

April 5, 2023

Corrina Guardipee-Hall
Superintendent
Browning Public Schools
P.O. Box 610
Browning, MT 59417

RE: Browning Public Schools – Baseball Field and Tennis Courts
Browning, Montana

Dear Corrina:

Thank you for the opportunity to present this proposal to perform A/E Services for the Browning Schools Baseball Field and Tennis Courts Project. The scope of work we are proposing is based on the estimates prepared by LPW and Woith Engineering, attached to this proposal.

Our proposal is as follows:

A. PROJECT DESCRIPTION

The project consists of a new artificial turf baseball field adjacent to the softball field, and two tennis courts adjacent to the Sport Court at the high school.

B. SCOPE OF WORK

LPW is proposing to work with Woith Engineering for civil design and ACE Engineering for electrical design. The Contract Documents are intended to be complete by mid-June, 2023. The project will need to be phased to be able to use Schlinger Construction to do the rough grading on the fields while they are doing the work for the road on the Student Support Center. The goal will be to install turf on the baseball field in the fall, dependent on weather and contractor availability.

General Scope of Work

- All required drawings and specifications for a State of Montana building permit.
- Coordination with code officials.
- LEED certification fees not included.
- It is assumed that Sletten Construction will be hired to complete the construction of the project, as part of the Student Support Center Project.

Architectural Scope of Work:

- Overall design team project management, coordination with MEP, civil consultants and the GCCM.
- Provide final architectural design and prepare all required architectural drawings and specifications for a State of Montana building permit.
- Drawings will include:
 - Architectural Site Plan including bleachers, pitching cage, dugouts, etc.
- Design meetings with administration, the facilities committee, and staff as required.



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- Coordination of all consultants. Their fees are inclusive in our overall fees.

Civil Scope of Work:

- Collection of topographic data in the field and prepare an AutoCAD basemap to be used throughout the design. Ensure that all previously designed site features will be tied into correctly for location and elevation.
- Coordination of the site layout with the owner, architect, and stakeholders. Assist owner in developing an effective and efficient site layout, while incorporating comments received from any reviewing agencies.
- Preparation and submission of preliminary civil plans, details, and technical specifications at design milestones established by the architect.
- Provision of preliminary Engineer's Estimates at each design milestone, based on site layout and utility options, to assist in financial planning of the project.
- Attendance at any design team or client meetings throughout the Design Development phase.
- Deliverables: AutoCAD and PDF of topographic basemap and preliminary civil design layout.
- Final coordination of site layout with owner, preparation of final civil construction plan sheets and project specifications.
- Preparation of final site grading design for baseball field, tennis courts, and other incorporated site elements.
- Storm drainage design and report for the relocation of the stormwater pond.
- Submit final drawings and contract documents for review and incorporate final comments/revisions into the design documents.

Electrical Scope of Work:

- Layout electrical for any on-field power and lighting.

Permit and Bidding

- Provide responses to bidder's questions via addenda during the bidding phase.
- Respond to comments from the authorities having jurisdiction.
- Schedule and attend a pre-bid meeting

Construction Administration Services:

- Provide a review of shop drawings/submittals.
- Respond to contractor and owner questions (RFI's), provide clarification drawings as needed during construction.
- Provide construction review 3 days a week with Les Munro of LPW Architecture.
- Attend bi-monthly construction meetings.
- Conduct monthly progress inspections as part of on-site construction meetings.
- Provide substantial completion and final completion inspections and punch lists.

As-Built Drawings:

- Provide contractor furnished red line drawings showing all changes to original drawings.
- A complete set of record drawings in PDF format will be provided.

C. FEES

Compensation for programming, design, construction documents, construction administration, and on-site services listed will be based on the lump sum values provided below:

Base Bid Project:

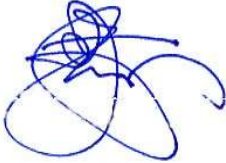
• Design	\$250,000
• Construction Administration	\$118,000
Subtotal	\$368,000

L'Heureux Page Werner will work our portion of the fee on a "hourly not to exceed" basis. Progress payments for services of our consultants will be billed on a percentage of completion based on the lump sum value from Part C. Costs for additional services shall be billed monthly as services are provided. Any additional work (extra services), which is not included in the above Scope of Work, will be done after Owner's approval at LPW's current hourly rates or per negotiated fee. All required reimbursables such as printing, and postage will be billed at 1.1 times our cost.

I hope this proposal meets your expectations. If so, I can draft an Agreement Between Owner and Architect for General Architectural/Engineering Services. Let me know if you have any questions.

Sincerely,

L'HEUREUX PAGE WERNER P.C.



Timothy M. Peterson, AIA, LEED AP BD+C, GGP
President

Owner Approval and Notice to Proceed:

Date: _____