



GRIFFIN STRUCTURES FEE PROPOSAL

City of Visalia Fire Station 51 Project

October 5th, 2024

Griffin Structures' Fee Proposal is based on all reasonable costs necessary to perform Construction Management Services for the Visalia Fire Station 51 project. For these requisite services Griffin Structures proposes the following Not-to-Exceed Fee:

Owner's Representative & Project Management Services:	\$	857,505
Reimbursable Expenses:	\$	31,495
Total	\$	889,000

All proposed hourly rates are fully burdened and include overhead, profit, taxes, and benefits. The hours identified for each individual employee and task are estimates only and are not to be construed as not to exceed hours for any individual task, phase, or time period. We reserve the right to reallocate hours between staff members and tasks, in consultation with SupplyBank staff, in order to accomplish the overall objectives and requirements of the project.

APPROACH TO PROJECT SCHEDULE

This proposal assumes the following durations by phase as illustrated in the Resource Allocation Schedule attached:

- 1. Preconstruction & Procurement: November 2024 through May 2025 (7 months)**
- 2. Contractor Bidding: June 2025 through August 2025 (3 months)**
- 3. Construction & Closeout: September 2025 through February 2027 (18 months)**

APPROACH TO STAFFING & PROJECT TEAM

To bring the highest level of efficiency and value to the City, Griffin Structures has assembled following team:

Jon Hughes – President, has extensive experience in managing public safety facilities. In this role, Jon will help guide the team in the use of pre-engineered metal building procurement and design for a successful and cost-efficient delivery. For this level of service, we have allocated 46 hours of Jon's time AT NO COST, for a total VALUE ADD of \$13,160.

Robert Godfrey – Principal In Charge, has been successfully delivering complex projects to the public sector for over 20 years. His vast experience with multiple funding sources, extensive stakeholder coordination, complex underground and utility experience, and innovative project delivery methods will ensure the project unfolds in an efficient and orderly manner. For this level of service, we have allocated 92 hours of Robert's time.

Ken Aspis – Project Executive, will serve as the Project Executive and will bring a wide array of skillsets and expertise to lead this team on a day to basis. In this role, Ken will bring his understanding of City staff functions and priorities and will lead the effort through the preconstruction phase. For this level of service, we have allocated 276 hours of Ken’s time.

Robert Carnes (Alt. Hernan Munayco) – Construction Manager will provide day to day onsite Construction Management for the duration of construction and closeout. Rob will bring his expertise of Visalia, having served in a similar role on the Visalia Emergency Communications Center project. In this capacity Rob will provide the scope of services illustrated in this response. For this level of service, we have allocated 3,099 hours of Construction Management time.

QUALIFICATIONS & EXCLUSIONS

1. Listed hourly rates are for 2025. Total fee proposal includes hourly rate increases for the Project Executive and Principal in Charge at subsequent calendar years through February 28, 2027. The Construction Manager rate of \$245 will remain fixed through February 28, 2027. Should the project extend beyond this date, new rates will be negotiated in good faith with the City.
2. Insurance costs are included as a reimbursable expense and will be billed monthly at the rate of \$10 per \$1,000.
3. On-site trailer rental, furniture, utilities, and sanitary facilities for our field staff (Project Management team) are excluded. We assume that offices will be provided as part of the construction site trailer(s) being provided by the City or its contractor.
4. Costs for all permits required for the project are excluded. It is assumed that the City will pay for all permitting fees, assessments, easements, school fees, and other agency or governmental fees or costs to support the design and construction of the project. We have not included any permit related fees within our fee proposal. Permits will be pulled by others.
5. Costs for construction staking, environmental and hazardous materials surveys, and all environmental and hazardous materials transportation and remediation costs are excluded.
6. Software licenses or user fees and all software training costs for specific project management software being required by either the SBO or their contractor(s) are excluded.
7. Cost of bulk blueprinting for plans and specifications for use by the contractors and subcontractors is excluded. Funds included in reimbursable expenses are for Griffin printing costs alone.
8. Independent or third-party testing companies such as Roofing, Peer Reviews, LEED, or other specialized third-party oversight services other than those listed herein are excluded.
9. No FF&E or OS&E procurement is included in this proposal.
10. Construction Site Security is excluded.
11. This proposal does not include a formal independent Inspector of Record (IOR); it is assumed that any Building Department inspections will be performed by the City’s Building Department inspections staff.
12. Construction Manager will review all RFI’s, Submittals, and Substitutions only for completeness.

Approvals shall be executed by the architect of record.

