

November 28, 2018



Mr. Ken Elwert /Pat McKay
City of Rochester Hills Museum at Van Hoosen Farm
1005 Van Hoosen Road
Rochester, MI 48307

RE: Continuation for A/E services for Equipment Barn

Dear Ken,

Thank you for considering H2A Architects to provide the remainder of the A/E services for the Equipment Barn, the next piece of the Van Hoosen Farm Master Plan. It has been a pleasure to see this farm take shape over 18 years.

As previously defined, the scope of the project will be to reconstruct the early 20th century barn, known as 'the equipment barn'. The barn is to be rebuilt in its original location along Runyon Road. The construction includes the two stories with upper entrance off Runyon Road and a lower entrance facing the farm. The lower portion of the building is of concrete construction and will support the weight of vehicles on the upper story. The upper portion of the building is wood construction with historical wood siding and wood roof shingles.

Our services will include a pre-design stage to update the cost projection and assist in the Site Plan Review (SPR) and Zoning Board of Appeals (ZBA) approval process, we anticipate this to take approximately 6 months. Upon receiving the approvals from the City of Rochester, and an approval to proceed from the City of Rochester Hills, our services will progress with finalizing the building design detailing, mechanical, electrical, plumbing, structural and civil engineering, specifications and a final cost projection. This will establish a set of construction drawings and specifications that contractors can bid from and the City can obtain permits from. We anticipate this process to take 3 – 6 months.

Our standard services include assistance during bidding and award and preparation for the contract between the City and the selected Contractor. The bid and award process with the City usually takes 2-3 months.

This proposal includes provisions for Construction Administration during the construction period, a weekly site visit, review of progress, review of submittals, review of pay requests and assisting in resolving construction issues for all trades. For a building like this, construction may take about 9 months.

Our fees for the services described shall be billed hourly with a not-to-exceed maximum. The fees are itemized on the attached spreadsheet. Approval may be given in-full or in-part on a sequential basis. For a partial approval indicate by initialing in the 'Approvals' column. It is my understanding that at this time you are considering moving forward with a limited scope including line items 1a/1b and 2a/2b and reimbursables, for a not-to-exceed of \$16,421.20.

If you are in agreement with this proposal in-full or in-part, it should be signed and returned to H2A Architects and will serve as our authorization to proceed.

Sincerely,

A handwritten signature in blue ink, appearing to read 'JH', is written over a light blue horizontal line.

Jackie Hoist, AIA
Project Manager

JSH/jsh

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