

JULY 8, 2022

Kain Smith

Director of Buildings and Grounds

Faribault Public Schools
1051 Faribault Road
Faribault, MN 55021

507.333.6027

ksmith@faribault.k12.mn.us

400+

EMPLOYEES

44

STATES LICENSED

ZWEIG GROUP

HOT FIRM LIST FOR 2021

TOP 500

2021 ENR FIRM

**RE: Professional Services Proposal for
Faribault Public Schools
Facilities Assessment + Long-Term Planning
Faribault, Minnesota**

ISG

Kain,

District facilities play an important role in educating students and should provide a clean, safe, and comfortable atmosphere—allowing students to focus on learning and engage in programs offered. Faribault Public Schools is taking a vital step in ensuring its future success through a facilities assessment and the development of a long-range plan. ISG understands an assessment of the following facilities is necessary: Faribault High School, Middle School, Roosevelt Elementary, Jefferson Elementary, Lincoln Elementary, McKinley Early Childhood Center, Nerstrand Elementary, and the Alternative Learning Center.

With substantial educational planning experience, ISG will be your committed partner, providing detailed and forward-looking recommendations to prioritize and empower your future decisions. Backed by 400+ in-house, multi-disciplinary professionals, vast industry experience, and a sound project understanding, ISG proposes to provide the following scope of services to meet the District's needs.

SCOPE OF SERVICES

FACILITIES ASSESSMENT

ISG will fully assess the overall physical condition of each District facility by conducting a site visit to investigate structures, sites, and associated infrastructure. Overall physical condition and supportive infrastructure will be evaluated to validate and develop a meaningful set of recommendations for each facility. During each assessment, the following components will be reviewed:

Accessibility

Items that provide access to the building, or circulation within the building, including restrooms and drinking fountains

Exterior Building

Areas of inflow (roof, walls, and landscaping), building structure systems, roofing systems, and windows and doors

Hazardous Material

Items that have the potential to create a negative health effect on building occupants

Interior Building

Ceiling systems, interior finishes, and restrooms to obtain fixture count and layout

Life Safety + Fire

Fire alarms, fire suppression systems, fire walls, fire doors, exits, security systems, cameras, and entrance security measures

Mechanical, Electrical, and Plumbing

HVAC systems (age, condition, capacity, and efficiency), plumbing systems and fixtures, appliances, supply piping and venting, wastewater piping, switchgear, distribution systems, breaker panels, lighting systems, occupancy sensors, and site lighting

Site

Accessibility, concrete walkways, municipal utilities, overall site, parking lots, pedestrian routes, storm drainage, vehicular access, and traffic patterns

Facilities Assessment Report

ISG’s facilities assessment report will include each District facility and site. It will be provided in an easy-to-read format, including an executive summary, facility-specific conditions with sample photos, recommendations, and costs. ISG will prioritize these immediate and short-term repairs, along with recommendations for long-term replacements. Priorities will be defined as follows:

PRIORITY	TIME FRAME	CONDITIONS
1 Immediate	0–2 Years	<ul style="list-style-type: none"> • Accessibility • Aesthetics • Deterioration • Energy • Estimated Useful Life • Hazardous Materials • Health • Life Safety • Remaining Useful Life
2 Short-Term	3–5 Years	
3 Long-Term	6–10 Years	

LONG-RANGE PLANNING

The development of a long-range plan is key to determining the District’s trajectory over the next 10 years and beyond. ISG will engage in strategic planning to comprehensively define and prioritize needs. This will require the thorough understanding of each facility that will be gained through the facilities assessment process.



COMPENSATION

ISG proposes to provide the scope of work described within this proposal for compensation in accordance with the schedule of options below.

Option 1

The first option is for the assessment only with a lump sum fee of \$32,000. For this option, anticipated reimbursable expenses such as travel, mileage, and printing are included within the compensation listed above.

Option 2

The second option is to integrate compensation for the assessment into the project fees with the understanding that the minimum project shall be \$9 million for this option. The table below reflects the fee schedule for any projects the District decides to move forward with.

PROJECT COSTS	FEE
\$9,000,001–\$12,000,000	7.50%
\$12,000,001–\$15,000,000	7.25%
\$15,000,001–\$20,000,000	7.00%
\$20,000,000+	6.75%

REIMBURSABLE EXPENSES

ISG will be transparent, honest, and collaborative in all compensation communication. Travel is included within the Option 2 fee table. Basic hard costs, such as those listed below, are not included and will be billed as reimbursable expenses.

- Furniture Selection + Specification
- Geotechnical Exploration
- Independent Tests + Inspections
- Plan Reproduction for Bidding + Construction
- Printing + Postage
- Submittal Exchange
- Topographic + Boundary Surveys

ACKNOWLEDGMENT OF ACCEPTANCE

Accepted this _____ day of
_____, 2022.

Name: _____

Title: _____

Signature: _____

This proposal is valid for 30 days.

ADDITIONAL SERVICES

ISG's goal for this proposal, like its services, is to be flexible to accommodate the requirements of this project. Upon request, ISG is able to provide you with a subsequent proposal to assist with any additional professional design and construction phase services that will be necessary to facilitate construction of this project as it moves forward.

ISG appreciates the opportunity to provide a solution tailored to the needs of Faribault Public Schools. Upon acceptance of this proposal, please identify your preferred option, sign the acknowledgment box, and return a copy to our office. We look forward to providing you with responsive service, a collaborative approach, and timely delivery.

Sincerely,



Kevin Hildebrandt, CPE, CPS

Facilities Management and Planning Specialist

APPLICABLE CONTRACT

The General Terms and Conditions applicable to this Proposal are available at the link below and are incorporated herein by reference. Upon acceptance of this Proposal, the parties can proceed with the project based on this signed Proposal, per its General Terms and Conditions, or for more complex projects, ISG, at its discretion, will prepare and require the use of an AIA or EJCDC Contract that will govern the project.



Check it out!

bit.ly/termsConditions2022_ISG