



Applies to: All Employees in Facilities Operations and Development
Effective: July 1, 2009
Updated: August 19, 2016

OVERVIEW

Basic Services to be provided by the AE consist of the phases set forth below and include without limitation normal architecture, civil, structural, mechanical, electrical, and landscape design and engineering services. The project Basic Services also includes on-site construction administration. Pre-design in the standard agreement is limited to program verification stage, which means reviewing the program as it relates to the budget. The standard stages include:

1. Program Verification
2. Schematic Design (Preliminary Drawings)
3. Design Development (Basic Drawings)
4. Construction Document (Construction Drawings and Specifications)
5. Bidding and Award (Bidding Assistance and Recommendation)
6. Conformed Documents
7. Construction (Administration of construction)
8. Closeout Deliverables

The Ohio State University advertises at the lowest Basic Services fee. Additionally, fees must be negotiated for additional services, and reimbursable items must be discussed. The Standard Agreement defines the make-up of additional services and reimbursable expenses.

Examples of additional consultants not typically included under Basic Services could be garage, lighting, curtain wall, interior FF&E, acoustic, lab, theater, et al. Independent agreements will be negotiated for commissioning and constructability.

Basic Services Fee

The following fees are guidelines for the negotiation of Basic Services fees. Fees for Basic Services do not include reimbursement of allowable expenses or additional services.

Est. Construction Cost (thousands)	Type A		Type B		Type C	
	New Bldg (%)	Renovation (%)	New Bldg (%)	Renovation (%)	New Bldg (%)	Renovation (%)
25	12.00	14.40	13.00	15.60	14.00	16.80
50	10.00	12.00	11.00	13.20	12.00	14.40
75	9.50	11.40	10.50	12.60	11.50	13.80
100	9.20	11.04	10.20	12.24	11.20	13.44
200	8.90	10.68	9.90	11.88	10.90	13.08
300	8.60	10.32	9.60	11.52	10.50	12.60
400	8.30	9.96	9.30	11.16	10.30	12.36
500	8.00	9.60	9.00	10.80	10.00	12.00
600	7.80	9.36	8.80	10.56	9.80	11.76
700	7.60	9.12	8.60	10.32	9.60	11.52
800	7.40	8.88	8.40	10.08	9.40	11.28
900	7.20	8.64	8.20	9.84	9.20	11.04
1000	6.90	8.28	7.90	9.48	8.90	10.68
1100	6.86	8.23	7.86	9.43	8.86	10.63
1200	6.82	8.18	7.82	9.38	8.82	10.58
1300	6.78	8.14	7.78	9.34	8.78	10.54
1400	6.74	8.09	7.74	9.29	8.75	10.50



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	New Bldg (%)	Renovation (%)	New Bldg (%)	Renovation (%)	New Bldg (%)	Renovation (%)
1500	6.70	8.04	7.70	9.24	8.74	10.49
1600	6.66	7.99	7.66	9.19	8.70	10.44
1700	6.62	7.94	7.62	9.14	8.66	10.39
1800	6.58	7.90	7.58	9.10	8.62	10.34
1900	6.54	7.85	7.54	9.05	8.58	10.30
2000	6.50	7.80	7.50	9.00	8.54	10.25
2100	6.48	7.78	7.48	8.98	8.50	10.20
2200	6.46	7.75	7.46	8.95	8.48	10.18
2300	6.42	7.70	7.42	8.90	8.46	10.15
2400	6.40	7.68	7.40	8.88	8.42	10.10
2500	6.38	7.66	7.38	8.86	8.40	10.08
2600	6.36	7.63	7.36	8.83	8.38	10.06
2700	6.34	7.61	7.34	8.81	8.36	10.03
2800	6.32	7.58	7.32	8.78	8.34	10.01
2900	6.30	7.56	7.30	8.76	8.30	9.96
3000	6.28	7.54	7.28	8.74	8.28	9.94
3100	6.26	7.51	7.26	8.71	8.26	9.91
3200	6.24	7.49	7.24	8.69	8.24	9.89
3300	6.22	7.46	7.22	8.66	8.22	9.86
3400	6.20	7.44	7.20	8.64	8.20	9.84
3500	6.19	7.43	7.19	8.63	8.19	9.83
3600	6.18	7.42	7.18	8.62	8.18	9.82
3700	6.17	7.40	7.17	8.60	8.17	9.80
3800	6.16	7.39	7.16	8.59	8.16	9.79
3900	6.15	7.38	7.15	8.58	8.15	9.78
4000	6.14	7.37	7.14	8.57	8.14	9.77
4100	6.14	7.36	7.14	8.56	8.14	9.76
4200	6.13	7.36	7.13	8.56	8.13	9.76
4300	6.13	7.35	7.13	8.55	8.13	9.75
4400	6.12	7.34	7.12	8.54	8.12	9.74
4500	6.11	7.33	7.11	8.53	8.11	9.73
4600	6.10	7.32	7.10	8.52	8.10	9.72
4700	6.05	7.26	7.05	8.46	8.05	9.66
4800	6.02	7.22	7.02	8.42	8.02	9.62
4900	6.01	7.21	7.01	8.41	8.01	9.61
5000	5.95	7.14	6.95	8.34	7.95	9.54
6000	5.93	7.11	6.93	8.31	7.93	9.51
7000	5.90	7.08	6.90	8.28	7.90	9.48
8000	5.88	7.05	6.88	8.25	7.88	9.45
9000	5.85	7.02	6.85	8.22	7.85	9.42
10000	5.80	6.96	6.80	8.16	7.80	9.36
12000			6.78	8.13	7.60	9.12
14000			6.75	8.10	7.40	8.88
15000	5.60	6.72				
16000			6.73	8.07	7.20	8.64
18000			6.70	8.04		



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20000	5.40	6.48	6.68	8.01		
22000			6.65	7.98		
24000			6.62	7.94		
25000	5.20	6.24				
26000			6.60	7.92		
30000			6.58	7.89		
35000			6.55	7.86		
40000			6.50	7.80		
60000	4.95	5.94				
70000	4.85	5.82				
80000	4.75	5.70				

- Type A: Buildings of average complexity without any extensive mechanical or electrical system design or criteria.
 - To include: Classrooms, administrative offices, institutional (adult care/day care)
- Type B: Difficult buildings of specialized architectural character or requiring special duty or analysis.
 - To Include: Research laboratories, libraries, health care facilities, hospitals, theaters, museums, convocation facilities, prisons.
- Type C: Buildings of memorial, historic or monumental nature.
 - To include: Historical restoration, memorial facilities, and individual custom residential.

Additional Services

Additional services shall be identified in advance and mutually agreed to in writing as part of the final agreement, including negotiated fees for additional services

Reimbursable Expenses

The Owner will re-pay AEs and Construction Managers for their pre-approved invoices of outlays that do not contain mark-up and were incurred in the interest of the project.

Reimbursable services would be limited to pre-approved printing and permits. Travel is considered a basic service/part of doing business and should not be included as a reimbursable expense.

Buy Ohio Statement

The university is committed to Buy Ohio and will make every attempt to give preference to companies having their principal place of business in Ohio.

Preference is given to companies whose product(s) being offered are raised, grown, produced, mined or manufactured in Ohio or who have a significant economic presence within the state of Ohio.

Significant Ohio economic presence means business organizations that:

1. Have sales offices, divisions, sales outlets or manufacturing facilities in Ohio or which facilities demonstrate a significant capital investment in Ohio
2. Pay required taxes to the state of Ohio
3. Are registered and licensed to do business in the state of Ohio with the office of the secretary of state