



August 17, 2022

Hamburg Township DPW
10405 Merrill Road
Hamburg, MI 48139

Attn: Tony Randazzo, Director of Technical Services

Re: Professional Services – Storage Bldg. and Carport – Foundation Design and Architectural Coordination

Dear Mr. Randazzo,

As requested, we are pleased to provide this proposal for services relative to the Hamburg Township DPW Storage Building and Carport.

PROPOSED PROFESSIONAL SERVICES

Schematic Design Phase:

- Create Floor Plan for coordination between Engineered Building Package and new foundation.
- Reviewing Michigan Building Code requirements.
- Review meeting with DPW and Administrative personnel.

Construction Documents Phase:

- Floor plan drawing with Code Review
- Foundation Plan
- Building exterior elevations
- Typical Wall Sections to coordinate the pre-engineered building with the foundation
- Electrical Schematic showing receptacle at lighting locations (no engineering)

Bidding Phase (Optional):

- Distributing bid sets
- Answer all questions regarding the documents
- Issue all required addenda
- Review all bids received.

Construction Phase (Optional):

- Make site visits to observe the construction progress.
- Assist the contractors in interpretation of the documents and in unforeseen field conditions.
- Review shop drawings and submittals from the sub-contractors.
- Review and process the contractor's monthly application for payment.

Our Mission

Integrity

in architecture and design
in client relationships
in employee relationships
in community relationships

advancement

in all these efforts

PROFESSIONAL SERVICES (SUMMARY)

We are offering you professional services, which include:

ARCHITECTURE - CODE REVIEW / BUILDING COORDINATION
STRUCTURAL DESIGN

Services Excluded:

MECHANICAL, ELECTRICAL & PLUMBING ENGINEERING
CIVIL ENGINEERING
LANDSCAPE DESIGN

PROPOSED PROFESSIONAL FEE

We are proposing a lump sum Fixed Fee in the amount of **\$6,750.00** for the services described above.

The fee is broken down into the following allocation:

Schematic Design Phase	25%
Construction Documents Phase	75%
Bidding Administration Phase	if needed, hourly rates
Construction Administration Phase	if needed, hourly rates

All work will be performed on our CADD system with sheet specifications. Our fees do not include models, print charges for bidding and construction documents, surveys, soil borings, septic design, zoning board variances, application/review fees, site plan amendments, out of town travel expenses beyond 50 miles, or any other service not mentioned as such. Significant changes to previously approved designs will be charged at our standard hourly rates and may affect total costs adversely.

Our hourly rates are as follows:

CEO / President	\$150.00 per hour
Principal / Partner	\$130.00 per hour
Project Manager	\$110.00 per hour
Senior Project Architect	\$100.00 per hour
Project Architect	\$95.00 per hour
Architect	\$95.00 per hour
Planner / Designer	\$95.00 per hour
Intern Architect III	\$90.00 per hour
Intern Architect II	\$80.00 per hour
Intern Architect I	\$70.00 per hour
Sr. Staff	\$55.00 per hour

Please note that our practice of architecture does not include any expertise or control over environmentally hazardous materials on your site. Our service proposal does not include any analysis or abatement work of any kind. If we are made aware of any such situation, we will notify you and assist you in seeking professional advice for the given situation.



SCHEDULE

We have staff available to begin work within one week of receiving approval to proceed.

Please let us know if there are any questions or concerns regarding this proposal.

We appreciate the opportunity to continue to serve Hamburg Township.

Approval to Proceed:



John Eckstein, Architect, President
Lindhout Associates architects aia pc

Tony Randazzo
Hamburg Township

Date

