



## Administrative Guidelines

**Department:** Operations

**Policy:** N/A

**Topic:** Facilities Projects Administration Protocol

**Revised:** January 2016

---

### PROCEDURE

#### Facilities Projects Administration Protocol

##### Overview, Definitions, and Guiding Principles

Marietta City Schools (MCS) acknowledges the need to secure architectural and design services with a qualified architecture firm. The selected firm will assist MCS in planning the system's current and future facility improvements, modifications, and renovations as a partner in the overall capital improvement program. MCS desires the firm chosen should meet three general criteria:

- (1) The firm is qualified and available to perform in an at-risk capacity; and
- (2) Participate in a written agreement, using standard AIA forms, between the Board and the firm selected for the payment of reasonable fees for services using MCS's Architectural Basic Services Fee Schedule; and
- (3) The firm is a local business enterprise.

Qualified local firms will be given priority consideration, if it is in the best interest of MCS to do so. For the purposes of this Protocol, a local business enterprise is defined as:

- (1) Having established a regular, physical place of business other than a job site office with at least one employee within the geographical boundaries of the Atlanta Georgia Metropolitan Statistical Area (MSA), as determined by the U.S. Census Bureau, prior to the closing date on the solicitation (a post office box address will not satisfy this requirement); and
- (2) Having a current Business Tax Certificate and other licenses, certificates, or permits required by law to operate a business in that location; and
- (3) Performing a commercially useful function within the local office.

Marietta City Schools encourages the partner firm to actively participate in our schools and provide career direction to students interested in learning more about these fields: to include supporting student career days, construction mentorship programs, and other related activities.

#### **I. Selection of Design Professional and Consultant Services**

Marietta City Schools ("MCS") has the intention of retaining the best qualified architect to provide professional services. As a secondary, but corollary consideration, there is

the intention of obtaining these professional services at the lowest possible cost to the school system, recognizing the necessity of the professional personnel to be employed to obtain a fair compensation for the services to be rendered. As a result of these aims, the following procedure will be followed:

1. As determined by the Superintendent, the Purchasing Department will post a Request for Qualifications (RFQ) on the MCS website inviting architects, engineers, or other professionals to submit Statements of Qualifications to provide specified professional services to MCS. The requirements, criteria for evaluation, and closing date for such submissions shall be clearly specified in the notice and the format to be utilized for such submissions shall be posted and available for download from the MCS website.
2. An E-SPLOST Construction Advisory Committee (Committee) will be approved by the Board of Education of the City of Marietta upon recommendation of the superintendent to function in an advisory capacity to the MCS Administration. Members of the committee will be vetted for conflict of interest based on individual ties to potential construction related firms that may contract on future projects.
  - a. The Committee will be comprised of the following:
    - 1) Superintendent's Designee for MCS Facilities (Chair);
    - 2) The System Director of Maintenance;
    - 3) One designee from the City of Marietta Planning & Zoning and/or Marietta Housing Authority;
    - 4) Two community members at large;
    - 5) Two local business members;
    - 6) One member of the Board of Education of the City of Marietta.The relevant task of this Committee will be to assist in screening completed submissions and to recommend to the Superintendent, or her designee, those most qualified on the face of such submissions for further consideration. At the completion of this screening, those not selected will be so informed in writing.
3. Those firms selected for further consideration will be informed in writing of the details of the anticipated projects and assigned a time for interview by the Committee. At the conclusion of the interviews, the Committee will recommend to the Superintendent, or her designee, the firm(s) considered most desirable. The Superintendent, or her designee, will recommend to the Board for approval a/the desired firm that MCS wishes to partner. All firms interviewed will be informed of the selection in writing.
4. A Compensation Schedule for Architectural/Engineering Services will be established by the Superintendent based on the Construction Cost Limitation (CCL) of the project and the category of services to be provided (new construction / addition / renovation) as recommended by the *Georgia State Financing and Investment Commission* (GSFIC). This fee schedule will be published as an exhibit to this Protocol and updated from time to time as deemed necessary by the Superintendent. The maximum amount of architectural and engineering fees which will be reimbursed by the Georgia Department of Education is six percent (6%); thus, to the extent that MCS agrees to pay an architectural or engineering fee in excess of six percent (6%), such excess will be the sole responsibility of MCS. MCS reserves the right to negotiate an appropriate fee for any project.
5. The partnering firm selected will be asked to meet with the Superintendent's designee to finalize the fees for any planned project. On successful agreement of the fee structure, that firm will be presented, with all pertinent details, to the School Board with a recommendation for appointment to the specific project. If there is not

an agreement as to the fee structure, then MCS may exercise its right to cease partnering with the selected firm for services and a new selection process initiated.

## II. Capital Project Procurements

This section establishes responsibilities for Capital Project procurements. Responsibilities outlined in this section are a function of the Chief Operations Officer.

### A. ROLES AND RESPONSIBILITIES

1. Purchasing Responsibilities:
  - a. Provide public notice through local and electronic advertisement.
  - b. Maintain a database of potential vendors.
  - c. Manage the pre-bid process.
  - d. Respond to questions related to Notices, Requests for Proposals and the bid process as permitted by Board policy, State Board Rules, and applicable law.
  - e. Receive, register, and date/time stamp submitted bids and/or proposals.
  - f. Record submittals at public openings.
  - g. Certify tabulation sheet or register as appropriate.
  - h. Maintain original copies of bid and/or proposal documents in file.
2. Facilities/Maintenance Responsibilities
  - a. Prepare plans and specifications defining project scope of work and project specific terms and conditions.
  - b. Provide list of potential vendors to the Purchasing Department (where appropriate).
  - c. Coordinate distribution of plans, specifications and necessary amendments with the Purchasing Department.
  - d. Review submitted bids and proposals and recommend appropriate award.

### B. COMPLIANCE WITH GEORGIA LOCAL GOVERNMENT PUBLIC WORKS CONSTRUCTION LAW

1. Construction projects in excess of \$100,000 in value must comply with the procurement rules set out in O.C.G.A. 36-91-1 et seq.
2. MCS must provide proper notice of contracting opportunities for public works construction projects in excess of \$100,000.
  - a. Notice of the contract opportunity ("Notice") shall be posted conspicuously at the Marietta City Schools ("MCS") central office, and on the MCS Website. Such Notice should be posted once at least four weeks prior to opening sealed bids or proposals and a second time at least two weeks after the first posting. Notice may be left on the MCS Website continuously from the first posting.
  - b. The Notice will include details and specifications that will enable the public to understand the extent and character of the work to be done.
  - c. When a Notice is issued, plans and specifications of the contract opportunity will be made available to the public.
  - d. Each Notice shall include any mandatory pre-qualification requirements or pre-bid conferences as well as any federal, state, or local requirements.
  - e. In the event that the plans or specifications of a contract opportunity are modified, notice of such modifications will be posted at the MCS central office and on the MCS website as soon as practicable after such modifications are made. All addendums will also be faxed to each bidder of record, or sent by e-mail if an e-mail address is provided.
  - f. No modifications may be made to the plans or specifications of a contract opportunity within 72 hours prior to the advertised time for opening bids or

- proposals, excluding Saturdays, Sundays and legal holidays. If such a modification is necessary, the opening of bids or proposals will be extended at least 72 non-holiday weekday hours from the time of the modification.
- g. The requirements of Section B.2 will not apply to construction projects necessitated by an emergency.
3. MCS may institute a pre-qualification process for parties desiring to submit proposals/bids on construction contracts in excess of \$100,000.
    - a. MCS may require the prequalification of bidders and offerors if the following criteria are met:
      - (1) All prequalification criteria must be reasonably related to the project or the quality of the work required.
      - (2) The prequalification criteria will be made available to any requesting prospective bidders and offerors at the MCS central office and the District website.
      - (3) Notice of the requirement to prequalify shall be included in the advertisements.
  4. MCS retains the right to determine project delivery methods and construction management in accordance with the Georgia Local Government Public Works Construction Law (O.C.G.A. §36-91-20(c)).
  5. For construction contracts in excess of \$100,000, MCS must use either the "Competitive Sealed Bidding" method as set out in O.C.G.A. 36-91-21(b) or the "Competitive Sealed Proposals" method as set out in O.C.G.A. 36-91-21(c).
    - a. When procuring a construction contract of \$100,000 or more, MCS may employ either a competitive sealed bid process, or a competitive sealed proposal process. Selection of the appropriate process will be made by the Superintendent or his/her designee.
      - (1) Competitive Sealed Bid
        - a) An invitation to bid shall be advertised pursuant to the notice procedure outlined in Section II.B.2.
        - b) The bids shall be opened publicly and evaluated without discussion with bidders.
        - c) The contract shall be awarded to the lowest responsible and responsive bidder whose bid meets the requirement and criteria set forth in the invitation for bids.
        - d) If the bid from the lowest responsive and responsible bidder exceeds the funds budgeted for the project, then MCS may negotiate with the low bidder to obtain a contract price within the budgeted amount. Negotiation may include changes in the scope of work and other bid requirements.
        - e) MCS shall have the authority to reject any and all bids and to waive technicalities and informalities.
      - (2) Requests for Proposals
        - a) Requests for Proposals shall be advertised in accordance with the notice procedure outlined in Section II.B.2.
        - b) Requests for Proposals shall include conceptual program information describing the requested services in a level of detail appropriate to the project delivery method selected for the project, as well as the relative importance of the evaluation criteria and factors.
        - c) Proposals shall be opened at the time and place designated in the Request for Proposals.

- d) The award shall be made to the responsible and responsive offeror whose proposal is determined to be the most advantageous to MCS, taking into consideration the evaluation factors set forth in the Request for Proposals. The evaluation factors shall be the basis on which the award decision is made. The contract file shall indicate the basis on which the award is made.
  - e) Offerors submitting proposals may be afforded the opportunity to discuss, negotiate and revise their proposals after their proposals are submitted and before the contract is awarded for the purpose of obtaining the best and final offers. If such opportunities are to be provided, then they shall be noted in the Request for Proposals or subsequent related communications.
  - f) If there is an opportunity for discussion, negotiation, and revision, then only offerors of proposals that are reasonably viable for selection will be given the opportunity to participate, and at no time shall MCS disclose the contents of the proposals to competing offerors.
  - g) MCS shall have the authority to reject any and all proposals and to waive technicalities and informalities.
- (3) Withdrawal, Revocation and Rescission of Bids and Proposals
- a) MCS may allow the withdrawal of bids when:
    1. the bidder has made a significant error in bid calculation;
    2. the error can be documented by written evidence;
    3. the error can be clearly shown by reviewing the materials and documents used in bid preparation;
    4. written notice of the error is provided to MCS no later than 48 hours after opening bids excluding weekends and legal holidays;
    5. the bid was submitted in good faith;
    6. the bid error was the result of a calculation error, clerical error, inadvertent omission or typographical error; and
    7. the withdrawal of the bid will not result in undue prejudice to MCS or other bidders.
  - b) A party who is permitted to withdraw a bid under the circumstances set out in the preceding item II.B.5.a.(3) a) may not perform any work directly or indirectly on the construction project.
  - c) If a bid is withdrawn pursuant to item II.B.5.a.(3) a), then MCS shall treat the remaining bids as if the withdrawn bid was never submitted.
  - d) Unless all of the elements of item II.B.5.a.(3) a) are met, bids or proposals may not be revoked or withdrawn until 60 days after the day bids or proposals are opened.
  - e) If two or more affiliated business entities bid for a contract and any of those affiliated entities rescinds or revokes their bid in favor of a higher bid submitted by an affiliated entity, then the bids of all the affiliated entities shall be forfeited.
- (4) Protest
- a) If a bidder or offeror is disqualified they shall have the opportunity to submit a letter protesting their disqualification to the Purchasing Coordinator. Such protest letter must be submitted within five (5) business days of the date of notice of the disqualification. The letter of protest shall be taken under consideration by the Chief Operations Officer and the Superintendent and the protesting bidder shall be notified within ten (10) business days if the disqualification is

reversed. Any notice of disqualification issued by MCS shall notify disqualified bidders of this opportunity.

- b) Any bidder or offeror who wants to protest any aspect of an Invitation to Bid or a Request for Proposal shall express such concerns in writing by letter to the Purchasing Coordinator within five (5) business days of the event or action causing such concern. The letter of protest shall be taken under consideration by the Chief Operations Officer and the Superintendent, who shall respond to the protesting bidder or offeror within ten (10) business days of receipt of the protesting bidder's or offeror's letter. Each Notice, Invitation to Bid, or Request for Proposal shall include these provisions with respect to Protest.
- c) Protests are considered filed when they are physically received by the Purchasing Coordinator. Protests which are not filed in a timely manner, as forth above, will not be considered. All information and documentation supporting the protesting bidder's position must be included with the initial protest. Issues not raised in the initial protest may be deemed waived at MCS' discretion.
- d) Unless provided in the Notice, any opportunity to protest shall not create any right of review or appeal.
- e) MCS reserves the right to continue with the project, notwithstanding a protest, if it determines that continuing with the project is in the public's best interests.
- f) MCS reserves all rights to reject any and all bids or submissions and to waive any technicalities and/or informalities as it sees fit in its sole and absolute discretion.

