

September 13, 2017

Ms. Angela Jangula, Superintendent
Canon Elementary School District #50
34630 School Loop Rd.
Black Canyon City, AZ 85324

RE: Canon Elementary School District #50
34630 School Loop Rd.
Black Canyon City, AZ 85324
Gymnasium Bldg. – SFB 1002 - Roof
Classroom Bldg. – SFB 1004 – Roof

Proposal for: **Roof Assessment**

Dear Ms. Jangula,

We appreciate the recent opportunity you gave us to meet with you and your team to discuss the overall scope of this project. **bo ARCH L.L.C.** brings 29 years of Arizona public works professional expertise to your project. Here within is our proposal for professional services associated with the above mentioned project.

Executive Summary

A pre-inspection of the roofs of School Buildings No. 1002 (the Gymnasium) and No. 1004 (the K-8 Classroom Building) was performed on August 4, 2017. Photos are attached. See attached site map which also identifies any excluded SF and the years the buildings were built.

The Gymnasium roof is a low slope SPF. It was installed in 1989 and has been repaired on numerous occasions. It is in extremely poor condition and has active leaks as evidenced by the stains on the ceiling below. The roof is currently out of warranty.

The Classroom building roof is approximately one half low slope SPF roof and one half medium slope asphalt composition shingles. Both halves were installed in 2001. The low slope roof has been repaired on numerous occasions. It has active leaks as evidenced by the stains on the ceilings and walls below.

Our initial visual observation warrants a request for a full roofing assessment.

Scope of Work

Preparation of a written **Assessment Report** on the condition of the **Roofing**.

Exclusions to this Agreement include, but are not limited to:

Development of Owner Contractor Contract
Development of Owner front End Documents
Extraordinary services required by any entity after execution of contract
Architecture and Engineering Design and CA Services
Asbestos Testing
Drainage Assessment
Geotechnical Investigations

Scope of Assessment Services/Fee Proposal: Lump Sum fee \$3,787

We are prepared to offer our professional services, on a Lump Sum fee in the amount of \$3,787 (three thousand, seven hundred eighty seven dollars). Our Scope of services and breakdown of fees is further delineated in the respective sub consultant proposals and summarized as follows:

Scope of Services is limited to the following delineated items as applicable:	
<p>1. Licensed Architect Roof Assessment/Report: 30 hrs. @ \$123.75/hr.</p> <ul style="list-style-type: none"> • Assessment of various roofing systems and components. Core samples and condition assessment of roof penetrations, scuppers, roof drains, roof coatings, coping, flashing and mechanical curbs. • Visual inspection of exterior parapet assemblies above roof line, inclusive of parapet coping, back side of parapet waterproofing, Visual inspection of eaves and gutter system, downspouts and building drainage. Review of ancillary roof mounted components: electrical conduits, painted components, ductwork, roof ladders and gas lines. • Review of code required overflow scuppers, R-value and roof vents. • Preparation of written report delineating all roof findings with recommendations. • Cost Estimator preparation of Preliminary Budget utilizing costs from RSMMeans and local sub-contractors. • 	\$ 3,712
<p>2. Reimbursable expenses as outlined below</p> <ul style="list-style-type: none"> • Mileage shall be charged at current State Rates at \$0.405/mile. Sub Consultants fees shall be compensated at cost plus 10%. 	\$ 75
	\$ 3,787

Reimbursable Expenses Allowance:

Reimbursable Expenses directly attributable to the performance of work for this project such as PLOTTING, PRINTING, REPROGRAPHICS, DELIVERIES, POSTAGE, etc. shall be compensated on a Cost plus 10% basis in addition to Fees. Mileage shall be charged at current State Rates at \$0.405/mile. Sub Consultants fees shall be compensated at cost plus 10%. In house plotting shall be compensated at \$1.00/SF

Supplemental Services:

With Prior Approval by the District, Supplemental Services by bo ARCH shall be compensated at our standard Office rates, per the attached.

- Any deviation in the primary Scope of work outlined above
- Supplemental Field visits outside of delineated scope at \$XXXXX per trip plus mileage and travel time. Mileage shall be charged at current State Rates at \$0.405/mile.