13. Statement of Probable Costs when included, and are based on standard industry practice, professional experience, and knowledge of market conditions. Griffin has no control over material and labor costs, contractor's methods of establishing prices or the market and bidding conditions at the time of bid. Therefore, Griffin does not guarantee that bids received will not vary from the cost estimate provided and Griffin is not liable for any costs, liabilities, or damages incurred by the Agency arising from Griffin's opinion of cost, the actual project cost to the Agency, delays caused by events outside the control of Griffin, or any labor or material cost increases.
14. Griffin is not responsible for, and the City will hold Griffin harmless from, any schedule delays and/or any losses, damages, or liabilities resulting therefrom that are caused by (1) events or conditions that are outside of Griffin's control or (2) the acts or omissions of parties for whom Griffin is not legally liable (collectively, "Non-Consultant Delays"). The schedule for completion will be extended for any Non-Consultant Delays. If Griffin incurs additional costs or expenses due to Non-Consultant Delays, then Griffin's fee compensation will be equitably adjusted to cover such additional costs or expenses.
15. Wage Compliance Program including Certified Payroll auditing, field interviews, or reporting is excluded. Based on State Law SB 854, it is assumed that the Dept. of Industrial Relations (DIR) will manage this effort at the State level. Griffin will enforce the Contractor registration requirements stipulated by the DIR.
16. For document tracking control, Griffin has included the use of "Submittal Exchange" for managing construction documentation, and based the hours allocated in this proposal accordingly. The cost of "Submittal Exchange" is included here as a reimbursable expense.
17. Move management services are not included.
18. Commissioning requirements required by LEED or Cal Green (Title 24) are excluded. Griffin will manage the commissioning process, but we have not included a commissioning agent, nor development of commissioning specifications.
19. This proposal shall remain valid and in full force and effect for a period of 120 days from date of issuance, after which time it shall be deemed null and void.

Item No.	PROJECT PHASE	PRESIDENT Jon Hughes \$280/hr.*	PRINCIPAL IN CHARGE Robert Godfrey \$270/hr.*	PROJECT EXECUTIVE Ken Aspís \$260/hr.*	CONSTRUCTION MANAGER Rob Carnes \$245/hr.*
Griffin has revised this proposal to reflect the scope and fee as discussed in a meeting with City staff on 09/05/2024					
1	PHASE 1 - PRE-BID SERVICES	8	16	90	40
1.1	Project Kick Off Meeting	Incl	Incl	Incl	Incl
1.2	Review Existing Documents	Incl	Incl	Incl	Incl
1.3	Constructability Reviews at Design Development and Construction Documents	Incl	Incl	Incl	Incl
1.4	Contractor Submittal Log	Incl	Incl	Incl	Incl
2	PHASE 2 - BIDDING PHASE SERVICES	2	4	45	90
2.1	Assist City with Notice of Award	Incl	Incl	Incl	Incl
2.2	Chair Preconstruction Meeting	Incl	Incl	Incl	Incl
3	PHASE 3: CONSTRUCTION & CLOSEOUT	36	72	141	2969
3.1	Mobilization	Incl	incl	Incl	Incl
3.2	Project Controls and General Administration	Incl	Incl	Incl	Incl
3.3	CM Project Invoices	Incl	Incl	Incl	Incl
3.4	Processing Progress Payments	Incl	Incl	Incl	Incl
3.5	Communications and Coordination	Incl	Incl	Incl	Incl
3.6	Onsite Inspection and Photo Documentation	Incl	Incl	Incl	Incl
3.7	Submittal Review and Management	Incl	Incl	Incl	Incl
3.8	Requests for Information Management	Incl	Incl	Incl	Incl
3.9	Change Order Management	Incl	Incl	Incl	Incl
3.10	Claims Review and Analysis	Incl	Incl	Incl	Incl
3.11	Inspection and Observation Services	Incl	Incl	Incl	Incl
3.12	Record Drawings	Incl	Incl	Incl	Incl
3.13	Start Up and Commissioning Support	Incl	Incl	Incl	Incl
3.14	Project Closeout Services	Incl	Incl	Incl	Incl
	Total Hours	46	92	276	3099
	Subtotals	\$13,160	\$25,400	\$72,850	\$759,255
	PROJECT / CONSTRUCTION MANAGEMENT TOTAL	NO CHARGE			\$857,505
4	REIMBURSABLE COSTS				\$31,495
4.1	Insurance				\$8,495
4.2	Misc. Printing and Office Supplies				\$3,000
4.3	Submittal Exchange				\$20,000
	GRAND TOTAL				\$889,000

City of Visalia
Fire Station 51
Resource Allocation Schedule

PROJECT PHASE	2025											
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
PHASE 1 - PRE-BID SERVICES												
Design Development												
Constructability Review of Design Development												
Construction Documents												
Constructability Review 2 and Permitting												
PHASE 2 - BIDDING PHASE SERVICES												
Prebid Meeting												
Contractor Bid Period												
Bid Opening and Award												
PHASE 3 - CONSTRUCTION PHASE SERVICES												
Contracts and Insurance												
Construction												
Punch List & Commissioning												
Move In												
Final Project Closeout												

