

REQUEST FOR BOARD ACTION

HENDERSON COUNTY BOARD OF COMMISSIONERS

MEETING DATE: February 21, 2007

SUBJECT: Proposal from PBC&L

ATTACHMENTS: 6th Avenue Clubhouse

SUMMARY OF REQUEST:

Staff has advertised for architectural services, interviewed and selected an architect for architectural services for the fire safety rehabilitation at the 6th Avenue Club House. A proposal has been negotiated with PBC&L in Asheville for this project. Project budget has been set at \$100,000 including architect fee of \$12,000. Only two proposals for architectural services were received. PBC&L was the most qualified firm for this project. Scope of work is limited to replacement of fire escape, evaluation/replacement of range hood, and other fire safety related issues.

BOARD ACTION REQUESTED:

PBC&L is approved for architectural services for the 6th Avenue Club House rehabilitation project.

Suggested Motion:

I move that PBC&L Architects be approved for architectural services for the 6th Avenue Club House rehabilitation project.

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PACK SQUARE
SUITE 1501
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28801

PBC+L
A R C H I T E C T U R E

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February 8, 2007

Henderson County-OA

Mr. Gary Tweed, PE
802 Stoney Mountain Road
Hendersonville, N.C. 28791

Dear Gary,

Thank you for meeting me to discuss the 6th Avenue Clubhouse renovations, our understanding of the project is as follows:

1. Total project budget of \$100,000
2. Upgrade fire safety is most important aspect of the project.
3. Protect gas meter with bollards
4. Upgrade exterior stairs from second story.
5. Widen the interior stairs, if possible.
6. Update range hood
7. Add fire extinguishers at appropriate locations.
8. Address drainage to the side of the structure (budget permitting)

Our scope of work will address the field documentation, design, bidding (informal), and construction supervision for the above items. We will provide an estimate of probable construction costs at approximately 2 weeks into the design schedule to verify scope. Limited drawings, sketches, and specifications will be utilized to communicate with the contractors the scope of the services. Based on our discussion, handicap accessibility is not an issue and we have not considered this in our proposal. We are excluding any hazardous materials testing or design services, along with special inspections. We can begin work immediately and will have this work completed in 3-4 weeks following your authorization to begin work. We anticipate the construction to take approximately 60 days. This is contingent on shop drawing preparation by the contractor.

As we discussed at the site, if we need to execute a formal contract we will be happy to prepare an AIA B151 abbreviated Owner Architect agreement. If that is not necessary, we can proceed under this letter agreement.

For the above items we propose a lump sum fee of \$12,000. This includes mileage and printing of documentation up to 10 sets. If you have further questions please let me know.

Sincerely,

PBC+L Architecture



Chadwick S. Roberson, AIA

Principal