
CHAPTER 9 - DFM-FPDC SERVICE FEE

- 1.0 Levels of Service
 - 1.1 Two types of services will be provided by DFM, standard and minimum.
 - 1.2 **Standard services** Include all building code, design and document reviews and construction administration observation services as outlined in Chapters 7 & 8.
 - 1.3 **Minimum services** include:
 - 1.3.1 Coordination of SBAC firm nominations for interviews.
 - 1.3.2 Coordination of interviewing, selection and fee negotiations with selected firms.
 - 1.3.3 Selection and coordination of ancillary services contracts.
 - 1.3.4 Full code reviews including acceptance of code footprint.
 - 1.3.5 Complete ADAAG reviews.
 - 1.3.6 Construction document reviews for building code and accessibility issues.
 - 1.3.7 Bidding Services, including release to bidders and issuance of addenda.
 - 1.3.8 Construction contract services, including issuance of the Notice to Proceed and change order processing
 - 1.3.9 Code inspections during construction only. Inspectors will not be attending progress meetings.
 - 1.3.10 Testing of all life safety systems.
 - 1.3.11 Issuance of the Certificate of Occupancy.
 - 1.4 Minimum services does not include:
 - 1.4.1 Retrieval of existing documents
 - 1.4.2 Kickoff meetings with selected architect/engineers.
 - 1.4.3 Site visits.
 - 1.4.4 Document review meetings.
 - 1.4.5 Pre-bid conferences
 - 1.4.6 Bid Openings
 - 1.4.7 Problem solving during construction
 - 1.4.8 Final inspections with the exception of life safety system(s) testing.
 - 1.4.9 One-year warranty walk through.
 - 1.4.10 Review of as-built drawings.
 - 1.5 Minimum services are negotiated between the agency and DFM. The initial fee of 1% is adjusted by the following multipliers:
 - 1.5.1 Cost factors adjust the fee by (one of the following):
 - a. Under \$750,000 (minimum fee \$500) = 1.75
 - b. \$750,000 to \$2,999,999 = 1.5
 - c. \$3,000,000 to \$11,999,999 = 1.0
 - d. \$12,000,000 and over = 0.75
 - 1.5.2 Complexity of the project is adjusted by (one of the following):
 - a. Classrooms, offices, dormitories (A/E minimum fees) = 0.8
 - b. Hospitals = 1.0
 - c. laboratories (A/E maximum fees) = 1.2
 - 1.5.3 Type of projects is adjusted by (one of the following):
 - a. New buildings, roofing and parking lots = 0.8
 - b. A combination of new and existing = 1.0

- c. Remodeling = 1.2
- 1.5.4 Level of services are adjusted by(one of the following):
 - a. Standard = 1.0
 - b. Minimum = 0.5
 - c. No Charge (endowment and gift funded) = 0.0
- 1.6 The state agency and/or user agency and the project architect/engineer are required to submit the following items:
 - 1.6.1 Project schedule, prior to the first review, including dates for all significant reviews
 - 1.6.2 Code footprint at the end of Design Development.
 - 1.6.3 Updated code footprint for review and approval at final document submittal.

END OF CHAPTER 9