

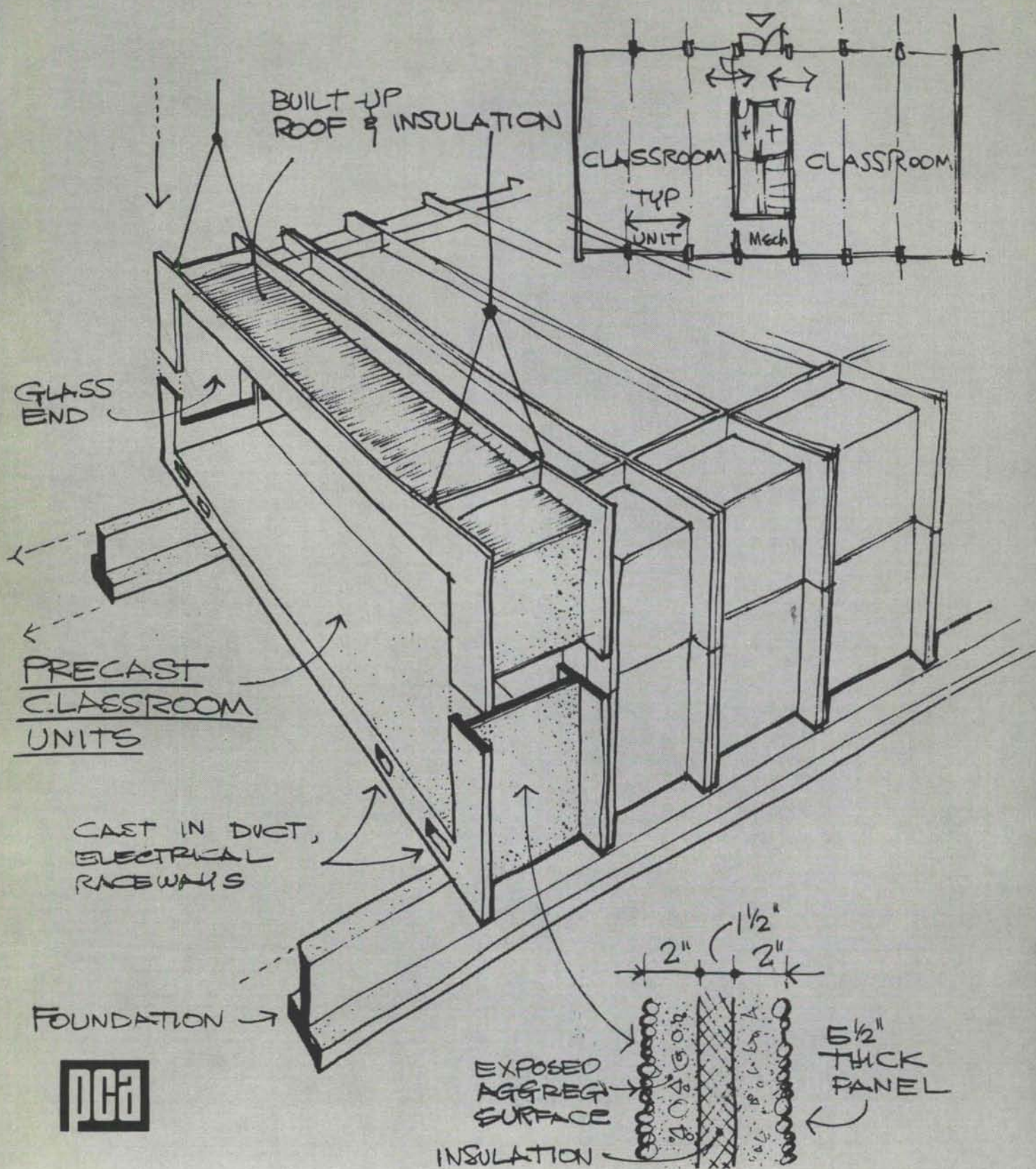
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new mexico architecture



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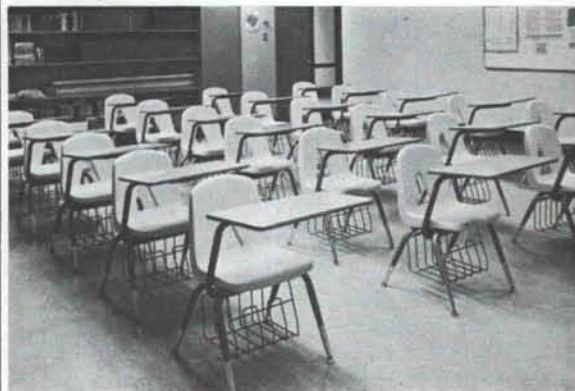
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Schedule of Recommended Fees 15

For compensation Related to Construction Costs

Roster — New Mexico Society of Architects 9-12
of the American Institute of Architects

Roster — New Mexico Chapter American Institute 12
of Interior Designers

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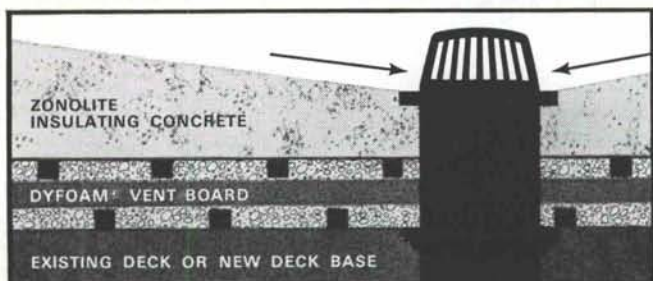
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The architect shapes man's environment by designing buildings and building complexes and the spaces around them. The architecture of our towns and cities results from his activities. His purpose is to bring order to this environment, to cause it to function properly within structures that are safe and healthful, and to impart to all a beauty and distinction that are appropriate within his client's objectives.

The architect's services described herein are based on the current "Standard Form of Agreement between Owner and Architect" published by the American Institute of Architects.

Basic fees presented herein are recommended minimums for those requiring full services of the architect. Local considerations, and variations in the character, scope and scheduling of services may justify fee adjustments to suit particular or unusual circumstances.

THE ARCHITECT'S BASIC SERVICE

The architect's services are generally sub-divided into five consecutive phases, each of which should be approved by the owner prior to proceeding with the following phase. These phases are as follows:

SCHEMATIC DESIGN PHASE

The architect consults with the owner to determine his requirements for the project and confirms these requirements in writing. He then prepares schematic design studies leading to a recommended solution for the project. After the owner's approval, the architect submits a statement of probable project construction cost based on current unit costs of area or volume.

DESIGN DEVELOPMENT PHASE

Preliminary Drawings

Based on the approved schematic design, the architect prepares the design development documents, consisting of plans, elevations and other drawings, and outline specifications, to fix and illustrate the size and character of the entire project in its essentials, as to kinds of materials, type of structure, mechanical and electrical systems, and such other work as may be required. A further statement of probable construction costs is submitted at this time.

CONSTRUCTION DOCUMENTS PHASE

Working Drawings and Specifications

After owner's approval of the design development documents, the architect prepares working drawings and specifications for the architectural, structural, mechanical, electrical equipment and site work. The necessary bidding information, proposal and contract forms are drafted for the approval of the owner and his attorney. During this phase, the architect keeps the owner informed of any adjustments to previous statements of probable project construction cost indicated by changes in scope, requirements, or market conditions. The architect assists the owner in securing approval of governmental authorities having jurisdiction over the design of the project after the drawings and specifications are completed.

BIDDING OR NEGOTIATION PHASE

The architect assists the owner in obtaining bids or negotiated proposals and in awarding and preparing construction contracts.

CONSTRUCTION PHASE

General Administration of Construction Contracts

The architect assists the owner in the general administration of the construction work. Periodic visits to the site are made as the work progresses; the architect or his representative, during these or other visits, familiarizes himself generally with the progress and quality of the work to determine if the work is progressing in accordance with the contract documents. The contractors' submission of shop drawings, catalog data, material samples, and payment applications are reviewed for compliance with the contract documents. Certificates of payment, and and change orders when required, are issued by the architect for approval by the owner. Additional detailed and full-sized drawings, if required, are prepared during progress of the work.

The services of a full-time project representative on the construction site are not included in the basic fee. If such additional services are required, they shall be paid for by the owner.

THE ARCHITECT'S ADDITIONAL SERVICES

When authorized by the owner, the architect may provide additional services over and above the basic services outlined herein, and he shall be compensated for them. Some examples of additional services are:

Preparing a master plan for a project larger than the unit intended for initial construction;

Making special analyses of the owner's needs and programming the requirements of the project;

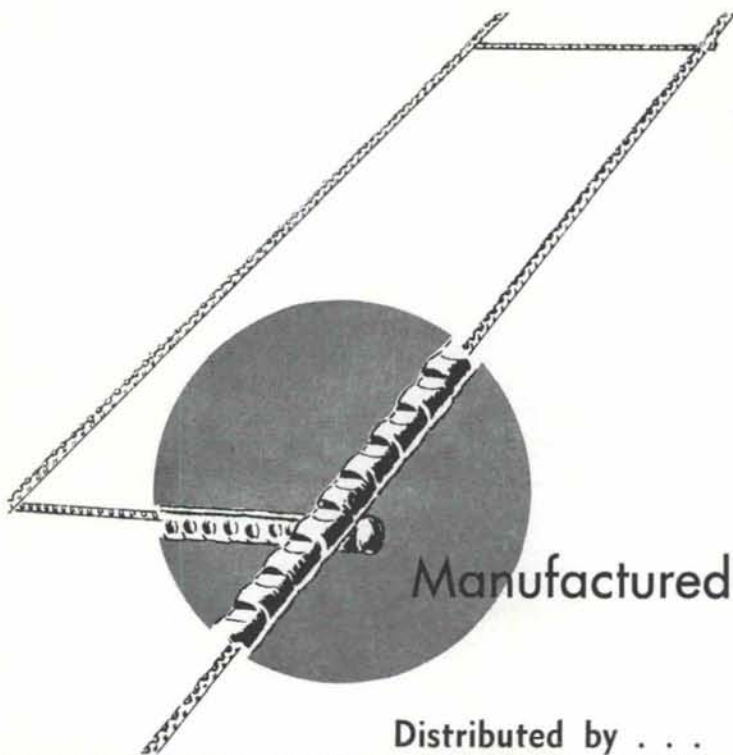
Revising previously approved drawings or specifications to accomplish changes;

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Continued on Page 13 

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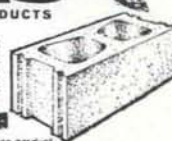
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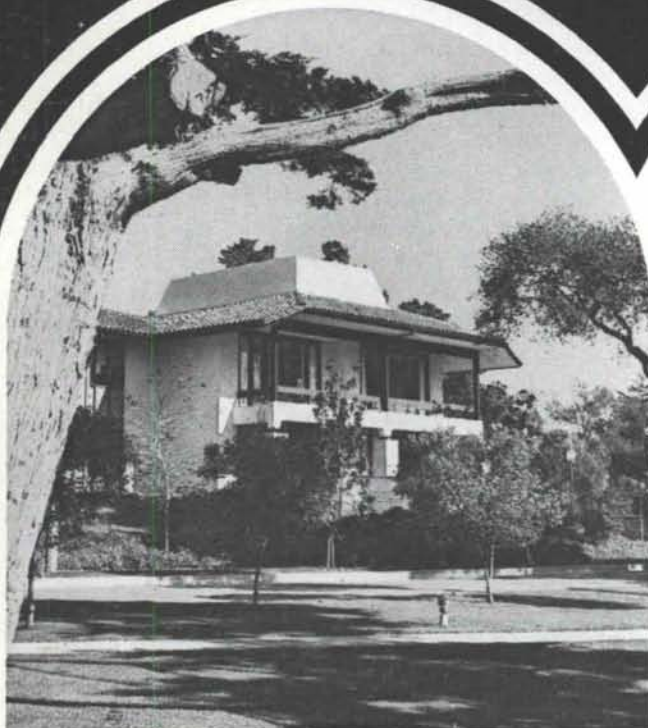
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REIMBURSABLE SERVICES

The cost of reproduction of drawings and specifications and other expenses incurred on behalf of the project as agreed in the contract are reimbursed to the architect.

THE OWNER'S RESPONSIBILITIES

He shall provide full information regarding his requirements and budget for the project. He shall designate, when necessary, representatives authorized to act in his behalf. He shall examine documents submitted by the architect and promptly render decisions pertaining thereto to avoid unreasonable delay in the progress of the architect's work. He shall issue orders to contractors only through the architect.

He shall furnish, or direct the architect to obtain at the owner's expense, a certified survey showing: grades and lines of streets, alleys, pavements, and adjoining property; rights of way, restrictions, easements, encroachments, zoning and deed restrictions, boundaries, and contours of the building site; locations, dimensions, and complete data pertaining to existing buildings, other improvements and trees; full information as to available service and utility lines both public and private; and test borings and pits necessary for determining subsoil conditions.

He shall pay for structural, chemical, mechanical, soil mechanics, or other tests and reports as may be required. He shall arrange and pay for legal, auditing, and insurance counselling services as may be required. He shall pay for the services of a project representative on the construction site, if one is employed.

OWNERSHIP OF DOCUMENTS

Drawings and specifications, as instruments of services, are the property of the architect whether the project for which they are made be executed or not. They are not to be used on other projects except by agreement in writing.

METHODS OF COMPENSATING THE ARCHITECT FOR BASIC SERVICES

Construction cost referred to below does not include fees paid to the architect or consultants and salaries paid to project representatives, but does include state and municipal sales tax on the construction cost of the project.

COMPENSATION AS A FIXED SUM

On certain projects where the scope is very clear, unusual contingencies are not anticipated, and a fixed dollar amount for construction is established at the outset of the project, the client's interest may best be served by agreement upon a fixed sum in compensation for architectural services for the entire project.

COMPENSATION BASED ON A MULTIPLE OF DIRECT PERSONNEL COSTS

(AIA Document B-231)

This method is applicable when compensation for services cannot be reasonably related to the project construction cost. With this method, compensation for architectural services is computed by taking the principal's time at a stipulated hourly rate, plus the payroll cost of technical personnel working on the project multiplied by a factor which covers the overhead and indirect expense related to the project. The factor is determined by the architect's normal overhead cost and profit as related to his direct payroll cost. This factor normally ranges from $2\frac{1}{2}$ to $3\frac{1}{2}$. Costs of consulting services (i.e., structural, mechanical, electrical engineering, etc.) are typically charged by the architect at cost to which is added a factor to cover supervision of their work. This factor is normally 1.1 to 1.2.

COMPENSATION BASED ON PROFESSIONAL FEE PLUS EXPENSES (AIA Document B-331)

In this method, the architect's professional services are compensated as a fixed sum. The production cost is computed by taking payroll cost of technical personnel working on the project, including principal's time multiplied by a factor which covers both the office overhead and indirect expense related to the project. This factor normally ranges from 2 to 3. Costs of consulting services (i.e., structural, mechanical, electrical engineering, etc.) are typically charged by the architect at cost to which is added a factor to cover supervision of their work. This factor is normally 1.1 to 1.2.

COMPENSATION AS A SUM RELATED TO CONSTRUCTION COST (AIA Document B-131)

In this method compensation for architectural services is related to the complexity and dollar value of the project, according to the classification of types of architectural projects. Construction cost, for compensation purposes, includes all work for which the architect rendered service.

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PAYMENTS TO THE ARCHITECT

The standard schedule of payments to the Architect set forth in the American Institute of Architect's Owner-Architect Agreement is as follows:

A minimum primary payment of 5% of the compensation for basic services, payable upon the execution of the agreement, is the minimum payment under the agreement.

Subsequent payments shall be made monthly in proportion to services performed to increase the compensation for basic services to the following percentages at the completion of each phase of the work:

Schematic Design Phase	15%
Design Development Phase (Preliminary Drawings)	35%
Construction Documents Phase (Working Drawings and Specifications)	75%
Bidding or Negotiation Phase	80%
Construction Phase	100%

Payments for additional services of the architect and for reimbursable expenses are made monthly upon the presentation of a detailed invoice.

No deduction shall be made from the architect's compensation on account of penalty, liquidated damages, or other sums withheld from payments to contractors.

If any work designed or specified by the architect during any phase of service is abandoned or suspended in whole or in part, the architect is to be paid for the services performed.

□ □ □ □ □ □

SCHEDULE OF RECOMMENDED FEES For Compensation Related To Construction Costs

This schedule applies to all structures similar to respective types listed, and represents a fair fee below which adequate architectural services cannot be expected. Percentages are based on Project Construction Cost as defined in "Standard Form of Agreement Between Owner and Architect."

FEES FOR BASIC SERVICES

<u>CONSTRUCTION COST</u>	<u>GROUP A</u>	<u>GROUP B</u>	<u>GROUP C</u>	<u>GROUP D</u>	<u>GROUP E</u>
UP TO \$50,000	7.5 %	8.0 %	8.5 %	9.0 %	12.0 %
50,000 TO 100,000	7.0 %	7.5 %	8.0 %	8.5 %	10.0 %
100,000 TO 300,000	6.0 %	7.0 %	7.5 %	8.0 %	9.0 %
300,000 TO 1,000,000	6.0 %	7.0 %	7.0 %	8.0 %	- - -
1,000,000 TO 3,000,000	5.0 %	7.0 %	7.0 %	7.0 %	- - -
OVER 3,000,000	5.0 %	6.5 %	7.0 %	7.0 %	- - -

FOR PROJECTS OF INTERMEDIATE VALUE, PERCENTAGES MAY BE INTERPOLATED.

Group A—Simplified Utilitarian Building, such as: lofts, warehouses, parking garages.

Group B—Conventional Character, such as: private and public schools and colleges, office buildings, banks, hotels, apartments, motels, stores, recreational buildings, public buildings, dormitories, fire stations, shopping centers, factories and industrial, armories.

Group C—Complex Buildings, such as: restaurants, transportation terminals, libraries, museums, broadcast facilities, newspaper and printing plants, mortuaries, auditoriums and theaters, churches and synagogues, doctors' offices, laundries.

Group D—Specialized, Complicated Buildings, such as: hospitals, clinics, laboratories, penal buildings, sanitarium, mental institutions.



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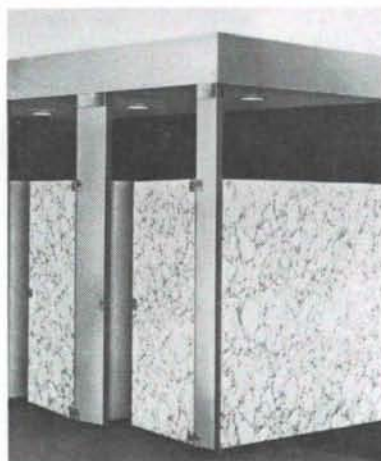
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State and municipal sales taxes are to be added to all fees.

The above fees apply to lump sum, single contractor contracts. Add the following percentages to the basic fee when these conditions are involved:

- (1) When more than one contract is to be awarded for construction, add one percent (1%) to the appropriate fee.
- (2) When a cost plus fee contract is to be awarded for construction, add one percent (1%) to the appropriate fee.
- (3) When cost plus fee contracts are to be awarded to more than one contractor, add two percent (2%) to the appropriate fee.
- (4) For alterations and/or additions to existing structures, a minimum of one-fourth ($\frac{1}{4}$) the basic rate should be added. This rate should be increased by a greater amount for historic restorations.

PAYMENT FOR ADDITIONAL SERVICES

Payment for additional services as described in the current editions of "Services of the Architect" and AIA

Document B131 "Standard Form of Agreement Between Owner and Architect" should be computed as follows:

- (1) Principals' time at an agreed fixed rate per hour.
- (2) Payroll cost of employees multiplied by a factor to cover overhead and fee. The factor normally should range from $2\frac{1}{2}$ to $3\frac{1}{2}$ depending on the nature of the project and scope of services.
- (3) Additional services of professional consultants at an agreed multiple of the amount billed the architect.

Recommended fee schedules are developed from time to time with various Federal Agencies. These are on file and may be consulted at the offices of The American Institute of Architects in Washington.

PAYMENT FOR REIMBURSABLE SERVICES

Payment for reimbursable services as described in the AIA Document Bill "Standard form of Agreement Between Owner and Architect" should be computed at current editions of "Services of the Architect" and actual cost.

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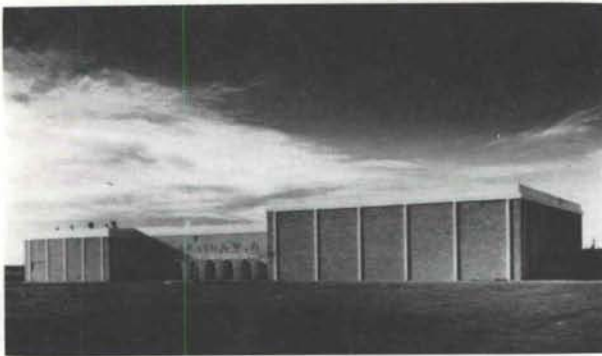
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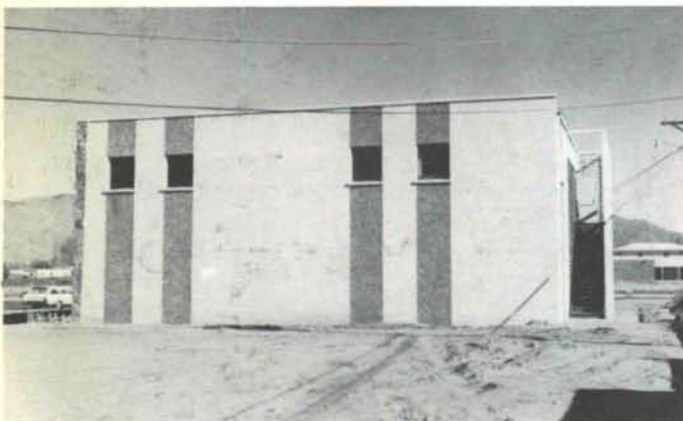
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