



3500 Parkway Lane, Suite 500  
Peachtree Corners, GA 30092  
T: 678.336.7740

March 6, 2024

Mr. Nicholas Jovene | Senior Program Manager CGL Companies  
DeKalb County SPLOST Program Manager

Re: **DeKalb County Fire Station #27 – Additional Service Fee for Value Engineering Scope and Modified Design Development Scope**  
POND Scope and Fee Proposal

Dear Nick,

Pond & Company (Pond) is pleased to present this scope and fee proposal for the **DeKalb County Fire Station #27 Additional Service for the Value Engineering and Modified Design Development Scope**. Pond would like to thank you for the opportunity to continue to assist DeKalb County with professional design services and we look forward to continuing to work with you on this project as described herein.

#### **Background**

Pond and its subconsultants completed and presented the Design Development package on October 10, 2023. Upon completion of the cost estimation based on this Design, it was determined that the Project's construction budget is likely to be \$12M. The design team and Nick met on November 3, 2023, to identify the cause of this estimate increase compared with recently completed Station 7 and potential ideas of cost reduction. Main reason for the increase is due to the increased footprint and additional programs requested by DeKalb Fire Rescue team. From the direction on this meeting, the design team prepared the concept designs and narratives for re-estimation which reduced the estimate to \$9M.

On December 13, 2023, the team met with DeKalb Fire Rescue team and was directed to proceed with the second round of cost reduction exercise in order to reduce the construction estimate further. This effort involved redesigning the layout to yield smaller footprints for both first and second floor and additional cost estimation effort.

On February 15, 2024, the team met again with DeKalb Fire Rescue team and received positive feedback that the revised concept layout with the smaller footprint with the estimated construction cost range from \$7.7 to \$9.2M. On February 22, 2024, DeKalb County Fire Rescue team provided acceptance of the revised concept with the estimated construction cost and Pond was directed to submit additional service fees for the completed Value Engineering Exercise as well as the fee for the additional modified Design Development phase.

#### **Scope of Work (SOW):**

The scope of work for this proposal involves Pond and subconsultants' previous effort related to the value engineering exercise as well as the additional cost estimation service provided. It also involves providing the additional modified Design Development phase prior to commencing the Construction Document Phase.

The new Fire Station 27 design will include:

- Above ground fuel tanks in lieu of underground tanks,
- 6" pavement for the roadways in lieu of 8",
- Elimination of by-pass lane and additional landscaping to infill,
- Reduction of generator capacity to serve critical functions similar to Fire Station 7,
- Reduced kitchen hood length to 6',

- Elimination of passenger elevator and inclusion of platform lift to provide access to the second floor,
- Removal of solar panel weight allowance to the structural design,
- Removal of Stair #1 Tower
- Removal of interior CMU walls and use of interior metal stud/drywall on second floor,
- Reduction of 3,100 sf from the first floor with the following program elimination/reduction:
  - Removal of exterior dining patio
  - Removal of exterior outdoor exercise
  - Removal of exterior storage
  - Reduction of 2 private restrooms
  - Reduction of Multi-Purpose room area
- Reduction of 5,165 sf from the second floor with the following program elimination/reduction:
  - Removal of private restrooms and showers and addition of 4 shared restroom/shower,
  - Reduction of 2 bunk rooms,
  - Reduction of Decompression Room area and removal of closet spaces
  - Removal of offices

**A/E deliverables by phase**

**Value Engineering Exercise (Already Completed)**

1. Provided several concept sketches and design narratives to support cost estimation.
2. Provided cost estimations based on the concept sketches and narratives.
3. Conducted review meetings with the DeKalb County Fire Rescue to review the concept sketches and cost estimations.

**Modified Design Development Phase:**

1. Modified Design Development Documents shall further develop accepted Value Engineering items and provide revised engineering design.
2. The document shall consist of drawings and other documents including plans, sections, elevations, typical construction details and building system designs.
3. Provide cost estimation based on the final Design Development documents.
4. Review meeting with Dekalb County Fire Rescue team for comments and adjust plans as required.

