



NETTAARCHITECTS

Via Email: Jedwards@brickschools.org

April 24, 2018

Mr. James W. Edwards, Jr. CPA
School Business Administrator / Board Secretary
Brick Township Public Schools
101 Hendrickson Avenue
Brick, New Jersey 08724

**RE: Brick Township Public Schools
Pre Referendum Architectural Services
District-wide Security Upgrades
P18-075**

Dear Mr. Edwards:

Pursuant to the District's request, Netta Architects is pleased to provide this proposal to provide Pre-referendum Architectural services. Pursuant to our previous meetings and conversations, it is our understanding that the District is contemplating a Referendum in the Fall/Winter of 2018. The project scope consists of security upgrades at the Districts' 12 schools.

Netta Architects will provide the following architectural/engineering services:

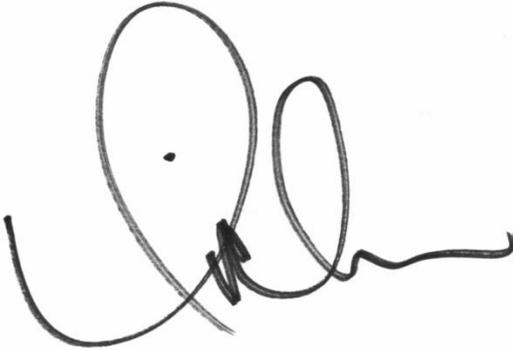
- Coordinate an initial programming meeting with the District to gain an understanding of the security upgrade projects to be implemented at each school. The purpose of this important initial meeting is to coordinate the project parameters, schedules, and deliverables. Netta Architects and our selected consultant team will begin with a thorough field survey of existing conditions including review of all existing building drawings and documentation.
- Netta Architects will provide a comprehensive spreadsheet listing individual estimated construction costs (for each proposed project per school) and all applicable soft costs (fees, permits, contingencies, legal, bonding, reimbursable expenses, printing). The final Total Project Cost will be fully coordinated with the District.
- Upon finalization of the aforementioned decision making process and approval by the Board of Education, Netta Architects will begin submission of the NJDOE project applications (one per school). Required documents will include several completed NJDOE application forms, LRFP project update, schematic floor plans, educational specifications, and Board Resolutions.
- Upon submission of the NJDOE project application, Netta Architects will assist the District in marketing the Referendum. It is normally recommended that information to the public begin as soon as possible including meetings, flyers and involvement with Community Organizations. Additionally, it is recommended that the Board retain financial consultants and bond counsel at this time to provide accurate projections on tax impact, bond interest rates, etc.
- Netta Architects will assist the Brick Township Board of Education with attendance at Board Meetings and Public Presentations, mounted display boards, PowerPoint presentations, etc.

Pursuant to the original Request for Qualifications, and Netta Architects' subsequent submission, the following fee structure has been established and agreed upon for Pre-Referendum Services:

- Projects with costs of \$2 million or less: \$15,000
- Projects with costs of at least \$2 million but less than \$10 million: \$20,000
- Projects with costs greater than \$10 million: \$25,000

Upon subsequent passage of the Referendum, the fee shall be credited against the fees for the resulting project(s) architectural/engineering services. The credit will be divided accordingly amongst all projects. Fees for reimbursable expenses shall be in accordance with the Request for Qualifications.

Very truly yours,

A handwritten signature in black ink, appearing to read 'N. Netta', with a large loop at the beginning and a horizontal flourish at the end.

Nicholas J. Netta, AIA, NCARB
Principal

NJN/mm