

**PENDLETON COUNTY FISCAL COURT
MAY TERM
MAY 21, 2024
SPECIAL CALL MEETING
COURT MET PURSUANT TO ADJOURNMENT WITH
HONORABLE DAVID S. FIELDS, COUNTY JUDGE EXECUTIVE
PRESIDING**

Members Present: Magistrates Whaley, Plummer, Gregg and Mineer
Members Absent: None
County Attorney: Honorable Stacey Sanning

The meeting was called to order at 6:00 p.m. by Judge Fields. Invocation was given by Magistrate Gregg with the Pledge of Allegiance being led by Judge Fields.

In Re: Agenda

Judge Fields presented the agenda for this special called meeting.

In Re: Hiring of Engineer Firm – County Fire Station

Judge Fields presented the quotes from engineering firms for the county fire station. The first was from Brandstetter Carroll, Inc for \$80,750.00 and the second was from H & W for \$107,000.00. Magistrate Mineer made a motion, seconded by Magistrate Plummer to approve the quote from Brandstetter Carroll, Inc. for \$80,750.00, motion carried.



May 13, 2024

Mr. David Fields, County Judge Executive
Pendleton County Fiscal Court
233 Main Street
Falmouth, Kentucky 41040

RE: Pendleton County Fire Station Fees

Dear Judge David Fields:

Thank you for reaching out and meeting with me regarding this exciting project for the County. We look forward to continuing our relationship with the County and hopefully working on this exciting project.

Per our conversation, we are basing our fee on a construction cost of \$1,700,000. We request that if the project comes in more than 25% of this cost that our fees be adjusted on a pro rate basis at a negotiated rate. This fee does account for all our fees and our subconsultant FEES (civil, structural, MEP). The following are not covered in our fee as these are typically provided for by the owner: (surveyor, Phase 1 or 2 environmental, geotechnical exploration, or permit fees required for getting a building permit from the Commonwealth of Kentucky, Division of Plumbing and Housing, Building, and Construction).

Regarding the above project, the BCI team is proposing the following fee based on our discussions with our team. We originally proposed a fee of 6% of construction cost for full services of the project from design through construction. I would request we use the standard AIA B104 Owner Architect Agreement for the project.

The fee breakdown is as follows:

Programming/Schematic Design Phase (20%)	\$ 16,150
Design Development Phase (15%)	\$ 12,112
Construction Documents Phase (40%)	\$ 32,300
Bidding/Procurement/Negotiation Phase (5%)	\$ 4,037
Construction Phase (20%)	\$ 16,150
Total (100%)	\$ 80,750

Please review this information and let us know if you need any additional information, changes, edits, or amendments so that we can complete the contract process. Should you have any questions or concerns, please contact our office at (859) 268-1933.

Sincerely,


5/13/2024
Eric M. Chambers, AIA, CID, LEED GA, CDT
Vice President

Pendleton County Fire

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Jim Guthrie

9:40 AM
(2 hours
ago)

to me

Hello David – thanks for the opportunity to work with you on this project. I've given it some thought and here's what I think the scope of work and fees are. I've received a structural proposal from Pogue Engineers but have not received proposals for other highlighted items below. A couple of things to note. The site appears to have a healthy slope to it. This is not conducive to metal buildings or fire stations based on my experience. The proposed civil numbers below might be low if significant earthwork is required on the site. The same is true for the structural engineering fees. No significant site structure or retaining walls are included in our fees. The structural proposal is for a Pre-Engineered Metal Building foundations only. The design of the metal building itself, modifications required to bring it up to code for a fire station is by others. I've included an allowance below but have not discussed with the metal building provider (Kirby).

Schematic Design: \$7,000

We'd meet with you to review your space needs and discuss how it might fit into the proposed building and how the building will fit on your site. We'd review Building and Zoning Codes. We'd develop site plans, floor plans and preliminary building elevations. We'd also begin to review height requirements and possible modifications if needed.

Design Development: \$13,000

Based on our meetings above, we'd continue to develop the drawings further in anticipation of developing a construction budget. Drawing scope includes further development of building plans, building elevations, building sections and preliminary wall sections. We would engage a Structural Engineer and Mechanical Engineers to develop a preliminary Structural, HVAC, Electric and Plumbing Scope. At the end of this phase, you would be able to develop a construction budget and/or solicit Design/Build proposals from Construction Managers for construction of the building.

Architectural: \$4,000
MEP: \$6,000 (estimated allowance)
Structural: \$3,000
Civil: not included

Construction Documents: \$54,000

As mentioned above, you could engage a Contractor to provide Design/Build services which would include further development of the drawings for obtaining a building permit and constructing the building. If not, we would prepare the drawings for bidding to General Contractors. Drawing scope includes a cover sheet with code notes, architectural site plan, notated and dimensioned floor plans, building elevations, wall sections and details, room finish material selections, door schedules, interior millwork elevations and ADA bathroom details. Scope of work includes engineered civil site plan showing grading and utilities. We will also provide structural foundation plans and details as well as framing plans and details if required to raise the clear height. We've included design and engineering for mechanical, plumbing and electrical systems in our scope as well.

Architectural:	\$18,000
MEP:	\$8,000 (estimated allowance)
Structural:	\$9,000
Storm Shelter Design:	\$5,000
Metal Building Consultant:	\$2,000 (estimated allowance to review Category 4 requirements)
Civil Site Plan:	\$12,000 (estimated allowance)

Construction Administration: \$33,000

If you proceed with a publicly bid project, we would assist in bidding the project, answering questions, issuing addenda and coordinating the drawings. We would review the bids and make a recommendation regarding the lowest and best bid. We would also assist during construction. We have based our fee for this phase on a 6 month construction duration. During construction we would visit the site once per month and issue a summary of construction progress and compliance with the contract documents. We would review and comment on shop drawings and Applications for Payment from the Contractor. We would also answer and coordinate Contractor questions during construction. This scope would include Architectural, Mechanical and Structural.

Architectural:	\$27,000
MEP:	\$4,000 (estimated allowance)
Structural:	\$2,000

Thanks again for the opportunity. Let me know if you have any questions. I'd be happy to go over the scope assumptions in more detail.

JIMGUTHRIE AIA, NCARB, NOMA | Principal

In Re: Credit Card Agreement

Judge Fields presented the credit card agreement for the virtual terminal. Magistrate Plummer made a motion, seconded by Magistrate Gregg to approve the credit card agreement, motion carried.

In Re: Adjourn

Magistrate Gregg made a motion seconded by Magistrate Mineer that this meeting be adjourned to meet again in regular session on May 28, 2024 subject to any special called meetings, motion carried.

Pendleton County Judge Executive

Pendleton County Fiscal Court Clerk