

From: [Graham Vickers](#)
To: [Mark Castiglione](#)
Cc: [John Tobin](#); [Jeff Aceto](#); [Stephen Garvey](#)
Subject: RE: CDJSDF site and building permitting
Date: Monday, September 27, 2021 11:04:00 AM
Attachments: [image001.png](#)

Hi Mark, we are working through the overall list of potential site, environmental and building permits that may be needed for the project currently and will confirm our expectations when we do. We are also still confirming if we need to request any additional terms to the prime agreement that we initialed back in 2018. In the meantime we have reviewed the revised building estimate, phasing expectations and final scope and propose the approach outlined below.

- While the building construction cost has gone up substantially, the bulk of cost increase appears to be due to escalation and we will therefor not need to revise the original percentage of construction fee table provided at the culmination of the Concept Phase.
- Due to the phasing and overlapping renovation/ addition scope elements we proposing the higher end values from the 2018 fee schedule for the base fee services for this project. As originally described in the scope document and reflected in all subsequent design documents, this lump sum base **fee would include the following:**
 - “Basic Services”, as described by the AIA and transposed in our previous documents and contract: Architecture, MEPFP & Structural Engineering.
 - Building project related Civil Engineering and Landscape Architecture. (Does not include work the support state or local permitting requirements).
 - Security electronics and low voltage wiring design
 - All through the DD, CD, Bid and CA phases as defined by the AIA and described in initial scoping document
 - All costs associated with travel, licensing and operational expenses. Except printing costs (we recommend the County carry a \$5,000 cost for printing which SMRT, the CMA of the county can directly procure.)
- **Not included** in the lump sum base fee:
 - Site and Building, state and municipal permitting work.
 - As I mentioned we are confirming the potential permitting requirements now but propose the County carry an allowance of \$30,000 (we are confirming this recommendation currently) for professional services potentially required to work through the permitting process, which the design team will bill hourly to as needed through design.
 - This way we can proceed with some unknowns in the permitting process without delaying the project. Billing hourly as needed prevents us from having to give you a conservative lump sum number now.
 - If this process doesn’t work procedurally we can look at other options to structure this scope.
 - Specification and assistance with FFE (movable furniture and equipment).
 - This is available as an additional service and varies in cost based on how you end up proceeding with procurement.
 - This scope would not be required until we are within roughly six months of culmination of construction.

- Surveying, geotechnical engineering and other potential site investigations or special inspections.
 - SMRT will work with the county and the CMA to determine any need for these scope items and provide recommendations
- **Total Proposed Fee**
 - Base Services: \$724,993
 - Less the \$97,000 already authorize for Schematic Design
 - Total additional fee for Base Services for this modification: **\$627,993**
 - Recommended Allowance for site investigation to be billed to hourly based on current SMRT rate schedule: **\$30,000** (to be confirmed ASAP)
 - Recommended Allowance for Printing Costs: **\$5,000**

As I mentioned we are still confirming the potential permitting scope and reviewing the terms structure but I wanted to get this to you asap to keep things moving. Happy to discuss on the phone at your convenience.

Once we get these last items confirmed we can turn this into a more formal proposal and contract modification.

Thank you,

Graham W. Vickers, AIA
Principal



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From: Mark Castiglione <mark@cdrpc.org>
Sent: Thursday, September 23, 2021 5:05 PM
To: Graham Vickers <gvickers@smrtinc.com>
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Subject: RE: CDJSDF site and building permitting

Hi Folks- I chatted with the town of Colonie planning director. Their process starts with submission of a preliminary sketch plan to the planning department which gets distributed to the town departments for review/comment on water sewer stuff particularly. They'll administratively make the determination regarding the County exemption from the typical local planning and zoning review.

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From: Mark Castiglione