



**Lyman
Davidson
Dooley, Inc.**

ARCHITECTS
INTERIOR DESIGNERS
PLANNERS

Exhibit "A"

**Smyrna Fire Station #2
Architectural Services – Design**

**Michael L. Jones P.E.
City Manager
City of Smyrna
2800 King Street
Smyrna, GA 30080**

Date: August 30, 2016

Owner: City of Smyrna

**Architect: Lyman Davidson Dooley, Inc.
1640 Powers Ferry Road
Building 1, Suite 100
Marietta, Georgia 30067-9410**

Scope of Work

The project will consist of an, two story 13,500 square foot building known as Smyrna Fire Station # 2 located on 642 Concord Rd Smyrna, Georgia. The building will be of steel frame construction with combination of brick and masonry exterior walls and fixed aluminum frame windows. The roof system will be membrane TPO or EPDM construction. The shell construction budget for the building is estimated at \$2,000,000.

This proposal does not include Geo-tech testing, civil engineering or landscape design services.

Schematic Design Phase

Using the concept site plan, floor plan and elevations provided by City of Smyrna, LDD will perform a program verification of the proposed scheme.

The documents will include the following:

1. Floor Plans of the proposed building at 1/8" = 1'-0" in scale.
2. Front, Side and Rear Elevations at 1/8" = 1'-0" in scale.
3. Preliminary building code and zoning ordinance reviews.

Design Development Phase

The Design Development Phase will serve to further develop the design and to identify and integrate the key building systems. At this phase we will involve the structural, mechanical, and electrical engineers to establish the best design approach for the project parameters and budget.

The Design Development Documents will include the following:

1. **Architectural:**
 - A. Building Floor Plans

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- B. Exterior Building Elevations
- C. Roof Plan
- D. Enlarged Typical Building floor Plans
- E. Typical Wall Sections

2. Interior Design:

- A. Design of the Main Day Room
- B. Preliminary Selection of Day Room and Public Spaces finishes and materials suitable for pricing.

3. Structural Engineering:

- A. Preliminary Foundation Plan
- B. Preliminary Framing Plan.

4. Mechanical Engineering:

- A. Typical Preliminary HVAC Floor Plans with single line ductwork

5. Plumbing Engineering:

- A. Typical Building Plumbing Plan

6. Electrical Engineering:

- A. Establish Electrical Service Requirements
- B. Lighting Floor Plan
- C. Power Floor Plan

Construction Document Phase

Based on the approved Design Development Phase we will prepare, for your approval, Construction Documents consisting of the following:

1. Architectural Documents:

- A. Building Floor Plans
- B. Reflected Ceiling Plans
- C. Enlarged Plan and Details
- D. Roof Plan and Details
- F. Exterior Building Elevations
- G. Wall Sections
- H. Details
- I. Door Schedule and Details
- J. Specifications

2. Interior Design:

Include floor plans, reflected ceiling plans, interior elevations, wall sections, details, and finish schedules for the following spaces.

- A. Main Day Room

3. Structural Engineering Documents:

- A. Foundation Plan
- B. Floor and Slab Plan
- C. Framing Plan
- D. Structural Sections and Details
- E. Structural Specifications

4. Mechanical Engineering Documents:

- A. HVAC Plans for the Building
- B. HVAC Roof Plan
- C. HVAC Schedules and Details
- D. Plumbing Plans for the Building
- E. Plumbing Riser Diagrams
- F. Mechanical Specifications

5. Electrical Engineering Documents:

- A. Electrical Floor Plans
- B. Building Lighting Plans
- C. Electrical Panel Schedules and Riser Diagram
- D. Site Lighting
- E. Electrical Specifications

Bid Phase

Bidding will be coordinated with City of Smyrna Purchasing Department.

Contract Administration

Contract Administration services will be for construction and is based on a construction period of six months. Upon issuance of a contract for construction and start of construction we will provide contract administration services as follows:

- 1. Shop drawing review.
- 2. Issuance of architectural bulletins, change order proposals, and change order documents.
- 3. Field construction site visits with written reports for the Project shall be as follows:
 - Architectural
 - 7 Site Visits
 - 1 Punch List Visit
 - 1 Final Visit



Structural Engineer 2 Site Visits

Mechanical /Electrical Engineer 2 Site Visit

Additional trips required beyond the above limits will be billed on an additional service basis.

4. Review of the contractor's monthly application for payment and progress of the work.

Additional Services

Additional services are those services, or items of work, not included in the Scope of this Proposal. This work, when identified or required, will be brought to the attention of the Owner and, with approval, will be carried out on an hourly basis at the scheduled billing rates identified below. Additional Services include but are not limited to the following list:

1. Services to provide special foundation system design other than shallow spread foundation.
2. Changes to the drawings to obtain cost reductions (value engineering) after completion of the Design Development Phase.
3. Revisions to the building plans due to sign ordinance, zoning, parking, civil engineering, or landscape requirements after receipt of building permit.
4. Site visits over the number listed in the Contract Administration Phase.
5. Permit Expediting Services: Visits and meetings with the Building Permit Office to pay fees or pick up final permit.
6. Energy Code Study if standard study is not acceptable to local jurisdiction.
7. Additional presentations to and changes required by Architectural Design Review Boards.
8. Renderings will be quoted upon request.
9. Material/color sample boards depicting building finishes.
10. Preparation of electronic as-built plans indicating, Owner or construction field changes.

No additional services will be performed without prior authorization from the Owner.

Fee Arrangement

Architectural fees:

Schematic Design Phase	\$ 17,500.00
*(Programming discount)	- \$ 10,500.00
Design Development Phase	\$ 29,000.00
Construction Document Phase	\$ 50,000.00
Bid Phase	\$ 3,000.00
<u>Contract Administration Phase</u>	<u>\$ 17,500.00</u>
Sub-total	\$ 106,500.00

***Fee discount for programming and concept design provided by the City**

Billing

Invoices will be submitted monthly for work completed to date. Payment is due upon receipt of invoice. Payment not received within thirty (30) days of the invoice date will be assessed a late charge retroactive to the date of invoice. All administrative time required for back-up information on invoices will be billed at our standard hourly billing rates.

Lyman Davidson Dooley, Inc. standard hourly billing rates for professional services through 2016 are outlined below:

Senior Principal	\$205.00 per hour
Principal	\$195.00 per hour
Studio Director	\$185.00 per hour
Architect III, Interior Designer III	\$165.00 per hour
Architect II, Interior Designer II	\$155.00 per hour
Architect I, Interior Designer I	\$135.00 per hour
Designer III	\$125.00 per hour
Designer II	\$115.00 per hour
Designer I	\$105.00 per hour
Staff Assistant	\$ 95.00 per hour
Administrative	\$ 85.00 per hour

These rates are applicable for Additional Services of the Architect. All Additional Services will be requested and approved in writing. Additional Services required of our consultants will be billed at their basic hourly rates times a multiplier of 1.2 for coordination by the Architect.

All administrative time required for back-up information on invoices will be billed at our standard hourly billing rates.

Reimbursable Expenses

Reimbursable expenses are in addition to our basic compensation and include the following expenditures made in the interest of the Project:

1. Blue printing, CAD plotting, sepias, printing and reproductions.
LDDI plotting charges:

Bond	\$1.75 per S.F.
Blue printing	\$2.76 per print
Photocopies	\$0.23 per sheet
Color Plotting	\$7.00 per S.F.
Scanned PDF	\$5.00 per sheet
2. Courier, postage and handling of documents.
3. Artist's Renderings or Models requested by the Owner.
4. Film and Photographic Processing.
5. Facsimile Transmittals.

Facsimiles (per sheet)	\$.45
Diskettes/CD's	\$5.00
6. Travel Expenses. Mileage billed at current government rate.
7. Electronic file transfer: expense to be quoted under separate agreement.

Reimbursable expenses shall be billed at the actual expenditure times a multiplier of 1.15 to cover office time for handling and bookkeeping. Reimbursable expenses billed in the interest of the project are subject to the same payment requirements as the billings for professional services as stated above.

