

ATTACHMENT NO. XI-E

ATTACHMENT NO. XI-E: Roof Replacement and Repairs

Potential motion: Approve to move forward with the District Architect to prepare bid documents for the Middle School gym roof replacement, including gutters, fascia & soffits and HLS “Required” repairs to Upper Elementary roofs.

Recommended action: Approve the motion

The Middle School gym roof is 30 years old and has required an increased need for repairs, the latest being the strapping of the membrane on one corner due to adhesion failure. On December 6, 2016, the Facilities Committee Chairman, Superintendent and Director of Facilities met and agreed to follow the 10-year plan and bring the projects to the next Regular Board meeting for approval. It is recommended the Board give consent to Facilities Director to contact the District Architect to prepare bid documents and collect bids for replacement of the gym roof, gutters and necessary fascia at the Middle School as well as the HLS “Required” repairs cited for Upper Elementary school.

Cost for this work has been estimated at \$300,000 to \$350,000.



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November 30, 2016

Dr. Michael Greenlee
Superintendent
North Boone Community Unit School District 200
6248 North Boone School Road
Poplar Grove, IL 61065

**Proposal for Architectural Services
Roofing Replacement 2017
Project CSG652**

Dr. Greenlee,

We are submitting this proposal to provide professional architectural services associated with the removal and replacement of existing roofing at the North Boone Middle School and select roofing repairs at the Upper Elementary School.

Scope of Professional Services

General Project Scope: Our understanding of the potential scope of work being contemplated and the professional services CSG will be providing generally encompass the following:

- **Construction Documentation Phase:** Prepare architectural drawings and specifications appropriate for bidding the roofing work to Roof Contractors in a single bid package.
- **Bidding Phase:** The project will be bid as a single project to a Roofing Contractor. CSG will assist the District with coordinating all necessary bidding activities including contacting prospective bidders, assisting in Bid Notice preparation, conducting a Pre-Bid Meeting, answering questions during bidding, conducting the public bid opening, bid analysis and recommending a bidder to the Board of Education.
- **Construction Administration:** We will review all product submittals and shop drawings to ensure the proposed construction complies with your program requirements and the quality standards of the construction documents. During construction, we will review and certify all applications for payment.



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CSG will provide periodic construction observation visits to observe the progress of the work and to confirm the work is being performed in conformance with the Contract Documents. In conjunction with the construction observation visits, CSG will schedule periodic OAC (Owner/Architect/Contractor) construction meetings. The objectives of the meeting generally includes the review of the project schedule and discuss construction sequencing and coordination issues.

After the Contractor has achieved Substantial Completion, we will assist you in the Final Closeout of the project including the preparation of a "punch list" identifying incomplete or defective work.

Additional architectural and engineering professional services beyond these will be provided to the Owner as an Additional Service on a Time and Material Basis.

- **Project Schedule:** The Construction Documents will be assembled in anticipation of publicly bidding the project in February 2017 and the construction completed between June and August 2017.
- **Project Budget:** CSG recommends the District initially budget approximately **\$300,000** to **\$350,000** for the Base Bid scope of work.

Professional Services Fees

CSG will provide professional architectural and engineering services associated with the Construction Documentation, Bidding and Construction Administration Services Phases on a **Percentage of Construction Cost Fee Basis** based on the actual construction cost (including base bid, alternate bid scope of work and all Owner requested additional scope).

For the entire project, and assuming a roofing replacement and repair costs of **approximately \$300,000**, our overall fee for all architectural services associated with the Construction Documentation, Bidding and Construction Administration Phases will be **7.50 percent** or **approximately \$22,500**. The actual professional services fee will be based on the final bid proposal cost and the final project construction cost.



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Invoices will be submitted monthly based on actual time expended or percentage of project completion. The Percent of Construction fee payment schedule will be phased as follows:

- Construction Documents Phase: 60%
- Bidding Phase: 10%
- Construction Administration Phase: 30%

Additional Services

Additional architectural or engineering professional services beyond these will be provided to the Owner as an Additional Service on a Time and Material Basis using our standard hourly rates.

Reimbursable Expenses

Reimbursable expenses incurred for the project, in addition to professional services fee, will be invoiced using a multiplier of 1.10. Reimbursable expenses generally include document scanning, printing, reproductions, postage, shipping, messenger services, etc.



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If you find this proposal acceptable, please acknowledge your acceptance by signing in the spaces below and returning an executed copy of this proposal to our office.

The undersigned agrees to the terms of this proposal:

(Authorized Signature)

(Printed Name and Title)

We look forward to working with you on this project. If you have any questions or comments, please do not hesitate to call.

Sincerely,

CASHMAN STAHLER GROUP

A handwritten signature in black ink, appearing to read "G. Stahler", written over a horizontal line.

