

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Motion Authorizing the City Manager to Execute an Agreement with TCF Architecture in the Amount of \$120,850 to Complete a Distributed City Maintenance Facility Analysis
DEPARTMENT:	Public Works
PRESENTED BY:	Randy Witt, Public Works Director
ACTION:	<input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Public Hearing

PROBLEM/ISSUE STATEMENT:

Staff is requesting that Council authorize the City Manager to execute an agreement with TCF Architecture to complete a distributed maintenance facility analysis. In 2015, TCF Architecture was selected through a competitive Request for Qualifications (RFQ) process for space planning and development of conceptual layouts and preliminary cost estimates for redevelopment of the North Maintenance Facility site. This new scope of work is being prepared as a new contract to ease administration. However, as it remains within the scope of the original RFQ, no other selection process was needed.

FINANCIAL IMPACT:

The cost of this contract will be paid based on the following funding:

EXPENDITURES

Distributed Facilities Analysis:	
TCF Architecture (This Contract)	\$120,850
Staff	\$40,000
Other Professional Services	\$102,150
Total Project Cost	\$263,000

REVENUE

General Capital Fund	\$263,000
<hr/> Total Funding	<hr/> \$263,000

RECOMMENDATION

Staff recommends that Council authorize the City Manager to execute an agreement with TCF Architects for \$120,850 to complete a distributed maintenance facility analysis.

Approved By: City Manager **DT** City Attorney **MK**

BACKGROUND

The City has used Hamlin Yard for Public Works and Parks maintenance operations since just after the incorporation of the City. Over time, a series of modest improvements have been made to the property as the City has provided an increasing amount of Parks and Public Works services with in-house staff. This property is ageing, inefficient and has been at capacity for some time.

To accommodate increasing maintenance operations space needs, the City acquired the Bruggers Bog Maintenance Facility from King County with the intent to develop it as a future site for a new Public Works maintenance facility. In October 2015, the City retained TCF Architecture to prepare a site master plan and provide construction assistance on development of a Public Works maintenance facility at the Brugger's Bog Maintenance Facility property, now identified as the North Maintenance Facility (NMF).

Results of the first phase analysis were presented to the City Council on February 22, 2016, at which time Council asked that two alternatives undergo further design with a focus on increasing the understanding and certainty on elements with a "high cost risk" and updating the project estimate. That work was presented to the City Council on October 24, 2016 where the City Council asked staff to complete a location analysis to identify alternative properties in the City that could meet the Public Works maintenance facility needs.

At the July 31, 2017 Council meeting, staff presented results of the location analysis. The analysis looked at development of a single site for a Public Works maintenance facility supporting the full program, as well as locating program elements across different sites. The location analysis was unsuccessful in identifying a singular site that would meet the needs of a full Public Works program without resulting in impacts to park land or high costs in purchasing new property. The staff report for this discussion is available at the following link:

<http://cosweb.ci.shoreline.wa.us/uploads/attachments/cck/council/staffreports/2017/staffreport073117-9b.pdf>

At the same meeting, and at the October 9, 2017 Council meeting, Council asked staff to further develop the analysis to locate separate program elements across different city owned sites and expand the space programming to include Parks and Facilities maintenance operations.

The sites considered for the analysis include:

- Hamlin Yard Maintenance Facility,
- North Maintenance Facility,
- The Brightwater Portal, and
- The Ronald Wastewater Property.

DISCUSSION

In 2015, TCF Architecture was selected through a competitive RFQ process for the original scope of work at the North Maintenance Facility site. This work included space

planning, conceptual layouts and preliminary cost estimates. This new scope of work (Attachment A) is being prepared as a new contract to ease administration. However, as it remains within the scope of the original RFQ, no other selection process was needed. Tonight, staff is requesting that Council authorize the City Manager to execute this agreement with TCF Architecture to complete a distributed maintenance facility analysis.

FINANCIAL IMPACT

The cost of this contract will be paid based on the following funding:

EXPENDITURES

Distributed Facilities Analysis:		
	TCF Architecture (This Contract)	\$120,850
	Staff	\$40,000
	Other Professional Services	\$102,150
Total Project Cost		\$263,000

REVENUE

General Capital Fund	\$263,000
<hr/>	
Total Funding	\$263,000

RECOMMENDATION

Staff recommends that Council authorize the City Manager to execute an agreement with TCF Architects for \$120,850 to complete a distributed maintenance facility analysis.

ATTACHMENTS

Attachment A: Scope of Work for TCF Architecture

December 14, 2017

Mr. Noel Hupprich
Capital Project Manager
City of Shoreline
17500 Midvale Avenue N.
Shoreline, WA 98133

**RE: CITY OF SHORELINE
MAINTENANCE FACILITY PLANNING
TCF Project No. 2017-009**

EXHIBIT A - SCOPE & FEE PROPOSAL FOR PROFESSIONAL SERVICES – DISTRIBUTED FACILITIES ANALYSIS

Dear Noel:

On behalf of TCF Architecture (hereafter “TCF”) and our design team, we want to thank you and the City of Shoreline (hereafter “City”) for the opportunity and privilege to provide you with professional planning and design services to further develop a Strategic Facilities Plan for the future of the City’s facilities. This letter provides descriptions of our proposed work tasks and deliverables as discussed over several phone conversations.

Exhibit A.1, attached to this letter, is the Master Fee Schedule, itemizing all fee budgets associated with each task. TCF will contract with various specialty consultants in the development of this planning work. Each consultant has provided a proposal to TCF with associated fee budgets, which are summarized in Exhibit A.1. All work shall be performed on an hourly basis.

SCOPE OF SERVICES OVERVIEW

The purpose of this Scope of Services is to evaluate multiple city-owned properties for “distributed maintenance operations” accommodating the City’s Streets, Sewer, Surfacewater Management (SWM), Facilities, and Parks Maintenance departments among the Hamlin Yard, Ronald Wastewater, North Maintenance Facility (NMF), and the Brightwater sites. The use of the term “Scenario” in this document refers to a particular combination of selected site and building alternatives from the different sites. The work under this scope is not intended to provide an exhaustive analysis, but rather, sufficient information to facilitate decisions for moving forward with any given option. The follow is summary of the Scope of Services which includes:

- Determination of both immediate and long term Facilities and Parks Maintenance facility space needs and parking needs, considering future growth projections. Existing program information for Streets, Sewer, and (SWM) will be reused for this analysis.
- Evaluation of options (scenarios, up to 3) for reuse of existing facilities as well as consideration of new facilities on existing sites to accommodate current and projected future needs spread amongst City owned property.
- Develop conceptual design for buildings (general floor plan layouts and overall height determination) for the preferred option.
- Provide preliminary costs estimates, and more refined cost estimates for the preferred option for comparison to previously developed facility options.
- Preparation of a planning and analysis document, organizing all information into a single report and summarizing the findings for use by the City in making facilities decisions.

CONSULTING TEAM MEMBERS

The firms listed below will be under direct contract to TCF and will each have specific roles and responsibilities for the delivery of work scope under this proposal package. The term “Design Team” may be used occasionally in this document, generally referring to the full team.

- Civil Engineering: Perteet
- Cost Estimating: C&N
- MEP Engineering BCE Engineers
- Structural Engineering AHBL
-

SCOPE OF SERVICES

Below are detailed descriptions of the specific work tasks (Work Breakdown Structure) proposed for the Scope of Services, further clarifying and defining deliverables and the basis for the hours and fee compensation amounts provided in Exhibit A.1.

