

## Anderson Buehler Architects

20 April 2009

Mr. David Huss, Director of Schools  
Obion County Board of Education  
316 South Third Street  
Union City, TN 38261

RE: Proposal for Vocational Education Buildings  
South Fulton Middle / High School and Central High School

Dear Mr. Huss:

On 8 April 2009 we met with Phil Graham and reviewed and discussed the revised concept sketches with him. We then traveled to the site to discuss location of the building additions factoring in site constraints. We plan on submitting revised concept plans of the two facility designs on 20 April. The intent of this letter is to submit a proposal for the site documentation and building design for the two projects.

We propose the following scope of work:

**Fact Finding:** We will investigate the onsite conditions, which include:

- 1) Site surveys showing all built elements and one foot topos. South Fulton will encompass 1.4 acres and Central will encompass 2.5 acres in their respective surveys.
- 2) Geotechnical borings and reports for both sites. South Fulton would have 2 borings and Central would have 5 borings.
- 3) Gather relevant material (drawings, studies, cost estimates) and make measurements, photos and other observations as required.
- 4) As necessary, generate as-built conditions on CADD.

**Concept/Schematic Design Phase:** The Concept/Schematic Design Phase facilitates the programmatic scope of the project and quantifies the estimated construction cost. We would like to utilize any existing documents or electronic media available in preparing this work.

**Design Development/Construction Document Phase:** This phase details the systems of each of the buildings and the requirements of the construction, ie) all architectural, civil, structural, mechanical, plumbing, electrical, and finish items as required. This phase confirms the life safety and Code related aspects of all the work required in the scope of the project. This drawing package combined with a technical specifications manual allows the contractors the opportunity for accurate and competitive bidding.

**Page 2**  
**Obion County Board of Education**  
**Vocational Education Buildings**

This phase includes the work of the Architect, Interior designer, Civil Engineer, Structural Engineer, Mechanical and Electrical Engineer. Sealed drawings will be provided for bid purposes as well as the required submittal to the Tennessee Fire Marshall.

**Bidding and Construction Administration Phase:** This purpose of this phase of the work is to select a contractor for the project by bidding the technical drawings and specifications out to a variety of interested contractors. Our role is to make sure that the contractors understand all aspects of the work by answering questions and issuing clarification addenda, as needed, during bidding. Following the selection of the contractor, we will assist in the development of the Owner/Contractor agreement and oversee the construction of the project via periodic site observations at least monthly or as needed on a bi-weekly basis and organize construction progress meetings. We will verify the contractor's monthly Application for Payment. At the termination of construction, we and the consultant team will make substantial completion and final inspections and develop the associated reports and verify the contractor's required warranties and closeout documents.

**Services included in addition to traditional Design and Engineering stated above and INCLUDED within the fees stated below:**

<b>Surveying:</b>	\$2,000
<b>Geotechnical Investigation:</b>	\$3,400
<b>Tennessee Fire Marshall Review Fee:</b> Based upon an estimated cost of \$280,000 for South Fulton and possibly \$4 million for Central per State Fire Marshall formula:	\$7,060

**Fee:** Due to the unknown final costs of the project and the potential variables in the forthcoming design solution, we propose a percentage of construction cost fee similar to the one originally proposed for the design of the three classroom addition projects currently under construction:  
**Percentage of Construction Cost Fee of 4.25%**

**Reimbursable Expenses:** The cost of bid advertising, printing for bidding and submittal purposes are to be reimbursed to us at actual cost. We estimate these costs to be approximately \$2,500.00. The costs of travel, long distance telephone, fax, Fed Ex and similar postage are included in the fees stated above and therefore would not be an added expense to the Owner.

**Contract:** We would utilize AIA B151 Standard Form of Agreement Between Owner and Architect as the contract as required by our insurance company.

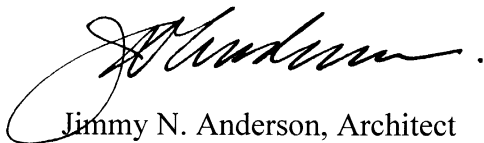
**Page 3**  
**Obion County Board of Education**  
**Vocational Education Buildings**

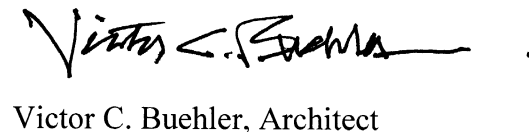
**Time Schedule:** We are available to begin the Fact Finding and as-built work immediately. Then move into the other aspects of the work as authorized by the discretion and time schedule of the Owner. We foresee the following time requirements:

1) Fact Finding, CADD Asbuilt, Survey, Geotechnical:	3 weeks
2) Concept / Schematic Design:	2 weeks
3) Design Development / Construction Documents	8 weeks
4) TFM review	4 weeks
5) Advertising, Bidding and Contract Negotiation	4 weeks
Total	21 weeks

We hope we can be of service to the Obion County Board of Education. Please call if we can provide further information or if you need clarification of any aspect of this proposal.

Thank you sincerely,

  
Jimmy N. Anderson, Architect

  
Victor C. Buehler, Architect