

## FANNING/HOWEY ASSOCIATES, INC. - ARCHITECTURAL/ENGINEERING SERVICES

## Educational

## Architectural/Engineering Basic Services

The following itemized services are included as a Basic Service as described in the Owner-Architect Agreement.

1. **Project Program Development**
  - a. Educational specifications requirements documented in relation to building area, quality, budget, and schedule.
2. **Architectural Design Services**
3. **Mechanical Engineering Design Services**
4. **Electrical Engineering Design Services**
5. **Structural Engineering Design Services**
6. **Proposal Coordination for Site Environmental Testing (if required)**
  - a. Environmental Testing to be paid by the Owner
7. **Coordination with Owner's independent commissioning agent**
  - a. Independent commissioning agent fee to be paid by the Owner
8. **Coordination of Approvals for authorities having jurisdiction over the project**
  - a. Fees to be paid by the Owner or reimburse the Architect for fees paid
9. **Filing of Variances (if required)**
  - a. Fees to be paid by the Owner or reimburse the Architect for fees paid
10. **Coordination of printing and distribution of contract documents to bidders**
  - a. Cost of printing and distribution of documents for estimating, bidding and construction purposes to be paid directly by the Owner or as a reimbursable expense to the Architect
11. **Specification and Bid Document preparation**
12. **Interior Design Services (finish materials and color selections)**
13. **Fixed equipment and casework design**
  - a. Educational Casework
  - b. Science Casework
  - c. Library Casework
  - d. Physical Education Equipment
  - e. Custom Millwork
14. **Technology Infrastructure**
  - a. Cable tray (raceway), in-wall conduit and boxes, IDF (Intermediate Distribution Frame) technology closet locations, MDF (Main Distribution Frame) location and electrical requirements coordination
  - b. Meetings to develop the overall educational technology scope and preliminary budgets
  - c. Specifications for computers, software, and staff training are not a part of Basic Services.
  - d. See Additional Services for Educational Technology Plan Development Services
    - i. For OFCC projects, Items b. through f. are included as Basic Services.
15. **Security and Access Control**
  - a. Electronic security and access control will be provided as a Basic Service.
16. **Construction Budget Cost Estimating**
  - a. Development of Schematic Design, Design Development and Phase Estimates of the Cost of the Work.
  - b. See Additional Services for detailed quantity take-off estimate services
17. **Bid Result Evaluation and Recommendations**
  - a. Pre-bid Conference
  - b. Bid Opening
  - c. Bid Tabulations
18. **Attendance at Board of Education meetings when necessary**

19. **Construction Administration Services**
  - a. Construction Observation by Construction Administrator (average one visit per week)
  - b. Periodic visits by project engineers and architects
  - c. Site visit reports
  - d. Submittal/Shop Drawing review
  - e. Development of Requests for Proposals
  - f. Preparation and evaluation of Change Orders
  - g. Project Progress Meeting attendance
  - h. Review of Contractor Application for Payment
  - i. Authorize Certificate of Substantial Completion
  - j. Coordination of Contract Document required training sessions
20. **Building Information Modeling (BIM)**
  - a. 3D computer modeling of all building systems using Revit software.

### Architectural/Engineering Additional Services

The following services are available on an hourly basis or for a negotiated fee.

1. **Overall Master Planning**
  - a. Development of site master plans for the proper location of “future” components
  - b. Development of future additions to the building design
2. **Traffic Engineering studies**
3. **Documentation of existing building conditions**
  - a. Field measurement and recreation of existing drawings in AutoCAD or BIM format that can include all engineering systems.
  - b. 3D laser scanning of existing facilities addressing exterior, interior and can include all engineering systems.
4. **Off-site Landscape Architecture**
5. **Approvals from Environmental Agencies**
  - a. Services to obtain approvals from EPA, DNR, and other environmental agencies having jurisdiction over the project.
6. **Off-site Civil Engineering**
  - a. Sanitary Sewer design
  - b. Storm Water Design
  - c. Water Service Design
  - d. Roadway/Bridge design
  - e. Coordination with local, state and national governing agencies
  - f. Bidding and Construction Observation
7. **Waste Water Treatment Plant Design**
  - a. Technical Design and contract document development
  - b. Bid Evaluation and recommendation
  - c. Construction Observation
  - d. EPA coordination
8. **Educational Technology Design**
  - a. Overall District wide technology master plans
  - b. District-wide technology design for wide area networks
  - c. Building level technology design including voice, video and data
  - d. Technical design and specification development
  - e. Bid Evaluations and Recommendations
  - f. Construction Observation
9. **Extended Construction Administration Services**
  - a. Additional time spent at the construction site by F/H Construction Administrator up to full-time representation
10. **Record Drawings Documentation Service**

- a. Transfer of Contractor's record drawing mark-ups to BIM digital format
  - i. For OFCC projects, electronic Record Drawings are a Basic Service.
- 11. Loose Furnishings**
  - a. Design development
  - b. Budget Development and coordination
  - c. Coordination meetings
  - d. Bid Document preparation
  - e. Bid Evaluation and recommendation
  - f. Submittal/Shop Drawing submittal review
  - g. Note that for OFCC projects, Loose Furnishing design and construction is a Basic Service
- 12. Administration of Multiple Prime Contracts**
  - a. Additional service to administer more than eight prime contracts in the conventional general contractor delivery method
  - b. Additional service to administer more than twenty prime contracts in the construction manager delivery method
- 13. Phased "Fast Track" Construction**
  - a. Additional bidding phases are required
- 14. LEED, Green Globes or Energy Star Certification of Sustainable Design**
  - a. Services associated with the documentation and coordination necessary for sustainable design certification from recognized assessment organizations.
    - a. For OFCC projects this is a Basic Service.
- 15. Security Planning**
  - a. Threat assessment with passive and active security design for existing buildings
- 16. Community Support Strategy Assistance**
- 17. Visioning Assistance**
  - a. Coordination with Owner's consultant
  - b. Participation in Visioning Sessions
- 18. Educational Specifications Assistance**
  - a. Coordination with Owner's consultant
  - b. Participation in Educational Specifications workshops
- 19. Civil Engineering Consultant (on site)**
- 20. Landscape Architecture Design Services (on site)**
- 21. Site Planning Design Services**
- 22. Acoustical Engineering Design Services**
- 23. Proposal Coordination for Topographic and Boundary Survey**
  - a. Topographic and Boundary survey costs are to be paid by the Owner
- 24. Proposal Coordination for Geotechnical Testing services**
  - a. Geotechnical testing services are to be paid by the Owner
- 25. Theatre Consultant (if appropriate)**
- 26. Food Service Consultant (if appropriate)**
- 27. Aquatics Design Consultant (if appropriate)**
- 28. Project Visualization Services**
  - a. Building 3D active "walk-thru" modeling is provided as a Basic Service.
- 29. Energy Modeling**
  - a. Overall energy performance analysis using computer simulations factoring location, orientation, weather, schedules, controls, systems and materials.