

Task Order PPI 2024.02c



400 Pike Boulevard
Lawrenceville, GA 30046

To: CITY OF FOREST PARK
745 Forest Pkwy.
Forest Park, GA 30297

Date: September 18, 2024

Attn: Mr. James Shelby
Director of Planning, Building and Zoning

From: Precision Planning, Inc.

Project: CITY CENTER -Design Development

Task Order No.: PPI 2024.02c

Project Understanding

We understand that the Client is in the process of contracting with a Construction Manager at Risk (CMAR) for construction of the City Center building (City Hall, Municipal Court, Police Headquarters and Recreation Facility). The new facility will be based on Schematic Design drawings completed by Precision Planning, Inc. (PPI) in August 2024 and will be approximately 200,000 SF, including structured parking. PPI will provide Design Development Services and will coordinate with the CMAR during the preconstruction phase, per the Scope of Services outlined below. Once the documents are finalized and a Guaranteed Maximum Price (GMP) is approved, a separate task order proposal will be requested and issued for Construction Documents (CD's) and Construction Contract Administration services.

SCOPE OF WORK:

- I. Design Development Services
 - A. Preparation of Design Development documents for Client review and CMAR pricing to include the following:
 - a. Civil Engineering & Landscape Architecture drawings suitable for GMP Pricing
 - b. Architectural, Interior Design, Structural, Mechanical, Plumbing, Fire Protection, Electrical and Low Voltage drawings suitable for GMP Pricing
 - c. Draft Project Manual
 - d. Updated professional renderings at completion of Design Development Phase
 - B. Up to eight (8) design and value review meetings with the Client and the CMAR
 - C. Assistance in review of the CMAR's GMP Assumptions and Clarifications

Compensation:

PPI proposes to provide the Scope of Services listed above for the following Not to Exceed (N.T.E.) Fees:

I. Design Development Services	<u>N.T.E. FEE</u>
	\$489,750.00
<i>Reimbursable Expenses N.T.E.</i>	<u>\$ 7,000.00</u>
Total N.T.E. Fees:	\$496,750.00

PPI will invoice monthly based on actual man-hours according to the contracted Schedule of Hourly Rates, plus reimbursable expenses (printing and mileage).

Note: Fees are based upon a maximum construction cost of \$60,000,000.00.

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Additional Services:

The following are additional services which may be provided and invoiced according to the contracted Schedule of Hourly Rates:

1. Additional meetings or site visits required or requested by the Client
2. Services required due to significant changes in the project including, but not limited to, size, quality, complexity or Client's schedule
3. Additional construction contracts or GMP packages
4. Construction Documents
5. Permitting
6. Construction Contract Administration
7. Furniture Design and Specification
8. Commissioning services
9. LEED Certification services

Exclusions and Assumptions:

1. Re-zoning or special use permits
2. Environmental engineering, i.e., wetlands, Phase I audits, stream buffer variances
3. Geotechnical, special inspections or materials testing
4. Flood studies
5. Site retaining wall design

AUTHORIZATION TO PROCEED – THIS TASK ORDER ONLY

Using Department

Authorized by: _____

Title: City of Forest Park City Manager

Print Name: Ricky L. Clark, Jr.

Date: _____

Approved for Funding

Authorized by: _____

Title: Director of Finance

Print Name: _____

Date: _____

Budget Line Item # _____

Project # _____