

**ORDER: ACCEPT PROPOSAL FROM ROLAND, WOOLWORTH & ASSOCIATES
FOR ACOUSTICS AND NOISE CONTROL INVESTIGATION AND
RECOMMENDATIONS FOR LAFAYETTE COUNTY COURTHOUSE**

Motion was made by Larry Gillespie, duly seconded by David Rikard, to accept proposal from Roland, Woolworth and Associates for acoustics and noise control investigation and recommendations for Lafayette County Courthouse.

The vote on the motion was as follows:

Supervisor Brent Larson, voted absent
Supervisor Larry Gillespie, voted yes
Supervisor David Rikard, voted yes
Supervisor Chad McLarty, voted yes
Supervisor Mike Roberts, voted yes

After the vote, President Roberts, declared the motion carried, this the 6th day of March, 2023.



**Mike Roberts, President
Board of Supervisors**



Sherry Wall, Chancery Clerk

Roland, Woolworth & Associates

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Oxford, MS 38655
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PROPOSAL: Acoustics and Noise Control Investigation and Recommendations
Project: Lafayette County Courthouse 1st floor
RWA Project No: 22-057

February 14, 2023

Robert Opalko
Lafayette County Building and Planning
300 N. Lamar Avenue
Oxford, MS 38655

Robert:

This proposal is accordance with your request. It covers an acoustics and noise control investigation for the public areas and impacted areas of the Lafayette County Courthouse in Oxford, Mississippi.

PROJECT DESCRIPTION

We understand that our work will to be to evaluate the site acoustics and working conditions, interview the client to prioritize needs, and develop potential acoustical/noise control treatments and resulting performance expectations to be coordinated with the end user and meet with the aesthetic approval of MS Dept of Archives and History. Budgets will be iterated early in the planning phase to drive solution options.

PROJECT LOCATION

The Lafayette County Courthouse is located at 142 Courthouse Square in Oxford, Mississippi.

ACOUSTICAL CONDITIONS

Based on the information you have provided and a site visit with short interviews, the reverberant quality of the public spaces (hallways) and lack of sound isolation to adjoining spaces lead to frequent interruptions and delays in the functioning of the 1st and 2nd floor courtrooms as well as the court clerk's office. The main condition is during youth court families populate the 1st floor corridor which is open to the court clerk office and the entrances of the courtrooms, and the reverberant sound buildup results in excessive sound, which further is exacerbated by the Lombard Effect (people talk above the noise to be heard). The court clerk's office and planned voter registration office (opposite) also consist of primarily sound reflective surfaces, and day to day communication in the work spaces is hindered by the reverberant conditions.

PURPOSE

The purposes of this investigation are to explore the acoustical conditions at the project site, and to provide engineering analysis leading to recommendations for design and construction of appropriate acoustical treatments.

SCOPE OF SERVICES

1. **Data Collection and Planning** – Our work will include site reconnaissance, review of your current drawing set and a discussion of end user needs, aesthetic concerns, and budget.

2. Acoustical Measurements Program- Measurements will be taken on site to make an assessment of the existing acoustical conditions; this will need to be performed outside of normal hours of operation. The measurements establish a baseline for acoustical modeling of solutions and to document the original conditions including sound isolation.

We will need "all quiet" during the measurements (2-3 hours) and it is preferable to have the ability to turn off the heating and cooling system during the testing.

3. Data Analysis Program – All field data gathered will be evaluated at our office in Oxford, Mississippi to inform our analysis and assist in alignment of the public space computer model to the current conditions.

Should a special case arise from the initial analysis, you will be informed of the need for an additional visit to be performed in a timely manner at the convenience of both parties.

All data taken for this proposal will be stored indefinitely by Roland, Woolworth & Associates and is property thereof. Copies of the raw data are available on request.

4. Evaluation and Report – The field data and drawings will be evaluated with respect to the Project Description, and an engineering report with acoustical treatment recommendation will be submitted including data obtained, a discussion of their evaluation, and our conclusions and recommendations of the following:

a. Results of field measurements and their significance.

b. Design and construction criteria for control reverberant sound in the spaces and unwanted sound entering rooms including markups, drawings, and technical specifications where applicable.

- Criteria and design solutions will be coordinated with the end user and then History and Archives for approval and further iterations.

c. Estimated acoustic conditions following adherence to all recommendations.

d. Estimated materials and construction costs of acoustical treatments (Please see Conditions and Limitations).

5. Construction Administration – CA if offered at an hourly fee on demand. Services include review of bids and submittals, resolution of conflicts in the field, evaluation of substitutions, and guidance to the contractor as needed.

6. Post Construction Testing – Field tests can be performed after completion of the project to verify sound transmission and reverberation time as needed. This service can be added under a modification to this contract or performed under a separate proposal, but we do not expect this service to be needed.

The scope of work under this Proposal consists of those items explicitly set forth above. Additional services can be provided under a separate contract.

We will maintain telephone and email contact with you during the investigation to keep you informed of our findings. Telephone or computer conferences will be scheduled as necessitated by progress of the investigation.

FEES, CHARGES AND PAYMENTS

Our fees and charges for this work will be the following:

Site investigation, equipment, analysis, modeling, cost estimates, reporting.....	\$6105.00
Allowance for iterations with Dept. of History and Archives.....	\$1400.00
Construction Administration (on demand, hourly).....	\$175.00/hr

No retainer will be required.

An invoice will be submitted at the completion of the report and any other services shown above. Payment is due 15 days the date of each invoice unless otherwise arranged with RWA.

If it should be necessary to modify the proposed scope of work because of changes in construction plans, or the presence of unanticipated (working) conditions, or other reasons beyond our control, thereby causing projected costs to exceed our estimate by more than 5%, we will notify you immediately of the circumstances, and will prepare an estimate of the charges for any additional work required. We will not proceed with the additional work without authorization from you.

This offer is valid for a period of three months, and assumes we will be allowed to begin work within three months of this Proposal. Acceptance after three months or commencement of work after three months may require changes in professional fees.

TERMINATION

In the event you request termination prior to the completion of the work described herein, you will be liable on a unit price for the work completed, charged in accordance with the attached Schedule of Fees.

GENERAL CONDITIONS AND LIMITATIONS

The General Conditions shown on the attached sheet are part of this Proposal. In addition, the following limitations apply to this Proposal:

1. Estimate of construction costs will be made on the basis of our experience and communications with contracting organizations. However, since we have no control over labor and material costs, competitive bidding, and market conditions, we do not guarantee the accuracy of such estimates compared to contractors' bids for project construction.

2. This Proposal is submitted solely and exclusively for the use of Lafayette County in deciding whether or not to retain Roland, Woolworth & Associates to perform the requested services. Disclosure of this proposal's content to any third party without prior written authorization from Roland, Woolworth & Associates is expressly prohibited.

COMMENCEMENT AND COMPLETION

If authorization is received within two weeks of the date of this Proposal, we are prepared to begin work within 2 weeks following. We expect that our report will be submitted within 3-4 weeks after completion of field work.

PROVISIONS BY CLIENT

To assist us in proceeding with this investigation, we would like to receive from you as much of the following information pertinent to design plans as is presently available:

(Acoustics)

- a. Drawings of the current structure in AutoCAD or pdf.
- b. Comments and requests of the client regarding the space.

General

- a. Information on adjacent rooms or structures including location, uses, and any associated problems.
- b. Sources of additional noise including HVAC, traffic, train, airport, adjacent manufacturing, etc.
- c. Permission to enter the site and perform the investigation.
- d. Any other data which might be useful to the investigation.

AUTHORIZATION

RWA Job No. 22-057

If the conditions of this Proposal are acceptable to you, please sign one copy on behalf of Lafayette County and return it to our office (or issue a purchase order containing the conditions and terms herein) along with your check for our retainer in the amount stated under Fees and Charges.

Thank you for permitting us to present this Proposal; we anticipate the pleasure of assisting you in this investigation. If you have any questions, please call or email me.

Very truly yours,



David S. Woolworth
Principal
Roland, Woolworth & Associates

Enclosure: Schedule of Fees

RECIPT OF THIS PROPOSAL IS ACKNOWLEDGED AND THE CONDITIONS CONTAINED HEREIN ARE ACCEPTED.

APPROVED FOR: Lafayette County, Mississippi

BY: _____ **TITLE:** _____

SIGNATURE: _____ **DATE:** _____