

**Lebanon, Maine**  
**SELECT BOARD-FIRE MEETING MINUTES**  
**Town Office Conference Room**  
**Minutes –Meeting**  
**October 12, 2023**

*HP* Paul Philbrick – Chairman State Representative J. Adams (4:30 PM to 5:20 PM)  
*SB* Shelli Boucher – Selectwoman  
*MW* Michael Walsworth - Vice Chair  
*RH* Richard Harlow III – Selectman  
*KE* Kevin Edwards – Selectman

*For complete meeting minutes please view the meeting in full at <https://www.youtube.com/c/TownofLebanon>*

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4:30 PM

Pledge of Allegiance

Chair Philbrick turned the meeting over to Vice Chair Walsworth to address the Microsoft Teams meeting with Port City.

Vice Chair presented information to the Select Board and introduced the meeting.

Selectman Harlow addressed the meeting by describing the location study results and asking about the process of acquiring suitable land with Port City's assistance. Port city responded that 2.5 to 3 acres of land would be needed. One of the top priorities of the process is to select a suitable location that will serve for now and the future.

Vice Chair Walsworth proceeded to review the 8 scopes of works and payment listed in the Port City proposal.

Port City provided clarification and answered questions through the review.

5:20 PM

Port City presentation ended.

Selectman Harlow informed the Board that SAM.GOV was re-activated. Administrators will be appointed.

Vice Chair Walsworth distributed a Fire Dept Plan for Town of Lebanon and a Fire Department Plan with To-Do List to the Board. The Board reviewed the contents of both documents and made corrections/alterations as needed.

Selectman Harlow referenced the HUB report dated Oct. 12, 2023. Selectman Harlow will contact our current insurance provider in reference to the findings in the report.

Vice Chair Walsworth informed the Board that Selectman Edwards has taken over as the point of contact for Fire to allow the Vice Chair to prepare for the 2024-2025 budget preparations.

5:59 PM

**Vice Chair Walsworth motioned to adjourn the BOS-Fire meeting. Seconded by Selectman Edwards. Motion passed 5-0.**

# Fire Dept Plan with To-Do List

## Short-term Plan

- Renting vacant daycare on Merchants Row
  - Rent on a month-to-month basis, \$3,150 + utilities
  - Downside – **response times will increase**, responders will be geographically separated from the trucks and equipment during freezing temperatures because trucks need to be heated, parked in Station 1
  - No choice We need to do what's right for our responders, period! Until the entire Town gets to vote on whether we continue as a 24/7 staffed FD
  - Better solution?

## Intermediate Plan

- Find a solution to place apparatus and personnel in **same location**
  - Response times improve back to baseline
  - Merchants Row w/ Portable heated garage
  - Transfer Station with single wide mobile home and heated garage
  - Station 1 w/ Singlewide Manufactured home behind. **Preferred option**
- Manufactured home – Chip
  - Single wide HUD compliant with ME certification label
  - Site work for solution
    - Gravel pad
    - Electric
    - Septic
    - Water
    - LP tanks
    - Phones (Lynne/}oe)
    - IT equipment (Lynne/}oe)
- Scrap storage trailer and generator - Mike
- Office Trailer (TBD)
  - Repurpose as training aid
  - Relocate to Transfer Station when appropriate
- Tree removal (TBD)
  - Postponed until needs for space are identified
- Station 1 Winterize/Repairs – Chip
  - Close side door ~~XXXXXX~~
  - Seal slab/CMU seam
  - Replace back door –
  - Modine heat in bays –
  - Seal roof leaks
  - Establish a safety monitoring program with HEB
  - Tear down chimney
  - Patch driveway (Paul) –
- Station 2 – Mike
  - Replace door knob

- Ensure water lines or secured
- Turn off electric circuits except for lights
- Close hose tower
- Grants:
  - Steven King for Gear *S.A.F.E.R.*
  - ~~Safety~~ grant for personnel —
  - AFG for truck (*Equipment*) — *Construction*
  - Crypto grant for IT equipment

