

Mr. Mac Rogers
Project Manager
City of Roswell
425 N. Richardson Ave
Roswell, NM 88201

Mr. Rogers,

December 23, 2024

Thank you for contacting our office regarding proposed upgrades to the City of Roswell Police Department Headquarters Building at 128 W Second Street in Roswell, NM. McClain + Yu has designed similar projects within strict limitations on budget and schedule such as: New Mexico Tech Administration Building Renovation (1893 & 1929 original construction, Eastern New Mexico University Administration Building Renovation (1929 original construction), University of New Mexico Clark Hall Chemistry Building Renovation (1950 original construction).

We received a copy of the City of Roswell Multi-Facility Condition Assessment & Capital Improvement Needs Report by Visions in Planning, Inc. dated June 8, 2018. The purpose of this letter is to provide a proposal for Professional Design Services necessary to undertake the work. We understand that the city would like to compare systems initially and then proceed with the design of a replacement system. The building size is approximately 36,850 Square Feet.

We understand that the primary focus of the project is an HVAC systems replacement. The installation and renovation of other areas of the building may become necessary as the specific design requirements are refined. We propose to provide these services be provided in two steps so as to design to the City of Roswell's available resources and desired forms of upgrade.

We feel that we can deliver this project with similar success. At this time, is not anticipated that Surveying, Civil Engineering, Telecom Engineering or Landscape Architect services will be required for the project so they are not included as a part of this proposal. At this point, building plumbing will not be included in the scope of work except as such work is required by the HVAC upgrades. We do understand that the basement lift station will be in need of design and replacement along with the sanitary sewer from the lift station to the street. LEED Services are not anticipated to be required and so are not included in this proposal. McClain + Yu would serve as the architect and primary point of contact. Testudo Engineering would serve as Mechanical, Plumbing & Electrical engineer.

We are proposing the work to be tackled in four phases. Each phase would take on half of one of the two floors. In this design services proposal, we propose design services for As Built Computer Drawings and Schematic Design to cover all four phases to understand the project. The first phase would include the lift station design, the as built drawings and the project manual. These would be items that would be reused in phases 2,3, and 4. Fees for phases are weighted to reflect the added effort for the Initial Design Scope. Please find our fee proposal below. Please also see the attached spreadsheet for additional detail. Design Development, Construction Documents, Bidding and Construction Administration would be undertaken with a separate contract as funding allows and are not included here. Similarly, Bid Phase and Construction Administration Services for Phase 1 would be undertaken with a separate contract as funding allows and are not included here.

FEE PROPOSAL COR POLICE HQ BUILDING HVAC UPGRADES

INITIAL SCOPE OF WORK	PHASE I FEE	\$ 133,100.63
1. Life Cycle Cost Analysis of Three HVAC Systems		
VRF System		
Second System TBD as we know more		
Third System TBD as we know more		
2. Project Budget Including Separate Pricing for:		
LED Replacement Lighting		
Ceilings		
Other Improvements by Option		
3. Project 3D Modelling of Building Necessary for Calculations/Quantity Take Offs		
4. Schematic Design – All Phases		
5. Design Development – Phase I Only		
6. Construction Documents – Phase I Only		
7. Note: Bidding and Construction Administration Services under separate contract		
8. Note: Design beyond SD for Phases 2, 3, and 4 under separate contract		
REIMBURSABLES (INCL TAX)		
Four Trips ABQ ROS (402 miles)		
Standard IRS Mileage Rate (\$.67/mile)		\$ 1,616.04
	SUBTOTAL	\$134,716.67
	NM GRT	\$ 10,272.15
	TOTAL	\$ 144,988.81

Thank you for the opportunity to propose on this project with COR. Please sign below as an indication of COR's acceptance of this proposal.



Raimund McClain, Principal
McClain + Yu Architecture & Design

Mac Rogers
Project Manager
City of Roswell