



February 13, 2025

Tim Hallmark
Director, FFESS
Douglas County Government
3030 North Industrial Way
Castle Rock, CO 80109

**RE: DCG – EVOC – vehicle Training Center – Through Contract Documents
Architectural Scope and Fee Proposal**

Tim,

DLH Architecture, LLC is pleased to provide **Douglas County Government** with the following proposal to provide the architectural professional services required to develop the design and prepare the bid level construction documents and specifications for the new support facilities planned to support the EVOC facility associated with the Douglas County Sheriff's Office (DCSO) planned near Louviers CO.

Based on our discussion to date the scope of the project is described as follows:

Scope of Work

- DCG EVOC – Main Training Building, Vehicle Storage Building, and Vehicle Repair Facility – Planned West of the Existing Driving Track.
 1. Review all existing CAD plans provided by DCG.
 2. Prepare an initial master plan concept sketch showing how this planned new facility would interact with the site. This work has been completed.
 3. Revise the initial master plan sketch as required to address the current DCSO expansion program requirements scope of work.
 4. Develop an engineering based master site plan for the entire site.
 5. Develop a Bid Pack A grading package should the County decide to fast track the project.
 6. Develop and refine the floor plans and elevations for the 3 new facilities based on DCSO input from the initial sketch.
 7. Provide CAD based Schematic Drawings of the new layouts of all 3 buildings and review those with the DCSO design committee.
 8. Implement DCSO design committee comments into the project's Design Development drawings.
 9. Start Structural, Civil, Landscape, Mechanical, Plumbing and Electrical (SCLMPE) engineering for the contract documents and planning submissions.
 10. Review design development drawings including the SCLMEP drawings with the DCSO design committee.
 11. Revise the Design Development drawings as requested by the DCSO design committee.
 12. Prepare all planning site plan submittals as required by DCG Planning for an L&E submittal
 13. Prepare and provide the contract bidding documents in AutoCAD format and a project manual in Microsoft Word format for bidding.
 14. Work with DCG purchasing to prepare the project for contractor review.
 15. Assist the County in bidding the project to General Contractors or onboarding a CMGC.
 16. Answer addendum questions during the contractor procurement process.

Hold the project at this point for pricing and then help the County with evaluating bids or proposals.

Tim Hallmark
Douglas County EVOC Training Center
Scope and Architectural Services Proposal
2-13-25

Sub Consultants:

The following sub-consultants will be retained for this project:

- Structural Engineering - **HCDA Engineering**
- Civil Engineering - **Collins Engineering**
- Mechanical / Plumbing Engineering - **Envision**
- Electrical Engineering - **PK Electrical**
- Landscape Architecture - **Natural Design Solutions**

Schedule:

Based on our discussions to date and acceptance of this proposal by August 25, 2023, DLH Architecture, LLC intends to finish the contract documents by January 18, 2024. Survey and soils information would need to be requested as soon as possible to meet that schedule

The project would be released to for GC pricing on January 18, 2024 after DCSO review. Bids would be received on February 22, 2023 and all associated costs would be evaluated for funding.

Funded Scope Budget:

A statement of probable construction cost indicating an expected construction cost has been prepared at this time and is attached to this proposal. The project budget for this work, as we understand it, would be approximately \$15,900,000 with the construction budget being around \$13,482,000.

Proposed Fee:

The proposed architectural and engineering services fee described above for this work in accordance with our initial design sketches and proposed SOPC would be 6.9% of the anticipated construction cost of approximately \$13,481,000 less the cost of CA and Close Out for a fixed fee of \$651,200.

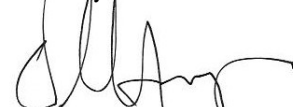
If DCG planning will not accept the project as an L&E submittal as originally discussed, an additional \$98,000 to prepare the paperwork and complete the process required for that full submittal will be required which will include all additional meetings, water and storm requirements along with photometrics and additional landscape drawings.

All professional fees would be billed monthly based on the percentage of work completed in accordance with DCG' billing schedule for this project. Reimbursables such as printing for the permit drawings would be billed on a cost plus 15% basis and should not exceed \$1,000. All final record documents are not included in this scope of work

Travel outside of the Douglas County area for review purposes is not included in this proposal and would be billed as an additional service plus actual travel expenses.

Thank you once again for the opportunity to present this proposal. We are looking forward to this project.

Sincerely,



David Hieronymus, AIA CEFPI
Principal Architect