



# Craig City School District

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## Memorandum Item 9c

FOR: School Board Members  
FROM: Chris Reitan  
DATE: September 7, 2022  
SUBJECT: MRV Architects Fee Proposal for Construction Administration and Inspection Services for the CMS Rehabilitation Project

CCSD submitted our CMS Rehabilitation Project to the Department of Education and Early Development’s Major Maintenance grant fund in September 2019, September 2020, and September 2021. After three years of submittals, funds for this project were appropriated for this project during our last legislative session (spring 2022). On September 7, 2022 the CCSD Board approved the fee proposal from MRV Architects to develop bid ready design development and estimation documents for this project to occur during the summer of 2023 and 2024. Construction administration and inspection services allow MRV Architects to advise and consult with CCSD during the construction phase. The architect’s responsibility to provide construction phase services commences with the award of the contract for construction and terminates on the date the architect issues the final Certification for Payment.

This project provides updates to architectural, mechanical, and special electrical systems at CMS to include the following:

- Reconfigure layout to improve accessibility requirements, remove intermediate level and existing ramps and stairs, revise floor level at commons/south entry and adjacent classroom, demolish select second floor spaces, and create new north entry;
- Replace oil-fired boilers and hot water heater with propane-fired systems and install propane tanks;
- Upgrade mechanical ventilation, and
- Replace or upgrade existing systems: roof, fire alarm, fire sprinkler, intercom/clock, HVAC controls, electrical service and power distribution, lighting, network cabling, security systems, and exterior doors.

In the fall of 2018 CCSD requested bids for architecture and engineering for up to five years. MRV Architects were selected as the highest scoring proposal.

The local participating share for this largely grant funded project is \$629,792 which will come from CCSD’s Capital Projects Fund that currently contains \$2,865,271 per our FY 21 audit.

Suggested Motion: Move to approve the fee proposal from MRV Architects for construction administration and inspection services for the CMS Rehabilitation Project for \$118,485.