Task 1 – Project Administration

TCF shall provide on-going management of the work and general administration of this Scope of Work as described below:

- | | |
|--------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.01
Project
Administration | Contract management, consultant management & coordination, schedule development and management, day to day communication (phone and e-mail), and other general correspondence. |
|--------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

Deliverables:

- Executed Scope of Services and agreement and sub consultant agreements
- Project Schedule
- Correspondence

Task 2 – Community Outreach

- | | |
|-------------------------------------------------|------------------------------------------------------------------------------------|
| 2.01
Community Open
House Events | TCF shall provide materials and attend, but not lead, up to two open house events. |
|-------------------------------------------------|------------------------------------------------------------------------------------|

Deliverables:

- Graphics for use at up to two open house events and the City’s website
- Participation in up to two open house events, assumed to be evening events.
- Summary of community feedback

Task 3 – Existing Conditions & Data

TCF shall visit the City’s Hamlin Yard site, Ronald Wastewater site, Highlands Plaza site to gather data for the general assessment of existing conditions of the sites and all structures. The City shall provide TCF with available surveys, drawings, reports, and other existing documents for each of these properties. TCF shall develop an existing data library for the project.

3.01 Data Library

TCF shall organize the City-provided documents into a Data Library for use throughout the Strategic Planning work. TCF shall review the various documents and data pertaining to the existing facilities, integrating and utilizing information for the planning report.

Deliverables:

- Review of documents and organization of hard copy and digital form documents.
- Photo images of existing conditions for use in Task 3.02.

Information to be Provided by City if available

- Surveys: AutoCAD base surveys of existing properties. The City will provide current information and supplement with new surveys of sites as determined during workshop 1.
- Drawings: Hard copy, AutoCAD, or .pdf drawings of existing buildings as available at Hamlin Yard and Ronald Wastewater sites. Any planned new development at Hamlin Yard and the 25th Ave flood reduction project at NMF.
- Existing Square Footage: Provide existing square footage of Facilities and Parks Maintenance facilities listed by space, including covered storage, shops, office, crew spaces, material storage and other site area requirements. This helps in establishing a preprogram, see 4.01.
- Equipment Inventory: A listing (Excel-based) of all City-owned equipment for Facilities and Parks Maintenance.
- Fleet Inventory: A listing (Excel-based) of all City-owned rolling stock including vehicle number, vehicle type (make & model), fuel type, and year for Facilities and Parks Maintenance.
- Reports: Any reports available providing information such as wetlands or other environmental conditions, hazardous materials surveys (site and buildings), current or past planning work, restrictions on use, etc., for Hamlin Yard, Ronald Wastewater Highland Plaza and Brightwater sites.

3.02 Existing Site & Building Conditions

TCF will visit, review, and perform a general assessment of the site and building systems at the Hamlin Yard and Ronald Wastewater sites. From these site visits, TCF shall prepare basic existing building drawings to aid in the exploration of reusing existing structures, written summary assessments (with photographs as appropriate) for use in developing, evaluating, and estimating costs for various facilities alternatives. The assessment is not for the purpose of detailed, exhaustive review, but rather to provide the Design Team with sufficient information for use in exploring facility redevelopment alternatives, informing cost estimating, and redevelopment practicality considerations.

Deliverables

- Site/Civil Systems: Site visit and assessment of existing site civil systems at each property focused on utilities, storm water, grading, and surfacing. Written assessments will include a general description of existing system conditions, anticipated remaining useful life, regulatory considerations, and other functional and improvement considerations related to reuse and redevelopment.
- Architectural Systems: Site visit and assessment of architectural systems of each building and each property, focused on functional conditions, exterior envelope condition, accessibility, and overall life safety. Written assessments will include a general description of existing conditions and considerations for potential reuse and/or expansion.
- Structural Systems: Site visit and assessment of structural systems of each building at each site. Written assessments will include a general description of existing condition, useful remaining life, seismic capacity and retrofits or upgrades recommended.
- MEP Systems: Site visit and assessment of structural systems of each building at each site. Written assessments will include a general description of existing condition, useful remaining life, regulatory considerations and or upgrades recommended.
- Base Drawings: Basic floor plan drawings of existing buildings to aid in the exploration of reusing existing structures.
- Kick off meeting: In preparation for workshop 1 (see Tasks 4.01), discuss initial findings from existing facilities tours, missing existing conditions information needed, additional sites if any to explore and possible scenarios to explore. (This meeting should occur the same day as the existing site visits and be with TCF, the Public Works Director and the Project Manager.)

