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October 17, 2013

Ms. Therese M. O'Neill
Assistant Superintendent for Finance and Operations
Oak Park Elementary School District 97
970 W. Madison St.
Oak Park, IL 60302

Re: ACCESSIBILITY STUDY at 7 schools

Dear Ms. O'Neill:

Pursuant to our discussion on October 10, 2013 with you and Denise Sacks, we have prepared the following proposal to assist the Board of Education in determining how to proceed with the issues of accessibility at seven of the ten school facilities. The proposal outlines the following basic services: review of the Accessibility Advisory Committee (AAC) Proposal dated June 11, 2013, create schematic sketches based on the solutions put forth in the June 11, 2013 AAC Proposal and coordinate with our cost estimator in compiling a cost opinion for each of the solutions.

PROPOSAL

I. Our Understanding

Oak Park Elementary School District 97, hereinafter referred to as D97 intends to retain STR Partners and consultants, hereinafter referred to as STR to compile a report describing through schematic sketches and cost estimating the various proposed solutions found in the Accessibility Advisory Committee Proposal dated June 11, 2013. The resulting report will be presented to the Facility Advisory Committee, hereinafter referred to as FAC for final evaluation and recommendation to the Board of Education.

The purpose of the study is to provide information necessary for the District to prioritize this accessibility work along with other improvements throughout the District's facilities. Per the request of the FAC, STR will use the accessibility issues and proposed areas of work identified in the June 11, 2013 Accessibility Advisory Committee Proposal as the basis for our studies and cost opinions. STR will additionally provide alternative solutions, if deemed necessary, to solve the accessibility issues identified in the Accessibility Advisory Committee Proposal.

In order to gather the necessary information on the proposed solutions and provide a meaningful cost opinion, STR will conduct site visits as necessary to investigate the architectural, structural, mechanical, electrical, plumbing and fire protection implications of the proposed work. For example, we will review the proposed locations for the elevators, confirm the location is viable, and identify what spaces and systems the elevator will displace and where to relocate affected existing conditions.

STR will also create schematic sketches to describe the work for estimating purposes. We will meet with our estimator to ensure the scope is understood and will review the estimates prior to assembling in the report.

II. Scope of Basic Services

A. Documentation and Confirmation

1. Review of the Accessibility Advisory Committee Proposal dated June 11, 2013.
2. Meetings or phone conversations to confirm the assumptions or solutions described in the above-mentioned committee proposal.
3. STR will create schematic design sketches of the various accessibility solutions to assist our cost estimator in better understanding the scope of work described in the proposal.

B. Site visits

1. Site visits to some, if not all, of the seven affected schools will be necessary in order to verify conditions that may be affected by the accessibility solutions.

C. Report

1. Prepare a report summarizing the basic architectural, structural, mechanical, electrical and fire protection impacts of the accessibility proposals.
2. Provide a cost opinion, organized by school, for each of the proposed solutions.
3. Provide the information in such a way that priorities may be assigned to each of the solutions per school and/or per district.

III. Additional Services

D97 may elect to have STR perform the following services; however, these are not included as part of the services described as "Basic Services" above:

- A. Investigations, solutions and cost opinions of additional accessibility issues not identified in the June 11, 2013 Accessibility Advisory Committee Proposal.
- B. A detailed analysis of the Structural, Mechanical, Electrical, Plumbing and Fire Protection work identified in our report and cost opinions.

IV. Schedule

Provided STR receives approval to proceed at the October 22 Board of Education meeting, we will work toward the schedule below.

Approval to Proceed	October 22, 2013
Preliminary Report submitted for FAC review	November 8, 2013
Meeting and Discussion with FAC	November 12, 2013
Report submitted to Board Packet	November 14, 2013

V. Compensation

For the scope of services described above, STR proposes to be compensated as follows:

• Documentation and Confirmation	\$13,000
• Site visits	\$2,000
• Report and Estimates	\$10,000
<u>Total Professional Services</u>	<u>\$25,000</u>

* * *

Ms. O'Neill, please review this proposal and call either Jan Taniguchi or me if you require any clarifications or changes. We welcome your comments.

If our proposal meets with your and the Board's understanding of the project requirements and is acceptable, please have an authorized agent of D97 sign below. Upon receipt, we will attach the proposal to a Project Authorization, per our Owner-Architect Agreement.

We appreciate this opportunity to serve you and District 97 and we look forward to working with you.

Sincerely,
STR Partners LLC

ACCEPTED
Oak Park Elementary School District 97



Jennifer Costanzo, AIA, LEED AP
Principal

cc: Jan Taniguchi

_____ by

_____ Title

_____ Date