

Priefert®

COMPLEX DESIGNS

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903/572-1741 FAX 903/572-3191

November 18, 2015

Mr. Mike Fields
Titus County Commissioner
100 W. First Street
Mount Pleasant, TX 75455

SENT VIA email: mikeandsharonfields@yahoo.com

RE: Façade Improvements for the Annex Corner Building

Dear Mr. Fields and Fellow County Commissioners,

Thank you for the opportunity to offer this proposal for design services for the referenced project. We understand the project will include exterior improvements to the north façade and lesser improvements to the west façade. These improvements may include new door(s), windows, porch awning(s), exterior cladding materials and finishes. The total construction budget for this project is estimated to be between \$30,000 and \$50,000.

The Commission represents that previous preliminary drawings have been produced for the improvements included in this project. Those preliminary drawings will be provided to our design team for reference. However, the final design may differ from the preliminary drawings.

To complete this scope of work, we offer the following task list:

- 1) Review of previous preliminary drawings
- 2) Site visit for selective removal of existing finishes to expose portions of interior structural components
- 3) Site visit to develop existing dimensional drawings, investigate existing structural adequacy of supporting building elements. (Access to the inside of the building and access to the roof will be required.)
- 4) Discuss preliminary findings with the Court's designated representative(s)
- 5) Develop preliminary sketches of the design solution for review and acceptance by the Court's designated representative(s)
- 6) Complete architectural and structural design and produce construction documents for bidding purposes
- 7) Present findings to the Court

EXCLUSIONS

This proposal excludes the following items:

- 1) Bid administration or negotiation
- 2) Construction review and inspection
- 3) Contractor selection
- 4) Review of architecture or structural conditions of other buildings

COMPENSATION

These tasks are offered for a flat fee of \$4,750. The fee includes expenses.

If additional services, outside the scope of this agreement are requested, they can be performed hourly at the hourly rates listed rates:

Project manager/Professional engineer	\$125.00/hr
Licensed architect	\$125.00/hr
EIT/Estimator	\$75.00/hr
Drafting / Designer	\$75.00/hr

PAYMENT TERMS

The fee will be invoiced upon transmittal of the completed construction documents and payable within 30 days of receipt.

If you agree with the scope of work and the associated terms, please indicate your acceptance of this proposal by signing in the space provided and returning one signed copy to Priefert Complex Designs at the address shown on this correspondence, by email to gcalvert@priefet.com or by facsimile to (903)572-2798.

If you have any questions regarding this proposal, please feel free to contact me at (903) 572-1741 ext. 238. Again, thank you for the opportunity to assist.

Sincerely,



Glen M. Calvert, P.E.
General Manager



Titus Co Judge

Authorized signature and title
Titus County

Approved in Court 11-23-15