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Issue Date:	2026.09.11	*Clarification 1: 2026.10.20*
Project Name:	ARC JOC | RFP/Q 26-264	
MPS Proj Number:	02600368.00	

Scope of Work Description

Based upon discussion of scope, areas for renovation included in design services are limited to interior modifications only to accommodate:

A. EOC Renovation
   a. EOC to be the primary focus of this renovation.
   b. Current Rooms:
      i. 114, Media Center (New EOC)
      ii. 115, Media Specialist (New EMA Director Office)
      iii. 116, Toilet
      iv. 119, Workroom (New MAC Conference Room)
      v. 121, Storage
      vi. 124, Office
      vii. 125, Conference
      viii. 126, Toilet
      ix. 127, Janitor
   c. *Clarification 1: Design of the EOC will include coordination for the design with Owner's IT infrastructure, equipment, and FFE for the new space.*

B. Gym Restrooms Renovation
   a. These restrooms are to be converted to have a convenience shower and meet ADA requirements for the restrooms. No decontamination shower required.
   b. Current Rooms:
      i. E030A, Girls
      ii. E032, Boys
   c. *Clarification 1: Yes, design can encompass a sink, toilet, and shower in each single occupant restroom for the redesign.*

C. Typical Restrooms Refresh
   a. To receive new fixtures only.
   b. Current Rooms:
      i. 109B, Private Toilet
      ii. 103B, Private Toilet
      iii. 112, Private Toilet (M)
      iv. 113, Private Toilet (F)

v. 116, Private Toilet
vi. 126, Private Toilet
vii. E004, Private Toilet
viii. E006, Private Toilet
ix. E012, Private Toilet
x. E013, Private Toilet
xi. E015, Private Toilet
xii. E018C, Private Toilet
xiii. E018E, Private Toilet
xiv. E026, Private Toilet
xv. E027, Private Toilet
xvi. E029B, Private Toilet
xvii. E043, Boys
xviii. E044, Girls
xix. E045C, Private Toilet
xx. E046B, Private Toilet
xxi. E048C, Private Toilet
xxii. E053, Boys
xxiii. E054, Girls
xxiv. E058C, Private Toilet
xxv. E060C, Private Toilet
xxvi. E065, Girls
xxvii. E066, Boys

c. *Clarification 1: "new fixtures" referenced would encompass new plumbing fixtures (sinks, toilets) to refresh and accommodate the new adult occupants for the building.*

D. Site improvements
   a. To be provided as an additional service item and may be excluded from basic scope of services.
   b. *Clarification 1: Addendum 1 indicated crush and run only in scope of work with pavement modifications to be performed at a future date. Fee can be provided with clarification of scope of work.*

Outline Description of Base Design Services to Be Provided

Based on the overall needs for this project and understood project delivery methodology, we intend to deliver a comprehensive bid document package for bidding, plan review, and construction to include Architectural, Interior Design, Plumbing Engineering, Mechanical Engineering, and Electrical Engineering under our scope of services.

Required testing, special inspections, structural engineering, fire protection engineering, and civil engineering are excluded from this scope of work.

Outlined below are the roles and deliverables expected to be necessary for documentation:

Architectural:

- Existing facility field verification + assessment report
- Life safety and building code analysis
- Floor plans and reflected ceiling plans

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- Room finish schedule, door schedule, window schedule, and details
- Project Manual / Specifications
- Bidding Support
- Plan Review Support
- Project Management / Coordination
  - Regular Owner Design Meetings, for a total of 10 planned meetings
- Quality Management

Interior Design and Finish Selections:

- Prepare preliminary color/finish palette option (carpet, paint, hard tile, etc.)
- Refine interior design palette concept based on feedback
- Specify all final finish materials
- Create floor finish and wall accent patterns as required
- Interior details and elevations as required
- Furniture and signage selections are excluded from this scope of work

Structural Engineering:

- Existing facility field verification + assessment report
- No design work is anticipated in scope of work as defined, and is therefore excluded

Mechanical/Plumbing Engineering:

- Existing facility field verification + assessment report
- Isolated HVAC systems design to meet EOC requirements
- Balancing existing systems to remain in place as required for renovation scope of work
- Floor plans with double line layout for ductwork
- Schedules, sections, and details
- Control diagrams
- Details as required
- Specifications
- Equipment room layouts, as required
- Flow diagrams for major systems

Electrical Engineering:

- Existing facility field verification + assessment report
- Detailed analysis of existing building capacity and new design requirements
- Lighting floor plans and fixture schedule

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- Power floor plans
- Panel schedules
- System diagrams
- Equipment room layouts
- Specifications
- Emergency backup power system design to meet EOC requirements
  - *Clarification 1: Electrical assessment and design will be provided for emergency power backup and sizing of generator for power requirements of the building per Owner direction. Generator procurement and installation will be included in the scope of work for the General Contractor in the Construction Services.*

Construction Contract Administration:

- Construction Contract Administration scope of work is based on an anticipated 7 month construction schedule for the projected project delivery.
- 1x a month site observation visits to ensure conformance with design intent
- Participate in project team meetings during construction
- Review and respond to requests for information from General Contractor in regards to design intent clarifications
- Review and approve submittals and shop drawings, as required
- Review monthly Applications for Payment, as applicable
- Review and provide comments to Contractor's punch list prior to substantial completion
- Final Site visit to confirm substantial completion
- Issuance of AIA G704, Certificate of Substantial Completion

Additional Clarifications:

1. Field verifications and engineering assessments are to remain in scope of services.
2. Electrical engineering scope to include a full building generator for backup power.
3. HVAC system design redundancy / isolation for shut-off protocol to be limited to area in scope for the EOC renovation. Remaining building system work is not in scope.
4. ADA upgrades to be limited to the areas of renovation work.
5. Design team will utilize the applicable International Existing Building Code as applicable per AHJ approval for code interpretations.

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6. Construction Contract Administration design work to assist General Contractor in corrective efforts due to deviation from design intent to be performed as an additional service, to be compensated by the General Contractor.

Listed Exclusions:

Per scope of work descriptions, addendum 1, and clarifications:

1. Site improvements are not included in base design services.
2. Electronic surveillance systems, design, and FFE a are to be designed by others, owner furnished, and owner installed.
3. IT infrastructure, improvements, and network cabling are to be designed by others, owner furnished, and owner installed.
4. Building systems are understood to be in working order and will not require design modifications for building occupancy (including, but not limited to: electrical systems, mechanical systems, plumbing systems, fire protection systems, building structures, and building envelope).
5. Building envelope assessment has not been requested and is therefore not included in base design services.
6. Kitchen equipment design is not include in base design services.

END OF DOCUMENT

RFQ/P #26-264

August 10, 2026

REQUEST FOR CLARIFICATION

to furnish

Architectural Design Services Augusta Richmond County Joint Operations Center

For

Augusta-Richmond County (herein "Augusta")
On behalf of Augusta-Richmond County
(herein "Augusta") – Fire Department
Joint Operations Center is Located at
3310 Old Louisville Road, Augusta, GA 30901

RESPONSE DUE BY THURSDAY August 13, 2026, BY 12:00 NOON

An Email response is acceptable to procbidandcontract@augustaga.gov

Augusta, GA is requesting clarification of your response for RFQ/P #26-264 Architectural Design Services for Augusta Richmond County Joint Operations Center for Augusta-Richmond County (herein "Augusta") – Fire Department

Confirm your understanding of the **RPQ/P #26-264 Architectural Design Services for Augusta Richmond County Joint Operations Center for Augusta-Richmond County (herein "Augusta") – Fire Department**. Per the specifications include in RFQ/P 26-264 Design Services were requested for the following item:

1) SECTION III - ARCHITECTURAL & ENGINEERING DESIGN SERVICES
2) SECTION IV EOC TECHNOLOGY & INFRASTRUCTURE INTEGRATION
3) SECTION V INTERIOR BUILD-OUT: RESTROOMS & SHOWERS
4) SECTION VI SITE IMPROVEMENTS: PARKING AREA

Project Deliverable were requested for the following items:

SECTION VII PROJECT DELIVERABLES

The awarded firms will be requested to provide at a minimum the following deliverables in reference to the above listed scope of services:

Deliverable	Description
Schematic Design	Preliminary floor plans and spatial layouts, including conceptual site layout and preliminary parking configuration.
Design Development	Refined plans include material selections, AV placement, and developed parking layout with surface recommendation and drainage approach.
Construction Docs	Final 100% sealed architectural, structural, MEP, and civil blueprints, including site grading plans, drainage details, parking layout and striping, and all specifications required for permitting and construction.
Bid Support	Assisting with GA State Contract/Cooperative Purchasing documentation.
Construction Admin & Project Management	Full construction oversight including interior and site work, schedule management, contractor coordination, review of civil and architectural submittals, change order review, site visits, RFI responses, and final punch list inspection.
FF&E Procurement Package	Furniture schedules, vendor coordination, purchasing documentation, delivery coordination, and installation verification.
Warranty & Project Closeout Documentation	Collection and delivery of as-built drawings, warranties, O&M manuals, equipment documentation, and coordination of operational training for Owner personnel prior to final project acceptance.

Please provide your fees as a Lump Sum total amount and not as a percentage of Construction Cost.

Enter Fee Proposal Cost below for each of the Task Items shown.
Bidder's may provide additional details on Task Items on a separate sheet.

Email your response to procbidandcontract@augustaga.gov
no later than 12:00 p.m. on Thursday, August 13, 2026

Fee Proposal

Architectural Design Services
for Augusta Richmond County Joint Operations Center

1. Schematic Design Phase: *estimated at 4 week duration*	$ 39,490
2. Design Development Phase: *estimated at 4 week duration, to proceed immediately into following phase*	$ 42,000
3. Construction Documents Phase *estimated at 6 week duration*	$ 51,340
4. Bidding Phase	$ 10,770
5. Construction Phase *estimated at 7 month duration*	$ 32,310
6. Project Closeout	$ 3,590
Total Fee:	$ 179,500

PROPOSAL SUBMITTED BY:

NAME: William Gray

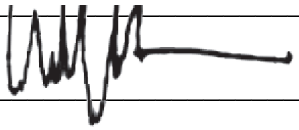
COMPANY: MPS Architects, P.C.

ADDRESS: 1019 Broad Street

CITY/STATE: Augusta, GA 30901

TELEPHONE: o: (706) 736-3661

FAX: N/A **EMAIL:** wgray@mcmillanpazdansmith.com

SIGNATURE: 

THIS FORM MUST BE RETURNED WITH YOUR SUBMITTAL

Fee Proposal

Additional Services Excluded from Base Architectural Design Service Fee:

FF&E Service Fees for Discussion:

FF&E & Procurement - Furniture:	$ 12,500
FF&E & Procurement - AV Equipment:	$ 9,200
Stormwater Engineering - If Required:	$ 10,000
Civil Engineering - If Required:	$ 30,000