

MOLZENCORBIN

October 25, 2024

Ms. Jennifer Griego
Roswell Air Center Director
1 Jerry Smith Circle
Roswell, NM 88203

RE: Proposal for Professional Services for Terminal Improvements including Renovation of Limited Existing Restrooms, and installation of a Backup Electrical Generator.

Dear Ms. Griego

Thank you for the opportunity to present this proposal for Professional Design Services as requested for the Roswell Airport Terminal Building. Our understanding of your current needs includes the following:

Scope of Work:

Renovation of the existing primary lobby restroom group (men's and women's restrooms) to meet ADA accessibility standards, renew architectural finishes and components, provide for replacement of sanitary and domestic water lines, new plumbing fixtures, lighting fixtures, and modifications to the existing HVAC system as required to meet current ASHRAE conditioning standards.

Renovation of the existing secondary restroom group (men's and women's restrooms) located adjacent to the east side rental car facilities. Renovation to include reconfiguration to meet ADA accessibility standards, renew architectural finishes and components, provide for replacement of sanitary and domestic water lines, plumbing fixtures, lighting fixtures, and modifications to the existing HVAC system as required to meet current ASHRAE conditioning standards.

Design for the installation of a new back up electrical generator as desired to functionally support the terminal facility. Integration of an Automatic Transfer Switch (ATS) and generator monitoring.

Scope of Services:

To facilitate the renovation and generator installation process, MCA proposes the following Professional Design, Bidding, and Construction Administration Services:

Schematic Design:

- Review existing as built drawings and generate a computer model of the renovation area as required for construction drawings.

- Generate demolition drawings, new configuration drawing, interior elevations, and initial finish material selections.
- Confer with renovation sub-consultants as required to obtain narrative descriptions of proposed plumbing fixtures and HVAC renovations.
- Review facility power requirements with Electrical Utility Provider. Coordinate generator sizing and maintenance support options with generator manufacturer.
- Generate Rough Order of Magnitude (ROM) construction cost estimate.
- Collate documentation and convene virtual review with Roswell Airport personnel to garner approval of the Schematic Design efforts.
- Record review comments.

Design Development (60%):

- Revise Project Design per comments received during Schematic Design review.
- Progress the design drawing through increased detail and refinement.
- Determine finishes selections including materials, sizes, and colors. Develop color board.
- Obtain cut sheets for plumbing and electrical fixtures.
- Verify generator sizing. Review fuel consumption requirements, new generator pad requirements, conduit, natural gas piping, and generator monitoring and maintenance criteria.
- Collate documentation and convene virtual review with Roswell Airport personnel to garner approval of the Design Development efforts.
- Update Rough Order of Magnitude (ROM) construction cost estimate.
- Record review comments.

Construction Documents (90%):

- Update Design per comments received during Design Development review.
- Progress the design drawing through increased detail and refinement.
- Finalize Technical Specifications.
- Finalize generator monitoring requirements and maintenance criteria.
- Collate documentation and convene virtual review with Roswell Airport personnel to garner approval of the Construction Documents efforts.
- Update Rough Order of Magnitude (ROM) construction cost estimate.
- Record review comments.

Final Design (100%):

- Finalize Design per comments received during Construction Documents review.
- Coordinate boilerplate, order Wage Rates, and finalize Project Manual.
- Collate drawing and prepare for distribution.

Bidding Phase Services Including:

- Advertising the project for bidding purposes.
- Manage the Prebid Contractor Conference.
- Review and respond to contractor questions during the bidding phase and publish of Addenda.
- Manage the Bid Opening and performance the Bid Evaluation.

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- Provide Recommendation for Award Letter.
- Prepare the Contract for Construction.
- Issue the Letter of Award.
- Issue the Notice to Proceed.

Construction Administration Services including:

- Manage the Preconstruction Conference
- Review technical submittals.
- Monthly field observations for 8 month construction duration as required for evaluation of construction progress as required for Contractor Pay Applications.
- Contractor Pay Application review and approval.
- RFI / ASI Management.
- Change Order Management.
- Substantial Completion observation and generation of the Punch List.
- Collection of Operation and Maintenance Manuals and distribution.
- Collection of As-Constructed Documentation and distribution.

Project Closeout:

- Perform 11 Month Warranty inspection.
- Provide 11 Month Warranty inspection report.

FEE:

We propose to accomplish this work under the terms and conditions of the RFP-24-012 Engineering Services Agreement – Roswell Air Center. Services will be billed on a Lump Sum basis as follows:

BASIC SERVICES

Design, Bidding, and Construction Administration Services as required for replacement restrooms and installation of a backup Electrical Generator:	\$ 166,331.25
Estimated Reimbursable Expenses:	\$ 6,104.50
Subtotal:	\$ 172,435.75
Estimated New Mexico Gross Receipts Taxes (NMGR) @ 7.8958%:	\$ 13,615.18
GRAND TOTAL:	\$ 186,050.93

Reimbursable expenses are only an estimate and only actual expenses will be billed. NMGR, subject to change bi-annually, will be assessed and billed at the current rate at the time of billing.

A workplan with detailed tasks and associated hours is enclosed for your review.

Thank you for the opportunity to continue working with the Roswell Air Center. If you are in agreement with the proposed Scope of Professional Services, please countersign this letter and return an executed copy for our records.

If you have any questions or require additional information, please contact me at 505.242.5700.

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Sincerely,

MOLZEN CORBIN



John Quinn Pate, RA/RLA
Vice President, Architecture

JQP / VP:scc

Enclosures: Work Plan

Accepted By:

City of Roswell

Signature

Printed Name

Title

Date: _____

ARCHITECTURE MANHOUR ESTIMATE

Project Name: RIAC Terminal
Improvements

Client: City of Roswell Aviation Dept.
Project Manager: Vincent Payne

MOLZENCORBIN

		ARCHITECTURE							ADMINISTRATION				
No.	Project Task	Principal Architect	Senior Engineer	Senior Architect	Registered Architect	Architect Intern II	Senior Architectural Designer	Architectural Designer	Departmental Totals	ADMIN - Support	ADMIN - Grants/ Tech. Administrator	ADMIN. Totals	Grand Totals
I.	Pre-Design/Study/Programming												
1	Initial Trip and Documentation		8.00	10.00					18.00			0.00	18.00
2	Work Plan and Scope of Work for Task Order		1.00	6.00					7.00			0.00	7.00
3	Proposal Coordination with Sub Consultants			4.00					4.00			0.00	4.00
4	Project Set up and Subconsulting Onboarding			2.00					2.00	2.00		2.00	4.00
5	Review Documents Provided by Owner		1.00	2.00	2.00				5.00			0.00	5.00
6	Project Schedule			3.00					3.00			0.00	3.00
7	Communication Plan			2.50					2.50			0.00	2.50
8	CADD Management								0.00			0.00	0.00
9	Project Management	4.00		4.00					8.00			0.00	8.00
10	Quality Assurance								0.00			0.00	0.00
Subtotal Hours Pre-Design/Study/Programming		4.00	10.00	33.50	2.00	0.00	0.00	0.00	49.50	2.00	0.00	2.00	51.50
Subtotal Fees Pre-Design/Study/Programming		\$1,000.00	\$2,250.00	\$7,035.00	\$310.00	\$0.00	\$0.00	\$0.00	\$10,595.00	\$220.00	\$0.00	\$220.00	\$10,815.00
II.	Preliminary Design/Schematics (30%)												
1	Generate REVIT model and Base Plans				1.00	16.00			17.00			0.00	17.00
2	Project Kickoff - Internal			1.00	2.00				3.00			0.00	3.00
3	Code Review				2.00				2.00			0.00	2.00
4	Onsite Consultant Review			9.00					9.00			0.00	9.00
5	Demolition Plan				1.00	4.00			5.00			0.00	5.00
6	New Work Plan	1.00		1.00	1.00	8.00			11.00			0.00	11.00
7	Interior Elevations				1.00	4.00			5.00			0.00	5.00
8	Finish Schedule				1.00	2.50			3.50			0.00	3.50
11	Building Criteria				1.00				1.00			0.00	1.00
12	Engineering Coordination				4.00				4.00			0.00	4.00
13	Drawing Set Coordination				0.50	2.00			2.50			0.00	2.50
17	ROM Cost Estimate				2.50				2.50			0.00	2.50
18									0.00			0.00	0.00
19	CADD Management					4.00			4.00			0.00	4.00
20	Project Management	2.00		4.00	4.00				10.00			0.00	10.00
21	Quality Assurance								0.00			0.00	0.00
Subtotal Hours Preliminary Design/Schematics (30%)		3.00	0.00	15.00	21.00	40.50	0.00	0.00	79.50	0.00	0.00	0.00	79.50
Subtotal Fees Preliminary Design/Schematics (30%)		\$750.00	\$0.00	\$3,150.00	\$3,255.00	\$4,860.00	\$0.00	\$0.00	\$12,015.00	\$0.00	\$0.00	\$0.00	\$12,015.00
III.	Design Development (60%)												
1	Demolition Plan				0.50	4.00			4.50			0.00	4.50
2	New Work Plan				0.50	6.00			6.50			0.00	6.50
3	Interior Elevations				1.00	6.00			7.00			0.00	7.00
4	Finish Schedule				0.50	2.00			2.50			0.00	2.50
5	Finishes Selection	1.00		1.00	4.00				6.00			0.00	6.00
6	Engineering Coordination				4.00				4.00			0.00	4.00
7	Drawing Set Coordination				0.50	2.00			2.50			0.00	2.50
8	Technical Specifications				4.00				4.00	2.00		2.00	6.00
9	Review DD Documents with Owner (virtual)	1.00	1.00	1.00	2.00				5.00			0.00	5.00
10	Record Comments / Meeting Minutes				1.00				1.00			0.00	1.00
11	ROM Cost Estimate - Update				2.00				2.00			0.00	2.00
12									0.00			0.00	0.00
13									0.00			0.00	0.00