### Long-term Plan

- New Fire Station
  - Multiple sources of expertise have said unequivocally that we need a New Station and that neither Station 1 nor Station 2 can be refurbished and expanded to any degree that they would be suitable for the Town as a Central Station The Location study confirms best location in at intersection or Rt 202, Long Swamp, Center Roads
  - A single central station is the best path for the Town
  - Repairs to Station 1 or Station 2 should only be necessary minimal repairs  
Once a new Station is built, Station 1 and Station 2 can be evaluated for alternative uses and the viability with cost of rehabilitating to that use can be debated and chosen by the voters The disposal of Station 2 could be chosen by the voters earlier and monies possibly be used towards a new station

### ~~Assistance Requested~~

- Immediate:
  - Contact Governors office for State POC
    - Emergency funding
    - Can ME National Guard provide shelters, portable buildings, or construction services?
  - Case study? Pease International Airport
    - <https://wwwmurcom.com/article/pease-airport-closed-large-aircraft-broken-fire-trucks/45461830#>
    - <https://wwwseacoastonline.com/story/news/local/2023/10/07/portsmouth-nh-airport-pease-allegiant-flights-resume/71099485007/>
    - <https://seacoastcurrent.com/when-will-flights-resume-for-portsmouth-international-at-pease/>
- Intermediate:
  - Press releases about concerted efforts of state legislature and congressional offices supporting the Town Positive press may strengthen voter confidence in supporting efforts
- Long term:
  - Funding/grant assistance for new station, trucks, and gear
  - Construction permit waivers?

# Fire Dept Plan for Town of Lebanon

## Short-term Plan

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  - Case study? Pease International Airport
    - <https://www.wmur.com/article/pease-airport-closed-large-aircraft-broken-fire-trucks/45461830#>
    - <https://www.seacoastonline.com/story/news/local/2023/10/07/portsmouth-nh-airport-pease-allegiant-flights-resume/71099485007/>
    - <https://seacoastcurrent.com/when-will-flights-resume-for-portsmouth-international-at-pease/>

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- Long term:
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# PROPOSAL

For Architectural and Engineering,  
Fire/EMS Feasibility Study Services

August 25, 2023

**Town of Lebanon  
Fire/EMS feasibility study RFP  
15 Upper Guinea Road  
Lebanon, ME 04027**

**ALLIEDCOOK**  
CONSTRUCTION



RE: Feasibility Study for a new Fire/Rescue Station

Dear Members of the Selection Committee

Thank you for the opportunity to provide professional architecture and engineering services to provide a feasibility study for the Fire/EMS department in Lebanon. Our proposal is for our team to review your current operations, staffing, apparatus, and the existing stations, and recommend a new relocated facility that will provide the best quality Fire/EMS services to Lebanon now and well into the future. This proposal will summarize the scope of our services and the corresponding fees. Once completed, the Town can use these study materials to take to the voters for a bond approval for construction of the new facility.

## SCOPE OF WORK AND ASSOCIATED FEES

We have provided the specific scope of work below to correspond with the services needed by the town. The scope with associated fees have been arranged in rough chronological order.

### Anticipated Key Staff:

AH	Andrew Hyland	Port City	\$160/hr
JP	Jason Pica	Port City	\$140/hr
AE	Engineers	Allied Engineering MEP&S	\$150/hr
MC	Matt Cook	Allied/Cook Construction	\$160/hr
PCA	Staff support	Port City	\$ 95/hr
TS	Tom Saucier	Site Design Associates	\$150/hr



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- 1) We will analyze current Department emergency operations and current service delivery practices and provide a corresponding space program document necessary to efficiently provide those services. The program will cover the total fire/EMS space needs for the town.**

We will discuss specific delivery practices, service objectives, and other pertinent information with the department and provide additional benchmarking information about those practices and any proposed improvements. Our team is well versed on current fire and EMS industry design trends including new ideas on decontamination spaces and other spaces. We will provide a matrix with all necessary spaces and their square footage. We will tally the individual room square footages into an overall project required square footage including circulation and grossing.

