

COMMUNITY UNIT SCHOOL DISTRICT NO. 205

Board of Education

1:30PM – Friday, May 22, 2020

932 Harrison Street, Galesburg, IL 61401

Via Zoom

SPECIAL MEETING

Join Meeting:

<https://us04web.zoom.us/j/73771324305?pwd=eU9Ld3dFRno3REc4UnorYnYwV2FTdz09>

Meeting ID: 737 7132 4305

Password: board

AGENDA

- I. Call to Order
- II. Roll Call
- III. Consider Approval of Theater Consultant Contract
- IV. Consider Approval of Change Order for Lombard Kitchen Topping Demo and Repour
- V. Discussion of District Finances and Potential Reduction In Force (RIF)
- VI. Adjourn

May 11, 2020



Mr. Bryan Archibald
Senior Associate, Creative Director
Legat Architects
1515 5th Avenue, Suite 108
Moline, IL 61265

Re: Proposal for Theatre Planning and Systems Design Services
Galesburg District 205 High School Auditorium Renovations

Dear Bryan,

Thank you for speaking with me on Wednesday regarding the auditorium renovation and commons area adaptive reuse at Galesburg High School. We have reviewed the concept plan that you forwarded, along with information from our discussion, and basic online research about the district capital programs. We understand that the base scope involves the audience chamber and appurtenant circulation/access, with limited systems scope on stage. The existing audience chamber seats roughly 2,200+, with a main floor area of roughly 18,000gsf, and balcony area of roughly 8,100gsf. The project is in concept phase, with board approval to move into design. Design phases are anticipated to wrap up by October 2020, with construction start in spring 2021.

Our proposed Scope of Services is as follows:

I. Theatre Planning and Architectural Support:

- a. Programming/Schematic Phase:
 - i. Participate with Legat in programming meeting with District/User/Operator groups to identify drivers for space program as it impacts audience configuration, size and sightline analysis.
 - ii. Assist Legat with assessment of assembly space program and configuration of floor plan, in support of District goals for the overall project.
 - iii. Deliverables:
 1. Worksheets, sketches, markups, and notes furnished to Legat to convey recommendations.
 2. opinion of probable construction cost for performance/production specialty elements, such as seating system and technical zone modifications.
- b. Design Phases:
 - i. Assist Legat with Architectural details associated with performance support. Examples include room shaping, specialty floor construction, booth work areas, technical positions, and catwalks.
 - ii. Review Architectural progress printings with an eye to functional, operational, and other interests that relate to venue programming.
 - iii. Advise MEP and Structural disciplines regarding code issues specific to performing arts venues. Provide guidance for specialty systems necessary to support production, such as power distro, booth exhaust, new system loads, etc.
 - iv. Deliverables:
 1. AutoCAD xrefs, sketches, markups, and notes furnished to Legat for incorporation into the Architectural documents.
 2. Sketches, markups, data sheets, and representative samples for MEPS guidance.

II. Audience Seating

- a. Schematic Phase:
 - i. Identify schematic seating arrangements that support space program.
 - ii. Deliverable: scale plan sketches / model exports for Legat and Owner review.
- b. Design Development Phase:
 - i. Develop preferred audience seating arrangements into formal layouts for the auditorium (fixed seating). Identify code requirements for circulation, accessibility, egress, fall protection.
 - ii. Identify likely manufacturers to satisfy aesthetic and functional requirements of the project.
 - iii. Deliverables:
 - 1. Initial audience seating model for theatre, with cut sheets for suggested basis of design seat system. Plans plotted as PDF exports from project model.
- c. Construction Documents Phase:
 - i. Finalize fixed seating plan, assign chair widths and pitches, and issue background model/drawings to Legat for insertion in Architectural model.
 - ii. Coordinate finishes and material requirements with Interior Designer, for incorporation into Division 12 fixed seating specifications.
 - iii. Assist Interior Designer with technical support during selection of loose chairs for ADA infills, removable seating zones, and box seating areas.
 - iv. Deliverables:
 - 1. Fixed seating model for insertion in Architectural model.
 - 2. Seating plans and schedule, in PDF plot form, suitable for bidding and construction.
 - 3. 3-part specification (Division 12) for fixed audience seating.
- d. Bidding and Construction Administration:
 - i. Provide addendum insert data to Legat for fixed seating scope.
 - ii. Review shop drawing submittals for seating as outlined in the correlating specification.
 - iii. Provide response data to Legat for RFIs/ASIs related to theatrical scope.
 - iv. Participate in one jobsite observation at completion of seating installation, to verify compliance with project requirements. Furnish observation report to Legat identifying any deficiencies. Assume 1 day on site, in conjunction with observation of other theatrical systems.

III. Theatrical Lighting System Design:

- a. Schematic Phase:
 - i. Survey existing lighting system, including central dimming equipment, power distribution, control network, fixture inventory, consoles, and related gear.
 - 1. Assume up to 1 day on site, coordinated with user group meetings.
 - ii. Develop theatrical lighting control and fixture concept, which supports the anticipated space programming. Identify user interface strategy for daily and performance modes of use. Scope limited to audience chamber, control location, and necessary integration with existing system.
 - iii. Identify functional parameters for audience house lighting, aisle lighting, and control means, for use by Architectural Lighting Designer and Engineer.
 - iv. Deliverables:
 - 1. Preliminary electrical and heat load estimates for Engineers, including lighting, dimmer/relays, and control equipment loads.

2. System design narrative containing description of the design approach, considerations, applicable codes and standards, control intent, and representative imagery to support the approach.
 3. Opinion of probable construction cost for the stage lighting system retrofit, exclusive of electrical rough-in and installation scope.
- b. Design Development Phase:
- i. Participate in web conference with Architect, to review Owner feedback from Schematic phase. Identify coordination points for DD phase between ATS, Architect, Lighting Designer, and Engineers.
 - ii. Coordinate distribution and control requirements with Electrical Engineer so that infrastructure is properly documented in Engineer's design.
 - iii. Deliverables:
 1. Theatrical lighting device plans, preliminary control riser, and equipment schedules, plotted as PDF exports from project model.
 2. Update engineering load data estimates as required.
- c. Construction Documents Phase:
- i. Participate in coordination meeting with Legat and Engineers, at Architect's office, to review Owner feedback from DD phase, and for coordination between disciplines leading into CD phase.
 - ii. Finalize theatrical lighting design for the space.
 - iii. Review and coordinate Architectural lighting layouts with theatrical control system.
 - iv. Perform coordination review of all disciplines at roughly 75% CD, to identify outstanding coordination or documentation issues between theatrical lighting and other systems.
 - v. Deliverables: Theatrical lighting system design documents, plotted in PDF format, suitable for bidding and construction, to include:
 1. Stage lighting device plans and equipment schedules.
 2. Theatrical luminaire repertory plot for initial installation.
 3. Stage lighting control riser, panel schedules, and details.
 4. 3-part specifications, to include:
 - a. Division 11: Stage lighting controls, fixtures, and wiring devices.
- d. Bidding and Construction Administration:
- i. Provide bid addendum insert data to Architect/Engineer for theatrical lighting scope.
 - ii. Review shop drawing submittals for lighting systems as outlined in the correlating specifications.
 - iii. Provide response insert data to Legat for RFIs/ASIs related to lighting scope.
 - iv. Participate in one jobsite observation during installation of stage lighting system. Furnish observation report to Legat identifying any deficiencies or concerns. Assume 0.5 days on site, in conjunction with observation of other theatrical systems.
 - v. Participate in one jobsite observation during startup/commissioning of systems, to verify installation compliance with project requirements. Furnish final jobsite observation report to Legat identifying any remaining deficiencies. Assume 0.5 day on site.

