

March 23, 2022

Scott Benda, Senior Project Manager
City of Valdez
P.O. Box 307 | Pioneer Field STE. 201
Valdez, AK 99686

RE: **HHES Roof, Doors, and Siding Replacement**
Proposal for Professional Design Services

Scott,

Thank you for the opportunity to provide fee proposal for professional design services associated with the HHES Roof Door and Siding Replacement project in which BDS Architects will be acting as prime consultant to the Owner. For this project BDS Architects will be consulting with: Enterprise Engineering, Inc. for civil engineering, Reid Middleton, Inc. for structural engineering, RSA Engineering, Inc. for mechanical/electrical engineering, EHS-Alaska, Inc. for hazardous materials, and Estimations, Inc. for construction cost estimating.

It is understood that we are to provide fees for two separate design efforts listed below.

- I. **Condition Surveys** - The Design Team will provide separate surveys for each of the four facilities:
 - A. Valdez High School: An ASCE 41-17 Tier 1 seismic assessment is to be provided with this survey. It is understood that COV would like to prioritize this survey to be due by mid-July 2022.
 - B. Valdez Middle School: Due August 2022.
 - C. Hermon Hutchens Elementary School: Due August 2022.
 - D. Valdez District Office: Due August 2022.

Surveys will strictly be assessments of existing facility conditions with no conceptual design or upgrade solutions. They will be used for COV to establish their own costs and priorities for any future repair, renovation, or replacement projects.

Overall total of design services for **Condition Surveys** is:

\$140,163

- II. **HHES Roof, Doors, and Siding** - It is understood that this project will be competitively Bid under the traditional Design-Bid-Build project delivery method as one Bid Package. As it currently stands, the COV total construction cost target is \$8,000,000. The project is to follow the delivery in accordance with the attached *Approximated Design Schedule*, with a presumed Out to Bid date in May 2023, and an anticipated Construction completion date of August 2024. It is also understood that we will provide 95% Construction Documents by February 2023 so that COV put an accurate cost request for the project on their May Bond package. As always, we can incorporate alternate bid items (Additive or deductive) into the construction documents to maximize the amount of work performed under the construction contract.

General scoping items for the HHES building are:

- An ASCE 41-17 Tier 1 seismic assessment is to be provided.
- Roof – Replace all existing IRMA style roof systems with a 5-ply built-up asphalt roof system. The new roof structure will be upgraded to current snow load requirements as part of this effort.
- Exterior Doors – All exterior doors to be replaced, providing ADA compliance as needed.
- Exterior Siding – All exterior cedar and painted plywood siding to be replace. Options for replacement to be presented, discussed, and approved by COV.
- Upper-level Windows – All upper-level windows will need replacement to match lower window style.

Overall total of design services for HHES Roof, Doors, and Siding is:	\$646,756
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Design fees/OHP are based on a percentage of construction costs, and also based on past experiences with similarly scoped projects. This overall total covers all costs necessary to complete the work defined in the Scope of Services above and attached, including direct labor plus indirect costs, OHP, fees on sub consultants, and all other direct costs / expenses. Work requested beyond the defined scope of work, or the identified construction budget can be negotiated on an hourly basis at our current hourly billing rates, plus 10% fee on sub consultants, and at direct cost for other direct expenses.

The following Items / Design Services are not included, and an associated proposal can be provided upon Owner request:

- Fees for transportation while onsite in Valdez. COV will be providing all transportation while onsite in Valdez to all consultants.
- ASCE 41 - Tier 2 and/or Tier 3 seismic evaluation.
- Building systems commissioning services.
- Any Permitting Fees not defined in the proposal.

- Fees for Owner required Special Inspections.
- Fees associate with Furniture, Fixtures, and Equipment (FF&E) services.
- Fees associated with procurement of online construction management tools such as Procore, Submittal Exchange, etc.
- Fees associated with Documentation and effort for an official LEED Certification.
- Architectural renderings.
- Architectural physical scale models.

Please find attached detailed fee breakdowns for all proposed Tasks. We are prepared, upon a Notice to Proceed, to complete the work on this great project. If you have any questions or concerns regarding this proposal, please feel free to give me a call. Fees are negotiable, as always, and we are always willing to work with our clients. Once again, thank you for the opportunity to provide this fee proposal.

Sincerely,



Victor Valenote, AIA, LEED AP, A4LE
Principal

Attachments

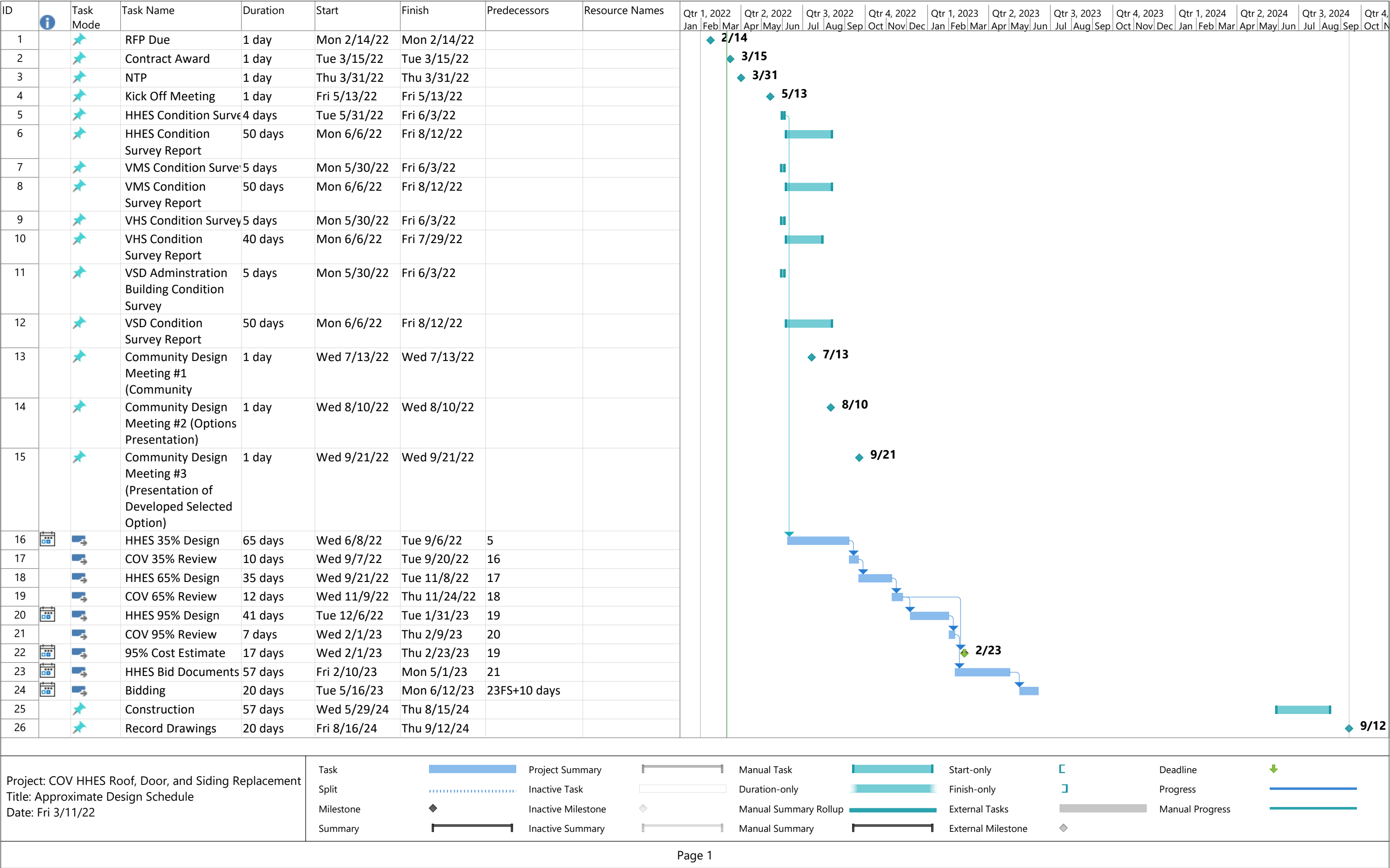
Overall Design Fee Summaries; Approximated Design Schedule; Fee Proposals from: BDS Architects; Enterprise Engineering, Inc.; Reid Middleton, Inc.; RSA Engineering, Inc.; EHS Alaska; and Estimations, Inc.,

SUMMARY OF DESIGN FEES - CONDITION SURVEYS

		PROJECT: Condition Surveys (Valdez HS, Valdez MS, Hermon Hitchens ES, Valdez District Office) PHASE, TASK OR SUBTASK: Overall Fee Schedule FIRM (PRIME): BDS Architects															
Task	Type of Service	Description	Project Management / Architecture <i>BDS</i>	Civil Engineering <i>R&M</i>	Structural Engineering <i>RMI</i>	Mechanical Engineering <i>RSA</i>	Electrical Engineering <i>RSA</i>				Design Labor Fees per Phase / Task		10% OHP (Architecture Only)	10% OHP (Subconsultants)		Subtotals per Phase / Task	TOTALS per Phase / Task (Labor + Reimbursables)
I	Condition Surveys FIXED FEE	Labor Cost Expenses	\$ 60,752	\$ 15,600	\$ 21,300	\$ 11,760	\$ 11,760				\$ 121,172		\$ 6,075	\$ 6,042		\$ 133,289	\$ 140,163
		Reimbursable Direct Cost Expenses	\$ 3,300		\$ 1,688	\$ 1,886										\$ 6,874	
											\$ -		\$ -	\$ -		\$ -	\$ -
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											\$ -		\$ -	\$ -		\$ -	\$ -
																\$ -	
A																GRAND TOTAL / SERVICE (Design + Reimbursables)	
	TOTAL Labor Expenses per Discipline		\$ 60,752	\$ 15,600	\$ 21,300	\$ 11,760	\$ 11,760	\$ -	\$ -	\$ -	\$ 121,172		\$ 6,075	\$ 6,042		\$ 133,289	\$ 140,163
B	TOTAL Reimbursable Direct Cost Expenses per Discipline		\$ 3,300	\$ -	\$ 1,688	\$ 1,886	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -		\$ 6,874	

SUMMARY OF DESIGN FEES - HHES ROOF, DOORS, & SIDING REPLACEMENT

		PROJECT: HHES Roof, Doors, and Siding Replacement PHASE, TASK OR SUBTASK: Overall Fee Schedule FIRM (PRIME): BDS Architects															
Task	Type of Service	Description	Project Management / Architecture BDS	Civil Engineering R&M	Structural Engineering RMI	Mechanical Engineering RSA	Electrical Engineering RSA	Hazardous Materials EHS	Cost Estimating Estimations		Design Labor Fees per Phase / Task		10% OHP (Architecture Only)	10% OHP (Subconsultants)		Subtotals per Phase / Task	TOTALS per Phase / Task (Labor + Reimbursables)
I	35% Schematic Design FIXED FEE	Labor Cost Expenses	\$ 91,808	\$ 6,700	\$ 25,920	\$ 1,800	\$ 1,200	\$ 11,110	\$ 6,119		\$ 144,657		\$ 9,181	\$ 5,285		\$ 159,123	\$ 166,873
		Reimbursable Direct Cost Expenses	\$ 7,750													\$ 7,750	
II	65% Design Development FIXED FEE	Labor Cost Expenses	\$ 68,450	\$ 3,100	\$ 20,118	\$ 6,340	\$ 3,940	\$ 5,868	\$ 8,315		\$ 116,131		\$ 6,845	\$ 4,768		\$ 127,744	\$ 127,744
		Reimbursable Direct Cost Expenses														\$ -	
III	95% Construction Documents FIXED FEE	Labor Cost Expenses	\$ 68,354	\$ 3,100	\$ 16,476	\$ 7,285	\$ 4,585	\$ 2,872	\$ 8,315		\$ 110,987		\$ 6,835	\$ 4,263		\$ 122,086	\$ 122,086
		Reimbursable Direct Cost Expenses														\$ -	
IV	100% Bid Documents FIXED FEE	Labor Cost Expenses	\$ 34,976	\$ 1,200	\$ 4,338	\$ 2,330	\$ 1,920	\$ 1,822			\$ 46,586		\$ 3,498	\$ 1,161		\$ 51,245	\$ 51,245
		Reimbursable Direct Cost Expenses														\$ -	
V	Bidding & Permitting T & M (Not-to-Exceed)	Labor Cost Expenses	\$ 9,396	\$ 1,500	\$ 1,512	\$ 1,200	\$ 950	\$ 1,915			\$ 16,473		\$ 940	\$ 708		\$ 18,120	\$ 18,120
		Reimbursable Direct Cost Expenses														\$ -	
VI	Construction Administration T & M (Not-to Exceed)	Labor Cost Expenses	\$ 71,880	\$ 1,500	\$ 26,024	\$ 7,700	\$ 5,950	\$ 6,249			\$ 119,303		\$ 7,188	\$ 4,742		\$ 131,233	\$ 141,987
		Reimbursable Direct Cost Expenses	\$ 7,500		\$ 1,044	\$ 1,105	\$ 1,105									\$ 10,754	
VII	Record Drawings LUMP SUM	Labor Cost Expenses	\$ 11,108	\$ 1,200	\$ 2,000	\$ 1,100	\$ 800	\$ 793			\$ 17,001		\$ 1,111	\$ 589		\$ 18,701	\$ 18,701
		Reimbursable Direct Cost Expenses														\$ -	
A B																GRAND TOTAL / SERVICE (Design + Reimbursables)	
	TOTAL Labor Expenses per Discipline		\$ 355,972	\$ 18,300	\$ 96,388	\$ 27,755	\$ 19,345	\$ 30,629	\$ 22,749	\$ -	\$ 571,138		\$ 35,597	\$ 21,517		\$ 628,252	\$ 646,756
	TOTAL Reimbursable Direct Cost Expenses per Discipline		\$ 15,250	\$ -	\$ 1,044	\$ 1,105	\$ 1,105	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -		\$ 18,504	



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PROPOSED DESIGN FEES

PROJECT: HHES Roof, Doors, and Siding Replacement																
PHASE (FEE STRUCTURE): Condition Surveys (LUMP SUM)																
FIRM (PRIME): BDS Architects																
Description of Task	Labor Hours / Job Classification / Rate												HOURS		COSTS	
	Principal	Roof Tech Specialist	Associate Architect	Architect III	Architect II	Architect I	BIM Manager	Interior Designer	Intern Architect III	Intern Architect II	Intern Architect I	Admin Support				
	\$262.00	\$260.00	\$163.00	\$152.00	\$145.00	\$140.00	\$130.00	\$120.00	\$120.00	\$115.00	\$110.00	\$110.00				
Existing Design Document Review / Investigation for each of the four COV Facilities: Valdez HS, Valdez MS, HHES, Valdez District Office.	4	4	8											16		
Site Visit: Investigate existing conditions at each of the four facilities, assessing each of the building component's current condition and life expectancy. Thoroughly photograph all 4 facilities, both interior and exterior, for office reference. Confirm any major space planning / design conflicts with existing Record Drawings.	40		40											80		
Building Code Analysis for each of the four facilities, identifying any deficiencies associated with Fire/Life Safety, ADA, etc.	4		24											28		
Produce Draft copies of Condition Survey Reports for each of the four facilities for COV review and comment.	24	2	48										16			
Produce Final copies of Condition Survey Reports for each of the four facilities.	16	2	32										16	66		
Coordination with Sub Consultants	4		8											12		
Owner Meetings / Correspondence	4		8											12		
QA / QC for Reports	8	2												10		
SUBTOTAL (HOURS)	104	10	168	0	0	0	0	0	0	0	0	0	32	314		
SUBTOTAL (COST)	\$27,248	\$2,600	\$27,384	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,520			
SUBTOTAL DIRECT LABOR														\$60,752		
OHP ON DIRECT LABOR - 10%														\$6,075		
TOTAL COST OF DESIGN LABOR														\$66,827		
REIMBURSABLE DIRECT COSTS / EXPENSES	COMMENTS												QTY/UNIT	RATE (\$)		
BDS Site Visit (Air Fare, Room, Meals, Airport Parking)	Includes 4 day / 3 night stay in Valdez												2	\$1,650.00	\$3,300	
RMI Site Visit	Includes 4 day / 3 night stay in Valdez												1	\$1,688.00	\$1,688	
RSA Site Visit	Includes 3 day / 2 night stay in Valdez												1	\$1,886.00	\$1,886	
TOTAL REIMBURSABLE DIRECT COSTS														\$6,874		
SUB-CONSULTANTS	SERVICE, PRODUCT, ETC.			COMMENTS												
Enterprise Engineering Inc.	Civil Engineering			Includes 2 day / 2 night stay in Valdez for one engineer										\$15,600		
Reid Middleton Inc.	Structural Engineering			Includes Tier 1 Seismic Evaluation for Valdez High School										\$21,300		
RSA Engineering	Mechanical Engineering													\$11,760		
RSA Engineering	Electrical Engineering													\$11,760		
SUBTOTAL of SUB-CONSULTANT FEES														\$60,420		
OHP ON SUB-CONSULTANT FEES - 10%														\$6,042		
TOTAL OF FEES THIS TASK (Fixed Fee)														\$140,163		



PROPOSED DESIGN FEES

PROJECT: HHES Roof, Doors, and Siding Replacement																
PHASE (FEE STRUCTURE): Task I - 35% Schematic Design (LUMP SUM)																
FIRM (PRIME): BDS Architects																
Description of Task	Labor Hours / Job Classification / Rate												HOURS		COSTS	
	Principal	Roof Tech Specialist	Associate Architect	Architect III	Architect II	Architect I	BIM Manager	Interior Designer	Intern Architect III	Intern Architect II	Intern Architect I	Admin Support				
	\$262.00	\$260.00	\$163.00	\$152.00	\$145.00	\$140.00	\$130.00	\$120.00	\$120.00	\$115.00	\$110.00	\$110.00				
Existing Design Document Review / Investigation	2	2	2				4							10		
Site Visit: As-built all roof items such as horizontal and vertical dimensions, roof drain sizes, deck slope, parapets, etc. Inspect building exterior for drainage, roof edge construction, etc. Determine underside roof drain accessibility. Walkthrough building interior to locate horizontal and vertical rain leaders and size.			20											20		
Develop as-built 3D model in Autodesk Revit for use in Construction Document production.			16				40							56		
Develop initial presentation graphics to COV and Stakeholders.	8		16									12		36		
Design Presentation #1 in Valdez: Discuss project parameters, process, and goals.	8		8											16		
Develop initial concept options for presentation to COV and Stakeholders.	4		16				24							44		
Design Presentation #2 in Valdez: Share initial conceptual design ideas/options.	8		8											16		
Develop final design for presentation to COV and stakeholders.	2		12				24							38		
Design Presentation #3 in Valdez: Present final design selected to move forward with construction documents.	8		8											16		
Information Sheets production: Title, Site Plan, Symbols, Abbreviations, General Notes, Code Information, Drawing Index, etc.	2		8				12				4			26		
Demolition Sheets production: Floor Plans, Roof Plans, Exterior Elevations.			8				16				12			36		
Floor Plans: Proposed, design and drawing production.			8				16				8			32		
Roof Plans: Proposed, design and drawing production.		8	16				16				12			52		
Exterior Elevations / Building Sections: Proposed, design and drawing production.		4	16				16				12			48		
Vertical and Horizontal Assemblies: Existing and proposed, design and drawing production.		4	8				8				8			28		
Technical Specifications - Table of Contents only (CSI format).	4											2		6		
Coordination with Sub Consultants	4	2	16											22		
Owner Meetings / Correspondence	4	2	16											22		
Review Construction Cost Estimate	2		2											4		
35% Submittal Review	4		8											12		
QA / QC	16	4												20		
SUBTOTAL (HOURS)	76	26	212	0	0	0	176	0	0	0	56	14		560		
SUBTOTAL (COST)	\$19,912	\$6,760	\$34,556	\$0	\$0	\$0	\$22,880	\$0	\$0	\$0	\$6,160	\$1,540				
SUBTOTAL DIRECT LABOR														\$91,808		
OHP ON DIRECT LABOR - 10%														\$9,181		
TOTAL COST OF DESIGN LABOR														\$100,989		
REIMBURSABLE DIRECT COSTS / EXPENSES	COMMENTS											QTY/UNIT	RATE (\$)			
BDS Site Visit (Air Fare, Room, Meals, Airport Parking)	Includes 2 day / 1 night stay in Valdez											1	\$1,250	\$1,250		
Investigative Roof Cuts & Repairs	1 day coordinated with Hazardous Materials site investigation											1	\$6,500	\$6,500		
														\$0		
														\$0		
TOTAL REIMBURSABLE DIRECT COSTS														\$7,750		
SUB-CONSULTANTS		SERVICE, PRODUCT, ETC.			COMMENTS											
Enterprise Engineering Inc.		Civil Engineering												\$6,700		
Reid Middleton Inc.		Structural Engineering			Includes Tier 1 Seismic Evaluation									\$25,920		
RSA Engineering		Mechanical Engineering												\$1,800		
RSA Engineering		Electrical Engineering												\$1,200		
EHS Alaska		Hazardous Materials Engineering			Includes Hazardous Materials Survey and Report									\$11,110		
Estimations, Inc.		Construction Cost Estimating												\$6,119		
SUBTOTAL of SUB-CONSULTANT FEES														\$52,849		
OHP ON SUB-CONSULTANT FEES - 10%														\$5,285		
TOTAL OF FEES THIS TASK (Fixed Fee)														\$166,873		



PROPOSED DESIGN FEES

PROJECT: HHES Roof, Doors, and Siding Replacement															
PHASE (FEE STRUCTURE): Task II - 65% Design Development (LUMP SUM)															
FIRM (PRIME): BDS Architects															
Description of Task	Labor Hours / Job Classification / Rate												HOURS		COSTS
	Principal	Roof Tech Specialist	Associate Architect	Architect III	Architect II	Architect I	BIM Manager	Interior Designer	Intern Architect III	Intern Architect II	Intern Architect I	Admin Support			
	\$262.00	\$260.00	\$163.00	\$152.00	\$145.00	\$140.00	\$130.00	\$120.00	\$120.00	\$115.00	\$110.00	\$110.00			
Information Sheets production: Title, Site Plan, Symbols, Abbreviations, General Notes, Code Information, Drawing Index, etc.	2		8				12				4		26		
Demolition Sheets production: Floor Plans, Roof Plans, Exterior Elevations.			8				16				12		36		
Floor Plans / Reflected Ceiling Plans: Proposed, design and drawing production.			8				16				8		32		
Roof Plans: Proposed, design and drawing production.		8	16				8				8		40		
Exterior Elevations / Building Sections: Proposed, design and drawing production.		4	16				16				12		48		
Vertical and Horizontal Assemblies: Existing and proposed, design and drawing production.		2	8				8				8		26		
Wall Sections / Details: Design and drawing production	2	4	16				16				8		46		
Schedules: Doors, Windows, Finishes			8				16				16		40		
Technical Specifications - CSI format.	24		4									24	52		
Coordination with Sub Consultants	4	4	4										12		
Owner Meetings / Correspondence	8	2	16										26		
Review Construction Cost Estimate	2		2										4		
65% Submittal Review	4		8										12		
QA / QC	16	4											20		
SUBTOTAL (HOURS)	62	28	122	0	0	0	108	0	0	0	76	24	420		
SUBTOTAL (COST)	\$16,244	\$7,280	\$19,886	\$0	\$0	\$0	\$14,040	\$0	\$0	\$0	\$8,360	\$2,640			
SUBTOTAL DIRECT LABOR															\$68,450
OHP ON DIRECT LABOR - 10%															\$6,845
TOTAL COST OF DESIGN LABOR															\$75,295
REIMBURSABLE DIRECT COSTS / EXPENSES	COMMENTS											QTY/UNIT	RATE (\$)		
BDS Site Visit (Air Fare, Room, Meals, Airport Parking)														\$0	
														\$0	
														\$0	
														\$0	
TOTAL REIMBURSABLE DIRECT COSTS															\$0

SUB-CONSULTANTS	SERVICE, PRODUCT, ETC.	COMMENTS	
Enterprise Engineering Inc.	Civil Engineering		\$3,100
Reid Middleton Inc.	Structural Engineering		\$20,118
RSA Engineering	Mechanical Engineering		\$6,340
RSA Engineering	Electrical Engineering		\$3,940
EHS Alaska	Hazardous Materials Engineering		\$5,868
Estimations, Inc.	Construction Cost Estimating		\$8,315
SUBTOTAL of SUB-CONSULTANT FEES			\$47,681
OHP ON SUB-CONSULTANT FEES - 10%			\$4,768

TOTAL OF FEES THIS TASK (Fixed Fee)	\$127,744
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PROPOSED DESIGN FEES

PROJECT: HHES Roof, Doors, and Siding Replacement															
PHASE (FEE STRUCTURE): Task III - 95% Construction Documents (LUMP SUM)															
FIRM (PRIME): BDS Architects															
	Labor Hours / Job Classification / Rate												HOURS		COSTS
	Principal	Roof Tech Specialist	Associate Architect	Architect III	Architect II	Architect I	BIM Manager	Interior Designer	Intern Architect III	Intern Architect II	Intern Architect I	Admin Support			
	\$262.00	\$260.00	\$163.00	\$152.00	\$145.00	\$140.00	\$130.00	\$120.00	\$120.00	\$115.00	\$110.00	\$110.00			
Description of Task															
Information Sheets production: Title, Site Plan, Symbols, Abbreviations, General Notes, Code Information, Drawing Index, etc.	2		8				8				4		22		
Demolition Sheets production: Floor Plans, Roof Plans, Exterior Elevations.			8				16				12		36		
Floor Plans / Reflected Ceiling Plans: Proposed, design and drawing production.			8				8				8		24		
Roof Plans: Proposed, design and drawing production.		8	16				8				8		40		
Exterior Elevations / Building Sections: Proposed, design and drawing production.		4	16				16				12		48		
Vertical and Horizontal Assemblies: Existing and proposed, design and drawing production.		2	8				8				8		26		
Wall Sections / Details: Design and drawing production	2	4	16				16				8		46		
Schedules: Doors, Windows, Finishes			8				8				8		24		
Color Boards for Finishes and Materials			8				16						24		
Technical Specifications - CSI format.	24		4									24	52		
Coordination with Sub Consultants	4	4	4										12		
Owner Meetings / Correspondence	8	2	16										26		
Review Construction Cost Estimate	2		2										4		
95% Submittal Review	4		8										12		
QA / QC	16	4											20		
SUBTOTAL (HOURS)	62	28	130	0	0	0	104	0	0	0	68	24	416		
SUBTOTAL (COST)	\$16,244	\$7,280	\$21,190	\$0	\$0	\$0	\$13,520	\$0	\$0	\$0	\$7,480	\$2,640			
SUBTOTAL DIRECT LABOR														\$68,354	
OHP ON DIRECT LABOR - 10%														\$6,835	
TOTAL COST OF DESIGN LABOR														\$75,189	
REIMBURSABLE DIRECT COSTS / EXPENSES	COMMENTS											QTY/UNIT	RATE (\$)		
BDS Site Visit (Air Fare, Room, Meals, Airport Parking)														\$0	
														\$0	
														\$0	
														\$0	
TOTAL REIMBURSABLE DIRECT COSTS														\$0	

SUB-CONSULTANTS	SERVICE, PRODUCT, ETC.	COMMENTS	
Enterprise Engineering Inc.	Civil Engineering		\$3,100
Reid Middleton Inc.	Structural Engineering		\$16,476
RSA Engineering	Mechanical Engineering		\$7,285
RSA Engineering	Electrical Engineering		\$4,585
EHS Alaska	Hazardous Materials Engineering		\$2,872
Estimations, Inc.	Construction Cost Estimating		\$8,315
SUBTOTAL of SUB-CONSULTANT FEES			\$42,633
OHP ON SUB-CONSULTANT FEES - 10%			\$4,263

TOTAL OF FEES THIS TASK (Fixed Fee)	\$122,086
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PROPOSED DESIGN FEES

PROJECT: HHES Roof, Doors, and Siding Replacement																
PHASE (FEE STRUCTURE): Task IV - 100% Bid Documents (LUMP SUM)																
FIRM (PRIME): BDS Architects																
Description of Task	Labor Hours / Job Classification / Rate												HOURS		COSTS	
	Principal	Roof Tech Specialist	Associate Architect	Architect III	Architect II	Architect I	BIM Manager	Interior Designer	Intern Architect III	Intern Architect II	Intern Architect I	Admin Support				
	\$262.00	\$260.00	\$163.00	\$152.00	\$145.00	\$140.00	\$130.00	\$120.00	\$120.00	\$115.00	\$110.00	\$110.00				
Information Sheets production: Title, Site Plan, Symbols, Abbreviations, General Notes, Code Information, Drawing Index, etc.			4				4				2		10			
Demolition Sheets production: Floor Plans, Roof Plans, Exterior Elevations.			4				8				6		18			
Floor Plans / Reflected Ceiling Plans: Proposed, design and drawing production.			4				4				4		12			
Roof Plans: Proposed, design and drawing production.		2	8				8				8		26			
Exterior Elevations / Building Sections: Proposed, design and drawing production.		2	4				8				8		22			
Vertical and Horizontal Assemblies: Existing and proposed, design and drawing production.		2	8				4				4		18			
Wall Sections / Details: Design and drawing production	2	4	12				8				8		34			
Schedules: Doors, Windows, Finishes			8				4				4		16			
Technical Specifications - CSI format.	8		4									12	24			
Coordination with Sub Consultants	4	4	4										12			
Owner Meetings / Correspondence	4		8										12			
QA / QC	8	4											12			
SUBTOTAL (HOURS)	26	18	68	0	0	0	48	0	0	0	44	12	216			
SUBTOTAL (COST)	\$6,812	\$4,680	\$11,084	\$0	\$0	\$0	\$6,240	\$0	\$0	\$0	\$4,840	\$1,320				
SUBTOTAL DIRECT LABOR														\$34,976		
OHP ON DIRECT LABOR - 10%														\$3,498		
TOTAL COST OF DESIGN LABOR														\$38,474		
REIMBURSABLE DIRECT COSTS / EXPENSES	COMMENTS											QTY/UNIT	RATE (\$)			
BDS Site Visit (Air Fare, Room, Meals, Airport Parking)														\$0		
														\$0		
														\$0		
														\$0		
TOTAL REIMBURSABLE DIRECT COSTS														\$0		
SUB-CONSULTANTS	SERVICE, PRODUCT, ETC.			COMMENTS												
Enterprise Engineering Inc.	Civil Engineering													\$1,200		
Reid Middleton Inc.	Structural Engineering													\$4,338		
RSA Engineering	Mechanical Engineering													\$2,330		
RSA Engineering	Electrical Engineering													\$1,920		
EHS Alaska	Hazardous Materials Engineering													\$1,822		
SUBTOTAL of SUB-CONSULTANT FEES														\$11,610		
OHP ON SUB-CONSULTANT FEES - 10%														\$1,161		
TOTAL OF FEES THIS TASK (Fixed Fee)														\$51,245		



PROPOSED DESIGN FEES

PROJECT: HHES Roof, Doors, and Siding Replacement															
PHASE (FEE STRUCTURE): Task V - Bidding & Permitting (T&M Not to Exceed)															
FIRM (PRIME): BDS Architects															
Description of Task	Labor Hours / Job Classification / Rate												HOURS	COSTS	
	Principal	Roof Tech Specialist	Associate Architect	Architect III	Architect II	Architect I	BIM Manager	Interior Designer	Intern Architect III	Intern Architect II	Intern Architect I	Admin Support			
	\$262.00	\$260.00	\$163.00	\$152.00	\$145.00	\$140.00	\$130.00	\$120.00	\$120.00	\$115.00	\$110.00	\$110.00			
Pre-Bid Conference	1		1										2		
COV Permit Application and review responses			4										4		
Addenda Preparation	1	2	18				8						29		
Coordination with Sub Consultants			4										4		
Owner Meetings / Correspondence	3		5										8		
QA / QC	5												5		
SUBTOTAL (HOURS)	10	2	32	0	0	0	8	0	0	0	0	0	52		
SUBTOTAL (COST)	\$2,620	\$520	\$5,216	\$0	\$0	\$0	\$1,040	\$0	\$0	\$0	\$0	\$0			
SUBTOTAL DIRECT LABOR														\$9,396	
OHP ON DIRECT LABOR - 10%														\$940	
TOTAL COST OF DESIGN LABOR														\$10,336	
REIMBURSABLE DIRECT COSTS / EXPENSES	COMMENTS												QTY/UNIT	RATE (\$)	
BDS Site Visit (Air Fare, Room, Meals, Airport Parking)															\$0
															\$0
															\$0
															\$0
TOTAL REIMBURSABLE DIRECT COSTS														\$0	

SUB-CONSULTANTS	SERVICE, PRODUCT, ETC.	COMMENTS	
Enterprise Engineering Inc.	Civil Engineering		\$1,500
Reid Middleton Inc.	Structural Engineering		\$1,512
RSA Engineering	Mechanical Engineering		\$1,200
RSA Engineering	Electrical Engineering		\$950
EHS Alaska	Hazardous Materials Engineering		\$1,915
SUBTOTAL of SUB-CONSULTANT FEES			\$7,077
OHP ON SUB-CONSULTANT FEES - 10%			\$708

TOTAL OF FEES THIS TASK (Fixed Fee)			\$18,120
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PROPOSED DESIGN FEES

PROJECT: HHES Roof, Doors, and Siding Replacement																
PHASE (FEE STRUCTURE): Task VI - Construction Administration (T&M Not to Exceed)																
FIRM (PRIME): BDS Architects																
Description of Task	Labor Hours / Job Classification / Rate												HOURS		COSTS	
	Principal	Roof Tech Specialist	Associate Architect	Architect III	Architect II	Architect I	BIM Manager	Interior Designer	Intern Architect III	Intern Architect II	Intern Architect I	Admin Support				
	\$262.00	\$260.00	\$163.00	\$152.00	\$145.00	\$140.00	\$130.00	\$120.00	\$120.00	\$115.00	\$110.00	\$110.00				
Pre-Bid Conference	4		4											8		
Conformed Documents		2	8				16							26		
Construction progress meetings	4	4	40											48		
Site Visit Inspections (8 - includes Substantial Completion and Final Inspections)	16		48											64		
Responses to Contractor Requests for Information (RFI's)	4	4	48				16							72		
Preparation of Architects Supplemental Instructions (ASI's)		2	16				4							22		
Submittal / Shop Drawing Review	8	8	80											96		
1% for Art: Meetings and Production	2		8				2							12		
Coordination with Sub Consultants	2	2	16													
Owner Meetings / Correspondence	4		24											28		
QA / QC	8													8		
SUBTOTAL (HOURS)	52	22	292	0	0	0	38	0	0	0	0	0	0	404		
SUBTOTAL (COST)	\$13,624	\$5,720	\$47,596	\$0	\$0	\$0	\$4,940	\$0	\$0	\$0	\$0	\$0	\$0			
SUBTOTAL DIRECT LABOR														\$71,880		
OHP ON DIRECT LABOR - 10%														\$7,188		
TOTAL COST OF DESIGN LABOR														\$79,068		
REIMBURSABLE DIRECT COSTS / EXPENSES	COMMENTS												QTY/UNIT	RATE (\$)		
BDS Site Visit (Air Fare, Room, Meals, Airport Parking)	8 Day-trips / 1 Night												1	\$7,500	\$7,500	
RMI Site Visit													1	\$1,044	\$1,044	
RSA Site Visit													1	2210	\$2,210	
															\$0	
TOTAL REIMBURSABLE DIRECT COSTS														\$10,754		
SUB-CONSULTANTS	SERVICE, PRODUCT, ETC.			COMMENTS												
Enterprise Engineering Inc.	Civil Engineering													\$1,500		
Reid Middleton Inc.	Structural Engineering													\$26,024		
RSA Engineering	Mechanical Engineering													\$7,700		
RSA Engineering	Electrical Engineering													\$5,950		
EHS Alaska	Hazardous Materials Engineering													\$6,249		
SUBTOTAL of SUB-CONSULTANT FEES														\$47,423		
OHP ON SUB-CONSULTANT FEES - 10%														\$4,742		
TOTAL OF FEES THIS TASK (Fixed Fee)														\$141,987		



PROPOSED DESIGN FEES

PROJECT: HHES Roof, Doors, and Siding Replacement															
PHASE (FEE STRUCTURE): Task VIII - Record Drawings (LUMP SUM)															
FIRM (PRIME): BDS Architects															
	Labor Hours / Job Classification / Rate														
	Principal	Roof Tech Specialist	Associate Architect	Architect III	Architect II	Architect I	BIM Manager	Interior Designer	Intern Architect III	Intern Architect II	Intern Architect I	Admin Support			
	\$262.00	\$260.00	\$163.00	\$152.00	\$145.00	\$140.00	\$130.00	\$120.00	\$120.00	\$115.00	\$110.00	\$110.00			
Description of Task													HOURS	COSTS	
Record Drawing Production from Contractor Redlines			12				32				24		68		
Coordination with Sub Consultants			4										4		
Owner Meetings / Correspondence			4										4		
QA / QC	4												4		
SUBTOTAL (HOURS)	4	0	20	0	0	0	32	0	0	0	24	0	80		
SUBTOTAL (COST)	\$1,048	\$0	\$3,260	\$0	\$0	\$0	\$4,160	\$0	\$0	\$0	\$2,640	\$0			
SUBTOTAL DIRECT LABOR														\$11,108	
OHP ON DIRECT LABOR - 10%														\$1,111	
TOTAL COST OF DESIGN LABOR														\$12,219	
REIMBURSABLE DIRECT COSTS / EXPENSES	COMMENTS												QTY/UNIT	RATE (\$)	
BDS Site Visit (Air Fare, Room, Meals, Airport Parking)															\$0
															\$0
															\$0
															\$0
TOTAL REIMBURSABLE DIRECT COSTS														\$0	

SUB-CONSULTANTS	SERVICE, PRODUCT, ETC.	COMMENTS	
Enterprise Engineering Inc.	Civil Engineering		\$1,200
Reid Middleton Inc.	Structural Engineering		\$2,000
RSA Engineering	Mechanical Engineering		\$1,100
RSA Engineering	Electrical Engineering		\$800
EHS Alaska	Hazardous Materials Engineering		\$793
SUBTOTAL of SUB-CONSULTANT FEES			\$5,893
OHP ON SUB-CONSULTANT FEES - 10%			\$589

TOTAL OF FEES THIS TASK (Fixed Fee)			\$18,701
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March 17, 2022

Victor V. Valenote, AIA
BDS Architects
3330 C Street
Anchorage, AK 99503

SUBJECT: Letter of Understanding – Civil Design Services
COV HHES School Repairs and Condition Surveys
EEI Proposal No. 9910

Dear Mr. Valenote:

Enterprise Engineering, Inc. (EEI) is pleased to submit this proposal Letter of Understanding to provide Consulting Engineering services in connection with the above referenced project.

STATEMENT OF INTENT

The scope of the project is based on your email RFP dated March 10, 2022 and follow-up discussion. This Letter of Understanding presents our understanding of the required scope of services and our fees for providing these services. Please inform us if your understanding is other than described herein.

This proposal is for two projects in Valdez, Alaska: Hermon Hutchens Elementary School (HHES) Roof, Doors, and Siding Replacement project, and Condition Surveys for three school sites and the district office.

The HHES project will include design for minor civil issues related to the replacement of building components and those that may be identified during the site visit. EEI will also provide bidding, permitting and construction support.

The scope for the Condition Surveys consists of site visits to the four sites, evaluation of site conditions, and reports with the findings. The investigations and reports will follow State of Alaska Department of Education DEED guidelines for condition surveys.

The City of Valdez (COV) has requested that the Valdez High School condition survey be completed by mid-July, and the Valdez Middle School, Hermon Hutchens Elementary School and the Valdez District Office condition surveys be completed by Mid-August of this year. The four sites will be evaluated during the same site visit, which will need to be completed by mid-June 2022, in order to meet the July 2022 deadline. The HHES project 95% CDs are to be completed by February 2023.

We understand that BDS Architects will be the design project manager, and will coordinate with the client and governing review agencies. You will be our primary contact.

SCOPE OF SERVICES

CONDITION SURVEYS – 4 SITES

Site Visit

An engineer with Enterprise Engineering, Inc. will make a site visit to evaluate and assess the civil components of the four school sites. These components may include but are not limited to; building foundations for the school buildings (as observed from the building perimeter), site drainage, water and sewer systems outside of buildings, play areas, pavement and sidewalks, and fencing. We will have discussions with school personnel as appropriate, obtain photos, and otherwise gather information for use in the assessment.

Prior to the site visit, we will review available drawings, to become familiar with facility information and help form an understanding of system functions. The visit will be at the date you set for the team visit, but will likely be completed within 2 days, with 2 overnights.

Condition Survey Reports

Four separate condition survey reports will be written for the Valdez High School, Valdez Middle School, Hermon Hutchens Elementary School and the Valdez District Office and will include descriptions of the existing sites, the school building foundations, the water and sewer systems, and drainage conditions. A list of observed deficiencies will be provided along with photos, and a key plan will be included as necessary.

Recommendations for repair or replacement of identified deficiencies will not be included in this report. Assessment of the Valdez High School swimming pool, football field, and baseball field is also not included in the condition survey.

HHES ROOF, DOORS, AND SIDING REPLACEMENT

Survey (Not Included)

Additional survey does not appear to be necessary for this project. Should elevation information be needed for door stoops or for basic drainage repairs, it can be obtained during the site visit for the condition surveys with the use of a hand level.

Site Basemap

EEI will prepare a basemap for the basis of the site design the CAD files provided by the owner, and supplemented as necessary based on as-builts for HHES original construction and upgrade projects. The basemap in AutoCAD format can be provided to the design team for their use.

Civil Site Design

The HHES was originally constructed in about 1980. There have been various upgrades to the school site and building since then. The current project will include a roof replacement, and repairs or replacement of the roof drainage system, doors, and siding. The civil scope will include an assessment of the roof drainage system, downstream of building piping, as shown by as-builts, and a review of reports of any problems experienced. If it is found there are any deficiencies, we will design repairs or replacement of drainage system components. Other possible site repairs may include providing new stoops or walkways adjacent to exterior doors, if

necessary to meet ADA accessibility requirements, or to otherwise provide safety improvements. Other potential site repair items might be identified as part of the Condition Survey.

EEI will prepare an overall site plan for the Hermon Hutchens Elementary School repair project. The site plan will be used for civil design upgrades discussed above. Potential construction access and staging areas can also be identified. General site work construction notes will be included.

EEI will provide a Site Details sheet which will contain details and sections to further define the work. Details may include storm drain repair details, and possibly an enlarged plan detail. It may include earthwork for an stoops or walkway repairs. The completed sheets will be provided for inclusion for owner review and permit submissions.

Specifications will be prepared for the site civil components as necessary, where notes on the plans are not sufficient. This may include storm drain improvements, including piping and structures.

We understand there will be design submittals at the 35%, 65%, 95%, and 100% design levels. We will attend coordination meetings via Teams as appropriate for the design phase of the work, and submittal review conferences. Otherwise, we assume that coordination will be by phone and emails. We will review civil components of construction cost estimates at the various submittals.

Bidding/Permitting (T&E)

During bidding and permitting, EEI will respond to comments or questions regarding our design. We assume that review submittals will be informal (accomplished with phone and email). Addenda sketches will be provided as necessary.

Engineering Support –Construction (T&E)

We anticipate that construction phase services will be requested of EEI. These services could include occasional consultation during construction for design clarification, changes, and possible unforeseen construction developments. We have included a minimal level of services, to include 8 office hours. No site visits are anticipated to be necessary during construction, and have not been included.

LIST OF DELIVERABLES

We will furnish the following documents for use in submittals. Drawings will be in pdf format that can be printed as necessary to meet requirements. We will provide you or the architect CAD drawing files at stages as necessary to coordinate the design.

HHES Project

- Site Plan
- Site Details (if applicable)
- Specifications
- Record Drawings

Condition Surveys

- Condition Survey Report #1 - Valdez High School
- Condition Survey Report #2 - Valdez Middle School
- Condition Survey Report #3 - Hermon Hutchens Elementary School
- Condition Survey Report #4 - Valdez District Office

EXCLUSIONS

As further clarification of our scope of services, the items listed below are not currently included.

- Off-site assessment
- Assessment of water or sewage storage or treatment systems inside buildings
- Cost estimating
- Survey
- Site drawings for condition surveys
- Gas, telephone, power, fire alarm, security, data systems, and site lighting are not included
- Travel delays
- Separate site visit for HHES Project

COMPENSATION

In accordance with your request, we propose to provide basic included services as described within this Letter of Understanding on a lump sum (fixed fee) basis as follows:

<u>Condition Survey Service (LS)</u>	<u>Fee</u>
Site Visit (4 Sites)	\$ 6,200
<u>Condition Survey Reports (4 Reports)</u>	<u>\$ 9,400</u>
Lump Sum Fee	\$15,600

<u>HHES Design Service (LS)</u>	<u>Fee</u>
Site Basemap	\$ 4,200
35% Schematic Design	\$ 2,500
65% Design Development	\$ 3,100
95% Construction Documents	\$ 3,100
100% Bid Documents	\$ 1,200
<u>Record Drawings</u>	<u>\$ 1,200</u>
Lump Sum Fee	\$15,300

<u>Design Service (T & E)</u>	<u>Estimated Fee</u>
Bidding/ Permitting	\$ 1,500
<u>Construction Support</u>	<u>\$ 1,500</u>
Total Estimated Fee (T & E)	\$ 3,000

We will bill on a monthly basis based on expenditures to date. The estimated T&E fees will not be exceeded without your written approval. Payment is expected within 30 days. Payment made after this time will incur a 1% interest charge.

SCHEDULE

EEI will be able to complete a basemap within 10 business days after receiving a Notice-to-Proceed (NTP) and a CAD file. Drawings for the 35% submittal can be completed within 2 weeks after we receive information regarding specific site repairs. Completion of the condition survey reports can be completed within 15 working days, after the site visit. We will make every effort to meet your schedule.

GENERAL CONDITIONS

A copy of our standard CONTRACT GENERAL CONDITIONS is attached. These general conditions become incorporated into this contract upon receipt of your signed authorization to proceed with the services stated in this Letter of Understanding.

AUTHORIZATION

Please sign and return one copy of this document to Enterprise Engineering, Inc. so that we may begin work on this project. Please call if you have any questions. We appreciate the opportunity to propose Consulting Engineering services.

Sincerely,

ENTERPRISE ENGINEERING, INC.



Carl A. Bassler, P.E.
Principal, Chief Engineer-Civil

Attachments: Contract General Conditions

ACCEPTED BY: _____

DATE: _____

FOR: _____

ENTERPRISE ENGINEERING, INC. ATTACHMENT A - CONTRACT GENERAL CONDITIONS

Enterprise Engineering, Inc. is hereby defined as the CONSULTING ENGINEER. These Contract General Conditions apply to and are part of the Letter of Understanding for Scope of Services.

PAYMENT

Invoices will be submitted monthly and are due and payable within 30 days of invoice date. Balances unpaid within 30 days from date of invoice will be subject to a monthly service charge of 1% (12% per annum).

INSURANCE AND INDEMNITY

The CONSULTING ENGINEER shall maintain statutory workers compensation insurance coverage, employer's liability, comprehensive general liability insurance coverage, and professional liability insurance coverage.

The CONSULTING ENGINEER agrees, to the fullest extent permitted by law, to indemnify and hold harmless the CLIENT, its officers, directors and employees (collectively, CLIENT) against all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, to the extent caused by the CONSULTING ENGINEER's negligent performance of professional services under this agreement and that its subconsultants or anyone for whom the CONSULTING ENGINEER is legally liable.

