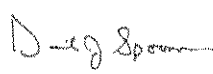


Memorandum

To: Doug Hasler
School Board Members

From: Dave Spooner 
Manager of Facilities

Date: April 10, 2017

Re: Professional Services Agreement – ARI – Phase II Rockridge Construction Plans and Specifications

Please find attached two copies of the agreement and proposal with Architectural Resources Inc., to perform work as defined in the attached Phase II agreement, to develop plans and specifications to facilitate re-construction of Rockridge elementary to house the Woodland Hills program as per previous phase I discussions.

The total fee for Phase II work as identified in the attached proposal is based on 16 items of project understanding, of which include several key primary assumptions and criteria. These key assumptions include; total construction costs to be \$2,500,000.00, construction to be accomplished in one design phase, and construction procured utilizing NJPA JOC (State Contract Job Order Contracting). If the project scope should change in a significant manner from this project understanding, both the District and ARI reserve the right to re-negotiate these proposed fees.

The fee proposed to accomplish the identified services is a lump sum fee of \$155,000.00.

Recommendation:

I am recommending that the Duluth School Board enter into agreement with Architectural Resources Inc., for a total lump sum fee for Phase II in the amount of \$155,000.00. This fee does *exclude* needed site survey and geotechnical services.

Attachments



April 7, 2017

Mr. Dave Spooner
Duluth School District ISD #709
215 N 1st Avenue East
Duluth, MN 55802

**Professional Services Proposal
Rockridge School Renovation - Phase II
ARI Project #16-153.1**

Dave:

Architectural Resources, Inc. (ARI) is pleased to submit the following proposal for Architectural and Engineering Services for the Rockridge School Renovation located at 4849 Ivanhoe St. in Duluth, Minnesota.

ARI's proposal is based upon the Preliminary Programming and Concept Design attached hereto developed during Phase I.

Project Understanding

- ISD #709 wishes to repurpose Rockridge Elementary to house the Woodland Hills Academy currently located at Cobb School.
- Current enrollment is approximately ninety-three (93) students in grades 9-12.
- Each class is approximately eight to nine (8-9) students of varying grade - classes grouped by house.
- Facility to be licensed by the State of Minnesota as residential treatment and further definition to be provided by ISD #709 and Woodland Hills Academy - License may take up to six (6) months for approval.
- Facility intended to utilize a one-to-one technology model.
- Food service to be limited to warming kitchen only with offsite food preparation.
- Program would ideally be relocated to allow use in September 2017. While Fall 2017 occupancy is not realistic at this time. Occupancy shall be as early as possible.
- ISD #709 has shared a facilities condition and needs report prepared in 2006 by Johnson Controls, Inc. with consultants. The report is to assist ARI in determining project scope and required repairs.
- In addition to facility issues identified in the facility report, site stormwater management will be reviewed and addressed.
- The facility has been vacant since 2011.
- ISD #709 has existing drawings which have been shared with ARI for our use.
- The budget is anticipated to be approximately \$2,500,000 in total construction.
- Full project will proceed in one design phase.
- Project will proceed using job order contracting (JOC) with NJPA Pre-Bid Contractor selected by ISD #709.
- ARI to coordinate with JOC Contractor and Gordian Representatives during design.
- Site Survey and Geotechnical Services shall be provided by ISD #709 and are not included in this proposal.

ARCHITECTURAL RESOURCES INC

704 East Howard Street | Hibbing, MN 55746
Tel: 218.263.6868 | Fax: 218.722.6803

126 East Superior Street | Duluth, MN 55802
Tel: 218.727.8481 | Fax: 218.727.8483

www.arimn.com

PROFESSIONAL SERVICES PROPOSAL

Rockridge School Renovation - Phase II

ARI Project # 16-153.1

April 7, 2017

Page 2 of 3

Proposed Scope of Work

- Typical architectural design process including Design Development, and Constructions Documents for interior and exterior renovations as outlined in AIA Contract Document B-101.
- Services will include design of general, structural (if needed), mechanical, electrical, and site.
- Interior design services will be limited to finish selections and colors only (FF&E not included).
- Hazardous materials documents, if required, are not part of this proposal.
- ARI will review and receive approval from the District at the end of each phase prior to moving onto the next phase.
- ARI will coordinate with the Authority Having Jurisdiction (AHD) to provide compliance with Building Code.
- ARI will assist ISD #709 in assigning work scopes to long term facility maintenance dollars and capital spending.
- Graphic 3-D renderings are not part of this proposal but are available at an additional fee based on requirements.
- ARI will assist with the Owner's selection of JOC Contractor.
- ARI will work with Gordian and selected JOC Contractor to verify budget, schedule and scope.
- ARI will assist in preparation of an Owner-Contractor contract.
- ARI will perform Construction Administration
 - ARI will be available in our office for consultations and coordination during bidding and construction of the project.
 - ARI will visit the site on a regular basis to:
 - Report construction progress to the Owner.
 - Answer questions during construction.
 - Review monthly payment applications.
 - Prepare final punch list(s) and project close-out.
 - ARI will review shop drawings
- ARI anticipates construction to be no more than six (6) months.
- ARI will follow ISD #709 design guidelines as applicable.
- All documents will be certified by Minnesota licensed professionals.

Proposed Fee

ARI proposes to perform these services for a lump sum fee of \$155,000 (one hundred, fifty-five thousand dollars).

ARI's fee includes all expenses related to travel, meals, and reproduction. Printing of Plans and Specifications for bidding is considered an additional expense.

The fee as outlined in this proposal is based on the project scope and budget as indicated herein. If the project scope or budget changes, ARI or ISD #709 reserve the right to adjust our fees accordingly. Any changes in scope and fee would be negotiated and receive your review and approval prior to proceeding.

FF&E

ARI proposes to submit a separate proposal for the design, specifications and bidding of FF&E if requested by the Owner.

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PROFESSIONAL SERVICES PROPOSAL

Rockridge School Renovation - Phase II

ARI Project # 16-153.1

April 7, 2017

Page 3 of 3

Please review this proposal and do not hesitate to call with any questions or if you require additional information.

Respectfully,

ARCHITECTURAL RESOURCES, INC.

A handwritten signature in black ink, appearing to read 'Ryan Erspamer', with a long horizontal flourish extending to the right.

Ryan Erspamer, Architect

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