IV. Rigging and Soft Goods System Design:

- a. Schematic Phase:
- i. Perform a general survey of the existing stage rigging systems, largely to eliminate or identify life safety concerns. We understand that the system was recently renovated.
- b. Design Development Phase:

- i. Provide suspension and anchorage design support for AV equipment that is being installed in the renovated auditorium.
- c. Construction Documents Phase:
 - i. Generate suspension details for AV equipment, to be incorporated into AV design documents.

V. Audio/Visual Systems

- a. Assumed AV system design scope to include:
 - i. Auditorium:
 - 1. Audio infrastructure and distribution system, new audio reinforcement system, production communications, ADA compliant assistance systems.
 - a. Video distribution and projection systems designed as potential add alternate.
 - ii. Lobby Areas:
 - 1. Audio paging/background audio, video displays for late comers and/or signage.
 - iii. Loose equipment pool: portable speakers, microphones, projectors/TVs, playback equipment, stands, cabling, and accessories.
- b. Schematic Phase:
 - i. Survey existing AV system, including infrastructure, amp and processing racks, loose equipment pool, mixing console, intercom, paging, and monitoring systems. Auditorium loudspeakers will not be surveyed, as they are to be removed.
 - 1. Assume up to 1 day on site, coordinated with user group meetings.
 - ii. Develop Audio-Visual system concept, which supports the anticipated space programming. Identify user interface strategies for daily and performance modes of use.
 - iii. Identify functional parameters of system as it pertains to other design disciplines, including MEP, stage rigging, and Architectural/Interior Design planning.
 - iv. Deliverables:
 - 1. Preliminary electrical and heat load estimates for Engineers, including processor racks, amplifiers, projection equipment, and related gear.
 - 2. AV design narrative containing description of the design approach, considerations, applicable codes and standards, operating intent, and representative imagery to support the approach.
 - 3. Opinion of probable construction cost for the AV systems, exclusive of electrical rough-in and installation scope.
- c. Design Development Phase:
 - i. Participate in web conference with Architect, to review Owner feedback from Schematic phase. Identify coordination points for DD phase between ATS, Legat and Engineers.
 - ii. Coordinate distribution and control requirements with Electrical Engineer so that infrastructure is properly documented in Engineer's design.
 - iii. Deliverables:
 - 1. AV device and equipment plans, preliminary control riser, device details, and equipment schedules, plotted as PDF exports from project model.
 - 2. Update engineering load data estimates as required.
- d. Construction Documents Phase:
 - i. Participate in coordination meeting with Legat and Engineers, at Architect's office, to review Owner feedback from DD phase, and for coordination between disciplines leading into CD phase.
 - ii. Finalize AV system design for venue.
 - iii. Coordinate final speaker and device placement with A/E team. Coordinate suspension of equipment with theatrical Rigging and Structural as necessary. Finalize mounting details.

- iv. Review and coordinate system interface requirements with lighting controls, fire alarm, IT infrastructure, etc.
- v. Perform coordination review of all disciplines at roughly 75% CD, to identify outstanding coordination or documentation issues between AV and other systems.
- vi. Deliverables: AV system design documents, plotted in PDF format, suitable for bidding and construction, to include:
 - 1. AV device and equipment plans, elevations, details, and schedules.
 - 2. AV system riser, rack elevations, control diagrams, and sequence of operations.
 - 3. 3-part specifications, to include:
 - a. Division 27: Performance Audio-Visual Systems.
- e. Bidding and Construction Administration:
 - i. Provide bid addendum insert data to Architect/Engineer for AV system scope.
 - ii. Review shop drawing submittals for AV systems as outlined in the correlating specifications.
 - iii. Provide response insert data to Legat for RFIs/ASIs related to AV scope.
 - iv. Participate in one jobsite observation during installation of AV systems. Furnish observation report to Legat identifying any deficiencies or concerns. Assume 1 day on site, in conjunction with observation of other theatrical systems.
 - v. Participate in one jobsite observation during startup/commissioning of systems, to verify installation compliance with project requirements. Assume 1 to 2 days on site.
 - vi. Furnish final jobsite observation report to Legat identifying any remaining deficiencies.

VI. Acoustical Engineering

- a. Not in ATS scope.

VII. Assumptions:

- a. Project will be bid as a single project without phasing by the design team. Design team will issue a single package for bidding and construction.
- b. Fee breakouts in part IX below assume acceptance of the entire proposed scope of services. We have combined design, meeting, and travel under this premise, and then broken out the portion attributable to each system/phase. If our proposal is not accepted in its entirety, then fees will be adjusted to reflect additional time required to complete the remaining scope.
- c. AutoCAD or REVIT backgrounds/models will be furnished by Legat for our use in developing documents and deliverables.
- d. ATS will furnish periodic background updates to the design team as necessary for coordination and timely sharing of information, throughout the design phases.

VIII. Compensation:

- a. About The Stage, LLC proposes to furnish the services outlined herein for the following fixed fee:

| | |
|---------------------------------------|------------------|
| i. Programming/Schematic Phase: | \$ 10,875 |
| ii. Design Development Phase: | \$ 10,900 |
| iii. Construction Documents Phase: | \$ 8,800 |
| iv. Bidding/Construction Admin Phase: | <u>\$ 11,700</u> |
| TOTAL fee for all phases: | \$ 42,275 |

- b. Services will be invoiced monthly based upon level of completion of the current phase.

- c. Travel and other reimbursable expenses will be invoiced at a 1.1 multiplier in addition to the above fixed fees. Our opinion of reimbursed expenses, based upon the travel outlined herein, is anticipated to be less than \$ 3,000.