Gregory M. Stahler

Summer 2016

Capital Improvements (HL/S) 2016-2017

1	Fire Detection, smoke detectors, strobes & annunciators: all buildings	HL/S	\$ 39,890	urgent (Wold est \$25k)
2	Locks, door hardware & closers: High School, Capron, Poplar Grove & Upper	HL/S	\$ 5,071	urgent
3	Replace various roofs at Middle School. Repair Upper roofs Middle & Upper	HL/S	requires architects \$ 242,600	urgent (Wold est of \$26k)
4	Replace various roofs at Middle School. Roof alternates Middle: tech, maint, music & boiler rms	HL/S	requires architects \$ 77,000	required (Wold est to repair only for \$6k)
5	Masonry repairs (major) Middle, Manchester	HL/S	requires architects \$ 9,695	urgent
6	General construction- repalce doors Poplar Grove gym, Middle boys locker room	HL/S	\$ 7,229	urgent
7	General construction- relocate door- Capron		\$ 2,000	
8	Electrical improvements / upgrades -GFCI's, Em lights all buildings	HL/S	\$ 6,580	urgent
9	Concrete repalcement High School, Capron	HL/S	\$ 6,000	required (was placeholder at \$25k)
10	Painting Capron, Middle Schools		\$ 4,320	
11	Handicapped parking -Capron	HL/S	\$ 8,695	required
12	Pavement sealing		\$ 26,400	was placeholder of \$25k

Summer 2017

Capital Improvements (HL/S) 2017-2018

1	Masonry work Middle, Upper	HL/S	requires architects	\$ 100,000	required, estimated cost of \$50k/bldg
2	Replace Middle School gym roof		requires architects	\$ 150,000	
3	Electrical improvements High School, Manchester & Upper	HL/S		\$ 10,000	required
4	Plumbing improvements Capron			\$ 5,000	
5	Concrete replacement		placeholder	\$ 15,000	
6	Sealcoat drives HS student lots, DO		placeholder	\$ 20,000	
7	Paint classrooms tbd -10 man days		placeholder	\$ 4,500	
8	Various roof repairs Upper	HL/S		\$ 25,000	required & recommended
9	Replace flooring partial, split between years Upper	HL/S		\$ 35,000	required
10	Replace classroom signage HS	HL/S		\$ 4,000	recommended
11	Reconstruct District Office exterior walls seal & protect from elements		placeholder	\$ 15,000	

Summer 2018

Capital Improvements (10-yr) 2018-2019

1	Install sprinkler protection Poplar Grove 1977 addition	HL/S	requires architects	\$ 65,000	required, (Wold est \$25k)
2	Masonry work Manchester	HL/S	requires architects	\$ 50,000	recommended
3	Roof replacement Manchester gym	HL/S	requires architects	\$ 150,000	recommended
4	Replace classroom door locks Middle	HL/S		\$ 27,000	required
5	Replace flooring High School, Upper	HL/S		\$ 15,000	recommended
6	Paint classrooms tbd -10 man days		placeholder	\$ 4,800	
7	Concrete replacement		placeholder	\$ 20,000	
8	Sealcoat drives locations tbd		placeholder	\$ 20,000	
9	General carpentry including door, store fronts & hardware replacement High, Capron, Manchester, Middle & PG	HL/S	requires architects	\$ 30,000	required
10	Replace classroom signage Capron	HL/S		\$ 3,500	recommended
11	Equipment replacement mowers, floor machines, etc			\$ 4,000	

Summer 2019

Capital Improvements (10-yr) 2019-2020

1	Upgrade building security lighting w/LED's High, tbd	HL/S	\$ 25,000	recommended
2	General carpentry including door, store fronts & hardware replacement High, Capron, Manchester, Middle & PG	HL/S	requires architects	\$ 40,000 recommended
3	Concrete replacement tbd, all schools	HL/S	\$ 20,000	recommended
4	Sealcoat drives location tbd	placeholder	\$ 25,000	
6	Paint classrooms tbd -10 man days	placeholder	\$ 4,800	
7	Replace windows Manchester north side		\$ 20,000	
8	Paint (1) gym tbd	placeholder	\$ 4,800	
9	Seal & paint exterior Manchester	placeholder	\$ 20,000	
10	Abate & paint Capron, Manchester	HL/S	requires architects	\$ 100,000 required
11	HVAC work, add ventilation to various places Capron, Manchester	HL/S	requires architects	\$ 77,000 required
12	Replace classroom signage Manchester, Middle	HL/S	\$ 6,500	recommended
13	Equipment replacement mowers, floor machines, etc		\$ 6,000	
14	Insulate east wall of classroom #13 Manchester	placeholder	\$ 15,000	
15	Install / replace cameras		\$ 30,000	

Summer 2020

Capital Improvements (10-yr) 2020-2021

1	Roof replacement Capron upstairs		requires architects	\$ 175,000
2	Concrete replacement tbd, all schools		placeholder	\$ 20,000
3	Sealcoat drives location tbd		placeholder	\$ 20,000
4	Paint classrooms tbd -10 man days		placeholder	\$ 5,000
5	Paint (1) gym location tbd			\$ 5,000
6	Equipment replacement mowers, floor machines, etc.			\$ 40,000
7	General carpentry including door, store fronts & hardware replacement High, Capron, Manchester, Middle & PG	HL/S	requires architects	\$ 40,000 required
8	Build guidance suite High School		requires architects	\$ 45,000
9	Refurbish restroom floors Manchester, Capron			\$ 25,000
10	Replace classroom signage Upper	HL/S		\$ 3,500 recommended
11	Health Life Safety miscellaneous	HL/S		\$ 20,000 required / recommended
12	Install / replace cameras			\$ 40,000