

**HARDIN COUNTY FISCAL COURT  
RESOLUTION NO. 2013-029**

**BE IT RESOLVED,** to authorize the County Judge/Executive and the County Attorney to negotiate and execute the necessary contracts and agreements with ICON Engineering & Inspection Services, P.L.L.C. for architectural and engineering services to develop the specifications, drawings, and documents required for construction of a new Emergency Medical Services Station on property obtained from Dow Corning Corporation located on Kentucky Highway 210 (Hodgenville Road).

**ADOPTED** by Hardin County Fiscal Court in its Regular Meeting on 26 February, 2013.



HARRY L. BERRY  
Hardin County Judge/Executive

ATTEST:



Kenneth L. Tabb  
Hardin County Clerk



35 Public Square  
Elizabethtown, KY 42701  
Phone: (270) 737-4226  
Fax: (270) 737-0441

February 19, 2013

Hardin County Fiscal Court  
C/O Mr. Harry Berry  
Hardin County Judge/Executive  
PO Box 568  
Elizabethtown, KY 42702

RE: **Architectural/Engineering Services Proposal**  
New Ambulance Sub Station - South  
Elizabethtown, KY

Dear Judge/Executive Berry:

As requested we have prepared the following scope of services and fee proposal for Architectural and Engineering Design Services for the proposed new Ambulance Sub Station to be located off of Hodgenville Road adjacent to the Dow Corning Plant. The existing property contains a residential building that will be removed during the construction phase of the project. Having recently met with representatives of Hardin County EMS, we have tremendous insight into the needs of Hardin County EMS for this facility. Based on the information provided by Hardin County EMS, we understand that this facility will be an approximate 7,000sf or less, one story Pre-Engineered Metal Building (PEMB) facility with exterior architectural elements that will blend with the adjacent Dow Corning plant. We are prepared to begin working with Hardin County Government upon the acceptance of this proposal. The following is a brief description of proposed scope of services for this project:

### SCOPE OF SERVICES

1. Coordinate Geotechnical Investigation by a qualified Geotechnical firm of your choosing. Fees for the Geotechnical study are not included in our proposed fee.
2. **Design Development:** ICON will develop Schematic Design for the project which will include schematic/conceptual layouts of each floor along with concepts for the interior/exterior architectural elements/features of the new facility. ICON will work closely with EMS Personnel in the development of the conceptual plans. Upon approval of the concepts, ICON will proceed with the Design Development phase of the work. During this phase of the project, the plans will be fine-tuned, with proper wall thicknesses, code review/research, preliminary site development and develop schematic structural system. Mechanical, Electrical and Plumbing systems will also be defined/designed.
3. **Construction Documents:** During this phase of the work, all applicable details of the work will be finalized for incorporation into a set of Construction Documents including detailed specifications that will be used in the bidding of the project.
4. **Bidding:** During this phase of the work, ICON will conduct the Bid Meeting in conjunction with Hardin County representatives. During the bid process, ICON will provide/track questions for clarification (RFIs) and will tabulate the bid results for presentation to Fiscal Court.



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5. **Construction Administration:** ICON will attend regularly scheduled project meetings at the site and make presentations, as required, to Fiscal Court to provide updates on the project. ICON will also provide periodic site reviews, answer contractor RFIs and review shop drawings throughout the project.
6. This proposal assumes that Hardin County Government/EMS will specify and select furnishings for each area of the facility.
7. ICON has not included permitting/plan review fees.
8. ICON has not included Special Inspections and Materials Testing services, which will be required. ICON can, however, provide Special Inspections for an additional fee, if desired.

### **SCHEDULE & DELIVERABLES**

It will be our goal to provide the proposed bidding documents within 7 to 10 weeks from the approval of this agreement and however, this assumes that all site related issues/agreements have been resolved.