Additional Services not included in this proposal, but available for a negotiated fee, include:

- a. Phased project delivery.
- b. LEED or similar sustainable design documentation, specifications, and related coordination.
- c. Design and specification of theatrical rigging, drapery, acoustical shell and other variable acoustics.
- d. Design and specification of orchestra pit systems, lifts, stage traps, and related machinery.
- e. Design of building digital messaging and menu systems, theatre marquee technology, and enhanced building AV distribution.
- f. Auditorium and project-wide architectural lighting design services.
- g. Value engineering services. After conclusion of Design Development phase, one V-E revision of the design strategy will be included before commencement of CD phase document development. Further re-design efforts are subject to additional fees.
- h. Development of FF&E equipment schedules and cost estimating, for Owner assistance in performance space outfitting. Examples include choral risers, stage platforms, musician chairs and stands, loose shop equipment, ladders, and production expendables.

If you find this proposal to be acceptable, I will be happy to prepare an agreement for provision of limited professional services, or other similar document that is acceptable to you. This Proposal is valid through June 15, 2020, based upon scoping information provided on May 6, 2020. We welcome the opportunity to partner with you and the Legat design team on this excellent arts renovation project!

With Warmest Regards,



Chris Tilton
Principal

Cc: File

13 March 2020

Bryan Archibald
Legat Architects
2015 Spring Rd., Suite 175
Oak Brook, IL 60523

RE: Galesburg Community School District, Galesburg, Illinois

Bryan,

This proposal outlines the scope of work and cost for our services as theatre consultants for the above-named project. We propose to provide theatre consultation services for the renovation of the existing 2,200 seat auditorium and related support spaces. This proposal is based on preliminary design documents dated 25 February 2020 and a construction budget of \$5 million. We understand that the District's goals include removal of the existing balcony, creation of a Commons area, and a final seat count of approximately 900.

We will collaborate with Legat Architects (Client), the architect, design team and owner representatives in the planning and equipping of the theatre and related spaces as follows:

PARTNERS

Michael DiBlasi
Todd Hensley
Jim Baney
Jack Hagler
Michael Burgoyne
Emily Klingensmith
Giulio Pedota
Joshua Grossman

DIRECTORS

Duane Schuler
Robert Shook

750 North Orleans
Suite 400
Chicago, IL
60654 USA

+1 312 944 8230

Advisory Services

- Auditorium planning
- Theatre seating
- Front of house planning

Design Services

- Adjustable acoustic curtains and acoustic devices
- Stage lighting systems
- Theatre general lighting and auditorium house lighting



The scope of our services will be as follows:

Schematic Design

1. Participate in meetings with participants in the project to review and discuss the anticipated uses of the auditorium. Discuss theatre forms and shapes, production activity, scheduling, staffing, and backstage and support areas. Review project schedule, budget, and documentation requirements. Discuss and determine factors that define the success of the project.
2. Explore and examine the auditorium to assess its feasibility relative to the needs of owner/users and to assess its ability to adapt to the program and to new technology. Areas we will address include (a) the appropriateness of the existing vertical and horizontal sightlines, (b) disabled accessibility, (c) the configuration of building's structural systems relative to catwalk requirements, and (d) electrical system relative to front of house stage lighting system requirements.
3. Participate in schematic design meetings to assist in the planning of the auditorium and related spaces. Provide schematic design input on the auditorium, audience services areas, and other production areas.
4. Prepare schematic documents for the auditorium space, including preliminary studies of horizontal and vertical sightlines and strategies for accommodating disabled accessibility.
5. Establish preliminary cost opinions for stage equipment system modifications.
6. Provide advisory structural, electrical, and mechanical loads imposed by stage equipment system modifications. This information shall be provided to architect and the project electrical, mechanical, and structural engineers for their use on this project.
7. Review the schematic design drawings in progress. Review building systems as proposed by architects and engineers.
8. Prepare a narrative report on theatre planning and equipment for inclusion into the schematic design documents.
9. Participate in one round of cost reduction or value engineering exercise. Our fee includes up to eight hours for this task in this phase.



10. We have included these meetings as maximum during this phase:
 - 1 out-of-town meeting
 - 2 local meetings
 - 12 hours of online meetings

Design Development

11. Assist in the further development of the theatre and facility planning. Examine front-of-house traffic patterns, audience services requirements, public restrooms, and other audience amenities. Advise on issues concerning the design of the auditorium space as they relate to performance and operational requirements.
12. Develop audience seating layouts based on project requirements for seat count, sightlines, intimacy, comfort, and disabled accessibility. Coordinate seating layouts with architect including requirements for entry, circulation, and exiting. Provide up to three revised iterations of the theatre seating layouts.
13. Assist in the development of control rooms, catwalk and lighting locations, stage house configuration, front of house stage rigging support infrastructure, and other facility production requirements.
14. Coordinate theatre requirements with the project engineering consultants, including the location and routing of building systems such as HVAC, plumbing, fire protection, and electrical.
15. Prepare outline specifications and preliminary drawings for stage equipment systems.
16. Prepare advisory details as required to illustrate specific architectural requirements, such as control rooms, catwalks, and lighting mounting positions. The architect will be responsible for reviewing and integrating these details into the construction documents.
17. Prepare revised cost opinion for stage equipment systems.
18. Review the design development drawings in progress.
19. Participate in one round of cost reduction or value engineering exercise. Our fee includes up to eight hours for this task in this phase. This proposal assumes that all cost reduction and value engineering is completed prior to Construction Documents phase.



20. We have included these meetings as maximum during this phase:

- 1 out-of-town meeting
- 2 local meetings
- 12 hours of online meetings

Construction Documents

21. Discuss the division of prime and sub contracts for theatre equipment systems, and consideration of equipment purchases directly by Owner.
22. Discuss the coordination of construction documents with the architects and engineers.
23. Refine advisory details of control rooms, catwalks, and lighting mounting positions. The architect will be responsible for reviewing and integrating these details into the construction documents.
24. Prepare drawings and specifications, as follows. This information will be prepared as advisory and requires the review and approval of the architect. Review by the architect and the project electrical and structural engineers will be required prior to inclusion of this information in the project contract drawings. It will be necessary for the project electrical engineer to review, coordinate, and engineer—i.e., determine conductor and conduit sizes for power and control—all electrical components of the theatrical equipment systems, and to issue this information as Electrical Contract Documents, stamped by the electrical engineer. Please confirm that those services are included in the electrical engineer's project contract.

a. Lighting and electrical

- We will prepare informational layout drawings for the front of house mounted stage production lighting, general stage flood lighting, audience house lighting, production power, and general power in the auditorium and related front-of-house support spaces. We will prepare a lighting fixture schedule for these areas. The project electrical engineer will include these systems in the electrical contract drawings. We will not address emergency lighting, exit lighting, or alarm systems.
- We will prepare riser diagrams, panel schedules and dimmer schedules for the lighting systems, control network, and production infrastructure that require revision due to the renovations to the auditorium. We will prepare details as required to illustrate device and fixture mounting conditions. These diagrams and details will be included in the electrical contract drawings.



