



208 Magnolia Avenue
Daytona Beach, Florida 32114

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August 14, 2017

Frank Van Pelt
Technical Services Division Director
City of Daytona Beach Public Works Department
950 Bellevue Avenue
Daytona Beach, Fl. 32114

Re: First Step Homeless Assistance Shelter
I.S.B. / Red John Road
Architectural / Engineering Plans - City of Daytona Beach
Professional Architectural / Engineering Proposal Work Authorization No 7

Mr. Van Pelt:

This Work Authorization No. 7 establishes the Scope of Services and Compensation for specific work to be performed by Hall & Ogle Architects, Inc. ("Consultant") under CODB Contract No. 2005-50. The provisions of this Proposal are subject to all terms and conditions of the above-referenced Contract. The project scope consists of designing / developing construction documents for permitting / building a new facility with construction oversight services.

Upon receipt of a CITY Purchase Order, CONSULTANT will initiate Work Authorization No. 7 issued pursuant to Contract No. 2005-50 in accordance with the Proposal dated 08/09/2017, for an amount not to exceed \$181,743.00

This proposal is valid for 60 days.

Scope of Work:

Project scope is to finalize a building and site design and develop documents for permitting / bidding and construction of Phase 1 of a new Homeless Assistance Facility. This facility will initially serve approximately 100-125 clients. An important goal of the work is to design a permanent Shelter building with an estimated construction cost not to exceed \$2,000,000.

The facility will provide administrative and health care support to the clients which will consist of an approximately 40 / 60 split in the population of women to men. It will also provide dormitories for each population with restroom, shower and laundry areas. The food service component will provide (3) meals daily served in a covered exterior co-ed court area that allows flexible program usage.

A community garden and animal kennel are in the planning.

We and our engineers will provide a complete documentation package for construction as well as team oversight during construction.

JOHN E. HALL

DAVID D. OGLE

1. Schematic Design:

- Finalize the conceptual design we have already started.
- Continue to meet with the stakeholders in the project to get program design input from a functionality aspect.
- Develop a scalable design to grow / expand into full program criteria with meeting strict budgetary requirements.
- Review with our engineers and Parker Mynchenberg (civil engineer) their programmatic requirements.
- Review with city staff.
- Schematic Design and Opinion of Probable Construction Costs.
- Review / refine expansion capabilities of building in Phase 2.
- Get approval of final design. Meet with all stakeholders as required.
- Provide schematic drawings (colored) for PowerPoint presentation for owner's use to build community support / buy-in with new approach.

2. Design Development:

- Develop preliminary furniture / equipment requirements / selections.
- Propose / review several construction systems options - interior / exterior with opinion of cost and long term maintenance requirements.
- Develop program / space alternates.
- Develop preliminary layouts of engineers systems / equipment.
- Provide review set(s) to owner for review and comment.
- Provide opinion of probable construction cost.
- Provide preliminary specifications / finishes.
- Start Life Safety analysis. Meet with Building Officials for initial review and comment.

3. Construction Documents:

- Develop full set of architectural / engineering drawings for permitting and construction of project.
- Coordinate with civil engineers work / scope.
- Architectural site plan / phasing with site details / phasing coordination.
- Life Safety Plan and notes / plumbing ADA requirements
- Architectural and engineering floor plans / dimension plans / enlarged plans.
- Exterior elevations / building sections / wall sections / details with FPA numbers
- Schedules - finish / door / window
- Reflected ceiling plans / details
- Full set of bid specifications with owner's front end documents.
- Engineers will develop full set of documents / specifications fully coordinated and reviewed with architectural documents. (Reference the attached engineering proposals.)
- Provide several bid alternates for pricing.

4. Permit Review and Bidding:

- Respond to all design review comments from building department and contractor's RFIs during bidding.
- Issue Addenda as required.
- Attend Pre-Bid Meeting.
- Review bids and provide bid recommendation.

5. Construction Administration:

- Issue notice to proceed.
- Attend Pre-construction meeting.
- Answer all contractor RFIs.
- Review / comment all shop drawings.
- Attend bi-weekly job site meetings.
- Review pay applications and provide field reports.
- Review schedule and as built.
- Issue field orders and change orders as required.
- Provide substantial completion inspection / punch list.
- Provide final inspection report and assist in obtaining Certificate of Occupancy.
- Review and coordinate close-out documents / o/m manuals.
- Provide (1) year warranty walk through - list items for correction

Additional Services Items:

- Detail materials and systems study of alternates.
- Detail cost estimates.
- Fast track design services.
- As-Built drawings (to be provided by contractor).
- Furniture / furnishings (excluding kitchen equipment).
- Additional facility visits.
- Extra site visits not listed above
- Additional scope changes (beyond Base Bid Plan)
- Civil Engineering (beyond basic coordination)
- LEED certification / Design services for Green / Sustainable components
- Threshold and/or special inspections

Proposed Architectural/ Engineering Fee:

	Architectural	MPE	Structural	Kitchen Consultant
Schematic Design	14,765.00	13,927.33	2,720.00	2,000
Design Development	19,710.00	13,927.33	4,340.00	2,000
Construction Documents	39,395.00	18,670.33	6,760.00	3,500
Permit/ Review/ Bidding	4,926.00	2,450.00	660.00	
Construction Administration	19,707.00	4,812.00	3,960.00	
Sub-Total:	\$178,230.00			

Reimbursables:

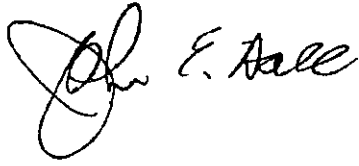
Architectural		Engineering	
Printing:(@ \$1.65 / sheet)	1,200.00	Printing:(@ \$1.00 / sheet)	720.00
Mileage (@ \$0.535 / mile)	300.00	Mileage (@ \$0.535 / mile)	1,293.00
Total Reimbursables:	\$3,513.00		
Total Project Fee	\$181,743.00		

Additional Service Rates per hour (if required):

Principal Architect	\$100.00 / hr
Project Architect	100.00 / hr
Cad Tech	60.00 / hr
Clerical	45.00 / hr

We appreciate the opportunity to work with you on this project. Let me know if you have any questions.

Respectfully,

A handwritten signature in black ink, appearing to read "John E. Hall". The signature is fluid and cursive, with the first name "John" being more prominent and stylized than the last name "Hall".

John E. Hall, Principal/ President

Hall & Ogle Architects, Inc.



**ARCHITECT
COST PROPOSAL**

Project
First Step Shelter

Commission No.
1715

Completion in
Weeks

A. DIRECT SALARY COSTS

PROJECT PHASE	JOB TITLES	HOURS	HOURLY RATE	DOLLAR AMOUNT	SUB-TOTAL PER PHASE
SCHEMATIC DESIGN	Principal	32	\$100.00	\$3,200.00	\$14,765.00
	Project Manager		\$85.00	\$0.00	
	Project Architect	39	\$100.00	\$3,900.00	
	Architectural Designer/ CAD	85	\$60.00	\$5,100.00	
	Architectural Specifications Writer	18	\$100.00	\$1,800.00	
	Admin./Secretarial	17	\$45.00	\$765.00	
DESIGN DEVELOPMENT	Principal	41	\$100.00	\$4,100.00	\$19,710.00
	Project Manager	0	\$85.00	\$0.00	
	Project Architect	48	\$100.00	\$4,800.00	
	Architectural Designer/ CAD	120	\$60.00	\$7,200.00	
	Architectural Specifications Writer	28	\$100.00	\$2,800.00	
	Admin./Secretarial	18	\$45.00	\$810.00	
CONSTRUCTION DOCUMENTS	Principal	74	\$100.00	\$7,400.00	\$39,395.00
	Project Manager		\$85.00	\$0.00	
	Project Architect	82	\$100.00	\$8,200.00	
	Architectural Designer/ CAD	260	\$60.00	\$15,600.00	
	Architectural Specifications Writer	68	\$100.00	\$6,800.00	
	Admin./Secretarial	31	\$45.00	\$1,395.00	
PERMIT/ BIDDING	Principal	12	\$100.00	\$1,200.00	\$4,926.00
	Project Manager		\$85.00	\$0.00	
	Project Architect	18	\$100.00	\$1,800.00	
	Architectural Designer/ CAD	12	\$60.00	\$720.00	
	Architectural Specifications Writer		\$100.00	\$0.00	
	Admin./Secretarial	26.8	\$45.00	\$1,206.00	
CONSTRUCTION ADMINISTRATION	Principal	36	\$100.00	\$3,600.00	\$19,707.00
	Project Manager		\$85.00	\$0.00	
	Project Architect	83	\$100.00	\$8,300.00	
	Architectural Designer/ CAD	52	\$60.00	\$3,120.00	
	Architectural Specifications Writer	25	\$100.00	\$2,500.00	
	Admin./Secretarial	48.6	\$45.00	\$2,187.00	
Total Drawings		TOTAL MAN-HOURS	1274.4	TOTAL SALARIES - A	\$98,503.00

C. OTHER DIRECT COSTS (attach estimates as necessary)

1	Mileage	\$1,200.00
2	Printing	\$300.00
TOTAL OTHER DIRECT COSTS - C		\$1,500.00

TOTAL COSTS

COMPENSATION SCHEDULE FOR TOTAL COST		TOTAL COST	\$100,003.00
PHASE	DOLLAR AMT.	ARCHITECT-ENGINEER FIRM NAME & ADDRESS	
SCHEMATIC DESIGN	\$14,765.00	Hall & Ogle Architects, Inc.	
DESIGN DEVELOPMENT	\$19,710.00	208 Magnolia Avenue	
CONSTRUCTION DOCUMENTS	\$39,395.00	Daytona Beach, Fl. 32114	
PERMIT / BIDDING	\$4,926.00	PREPARED AND APPROVED BY: (Signature/Title)	
CONSTRUCTION ADMINISTRATION	\$19,707.00	John E. Hall - Principal/ President	
SUB-TOTAL FEES:	\$98,503.00	DATE:	14-Aug-17
OTHER DIRECT COSTS	\$1,500.00		
GRAND TOTAL FEES:	\$100,003.00		

M/P/E COST PROPOSAL	Project	Commission No.	Completion in Weeks
	First Step Shelter	1715	

