



October 2, 2025

Mark Kuzneiowski
Interim Director of Finance and Operations
Riverside School District 96
3440 S. Harlem Avenue
Riverside, IL 60546

Re: Hauser Window Replacement A/E Recommendation

Dear Mark:

Vistara has reviewed DLA's proposal to support the design, bid and construction of the replacement windows at Hauser Middle School.

We recommend that RSD96 approve construction administration services in the value of \$112,625 to DLA Architects for the above service to be performed between fall 2025 and summer 2026.

Should you have any questions, please contact me at 312-404-9530.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Ramesh Nair'.

Ramesh Nair
Principal

CC: File 25301



EXHIBIT A

CAPITAL IMPROVEMENT PROJECT PROPOSAL

October 1, 2025

Mr. Mark Kuzniewski
Interim Director of Finance and Operations, CSBO
Riverside School District 96
3340 S. Harlem Avenue
Riverside, IL 60546

Architect: DLA Architects, Ltd.

Riverside School District 96 hereby authorizes the Architect to provide professional services for the Project identified herein, which professional services shall be subject to all terms and conditions of the Master Agreement B101 unless specifically provided otherwise in this Capital Improvement Project Proposal.

Location(s) / Description(s) of Project(s):

Hauser Jr. High School
65 Woodside Road
Riverside, IL 60546

Description(s) of Project(s):

Window Replacement Project for Hauser Jr. High School

Scope of Services, Including Consulting Services to be provided by Architect:

The Scope will include all Services listed in sections 3.2 Schematic Design, 3.3 Design Development, 3.4 Construction Documents, 3.5 Bidding, and 3.6 Construction Phase as noted in the Master Agreement for the **Window Replacement Project at the Hauser Jr. High School.**

As time is of the essence moving forward, it is important for the Board to realize that a timely decision related to this specific project is important in order to be able to meet an appropriate bidding schedule. That being said, approval is being sought on this project to keep on schedule.

Architect's Consultants:

- None

Architect's Compensation:

- The Architect shall be compensated for Basic Services **(for Schematic Design, Design Development, Construction Documents, and Construction Administration)** for a Lump Sum Fee of **(\$112,625)** based upon final estimate from Vistara for the project at the following:
- Window Replacement Project for Hauser Jr. High School which includes all exterior classroom windows not recently replaced.

Per our Standard Contract with the District, any time required for municipal permitting and/ or public hearings – meetings shall be considered as a reimbursable expense.

Project Budget:

The Conceptual Budget for the project is listed below based on an updated estimate done by Vistara Construction Services Inc. and provided below.

Replacement of existing Window Systems at Hauser Jr. High School. Cost Estimate: \$1,325,000.

Tentative Project Schedule***

Preliminary Estimate:	September 2025
Construction Documents:	November 2025 – January 2026
Out to Bid:	February 2026
Bids Received:	March 2026
Construction Contract Approval:	March 18, 2026

Contractor Procurement:	April 2026 – June 2026
Commence Construction:	June 2026
Substantial Completion	September 2026
Final Completion:	October 2026

**** If there is a significant delay in decisions, a revised schedule will need to be developed.*

Owner's Project Representative:

Martha Ryan-Toye Superintendent
Mark Kuzniewski, Interim Director of Finance and Operations
Bill Radtke, Director of Building and Grounds
Ramesh Nair, Vistara Construction, Owner's Representative

Owner's Consultants:

- Environmental Consultant: TBD

Additional Services Authorized:

- Reimbursable expenses* in accordance with Article 11.8
- All Municipal Permitting

Reimbursables and Additional Services:

This proposal does not include reimbursable expenses such as printing, renderings, postage, presentation boards or additional services as follows:

- Zoning meetings and documents, soil borings and site surveys, MWRD permitting/revisions
- Additional Community Engagement Meetings

These additional services shall be billed on a time and material basis and reimbursables shall be billed at 1.05 time cost. Our hourly rates are included herein. Drawings for this project will be prepared using AutoCAD 2007 or Revit 2013 and the Board shall be provided with at least two sets of hard copies of the completed drawings and the electronic files of the complete drawings.

This Proposal sets forth the Basic Services to be provided by DLA. Article 3 of the Agreement is excluded from incorporation into this Proposal. Further, this Proposal shall serve as the **Exhibit A**, identified in the Agreement. Our office

looks forward to working on this project. This Memo of Understanding will establish the overall project expectations.

Please sign and return one copy of this proposal as acknowledgement that our perception of the project is in agreement with the District's wishes.

Sincerely,



Steven K. Wright, AIA
Principal

c: Lou Noto, DLA Architects

ACCEPTANCE OF PROJECT EXHIBIT

Authorized Agent: _____
Mr. Mark Kuzniewski, Interim Director of Finance and Operations

Date: _____

Please sign and return at your earliest convenience.

****Terms and conditions of this agreement identified above, shall not be disclosed, or allowed to be disclosed, to any third party, school district, architectural firm, legal firm, or private citizen unless through compliance with the Freedom of Information Act without the express written consent of DLA Architects. Riverside District 96 shall provide written notice of all Freedom of Information Act requests to DLA Architects within 3 business days of the request receipt. Thanks for your cooperation in this matter.**

EXHIBIT “B”

DLA Architects, Ltd.

Hourly Rates

Category	Rate
Senior Principal	\$220.00
Principal	\$205.00
Director	\$180.00
Senior Project Manager	\$175.00
Senior Architect	\$150.00
Architect / Project Manager	\$135.00
Apprentice Architect	\$115.00
Senior Technician	\$105.00
Project Technician	\$90.00
Senior Designer	\$145.00
Designer	\$125.00
Senior Interior Designer	\$135.00
Interior Designer	\$125.00
Computer Graphics Manager	\$140.00
Senior Administration	\$130.00
Administration	\$85.00

*These hourly rates will remain constant thru the end of the year and may be adjusted annually thereafter.