Staff Members: AH, JP

Fee: \$5,240

- 2) Provide a general facility assessment for the existing facility including physical condition, code compliance, workplace safety, potential hazards, and functionality pertaining to modern firefighting and EMS practices.**

Our next task is to generally familiarize our team with the existing building and site. We will visit the facility to assess its current condition and any deficiencies. The overall purpose of the assessment is to document the existing facility inadequacies, unsafe working conditions, space and site size deficiencies, code violations, and worn-out building systems. From this investigation, we will determine if there is any way to salvage one or more of the existing buildings for use as the fire/EMS facility.

Staff Members: AH, JP, MC, AE

Fee: \$6,860

- 3) Evaluate the suitability of the proposed site at Merchant Row for use as a new Fire/EMS station. Evaluate size, zoning, topography, soils, response location, traffic, utilities, and other suitability factors. If unsuitable, we will analyze the town's alternate location for suitability.**

Staff Members: AH, JP, MC, TS

Proposed fee: 10,080



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- 4) Based on the recommendations of item 3, we will provide a conceptual site and building design for a new facility concept on the most suitable location. Deliverables will include a conceptual site plan, a conceptual floor plan indicating all basic program areas, and a general construction systems and materials narrative.**

We will provide a conceptual floor plan and conceptual site plan for a new facility concept. The drawings will include all necessary spaces needed for modern fire and EMS operations. The site plan will include site circulation, utility connections, and other necessary features for an operational facility. The likely scenario is a new fire/EMS building on the Merchant Row site.

Staff Members: AH, JP, AE, MC, TS

Fee: \$17,350

- 5) Provide a cost estimate for the proposed facility construction. Include estimated costs for site acquisition if applicable. Provide a complete project cost estimate including all soft cost.**

We will provide a general estimate of construction cost for both facilities.

Staff Members: JP, MC

Fee: \$7,680

- 6) Attend meetings with the stakeholders for input and direction throughout the study period**

We will prepare for and attend meetings (2-3 anticipated) with the committee and fire/EMS staff to ascertain the department needs, review concepts, and present findings

Staff Members: AH, JP, MC

Fee: \$4,720





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**7) Provide general administrative oversight and coordination of the project**

We will provide general administrative oversight and coordination of the project.

Staff Members: AH, JP, PCA

Fee: \$4,425

**8) Provide a written narrative report documenting the information gathered above.**

We will document the staffing, apparatus, and facility location recommendations along with the space programming matrixes, a schematic rendered site plan, a schematic floor plan, photos, and a narrative. We will document the rationale for the required spaces with a narrative. The study will also provide a cost estimate. It will include all direct and indirect costs as well as other owner costs (such as FF&E) required for a turn-key project.

Staff Members: AH, JP, PCA

Fee: \$6,025

<b>Subtotal:</b>	<b>\$62,380</b>
<b>Direct Reimbursable costs:</b>	<b><u>\$3,120</u></b>
<b>Total Fee Proposed for Project:</b>	<b>\$65,500</b>



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## **Schedule**

We will be able to start the study within 20 days of acceptance. We will work to complete the study in 160 days assuming timely responses from the Town.

### **Feasibility and Cost Study:**

We propose to provide the work as described above including travel time for a **lump sum cost of \$65,500 including direct reimbursable costs.**

When the project receives funding approval, Port City and Allied/Cook will provide Phase 2 services including permitting, design development, construction documents, specifications, Construction of the facility, and construction administration based on the terms and percentage-based fees as shown in the attached State of Maine recommended schedule of fees "B" scale for architectural projects.

### **Invoicing/ Billing:**

- Invoices will be submitted monthly based on the work completed.

### **Attachments:**

- Port City Architecture hourly rates
- Port City Architecture Standard Terms and Conditions
- State of Maine recommended fees for architectural projects

This proposal is valid for thirty (30) days. If the outlined scope and proposed fees are acceptable, I would ask that you please sign this letter in the space provided and return a copy to this office via standard mail or e-mail. Thank you.

Sincerely,

**PORT CITY ARCHITECTURE**

Andrew Hyland, AIA  
Principal  
Port City Architecture

Accepted,  
(Name and Title)  
Lebanon, Maine

\_\_\_\_ / \_\_\_\_ 2023



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## STANDARD HOURLY RATES 2023

### Professional Fees

Principal	\$160.00/hour
Associate	\$140.00/hour
Staff Architect	\$130.00/hour
Senior Architectural Designer	\$120.00/hour
Interior Designer	\$120.00/hour
Architectural Designer	\$100.00/hour
Technical Assistant/CADD	\$ 95.00/hour
Administrative Services	\$ 75.00/hour
Consulting Engineer	\$150.00/hour

### REIMBURSABLE EXPENSE SCHEDULE

Reimbursables shall be charged at 5% of the total Design Fee or as direct expenses below

Laboratory Testing	Cost Plus 10%
Printing	
Clean Prints (blueprints)	\$ 0.50/sf
Copies-8 1/2"x11"	\$ 0.10 each
11"x17"	\$ 0.25 each
Sepias, Mylar	\$ 2.75/sf
Sepias, Paper	\$ 1.50/sf
Bindings	\$ 2.00/ea
Postage	Cost Plus 15%
Travel	
Mileage	\$ 0.58/mile
Lodging Cost Not to Exceed	\$200/Day/Person
Food Cost Not to Exceed	\$ 90/Day/Person
Photography Reproductions (not in-house)	Cost Plus 10%
Advertising	Cost Plus 10%
Consultants	Cost Plus 10%
Color Renderings	Cost Plus 10%
Communication/Technology charge:	2% of invoice
<i>Phone calls, faxes, scanning, website plan room, emails, and other forms of communication.</i>	



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## Port City Architecture 2023 Terms and Conditions

### 1. ABSENCE OF WARRANTY

All services of ARCHITECT and its subsidiaries, independent professional associates, subconsultants and subcontractors will be performed in a reasonable and prudent manner in accordance with generally accepted architecting practice. All estimates, recommendations, opinions and decisions of the ARCHITECT will be on the basis of the information available to the ARCHITECT and the Architect's experience, technical qualifications, and professional judgment. There are no warranties of merchantability or fitness for a particular purpose or any other warranties or guarantees whatsoever, express or implied, with respect to any service performed or materials provided under this Agreement.

### 2. INVOICES

Invoices will be submitted periodically (customarily on a monthly basis), and are due and payable upon receipt of invoice. Unpaid balances shall be subject to an additional charge at the rate of one (1.0) percent per month from the date of invoice if the unpaid balance is not paid within 30 days. In addition, the ARCHITECT may, after giving seven days written notice to OWNER, suspend services without liability until the OWNER has paid in full all amounts due the ARCHITECT on account of services rendered and expenses incurred, including interest on past-due invoices. Payment of invoices is not subject to discounting by OWNER. Time is of the essence in payment of invoices, and timely payment is a material part of the consideration of any Agreement between the ARCHITECT and OWNER.

### 3. CHANGES OR DELAYS

Unless the accompanying Proposal provides otherwise, the proposed fees constitute the Architect's estimate to perform the services required to complete the Project as we understand it to be defined. For projects involving conceptual or process development work, required services often are not fully definable in the initial planning. Accordingly, developments may dictate a change in the scope of services to be performed. If such change, additional services, or suspension of services results in an increase or decrease in the cost of or time required for performance of the services, whether or not changed by any order, an equitable adjustment shall be made and the Agreement modified accordingly.

Costs and schedule commitments shall be subject to renegotiation for unreasonable delays caused by the OWNER's failure to provide specified facilities or information, or for delays caused by unpredictable occurrences or force majeure, such as fires, floods, riots, strikes, unavailability of labor or materials, delays or defaults by suppliers of materials or services, process shutdown, acts of God or of the public enemy, or acts or regulations of any governmental authority. Temporary work stoppage caused by any of the above will result in additional cost (reflecting a change in scope) beyond that outlined in the accompanying Proposal.

