



October 12, 2021

Ms. Amy McPartlin  
Assistant Superintendent for Finance and Operations  
Prospect Heights SD23  
700 N. Schoenbeck Rd.  
Prospect Heights, IL 60070

RE: PROJECT AUTHORIZATION  
2022 ROOF REPLACEMENTS  
AT MACARTHUR MIDDLE SCHOOL  
& SULLIVAN ELEMENTARY SCHOOL

Prospect Heights School District 23 (Owner) authorizes ARCON Associates, Inc. (Architect) to provide professional services for the Project identified herein, which professional services shall be subject to the terms and conditions of the AIA B101 Master Agreement dated June 6, 2016 unless specifically provided otherwise in this Project Authorization.

LOCATION / DESCRIPTION OF PROJECT	The scope of work at MacArthur Middle School and Sullivan Elementary School involves the replacement of existing roofing with a new SBS modified bituminous roof system and all associated perimeter metal at the Roof Areas listed below:  MacArthur Roof Areas 8.0, 17.0, 18.0  Sullivan Roof Areas 1.0, 2.0, 3.0, 5.0, 7.0, 8.0
INITIAL INFORMATION (including Project Budget, etc.)	The Base Bid Construction Budget for the project is \$986,327. The estimated Project Budget (construction budget plus architect/engineer fee) is \$1,065,234.
SCOPE OF BASIC SERVICES (including all engineering disciplines under ARCON)	The Architect shall retain the following consultants: N/A
ADDITIONAL SERVICES (including specialty consultants)	

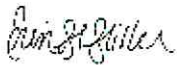
PROJECT AUTHORIZATION  
2022 HVAC RETROFITS - PHASE 1  
AT MACARTHUR MIDDLE SCHOOL  
PROJECT NO. 21150  
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PHASES OF SERVICES	Complete SD, DD, CD, Bidding, and CA services are included.
PROJECT SCHEDULE FOR SERVICES, INCLUDING ANTICIPATED DATE OF COMMENCEMENT OF CONSTRUCTION AND COMPLETION	Drawings and Specifications available by November 2022.
ARCHITECT'S FEE (if other than as set forth in Master Agreement)	The Architect's fee for this project shall be calculated at a percentage basis per Section 11.1 of the master agreement.  The estimated fee is \$78,906.
HOURLY BILLING RATES (if other than as set forth in Master Agreement)	Hourly billing rates shall be as per Section 11.7 of the Master Agreement.
SPECIAL TERMS AND CONDITIONS APPLICABLE TO PROJECT (No. of site visits if other than as set forth in 4.3.3.2.)	Site visits shall average (1) per week during the construction phase.

This agreement entered into as of the day and year first written above.

Please feel free to call if you have any questions. If acceptable, please sign, retain one copy for your files, and return one copy to ARCON. Thanks, again, for the opportunity to serve the needs of Prospect Heights School District 23.

Sincerely,  
ARCON Associates, Inc.



Erin M. Miller, LEED AP  
Associate Principal



Prospect Heights School District 23

EMM/rac

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