



January 9, 2020

Ms. Alison Smith  
Director of Finance  
Livonia Public Schools  
15125 Farmington Road  
Livonia, MI 48154

RE: Contract Award Recommendation for Programming/Assessment Services:  
2020 Project – Livonia Central Office Renovation

Dear Ms. Smith:

This letter transmits an update from Plante Moran Cresa (PMC) as it relates to the assignment to assist and advise Livonia Public Schools (LPS) in its selection of a Design Firm for the Project listed above. This update represents the mutual efforts of PMC and LPS Administration and staff to present a framework in order to identify, evaluate and recommend a Design Firm to provide programming/assessment services for this Project.

Of the four firms that were requested to provide a proposal, HED appears to have the best expertise, staff and resources to perform the aforementioned services. They have demonstrated their skill and ability in being able to provide programming/assessment services for a corporate office environment, and if recommended by LPS, the ability to continue forward with the District and provide design and construction administration services for the remainder of the Project.

Accordingly, PMC and LPS is recommending HED as the Design Firm for the 2020 Project listed above. HED's proposal for Programming/Assessment services is not to exceed \$46,000.00. Should LPS decide to move forward with the Renovation Project, HED's submittal to continue on with design services will be negotiated based upon the final scope and their proposal.

With the Board's concurrence, an AIA C103 - 2015 Standard Form of Agreement Between Owner and Consultant will be prepared for HED, pending final review and approval of terms by District legal counsel.

PMC is available at the Board's convenience to discuss the above rationale and answer any questions regarding this recommendation.

Sincerely,

PLANTE MORAN CRESA

A handwritten signature in blue ink that reads 'Lisa M. Pitt'.

Lisa M. Pitt, LEED AP BD + C  
Senior Consultant

Enclosures: Programming Proposals for Central Office

**Livonia Public Schools  
 Programming Proposals for Central Office**

BUSINESS NAME	NORR	Neumann Smith	HED	Pophouse
<b>General Information</b>				
Local Office	Detroit, MI	Southfield, MI	Southfield, MI	Detroit, MI
Headquarters	Detroit, MI	Southfield, MI	Southfield, MI	Detroit, MI
Contact	Dennis Baran, Principal	Gene Carroll, AIA, LEED AP	Tim Gawel, Studio Leader	Lisa Moore, VP
<b>Proposed Fee Information</b>				
<b>Fee Proposal: Programming/Assessment</b>	<b>\$ 28,900.00</b>	<b>\$ 10,000.00</b>	<b>\$ 46,000.00</b>	<b>\$ 19,600.00**</b>
Reimbursables (NTE)	\$ 1,000.00	Billed at direct cost	Billed at 1.10 direct cost	Billed at 1.15 direct cost
Total Hours	289	80	320	129
Estimated Duration	8 weeks	2 weeks	4 - 6 weeks	4 - 8 weeks
<b>Total</b>	<b>\$ 29,900</b>	<b>\$ 10,000 + Reimbursables</b>	<b>\$ 46,000 + Reimbursables</b>	<b>\$ 19,600 + Reimbursables</b>
<b>Additional Services</b>				
% of Services (not including FF&E)	6.5% of construction cost on \$3.5 million project	5.63% of construction cost on \$3.5 million	4.49% of construction cost on \$3.5 million project	*
Schematic Design (SD)	\$227,500.00	\$ 29,550.00	\$ 25,600.00	\$ 17,100.00
Design Development (DD)		\$ 39,400.00	\$ 34,100.00	\$ 26,000.00
Construction Documentation (CD)		\$ 78,800.00	\$ 68,200.00	\$ 4,600.00: CD review only*
Construction Administration (CA)		\$ 49,250.00	\$ 42,700.00	\$ 7,700.00*
FF&E Design Services	TBD after scope	\$ 22,500.00	\$ 22,500 - 30,000	\$ 23,600.00
<b>Hourly Rates</b>				
Vice President	\$ 240.00	NA	NA	NA
Executive-in-charge/Principal; Creative Director; Studio Leader	\$ 195.00	\$200.00 - \$250.00	\$ 250.00	\$ 200.00
Studio Manager; Design Director; Principal in Charge	\$ 140.00	\$135.00 - \$190.00	\$ 210.00	\$ 175.00
Project Manager	\$ 125.00	\$135.00 - \$200.00	\$ 150.00	\$ 125.00
Practice Leader-Architecture; Architect	\$ 140.00	\$80.00 - \$130.00	NA	NA
Architectural Designer; Programmer/Designer	\$ 85.00	NA	\$ 140.00	NA
Design Director; Senior Designer	\$ 150.00	NA	NA	\$ 145.00
Production Architect; Designers/Project Architects; Architectural Support	\$ 115.00	\$90.00 - \$160.00	\$ 120.00	NA
Intern Architect	NA	\$65.00 - \$95.01	NA	NA
Interior Designer	\$ 105.00	\$80.00 - \$150.00	NA	\$ 125.00
Engineering Studio Manager	\$ 165.00	NA	NA	NA
Structural Designer	\$ 95.00	NA	NA	NA
Structural Engineer (PE)	\$ 120.00	NA	\$ 160.00	NA
Mechanical Designer	\$ 95.00	NA	NA	NA
Mechanical Engineer (PE)	\$ 130.00	NA	\$ 175.00	NA
Electrical Designer	\$ 95.00	NA	NA	NA
Electrical Engineer (PE)	\$ 120.00	NA	\$135.00 - \$140.00	NA
AV/IT/Security	NA	NA	\$ 195.00	NA
Tech Support	NA	NA	\$ 120.00	NA
Project Coordinator; Clerical	\$ 70.00	\$50.00 - \$80.00	\$ 90.00	NA
Business Intelligence Account Director	NA	NA	NA	\$ 175.00
Illustrators	NA	\$150.00 - \$170.00	NA	NA
Associate	NA	NA	NA	\$ 80.00
<b>Notes</b>				
				* Pophouse is a design firm only, an Architect of Record will need to be engaged to produce CD's and perform CA **Proposal does not include an analysis of current life safety requirements or MEP controls