

REQUEST FOR BOARD ACTION

HENDERSON COUNTY BOARD OF COMMISSIONERS

MEETING DATE: June 15th, 2022

SUBJECT: Selection of Courthouse and Detention Center Architect

PRESENTER: Christopher Todd, Business and Community Development Director

ATTACHMENTS: Yes

1. Project Proposal

SUMMARY OF REQUEST:

On January 26th, 2022, a Request for Qualifications for architectural services for the Courthouse Expansion and Detention Center Annex was posted. The overall project scope includes designs that address all necessary repairs and replacements of all building systems components including but not limited to HVAC, plumbing, electrical, structural, interior, and exterior finishes, and parking, associated with a yet to be finalized design criteria and scope. Also included in the scope of the project is the necessary programming with Henderson County to provide a proposed design with cost estimates and schedules for approval, as well as the necessary Construction Administration once the project is bid and awarded, to ensure project success. Proposals were due on February 10th, 2022, subsequently received, and reviewed by Staff. At the March 7th, meeting of the Board of Commissioners, the Board approved the selection of Fentress Architects as the most qualified firm and directed to Staff to negotiate an agreement. Fentress Architects proposed a fee of 8.87%, based on the proposed construction cost at a total of \$11,320,010 during the June 6th, 2022 meeting. The Board of Commissioners requested staff and the architects review the cost proposal for potential savings.

Staff will provide an update on the proposed fee.

BOARD ACTION REQUESTED:

The Board is requested to discuss the proposal from Fentress Architects and if acceptable direct Staff to execute the necessary contracts.

Suggested Motion:

I move that the Board accept the proposal from Fentress Architects, and direct Staff to execute the necessary contracts.



fentressarchitects.com

April 12, 2022

Mr. Thad Ninnemann
Capital Projects Project Manager
COUNTY OF HENDERSON
100 North Kind Street, Suite 206
Hendersonville, North Carolina 28792

Re: Design Services – Henderson County Courthouse and Detention Facility

Dear Thad:

Fentress Architects (FA) is pleased to present to the County of Henderson (Owner) the following agreement for professional architectural and engineering services for programming | planning verification and refinement, site / traffic / parking / structured parking / and security analysis, existing conditions assessment of both the courthouse and detention facility, security analysis, cost estimating and design schedule management, schematic design through construction documentation services, contract administration and project closeout services for the **Henderson County Courthouse and Detention Facility** project located at 200 N Grove Street and 375 1st Avenue respectively in Hendersonville, North Carolina 28792. The project is referred to herein as the Henderson County Judicial Complex Addition and Renovation (JCAR) or Project. We are thrilled to have the opportunity to partner with the County on this extraordinary project. Thank you for your continued faith and trust in Fentress Architects to provide excellence in design services to the County of Henderson and the City of Hendersonville.

Project Objectives and Schedule:

The objective of the work is to design, produce construction documents, and provide Contract Administration services for the JCAR project. The design will be responsive to the project budget and schedule. The current schedule milestones are as follows:

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|-------------------------------|------------------------------|
| • Notice To Proceed | June 1, 2022 |
| • Concepts / Basis of Design | June 2022 – September 2022 |
| • Schematic Design | October 2022 – February 2023 |
| • CMAR Procurement | January 2023 – May 2023 |
| • Design Development | March 2023 – August 2023 |
| • Site Plan Approval Period | May 2023 – November 2023 |
| • Construction Documents | August 2023 – October 2024 |
| • Permitting and CMAR Buy-out | March 2024 – October 2024 |
| • Construction Activities | May 2024 – April 2027 |

Building and Project Description:

Henderson County Courthouse

The Henderson County Courthouse is located at 200 N Grove Street in Hendersonville, North Carolina. It is a 99,100 GSF three-story structure completed in 1995. The existing courthouse was initially built to meet the needs of the District and Superior Court with space provided in the building for a variety of other court components and county agencies as well. The courthouse currently contains space for the District Court, Superior Court, Clerk of the Superior Court, District Attorney's Office, Information Technology, Public Defender, Register of Deeds, and the Tax Administrator and its related departments. There is also space

provided for a U.S. Congressional office.

Henderson County Detention Center

The Henderson County Detention Center is located at 375 1st Ave E in Hendersonville, North Carolina, immediately to the east of the Courthouse. First opened in 2001, the facility contains 222 beds in 5 separate housing units. The existing Henderson County Detention Center is composed of a two level (first floor and mezzanine) housing area containing five housing pods and a single-story support area containing administration, magistrate, staff, intake, food preparation, medical and laundry. Also contained in the support area is a work release housing unit currently used for transportation offices, VIP program (sheriff office volunteers) and storage. The building was designed in 1999 and occupied in 2001.

Project Background

Through a formal Request for Qualifications (RFQ) process, issued by the County in April of 2021, Fentress Architects was contracted to provide Conceptual Planning Services "...to provide a comprehensive Conceptual Plan that will be used as a preliminary design for additional space in both the Jail and Courthouse facilities." These studies were to utilize the following documents provided by the County:

- Henderson County Courthouse, Space Needs Assessment – dated January 2021; prepared by Fentress Incorporated
- Detention Center Space Needs Assessment – dated January 2021; prepared by Solutions for Local Government
- Henderson County Detention Center, Facilities Condition Assessment Report – dated November 27, 2020; prepared by Solutions for Local Government

The scope of services outlined within the RFQ were as follows:

1. Using existing planning documents and end user groups to develop a programing document for:
 - o Courtroom Space
 - o District Attorney's Office
 - o Clerk of Court
 - o Register of Deeds
 - o Tax Administrator
 - o Information Technology
2. Identification and initial investigation of possible locations for added space at the Board of Commissioners' direction.
3. Developing a basic volume design and location of future facilities.
4. An estimate of probable costs to design and construct

Following numerous meetings with stakeholders, including tours of the existing site, jail, and courthouse facilities, Fentress Architects, in collaboration with Henderson County officials, developed three Options to accommodate the expanded current and future space needs for both facilities. The results of these studies formed the basis of a Program of Requirement document presented to the County Manager and then to the Board of Commissioners at a public meeting held January 19, 2022 (Exhibit A).

Of the three options presented for each the two facilities, the County chose to pursue the following:

Henderson County Courthouse:

Conceptual Plan Option 2 – District and Superior Court relocate entirely from the existing facility.

- A new 6-story, approx. 94,315 GSF annex facility to be designed and constructed immediately to the north of the existing courthouse.
- The Option includes approximately 40,564 sf of renovation work within the existing 99,100 GSF courthouse facility. The remaining interior area of the existing facility is assumed to be demolished, resulting in a warm, dark shell space for tenant upfit at a later date.

Henderson County Detention Center:

Conceptual Plan Option 1 – Expansion of the existing facility towards the east.

- A new jail annex, approximately 61,112 GSF in size, to be designed and constructed immediately to the east of the existing detention center.
- The Option includes approximately 8,768 sf of substantial renovation work within the existing detention facility. The scope of work also includes approximately 51,752 sf of existing interior space requiring minor renovation work such as patch & paint, potential lighting replacement and electronic security upgrades, etc..

Scope of Services and Deliverables:

The Fentress Architects team is compiled of a remarkable group of designer and engineers who we believe are the very best suited to serve the County of Henderson to achieve excellence in design at all levels of performance, service, and value. Basic and enhanced services for architectural and engineering services includes the following disciplines:

- | | |
|--|-----------------------------|
| • Architecture, Designer, Architect of Record, Interiors | FA |
| • Community Outreach, Construction Administration Lead | MPS |
| • Court Planning and Programming | Fentress, Inc. |
| • Detention Architect | Burns3 Architecture |
| • Traffic Engineering / Analysis | Mattern & Craig |
| • Civil Engineering | WGLA |
| • Landscape Architecture | Surface 678 |
| • Structural Engineering | MMS&A |
| • MEP | Newcomb & Boyd |
| • AV/IT/Court Technology | Newcomb & Boyd |
| • Telecommunications | Newcomb & Boyd |
| • Acoustics | Newcomb & Boyd |
| • Electronic Security | Newcomb & Boyd |
| • Vertical Transportation | Michael Blades & Associates |
| • Cost Estimating/Scheduling | OCMI |
| • Fire Protection/Code/Life Safety | GHD |
| • Envelope / Waterproofing | SGH |
| • Hardware / Detention Equipment | Burns3 Architecture |
| • Specialty Lighting Design | HLB |
| • Detention Commissioning and Testing | Burns3 Architecture |
| • Detention Signage | Burns3 Architecture |
| • Structured Parking Feasibility Study | Walker Parking |

Optional Additional Services not currently included in this proposal:

- Sustainability services (beyond initial workshop)
- Threat Vulnerability and Risk Assessment
- Cost estimating services after approved Guaranteed Maximum Price (GMP)
- Laser scanning of existing above-ceiling elements
- Site Survey (by Owner)
- Atrium Smoke Evacuation Analysis Services
- Blast Engineering
- Sustainability Services (beyond initial workshop)
- Specialty Signage and Wayfinding (interior and exterior) (by Owner)
- Move Management (by Owner)
- Swing Space Design Services
- Geotechnical Engineering (by Owner)
- Hose Stream Testing (by Owner)
- Hazmat Abatement (by Owner)
- Dry Utility Services (by Owner)

- Commissioning Agent Services (by Owner)
- Permitting Services (by Owner); (Site and Zoning Permitting Services are included by Civil Engineer)
- Facility Management Services post Occupancy
- Exterior noise or community noise control analysis
- Multi-Level Structured Parking Design Services (beyond initial study)

Project Assumptions:

The following are assumptions used to create the fee proposal by discipline (the assumptions reflect discussions with County held on March 22nd and 23rd, 2022):

General:

1. Design services for both the Courthouse and the Detention center (new construction as well as renovation) will occur simultaneously. Services will include Concept / Basis of Design work for a further developed version of Option 2 for the Courthouse and Option 1 of the Detention Center facility. Design services will then proceed into schematic design, design development, construction documentation, contract administration and close-out. One early release package has been included for foundations, excavation, and/or demolition. Any additional phases or early release packages are not currently in the scope of work.
2. Although the exact construction cost for the project is yet to be determined, a budget cost of \$128,060,655 has been assumed for this proposal for the building and site.
3. FF&E services, or existing furniture inventory, is not part of this scope of work and will be provided by the Owner.
4. The new annex buildings under construction will not be occupied at any point during the construction period.
5. The existing Courthouse and Detention Center facility will remain operational and occupied during renovation however areas undergoing construction activity shall be vacated.
6. Swing space design services (for a phased move) are not included as part of this Proposal.
7. Move Management services are not included as part of this Proposal.
8. The Proposal assumes documenting from existing files and field measuring to create a REVIT model of the existing condition layout. This exercise will be for architecture only and will not include structure or MEP except where documentation is required.
9. The Jail Renovation Option 1 includes approximately 8,768 sf of renovated areas with substantial work. It also includes approximately 51,752 sf of existing to remain. These areas will undergo minor work such as patch & paint, lighting replacement (possibly), electronic security systems replacement (possibly) and similar minor upgrades. The Jail Annex is assumed to be approximately 61,112 gsf.
10. The Courthouse Option 2 includes approximately 40,564 sf of renovated areas out of the total existing 99,100 sf. The remaining area is assumed that the project will include demolition of all existing space and the creation of a warm shell space for tenant upfit at a later date. Lighting and power will be provided to be compliant with an occupancy classification of storage. An additional service fee is provided to fully fit out these spaces with County agency tenants (see item 11 below). The Courthouse Addition is assumed to be approximately 94,315 gsf.
11. This Proposal includes a break-out of add-alternate pricing to provide programming and A/E design services for 50,000 sf of fit-out to accommodate a yet-to-be-determined tenant for backfilling of the existing Courthouse.
12. The Owner will provide a geotechnical report, utility survey, dry utility survey, and work associated with an arborist for heritage tree analysis and work associated with any archaeological requirements for the project.
13. The Owner will provide Hazmat Survey and Hazmat Abatement services under separate Contracts.
14. The Project will engage a Construction Manager at Risk during the Schematic Design phase of work. Fentress Architects will assist the Owner in reviewing RFP, reviewing submissions, and participating in interviews. Work associated with creating the RFP or leading the process is not included as part of the scope of work.

15. Application and permitting fees associated with the project are not included as part of the scope of work. When required, permitting fees will be paid directly by the County. If a permit expeditor is required, permitting services will be provided as a reimbursable expense.
16. All work will be executed in BIM / Revit and provided to Owner as BIM/Revit files and/or converted to CAD for Owner's record after substantial completion. We assume as-built documentation includes handing over the AutoCAD files, Revit files, and PDFs which incorporate all RFI and Bulletin adjustments issued in the field.
17. The Proposal assumes the public community meetings associated with the project are limited to Zoning Approval meetings which include a Neighborhood Compatibility Meeting, a Planning Board Meeting, and a Public Hearing with the Henderson City Council. A flat fixed sum amount has been included for these meetings. It is understood that there is no architectural review board oversight or historic overlay oversight for this project.
18. The Proposal includes one half day Courthouse Stakeholder Program of Requirement (POR) Validation to address any small adjustments since the last POR in 2020. POR Approval will take place about three weeks after the kickoff meeting.
19. The project will not pursue a US Green Building Council's LEED rating designation. A sustainability and energy workshop will be held during the concept phase to establish goals and best practices for the project.
20. A programming workshop will be held during the concept phase to determine best practices for protection of the building structure. A blast consultant has not been included for this project. Should specific blast/physical security questions arise, a blast consultant will need to be engaged. A formal Threat Vulnerability and Risk Assessment is not anticipated at this time.
21. A traffic, parking, and structured parking analysis will be undertaken – during the Concept Phase of the Project - to determine the potential need for structured parking and/or any off-site improvements necessary to accommodate site access. A revision to this cost proposal will be necessary should structured parking or off-site improvements (and potential rezoning/conditional zoning) be required as a result of this analysis. Results of these analyses are anticipated within 6 weeks of Notice to Proceed.
22. Significant design changes requested by the Owner after approval of the Schematic Design documents (Stakeholder signoff of plan layouts) will incur additional service fees. Significant changes would include programmatic, organizational, and/or budgetary changes that cause the design team to revisit conceptual or early schematic design processes. Some adjustments to partition locations are not considered significant changes.
23. Redesign due to changes, after the design development phase, in codes, laws, or regulations, or the applicable edition dates, by the authorities having jurisdiction is not considered part of the scope of work.
24. The schedule (see Exhibit B) is the basis for the proposal. Delays or extensions in the schedule beyond 60 days will require a re-mobilization fee and/or adjustment in compensation.
25. Unforeseen conditions which are discovered during building condition assessment phase and which require design beyond that which can be reasonably assumed from direct observation of the existing building are not included in the base fee proposal.
26. Changes in the Project scope, including but not limited to, size, cost, quality, complexity, or schedule, will warrant additional compensation.
27. Services to accommodate a change in the project delivery process, including redesign or contractor negotiations due to budget problems after the guaranteed maximum price has been established and accepted by the Owner is not considered part of the scope of work.
28. Services include design drawings for a physical courtroom mockup to be constructed in plywood and gypsum wallboard to verify sightlines and layout. Mockup will not be for finishes or lighting quality.

Civil Engineering and Landscape Architecture:

1. Delivery of utilities to the site is by Owner. No utility relocation design or permitting has been included in this Proposal.
2. The Proposal assumes no water feature, parking meters, irrigation, trellises, arbors, pergolas, and shade structures will be needed for this project.
3. Environmental services such as 404/401 permit requirements for the CORPS and NC Division of

Water Quality (DWQ) Section, identification of rare or special animals and vegetation, archeological explorations, Phase I Environmental Reports, or Environmental Impact Statements are not included in the Proposal.

4. Roadway encroachment agreements are not included. (NC DOT ROW determination)
5. This Proposal assumes all City of Henderson, State code, and environmental regulations will be followed without variance, special reports and studies, or special permitting and the approval process shall be single cycle and non-controversial.
6. The design team shall work diligently to obtain commitments and approvals within time constraints; however, the City of Henderson does not follow a guaranteed schedule and for a variety of reasons may have unpredictable outcomes. We therefore cannot guarantee entitlements, outcomes or schedules.
7. The Proposal assumes the Owner will provide a survey with metes and bounds and one foot contour intervals with surrounding use and zoning, boundary, easements, stream buffers, stream and buffer setbacks, above and below ground utilities, lights, signs, existing trees and other features.
8. Temporary construction services or routing of traffic, pedestrian, storm drainage or utilities is not anticipated as part of the services.
9. Proposal does not include meetings or coordination with adjoining property owners or managers for the coordination of design or easements.
10. Proposal does not include post construction analysis of light lumen levels which may be required by local jurisdiction.

Structural:

1. Seismic upgrades for all buildings are not anticipated as part of the scope of work.
2. Blast engineering upgrades for the existing structures are not anticipated as part of the scope of work.
3. Geotechnical services for new and existing structures are not anticipated as part of the scope of work.
4. Tier 1 Seismic Evaluation and Retrofit of Existing Structures is not anticipated as part of the scope of work.
5. New & Existing Building Structure Security Criteria / Threat Analysis Report is not anticipated as part of the scope of work.
6. Existing Structural Condition Assessment report(s) for existing structures are not anticipated as part of the scope of work.
7. The Structural BIM model Level of Development (LOD) is assumed to be 300.

Mechanical, Electrical, Plumbing and Fire Protection Engineering:

1. Concepts phase will include energy models for systems selection and sustainability considerations. A code required energy model will be performed during design.
2. Water flow tests and static pressure tests are not included as part of the scope of work and will be provided by the Owner for engineer's use.
3. Detailed studies and analyses, or design services, for the following are not considered part of the scope of work:
 - a. Nonstandard or nontypical building systems.
 - b. Fuel analyses.
 - c. Utility source, rate or rebate analyses.
 - d. Thermal storage systems (existing system is obsolete and will be removed by Owner).
 - e. Power factor study and correction.
 - f. Electrical system overcurrent protective device coordination.
 - g. Stormwater capture and reuse systems.
 - h. Recycled wastewater or gray water systems.
4. Establishing criteria for disaster/emergency management and business continuity programs is not currently considered part of the scope of work.

Electronic Security:

1. Development of security policy manuals and staffing plans, specific post orders, general or special orders are not included as part of this scope of work.
2. The concept development and design of access control, video surveillance and security intercom stations are included in the scope of work.
3. This Proposal assumes Owner provided as-built drawings of the existing electronic security system. Basic Security and communications infrastructure drawings have been provided to date. Systems as-builts, such as shop drawings from the security installer, have yet to be provided.
4. Existing detention doors are a mixture of both electrically or pneumatically controlled systems. The Proposal assumes the design and installation of electronic systems throughout.
5. It is understood that the existing video surveillance system is IP-based, manufactured by Exacq, and services by Johnson Control.
6. It is understood that the existing detention control and monitoring system is PLC based with a touch-screen human-machine-interface and that it actuates security doors, video camera system, and housing lighting only. The control system does not operate any water of facility power cut-off.
7. It is understood that the access control system for non-detention areas, such as the Courthouse, do not interface to the detention control and monitoring system.
8. It is understood that the electronic security system design will not involve any interface with the radio system and that the radio system will not be expanded at this time.
9. A distribution antenna system (DAS) is included as part of the scope of work for the Courthouse only.
10. The electronic security SOW does not include an inmate visitation system, queuing or scheduling system, or jail management system.
11. Gates accessing the secured area of the detention property will be designed to be electronically controlled by the central control officer (not crash rated).

AV / IT / Telecom Infrastructure:

1. The design includes installation of all necessary cabling, termination of cables, and testing of those cable assemblies. Owner will specify and provide racks, switches, and all of the other items to service the network.
2. N&B will specify CCTV, Access control, fire alarm, building security, and integration of systems.
3. N&B will provide raceways and cabling requirements for AV (cable trays in closets and j-hooks elsewhere).
4. Scope assumes three (3) isolated IT networks. One network for County, City, and State. All other systems (security, access control, AV, etc.) will be one system network.
5. In order to provide the proper raceway designs, a certain amount of the AV design will need to be programmed. N&B assumes the level of design needed for Owner to accomplish goals based on standard and customary practices, which will be bid to vendors.
6. N&B will design all AV and court technology systems for a competitive bid from qualified integrators. Existing to remain areas will require new security and AV to match new or newly renovated spaces.