(5) Payments

- a) MCS will endeavor to pay all contractors promptly upon receipt of an acceptable Application for Payment, consistent with the terms of the executed contract (generally, within 30 days of receipt of an acceptable Application for Payment).
  - b) Contractors are required to promptly pay Subordinate Contractors the amount allowed on the accepted Application for Payment, consistent with the terms of the executed contract between MCS and the Contractor (generally, five to seven days of receipt of payment from MCS).
6. All parties who procure a contract in excess of \$100,000 must take an oath that the party did not violate O.C.G.A. 36-91-21(d) by committing anti-competitive acts during the solicitation process.
- a. Prior to commencing any work the person who procures public work through the bidding process shall file the following oath with the MCS:  
*I (state your name), have not prevented nor attempted to prevent competition in the bidding or proposal process that has resulted in my procurement of a contract with the Board of Education, nor have I indirectly impacted the competitive process through my own actions or through the actions of others acting on my behalf. I understand that the contract I have procured with the Board of Education shall be void, and all sums paid by the Board on the contract may be recovered by the Board if this oath is false.*
  - b. Note: In the case of partnerships (including Limited Liability Companies) all of the partners along with any officer, agent, or other person who acted on behalf of the partnership must sign the oath. In the case of corporations all

officers, agents, or other persons who acted on behalf of the corporation in bidding or procuring the contract must sign the oath.

7. Bonding for construction contracts in excess of \$100,000 shall be in conformity with the requirements and procedure set out in O.C.G.A. 36-91-40 through 36-91-75.
  - a. MCS may require the use of American Institute of Architects (AIA) forms as standard for all bid, performance, payment, and other required bonds as determined by MCS and retains the right to determine which edition of AIA forms for use.
  - b. All bid bonds, performance bonds, payment bonds, and any other bonds required by MCS must be approved and filed with the Superintendent or with a party acting in the capacity of Treasurer for the Board.
  - c. All bonds shall be approved as to form and as to the solvency of the surety by the Superintendent or by a party acting in the capacity of Treasurer for the Board.
  - d. All bonds must be backed by sureties who are currently certified to transact surety business by the Commissioner of Insurance for the State of Georgia.
  - e. Bid bonds shall be required for all construction projects with an estimated value greater than \$100,000. A bid bond shall be in the amount of not less than 5 percent of the total amount of the total contract. No bid or proposal shall be considered if a proper bid bond has not been submitted with the bidding documents.
  - f. Performance bonds shall be required for all construction projects with an estimated value greater than \$100,000. No contract shall be valid unless the contractor provides such performance bond. The performance bond shall not be less than the total amount payable to the contractor by the terms of the contract.
  - g. Payment bonds shall be required for all construction projects with an estimated value greater than \$100,000. No contract shall be valid unless the contractor provides such payment bond. The payment bond shall not be less than the total amount payable to the contractor by the terms of the contract, and shall be for the protection of all subcontractors and all persons supplying labor, materials, machinery, and equipment in the prosecution of work provided by the subcontractor pursuant to the contract.
  - h. MCS may require a bond to be supplemented within 10 days if MCS determines that the bond's surety is insolvent, that the bond's surety is no longer certified to act as a surety in Georgia, or that the bond is no longer backed with proper or sufficient sureties.
  - i. MCS reserves the right to require bonds for projects less than \$100,000.
8. Construction projects shall not be subdivided in an effort to circumvent the provisions of this Protocol (O.C.G.A. § 36-91-22).
9. Materials submitted become the property of MCS. The Superintendent may provide a process for return of trade secret/confidential information of a prospective offeror to the extent permitted by applicable law.

#### C. APPROVAL REQUIREMENTS

1. Award of bids and proposals for construction projects in excess of \$100,000 shall be approved by the Board.
2. Construction projects of \$100,000 or less shall be approved in accordance with Board Policy *DJE: Purchasing*.

#### D. SUSTAINABILITY AND LONG-TERM VALUE

1. MCS is committed to initiating, developing, and implementing sustainable practices, with a primary focus on environmental responsibility and stewardship, reduced energy use, and long-term cost savings related to construction, maintenance, and repair requirements. Accordingly, MCS will pursue an approach to sustainability that balances financial responsibility with the intent of this Protocol as follows:
  - a. Design Guidelines will be developed to take into account not only the short-term cost of a construction, maintenance or repair project, but also the long-term costs associated with MCS ownership and maintenance of such projects.
  - b. Construction, maintenance and repair projects will:
    - (1) incorporate stewardship of natural resources, including the reasonable preservation of natural features on construction sites, renewable energy usage and generation, and monitoring and conservation programs for energy, water and other resources;
    - (2) Be designed and constructed using materials and methods such as LEED or substantially equivalent standards where appropriate and cost effective;
    - (3) Include sustainability commitments and abilities in the evaluation of vendors for MCS projects;
    - (4) Be designed to lower long-term costs of maintenance and ownership, utilizing MCS Design Guidelines.

**E. VALUE ADDED FUNCTIONS**

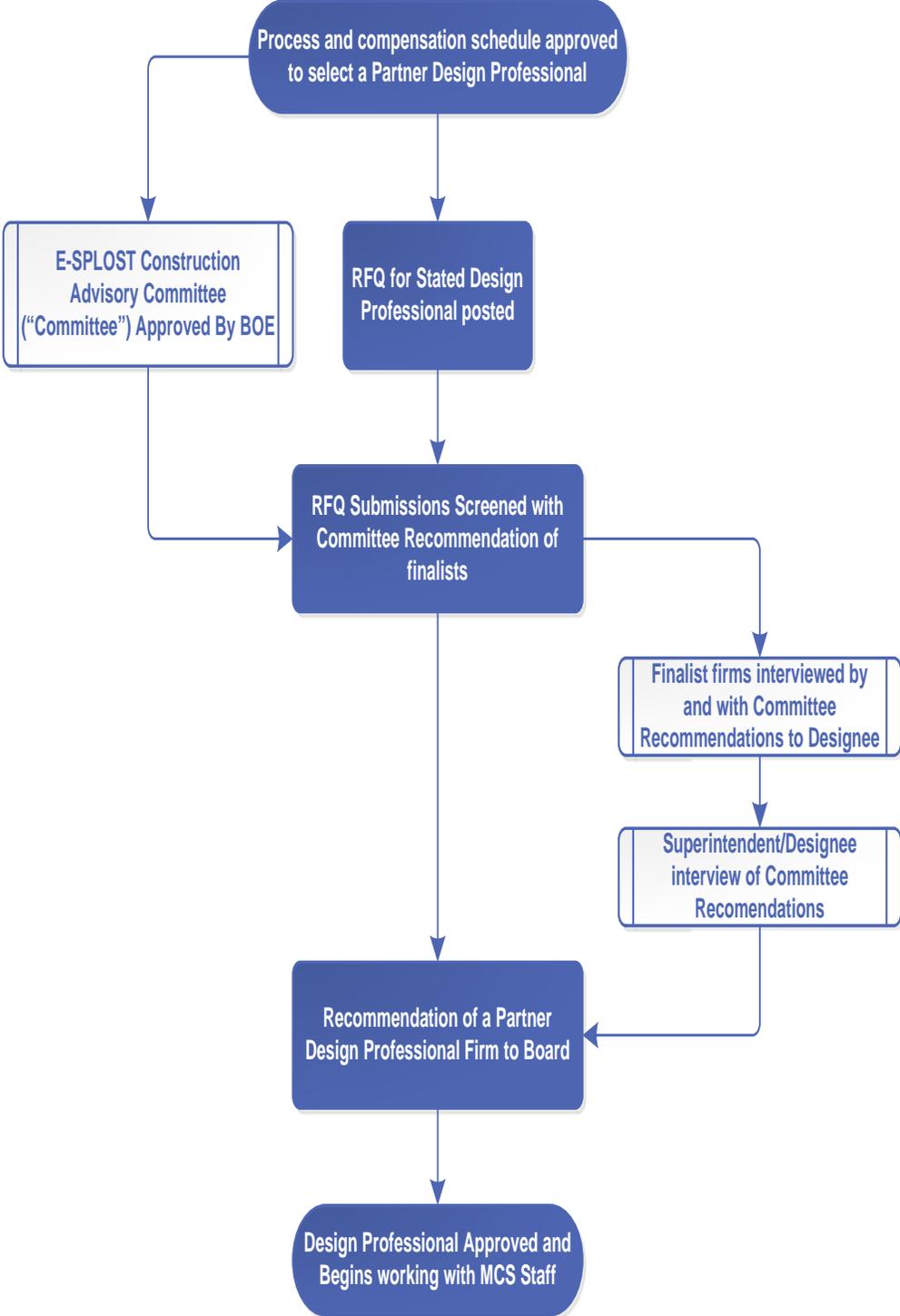
1. Marietta City Schools encourages construction, design, and engineering professionals who do business with MCS to actively participate in our schools and provide career direction to students interested in learning more about these fields, to include supporting student career days, construction mentorship programs, and other related activities.
2. All procurements shall comply with regulation and guidance published by the State Department of Education and all statutory requirements.

---

<b>State Reference</b>	<b>Description</b>
O.C.G.A. 13-10-1	<u>Bid bonds</u>
O.C.G.A. 13-10-3	<u>Determining Georgia residency for businesses; preferences; adherence to policies and procedures of State Construction Manual</u>
O.C.G.A. 13-10-4	<u>Limitation on disqualification of bidders upon lack of previous experience</u>
O.C.G.A. 13-10-90	<u>Security and Immigration Compliance: Definitions</u>
O.C.G.A. 20-2-16	<u>Acceptance and allotment of federal aid and other funds for school construction</u>
O.C.G.A. 20-2-168	<u>Distribution of federal funds; summer school programs; year-round operation</u>
O.C.G.A. 20-2-260	<u>Capital outlay funds, generally</u>

O.C.G.A. 20-2-500	<u>Contracts to give preference to in-state producers; purchases over \$100,000; vendor preferences</u>
O.C.G.A. 36-91-1	<u>Georgia Local Government Public Works Construction Law - short title</u>
O.C.G.A. 36-91-2	<u>Definitions</u>
O.C.G.A. 36-91-20	<u>Written contract required; advertising; competitive sealed bidding; timing of addendums; prequalification</u>
O.C.G.A. 36-91-21	<u>Competitive award requirements</u>
O.C.G.A. 36-91-22	<u>Exceptions: use of inmate labor; emergency situations</u>
O.C.G.A. 36-91-23	<u>Disqualification of otherwise qualified bidder from bid or proposal or prequalification based upon lack of previous experience with job prohibited</u>
O.C.G.A. 36-91-50	<u>Projects requiring bid bonds; revocation of bids; surety</u>
O.C.G.A. 36-91-51	<u>Cash in lieu of bid bonds; letters of credit</u>
Rule 160-5-4-.18	<u>Bidding Requirements for State-Funded School Capital Outlay Projects</u>
Rule 160-5-4-.22	<u>Guaranteed Energy Savings Performance Contracts for Public School Facilities</u>

# Selection of Design Professional



### Architectural and Engineering Basic Services Fee Negotiation Guidelines

The following table of approximate percentages is a guideline for negotiating fees for Architectural and Engineering Basic Services for State of Georgia new building and building systems projects and renovations entailing differing levels of complexity ("Project Types I – VI") for various Construction Cost Limitations (CCL). (This Contract may not be appropriate for civil projects such as roads, bridges, or sewage / wastewater treatment plants.)

Examples by project type include, but are not limited to, the following:

**Project Type I – Considerably Less Than Average Complexity:** Warehouses, Storage Facilities, Parking Structures, etc.

**Project Type II – Less Than Average Complexity:** Dormitories and Student Housing, Office Buildings, Dining Facilities, Complex Parking Structures, etc.

**Project Type III – Average Complexity:** Classroom Facilities, General Teaching Spaces, University Libraries, Medical Offices, Gymnasias, etc.

**Project Type IV – More Than Average Complexity:** Complex University Buildings, Engineering Laboratories, Special Schools, Theaters, Auditoriums, Medical Schools, etc.

**Project Type V – Considerably More Than Average Complexity:** Science and Medical Research Buildings, Hospitals, Museums, etc.

**Project Type VI – Engineering Projects:** Campus/Building Chilled Water, Steam, Fire Protection, or Hot Water Systems; Campus/Building Electrical Distribution Systems; Building Replacement Mechanical or Electrical Systems; Building or Campus Generator Systems; Campus Fire Alarm or Security Systems; Outdoor lighting or Sports Lighting; Retrofit Building Fire Protection Systems; Campus Voice/Data Systems; etc.

To use the table, select the percentage for new construction or renovation for a given CCL, and multiply that percentage by the CCL to arrive at the total lump sum Basic Services Fee. Seventy percent of that amount equals the Basic Design Services Fee (see Paragraph 4.1.4.1) and thirty percent equals the Basic Construction Contract Administration Fee (see Paragraph 4.1.4.2).