We are confident that bo ARCH L.L.C. can render all required services in their entirety to your satisfaction, upon receipt of a purchase order number we can commence with our services. Our services can be procured using our Mohave ECS Agreement, with stipulated hourly rates as delineated in Contract No. 13Q-boarch-1209.

Feel free to contact me should you need further clarification or have any questions. We look forward to working with you on this project.

Sincerely,
bo ARCH L. L. C.



David A Bosak Sr., AIA, LEED AP
Managing Partner

Director of Program/Construction Management | Principal Architect
AZ State Board of Technical Registration No. 33610

Agreement for Services Accepted by:

Should the terms of this Agreement meet with your approval, please indicate by signing below and return one signed copy to our office at your earliest convenience.

Acceptance: _____ Dated _____
Angela Jangula, Superintendent
Canon Elementary School District

Attachments: Site Map with Excluded SF
Pre-inspection Photos
Consultant Proposals
Standard Terms and Conditions

c SFB Liaison

Standard Terms and Conditions

These Terms of Agreement attached to and made a part of the Letter Agreement, made between **Named School District (CLIENT) and bo ARCH L.L.C.**, providing Professional Services.

Standard Personnel Rates: *Effective thru December 31, 2017*

<u>General Classification</u>	<u>Mohave Rate</u>
Sr. Cost Estimator	\$123.75/Hour
Administrative Personnel	\$54.45/Hour

<u>PM/CM Classification</u>	<u>Mohave Rate</u>
K-12 Principal-in-Charge	\$138.60/Hour
Sr. Project/Construction Manager	\$123.75/Hour
Project Manager	\$113.85/Hour
Assistant Construction Manager/Sr. Inspector	\$103.95/Hour
Construction Administrator	\$74.25/Hour

<u>Architecture Classification</u>	<u>Rate</u>
Principal Architect	\$155.00/Hour
Project Architect	\$125.00/Hour
Job Captain	\$95.00/Hour

Premium Charge: Overtime work 6 p. m to 6 a. m., Saturday, Sunday, National Holidays: Hourly Rate times a multiplier of 1.50.

Invoicing

bo ARCH shall invoice its time and Reimbursable Expenses monthly. Payments that are unpaid for more than sixty (60) days from the date of invoice shall bear interest at the rate of one and one half percent (1 1/2%) per month.

Owner's Responsibilities

The Owner shall provide full information, including a program which sets forth the Owner's objectives, schedule, constraints, and budget with reasonable contingencies and criteria. The Owner shall also furnish any reports, tests, surveys, inspections or other documentation or information or consultants reasonably requested by bo ARCH. All the foregoing shall be furnished at the Owner's expense and bo ARCH shall be entitled to rely upon the accuracy and completeness thereof.

Dispute Resolution:

Initial Dispute Resolution: All disputes, including claims and counterclaims, shall be resolved by mediation, followed by, if necessary, binding arbitration in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association.

Note on Demand: A written demand for arbitration shall be filed with the American Arbitration Association and the other party to this Agreement within a reasonable time after the dispute or claim has arisen, but in no event after the applicable statute of limitations for a legal or equitable proceeding would have run.

Award: The arbitration award shall be final. Judgment upon the award may be confirmed in any court having jurisdiction. Work Continuance and Payment: Unless otherwise agreed in writing, bo ARCH shall continue to perform under this Agreement during any arbitration proceedings. If bo ARCH continues to perform, the Company shall continue to make payments in accordance with this Agreement.

Multiparty Proceedings: The parties agree that all parties necessary to resolve a claim shall be parties to the same arbitration proceeding. Appropriate provisions shall be included in all other contracts relating to the Project to provide

for the consolidation of arbitrations.

Cost of Dispute Resolution: The prevailing party in any dispute arising out of or relating to the Agreement or its breach that is resolved by arbitration or litigation shall be entitled to recover from the other party reasonable attorneys' fee, costs and expenses incurred by the prevailing party in connection with such arbitrations or litigation.

