



Project Proposal 7 – Electrical Upgrades – Crittenden MS and Theuerkauf ES

Date: 9 October 2020

Description:

- Replacement of main switchboard at Theuerkauf Elementary School. New switchboard will be 2,000 amp main and will be relocated from its current location in the main electrical room to an exterior pad mount application with CMU wall enclosure and ornamental metal gate.
- Replacement of main and distribution breakers at Crittenden Middle School in existing main switchboard.

District’s Estimated Budget: \$400,000

Personnel: Project Architect: Chad Hamilton AIA
 Project Manager: Matt Adams AIA

Consultant Project Team:

Electrical Lead: Ken Ngai – Alliance Engineering Consulting
 Civil Lead: Michael Vidra – CSW/ST2 Civil Engineers
 Structural Lead: Tony Samra – TSA Structural Engineers

Team Resumés are attached after the seven fee proposals.

Project Schedule:

Design – 10/22 – 11/25
CD – 11/25 – 1/7/21
DSA Submittal – 1/8/21
DSA Approval – 3/18/21
Construction – June 2021 – August 2021

Firm’s Current Work Commitments:

H+AA manages our ongoing work commitments by quarterly projections to determine long-term work load, and by weekly review of our project staffing and workload. We currently have staff available to commit to your project to meet the proposed schedule.

Compensation: Forty-Eight Thousand Dollars

Phase	Percent Fee	Fee / Phase
Design	30%	\$ 14,400
Construction Documents	40%	\$ 19,200
Bidding	5%	\$ 2,400
Contract Administration	25%	\$ 12,000
Total	100%	\$ 48,000

Hourly rates are included in our Statement of Qualifications dated 25 June 2020

Proposed Scope of Services

Design Phase

- Review existing design studies or documents of the existing building or site.
- Review reports and studies obtained by the District, including Geotechnical Report, Site Survey, and other pertinent information.
- Attend meetings required for design of the project.

- Prepare CAD/BIM base drawing files of buildings for use by other design disciplines.
- Meet with agencies having jurisdiction over the project to determine building and sitework compliance with regulatory requirements, including Division of the State Architect and local Department of Fire Prevention.
- Conduct field surveys to verify the existing site conditions and possible points of connection for the lighting circuits.
- Coordinate electrical and low voltage systems requirements with District.
- Calculate overall approximate electrical loads. Identify proposed electrical system for service, power, lighting, low voltage and communication loads, including proposed or planned additional facilities.
- Prepare final schematic design drawings for the project.
- Prepare a written design narrative describing the major elements of the project.

Contract Documents Phase

- Attend coordination and review meetings regarding the project.
- Prepare Contract Documents describing the project, incorporating technical information required for construction approval by public agencies, to facilitate the Client's effort to obtain proposals to construct these elements, and to aid and guide the construction of the project.
- Prepare drawings including site plan, building plans and sections, exterior elevations, interior elevations, wall sections, and detail sections showing the intent of the design for the project.
- Prepare specifications, using CSI format.
- Assist Client and Client's counsel in preparation of Division 0 (Bid Forms and General Conditions of the Contract)
- Provide information to the District's separate hazardous materials consultant regarding the scope of modernization work.

DSA Approval

- Submit documents to the Division of the State Architect for project review and approval.
- Assist the Client to obtain approval of the project by DSA.
- Respond to correction comments by DSA.

Bidding Phase

- Assist the Client during the bidding process to obtain proposals for the construction of the project.
- Incorporate hazardous materials documentation prepared by the District's separate hazardous materials consultant into the overall bid documents.
- Attend pre-bid meeting with potential bidders.
- Respond to questions from bidders.
- Prepare addenda required to clarify the bid documents and address questions of the bidders.
- Assist the Client to evaluate bid proposals.

Construction Phase

- Attend periodic construction progress meetings and job site visits necessary to observe the progress of construction of the project in order to advise the Client of general compliance with the design intent by the Contractor.
- Review the Contractor's request for progress payments for the project.
- Review product and information submittals and shop drawings required by the Specifications.

- Answer questions of interpretation and clarification by the Contractor.
- Prepare supplemental architectural information for corrections or clarifications to the Contract Documents.
- Attend final walk-through of the building and site at Substantial Completion of the project, and prepare a punch list of items that need to be corrected by the Contractor.

Contingent Additional Services

The following services may be provided at the request of the Client, but are not included in Basic Services of the Architect:

- Design and documentation for sustainable rating certification, for example LEED.
- Preparation of Opinions of Cost.
- Revisions necessary as a result of major changes in project scope.
- Major design revisions or additions to project scope requested by the Client.
- Employment of special sub consultants at the request of the District, such as acoustical consultants and energy consultants.

Assumptions

This proposal is based on the following assumptions:

- As-built drawings of existing building and building systems will be made available by the District.
- District will provide including topographic and utility site survey, geotechnical report, and other pertinent information as needed.

Exclusions

Services not listed in this proposal are specifically excluded from our scope of services.

- Preparation of as-built drawings
- Review of extent of existing hazardous materials or removal procedures, and cost estimating for hazardous materials abatement.

Crittenden MS



Theuerkauf ES