The CLIENT agrees, to the fullest extent permitted by law, to indemnify and hold harmless the CONSULTING ENGINEER, its officers, directors and employees (collectively, CONSULTING ENGINEER) against all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, to the extent caused by the CLIENT's negligent acts in connection with the project and the acts of its contractors, subcontractors or consultants or anyone for whom the CLIENT is legally liable.

Neither the CLIENT nor the CONSULTING ENGINEER shall be obligated to indemnify the other party in any manner whatsoever for the other party's own negligence. In the event such claim, losses, damages, or expenses are legally determined to be caused by joint or concurrent negligence of CLIENT and the CONSULTING ENGINEER, they shall be borne by each party in proportion to its own negligence under comparative fault principles. Neither party shall have a duty to defend the other party, and no duty to defend is hereby created by this indemnity provision and such duty is explicitly waived under this agreement.

In the event that any portion of the indemnification undertaken by the CLIENT is determined by a court of competent jurisdiction to be invalid or unenforceable, the remaining indemnification provisions and the CLIENT's waiver of claims shall be considered severable and shall remain in full force and effect.

The CLIENT shall require any Contractor(s) or Subcontractor(s) who performs work in any way connected with this Project, and the Construction Contract Documents produced under this Agreement, to hold harmless, indemnify, and defend the CLIENT and the CONSULTING ENGINEER, their consultants, and each of their officers, and employees from any and all liability claims, losses, or damage arising out of, or alleged to arise from, the Contractor's or Subcontractor's negligence in the performance of the work described in the Construction Contract Documents, but not including liability due to the sole negligence of the CLIENT, the CONSULTING ENGINEER, their consultants, or their officers, and employees.

WAIVER OF CONSEQUENTIAL DAMAGES

Notwithstanding any other provision of this Agreement, and to the fullest extent permitted by law, neither the CLIENT nor the CONSULTING ENGINEER, their respective officers, directors, partners, employees, contractors or subconsultants shall be liable to the other or shall make any claim for any incidental, indirect or consequential damages arising out of or connected in any way to the Project or to this Agreement. This mutual waiver of consequential damages shall include, but is not limited to, loss of use, loss of profit, loss of business, loss of income, loss of reputation and any other consequential damages that either party may have incurred from any cause of action including negligence, strict liability, breach of contract and breach of strict or implied warranty. Both the CLIENT and the CONSULTING ENGINEER shall require similar waivers of consequential damages protecting all the entities or persons named herein in all contracts and subcontracts with others involved in this project.

FIDUCIARY RESPONSIBILITY

CLIENT confirms that neither CONSULTING ENGINEER nor any of CONSULTING ENGINEER'S subconsultants or subcontractors has offered any fiduciary service to CLIENT and no fiduciary responsibility shall be owed to CLIENT by CONSULTING ENGINEER or any of CONSULTING ENGINEER'S subconsultants or subcontractors, as a consequence of CONSULTING ENGINEER's entering into this agreement with CLIENT.

CONFLICT RESOLUTION

The CLIENT agrees that mandatory arbitration clauses will not be included in any contract between the CLIENT and CONSULTING ENGINEER.

To resolve any conflicts that arise during or following the completion of the project, the CLIENT and the CONSULTING ENGINEER agree that all disputes between them, arising out of or relating to this Agreement, shall be submitted to non-binding mediation unless the parties mutually agree otherwise. The CLIENT and the CONSULTING ENGINEER further agree to include a similar mediation provision in all agreements with independent contractors and consultants retained for the project and to require all independent contractors and consultants to likewise include a similar mediation provision in all agreements with subcontractors, subconsultants, suppliers or fabricators so retained, thereby providing for mediation as the primary method for dispute resolution between the parties to those agreements.

CLIENT'S RESPONSIBILITIES

The CLIENT shall be responsible to accomplish the following at no additional cost to the CONSULTING ENGINEER:

1. Designate a person authorized to act as the CLIENT'S representative. The CLIENT'S representative shall receive and examine documents submitted by the CONSULTING ENGINEER, interpret and define the CLIENT'S policies, and render decisions and authorizations promptly to prevent unreasonable delay in the progress of the services.
2. Provide all criteria and standards and full information as to the CLIENT'S requirements for the project.
3. Furnish right-of-entry, provide access, and make all other necessary provisions for the CONSULTING ENGINEER to enter upon public and private lands as required to complete the project.
4. Compensate the CONSULTING ENGINEER for all services described herein and for those authorized as additional reimbursable services.

STANDARD OF CARE

Service performed by the CONSULTING ENGINEER under this Agreement will be conducted in a manner consistent with that level of care and skill that is ordinarily exercised by members of the profession currently practicing under similar conditions. No other representations to CLIENT, express or implied, and no warranty or guarantee is included or intended in this agreement, or in any report, document, or other communications.

LIMITATION OF LIABILITY

The CLIENT agrees to limit the CONSULTING ENGINEER's liability to the CLIENT and to all construction Contractors and their Subcontractors on the project, due to the CONSULTING ENGINEER's negligent acts, errors, or omissions, such that the total aggregate liability of the CONSULTING ENGINEER to those named above shall not exceed \$250,000 or the CONSULTING ENGINEER's total fee for services rendered on this project, whichever is greater.

DOCUMENTS

All documents, designs, drawings, specifications, reports, and other work product of the CONSULTING ENGINEER for this project are instruments of service for this project only. Reuse of any of the instruments of service of the CONSULTING ENGINEER by the OWNER or CLIENT on extensions of this project or on any other project without the written permission of the CONSULTING ENGINEER shall be at the OWNER's or CLIENT's risk and the OWNER or CLIENT agrees to defend, indemnify, and hold harmless the CONSULTING ENGINEER from all claims, damages, and expenses including attorneys' fees arising out of such unauthorized reuse of the CONSULTING ENGINEER's instruments of service by the OWNER, CLIENT, or others acting through the OWNER or CLIENT.

JOBSITE SAFETY

Neither the professional activities of the CONSULTING ENGINEER, nor the presence of its employees or any of its subconsultants at a construction/project site, shall impose any duty on the CONSULTING ENGINEER, nor relieve any Contractor or Subcontractor who performs Construction work in any way connected with this Project and the Construction Contract Documents produced under this Agreement of its obligations, duties and responsibilities including, but not limited to, construction means, methods, sequence, techniques or procedures necessary for performing, superintending and coordinating the Work in accordance with the Contract Documents and any health or safety precautions required by any regulatory agencies.

The CONSULTING ENGINEER and its personnel have no authority to exercise any control over any Construction Contractor or its employees in connection with their work or any health or safety programs or procedures. The CLIENT agrees that the Construction Contractor shall be solely responsible for jobsite and worker safety and warrants that this intent shall be carried out in the CLIENT'S contract with the Construction Contractor. The CLIENT also agrees that the Construction Contractor shall defend and indemnify the CLIENT, the CONSULTING ENGINEER and its subconsultants. The CLIENT also agrees that the CLIENT, the CONSULTING ENGINEER and its subconsultants, shall be made additional insureds under the General Contractor's policies of general liability insurance.

TERMINATION OF AGREEMENT

This agreement may be terminated by either party upon seven (7) days written notice. Upon termination, the CONSULTING ENGINEER shall be compensated for all services performed to the date of receipt of notice of termination, plus all reimbursable expenses then due, plus all reasonable additional expenses which may be incurred in the closing out of project records and project activities.

Upon termination, the CONSULTING ENGINEER shall deliver to the CLIENT one (1) copy of all otherwise deliverable studies, sketches, calculations, drawings, estimates, reports, records, schedules, and other such information and data accumulated in the performance of services under this Agreement, whether completed or not, provided, however, that: 1) the CLIENT shall hold harmless, indemnify and defend the CONSULTING ENGINEER against all losses, claims, and damages arising out of any use of such information and data for the completion of this project, extensions to this project, or for any other project; 2) it is understood and agreed that the CONSULTING ENGINEER's title block and seal shall be removed from all documents on which they might otherwise appear (whether previously delivered to the CLIENT or not); and 3) payment in full to the CONSULTING ENGINEER for all services rendered, reimbursable expenses incurred, and termination fees due is rendered at the time of delivery of such information and data.

March 16, 2022

File No. 402022.913.002

Mr. Victor V. Valenote,

BDS Architects

3330 C Street, #200

Anchorage, Alaska 99503

Subject: Agreement for Professional Services, City of Valdez Condition Assessments

Dear Mr. Valenote:

Thank you for considering Reid Middleton to provide professional structural engineering services for the Condition Assessment and Seismic Evaluation project in Valdez, Alaska. We look forward to working with you on this project.

A. PROJECT UNDERSTANDING

We understand that City of Valdez is considering four condition assessments and one seismic evaluation of existing buildings in Valdez, Alaska. Reid Middleton will provide design and construction phase structural engineering services as described in Section B.

B. SCOPE OF SERVICES

1. The City of Valdez Condition Assessments Project consists of condition assessments of four separate facilities; Valdez High School, Valdez Middle School, Hermon Hutchens Elementary School, and the Valdez District Office. The Valdez High School will also undergo Seismic Evaluations.
2. Condition Assessments: Reid Middleton will perform site visits with the intent of visually inspecting each of the four aforementioned buildings to determine the condition of all structural systems. Existing available drawings will be reviewed to identify variations between plans and buildings, and to recognize any potential design issues. A condition assessment report for each facility will include an executive summary, information regarding the building's history, an overview of the structural systems, and structural observations and recommendations. Photos will be included to illustrate report findings.
3. Tier 1 Report: Reid Middleton will perform an American Society of Civil Engineers (ASCE) Tier 1 Seismic Evaluation of the Valdez High School. The seismic evaluation will be performed using the reference standard document titled *ASCE 41-17, Seismic Evaluation and Retrofit of Existing Buildings*. The Tier 1 analysis is a 'quick check' procedure that evaluates whole building and detects all potential seismic issues using checklists. Existing drawings will be reviewed to inform the site visit (performed concurrently with the condition assessment). A report will be produced that summarizes the findings of the evaluation and will include photos that clarify findings. If

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907 562-3439

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Everett, WA 98204
425 741-3800

www.reidmiddleton.com

desired, this report can be appended to the Condition Assessment Report. Recommendations for repairs will be made with an emphasis on items that can be accomplished during the exterior envelope renovation project.

4. Task 1: Valdez High School Condition Assessment Report.
5. Task 2: Valdez High School Tier 1 Seismic Evaluation
6. Task 3: Hermon Hutchens Condition Assessment Report.
7. Task 4: Valdez District Office Condition Assessment Report
8. Task 5: Valdez Middle School Condition Assessment Report
9. Reid Middleton will provide the reports in pdf format for the final submittals.
10. Additional services may be requested by BDS architects on a Time and Expense basis. These additional services may include, but are not limited to, additional meetings, field investigation, additional site visits, engineers estimate, and additional design services.

C. PERIOD OF PERFORMANCE

Reid Middleton will begin services upon receipt of a signed agreement and will make every reasonable effort to complete the services in a timely manner considering the needs of the project.

We anticipate that we can have the reports complete within 4-5 months after receiving the NTP.

D. CLIENT'S RESPONSIBILITIES

BDS Architects shall provide available pertinent data, documents, plans, elevations, sections and details and other information to Reid Middleton as necessary to complete the services outlined in Part A (Project Understanding) or Part B (Scope of Services).

BDS Architects will coordinate all other disciplines, and the owner to ensure that information flows in a timely and efficient manner.

E. ASSUMPTIONS AND EXCLUSIONS

Our scope of work is based on the following assumptions and exclusions:

1. Record drawings of the existing building are available for review. No as-built of the existing building is included. All as-built time will be billed on a Time and Expense basis.
2. This project will not be subject to the normal review process at 35%, 65% or 95% design levels. Our budget does not include any time to attend design review meetings other than normal coordination with BDS Architects and meetings to discuss report findings with the owner at the completion of each report.

3. Design – examples of items NOT part of our design fee:
 - a. Any ancillary facilities in relation to this project requiring our design services other than those outlined in Part A (Project Understanding) or Part B (Scope of Services).
 - b. Any structural design services.
 - c. Cost estimates
4. Reproduction and distribution of progress or final design drawings will be the responsibility of others.

Note that these non-scope items can be provided as additional services upon request on a Time and Expense basis.

F. COMPENSATION

For services described in Section B, Reid Middleton shall be paid the lump sum as outlined below:

Phase of Services	Staff Hours	Fee	Estimated Reimbursable Expenses
Task 1 (Valdez High School Condition Assessment)	26	\$ 4,350	
Task 2 (Valdez High School Tier 1 Seismic Evaluation)	37	\$5,640	
Task 3 (Valdez Middle School Condition Assessment)	20	\$ 3,720	
Task 4 (Hermon Hutchens School Condition Assessment)	22	\$ 4,190	
Task 5 (Valdez District Office)	14	\$ 3,400	
TOTAL Structural Services		\$21,300	\$1,688

One site visit is indicated for condition assessments and seismic evaluation. If we exceed the budgeted man-hours and expenses for reasons beyond our control (for example for multiple site visits or weather-related travel plan adjustment) we reserve the right to request for additional compensation.

For any items noted as Time and Expense, Reid Middleton shall be paid on a time-plus-expense basis in accordance with provisions of the attached Exhibit A (Schedule of Charges) Effective July 1, 2021, or on the basis of such other mutually satisfactory arrangements as may be negotiated.

G. REID MIDDLETON STAFF

Jason Kwiatkowski will be the primary contact for this proposal. However, other individuals at Reid Middleton will work on aspects of your project as required.

H. CONDITIONS OF AGREEMENT

The terms and conditions of the attached Exhibit B (Conditions of Agreement) are included as part of this agreement.

We appreciate the opportunity to submit this proposed agreement. The terms of this agreement will become effective when confirmed by your signature within 30 days. If you wish to pursue this project after that time, this agreement may then be renegotiated. If the terms are acceptable, please sign your acceptance below and return one executed copy to Reid Middleton.

If you have any questions or comments, please call me to discuss.

Sincerely,
Reid Middleton, Inc.



Jason Kwiatkowski, P.E.
Project Manager – Alaska Office
March 16, 2022

ACCEPTED:
BDS Architects

By _____

Title _____

Date _____

Attachments

Reid Middleton Exhibit A, "Schedule of Charges – Alaska"

Reid Middleton Exhibit B, "Conditions of Agreement"

Fee Proposal, "City of Valdez Condition Assessments 2022"

Reid Middleton, Inc.
Exhibit "A" Schedule of Charges - Alaska
Effective July 1, 2021 through June 30, 2022

Compensation shall be based on time and expenses directly attributable to the project and shall follow the schedule below unless another method of compensation has been expressed in the written agreement.

I. Personnel **Hourly Rate**

Principal	\$ 230.00
Associate Principal	\$ 210.00
Associate	\$ 200.00
Senior Engineer	\$ 178.00
Project Engineer	\$ 158.00
Design Engineer/Designer II/Design Technician	\$ 143.00
Designer I	\$ 127.00
Project Administrator	\$ 122.00
CAD Technician II	\$ 127.00

Expert Witness/Forensic Engineering 1.5 times usual hourly rate (4 hour minimum)

Individuals not in the regular employ of Reid Middleton may occasionally be engaged to meet specific project requirements. Charges for such personnel will be comparable to charges for regular Reid Middleton personnel.

A premium of 1.5 times the usual hourly rate may be charged if project requirements make overtime work necessary.

II. Reimbursable Expenses

The following charges shall apply to all agreements unless specifically stated otherwise. For fixed fee or lump sum agreements, these charges shall be over and above the stated fixed fee or lump sum.

Mileage..... \$ 0.56/mile

Expenses other than Reid Middleton's professional services that are directly attributable to the project are invoiced at cost plus 15%. These expenses include, but are not limited to, subconsultant or subcontractor services, travel and subsistence, communications, couriers, postage, fees and permits, document reproduction, special instrumentation and field equipment rental, premiums for additional insurance where required, special supplies, and other costs directly applicable to the project.

A new schedule of charges is issued and becomes effective July 1 each year. Unless the agreement states otherwise, charges for all work, including continuing projects initiated in prior years, will be based on the latest schedule of charges.

III. Payments

Fees and all other charges are billed monthly as services progress. The full amount of each invoice is due and payable thirty (30) days after the date of such invoice. Any amount not paid within thirty (30) days of the date of the invoice shall be considered delinquent and shall bear a delinquency charge of 1-1/2 percent per month (or, if lower, the maximum rate allowed by law) from the date of the invoice. Failure to make a payment by the due date is a substantial breach of a material term of the parties' agreement, and Reid Middleton may, at its option, suspend services or terminate this agreement in that event. The delinquency charge or payment thereof shall not extend the due date or affect the right to suspend services or terminate. Payments received on delinquent accounts will be applied first to accrued delinquency charges and then to the unpaid principal amount.

Reid Middleton, Inc.
Exhibit "B" Conditions of Agreement – Alaska

- I. Charges for Additional Services performed are in addition to charges specified in the agreement and shall be included on invoices sent to the client. Additional Services shall be performed at the rates specified in the current Exhibit "A," Schedule of Charges – Alaska.

Reid Middleton shall notify the client if it believes that any direction given by the client or any circumstances presented by the project requires the performance of services beyond the scope of the agreement. If the client disagrees that the services are beyond the scope of the agreement, or if the client prefers that the identified services not be performed, it shall notify Reid Middleton within one week of its receipt of Reid Middleton's original notice. If no such notice is received, Reid Middleton shall be authorized to perform the identified services as Additional Services.

Additional Services shall include, without limitation, the following:

1. Replacement of stakes destroyed by parties other than Reid Middleton or by an act of God;
 2. Making revisions to drawings, specifications or other documents which are inconsistent with approvals or instructions previously given by the client, required due to changes in the law or required due to changes in the overall project;
 3. Providing services due to default or defective performance on the part of the construction contractor;
 4. Providing services to address unanticipated or unforeseen site conditions; or
 5. Providing other services beyond the scope of services described in the agreement.
- II. All drawings, specifications, electronic media, and other documents prepared by Reid Middleton for this project are instruments of Reid Middleton's service for use solely with respect to this project. Reid Middleton shall be deemed to be the author of these documents and shall retain all common law, statutory and other reserved rights, including the copyright. The client shall be entitled to retain copies of the instruments of service for reference in connection with its use and occupancy of the project. Reid Middleton shall remove all indices of its ownership, professional corporation name, and/or involvement from each electronic media. Reid Middleton's drawings, specifications, electronic media, or other documents shall not be used by the client or by others on other projects, for additions to this project or for completion of this project by others, except by agreement in writing signed by Reid Middleton and with appropriate compensation to Reid Middleton. Any unauthorized use of the documents shall be at the client's sole risk, and the client shall indemnify, defend and hold Reid Middleton harmless from all claims, damages, losses or expenses, including attorney fees, related to or arising from such unauthorized use. Submission or distribution of documents to meet regulatory requirements or for similar purposes in connection with this project is not to be construed as publication in derogation of Reid Middleton's reserved rights.
- III. Reid Middleton shall not be liable for damages resulting from the actions or inactions of governmental agencies, and Reid Middleton shall act only as an advisor in all governmental communications and relations. Reid Middleton does not guarantee that requisite permits or authorizations will be issued.
- IV. Reid Middleton shall have no responsibility for the discovery, presence, handling, removal or disposal of pollutants or hazardous materials (including but not limited to asbestos, asbestos products, PCB or other toxic substances) in any form at the project site. In no event shall Reid Middleton (or its officers, directors, employees or consultants) be liable for costs, losses or damages -- including but not limited to delay costs or damages due to personal injury, sickness or death, or damage to property -- resulting from or related to the presence of pollutants or hazardous materials at the project site.
- V. In the event of a dispute arising out of or related to the agreement, or the breach or alleged breach hereof, which dispute cannot be resolved through negotiations between the parties, the parties agree that the dispute shall be submitted to nonbinding mediation. Unless the parties subsequently agree upon a different mediation service or mediator, the dispute shall be submitted to the American Arbitration Association, acting under its construction mediation rules and procedures. Either party may make the initial submission. Each party shall pay its own costs (including, if applicable, its attorney and expert witness costs) and one-half of the charge levied by the mediation service and mediator.
- If any dispute is not resolved through nonbinding mediation, venue for litigation arising under or related to this agreement, or the breach or alleged breach hereof, shall be in the Superior Court for the State of Alaska, 3rd Judicial District, at Anchorage, Alaska. The substantially prevailing party in litigation shall be awarded its costs, attorney fees and expert witness fees incurred for trial preparation, trial and, if applicable, any and all appeals. The agreement shall be governed by the internal laws of the State of Alaska.
- VI. Causes of action between the parties related to or arising out of the agreement shall be deemed to have accrued, and the applicable statute of limitations shall commence to run, no later than the date on which Reid Middleton last performs substantial services under this agreement.

REID MIDDLETON, INC.
STRUCTURAL ENGINEER'S FEE ESTIMATE

Date: 3/16/2022

PROJECT: CITY OF VALDEZ CONDITION SURVEYS 2022

PREPARED FOR: BDS

PREPARED BY: Jason Kwiatkowski, PE

Terms: LUMP SUM

PROPOSAL NO: 402022.913.002

ITEM	PRINCIPAL	ASSOCIATE PRINCIPAL	ASSOCIATE	SENIOR ENGINEER	PROJECT ENGINEER	DESIGN ENGINEER	DESIGNER I	PROJECT ADMIN	LINE TOTALS	TASK TOTALS	0.2*Project Mangement added to Task Fee
PM Project Management											
Contract Review/Project Setup								1	\$ 122		
Misc. Project Management	1			4					\$ 942		
Final QC Review	4								\$ 920		Task break out amount
Subtotal Task PM	5	0	0	4	0	0	0	1	10	\$ 1,984	\$ 397
1 Condition Survey High School											
Site visit				8					\$ 1,424		
mmeting					1				\$ 158		
Report					15				\$ 2,370		
Subtotal Task 1	0	0	0	8	16	0	0	0	24	\$ 3,952	\$ 4,349
3 Condition Survey Middle School											
Site visit				8					\$ 1,424		
meeting					1				\$ 158		
Report					11				\$ 1,738		
Subtotal Task 3	0	0	0	8	12	0	0	0	20	\$ 3,320	\$ 3,717
4 Condition Survey HHES											
Site visit				8					\$ 1,424		
Report					14				\$ 2,212		
Meeting					1				\$ 158		
Subtotal Task 4	0	0	0	8	15	0	0	0	23	\$ 3,794	\$ 4,191
5 Condition Survey Valdez District Office											
Site visit				8					\$ 1,424		
Report					9				\$ 1,422		
Meeting					1				\$ 158		
									\$ -		
									\$ -		
Subtotal Task 5	0	0	0	8	10	0	0	0	18	\$ 3,004	\$ 3,401
2 Tier 1 Valdez High School											
Tier 1					16	19			\$ 5,245		
meeting accounted in condition survey									\$ -		
Subtotal Task 2	0	0	0	0	16	19	0	0	35	\$ 5,245	\$ 5,642
TOTAL HOURS:	5	0	0	36	69	19	0	1		\$ 21,299	\$ 21,299
HOURLY RATE:	\$ 230	\$ 210	\$ 200	\$ 178	\$ 158	\$ 143	\$ 127	\$ 122			
SUBTOTAL LABOR:	\$1,150	\$0	\$0	\$6,408	\$10,902	\$2,717	\$0	\$122	\$21,299		
ESTIMATED REIMBURSABLE EXPENSES									\$1,688		
TOTAL EST FEE:									\$22,987		

A: REIMBURSABLES INCLUDE PHOTOS, MILEAGE, PER DIEM COSTS, PLOTTING & COURIER CHARGES.

B: REFER TO REID MIDDLETON, INC EXHIBITS A & B.

March 16, 2022

File No. 402022.913.002

Mr. Victor V. Valenote,

BDS Architects

3330 C Street, #200

Anchorage, Alaska 99503

Subject: Agreement for Professional Services, Hermon Hutchens Elementary School Upgrades

Dear Mr. Valenote:

Thank you for considering Reid Middleton to provide professional structural engineering services for the Hermon Hutchens Elementary school (HHES) Seismic Evaluation, Roof and Envelope Upgrade project in Valdez, Alaska. We look forward to working with you on this project.

A. PROJECT UNDERSTANDING

We understand that City of Valdez is considering upgrades to the Hermon Hutchens Elementary School in Valdez, Alaska. Reid Middleton will provide design and construction phase structural engineering services as described in Section B.

B. SCOPE OF SERVICES

1. The City of Valdez HHES Elementary School Upgrade Project consists of a seismic evaluation, reroof of the main building, roof structure upgrade design, and siding replacement,
2. Tier 1 Report: Reid Middleton will perform an American Society of Civil Engineers (ASCE) Tier 1 Seismic Evaluation of the Hermon Hutchens Elementary school. The seismic evaluation will be performed using the reference standard document titled *ASCE 41-17, Seismic Evaluation and Retrofit of Existing Buildings*. The Tier 1 analysis is a 'quick check' procedure that evaluates whole building and identifies all potential seismic issues using checklists. Existing drawings will be reviewed to inform the site visit (performed concurrently with the condition assessments). A report will be produced that summarizes the findings of the evaluation. Photos will be included to clarify findings. Recommendations for repairs will be made with an emphasis on items that can be accomplished during the reroof and siding repair project.
3. Roof Replacement: Reid Middleton will perform an analysis to determine effects of a replacement roofing and provide recommendations for minimizing complications with new roof. The roof structure will be analyzed for snow drift accumulation. A current code (ASCE 7-16) based gravity analysis of all roof structural members and associated gravity components will be performed. This analysis will result in retrofit solutions,

ALASKA

4300 B Street
Suite 302
Anchorage, AK 99503
907 562-3439

CORPORATE

728 134th Street SW
Suite 200
Everett, WA 98204
425 741-3800

www.reidmiddleton.com

where possible, and replacement of structural members. The intent of the retrofits and repairs is to increase roof capacity to handle full design snow loads. Connection capacities of steel and concrete connections will be analyzed for compliance. The findings of this analysis will be presented in the structural design drawings as part of the milestone submittals.

4. Siding Replacement: Reid Middleton will provide analysis and design services for the proposed replacement of the existing system with a new metal panel system. Guidance will be provided to ensure code compliance of new product with the goal of avoiding substantial structural retrofit requirements. Information to support the new siding will be presented in the structural design drawings as part of the milestone submittals
5. Task 1 (Schematic Design, 35% and Tier 1 Report): Reid Middleton will provide structural schematic plan drawings. The Tier 1 Seismic Evaluation Report will be provided as part of this submittal. Structural specifications and calculations will not be provided for this Task.
6. Task 2 (Design Development, 65%): Reid Middleton will provide structural analysis and design for the design development phase. Structural drawings and specifications, developed to 65% of completion will be provided for this Task.
7. Task 3 (Construction Documents, 95%): Reid Middleton will provide structural analysis and design for the Construction documents. Structural drawings and specifications, developed to 95% of completion will be provided for this Task.
8. Task 4 (Bid Documents, 100%): Reid Middleton will provide structural analysis and design for the Bid Documents. Structural drawings and specifications, developed to completion will be provided for this Task. The analysis and design will be limited to the roof-including associated gravity components, and the siding. These drawings will be stamped and sealed per Alaska state law.
9. Reid Middleton will provide the Tier 1 report in PDF format. Reid Middleton will provide structural PDFs for 35%, 65%, 95%, and Construction Documents submittals.
10. We anticipate using Autodesk Revit to prepare our drawings and will use the Architect's Revit model as a background for our Revit drawings. A precise level of detail and quantities are not intended or guaranteed. The Revit file will only contain enough information to produce printed construction documents (including a mix of 2D and 3D information) and will not contain the level of precision or detail needed for fabricators and contractors to produce shop or fabrication drawings directly from the Revit file or the final submittals.
11. Task 5 (Bidding and Permitting): Reid Middleton will provide services as requested to assist in facilitation of the bidding process as well as evaluating bids as requested. Reid Middleton will resolve structural permit comments in a timely manner to the Authorities Having Jurisdiction.
12. Task 6 (Construction Administration): Reid Middleton will respond to RFIs and submittals associated with the structural design. We will provide one site visit and structural observation report during construction.

- a. Task 6A (Special Inspection Services): Reid Middleton will assist in coordinating with the Project Special Inspection and Testing Firm as detailed in Item E.4 in the Assumptions and Exclusions section.

13. Additional services may be requested by BDS architects on a Time and Expense basis. These additional services may include, but are not limited to, additional meetings, field investigation, additional site visits, engineers estimate, and additional design services.

C. PERIOD OF PERFORMANCE

Reid Middleton will begin services upon receipt of a signed agreement and will make every reasonable effort to complete the services in a timely manner considering the needs of the project.

We anticipate that we can have the reports complete within project timeline as provided by the Architect.

D. CLIENT'S RESPONSIBILITIES

BDS Architects shall provide available pertinent data, documents, plans, elevations, sections and details and other information to Reid Middleton as necessary to complete the services outlined in Part A (Project Understanding) or Part B (Scope of Services).

BDS Architects will coordinate all other disciplines, and the owner to ensure that information flows in a timely and efficient manner.

E. ASSUMPTIONS AND EXCLUSIONS

Our scope of work is based on the following assumptions and exclusions:

1. Record drawings of the existing building are available for review. No as-builtting of the existing building is included. All as-builtting time will be billed on a Time and Expense basis.
2. The site visit to evaluate the building and perform the Tier 1 Evaluation will be accomplished and expensed as part of the four-building condition assessment project and is not included in this fee.

3. Design – examples of items NOT part of our design fee:
 - a. Any ancillary facilities in relation to this project requiring our design services other than those outlined in Part A (Project Understanding) or Part B (Scope of Services).
 - b. Seismic upgrade design or drawings as recommended in the Tier 1 Report.
 - c. Lateral (seismic) analysis of the school.
 - d. Attachment of roofing and siding to the building – these calculations are produced and stamped by manufacturer as part of the deferred submittal.
 - e. Engineering for the seismic anchorage of mechanical or electrical equipment.
4. Cost Estimates
5. Construction Administration – examples of items not in our CA fee:
 - a. Calculations to assist with the Contractor's Means and Methods, such as shoring, temporary conditions, partially completed structures or sequencing.
 - b. As-built drawings
6. Special Inspection services are anticipated for this project.
 - a. Special inspection services that are included with this fee proposal
 - i. Assistance with locating a qualified special inspection firm. Office based coordination, scheduling, communication, distribution of reports to stakeholder, and interpretation of all Special Inspection reports and tests.
 - b. Special Inspection services that are not in our part of our fees:
 - i. Reid Middleton understands that the Special Inspection and Testing Firm will contract directly with the Owner who will compensate for all fees and expenses associated with the project.
7. Reproduction and distribution of progress or final design drawings will be the responsibility of others.

Note that these non-scope items can be provided as additional services upon request on a Time and Expense basis.

F. COMPENSATION

For services described in Section B, Reid Middleton shall be paid the lump sum as outlined below:

Phase of Services	Staff Hours	Fee	Estimated Reimbursable Expenses
Task 1 (35% Schematic Design and Tier 1 report- Lump Sum)	161	\$ 25,920	
Task 2 (65% Design Development – Lump Sum)	128	\$20,118	
Task 3 (95% Construction Documents -Lump Sum)	104	\$ 16,476	
Task 4 (100% Bid Documents- Lump Sum)	25	\$ 4,338	
Task 5 (Bidding and Permitting – T&E NTE)	9	\$ 1,512	
Task 6 (CA Services – T&E NTE)	158	\$26,024	
Task 7 (Record Drawings – T&E)	11	\$2000	
TOTAL Structural Services		\$96388	\$1,044

One site visit is indicated for a visit during the CA processes to complete a structural observation report. If we exceed the budgeted man-hours and expenses for reasons beyond our control (for example for multiple site visits or weather-related travel plan adjustment) we reserve the right to request for additional compensation.

For any items noted as Time and Expense, Reid Middleton shall be paid on a time-plus-expense basis in accordance with provisions of the attached Exhibit A (Schedule of Charges) Effective July 1, 2021, or on the basis of such other mutually satisfactory arrangements as may be negotiated.

G. REID MIDDLETON STAFF

Jason Kwiatkowski will be the primary contact for this proposal. However, other individuals at Reid Middleton will work on aspects of your project as required.

H. CONDITIONS OF AGREEMENT

The terms and conditions of the attached Exhibit B (Conditions of Agreement) are included as part of this agreement.

We appreciate the opportunity to submit this proposed agreement. The terms of this agreement will become effective when confirmed by your signature within 30 days. If you wish to pursue this project after that time, this agreement may then be renegotiated. If the terms are acceptable, please sign your acceptance below and return one executed copy to Reid Middleton.

If you have any questions or comments, please call me to discuss.

Sincerely,
Reid Middleton, Inc.



Jason Kwiatkowski, P.E.
Project Manager – Alaska Office
March 18, 2022

ACCEPTED:
BDS Architects

By _____

Title _____

Date _____

Attachments

Reid Middleton Exhibit A, "Schedule of Charges – Alaska"

Reid Middleton Exhibit B, "Conditions of Agreement"

Fee Proposal, "HHES Upgrades"

Reid Middleton, Inc.
Exhibit "A" Schedule of Charges - Alaska
Effective July 1, 2021 through June 30, 2022

Compensation shall be based on time and expenses directly attributable to the project and shall follow the schedule below unless another method of compensation has been expressed in the written agreement.

I. Personnel **Hourly Rate**

Principal	\$ 230.00
Associate Principal	\$ 210.00
Associate	\$ 200.00
Senior Engineer	\$ 178.00
Project Engineer	\$ 158.00
Design Engineer/Designer II/Design Technician	\$ 143.00
Designer I	\$ 127.00
Project Administrator	\$ 122.00
CAD Technician II	\$ 127.00

Expert Witness/Forensic Engineering 1.5 times usual hourly rate (4 hour minimum)

Individuals not in the regular employ of Reid Middleton may occasionally be engaged to meet specific project requirements. Charges for such personnel will be comparable to charges for regular Reid Middleton personnel.

A premium of 1.5 times the usual hourly rate may be charged if project requirements make overtime work necessary.

II. Reimbursable Expenses

The following charges shall apply to all agreements unless specifically stated otherwise. For fixed fee or lump sum agreements, these charges shall be over and above the stated fixed fee or lump sum.

Mileage..... \$ 0.56/mile

Expenses other than Reid Middleton's professional services that are directly attributable to the project are invoiced at cost plus 15%. These expenses include, but are not limited to, subconsultant or subcontractor services, travel and subsistence, communications, couriers, postage, fees and permits, document reproduction, special instrumentation and field equipment rental, premiums for additional insurance where required, special supplies, and other costs directly applicable to the project.

A new schedule of charges is issued and becomes effective July 1 each year. Unless the agreement states otherwise, charges for all work, including continuing projects initiated in prior years, will be based on the latest schedule of charges.

III. Payments

Fees and all other charges are billed monthly as services progress. The full amount of each invoice is due and payable thirty (30) days after the date of such invoice. Any amount not paid within thirty (30) days of the date of the invoice shall be considered delinquent and shall bear a delinquency charge of 1-1/2 percent per month (or, if lower, the maximum rate allowed by law) from the date of the invoice. Failure to make a payment by the due date is a substantial breach of a material term of the parties' agreement, and Reid Middleton may, at its option, suspend services or terminate this agreement in that event. The delinquency charge or payment thereof shall not extend the due date or affect the right to suspend services or terminate. Payments received on delinquent accounts will be applied first to accrued delinquency charges and then to the unpaid principal amount.

Reid Middleton, Inc.
Exhibit "B" Conditions of Agreement – Alaska

- I. Charges for Additional Services performed are in addition to charges specified in the agreement and shall be included on invoices sent to the client. Additional Services shall be performed at the rates specified in the current Exhibit "A," Schedule of Charges – Alaska.

Reid Middleton shall notify the client if it believes that any direction given by the client or any circumstances presented by the project requires the performance of services beyond the scope of the agreement. If the client disagrees that the services are beyond the scope of the agreement, or if the client prefers that the identified services not be performed, it shall notify Reid Middleton within one week of its receipt of Reid Middleton's original notice. If no such notice is received, Reid Middleton shall be authorized to perform the identified services as Additional Services.

Additional Services shall include, without limitation, the following:

1. Replacement of stakes destroyed by parties other than Reid Middleton or by an act of God;
 2. Making revisions to drawings, specifications or other documents which are inconsistent with approvals or instructions previously given by the client, required due to changes in the law or required due to changes in the overall project;
 3. Providing services due to default or defective performance on the part of the construction contractor;
 4. Providing services to address unanticipated or unforeseen site conditions; or
 5. Providing other services beyond the scope of services described in the agreement.
- II. All drawings, specifications, electronic media, and other documents prepared by Reid Middleton for this project are instruments of Reid Middleton's service for use solely with respect to this project. Reid Middleton shall be deemed to be the author of these documents and shall retain all common law, statutory and other reserved rights, including the copyright. The client shall be entitled to retain copies of the instruments of service for reference in connection with its use and occupancy of the project. Reid Middleton shall remove all indices of its ownership, professional corporation name, and/or involvement from each electronic media. Reid Middleton's drawings, specifications, electronic media, or other documents shall not be used by the client or by others on other projects, for additions to this project or for completion of this project by others, except by agreement in writing signed by Reid Middleton and with appropriate compensation to Reid Middleton. Any unauthorized use of the documents shall be at the client's sole risk, and the client shall indemnify, defend and hold Reid Middleton harmless from all claims, damages, losses or expenses, including attorney fees, related to or arising from such unauthorized use. Submission or distribution of documents to meet regulatory requirements or for similar purposes in connection with this project is not to be construed as publication in derogation of Reid Middleton's reserved rights.
- III. Reid Middleton shall not be liable for damages resulting from the actions or inactions of governmental agencies, and Reid Middleton shall act only as an advisor in all governmental communications and relations. Reid Middleton does not guarantee that requisite permits or authorizations will be issued.
- IV. Reid Middleton shall have no responsibility for the discovery, presence, handling, removal or disposal of pollutants or hazardous materials (including but not limited to asbestos, asbestos products, PCB or other toxic substances) in any form at the project site. In no event shall Reid Middleton (or its officers, directors, employees or consultants) be liable for costs, losses or damages -- including but not limited to delay costs or damages due to personal injury, sickness or death, or damage to property -- resulting from or related to the presence of pollutants or hazardous materials at the project site.
- V. In the event of a dispute arising out of or related to the agreement, or the breach or alleged breach hereof, which dispute cannot be resolved through negotiations between the parties, the parties agree that the dispute shall be submitted to nonbinding mediation. Unless the parties subsequently agree upon a different mediation service or mediator, the dispute shall be submitted to the American Arbitration Association, acting under its construction mediation rules and procedures. Either party may make the initial submission. Each party shall pay its own costs (including, if applicable, its attorney and expert witness costs) and one-half of the charge levied by the mediation service and mediator.
- If any dispute is not resolved through nonbinding mediation, venue for litigation arising under or related to this agreement, or the breach or alleged breach hereof, shall be in the Superior Court for the State of Alaska, 3rd Judicial District, at Anchorage, Alaska. The substantially prevailing party in litigation shall be awarded its costs, attorney fees and expert witness fees incurred for trial preparation, trial and, if applicable, any and all appeals. The agreement shall be governed by the internal laws of the State of Alaska.
- VI. Causes of action between the parties related to or arising out of the agreement shall be deemed to have accrued, and the applicable statute of limitations shall commence to run, no later than the date on which Reid Middleton last performs substantial services under this agreement.

REID MIDDLETON, INC.
STRUCTURAL ENGINEER'S FEE ESTIMATE

Date: 3.16.22

PROJECT: HHES TIER 1, Roof and Envelope Upgrades
PREPARED FOR: BDS
PREPARED BY: Jason Kwiatkowski, PE
PROPOSAL NO: 402022.913.002

Design Phase
TERMS: LUMP SUM

ITEM	PRINCIPAL	ASSOCIATE	ASSOCIATE	SENIOR	PROJECT	DESIGN	DESIGNER	PROJECT	LINE	TASK	TASK
	PRINCIPAL			ENGINEER	ENGINEER	ENGINEER	I	ADMIN	TOTALS	TOTALS	TOTALS w/PM dist among phases
PM Project Management											
Project Setup, Billing	1							2	\$ 474		
QA / QC	4								\$ 920		
Internal Coordination				2					\$ 356		
Misc. Project Management	4			8					\$ 2,344		
Subtotal Task 1	9	0	0	10	0	0	0	2	21	\$ 4,094	\$ 1,023.50
1 35% SDs + Tier 1											
Review Existing Drawings (assumption 1)				3		4			\$ 1,106		
Tier 1 Report				32					\$ 5,696		
Load Summary						3			\$ 429		
Gravity and snow drift analysis				6		20			\$ 3,928		
Siding analysis				3		3			\$ 963		
Concept level repairs and framing				12		20			\$ 4,996		
35% submittal - 5 sheets				16		32			\$ 7,424		
Review meeting				2					\$ 356		
									\$ -		
									\$ -		
Subtotal Task 1	0	0	0	74	0	82	0	0	156	\$ 24,898	\$ 25,921.50
2 65% DDs											
Calcs and analysis				12		32			\$ 6,712		
Specs				6					\$ 1,068		
S0.1 - General Structural Notes				2		2			\$ 642		
S0.2 - Quality Assurance Program						2			\$ 286		
S0.3 - Schedules and Tables						2			\$ 286		
S0.4 - Wind uplift plan						2			\$ 286		
S0.5 - Snow drift plan						2			\$ 286		
S1.1 - L1 Framing - upgrade/replacement only				2		4			\$ 928		
S1.2 - Roof Framing Plan				4		4			\$ 1,284		
S2.1 Sections				1		6			\$ 1,036		
S2.2 Sections				1		6			\$ 1,036		
S3.1 - Gravity Upgrade Framing Details				4		6			\$ 1,570		
S3.2 - Gravity Framing Details				2		4			\$ 928		
S3.3 - Misc siding and Roof framing details				1		4			\$ 750		
Submittal Review and Prep				6		4			\$ 1,640		
Review Meeting				2					\$ 356		
Subtotal Task 2	0	0	0	43	0	80	0	0	123	\$ 19,094	\$ 20,117.50
3 95% CDs											
Calcs and analysis				6		10			\$ 2,498		
Specs				3					\$ 534		
S0.1 - General Structural Notes				1		1			\$ 321		
S0.2 - Quality Assurance Program						1			\$ 143		
S0.3 - Schedules and Tables						2			\$ 286		
S0.4 - Wind uplift plan						1			\$ 143		
S0.5 - Snow drift plan						1			\$ 143		
S1.1 - L1 Framing - upgrade/replacement only				2		4			\$ 928		
S1.2 - Roof Framing Plan				3		4			\$ 1,106		
S2.1 Sections				2		1			\$ 499		
S2.2 Sections				2		1			\$ 499		
S3.1 - Gravity Upgrade Framing Details				2		8			\$ 1,500		
S3.2 - Gravity Framing Details				2		8			\$ 1,500		
S3.3 - Misc siding and Roof framing details				6		10			\$ 2,498		
Submittal Prep				6		10			\$ 2,498		
Review Meeting				2					\$ 356		
Subtotal Task 3	0	0	0	37	0	62	0	0	99	\$ 15,452	\$ 16,475.50

REID MIDDLETON, INC.
STRUCTURAL ENGINEER'S FEE ESTIMATE

Date: 3.16.22

PROJECT: HHES TIER 1, Roof and Envelope Upgrades
PREPARED FOR: BDS
PREPARED BY: Jason Kwiatkowski, PE
PROPOSAL NO: 402022.913.002

Design Phase
TERMS: LUMP SUM

4	100% Bid Docs												
	Calcs and analysis												
	S0.1 - General Structural Notes									\$ -			
	S0.2 - Quality Assurance Program									\$ -			
	S0.3 - Schedules and Tables									\$ -			
	S0.4 - Wind uplift plan									\$ -			
	S0.5 - Snow drift plan									\$ -			
	S1.1 - L1 Framing - upgrade/replacement only									\$ -			
	S1.2 - Roof Framing Plan									\$ -			
	S2.1 Sections									\$ -			
	S2.2 Sections									\$ -			
	S3.1 - Gravity Upgrade Framing Details				1		1			\$ 321			
	S3.2 - Gravity Framing Details				1		1			\$ 321			
	S3.3 - Misc siding and Roof framing details				1		1			\$ 321			
	Submittal Prep				8		4			\$ 1,996			
	Review Meeting				2					\$ 356			
	Subtotal Task 4	0	0	0	13	0	7	0	0	20	\$ 3,315	\$ 4,338.50	
5	Bidding and Permitting -T&M NTE												
	Bidder questions				2					\$ 356			
	Permitting and Plan Review				6.5					\$ 1,157			
	Subtotal Task 5	0	0	0	8.5	0	0	0	0	9	\$ 1,513	\$ 1,513.00	
6	CA T&M NTE												
	Special Inspection Coordination				40					\$ 7,120			
	Submittal Review and Contractor coordination				50		60			\$ 17,480			
	Respond to Review Comments				8					\$ 1,424			
	Subtotal Task 6	0	0	0	98	0	60	0	0	158	\$ 26,024	\$ 26,024.00	
7	Record Drawings Lump Sum				11.235					\$ 2,000			
	Subtotal Task 7				11.235					11	\$ 2,000	\$ 1,999.83	
TOTAL HOURS:		9	0	0	283.5	0	291	0	2		\$96,390	\$ 96,389.83	
HOURLY RATE:		\$ 230	\$ 210	\$ 200	\$ 178	\$ 158	\$ 143	\$ 127	\$ 122				
SUBTOTAL LABOR:		\$2,070	\$0	\$0	\$50,463	\$0	\$41,613	\$0	\$244		\$94,390		
ESTIMATED REIMBURSABLE EXPENSES											\$1,044		
TOTAL EST FEE:											\$95,434		

A: REIMBURSABLES INCLUDE MILEAGE, PER DIEM COSTS, AIRFARE & COURIER CHARGES.

B: REFER TO REID MIDDLETON, INC EXHIBITS A & B.

By Submittal:	35%	\$	25,921.50
	65%	\$	20,117.50
	95%	\$	16,475.50
	100%	\$	4,338.50
Design Fee + Tier 1 Evaluation		\$66,853	

Assumptions:

Site visit is accomplished as part of the Condition Assessment 2022 Project ; no as built, no seismic repairs, no seismic analysis



March 21, 2022

BDS Architects
3330 C Street
Anchorage, AK 99503

ATTENTION: Victor Valenote

Dear Victor,

REFERENCE: COV Schools - Mechanical and Electrical Condition Survey

RSA Engineering is pleased to offer a fee proposal for mechanical and electrical engineering services for the referenced project. We have based our scope of work on your e-mail correspondence dated 03/10/22, along with the following assumptions:

- The project will consist of condition surveys of the Valdez High School, Valdez Middle School, Hermon Hutchens Elementary School, and Valdez District Office.
- We will provide a three-day, two-night site visit to survey the condition of the existing mechanical and electrical systems in the buildings. Following the site visit, we will provide a survey report for each facility. We have included travel expenses in our fee for the site visit.

Exclusions:

- Travel delays are not included in our fee for site visits outside of Anchorage. Travel delays will be billed up to 8 hours per day of actual time including reimbursable expenses incurred.
- Cost estimation services are not included in our proposal.

