

May 25, 2021

Michael Gill, Superintendent of Schools  
Elmira Heights Central School District  
2083 College Avenue  
Elmira Heights, NY 14903

**Re: 2021-2022 Capital Outlay & Annual Project Proposal**

Dear Michael:

We are pleased to submit the following proposal for design services associated with the 2021-22 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:

- Providing Gymnasium Roof Deck Acoustic Panels Over Existing Roof Deck
- Auditorium Sound System Replacements
- Select Exterior Door Replacements
- Network Cabling Cat 5 upgraded to Cat 6/Phone Devices

The proposal includes all the standard basic services of design, engineering, construction documents, specifications, New York State SED Submission, bidding, 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
- Electrical Designer as required
- Technology Designer
- Hazardous Materials Designer as/if needed
- Architectural and Engineering support staff

### Project Budget

Bare Construction Costs	\$ 182,000
Design Contingency 10%	\$ 18,200
Contractors Overhead & Profit 15%	\$ 27,300
Construction Contingency 10%	\$ 18,200
Construction Cost	\$ 245,700
Incidental Budget 20% +/-	\$ 49,300
Total Project	\$ 295,000

### Project Schedule

District Budget Vote.....	May 2021
Planning & Design Commence.....	June 2021
SED Submission.....	July 2021
Projected SED Approval.....	October/November 2021
Bidding/Award.....	December 2021
Substantial Completion.....	August 2022
Final Completion.....	September 2022

### Consultants Fee:

The scope of work for the Auditorium Sound System Replacement will require obtaining a consultant that specializes in this work. The fee for this service is \$9,500.

### HUNT 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/SED Submission	\$17,500
• Bidding	\$3,500
• Construction Administration	\$5,500
• Consultants Fee	<u>\$9,500</u>
• Total	\$36,000

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

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 & LANDSCAPE ARCHITECT, DPC



Travis Payne

Project Manager

c: Circ. File, HUNT; Jeff Robbins

### **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 Architect, DPC to provide design services for the 2021/22 Capital Outlay& Annual Project.

### **Elmira Heights Central School District**

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Signature

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Date

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*Printed Name and Title*

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