



June 28, 2018

Mr. Phillip Francis  
Director of Operations  
Livonia Public Schools  
15125 Farmington Road  
Livonia, MI 48154

RE: Contract Award Recommendation for Architectural/Engineering Design Services  
Summer 2019 Project – Niji-Iro Elementary

Dear Mr. Francis:

This letter transmits an update from Plante Moran Cresa (PMC) as it relates to the assignment to assist and advise Livonia Public Schools (LPS) in its selection of an Architectural/Engineering firm for the Project listed above. This update represents the mutual efforts of PMC and LPS Administration and staff (the Bond Team) to present a framework in order to identify, evaluate and recommend an Architectural/Engineering firm for this Project.

As you are aware, the Bond Team made a change two years ago to engage French Associates to complete the design work at Churchill High School. Last year, French Associates was re-engaged for the Summer 2018 Projects. They are familiar with the District's expectations and standards and have performed well over the term of the bond. They also have the necessary staff available to complete the design work as required.

Accordingly, the Bond Team is recommending French Associates as the Architectural/Engineering Design firm for the Summer 2019 Project listed above. Niji-Iro Elementary School was not part of the original bond scope and therefore was not included originally in any architectural contract. French Associate's proposal maintains the 5.25% fee that was used for award of Jackson Early Childhood and the Livonia Career Technical Center (LCTC) in 2017. Their fee is based on a hard construction budget of \$2,100,000.00. The proposal also includes a small fee to prepare CAD backgrounds for this building as these CAD files are not available.

With the Board's concurrence, an Amendment for a lump sum amount of \$112,500.00 will be prepared to French's existing contract pending final review and approval of terms by District legal counsel.

The Bond Team is available at the Board's convenience to discuss the above rationale and answer any questions regarding this recommendation.

Sincerely,

PLANTE MORAN CRESA

A handwritten signature in blue ink that reads 'Scott Smith'.

Scott Smith, LEED AP  
Senior Consultant

Enclosures: French Associates letter dated June 26, 2018



architects planners interiors

236 Mill Street  
Rochester, MI  
48307  
T 248.656.1377  
F 248.656.7746

June 26, 2018

Mr. Scott Smith, LEED AP  
Senior Consultant  
Plant Moran CRESA  
26300 Northwester Highway  
Southfield, MI 48076

**Subject: Fee Proposal for A/E Services  
LPS – Niji-Iro Elementary**

Dear Scott,

We greatly appreciate the request from Livonia Public Schools to add Niji-Iro our scope of responsibility. This letter is to confirm our fee arrangement for architectural and engineering (A/E) services for this assignment.

#### **PROPOSAL**

We understand that the hard construction trade budget for the project is **\$2.1 million**. We are proposing to continue using the percentage fee basis of **5.25%** to develop a lump sum fee for the project. As such, our fee for the project would be:

**One-hundred Ten-thousand, Two-hundred Fifty Dollars      \$ 110,250.00**

#### **CAD FILES**

As discussed, the District does not have CAD backgrounds available for this building. We will develop the CAD files for an additional fee of:

**Two-thousand, Two-hundred Fifty Dollars      \$ 2,250.00**

#### **PROPOSED TEAM MEMBERS**

We will continue to utilize Keti Mitevaska as the Project Manager for the remaining projects at Livonia Public Schools.

#### **CONSULTANTS**

We would utilize the following consultants on this project:

- Mechanical/Electrical/Plumbing Engineers – Strategic Energy Solutions
- Structural Engineers – Shymanski & Associates
- Civil Engineer – to be determined (if required)



Mr. Scott Smith  
June 26, 2018

**SCHEDULE**

We are prepared to meet the following milestone completion dates for the project:

- Schematic Design            August 28, 2018
- Design Development        October 2, 2018
- Construction Documents    November 29, 2018

**SERVICES NOT INCLUDED**

The following services are not included in our proposal:

- Development of detailed as-built drawings of the existing schools.
- Testing for hazardous materials, design services for removal or containment of hazardous materials or other indoor air quality analyses.
- Detailed forensic study of existing facilities, including examination of any hidden conditions.
- Design for an expanded scope of work in excess of the description indicated herein after the completion of the Design Development package.

Please contact me if you have any questions.

Sincerely,



Dale C. Jerome, AIA  
President

**ACCEPTANCE**

**Subject:            Fee Proposal for Architectural/Engineering Services  
                         LPS – Niji-Iro Elementary**

If this proposal meets with your approval, please indicate by signing this ACCEPTANCE and returning a copy to us. Should this proposal not be accepted within a 30 day period from the date of the proposal, French Associates, Inc. reserves the right to review and update this proposal after that time.

ACCEPTED BY:

\_\_\_\_\_  
(Signature)

NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_