Task 4 – Facilities and Parks Programming and Design Criteria

TCF shall work with the City representative to explore and quantify the physical facility space and systems necessary to support Facilities and Parks Maintenance program needs integrating the program needs with the previously developed program for Streets, Sewer, SWM City functions. Work under this task will generate a “Preliminary Space Program” document (See Task 4.02) providing quantitative data (room/space area) for the planning horizon (minimum 20-year planning horizon assumed) and preferred space and function adjacencies.

4.01 Workshop 1 Sessions: Programming and Criteria

TCF shall conduct a (1) day programming workshop with the City’s Facilities, Parks and Public Works Maintenance Program Team, reviewing and confirming goals and objectives, and establishing general design criteria and space requirements for facility functions as described below:

- Before workshop 1, TCF will prepare an initial Facilities and Parks Maintenance program, from exiting information provided to TCF under Task 3, to guide the programming discussion.
- Review previously established Public Works programing documentation to ensure completeness and address any changes needed.
- Discuss and confirm City’s long and short term Goals and Objectives for Parks Maintenance.

- Review and confirm planning horizon for program needs and growth projections for staff and equipment for Facilities and Parks Maintenance. (assume 20-year horizon)
- Discuss all Facilities and Parks Maintenance site and facility functions and spaces, develop workflow and adjacency diagrams and determine general functional requirements. Also, explore how Facilities and Parks Maintenance can be integrated with the previously established Public Works program.
- Discuss distribution of program among the potential sites, up to 3 scenarios (see Task 5).
- Discuss evaluation criteria for program distribution scenarios to assist in the decision making of a preferred scenario (see Task 5)
- Develop preliminary, site and conceptual building floor plan layouts.

Deliverables:

- Agendas for workshop sessions
- Facilitate workshop sessions
- Workshop session notes integrated with space program (noted below)
- Draft evaluation criteria

**4.02
Preliminary Space
Program**

Using the information obtained in the Workshop 1 sessions, TCF shall prepare a Draft Preliminary Space Program document for City review. The document will be presented in table/matrix form, providing a numeric summary of all program areas/spaces, a summary of spaces within assigned building footprints, and general criteria for each functional area in bullet and narrative form. Space and flow diagrams generated in the workshop sessions will also be included in the document.

Note: This document will not be considered a “Full Functional Program.” Once the Strategic Plan is developed, and specific projects identified for implementation, a more detailed Functional Program will be required for the design phases.

Deliverables – Preliminary Space Program:

- Summary of Facilities and Parks Maintenance Goals and Objectives.
- Space Program providing numeric area for each function.
- General functional criteria for the performance of each functional program area.
- Vehicle parking analysis.

Task 5 – Site Alternatives, Scenarios and Conceptual Development

Using information gathered and prepared under Tasks 3, and 4, TCF shall prepare Conceptual Alternatives for the various existing site locations, accounting for all Streets, Sewer and SWM, Facilities and Parks Maintenance program.

5.01 Preliminary Site Alternatives and Scenario Development

Prior to Workshop 2, TCF shall prepare preliminary site alternative layouts for the 4 or 5 sites available for use in Workshop 2 discussions with the Program Teams. Known sites for potential use:

- 1) Hamlin Yard: Current location of the Public Works and Parks Maintenance facilities, located within Hamlin Park.
- 2) Ronald Wastewater: Current location of Sewer Maintenance facilities.
- 3) North Maintenance Facility: Current location of fueling and wash facilities as well as various equipment and materials storage.
- 4) Brightwater: A possible location for staging and material storage, vehicle wash and decanting facilities.
- 5) Highlands Plaza: Currently housing Jersey's restaurant.
- 6) Others: As discussed in the Kick off meeting (See 3.02)

Deliverables:

- Preliminary site plan concepts showing possible alternative site usage layouts responding to the program criteria and City's goals & objectives.
- Preliminary building layout concepts showing possible approaches for addressing program needs, integrated with the site layouts.
- Preliminary evaluations of alternatives vs. criteria.

5.02 Workshop 2 - Alternatives and Scenarios Development

TCF shall facilitate a (1) day workshop with the Program Team to review and explore site and building alternatives and the grouping of various site Alternatives into development Scenarios for evaluation. From this workshop the City shall provide direction regarding a preferred development Scenario for further conceptual development and cost estimating. A preliminary Scenario Evaluation matrix will be completed in this workshop.

Deliverables:

- Agenda for the workshop.
- Coordination and facilitation of workshop sessions.
- Session meeting notes, graphics, and preliminary Scenario Evaluation Matrix.
- Preliminary cost estimates for Order of Magnitude discussions (See 6.01)
- City Selection of preferred alternative

5.03 Conceptual Building / Site Development

Development of preliminary architectural work will establish the primary design direction for the selected Scenario including basic building floor plans, building massing (volume), suggested fenestration/material with preliminary 3D images illustrating design character, for review, exploration/evaluation of major building systems. This work will also include basic site design for parking and drive yard layouts, fencing and gate locations and updated site plan graphics as required.

Deliverables:

- Conceptual architectural and civil drawings

Task 6 – Economics

The TCF Team shall develop preliminary and refined cost estimate information as part of the process of defining and comparing development Scenarios.

6.01 Preliminary Cost Model Information

TCF shall prepare cost modeling information for the preliminary Conceptual Alternatives noted under Task 5. Initial estimates will provide “order-of-magnitude” numbers suitable for the general discussion and evaluation of alternatives prior to determining a preferred alternative.

Deliverables:

- Preliminary Cost modeling information as part of the initial alternatives evaluation process. The cost model information will primarily focus on significant site development features and systems (IE grading, storm water management, etc.), for the purpose of comparing relative costs between competing alternatives, as well as general building costs based on historic cost-per-square foot data.

6.02 Preferred Scenario/ Alternatives Cost Estimating

TCF shall prepare a more refined, conceptual level cost estimate for the selected Scenario as identified in the Task 5 workshop process, organized to reflect site costs (demolition, grading, storm water management, utilities, surfacing, landscaping, etc), buildings, furnishings-fixtures & equipment, (FF&E), soft costs, contingencies, and escalation.

Deliverables

- Conceptual Level Budget Estimate for the selected Scenario (assembly of selected site alternatives).

Task 7 – Report

7.01 Draft Strategic Facilities Plan Report

TCF will prepare a draft “Distributed Maintenance Facilities Analysis Report” summarizing all information noted under Tasks 1-6 above into a complete package. The deliverable will be in tabbed, 3-ring binder format, as well as in .pdf, tabbed electronic format. TCF will present the draft document to the City and solicit feedback and comment. The document shall include a comprehensive Executive Summary providing an overview of the distributed facilities analysis for use in distributing to officials.

Anticipated Document “Chapters”

- 1) Executive Summary covering process, goals, program needs, summary of scenarios, summary of economic analysis, and recommendations.
- 2) Preliminary space program
- 3) Summary of development Scenarios (Including summary table) with focus on the selected Scenario.
- 4) Documentation of preferred alternative.
- 5) Economics
 - a. Preliminary Cost Estimates and budgets for selected facility alternatives.
- 6) Appendices
 - a. Existing conditions assessment narratives.
 - b. Scenario Evaluation Matrix
 - c. Other data and information as determined.

**7.02
Final Report
Document**

TCF shall incorporate the City's review comments regarding the Draft Distributed Facilities Analysis and prepare a final version of the document for publishing and distribution. The number of copies will be as determined by the City. Printing costs beyond two (2) full copies will be paid directly by the City to the selected printing company, or printed in house.

Deliverables:

- See 7.01.

Task 8 – Management Reserve Fund

The TCF Team shall be allowed to use reserve funds, only as directed by the City, for further investigation into existing or additional tasks during this phase of work.