ICON will establish an electronic "Drop Box" so that drawings can be deposited and viewed, at will, by approved viewers. ICON will also provide two hard copy sets of review drawings at each of the phases of the design (Design Development, Construction Documents) along with two sets of the bidding documents. We have not including printing for contractors during bidding or the construction phase. It is our intent that contractors would purchase sets from a local printer (i.e. Duplicator Sales etc.).

### **ADDITIONAL SERVICES**

Services requested outside of the proposed Scope of Services will be provided on an hourly or negotiated lump sum basis. Hourly rates shall be in accordance with the attached schedule of rates.



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**PROPOSED FEE**

We propose to provide the above scope of services for lump sum fee of \$32,500 (thirty two thousand five hundred dollars) with the following proposed fee schedule:

<b>Design Development</b>	30% of Fee	\$9,750
<b>Construction Documents</b>	55% of Fee	\$17,875
<b>Construction Administration</b>	15% of Fee	\$4,875

Please do not hesitate to contact us should you have any questions.

Sincerely,

ICON ENGINEERING AND INSPECTION SERVICES, PLLC

A handwritten signature in red ink, appearing to read "Michael S. Childers".

Michael S. Childers, PE, SECB  
President

**CLIENT ACCEPTANCE**

If you are in agreement with the above we will require your signature on an original copy of this proposal to proceed on this project.

**HARDIN COUNTY FISCAL COURT**

\_\_\_\_\_  
Authorized Signature

February 26, 2013  
Date

Harry L. Berry, Hardin County Judge/Executive  
\_\_\_\_\_  
Printed Name



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**2013 RATE SCHEDULE HOURLY COMPENSATION RATES**

*If requested by the Owner, work beyond the Scope of Basic Services may be performed on a fixed price, percentage or hourly rate basis. Listed below are hourly rates for various categories of staff members of the Firm.*

*The above rates include all employees' wages, payroll burdens, overhead and profit. Overtime hours charged by non-exempt employees (categories identified by \*) will carry a premium charge factor of 1.3. For lump sum projects, these Hourly Rates apply only to Additional Services.*

**REIMBURSABLE EXPENSE RATES**

*In addition to Fees, the following expenses are reimbursable as they apply to the Project:*

1. **Communication** -Actual cost of long distance telephone, fax, postage and overnight delivery.
2. **Outside Consulting Services (e.g. Survey, Topographic, Geotechnical) and Special Supplies** -Actual cost plus 20%.
3. **CAD -Drawing Plots** -\$20.00 per drawing -Full Size; \$6.00 per drawing -11" x 17"; \$5.00 per square foot for color plot
4. **Specification and Drawing Reproduction:**
  - \$3.50 per square foot for mylar reproductions
  - \$2.00 per 8-1/2" x 11" for color copies
  - \$.75 per square foot for Xerox bond copy
  - \$2.75 per 11" x 17" for color copies
  - \$.10 per photocopy (includes collating and binding of specifications)
5. **Scanning** -Drawings -\$.88 per square foot; Color Photos \$20 each
6. **Color Boards** -\$275 (excludes design time)
7. **Copy Drawings to Electronic File** -\$80 per drawing file
8. **Travel**-Mileage is charged in accordance with IRS regulations. Actual cost of other modes of travel.
9. **Food and Lodging** -Reasonable and actual living expenses incurred while on assignment or travel away from the office.

EMPLOYEE CATEGORY	HOURLY RATE
Principal	\$ 220
Senior Project Manager	\$ 150
Project Manager	\$ 145
Senior Engineer	\$140
Engineer	\$ 135
Senior Architect	\$ 120
Senior Engineering Designer *	\$ 120
Program Manager	\$ 120
Landscape Architect	\$ 110
Architect	\$ 105
Graduate Engineer	\$ 100
Senior Interior Designer	\$ 95
Senior Architectural Designer*	\$ 100
Construction Accountant	\$ 95
Designer *	\$ 90
Construction Manager	\$ 85
Interior Designer	\$ 80
Specification / Technical Typist *	\$ 70
Drafter *	\$ 75
Administrative Support *	\$ 70

Initial: