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Scott Ney
Director of Facility Operations

Community Unit
School District #304

To: Donna Oberg
From: Scott Ney
Subject: 10 Year Life Safety Survey Fee Proposal for GMSN, GMSS and CESC
Date: February 4th, 2015

Attached please find DLA Architects' 10 Year Life Safety Survey Fee Proposal for Geneva Middle Schools North and South along with Coultrap Educational Services Center.

DLA Architects Ltd proposes to complete these three life safety surveys including mechanical, electrical, plumbing and fire protection analysis done by CS2 for \$47,300.



January 6, 2015

Mr. Scott Ney
Director of Facility Operations
Geneva Community Unit School District 304
227 North Fourth Street
Geneva, IL 60134

Dear Scott,

Re: 10 Year Life Safety Survey

Pursuant to your request, we are submitting a fee proposal for the Life Safety Surveys and Safety Reference Plans. The following is our understanding of the scope of services required.

Project Scope:

In 2015, the surveys are due for the following schools:

Geneva Middle School - North	198,000 sf
Geneva Middle School - South	246,253 sf
Coultrap Ed. Services Center	28,400 sf

The above list represents approximately 472,000 square feet of building area. Each school will be surveyed for Life Safety violations, a code search will be completed for each school and building/systems descriptions will be prepared. Life Safety violations will be compiled and reviewed with the District prior to being inputted into the IWAS system. Safety Reference Plans will be created for the new schools and updated for the other schools.

Project Fee:

We propose to complete the above services for a fixed fee of \$47,300.00. The fee also includes mechanical, electrical, plumbing and fire protection survey work done by CS2.

Reimbursable expenses such as printing, postage, presentation boards etc. will be invoiced at 1.1 times the cost. Invoicing will be on a monthly basis. All digital drawings will be done in AutoCad 2-D format.

Scott Ney
January 6, 2015
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Our office looks forward to working with CUSD 304 on this project. If there are any modifications necessary related to this memorandum, please contact me. If this proposal is acceptable, please sign and return one copy. Please do not hesitate to call with any questions or concerns.

Sincerely,



William Templin, AIA
DLA Architects, Ltd.

Authorized Agent: _____
CUSD 304

Date: _____

Please return one signed copy of Memo at your earliest convenience.