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Community Consolidated School District 15

Joseph M. Kiszka Educational Service Center
580 N. 1st Bank Drive
Palatine, IL 60067-8110

Michael Adamczyk
Chief School Business Official

(847) 963-3032 • Fax (847) 963-3061
www.ccsd15.net

DATE: November 8, 2017
TO: Board of Education
FROM: Michael Adamczyk, CSBO
RE: Consent Calendar Item – Plum Grove Life Safety Improvements



Attached is a proposal from STR Partners for the preparation of required architectural documents for the replacement of the curtain wall system and unit ventilators at Plum Grove Junior High. The Board previously gave authorization for the District to solicit bids for this project at the September 13, 2017 regular board meeting. The proposed fee of 7.45% of construction costs is per the 2011 Master Agreement previously approved by the Board of Education. The estimated fee to be earned by STR Partners is \$298,000.00. Administration recommends approval of the proposed agreement.



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September 22, 2017

Mr. Michael Adamczyk
Assistant Superintendent for Business
Community Consolidated School District 15
580 N. 1st Bank Drive
Palatine IL 60067-8110

**Re: 2018 Life Safety Improvements at Plum Grove
STR Project #17066**

Dear Mr. Adamczyk:

Per the September 13, 2017 Board meeting, STR is authorized to proceed with the preparation of bid documents to replace the curtainwall system and the unit ventilators at Plum Grove Elementary school.

This proposal is based on the terms contained in the Master Agreement AIA Document B101 - 2007 between the Board of Education of Community Consolidated School District 15 and STR Partners LLC dated January 12, 2011 and its attachments, except as expressly set forth herein.

We are excited about working with you on this renovation. It will significantly improve the integrity of the building's envelope, and the indoor quality of the facility and, therefore, the safety of students and teachers within the building. Thank you for this opportunity.

Our Understanding

We understand that District 15 wishes to undertake the Curtainwall/Window replacement and unit ventilator replacement at Plum Grove Elementary School during the summer of 2018 (hereinafter the "Project"). The scope of the Project has several components, all of which has been approved by ISBE for Life Safety work.

- Curtainwall/Window Replacement including the interior sills.
- Unit Vent replacement shall be coordinated with curtainwall replacement.
- Steel Column cover – curtainwall will be designed to enclose the steel columns and eliminate issues affecting paint at the columns.

STR will prepare Construction Documents suitable for bidding for the construction of the work described above.

It is assumed that this Project will be issued for bid to General Contractors in the traditional Design, Bid, Build delivery.



Scope of Services

STR proposes to provide the professional services in accordance with the Master Agreement AIA Document B101 -2007 between the Board of Education of Community Consolidated School District 15 and STR Partners LLC dated January 12, 2011.

Project Schedule

STR will assist D15 in determining a feasible Project schedule and will make every reasonable effort to meet the time requirements of D15. The following is a tentative schedule:

- STR Approval to proceed with project.....Sept. 13, 2017
- Design Presentation/D15 Approves Design/Budget EstimatesOct. 4, 2017
- 75% Drawing ReviewNov. 1, 2017
- 100% CD and Technical Specifications Completion.....Nov. 22, 2017
- D15 to publish Advertisement for Bids.....Nov. 27, 2017
- Bidding
 - Out to BidNov. 28, 2017
 - Pre-bidDec. 7, 2017
 - Receive Bids.....Dec. 19, 2017
 - Recommendation to D15Dec. 26, 2017
- Notice to Proceed Letter to Contractor.....Dec. 27, 2017
- Board Approves ContractJan. 10, 2018
- Kick-off Construction MeetingTBD
- Commence ConstructionJune 7, 2018
- Substantial CompletionAug. 3, 2018
- Teachers return to building.....Aug. 6, 2018
- Final CompletionAug. 10, 2018
- Institute DaysAug. 13-14, 2018
- First Day of SchoolAug. 15, 2018

Architect's Fee

STR proposes to be compensated on the basis of Seven point four five percent (7.45%) of the cost of construction per our 2011 Master Agreement.

A budget estimate for this work is approximately \$4,125,000. We propose to use \$4,000,000 as the basis of our fee until the bid amounts are awarded, at which time we will adjust the basis to equal the actual construction cost.

Hourly Rates

As indicated in the Master Agreement as Exhibit B and attached herein.



Additional Services

In addition to those services listed in the Master Agreement, the following services are not considered basic services and are not included in the scope of this proposal. These services are available by separate written fixed-fee proposal or on a time-spent hourly fee (per Exhibit B, attached) at the discretion of D15.

- *Extended or phased construction schedules requiring extended construction administrative services such as separation of renovation from new construction.*
- *Plats of survey, dedication, or other land conveyance documentation.*
- *Topographic, utility or other site surveys usually done by a registered surveyor.*
- *Preparation of materials and attendance of Public Hearing required by local authorities or for approvals above those normally required for Illinois Public School facilities.*
- *Providing Construction Phase Services 60 days after the date of the Substantial Completion Certificate has been issued.*

* * * * *

If the above is acceptable to you and meets with your understanding of the project, please sign this Project Authorization. Please keep a copy for your records and return a copy to our office. Again, STR Partners is honored and excited to assist D15 in providing the best possible facilities for your children. Thank you.

Sincerely,

ACCEPTED

STR Partners LLC

Community Consolidated School District 15

By: _____

Title: _____

Date: _____

Jennifer Costanzo AIA LEED® AP
Principal

cc: Jan Taniguchi
Andrew Phelps, STR Partners
Project File

encl: Hourly Rates