



47A York St
 Portland, ME 04101
 colbycoengineering.com

75 York St
 Portland, ME 04101
 simonsarchitects.com



366.001.001

April 5, 2018

Perry Schwarz
 Facilities & Transportation Directory
 Cape Elizabeth, ME 04107
 Phone: (207) 799-9574

Subject: Cape Elizabeth Schools Project Phase 1
 Scope of Work and Budget Revised Proposal Rev_02

Dear Perry:

Thank you for the opportunity to provide clarification on the questions posed by the Cape Elizabeth School Board at our project meeting on April 3rd, 2018. Based on your request, we have reviewed several courses of action to determine what options are available to reduce the upfront financial burden to the school budget.

We have outlined a proposal below for your consideration, as well as a revised fee to continue moving the project forward. We feel this may be the best solution that accomplishes Cape Elizabeth's goals of revitalizing all the schools, while maintaining the current schedule that was laid out at the January 23rd 2018 School Board Workshop meeting.

Schematic Design				
Item	Fee Estimate (\$)	Pre or Post Bond	Post Bond (\$)	Pre Bond (\$)
Pond Cove Scope	\$135,900	PRE	\$57,975	\$77,925
Middle School Scope	\$135,900	PRE	\$57,975	\$77,925
High School Scope	\$96,000	PRE	\$48,000	\$48,000
Study-Draft	\$50,000	PRE	\$36,500	\$13,500
Facility Building	\$60,000	POST	\$60,000	\$0
Deferred Maintenance	\$96,000	PRE	\$88,000	\$8,000
Kitchen Consult.	\$36,000	PRE	\$30,000	\$6,000
CAD Tracing	\$90,000	PRE	\$78,000	\$12,000
Cost Estimating	\$12,000	PRE	\$6,000	\$6,000
Bond Prep Support	INCL.		INCL.	INCL.
Total:	\$711,800		\$462,450	\$249,350

Recommendation:

In support of keeping the project moving forward, **Colby Co. and Scott Simons Architects propose to reduce the pre-bond design fee to \$249,350**. The remainder of the schematic design fee (\$462,450) would be awarded to the Colby Co. and Scott Simons Architects upon passing of the entire project bond in June of 2019, and completion of the schematic design phase following thereafter. This bond would include the remaining design fee to bring drawings to a biddable, construction level package. This scenario achieves both the need to address the urgent design issues, and includes the feasibility study that encompasses the entire complex as originally desired.

Our goal would be to gather sufficient information to create scopes of work for the various needs and perform the cost estimating analysis to accurately support the bond process. An added advantage of this path forward is that the work scope would be better understood, and the accuracy of the design fees for the balance of the work would be much greater.

It is understood that the remaining schematic design fee is at risk due to the bond potentially not passing a public referendum. However, Colby Co. and Scott Simons Architects are willing accept that risk for the benefit of the Town of Cape Elizabeth.

We would like to request that if this path forward is taken, the Town of Cape Elizabeth secure the Colby Company and Scott Simons team for the complete design of the entire project. This would also allow the same design team to complete the entire project without delay or risk of delaying the proposed project schedule.



47A York St
Portland, ME 04101
colbycoengineering.com

75 York St
Portland, ME 04101
simonsarchitects.com



Project Scope and Deliverables:

Colby Co. and Scott Simons Architects will provide the following scope and deliverables as needed to support Phase 1 of this project:

1. **Conceptual Drawings:** Colby Co. and Scott Simons Architects will provide conceptual level drawings suitable for defining the total cost of the project. These conceptual drawings will be provided in ACAD format as required to convey the scope of the project.
2. **Scope Narrative:** A detailed scope narrative will be provided alongside the conceptual level drawings to support the efforts of cost estimating and establish the major project decisions made by the project team.
3. **Bond Process Support:** Colby Co. & Scott Simons Architects will provide documents, narratives, and supporting data to meet the requirements of the bond application process, including public meetings.
4. **Cost Estimate:** This cost estimate will be used to define the size of the entire project bond (construction and remaining design fees included).

Definitions:

This proposed design level represents approximately 20-30% of the design effort and shall be used to document and validate project requirements and the construction cost. This level of design effort will provide the foundation for Phase 2 - the final design effort required to bring the drawings to a construction level.

Exclusions:

For the purposes of this proposal, the following items have been excluded from the Phase 1 scope:

- PE/RA stamped construction drawings
- Design drawings above a schematic design level
- Building Commissioning Services
- Noise Studies and/or acoustical engineering
- Site subsurface geotechnical evaluations
- Environmental engineering and permitting
- Hazardous waste testing and/or mitigation work
- Wetland mitigation, planning, permitting design and implementation
- Permit application fees, newspaper advertising costs, and peer review expenses

Colby Co. and Scott Simons Architects can provide the services which have been excluded above. Should any of these items become necessary during the process of this project's development, Colby Co. and Scott Simons Architects would be pleased to provide a proposal for these services.

Thank you for selecting Colby Co. and Scott Simons Architects for your architectural and engineering needs. We are committed to ensuring that Cape Elizabeth sees immediate results with critical path project items. Please do not hesitate to call with any questions.

Sincerely,

James Hebert, P.E.
Colby Co. Engineering
47A York Street
Portland, Maine 04101
207.553.7753 (Main)
207.553.1487 (Direct)
JamesH@colbycoengineering.com

Cc Sarah Emily Colby – Colby Co.
Calen Colby – Colby Co.
Scott Simons – Scott Simons Architects