



T E A G U E
FREYALDENHOVEN
FREYALDENHOVEN
ARCHITECTS & PLANNERS, LLP

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S U I T E 2 8 5
G R E E N S B O R O
NORTH CAROLINA 27401

November 7, 2018

Marty Lawing
Guilford County Manager
301 W. Market St.
Greensboro, NC 27401

RE: Design Services Proposal: Guilford County 16 Bed Adult Facility Based Crisis Center, Behavioral Health Urgent Care and Outpatient Services

Dear Mr. Lawing:

On behalf of Teague Freyaldenhoven Freyaldenhoven Architects & Planners, LLP (TFF Architects), I am pleased to present the following design services fee proposal for Guilford County's new Behavioral Health Facility. This letter summarizes our understanding of the schedule for this project, describes the Pre-Design and Basic Architectural Services that we would provide, and sets forth proposed fees and terms.

In order to give you a full picture of likely project costs, we are including in this proposal our design fees for the entire project, including Pre-Design Services for development of a Space Program and Master Planning of the entire site area. It is our understanding that the Pre-Design phase would proceed first. If you find this proposal to be acceptable, we will prepare a more comprehensive agreement based upon AIA Document B133 - 2014, Standard Form of Agreement Between Owner and Architect, Construction Manager as Construction Edition.

Scope of Project

This proposal is based on our Design Team's involvement in preliminary planning meetings for the project with Cone Health, Guilford County and Sandhills Center, as well as, our development of preliminary space program outlines, site study diagrams and construction budget cost projections. We imagine working closely with you, your staff, representatives of Guilford County Emergency Services, Cone Health and the County's selected Construction Manager at Risk to further develop the project's design parameters.

Pre-Design Services would include meeting with the User Groups to develop a more detailed Space Program document outlining the exact area requirements for the 16 Bed Adult Facility Based Crisis Center, Behavioral Health Urgent Care Center, Behavioral Health Outpatient Services, Community Partners and Peer Program Center.

We would then work with the Project Team and Owner of Maple Professional Park lots to develop an overall Site Master Plan. This site planning study will confirm building configuration, parking and watershed requirement, adjacencies for future Child Facility Based Crisis Center and final lot parcel areas.

With this information we could proceed with Basic Services as defined under AIA B133 for the design of the proposed new Guilford County Behavioral Health Facility.

Project Schedule

We estimate the following project schedule:

Time Period	Activities	Duration
Nov 1 - 15	• Complete contracts with Architect, Consultants and CM at Risk. • Survey and test borings	2 weeks
Nov 15 - Dec 30	Pre-Design Services	6 weeks
	• Space Programming	
	• Site Master Planning	
	• Site Acquisitions	
Jan 1 – Feb 15	Schematic Design Phase (SD)	6 weeks
Feb 15 – Mar 1	• SD Cost Estimate by CM at Risk • Adjustments to scope, if necessary to reduce cost • Financial Analysis by Guilford County	2 weeks
March 1	• Update to County Commissioners Approval to proceed	
Feb 15 – April 15	Design Development Phase (DD)	4 weeks
April 15 – May 1	• DD Cost Estimate by CM at Risk • Adjustments to scope, if necessary to reduce cost • Financial Analysis by Guilford County	2 weeks
May 1	• Update to County Commissioners Approval to Proceed	
April 15 – June 15	Construction Documents Phase	8 weeks
June 1 – July 1	• Site Plan Submittal and TRC Approvals • Building Permitting • DHHS Reviews and Approvals	4 weeks
June 15 – Aug 1	Pre-Construction Phase	6 weeks
	• Bidding and Development of a GMP by CM at Risk • Final Construction Contracts Prepared • Long Lead Items Materials Ordering	
Aug 1 2019 – Aug 1 2020	Construction Duration	12 Months
Aug 1 – Sept 1	• FF&E Installation • Owner Move-in	4 weeks
Nov 1, 2018 – Sept 1, 2020	Total Project Phases	22 months

We recognize that there are many details to be worked out in the final schedule for this Project. During the Schematic Design Phase, TFF Architects will work with Guilford County and the Construction Manager at Risk to develop a more detailed critical path schedule showing the interrelationships of design, Contractor responsibilities, regulatory approvals and construction.

Our approach to the professional fee for Architectural Design Services encompasses a number of factors including scope of work, time, schedule and contract form. We welcome the opportunity to tailor our fee proposal to meet all your projects requirements. We propose that our Architectural and Engineering Services be performed under an AIA Document B133 - 2014, Standard Form of Agreement Between Owner and Architect, Construction Manager as Construction Edition established between TFF Architects & Planners and Guilford County.

Fee Allocation by Project Phase

For Pre-design Services including space program confirmation, site study and development of a preliminary site plan design we propose a lump sum amount of Thirty-five Thousand Dollars.

For Basic Services (as defined under AIA B133), including architectural design, civil, mechanical, electrical, plumbing and structural engineering we propose a fee based on a single-story building, an assumed program area of approximately 35,000 GSF and a construction cost of approximately \$14,700,000.

The following breakdown summarizes the total amount of fees associated with each phase of our professional services:

	Fee Amount
Pre-Design Phase	
Space Programming/Site Design	\$35,000
Basic Services	
Schematic Design Phase (15%)	\$144,675
Design Development Phase (25%)	\$241,125
Construction Document Phase (35%)	\$337,575
Construction Contract Administration Phase (25%)	\$241,125
Total Basic Services	\$964,500

Assumptions and Limitations

1. Cost-estimating is not included in our proposal. We understand that the County will engage a Construction Manager at Risk to provide cost-estimating and pre-construction services and we will coordinate our design work with this process.
2. The CM at Risk or Owner will be responsible for providing surveys, geotechnical analysis and any additional site information or reports necessary.
3. Services associated with re-zoning, obtaining zoning amendments or property boundary line adjustments are not included in this proposal.
4. Food Service design for a full-service commercial kitchen is not included in this proposal. If a kitchen equipment consultant is required can provide a separate proposal for those services.

Additional Services

Additional Services, if any, can be provided in accordance with our current Schedule of Hourly Rates. Additional services of consultants will be provided only if authorized by you in advance and will be billed at 1.1 times the amounts billed to us by our consultants.

Reimbursable Expenses

Expenses that are incurred in the interest of the project will be reimbursable at actual cost. Such expenses include the following:

- Plan Review Fees paid for securing plan approval of authorities having jurisdiction over the project or Licensure of the facility.
- Renderings, models, mock-ups, professional photography and presentation materials beyond these included in the base fee.

Acceptance

Please let us know if you have any questions or concerns about this proposal. If you agree with this proposal, please sign in the space below, and return one copy of the signed agreement to our office. Upon your acceptance of this proposal we will prepare for your review a more comprehensive contract based upon the terms of this proposal and our standard AIA agreement for architectural/design services.

Thank you for this opportunity to continue our relationship with Guilford County and to assist with this exciting project.

Sincerely,



Steve Freyaldenhoven, AIA
Principal, TFF Architects & Planners, LLP

cc: Jeff Mural, AIA
Senior Associate, LS3P

Accepted: _____
(signature) (date)

(printed name and title)