Additional Provisions

1. The Owner shall provide all necessary information to the Architect regarding the scope of work and program requirements.
2. It is understood that the Owner will provide, if requested, required testing reports, environmental impact studies, plats, legal descriptions, land costs, insurance requirements, boundary surveys, to the Architect in order for the services described above to be performed.
3. It is understood that the Architect will be given due consideration in any public listing of firms performing services on this project, with the Architect's name included in the graphic displays at the site or in the news announcements and promotional literature. In any event, the Architect shall be permitted to place his standard sign at the site during the construction phase of the project.
4. This Proposal is good for a period of thirty (30) days from the above date.
5. The Owner shall designate a representative to act on his/her behalf regarding the project. All information shall be provided by the representative to Lyman Davidson Dooley, Inc. in a timely manner so as not to delay the drawing process.

6. The Americans with Disabilities Act (ADA) provides that it is a violation of the ADA to design and construct a facility for first occupancy later than January 26, 1993, that does not meet the accessibility and usability requirements of the ADA except where any entity can demonstrate that it is structurally impractical to meet such requirements. The Owner acknowledges that the requirements of the ADA will be subject to various and possibly contradictory interpretations. The Architect, will use his or her reasonable professional efforts to interpret applicable ADA requirements and other federal, state and local laws, rules, codes, ordinances and regulations as they apply to the project and cause the project to be designed accordingly. The Architect, however, cannot and does not warrant or guarantee that the Owner's project will comply with interpretations of ADA requirements as they apply to the Project.
7. In recognition of the relative risks and benefits of the project to both the Owner and the Architect, the risks have been allocated such that the Owner agrees, to the fullest extent permitted by law, to limit the liability of the Architect and his subconsultants on the project for any and all claims, losses, costs, damages of any nature whatsoever or claims expenses from any cause or causes, including attorney's fees and costs and expert witness fees and costs, so that the total aggregate liability of the Architect and his subconsultants to all those named shall not exceed the Architect's total fee for services rendered on this project. It is intended that this limitation apply to any and all liability or cause of action however alleged or arising, unless otherwise prohibited by law.
8. In addition, and notwithstanding any other provisions of this Agreement, the Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Design Professional, his or her officers, directors, employees, agents and sub consultants from and against all damage, liability or cost, including reasonable attorneys' fees and defense costs, arising out of or in any way connected with this project or the performance by any of the parties under services of this Agreement, excepting only those damages, liabilities or costs attributable to the sole negligence or willful misconduct of the Design Professional.
9. In providing services under this Agreement, the Architect will endeavor to perform in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances.
10. If, due to the Architect's error, any required item or component of the project is omitted from the Architect's construction documents, the Architect shall not be responsible for paying the cost to add such item or component to the extent that such item or component would have been otherwise necessary to the project or otherwise adds value or betterment to the project. In no event will the Architect be responsible for any cost or expense that provides betterment, upgrade or enhancement of the project. Architect shall correct the drawings to include such item or component at no additional charge.
11. Drawings, specifications and schedules, as instruments of service, are the property of the Architect regardless of whether the project which they were designed for is executed or not. The Owner may retain copies of the drawings, specifications and schedules for information and reference in regards to the project but may not use them for any other project without prior written approval by the Architect.

12. Any work that the Architect is requested to perform in areas not specified in the agreement will be authorized by the Owner in writing and will be charged to the Owner at our standard hourly rates or at a pre-determined fee.
13. Prior to the Architect providing to the Owner any Instruments of Service in electronic form or the Owner providing to the Architect any electronic data for incorporation into the Instruments of Service, the Owner and the Architect shall by separate written agreement set forth the specific conditions governing the format of such Instruments of Service or electronic data, including any special limitation or licenses not otherwise provided in this Agreement.
14. It is understood that this agreement may be terminated by either party upon written notification. If this should occur, Lyman Davidson Dooley, Inc. shall receive all compensation for service and reimbursable expenses rendered to date.

Thank you for the opportunity to submit this proposal. If it meets with your approval please sign both copies and return one to our office, which will serve as our notice to proceed. We look forward to working with you on this project.

Sincerely,

Lyman Davidson Dooley, Inc.



Rowland Davidson, AIA, ASID
President

Approved:

City of Smyrna

(Authorized Signature)

Cc: Ben Starks, LDD
File