



7 May 2024

Alicia Tretheway
Procurement Coordinator
Levy County Board of County Commission
310 School Street
Bronson, FL 32621

RE: Levy County Auditorium Acoustical Renovation

Ali, Barnett Fronczak Barlowe & Shuler Architects (BFBSA) appreciates the opportunity to provide Architectural Services for the above project as you requested. The scope of work will be to provide Professional Architectural Services, for acoustical renovations of the County Auditorium.

This proposal will address the design for the project and will include the following tasks:

1. Measure and document the portion of the existing building to be renovated, and to produce As-Built Drawings to be used in the design phase of the project.
2. Produce a schematic design concept for the project regarding the acoustics of the space.
3. Develop Contract Documents for use in bidding the work.
4. Provide limited Contract Administration for the project.

Architectural Services Fee

The fee for the scope of work will be **\$35,896.00** for Phase 1 services and a fee breakdown for the for the scope of work is attached to this letter.

Fee by Project Phases

Pre-Design	<u>\$7,058.00</u>	
Sub-Total		\$7,058.00
Schematic Design	\$4,039.00	
Design Development	\$4,450.00	
50% Contract Documents	\$4,733.00	
Contract Documents	\$6,330.00	
Bidding	\$1,532.00	
Contract Administration	\$7,754.00	
Sub-Total		\$28,838.00
Total		\$35,896.00

The reimbursable expenses are not included in the fee and will be invoiced at cost plus 15%. Reimbursable expenses will include, travel, printing and other expenses directly associated with the project.

The fee includes one trip by the Acoustical Consultant to take sound measurements and document the existing space.

Deliverables

BFBSA will submit electronic copies of the documents in PDF format for staff review and will provide 3 paper copies of the conceptual floor plan for use by the Levy County Staff.

Schedule

The schedule for the scope of work will be as follows:

Pre-Design	30 days after notice to proceed.
Schematic Design	30 days
Design Development	30 days
50% Contract Docs	30 days
Contract Documents	30 days
Bidding	45 days
Contract Admin	90 days

This proposal does not include fees for the following task, but these tasks can be provided as additional services by BFBSA.

- Hazardous material survey and/or abatement.
- Renovations beyond the acoustical design improvements.
- Renovations due to termite and water damage.
- Sub-surface Investigation.
- Investigation of off-site issues that may affect the building and site.
- Civil Engineering services.
- Structural Engineering services
- Mechanical, Electrical, Plumbing and Fire Protection Engineering Services.
- Landscape Design services.
- LEED Design and Application.
- Graphic models for presentation material.
- Life Cycle cost analysis.
- Specialty IT and Security Consultants.
- Additional trips to the site by acoustical consultant.
- New seating and Interior design.
- Audio equipment design or procurement.
- Additional site visit trips by the Architect.

If you have questions regarding this proposal, please contact me. We look forward to a successful team effort for this project.

BARNETT FRONCZAK BARLOWE & SHULER ARCHITECTS

Sincerely,



Douglas S. Barlowe, AIA
Partner

Date:
Project:

2-May-24
Levy County Auditorium Acoustics Renovation



Description: Pre-Design, Design, Contract Documents, Bidding and Contract Administration
BFBSA No.

Staff	Principal	Sr. Architect	Architect	Project Mgr.	Interior Designer	Graduate Architect	Cadd	Contract Admin	Clerical	Sub total
Rate	\$198	\$142	\$125	\$149	\$113	\$100	\$85	\$125	\$65	by Phase
Task										

Pre-Design Services										
Survey Building	6							6		
Develop As Built drawings								16		
Research										
Sub total Hours	6	0	0	0	0	0	0	22	0	0
Sub total fee	\$1,188	\$0	\$0	\$0	\$0	\$0	\$0	\$1,870	\$0	\$0

Schematic Design										
Cover Sheet								1		
Floor Plan	1							4		
Reflective Ceiling Plan	1							4		
Interior Elevations	1							4		
Building Sections								4		
Sub total Hours	3	0	0	0	0	0	0	17	0	0
Sub total fee	\$594	\$0	\$0	\$0	\$0	\$0	\$0	\$1,445	\$0	\$0

Design Development										
Cover Sheet								1		
Site Plan								1		
Demolition Floor Plans			1					2		
Floor Plans	1		1					4		
Ceiling Plan			1					4		
Interior Elevations			1					4		
Wall sections			1					2		
Building Details			1					2		
Sub total Hours	0	0	6	0	0	0	0	20	0	0
Sub total fee	\$0	\$0	\$750	\$0	\$0	\$0	\$0	\$1,700	\$0	\$0