- We will prepare complete specifications for stage and house lighting control and distribution systems that require revision due to the renovations to the auditorium.
- b. Adjustable acoustical curtains and acoustic devices
 - We will coordinate the adjustable acoustical curtains and acoustic devices with the acoustics consultant. We will prepare complete contract drawings and details for the adjustable acoustic curtains and acoustic devices within the theatre. We will draw this information on the project drafting sheets, and these drawings will be bound in with the balance of the full contract drawings for this project.
 - We will prepare informational layout drawings for electrical accommodations related to the adjustable acoustical curtains and acoustic devices. The project electrical engineer will include the adjustable acoustical curtains and acoustic devices electrical accommodations in the electrical contract drawings.
 - We will prepare complete specifications for the adjustable acoustic curtains and acoustic devices.

This proposal assumes that the architect and other of its sub-contractors will be responsible for the administration, architectural coordination, and electrical, mechanical, and structural engineering for the project. It is understood that as theatre consultants we are not licensed as architects or engineers. We shall endeavor to comply with local codes and requirements in association with the project architects and engineers but said compliance shall be the responsibility of the project architects, engineers, and contractors.

25. Review and coordinate the above work with the preliminary and final architectural and electrical drawings and specifications. Review and respond to architectural, structural, mechanical, and electrical drawings at approximately the 50% and 90% stages of completion.
26. We have included these meetings during this phase as a maximum:
 - 1 out-of-town meeting
 - 2 local meetings
 - 12 hours of online meetings

Bidding

27. Assist in the identification and prequalification of specialty contractors for consideration in final selection by others.
28. Assist in the preparation of addenda.



29. Assist in the review of bids and suggested substitutions by bidders.
30. We have included these meetings as maximum during this phase:
 - 8 hours of online meetings

Construction Administration

31. Provide consultation as required during construction to resolve job site questions and coordination issues.
32. Provide review and recommendations on related shop drawings and submittals.
33. Review and respond to contractor Requests for Information within our scope.
34. Conduct job site visits to observe work in progress and assist in the coordination of related trades at the job site.
35. Observe completed installations and submit punch lists items. Observe system commissioning for related systems.
36. We have included these meetings and site visits as maximum during this phase:
 - One initial construction team meeting to discuss theatrical requirements
 - 3 site visits
 - 8 hours of online meetings

Additional Services

Services we often provide, but are not included in this proposal, are listed below. We will be happy to submit a proposal for any of these services, if requested.

- Theatre seating construction documents
- Stage Rigging and Curtains, including fire safety curtain
- Special decorative stage curtains
- Orchestra pit lift
- Orchestra pit platform filler system
- Stage traps/lifts
- Stage turntable
- Concert acoustic shell
- Stage production lighting systems
- Speaker cluster rigging
- Architectural lighting for areas not included in this proposal
- In-house closed-circuit video systems for stage management and latecomer viewing



- Incorporation of addenda into construction document record set
- Review of Contractor's as-built documents
- Production light plot(s)
- Attendance or participation in advanced Owner training for theatrical systems

Excluded Services

- Personnel fall protection
- Emergency lighting and exit lighting
- Alarm systems

Fees

Our fees for the above services will be as follows:

| | |
|-----------------------------------|--------------------------|
| Schematic Design..... | 20,400.00 |
| Design Development..... | 19,500.00 |
| Construction Documents | 22,200.00 |
| Bidding | 1,800.00 |
| Construction Administration | <u>24,800.00</u> |
| TOTAL | \$88,700.00 |
| Reimbursable expenses..... | approximately \$2,000.00 |

Appendix A – Terms and Conditions is attached and hereby made a part of this Agreement.

This proposal is valid for 60 days following the date of submission.



Thank you for the opportunity to present this proposal. We hope you find it complete and acceptable. To authorize us to begin work, please sign and return a copy to us. We look forward to working with you on this project.

Schuler Shook

Todd Hensley, ASTC
Partner

ACCEPTED FOR LEGAT ARCHITECTS:

SIGNATURE

DATE

PRINTED NAME AND TITLE



APPENDIX A

TERMS AND CONDITIONS

We will invoice monthly in proportion to the percentage of our work completed. In addition to our fees, we will invoice for all reimbursable expenses incurred in connection with the project including the following:

- Local transportation
- Reproduction and plotting services that are NOT for Schuler Shook in-house use
- Delivery services
- Materials related to site tests and mock-ups
- All travel, lodging, and meals out of town
- Subscription and procurement costs for Architect-required project management/distribution services such as Newforma, BIM 360, PlanGrid, Bluebeam Studio, Dropbox, Box.
- Procurement and training costs for any required software packages over and above those currently owned and utilized by Schuler Shook
- Costs associated with insurance coverages over and above those currently carried by Schuler Shook, including coverage of Additional Insured parties

These direct expenses will be billed at cost multiplied by a factor of 1.10. Billing will occur on a monthly basis. An interest charge of 1.5% per month will be added to all amounts past due more than 60 days. Payments directly to Client for Schuler Shook's services are considered to be held in trust and shall be paid to Schuler Shook within 10 business days after receiving payment from the Owner.

Where required, air travel shall be booked on the basis of the most direct fares on a major carrier offering at least two classes of travel and no trip shall require a scheduled total layover time of more than six hours. Air travel for trips within North America will be booked Standard Economy Class for all segments; air travel for trips outside of North America will be booked Business Class or better for all segments. Hotel accommodations shall be at a four-star or better business hotel. In the event that booked travel is rescheduled or cancelled, we shall be reimbursed for all resulting expenses, including re-booking charges, forfeitures, and other penalties.

Schuler Shook maintains the following insurance policies and limits:

| <u>Policy</u> | <u>Per Occurrence</u> | <u>In Aggregate</u> |
|-----------------------------|-----------------------|-----------------------|
| Professional Liability | \$2,000,000.00 | \$4,000,000.00 |
| General Liability | \$1,000,000.00 | \$2,000,000.00 |
| Automobile Liability | \$1,000,000.00 | Combined single limit |
| Excess Liability (Umbrella) | \$7,000,000.00 | \$7,000,000.00 |
| Workers Compensation | \$500,000.00 | Statutory Limit |
| Employers Liability | \$1,000,000.00 | |

If additional services are requested, or in the event of substantial revisions or changes which expand the scope or nature of the project or which result in the performance of services which are not covered in the proposal, Schuler Shook shall be compensated on an hourly basis at our rates in effect at the time the service is provided. Our hourly rates are adjusted annually.



We use contemporary documentation software with ongoing subscriptions to remain current. Our software packages include:

- Microsoft Office 365
- Autodesk AEC Collection
- Bluebeam Revu

If this project will be documented in REVIT, we will produce as much of our documentation as possible using REVIT. Some of our construction documentation may be produced using two-dimensional AutoCAD due to the limitations of REVIT for theatrical equipment design. To prepare our deliverables, we require the Client to provide us with electronic background or model files that are readily usable. If an unreasonable amount of time is required for us to condition electronic files, we will request approval for additional services to prepare our documents.

This proposal assumes that all design work and all cost reduction work is completed prior to Construction Documents phase. Architect shall be responsible for coordinating the theatre systems with other building systems such as audio/visual, HVAC, and sprinklers prior to Construction Documents phase. Once we have begun preparation of Construction Documents, should any further revisions be required, for cost reduction purposes or as a result of design changes, this work will be provided as additional services paid in addition to our base fee.

The fees herein assume that all scope areas are designed concurrently, documented concurrently and constructed concurrently. Should it be necessary to phase or stagger the process, our fees will be subject to re-negotiation accordingly.

The above fees are based on a design and construction schedule of not more than 36 months. If at any point in the design or construction period the project falls behind schedule, our fees will be subject to re-negotiation accordingly.

Drawings, specifications, and other documents prepared by Schuler Shook are instruments of our service for use solely with respect to this project. Schuler Shook shall be deemed the author and owner of these documents and shall retain all common law, statutory, and other reserved rights, including the copyright. Client may retain copies of our documents for information and reference but shall not use the documents on other projects or for completion of this project by others unless Schuler Shook is in default under this Agreement, except by agreement in writing, and with appropriate compensation to Schuler Shook.

This proposal assumes that the existing architectural and electrical conditions are reasonably well described by as-built drawings that will be made available to us as the basis for our systems designs. Any investigative work that we must perform to correct the as-built drawings will be billed on an hourly basis in addition to the fees herein.

Schuler Shook shall not be responsible for the acts of omissions of Client, the architect, other consultants, owner, contractor, sub-contractors, their agents or employees, or other persons performing any of the work. If the contractor substitutes or is allowed by any entity other than Schuler Shook to substitute any equipment or component which differs from those shown on our final construction documents, the Schuler Shook accepts no responsibility for the resulting change.



Client shall indemnify and hold Schuler Shook and its officers and employees harmless from and against damages, losses, and judgments arising from claims by third parties including reasonable attorneys' fees and expenses recoverable under applicable law, but, only to the extent they are caused by the negligent acts or omissions of Client, its employees and its other consultants in the performance of professional services under this Agreement.

Schuler Shook shall indemnify and hold Client and its officers and employees harmless from and against damages, losses, and judgments arising from claims by third parties including reasonable attorney's fees and expenses recoverable under applicable law, but, only to the extent they are caused by the negligent acts or omissions of Schuler Shook, its employees and its other consultants in the performance of professional services under this Agreement.

Client, or Client's agent, shall communicate clearly and regularly with Schuler Shook and shall notify Schuler Shook sufficiently in advance of all project deadlines. No entity shall issue any changes to, or interpretations of, Schuler Shook produced documents, nor interpretations of Contractor submittals, requests for information or change orders related to Schuler Shook's scope of work without first conferring with Schuler Shook.

To the extent permitted by law, Schuler Shook's liability under this Agreement, under indemnity or otherwise, is limited to \$1,000,000.00 in aggregate, and, in no event will Schuler Shook be liable for any consequential or indirect loss, loss of profits, loss of business or revenue, or loss or denial of opportunity.

This Agreement shall have venue in the State of Illinois.

No portion of this Agreement shall be assignable to any other party without the written mutual consent of both parties.

This Agreement may be terminated by either party if notification is provided in writing in advance of such termination. Should Schuler Shook be terminated (a) Schuler Shook shall be promptly paid for work performed and reimbursed for expenses encountered prior to the date of termination, and, (b) Schuler Shook shall not be liable for the use of its instruments of service created prior to the date of termination.

Schuler Shook will work closely with Client, owner, and architect to assist in publicizing the completed project, helping identify special theatrical features of the building to result in a positive and supportive public image. Client shall credit Schuler Shook as the Theatre Planning Consultant in all publicity related to the project. Schuler Shook shall be permitted to publicize its involvement in the project. Client shall not unreasonably withhold permission to publicize the project.

END OF APPENDIX A



1033 SOUTH BOULEVARD • OAK PARK IL 60302
TEL 708.524.2800 FAX 708.524.2818
WWW.TALASKE.COM INFO@TALASKE.COM

proposal

| | | | |
|---------------------|--|---------------------|------------------|
| ATTENTION: | Bryan Archibald Senior Associate Creative Director | COMPANY: | Legat Architects |
| ADDRESS: | 515 5th Ave., Suite 108 | CITY ST ZIP: | Moline, IL 61265 |
| PREPARED BY: | Richard Talaske, FASA | DATE: | 3 March 2020 |
| PROJECT: | Galesburg Community School District – Proposal for Acoustical and Audio Video Consulting Services | | |

INTRODUCTION

This document is a general form for the authorization of acoustics audio video consulting services with TALASKE. Please review this contract and, if it meets with your approval, add your signature below and return a copy to our office so that we may begin our service to you. Terms and Conditions of this contract are indicated on the final page of the proposal.

PROJECT UNDERSTANDING

It is our understanding that the Galesburg Community School District is upgrading their existing high school with additional and renovations. One component is to reconfigure the existing 2,200-seat auditorium into a much smaller space. This proposal is for acoustical and audio video consulting services to assist in the conceptual design of the revised auditorium.

It is understood that TALASKE is an acoustics consulting firm. As such, we do not provide architectural or engineering services. As active members of the architectural design community, we strive to provide practical and safe design solutions; however final review of recommendations regarding code, safety, structural, and other non-acoustic considerations is the responsibility of others.

This proposal is intended to offer preliminary recommendations for consideration and decision-making purposes. Additional services may be necessary for the successful design, documentation, and review of design options. The services identified within this proposal are expected to be complete within 6 weeks of start of work.



Compensation is based on an authorization method using this proposal. The noted scope does not include effort for negotiating an agreement using alternative contract form, additional terms and conditions, and/or additional insurance or indemnification requirements. The time involved for addressing such matters may be considered an additional service with compensation due on a per hour basis.

While services will be provided within the spirit intended by the U.S. Green Building Council, no LEED-related activities are included within this proposal.

SCOPE OF SERVICES

The following services will be performed by TALASKE following the approval of this proposal:

SCOPE OF ACOUSTICS SERVICES

1. Review drawings, photos, reports, and other provided information.
2. Visit the site to:
 - Meet with users and building committee members to understand the past and intended uses of the auditorium.
 - Review existing conditions within the building.
 - Perform ambient noise measurements to quantify existing noise conditions.
3. Establish appropriate acoustical goals and applicable noise criteria based on the intended uses of the space.
4. Process collected acoustic data.
5. Perform acoustic calculations as necessary.
6. Prepare and provide written report of preliminary acoustic recommendations as noted below.
7. Participate in one telephone conference call to discuss the contents of the report and assist in the determination of next steps.

DELIVERABLES FOR ACOUSTICS SERVICES

1. Prepare one report summarizing findings, comments and preliminary recommendations.
The report will include:
 - Narrative section describing general project understandings and acoustic goals.



Galesburg Community School District

3 March 2020

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- Provide sketches offering preferred room shape to achieve acoustic goals.
- Narrative section, supplemented with sketches and/or marked-up photographs as necessary, which offers preliminary acoustics recommendations options for consideration.
- Preliminary information specialty acoustics products that may be recommended.
- Statements regarding expected acoustics results.

The submission of the TALASKE report will constitute the completion of services under this authorization, except for telephone and e-mail discussions to provide any necessary clarifications of the report.

SCOPE OF AUDIO VIDEO CONSULTING SERVICES

1. Review drawings, photos, reports, and other provided information.
2. Visit the site to:
 - Meet with users and building committee members to understand the uses and sound challenges associated with the facility.
 - Review existing conditions including the existing infrastructure which supports the audio systems.
3. Establish appropriate audio goals based on the intended uses of the facility.
4. Prepare and provide written report of preliminary acoustic recommendations as noted below.
5. Participate in one telephone conference call to discuss the contents of the report and assist in the determination of next steps.

DELIVERABLES FOR AUDIO VIDEO CONSULTING SERVICES

1. Prepare one report summarizing findings, comments and recommendations. The report will include:
 - Narrative description regarding recommended upgrades and audio sub systems for the theatre facility
 - Comments regarding space requirements to accommodate audio systems
 - General information regarding infrastructure for the upgraded audio system
 - Cost estimate for the audio system recommended for installation by a qualified audio integrator.



Galesburg Community School District
3 March 2020
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The submission of the TALASKE report will constitute the completion of services under this authorization, with the exception of telephone and e-mail discussions to provide any necessary clarifications of the report.

ADDITIONAL ACOUSTICS AUDIO VIDEO AUTHORIZATIONS

The following Additional Services are not included within this proposal and may be necessary for the successful execution of the project and can be provided by TALASKE if requested by the Client:

1. Design development, documentation, or checkout of acoustic recommendations.
2. Design development, documentation, or checkout of audio systems.

Upon request, a subsequent proposal can be provided for these possible additional services.

COMPENSATION

The total compensation will be comprised of the fees for performing the Scope of Services, expenses incurred, and additional fees for any services requested by the Client that are outside of the Scope of Services.

COMPENSATION FOR CONSULTING SERVICES

Consulting time will be provided and is due based on a fixed fee in the amount of \$7,200.00 for acoustics consulting services and \$5,625.00 for audio video consulting services plus applicable reimbursable expenses as noted below. Additional services beyond those described in the Scope of Services above will be invoiced and are due based on the following hourly rates. Rates are subject to change for subsequent calendar years. No additional services will be performed without prior written authorization:

| CONSULTANT | HOURLY RATE |
|---|--------------------|
| principals | \$235 to \$295 |
| senior consultants and project managers | \$175 to \$230 |
| consultants, P. E engineers and technical specialists | \$135 to \$170 |
| technical assistants and CAD/BIM technicians | \$100 to \$130 |



Galesburg Community School District

3 March 2020

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REIMBURSABLE EXPENSES

Expenses incurred by TALASKE in the course of providing services will be reimbursed at cost times a factor of 1.10. Reimbursable expenses are due in addition to fees. The following are considered reimbursable expenses: airfare on major airline carriers (economy plus class with North America, business class for inter-continental travel), ground transportation costs for local and/or out-of-town travel (parking, IRS-standard mileage rates for trips over 50 miles, tolls, hourly rates for car-sharing services, car rental, public transportation fares), lodging, meals (including meals during local travel when such travel extends through a standard mealtime), shipping of test equipment, plotting and reproduction of scaled drawing sets, expedited delivery beyond US mail, client-requested insurance, international taxes, bank transfer or currency exchange fees, and other similar expenses. Test equipment use has been incorporated into fees noted above. Test equipment use for additional services, if necessary, is valued at \$485.00 per day and is considered to be a reimbursable expense.

APPROVAL

I hereby authorize The Talaske Group, Inc., dba TALASKE, to proceed with the consulting services described in the Scope of Services and in accordance with the Terms & Conditions which follow.

SIGNATURE: _____ **DATE:** _____

PRINTED NAME: _____ **REPRESENTING:** _____



Galesburg Community School District

3 March 2020

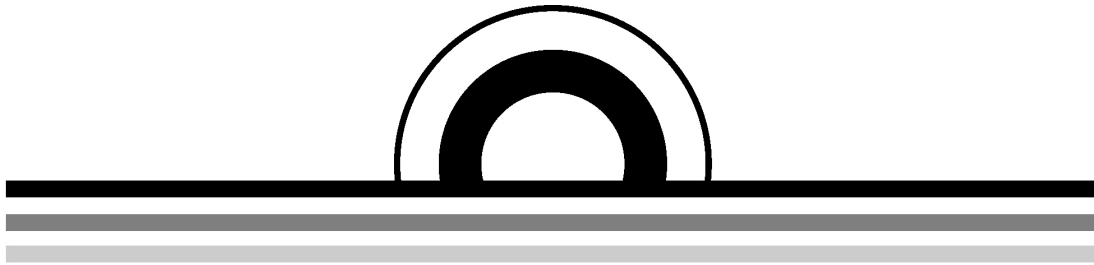
Page 6

TERMS & CONDITIONS

The following terms and conditions apply to the services to be provided under this authorization and the means of compensation for the performance of those services by the TALASKE (the Consultant):