ARCHITECTURE MANHOUR ESTIMATE

Project Name: RIAC Terminal

Improvements

Client: City of Roswell Aviation Dept.

Project Manager: Vincent Payne

MOLZENCORBIN

		ARCHITECTURE							ADMINISTRATION				
No.	Project Task	Principal Architect	Senior Engineer	Senior Architect	Registered Architect	Architect Intern II	Senior Architectural Designer	Architectural Designer	Departmental Totals	ADMIN - Support	ADMIN - Grants/ Tech. Administrator	ADMIN. Totals	Grand Totals
14	CADD Management					4.00			4.00			0.00	4.00
15	Project Management	4.00		4.00	8.00				16.00			0.00	16.00
16	Quality Assurance	2.00		2.00	2.00				6.00			0.00	6.00
Subtotal Hours Design Development (60%)		8.00	1.00	8.00	30.00	24.00	0.00	0.00	71.00	2.00	0.00	2.00	73.00
Subtotal Fees Design Development (60%)		\$2,000.00	\$225.00	\$1,680.00	\$4,650.00	\$2,880.00	\$0.00	\$0.00	\$11,435.00	\$220.00	\$0.00	\$220.00	\$11,655.00
IV. Construction Documents (90%)													
2	Incorporate Comments from DD Review				2.00	2.00			4.00			0.00	4.00
3	Demolition Plan				0.50	0.75			1.25			0.00	1.25
4	New Work Plan				0.50	3.00			3.50			0.00	3.50
5	Finish Schedule				0.50	1.00			1.50			0.00	1.50
6	Finish Board	1.00			1.00		8.00		10.00			0.00	10.00
7	Engineering Coordination				4.00				4.00			0.00	4.00
8	Drawing Set Coordination				0.50	2.00			2.50			0.00	2.50
9	Door Hardware Operation and Selection				4.00				4.00			0.00	4.00
10	Technical Specifications				8.00				8.00	4.00		4.00	12.00
11	Review Construction Documents with Owner	1.00	1.00	1.00	1.00				4.00			0.00	4.00
12	Record Comments / Meeting Minutes				1.50				1.50			0.00	1.50
13	Update ROM Estimate				2.00				2.00			0.00	2.00
14									0.00			0.00	0.00
15									0.00			0.00	0.00
16	CADD Management					4.00			4.00			0.00	4.00
17	Project Management	4.00		4.00	4.00				12.00			0.00	12.00
18	Quality Assurance	2.00		3.00	3.00				8.00			0.00	8.00
Subtotal Hours Construction Documents (90%)		8.00	1.00	8.00	32.50	12.75	8.00	0.00	70.25	4.00	0.00	4.00	74.25
Subtotal Fees Construction Documents (90%)		\$2,000.00	\$225.00	\$1,680.00	\$5,037.50	\$1,530.00	\$1,080.00	\$0.00	\$11,552.50	\$440.00	\$0.00	\$440.00	\$11,992.50
V. Final Design (100%)													
1	Incorporate Comments				1.00	0.50			1.50			0.00	1.50
2	Finalize Demolition Plan					1.00			1.00			0.00	1.00
3	Finalize New Work Plan					2.00			2.00			0.00	2.00
4	Finalize Finish Schedule					2.00			2.00			0.00	2.00
5	Finalize Title Sheet					0.50			0.50			0.00	0.50
6	Engineering Coordination				4.00				4.00			0.00	4.00
7	Drawing Set Coordination				0.50	2.00			2.50			0.00	2.50
8	Technical Specifications				4.00				4.00			0.00	4.00
9	Boiler Plate Coordination			6.00					6.00	6.00		6.00	12.00
10	Order Wage Rates			1.00					1.00		1.00	1.00	2.00
19									0.00			0.00	0.00
21									0.00			0.00	0.00
22	CADD Management					4.00			4.00			0.00	4.00
23	Project Management	4.00		4.00	4.00				12.00			0.00	12.00
24	Quality Assurance	1.00		1.50	1.50				4.00			0.00	4.00
Subtotal Hours Final Design (100%)		5.00	0.00	12.50	15.00	12.00	0.00	0.00	44.50	6.00	1.00	7.00	51.50
Subtotal Fees Final Design (100%)		\$1,250.00	\$0.00	\$2,625.00	\$2,325.00	\$1,440.00	\$0.00	\$0.00	\$7,640.00	\$660.00	\$110.00	\$770.00	\$8,410.00
VI. Bidding/Award													
1	Advertise			1.00					1.00	1.00		1.00	2.00
2	Prebid Conference				10.00				10.00			0.00	10.00

