

## EXHIBIT A

### **Project Understanding**

Project Name: Boiler Replacement Construction Contract Administration Services

Services Description: The scope of the project includes construction contract administration services for the direct replacement of existing hot water boilers previously designed by CONSULTANT and chiller design assistance.

### **Scope of Services**

CONSULTANT will provide the following services to the COUNTY.

#### Construction Contract Administration Services

1. Attend up to four virtual construction progress meetings.
2. Provide up to 76 hours to review up to three iterations of the contractor's shop drawing submittals.
3. Provide up to 38 hours to respond to contractor's requests for information.
4. Prepare changes to the Contract Documents after contract execution through the use of cost proposal requests and change orders.
5. Provide a final site visit at 100 percent construction completion to review functionality of the heating, ventilation, and air conditioning systems.
6. Prepare record drawings based on the contractor's record drawings maintained throughout project construction. CONSULTANT is providing drafting Services only for record drawings based on the records presented to CONSULTANT by contractor and COUNTY. CONSULTANT will not be liable for the accuracy of the record drawing information provided by contractor and COUNTY.
7. Assist COUNTY with evaluating the size and condition of existing chiller for future replacement project and summarize findings in a letter to COUNTY.

### **Service Elements Not Included**

The following services are not included under this AGREEMENT. If such services are required, they will be provided through an amendment to this AGREEMENT or through a separate AGREEMENT with COUNTY.

1. Additional and Extended Services during construction made necessary by:
  - a. Work damaged by fire or other cause during construction.
  - b. A significant amount of defective or neglected work of any contractor.

- c. Prolongation of the time of the construction contract.
  - d. Default by contractor under the construction contract.
2. Additional Site Visits and/or Meetings: Additional COUNTY-required site visits or meetings.
  3. Bidding-Related Services: Bidding-related services are not included in this AGREEMENT.
  4. Preparation for and/or Appearance in Litigation on Behalf of COUNTY: Any services related to litigation.
  5. Review of Product Substitutions Proposed by Contractor: CONSULTANT'S cost for evaluating substitute products is not included.
  6. Revising Designs, Drawings, Specifications, and Documents: Any services required after these items have been previously approved by state or federal regulatory agencies, because of a change in project scope or where such revisions are necessary to comply with changed state and federal regulations that are put in force after Services have been partially completed.
  7. Unsolicited Media: Any services that include the review or analysis of unsolicited media including, but not limited to, photographs, videos, and drone footage provided by COUNTY or contractors unless specifically requested and agreed to in writing. CONSULTANT'S use of electronic construction administration programs (e.g., e-builder, Newforma) is limited to the Scope of Services defined in this Agreement. CONSULTANT is not responsible for the review of unsolicited media uploaded to these programs unless specifically requested and agreed to in writing.

## EXHIBIT B

### **Deliverables**

Record drawings as detailed EXHIBIT A, Scope of Services, Item No. 6.

## EXHIBIT C

### Compensation

COUNTY shall compensate CONSULTANT for Scope of Services identified in Exhibit A on an hourly rate basis plus expenses an estimated not-to-exceed fee of \$50,000. The fee will not be exceeded without prior notice to and agreement by COUNTY but may be adjusted for time delays, time extensions, amendments, or changes in the Scope of Services identified in EXHIBIT A. Any adjustments will be negotiated based on CONSULTANT's increase or decrease in costs caused by delays, extensions, amendments, or changes.

The estimated fee for the Services is based on wage scale/hourly billing rates, adjusted annually on July 1 as summarized in Table 1, that anticipates the Services will be completed as indicated. Should the schedule be extended, it may be cause for an adjustment to the sum that reflects wage scale adjustments made, which shall be subject to prior written approval of COUNTY.

Table 1

Classification	Billing Rate Range
Engineer I	\$130 to \$150
Engineer II	\$151 to \$180
Engineer III	\$181 to \$210
Engineer IV	\$211 to \$250
Engineer V	\$251 to \$290
Engineer VI	\$291 to \$325
Principal	\$326 to \$350
Technician	\$140 to \$180
Architect	\$140 to \$180
Office Production	\$130 to \$150

Expenses incurred such as those for travel, meals, printing, postage, copies, computer, and electronic communication will be billed in accordance with this AGREEMENT. Eligible expenses are summarized in Table 2.

Table 2

Expenses Name	Expenses Cost
Reimbursed Employee Expense	At cost
Copies	\$0.15 per copy
Stakes and Lath	\$0.80 per piece with 50 pieces per bundle
Equipment Rental	At cost based on rental rates
Covers and Bindings	At cost per items used
Other Consultants	At cost
Postage/UPS	At cost
Field Expense	At cost based on items used
Computer Expense	\$16.00 per hour
Meals Expense	At cost
Color Copies	\$0.65 per copy
Wide Format Printing	\$0.35 per square foot; \$2.05 per square foot for Mylar
Mileage	At the federal mileage rate
Digital Camera	\$20 for the first two days; \$5 for each additional day
Landfill Gas Meter	\$100 per day; \$300 per week
Laser Scanner	\$1,800 per day
Robotic Total Station	\$135 per half-day; \$220 per day
Rotating Laser	\$25 per day; \$300 per month
iPad	\$325 per week
LCD Projector	\$125 for the first two days; \$50 for each additional day
Monitor	\$10
USB Key	\$17 per purchased USB Key