RSA proposes the following lump sum fee for this project:

<u>Project Deliverables</u>	<u>Mechanical</u>	<u>Electrical</u>	<u>Travel Expenses</u>	<u>Total</u>
Site Visit	\$5,040.00	\$5,040.00	\$1,886.00	\$11,966.00
Survey Reports	\$6,720.00	\$6,720.00	\$0.00	\$13,440.00
Design Subtotal:	\$11,760.00	\$11,760.00	\$1,886.00	\$25,406.00

Please review and advise if this proposal is acceptable by sending us notice to proceed. We look forward to working with you on this project.

Sincerely,

Brian Pekar, P.E.
Vice President, Principal Mechanical Engineer

bpp/rlw/hhm
22-0109/P22-024

March 21, 2022

BDS Architects
3330 C Street
Anchorage, AK 99503

ATTENTION: Victor Valenote

Dear Victor,

**REFERENCE: City of Valdez, Hermon Hutchins Elementary School
Roof, Doors, and Siding Replacement
Mechanical and Electrical Fee Proposal**

RSA Engineering is pleased to offer a fee proposal for mechanical and electrical engineering services for the referenced project. We have based our scope of work on your e-mail correspondence dated 03/10/22, along with the following assumptions:

General:

- The project will consist of a re-roof, re-siding, and door replacement of the approximately 92,786 square foot building.
- The project will be delivered using a design-bid-build method.
- Deliverables: We will provide the following design submittals, 35% Schematic Design, 65% Design Development, 95% Construction Documents, and 100% Bid Documents. The 35% schematic design will include narratives and specification index only, no drawings will be provided with the 35% submittal. 65%, 95% and 100% submittals will include drawings and specifications.
- Specifications will be prepared using CSI Master Format as part of a bound project manual.
- Design Site Visits: We have not included a design phase site visit in this proposal. We assume that we will visit the site to do as-building for this project as part of the condition survey project.
- Bid phase services include preparation of addenda material.
- Permitting: We will answer any questions that come up during the plan review process and issue any sketches or clarifications as required.
- Review Meetings: We have included time for owner review meetings and responding to comments following the 35%, 65% and 95% submittals.
- In Office Construction phase services include submittal review, DCVR review/response, review of operation and maintenance manuals and preparation of record drawings based upon contractor generated redline mark-ups.
- On-site Construction phase services include 2 mechanical and 2 electrical inspections. We have assumed inspections will be done as a day trip to Valdez.

Mechanical:

- Mechanical scope includes replacement/relocation/extension of vent piping, louvers, hose bibbs, fuel piping and boiler venting to support the remodel.

Electrical:

- Electrical scope includes replacement/relocation of conduits, electrical devices, and lighting to support the remodel.

Exclusions:

- Travel delays are not included in our fee for site visits outside of Anchorage. Travel delays will be billed up to 8 hours per day of actual time including reimbursable expenses incurred.
- Commissioning services and cost estimation services are not included in our proposal. If these services are desired in the future, we propose to negotiate costs for the work at that time.

RSA proposes the following fees for this project:

<u>Lump Sum Services:</u>	<u>Mechanical</u>	<u>Electrical</u>	<u>Travel Expenses</u>	<u>Total</u>
35% Schematic Design	\$1,800.00	\$1,200.00	\$0.00	\$3,000.00
65% Design Development	\$6,340.00	\$3,940.00	\$0.00	\$10,280.00
95% Construction Documents	\$7,285.00	\$4,585.00	\$0.00	\$11,870.00
100% Bid Documents	\$2,330.00	\$1,920.00	\$0.00	\$4,250.00
Lump Sum Subtotal:	\$17,755.00	\$11,645.00	\$0.00	\$29,400.00
<u>Time & Expenses Services:</u>				
Bidding & Permitting	\$1,200.00	\$950.00	\$0.00	\$2,150.00
Construction Administration	\$4,700.00	\$2,950.00	\$0.00	\$7,650.00
Site Inspections	\$3,000.00	\$3,000.00	\$2,210.00	\$8,210.00
Record Drawings	\$1,100.00	\$800.00	\$0.00	\$1,900.00
C/A Subtotal:	\$10,000.00	\$7,700.00	\$2,210.00	\$19,910.00
GRAND TOTALS:	\$27,755.00	\$19,345.00	\$2,210.00	\$49,310.00

Please review and advise if this proposal is acceptable by sending us a notice to proceed. We look forward to working with you on this project.

Sincerely,



Brian Pekar, P.E.
Vice President, Principal Mechanical Engineer

bpp/rlw/hhm
22-0108/P22-024

EHS - Alaska, Inc.**REVISED DATE:** NA**FILENAME:** P22-017 HERMON HUTCHENS ES ROOF, DOORS, SIDING.XLSX**ORIGINAL DATE:** 03/21/22**PROJECT:** HERMON HUTCHENS ELEMENTARY SCHOOL ROOF, DOORS, AND SIDING REPLACEMENT**CONTACT:** BDS ARCHITECTS, VICTOR VALENTE, AIA, A4LE, LEED AP, PRINCIPAL**AUTHOR:** ROBERT FRENCH**ASSIGNMENT:** SURVEY, DESIGN, BID & CA SERVICES**SUMMARY OF FEES AND COSTS**

		FIXED	T&M NTE
SURVEY & REPORT (PART OF 35%)	Page 2	\$6,220	
35% DESIGN	Page 3	\$4,890	
65% DESIGN	Page 4	\$5,868	
95% DESIGN	Page 5	\$2,872	
100% BID DOCUMENTS	Page 6	\$1,822	
BID & PERMITTING SERVICES, T&M NTE	Page 7		\$1,915
CONSTRUCTION PHASE SERVICES, T&M NTE	Page 8		\$6,249
RECORD DRAWINGS	Page 9	\$793	
SUBTOTALS		\$22,464	\$8,164
TOTAL PROPOSED FEE; FIXED FEE, PLUS T&M NTE:		\$30,628	

SCOPE OF WORK & ASSUMPTIONS

1. This fee proposal is an estimate for professional services in accordance with EHS-Alaska's standard 2022 fee schedule, to support the renovation of the Hermon Hutchens Elementary School Roof, Doors & Siding Replacement, located in Valdez, Alaska.
2. EHS-Alaska will conduct a limited hazardous materials survey for asbestos, lead and interior PCB materials, building upon the previous sampling data that EHS-Alaska has for the building. EHS-Alaska will prepare an abbreviated survey report, prepare a hazardous materials removal and disposal design and provide limited "in-house" oversight of the hazardous materials portion of the construction phase.
3. EHS-Alaska will conduct the survey of the roof and other affected components during a single trip, in conjunction with the trip made by BDS Architects, and others, who will provide professional roof cutting and patching. It is assumed that the design team will share rides from the airport to the site, and back. Due to limited flight availability, EHS-Alaska proposes to bring a laptop computer to start the laboratory paperwork, etc. instead of standby time while waiting for the return flight.
4. Sampling will cause minor damage to finishes and surfaces sampled. Samples will be collected from inconspicuous locations where possible. However, repairs to damaged finishes are not included other than to prevent subsequent release of potential asbestos fibers. Roof samples will be collected from various areas on the roof, if safe to do so. Permanent professional roof repairs are not included in this proposal and are the responsibility of others. Representative painted surfaces will be tested by a portable X-Ray Fluorescence (XRF) lead analyzer. Other hazardous materials such as suspect mercury or PCB-containing materials will be noted, but not sampled, including PCB's in paints or sealants. Materials suspected of containing PCBs or mercury will be assumed to contain PCBs or mercury unless it is labeled "PCB Free" or "No PCBs" or previous testing has determined it to be PCB or mercury free. Free and complete access to all spaces will be provided by the Owner, and copies of available as-built information and floor plans will be provided to EHS by the Owner. BDS will provide AutoCAD backgrounds of the existing floor plans to EHS-Alaska for use in the report and design.
5. EHS-Alaska will supply a preliminary drawings and a survey report for the 35% design package, along with spec listings for the table of contents. EHS-Alaska will provide technical specifications and full size contract drawings at the 65%, 95%, and 100% bid document phases. Bidding and Contract Requirements and General Requirements as well as electronic copies of all coordination deliverables will be provided by BDS Architects
6. Bid phase services include attendance at a telephonic pre-bid meeting, addenda to hazardous materials specifications and revisions to drawings as required.
7. EHS-Alaska will provide the following construction phase services for one construction season:
 - a. Review 2 sets of initial hazardous materials work plan submittals,
 - b. Review of contractor's periodic submittals,
 - c. Review 2 sets of close-out submittals, and
 - d. Prepare an AHERA Response Action Report, for inclusion into the Valdez City Schools AHERA asbestos management plan.

Expedited schedules, additional review of contractor submittals, standby time due to conditions (weather, air travel, local support, emergency orders, etc.) out of the control of EHS-Alaska will be charged to BDS at the hourly rates provided in this proposal.

To authorize the work described above under the terms contained in this proposal, please sign this page and return as a Notice to Proceed.

Signature _____

Date _____

******* PROPOSAL IS VALID FOR 90 DAYS FROM DATE OF SUBMITTAL *******

EHS - Alaska, Inc.**REVISED DATE:** NA**FILENAME:** P22-017 HERMON HUTCHENS ES ROOF, DOORS, SIDING.XLSX**ORIGINAL DATE:** 03/21/22**PROJECT:** HERMON HUTCHENS ELEMENTARY SCHOOL ROOF, DOORS, AND SIDING REPLACEMENT**CONTACT:** BDS ARCHITECTS, VICTOR VALENTE, AIA, A4LE, LEED AP, PRINCIPAL**AUTHOR:** ROBERT FRENCH**ASSIGNMENT:** SURVEY, DESIGN, BID & CA SERVICES**SURVEY & REPORT (PART OF 35%)**

CODE \ TASK	PRIN	CM	IH/SPM	IH-OT	PM-2	CAD	ADMIN
60 PROJECT TRAVEL	0.0	0.0	2.5	2.5	0.0	0.0	0.0
44 TRIP PREP, REVIEW EXISTING DATA	0.0	0.0	3.0	0.0	0.0	0.0	0.0
50 FACILITY SURVEY	0.0	0.0	5.5	0.0	0.0	0.0	0.0
48 SURVEY REPORT, PART IN VALDEZ	1.0	0.0	6.0	2.0	0.0	3.0	0.0
44 PROJECT MGMT.	0.5	1.0	1.0	0.0	0.0	0.0	0.0
Hour Totals:	1.5	1.0	18.0	4.5	0.0	3.0	0.0
Billing Rate:	\$184.00	\$103.00	\$165.00	\$247.50	\$144.00	\$144.00	\$77.00
Wage Subtotals:	\$276	\$103	\$2,970	\$1,114	\$0	\$432	\$0

LABOR COSTS:

DIRECT LABOR SUBTOTAL:

\$4,895

DIRECT COSTS:

PHOTOGRAPHY:

\$15

REPROGRAPHICS:

\$20

COURIER (NONE, ELECTRONIC):

\$0

EQUIPMENT (XRF LEAD ANALYZER, DAYS):

1.0 @ \$155/DAY

\$155

SURVEY CONSUMABLES:

\$10

SAMPLE SHIPPING:

1 @ \$35 EACH

\$35

DIRECT COST SUBTOTAL:

\$235

DIRECT COST MARK UP @

10.00% =

\$24

LABORATORY COSTS:

ASB. BULK PLM EPA 600/R93/116, 3 DAY

35 @ \$8.00/LAYER

\$280

ASB. BULK ROOF PLM EPA 600, 3 DAY

20 @ \$12.00/LAYER

\$240

ASB. MICROVAC DUST ASTM D5756, 5 DAY

0 @ \$150/SAMPLE

\$0

Pb PAINT/SOIL/DUST SW 846-7000B:7420, 5 DAY

0 @ \$5.45/SAMPLE

\$0

Pb TCLP SW 846-1311, 5 DAY

0 @ \$56/SAMPLE

\$0

PCB BULK CAULK/CONC/PAINT SW846, 1 WK

0 @ \$174/SAMPLE

\$0

PCB AIR NIOSH 5503, MODIFIED, 1 WEEK

0 @ \$361/SAMPLE

\$0

PCB WIPE/SOIL EPA SW-846 3550C/8082A, 1 WK

0 @ \$156/SAMPLE

\$0

LABORATORY COST SUBTOTAL:

\$520

LABORATORY COST MARK UP @

20.00% =

\$104

TRANSPORTATION COSTS:

AIRFARE:

\$350

TAXI (NONE) W-DESIGN TEAM:

\$0

AIRPORT PARKING (1 DAYS @ \$16/DAY):

\$16

LODGING (NONE):

\$0

MEALS (1 DAYS @ \$50/DAY):

\$50

MILEAGE @ =

\$0.585

45 miles

\$26

TRANSPORTATION COST SUBTOTAL:

\$442

TOTAL COSTS, THIS SHEET:**\$6,220********* PROPOSAL IS VALID FOR 90 DAYS FROM DATE OF SUBMITTAL *******

EHS - Alaska, Inc.**REVISED DATE:** NA**FILENAME:** P22-017 HERMON HUTCHENS ES ROOF, DOORS, SIDING.XLSX**ORIGINAL DATE:** 03/21/22**PROJECT:** HERMON HUTCHENS ELEMENTARY SCHOOL ROOF, DOORS, AND SIDING REPLACEMENT**CONTACT:** BDS ARCHITECTS, VICTOR VALENTE, AIA, A4LE, LEED AP, PRINCIPAL**AUTHOR:** ROBERT FRENCH**ASSIGNMENT:** SURVEY, DESIGN, BID & CA SERVICES**35% DESIGN**

CODE \ TASK	PRIN	CM	IH/SPM	PM-1	PM-2	CAD	ADMIN
48 DESIGN ANALYSIS (NONE)	0.0	0.0	0.0	0.0	0.0	0.0	0.0
52 SPEC TABLE OF CONTENTS	0.0	0.0	0.5	0.0	0.0	0.0	0.0
32 DESIGN & DRAWINGS	0.5	0.0	8.0	0.0	0.0	10.0	0.0
41 TELEPHONIC MEETING	0.0	0.0	1.0	0.0	0.0	0.0	0.0
28 PRELIMINARY QUANTITIES	0.0	0.0	2.0	0.0	0.0	1.0	0.0
54 REVIEW COMMENTS	0.5	0.0	1.5	0.0	0.0	0.0	0.0
46 QA/QC	1.0	0.0	1.0	0.0	0.0	0.0	0.0
44 PROJECT MGMT.	1.0	1.0	2.0	0.0	0.0	0.0	0.0
Hour Totals:	3.0	1.0	16.0	0.0	0.0	11.0	0.0
Billing Rate:	\$184.00	\$103.00	\$165.00	\$144.00	\$144.00	\$144.00	\$77.00
Wage Subtotals:	\$552	\$103	\$2,640	\$0	\$0	\$1,584	\$0

LABOR COSTS:

DIRECT LABOR SUBTOTAL:

\$4,879

DIRECT COSTS:

REPROGRAPHICS:

\$10

COURIER (NONE, ELECTRONIC):

\$0

CAD PLOTTING (NONE, ELECTRONIC):

\$0

DIRECT COST SUBTOTAL:

\$10

DIRECT COST MARK UP @

10.00% =

\$1

MILEAGE @ =

\$0.585

0 miles

\$0

TOTAL COSTS, THIS SHEET:**\$4,890**

***** PROPOSAL IS VALID FOR 90 DAYS FROM DATE OF SUBMITTAL *****

EHS - Alaska, Inc.**REVISED DATE:** NA**FILENAME:** P22-017 HERMON HUTCHENS ES ROOF, DOORS, SIDING.XLSX**ORIGINAL DATE:** 03/21/22**PROJECT:** HERMON HUTCHENS ELEMENTARY SCHOOL ROOF, DOORS, AND SIDING REPLACEMENT**CONTACT:** BDS ARCHITECTS, VICTOR VALENTE, AIA, A4LE, LEED AP, PRINCIPAL**AUTHOR:** ROBERT FRENCH**ASSIGNMENT:** SURVEY, DESIGN, BID & CA SERVICES**65% DESIGN**

