

Facilities Management

GUIDELINES:

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PURPOSE:

The purpose of these guidelines is to outline the process for utilizing the new Washington University Architect/Engineer fee schedule for capital projects for the Facilities Management Division (FMD), Washington University School of Medicine. Please note, there are ongoing efforts to automate the fee schedule by incorporating it into the new Project Delivery process (PM Web). New guidelines will be issued when that automation occurs.

This is a guideline and Project Managers and Planners are expected to use critical thinking skills as well as the modifier tool to ensure a responsible fee is paid and that the University does not under or overpay for any services in their role as the project financial steward.

DEFINITIONS:

A. WU Basic Services: The following disciplines are directly tied to the Basic Services Fee percentage:

- a. Program Validation
- b. Architecture
- c. Civil Engineering
- d. Structural Engineering
- e. Mechanical, Electrical, Plumbing Engineering
- f. Fire Protection (performance spec)
- g. Information Technology
- h. Cost Estimating
- i. As Constructed Record Drawings

B. Project Type Classification: The WU allowed A/E fee for basic services varies by the following categories:

Tier I – Very Low Complexity

- Physical Plant Maintenance Workshops
- Warehouse/Storage Facilities
- Utility Structures/Service Buildings
- Low Technology Flex Office Buildings
- Standard Parking Structures

Tier II – Low Complexity

- General Office Buildings
- Physical Plant
- Manufacturing Workshops
- Mixed Use Parking Facilities
- Recreational Fitness Facilities
- Academic & Medical Classroom Buildings

Tier III – Average Complexity

- Medical/Specialty Office Buildings
- Security & University Police Buildings

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- Athletic & Recreational Facilities
- Libraries
- Dormitories & Student Housing

Tier IV – High Complexity

- Engineering Labs & Wet Research Labs – Up to BSL2
- Theatres & Performance Halls and Auditorium Assembly
- Dining Halls & Food Service
- Outpatient Surgical Center & Specialty Clinics
- Telecom/Data Processing Facilities
- Medical labs

Tier V – Very High Complexity

- Hospitals
- Specialty Research Labs/Support Facilities – BSL3 & Above
- Museums & Archival Facilities
- Animal Research Facilities

D. Total Construction Cost: The cost of the work designed under Basic Services. The fee is based on this amount and it is to be entered into the fee calculator.

PROCESS:

A. Determination of Fee Percentage: The design **fee percentage** will be calculated based upon **type of construction project by tier** with the level of complexity noted in the Tier description and a **fee multiplier** based upon **conditions (from 0.50 to 1.50)** per the Washington University Architect and Engineer Design Fee Schedule dated 2/6/2015.

The design fee percentage will be developed by linear interpolation between the percentages listed and will be based upon inputting an estimated **Total Construction Cost**. The design fee percentage of (**xx.xx%**) and a corresponding design fee of (**\$xxx,xxx**) will then be shown in the calculator by Tier. The final design fee percentage and corresponding fee will be adjusted via change order using linear interpolation of the fee schedule and the actual construction cost.

B. EXAMPLE: (Standard Basic Service Contract)

The design fee percentage will be calculated based upon a **LIBRARY** with a complexity in Tier **3** and a fee multiplier of **1.0** per the Washington University Architect and Engineer Design Fee Schedule dated 2/6/2015. The design fee percentage is developed by linear interpolation between the percentages listed and will be based on an estimated construction cost of **\$10,000,000**, resulting in a design fee percentage of **6.4%** and a corresponding fee of **\$640,000**.

C. EXAMPLE: (Iconic Building)

The design fee percentage will be calculated based upon a new **Athletic & Recreational Facilities with iconic architecture** with a complexity in Tier **3** and a fee multiplier of **1.5** per the Washington University Architect and Engineer Design Fee Schedule dated 2/6/2015. The design fee percentage is developed by linear interpolation between the percentages listed and will be based on an estimated construction cost of **\$10,000,000**, resulting in a design fee percentage of **9.6%** and a corresponding fee of **\$960,000**.

D. PROCESS (fee reporting and metric trending):

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As new projects are approved, the Fiscal Administrator in the Business Operations office will update an Excel spreadsheet with the architect and engineer fees budgeted on the new project based on the new fee schedule as well as the fees that would have been charged based on the old fee schedule. On a quarterly and annual basis, the Fiscal Administrator will report on the differences and trends showing the effects on project costs of the change in fee calculations.

ARCHITECTURE AND ENGINEER PROFESSIONAL SERVICE FEE SCHEDULE

Date: 2014.05.27

	COST OF CONSTRUCTION			TIER I - VERY LOW COMPLEXITY	TIER II - LOW COMPLEXITY	TIER III - AVERAGE COMPLEXITY	TIER IV - HIGH COMPLEXITY	TIER V - VERY HIGH COMPLEXITY
NEW CONSTRUCTION OR RENOVATION								
Up to OVER	\$50,000,000			4.90%	5.30%	5.70%	6.10%	6.50%
Up to	\$25,000,000			4.90%	5.50%	6.10%	6.70%	7.30%
Up to	\$10,000,000			5.00%	5.70%	6.40%	7.10%	7.80%
Up to	\$1,000,000			5.70%	6.70%	7.60%	8.60%	9.50%
Up to	\$500,000			6.90%	8.10%	9.30%	10.50%	11.70%
Up to	\$250,000			8.00%	9.40%	10.70%	12.00%	13.40%
Up to	\$100,000			8.40%	9.80%	11.20%	12.60%	14.00%
Up to	\$50,000			8.60%	10.10%	11.50%	13.00%	14.40%
IF THE CONSTRUCTION COST IS	\$0.00	FEE RATE		8.60%	10.10%	11.50%	13.00%	14.40%
	BASIC SERVICES			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

NOTE: WHEN THE COST FALLS BETWEEN TABULAR LIMITS, THE RATE IS DETERMINED BY DIRECT INTERPOLATION.

OPTIONAL MULTIPLIER						
APPLY THE FOLLOWING MULTIPLIER FOR PROJECTS WITH UNIQUE OR SPECIAL SITE &/OR CONDITIONS						
RANGE	CONDITIONS					
0.50	REPLACEMENT OF A SINGLE SYSTEM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		4.30%	5.05%	5.75%	6.50%	7.20%
0.60	LIMITED DOCUMENTATION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		5.16%	6.06%	6.90%	7.80%	8.64%

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0.70	INTERIORS PROJECT TO MATCH EXISTING CONDITIONS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		6.02%	7.07%	8.05%	9.10%	10.08%
0.80	NOT REQUIRING MULTIPLE BASIC SERVICE TASKS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		6.88%	8.08%	9.20%	10.40%	11.52%
0.90	NOT REQUIRING ONE BASIC SERVICE TASK	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		7.74%	9.09%	10.35%	11.70%	12.96%
1.00	STANDARD BASIC SERVICE CONTRACT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		8.60%	10.10%	11.50%	13.00%	14.40%
1.10	SCOPE IN EXCESS OF STANDARD BASIC SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		9.46%	11.11%	12.65%	14.30%	15.84%
1.20	PROJECT REQUIRING SIGNIFICANT DETAILING TO MATCH ADJACENT ARCHITECTURAL VOCABULARY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		10.32%	12.12%	13.80%	15.60%	17.28%
1.30	PROJECT WITH MULTIPLE PHASES OR DOCUMENTATION NEEDS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		11.18%	13.13%	14.95%	16.90%	18.72%
1.40	SMALL COMPLICATED PROJECT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		12.04%	14.14%	16.10%	18.20%	20.16%
1.50	ICONIC BUILDING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

NOTE: The fee is calculated automatically from the Construction Subtotal (HARD COSTS ONLY INCLUDING DESIGN CONTINGENCIES). Soft costs are not included; e.g. design fees, owner & construction contingencies, FFE, etc.