



**Jackson County Health Department
Proposal for Architectural Services
September 5, 2017**

Project: The renovation of the Jackson County Community Service Center to accommodate the Jackson County Health Department, the Permitting and Code Enforcement Department, and the Planning Department.

Owner: Jackson County
Don Adams
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

Scope of Services:

McMillan Pazdan Smith will meet with the Permitting and Code Enforcement Department Staff and the Planning Department Staff to develop a spatial allocation program for their needs. Upon approval of the County Manager and Department Heads, McMillan Pazdan Smith will develop a conceptual plan for the building to house the three departments mentioned above. A revised project cost estimate will be included.

Schedule:

McMillan Pazdan Smith can begin work within ten business days of your Notice to Proceed.

Compensation:

The Architectural / Engineering Fee for the work described above\$9,860.00
Reimbursable Expenses (Not to exceed).....\$ 600.00

Acceptance of Proposal:

If you are in agreement with the terms of the proposal, please sign the proposal and return a copy to McMillan Pazdan Smith. The receipt of a signed proposal will serve as Notice to Proceed.



Ron G. Smith, AIA,
McMillan Pazdan Smith
Managing Principal
September 5, 2017

Acceptance By:

Name: Don Adams
Jackson County
County Manager
Date: