.
5. Record Drawings: The team shall collect Contractor record as-builts of all significant changes on the work which deviates from that as shown on the drawings.

F. DELIVERABLES

1. Bi-Weekly Site Observation Reports, Minutes, and Records.
2. Punchlists
3. Letter of Substantial Completion
4. Record Drawings

End of Scope of Work



Scope of Basic Services

Multi-Modal Central Transfer Facility for JETS

Task 1: Programming & Data Collection

The objective of the Programming & Data Collection phase is to review and evaluate both current and future functional requirements as input into the design process which will ensure a facility that responds to JETS needs both today and in the future. To complete the programming and Data Collection,

- A. Consultant will conduct orientation/kick-off meeting for all key JETS staff in an agreed upon location in Jonesboro, Arkansas. At the orientation / kick-off meeting, Consultant will distribute programming questionnaires, discuss the programming process, and address issues to solicit the most effective participation by key staff.
- B. Consultant will complete collection of data including:
 1. Touring existing facilities in order to gain an understanding of current operating philosophies and conditions.
 2. Conducting programming interviews with key JETS staff to stimulate dialogue relating to staffing, storage space requirements, as well as general operating practices required for the facility.
 3. Discuss vehicles that will be used at the new transit site.
 4. Discuss and review other transit center designs and discuss bus flow, pedestrian flow, berth design, canopy options and passenger information systems and other technologies.
 5. Discuss and evaluate any requirements for storage areas, offices, restrooms, ticket vending and any other support facility requirements.
 6. Discuss and evaluate options for building/ covered area requirements for equipment (ticket vending, food/beverage vending) or materials.
 7. Discuss and evaluate options for site and building security requirements.
- C. Consultant will examine space programming, including:



1. Addressing functional areas to be located at the facility.
 2. Developing space program requirements for the facility based on information and projections developed as part of the data collection effort.
 3. Determining parking requirements for employee, visitor, and delivery vehicles.
 4. Identifying clearance requirements throughout the project.
- D. Consultant will prepare and deliver documentation gathered during the interview and data collection process.
- E. Consultant will prepare and deliver a preliminary Space Needs Program document.

Task 2: Conceptual Design Development- Charrette

In this task the Project Team utilizes the unique, dynamic, and very successful "charrette" approach to developing a conceptual design. The Project Team will conduct a multi day on-site design session or charrette to develop site and facility layout alternatives. The Team will "set up shop" in a location that is easily accessible by the staff, perhaps in a large conference room or other large room. The design sessions will begin with simple site circulation diagrams and facility massing studies and will progress through a series of team work sessions and review workshops to a final conceptual design. The success factor depends on user involvement in daily design review workshops. These one- to two-hour presentations allow the Team to present multiple site and facility layout alternatives for review and comment. After recording the comments and issues, the Team then begins refining the alternatives and concepts in preparation for the next day's review workshop. The refinements are developed by incorporating ideas and comments into the next round of alternatives. By the end of the final review workshop, a consensus site and facility conceptual design has been developed. The end users of the project are always invited into the project and given the opportunity to affect



the design as it develops. In this way, the client and users "buy in" to the design process, given that a part of the production is actually theirs.

A. On Site Interactive Design Charrette.

1. Conduct an orientation / kick-off meeting for all key JETS staff.
2. Review and confirm the Program Information collected from Task #1.
3. Develop alternate design concepts and refine during charrette.

B. Deliverables:

1. Conceptual Design Package Report
 - a) Executive Summary
 - b) Space Needs Program
 - c) Masterplan Concepts
 - d) Preliminary Cost Estimate
 - e) Engineering Considerations.

**Multi-Modal Central Transfer Facility for JETS
Jonesboro Economical Transit System
Jonesboro, AR**

Work Effort/Fee Proposal Worksheet
Environmental Design Group
May 14, 2014

WORK EFFORT

Work Element	PLA	LA	LD
Task 1: Programming & Data Collection	0	0	0
Orientation/kick-off meeting			
Subtotal Labor Hours	0	0	0
Task 2: Conceptual Design Development- Charrette	4	4	LD
Site Master Plan Charrette			
Conceptual Design Charrette			

LABOR

Project Staff	Hours	Rate	Total
Task 1: Programming & Data Collection	0	\$ 110.00	\$ -
Principal Landscape Architect	0	\$ 95.00	\$ -
Landscape Architect	0	\$ 75.00	\$ -
Landscape Designer	0	\$ -	\$ -
Task 1: Labor Subtotal	0	\$ -	\$ -
Task 2: Conceptual Design Development- Charrette	8	\$ 110.00	\$ 880.00
Principal Landscape Architect	0	\$ 95.00	\$ -
Landscape Architect	0	\$ 75.00	\$ -
Landscape Designer	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
Task 2: Labor Subtotal	8	\$ 110.00	\$ 880.00