A. DIRECT SALARY COSTS

PROJECT PHASE	JOB TITLES	HOURS	HOURLY RATE	DOLLAR AMOUNT	SUB-TOTAL PER PHASE
SCHEMATIC DESIGN	Principal Engineer	16	\$145.00	\$2,320.00	
	Senior Engineer	24	\$125.00	\$3,000.00	
	Junior Engineer	31	\$95.00	\$2,945.00	
	Senior Designer	31	\$95.00	\$2,945.00	
	CAD Tech/ Drafter/ Intern	31	\$65.00	\$2,015.00	
	Admin./Secretarial	15.6	\$45.00	\$702.00	
DESIGN DEVELOPMENT	Principal Engineer	16	\$145.00	\$2,320.00	
	Senior Engineer	24	\$125.00	\$3,000.00	
	Junior Engineer	31	\$95.00	\$2,945.00	
	Senior Designer	31	\$95.00	\$2,945.00	
	CAD Tech/ Drafter/ Intern	31	\$65.00	\$2,015.00	
	Admin./Secretarial	15.62	\$45.00	\$703.00	
CONSTRUCTION DOCUMENTS	Principal Engineer	19	\$145.00	\$2,755.00	
	Senior Engineer	29	\$125.00	\$3,625.00	
	Junior Engineer	46	\$95.00	\$4,370.00	
	Senior Designer	45	\$95.00	\$4,275.00	
	CAD Tech/ Drafter/ Intern	45	\$65.00	\$2,925.00	
	Admin./Secretarial	16	\$45.00	\$720.00	
PERMIT/ BIDDING	Principal Engineer	4	\$145.00	\$580.00	
	Senior Engineer	4	\$125.00	\$500.00	
	Junior Engineer	0	\$95.00	\$0.00	
	Senior Designer	8	\$95.00	\$760.00	
	CAD Tech/ Drafter/ Intern	8	\$65.00	\$520.00	
	Admin./Secretarial	2	\$45.00	\$90.00	
CONSTRUCTION ADMINISTRATION	Principal Engineer	16	\$145.00	\$2,320.00	
	Senior Engineer	17	\$125.00	\$2,125.00	
	Junior Engineer	0	\$95.00	\$0.00	
	Senior Designer	0	\$95.00	\$0.00	
	CAD Tech/ Drafter/ Intern	0	\$65.00	\$0.00	
	Admin./Secretarial	8.16	\$45.00	\$367.00	
Total Drawings		TOTAL MAN-HOURS	564.38	TOTAL SALARIES - A	\$53,787.00

C. OTHER DIRECT COSTS (attach estimates as necessary)

1	Mileage	\$1,293.00
2	Printing	\$720.00
TOTAL OTHER DIRECT COSTS - C		\$2,013.00

TOTAL COSTS

COMPENSATION SCHEDULE FOR TOTAL COST		TOTAL COST	\$55,800.00
PHASE	DOLLAR AMT.		
SCHEMATIC DESIGN	\$13,927.00	ARCHITECT-ENGINEER FIRM NAME & ADDRESS	
DESIGN DEVELOPMENT	\$13,928.00	Above Group, Inc.	
CONSTRUCTION DOCUMENTS	\$18,670.00	305 East Drive, Suite H	
PERMIT / BIDDING	\$2,450.00	Melbourne, Fl. 32904	
CONSTRUCTION ADMINISTRATION	\$4,812.00	PREPARED AND APPROVED BY: (Signature/Title)	
SUB-TOTAL FEES:	\$53,787.00	Nicholas Kugler - President / CEO / Principal Engineer	
OTHER DIRECT COSTS	\$2,013.00	DATE:	14-Aug-17
GRAND TOTAL FEES:	\$55,800.00		

STRUCTURAL COST PROPOSAL	Project	Commission No.	Completion in Weeks
	First Step Shelter	1715	

A. DIRECT SALARY COSTS

PROJECT PHASE	JOB TITLES	HOURS	HOURLY RATE	DOLLAR AMOUNT	SUB-TOTAL PER PHASE
SCHEMATIC DESIGN	Principal	6	\$140.00	\$840.00	
	Project Engineer	10	\$110.00	\$1,100.00	
	CAD Tech	12	\$65.00	\$780.00	
	Admin./Secretarial	0	\$50.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	\$2,720.00
DESIGN DEVELOPMENT	Principal Engineer	6	\$140.00	\$840.00	
	Project Engineer	20	\$110.00	\$2,200.00	
	CAD Tech	20	\$65.00	\$1,300.00	
	Admin./Secretarial	0	\$50.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	\$4,340.00
CONSTRUCTION DOCUMENTS	Principal Engineer	5	\$140.00	\$700.00	
	Project Engineer	35	\$110.00	\$3,850.00	
	CAD Tech	34	\$65.00	\$2,210.00	
	Admin./Secretarial	0	\$50.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	\$6,760.00
PERMIT/ BIDDING	Principal Engineer	0	\$140.00	\$0.00	
	Project Engineer	6	\$110.00	\$660.00	
	CAD Tech	0	\$65.00	\$0.00	
	Admin./Secretarial	0	\$50.00	\$0.00	
		0	\$0.00	\$0.00	
		0	\$0.00	\$0.00	\$660.00
CONSTRUCTION ADMINISTRATION	Principal Engineer	0	\$140.00	\$0.00	
	Project Engineer	32	\$110.00	\$3,520.00	
	CAD Tech	5	\$65.00	\$325.00	
	Admin./Secretarial	2.3	\$50.00	\$115.00	
		0	\$0.00	\$0.00	
		8.16	\$0.00	\$0.00	\$3,960.00
Total Drawings		TOTAL MAN-HOURS	201.46	TOTAL SALARIES - A	\$18,440.00

