



October 11, 2024

Mr. Sean O'Neil
Community Development Director
White Lake Charter Township
7525 Highland Road
White Lake, MI 48383

RE: White Lake Charter Township
Stanley Park Improvements Project

SUBJ: Construction Management Proposal

Dear Mr. O'Neil,

McCarthy & Smith, Inc. is pleased to submit our Construction Management services proposal for the above-referenced project. We have prepared our CM Proposal based on the project scope and parameters discussed in past meetings with the Township.

Our Proposal has been calculated per the attached Preconstruction Fee, CM Reimbursables, and CMA Fee. It consists of the following components:

Preconstruction Fee:

Proposed Preconstruction Fee \$ 9,000.00

CM Reimbursables:

Proposed Reimbursables (Staffing) \$ 67,000.00

CM Personnel Fee:

CM Fee (based on assumed construction value) \$ 66,000.00

TOTAL PACKAGE: \$ 142,000.00

I trust the above recommendations meet the approval of the Administration and the Board of Trustees. McCarthy & Smith, Inc. representatives will attend the October 15, 2024 Township Board Meeting to address any concerns and answer questions.

Sincerely,

A handwritten signature in cursive script that reads "Aaron A. Phillips".

Aaron A. Phillips
Project Director
McCarthy & Smith, Inc.

White Lake Charter Township
Stanley Park Improvements Project
Preconstruction Fee Proposal
October 11, 2024



Team	Principal	Project Director	Project Manager	Assistant Project Manager	Office Manager	MEP Consultant (Lump Sum Budget)
Activities	Hrs	Hrs	Hrs	Hrs	Hrs	Budget \$
1 Project Kick Off (October 2024)						
Meet to Discuss Process/Develop Plan		2	2			
Board Meeting Discussions		5				
Subtotal	0	7	2	0	0	\$ -
2 Bid & Award (December 2024 - January 2025)						
Bid Package Creation		16				
Bid Solicitation		4				
Bid Opening		2	2			
Post Bid Interviews		4	4			
Award Recommendation Package Creation		8				
Award Recommendation Package Draft Review	2	2				
Award Recommendation Package Modifications		2				
Award Recommendation Package Board Presentation		2				
Letters of Intent Draft and Issuance		1		2		
Subtotal	2	41	6	2	0	\$ -
3 Summary						
Total	2	48	8	2	0	\$ -
Billing Rates	\$ 221	\$ 157.00	\$ 102.00	\$ 84.00	\$ 38.00	
Cost	\$ 442.00	\$ 7,536.00	\$ 816.00	\$ 168.00	\$ -	\$ -
Total	\$ 8,962.00					
Our Proposed Lump Sum Fee *	\$ 9,000.00					

* Preconstruction Fee Proposal is based on a \$2MM - \$3MM project.

**White Lake Charter Township
Stanley Park Improvements Project
Staff Reimbursables Fee Worksheet
October 11, 2024**

**A. Stanley Park Improvements Staffing Costs
(Construction Phase January 2025 - December 2025. Reference Milestone Schedule)**

Position	Wks	Hrs/ Wk	Util	Hrs	Rate	Cost
Project Director	42	40	5%	84	\$ 162.00	\$ 13,608.00
Project Manager	42	40	10%	168	\$ 105.00	\$ 17,640.00
Assistant Project Manager	42	40	15%	252	\$ 87.00	\$ 21,924.00
Superintendent	30	40	10%	120	\$ 105.00	\$ 12,600.00
Closeout Coordinator	3	40	20%	24	\$ 39.00	\$ 936.00
Totals				648		\$ 66,708.00
Total Staffing Costs (Rounded)						\$ 67,000.00

**B. Stanley Park Improvements Construction Phase Services Fee
(Construction Management Fee will be calculated based on the cost of the work following bid.)**

1. Construction Phase CMA Fee		CM Fee (%)	CM Fee (\$)
	Assumed Construction Value		
Stanley Park Improvements	\$2,200,000.00	3%	\$ 66,000.00
2. Construction Manager Fees for project additions as a percentage of the change amount		0%	\$ -
3. Fee (or Credit) for project deletions as a percentage of the change amount		0%	\$ -

**Charter Township of White Lake
Stanley Park Improvements Project
Personnel Reimbursable Rates**

Year	2024	2025	2026
Escalator	Rounded	Rounded	Rounded
Position			
Principal	\$ 221.00	\$ 228.00	\$ 235.00
Project Director	\$ 157.00	\$ 162.00	\$ 167.00
Sr. Project Manager	\$ 127.00	\$ 131.00	\$ 135.00
Project Manager	\$ 102.00	\$ 105.00	\$ 108.00
Assistant Project Manager (1)	\$ 84.00	\$ 87.00	\$ 90.00
Project Engineer	\$ 74.00	\$ 76.00	\$ 78.00
Scheduler	\$ 95.00	\$ 98.00	\$ 101.00
Estimator-Arch	\$ 108.00	\$ 111.00	\$ 114.00
Estimator-Mech	\$ 133.00	\$ 137.00	\$ 141.00
Estimator-Elect	\$ 133.00	\$ 137.00	\$ 141.00
Cost Control	\$ 57.00	\$ 59.00	\$ 61.00
Clerical	\$ 38.00	\$ 39.00	\$ 40.00
Field Superintendent	\$ 102.00	\$ 105.00	\$ 108.00
Assistant Field Superintendent	\$ 71.00	\$ 74.00	\$ 76.00
Field Engineer	\$ 74.00	\$ 76.00	\$ 78.00
Field Coordinator	\$ 58.00	\$ 60.00	\$ 62.00

Notes:

Personnel rates include the salaries of personnel and the portion of the cost of their mandatory and customary contributions and benefits thereto, such as

- 1 employment taxes and other statutory employee benefits, insurance, sick*
- 2 The rates set forth are valid for the years represented and have been escalated Rates for Additional Services, to be performed on an hourly basis, must be multiplied by one and fifteen tenths (1.15) which represents the overhead and*
- 3 profit associated with performing such Additional Services.*