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October 14, 2026

Ms. Kandice Hartley, City Manager
City of Sandersville
141 West Haynes Street
Sandersville, Georgia 30182

(Via E-mail)

RE: PROPOSAL FOR ARCHITECTURAL AND ENGINEERING SERVICES FOR NEW SANDERSVILLE POLICE DEPARTMENT

Dear Kandice,

Goodwyn Mills Cawood LLC (GMC) sincerely appreciates the opportunity to present this proposal to provide Professional Architectural and Engineering Services for the renovation and rebuild of the Sandersville Police Department building. This proposal describes our understanding of the scope of work, the professional services necessary to complete the work, and the anticipated framework for compensation and project delivery.

I. PROJECT DESCRIPTION & SCOPE

The project consists of a renovation of the existing two-story building that contains part of the current Sandersville Police Department, as well as the demolition of the remainder of that structure and construction of a two-story addition to the remaining building. The program for this new police department project, the initial cost estimate, and preliminary conceptual renderings and space planning diagrams were all previously provided to the City of Sandersville as deliverables under our prior contract for services. Those items are attached to this document as references.

As a general summary, the new two-story building will contain approximately 19,000 square feet and house the police department as well as spaces for the city council chambers and municipal courtroom. The building will be masonry and steel, and it will be in a style as shown in the references to integrate with the historic downtown square of Sandersville. In addition, a small three thousand square foot utility building will be constructed across the street on city land to house the current city IT infrastructure, the police department's community policing storage space, and the city's fitness gym that are currently located in the PD building.

II. SCOPE OF SERVICES

For clarity, GMC's professional services will be divided into Basic Architectural/Engineering Services and Available Additional Services.

A. Basic Architectural/Engineering Services

GMC will provide the following disciplines as required by the selected project option:

- Existing Conditions Documentation (Building)
- Architectural Design
- Interior Design, excluding Furniture, Fixtures & Equipment (FF&E)
- Structural Engineering
- Mechanical Engineering

- Plumbing Engineering
- Fire Protection Engineering
- Electrical Engineering
- Civil Engineering

The design will be limited to permanent construction, finishes, building systems, fixtures, and casework unless otherwise specifically included.

B. Available Additional Services
Services outside the Basic Services described above may be provided for a negotiated additional fee. These may include, as applicable:

- Landscape Architecture
- Furniture, Fixtures & Equipment Design (FF&E)
- Audiovisual Design
- Security, telecommunications, and other low-voltage systems
- Environmental Services
- Construction Testing
- Geotechnical Testing
- Site Surveying
- Professional Cost Estimating
- Renderings and other presentation materials
- Post-construction Services

III. BASIC DESIGN PHASES

Prior to commencement of Basic Architectural/Engineering Services, the City of Sandersville will provide clear direction regarding the scope, project program, standards, and construction budget. GMC will provide design services through the following phases:

1. Existing Conditions Documentation
GMC will document existing conditions associated with the portions of the police department building to remain in a renovated state. The design team will rely upon existing information furnished by the Owner where appropriate and will supplement that information with field observations necessary to develop the design.

2. Schematic Design
Based upon the existing conditions documentation, GMC will advance the design sufficiently to establish the organization, configuration, character, and principal systems of the proposed improvements. Schematic Design documents will generally include preliminary floor plans, preliminary building elevations as applicable, preliminary finish concepts, and preliminary code-analysis information.
At this point, at the desire of the Owner, the design team can review progress with a local contractor familiar with the current construction market or an outside cost consultant to get a rough-order-of-magnitude construction estimate for comparison to the Owner's funding availability.

3. Design Development
Following Owner approval of the Schematic Design, GMC will further develop the design, materials, and building systems. Architectural plans and details will be coordinated with the preliminary structural, mechanical, plumbing, electrical, and fire-protection systems. Design Development drawings including floor plans, exterior elevations, building sections, wall

sections, and outline specifications will be produced. These will be used by any consulting contractor or a cost consultant to develop a more detailed cost estimate at the conclusion of the phase. The Architect will be responsible to design to the required budget and assist the Owner with value engineering to stay within the budget targets.

4. Construction Documents
GMC will develop the Owner-approved Design Development documents into a coordinated set of Construction Drawings and Specifications suitable for permitting, bidding, and construction of the project. GMC will submit the completed documents for permitting by the appropriate local jurisdiction. Requirements of other state or federal entities, if subsequently determined to apply, will be evaluated with the Owner.

5. Bidding & Negotiation
GMC will assist the City of Sandersville with bidding and negotiation of the construction contract in coordination with the Owner's representatives and applicable governmental entities. Services will include responding to appropriate bidder questions, preparing addenda as required, reviewing bids and the construction contract, and assisting the Owner with award recommendations.

6. Construction Administration
During construction, GMC will provide Administration of the Contract for Construction based upon the Construction Documents prepared by the design team. Services will include periodic review of construction progress; participation in Owner-Architect-Contractor meetings; review of contractor submittals and applications for payment; responses to appropriate requests for information; Substantial Completion observations and punch-list development; and Final Completion observations.

IV. OWNER'S RESPONSIBILITY

The Owner will designate a representative with authority to make project decisions and serve as the primary point of contact for the Design Team. At this time we understand this representative to be you, Kandice Hartley.

At the beginning of the project, the Owner will provide GMC with any available information regarding the existing building, site, utilities, previous construction, and other known project requirements and conditions. GMC and its consultants will be entitled to rely upon the accuracy of information furnished by the Owner unless separately contracted to verify or supplement that information.

The Owner will also be responsible for applicable permit fees and other Owner expenses not specifically included within GMC's Basic Services.

V. PROJECT BUDGET

A construction budget for the project will be established in collaboration with the City of Sandersville as the project scope is confirmed and true market cost estimates are performed as part of the services. For purposes of this proposal, the assumed construction cost associated with the project, per our previously performed estimate, is:

New Police Department Facility incl. Existing 2-story Bldg	**$6-8 Million**