**Example A: A new dining facility project with a CCL of \$1,100,000.**

1. Determine that the dining facility is a Type II project for new construction. Go to the table and locate the fee percentages for the CCLs listed closest to the \$1,100,000. (For an CCL of \$1,000,000, the percentage is 6.6%; for an CCL of \$1,250,000 million, it is 6.4%.)
2. Interpolate between the 6.6% and 6.4% and round up to the first decimal place to arrive at the percentage for the CCL of \$1,100,000.
3. Multiply this percentage (6.5%) by \$1,100,000 to calculate the total Basic Services Fee (\$71,500).
4. Seventy percent (70%) of that amount equals the Basic Design Services Fee (\$50,050) and thirty percent (30%) equals the Basic Construction Contract Administration Fee (\$21,450).

If the Project were a combination of two project types and a mix of new construction and renovation, the calculation would be as follows:

**Example B: Renovation of an existing office building (budgeted at \$5,000,000) and the addition of a warehouse (budgeted at \$3,000,000), with a combined CCL of \$8,000,000. (The Fee Negotiation Guidelines are the same whether the two facilities are connected or located in close proximity to one another if they are part of a single project.)**

1. Determine that the office building is a Type II renovation project and the warehouse is a Type I project for new construction.
2. Go to the table and identify the percentage for the \$8,000,000 total CCL for a Type II renovation project (7.1%). Multiply this percentage by the budget for the office project (\$5,000,000) to calculate the first portion of the Basic Services Fee (\$355,000).
3. Go to the table and identify the percentage for the \$8,000,000 total CCL for a Type I project for new construction (5.1%). Multiply this percentage by the budget for the warehouse project (\$3,000,000) to calculate the balance of the Basic Services Fee (\$153,000).
4. Add the two lump-sum fees to arrive at the Total Basic Services Fee (\$508,000).
5. Seventy percent (70%) of that amount equals the Basic Design Services Fee (\$355,600) and thirty percent (30%) equals the Basic Construction Contract Administration Fee (\$152,400).

Using percentage-based Basic Services Fee Negotiation Guidelines for projects where the CCL are less than \$500,000 or greater than \$30,000,000 are probably not appropriate due to the wide range of complexity in very small/very large projects. In these cases, appropriate fees should be negotiated based on the estimated efforts required to complete the Project.

Not included in the Basic Services Fee are amounts to cover Additional Services or approved Reimbursables. In preparing a Predesign Study, additional amounts should be added to the Total Project Budget breakdown to cover these two additional items. In arriving at Additional Services and Reimbursable amounts to incorporate into the actual Contract between the Owner and the Design Professional, individual estimates should be prepared based on projected scope and expenses.

