

04.19.24

Jesse Blazek , Library Director
Palos Heights Public Library
12501 S. 71st Street
Palos Heights, IL 60463

re: Proposal for Professional Architectural & Civil Engineering Services

Jesse:

Hope all is well and thank you for contacting product Architecture + Design to complete the parking lot resurfacing and restriping of the public parking lot at the library. As part of the current scope of services, our office will complete construction, permit and bidding documents as part of our base contract. In addition, we will issue and receive public bids for the project including a recommendation to award letter for review and approval by the Library Board of Trustees. Once the project has been awarded, we will perform construction administration services including drafting of the Owner/Contractor Agreement, submittal review, and review of construction progress.

Our team expects the production of the contract documents to take 4 weeks followed by a 4 week bidding period and acceptance of public bids. Construction would start approximately one month following approval of the lowest responsible bid and the Owner/Contractor Agreement being approved or at a date dictated by the library (after summer reading).

Compensation to Our Firm

Final Engineering Plans and Drainage Calculations	\$6500.00
Permitting, Bidding & Award	\$1500.00
Construction Administration (+/- 8 weeks)	\$2500.00
Total:	\$10,500.00
<u>Additional Services:</u>	
Existing Condition Analysis including Pavement Cores	\$4250.00

Compensation will be based on a fixed fee within the constraints noted above. The additional services fee for Existing Condition Analysis is in the event that settling or poor subsoil conditions are discovered. If needed, pavement and soil drilling of (4) test borings to a depth of 5'-0" will be completed and tested for unconfined compression, calibrated penetrometer, moisture content, and penetration for the cost listed above. We have also not included an updated survey in our base fee as we do not anticipate changing the existing grades or drainage patterns. Should this become required, our office will submit additional proposals for surveying to be contracted with the library directly.

Reimbursable expenses are in addition to the compensation listed above and include expenditures made by our firm in the interests of the project. Examples are reproduction of documents, printing, transportation (mileage), postage, overnight delivery and messenger services. Billing will be on a monthly basis for work accomplished during the preceding month. Payment is due within 45 days.

General Provisions

Except as modified herein, terms of our agreement will be based on AIA Document B133, "Standard Form of Agreement Between Owner and Architect", 2017 edition. This agreement and all subsequent agreements shall be governed by the laws of the State of Illinois. If this proposal is acceptable, please sign and return a copy for our records. If any clarification or additional information is required, please do not hesitate to call.

Sincerely-

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke, representing the name Dan Pohrte.

Dan Pohrte, Partner

product architecture + design
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Accepted by: _____ Date: _____