WEEKS

President - Jon Hughes		4			4			2	2	2	2	2
Principal In Charge - Robert Godfrey		8			8			4	4	4	4	4
Project Executive - Ken Aspis		45			45			45	8	8	8	8
Construction Manager - Robert Carnes		20			20			90	172	172	172	172

President - Jon Hughes	\$	-	\$ 1,120	\$	-	\$ -	\$ 1,120	\$	-	\$ -	\$ 560	\$ 560	\$ 560	\$ 560	\$ 560
Principal In Charge - Robert Godfrey	\$	-	\$ 2,160	\$	-	\$ -	\$ 2,160	\$	-	\$ -	\$ 1,080	\$ 1,080	\$ 1,080	\$ 1,080	\$ 1,080
Project Executive - Ken Aspis	\$	-	\$ 11,700	\$	-	\$ -	\$ 11,700	\$	-	\$ -	\$ 11,700	\$ 2,080	\$ 2,080	\$ 2,080	\$ 2,080
Construction Manager - Robert Carnes	\$	-	\$ 4,900	\$	-	\$ -	\$ 4,900	\$	-	\$ -	\$ 22,050	\$ 42,140	\$ 42,140	\$ 42,140	\$ 42,140
	\$	-	\$ -	\$	-	\$ -	\$ -	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$	-	\$ 18,760	\$	-	\$ -	\$ 18,760	\$	-	\$ -	\$ 34,830	\$ 45,300	\$ 45,300	\$ 45,300	\$ 45,300

City of Visalia
Fire Station 51
Resource Allocation Schedule

PROJECT PHASE	2026												2027		Totals		
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB			
PHASE 1 - PRE-BID SERVICES																	
Project Initiation and Analysis																	
Review Existing Documents																	
Schematic Design & Pre-fab Feasibility Analysis																	
Independent Opinion of Probable Cost																	
Design Development																	
City Review of Design Development																	
Construction Documents																	
Permitting and Final Bid Documents																	
PHASE 2 - BIDDING PHASE SERVICES																	
Prebid Meeting																	
Contractor Bid Period																	
Bid Opening and Award																	
PHASE 3 - CONSTRUCTION PHASE SERVICES																	
Mobilization																	
Construction																	
Punch List & Commissioning																	
Move In																	
Final Project Closeout																	
WEEKS																	
President - Jon Hughes	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	46
Principal In Charge - Robert Godfrey	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	92
Project Executive - Ken Aspis	8	8	8	8	8	8	8	8	8	8	8	8	8	8	8	5	276
Construction Manager - Robert Carnes	172	172	172	172	172	172	172	172	172	172	172	172	172	172	172	45	3,099
President - Jon Hughes	\$ 580	\$ 580	\$ 580	\$ 580	\$ 580	\$ 580	\$ 580	\$ 580	\$ 580	\$ 580	\$ 580	\$ 580	\$ 580	\$ 580	\$ 580	\$ 580	\$ 13,160
Principal In Charge - Robert Godfrey	\$ 1,120	\$ 1,120	\$ 1,120	\$ 1,120	\$ 1,120	\$ 1,120	\$ 1,120	\$ 1,120	\$ 1,120	\$ 1,120	\$ 1,120	\$ 1,120	\$ 1,120	\$ 1,120	\$ 1,120	\$ 1,120	\$ 25,400
Project Executive - Ken Aspis	\$ 2,160	\$ 2,160	\$ 2,160	\$ 2,160	\$ 2,160	\$ 2,160	\$ 2,160	\$ 2,160	\$ 2,160	\$ 2,160	\$ 2,160	\$ 2,160	\$ 2,160	\$ 2,160	\$ 2,160	\$ 1,350	\$ 72,850
Construction Manager - Robert Carnes	\$ 42,140	\$ 42,140	\$ 42,140	\$ 42,140	\$ 42,140	\$ 42,140	\$ 42,140	\$ 42,140	\$ 42,140	\$ 42,140	\$ 42,140	\$ 42,140	\$ 42,140	\$ 42,140	\$ 42,140	\$ 11,025	\$ 759,255
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ 45,420	\$ 45,420	\$ 45,420	\$ 45,420	\$ 45,420	\$ 45,420	\$ 45,420	\$ 45,420	\$ 45,420	\$ 45,420	\$ 45,420	\$ 45,420	\$ 45,420	\$ 45,420	\$ 45,420	\$ 13,495	\$ 857,505