

April 18, 2017

Mary Beth R. Fiore, Superintendent of Schools
Elmira Heights Central School District
2083 College Avenue
Elmira Heights, NY 14903

Re: 2017-2018 Capital Outlay Project Proposal

Dear Mary Beth:

We are pleased to submit the following proposal for design services associated with the 2017-18 capital outlay project. Our understanding of the scope of work for this project is to assist the district with the following:

Thomas A. Edison School:

- Boiler Room replacement of expansion tank
- Boiler Room Lighting replacements
- Concrete sidewalk and curb replacement at main entrance bus loop
- Exterior door and frame replacement at Music Room
- Cut existing tree roots and replace adjacent concrete sidewalk at court yard
- Replace grout at pre-cast concrete panels at Main Entrance
- Replacement of interior doors to Storage Rooms from Corridor adjacent to Auditorium

The proposal includes all of the standard basic services of design, engineering, construction documents, specifications and construction administration required as well as the coordination required to identify the complete scope of work. The design and engineering team will include:

- Principal
- Project Manager/Architect
- Structural Designer as required
- Site/Landscape Designer
- Mechanical Designer
- Electrical Designer
- Interior Designer
- Hazardous Materials Designer
- Architectural and Engineering support staff

Project Budget

Bare Construction Costs		\$ 70,000
Contractors General Conditions	10%	\$ 7,500
Construction Contingency	+/- 5%	\$ 5,000
Construction Cost		\$ 82,500
Incidental Budget		\$ 17,500
Total Project		\$ 100,000

Project Schedule

Planning & Design Commence.....	April 2017
District Budget Vote.....	May 2017
SED Submission.....	June 2017
SED Approval.....	July 2017
Bidding.....	August 2017
Award.....	September 2017
Substantial Completion.....	May 2018
Final Completion.....	May 2018

Fee:

We propose to provide the services described above for a stipulated sum as identified below plus reimbursable expenses. I have provided a breakdown of the fee for the phases of the basic services.

• Construction Documents	\$8,900
• Bidding	\$1,800
• Construction Administration	<u>\$3,800</u>
• Total	\$14,500

Reimbursable expenses include photo copies, prints, and postage and will only be invoiced as incurred at cost on behalf of the project.

We have not included land survey in the fee above as I do not anticipate a need for this at this time. Should a survey be required for grade elevations at the location of sidewalk replacement we would be pleased to provide a proposal for this purpose.

We have included the field work and design for hazardous materials. Should materials require sampling and analysis HUNT will coordinate these services on behalf of the district with an independent consultant. The services of the independent consultant will be invoiced directly to the district. HUNT will not include a mark-up for these services.

If you find this proposal acceptable please sign the attached acknowledgement attached and return one copy to my attention.

Should you have any questions do not hesitate to contact me. We look forward to continuing to serve the Elmira Heights Central School District.

Sincerely,

HUNT ENGINEERS, ARCHITECTS & LAND SURVEYORS, PC



Jeffery Robbins
Principal

c: Circ. File, HUNT

HUNT

Acknowledgement

I have read and understand the Scope of Work as described above and accept the terms and costs as stated. I hereby retain Hunt Engineers, Architects, Land Surveyors & Landscape Architects, PC to provide design services for the 2017/18 Capital Outlay Project.

Elmira Heights School Central School District

Signature

Date

Printed Name and Title

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