

Consultant Agreement Recommendation

State of Ohio Standard Forms and Documents

Project Name: <u>RICI Housing Unit Stair Replacement</u>	Project Number: <u>DRC-23L044</u>
Location: <u>Richland Correctional Institution</u>	Date: <u>02/03/2023</u>
<u>Ohio Department of Rehabilitation</u>	<u>Ohio Department of Rehabilitation</u>
To: <u>and Correction</u>	From: <u>and Correction</u>
Representative: <u>Richard Shaffer</u>	Project Manager: <u>Jeffrey Garverick</u>
Financial: <u>Mindy Carty-Anderson</u>	Project Coordinator: <u>Elizabeth Lowery</u>

The Contracting Authority has completed fee negotiations with the proposed Consultant, Civil & Environmental Consultants, Inc., for this project and they have agreed to provide consulting services in accordance with the State's standard Consultant Agreement.

This Consultant Agreement amount is based on the following:

A. Basic Fee:	\$42,600.00
B. Additional Services:	\$0.00
C. Reimbursable Expenses:	\$3,300.00
Total Consultant Agreement (A+B+C)	\$45,900.00

Summary of all Project costs are as follows:

Construction Budget (including contingency)	\$1,387,600
Total Consultant Agreement	\$45,900.00
OFCC Project Administration Fee	\$14,500.00
OFCC Consultant List Fee	\$2,000.00
Total Project Budget	\$1,450,000.00

It is also required that you request the release of \$2,000.00 in favor of the Ohio Facilities Construction Commission (OFCC) for its consultant list administration fee.

Once the Controlling Board approves your request for the release of funds, contact OFCC for a Contract Number. Once you provide a purchase order to our office in the amount of \$45,900.00 in favor of Civil & Environmental Consultants, Inc., we will process the Agreement.

As a reminder to all parties, please include the Project Number on all documents related to the project.

Please include in the description of the Controlling Board Request: **"The OFCC pre-qualified consultant list is developed via an RFQ process to select a pool of design consultants to provide architectural and engineering services on an as-needed basis. OFCC received purchasing authority as an Agency Released Competitive Opportunity through the Related CB Request referenced below."** Enter **"CB Request SFC0101389, approved on May 9, 2022"** in the "Related CB Request" field at the bottom of the request form.

CC: Dustin Doherty, Civil & Environmental Consultants, Inc.
Jeff Garverick, ODRC Project Manager
Sam Cappelli, ODRC Project Manager
Maryanne Stone, ODRC Project Manager 1
Mindy Carty-Anderson, ODRC Financial
Richard Clark, ODRC EEO Program Manager