ARCHITECTURE MANHOUR ESTIMATE

Project Name: RIAC Terminal
Improvements

Client: City of Roswell Aviation Dept.
Project Manager: Vincent Payne

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		ARCHITECTURE							ADMINISTRATION				
No.	Project Task	Principal Architect	Senior Engineer	Senior Architect	Registered Architect	Architect Intern II	Senior Architectural Designer	Architectural Designer	Departmental Totals	ADMIN - Support	ADMIN - Grants/ Tech. Administrator	ADMIN. Totals	Grand Totals
3	Addendum			4.00	12.00				16.00	6.00		6.00	22.00
4	Bid Opening				10.00				10.00			0.00	10.00
5	Bid Evaluation			1.00	2.00				3.00	3.00		3.00	6.00
6	Recommendation to Award	0.50		1.00					1.50	1.00		1.00	2.50
7	Contract Review/Prepare			4.00					4.00	4.00		4.00	8.00
8	Letter of Award	0.50		2.00					2.50	1.00		1.00	3.50
9	Notice To Proceed	0.50		0.75					1.25	0.50		0.50	1.75
10	Coordination and Consolidation of Project Manual			1.00					1.00	4.00		4.00	5.00
11									0.00			0.00	0.00
12									0.00			0.00	0.00
13	Project Management	4.00		4.00	4.00				12.00			0.00	12.00
14	Quality Assurance								0.00			0.00	0.00
Subtotal Hours Bidding/Award		5.50	0.00	18.75	38.00	0.00	0.00	0.00	62.25	20.50	0.00	20.50	82.75
Subtotal Fees Bidding/Award		\$1,375.00	\$0.00	\$3,937.50	\$5,890.00	\$0.00	\$0.00	\$0.00	\$11,202.50	\$2,255.00	\$0.00	\$2,255.00	\$13,457.50
VII. Construction Admin. Services													
1	Preconstruction Conference							10.00	10.00			0.00	10.00
2	Submittal Review				16.00			12.00	28.00			0.00	28.00
3	Field Observations (monthly) (8 Month Construction Duration)							80.00	80.00			0.00	80.00
4	Pay Application Management	4.00						8.00	12.00			0.00	12.00
5	RFI/ASI Management				16.00			12.00	28.00			0.00	28.00
6	Commissioning Support				4.00			4.00	8.00			0.00	8.00
7	Substantial Completion							10.00	10.00			0.00	10.00
8	Punchlist							4.00	4.00			0.00	4.00
9	Operation & Maintenance support							4.00	4.00			0.00	4.00
10	As-Constructed Documents					8.00			8.00			0.00	8.00
11									0.00			0.00	0.00
12									0.00			0.00	0.00
13	Project Management	8.00		8.00	8.00				24.00			0.00	24.00
14	Quality Assurance								0.00			0.00	0.00
Subtotal Hours Construction Admin. Services		12.00	0.00	8.00	44.00	8.00	0.00	144.00	216.00	0.00	0.00	0.00	216.00
Subtotal Fees Construction Admin. Services		\$3,000.00	\$0.00	\$1,680.00	\$6,820.00	\$960.00	\$0.00	\$18,720.00	\$31,180.00	\$0.00	\$0.00	\$0.00	\$31,180.00
VIII. Closeout													
1	11 Month Warranty Inspection						9.00		9.00			0.00	9.00
2	Warranty Inspection Report						2.00						
3									0.00			0.00	0.00
4	Project Management				4.00				4.00			0.00	4.00
5	Quality Assurance								0.00			0.00	0.00
Subtotal Hours Closeout		0.00	0.00	0.00	4.00	0.00	11.00	0.00	15.00	0.00	0.00	0.00	15.00
Subtotal Fees Closeout		0.00	0.00	0.00	620.00	0.00	1,485.00	0.00	2,105.00	0.00	0.00	0.00	2,105.00
Total Labor Hours		45.50	12.00	103.75	186.50	97.25	19.00	144.00	608.00	34.50	1.00	35.50	643.50
Standard Billing Rate or Fee		\$250.00	\$225.00	\$210.00	\$155.00	\$120.00	\$135.00	\$130.00		\$110.00	\$110.00		
Fee Dollars		\$11,375.00	\$2,700.00	\$21,787.50	\$28,907.50	\$11,670.00	\$2,565.00	\$18,720.00	\$97,725.00	\$3,795.00	\$110.00	\$3,905.00	\$101,630.00

