



December 8, 2017

City of La Crosse  
 Engineering Department  
 400 La Crosse Street  
 La Crosse, WI 54601

Attention: Randy Turtenwald, City Engineer

Reference: A/E Professional Services Proposal  
 City Hall Police Department Secure Parking Lot Expansion & Enclosure  
 La Crosse, WI

Dear Randy:

We are very excited for the opportunity to present a professional services fee quote for architectural and engineering as well as construction administration that will provide high quality and innovative design while meeting your budget and schedule. We will be teaming with Paragon Associates for the Civil Engineering and parking lot design; and with RA Smith National for the Structural Engineering and enclosed parking lot design.

**Lump Sum Architectural / Engineering Professional Fees..... \$79,446**  
 ..... 8.00% of the estimated construction cost (.0800 x \$993,080)

Cost Estimate: See Attached

Architectural Design - HSR	3.05%	\$30,289
Architectural Schematic Design	0.30%	
Architectural Design Development	0.50%	
Architectural Construction Documents	2.25%	
Structural Engineering – RASN	1.00%	\$9,931
Mechanical Engineering (HVAC) - HSR	0.50%	\$4,965
Plumbing Engineering - HSR	0.25%	\$2,483
Electrical Engineering - HSR	0.75%	\$7,448
Civil Engineering – Paragon	1.50%	\$14,896
Interior Design - HSR	0.10%	\$993
Bidding/Construction Award – HSR	0.10%	\$993
Construction Administration – HSR	0.75%	\$7,448

Our fees includes design meetings with city and police department users; developing plans/options with our civil & structural engineers; studying alternative structural systems; studying constructability options to minimize disruption; studying staging & mobilization options for contractors; submitting for state approval; bid specifications; bid process; full construction administration services (weekly site observation visits/reports & bi-weekly construction meetings/minutes); shop drawing review; the cost of project-related travel, meals, lodging, printing, CAD and reprographic services, as well as mailing and correspondence costs. Our schedule and staff availability would allow us to start on this project in mid-January.

**SCHEDULE OF SERVICES (estimated):**

We propose the following schedule, commencing with acceptance of our proposal:

**Design Development Phase**

- Week of 1.15.18 On-Site AE Building Condition Assessment & Team Meeting with City
- Week of 1.22.18 Building of CADD plans
- Week of 1.29.18 Review of Layout & Exterior Elevations
- Week of 2.12.18 City Sign-off of Layout and Exterior Elevations

**Construction Document & Construction Phase**

- Week of 2.19.18 Start 100% Documents
- Week of 4.2.18 90% Documents submitted to City for review
- Week of 4.16.18 City Review Comments forwarded to HSR
- Week of 4.23.18 Final Changes made to 100% documents
- Week of 5.14.18 Construction Documents (Drawings & Specs) sent to City on 5.15.18
- Week of 5.21.18 Publish 5.21.18 & 5.28.18 - Documents out for Bidding on 5.21.18
- Week of 6.11.18 Bids Due on 6.12.18
- Week of 6.4.18 City Council Approval of Bids on 6.4.18
- Week of 6.18.18 Notice to Proceed issued to Low Bidder
- Week of 7.2.18 Start Construction
- Week of 12.17.18 Substantial Completion
- Week of 1.14.19 Final Completion

We anticipate the State/Local Review Fees (\$5,000); Site Topographical & Utility Survey (\$2,500); and Geotechnical Report (by city) to be the only reimbursable expenses for the project. We are very interested in working with you on your project and guarantee you will not be disappointed.

Sincerely,



Douglas J. Ramsey, AIA, LEED<sup>AP</sup>  
Director  
HSR Board of Directors

If you agree to this fee proposal pursuant to our services agreement in place, please sign and return and HSR will get this scheduled into our workload. Thank You!

Name: RANDY TURTENWALD Title: CITY ENGINEER

Signature: [Handwritten Signature] Date: 1.18.18