Subsequent Project Phases

The scope of any future planning and design phases will be determined following the completion of this initial planning phase work.

Sincerely,



Randy Cook, AIA, LEED AP
Principal/Project Manager

Attachments:

Exhibit A.1	Scope of Services and Compensation Matrix
Exhibit AB.1	TCF Schedule of Rates and Charges

CITY OF SHORELINE
Maintenance Facility Planning

EXHIBIT "A.1"
MASTER FEE SCHEDULE

TASK NO.	PROJECT TASKS	TCF Architecture Architecture / Planning Project Management							Other Team Members (Contracted under TCF) (See Separate Proposals)					TOTALS
		Managing Principal (Randy)	Principal (Mark H)	Project Leader	Project Assistant (Teta)	Designer- Associate	Designer	Admin Support (Robin)	Perteet (Civil)	Pinnacle (Equipment)	C&N (Cost Est)	BCE (MEP/FP)	AHBL (Structural)	
TASK 1 - PROJECT ADMINISTRATION														
1.01	Project Administration:	16	32		8			4						
	Travel Time Budget (Unscheduled meetings)	4	4											
	ESTIMATED HOURS OR FEES	20	36	0	8	0	0	4	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	HOURLY RATE	\$250.00	\$145.00	\$135.00	\$85.00	\$105.00	\$95.00	\$60.00	See Consultant Letters					
	ESTIMATED FEES	\$5,000.00	\$5,220.00	\$0.00	\$680.00	\$0.00	\$0.00	\$240.00						
	SUBTOTAL	\$11,140.00							\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$11,140.00
TASK 2 - COMMUNITY OUTREACH														
2.01	Public Outreach Meeting / Preparation	6	16					16						
	Travel Time Budget	2	2											
	ESTIMATED HOURS OR FEES	8	18	0	0	0	16	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	HOURLY RATE	\$250.00	\$145.00	\$135.00	\$85.00	\$105.00	\$95.00	\$60.00	See Consultant Letters					
	ESTIMATED FEES	\$2,000.00	\$2,610.00	\$0.00	\$0.00	\$0.00	\$1,520.00	\$0.00						
	SUBTOTAL	\$6,130.00							\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,130.00
TASK 3 - EXISTING CONDITIONS & DATA														
3.01	Data Library / Review Existing Info:	2	4											
3.02	Existing Conditions Assessments / Base Drwgs	6	20					30						
	Travel Time Budget (See Programming)	2	2											
	ESTIMATED HOURS OR FEES	10	26	0	0	0	30	0	\$3,000.00	\$0.00	\$0.00	\$3,000.00	\$3,000.00	
	HOURLY RATE	\$250.00	\$145.00	\$135.00	\$85.00	\$105.00	\$95.00	\$60.00	See Consultant Letters					
	ESTIMATED FEES	\$2,500.00	\$3,770.00	\$0.00	\$0.00	\$0.00	\$2,850.00	\$0.00						
	SUBTOTAL	\$9,120.00							\$3,000.00	\$0.00	\$0.00	\$3,000.00	\$3,000.00	\$18,120.00
TASK 4 - PROGRAMMING & DESIGN CRITERIA														
4.01	Workshop 1: Programming + Prep:	10	16											
4.02	Preliminary Space Program	2	16											
	Travel Time Budget	2	2											
	ESTIMATED HOURS OR FEES	14	34	0	0	0	0	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	HOURLY RATE	\$250.00	\$145.00	\$135.00	\$85.00	\$105.00	\$95.00	\$60.00	See Consultant Letters					
	ESTIMATED FEES	\$3,500.00	\$4,930.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00						
	SUBTOTAL	\$8,430.00							\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,430.00