Fire & Life Safety/Code:

1. Owner to provide water flow test data.
2. It is understood that the Fire Marshall will not require an independent review of submittals and will only require a review of the Permit Drawing Set.
3. Any emergency responder communications or elevator lobby communications systems will be by Owner.
4. Fire & Life Safety systems testing or witnessing of testing is not included.
5. Proposal assumes the availability of as-built sprinkler and fire alarm shop drawings for the existing buildings.

Envelope Consulting:

1. The Detention Center facility underwent a study of the existing conditions in 2020. This proposal assumes providing an updated/expanded study of the building envelop for the Detention Center facility and a new study of the existing Courthouse. The studies will offer recommendations for

scope to include as part of the renovation to provide a good envelope for the next few decades (windows, exterior walls, and roofs).

Cost Estimating:

1. Basic services include a cost estimate for Concepts and for the Schematic Design phase. After Schematic Design cost estimate, there will be reconciliation with preferred CMAR. Subsequent phases will include similar reconciliation. Once the Guaranteed Maximum Price (GMP) has been submitted by the CMAR – and accepted by the Owner -any additional cost estimating will be considered an additional service.
2. Value Engineering services will be provided by the A/E Team in coordination with the CMAR for all phases of design.

Furniture, Fixtures, and Equipment:

1. FF&E services are by Owner.
2. Proposal assumes inventory of existing furniture to be by Owner.

Specialty Lighting Design:

1. Field survey of existing lighting conditions are included for the detention center only.
2. With the exception of the courtroom, mockups, tours, demonstrations, and renderings of lighting effects are not included.
3. Purchase of fixture samples are not included.
4. Daylighting studies are not included.
5. Custom fixture design and documentation is not anticipated.

Signage:

1. Code signage is provided and is in the Base proposal including fire exit plans as required by the Authority Having Jurisdiction (AHJ).
2. Specialty signage, wayfinding signage, and phased construction signage is not in scope and is an additional service.

Concepts / Basis of Design (Planning): During the Concepts / Basis of Design phase of the project the team will complete the following deliverables. Assumes single phase of design work for both renovation and new construction scope for both the Courthouse and Detention Center.

1. An Inception meeting and project charter will establish clear goals, expectations, and a responsibility matrix for all stakeholders. The Charter will also establish lines of authority and define a clear communication protocol.
2. Research and Data Gathering includes:
 - a. Existing site and civil drawings
 - b. Confirmation of Easements and ROW
 - c. Hazmat reports
 - d. Geotechnical surveys
3. Inventory of Physical Conditions of Courthouse and Detention Center includes:
 - a. Utilizing existing drawings in combination with field measuring and some building scanning where necessary, if required, to create as-built documentation. Scanning work will be converted from a point-cloud format into Revit.
 - b. Analysis of existing conditions including building materials such as moisture/thermal envelop systems, MEP systems, lighting, low voltage, electronic security, and courtroom technology.
4. Sustainability and Energy Workshop
5. Code Assessment includes:
 - a. Identify all city, county, and state requirements
 - b. Gather all applicable codes and access concerns or risks early in the design process.
6. Site Survey Analysis includes:

- a. Analysis of Owner provided survey including utility information, meets and bounds of the site, rights-of-way, easements, footprints of existing structures, grading and topography, site access and circulation.
7. Development Constraints and Options includes:
 - a. Documentation of constraints and limitations regarding site development.
 - b. Studies to test the site and determine the maximum building envelope and allowable footprint for buildings within setbacks and easement.
8. Traffic / Parking / Structured Parking Analyses includes:
 - a. We will identify vehicular access patterns for judges, staff, and visitors as well as sallyport access. Zoning, proximity, and access requirements for new parking, transit and service delivery vehicles will be analyzed.
 - b. A determination from the County will be made, based upon these analyses, on whether to embark upon an expanded scope to include design services for structured parking.
9. Utility Analysis includes:
 - a. Quantifying of utility requirements and capacities and identify current and proposed utility connection locations so that utility services can be available for site planning and cost estimating.
10. Building Envelope Report includes:
 - a. Condition assessment of existing building envelope components, including windows, exterior walls, and roofing. Survey will be performed from the ground and accessible roof areas. The intent of this work is to formulate a general understanding of the existing building construction, the performance and conditions of the building enclosure systems scheduled to remain, and to identify and develop appropriate rehabilitation needs where necessary. A letter and annotated drawings or photographs outlining recommendations for the Owner's consideration shall be provided.
 - b. Preliminary Envelope Analysis and Energy Reduction Analysis: The team will perform a preliminary analysis of existing building envelope systems to assist in developing and evaluating opportunities for achieving reduced energy consumption and other sustainability options.
11. Courthouse POR Validation and Adjustment
 - a. Approved adjustments to the POR, based upon stakeholder comments, will be incorporated. No formal report will be issued. A revised spreadsheet will be issued for record.
12. Conceptual Blocking and Stacking diagrams.
13. Cost Estimating includes:
 - a. Parametric cost modeling of conceptual blocking and stacking options.
14. Bi-weekly owner meetings and monthly progress reports. Assumes 9 trips to Hendersonville.
15. Concept Design deliverable includes a Basis of Design book aggregating all studies and analysis performed during this phase into a single document to include:
 - Site Survey
 - Existing condition assessments and reports
 - Refined Program of Requirements (POR)
 - Conceptual blocking and stacking
 - Site Analysis
 - Traffic / Parking / Structured Parking Analyses
 - Architectural precedent and inspiration
 - Zoning and Code Analysis
 - Meeting reports
 - Project schedule
 - Parametric cost models

Schematic Design (SD):

Services include customary and standard level of service for Schematic Design per CONTRACT, with the following enhanced services. Assumes single phase of design work for both renovation and new construction scope for Courthouse and Detention Center.

1. Presentation massing model at approximately 1 inch = 40 feet for the entire site and immediate surroundings (1 total), professional 3d renderings (3 total), and colored site plans and elevations are included as part of the submissions.
2. During the Schematic Design the design team will assist the Owner in procuring a CMAR for the project.
3. Disciplines engaged include: Architecture, Interiors, Civil, Landscape, Structural Engineering, MEP/FP Engineering, AV/IT/Telecom, Courtroom Technology, Acoustics, Electronic Security, Cost Estimating, Envelope Consultant and Specialty Lighting.
4. Cost Estimate of SD package and cost reconciliation with CMAR pricing. Includes reconciliation with CMAR pricing.
5. Bi-weekly meetings and monthly progress reports. Assumes 4 trips to Hendersonville including CMAR procurement interviews, and cost reconciliation.
6. Schematic Design deliverable includes drawings and narrative outline specifications.
7. Value engineering analysis and approval from Owner.
8. Initial submission to NC State Jail Inspector (DHHS) for review and comment.
9. We will be soliciting approval from the County to allow for site plan submission to the City.

Design Development (DD):

Services include customary and standard level of service for Design Development per CONTRACT, with the following enhanced services. Assumes single phase of design work for both renovation and new construction scope for Courthouse and Detention Center.

1. Disciplines engaged include: Architecture, Interiors, Civil, Landscape, Structural Engineering, MEP/FP Engineering, AV/IT/Telecom, Courtroom Technology, Acoustics, Electronic Security, Envelope Consultant, and Specialty Lighting.
2. Based upon the results of the Traffic / Parking study, Civil and Landscape will further the site design during the Design Development phase. It is anticipated that the first Site Plan submission to the City will be made during this phase of the design work, near its conclusion, which includes both the Site Plan and Stormwater/Erosion and Sediment Control plan submission.
3. Bi-weekly meetings and monthly progress report. Assumes 4 trips to Hendersonville for progress meetings and cost reconciliation.
4. Design Development deliverable includes drawings and Part 2 specifications.
5. Cost reconciliation with CMAR pricing.
6. Value engineering analysis and approval from Owner.
7. Submission to NC State Jail Inspector (DHHS) for review and comment.

Construction Documentation (CD):

Services include customary and standard level of service for Construction Documentation per CONTRACT, with the following enhanced services. Assumes single phase of design work for both renovation and new construction scope for Courthouse and Detention Center:

1. Disciplines engaged include: Architecture, Interiors, Historic Preservation/Rehabilitation, Civil, Landscape, Structural Engineering, MEP/FP Engineering, AV/IT/Telecom, Courtroom Technology, Acoustics, Electronic Security, Hardware, Envelope Consultant, and Specialty Lighting.
2. Bi-weekly meetings and monthly progress reports. Assumes 4 trips to Hendersonville which includes progress meetings and cost reconciliation/VE sessions.
3. A 65% progress set will be issued for cost estimating, county permitting, and early release packages (one package total for each phase to include demolition, abatement (NIC), excavation, underpinning, foundations). Cost reconciliation to occur at this time.
4. A 95% progress set will be issued for final review by the county and cost reconciliation.
5. Construction Documentation deliverable includes drawings and specifications.
6. A Guaranteed Maximum Price final CD set will be issued at the end of the CD phase.
7. Final submission to NC State Jail Inspector (DHHS) for review and approval.

Contract Administration (CA):

Services include customary and standard level of service for Construction Documentation per CONTRACT, with the following enhanced services:

1. Assumes bi-weekly onsite construction meetings and monthly progress reports.
2. Assumes a limit of two (2) reviews of submittals.
3. Assumes the construction schedule as indicated in Exhibit B. Delays in construction which are not attributable to the A/E will impact the fee and scope of work.
4. MPS will take the lead during the Contract Administration for management and dissemination of information. FA will review critical submittals, courts related technical information, and specialty finishes. Periodic site visits to observe mockups and in place quality of work. Assumes 8 trips to Hendersonville.
5. A/E Team will be providing observations during critical time periods as required by the contractor.

Professional Services Compensation:

Compensation for our professional services shall be on the basis of a lump sum fee of Eleven Million Forty-Two Thousand Four Hundred Ten Dollars (**\$11,042,410**) or roughly 8.6% of the cost of construction:

Basic Design Services	\$8,177,022	(6.4% of the estimated cost of construction)
<u>Total Enhanced Services.....</u>	<u>\$2,865,388</u>	<u>(2.2% of the estimated cost of construction)</u>
TOTAL.....	\$11,042,410	(8.6% of the est. cost of construction)

For a complete breakdown by discipline, see Exhibit C.

Reimbursable expenses:

Expenses incurred for out of town travel are based on proposed trips outlined in Exhibit C, which totals a lump sum of **\$277,600**. We understand this figure will be a lump sum to the contract and managed internally by the A/E Team. In house printing, local travel, incidental postage is not included as part of reimbursables and is the responsibility of FA and the A/E Team.

Owner and County requested printing; and Owner, Contractor and County related courier and postal services, will be charged as a direct reimbursable expense and is not part of the total lump sum price. For planning purposes, we recommend adding **\$50,000** for printing during design (Concepts through CDs).

Add Alternate Pricing:

Add alternate pricing has been provided to accommodate programming and A/E design services for 50,000 sf of fit-out to backfill the existing Courthouse facility (to accommodate a yet-to-be-determined tenant). The total cost for this additional scope of work is Nine Hundred Sixty-Six Thousand Two Hundred Dollars (**\$966,201**)

Agreement:

Upon acceptance of this proposal, this scope of work statement and proposal shall be included as an exhibit to the "CONTRACT."

Fentress Architects looks forward to continuing to earn the County's trust as we partner with you on this most important project in a generation.

Sincerely,

Fentress Architects



Steven R. White, FAIA, Principal

cc: Curt Fentress, FAIA, Fentress Architects

Mr. Thad Ninnemann
Capital Projects Project Manager – County of Henderson
April 12, 2022
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Encl: Exhibit A – Judicial Complex Renovation | Programming and Planning
Exhibit B – Schedule and Tasks
Exhibit C – Fee Breakdown

Approved and Authorized:

COUNTY OF HENDERSON

By: _____ Date: _____

Name: _____

Title: _____