



PBSD MITKOFF MS & PETERSBURG HS RE-ROOF

PETERSBURG, ALASKA

Ms. Erica Kludt Painter, Superintendent
Petersburg School District
PO Box 289
Petersburg, AK 99833

May 17, 2024

Re: PBSD Mitkoff MS & Petersburg HS Re-roof

Ms. Kludt Painter:

Please accept our proposal to provide architectural and engineering services to produce construction drawings for the PBSD Mitkoff MS & Petersburg HS Re-roof project.

Understanding/Scope

Design team includes architectural, structural, mechanical and electrical engineering and cost estimating disciplines. We propose the following project phases/submittals: M&E 35% design submittal, 65% design submittal and cost estimate, 95% design submittal and preparing construction documents, cost estimate and 100% design submittal. The construction documents will be detailed as needed for submission to the State Fire Marshal. PBSD can pay for permit/review fees directly or LCG can pay and submit for reimbursement at cost plus 15%.

We anticipate the need for a site visit during 65% design phase to include architectural, mechanical and electrical engineering disciplines. We assume this will be an overnight site visit due to flight logistics and that PBSD will provide local transportation. We have proposed the site visit as Time & Materials. The PBSD HS Office Remodel also requires a site visit. If both can be conducted at the same time we can gather the data for both projects in one trip, saving PBSD significant fees. At this time, site visit is listed on both proposals, but ideally will be contracted under one project or split between both jobs.

Our proposal does not include bid services or construction administration services including construction inspections. If schedule allows, it may be advantageous two combine the two projects into a single bid. If desired, these services can be negotiated on a time and materials basis at the appropriate project stage.

Schedule

After receiving M/E's 35% "catch-up" design we plan to submit a 65% level deliverable within four weeks of notice to proceed. We anticipate a meeting after the 65% deliverable to make sure the design direction is aligned with PBSD goals before proceeding to 95% and final drawings.

Proposed Fee

We propose the following fees:

Architectural & Structural Design.....	\$44,511
Mechanical Design + 10% mark-up.....	\$20,900
Electrical Design + 10% mark-up.....	\$15,400
Cost Estimating + 10% mark-up.....	\$11,554
Misc. Expenses + 15% mark-up.....	\$ 618
Fixed Fee Total	\$92,983



Architectural Site Visit & Report.....	\$ 5,325
M&E Site Visit & Report + 10% mark-up	\$11,000
Misc. Expenses + 15% mark-up	\$ 1,744
T&M, NTE Fee Total.....	\$18,069

Proposed fees are in the 3% range of anticipated construction costs. This is well below industry standard. It has been our experience with these types of re-roof projects that the more labor-intensive aspects of the project are in the construction administration phase where close coordination with construction contractor and manufacturers is critical to a successful project. We also anticipate having an architect and structural engineer onsite for several days during critical construction tasks.

Thank you for the opportunity to submit a proposal. Please reach out with any questions. We look forward to hearing from you.

Regards,

Wallace Swanson, Architect
President

Attachments: LCG Lantech Fee Proposal
HZA Fee Proposal
HMS Fee Proposal



WORK PLAN AND FEE PROPOSAL

Petersburg Borough School District
Mitkoff MS & Petersburg HS
Re-Roof & Repairs
 May 17, 2024 - Revision 0

HOURLY LABOR RATES		Principal II	Principal I	Architect III	Senior Engineer IV	Senior Engineer II	Technician IV	Technician III	Office Tech II	Amount
		221.00	189.00	160.00	185.00	144.00	116.00	109.00	105.00	
A&E DESIGN SERVICES										
I. 65% DESIGN DOCUMENTS										
1	Planning, coordination, and management	6	2	10		2			8	4,432.00
2	Coordinate 35% M&E deliverable.			8					2	1,490.00
3	65% Structural Support					8				1,152.00
4	65% Architectural Re-roof Design Drawings	4	8	42				12		10,424.00
5	Outline Technical Specifications		2	10					2	2,188.00
6	Coordinate with Cost Estimator			4						640.00
	Consultant: HZA Eng. (Mechanical)									12,650.00
	Consultant: HZA Eng. (Electrical)									9,350.00
	Consultant: HMS (Cost Est.)									6,147.90
	Expenses									115.00
	SUBTOTAL	10	12	74		10		12	12	48,588.90
II. 95% DESIGN DOCUMENTS										
1	Planning, coordination, and management	2	2	10		2			2	2,918.00
2	Documentation of Field Activities, project meetings and responses to 65% comments.			6					2	1,170.00
3	95% Structural support					6				864.00



WORK PLAN AND FEE PROPOSAL

Petersburg Borough School District
Mitkoff MS & Petersburg HS
Re-Roof & Repairs
 May 17, 2024 - Revision 0

HOURLY LABOR RATES		221.00	189.00	160.00	185.00	144.00	116.00	109.00	105.00	Office Tech II	Amount
4	95% Architectural Re-roof Design Drawings		4	40				12			8,464.00
5	Technical Specifications		2	12					8		3,138.00
6	Permit Coordination			2							320.00
	Consultant: HZA Eng. (Mechanical)										6,050.00
	Consultant: HZA Eng. (Electrical)										4,400.00
	Consultant: HMS (Cost Est.)										5,406.50
	Expenses										230.00
	SUBTOTAL	2	8	70		8		12	12		32,960.50
III. 100% DESIGN DOCUMENTS											
1	Planning, coordination, and management	2		6						2	1,612.00
2	Responses to 95% comments.			2							320.00
3	100% Architectural Re-roof Design Drawings		1	12				4			2,545.00
4	Finalize Technical Specifications		2	4					4		1,438.00
5	Permit Coordination		2	4							1,018.00
6	Construction Cost Estimate Coordination		2								378.00
	Consultant: HZA Eng. (Mechanical)										2,200.00
	Consultant: HZA Eng. (Electrical)										1,650.00
	Expenses										272.50
	SUBTOTAL	2	7	28				4	6		11,433.50

WORK PLAN AND FEE PROPOSAL

Petersburg Borough School District
 Mitkoff MS & Petersburg HS
 Re-Roof & Repairs
 May 17, 2024 - Revision 0

	Principal II	Principal I	Architect III	Senior Engineer IV	Senior Engineer II	Technician IV	Technician III	Office Tech II	Amount
HOURLY LABOR RATES	221.00	189.00	160.00	185.00	144.00	116.00	109.00	105.00	
TOTAL ARCHITECTURAL / STRUCTURAL DESIGN FEE	14	27	172	18	28	30			92,982.90
TOTAL LABOR HOURS									
ASSUMPTIONS:									
Permit/Agency Coord. will occur throughout the design process. Applications will not be submitted until drawings are finalized and stamped.									
ADDITIONAL SERVICES									
SITE VISIT (OPTIONAL)									
1 Project management			2					2	530.00
2 Site Visit			24					2	4,050.00
3 Prepare Trip Report			4					1	745.00
Mechanical Site Visit and Report									5,500.00
Electrical Site Visit and Report									5,500.00
Expenses									1,743.40
SUBTOTAL			30					5	18,068.40

WORK PLAN AND FEE PROPOSAL
LCG Lantech, Inc.

Petersburg Borough School District Mitkoff MS & Petersburg HS Re-Roof & Repairs May 17, 2024 - Revision 0				
EXPENSE ITEM	UNITS	QUANTITY	UNIT COST	AMOUNT
A&E DESIGN SERVICES				
I. 65% DESIGN DOCUMENTS				
REIMBURSABLE COSTS (Cost+15%)				
Drawing Reproduction/CD	job	1	100	100.00
Mark-up at Cost + 15%				15.00
SUBTOTAL				\$ 115.00
II. 95% DESIGN DOCUMENTS				
REIMBURSABLE COSTS (Cost+15%)				
Miscellaneous expense allowance	phase	1	100	100.00
Drawing Reproduction/CD	job	1	100	100.00
Mark-up at Cost + 15%				30.00
SUBTOTAL				\$ 230.00
III. 100% DESIGN DOCUMENTS				
REIMBURSABLE COSTS (Cost+15%)				
Miscellaneous expense allowance	phase	1	100	100.00
Drawing Reproduction/CD	job	1	150	150.00
Mark-up at Cost + 15%				22.50
SUBTOTAL				\$ 272.50
IV. BID SERVICES				
REIMBURSABLE COSTS (Cost+15%)				
Miscellaneous expense allowance	phase	1	\$ 250.00	\$ 250.00
ADN: Invitation to Bid	job	1	\$ 1,200.00	\$ 1,200.00
AE Plans Bid Services	sheet	20	\$ 30.00	\$ 600.00
Mark-up at Cost + 15%				\$ 307.50
SUBTOTAL				\$ 2,357.50
TOTAL A&E EXPENSES				2,975.00

WORK PLAN AND FEE PROPOSAL
LCG Lantech, Inc.

Petersburg Borough School District Mitkoff MS & Petersburg HS Re-Roof & Repairs May 17, 2024 - Revision 0				
EXPENSE ITEM	UNITS	QUANTITY	UNIT COST	AMOUNT
ADDITIONAL SERVICES				
SITE VISIT (OPTIONAL)				
TRAVEL & PERDIEM (Reimbursed-at-Cost + 15%)				
Airfare: ANC to Petersburg	trip	1	1,100	1,100.00
Lodging	night	1	200	200.00
Food/meal allowance	day	2	95	190.00
Parking	overnight	1	26	26.00
Mark-up at Cost + 15%				227.40
SUBTOTAL				\$ 1,743.40



April 30, 2024

LCG Lantech, Inc.
250 H Street
Anchorage, AK 99501

Attention: Wallace Swanson

Subject: PBSB Middle/High School Roof Replacement.

Dear Wally:

Thank you for the opportunity to provide this proposal for mechanical and electrical engineering services for the referenced project. We understand the scope of work to be as follows:

1. General: Mechanical and electrical design associated with replacement of the roof at the Petersburg middle school / high school located in Petersburg Alaska. We understand the existing school is approximately 95,000 square feet and consists of several different roof types. We anticipate the project will be procured as a design bid type project. We anticipate the scope of work will include repairs indicated in the roof condition survey report dated April 2023, 35% schematic design drawings, as well as associated email correspondence during the weeks of 4/15-4/26.
2. Site Investigation: We have included a separate line item for a site visit to Petersburg as part of the design process to gather and verify information relating to mechanical and electrical systems to facilitate roof replacement. We note the site visit may be combined with a site visit for the Front Office Upgrades project if both project schedules allow. We anticipate the site visit will be a two-day trip with overnight stay in Petersburg due to availability of flights. We anticipate the Petersburg School District will provide transportation to/from the airport and to our hotel if out of walking distance.
3. Mechanical Design: We anticipate mechanical design to include plumbing and HVAC systems as applicable to roof replacement. We anticipate the majority of the roof mounted equipment will be removed and reinstalled to facilitate roof replacement. We do not anticipate design associated with replacement of roof mounted equipment unless specifically indicated. We anticipate mechanical design associated with systems and repairs will be limited to the following:
 - New overflow drain serving Roof Area E
 - Insulation on ductwork located in the attic.
 - Removal and reinstallation of mechanical systems located in the mechanical room.
4. Electrical Design: We anticipate electrical design to include power and lighting systems as applicable to roof replacement. We anticipate this will be limited to

HZA Engineering, LLC
Mechanical & Electrical Consulting Engineers
113 W. Northern Lights Blvd, Suite 240 • Anchorage, Alaska 99503
Tel 907 562 1012 • Fax 562 1013 • hza-eng.com

equipment on the roof and fixtures/device in/on the ceiling in Mechanical Room 202. It is our understanding that existing equipment is to be removed and reinstalled and that no new equipment, fixtures, or devices is to be installed. We anticipate design for disconnection and reconnection of power connections to this equipment. It is our understanding that new heattrace is not to be added and that the Tsunami warning system, if needed to be removed and/or disconnected and reconnected, will be by others and is not included in our design.

5. Specialty Systems: We do not anticipate any scope of work associated with specialty systems such as camera surveillance, security systems, sound, and similar systems.
6. Fire Protection Systems: We anticipate that fire protection systems including sprinkler systems and fire alarm systems will be performance specified with actual system design by the specialty contractor.
7. Seismic Restraint: The proposed fees do not include design of seismic restraint systems. Such systems are structural in nature and are not relevant to mechanical and electrical design. We anticipate that design of seismic restraint systems will be addressed by the subcontractor as a deferred submittal.
8. Cost Estimating: We anticipate that others will prepare cost estimating if required and it is not included in our proposed fees.
9. Specifications: We anticipate providing sheet type specifications.
10. Bid/Construction Administration Phase: We have included a separate line item for providing bid and construction phase services to include response to questions during bidding, review of contractor submittals, responding to contractor questions, one site inspection (rough-in) for each discipline, and preparation of record drawings based on contractor field markups.

For these mechanical/electrical engineering services we propose lump sum fees as follows:

35% Schematic Design

Mechanical	\$ 6,000
<u>Electrical</u>	<u>\$ 4,500</u>
Subtotal	\$ 10,500

65% Design Development

Mechanical	\$ 5,500
<u>Electrical</u>	<u>\$ 4,000</u>
Subtotal	\$ 9,500

95% Construction Documents

Mechanical	\$ 5,500
<u>Electrical</u>	<u>\$ 4,000</u>
Subtotal	\$ 9,500

Bid Documents

Mechanical	\$ 2,000
<u>Electrical</u>	<u>\$ 1,500</u>
Subtotal	\$ 3,500

Site Investigation

Mechanical	\$ 5,000
<u>Electrical</u>	<u>\$ 5,000</u>
Subtotal	\$ 10,000

Bid/Construction Phase Support

Mechanical	\$ 9,000
<u>Electrical</u>	<u>\$ 9,000</u>
Subtotal	\$ 18,000

Thank you again for your consideration on this project. If you have any questions or comments, please contact me.

Sincerely,



Randy Burnham, PE
HZA Engineering



4103 Minnesota Drive
Anchorage, AK 99503

P: 907.561.1653
F: 907.562.0420

mail@hmsalaska.com

DATE
5/10/2024
FEE PROPOSAL NO.
P24-05-17
HMS PROJECT NO.
N/A

4. Terms

Deliverable:

HMS Inc. will provide a copy of our estimate via email in a PDF file format or in Excel, if necessary. Should a hard copy of the estimate be necessary, a bound or loose copy will be provided to you upon request.

Drawings:

Architect/Engineer shall provide HMS Inc. with full size, correct scale drawings, along with an electronic set (PDF format preferred). Should these not be provided, it may be necessary to increase our fee proposal and add additional days to complete our work.

Should it be necessary, HMS Inc. has the capability to print one or two drawings, however, depending on the quantity, an additional charge may be added at \$4.00/sheet.

Additive Bid Items or Alternates:

Our fee proposal does not include preparing estimates for additive bid items or alternates (except those included in Section 2 Fee Breakdown) that require re-measurement of work items included in the Base Bid cost estimate. We reserve the right to renegotiate our fee should alternates become necessary beyond one or two minor alternates or additive bid items.

Reimbursable Expenses:

This fee proposal does not provide for site visits, meetings with the owner, or any other unforeseen expenses unless listed in Section 2. Fee Breakdown. Any such items, if required, will be charged on a time-and-expense basis at our current rate schedule.

Penalty/Bonus Condition:

This proposal is made on the understanding that we will not be entering into an agreement with the client that includes a penalty/bonus condition dependent on the outcome of the bid. Should such a clause be required, we reserve the right to modify our proposal or possibly withdraw from the project.

Additional Insured:

Any requirements to name additional insureds on our insurance policies may be subject to additional fees should fees be added to our policy by our carrier.

