



Architectural Services Proposal

August 26, 2015

Mr. Mike Jones
Superintendent
Chico Independent School District
1120 Park Road
Chico, Texas 76431

Re: Proposed Roofing Renovations for Chico Middle School

Dear Mr. Jones:

WRA Architects, Inc. is pleased to present the following proposal for Architectural / Roofing Services to Chico Independent School District for the following project:

2015 Chico Middle School Roofing Renovations

A/E Fee: The Architectural / Roofing Service fee for this project is based on a flat fee based on anticipated re-roofing construction costs. WRA Architects offers a minimum basic services fee of:

WRA Architects: Proposed Fee of \$ 2,500
Scope includes specifications for bidding and two trips to the site.

Apex Roofing Consulting: Proposed Fee of \$ 9,838
Scope includes roofing specifications and drawings – see attached proposal.

The assistance anticipated to be needed to effectively define the requirements of the project is included in the above basic services fee. The scope of the work is understood to include, but not limited to, the following:

- **Chico Middle School:** Provide design requirements for installation of the appropriate Duralast roofing system for each roofing condition on the campus. Provide design requirements for removal of the existing loose gravel on the existing built-up roof, design requirements for installation of new insulation and Duralast roofing system, design new flashings at rise walls and roof penetrations. The system shall be complete with necessary flashings and sheet metal trim work for a complete installation.

WRA Architects, Inc.
12377 Merit Drive
Suite 1800
Dallas, Texas 75251
214.750.0077 voice
214.750.5931 fax
www.wraarchitects.com

It is the recommendation of WRA Architects, Inc., that the work be issued as a Competitive Sealed Proposals as the method of construction services procurement.

General Schedule for the stated A/E basic services for the roofing project is defined in the Roofing Consultant's proposal and will become effective on the date of approval by the school district.

The Architectural/Engineering fees are to include construction drawings and specifications documentation, bidding/negotiation assistance, and construction administration as noted in the Roofing Consultant's Proposal. **Structural Engineering Services are not included in the above noted fee. MPE engineering services are not provided as part of this proposal as it is assumed that the existing mechanical, plumbing and electrical equipment on the roof of the building will be re-remain in place or be reinstalled by the roofing subcontractor. These project requirements will be included in the Project Manual.**

The following project related services are not under the Architects' scope of responsibility and if required shall be contracted directly with the school district: boundary and topographic survey, site platting, environmental testing including asbestos survey, geo-technical investigation and foundation

recommendations, construction material testing, HVAC test and balance /commissioning, property corner layout for construction, interior graphics and signage.

Reimbursables: The school district will pay the architect for standard reimbursable expenses for printing of the bid sets of drawings and specifications. The architect and roofing consultant shall be reimbursed travel for each site visit. For reimbursable expenses, the compensation will be computed as a multiple of **1.0** times the expenses actually incurred by the Architect.

Additional services requested by the school district resulting in added scope to the project are to be reimbursed on a pre-agreed amount approved by both parties.

Statements: Statements will be itemized and identified as Basic Services, Additional Services or Reimbursable Expense. Unless otherwise stated, statements will be submitted monthly for charges incurred during the month, and payments will be due within thirty (30) days following receipt of the statement.

Initial Fee Billings: Architect's Basic Services are based on percentage of work complete in design and construction. Architect is to be compensated for design work requested by the Owner but not included in the construction contract as a result of alternate bids not accepted or reductions in the budget.

Construction Documents Phase_____	60%
Bidding/Negotiation Phase_____	10%
Construction Phase_____	30%

Schedule of hourly fees: Except as stipulated otherwise in the Owner-Architect agreement, payment for architectural additional services will be performed at the hourly rates, which follow. These rates and multiples shall be annually adjusted in accordance with normal salary review practices of the Architect:

Architect:	
Principal_____	\$175.00/hour
Expert Testimony_____	\$215.00/hour
Associates_____	\$125.00 /hour
Registered Architect_____	\$90.00/hour
Intern_____	\$80.00/hour
Field Observer_____	\$80.00/hour
Secretarial/Word Processing_____	\$65.00/hour

Consultants_____ rates to be determined as needed.

Proposed Key Individuals (WRA Architects, Inc.):

Tony Apel, Registered Architect, Principal-in-Charge
Hal Hiltz, AIA, Registered Architect, Associate, Specifications
Jay Bullock – Field Observer

Proposed Consultants: Unless noted otherwise, the following consultants are included in the basic services fee and will not be compensated as reimbursable expenses provided in the agreement.

Roofing: Wilson Gin, Apex Roofing Technology

Statement of Certification:

The Texas Board of Architectural Examiners (TBAE) has jurisdiction over complaints regarding the professional practices of persons registered as architects in Texas under the Texas Civil Statutes, Architects' Registration Law, Article 249a. TBAE can be contracted at the mailing address of P.O. Box 12337, Austin, Texas 78711-2337 or 333 Guadalupe, Suite 2-350, Austin, Texas 78701-3948, ph. (512) 305-9000 or fax at (512) 305-8900. They can be contacted through the web site at <http://www.tbae.state.tx.us/architects/rules.html>.

Please authorize and return a signed copy to this office if acceptable.

Please do not hesitate to call to discuss any questions or comments you may have.

Architect:
WRA Architects, Inc.

Owner:
Chico Independent School District

 Tony Apel 8/24/15

Signature

Date

Signature

Date

Tony Apel, AIA
Principal
WRA Architects, Inc.

Printed Name
Chico Independent School District



Apex Roofing Technology
"The ART of Roofing"

9603 White Rock Trail Suite 326

Dallas, TX 75238

214.221.6766 phone

August 16, 2015

WRA Architects, Inc.
Attn: Mr. Tony Apel
12377 Merit Drive
Suite 1800
Dallas, Texas 75251

RE: Chico ISD
Chico Middle School

Dear Mr. Apel:

Apex Roofing Technology is prepared to provide roof consulting services for the Roof Renovation of Chico Middle School. Cost for services for this facility are as follows:

Plans and Specifications \$9,838

Plans and Specifications Services will include (based on PVC roof recover):

- Roof plan(s) and details
- Roof system(s), Insulation, and sheet metal specifications
- Answers to pertinent questions and provide roofing addenda items and/or supplemental drawings
- Review/recommendation of substitution requests
- Review of submittals for compliance with contract documents
- Provide clarification and/or resolution to field questions
- (1) Site Visit for Pre-construction meeting
- (1) Site Visit for Punch List
- Up to (3) Additional Site Visits for roof work observation with reports, punch list verification, or other related site visit

Completion of Construction Documents portion will take up to two weeks upon notification of approved proposal. Additional site visits, including travel time, will be based on a \$75 hourly fee.

Thank you for your consideration,

Wilson Gin, RRO
Apex Roofing Technology

Authorized acceptance signature

date

Printed name

title