ELECTRICAL MANHOUR ESTIMATE
Project Name: RIAC Terminal Improvements
Client: City of Roswell Aviation Dept.
Project Manager: Vincent Payne

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		ELECTRICAL				ADMINISTRATION						
No.	Project Task	Principal Engineer	Senior Engineer	Project Engineer	Engineering Design Specialist	Departmental Totals	ADMIN - Aide 2	ADMIN - Support	ADMIN - Grants/ Tech. Administrator	ADMIN - Computer Tech.	ADMIN.. Totals	Grand Totals
I. Pre-Design/Study/Programming												
1	Initial Trip and Documentation			11.00		11.00					0.00	11.00
2	Work Plan and Scope of Work for Task Order	1.00		4.00		5.00					0.00	5.00
3	Review Documents Provided by Owner			2.00	2.00	4.00					0.00	4.00
4	Project Schedule			2.00	1.00	3.00					0.00	3.00
5						0.00					0.00	0.00
6						0.00					0.00	0.00
7						0.00					0.00	0.00
8	CADD Management					0.00					0.00	0.00
9	Project Management					0.00					0.00	0.00
10	Quality Assurance					0.00					0.00	0.00
Subtotal Hours Pre-Design/Study/Programming		1.00	0.00	19.00	3.00	23.00	0.00	0.00	0.00	0.00	0.00	23.00
Subtotal Fees Pre-Design/Study/Programming		\$250.00	\$0.00	\$3,515.00	\$435.00	\$4,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,200.00
II. Preliminary Design/Schematics (30%)												
1	Generate REVIT Electrical model and Electrical Base Plans			2.00		2.00					0.00	2.00
2	Project Kickoff - Internal			1.00	2.00	3.00					0.00	3.00
3	Code Review			2.00	0.50	2.50					0.00	2.50
4	Xcel Energy Coordination			3.00	2.00	5.00					0.00	5.00
5	Generator Supplier Maintenance Options Review			4.00	2.00	6.00					0.00	6.00
6	Drawing Set Coordination			1.00	1.00	2.00					0.00	2.00
7	Demolition Plan			1.00	4.00	5.00					0.00	5.00
8	Site Plans			4.00	4.00	8.00					0.00	8.00
9	One-Line Diagram			2.00	4.00	6.00					0.00	6.00
10	Details Sheet			3.00	4.00	7.00					0.00	7.00
11	Engineering Coordination			1.00		1.00					0.00	1.00
12	Drawing Set Coordination with Disciplines			1.00	1.00	2.00					0.00	2.00
13	Technical Specifications			2.00		2.00					0.00	2.00
14	Review 30% Design with Owner (Virtual)			1.50	1.50	3.00					0.00	3.00
15	Record Comments / Meeting Minutes			0.50		0.50					0.00	0.50
16	ROM Cost Estimate			3.00	3.00	6.00					0.00	6.00
17						0.00					0.00	0.00
18						0.00					0.00	0.00
19	CADD Management				4.00	4.00					0.00	4.00
20	Project Management	4.00				4.00					0.00	4.00
21	Quality Assurance	1.00				1.00					0.00	1.00
Subtotal Hours Preliminary Design/Schematics (30%)		5.00	0.00	32.00	33.00	70.00	0.00	0.00	0.00	0.00	0.00	70.00
Subtotal Fees Preliminary Design/Schematics (30%)		\$1,250.00	\$0.00	\$5,920.00	\$4,785.00	\$11,955.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$11,955.00
III. Design Development (60%)												
1	Incorporate Comments from 30% Review			1.50	2.00	3.50					0.00	3.50
2	Generator Supplier Maintenance Options Review			1.50		1.50					0.00	1.50
3	Drawing Set Coordination			0.50	0.50	1.00					0.00	1.00
4	Demolition Plan			1.00	2.00	3.00					0.00	3.00
5	Site Plans			3.00	4.00	7.00					0.00	7.00
6	One-Line Diagram			2.00	2.00	4.00					0.00	4.00

ELECTRICAL MANHOUR ESTIMATE
Project Name: RIAC Terminal Improvements
Client: City of Roswell Aviation Dept.
Project Manager: Vincent Payne

MOLZENCORBIN

		ELECTRICAL				ADMINISTRATION						
No.	Project Task	Principal Engineer	Senior Engineer	Project Engineer	Engineering Design Specialist	Departmental Totals	ADMIN - Aide 2	ADMIN - Support	ADMIN - Grants/ Tech. Administrator	ADMIN - Computer Tech.	ADMIN.. Totals	Grand Totals
7	Details Sheet			2.50	3.00	5.50					0.00	5.50
8	Engineering Coordination			1.00		1.00					0.00	1.00
9	Drawing Set Coordination with Disciplines			1.00	0.50	1.50					0.00	1.50
10	Technical Specifications			6.00	2.00	8.00					0.00	8.00
11	Review 60% Documents with Owner (virtual)			1.50	1.50	3.00					0.00	3.00
12	Record Comments / Meeting Minutes			0.50	0.25	0.75					0.00	0.75
13	ROM Cost Estimate - Update			2.00	2.00	4.00					0.00	4.00
14						0.00					0.00	0.00
15	CADD Management				4.00	4.00					0.00	4.00
16	Project Management	4.00				4.00					0.00	4.00
17	Quality Assurance	1.00				1.00					0.00	1.00
Subtotal Hours Design Development (60%)		5.00	0.00	24.00	23.75	52.75	0.00	0.00	0.00	0.00	0.00	52.75
Subtotal Fees Design Development (60%)		\$1,250.00	\$0.00	\$4,440.00	\$3,443.75	\$9,133.75	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,133.75
IV.	Construction Documents (90%)											
1	Incorporate Comments from 60% Review			1.50	2.00	3.50					0.00	3.50
2	Generator Supplier Maintenance Options Review			1.00		1.00					0.00	1.00
3	Drawing Set Coordination			0.50	0.50	1.00					0.00	1.00
4	Demolition Plan			0.50	0.75	1.25					0.00	1.25
5	Site Plans			2.00	3.00	5.00					0.00	5.00
6	One-Line Diagram			2.00	3.00	5.00					0.00	5.00
7	Details Sheet			2.00	2.00	4.00					0.00	4.00
8	Engineering Coordination			1.00		1.00					0.00	1.00
9	Drawing Set Coordination with Disciplines			1.00	0.50	1.50					0.00	1.50
10	Technical Specifications			8.00	2.00	10.00					0.00	10.00
11	Review 90% Documents with Owner (virtual)			1.50	1.50	3.00					0.00	3.00
12	Record Comments / Meeting Minutes			0.50	0.25	0.75					0.00	0.75
13	ROM Cost Estimate - Update			1.00	1.00	2.00					0.00	2.00
14						0.00					0.00	0.00
15	CADD Management				3.00	3.00					0.00	3.00
16	Project Management	4.00				4.00					0.00	4.00
17	Quality Assurance	1.00				1.00					0.00	1.00
Subtotal Hours Construction Documents (90%)		5.00	0.00	22.50	19.50	47.00	0.00	0.00	0.00	0.00	0.00	47.00
Subtotal Fees Construction Documents (90%)		\$1,250.00	\$0.00	\$4,162.50	\$2,827.50	\$8,240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,240.00
V.	Final Design (100%)											
1	Incorporate Comments from 90% Review			1.00	2.00	3.00					0.00	3.00
2	Generator Supplier Maintenance Options Review			1.00		1.00					0.00	1.00
3	Finalize Drawing Set Coordination			0.50	0.50	1.00					0.00	1.00
4	Finalize Demolition Plan			0.50	0.50	1.00					0.00	1.00
5	Finalize Site Plans			1.00	1.50	2.50					0.00	2.50
6	Finalize One-Line Diagram			1.00	1.50	2.50					0.00	2.50
7	Finalize Details Sheet			1.00	1.00	2.00					0.00	2.00
8	Engineering Coordination			0.50		0.50					0.00	0.50
9	Drawing Set Coordination with Disciplines			0.50	0.50	1.00					0.00	1.00
10	Technical Specifications			4.00	2.00	6.00					0.00	6.00
11	ROM Cost Estimate - Update			1.00	1.00	2.00					0.00	2.00

