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opnarchitects.com

April 6, 2022

Marshall County
Attn: Lucas Baedke
Marshall County Buildings & Grounds Director
lbaedke@marshallcountya.gov
(641) 485-2584

RE: Sherriff Office and Jail Schematic Design at:
2369 Jessup Avenue
Marshalltown, IA 50158

We are pleased to offer our proposal to provide professional schematic design services and an opinion of cost regarding upgrades to the existing administration office and jail buildings. This proposal is based on an initial meeting with Lucas Baedke and a Site Visit including the M/E/P Consultant chosen for this job, Corey Metzger with RCE (Resource Consulting Engineers LLC).

Project Approach

The motivation behind this schematic design is to develop final scope of improvements to these existing facilities. Potential improvements include replacement of HVAC systems or select components, updated control capabilities, associated electrical and plumbing work to support HVAC improvements, and electrical power and low-voltage system modifications to accommodate architectural revisions to the space. Factors that will be considered as part of the schematic design process will include potential impacts to building ceilings or walls, review of impact of potential building envelope improvements (windows, roof, walls) to sizing of mechanical equipment and energy performance of facility, and potential building code implications of proposed changes. Based on developed options, Resource Consulting Engineers, LLC (RCE) will work with OPN Architects to develop an opinion of cost document for review by the Owner in selecting the final project scope to be implemented. We understand that the Owner has a project budget of approximately \$4,000,000.

As part of this study, RCE will complete preliminary heating and cooling load calculations along with ventilation calculations for the facility. These calculations will be completed for the existing building envelope, along with any proposed modifications to determine the potential impact of improvements being considered. Based on these preliminary calculations, several options will be developed to consider improvements from cost and feasibility perspectives. These options will be included in a final schematic design document, with information on expected cost, potential strengths and weaknesses of each option, implementation phasing and timelines, and other important factors highlighted for each option.

Schematic Design - Architectural Services

- Generating current and updated electronic versions of the Floor Plans, Ceiling Plans, Roof Plans, & Exterior Elevations for use in the project's study and Schematic Design Drawings
- Building Envelope Performance Study
 - Outline of existing wall types and performance values
 - Outline of existing window types and performance values
 - Outline of existing roofing types and performance values
 - Recommendations coordinated with M/E/P approaches
- Building Code Analysis
- ADA Compliance Study for the Admin. Building (Jail Excluded)
- Programming Study for the following Items:
 - Emergency 911 Center (switchboard) – Meet with County 911 Board
 - Remote Courtroom (revise current client/atty conference space) - Meet with Jail Administration Staff & Sheriff
- 3D-Scanning Scope:
 - Admin Building Interior (All Levels)
 - Exterior of the Admin & Jail Building
 - Rooftop of the Admin & Jail Building
- On Site Investigation of Existing Conditions pertinent to the project – Timing will need to be coordinated with Sheriff Office & Jail for access to sensitive areas.
- Development of phased approach to work based on the Jail & Sherriff Office needs
- Opinion of construction cost based on the construction type and size of the building.

Schematic Design – M/E/P Services

- Analysis of existing building and mechanical system components to include:
 - Review of existing building HVAC system components, configurations, and capacities
 - Review of existing building structural and architectural construction to understand options for pathways for new ductwork, piping, etc. in the building.
- Development of options to improve building temperature control, humidity control, and indoor air quality:
 - Options will consider various system types and configurations
 - Ground-coupled systems are expected to be reviewed, along with air-source heat pumps, boiler(s) and chiller(s), various air handling and ventilation systems, etc.
 - Consideration of options with preliminary analysis completed to determine feasibility, based on:
 - Building structural capacity
 - Impact on building architecture, particularly historic portions of building
 - Duct routing options



- Consideration of integration with existing building systems and equipment
- Analysis of existing building electrical system components, with consideration of proposed changes to architectural and HVAC systems
- Site visit(s) to validate options with OPN Architects and Marshall County Personnel
- Review of developed options will be completed with respect to following criteria:
 - Potential for implementation within operating facility while maintaining systems serving other building areas
 - Potential phasing of work
 - Expected cost of considered options
- Development of schematic design documenting considered options, strengths, and weaknesses of each option, expected cost for each option, and implementation options and expected schedules/phasing for each option

Deliverables

- Building Facility Analysis Study based on services outlined above
- Opinion of Probable Project Cost
- Schematic Design Documents
 - Architectural Documents include description of replacement work for exterior elevations, roof plans, and reflected ceiling plans.
 - M/E/P Documents including system descriptions, general configuration of key components, flow diagrams, schematic drawings, potential phasing, and expected costs for proposed options

Exclusions (available upon request)

- No structural Engineering required for the schematic design phase. This can be added as required at a future phase of the work.
- Detailed construction cost estimating services
- Detailed energy modeling services
- Detailed life cycle cost analysis (related to state LCA submittals)
- Participation in Commissioning Activities
- Support for LEED or other third party certification processes
- Architectural Visualization and Rendering



Proposal Summary

A. Schedule: OPN will meet a mutually agreed upon schedule for schematic design phase. Once given a notice to proceed, we expect to be able to begin work immediately.

B. Compensation:
We estimate our time for services will require 263 hours. Accordingly, we are proposing a **Lump Sum Fee for Schematic Design Services of \$49,030.00** excluding reimbursable expenses & 3D-Scanning. 3D-Scanning Fee is 5,000 and travel for this work is included in the Reimbursable expenses. Reimbursable expenses including travel & printing, are in addition to the proposed fee.

Architectural Schematic Design	<u>\$ 27,530</u>
M/E/P Schematic Design	<u>\$ 21,500</u>
3D-Scanning (done by OPN)	<u>\$ 5,000</u>
Reimbursable expenses	<u>\$ 915</u>
	\$ 54,945.00

D. Reimbursable Expenses: Reimbursable expenses are in addition to the above fee and will be invoiced at 1.1 times actual cost. Reimbursable expenses include authorized out-of-town travel, courier services, express mail, plan review fees, reproduction of project documents, photography, out-of-house digital processing, and mileage at the government standard rate.

E. Owner - Architect Agreement: Should this proposal be acceptable OPN is prepared to begin work immediately with you and your team. Please sign and return this Proposal at your convenience or direct us to your preferred form of Agreement.

We are pleased you are considering OPN Architects to assist you and we look forward to hearing back from you. Please don't hesitate to reach out if you need additional information or have any questions regarding this proposal.

OPN ARCHITECTS, INC.

Scott Allen, AIA

Proposal Accepted By:

_____ Name

_____ Date