CODE \ TASK	PRIN	CM	IH/SPM	PM-1	PM-2	CAD	ADMIN
48 DESIGN ANALYSIS (NONE)	0.0	0.0	0.0	0.0	0.0	0.0	0.0
52 SPECIFICATIONS	1.0	0.0	6.0	0.0	0.0	0.0	0.0
32 DESIGN & DRAWINGS	1.0	0.0	6.0	0.0	0.0	8.0	0.0
41 TELEPHONIC MEETING	0.0	0.0	1.5	0.0	0.0	0.0	0.0
28 QUANTITY ESTIMATE	0.0	0.0	2.0	0.0	0.0	1.0	0.0
54 REVIEW COMMENTS	0.5	0.0	1.5	0.0	0.0	0.0	0.0
41 TELEPHONIC REVIEW MEETING	0.0	0.0	2.0	0.0	0.0	0.0	0.0
46 QA/QC	1.0	0.0	1.0	0.0	0.0	0.0	0.0
44 PROJECT MGMT.	1.0	1.0	2.0	0.0	0.0	0.0	0.0
Hour Totals:	4.5	1.0	22.0	0.0	0.0	9.0	0.0
Billing Rate:	\$184.00	\$103.00	\$165.00	\$144.00	\$144.00	\$144.00	\$77.00
Wage Subtotals:	\$828	\$103	\$3,630	\$0	\$0	\$1,296	\$0

LABOR COSTS:

DIRECT LABOR SUBTOTAL:

\$5,857

DIRECT COSTS:

REPROGRAPHICS:

\$10

COURIER (NONE, ELECTRONIC):

\$0

CAD PLOTTING (NONE, ELECTRONIC):

\$0

DIRECT COST SUBTOTAL:

\$10

DIRECT COST MARK UP @

10.00% =

\$1

MILEAGE @ =

\$0.585

0 miles

\$0

TOTAL COSTS, THIS SHEET:**\$5,868**

***** PROPOSAL IS VALID FOR 90 DAYS FROM DATE OF SUBMITTAL *****

EHS - Alaska, Inc.**REVISED DATE:** NA**FILENAME:** P22-017 HERMON HUTCHENS ES ROOF, DOORS, SIDING.XLSX**ORIGINAL DATE:** 03/21/22**PROJECT:** HERMON HUTCHENS ELEMENTARY SCHOOL ROOF, DOORS, AND SIDING REPLACEMENT**CONTACT:** BDS ARCHITECTS, VICTOR VALENTE, AIA, A4LE, LEED AP, PRINCIPAL**AUTHOR:** ROBERT FRENCH**ASSIGNMENT:** SURVEY, DESIGN, BID & CA SERVICES**95% DESIGN**

CODE \ TASK	PRIN	CM	IH/SPM	PM-1	PM-2	CAD	ADMIN
48 DESIGN ANALYSIS (NONE)	0.0	0.0	0.0	0.0	0.0	0.0	0.0
52 SPECIFICATIONS	0.5	0.0	1.5	0.0	0.0	0.0	0.0
32 DESIGN & DRAWINGS	1.0	0.0	4.0	0.0	0.0	4.0	0.0
41 TELEPHONIC MEETING	0.0	0.0	1.5	0.0	0.0	0.0	0.0
28 QUANTITY ESTIMATE	0.0	0.0	0.5	0.0	0.0	0.5	0.0
54 REVIEW COMMENTS	0.0	0.0	0.5	0.0	0.0	0.0	0.0
46 QA/QC	0.5	0.0	1.0	0.0	0.0	0.0	0.0
44 PROJECT MGMT.	0.5	1.0	1.0	0.0	0.0	0.0	0.0
Hour Totals:	2.5	1.0	10.0	0.0	0.0	4.5	0.0
Billing Rate:	\$184.00	\$103.00	\$165.00	\$144.00	\$144.00	\$144.00	\$77.00
Wage Subtotals:	\$460	\$103	\$1,650	\$0	\$0	\$648	\$0

LABOR COSTS:

DIRECT LABOR SUBTOTAL:

\$2,861

DIRECT COSTS:

REPROGRAPHICS:

\$10

COURIER (NONE, ELECTRONIC):

\$0

CAD PLOTTING (NONE, ELECTRONIC):

\$0

DIRECT COST SUBTOTAL:

\$10

DIRECT COST MARK UP @

10.00% =

\$1

MILEAGE @ =

\$0.585

0 miles

\$0

TOTAL COSTS, THIS SHEET:**\$2,872**

***** PROPOSAL IS VALID FOR 90 DAYS FROM DATE OF SUBMITTAL *****

EHS - Alaska, Inc.**REVISED DATE:** NA**FILENAME:** P22-017 HERMON HUTCHENS ES ROOF, DOORS, SIDING.XLSX**ORIGINAL DATE:** 03/21/22**PROJECT:** HERMON HUTCHENS ELEMENTARY SCHOOL ROOF, DOORS, AND SIDING REPLACEMENT**CONTACT:** BDS ARCHITECTS, VICTOR VALENTE, AIA, A4LE, LEED AP, PRINCIPAL**AUTHOR:** ROBERT FRENCH**ASSIGNMENT:** SURVEY, DESIGN, BID & CA SERVICES**100% BID DOCUMENTS**

CODE \ TASK	PRIN	CM	IH/SPM	PM-1	PM-2	CAD	ADMIN
48 DESIGN ANALYSIS (NONE)	0.0	0.0	0.0	0.0	0.0	0.0	0.0
52 SPECIFICATIONS	0.5	0.0	0.5	0.0	0.0	0.0	0.0
32 DESIGN & DRAWINGS	0.5	0.0	2.0	0.0	0.0	3.0	0.0
41 TELEPHONIC MEETING	0.0	0.0	1.0	0.0	0.0	0.0	0.0
28 QUANTITY ESTIMATE	0.0	0.0	0.5	0.0	0.0	0.0	0.0
54 REVIEW COMMENTS	0.0	0.0	0.5	0.0	0.0	0.0	0.0
46 QA/QC	1.0	0.0	0.0	0.0	0.0	0.0	0.0
44 PROJECT MGMT.	0.0	1.0	1.0	0.0	0.0	0.0	0.0
Hour Totals:	2.0	1.0	5.5	0.0	0.0	3.0	0.0
Billing Rate:	\$184.00	\$103.00	\$165.00	\$144.00	\$144.00	\$144.00	\$77.00
Wage Subtotals:	\$368	\$103	\$908	\$0	\$0	\$432	\$0

LABOR COSTS:

DIRECT LABOR SUBTOTAL:

\$1,811

DIRECT COSTS:

REPROGRAPHICS:

\$10

COURIER (NONE, ELECTRONIC):

\$0

CAD PLOTTING (NONE, ELECTRONIC):

\$0

DIRECT COST SUBTOTAL:

\$10

DIRECT COST MARK UP @

10.00% =

\$1

MILEAGE @ =

\$0.585

0 miles

\$0

TOTAL COSTS, THIS SHEET:**\$1,822**

***** PROPOSAL IS VALID FOR 90 DAYS FROM DATE OF SUBMITTAL *****

EHS - Alaska, Inc.**REVISED DATE:** NA**FILENAME:** P22-017 HERMON HUTCHENS ES ROOF, DOORS, SIDING.XLSX**ORIGINAL DATE:** 03/21/22**PROJECT:** HERMON HUTCHENS ELEMENTARY SCHOOL ROOF, DOORS, AND SIDING REPLACEMENT**CONTACT:** BDS ARCHITECTS, VICTOR VALENTE, AIA, A4LE, LEED AP, PRINCIPAL**AUTHOR:** ROBERT FRENCH**ASSIGNMENT:** SURVEY, DESIGN, BID & CA SERVICES**BID & PERMITTING SERVICES, T&M NTE**

CODE \ TASK	PRIN	CM	IH/SPM	PM-1	PM-2	CAD	ADMIN
41 TELEPHONIC PRE-BID MEETING	0.0	0.0	1.5	0.0	0.0	0.0	0.0
32 DRAWING REVISIONS	0.5	0.0	1.5	0.0	0.0	2.0	0.0
52 ADDENDA	0.5	0.0	1.0	0.0	0.0	0.0	0.0
32 CONFORMED DRAWINGS	0.5	0.0	1.5	0.0	0.0	1.5	0.0
44 PROJECT MGMT.	0.0	0.5	1.0	0.0	0.0	0.0	0.0

Hour Totals:	1.5	0.5	6.5	0.0	0.0	3.5	0.0
Billing Rate:	\$184.00	\$103.00	\$165.00	\$144.00	\$144.00	\$144.00	\$77.00
Wage Subtotals:	\$276	\$52	\$1,073	\$0	\$0	\$504	\$0

LABOR COSTS:

DIRECT LABOR SUBTOTAL: \$1,904

DIRECT COSTS:

REPROGRAPHICS: \$10

COURIER (NONE, ELECTRONIC): \$0

CAD PLOTTING (NONE, ELECTRONIC): \$0

DIRECT COST SUBTOTAL: \$10

DIRECT COST MARK UP @ 10.00% = \$1

MILEAGE @ = \$0.585 0 miles \$0

TOTAL COSTS, THIS SHEET: \$1,915

***** PROPOSAL IS VALID FOR 90 DAYS FROM DATE OF SUBMITTAL *****

EHS - Alaska, Inc.**REVISED DATE:** NA**FILENAME:** P22-017 HERMON HUTCHENS ES ROOF, DOORS, SIDING.XLSX**ORIGINAL DATE:** 03/21/22**PROJECT:** HERMON HUTCHENS ELEMENTARY SCHOOL ROOF, DOORS, AND SIDING REPLACEMENT**CONTACT:** BDS ARCHITECTS, VICTOR VALENTE, AIA, A4LE, LEED AP, PRINCIPAL**AUTHOR:** ROBERT FRENCH**ASSIGNMENT:** SURVEY, DESIGN, BID & CA SERVICES**CONSTRUCTION PHASE SERVICES, T&M NTE**

CODE \ TASK	PRIN	CM	IH/SPM	PM-1	PM-2	CAD	ADMIN
26 CONSTR. ADMIN.	1.0	0.0	2.0	0.0	0.0	0.0	0.0
41 TELEPHONIC PRE-CONST. MEETING	0.0	0.0	1.0	0.0	0.0	0.0	0.0
54 WORK PLAN SUBM. REVIEW	1.5	0.0	8.0	2.0	0.0	0.0	0.0
50 ENVIR. MONITORING (NONE)	0.0	0.0	0.0	0.0	0.0	0.0	0.0
54 REVIEW CONTR. AIR MON.	0.0	0.0	3.0	0.0	0.0	0.0	0.0
50 CLEARANCE TESTING (NONE)	0.0	0.0	0.0	0.0	0.0	0.0	0.0
50 VISUAL INSPECTION (NONE)	0.0	0.0	0.0	0.0	0.0	0.0	0.0
54 FINAL SUBMITTAL REVIEW	1.5	0.0	6.0	2.0	0.0	0.0	0.0
48 RESPONSE ACTION REPORT	1.0	0.0	5.0	0.0	0.0	0.0	0.0
44 PROJECT MGMT.	1.0	1.0	2.0	0.0	0.0	0.0	0.0

Hour Totals:	6.0	1.0	27.0	4.0	0.0	0.0	0.0
Billing Rate:	\$184.00	\$103.00	\$165.00	\$144.00	\$144.00	\$144.00	\$77.00
Wage Subtotals:	\$1,104	\$103	\$4,455	\$576	\$0	\$0	\$0

LABOR COSTS:**LABOR SUBTOTAL:**

\$6,238

DIRECT COSTS:**REPROGRAPHICS:**

\$10

EQUIP. (HI-FLO BATTERY AIR PUMP, DAYS):

0.0 @ \$20/DAY

\$0

EQUIP. (ELEC. AIR PUMP, DAYS):

0.0 @ \$20/DAY

\$0

COURIER (NONE, ELECTRONIC):

\$0

CAD PLOTTING (NONE, ELECTRONIC):

\$0

SAMPLE SHIPPING:

0 @ \$35 EACH

\$0

TESTING CONSUMABLES:

\$0

DIRECT COST SUBTOTAL:

\$10

DIRECT COST MARK UP @

10.00% =

\$1

LABORATORY COSTS:

ASB. AIR PCM 7400 LOCAL CLEAR. RUSH, 6 HR

0 @ \$22.50/SAMPLE

\$0

ASB. AIR PCM 7400 OUTSIDE, 1 DAY

0 @ \$9/SAMPLE

\$0

ASB. AIR TEM AHERA CLEAR. RUSH, 6 HR

0 @ \$81/SAMPLE

\$0

Pb PAINT/SOIL/DUST SW 846-7000B:7420 12 HR

0 @ \$12/SAMPLE

\$0

LABORATORY COST SUBTOTAL:

\$0

LABORATORY COST MARK UP @

20.00% =

\$0

TRANSPORTATION COSTS:

MILEAGE @ =

\$0.585

0 miles

\$0

TRANSPORTATION COST SUBTOTAL:

\$0

TOTAL COSTS, THIS SHEET:

\$6,249

******* PROPOSAL IS VALID FOR 90 DAYS FROM DATE OF SUBMITTAL *******

EHS - Alaska, Inc.**REVISED DATE:** NA**FILENAME:** P22-017 HERMON HUTCHENS ES ROOF, DOORS, SIDING.XLSX**ORIGINAL DATE:** 03/21/22**PROJECT:** HERMON HUTCHENS ELEMENTARY SCHOOL ROOF, DOORS, AND SIDING REPLACEMENT**CONTACT:** BDS ARCHITECTS, VICTOR VALENTE, AIA, A4LE, LEED AP, PRINCIPAL**AUTHOR:** ROBERT FRENCH **ASSIGNMENT:** SURVEY, DESIGN, BID & CA SERVICES**RECORD DRAWINGS**

CODE \ TASK	PRIN	CM	IH/SPM	PM-1	PM-2	CAD	ADMIN
44 FINAL DRAWING COORDINATION	0.0	0.0	0.5	0.0	0.0	0.0	0.0
32 RECORD DRAWINGS	0.5	0.0	1.0	0.0	0.0	1.5	0.0
44 PROJECT MGMT.	0.5	0.5	0.5	0.0	0.0	0.0	0.0
Hour Totals:	1.0	0.5	2.0	0.0	0.0	1.5	0.0
Billing Rate:	\$184.00	\$103.00	\$165.00	\$144.00	\$144.00	\$144.00	\$77.00
Wage Subtotals:	\$184	\$52	\$330	\$0	\$0	\$216	\$0

LABOR COSTS:

DIRECT LABOR SUBTOTAL: \$782

DIRECT COSTS:

REPROGRAPHICS: \$10

COURIER (NONE, ELECTRONIC): \$0

CAD PLOTTING (NONE, ELECTRONIC): \$0

DIRECT COST SUBTOTAL: \$10

DIRECT COST MARK UP @ 10.00% = \$1

MILEAGE @ = \$0.585 0 miles \$0

TOTAL COSTS, THIS SHEET: \$793

***** PROPOSAL IS VALID FOR 90 DAYS FROM DATE OF SUBMITTAL *****



March 17, 2022

Victor Valenote
BDS Architects
3330 C Street, Suite 200
Anchorage, AK 99503

Re: COV HHES Roof, Doors, and Siding Replacement
Fee Proposal

Victor,

We can provide you with cost estimating services for this project for the fees, outlined below. We have based our fee on the SOW outlined in your email of 10MARCH22.

Please Allow 2 weeks for us to develop a draft for your review at each submittal.

Item	Admin		Estimator		Sr Estimator		Fixed Fee	
	Rate	\$99.00		\$84.00		\$155.00	Totals	
Construction Cost Estimating								
35% Design Level	1	\$99	20	\$1,680	28	\$4,340	49	\$6,119
65% Design Level	1	\$99	24	\$2,016	40	\$6,200	65	\$8,315
95% Design Level	1	\$99	24	\$2,016	40	\$6,200	65	\$8,315
Project Totals	3	\$297	68	\$5,712	108	\$16,740	179	\$22,749

Sincerely,

A handwritten signature in black ink, appearing to read 'Jay Lavoie'.

Jay Lavoie
President