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ARCHITECTURE

**Jackson County Health Department
Proposal for Architectural Services
May 31, 2016**

Project: The existing Jackson County Community Service Center is a 2 story building of approximately 29,200 SF and houses the Health Department, the Cooperative Extension and Soil & Water Conservation District Offices and Services. A study conducted in 2005 by McMillan Smith & Partners studied the options for improvements to the building and/or new construction options. McMillan Pazdan Smith will provide an update to the 2005 study based upon the entire building being occupied by the Health Department.

Owner: Jackson County Health Department
Chuck Wooten
Jackson County Manager
401 Grindstaff Cove Road, Rm A207
Sylva, NC 28779

Architect: McMillan Pazdan Smith, LLC
127 Dunbar Street (29306)
PO Box 5331
Spartanburg, SC 29304

Schedule: The update of the study can begin immediately upon notice to proceed from the owner. We anticipate an approximate 30 day period of data collection and programming, an approximate 30 day period to assess the data and develop design options and a final 30 day period to present design options and prepare the final document.

Scope of Services:

McMillan Pazdan Smith will conduct programming meetings with the Health Department Staff to determine the current and future spatial requirements and program needs. We will then assimilate that information to develop a program of space requirements to include quantities and square footages of each space. We will then develop options for renovations and/or additions to the existing building. In addition, we will assess the current building envelope, systems and building code deficiencies in order to develop a construction cost estimate for the recommended options. McMillan Pazdan Smith will provide options as needed for consideration by the Owner.



Compensation:

Architectural/Engineering fee for the project described above
(Not to exceed) \$17,600.00
Reimbursable Expenses (Not to exceed) \$ 1,200.00

Acceptance of Proposal:

If you are in agreement with this proposal, please sign and return a copy to McMillan Pazdan Smith.



Ron G. Smith, AIA,
Managing Principal
May 31, 2016

Acceptance By:

Name: Chuck Wooten
Title: Jackson County Manager
Date: