

August 29, 2017

Mr. Eric Rody, Chief Financial Officer
LAFAYETTE SCHOOL CORPORATION
2300 Cason Street
Lafayette, IN. 47904

Re: **Proposal for Professional Roof Consulting Services for
2018 Roof Work at Various Locations for Lafayette School Corporation**

Dear Mr. Rody,

First, thank you and the **Lafayette School Corporation** for the opportunity to continue our Roof Consulting relationship with **Lafayette School Corporation**. Based on our conversations with Mr. Bear and working on the Corporation's multi-year roof management plan, we understand that **Lafayette School Corporation's** 2018 CPF budget will have funds set aside for roof work at various locations. **the etica group, inc. (etica)**, is pleased to submit this proposal for Roof Consulting services for the above referenced project for your review and acceptance.

1.0 Description of Project

The 2018 Roof Work has identified work at four (4) of the Corporation's facilities. The roof work would consist of removing the existing identified roof systems and replacing them with a new modified roof system. The following is a preliminary project structure for the 2018 CPF Roof Work:

Roof Work	Budget	\$1,250,000.00
Sunnyside Middle School		\$350,000.00
Washington Elementary		\$200,000.00
Miami Elementary School		\$200,000.00
LSC Career Center		\$500,000.00

2.0 Scope of Work

The scope of work for this project is indicated as follows:

Field Investigation Services that will result in:

- Coring the existing roof assemblies to determine existing conditions
- Provide sampling of existing membranes and flashing for asbestos-containing analysis and assessment for friability if asbestos is present
- Evaluate the existing structure for loading capacity
- Develop as-built details of current conditions (base flashing, perimeter edge conditions, etc)
- Measure and locate all roof top equipment
- Evaluate the existing roof drainage systems

Design Services that will result in a set of contract documents (drawings and specifications) to be used for bidding and construction services

- Develop roof plans showing new work
- Develop a taper insulation design (if required) for drainage
- Design new roof system that would include a minimum R value of R-24
- Take as – built details of existing conditions and develop details for the new work
- Conduct a pre-bid meeting with prospective bidders and answer questions throughout the bidding process
- Attend bidding opening and provide a recommendation for award of work
- Attend school board meeting when the bids are present to answer questions

Construction Administration Services that will result in:

- Request pre-contractual documents from the successful contractor and review
- Review all submitted shop drawings and product literature
- Conduct a pre-construction meeting on site prior to the start of work with the Owner and contractor(s)
- Provide minimum 1 field visit a week during the construction period (more field visit may be required based on contractor and Owners request, additional visit will be billed on a straight hourly base)
- Conduct bi-weekly construction progress meetings (if required by Owner)
- Conduct a final inspection of work and issue a written punch list of work that needs completed or corrected
- Review all project close-out documents submitted by Contractor

3.0 Deliverables

Project deliverables shall consist of the following:

Design Development set
Final Construction Document set

4.0 Project Schedule

The following is our preliminary project schedule for this project, it may be modified or changed as a result of weather or as you desire:

Board Approval of Proposal	Sept. 11, 2017
Field Work	TBD
Design Development Review	TBD
Final Construction Document review	TBD
Legal Notices	Jan. 4 & 11, 2018
Pre-bid Meeting	Jan. 15, 2018
Receive Bids	Jan. 25, 2018
Board Approval	Feb. 12, 2018

5.0 Information Provided by Lafayette School Corporation

Lafayette School Corporation will provide **the etica group, inc.** the following:

- Access to the buildings for investigation and field work, this includes both interior and exterior access
- Access to archives, which includes drawings, specifications and as-built drawings

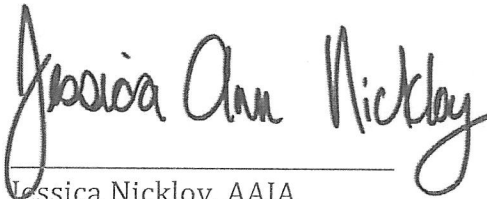
6.0 Compensation

For the professional services rendered and described herein, **the etica group, inc.** shall be compensated a fixed fee of \$87,500.00, plus reimbursable costs. Reimbursable cost for this project would include: bid document printing, postage and asbestos lab analysis. We estimate the reimbursable to be \$2,500.00.

7.0 Acceptance

If the above proposal is acceptable, please sign and date both enclosed AIA Owner-Architect agreements and return one signed original to our office. We look forward to serving both you and the **Lafayette School Corporation** and appreciate your support and confidence in our firm. We will do everything possible to continue to merit that confidence and await your direction. If you have any questions about this proposal, please feel free to call Mr. Chris Baker at 260.748.0591. Thank you for your consideration and we look forward to continuing a strong and lasting relationship with **Lafayette School Corporation**.

Respectfully submitted,



Jessica Nickloy, AAIA

CEO

the etica group, inc