

# Staff Report

**Subject:** Effingham County Animal Shelter Pre-Design Proposal

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**Department:** Project Management

**Meeting Date:** November 5<sup>th</sup>, 2024

**Item Description:** Effingham County Animal Shelter Pre-Design Proposal

**Summary Recommendation:** Staff recommends approval to the Effingham County Animal Shelter Pre-Design Proposal to provide professional architectural services from Goodwyn Mills Cawood LLC (GMC).

**Executive Summary/Background:** The Effingham County Animal Shelter needs expansion and renovation. We have engaged Goodwyn Mills Cawood LLC (GMC) to conduct a pre-design feasibility study to determine appropriate next steps for the project. This study aims to provide comprehensive analysis to help determine the scope.

GMC has proposed a comprehensive pre-design service package for the Effingham County Animal Shelter project, with the following key components:

1. Facility Condition Assessment: A thorough evaluation of the existing building systems, finishes, and compliance with current codes and standards.
2. Space Planning Analysis: Development of up to three design options, including colored floor plans and potential 3D diagrammatic renderings.
3. Conceptual Cost Estimate: A high-level cost projection based on comparable projects.
4. Optional Services: Site feasibility analysis, as-built documentation, and detailed renderings if required.
5. Professional Fees: The core services are priced at \$45,000 which includes facility assessment, structural design, and MEP. Additional costs for site plans (\$5,500), as-built measurements (\$7,500), and renderings (\$5,000 for the first view, \$3,500 for each additional).
6. Timeline: GMC proposes to complete the work in roughly 8 weeks from NTP.

## Alternatives for Commission to Consider

1. Approval of Pre-Design Proposal
2. Do not approve the proposal and provide staff with further direction

**Recommended Alternative:** 1

**Other Alternatives:** 1

**Department Review:** Animal Shelter; Procurement

**Funding Source:**

**Attachments:** GMC Proposal Letter