

July 5, 2026

Todd Perkins
Hyrum City Treasurer
(435) 245-6033
tperkins@hyrumcity.com

Mr. Perkins,

RE: Hyrum City – Elite Hall Renovations
Architectural and Engineering Fee Proposal

We appreciate the opportunity to submit a fee proposal for this project and look forward to working with you. DesignRWL proposes to provide the Architectural and Engineering design services outlined below for the scope of work described below.

PROJECT SCOPE:

The project will consist of a complete renovation of the men's restroom, women's restroom and storage rooms on the main level at the south end of the building. Updates to the stair at the main entry to make it a code compliant. Adding a wheelchair ramp and building access on the northeast side of the building. Adding a new canopy over the main entry. Esthetic updates to the south elevation of the Dance Hall. City to provide asbestos report for review.

Any modifications or changes to the proposed scope of work may require this fee to be adjusted accordingly.

BASIC SERVICES

This Basic Services Fee Proposal includes the following and will be provided by:

Architectural Design	DesignRWL
Mechanical Engineering	C-Mech Engineering
Electrical Engineering	Sine Source Engineering
Structural Engineering	ARW Engineers

Basis of Compensation (Fixed Fee):

We propose a fixed fee of **\$32,900.00** (Thirty-Two Thousand Nine Hundred Dollars).

Design Services Shall Include:

Field Verification & Schematic Design

Existing conditions will be verified in the field during one visit. These existing conditions will be evaluated for the development of a preliminary floor plan with schematic level details. This floor plan defines the architectural space and illustrates which areas are to receive maintenance platforms.

Design Development

Upon approval of schematic design, DesignRWL will provide drawings & documents to establish the final relationships, sizes, scope, and appearance of the project, including major dimensions, fixtures, materials and finishes. To include the following:

- Based on approved schematic design and budget development, the Design Development set to further define project details, materials, construction, fixtures, etc.
- Provide details and outline specifications.
- Meeting to review design development and independent cost estimate based on design development set. Evaluate and align scope and budget as desired.

- Specifications to be coordinated with owner for fixtures and finishes. Architect to select finishes based on "Project Scoping Requirements Document" provided by Owner. Owner to provide approval of all finishes. Digital sample board and/or physical samples to be provided if requested.

Construction Documents

Upon approval of Design Development, design details will be developed and finalized. Creation of Drawing Documents (including specifications, details, schedules, and necessary notes for the field). To include the following:

- Based on approved and aligned design development set, DesignRWL will provide a bid/construction set of drawings.
- Specifications to be coordinated with owner for fixtures and finishes as it relates to the scope of work. Architect to select, review and owner to provide direction on fixtures and finishes.

Construction Administration and Closeout

Project Implementation Phase – work with the construction team to realize the client's vision. To include the following:

- Review and coordination of submittals and shop drawings pertaining to the architectural, systems.
- Answers and coordination of Requests for Information
- Answers and coordination of Supplemental Information
- Requests for Proposals brought on by changes in design and/or scope
- Coordination with Contractor on Change Order Requests
- Punch List, Substantial Completion Certificate, Close-out
- DesignRWL will be available to attend weekly construction meetings if needed.

Additional Services:

Any Additional Services, Site Visits or Meetings not included in this scope of work and as directed by the owner will be billed at the hourly rates or lump sums as noted below.

Items specifically not included but can be added for an additional cost:

- Asbestos Abatement Survey
- Landscaping Design, Irrigation Design, Civil Engineering.
- Geotechnical Engineering and reports, Civil survey for utilities and grading. Subsurface conditions or soil issues
- Purchasing and Procurement, Permit Fees, Taxes related to design fees.
- Site Visits, beyond those listed as included. Will be billed at the lump sums outlined below.
- Renderings, other than those required for Design Review with AHJ.
- County/City Fees, Detailed Cost Estimating
- Remote printing costs (out of house). Printing expenses.

Reimbursable expenses and Consultant Hourly rates will be billed at cost +10%

Hourly and additional services will be charged at the following rates.

Category	Hourly Rates	Category	Hourly Rates
<i>Architectural Hourly Rates</i>		<i>Structural Hourly Rates</i>	
Category	Hourly Rates	Senior Principal	\$ 240.00
Project Architect/Manager	\$ 150.00	Principal	\$ 220.00
BIM/CAD Technician	\$ 90.00	Sr. Project Structural Engineer	\$ 195.00
Clerical	\$ 60.00	Project Structural Engineer	\$ 185.00
		Project Engineer	\$ 175.00
<i>MPE Hourly Rates</i>		Structural Designer	\$ 155.00
Senior Engineer	\$ 200.00	Draftsperson/BIM	\$ 130.00
Project Engineer	\$ 100.00	Clerical	\$ 70.00
Designer	\$ 80.00		
Drafter	\$95.00		
Clerical	\$55.00		



We thank you for the opportunity to provide you with this proposal and look forward to working with you on this project. DesignRWL can give your project our attention as soon as an agreement is reached. If this is satisfactory to you, please let us know and we will begin preparing a contract.

Best Regards,

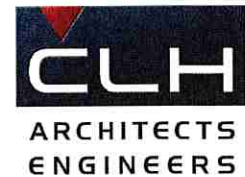
A handwritten signature in blue ink, appearing to read 'Ryan W. Lemon', is placed above the printed name.

Ryan W. Lemon, AIA, NCARB

The logo for DesignRWL, featuring the company name in a stylized, handwritten-style font, framed by two horizontal lines.

DesignRWL@gmail.com

(435) 764-2607



June 3, 2026

Attn: Todd Perkins
Hyrum City
60 West Main
Hyrum, Utah 84319

Project: **Hyrum City Elite Hall Renovation / CLH #M26020**

Re: ***Fee Proposal***

Dear Steve,

Case, Lowe & Hart (CLH) is pleased to submit this proposal for full architectural and engineering design services for the renovation of Elite Hall, a valued historic resource in Hyrum City. Building on the feasibility study completed for the facility, our team will develop permit-ready design documents to support the planned improvements.

Project summary

The project will provide full design services for targeted renovations intended to improve functionality, accessibility, and life-safety while maintaining historic character. The work includes: complete renovation of the restrooms, a new ADA ramp/accessible entry at the west side, and some minor upgrades to the entry area.

We will investigate the possibility of a new front entrance entry canopy. While historically there was no entry canopy on the building, over the years there have been a couple of iterations constructed on it. Being on the National Register of Historic Places imposes some restrictions on new construction, and this will be researched to determine if it is a viable option. We have included a preliminary fee for this work, however, this may be revised based on findings and related coordination with the appropriate officials.

Scope of Services

1) Architecture (incl. code / accessibility / historic coordination)

- Project programming confirmation and existing-conditions verification (field verify key dimensions, openings, and systems relevant to scope).
- Schematic Design, Design Development, Construction Documents for:
 - Restroom renovation (fully accessible layout, finishes, accessories). (Feasibility study notes restrooms were proposed to be "completely renovated and fully accessible," and fixture counts increased).
 - ADA ramp and accessible entry at west side (site/entry integration, door location and detailing consistent with historic character).
- Historic coordination support: prepare narrative and exhibit drawings suitable for local/State historic review as applicable, acknowledging historic register constraints .



- Code analysis (IBC, accessibility/ADA/ANSI A117.1), life-safety plans, occupancy/load/egress.
 - Permit submittal support and responses to City plan review comments.
 - Bidding/negotiation support and construction administration (RFIs, submittals, site visits, pay app review, punch list, closeout).
- 2) Structural engineering
- Structural assessment specific to proposed modifications (new openings as needed, ramp entry door opening coordination, any framing impacts from demo).
 - Structural design for ramp/entry modifications and any new lintels/headers, local reinforcement, and detail coordination with existing masonry/structure.
 - Limited structural details as required for permit and constructability.
- 3) Mechanical engineering (HVAC)
- HVAC evaluation and design to support renovated areas.
 - Coordination with existing conditions (feasibility study notes existing heating via multiple furnaces and cooling via evaporative coolers, which can be undersized at times) .
 - Mechanical drawings/specs suitable for permitting and pricing.
- 4) Plumbing engineering
- Full plumbing design for restroom renovations, including domestic water, sanitary/vent, fixtures, and code-required counts.
 - Coordination with existing plumbing and any needed upgrades (feasibility study notes plumbing fixtures are fair/poor and identifies existing fixture conditions) .
- 5) Electrical engineering
- Electrical service evaluation and design for renovated spaces (lighting, power, equipment connections, life-safety/egress lighting as required).
 - Panel/service recommendations based on renovation loads (feasibility study notes current service may handle current loads but is likely undersized for future use and panels are fuse-based).
 - Lighting upgrades and controls for renovated areas.
- 6) Civil / site (as required for ramp)
- Site plan and grading/drainage considerations for ADA ramp tie-ins, landings, slopes, and accessible route.
 - Coordination with site constraints and any required right-of-way/approvals (if the west-side ramp impacts public way).

Proposed design fee

CLH proposes to provide these services for a lump sum fixed fee as follows:

Restrooms and ramp	\$37,400
Entry Canopy	\$7,500
Total	\$44,900

Included services/phases

- Schematic Design, Design Development, Construction Documents
- Permit submittal support through approval



- Bidding assistance (one round)
- Construction administration

Assumptions / exclusions

- Hazardous materials testing/abatement design (lead/asbestos), environmental, and geotech services.
- Full building seismic retrofit design (only modifications required for the defined scope).
- Specialty historic consultant fees (if a third-party preservation consultant is required by the Authority Having Jurisdiction).

Sincerely,

Case, Lowe & Hart, Inc.

Steve J. Peterson, AIA, LEED AP, President

cc: file



May 29, 2026

To: Steve Miller
Mayor
Hyrum City
60 West Main
Hyrum, Utah 84319

Re: FEE PROPOSAL – Hyrum City – Elite Hall

255 South 300 West
Logan, UT 84321
(435) 752-7031

Dear Steve Miller,

We appreciate the opportunity to submit a fee proposal for your project and look forward to working with you. Design West Architects proposes to provide the design and specifications of the below scopes of work. Any modifications or changes to the proposed scope of work may require this fee to be adjusted accordingly.

795 North 400 West
Salt Lake City, UT 84103
(801) 539-8221

Project Scope:

Design West Architects shall provide architectural design services for targeted improvements to the historic Elite Hall facility. Scope includes design of a new entry canopy to enhance weather protection and arrival sequence, along with reconfiguration of the existing entry stairs to improve accessibility and code compliance. An accessible (ADA) ramp will be designed on the east side of the building to provide a continuous path of travel from the existing sidewalk to the adjacent window opening entry point. Interior scope includes reconfiguration of the entry foyer while preserving the historic ticket booth, maintaining its character-defining features. Renovations to the existing men's and women's restrooms will include updated layouts, fixture replacement, and a comprehensive plumbing fixture count analysis based on current occupancy and applicable codes. All improvements will be designed to sensitively integrate with and enhance the existing architectural character, supporting the historic preservation of the Elite Hall as a valued community asset.

ARCHITECTURE

BASIC SERVICES

Basic Services include the following and will be provided by:

**LANDSCAPE
ARCHITECTURE**

Architecture

Design West

INTERIOR DESIGN

Interior Design

Design West

Mechanical Engineering

C-MECH Engineering

PLANNING

Electrical Engineering

Sine Source Engineering

Structural Engineering

ARW Engineers

SINCE 1892

BASIS OF COMPENSATION

A/E Fee before Additional Services and Reimbursables:

Architectural design Fixed Fee

\$ 29,000

Architectural Construction administration: Hourly, not to exceed

\$ 4,800

Consultant Fees (Cost +10%):

Mechanical – Hourly, Not to Exceed

Design:

\$ 4,840

Electrical – Hourly Not to Exceed

Design:

\$ 4,950

Structural

Design:

\$ 6,380

Total:

\$49,970

REIMBURSABLE EXPENSES will be invoiced as outlined in the Owner-Architect agreement. It is anticipated reimbursable expense will be no more than as shown below.

Basis of Compensation: Mileage only, reimbursed at current IRS rate.

Hyrum City - Elite Hall

Design Services Shall Include:

Field Verification

Existing drawings are not provided, verification of these drawings will be done in field along with mechanical, electrical, and structural investigations.

Preliminary Design / Schematic Design:

Design West Architects will lead the preliminary and schematic design phase to establish project goals, evaluate design opportunities, and develop a clear, buildable vision aligned with the City's expectations. This phase will include concept development, stakeholder coordination, and iterative design refinement to balance accessibility improvements, historic preservation considerations, and budget parameters. The design team will collaborate closely with Hyrum City and key stakeholders to confirm priorities, review options, and advance a preferred solution into schematic-level documentation suitable for approval and progression into design development.

Services to include:

- Development of multiple design concepts and entry sequence options
- Preliminary layout studies for foyer reconfiguration and restroom renovations
- ADA accessibility analysis (routes, slopes, clearances, and code compliance)
- Early coordination with structural, mechanical, and electrical engineers
- Code analysis overview (IBC, ADA, plumbing fixture counts, occupancy considerations)
- Preparation of schematic-level plans, sections, and illustrative details
- Architectural renderings and/or 3D visualizations to communicate design intent
- Opinion of probable construction cost (order-of-magnitude) as needed
- Meetings and coordination with City representatives and project stakeholders
- Documentation and refinement of the preferred design direction for Owner approval

Construction Documents

Upon approval of Design Development, design details are developed and finalized. Creation of Drawing Documents (including specifications, details, schedules, and necessary notes for the field). To include the following:

- Adjustment to drawings and specifications, updating existing conditions and work already performed
- Tie in of interiors of existing completed work with the new renovation
- Analysis of systems and coordination
- Code analysis update
- Update of building envelope system and associated details
- Coordinated engineering of all systems

Construction Administration

Project Implementation Phase – work with the construction team to realize the design intent. To include the following:

- Responses to contractor Requests for Information (RFIs)
- Issuance of Supplemental Instructions (SIs)
- Punch list walk with the owner and contractor as requested.
- Submittal, sample, and shop drawing review

On-Site Construction Administration

The design team will be available to attend on-site construction meetings as requested.

Estimated time per meeting 2 hours

Additional Services:

Any Additional Services or meetings not included in this scope of work and as directed by the owners will be billed in the hourly rates as noted below.

Supplemental Services specifically not included but can be added for an additional cost:

- Multiple Preliminary Designs
- Measured drawings
- Existing facilities/site surveys & Geotechnical Engineering
- Development of BIM for post-construction use
- Value Analysis
- On-site project representation
- As-designed record drawings
- Post-occupancy evaluation
- Facility support services
- Bidding Services
- Tenant-related services
- Telecommunications/data design
- Security Evaluation and planning
- Commissioning
- Sustainable Project Services
- Fast-track design services
- Multiple Bid packages
- Historic preservation
- Furniture, furnishings, and equipment services
- Renderings
- City Fees

Reimbursable expenses and Consultant Hourly rates will be billed at cost +10%

Hourly and additional services will be charged at the following rates:

Architectural Hourly Rates			
Category	Hourly Rates	Category	Hourly Rates
Principal III	\$230.00	Landscape Designer	\$ 80.00
Principal II	\$215.00	Interior Designer III	\$110.00
Principal I	\$200.00	Interior Designer II	\$100.00
Project Architect III	\$160.00	Interior Designer I	\$ 90.00
Project Architect II	\$140.00	BIM IV	\$115.00
Project Architect I	\$120.00	BIM III	\$110.00
Project Manager II	\$165.00	BIM II	\$100.00
Project Manager I	\$135.00	BIM I	\$ 90.00
Landscape Architect II	\$150.00		
Landscape Architect I	\$100.00	Clerical	\$ 90.00

We thank you for the opportunity to provide you with this proposal and look forward to working with you on this project. Design West is able to give your project our attention as soon as an agreement is reached. If this is satisfactory for you, please let us know and we will begin preparing a contract.

Sincerely,



Larry Hepworth, VP, CFO, AIA
Principal Architect

cc Michael Rigby