**ARCHITECTURAL & ENGINEERING BASIC SERVICES FEE PERCENTAGE NEGOTIATION GUIDELINES**

CONSTRUCTION COST LIMITATION (CCL) (\$)	TYPE I Considerably less than average complexity		TYPE II Less than average complexity		TYPE III Average complexity		TYPE IV More than average complexity		TYPE V Considerably more than average complexity		TYPE VI Engineering Projects Pr	
	New %	Renovation %	New %	Renovation %	New %	Renovation %	New %	Renovation %	New %	Renovation %	New %	Renovation %
	Varies	Varies	Varies	Varies	Varies	Varies	Varies	Varies	Varies	Varies	Varies	Varies
Less than 500,000	Varies	Varies	Varies	Varies	Varies	Varies	Varies	Varies	Varies	Varies	Varies	Varies
500,000	6.4	8.0	7.2	9.0	8.0	10.0	8.8	11.0	9.6	12.0	9.0	11.2
750,000	6.1	7.6	6.8	8.6	7.6	9.5	8.4	10.5	9.1	11.4	8.5	10.6
1,000,000	5.8	7.3	6.6	8.2	7.3	9.1	8.0	10.0	8.8	11.0	8.2	10.2
1,250,000	5.7	7.1	6.4	8.0	7.1	8.9	7.8	9.8	8.5	10.7	8.0	10.0
1,500,000	5.6	7.0	6.3	7.9	7.0	8.8	7.7	9.7	8.4	10.5	7.9	9.8
1,750,000	5.5	6.9	6.2	7.8	6.9	8.7	7.6	9.5	8.3	10.4	7.8	9.7
2,000,000	5.5	6.9	6.2	7.7	6.9	8.6	7.5	9.4	8.2	10.3	7.7	9.6
2,250,000	5.4	6.8	6.1	7.7	6.8	8.5	7.5	9.4	8.2	10.2	7.6	9.5
2,500,000	5.4	6.7	6.1	7.6	6.7	8.4	7.4	9.3	8.1	10.1	7.5	9.4
2,750,000	5.3	6.7	6.0	7.5	6.7	8.4	7.3	9.2	8.0	10.0	7.5	9.4
3,000,000	5.3	6.6	6.0	7.4	6.6	8.3	7.3	9.1	7.9	9.9	7.4	9.3
3,500,000	5.3	6.6	5.9	7.4	6.6	8.2	7.2	9.0	7.9	9.9	7.4	9.2
4,000,000	5.2	6.5	5.9	7.4	6.5	8.2	7.2	9.0	7.8	9.8	7.3	9.2
4,500,000	5.2	6.5	5.9	7.3	6.5	8.1	7.2	8.9	7.8	9.8	7.3	9.1
5,000,000	5.2	6.5	5.8	7.3	6.5	8.1	7.1	8.9	7.8	9.7	7.2	9.0
6,000,000	5.1	6.4	5.8	7.2	6.4	8.0	7.1	8.8	7.7	9.6	7.2	9.0
7,000,000	5.1	6.4	5.7	7.2	6.4	8.0	7.0	8.8	7.7	9.6	7.1	8.9
8,000,000	5.1	6.3	5.7	7.1	6.3	7.9	7.0	8.7	7.6	9.5	7.1	8.9
9,000,000	5.0	6.3	5.7	7.1	6.3	7.9	6.9	8.7	7.6	9.5	7.1	8.8
10,000,000	5.0	6.3	5.6	7.0	6.3	7.8	6.9	8.6	7.5	9.4	7.0	8.8
11,000,000	5.0	6.2	5.6	7.0	6.2	7.8	6.8	8.6	7.5	9.3	7.0	8.7
12,000,000	4.9	6.2	5.6	7.0	6.2	7.7	6.8	8.5	7.4	9.3	6.9	8.7
13,000,000	4.9	6.1	5.5	6.9	6.1	7.7	6.8	8.4	7.4	9.2	6.9	8.6
14,000,000	4.9	6.1	5.5	6.9	6.1	7.6	6.7	8.4	7.3	9.2	6.8	8.5
15,000,000	4.8	6.1	5.5	6.8	6.1	7.6	6.7	8.3	7.3	9.1	6.8	8.5
16,000,000	4.8	6.0	5.4	6.8	6.0	7.5	6.6	8.3	7.2	9.0	6.7	8.4
17,000,000	4.8	6.0	5.4	6.7	6.0	7.5	6.6	8.2	7.2	9.0	6.7	8.4
18,000,000	4.8	5.9	5.3	6.7	5.9	7.4	6.5	8.2	7.1	8.9	6.7	8.3
19,000,000	4.7	5.9	5.3	6.6	5.9	7.4	6.5	8.1	7.1	8.9	6.6	8.3
20,000,000	4.7	5.9	5.3	6.6	5.9	7.3	6.4	8.1	7.0	8.8	6.6	8.2
21,000,000	4.7	5.8	5.2	6.5	5.8	7.3	6.4	8.0	7.0	8.7	6.5	8.1
22,000,000	4.6	5.8	5.2	6.5	5.8	7.2	6.4	7.9	6.9	8.7	6.5	8.1
23,000,000	4.6	5.7	5.2	6.5	5.7	7.2	6.3	7.9	6.9	8.6	6.4	8.0
24,000,000	4.6	5.7	5.1	6.4	5.7	7.1	6.3	7.8	6.8	8.6	6.4	8.0
25,000,000	4.5	5.7	5.1	6.4	5.7	7.1	6.2	7.8	6.8	8.5	6.3	7.9
26,000,000	4.5	5.6	5.1	6.3	5.6	7.0	6.2	7.7	6.7	8.4	6.3	7.9
27,000,000	4.5	5.6	5.0	6.3	5.6	7.0	6.1	7.7	6.7	8.4	6.2	7.8
28,000,000	4.4	5.5	5.0	6.2	5.5	6.9	6.1	7.6	6.6	8.3	6.2	7.8
29,000,000	4.4	5.5	5.0	6.2	5.5	6.9	6.1	7.6	6.6	8.3	6.2	7.7
30,000,000	4.4	5.5	4.9	6.1	5.5	6.8	6.0	7.5	6.6	8.2	6.1	7.6
More than 30,000,000	Varies	Varies	Varies	Varies	Varies	Varies	Varies	Varies	Varies	Varies	Varies	Varies

Source: Georgia State Financing and Investment Commission's Design Professional Contract between Design Professional and Owner