Legal Costs

Should any legal proceeding be commenced between the parties to this Contract seeking to enforce any of its provisions, including, but not limited to, fee provisions, the prevailing party in such proceeding shall be entitled, in addition to such other relief as may be granted, to a reasonable sum for attorneys' fees which shall be determined by the court or forum in such proceeding or in separate action brought for that purpose. For purposes of this provision, "prevailing party" shall include a party which dismisses an action for recovery hereunder in exchange for payment of the sum allegedly due, performance of covenants allegedly breached or consideration substantially equal to the relief sought in the action or proceeding.

bo ARCH's Indemnification:

The Owner agrees to indemnify, defend, and hold bo ARCH harmless from and against any and all claims, liabilities, suits, demands, losses, costs and expense, including reasonable attorneys' fees and all legal expenses and fees incurred on an appeal and all interest thereon, accruing or resulting to any and all persons, firms or any other legal entities, on account of any damage to property or persons, including death, arising out of the performance or non-performance of obligations under this Contract, provided that any such claim, damages, loss or expenses is caused in whole or in part by the negligent act, omission and / or strict liability of the Client, and anyone directly or indirectly employed by the Client (except to the extent bo ARCH is found to be liable for such damages or losses by a court of forum of the competent jurisdiction), or anyone for whose acts of them may be liable.

Project Suspension

If the Project is suspended by the Owner for more than thirty (30) consecutive days bo ARCH shall be compensated for services performed prior to the notice of such suspension. When the Project is resumed bo ARCH's compensation shall be equitably adjusted to provide for expenses incurred in the interruption and resumption of bo ARCH services.

Risk Allocation:

In recognition of the relative risks and benefits of the project to both the Owner and bo ARCH, the risks have been allocated such that the Owner agrees, to the fullest extent permitted by law, to limit the liability of bo ARCH and his sub-consultants to the Owner and to all construction contractors and subcontractors on the project for any and all claims, losses, costs, damages of any nature whatsoever or claims expenses from any cause or causes, so that the total aggregate liability of bo ARCH and his or her sub-consultants to all those named shall not exceed \$1,000,000.00 for services rendered on this project. Such claims and causes include, but are not limited to negligence, professional errors or omissions, strict liability, breach of contractor warranty.

Termination of Services:

This Agreement may be terminated by the Client or bo ARCH L. L. C. upon not less than seven (7) days written notice should the other fail substantially to perform its obligations hereunder through no fault of the party initiating the termination. In the event of termination, the Client shall pay bo ARCH for all services rendered to the date of the termination, all reimbursable expenses, and reasonable termination expenses.

Ownership of Documents

The Drawings and other documents, as instruments of service, are and shall remain the property of bo ARCH. They shall not be used on other projects or as the basis for drawings by others without written authorization from bo ARCH. Such authorization shall not be unreasonably withheld by bo ARCH. If authorization is granted by bo ARCH, bo ARCH shall reserve the right to require the Owner to pay a reasonable sum of Reuse Fee, and upon receipt of such fee, bo ARCH shall provide the Owner an electronic file of the Drawings.

CANON ELEMENTARY SCHOOL

19630 E. School Loop Road, Black Canyon City, AZ 85324



<u>School:</u> Canon Elementary School 19630 E. School Loop Road, Black Canyon City, AZ 85324				<u>CTDS:</u> 130350101					
Building No.	Building Description	Building Use	Year Built	Grades Served	Gross Area	Gross Excluded	Net Area	Int Cord	SFB Fund
1001	Annex	Speech/ Storage/ Classrooms	1982	E, M	4,315	0	4,315	N	N
1002	Gymnasium	Gymnasium	1989	E, M	13,823	0	13,823	N	N
1003	Mobile	District Office	1985	E, M	1,440	1,440	0	N	N
1004	K-8 School	Classrooms	2001	E, M	18,652	0	18,652	Y	Y
Totals:					38,230	1,440	36,790	1	



Roofing Pre-Assessment

Campus: Canon K-8 Elementary School

Buildings No: SFB 1002 and 1004 – Gym & Classroom Bldg.s

A R C H

Address: 34630 School Loop Rd.,
Black Canyon City, AZ 85552

Date on Site: August 4, 2017

Prepared by: Claire Clark

Observation Photos:

