

**CITY OF GAUTIER
MEMORANDUM**

To: Samantha Abell, City Manager
From: Patty Huffman, Grants & Projects Manager
Through: Chandra Nicholson, Economic Development and Planning Director
Date: June 5, 2015
Subject: Amended Professional Services Agreement with Dale Partners Architects PA for the Gautier Colored School Rehabilitation Project

REQUEST:

The Economic Development & Planning Department requests authorization for an amended Professional Services Agreement with Dale Partners Architects PA to include construction administration for the initial stabilization phase of the Gautier Colored School Rehabilitation Project.

BACKGROUND:

The City of Gautier 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 to begin the stabilization of the structure including a new roof, repairing and leveling the foundation, and securing the exterior envelope. Professional services included photographic documentation; obtaining a structural report and a hazardous materials report; as-built drawings; and plans for stabilization for an amount not to exceed \$22,000. Construction administration was listed as an optional item provided on an hourly basis.

DISCUSSION:

Since hazardous materials specifications for asbestos abatement of the windows must be included in the bid documents for a general contractor, this cost along with approximately 24 hours for Professional Services for bidding and negotiating, construction site visits, and administration are included in the attached amended agreement under construction administration. The total cost for Phase I has not changed from the \$100,000 outlined in the April 22, 2014 Letter Agreement. (See the Sept. 9, 2014 Estimate of Probable Costs and the Proposed May 22, 2015 Estimate of Costs.)

RECOMMENDATION:

The Economic Development and Planning Department recommends that City Council authorize entering into the Amended Professional Services Agreement with Dale Partners Architects PA to include abatement specifications and approximately 24 hours of professional services for construction administration for an amount not to exceed \$6,000.

The City Council may:

1. authorize entering into the amended professional services agreement with Dale Partners Architects PA as presented; or
2. authorize entering into an amended agreement with Dale Partners Architects PA with other changes, or
3. disapprove entering into an amended professional services agreement.

ATTACHMENT(S):

Dale Partners Architects PA Professional Services Agreement Amendment #1(06-05-14)
Professional Services Agreement and Hourly Rates Schedule (04-22-14)
Estimates of Probable Costs (09-19-14 and Revised 05-22-15)



09 June 2015

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

DALEPARTNERS.COM

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

Regarding: **Gautier Colored School Amendment #1 to Contract dated April 22, 2014**

Dear Ms. Huffman,

Our original proposal letter dated April 22, 2014 noted that Construction Administration Services (CA) would be performed on an hourly basis if needed. After assessing the structure and preparing documents for bidding, we propose to prepare the specifications for hazardous materials abatement and anticipate approximately 24 hours of services for a fee not to exceed \$6000.

Fee will be billed on an hourly basis in accordance with the Hourly rates Schedule in the original contract dated April 22, 2014.

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.

City of Gautier

Leigh G. Jaunsen
AIA, LEED AP BD+C, Project Architect

Authorized Signature and Title

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

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



22 April 2014

Ms. Patty Huffman
Grants and Projects Manager
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Gautier, MS 39553

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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

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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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Dale Partners Architects	5.22.15
Rehabilitation Of the Old Gautier School- Estimate of Probable Costs	
approx. 1760 sf for original building and back addition	
Phase One - Professional Fees	
Photographic Documentation	\$2,990
Structural Evaluation	\$3,100
Hazardous Materials Report	\$1,815
As built drawings	\$6,000
Plans for Stabilization	\$8,000
Total	\$21,905
Phase One - Stabilization	
Hazardous material abatement, Demolition, Install new metal roof, repair and level foundation, secure exterior envelope.	\$72,095
Phase One - Construction Admin	\$6,000
abatement specs and approx 24 hrs of bidding and negotiating and Construction site visits and administration.	
Phase One TOTAL	\$100,000
Phase Two - Professional Fees	\$25,000
Phase Two - Construction Costs	\$170,150
Repair and Refinish Interior Floors, walls and ceilings, repair and refinish existing ext. siding, repair and refinish existing window, replace missing windows, provide new entrance doors, rebuild back addition for storage and ADA, restore front porch and make accessible.	
Phase Two TOTAL	\$195,150
Phase Three - Construction Costs	\$104,850
Complete paint work, complete water and sewer connections, install plumbing fixtures, appliances, hardware, toilet accessories, HVAC, complete installation of electrical work, light fixtures and fire alarm.	
Phase Three TOTAL	\$104,850
Project Total	\$400,000

**Rehabilitation Of the Old Gautier School-
Estimate of Probable Costs**

approx. 1760 sf for original building and back addition

Phase One - Professional Fees

Photographic Documentation		\$3,000
Structural Evaluation		\$3,100
Hazardous Materials Report		\$1,900
As built drawings		\$6,000
Plans for Stabilization		\$8,000
Total		\$22,000

Phase One - Stabilization Costs

Abatement		\$4,000
Install new cedar shake roof, repair and level foundation, secure exterior envelope		\$74,000

Phase One TOTAL \$100,000
Phase Two - Professional Fees

\$25,000

Phase Two - Construction Costs

\$170,150

Repair and Refinish Interior Floors, walls and ceilings, repair and refinish existing ext. siding, repair and refinish existing window, replace missing windows, provide new entrance doors, rebuild back addition for storage and ADA, restore front porch and make accessible.

Phase Two TOTAL \$195,150
Phase Three - Construction Costs

\$104,850

Complete paint work, complete water and sewer connections, install plumbing fixtures, appliances, hardware, toilet accessories, HVAC, complete installation of electrical work, light fixtures and fire alarm.

Phase Three TOTAL \$104,850
Project Total \$400,000