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## Cashman Stahler Group

March 15, 2024

Dr. Michael Greenlee  
Superintendent  
North Boone Community Unit School District 200  
6248 North Boone School Road  
Poplar Grove, IL 61085

**Proposal for Architectural/Engineering Services  
Ten Year Safety Survey (All District Schools)  
Safety Reference Plans (All District Schools)  
Project CSG821**

Dr. Greenlee,

We are submitting this proposal to provide professional architectural and engineering services for performing the Ten Year Health Life Safety Survey and the updating of the existing Safety Reference Plans for each existing District school.

### **Scope of Professional Services (Ten Year Inspection)**

The following summarizes our understanding of the project requirements and our estimate of the required scope of professional services:

- **Survey:** CSG will survey all building areas in the existing District educational facilities to identify violations of the Health Life Safety Code for Public Schools.
- **Existing 10-Year Survey:** Field verify the status (complete/incomplete/not applicable) of the existing ten year survey violations.
- **New 10-Year Survey:** Complete the on-line IWAS Ten Year Safety Survey Report for District and Board of Education review, comment, and approval, and for submission to the Regional Office of Education.
- **Safety Reference Plans:** Generate Safety Reference Plans by incorporating all required safety-related documentation and information onto the existing building floor plans and site plans for each facility. Submit updated Safety Reference Plans to the District and the Regional Office of Education.



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- **Project Timeline:** CSG will perform all of the onsite surveys between June and August 2024. The documentation will be prepared in September/October 2024 for presentation and discussion with the Administration and Board of Education in October/November 2024.

**Professional Services Fees**

**Ten-Year Safety Survey**

For the Ten Year Safety Survey, we will provide professional architectural and engineering services on a **Fixed Fee Basis**. Our overall fee for all architectural and engineering services will be **Twenty Seven Thousand Three Hundred Dollars (\$27,300)**. Invoices will be submitted upon completion for the project scope. A break down of our architectural and engineering fees by building is as follows:

High School	Architectural	\$2,100 / MEP	\$2,800
Middle School	Architectural	\$2,100 / MEP	\$1,800
Upper Elementary School	Architectural	\$1,800 / MEP	\$1,800
Capron Elementary School	Architectural	\$2,100 / MEP	\$1,800
Manchester Elementary School	Architectural	\$1,800 / MEP	\$1,800
Poplar Grove Elementary School	Architectural	\$1,800 / MEP	\$1,800
IWAS Report Documentation	Architectural	\$3,800	

**Safety Reference Plans**

For the Safety Reference Plans, we will provide professional architectural services on a **Fixed Fee Basis**. Our overall fee for all architectural services will be **Twelve Thousand Dollars (\$12,000)**. Invoices will be submitted upon completion of the project scope. A break down of our architectural fees by building is as follows:

High School	\$2,100
Middle School	\$2,100
Upper Elementary School	\$1,800
Capron Elementary School	\$2,100
Manchester Elementary School	\$1,800
Poplar Grove Elementary School	\$2,100



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### Hourly Rate Table/Additional Services

Additional Architectural services beyond those described in this proposal will be provided on a **Time and Material Fee Basis** using our standard hour rates listed below:

#### Architectural

- Principal \$ 130.00 per hour.
- Project Architect \$ 110.00 per hour.

Additional Engineering professional services beyond those described in this proposal will be provided on a **Time and Material Fee Basis** using our standard hour rates listed below:

#### Engineering

- Principal Engineer \$ 175.00 per hour.
- Senior Engineer \$ 165.00 per hour.
- Project Engineer \$ 155.00 per hour.

### Reimbursable Expenses

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



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**Cashman Stahler Group**

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:

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(Authorized Signature)

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(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', is written over a faint horizontal line.

Gregory M. Stahler