

November 8, 2013

Dr. Timothy Glasspool
Superintendent
Plum Borough School District
900 Elicker Road
Plum, PA 15239

Re: Proposal for Professional Design Services
Renovations to the Computer Lab at Center Elementary School

Dear Dr. Glasspool:

CDI-Infrastructure, LLC dba L.R. Kimball is pleased to submit this proposal for professional design services.

As discussed during our meeting on November 1, 2013, the Plum Borough School District is proposing renovations to the Computer Lab at the existing Center Elementary School. It is our understanding that the existing layout of computer workstations within the Computer Lab is not adequate for the current and future needs of the District. As a result, the District would like to renovate the Computer Lab so that the workstations are arranged in a similar manner to those at the New Pivik Elementary School and New Holiday Park Elementary School.

In addition to revising the existing layout of computer workstations, the District would like to review possible locations for a new smart board, a relocated teacher's station, and relocated casework within the Computer Lab. Any additional renovations within the Computer Lab or other spaces within the school are not included in our scope of work.

L.R. Kimball will provide the following limited architectural and electrical engineering services:

1. Pre-Design Documents Phase services:
 - a. Review up to three computer workstation layouts with designated District representatives. Coordinate associated power and data cabling layout information with District IT personnel.
2. Construction Documents Phase services:
 - a. Prepare construction documents consisting of drawings and technical specifications detailing the approved computer workstation layout from the Pre-Design Phase. Drawings and specifications will be suitable for bidding and construction of the project.
3. Bidding Phase services:
 - a. Coordination of the application for plan approval for services provided by L.R. Kimball with the Authority Having Jurisdiction (fees to be paid for by District).
 - b. Issue the approved documents to prospective bidders.
 - c. Answer contractor inquiries during the bidding phase.
 - d. Issue addenda, if required, to communicate changes and to clarify contractor questions.
4. Construction Administration Phase services:
 - a. Assist the District in awarding and preparing the contract(s) for construction.
 - b. Review shop drawings and submittals (maximum of two reviews for each submittal).
 - c. Answer contractors' questions regarding intent of the engineering contract documents.
 - d. Review of changes in the work, and prepare change orders and construction change directives, if required, for approval and execution.

- e. Visit the site during construction (maximum of 2 site visits) to observe the work. The first visit will include attending the pre-construction meeting and the final visit will occur to develop a punch list.

The following services are not included, but may be added by contract amendment as Additional Services:

1. Preparation of an existing survey or facility assessment report.
2. Hazardous material assessment.
3. Value analysis or cost estimating.
4. Evaluating the adequacy of the original design of the building systems beyond the proposed areas / systems that will be affected by this scope of work.
5. Any upgrade to the existing electrical service currently available at the Center Elementary School.
6. Fees for permits and approvals from applicable Authorities Having Jurisdiction.
7. Preparation of final conformed or record drawings.
8. Design of security system and low voltage communication system switches, routers, etc.
9. HVAC system design services.
10. Fire protection / sprinkler system design services.
11. Plumbing design services.
12. Lighting system design services.
13. Confirmation or extension of existing utilities.
14. Selection and purchasing of FF&E items, including new computer workstations and a new smart board.

The following services are not included:

1. On-site project representation or construction management.
2. Destructive exploratory investigation or testing.

As you are aware, L.R. Kimball designed the Computer Labs for the New Pivik Elementary School and the New Holiday Park Elementary School. The same basic concepts will be utilized in our design for the Center Elementary School.

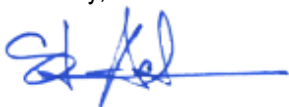
Based on the scope of work described above, our fee for these services is \$5,900. Our fee for any additional services beyond those described in this proposal is 7% of the cost of the Work.

Project Reimbursable Expenses are in addition to compensation for Basic and Additional Services and include expenses incurred directly related to the Project. Reimbursable Expenses shall remain the same as those outlined within our current Owner-Architect Agreement for ongoing projects.

If you find this proposal for additional services acceptable, please sign the signatures page on both copies of this proposal and return one full copy for our record. Your acceptance of this proposal will allow us to immediately begin work on the project prior to executing the AIA Standard Form of Agreement between Owner and Architect.

Thank you again for the opportunity to provide you with this Proposal. If you have any questions, please contact me at 412-201-4900, ext. 2225.

Sincerely,



Steven N. Ackerman, AIA
Project Manager

SIGNATURES

As an authorized agent for Plum Borough School District, I hereby authorize CDI-Infrastructure, LLC dba L.R. Kimball to proceed with the Scope of Work in consideration for the fee stated in the Proposal.

Authorized Signature

Date

Printed/Typed Name and Title

CDI-Infrastructure, LLC dba L.R. Kimball



David A. Rispoli, PE, PMP
Operations Manager

November 8, 2013

Date