Payment Terms:

Payment shall be made within (45) days of invoice date. Delayed payment beyond that period is subject to a 1.5% fee per month.

Expiration Date:

This fee proposal is valid for (6) months from the date of issue. HMS Inc. reserves the right to adjust the fee to incorporate the current years rates after the (6) month period.

Change in Scope:

Should the project scope or format change, HMS Inc. reserves the right to modify this proposal. Written approval for work on increased scope items prior to proceeding with additional work will be required.

Prepared By:

Rob Brown, Senior Estimator
RB/as



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Anchorage, AK 99503

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F: 907.562.0420

mail@hmsalaska.com

DATE
5/10/2024
FEE PROPOSAL NO.
P24-05-17
HMS PROJECT NO.
N/A

<i>Fee Proposal Prepared For:</i>
LCG Lantech, Inc. 250 H Street Anchorage, AK 99501 Attn: Wally Swanson

Project: Petersburg High School and Mitkof Middle School
Roof Replacement
Location: Petersburg, AK

1. Project Description and Service

Provide 65% and 95% design construction cost estimates for repairs/replacement of an approximately 64,000 SF roof, including EPDM/TPO/PVC/metal roofing types.

The estimates will be prepared in Unifomat Elemental Categories and priced for construction on a date to be determined.

2. Fee Breakdown and Schedule (Lump Sum)

65% Design Estimate	\$ 6,245.00	<i>Within (18) Full Working Days</i>
95% Design Estimate	<u>5,305.00</u>	<i>Within (15) Full Working Days</i>
TOTAL FEE:	<u>\$ 11,550.00</u>	

Should any phase of estimating be omitted from this proposal, HMS reserves the right to increase fee for subsequent estimate by 10% to 30% depending upon the additional level of effort. Also, add two extra days to the schedule for completion of the estimate.

The above fee does not include preparation of additive bid items or alternates. See Terms below.

Allow the above full working days to provide the proposed services. Time for task completion will begin following receipt of all available design information for that particular phase. Please note the above durations exclude weekends, holidays and partial days. Please give two weeks advance notice for commencing each phase of work.

3. Notice to Proceed

HMS Inc. requires a written or verbal notice to proceed for the services described above. HMS Inc. will not commence services until a notice to proceed is received. Delivery of documents or links to file share websites are not considered a notice to proceed. Estimates will be prepared based on the design documents provided with or following the notice to proceed.



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DATE
5/10/2024
FEE PROPOSAL NO.
P24-05-17
HMS PROJECT NO.
N/A

FEE BREAKDOWN (PETERSBURG SD TERM CONTRACT SCHEDULE OF RATES)

Project: Petersburg High School and Mitkof Middle School
Roof Replacement
Location: Petersburg, AK

Client: LCG Lantech, Inc.

Prepared By: Rob Brown, Senior Estimator

<i>Discipline</i>	<i>Rate</i>		<i>Hours</i>		<i>Subtotal</i>	<i>Total Hours</i>	<i>Total Fee</i>
65% Design Estimate:							
Estimator V	205.00	x	1	=	205.00		
Estimator IV	180.00	x	8	=	1,440.00		
Estimator III	170.00	x	16	=	2,720.00		
Estimator II	145.00	x	8	=	1,160.00		
Estimator I	96.00	x	4	=	384.00		
Office Support II	96.00	x	2	=	192.00		
Office Support I	72.00	x	2	=	144.00		
Total 65% Design Estimate:						41 Hours	\$ 6,245.00
95% Design Estimate:							
Estimator V	205.00	x	1	=	205.00		
Estimator IV	180.00	x	6	=	1,080.00		
Estimator III	170.00	x	16	=	2,720.00		
Estimator II	145.00	x	4	=	580.00		
Estimator I	96.00	x	4	=	384.00		
Office Support II	96.00	x	2	=	192.00		
Office Support I	72.00	x	2	=	144.00		
Total 95% Design Estimate:						35 Hours	\$ 5,305.00
TOTAL:						76 Hours	\$ 11,550.00