**Construction Documents Phase: No change from the previous scope.**

**Permit Documents Submittal: No change from the previous scope.**

**Construction Administration: No change from the previous scope.**

**Substantial Completion: No change from the previous scope.**

**Final Completion & Closeout: No change from the previous scope.**

**Proposed Architecture & Engineering Additional Services Fee:**

Our fee to execute the additional efforts is as follows:

- **Total Additional Service Fee:** \$ **115,687.00**
  - Value Engineering Exercise Fee: \$ 47,300.00
  - Modified Design Development Fee: \$ 68,387.00
  
- **Original Owner's Design Contingency:** - (\$ 53,259.60)
- **Total increase to the Contract Amount:** \$ 62,427.40
  
- **Original Contract Amount:** \$ 585,855.60
- **New Total Contract Amount:** \$ **648,283.00**

**Payment Terms:**

No change

If I can answer any questions pertaining to this proposal, please do not hesitate to contact me at [kevin.park@pondco.com](mailto:kevin.park@pondco.com). Thank you for this opportunity and we look forward to continue working with DeKalb County Fire Rescue Team.

Respectfully submitted,

**POND & COMPANY**



Kevin Park, AIA, CDT, LEED AP BD+C  
Senior Project Manager



Doug Hannah, AIA  
Principal

ACCEPTED:

\_\_\_\_\_  
Mr. Nicholas Jovene  
DeKalb County SPLOST Program Manager

\_\_\_\_\_  
Date



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March 6, 2024

**Mr. Nicholas Jovene | Senior Program Manager** CGL Companies  
DeKalb County SPLOST Program Manager

**Re: Dekalb County Fire Station #5**  
POND Scope and Fee Proposal

Dear Nick,

Pond & Company (Pond) is pleased to present this scope and fee proposal for the **Dekalb County Fire Station #5 for design and engineering services**. Pond would like to thank you for the opportunity to continue to assist DeKalb County with professional design services and we look forward to continuing to work with you on this project as described herein.

**Scope of Work (SOW):**

The scope of work shall be a Prototype Design based on the previously designed Dekalb County Fire Station #27 and site adapted. The project site for Fire Station #5 is 4329 and 4345 Cowan Road, Tucker, GA 30084.

The project will include a document design package, to include sitework and new construction based on Fire Station #27 prototype consisting of a two-story building, approximately 19,450 square feet (based on the recently completed and approved Value Engineering exercise) and a 3-bay. No program or building footprint/area modifications are included.

The fee is based on the estimated construction cost of \$8,500,000. This estimate is based on the recently completed Value Engineering exercise for Station #27. Savings for Design Development submittal phase is included due to the utilization of the Prototype design.

The Fire Department would like to engage FGMA as a fire consultant (as a sub-consultant to Pond) to provide input on industry best practices as well as the review of all deliverables.

The Fire Station should function as an emergency place of refuge in the community and will be designed for Risk IV category. We will site adapt the design and verify structural and mechanical calculations based on final building orientation.

**Related Assumptions and Exclusions:**

1. Project construction cost is anticipated to be approx. \$8.5 M (FFE not included). Project fee is based on this cost and any overages in construction cost will require fee adjustments. Our fee assumes a 4-8 week permitting period and 12-month construction period with bi-weekly OAC meeting frequency. Should the actual construction estimate, and schedule duration be greater than the proposed, Pond and its partners respectfully request the opportunity to revisit this fee structure and make any adjustments necessary.
2. Furnishings, Fixtures & Equipment (FF&E): General, generic furnishings, racks, equipment shall be shown on the plans for reference only.
3. This proposal assumes that all necessary utilities are existing and currently serve the site with sufficient capacity and will not require upgrade, pumping, or off-site extensions (except for a gravity-flow sanitary

sewer extension) to this parcel. If it is later discovered that the capacity or location of the existing utilities is insufficient, this proposal will be re-evaluated.