C. OTHER DIRECT COSTS (attach estimates as necessary)

1	Mileage	\$0.00
2	Printing	\$0.00
TOTAL OTHER DIRECT COSTS - C		\$0.00

TOTAL COSTS

COMPENSATION SCHEDULE FOR TOTAL COST		TOTAL COST	\$18,440.00
PHASE	DOLLAR AMT.		
SCHEMATIC DESIGN	\$2,720.00	ARCHITECT-ENGINEER FIRM NAME & ADDRESS	
DESIGN DEVELOPMENT	\$4,340.00	fci Structural Engineers, Inc.	
CONSTRUCTION DOCUMENTS	\$6,760.00	680 East SR 434	
PERMIT / BIDDING	\$660.00	Winter Springs, Fl. 32708	
CONSTRUCTION ADMINISTRATION	\$3,960.00	PREPARED AND APPROVED BY: (Signature/Title)	
SUB-TOTAL FEES:	\$18,440.00	Eddie L. Cox - Principal / President	
OTHER DIRECT COSTS	\$0.00	DATE:	14-Aug-17
GRAND TOTAL FEES:	\$18,440.00		

FOOD SERVICE CONSULTANT COST PROPOSAL	Project	Commission No.	Completion in Weeks
	First Step Shelter	1715	

A. DIRECT SALARY COSTS

PROJECT PHASE	JOB TITLES	HOURS	HOURLY RATE	DOLLAR AMOUNT	SUB-TOTAL PER PHASE
SCHEMATIC DESIGN	Principal	6	\$95.00	\$570.00	
	Project Manager	0	\$75.00	\$0.00	
	Project Consultant	6	\$90.00	\$540.00	
	CAD Tech	5	\$70.00	\$350.00	
	Architectural Specifications Writer	5	\$60.00	\$300.00	
	Admin./Secretarial	4	\$60.00	\$240.00	
DESIGN DEVELOPMENT	Principal	6	\$95.00	\$570.00	
	Project Manager	0	\$75.00	\$0.00	
	Project Consultant	6	\$90.00	\$540.00	
	CAD Tech	5	\$70.00	\$350.00	
	Architectural Specifications Writer	5	\$60.00	\$300.00	
	Admin./Secretarial	4	\$60.00	\$240.00	
CONSTRUCTION DOCUMENTS	Principal	4	\$95.00	\$380.00	
	Project Manager	0	\$75.00	\$0.00	
	Project Consultant	8	\$90.00	\$720.00	
	CAD Tech	18	\$70.00	\$1,260.00	
	Architectural Specifications Writer	11	\$60.00	\$660.00	
	Admin./Secretarial	8	\$60.00	\$480.00	
PERMIT/ BIDDING	Principal	0	\$95.00	\$0.00	
	Project Manager	0	\$75.00	\$0.00	
	Project Consultant	0	\$90.00	\$0.00	
	CAD Tech	0	\$70.00	\$0.00	
	Architectural Specifications Writer	0	\$60.00	\$0.00	
	Admin./Secretarial	0	\$60.00	\$0.00	
CONSTRUCTION ADMINISTRATION	Principal	0	\$95.00	\$0.00	
	Project Manager	0	\$75.00	\$0.00	
	Project Consultant	0	\$90.00	\$0.00	
	CAD Tech	0	\$70.00	\$0.00	
	Architectural Specifications Writer	0	\$60.00	\$0.00	
	Admin./Secretarial	0	\$60.00	\$0.00	
Total Drawings		TOTAL MAN-HOURS	101	TOTAL SALARIES - A	\$7,500.00

C. OTHER DIRECT COSTS (attach estimates as necessary)

1	Mileage	\$0.00
2	Printing	\$0.00
TOTAL OTHER DIRECT COSTS - C		\$0.00

TOTAL COSTS

COMPENSATION SCHEDULE FOR TOTAL COST		TOTAL COST	\$7,500.00
PHASE	DOLLAR AMT.	ARCHITECT-ENGINEER FIRM NAME & ADDRESS	
SCHEMATIC DESIGN	\$2,000.00	JAX Design Group, Inc.	
DESIGN DEVELOPMENT	\$2,000.00	3948 South 3rd Street # 305	
CONSTRUCTION DOCUMENTS	\$3,500.00	Jacksonville Beach, Fl. 32250	
PERMIT / BIDDING	\$0.00	PREPARED AND APPROVED BY: (Signature/Title)	
CONSTRUCTION ADMINISTRATION	\$0.00	John Zerebny - President	
SUB-TOTAL FEES:	\$7,500.00	DATE:	14-Aug-17
OTHER DIRECT COSTS	\$0.00		
GRAND TOTAL FEES:	\$7,500.00		



305 East Drive
Suite H
Melbourne, Florida 32904
321.345.9026
www.abovegroupinc.com

July 25, 2017

Mr. John Hall, Principal
Hall and Ogle Architects
208 Magnolia Ave.
Daytona Beach, FL 32114
(386) 255-6163
Emailed to jhall@hoarchitects.com

RE: First Step Homeless Shelter Proposal – Rev 2

Dear Mr. Hall,

Above Group, Inc. (AG) respectfully submits to Hall and Ogle Architects (HOA) our proposal for mechanical, electrical, plumbing, and fire protection engineering services for the project referenced above.

GENERAL

HOA's client wishes to build a new homeless shelter, First Step Homeless Shelter, in Daytona Beach, Florida. The new facility will be approximately 16,524 sf of enclosed space and will be located on West International Speedway Blvd. in Daytona Beach. The single story structure will be comprised of Men's Dorm, Women's Dorm, Flex Space/Dining Area, Clinic, Administration, and Commercial Kitchen spaces. The facility also includes additional open air outdoor support spaces such as Kennels/Yard Area, Time Out Covered Area, Storage Units, and parking areas.

This facility will be designed for 100-120 occupants but will consider future expansion in terms of sizing infrastructure to support a future separate project for expansion up to 240-260 occupants.

AG's proposal is based on information and drawings provided via email to AG on July 18, 2017. AG will provide mechanical, electrical, plumbing, and fire protection engineering services as identified in the following sections.

BASIC SCOPE OF SERVICES

Basic Scope of Services shall be as outlined in AIA Document B101-2007 Edition – Standard Form of Agreement Between Owner and Architect, Article 3 and AIA Document C401 - 2007 Edition Standard Form of Agreement Between Architect and Consultant, Article 4.

In person attendance at (2) review meetings is included in the scope of this proposal. It is anticipated that these meetings will be held in the Daytona Beach area. In addition, a total of (12) construction period site visits, including travel costs, are included in the scope of this proposal. If it is determined that site visits are required to address unforeseen conditions, they will be performed as an additional service.

Drawings will be produced utilizing Autodesk AutoCAD 2016 or Autodesk Revit 2016 meeting the Level of Development (LOD) requirements of AIA Document E202 and AGC LOD Specification 2013; LOD 300. Native drawing files will be provided in the desired CAD/Revit version of HOA's choosing in addition to PDF files of the drawings and other necessary documents. HOA shall provide their set up model and templates for producing the drawings with all required layer/line type conventions, title blocks, logos, etc..

"Frozen" architectural drawings/models will be required one week prior to the scheduled completion of the electrical and fire protection packages. All space requirements and utility requirements must also be provided to AG at a reasonable date in order to maintain the tentative schedule.

Specifications shall be provided on drawings using AG standard format.

Energy code compliance demonstration will be accomplished through providing the necessary input to EnergyGauge suitable to the Authority Having Jurisdiction.

Size and weight of equipment will be provided to HOA for coordination with the structural engineer/designer. Structural engineering and design will be performed by others.

Construction Administration Services are included as part of this proposal and include response to bidder questions, response to local permitting officials' comments, shop drawing review, and response to contractor request for information (RFI). These services are limited to the items related to the mechanical, electrical, plumbing, and fire protection scope of work identified in this proposal. Site visits are included in the scope of this proposal and are as indicated above. If it is determined that additional site visits are required, they will be performed as an additional service.

All submittals are anticipated to be electronic. Reproduction to be performed by HOA or compensated as a reimbursable expense.

Below are the specific Mechanical, Electrical, Plumbing, and Fire Protection Engineering Scope of Services to be provided and include all the information indicated above in addition to what is stated:

- Mechanical (HVAC)(Division 23)
 1. HVAC effort will include full design of the HVAC systems to provide adequate heating, cooling, and ventilation to meet the project requirements. This design effort will include selecting and locating equipment, sizing and routing HVAC piping, sizing and routing ductwork, scheduling and locating diffusers, and coordinating with electrical and architectural/structural elements.
 2. HVAC effort also includes ventilation systems including restroom exhaust fans, commercial kitchen hoods, exhaust fans, and make up air units. Type I and Type II hoods and their associated exhaust fans are expected to be sized, selected, and specified by a kitchen equipment vendor/consultant. AG scope includes

coordination with these items including interconnecting ductwork, locating the exhaust fans on the roof, and integrating the controls systems with the building HVAC controls system.

3. We anticipate, as the basis of this proposal, that the building HVAC systems will be comprised of multiple rooftop D/X package system air conditioning units for cooling with electric resistance heaters in the air handling units for heating. Where multiple spaces are served by a single rooftop unit, VAV boxes with electric heat will be provided for zoning.
 4. Load calculations utilizing industry standard Load Calculation software, Trane Trace 700, will be utilized to determine the capacity requirements of the HVAC equipment.
 5. Ventilation calculations will be provided to ensure that the project complies with ASHRAE 62.1-2007 or local code, whichever is more appropriate.
- **Electrical (Division 26 and 27)**
 1. Coordination of Utility Power
 2. Design of the Power Distribution for the building including receptacles, HVAC, IT Equipment, and meeting room equipment.
 3. Design of Interior Lighting.
 4. Design of Exterior Lighting.
 5. Design of emergency lighting.
 6. Design of emergency generator.
 7. Coordination of power requirements with IT equipment and meeting room equipment.
 8. Coordination of power requirements with kitchen equipment vendor/consultant.
 - **Telecommunications (Division 27)**
 1. Design of the telephone and data systems including premise wiring for telephone and data communications from end item locations to a central patch panel.
 2. Servers, Switches, and Racks in coordination with owner's personnel/vendor.
 3. Wireless network.
 1. Wireless Access Point (WAP) design.
 4. CATV – structured cabling system for the CATV signal.
 1. CATV from local cable provider headend equipment.
 2. Satellite signal from providers such as Dish Network, etc.
 5. Security System design in coordination with owner's personnel/vendor.
 6. Video Surveillance System design in coordination with owner's personnel/vendor.
 7. Audio/Visual System design in coordination with owner's personnel/vendor.
 - **Plumbing (Division 22)**
 1. Design of sanitary drain waste and vent as required for restrooms, shower rooms, and the commercial kitchen including a grease trap.
 2. Design of condensate collection for air conditioning units including indirect drains located as required by the equipment.
 3. Design of domestic cold and hot water systems as required for restrooms, shower rooms, and the commercial kitchen.

4. Specification and scheduling of plumbing fixtures including sinks, lavatories, showers, water closets, and kitchen sinks.
 5. Site plumbing will consist of coordination with the Civil engineer for utility connection points (domestic water, sanitary, and storm).
 6. Coordination of water supply and drainage requirements with kitchen equipment vendor/consultant.
- Fire Protection (Suppression)(Division 21)
 1. Performance based specification will be provided for the fire suppression system in accordance with NFPA requirements.
 2. Fire suppression for the kitchen exhaust hood will be designed and specified by the kitchen consultant. This is expected to be an Ansul type system.
 - Fire Protection (Alarm)(Division 28)
 1. Design of the fire alarm system for the building.
 - Energy code is Florida Building Code 5th Edition (2014) Energy Conservation. The design will comply with this code and necessary compliance documentation will be provided.

INFORMATION TO BE FURNISHED TO AG

In addition to Architects' Responsibilities defined in AIA Document C401 – 2007 Edition – Standard Form of Agreement Between Architect and Consultant, Article 6, specific information and material that impacts the design shall be provided to AG as shown in Attachment A.

ADDITIONAL SERVICES

Additional Services, when requested in writing, may be provided after execution of the services identified in this proposal. All Additional Services shall be negotiated on a case by case basis and must be agreed to by both parties prior to commencing work for Additional Services. Additional Services are as defined in AIA Document B101 – 2007 Edition – Abbreviated Standard Form of Agreement Between Owner and Architect, Article 3. Additional Services also include those items shown in Attachment B. AG shall submit the estimated additional services cost for approval and authorization prior to proceeding with a design.

PERIOD OF PERFORMANCE

Indicated below is a tentative period of performance to identify general project timeline and duration. Specific dates and durations are subject to change and based on an anticipated signed proposal date:

1. Notice to Proceed (NTP): 07/28/17
2. 30% Submittal drawings and specifications: 08/11/17
3. 60% Submittal drawings and specifications: 09/01/17
4. 90% Submittal drawings and specifications: 09/22/17
5. 100% Submittal drawings and specifications (100%): 10/06/17

COMPENSATION



We propose to provide the above-described basic scope of services for a lump sum fee of **\$55,800**.

Reimbursable expenses will be assessed at direct cost. Reimbursable expenses include all out-of-county travel-related costs, (AG's Melbourne, Florida office to be considered point-of-origin for all trips), airfare, mileage, meals, lodging, plotting and printing (except as required for in-house coordination), photography, courier services, shipping and express mail. Billing will be based upon percentage of services completed and reimbursable expenses at each milestone submittal. 10% of the overall fee will be withheld for construction administration services and will be billed out at completion of construction. Payment terms shall be net 30 days.

If our proposal is acceptable, your signature below will confirm our authorization to proceed. Retain one copy and return one copy to AG via email or at the address on page 1 of this proposal. This authorization constitutes your commitment to pay the fee. If you have any questions in regard to this proposal, please do not hesitate to contact us. We are excited about the opportunity to work with you on this project and look forward to the next steps in the process.

Sincerely,
Above Group, Inc.

By: 

Name: Nicholas Kugler

Title: President/CEO/Principal Engineer

Date: 07/25/17

Hall and Ogle Architects

By: _____

Name: _____

Title: _____

Date: _____

ATTACHMENT A
INFORMATION TO BE FURNISHED BY HOA TO AG
Professional Engineering Services Proposal

1. Copy of Owner-Architect Agreement.
2. Updated, Revit/CAD-generated pre-bordered base sheets, site plans, life safety plans, elevations, building sections, reflected ceiling plans and architectural floor plan backgrounds, complete with room names, numbers and rated or special wall construction, will be provided by the Architect during the course of the design.
3. Room data sheets for each area, indicating equipment and furniture locations, quantity of each type of outlet, receptacle, special lighting and plumbing equipment, and connection for services as part of the AG design.
4. Civil, site drawings and surveys, indicating all underground and overhead mechanical, plumbing and electrical site utilities, which may affect design.
5. Fire hydrant flow test data, performed at the hydrants required by the design (to be indicated by AG).
6. Catalog cut sheets for Owner-furnished equipment and equipment requiring mechanical, plumbing or electrical connections. Cut sheets shall indicate all utility connection requirements, utility consumption and heat rejection, including information on any system with special clearance requirements.

ATTACHMENT B
ADDITIONAL SERVICES

Professional Engineering Services Proposal

1. AIA Document B101-2007 Edition – Standard Form of Agreement Between Owner and Architect, Article 3 and AIA Document C401 - 2007 Edition - Standard Form of Agreement Between Architect and Consultant, Article 4.
2. Construction site visits or attendance at design review meetings, as requested by the Owner or Architect, in excess of site visits per discipline as defined in our proposal.
3. Certification of construction or inspection services to appease special requirements of the local building department, are not included in AG's scope of services.
4. Value Engineering meetings and subsequent engineering or design revisions to incorporate extensive accepted value engineering items, including changes to system design after construction documents have been completed.
5. Significant revisions to the program, design philosophy or Architectural plans after 100% Design Development approval, or to systems selected following schematic phase, and which result in redesign expenses.
6. Extensive phasing of project including development of multiple permitting packages.
7. Architectural, Civil engineering, landscape design, and irrigation design services.
8. Document reproduction beyond those required for in-house coordination and submittals as outlined above.
9. Design of site features and amenities outside of building footprint and not directly attached to the building.
10. Development of "as-built" or record drawings.
11. Detailed cost estimating services.
12. Any improvements beyond scope described would be additional services.
13. Renewable energy design.
14. Electrical Vehicle charging stations.
15. Smoke control system design.
16. AHCA Review.
17. Arcflash Hazard Analysis Coordination Study will be specified to be performed by contractor's sub.
18. LEED Certification



fci Structural Engineers, Inc.

680 E. SR 434
Winter Springs, Florida 32708
Ph (407) 327-5363 Fax (407) 327-5366
e-mail: fci@fciengineering.com Florida EB#3746

Dedicated to Quality Service and Engineering
Excellence Since 1983
34 years of service

July 24, 2017

Mr. John Hall
Hall and Ogle Architects
208 Magnolia Ave.
Daytona Beach, Florida 32114

RE: **First Step Homeless Shelter**
For Daytona Beach, Florida
PP170064A

Thank you for the opportunity to prepare a Fee Proposal for Consulting Structural Engineering Services for the above referenced project. Based on our discussions, and review of drawings provided by you, we propose the following fees for the scope of services outlined:

I. SCOPE OF SERVICES AND FEES:

- A. The project consists of a new standalone one story building, approximately 16,500 GSF or less depending on which design option is selected, with a raised center portion for clearstory windows. The roof is expected to be a residential type character. Exterior walls will be concrete block. Some current concept design options consider modular units as part of the overall design. This proposal excludes any modular unit design, foundation design, or site adaption.
- B. Bidding phase services include responses to bidding RFI's only. Meetings and site visits are excluded.
- C. Construction phase services include submittal reviews, RFI coordination, and up to four (4) site visits or meetings.
- D. This proposal assumes the site does not have any problem soil conditions, and conventional spread footing foundations will be utilized for the structures. Should existing soil conditions include problem soil conditions or dictate special foundations (i.e.: mat, strip footings, piles, etc), this proposal must be modified to include those designs. A Geotechnical report shall be provided by the owner.
- E. Should the scope of services be changed or modified this fee proposal must be reviewed and possibly modified to reflect this change. This proposal is made in accordance with the conditions of Exhibit 'A', attached.

F. Fees and Payment Schedule for Services:

1.	Design Phase Fees	=	\$13,820.00
2.	Bidding Phase Fees	=	\$ 660.00
3.	Construction Phase Fees	=	<u>\$ 3,960.00</u>
	Total Fees	=	\$18,500.00

- 4. Reimbursable Expenses are included in the fees except we will provide electronic copies of contract documents to be printed by others.

It has been a pleasure to prepare a Fee Proposal for this project. This proposal is valid for no more than 30 days from the date of this proposal, unless signed and returned to us prior to that date. This proposal represents the entire agreement between the client and consultant, unless amended in writing and signed by the client and consultant. If you have any questions or would like any additional information, please give us a call. If you are in agreement with this proposal please sign one copy and return to us for our files.

fci Structural Engineers, Inc.
(CONSULTANT)

Hall and Ogle Architects
(CLIENT)

Eddie L. Cox, P.E. #27499

Date: _____

Title:

Date: _____

First Step Homeless Shelter
For Daytona Beach, Florida
July 24, 2017
Page Three

I. DESIGN PHASE SERVICES:

Preparation of Structural Contract Documents including Design, Drawings, and Specifications.

This proposal excludes Owner meetings, site meetings, pre-bid meetings, and construction meetings, except as noted.

II. BIDDING AND CONSTRUCTION PHASE SERVICES:

Structural bidding phase services include responses to bidding RFI's only. Meetings and site visits are excluded.

Structural Construction Phase Services including Shop Drawing and Submittal Reviews, RFI Field Coordination, and Site Visits during construction will be invoiced and payable monthly as services are provided at the following hourly rates, based on a maximum of 4 site visits.

Construction Phase Services provided are limited to reviewing Shop Drawings and submittals, and observing the work as required to determine in general, if the work is being performed in a manner that will be in accordance with the contract documents, when completed. Continuous, exhaustive, or corrective site visits to check the quality or quantity of the work are excluded from basic services. Corrective work or site visits for modifications or repairs due to contractor or subcontractor errors or omissions are excluded from basic services, including additional drawings, calculations or modifications that may be required by the building official.

III. HOURLY RATES:

Hourly rates for Basic Services and Additional Services, if required:

- | | |
|------------------------------------|-------------------|
| 1. Principal (P.E.) | \$140.00 per hour |
| 2. Project Engineer (P.E. or E.I.) | \$110.00 per hour |
| 3. Cadd Technician: | \$ 65.00 per hour |
| 4. Clerical: | \$ 50.00 per hour |

IV. REIMBURSABLE EXPENSES:

The following will be invoiced as direct reimbursable expenses.

1. Reimbursable Expenses are included in the fees except we will provide electronic copies of contract documents to be printed by others.

V. PAYMENTS FOR SERVICES:

Client will be invoiced monthly for work performed during the preceding period, unless other payment methods are identified herein. Client agrees to pay each invoice within thirty (30) days of its receipt or within ten (10) days of receipt of payment from the owner. Failure to make payment within the time period indicated shall constitute a release of consultant from any and all claims which client may have, either in tort or contract, and whether known or unknown at the time.

VI. EXCLUDED SERVICES:

1. Statements of probable construction cost.
2. Threshold or Special Inspections.
3. Reproduction of Documents other than normal coordination.
4. As-built drawings or computer disks.

VII. COPYRIGHT AND OWNERSHIP OF DOCUMENTS:

fci Structural Engineers, Inc. will retain ownership and copyright of instruments of service prepared by the consultant. Drawings, Specifications, magnetic media including computer disks, and other documents prepared by the Consultant, fci Structural Engineers, Inc., are instruments of the Consultant's service for use solely with respect to this Project and, unless otherwise provided, the Consultant shall be deemed the author of these documents and shall retain all common law, statutory and other rights, including the copyright, and ownership of the documents.

VIII. LIMITATION OF LIABILITY:

Third-Party Exclusion:

This Agreement shall not create any rights or benefits to parties other than the client and the design professionals, except such other rights as may be specifically called for herein.

Fiduciary Responsibility:

Client confirms that Consultant has not offered any fiduciary service to Client, and no fiduciary responsibility shall be owed to Client by Consultant as consequence of Consultant's entering into this agreement with Client.

END OF EXHIBIT 'A'

Page 1 of 2

July 27, 2017

Mr. John Hall
Hall and Ogle Architects

Re: Foodservice Consulting and Design Services
First Step Homeless Center

John,

Thank you again for contacting us. It has been a pleasure to work with David Ogle on the Volusia County Schools projects, and it would be our real pleasure to be of further service to you and all parties involved on this project.

As Foodservice Consultants, **we sell no foodservice equipment**. We provide an independent foodservice design and specification service for all types of foodservice facilities. We will provide a **quality project** on time and within the Owner's stated budget. As per the information we received, JAX Design Group, Inc., proposes to provide the following services:

- We will further discuss with the Owner, HOA and all parties involved as to the present and future needs for this facility.
- Should any existing foodservice equipment be available, we will review this equipment and incorporate it into the new design, as is feasible.
- Preliminary floorplans will be provided, revised and reworked until we reach a final approved floorplan.
- We will provide itemized equipment specifications for all parties to review.
- We will provide a utility connection schedule for all foodservice equipment.
- We will provide dimensioned electrical rough-in drawings.
- We will provide dimensioned plumbing rough-in drawings.
- If applicable, exhaust system(s) shop drawings will be provided.
- Slab recesses and special conditions drawings will be provided.
- We will provide an electronic link for all parties to review Equipment Manufacturer's current spec sheets.
- All required coordination with HOA and other consultants will be provided.
- We will provide an equipment budget and itemized bid documentation.
- If requested, we will provide a qualified bidders list for this section.
- We will provide bid, submittal and shop drawing review.
- If requested, punchlist inspection will be provided

As per the previous list of services provided, a **typical drawing set** for a project like this will likely include **5-7** drawing sheets:

- 1) Floorplan of the kitchen and all foodservice spaces at 1/4", to be provided with a numbered equipment schedule.
- 2) Utility connection schedule.
- 3) Dimensioned electrical rough-in drawing.
- 4) Dimensioned plumbing rough-in drawing.
- 5) Dimensioned slab recess and special conditions drawings.
- 6) Exhaust system(s) shop drawings, if applicable, likely 2-3 pages.

Fees:

- 1) Our fee for this design work will be \$7500.
- 2) If after completion and delivery of approved drawings and specifications, additional changes are required, **there may** an additional fee of \$95 per hour.
- 3) Fee stated above includes all standard reimbursable expenses including printing, postage, delivery and misc. costs.

This proposal **assumes** that our current insurance coverages **will be** sufficient for this project:

- 1) Professional liability- \$1M each occurrence, \$2M aggregate
- 2) General liability- \$1M each occurrence, \$2M aggregate
- 3) Personal auto- \$100k bodily injury each occurrence, \$300k aggregate, \$100k property damage.
- 4) Worker's compensation- we are exempt due to small employee count, with an exemption on file with the State of Florida.

We will work with all parties involved to minimize equipment and construction costs and to provide a **efficient, safe and pleasant facility within budget** that will well serve the Owner, residents, guests and staff for many years to come. Thank you for the opportunity to present this proposal, it would be our real pleasure to be of further service to Hall and Ogle Architects on this project.

Best Wishes

Accepted By: _____

John Zerebny, FCSI
President, JAX Design Group, Inc.

Date: _____