### 4. PAYMENT

Where the method of contract payment is based on a cost reimbursement (i.e. hourly rates, time-and-material, direct personnel expense, or per-diem) basis, the following provisions shall apply:

- a. The minimum time segment for charging of field work is four (4) hours. The minimum time segment for charging the work done at the ARCHITECT's office(s) is one-half hour. When applicable, rental charges will be applied to the Project to cover the cost of pilot-scale facilities or equipment, apparatus, instrumentation, or other technical machinery. When such charges are applicable, the OWNER will be advised at the start of an assignment, task, or phase.
- b. Expenses properly chargeable for the services which are reimbursable at cost shall include: travel and subsistence expenses of personnel when away from their office on business directly or indirectly connected with the Project; identifiable communication, shipping, printing, and reproduction costs; professional and technical subcontractors/subconsultants; identifiable drafting and stenographic supplies; computer time and software; and expendable materials and supplies purchased specifically for the Project. A ten percent (10%) handling and administrative charge will be added to those foregoing items which are purchased from outside sources. When ARCHITECT, subsequent to initiation of services, finds that specialized equipment is needed to perform the services, it will purchase and/or lease, as appropriate, the equipment as a reimbursable expense.
- c. Invoices for effort on a cost-reimbursement basis will be submitted showing labor (hours worked) and total expenses, but not actual documentation. If requested by OWNER, documentation will be provided and the cost of providing such documentation, including labor and copying costs, will be paid by OWNER.



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**5. TERMINATION**

No termination of this Project by the OWNER shall be effective unless seven days written notice of intent to terminate, together with the reasons and details therefore, has been received by a principal or officer of the ARCHITECT and an opportunity for consultation been given. A final invoice will be calculated on the first or fifteenth of the month (whichever comes first) following receipt of such termination notice and the elapse of the seven day period (the effective date of termination).

Either the ARCHITECT or OWNER may terminate this Agreement, in whole or in part, in writing, if the other party substantially fails to fulfill its obligations under this Agreement through no fault of the terminating party. Where method of contract payment is "lump sum," the final invoice will include all services and expenses associated with the Project up to the effective date of termination. Where method of contract payment is based on cost reimbursement, the final invoice will include all services and expenses associated with the Project up to the effective date of termination. In any event, an equitable adjustment shall be made to provide for termination settlement costs the ARCHITECT incurs relating to commitments which had become firm before termination, and for a reasonable profit for services performed.

**6. LIMITATION OF LIABILITY**

Notwithstanding any other provision of these General Terms and Conditions to the contrary, the ARCHITECT's liability to the OWNER for any loss or damage, including, but not limited to, special and consequential damages, arising out of or in connection with the accompanying Proposal or any related Agreement from any cause, including the ARCHITECT's professional negligence, strict liability, breach of contract or breach of warranty, shall not exceed triple the contract payment hereunder. OWNER hereby releases the ARCHITECT from any liability above such amount and such amount shall be the **sole and exclusive remedy** to OWNER.

**7. INSURANCE**

The Architect agrees to purchase at its own expense, Worker's Compensation, Professional Liability and General Liability insurance and will, upon request, furnish insurance certificates to OWNER. ARCHITECT agrees to purchase whatever additional insurance is requested by OWNER (presuming such insurance is available from carriers acceptable to the ARCHITECT) provided the premiums for additional insurance are reimbursed by OWNER.

**8. INDEMNIFICATION**

It is understood and agreed that, in seeking the professional services of the ARCHITECT under this Agreement, OWNER may be requesting the ARCHITECT to undertake uninsurable obligations for OWNER's benefit involving the presence or potential presence of hazardous substances. Therefore, except for activities resulting from the actual or alleged generation, transportation, storage, or disposal of pollutants by ARCHITECT or the ARCHITECT arranging for the transportation, storage or disposal of pollutants ("pollutants" meaning any solid, liquid, gaseous or thermal irritant or contaminant, including smoke, vapor, soot, fumes, acids, alkalis, chemicals, waste and waste materials to be recycled, reconditioned or reclaimed) the ARCHITECT shall, subject to the limitation of liability contained in Section 6, indemnify the OWNER for any loss or damage solely caused by the professional negligence of the ARCHITECT in performance of the services under this Proposal or any related Agreement.

