

**CITY OF GAUTIER
MEMORANDUM**

To: Samantha Abell, City Manager
From: Patty Huffman, Grants & Projects Manager
Through: Chandra Nicholson, Economic Development and Planning Director
Date: April 23, 2014
Subject: Professional Services Agreement with Dale Partners Architects PA for Design Services for the Gautier Colored School Rehabilitation Project

REQUEST:

The Economic Development & Planning Department requests authorization to enter into a Professional Services Agreement with Dale Partners Architects PA of Biloxi to perform design work for the initial stabilization phase of the Gautier Colored School Rehabilitation Project.

BACKGROUND:

The City of Gautier recently received a grant award from the Mississippi Department of Archives and History (MDAH) for \$80,000 in Community Heritage Preservation Grant funding with a \$20,000 local match requirement to begin the stabilization of the former Gautier Colored School. This initial phase will include photographic documentation; obtaining a structural report and a hazardous materials report; as-built drawings; and a plan for abatement, a new roof, and foundation repairs for a total not to exceed of \$22,000. Construction administration can be provided on an hourly basis.

DISCUSSION:

Ultimately this structure will be used as a Welcome Center/Visitors' Center and will include an exhibit honoring the former one-room schoolhouse for African-American children.

RECOMMENDATION:

The Economic Development and Planning Department recommends that City Council authorize entering into a Professional Services Agreement with Dale Partners Architects PA for design services as outlined above, contingent upon MDAH approval.

The City Council may:

1. authorize entering into a professional services agreement with Dale Partners Architects PA as presented (contingent upon MDAH approval); or
2. authorize entering into a professional services agreement with Dale Partners Architects PA with changes, or
3. disapprove entering into the professional services agreement presented.

ATTACHMENT(S):

Dale Partners Architects PA Professional Services Agreement



22 April 2014

Ms. Patty Huffman
 Grants and Projects Manager
 City of Gautier
 3330 Highway 90
 Gautier, MS 39553

161 Lamense Street
 Biloxi, MS 39530-3810
 ph 228.374.1409
 fx 228.374.1414

DALEPARTNERS.COM

Regarding: **Gautier Colored School**

Dear Ms. Huffman,

Congratulations on your award of an \$80,000 Community Heritage Preservation grant! On behalf of Dale Partners Architects P.A. (DPA), it is my pleasure to provide a fee proposal for phase one of the project that has been identified by the Mississippi Department of Archives and History as the Gautier Colored School. During phase one, we propose to document the existing structure and to provide plans for stabilizing the structure for future rehabilitation.

After evaluating the current condition of the structure, we recommend the following scope of work for phase one:

1. **Photographic Documentation** – As described in Part 6 of the Grant Manual, the project is required to be documented photographically. We propose to prepare this documentation per the specifications on an **hourly basis for a fee not to exceed \$3000.**
2. **Structural Evaluation** – Our Structural Engineer, Michael Costelli with Simpkins & Costelli, will spend a day at the site to identify the needed repairs. We anticipate that the building may need repairs at sill beams, joists, subfloor decking, roof framing and wall framing. In order to evaluate the damage, they may need to partially remove decking, wallboard and other materials to reveal structural members for observation. A final report will summarize the recommendations for restoring structural integrity to the building. We propose to perform this work for a **fixed fee of \$3100.**
3. **Hazardous Materials Report** – A hazardous materials report is needed to confirm the existence or nonexistence of hazardous materials in the building. We will solicit this report on behalf of the City. It will be prepared by a professional consultant and will include recommendations for abatement. We propose to provide this report for a **fixed fee of \$1900.**

T. DOUG DALE, AIA

JEFFREY R. BARNES, AIA

CHARLES R. ALEXANDER, AIA

LEIGH G. JAUNSEN, AIA

IN MEMORY OF
 MICHAEL A. BARRANCO, AIA
 1962-2011

4. **As Built Drawings** – As built drawings are needed to document the structure and provide a basis for preparing documents for future rehabilitation. We propose to prepare these drawings on an **hourly basis not to exceed \$6000.**
5. **Plans for Rehabilitation** – Once the reports and as-builts are finalized, we will assess the damage and recommend a plan and process for stabilizing the structure. Because we have limited knowledge of the required scope at this time, we anticipate that the fees for this work will be in the range of \$5000 to \$8000. This work will be performed on an **hourly basis not to exceed \$8000.**
6. **Construction Administration** – Our services during construction, if needed, can be provided on an hourly basis. Our hourly rate sheet is attached.

Please indicate your approval of this agreement by signing below and returning a copy of the signed agreement to us.

Sincerely yours,

Dale Partners Architects P.A.



Leigh A. Jaunsen

AIA, LEED AP BD+C, Project Architect

City of Gautier

Authorized Signature and Title

Enclosures: [Hourly Rates]

cc: Chandra Nicholson, P.E., Director of Economic Development & Planning
T. Doug Dale
Jo Ann Brown

DALE PARTNERS ARCHITECTS P.A.

HOURLY RATES

ARCHITECTURAL:

Managing Principals	\$220.00
Sr. Manager – Design/Management	\$200.00
Sr. Manager – Construction Administration.....	\$200.00
Sr. Project Manager.....	\$175.00 - \$190.00
Project Manager/Designers	\$135.00 - \$150.00
Interior Designer.....	\$95.00 - \$100.00
Quality Assurance/Construction Administration/Specifications	\$135.00 - \$185.00
Project Architect/Apprentice Architects.....	\$115.00 - \$150.00
CADD Technicians	\$85.00 - \$95.00
Graphics Designer	\$125.00
Project Assistants	\$85.00 - \$95.00

LANDSCAPE ARCHITECTURE/SITE PLANNING:

Senior Landscape Architect.....	\$190.00
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