4. This proposal assumes the site will require design based on Seismic Design Category C.
5. Any required traffic study or roadway/signal design will be provided by the Client or can be performed by Pond as an additional task item outside the scope of this contract.
6. No environmental site assessments (ESA) of any type are included. It is understood that any required environmental remediation will be completed by others. No environmental remediation plans or related design is included in this proposal.
7. Pond will examine available published environmental data (National Wetland Inventory, FEMA Flood Maps, etc.), but field delineation/survey of possible State Waters / Wetlands / FEMA boundaries, associated permitting or stream buffer variances, cross-sectional survey, and flood modeling or study is excluded.
8. The following items are not included in this proposal: design of pump stations or force main, dam breach analysis, abutment design, shoring design, dewatering design.
9. Easement documentation, legal descriptions, acquisition, and/or coordination with neighbors will be by others, if required.
10. Includes bidder support, shop drawing reviews, Construction RFI Support, and record drawing production. Hard copies of the Contract Documents shall be provided by the owner.
11. The CA task also includes one-time analysis of the as-built stormwater survey and preparation of an as-built hydrology report. If issues are found that require re-design or re-analysis, additional fee will be required to cover the additional work required.
12. Unknown site related issues, deep foundation systems, fire protection permit plans, tree protection plans, kitchen equipment, signage permit and loose equipment and furnishings are ALL in addition to our Professional Fees.
13. Fire Station alerting system and Radio dispatch systems design is excluded and assumed to be provided by the Owner's OEM provider.
14. Expenses for additional costs directly associated with the performance of this scope of work shall be considered reimbursable expenses and shall be invoiced at direct cost.
15. LEED certification is not included.
16. Permitting: Permitting application and related fees are not included in this scope. POND will submit for building permitting and the county will coordinate and obtain permits. Zoning submissions are not included.
17. If required, Pond will prepare code minimum tree protection/replacement plans for permitting.
18. It is understood that the permitting process is beyond the control of Pond and that the governing jurisdiction(s) may or may not issue a permit for the proposed improvements, as currently conceived.
19. While Pond will deliver a value-conscious design and seek Client's preference on significant cost related decisions when options are presented, a detailed value-engineering analysis is not included in this scope.
20. Drawing Format: Drawings shall be produced in BIM, Autodesk Revit 2023 version.
21. Owner/Equipment consultant shall provide equipment cut sheets and utility requirements for sizing electrical systems, HVAC, gas, water, drainage and grease trap prior to schematic design phase.
22. Physical bidding documents/copies of drawings shall be supplied by the Owner. Pond has not included the reproduction cost for drawing sets or specifications.

**A/E deliverables by phase**

**Schematic Design | Program Validation:**

1. Collect and review all available property, utility/MEP and existing building information.
2. Pond will utilize the previously designed prototype floor plans for station #27.
3. Develop final site master plans.
4. Provide cost estimate.

**Design Development Phase: none**

Design Development Phase is not required as the Prototype Design from Station #27 will be utilized; no deliverables.

**Construction Documents Phase:**

1. The Construction Documents shall illustrate, and site adapt the prototype design and shall consist of Drawings and Specifications indicating the quality levels and performance criteria of materials and systems and other requirements for the construction of the Work.
2. Construction Documents shall include finalized materials and systems.
3. Provide cost estimate.
4. Client team documents review meeting.

**Permit Documents Submittal**

1. Prepare sealed and signed architectural documents for building permit review and approval.

**Construction Administration:**

1. Attend up to (26) bi-weekly meeting with Owner | Contractor | A-E conferences (OAC) based on 12-month construction duration. These will be virtual conference calls.
2. Attend (12) onsite meetings at critical milestones to observe and review construction. These can overlap with the OAC meetings. Additional site visits can be provided as an additional service.
3. Review, approve or take other appropriate action on shop drawings and product data submittals.
4. Review and respond to Contractor Request for Information (RFI).
5. Review Contractor Monthly Application for Payment that the Work has progressed to the point indicated, the quality of the Work is in accordance with the Contract Documents.

**Substantial Completion:**

1. Attend one (1) punchlist site visit for the buildings and confirm the contractor provided punchlist and incorporate additional items. Minimum of one person from civil, architectural, structural, mechanical/plumbing, electrical and low voltage discipline will provide the visit.
2. A punchlist site visit shall commence upon the submittal of a written, "Notice of Substantial Completion."

