

DIVISION OF FACILITIES AND CONSTRUCTION MANAGEMENT

ARCHITECTURAL/ENGINEER FEE GUIDELINES

EFFECTIVE DATE: AUGUST 1, 2026

****THESE ARE GUIDELINES, NOT A SCHEDULE**.**

I. Purpose

To provide a guideline for a reasonable A/E fee structure on State of Utah projects. These guidelines are provided as a basis for negotiation to ensure fair compensation while maintaining fiscal responsibility.

II. Background

The State Procurement Code requires that professional services for architects, engineers, and surveyors be selected by one of the processes 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.

To ensure that reasonable and consistent fees are paid for awarded work, this document shall serve as the primary guideline and the basis for negotiation for determining such fees. This policy updates earlier standards to provide additional clarity for all parties involved in the negotiation process.

III. Policy

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

IV. Procedures

- A. The fee should be established using these guidelines as a basis for negotiation, keeping the specific project size and complexity in mind.
- B. An individual project may require fee adjustments due to complexity inherent in the project type, the specialized nature of required consultant services, or the unique scope of the project.
- C. The fee schedules represent the guideline for the maximum allowable fee for basic services on a typical project. Fees for consultant complexity and scope complexity are not fixed; rather, the fee schedules serve as a basis for negotiation on a case-by-case basis. Complexity of consultant services requires a separate fee proposal for each individual firm.
- 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, producing 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.

Typically, there are also 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).

- E. Basic Services for site on an Architectural Project shall be limited to the following: site planning including layout of site features, building position, preliminary grading, location of



DFCM

paving for walkways, driveways and parking, basic landscaping, and fencing locations. Also 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 guideline for the 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 actual cost; travel will be determined in accordance with state travel guidelines. Travel from the servicing office location to the site less than 100 miles is included in the basic fee.
- H. The following process provides the **guideline** for calculating the initial fee proposal:
 - **Categorization:** Determine if the project is Architectural or Engineering.
 - **Classification:** Identify the appropriate complexity based on building type.
 - **Calculation:** Locate the basic fee percentage using the proper budget range and complexity. Multiply the construction budget by this percentage to establish the fee guideline.
 - **Total Fee:** The total fee is then determined by combining the basic fee with the negotiated fees for consultant complexity and scope complexity. ***These negotiated fees may not exceed 0.75% without DFCM director/deputy director authorization.*** These schedules are intended for development projects and provide the definitive **basis for negotiation** between the State and the selected firm.
- 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.
- J. The Building Performance 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 0.5 – 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 Elementary School	Complex Classroom Bldgs. Libraries Dining 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 Middle/Junior High High School	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 IT/AV	Historical Renovation Complex Engineering Travel Programming Master Planning Feasibility Study Complex Landscape	Performance Consultants Surveys Geotechnical Surveys Specialty Consultants Lab Consultants Kitchen Consultant	FF&E Design Branding Third Party Cost Consultant Acoustical Consultant Traffic Consultant Third Party Schedule Consultant	

Consultant complexity and scope complexity classifications are intended for Development projects only. When a portion of the project scope exceeds the base building complexity classification, that specific scope may be isolated and used as a basis for negotiation to justify the inclusion of specialty consultants or additional fees. Any fee adjustments related to mixed-complexity scope are subject to final review and approval by DFCM.



DFCM

STATE OF UTAH

ARCHITECTURAL PROJECT DESIGN FEE GUIDELINE

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	4.80%	5.30%	5.79%	6.29%	6.78%
\$50,000,000 to \$99,999,999	4.50%	5.00%	5.60%	6.10%	6.60%
\$100,000,000 to \$149,999,999	4.20%	4.70%	5.35%	5.85%	6.35%
\$150,000,000 to \$199,999,999	3.95%	4.45%	5.15%	5.65%	6.15%
\$200,000,000 to \$249,999,999	3.70%	4.20%	4.95%	5.45%	5.95%
\$250,000,000 to \$299,999,999	3.50%	4.00%	4.80%	5.30%	5.80%
\$300,000,000 to \$399,999,999	3.30%	3.80%	4.65%	5.15%	5.65%
\$400,000,000 to \$499,999,999	2.95%	3.45%	4.45%	4.95%	5.45%
\$500,000,000 and above	Negotiated	Negotiated	Negotiated	Negotiated	Negotiated
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.



DFCM

STATE OF UTAH
SYSTEMS COMMISSIONING FEE
GUIDELINE

Construction Budget	Schedule A	Schedule B	Schedule C	Schedule D	Schedule E**
\$19,999,999 and below	0.50%	0.75%	1.00%	1.25%	1.50%
\$20,000,000 to \$29,999,999	0.35%	0.59%	0.81%	1.03%	1.25%
\$30,000,000 to \$39,999,999	0.34%	0.56%	0.75%	0.94%	1.14%
\$40,000,000 to \$49,999,999	0.31%	0.52%	0.68%	0.85%	1.01%
\$50,000,000 to \$99,999,999	0.30%	0.49%	0.62%	0.76%	0.90%
\$100,000,000 to \$249,999,999	0.28%	0.46%	0.57%	0.67%	0.78%
\$250,000,000 to \$499,999,999	0.27%	0.43%	0.51%	0.59%	0.67%
\$500,000,000 and above	Negotiated	Negotiated	Negotiated	Negotiated	Negotiated

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

STATE OF UTAH
ENVELOPE COMMISSIONING FEE
GUIDELINE

Construction Budget	Schedule A	Schedule B*	Schedule C	Schedule D	Schedule E
\$19,999,999 and below	10-20K	0.18%	0.23%	0.23%	0.25%
\$20,000,000 to \$29,999,999	10-20K	0.17%	0.20%	0.20%	0.24%
\$30,000,000 to \$39,999,999	10-20K	0.16%	0.19%	0.19%	0.23%
\$40,000,000 to \$49,999,999	10-20K	0.15%	0.17%	0.17%	0.22%
\$50,000,000 to \$99,999,999	Negotiated	0.14%	0.16%	0.16%	0.21%
\$100,000,000 to \$249,999,999	Negotiated	0.12%	0.14%	0.14%	0.20%
\$250,000,000 to \$499,999,999	Negotiated	0.10%	0.13%	0.13%	0.18%
\$500,000,000 and above	Negotiated	Negotiated	Negotiated	Negotiated	Negotiated

* 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.

STATE OF UTAH
ENERGY ENGINEERING & BUILDING
SIMULATION FEE GUIDELINE

Construction Budget	Schedule A	Schedule B	Schedule C	Schedule D	Schedule E
\$19,999,999 and below	5-10K	8-15K	0.10%	0.15%	0.22%
\$20,000,000 to \$29,999,999	5-10K	8-15K	0.09%	0.13%	0.19%
\$30,000,000 to \$39,999,999	5-10K	8-15K	0.07%	0.11%	0.16%
\$40,000,000 to \$49,999,999	5-10K	8-15K	0.06%	0.09%	0.13%
\$50,000,000 to \$99,999,999	Negotiated	Negotiated	0.05%	0.07%	0.09%
\$100,000,000 to \$249,999,999	Negotiated	Negotiated	0.03%	0.05%	0.06%
\$250,000,000 to \$499,999,999	Negotiated	Negotiated	0.02%	0.03%	0.03%
\$500,000,000 and above	Negotiated	Negotiated	Negotiated	Negotiated	Negotiated



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 Areas 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 Areas 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.



DFCM

STATE OF UTAH
ENGINEERING PROJECT DESIGN FEE SCHEDULE

Construction Budget	Schedule A	Schedule B	Schedule C
\$49,999 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 \$14,999,999	5.94%	6.44%	7.13%
\$15,000,000 to \$19,999,999	5.94%	6.44%	7.13%
\$20,000,000 to \$24,999,999	5.84%	6.34%	7.03%
\$25,000,000 to \$29,999,999	5.84%	6.34%	7.03%
\$30,000,000 to \$34,999,999	5.74%	6.24%	6.93%
\$35,000,000 to \$39,999,999	5.74%	6.24%	6.93%
\$40,000,000 to \$49,999,999	5.50%	6.00%	6.75%
\$50,000,000 to \$99,999,999	5.25%	5.75%	6.50%
\$100,000,000 to \$149,999,999	5.00%	5.50%	6.25%
\$150,000,000 to \$199,999,999	4.70%	5.20%	5.95%
\$200,000,000 to \$249,999,999	4.40%	4.90%	5.65%
\$250,000,000 to \$299,999,999	4.10%	4.60%	5.35%
\$300,000,000 to \$399,999,999	3.80%	4.30%	5.05%
\$400,000,000 to \$499,999,999	3.50%	4.00%	4.75%
\$500,000,000 and above	Negotiated	Negotiated	Negotiated

