

TOWN OF MONCK'S CORNER REGULAR MEETING
Tuesday, October 21, 2025

Title: Town Hall and Fire Station 1 Architectural Services

Background:

At the February 18th, 2025 Council Meeting, Council authorized engaging Creech & Associates for this project.

Their proposal was broken into two, one for public safety functions and one for everything else to accommodate grant requirements. In both cases the proposal was broken into two fee phases. The first was for Master Planning at \$15,000 for Public Safety and \$5,000 for all other areas, for a total of \$20,000.

Once the Master Plan is complete the remaining work (Schematic Design, Design Development, Construction Documents, and Construction Administration) was set to 10% of the construction cost with a minimum fee of \$400,000 for public safety and \$219,000 for the rest, with a total of \$619,000.

At the competition of the master plan phase, the scope of the project has changed from renovation and addition to include new construction. This change in scope necessitates a new framework for the contracts and additional fees for the new construction.

The Schematic Design, Design Development, Construction Documents, and Construction Administration is still set to 10% of the construction cost with a minimum fee of \$384,500 for public safety and \$840,000 for the rest, with a total of \$1,224,500.

Exhibits: Creech & Associates Proposals

Funding: Berkeley County ARPA (\$550,000)
General Fund

City Council action requested: Accept updated proposals from Creech & Associates for Architectural Service.