

EXHIBIT A

MEMORANDUM OF UNDERSTANDING

Architect: ARCON Associates, Inc.

Project: Phase III Remodeling Work at Lincoln Hall Middle School

Board of Education of Lincolnwood School District 74 hereby authorizes the Architect to provide professional services for the Project identified herein, which professional services shall be subject to the terms and conditions of the Master Agreement B101 dated June 5, 2014 unless specifically provided otherwise in this Memorandum of Understanding. This Memorandum of Understanding provides specific information for the Project authorized herein and shall only apply to that Project identified herein.

LOCATION/ DESCRIPTION OF PROJECT	<p>PHASE III - REMODELING Lincoln Hall Middle School 6855 N. Crawford Avenue Lincolnwood, IL 60712</p> <p><u>BUILDING REMODELING – Approximately 45,758 SF to be remodeled as noted below:</u></p> <ul style="list-style-type: none">• Classrooms 12,500 SF• Locker Rooms (Boys and Girls) 2,900 SF• Restrooms 1,000 SF• Corridors and Storage Areas 13,400 SF• West Gymnasium-bleachers, audio/visual, and window treatments 6,400 SF• East Gym- Auditorium Conversion 4,500 SF• Offices 1,050 SF• Broadcast/Green Room 758 SF• Stairwells 2,400 SF• Teacher's Lounge 850 SF
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SCOPE OF SERVICES, INCLUDING CONSULTING SERVICES TO BE PROVIDED BY ARCHITECT	<p>Consistent with the terms and conditions of the AIA Document B101-2007 "Standard Form of Agreement Between Owner and Architect", entered into by the parties dated June 5, 2014, ARCON will provide architectural and engineering services for developing the design/construction documents for the above project, as well as all of the Basic Services set forth in Article 3 of said agreement and such other services as are specifically detailed in this Exhibit.</p> <p>Engineering Disciplines Include Civil, Landscape Design, Structural, Mechanical and Electrical.</p> <p>Construction Phase When the Work is found to be substantially complete, the Architect shall prepare a list of items that must be completed by the Contractor to achieve final completion.</p>
ARCHITECT'S CONSULTANTS	<p>ARCON shall engage the following consultants:</p> <p>AMSCO Engineering – MEP 20/10 Engineering - Structural Manhard Consulting - Civil</p>
ARCHITECT'S COMPENSATION	<p>The Architect shall be compensated for Basic Services in the amount of 7.5% of Cost of the Work.</p>
PROJECT SCHEDULE	<p>Design / Construction Document Phase: August 15 – December 15, 2017</p> <p>Drawings Out-to-Bid: December 20, 2017</p> <p>Bids Due: January 19, 2018</p> <p>Board Approval of Bids: February 1, 2018 Board Meeting</p> <p>Construction: Commencement no later than June 1, 2018</p> <p>Substantial Completion not later than August 22, 2018</p> <p>Final completion no later than October 1, 2018</p>
PROJECT BUDGET	<p>CONSTRUCTION BUDGET: \$7,500,000</p>

OTHER PROJECT INFORMATION	Budgeting and Project scheduling services shall be performed by the Owner's Construction Manager, Z3 Solutions, DesPlaines, Illinois; however, ARCON shall review and approve those portions of the Project schedule prepared by Z3 Solutions that are applicable to its services. ARCON shall review the entire Project schedule prepared and periodically updated by Z3 Solutions.
OWNER'S PROJECT REPRESENTATIVE	Kim Nasshan, Ed.D, Superintendent
OWNER'S CONSULTANTS	The Owner shall engage the following consultants: Land Surveyor: TBD Other Consultants: TBD Environmental: United Analytical Services
ADDITIONAL SERVICES AUTHORIZED	None at the time of execution.
SITE OBSERVATION	The Architect shall visit the site in accordance with Article 3.6.2.1, as necessary dependent upon construction activity, but not less than twice (two times) weekly, for the duration of the construction phase.
COMPLETION OF ARCHITECT'S SERVICES	If the Construction Phase services required for the Project have not been completed within sixty (60) days of the date of Substantial Completion through no fault of the Architect, extension of the Architect's services beyond that time shall be compensated as an Additional Service.

Board of Education of Lincolnwood SD 74

ARCON Associates, Inc.

OWNER

A handwritten signature in black ink, consisting of a large, stylized 'A' followed by a series of loops and a final upward stroke, positioned above a horizontal line.

ARCHITECT

WMS/dls

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