With respect to claims, damages, losses and expenses which are related to hazardous waste disposal or cleanup or environmental liability, as described in this Section 8, above, and to the extent the same are not covered by the insurance maintained by the ARCHITECT, OWNER shall, to the fullest extent permitted by law, defend, indemnify and hold harmless the ARCHITECT and its employees, independent professional associates, subconsultants and subcontractors from and against all such claims, damages, losses and expenses arising out of or resulting from the performance of the Architect's services under this Agreement including, but not limited to, the ARCHITECT's professional negligence.

If, as a result of any negligent errors, omissions or acts, for which ARCHITECT has legal liability, the OWNER incurs an accumulation of excess costs over \$20,000 of the actual project construction cost, ARCHITECT shall, subject to the Limitation of Liability contained in Section 6, bear the burden of such accumulation of excess costs over said \$20,000; provided, however, said accumulation of excess costs shall not include any improvement or betterment costs and shall not exceed the difference between (1) the actual construction costs resulting from such negligent errors, omissions, and acts of ARCHITECT and (2) an estimate of what such costs would have been at the date of this Proposal or any related Agreement. Accordingly, ARCHITECT shall have no liability for any such excess costs which are less than \$20,000 of the actual project construction cost.



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**9. GRATUITIES**

The ARCHITECT represents that no gratuities (in the form of the entertainment, gifts or otherwise) were offered or given to any officer, agent, employee or representative of the OWNER with a view towards securing this Agreement or securing favorable treatment with respect to the wording, amending or the making of any determination with respect to the performance of this Agreement.

**10. CONFIDENTIALITY**

The ARCHITECT shall maintain as confidential and not disclose to others without OWNER's prior written consent, all information obtained from OWNER, not otherwise previously known to the ARCHITECT or in the public domain, as OWNER expressly designates in writing to be "CONFIDENTIAL". The provisions of this paragraph shall not apply to information in whatever form which (1) is published or comes into the public domain through no fault of the ARCHITECT, (2) is furnished by or obtained from a third party who is under no obligation to keep the information confidential, or (3) is required to be disclosed by law on order of a court, administrative agency or other authority with proper jurisdiction.

**11. REUSE OF DOCUMENTS**

All documents, including drawings and specifications, prepared or furnished by ARCHITECT and its subsidiaries, independent professional associates, subconsultants and subcontractors pursuant to this Agreement are instruments of service in respect of the Project and the ARCHITECT shall retain an ownership and property interest therein whether or not the Project is completed. OWNER may make and retain copies for information and reference in connection with the Project; however, such documents are not intended or represented to be suitable for reuse by OWNER or others on extensions of the Project or on any other project. Any reuse without written verification or project-specific adaptation by the ARCHITECT will be at the OWNER's sole risk and without liability or legal exposure to ARCHITECT or its subsidiaries, independent professional associates, subconsultants and subcontractors. Accordingly, OWNER shall, to the fullest extent permitted by law, defend, indemnify and hold harmless the ARCHITECT from and against any and all costs, expenses, fees, losses, claims, demands, liabilities, suits, actions and damages whatsoever arising out of or resulting from such unauthorized reuse. Any such verification or project-specific adaptation will entitle the ARCHITECT to further compensation at rates to be agreed upon by OWNER and the ARCHITECT.

**12. CONTROLLING AGREEMENT**

To the extent they are inconsistent or contradictory, the express terms of the accompanying Proposal take precedence over these General Terms and Conditions. It is understood and agreed that the services performed under the accompanying Proposal or any related Agreement are not subject to any provision of the Uniform Commercial Code. Any terms and conditions set forth in OWNER's purchase order, requisition, or other notice or authorization to proceed are inapplicable to the services under this Proposal or any related Agreement, except when specifically provided for in full on the face of such purchase order, requisition, or notice or authorization and specifically accepted in writing by the ARCHITECT. The ARCHITECT's acknowledgment of receipt of any purchase order, requisition, notice or authorization, or the ARCHITECT's performance of work subsequent to receipt thereof, does not constitute acceptance of any terms or conditions other than those set forth herein.

**13. PROPRIETARY DATA**

The technical and pricing information contained in the accompanying Proposal or Agreement is to be considered Confidential and Proprietary and is not to be disclosed or otherwise made available to third parties without the express written consent of ARCHITECT.

**14. GOVERNING LAW**

This Agreement is to be governed by and construed in accordance with the law of the principal place of business of ARCHITECT.

**-END OF ITEMS**



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## STATE OF MAINE ARCHITECTURAL PROJECTS, RECOMMENDED SCHEDULE OF FEES

New Construction Cost	A Scale	B Scale	C Scale
\$ 50,000. and below	10.0	11.0	12.0
\$ 50,000. to \$ 99,999.	9.5	10.5	11.5
\$ 100,000. to \$ 149,999.	9.2	10.2	11.2
\$ 150,000. to \$ 199,999	8.9	9.9	10.2
\$ 200,000. to \$ 299,999.	8.5	9.5	10.5
\$ 300,000. to \$ 399,999.	8.2	9.2	10.2
\$ 400,000. to \$ 499,999.	8.1	9.0	10.0
\$ 500,000. to \$ 749,999.	7.8	8.8	9.9
\$ 750,000. to \$ 999,999	7.6	8.5	9.6
\$ 1,000,000. to \$1,499,999.	7.3	8.3	9.3
\$ 1,500,000. to \$ 1,999,999	7.1	8.1	9.1
\$ 2,000,000. to \$ 2,499,999	7.0	8.0	9.0
\$ 2,500,000. to \$ 2,999,999	6.9	7.9	8.9
\$ 3,000,000. to \$ 3,999,999	6.8	7.8	8.8
\$ 4,000,000. to \$ 4,999,999	6.7	7.7	8.7
\$ 5,000,000. to \$ 6,999,999	6.5	7.5	8.5
\$ 7,000,000. to \$ 8,999,999	6.3	7.3	8.3
\$ 9,000,000 to \$10,999,999	6.1	7.1	8.1
\$11,000,000 to \$14,999,999	6.0	7.0	8.0
\$15,000,000 to \$19,999,999	5.9	6.9	7.9
\$20,000,000 to \$29,999,999	5.8	6.8	7.8
\$30,000,000 to \$50,000,000	5.7	6.7	7.7
Remodel/Renovations Add:	+2.0%	+2.5%	+3.0%

Note: Fees to be negotiated independently beyond the limits of this schedule.

### Building Complexity Examples

**A Scale:** For structures of simple architectural character such as: Warehouses, garages, Parking, structures, hangers, loft Buildings

**B Scale:** For structures of usual architectural character such as: Office building, Institutional building, schools, dormitories, college building (except special purpose laboratories and clinics armories)

**C Scale:** For structures of individual or specialized architectural character such as: Libraries, communications building including radio and TV studios, clinics, Laboratories, health centers, theatres (performing arts)

The above fees are based on the cost of construction and apply to lump sum, single contractor contracts. Where separate contracts are involved or where the construction is to be performed on a cost plus fee basis, an additional charge should be negotiated. When new additions are combined with alterations to an existing building, the fee should be adjusted based on value proportionately in accordance with the schedule. For multiple and different uses occurring in a single building, the fee may be adjusted proportionately to each occupancy. The fee for multiple or repetitive units, employing one or more repeated basic unit plans should be negotiated.

**Note: Fees listed above do not include:** Zoning/Planning Board and Submission/Approval. Should these services be required, we will provide a separate all-inclusive proposal.