



August 16, 2024

Board of County Commissioners
217 North 27th Street
Billings, MT 59101

RE: County Youth Services Center – Emergency Generator
Design Fee Proposal

Board of County Commissioners:

This is a proposal for Design Services for adding an Emergency Generator for the Youth Services Center at 410 South 26th Street, Billings Montana. Below is our understanding of the Scope of Work and our proposed architectural and engineering design fees.

PROFESSIONAL FEES

Cushing Terrell agrees to perform the services listed on Exhibit A (attached) based on Time & Materials to a maximum fee amount for the scope and process described. All reimbursable costs will be billed separately at cost plus 10% only as needed.

CD – Construction Drawings	\$ 6,705.00
<u>Construction Administration</u>	<u>\$ 3,075.00</u>
Design Services (Estimated Time & Materials FEE)	\$ 9,780.00

We have drafted the following support information for the Proposal:

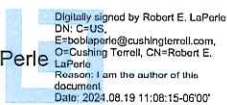
- Scope of Work – Exhibit A
- CT Fee Detail – Exhibit B

Cushing Terrell will provide an Agreement, AIA B105, for providing the above design work. Signature on this proposal serves as a notice to proceed. This proposal is not a contract; however, if work has begun prior to signing a contract, the terms of this proposal shall be considered binding until a contract is signed. This proposal is valid for 90 (ninety) days from date of issue.

Thank you for this opportunity. We are looking forward to providing you with the Architectural and Engineering services for this project. If you have any questions, please do not hesitate to contact Bob La Perle at (406) 896-6159; Email: boblaperle@cushingterrell.com

CUSHING TERRELL

Robert E. LaPerle



Digitally signed by Robert E. LaPerle
DN: C=US,
E=boblaperle@cushingterrell.com,
O=Cushing Terrell, CN=Robert E.
LaPerle
Reason: I am the author of this
document.
Date: 2024.08.19 11:08:15-0600'

Bob La Perle, AIA
Sr. Project Manager

Accepted:

Date:

Client Approval



PROJECT SCOPE OF WORK
Yellowstone County – Youth Services Center – Emergency Generator
August 16, 2024

The Scope: The design for the installation for a new emergency generator as noted in the plan images below:



Design Services

Architectural, Plumbing and Electrical Engineering, using the design process including:

1. Site meeting to verify intent and expectations.
2. CD Plan to review and confirm scope w/users.
3. Permit drawings.
4. Construction Administration w/ inspections

CONSTRUCTION DOCUMENTS (CD) Phase: Construction Documents requiring a building permit. Construction and response to Contractor questions.

CONSTRUCTION ADMINISTRATION (CA) Phase: Supervision of the Contractors work during construction, including review of pricing and submittals, address (Request for Information (RFI), Attend pre-construction/coordination meeting, final inspection-punch list at completion.

END OF SCOPE DOCUMENT

cell c5 thru f5 is a pull-down menu

yellow shaded cells require manual input

DETAIL
Cushing Terrell
 Billings, MT
 Cushing Terrell
 cushingterrell.com

NO	DESCRIPTION OF ACTIVITY	Management		Architectural		Interior		Structural		Mechanical		Electrical		Other		TOTAL	
		Proc.	Finic.	Est.	Arch.	Int.	Str.	Str.	Int.	Str.	Int.	Str.	Str.	Int.	Str.		Int.
1	PROJECT MANAGEMENT																
2	Review Scope			0.5													0.5
3	CIA Set-Up Project			2.0													2.0
4	Billing & Misc																2.0
5																	
6																	
7	Design Development (N/A)																
8	Construction Documents			1.0													3.5
9	Meetings & Presentations																3.5
10	Drawings (Plans, Elev. & Det.)			0.5													3.5
11	Specifications			0.5													3.5
12	Misc. Calls & Follow-up Stamp			0.5													3.7
13	Site Visit			1.0													2.0
14																	
15																	
16																	
17																	
18																	
19																	
20																	
21	BID (Pre-Select Clr.)																
22	CA/Punch Ltr.																2.0
23	Pre-Construction																0.5
24	Bid review AVE			0.5													0.5
25	RFI Response			1.0													2.0
26	Submittals			1.0													2.0
27	Site Meeting 12 wks			0.5													4.5
28	Final Punch. Site Visit																2.0
29	Per Apps																
30	Misc. mrgs																
31																	
32																	
33																	
34																	
35	RECORD DRAWINGS																2.0
36	Collect and Issue Cost Files			1.0													2.0
37																	
38																	
39																	
40	TOTAL MAN HOURS FERTIVE			6		1		2	14	4		3	2	26	7	4	72.2