

MOSELEYARCHITECTS

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February 17, 2021

RE: Albemarle-Charlottesville Regional Jail Community Based Correction
Plan Planning Study
Charlottesville, Virginia

Colonel Martin Kumer
Superintendent
Albemarle-Charlottesville Regional Jail
160 Peregory Lane
Charlottesville, Virginia, 22902

VIA EMAIL:

Dear Colonel Kumer:

In accordance with your request and with our Agreement dated April 8, 2019 as Contract #2019-47-COUNTY-Architectural/Engineering Services-B, we are pleased to offer this revised cost proposal to provide the following services related to the preparation of a Community Based Corrections Plan (CBCP) Planning Study, the "Project", as described below.

In this proposal letter the term "Architect" shall refer to Moseley Architects; "County" shall refer to Albemarle-Charlottesville Regional Jail and Albemarle County, Virginia; and "Contractor" shall refer to the General Contractor who will be hired for construction of any renovations.

Scope of Work

Scope of Work consists of a CBCP Planning Study for the renovation of the 1975 portion of the Albemarle-Charlottesville Regional Jail consistent with the Memorandum of Conference dated February 8, 2021 enclosed as Exhibit A and subsequent discussions to identify specific deficiencies to be addressed as part of the renovations. The Planning Study in addition to meeting the requirements of the Board of Corrections Standards for Planning, Design, Construction and Reimbursement of Local Correctional Facilities effective March 8, 2018 (Referred to herein as the "Jail Standards") shall provide the County a proposed Scope of Work, budget estimate, and schedule for implementation of the renovations.

Consultants to Moseley Architects

Downey & Scott will provide construction cost estimating services as a consultant to Moseley Architects.

Timmons Group will provide civil engineering and surveying services as a consultant to Moseley Architects.

Moseley Architects will perform architectural; security design; interior design; and structural, mechanical, plumbing, and electrical engineering services with its own staff.

Scope of Services

The services can be summarized as follows:

The CBCP Planning Study is required by the Department of Corrections as a prerequisite for the planning, design, construction, and reimbursement of state funds of a local correction facility. The services provided must include all services necessary for the study to comply with Virginia Code Section §53.1-82.1 and to be prepared to meet the standards set forth in 6 VAC 15-81, Board of Corrections Standards for Planning, Design, Construction and Reimbursement of Local Correctional Facilities effective March 8, 2018 (Referred to herein as the "Jail Standards").

Planning Study shall consist of the following (unless determined to be a "Minor Renovation" as defined by the Jail Standards):

1. Statement of the regarding compliance with Jail Standards.
2. Statement of the planned general population design capacity of the proposed facility as determined and approved in the Needs Assessment (Needs Assessment will not be prepared.)
3. Statement of rated capacity of the existing facility (209 beds, to be confirmed by County).
4. Changes to operating program (procedures).
5. Facility planning program expressed on existing conditions plans.
6. Site data (as required).
7. Campus style design statement of management concept. (Assumed not applicable.)
8. Statement of management concept.
9. Written description of the project.
10. Assessment of the condition of the jail.
11. Conceptual floor plans.
12. Conceptual building elevations.
13. Conceptual site plan.

14. Conceptual building section.
15. Energy analysis.
16. Analysis of staffing needs and six-year operating budget cost.
17. Budget estimate.
18. Schedule for implementation.
19. Other information for reviewing agency.
20. List of sources of allocated and projected construction or capital funds involved in the project.

The Architect's services shall consist of the following:

1. Prepare a Planning Study in accordance with Virginia Board of Corrections Jail Standards effective March 8, 2018.
2. Review existing record drawings, prior planning studies, master plans, surveys, and geotechnical reports furnished to us by the Regional Jail, to gain insight into existing conditions that could impact the Planning Study. Topographic, environmental, boundary, and geotechnical surveys and reports are not included in our services.
3. Conduct up to four (4) meetings to include a kickoff/facility tour meeting, and three (3) review/presentation meetings.
4. Attend up to two (2) meetings with Virginia Department of Corrections' staff.
5. Attend up to two (2) meetings (in-person or virtually) as the County's representative to do a presentation or answer questions before the State Board of Local and Regional Jails when the project will be considered by them in 2022.

County's Responsibilities

The County shall have the following responsibilities regarding the Project.

1. The County shall provide the Architect with full information about its objectives, criteria, and constraints for the Project.
2. The County shall respond to the Architect's requests for information and review and respond to information submitted by the Architect in a timely manner.
3. County shall coordinate all services associated with hazardous materials.
4. The County shall provide to the Architect, at no cost, copies of all available documentation of existing Albemarle-Charlottesville Regional Jail including floor plans and other drawings, site plans, plats, topographic and/or boundary surveys, and similar documentation. If adequate documentation of existing conditions in the form of building and site drawings which accurately depict current conditions is not available, the County may elect to have the Architect prepare such drawings and/or surveys at additional cost. The County acknowledges that lack of such adequate documentation may hamper or prevent the Architect from completing some of the tasks described in this Agreement, and/or may have an adverse impact on the Architect's ability to

complete the services described above. The Architect shall have no responsibility for any consequences of its use of inaccurate documentation provided by the County.

The following services are not included in the scope of services. Cost of the Services for these tasks will be negotiated at the time of the request.

1. Full design and construction contract administration services.
2. Destructive demolition for investigation of existing conditions.
3. Title and Easement Research.
4. Traffic studies or assessments
5. Wetland Delineation and Confirmation.
6. Phase I Environmental Site Assessments.
7. Environmental permitting.
8. Water and sanitary sewer capacity analysis.
9. Geotechnical investigations.
10. Boundary or topographic survey. (TBD)
11. Subsurface utility location.
12. Off-site utility analysis and design of any offsite improvements.
13. Traffic signal design.
14. Special Inspections and Construction Materials Testing services.
15. LEED certification services.
16. Services related to modifications to the existing building to bring it into compliance with current building codes.
17. Other services not specifically identified in this proposal.

Moseley Architects' services do not include hazardous materials surveys and abatement, or any services related to hazardous materials. Moseley Architects shall have no responsibility or liability for the discovery, identification, abatement, or removal of hazardous materials of any kind, including, but not limited to, asbestos, lead paint, PCB's, and petroleum products in relation to the Project, nor does our proposal include any services related to hazardous materials. The County shall provide, separately from this Agreement, all necessary services related to hazardous materials.

Cost of Services

Our proposed compensation for the proposed services is the not to exceed value as detailed in the spreadsheet enclosed as Exhibit B. We will not perform or invoice the County on an “hourly not to exceed basis” for completing the services.

For other services not defined herein, compensation shall be as mutually agreed by Moseley Architects and the County.

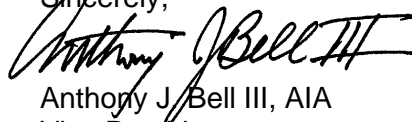
The cost of the services is not tied to the construction cost. It is based on the level of effort and professional time required to provide the services to fulfill the Scope of Work.

Schedule

With notice to proceed not later than March 15, 2021, we propose to have a draft for review by the County by May 30, 2021 (containing at a minimum - written narrative of Scope of Work of renovations, budget estimate, and schedule of implementation) and the CBCP Planning Study submitted to the Virginia Department of Corrections by no later than September 15, 2021 (VDOC deadline is December 31, 2021).

If this proposal is satisfactory, please prepare appropriate documentation indicating your approval and authorization to proceed. We appreciate the opportunity to be of further service to Albemarle County.

Sincerely,



Anthony J. Bell III, AIA
Vice President

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Enclosures: As indicated above.