

June 3, 2015

Mr. Mark Monson, Chair  
Woodbury County Board Of Supervisors  
Woodbury County Courthouse  
620 Douglas Street  
Sioux City, Iowa 51101

JUN 4 2015 PM2:14

Re: Architectural services proposal  
Exterior stairs and entrance area  
Woodbury County Law Enforcement Center (LEC)  
Sioux City, Iowa



**RML Architects L.L.C.**

Architect's Project #1515

Dear Mr. Monson,

Thank you for the opportunity to quote Architectural services for the demolition and re-design of the front entry plaza and stairs for the Woodbury County Law Enforcement Center (LEC). Doug Rose from Bacon Creek Engineering and I have been on site with Mark Elgert and Mike Headid and this is our understanding of the scope of the project.

**Robert M. Lee, NCARB**  
**Mike Neswick**  
**Regina Smith, NCARB**

We understand that the goal of this project is to replace the concrete plaza, steps, and ADA ramp system on the south side of the building at the main entrance. We understand this area has a number of troublesome issues including unstable sub-surface soils and snow removal. In order to address the soils in this area, we will need a soils engineering report with recommendations for remediation of the soils. This is not included in our proposal as that is something normally provided by the owner. There is a local company that provides that service and I would be glad to provide that contact information for you.

Our A/E team of RML Architects, LLC and Bacon Creek Engineering propose to furnish full A/E services for this project including but not limited to:

- Site information gathering including measurements and topographical drawing of the site.
- Work with current Woodbury County staff to assess the condition and past history of the nature of existing troublesome issues and prepare a plan of corrective measures. This would include demolition of the existing

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entrance plaza, stairs, and ramp structures and a new design prepared for County approval.

- Design development of the new plan
- Prepare full bid documents
- Assist Woodbury County with the taking of bids for the project including but not limited to distributing bid documents, answering contractor questions during bidding, preparing addendums during the bid process, assist Woodbury County with opening of the bids, review and make recommendations based on the opened bids, assist with contractor negotiation, and prepare contracts between the owner the successful low bidder.
- Review and approve shop drawings during the construction administration phase of the project.
- Observe the contractor during the construction phase.
- Review contractor's applications for payment on the project.
- Assist the owner and contractor with attaining the necessary permits at the end of the project.

We propose to provide these services at our normal hourly rates with a maximum sum of \$22,500 plus reimbursable expenses. A copy of our reimbursable expenses and hourly rates sheet is accompanied herewith. We will prepare a standard AIA B101 form agreement between Owner and Architect for this project.

We have enjoyed our continued relationship with Woodbury County over the years and look forward to serving your needs into the future.

Sincerely,

A handwritten signature in blue ink, appearing to read "Mike Neswick". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Mike Neswick, Partner  
Cc: Bacon Creek Engineering  
File

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## SCHEDULE OF REIMBURSABLE EXPENSES

<b>COPIES up to 11x17</b>	Black & White	\$0.16/Sheet
	Color	0.55/Sheet
<b>PRINTS</b>	Up to 24x36 Size	3.30/Sheet
	30x42 Size	5.00/Sheet
<b>COLOR DRAWING PLOTS</b>	Up to 24x36 Size	6.60/Sheet
	30x42 Size	8.00/Sheet
	Glossy	Add 2.00/Sheet
<b>FAX</b>	Incoming or Outgoing	0.50/Sheet
<b>BOARD MOUNTED DISPLAYS</b>		34.00/Board
<b>MISCELLANEOUS</b>	Mileage, Postage, Large Format Copies, Supplies, Out of Town Lodging, Out of Town Meals and Out of Town Travel Expenses including fares and car rental	Cost + 15%

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## SCHEDULE OF HOURLY RATES

Partner	135.00/Hour
CAD Technician II	77.00/Hour
CAD Technician I	45.00/Hour
Clerical	45.00/Hour

**RML Architects, LLC** also offers an Architectural fee based on a percentage of the construction cost or a fixed Architectural fee. Fees are negotiated on a project-by-project basis.



Fees are subject to change without notice.