



Additional Design Services Fee Request – Ramsey Public Works Facility

Date: May 13, 2020
To: Grant Reimer, Public Works Superintendent City of Ramsey
CC: Kurt Ulrich, City Administrator City of Ramsey
Project: Ramsey Public Works
RE: Additional Design Fee Request

Dear Mr. Reimer,

Thank you for taking the time on Friday, May 8th to review and discuss with Oertel Architects, the additional design fee request for Ramsey Public Works. As stated during that discussion, most of this request will be a shift of fee dollars already accounted for in the prime agreement for the project, that was originally purposed for the renovation and remodel of the existing structures. Given the current direction of the project, that scope of work will not occur within this project budget. The remaining additional service requests are outlined by design discipline, providing a brief general explanation of those additional work efforts requiring the additional fee dollars with the total estimated amount of the request.

SUMMARY OF REQUEST

Gross Request for Additional Services	\$58,247.38
Deduct / Reallocation of Renovation Fee	-\$35,490.00
Balance of Additional Request	\$22,757.38
Article 11.4 of Prime Agreement for Additional Services	\$682.72
Full Additional Services Request	\$23,440.10
<u>Original Contract amount</u>	<u>\$585,491.21</u>
Total new Contract amount	\$608,931.31

BACKGROUND

During the RFP period, the scope of the project was illustrated in a previous study from 2015 performed by BKV. The preferred option from that study included a building of roughly 76,200 SF, site storage bins, fuel island and relocation of the existing salt building, site work area and no additional site storm water storage, and some minor, mostly undefined remodeling of the existing facilities. During the programming and schematic design process for our project, we have identified with you a scope of building that includes 93,000 SF of building footprint with the addition of the building extension to be bid as an alternate, included site bins and fuel island, site work area and additional stormwater control features. The salt building will not be relocated as part of this project and the remodeling will also likely not take place. For reference I have attached at the end of this memorandum the proposed fee from our initial proposal to illustrate fee and approximate hours for each phase of design.

ARCHITECTURE

Oertel Architects additional services will refer to the estimated hours from our original proposal, and utilize the hourly rates provided in the Prime Agreement with the City of Ramsey for staff activities where they are applicable.

Add Services no. 1: Preliminary Design and Programming

Oertel Architects performed multiple preliminary designs and initial cost estimates to illustrate space needs and project scope. Additional designs occurred in the Programming Phase, and additional cost estimating and design iterations to show cost impacts occurred at the start of the design development phase. Additional fees listed here are already incurred.

Total Additional Time Incurred:

Phase	Hours	Rate	Added Fee
Programming / Schematic			
Senior Project Architects	4	\$125	\$500
Designer II	12	\$85	\$1,020
Design Development			
Senior Project Architect	8	\$125	\$1,000
Designer I	13	\$75	<u>\$975</u>
<i>Additional Services No. 1 total:</i>			<i>\$3,495.00</i>

Add Services no. 2: Addition of Alternate to Project Scope

The addition of the alternate will add some complexity to design documents to explain to bidders the scope of base bid and alternate bid. There is additional time for modeling the alternate and planning drawing sheets to provide a constructible project. Additional fees listed here are estimated.

Phase	Hours	Rate	Added Fee
Construction Documents Phase			
Senior Project Architects	12	\$125	\$1,500
Designer II	24	\$85	\$2,040
Designer I	15	\$75	<u>\$1,125</u>
<i>Additional Services No. 2 total:</i>			<i>\$4,665.00</i>
<i>Total Architectural Request:</i>			<i>\$8,160.00</i>

There is no additional request from Architecture based on building size for any other design phase or construction administration phase.

CIVIL ENGINEERING

SRF incurred some additional design services, primarily dealing with the added stormwater management that was not foreseen or anticipated as part of the RFP process. This was necessary because the water

retention on site was determined to be unable to handle additional stormwater capacity from the site, and that given the water level of the existing feature and ground water level shown in initial feedback from geotechnical exploration, infiltration areas of a significant size were required, which included additional calculation time and design time to locate and size on site drawings. Fees listed below are actual incurred costs.

Senior Engineer	6	\$192.26	\$1,153.56
Staff Engineer	6	\$123.65	\$741.90
Engineer/Designer	18	\$108.44	<u>\$1,951.92</u>

Total Civil Engineering Request **\$3,847.38**

STRUCTURAL ENGINEERING

Structural Engineering as a design discipline is a calculation-based design practice that is predicated on building size. Based on the size illustrated in the preferred option of the RFP, they determined their fee based on a scope and size of building requiring a specific amount of calculation. Included in that design fee is all design phases and construction administration services, such as shop drawing review and requests for additional information. Given the added square footage, there will be added design calculations to accommodate the additional building size for foundations, bearing structures and overhead structure. There will be added review time for shop drawings for these items as well. The addition of the alternate adds only minor complexity to the scope of the project. The additional fee would include hours for various levels of staff, including Principals, Engineers, CADD technicians and BIM Coordinators to execute the final design. The blended rate for the structural engineer per the RFP is \$129 per hour. This additional fee request equates to an additional 124 hours of engineering.

Total Structural Engineering Request: **\$16,000.00**

MECHANICAL AND ELECTRICAL ENGINEERING

Mechanical and Electrical Engineering designs are also very calculation based. Fees and scopes are determined by estimating work effort and hours based on the size of the facility and the calculation and design time required to accommodate that size of project. Calculations and designs for these engineering disciplines are rooted in code-based requirements based on building size (Cubic Feet per Minute of Air changes, electrical loading based on lighting density, fire suppression hazards and requirements, to illustrate a few examples).

Emanuelson Podas has two separate requests based on the scope determined during the programming and schematic design phases. They have additionally provided work tasks that have increased in scope to illustrate the additional effort.

Add Services no. 1: Expanded Base Building

The additional size for the base bid building is roughly 24,000 larger than the scheme illustrated in the RFP. This includes the addition of locker rooms and the complexity of that area (not included in the 2015 space needs study). The additional size increases the size of the calculations for equipment sizing,

HVAC pathway planning, code-based equipment and feature requirements, additional shop drawing and product review and additional time to review work on site.

HVAC Engineering and Design Additional Tasks

- Energy Recover for Locker Rooms
- HVAC for Shops with Air-Conditioned Offices
- Expanded Office and Maintenance Areas
- Construction Administration for the above

<i>Additional Hours</i>	68	\$140	\$9,520
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Plumbing Engineering and Design Additional Tasks

- Added trench drains
- Water drop locations
- Compressed air drops
- Natural gas piping
- Roof Drainage and Storm sewer coordination
- Construction Administration for the above

<i>Additional Hours</i>	36	\$140	\$5,040
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Electrical Engineering and Design Additional Tasks

- Additional Power Distribution
- Additional Motor scheduling
- Additional Lighting and Control
- Additional Signal Design (Low Voltage Coordination)
- Construction Administration for the above

<i>Additional Hours</i>	48	\$140	<u>\$6,720</u>
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<i>Additional Services No. 1 total</i>			\$21,280.00
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Add Services no. 2: Alternate Additional Square Footage

The additional size for the proposed alternate building addition adds more square footage to the overall building, increasing the amount of calculation and design efforts required. Based on discussions with the engineer, Oertel Architects estimates that the premium for the “Alternate”, versus base bid, is about 15% of the estimated total for the additional design fee request. All fee requests below include added Construction Administration time for the additional scope.

HVAC Engineering and Design Additional Tasks

- Make-up Air and Supply Ducting and Exhaust Fan and Ducting
- Added fume detection and extraction
- Added supplemental heat design

<i>Additional Hours</i>	28	\$140	\$3,920
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Plumbing Engineering and Design Additional Tasks

- Added trench drains
- Water drop locations
- Compressed air drops
- Natural gas piping
- Roof Drainage and Storm sewer coordination

Additional Hours	16	\$140	\$2,240
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Electrical Engineering and Design Additional Tasks

- Additional Power Distribution
- Additional Motor scheduling
- Additional Lighting and Control
- Additional Signal Design (Low Voltage Coordination)

Additional Hours	20	\$140	<u>\$2,800</u>
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Additional Services No. 1 total: *\$8,960.00*

DETAILED SUMMARY OF REQUESTS AND ALLOCATION

Oertel Architects	\$8,160.00
SRF	\$3,847.38
Meyer Borgman Johnson	\$16,000.00
<u>Emanuelson Podas</u>	<u>\$30,240.00</u>
 Total Additional Fee Request	 \$58,247.38

Base Contract Amendments

Oertel Architect’s initial proposal to the City of Ramsey included a fee allowance for an undefined scope of remodeling and renovation work, that based on current direction and design circumstance, will not be utilized as part of this project. We propose amending our total base fee to include that scope of work. The costs per design team member as illustrated in the chart, will be distributed internally by Oertel Architects to consultants to cover costs and explained in this memo.

Article 11 - Compensation, part 11.1 of the AIA B132-2009 illustrated our fee breakdown by work scope. The fee total for this section equals \$585,491.20. Our initial proposal is to redistribute the \$35,490 allocated to the renovation and remodel work, to the other phases as listed. The new base contract amended values would be as follows:

Programming and Schematic:	\$17,741.05
Design Development:	\$116,484.48
Construction Documents:	\$275,480.50
Construction Administration	\$175,785.18
<u>Renovation and Remodel</u>	<u>\$ 0.00</u>
 Total Current Contract Fee (Unchanged)	 \$585,491.21

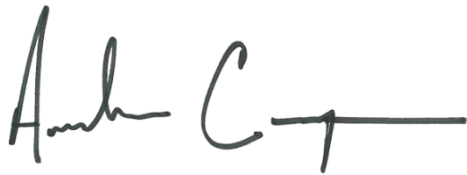
CONCLUSION

We still believe that the City of Ramsey is getting a great value for the project with these additional services. As a design team, we do not take the request for additional fees early or at any point during the project lightly.

We also do not think that the additional fee associated with the “alternate” for the building addition should be reason to remove the alternate from the scope of the project. The total premium for including that into the scope of work is a small percentage of the total fee. If the alternate is not accepted after bids are opened, the design and associated drawings would be valid for pricing and construction at any point until design conditions changed, such as new building codes or additional features/requirements of the addition. Design fees for the addition, if part of a separate project, would be higher in total percentage if not executed as part of this project.

Oertel Architects and our design consultants greatly appreciate your time and consideration in this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Andrew Cooper". The signature is fluid and cursive, with a long horizontal stroke extending to the right from the end of the name.

Andrew Cooper, Principal – Oertel Architects