

DIVISION OF FACILITIES AND CONSTRUCTION MANAGEMENT
ARCHITECTURAL/ENGINEER FEES
EFFECTIVE DATE: February 3, 2022

I. Purpose

To provide a standard for a reasonable A/E fee structure on State of Utah projects.

II. Background

The State Procurement Code requires that professional services for architects, engineers and surveyors be selected by one of the process in the Procurement Code, but that the initial selection is based on qualifications and not the fee. Once the selection is made by a lawful process, the fee can be considered and negotiated. However, a standard is required to ensure that reasonable and consistent fees are paid for awarded work, and therefore, this document shall serve as the definitive guide for determining such fees. This policy updates earlier standards with additional clarity.

III. Policy

DFCM Project Managers shall employ this standard for the negotiation of Architectural/Engineering/HPBS Consultant Fees. Any exception to this standard can only be obtained by written approval of the DFCM director or the director's designee.

IV. Procedures

- A. The fee should be established with the individual project size and complexities in mind.
- B. An individual project may have complexities due to the inherent nature of the project type, due to complexity of consultants' services required and/or due to complexities of the scope of the project.
- C. The fee schedules represent the maximum allowable fee for basic services on a typical project type. Complexity of consultant is negotiated on a case-by-case basis and requires a separate fee proposal for each consultant. Complexity of scope is a reasonable fee negotiated on a case-by-case basis.
- D. Basic Services include the design work that is customary on a typical project to take an established building program, site, and budget, and then develop the architectural design, engineer the building systems, produce construction documents, and perform construction administration for a single phase project. Basic Services include the design services customary on every project such as architectural, structural, civil, mechanical, and electrical engineering services.

There are also typically three additional consultants hired by DFCM to ensure the State's building performance standards are met: Energy Engineer (EnE), Building Envelope Commissioning Agent (BECxA) and a Building System Commissioning Agent (CxA). These will be referred to as the High Performance Building Standard (HPBS) Consultants, although the CxA is required by current building code.

- E. Basic Services for Civil Engineering on an Architectural Project shall be limited to the following: site planning including layout of site features, building position, preliminary grading, location of paving for walkways, driveways and parking, basic landscaping, and fencing locations. Also

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included are the normal connections required to service the building such as water, drainage, and sanitary systems, if applicable.

- F. Renovation: Complexity modifier for renovation is intended for capital development projects only. The fee schedule for the HPBS consultants applies to all applicable capital development projects including renovations.
- G. Not included in the basic services are amounts to cover direct and reimbursable costs such as printing and travel. These costs are reimbursed at 105% of cost; travel will be determined as per state travel guidelines. Travel from servicing office location to the site less than 100 miles is included in the basic fee.
- H. Instructions for determining fee: determine if the project is Architectural or Engineering; by use of building type, determine which schedule to use; using the proper budget range and schedule type, find the basic fee percentage. The basic fee is then determined by multiplying the construction budget by the scheduled percentage. The total fee is then determined by combining the basic services fee with the complexity of consultant fee and complexity of scope fee. Complexity of consultant and complexity of scope is intended for development projects only.
- I. Basic Services will vary from project to project. For example, projects that don't require a complete A/E team or projects that require a specific discipline to take on a higher percentage of the work would necessitate a revision of the percentage allocation. The following is an example of a typical project allocation as a percentage of the fee. **THE ALLOCATION WILL BE DETERMINED ON A PROJECT BY PROJECT BASIS BY THE PRIME FIRM.**

Architectural 60%

Mechanical 15%

Structural 12%

Electrical 10%

Civil 3%

- J. The HPBS consultants are hired directly by the building owner, often DFCM, but occasionally another state agency such as a College or University. Typical total fee for the three consultants will equal between .6 – 2% of the project's construction budget.
- K. DFCM may elect to post a maximum allowable fee when soliciting for a project. When a maximum fee is posted any questions or concerns need to be addressed during the question period of the solicitation. If the fee is not adjusted by addendum it is to be considered accepted.

SCHEDULE OF ARCHITECTURAL PROJECT COMPLEXITY

Schedule -A	Schedule - B	Schedule - C	Schedule -D	Schedule - E
Considerably less than average Complexity	Less than Average Complexity	Average Complexity	More than average Complexity	Considerably more than average Complexity
Warehouses Parking Structures Garages Farm Structures Residential Housing Capital Improvement Roofing Projects	Student Housing Office Buildings Complex Parking Structures Liquor Stores Visitor Centers Shop & Maintenance Facilities Tenant Improvement Projects	Classroom Buildings General Teaching Spaces Clinics Gymnasias Armories Nursing Homes Care Facilities Athletic/Fitness Cntr. Mixed-Use Housing Public Safety Admin. Laundry Capital Improvement Projects	Complex Classroom Bldgs. Libraries Dinning Facilities Theaters - no stage Arenas Auditoriums - no stage Medical Schools Specialty Schools Physically Disadvantaged Adult or Youth Detention Court Facilities Performing Arts Medical Clinics Skilled Nursing Data Facilities Recreation Facilities Teaching Labs	Scientific Research Medical Research Engineering Research Hospitals Museums Mental Health Facilities Prison Facilities Stadiums Emergency Ops Center Fish Hatcheries Veterinarian Facilities Auditorium - w/Stage Theater - w/Stage
Complexity of Scope		Complexity of Consultant not included in the complexity of building type		
Schedule Acceleration Seismic Upgrade LEED Certification Complex Site Conditions Photo-realistic Rendering Additional Energy Measures Historical Renovation Complex Engineering Travel	Programming Master Planning Feasibility Studies	Commissioning Envelope Commissioning Envelope Testing Energy Modeling Site Surveys Geotechnical Surveys	Specialty Consultants Lab Consultants Complex Landscape Kitchen Consultant Acoustical Consultant Traffic Consultant Third Party Schedule Consultant Third Party Cost Consultant	FF&E Design Branding IT/AV

Complexity of consultant and complexity of scope is intended for Development projects only.

STATE OF UTAH

ARCHITECTURAL PROJECT DESIGN FEE SCHEDULE

Construction Budget	Schedule A	Schedule B	Schedule C	Schedule D	Schedule E
\$49,999 and below	9.90%	10.49%	11.09%	11.68%	12.38%
\$50,000 to \$99,999	9.41%	10.00%	10.59%	11.19%	11.88%
\$100,000 to \$149,999	9.11%	9.70%	10.30%	10.89%	11.58%
\$150,000 to \$199,999	8.81%	9.41%	10.00%	10.59%	11.29%
\$200,000 to \$299,999	8.51%	9.11%	9.70%	10.30%	10.99%
\$300,000 to \$499,999	8.22%	8.81%	9.41%	10.00%	10.69%
\$500,000 to \$749,999	7.92%	8.51%	9.11%	9.70%	10.40%
\$750,000 to \$999,999	7.62%	8.22%	8.81%	9.41%	10.10%
\$1,000,000 to \$1,499,999	7.33%	7.92%	8.51%	9.11%	9.80%
\$1,500,000 to \$1,999,999	7.03%	7.62%	8.22%	8.81%	9.50%
\$2,000,000 to \$2,999,999	6.73%	7.33%	7.92%	8.51%	9.21%
\$3,000,000 to \$3,999,999	6.53%	7.13%	7.72%	8.32%	9.01%
\$4,000,000 to \$4,999,999	6.34%	6.93%	7.52%	8.12%	8.81%
\$5,000,000 to \$7,999,999	6.14%	6.73%	7.33%	7.92%	8.61%
\$8,000,000 to \$11,999,999	5.94%	6.53%	7.13%	7.72%	8.42%
\$12,000,000 to \$14,999,999	5.64%	6.14%	6.63%	7.13%	7.62%
\$15,000,000 to \$19,999,999	5.45%	5.94%	6.44%	6.93%	7.43%
\$20,000,000 to \$24,999,999	5.25%	5.74%	6.24%	6.73%	7.23%
\$25,000,000 to \$29,999,999	5.15%	5.64%	6.14%	6.63%	7.13%
\$30,000,000 to \$34,999,999	5.05%	5.54%	6.04%	6.53%	7.03%
\$35,000,000 to \$39,999,999	4.95%	5.45%	5.94%	6.44%	6.93%
\$40,000,000 to \$49,999,999	4.85%	5.35%	5.84%	6.34%	6.83%
\$50,000,000 and above	4.75%	5.25%	5.74%	6.24%	6.73%
For renovation projects add to percentage above for the portion that is renovation	0.50%	0.65%	0.75%	0.85%	1.00%

Complexity modifier for renovation is intended for Capital Development Projects only.

HPBS Consultants	Schedule A	Schedule B	Schedule C	Schedule D	Schedule E
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EnE fee	5-10k Qualitative Only	8-15k Qualitative Only	.05 - .1%	.1 - .15%	.15 - .22%
BECxA fee	10-20k	.1 - .15%*	.15 - .2%*	.15 - .2%*	.2 - .25%*
CxA fee	.3 - .5%	.5 - .75%	.75 - 1%	1 - 1.25%**	1 - 1.5%**

* The minimum fee for the BECxA on these projects will be \$15k. If the percentage on the chart = less than \$15k, \$15k should be used on the CBE.

** This fee included employing analytics on the BAS for the project and 1-2 years of continuous commissioning by the CxA.

SCHEDULE OF ENGINEERING PROJECT COMPLEXITY

Schedule -A	Schedule - B	Schedule - C
Below Average Complexity	Average Complexity	Above Average Complexity
Average Retaining Walls and Foundations Average Parks, Marinas and Rec Area's Average Roads and Streets Average Storm Drain & Sewage Collection Small Dams Small Bridges Roofing Seismic Upgrade Water Wells Water Tanks Pump Station Lift Station	Complex Retaining Walls and Foundations Complex Parks, Marinas and Rec Area's Complex Roads and Streets Complex Storm Drain & Sewage Collection Large or Complex Small Dams Asymmetric Bridges Airport with Complex terminal Facilities Capital Improvement Projects ** Sewage & Water Treatment Facilities * Average Telecom Facilities Electrical & Data Transmission * Solid Waste Disposal Average Acoustical Design Air Pollution Abatement, Control and Testing Water Reservoirs Utility Tunnel	Unusual Foundations with Complex Soils Complex Acoustical Design Complex Mechanical and Electrical Controls * Storm Drain & Sewers - Heavily Urbanized Area Complex Large Dams Extremely Complex Bridges Complex Sewage & Water Treatment Facilities * Complex Telecom Facilities * Complex Utility Tunnels

Complexity of Scope	Complexity of Consultant	
Commissioning Schedule Acceleration Complex Site Conditions Observation and Inspection Seismic Upgrade	Programming Master Planning Feasibility Studies Specialty Consultants	Site Surveys Geotechnical Surveys Arc/Fault Current Study

These are examples of additional services that are not included in the complexity of schedules A-C. These services will be negotiated singularly and shall require a separate fee proposal. Complexity of consultant and complexity of scope is intended for Development projects only.

*These types of projects would need systems commissioning (CxA).

**These projects could potentially need either systems or building envelope commissioning services depending on the project.

STATE OF UTAH
ENGINEERING PROJECT DESIGN FEE SCHEDULE

Construction Budget	Schedule A	Schedule B	Schedule C
\$49,000 and below	11.88%	12.87%	13.86%
\$50,000 to \$99,999	10.89%	11.88%	12.87%
\$100,000 to \$149,999	10.40%	11.39%	12.38%
\$150,000 to \$199,999	9.90%	10.89%	11.88%
\$200,000 to \$299,999	9.41%	10.40%	11.39%
\$300,000 to \$499,999	8.91%	9.90%	10.89%
\$500,000 to \$749,999	8.42%	8.91%	9.60%
\$750,000 to \$999,999	7.92%	8.42%	9.11%
\$1,000,000 to \$1,499,999	7.52%	8.02%	8.71%
\$1,500,000 to \$1,999,999	7.13%	7.62%	8.32%
\$2,000,000 to \$2,999,999	6.93%	7.43%	8.12%
\$3,000,000 to \$3,999,999	6.73%	7.23%	7.92%
\$4,000,000 to \$4,999,999	6.53%	7.03%	7.72%
\$5,000,000 to \$6,999,999	6.34%	6.83%	7.52%
\$7,000,000 to \$11,999,999	6.14%	6.63%	7.33%
\$12,000,000 to \$19,999,999	5.94%	6.44%	7.13%
\$20,000,000 to \$29,999,999	5.84%	6.34%	7.03%
\$30,000,000 to \$49,999,999	5.74%	6.24%	6.93%
\$50,000,000 and above	5.64%	6.14%	6.83%
For renovation projects add to percentage above for the portion that is renovation	0.50%	0.75%	1.00%