50% Contract Documents										
Demolition Floor Plans								1		
Demolition Elevations								1		
Floor Plans			1					4		
Interior Elevations			1					4		
Building Sections			1					2		
Wall Sections			1					2		
Building Details			1					4		
Specifications			1							
Coordinate Consultants			1							
Review Documents	1									2
Sub total Hours	1	0	7	0	0	0	0	18	0	2
Sub total Fee	\$198	\$0	\$875	\$0	\$0	\$0	\$0	\$1,530	\$0	\$130

Contract Documents										
Cover Sheet								1		
Demolition Plans								1		
Demolition Details								1		
Floor Plans			1					2		
Ceiling Plan			1					2		
Interior Elevations			1					4		
Building Sections			1					2		
Wall Sections			1					2		
Building Details			1					4		
Finish Schedule			1					1		
Specifications			4							2
Coordinate Consultants			1							
Sub total Hours	0	0	12	0	0	0	0	20	0	2
Sub total Fee	\$0	\$0	\$1,500	\$0	\$0	\$0	\$0	\$1,700	\$0	\$130

Bidding										
Respond to questions	2							2		

Develop Addendum	2					2	2			
Sub total Hours	4	0	0	0	0	4	4	0	0	
Sub total Fee	\$792	\$0	\$0	\$0	\$0	\$400	\$340	\$0	\$0	\$1,532

Construction Admin

Attend Pre Con meeting	6									
Site visits	6									
Write Reports	4									
Respond to Questions						4	4			
Develop ASI						4	4			
Review Shop Drawings						4				
Substantial Completion	6									1
Final Completion	6									1
Close out document review						2				
Sub total Hours	28	0	0	0	0	14	8	0	2	
Sub total fee	\$5,544	\$0	\$0	\$0	\$0	\$1,400	\$680	\$0	\$130	\$7,754

Total Hours	42	0	25	0	0	18	109	0	6	
Fee amount	\$8,316	\$0	\$3,125	\$0	\$0	\$1,800	\$9,265	\$0	\$390	

Architectural fee \$22,896.00 \$22,896.00

Consultants

Basic Services

Consultants \$13,000.00 Acoustic Distinctions

Sub Total \$13,000.00

Total Basic Services \$35,896.00

Travel
Reimbursable cost TBD Mail, Fax, Long Distance Phone, Printing and advertising
Estimated

Total Project Fee \$35,896.00

Fee Breakdown

by Discipline BFBSA BNI Fee
Architecture Structural Breakdown

Pre-Design services	\$3,058.00		\$4,000.00							\$7,058.00
Schematic Design	\$2,039.00		\$2,000.00							\$4,039.00
Design Dev	\$2,450.00		\$2,000.00							\$4,450.00
50% Contract Documents	\$2,733.00		\$2,000.00							\$4,733.00
100% Contract Documents	\$3,330.00		\$3,000.00							\$6,330.00
Bidding	\$1,532.00									\$1,532.00
Contract Administration	\$7,754.00									\$7,754.00

Totals \$22,896.00 \$0.00 \$13,000.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$35,896.00



**ACOUSTIC
DISTINCTIONS**

DESIGN IN HARMONY

New York, NY
Stamford, CT
Los Angeles, CA
Lancaster, PA

PROPOSAL

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ACOUSTICS CONSULTING SERVICES

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Levy County Government Center Auditorium, Bronson, FL

Presented to:

Doug Barlowe
BFBS Architects
2074 Centre Point Blvd, Suite 200
Tallahassee, FL 32308
T | (850) 224-6301
E | dbarlowe@bfbsa.com

April 26, 2024

Acoustic Distinctions (AD) is pleased to submit our proposal to provide professional consulting services related to the control of the acoustic environment within the Levy County Government Center Auditorium, Bronson, FL.

BACKGROUND

Levy County, located in Bronson, FL is seeking acoustic improvements to their commission meeting room, which is a 1950's high school auditorium. The county acquired the building a few years ago and has since converted it into the county offices.

Our work will be directed to achieving the appropriate acoustic environment within our scope of work area, in compliance with the client's functional and performance goals and budget. This includes appropriate levels of sound isolation to control intrusive noise, low background noise levels, and control of reverberant sound energy.

SCOPE OF WORK

A. ACOUSTIC STUDY

1. Review available documentation (drawings, photographs) of the project and its audio systems prior to our site visit.
2. Conduct an acoustical survey to quantify the characteristics of the existing environment including:
 - a. Room Acoustics
 - b. Sound isolation
 - c. Background noise
 - d. Vibration levels



The quantitative acoustical survey will need to be scheduled at a time when there is no other activity taking place in the building. It also requires someone to be available to switch on and off the HVAC systems and any other systems that serve the acoustically critical space(s).