- Payment for these services is due based on the completion of services by the Consultant and is not dependent on a specific project schedule, payment schedule, payment to the Client by others, or the completion of work by others.
- Invoices for fees and expenses are rendered on a monthly basis and are due within 15 days of receipt. Interest at 1.5% per month is due for late payment. Legal, court and related costs are due for efforts necessary in the event of non-payment by Client.
- Should an alternate contract form (such as an AIA format) be preferred then the additional time required to review these documents will be an additional cost at our standard hourly rates.
- Unless authorized, fees quoted above are valid for 60 days.
- Either party may terminate this Agreement with or without cause upon 7 day written notice.
- This Agreement will be concluded when the Consultant has completed the tasks listed in the Scope of Services and has received payment for these services. There is no expressed or implied warranty period with this Agreement.
- Audio consulting services referenced in this proposal will be assigned and executed by Professional Audio Designs of Wauwatosa, WI. All project management efforts will be performed by TALASKE. Invoices will be released by Professional Audio Designs.
- It is understood that this proposal is for acoustics, audio, and/or video services only. Safety, structural, code, ADA, hazardous material detection/removal, and all other considerations outside the expressed Scope of Services, are the responsibility of others.
- The Consultant is not responsible for job site safety and construction means and methods, and has no stop work authority. Job site safety and construction means and methods are the responsibility of the Contractor.
- It is the Client's sole responsibility to obtain any permits and approvals required for this Project.
- The Consultant will not be liable for delays due to Force Majeure.
- The Consultant shall have the right to rely on the accuracy of any information provided by the Client. The Consultant will not review this information for accuracy.
- The Consultant will maintain business and professional liability insurance to cover any claims that arise due to errors and omissions occurring during the execution of professional services: Business Liability (\$1,000,000 occurrence / \$2,000,000 aggregate); Workers Compensation (\$1,000,000 occurrence); Auto Liability (\$1,000,000 combined single limit each accident); Professional Liability (\$1,000,000 claim / \$2,000,000 aggregate). The Consultant will be reimbursed for the cost of additional premium payments to increase coverage beyond current limits, if required by the Client.
- The Client agrees, to the fullest extent possible, to limit the liability of the Consultant so that the total aggregate liability of the Consultant will not exceed the Consultant's fees for services rendered on the Project. This limitation of liability applies to any cause of action, be it contract, tort, or any other theory. The Client agrees to bring any claims against the Consultant corporate entity, not any individual owners or employees of the Consultant firm. The Client and agrees to waive any claims for consequential damages.
- The Consultant agrees to indemnify the Client against all claims solely relating to negligent performance within the Consultant's Scope of Services, as explicitly identified in this Agreement. The Consultant will not indemnify the Client for any lawsuits, claims, losses, damages or demands arising out of either the Client's own negligence or any work performed by a third party or for any other work outside of the Consultant's Scope of Services. The Client will indemnify the Consultant for all claims regarding all non-acoustics, -audio or -video considerations to the extent that these services are provided by the Consultant for This Portion of the Project.
- Any dispute under this contract shall be subject to mediation as a condition precedent to litigation.
- The Consultant retains all intellectual property rights including common law, statutory, copyright, and other reserved rights in the instruments of service. The Client agrees to limit use of the instruments of service to this site-specific Project only.

END OF TERMS & CONDITIONS



JONES - PHILLIPS ASSOCIATES, LLC
THEATRICAL CONSULTATION AND DESIGN

62 North Main Street, Suite 412
Memphis, Tennessee 38103
(765) 423-1123

May 8, 2020

Mr. Bryan Archibald, AIA
Legat Architects
1515 5th Ave., Suite 108
Moline, IL 61265

RE: Proposed Letter of Agreement for: **Theatre Consulting services related to the re-design and renovation of the Audience Chamber at GALESBURG CUSD #205 Jr-Sr High School in Galesburg, Illinois.**

J-P File No. 20-06

Dear Mr. Archibald:

In accordance with recent discussions we have had with you at Legat Architects, Jones - Phillips Associates, LLC. (Theatre Planner - Theatre Consultant) are pleased to submit the following letter of agreement to provide consulting services related to the re-design and renovation of the Audience Chamber at GALESBURG CUSD #205 Jr-Sr High School in Galesburg. Illinois (Owner), **to be named** (Acoustical Consultant), Legat Architects (Architect).

A. Services to be Rendered - General Description:

1. Architectural

- a. Provide a basic and full function design assistance related to the re-design and renovation of the Audience Chamber, including seating, sightlines, and wall and ceiling suggested changes or additions to serve the Auditorium with modern technical support.
- b. Provide information to both the Architect and Engineers related to new LEED LED houselighting and houselighting service access systems and entry control panels.
- c. Review the existing Stage Lighting dimmer System and Controls to see if those additions in Point "b" can be made or altered to function with new LED lighting units.

d. Should the Owner choose to replace the Stage Lighting dimmer System and Controls to make them LEED compliant and compatible with more efficient and longer lived LED fixtures, provide the drawings and specifications required to replace the Stage Lighting dimmer System and Controls, This would include a Riser Diagram showing all Wiring changes and the Data Ports Control required to operate LED lighting in a performance venue thus to allow an Electrical Engineer to be able to decide on any conduit and wiring changes as part of the Audience Chamber renovations.

e. It is assumed that no other changes would be made to any other Performance – Theatrical systems with the exception of the potential lighting mentioned in Point “d” above. Should the Owner request other modernization to the Performance – Theatrical systems, that work would be done as Additional Services as defined in Section B, Point 5 below.

f.. Coordinate theatrical with acoustical engineering elements to ensure a unified package of information to Legat Architects.

2. Engineering Services

a. It is assumed that any engineering certifications required will be furnished by the Architect and the cost of same are not included in this proposal. Such approvals will include professional certification of such items as weights, sizes, mountings, and attachments of structural members, and that all designs will be in reasonable compliance with all applicable code requirements.

b. If it is deemed necessary for any such engineering services to be furnished under this consultation agreement, they will be provided as an additional service at cost.

B. Compensation for Services Rendered

1. Professional Services

| | |
|---|----------|
| a. Services of Van Phillips, principal of the firm, per hour: | \$225.00 |
| b. Services of senior project managers and senior associates of the firm, per hour: | \$175.00 |
| d. Services of associates of the firm and Ted W. Jones, principal “at counsel” per hour: | \$125.00 |
| e. Services of junior associates and draftspersons of the firm, per hour: | \$ 90.00 |
| f. Services of clerical staff of the firm, per hour: | \$ 70.00 |

2. Reimbursement for the following expenses:

- a. Any postage and/or express shipments required.
- c. Any printed Drawing and specification reproduction required to be furnished, beyond the one electronic drawing and specification set provided, to the Architect and Owner.
- d. Travel and living expenses incurred in the performance of services at locations other than the business addresses of the Theatrical Consultant. Whenever possible, travel expenses will be shared with other projects in the same geographical area.
- e. Other expenses incurred with prior approval.

3. Billing and Payment Interval

- a. The Theatre Consultant will invoice the Owner once each month for services rendered during the previous thirty (30) days.
- b. Payment will be due within thirty days of the receipt of each invoice and following the Owner's approval of claims.
- c. Interest will be charged at 1.0 percent per month on amounts due and not received.

4. Maximum Professional Fees

- a. Fees for professional services will be calculated using the hourly rates stipulated herein. Fee charges for travel time will be made only during normal working hours. Time spent en route, or during layovers, which occur before or after the normal working day will not be billed.
- b. Total professional fees for the Budgeting Phase will not exceed **\$34,650.00**.
- c. Any travel expenses are billed at cost.
- d. Every effort will be made to limit the fees and expenses to a minimum amount consistent with consulting services in the best interests of the Owner. Only hours worked and expenses incurred will be billed. The Owner is not responsible for payment of any unused balance left in the contract at the conclusion of the project.
- e. The hourly rates and maximum fees expressed in this proposal apply to services rendered through calendar year 2020. Hourly rates and maximum fees are subject to negotiation for services rendered after 2021.