ELECTRICAL MANHOUR ESTIMATE

Project Name: RIAC Terminal Improvements

Client: City of Roswell Aviation Dept.

Project Manager: Vincent Payne

MOLZENCORBIN

		ELECTRICAL				ADMINISTRATION						
No.	Project Task	Principal Engineer	Senior Engineer	Project Engineer	Engineering Design Specialist	Departmental Totals	ADMIN - Aide 2	ADMIN - Support	ADMIN - Grants/ Tech. Administrator	ADMIN - Computer Tech.	ADMIN.. Totals	Grand Totals
12						0.00					0.00	0.00
13						0.00					0.00	0.00
14						0.00					0.00	0.00
15	CADD Management				3.00	3.00					0.00	3.00
16	Project Management	2.00				2.00					0.00	2.00
17	Quality Assurance	1.00				1.00					0.00	1.00
Subtotal Hours Final Design (100%)		3.00	0.00	12.00	13.50	28.50	0.00	0.00	0.00	0.00	0.00	28.50
Subtotal Fees Final Design (100%)		\$750.00	\$0.00	\$2,220.00	\$1,957.50	\$4,927.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,927.50
VI.	Bidding/Award											
1	Prebid Conference (virtual)			1.50		1.50					0.00	1.50
2	Addendum			6.00	4.00							
3	Bid Opening (virtual)			1.50								
4	Bid Evaluation			1.00								
5												
6						0.00					0.00	0.00
7						0.00					0.00	0.00
8	Project Management	1.00				1.00					0.00	1.00
9	Quality Assurance	1.00				1.00					0.00	1.00
Subtotal Hours Bidding/Award		2.00	0.00	10.00	4.00	16.00	0.00	0.00	0.00	0.00	0.00	16.00
Subtotal Fees Bidding/Award		\$500.00	\$0.00	\$1,850.00	\$580.00	\$2,930.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,930.00
VII.	Construction Admin. Services											
2	Preconstruction Conference			10.00		10.00					0.00	10.00
3	Submittal Review			4.00	6.00							
4	Field Observations (two)				20.00							
5	Pay Application Electrical Review			4.00								
6	RFI/ASI Replies			4.00	4.00							
7	Commissioning Witness/Substantial Completion			10.00								
8						0.00					0.00	0.00
9	Punchlist			2.00		2.00					0.00	2.00
10	Operation & Maintenance Review				3.00	3.00					0.00	3.00
11	As-Constructed Documents			1.00	4.00	5.00					0.00	5.00
12						0.00					0.00	0.00
13						0.00					0.00	0.00
14						0.00					0.00	0.00
15	Project Management	2.00				2.00					0.00	2.00
16	Quality Assurance	1.00				1.00					0.00	1.00
Subtotal Hours Construction Admin. Services		3.00	0.00	35.00	37.00	75.00	0.00	0.00	0.00	0.00	0.00	75.00
Subtotal Fees Construction Admin. Services		\$750.00	\$0.00	\$6,475.00	\$5,365.00	\$12,590.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$12,590.00
VIII.	Closeout											
1	11 Month Warranty Inspection					9.00					0.00	9.00
2	Warranty Inspection Report											
3						0.00					0.00	0.00
4	Project Management	2.00				2.00					0.00	2.00
5	Quality Assurance					0.00					0.00	0.00
Subtotal Hours Closeout		2.00	0.00	0.00	0.00	15.00	0.00	0.00	0.00	0.00	0.00	15.00

ELECTRICAL MANHOUR ESTIMATE
Project Name: RIAC Terminal Improvements
Client: City of Roswell Aviation Dept.
Project Manager: Vincent Payne



No.	Project Task	ELECTRICAL				Departmental Totals	ADMINISTRATION				ADMIN.. Totals	Grand Totals
		Principal Engineer	Senior Engineer	Project Engineer	Engineering Design Specialist		ADMIN - Aide 2	ADMIN - Support	ADMIN - Grants/ Tech. Administrator	ADMIN - Computer Tech.		
	Subtotal Fees Closeout	500.00	0.00	0.00	0.00	2,255.00	0.00	0.00	0.00	0.00	0.00	2,255.00
	Total Labor Hours	26.00	0.00	154.50	133.75	327.25	0.00	0.00	0.00	0.00	0.00	327.25
	Standard Billing Rate or Fee	\$250.00	\$225.00	\$185.00	\$145.00		\$80.00	\$110.00	\$110.00	\$125.00		
	Fee Dollars	\$6,500.00	\$0.00	\$28,582.50	\$19,393.75	\$56,231.25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$56,231.25

CONTRACT AMOUNT

Project Name: RIAC Terminal Improvements
Client: City of Roswell Aviation Dept.

MOLZENCORBIN

Project Manager: Vincent Payne

COST**CALCULATED
CONTRACT AMOUNT****BASIC FEE (Labor)**

SUBTOTAL LABOR					\$157,861.25
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OTHER DIRECT SUBCONSULTANTS	Sub Type	Phase		
Testudo	Mechanical and Plumbing		\$6,700.00	
ABQ Engineering	Structure		\$1,000.00	

SUBTOTAL OTHER DIRECT SUBCONSULTANTS				\$7,700.00
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Reimbursable Markup (if any)	10%		\$770.00
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SUBTOTAL OTHER DIRECT SUBCONSULTANTS			\$7,700.00	\$8,470.00
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OTHER DIRECT EXPENSES (ODE'S)

	Quantity		
In-House Copies	\$0.11		\$0.00
In-House Color Copies (8 1/2 x 11)	\$1.00		\$0.00
In-House Color Copies (11 x 17)	\$2.00		\$0.00
In-House Large Format Plots	\$3.00		\$0.00
Commercial Copies	\$0.06		\$0.00
Commercial Prints	\$1.02		\$0.00
Commercial Color Copies	\$1.50		\$0.00
In-House or Commercial Mylars	\$10.50		\$0.00
Mileage	\$0.655		\$0.00
Commercial Travel			
Lodging-Per Diem (Verify With Accounting)	\$98.00		\$0.00
Meals - Per Diem (per person /day) (Verify With Accounting)	\$59.00		\$0.00
Photo			
Postage			
Supplies			

SUBTOTAL OTHER DIRECT EXPENSES			\$0.00
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TOTAL BASIC FEE			\$166,331.25
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REIMBURSABLE SUBCONSULTANTS

	Phase		
Subconsultant Subtotal		\$0.00	\$0.00

			\$0.00
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			\$0.00
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			\$0.00
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In House Survey From Survey Contract Amount (Excluding GRT)			\$0.00
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SUBTOTAL ADDITIONAL SERVICES			\$0.00
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REIMBURSABLES

	Quantity		
In-House Copies	\$0.11	250.00	\$27.50
In-House Color Copies (8 1/2 x 11)	\$1.00	25.00	\$25.00
In-House Color Copies (11 x 17)	\$2.00	25.00	\$50.00
In-House Large Format Prints	\$3.00	25.00	\$75.00
In-House Large Format Plots	\$3.00		\$0.00
Commercial Copies	\$0.06	1,000.00	\$60.00
Commercial Prints	\$1.02	100.00	\$102.00
Commercial Color Copies	\$1.50		\$0.00
In-House or Commercial Mylars	\$10.50		\$0.00
Mileage	\$0.655	7,000.00	\$4,585.00
Bidding Documents (Specs & Plans)			
Commercial Travel			
Lodging-Per Diem (per person/per day)	\$98.00		\$0.00
Meals - Per Diem (per person /per day)	\$59.00	20.00	\$1,180.00
Photo			
Postage			
Supplies/Misc.			

SUBTOTAL REIMBURSABLES			\$6,104.50
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SUBTOTAL BASIC FEE, ADD. SERVICES, REIMBURSABLES			\$172,435.75
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NMGRT	Use Appropriate GRT Rate From GRT Tab.	7.8958%	\$13,615.18
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TOTAL			\$186,050.93
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