

April 17, 2015

Mr. Mark Monson, Chair
Woodbury County Board Of Supervisors
Woodbury County Courthouse
Sioux City, Iowa

Re: Architectural / Engineering (A/E) services proposal
Update 2 passenger elevators
Woodbury County Courthouse
Sioux City, Iowa



Architect's Project #1507

Dear Mr. Munson,

RML Architects L.L.C.

Thank you for the opportunity to quote A/E services for the Update of two passenger elevators in the beautiful historic Woodbury County Courthouse. We will be working together with West Plains Engineering (WPE) of Sioux Falls, South Dakota on this project. Melanie Raap from WPE and I have been on site to preliminarily go over the project with the maintenance staff 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 elevator equipment and controls in the elevator penthouse for the two passenger elevators in the courthouse. We would also be in charge of upgrading the two existing elevator cabs to bring them up to current building, ANSI, and ADA compliance. This would also entail new controls and panels in the cabs along with call station and equipment upgrades on the various floor lobbies. We have been in contact with the company that currently performs service on these two elevators and they have agreed to assist us in assessing the existing system so we can prepare bid documents for the upgrades. We are aware of the County's desire to use non-proprietary components to the extent it is possible so that service to these elevators is not limited in the future.

We will coordinate with the County's Historical restoration consultant and various government agencies in order to maintain as much integrity in design concepts for this Historical Architectural treasure as is possible within the codes that must be followed.

922 Douglas St.
Sioux City, Iowa 51101
Ph. 712-293-0332
Fax 712-293-0335
www.rmlarchitects.com

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

- Site information gathering
- Working with current staff and service repair entity to assess condition of the existing elevators and develop a plan of corrective measures.
- Preliminary design of corrective measures plan
- Design development of corrective measures 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 for a lump sum of \$30,000 plus reimbursable expenses. A copy of our reimbursable expenses rate sheet is accompanied herewith. We will prepare a standard AIA 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", with a long horizontal flourish extending to the right.

Mike Neswick, Partner
Cc: West Plains Engineering
File

SCHEDULE OF REIMBURSABLE EXPENSES

COPIES up to 11x17	Black & White	\$0.16/Sheet
	Color	0.55/Sheet
PRINTS	Up to 24x36 Size	3.30/Sheet
	30x42 Size	5.00/Sheet
COLOR DRAWING PLOTS	Up to 24x36 Size	6.60/Sheet
	30x42 Size	8.00/Sheet
	Glossy	Add 2.00/Sheet
FAX	Incoming or Outgoing	0.50/Sheet
BOARD MOUNTED DISPLAYS		34.00/Board
MISCELLANEOUS	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%

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.