



SPECIALTY ENGINEERING GROUP LLC  
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T: 262-253-4700 [www.str-seg.com](http://www.str-seg.com)

February 4, 2026

Mr. William Benji Betts  
Franklin Community School Corporation  
998 Grizzly Cub Drive  
Franklin, IN 46131

**Re: Proposal 62310 for Roof-Wall Design Services  
Creekside Elementary School**

Dear Mr. Betts:

Specialty Engineering Group LLC (STR-SEG) is pleased to submit the following proposal to the Franklin Community School Corporation, herein after referred to as Owner, for the design services related to the roof and wall remediation at the Creekside Elementary School, 700 E. State Road 44, Franklin, IN 46131.

STR-SEG proposes the following scope of services:

**DESIGN DEVELOPMENT**

- STR-SEG will review the Owner's requirements and related information including, but not limited to, schedule, budget, service life expectations, warranties, history, building usage, contractor preferences, and contractor insurance requirements.
- STR-SEG has conducted a pre-design survey of the subject roof areas, wall and entrance areas to evaluate existing conditions. Based on the survey, recommendations will be made on the scope of work required along with options and opinions of probable cost.
- STR-SEG will contact the Owner for a final review to discuss the recommendations and opinion of probable cost as they relate to the Owner's objectives prior to the start of design.

**CONSTRUCTION DOCUMENTS and BIDDING**

- STR-SEG will prepare a Specification Package from the information collected during the survey which will include wall elevations and details, along with information on proper methods for repair of each area. The package will be prepared to promote competitive bidding by qualified contractors resulting in a limited warranty.
- STR-SEG will assist the Owner in preparing documents by which to solicit bids.
- STR-SEG will conduct a Pre-bid Meeting at the job site to answer bidder questions and make clarifications for equivalent competitive bids.
- STR-SEG can assist in the analysis of the Bids.
- If requested, STR-SEG will prepare the Owner-Contractor Contract.

**CONTRACT ADMINISTRATION**

- STR-SEG will provide contract administration services for the project commencing at the award of the contract. These services will include:
  - Review of shop drawings, submittals and change orders.
  - Review of permits and licensing.

- Review of the contractor's application for payment.
- Review of contractor and manufacturer warranties.
- STR-SEG will conduct a Project Start-up Meeting to review the project and Owner requirements and conditions.
- A qualified representative of STR-SEG will make periodic site visits to observe the quality and progress of the work and will apprise the Owner of construction activities and issues that may arise. These visits will be unscheduled and will occur at different times during construction to observe various aspects of the work.
- STR-SEG will prepare a Punch List of deficient or outstanding items at substantial completion and upon notification by the Contractor that the project is ready for final review will conduct a Final Review of the completed work prior to final acceptance.

#### **PROFESSIONAL FEES**

Compensation for professional services, described above and pursuant to the attached STR-SEG General Conditions shall be the lump sum fee of Twenty Four Thousand Six Hundred Dollars (\$24,600.00). Invoicing shall be provided as follows:

- 30% of the fee following design development;
- 40% of the fee following receipt of the bids;
- 30% upon completion of the project.

Reimbursable expenses are in addition to fees for professional services and represent STR-SEG's out-of-pocket expenses made in the interest of the project not included in the base fee per the attached General Conditions. Reimbursable expenses will be invoiced at cost. No reimbursable expenses are anticipated on this project.

#### **AUTHORIZATION**

STR-SEG will proceed based on your written acceptance. Please sign and return the Authorization page along with a purchase order, if applicable. Upon receipt, we will schedule the work.

Should you have any questions regarding this proposal, please do not hesitate to call. We appreciate this opportunity to serve you and look forward to working with you on this project.

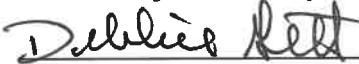
A C C E P T E D

Yours truly,  
**Specialty Engineering Group LLC**



Patrick Wells  
Account Manager

**Franklin Community School Corporation**

By: 

Title: Board of School Trustee, President

Date: February 9, 2026

Cc: Ty Nicholson, STR-SEG  
John Buckner, STR-SEG

## GENERAL CONDITIONS TO THE CONTRACT

1. PARTIES AND SCOPE OF WORK: Specialty Engineering Group, LLC (herein after referred to as SEG) shall include said company, and its subcontractors performing the work. "Work" means the specific SEG services as set forth in the proposal. Unless otherwise stated in writing, the Client assumes sole responsibility for determining whether the quantity and the nature of the work ordered by the Client is adequate and sufficient for the Client's intended purpose. The authorization of the work by the Client shall constitute acceptance of the terms of the proposal and these General Conditions.
2. TESTING: Any necessary testing of existing or newly installed materials shall be done outside of the accepted proposal terms and the costs of these tests will be born by the Client.
3. SCHEDULING OF WORK: The services set forth in the proposal will be accomplished in a timely, workmanlike and professional manner by SEG personnel as per the prices quoted.
4. ACCESS TO SITE: Client will arrange and provide such access to the sites as is necessary for SEG to perform the work.
5. RESPONSIBILITY: SEG's work shall not include determining, supervising or implementing the means, methods, techniques, sequences or procedures of construction. SEG shall not be responsible for evaluating, reporting or affecting job conditions concerning health, safety or welfare. SEG's work or failure to perform same shall not in any way excuse any contractor, subcontractor or supplier from performance of its work in accordance with the contract documents.
6. PAYMENT: Client shall be invoiced for work performed to date as outlined in the proposal. Client agrees to pay each invoice within thirty (30) days of receipt. Payment made beyond this period shall be subject to interest at Prime Rate plus 5% APR.
7. TERMINATION: This Agreement may be terminated by either party upon seven day's prior written notice. In the event of termination, Client shall compensate SEG for all services performed up to and including the termination date, including reimbursable expenses.
8. SERVICES: SEG's services will be performed and documents prepared in accordance with its proposal, Client's acceptance thereof, these General Conditions, and with generally accepted principles and practices in performing its professional services. SEG will use that degree of care and skill ordinarily exercised under similar circumstances by members of its professions. Statements made in SEG's reports are opinions based upon professional judgment and are not to be construed as representations of fact.
9. LIMITS OF LIABILITY: The Client agrees that the total liability of SEG for any claims arising out of services performed under this Agreement shall be limited to a maximum of the net fee received by SEG, exclusive of reimbursable expenses, consultants' fees and expenses.
10. PROVISIONS SEVERABLE: In the event any of the provisions of these general conditions should be found to be unenforceable it shall be stricken and the remaining provisions shall be enforceable.
11. ENTIRE AGREEMENT: This Agreement constitutes the entire understanding of the parties, and there are no representations, warranties or undertaking made other than as set forth herein. This Agreement may be modified only in writing, signed by each of the parties hereto.
12. SEG shall have no responsibility for the presence, discovery, removal or exposure of persons to hazardous materials of any kind, including asbestos or other toxic substances.