CITY OF SHORELINE
Maintenance Facility Planning

EXHIBIT "A.1"
MASTER FEE SCHEDULE

TASK NO.	PROJECT TASKS	TCF Architecture Architecture / Planning Project Management							Other Team Members (Contracted under TCF) (See Separate Proposals)					TOTALS
		Managing Principal (Randy)	Principal (Mark H)	Project Leader	Project Assistant (Teta)	Designer- Associate	Designer	Admin Support (Robin)	Perteet (Civil)	Pinnacle (Equipment)	C&N (Cost Est)	BCE (MEP/FP)	AHBL (Structural)	
TASK 5 - SITE ALTERNATIVES & SCENARIOS														
5.01	Prelim Site Alternatives and Scenario Development	4	32				32							
5.02	Workshop 2 - Site Alternatives & Scenarios Review / Prep	4	8											
5.03	Conceptual Building / Site Development	4	40				40							
	Travel Time Budget	4	4											
	ESTIMATED HOURS OR FEES	16	84	0	0	0	72	0	\$10,000.00	\$0.00	\$0.00	\$3,000.00	\$2,000.00	
	HOURLY RATE	\$250.00	\$145.00	\$135.00	\$85.00	\$105.00	\$95.00	\$60.00	See Consultant Letters					
	ESTIMATED FEES	\$4,000.00	\$12,180.00	\$0.00	\$0.00	\$0.00	\$6,840.00	\$0.00						
	SUBTOTAL	\$23,020.00							\$10,000.00	\$0.00	\$0.00	\$3,000.00	\$2,000.00	\$38,020.00
TASK 6 - ECONOMIC ANALYSIS														
6.01	Preliminary Cost Model Evaluation of Alternatives	4	8											
6.02	Cost Estimate for Preferred Alternatives	4	8											
	Travel Time Budget	2	2											
	ESTIMATED HOURS OR FEES	8	16	0	0	0	0	0	\$4,000.00	\$0.00	\$5,000.00	\$2,500.00	\$0.00	
	HOURLY RATE	\$250.00	\$145.00	\$135.00	\$85.00	\$105.00	\$95.00	\$60.00	See Consultant Letters					
	ESTIMATED FEES	\$2,000.00	\$2,320.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00						
	SUBTOTAL	\$4,320.00							\$4,000.00	\$0.00	\$5,000.00	\$2,500.00	\$0.00	\$15,820.00
TASK 7 - REPORT														
7.01	Draft Strategic Plan Report	8	20					4						
7.02	Final Strategic Facilities Plan Report	4	8					4						
	Travel Time													
	ESTIMATED HOURS OR FEES	12	28	0	0	0	0	8	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	HOURLY RATE	\$250.00	\$145.00	\$135.00	\$85.00	\$105.00	\$95.00	\$60.00	See Consultant Letters					
	ESTIMATED FEES	\$3,000.00	\$4,060.00	\$0.00	\$0.00	\$0.00	\$0.00	\$480.00						
	SUBTOTAL	\$7,540.00							\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,540.00
TASK 8 - Management Reserve Fund														
8.01	Management Reserve Fund													
	SUBTOTAL	\$10,000.00												\$10,000.00
SUBTOTAL PER TEAM MEMBER - ALL TASKS		\$79,700.00							\$17,000.00	\$0.00	\$5,000.00	\$8,500.00	\$5,000.00	\$115,200.00
REIMBURSABLE EXPENSE BUDGETS		\$1,000.00							\$500.00	\$0.00	\$0.00	\$250.00	\$250.00	\$2,000.00
SUBTOTAL PER TEAM MEMBER - (Incl Sub-Cons. Reimb Exp Budgets)									\$17,500.00	\$0.00	\$5,000.00	\$8,750.00	\$5,250.00	\$36,500.00
TCFA MARKUP ON CONSULTANT SERVICES (10%)		N/A							\$1,750.00	\$0.00	\$500.00	\$875.00	\$525.00	\$3,650.00
TOTAL PER TEAM MEMBER - ALL TASKS (Incl. Mark-ups)		\$80,700.00							\$19,250.00	\$0.00	\$5,500.00	\$9,625.00	\$5,775.00	\$120,850.00
TOTAL ESTIMATED HOURLY FEE BUDGETS and REIMBURSABLE EXPENSES														\$120,850.00