



**NETTA**ARCHITECTS

**Via Email: jedwards@brickschools.org**

February 26, 2019

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

**RE: Osbornville Elementary School  
Repair of CMU Wall Moisture Issues  
Fee Proposal and Preliminary Project Budget Estimate  
P19-028**

Dear Mr. Edwards:

Pursuant to our recent conversations and your request, Netta Architects is pleased to provide this fee proposal and Preliminary Project Budget Estimate for the following project being proposed by the Brick Township Board of Education. It is the District's intent to have construction activities completed during the 2019 Summer Recess.

- Pursuant to the Netta Architects Report dated May 18, 2018:
  - Classrooms 17, 18, 19 and 20
  - Replace exterior EIFS system
  - Replace exterior gutters and metal roof edges
  - Patch roofing at metal edge locations
  - Clean, scrape and paint interior face of exterior walls
- Project shall be bid as one overall project with LRMS and EHYES similar projects

Preliminary Project Budget Estimate

Hard Construction Cost	\$ 95,000
Design / Construction Contingency (15%)	\$ 14,250
Architectural / Engineering Design Fees (10.0%)	\$ 8,500
(Total Fee including CA and PC - \$1,000 credit for Project Budget)	
Other soft costs	
Permits	\$ 3,000
Reimbursable Expenses	\$ 3,000
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Total Preliminary Project Budget Estimate:	\$ 123,750

A separate proposal for Construction Administration services will be provided upon receipt of bids and award of a construction contract.

**ARTICLE I - SCOPE OF SERVICES**

**PHASE I – PRELIMINARY DESIGN – NOT APPLICABLE**

**PHASE II – DESIGN DEVELOPMENT - NOT APPLICABLE**

**PHASE IIA – BOARD SUBMISSION – NOT APPLICABLE**

**PHASE III – CONTRACT DOCUMENTS**

1. Prepare complete architectural contract documents in strict conformance to the State of New Jersey's Uniform Construction Code and all applicable sub-codes; and
2. Prepare specifications in book format and coordinate with the District's standard front end requirements.

**Contract Documents Fee ..... \$ 5,175.00**  
**(Task Time Frame 45 Days)**

**PHASE IV - BIDDING AND NEGOTIATION**

1. Attend Pre-Bid Conference with prospective bidders;
2. Provide and issue Addenda and Clarifications, if required, to respond to bidders questions; and
3. Assist District with review of submitted bids.

**Bidding Fee ..... \$ 475.00**  
**(Task Time Frame 1 Bid Cycle)**

**PHASE V – CONSTRUCTION ADMINISTRATION – NOT APPLICABLE**

**PHASE VI – PROJECT CLOSEOUT – NOT APPLICABLE**

**ARTICLE II**

**Compensation:**

The above outlined professional Architectural design services listed in Article I shall be completed for a fixed fee of **Five Thousand, Six Hundred Fifty Dollars, (\$5,650)**.

**Fee Breakdown:**

Phase I - Preliminary Design Fee .....	\$	NA
Phase II - Design Development Fee .....	\$	NA
Phase IIA - Board Submission Fee .....	\$	NA
Phase III - Contract Documents Fee .....	\$	5,175.00
(includes \$1,000 credit for Project Budget)		
Phase IV - Bidding and Negotiation Fee .....	\$	475.00
Phase V - Construction Administration Fee .....	\$	NA
Phase VI - Project Closeout .....	\$	NA
<b>TOTAL FEE*</b> .....	<b>\$</b>	<b>5,650.00</b>

**Fee to be adjusted accordingly after receipt of bids and award to Contractor based upon a total fee of 10% of construction cost (not including reimbursable expenses). A separate proposal for Construction Administration services will be provided upon receipt of bids and award of a construction contract.**

**Contract Endnotes:**

**\*Professional design services billing is on a monthly basis. Payments are due upon receipt and not beyond any 45 day period. In the event professional design fees are not paid in accordance with the 45-day term noted above, architect reserves the right to stop providing professional services until past due progress payments are received.**

If you should have any further questions, please feel free to contact this office.

Sincerely,



Laurence K. Uher, AIA, LEED AP  
Vice President