5. Additional Consultation.

Any additional consultation specifically requested in writing but not included in the scope of this proposal will be billed at the standard hourly rates stipulated herein. Additional trips specifically requested in writing but not included in this proposal will be billed at cost.

C. Other Terms

1. The Theatrical Consultant's services shall be performed in character, sequence and timing in accordance with the project schedule so that they may be coordinated by the Architect with other aspect of the project.
2. The Theatrical Consultant shall recommend to the Architect the obtaining of such investigations, surveys, tests, analyses, and reports as may be necessary for the proper execution of the Theatrical Consultant's services, provided however, that the Theatrical Consultant assumes no responsibility for recommending structural, electrical or any other investigations or tests not pertaining to the lighting control aspects of the Project.
3. The Consultants shall provide progress copies of sketches, drawings, reports, and other necessary information to the Architect.
4. It is understood that the Theatrical Consultants are not licensed Architects or Engineers and will maintain professional liability or errors and omissions insurance coverage for Theatrical Consultation only.
5. Insurance
 - a. The Theatrical Consultant's responsibility is not limited by its insurance.
 - b. The Theatrical Consultant, before his work is commenced and at his sole cost, shall provide insurance in the amounts and types as follows:
 - (1) Worker's Compensation covering all employees of the Theatre Planner - Theatrical Consultant performing services under this Agreement and complying with all laws of the State where the Project is to be performed.
 - (2) The Theatre Planner - Theatrical Consultant will provide an umbrella liability policy which combined with the primary insurance will provide a limit of not less than One Million Dollars (\$1,000,000.00) in general liability.
 - (3) The Theatre Planner - Theatrical Consultant will provide a professional liability (errors and omissions) policy of not less than One Million Dollars (\$1,000,000.00) covering their specific work.
6. The Theatrical Consultant shall furnish the Architect with certificates or other documentary evidence that the Owner may require showing the insurance to be carried in accordance with the requirements set forth in Paragraph 12. Such certificates shall provide that thirty (30) days written notice shall be given to the Architect prior to the effective date of any cancellation of any policy.
7. Non-discrimination Procedures
 - a. During the performance of this Contract, the Theatrical Consultant agrees that he will not discriminate against any employee, or applicant for employment because of race, color, religion, sex, affectional orientation or preference, national origin, ancestry, age (except in compliance with age requirements of retirement plans or state and federal laws and regulations), marital or familial status, handicap, unfavorable discharge from the military, or status as a disabled veteran or veteran of the Vietnam era.

- b. No person in the United States shall, on the grounds of race, color, religion, sex, affectional orientation or preference, national origin, ancestry, age, marital or familial status, handicap, unfavorable discharge from the military, or status as a disabled veteran or veteran of the Vietnam era be excluded from participation in, be denied proceeds of, or be subject to discrimination in the performance of this contract.

This document is the entire Agreement between the Architect and the Theatrical Consultant. Changes or additions in this Agreement must be in writing and must be signed by both the Architect and Theatrical Consultant.

If this Agreement is satisfactory, please sign, date, and return one copy to Jones - Phillips Associates, LLC. as our authorization to proceed.

Respectfully submitted:
Jones - Phillips Associates, LLC

Accepted by:



Van Phillips
President

Legat Architects

Date: May 8, 2020

Date:



May 19, 2020

Dr. John Asplund
Superintendent of Schools
Community Unit School District #205
932 Harrison St.
Galesburg, IL 61401

Re: Galesburg CUSD #205
Lombard Kitchen Topping Demo & Repour

Dear Dr. Asplund:

Upon removal of the quarry tile in the existing kitchen, it was discovered that the tile was placed on a 3" thick grout bed in lieu of directly on the concrete slab. The existing condition will not allow the installation of new floor coverings. Russell has gathered pricing to remove the existing kitchen quarry tile grout topping down to the top of concrete floor and repour new topping slab to accommodate new flooring. Below is the pricing breakout for this scope of work.

Demo grout bed – Precision Builders \$5,402.25
New topping – Centennial Contractors \$14,525.50

Russell recommend that the district issue a change order for removal and replacement of the grout bed to accommodate the new flooring in the kitchen as detailed above.

Please let me know if you have any question or concerns.

Sincerely,

A handwritten signature in blue ink, appearing to read "Lee Marbach".

Lee Marbach
Project Manager

Copy: Ms. Jennifer Hamm, CUSD 205
Mr. Brett Ketelsen, Russell

CHANGE ORDER REQUEST #04

Date: May 14, 2020

Submitted To:

Russell Construction
4700 East 53rd Street
Davenport, IA 52806

For Work Performed At:

Lombard Elementary
Galesburg, IL

CHANGE ORDER REQUEST FOR THE FOLLOWING:

#GCSD-LOMB - COR-03

Per request:

RCCC to saw cut and demo the existing grout topping down to top of concrete floor slab on grade. This work to be performed in the kitchen. RCCC has figured for a 30' x 57' area totaling 1,710 sqft at approximately 1-1/2" - 2" thick. All debris will be removed and placed in an onsite dumpster provided by Russell Construction

| | |
|---|-----------------|
| River City Cutting Cost: | \$5,145.00 |
| 15% Contractor Markup (self/suppliers): | \$0.00 |
| 5% Contractor Markup on Subs: | <u>\$257.25</u> |
| Total: | \$5,402.25 |

Respectfully Submitted:

Precision Builders, Inc.:

Lisa Zelle

Date: May 14, 2020



YOUR FULL SERVICE CONCRETE & MASONRY CUTTING CONTRACTOR

P.O. Box 155 • Blue Grass, IA 52726 • www.RiverCityCutting.com

Office: 563.381.9018 • Fax: 563.381.4609

Request for Price

Date: 05/14/2020

Job: Lombard 5-6 Intermediate

Contractor: Precision Builders

Description of Work Performed:

We propose to saw cut and demo the existing grout topping down to top of concrete floor slab on grade. This work is to be performed in the Kitchen. We have figured for a 30' x 57' area totaling 1,710 sqft at approximately 1-1/2" to 2" thick. All debris removed we will place into a on site dumpster provided by Russell.

Lump Sum Price: \$5,145.00



1505 46TH AVENUE
MOLINE, ILLINOIS 61265
PHONE-309-736-1212 FAX-309-736-1280

May 15, 2020

Russell Construction
4600 E 53rd Street
Davenport IA 52807
Atten: Lee M.

Re: Infill floor of Lombard. Clean up floor place bonding agent on surface and then pour with a chip mix

Material bonding agent and concrete \$ 2,450
Labor \$ 9,155
Mark up 10 percent

Total Add\$ 12,765.50

Add: barrier one to above price add\$ 1,760

Jayme Massa, President