



COMMUNITY CONSOLIDATED SCHOOL DISTRICT 15

580 N 1st Bank Drive • Palatine IL 60067 | 847.963.3000 | www.ccsd15.net
Michael Adamczyk, SFO, Chief School Business Official • Business & Auxiliary Services

DATE: August 14, 2019

TO: Board of Education

FROM: Michael Adamczyk, CSBO

RE: Consent Calendar Item – Summer 2020 Life Safety Improvements

Attached is a proposal from STR Partners for the preparation of required documents for the Summer 2020 life safety improvements. The proposed fee of 7.25% of construction costs (\$5,400,000) is per the 2011 Master Agreement previously approved by the Board of Education. The estimated amount to be earned by STR Partners is \$391,500. Administration recommends approval of the proposed agreement.



STR PARTNERS LLC
350 WEST ONTARIO STREET
SUITE 200
CHICAGO IL 60654
T 312.464.1444
F 312.464.0785
www.strpartners.com

June 28, 2019
Revised July 24, 2019

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

Re: Summer 2020 Life Safety Improvements
STR Project #19063

Dear Mr. Adamczyk:

Per your email correspondence on Thursday, June 20, STR is authorized to proceed with the preparation of bid documents to provide HVAC replacements at Willow Bend, roof replacement at Jane Addams, and partial roof replacement at Marion Jordan schools.

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 these improvements. 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 facility improvements listed below (hereinafter the "Project"). The scope of the Project has several components, all of which has been approved by ISBE for Life Safety work.

- Replacement of the roofing system at Jane Addams Elementary; Roof Areas 2, 5 thru 12, 14, and 16
- Replacement of the canopy roof area at Marion Jordan Elementary; Roof Area 8B.
- Replacement of classroom Unit Ventilators at Willow Bend Elementary with associated casework, ceiling, wall and other modifications necessary due to the UV work.

STR will prepare Construction Documents suitable for bidding for the construction of the work described above. It is our intent to bid work related to Willow Bend Elementary together as one lump sum bid, and the roofing work at Jane Addams and Marion Jordan as a separate lump sum bid. We will however invoice the District under one project number for all of the work.

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.....June 20, 2019
- Design Presentation/D15 Approves Design/Budget EstimatesAug. 12, 2019
- 75% Drawing ReviewOct. 3, 2019
- D15 to publish Advertisement for Bids.....Nov. 1, 2019
- Bidding
 - Out to BidNov. 4, 2019
 - Pre-bidNov. 14, 2019
 - Receive Bids.....Nov. 21, 2019
 - Recommendation to D15Nov. 26, 2019
- Board Approves ContractDec. 11, 2019
- Kick-off Construction MeetingTBD
- Commence Construction (Tentatively)June 4, 2020
- Substantial CompletionJuly 31, 2020
- Teachers return to building.....Aug. 6, 2020
- Final CompletionAug. 8, 2020
- Institute DaysAug. 10-11, 2020
- First Day of SchoolAug. 12, 2020

Architect's Fee

STR proposes to be compensated on the basis of Seven point two five percent (7.25%) of the cost of construction per our 2011 Master Agreement.

A budget estimate for this work is approximately \$5,400,000. We propose to use \$4,800,000 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.



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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: Andrew Phelps, STR Partners
Project File

encl: Hourly Rates

**EXHIBIT B
PROPOSED FEE SCHEDULE CAPSULE
PALATINE COMMUNITY CONSOLIDATED SCHOOL DISTRICT 15**

October 29, 2010
Revised January 5, 2011

Construction Projects				
Project Type	Fee for projects w/ construction budget Up to \$500,000	Fee for projects w/ construction budget betw \$500,001 - \$5 Million	Fee for projects w/ construction budget Above \$5 Million	Remarks
New Construction	Hourly	7.00%	6.75%	STRC estimating included
Additions	Hourly	7.00%	7.00%	STRC estimating included
Renovation/Remodeling	Hourly	7.00%	7.00%	STRC estimating included
Life-Safety Remediation Work	Hourly	7.45%	7.25%	STRC estimating included
Roofing	Hourly	7.45%	7.00%	STRC estimating included
Window Replacement	Hourly	7.45%	7.00%	STRC estimating included
Tuckpointing	Hourly	7.45%	7.00%	STRC estimating included
Paving	Hourly	7.45%	7.00%	STRC estimating included

Consultation and Miscellaneous Services		
Cost Estimating/Scheduling	\$110/Hr	For those situations where estimating or scheduling only is requested
Miscellaneous Reports/Surveys/Special Services	Per Proposal	Will provide proposal for District's approval following scope definition
Grant Assistance	Hourly or by proposal	
Additional Consultant Servies	Per Proposal	
Board Meetings/Project Meetings	No Charge	

Reimbursable Expenses	
Administrative Mark-up on reimbursable expenses	None
Reproduction	At-Cost
Photocopies	At-Cost
B&W Computer Plotting	\$10/sheet
Color Computer Plotting	\$15/sheet
Mail, Messenger, Expressage	At-Cost
Telephone and Fax	No Charge
3-D Renderings (In-House)	\$300 each
Physical Study Models (In-House)	Cost of Materials only
Professional Renderings & Models	At-Cost
Professional Computer Renderings	At-Cost
Mileage	No Charge
Other out-of-pocket expenses	At-Cost

Note:

1. For Percentage-based compensation, Cost of Construction shall include construction manager's fee and reimbursable expenses as applicable