3. During our site visit, participate in an interactive programming session that will explore project goals and provide the opportunity to collaborate on what is possible for the project. Discussions will focus on:
 - a. The desired experience for users of the space
 - b. Range of uses and prioritization of the space
 - c. Simultaneous use of the space and any adjacent spaces in order to establish sound isolation criteria.
 - d. Mechanical and electrical systems noise and vibration issues in order to establish background noise level criteria.

B. DATA ANALYSIS, RESEARCH, AND REPORT

1. Conduct analysis of all measured data from the site visit in the context of the program input received during the programming discussions. Perform additional research as required to develop appropriate recommendations.
2. Prepare and submit an acoustics report that includes the following:
 - a. Summary of understanding of the user's requirements
 - b. Statement of acoustical design criteria
 - c. Survey results
 - d. Findings and recommendations as appropriate to achieve acoustic design goals identified during the programming session which may include details, sketches, mark-ups, specifications, and product literature.
 - e. Supporting design details and specifications for recommended corrective measures
3. Reasonable follow-up to acoustics report to review our recommendations with the client and provide support, answer questions, etc. We have budgeted for a maximum of 10 hours related to this collaboration after completing our recommendations.
4. **Optional:** We are available to provide services during the construction phase, if requested. Such services may include responding to questions from the contractor that arise during construction, answering RFI's, review of submittals, etc. We can also provide site visits during or at the completion of construction, to confirm that acoustics aspects are constructed in strict conformance with the construction documents. After each site visit, we issue a Site Inspection Report that can be included in the architect's punch list for the Contractor.

PROPOSED PROJECT TEAM

The following individuals will have the greatest involvement on this project:

<u>Name</u>	<u>Title</u>
David W. Kahn, LEED AP	Principal Acoustic Consultant
Jacoby Brown	Designer



PROFESSIONAL FEES

Services	Fees
Acoustic Study and Analysis	\$13,000
Additional Site Visits (optional)	TBD

Expenses

Expenses incurred in connection with providing the services described above (i.e. travel, expedited delivery service, etc.) will be handled as reimbursable expenses and invoiced without markup as a separate line item from professional service fees. Should back-up receipts and documentation be required, a 10% administrative processing fee will be added.

Make check payable to Acoustic Distinctions, Inc., 400 Main Street, Suite 600, Stamford, CT 06901. Electronic payment information: JPMorgan Chase Bank Routing No. 021000021. Checking Account No. 6700614709.

Terms

Invoices will be submitted by email on a monthly basis, with appropriate supporting documentation. Payments are due and payable within thirty (30) days after submission. Amounts unpaid thirty (30) days after invoice date shall bear interest from the thirty-first (31st) day following the invoice date at the rate of 1.5% per month (18% per annum).

SCHEDULE

We are prepared to begin our work immediately upon receiving written authorization to proceed. We will issue our Report within 12 business days following our site visit.

ADDITIONAL SERVICES

Additional services not in this proposal may include but are not limited to the following

- a. Providing services related to spaces or systems other than those described above.
- b. Providing detailed recommendations for upgrades to the existing audio systems serving the auditorium (we assume that we will be working with a local AV integrator who will lead any upgrade design efforts based on our input).
- c. Redesign or revisions to drawings, specifications or other documents prepared by us, when due to change in programming criteria or when such revisions are inconsistent with written approvals or instructions previously given by Owner or Architect, or are due to causes beyond our control.
- d. Attendance at meetings or site visits additional to those allocated within this proposal.
- e. Providing Services during construction/implantation of our recommendations, including proof of performance acoustic testing at the end of construction.
- f. Providing services made necessary by the default of the Contractor or by major defects in the work of the Contractor.
- g. Providing support more than 90 days after issuance of our recommendations report.



Should additional services be desired, a proposal for these services will be submitted for review and authorization prior to commencing services.

ACCEPTANCE

This proposal/agreement contains the entire agreement between the parties and supersedes all prior oral and written agreements. No waiver or modification to the terms of this agreement is valid unless contained in a written document signed by Acoustic Distinctions.

Please indicate acceptance of this proposal by returning a signed copy to our office.

In the event a signed copy of this proposal is not received, any payment made toward this project and the services described herein shall constitute full acceptance of the scope of services, terms, and conditions of this agreement and will constitute a contract.

Submitted:

ACOUSTIC DISTINCTIONS, INC.

By David W. Kahn
President

Accepted:

BFBS ARCHITECTS

Signed

Print Name

Title

Date