**Final Completion & Closeout:**

1. Attend one (1) site visit to backcheck that the punchlist is complete. Minimum of one person from civil, architectural, mechanical/plumbing, electrical and low voltage discipline will provide the backcheck punch visit.
2. Record Drawings shall consist of the control/field set and major building system shop drawings.
3. GC shall provide for the final As-Built Survey and Record Drawing if required by site inspections for achieving the Certificate of Occupancy (CO).

**Proposed Architecture & Engineering Professional Services Fee:**

The following fee is premised on the General Scope Summary indicated above.

<b><u>Fire Station 5 Prototype Pricing: Estimated Construction Cost:</u></b>	<b>\$ 8,500,000.00</b>
Design (per Dekalb on-call contract compensation schedule):	\$ 461,250.00
Savings for Delivering Prototype Design:	\$ - (67,494.00)
FGM Architects Consultant:	\$ 60,000.00
Consultant Coordination Fee:	\$ 50,000.00
Low Voltage, Security, A/V:	\$ 8,975.00
Landscape:	\$ 10,400.00
<b><u>Cost Estimating at Each Design Phase:</u></b>	<b>\$ 8,000.00</b>
<b>Total Lump Sum Design Services Fee:</b>	<b>\$ 531,131.00</b>
10% Owner's Contingency	\$ 53,113.00
 <b>Grand Total:</b>	 <b>\$ 584,244.00</b>

*\*Current Geotechnical Report shows that the design will require Seismic Design Category D due to the soil site classification of D. It is assumed that the County will provide additional investigation, utilizing methods such as shear wave test or a site-specific analysis to provide site-specific mapped acceleration parameters (S<sub>s</sub> and S<sub>1</sub>), to improve the soil site classification from D to C. If the site will require Seismic Design Category D even after performing these additional investigations, there will be an additional fee for structural, mechanical, plumbing, and electrical engineering design.*

**Payment Terms:**

Invoices for services shall be submitted monthly and shall be considered "past due" if not paid within thirty (30) days after receipt of invoice.

**Reimbursable Expense:**

Reimbursable expenses, such as gas, mileage, and printing costs, have been included within the lump sum. Reimbursables could include:

1. Transportation in connection with the project (mileage to site).
2. Expenses including plotting, printing, binding, courier services, shipping, express mail, etc.

**Additional Services:**

Additional Services may be provided under certain conditions and when approved by the Client. A list of additional services includes, but is not limited to the following:

1. Design to meet Seismic Design Category D.

2. Taking field measures and recording site and building features and spaces.
3. Field surveying of other areas outside of scope of work.
4. Cost Estimating Services beyond what's included in the proposal (two estimates included).
5. Changes in scope or work by Owner after approvals.
6. High resolution framed renderings.
7. Rendered fly through simulation of the renovation space.
8. Changes to design and engineering resulting from unforeseen site conditions, change in code or change in code interpretation during permit and construction.
9. Evaluating substitutions proposed by GC and making subsequent revisions.
10. Additional site visits in addition to those referenced in the scope above shall be considered additional services and invoiced at the amount of \$850.00 per visit.
11. Building Commissioning.
12. Shop Drawing reviews that exceed two reviews (2) per submittal.
13. LEED Certification.
14. FF&E specification, selection and/or procurement of furnishings.
15. Early release packages such as foundation, steel, or mechanical equipment packages.

These items can be provided as an additional service, if requested at the rates shown in the on-call 5-year Contract.

If I can answer any questions pertaining to this proposal, please do not hesitate to contact me at [kevin.park@pondco.com](mailto:kevin.park@pondco.com). Thank you for this opportunity and we look forward to continue working with DeKalb County Fire Rescue Team.

Respectfully Submitted,

**POND & COMPANY**



Kevin Park, AIA, CDT, LEED AP BD+C  
Senior Project Manager



Doug Hannah, AIA  
Principal

ACCEPTED:

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Mr. Nicholas Jovene  
DeKalb County SPLOST Program Manager

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Date



## Anderson, Janet A.

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**From:** David Fischer <david.fischer@oneatlas.com>  
**Sent:** Friday, April 12, 2024 9:06 AM  
**To:** Anderson, Janet A.  
**Cc:** Fullum, Darnell D.; McMurray, Tremayne; Nicholas Jovene  
**Subject:** Prototype Justification  
**Attachments:** 2024-03-29 Fire Station 27,16,5 Schedule.pdf

Janet,

Here is the information we discussed yesterday that will need to be attached to the CO request to add funds to Pond's on-call contract.

Thanks!



**David Fischer, PE**  
Program Manager  
C: 770.318.3492

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**From:** Nicholas Jovene <njovene@cglcompanies.com>  
**Sent:** Thursday, March 28, 2024 1:37 PM  
**To:** Darnell Fullum (ddfllum@dekalbcountyga.gov) <ddfllum@dekalbcountyga.gov>  
**Cc:** David Fischer <david.fischer@oneatlas.com>; Chris Kingsbury <Chris.Kingsbury@oneatlas.com>  
**Subject:** [EXTERNAL] RE: email for chief fullum. comments and edits please

**[External Email]** This email originated from outside of the Atlas mail system. Please use caution when opening attachments.

Chief,

Thank you for the call yesterday. Some high level information on the benefits of keeping the team together for stations 27, 16 & 5.

Option 1- Maintain POND as design firm for stations 27, 16 & 5 to maximize economies of scale for design and construction.

Prototype is complete, no programming design development or VE sessions are required for station 16 or 5.

- Current design firm has the capacity to complete all projects simultaneously.
  - Current Proposed Design Schedule.
    - #27 Construction documents complete 10/24
    - #16 Construction documents complete 11/24
    - #5 Construction documents complete 11/24
  - Bid & Permit Station's 27, 16 & 5 Q1 2025, (this schedule will require Dekalb Purchasing to prepare the ITB and permitting to complete review and approval at an accelerated rate. with direction from the County executive offices.)

- Award Station's 27, 16 & 5 End Q1 2025 (see note above).
- Begin Construction Stations 27, 16 & 5 late Q2 2025.
- Construction Complete Stations 27, 16 & 5 late Q3 2026.

Option 2 – Pond Design's Station 27 & 16, New design firm design's Station 5.

New firm will use prototype design as baseline, but programming design development, estimating and potential VE will need to be completed.

- After Pond complete prototype Oct, 2024. new Design firm solicited, approved by BOC and awarded PO - Q1 2025.
  - Estimated cost increase by not using current design team \$175K to \$250K.
- Programming, Design Development & VE (if needed) late Q1 2025 to late Q3 2025.
  - Construction Documents complete Q4 2025.
- Bid Station 5 - Q1 2026.
- Award Station 5 end - Q1 2026.
- Begin construction station 5 - Q2 2026.
- Construction complete station 5 – Q4 2027.

If we maintain our current course and use pond to complete stations 27, 16 & 5 by Q1 2025 we will complete all 3 facilities over a year sooner and save the taxpayers \$175K to \$250K in design fees alone. This will also maximize construction cost savings and avoid potential construction cost escalation of 5%-10% which has a cost implication of \$425K to \$850K.

To summarize the above data: use the current design team and get 3 stations built over a year faster with almost \$1MM savings.

We understand there is a desire to have a ground breaking prior to the end of this year. My suggestion would be to have 3 large billboard signs prepared and installed at the station 27 site, each one showing an exterior rendering of the stations, with a map identifying the location along with all associated team members. Once installed (towards the end of the year) we can plan a large celebration that would kick off the SPLOST 1 construction of stations 5, 16 & 27.

Thank you,

Nick Jovene CCM,PMP,CFM | Senior Program Manager

Phone: 970-227-2814

CGL | [njovene@cglcompanies.com](mailto:njovene@cglcompanies.com)

[www.cglcompanies.com](http://www.cglcompanies.com)

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## DeKalb County Fire Stations

Activity ID	Activity Name	At Completion Duration	Start	Finish	Low Estimate	High Estimate	Q1 2024	Q2 2024	Q3 2024	Q4 2024	Q1 2025	Q2 2025	Q3 2025	Q4 2025	Q1 2026	Q2 2026	Q3 2026	Q4 2026	Q1 2027	Q2 2027	Q3 2027	Q4 2027	Q1 2028	
<b>DeKalb County Fire Stations</b>																								
<b>Schedule with Pond</b>							1370.00	4/1/2024	12/31/2027	\$600,000.00	\$1,100,000.00													
<b>Fire Station 27</b>							913.00	4/1/2024	9/30/2026	\$0.00	\$0.00													
A1000	FS 27 - Design, Construction Documents Complete	214.00	4/1/2024	10/31/2024	\$0.00	\$0.00																		
A1010	FS 27 - Bid & Permitting	90.00	12/1/2024*	2/28/2025	\$0.00	\$0.00																		
A1020	FS 27 - Award Stations	31.00	3/1/2025	3/31/2025	\$0.00	\$0.00																		
A1030	FS 27 - Construction	487.00	6/1/2025*	9/30/2026	\$0.00	\$0.00																		
<b>Fire Station 16</b>							913.00	4/1/2024	9/30/2026	\$0.00	\$0.00													
A1040	FS 16 - Design, Construction Documents Complete	244.00	4/1/2024	11/30/2024	\$0.00	\$0.00																		
A1050	FS 16 - Bid & Permitting	90.00	12/1/2024	2/28/2025	\$0.00	\$0.00																		
A1060	FS 16 - Award Stations	31.00	3/1/2025	3/31/2025	\$0.00	\$0.00																		
A1070	FS 16 - Construction	487.00	6/1/2025*	9/30/2026	\$0.00	\$0.00																		
<b>Fire Station 5</b>							913.00	4/1/2024	9/30/2026	\$0.00	\$0.00													
A1080	FS 5 - Design, Construction Documents Complete	244.00	4/1/2024	11/30/2024	\$0.00	\$0.00																		
A1090	FS 5 - Bid & Permitting	90.00	12/1/2024	2/28/2025	\$0.00	\$0.00																		
A1100	FS 5 - Award Stations	31.00	3/1/2025	3/31/2025	\$0.00	\$0.00																		
A1110	FS 5 - Construction	487.00	6/1/2025*	9/30/2026	\$0.00	\$0.00																		
<b>Schedule with New Design Firm</b>							1370.00	4/1/2024	12/31/2027	\$600,000.00	\$1,100,000.00													
<b>Fire Station 27</b>							913.00	4/1/2024	9/30/2026	\$0.00	\$0.00													
A1120	FS 27 - Design, Construction Documents Complete	214.00	4/1/2024	10/31/2024	\$0.00	\$0.00																		
A1130	FS 27 - Bid & Permitting	90.00	12/1/2024*	2/28/2025	\$0.00	\$0.00																		
A1140	FS 27 - Award Stations	31.00	3/1/2025	3/31/2025	\$0.00	\$0.00																		
A1150	FS 27 - Construction	487.00	6/1/2025*	9/30/2026	\$0.00	\$0.00																		
<b>Fire Station 16</b>							913.00	4/1/2024	9/30/2026	\$0.00	\$0.00													
A1160	FS 16 - Design, Construction Documents Complete	244.00	4/1/2024	11/30/2024	\$0.00	\$0.00																		
A1170	FS 16 - Bid & Permitting	90.00	12/1/2024	2/28/2025	\$0.00	\$0.00																		
A1180	FS 16 - Award Stations	31.00	3/1/2025	3/31/2025	\$0.00	\$0.00																		
A1190	FS 16 - Construction	487.00	6/1/2025*	9/30/2026	\$0.00	\$0.00																		
<b>Fire Station 5</b>							1156.00	11/1/2024	12/31/2027	\$600,000.00	\$1,100,000.00													
A1200	New Design Firm Solicited, BOC Approval, PO Awarded	151.00	11/1/2024	3/31/2025	\$175,000.00	\$250,000.00																		
A1230	Programming, Design Development, and VE	184.00	4/1/2025*	10/1/2025	\$0.00	\$0.00																		
A1240	FS 5 - Design, Construction Documents Complete	92.00	10/2/2025	1/1/2026	\$0.00	\$0.00																		
A1250	FS 5 - Bid & Permitting	90.00	1/2/2026	4/1/2026	\$0.00	\$0.00																		
A1260	FS 5 - Award Stations	90.00	4/2/2026	6/30/2026	\$0.00	\$0.00																		
A1270	FS 5 - Construction	549.00	7/1/2026*	12/31/2027	\$425,000.00	\$850,000.00																		

