

12/9/2019



Christy Riddle
Payroll/AP Clerk
Fredonia-Moccasin USD
PO Box 247
Fredonia, AZ 86022

PARTNERS
Robert L. Pian, AIA, NCARB
William R. Pittenger, RA, CSI
Mark A. Davenport, AIA, LEED AP BD+C

ASSOCIATES
Richard K. Begay Jr., AIA
Neil L. Pieratt, RA, LEED AP BD+C

**RE: Fredonia-Moccasin USD
High School New Mechanical – Construction Administration
SPS+ Architects Fee Proposal – Additional Services**

Dear Ms. Riddle,

SPS+ Architects is pleased to present our fee proposal to provide Construction Administrative services for the project above. We understand this will be an SFB funded project using Building Renewal Grants.

Scope of Work

SPS+ Architects understands the scope of work is to replace Four (4) existing roof top mounted evaporative coolers at the High School Shop Building. The District would like to utilize Four (4) Gas Pack HVAC units and move away from the high maintenance of the evaporative coolers.

1. Construction Administration: Architectural/Engineering services include but are not limited to: Contractor's RFI response, supplemental information, shop drawing review, submittal review, pay application processing, closeout document review and project closeout. Includes one site visits for the mechanical engineer to visit the site and review the mechanical installation. Includes one site visit for the electrical engineer to visit the site and review the electrical installation. Architect site visits will be covered under the roofing project site visits. Additional visits are available upon request for an additional fee.

Proposed Fee

SPS+ Architects' proposed fee to complete the Construction phase services and the proposed work is outlined below:

Architect	1,500.00
Structural	600.00
Mechanical	1,350.00
Electrical	<u>500.00</u>
Total Construction Administration	\$3,950.00

Consultant Trip cost 2 @ 2,000.00 ea = \$4,000.00

Total Fee **\$7,950.00**

1. Payment terms:
 - a. SPS will invoice monthly on a percent complete basis.
 - b. Payment terms - net 30 days.
 - c. Additional services and items approved by Client will be billed according to the hourly rates listed in Attachment A.
 - d. This proposal is valid for ninety days. After ninety days, please contact us for possible revisions.

Exclusions

The following items have been excluded from the scope of work and or fee. Items below may be added as an additional service. Additional service beyond items indicated below may be added per the Architects fee schedule here attached.

1. NESHAP report for asbestos or lead testing containing materials.
2. Providing design services for extensive change orders beyond original scope and construction change directives during the construction process.
3. Provide extensive drawings to evaluate different systems costs.
4. Providing any services beyond customary Architectural Services and as outlined within this proposal.
5. Payment for building permits, fees, and any construction related permits and fees.
6. Special inspections.
7. Trips beyond what is noted in this proposal.
8. Phased construction.

Please review this proposal and let me know if any modifications are needed. If this proposal meets your acceptance, please provide the necessary approvals and purchase order.

We are genuinely looking forward to working with you and Fredonia-Moccasin USD on this project. Please let me know if you have any comments regarding our proposal.

Sincerely
SPS+ ARCHITECTS LLP



William R. Pittenger RA CSI
Partner

cc: Kathy Bullock
Attachments: Attachment A: SPS+ Architects Hourly Rates

2019 Hourly Rates & Fees



ROLE	RATE	DESCRIPTION
Principal Architect	\$195	Licensed Architect/Project Principal in charge, oversees QA/ QC process; establishes design standards and oversees design department/firm, ultimate decision maker for the firm. Minimal anticipated billable project hours.
Specialist	\$185	Specialty skills and knowledge including but not limited to; acoustics, facility investigations, legal expert, master planning, project management.
Project Manager	\$155	Administers and supports programming, design, and construction document preparation; specifications; coordinates with clients and consultants, manages projects. Under the supervision of the firm principal. Coordinates all project efforts in order to ensure effective execution, prepare strategic plans and serves as client liaison. Actively manages client budgets, schedules and manages project communications and documentation, office administrative tasks and project team assignments.
Registered Design Architect	\$135	Licensed Architect; minimum 6 years experience; performs planning, programming, design, and construction document preparation; writes specifications; prepares presentation and design drawings in both sketch and computer modeling formats. Under the supervision of the firm Project Manager.
Non-Registered Design Architect	\$125	Has a degree in Architecture; performs planning, programming, design, and construction document preparation; writes specifications. Under the supervision of the firm Project Manager.
Job Captain/ Designer	\$115	Minimum 5 years experience with expertise in Architectural practice, manages and coordinates CADD technicians assigned to the project; performs routine design work. Under the supervision of the firm Project Manager.
Revit Specialist/ Graphic Designer	\$105	Modeling of building, provides 3D preparations, prepares exterior and interior color renderings prepares presentation boards, assists clients with signage, promotional and presentation materials. Reports to Registered Design Architect
Construction Services	\$105	Experience in vertical construction and construction document interpretation; performs site visits at key times of construction to assess contractors progress and interprets and enforces construction documents; checks shop drawings; reviews RFI, submittals, may provide full Construction Administration services upon request.
Draftsperson	\$95	Performs routine drafting assignments. CAD specialist, drafting, design, prepares plan sheets and layouts, performs rendering as needed/requested.
Intern	\$85	Provides support to the architects/interior designers/project manager in the design, selection, coordination, and detailing of architectural & interiors materials and systems.
Clerical	\$75	Support office functions (supplies, filing, typing, and record keeping), provides administrative assistance and helps manage the day-to-day operations of firm.
Percent markup for Sub-consultants	20%	Mark up for exclusively consultant services. (Percentage waived when the consultant services are less than SPS+ services)
Percent markup for Reimbursable Items	20%	Mark up when solely reimbursable expenses (printing, lodging, meals, mileage per business IRS guidelines)