EXPENSES

Task 1: Item	Qty.	Unit	Cost	Total
Mileage	0	mile	\$ 0.565	\$ -
Task 1: Expenses Subtotal	0	0	\$ 0.565	\$ -
Task 2: Item	70	mile	\$ 0.565	\$ 39.55
Mileage				
Task 2: Expenses Subtotal	70	0	\$ 0.565	\$ 39.55

Work Element	PLA	LA	LD
Task 3: Construction Drawings and CA	8	0	0
Provide Construction Drawings			
Provide Construction Administration			
Subtotal Labor Hours	8	0	0
TOTAL LABOR HOURS	8	0	0

LABOR

Project Staff	Hours	Rate	Total
Task 3: Construction Documents and CA	0	\$ 110.00	\$ -
Principal Landscape Architect	0	\$ 95.00	\$ -
Landscape Architect	0	\$ 75.00	\$ -
Landscape Designer	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
Task 3: Labor Subtotal	0	\$ -	\$ -
TOTAL LABOR	8	\$ 110.00	\$ 880.00

EXPENSES

Task 2: Item	Qty.	Unit	Cost	Total
Mileage	0	mile	\$ 0.565	\$ -
Task 2: Expenses Subtotal	0	0	\$ 0.565	\$ -
Task 3: Item	0	mile	\$ 0.565	\$ -
Mileage				
Task 3: Expenses Subtotal	0	0	\$ 0.565	\$ -
TOTAL EXPENSES	0	0	\$ 0.565	\$ 39.55

Project Fee Estimate			
Summary	Labor	Expenses	Total
Programming & Data Collection	\$ -	\$ -	\$ -
Conceptual Design Development- Charrette	\$ 880.00	\$ 40.00	\$ 920.00
Construction Documents and CA	\$ -	\$ -	\$ -
Totals	\$ 880.00	\$ 40.00	\$ 920.00

GRAND TOTAL - LABOR AND EXPENSES \$ 919.55

*Numbers are Rounded in the Summary Table

**Multi-Modal Central Transfer Facility for JETS
Jonesboro Economical Transit System
Jonesboro, AR**

Work Effort/Fee Proposal Worksheet
H Design Group
May 14, 2014

WORK EFFORT

Work Element	PA	PM	A	AI	SCT	D	A	Task 1: Programming & Data Collection	Task 2: Conceptual Design Development- Charrette
Orientation/kick-off meeting	4							Principal Architect	Principal Architect
Data Collection/interviews	6							Project Manager	Project Manager
Programming Documentation	2						2	Architect	Architect
Preliminary Space Needs Program	4							Architectural Intern	Architectural Intern
Drive Time	6							Senior CAD Technician	Senior CAD Technician
								Drafter	Drafter
								Administrative	Administrative
Subtotal Labor Hours	22	0	0	0	0	0	2	Labor Subtotal	Labor Subtotal

Work Element	PA	PM	A	AI	SCT	D	A	Task 1: Programming & Data Collection	Task 2: Conceptual Design Development- Charrette
Site Master Plan Charrette	8							Principal Architect	Principal Architect
Conceptual Design Charrette	8							Project Manager	Project Manager
Drive Time	6							Architectural Intern	Architectural Intern
								Senior CAD Technician	Senior CAD Technician
								Drafter	Drafter
								Administrative	Administrative
Subtotal Labor Hours	22	0	0	0	0	0	24	Labor Subtotal	Labor Subtotal

Task 1: Programming & Data Collection	Task 2: Conceptual Design Development- Charrette	Task 3: Design Review
Item	Item	Item
Mileage	Mileage	Mileage
Airfare	Airfare	Airfare
Hotel	Hotel	Hotel
Meals	Meals	Meals
Car rental	Car rental	Car rental
Phone/postage/printing/parking/fares	Phone/postage/printing/parking/fares	Phone/postage/printing/parking/fares
Handling	Handling	Handling
10%	10%	10%
Expenses Subtotal	Expenses Subtotal	Expenses Subtotal
\$ 624.75	\$ 624.75	\$ 624.75

Task 1: Programming & Data Collection	Task 2: Conceptual Design Development- Charrette	Task 3: Design Review
Qty. Unit	Qty. Unit	Qty. Unit
430 mile	430 mile	0 mile
0 roundtrip(s) at \$ 600	0 roundtrip(s) at \$ 600	0 roundtrip(s) at \$ 600
1 days at \$ 175	1 days at \$ 175	0 days at \$ 175
2 days at \$ 75	2 days at \$ 75	0 days at \$ 75
0 days at \$ 65	0 days at \$ 65	0 days at \$ 65
10%	10%	10%
Expenses Subtotal	Expenses Subtotal	Expenses Subtotal
\$ 624.75	\$ 624.75	\$ 624.75

Task 1: Programming & Data Collection	Task 2: Conceptual Design Development- Charrette	Task 3: Design Review
Total	Total	Total
3,080.00	3,080.00	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
120.00	-	-
3,200.00	3,080.00	3,080.00

Task 1: Programming & Data Collection	Task 2: Conceptual Design Development- Charrette	Task 3: Design Review
Rate	Rate	Rate
\$ 140.00	\$ 140.00	\$ 140.00
\$ 120.00	\$ 120.00	\$ 120.00
\$ 100.00	\$ 100.00	\$ 100.00
\$ 90.00	\$ 90.00	\$ 90.00
\$ 85.00	\$ 85.00	\$ 85.00
\$ 80.00	\$ 80.00	\$ 80.00
\$ 60.00	\$ 60.00	\$ 60.00
Labor Subtotal	Labor Subtotal	Labor Subtotal
\$ 6,280.00	\$ 6,280.00	\$ 6,280.00

Project Fee Estimate			
Summary	Labor	Expenses	Total
Programming & Data Collection	\$ 3,200.00	\$ 630.00	\$ 3,830.00
Conceptual Design Development- Charrette	\$ 3,080.00	\$ 630.00	\$ 3,710.00
Design Review	-	-	-
Totals	\$ 6,280.00	\$ 1,260.00	\$ 7,540.00

GRAND TOTAL - LABOR AND EXPENSES \$ 7,529.49

*Numbers are Rounded in the Summary Table

Haywood, Kenward, Bare & Associates, Inc.

Civil Engineering - Surveying - Planning

Estimate for Professional Engineering, Surveying, and Planning Services

Client: Cromwell

Project: City of Jonesboro's JETS - Multi-

Scope of Work:

Itemized Tasks	PE	Prin.	PS	SI	2PS	3PS	PL	CAD	DT
Topographic & Boundary Survey									
Construction Stake-Out									
Site Demolition Plan									
Public Input Meetings	8								
Schematic Drawing Review	4								
SWPPP	5							4	
Civil Site Plan	16							18	
Civil Grading & Drainage Plan	24							22	
Coordination with MEP Engineers	4							2	
Site Utility Service Plan	8							7	
Construction Details	4							4	
Specifications	8								
Drainage Report	12							3	
Construction Admin.	30								
Total	123	0	0	0	0	0	0	60	0

Personnel	Fee/hr	Hrs	Cost
Professional Engineer	\$125.00	123	\$15,375.00
Principle	\$150.00	0	\$0.00
Professional Surveyor	\$95.00	0	\$0.00
2 Party Survey Crew	\$115.00	0	\$0.00
C.A.D. Technician	\$65.00	60	\$3,900.00

Grand Total	\$19,275.00
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Anticipated Project Budget							
Cost of Construction							
EDG	Landscape Arch	Fee	\$ 880.00	\$ 919.55		\$ 884,546.00	
		Reimb	\$ 39.55			\$ 799,357.09	% of Cost of Const
HDG	Site Consultant	Fee	\$ 6,280.00	\$ 7,529.49			0.11%
		Reimb	\$ 1,249.49				1.03%
MDG	Site Consultant	Fee	\$ 7,020.00	\$ 9,465.30			0.79%
		Reimb	\$ 2,445.30				0.88%
HKB	Civil	Fee	\$ 19,275.00	\$ 20,475.00			2.41%
		Survey	\$ 1,200.00				2.41%
Cromwell	AE	Fee	\$40,921.57	\$ 44,299.57			5.12%
		Reimb	\$ 3,378.00				48.04%
Anderson Engineering	Geotech		\$ 2,500.00	\$ 2,500.00			
Total Fee			\$ 2,500.00	\$ 2,500.00		\$ 85,188.91	10.66%

COST ESTIMATE FOR A-E DESIGN SERVICES - CROMWELL ARCHITECTS				
<i>Title I Services</i>				
LOCATION: Jonesboro, AR		DATE:	May 22, 2014	
CONTRACT NO:		DESCRIPTION:		
		New Multi-Modal Facility- JETS		
Item	Unit	Quantity	Unit Cost	Total Cost
1. DIRECT COSTS:				
A. SALARIES				
PRINCIPALS	HOUR	0	51.37	\$0.00
PROJECT MANAGER	HOUR	70	37.79	\$2,645.30
SENIOR ARCHITECT	HOUR	0	33.67	\$0.00
ARCHITECT	HOUR	96	28.34	\$2,720.64
JUNIOR ARCHITECT	HOUR	40	25.06	\$1,002.40
SENIOR CIVIL ENGINEER	HOUR	0	45.20	\$0.00
CIVIL ENGINEER	HOUR	0	33.30	\$0.00
JUNIOR CIVIL ENGINEER	HOUR	0	31.25	\$0.00
SENIOR STRUCTURAL ENGINEER	HOUR	0	43.27	\$0.00
STRUCTURAL ENGINEER	HOUR	0	39.67	\$0.00
JUNIOR STRUCTURAL ENGINEER	HOUR	0	29.68	\$0.00
SENIOR MECHANICAL ENGINEER	HOUR	15	43.27	\$649.05
MECHANICAL ENGINEER	HOUR	44	36.42	\$1,602.48
JUNIOR MECHANICAL ENGINEER	HOUR	0	28.66	\$0.00
SR FIRE PROTECTION ENGINEER	HOUR	13	42.07	\$546.91
JR FIRE PROTECTION ENGINEER	HOUR	5	39.19	\$195.95
SENIOR ELECTRICAL ENGINEER	HOUR	15	38.11	\$571.65
ELECTRICAL ENGINEERS	HOUR	44	34.84	\$1,532.96
JUNIOR ELECTRICAL ENGINEER	HOUR	0	26.37	\$0.00
LANDSCAPE ARCHITECT	HOUR	0	37.38	\$0.00
INTERIOR DESIGNER	HOUR	20	23.20	\$464.00
SPECIFICATION WRITER	HOUR	24	26.95	\$646.80
ESTIMATOR	HOUR	0	41.31	\$0.00
TYPIST	HOUR	0	\$17.67	\$0.00
SENIOR DRAFTSMEN	HOUR	0	21.16	\$0.00
DRAFTSMEN/CADD OPERATOR	HOUR	0	19.48	\$0.00
JUNIOR DRAFTSMAN	HOUR	0	15.88	\$0.00
INSPECTOR	HOUR	48	29.32	\$1,407.36
B. SUB-TOTAL SALARIES				\$13,985.50
C. DIRECT & ADMIN OVERHEAD ON ITEM B	%	166	\$13,985.50	\$23,215.93
D. SUB-TOTAL ITEMS B AND C				\$37,201.43
E. FIXED FEE ON ITEM D				\$3,720.14
F. SUB-TOTAL				\$40,921.57
G. TRAVEL REIMBURSEMENT:				
PRINCIPALS				
KEY MEMBERS	DAY	0	\$147.00	\$0.00
ARCHITECTS	DAY	0	\$147.00	\$0.00
CIVIL ENGINEER	DAY	0	\$147.00	\$0.00
STRUCTURAL ENGINEER	DAY	0	\$147.00	\$0.00
MECHANICAL ENGINEER	DAY	0	\$147.00	\$0.00
ELECTRICAL ENGINEER	DAY	0	\$147.00	\$0.00
ESTIMATOR	DAY	0	\$147.00	\$0.00
SPECIFICATION WRITER	DAY	0	\$147.00	\$0.00
INTERIOR DESIGNER	DAY	0	\$147.00	\$0.00
1ST PAGE Sub-Total				\$40,921.57

Item	Unit	Quantity	Unit Cost	Total Cost
H. TRANSPORTATION				
AIRFARE	RT	0	\$500.00	\$0.00
RENT CAR, GAS, TOLLS	Miles	3,000	\$0.55	\$1,650.00
Sub-Total				\$1,650.00
I. SERVICES:				
LONG DISTANCE TELEPHONE CALLS	EACH	0	\$16.00	\$0.00
TELEGRAPH AND CABLE EXPENSE (FAX)	LS	0	\$0.00	\$0.00
EXPRESS/DELIVERY CHARGES	EACH	0	\$60.00	\$0.00
OTHER TECHNICAL SERVICES[add as required]				
MDG - SITE DESIGN CONSULTANT	Cost Plus Fixed Fee	1	\$9,465.30	\$9,465.30
HDG - SITE DESIGN CONSULTANT	Cost Plus Fixed Fee	1	\$7,529.49	\$7,529.49
EDG - LANDSCAPE DESIGN CONSULTANT	Cost Plus Fixed Fee	1	\$919.55	\$919.55
HKB - CIVIL ENGINEER	Cost Plus Fixed Fee	1	\$19,275.00	\$19,275.00
Sub-Total				\$37,189.34
Sub-Total				\$37,189.34
J. REPRODUCTION:				
BLACK AND WHITE PRINTS-Full Size	EACH	0	\$1.05	\$0.00
BLACK AND WHITE PRINTS-Half Size	EACH	1,800	\$0.81	\$1,458.00
CAD PLOTS	EACH	0	\$1.05	\$0.00
SCAN MANUAL SHEETS	EACH	0	\$0.08	\$0.00
PHOTOGRAPHS (4 X 6)	EACH	0	\$0.60	\$0.00
REPORT OF SURVEY AND STUDY	PAGE	0	\$0.08	\$0.00
SPECIFICATIONS	PAGE	3,200	\$0.08	\$256.00
COST ESTIMATE	PAGE	0	\$0.08	\$0.00
MEMORANDUMS, REVIEW COMMENTS, ETC.	LS	0	\$0.08	\$0.00
HALF-SIZE MYLARS	EACH	0	\$8.75	\$0.00
DESIGN ANALYSIS	PAGE	0	\$0.08	\$0.00
PERSPECTIVE RENDERING	LS	0	\$0.00	\$0.00
CADD TAPES/DISKS/CD-ROM	EACH	4	\$3.50	\$14.00
NOTEBOOKS	EACH	0	\$6.80	\$0.00
Sub-Total				\$1,728.00
K. SITE EXPLORATION				
Soils Testing	Cost Plus Fixed Fee	1	\$2,500.00	\$2,500.00
Survey	Cost Plus Fixed Fee	1	\$1,200.00	\$1,200.00
Sub-Total				\$3,700.00
1ST PAGE Sub-Total				\$40,921.57
2. TOTAL COST Title I Services:				\$85,188.91

Man-Hours	Kickoff Meeting		30% Design Submittal				100% Documents				Construction Phase				Totals
	Programming/ Kick-off Mee	Design Conference	Drawings	Design Narr/ Specs	Review Conference	Drawings	Design Narr/ Specs	Review Conference	Pre-construction Conferen	Site Visits	b. Request for Inforamtion	e. Review Shop Drawings			
PRINCIPALS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
PROJECT MANAGER	16	16	5	3	4	8	8	4	2	4	0	0	0	70	
SENIOR ARCHITECT	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
ARCHITECT	0	0	12	4	0	34	20	0	2	4	4	16	96	0	
JUNIOR ARCHITECT	0	0	10	0	0	30	0	0	0	0	0	0	40	0	
SENIOR CIVIL ENGINEER	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
CIVIL ENGINEER	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
JUNIOR CIVIL ENGINEER	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
SENIOR STRUCTURAL ENGINEER	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
STRUCTURAL ENGINEER	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
JUNIOR STRUCTURAL ENGINEER	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
SENIOR MECHANICAL ENGINEER	0	0	3	2	2	3	3	2	0	0	0	0	15	0	
MECHANICAL ENGINEER	0	0	10	0	0	10	6	0	2	4	4	8	44	0	
JUNIOR MECHANICAL ENGINEER	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
SR FIRE PROTECTION ENGINEER	0	0	3	4	0	2	4	0	0	0	0	0	13	0	
JR FIRE PROTECTION ENGINEER	0	0	0	0	0	5	0	0	0	0	0	0	5	0	
SENIOR ELECTRICAL ENGINEER	0	0	0	0	0	3	3	2	0	0	0	0	15	0	
ELECTRICAL ENGINEERS	0	0	10	0	0	10	6	0	2	4	4	8	44	0	
JUNIOR ELECTRICAL ENGINEER	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
LANDSCAPE ARCHITECT	0	0	0	0	0	0	0	0	2	0	0	0	0	0	
INTERIOR DESIGNER	0	0	0	4	2	4	4	2	0	0	2	0	20	0	
SPECIFICATION WRITER	0	0	0	8	0	16	0	0	0	0	0	0	24	0	
ESTIMATOR	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
TYPEST	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
SENIOR DRAFTSMAN	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
DRAFTSMEN/CADD OPERATOR	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
JUNIOR DRAFTSMAN	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
INSPECTOR	0	0	0	0	0	0	0	0	0	32	8	8	48	0	
Subtotals	16	16	56	27	10	109	70	10	10	48	22	40	434	0	