



April 4th, 2022

Kim D Turner
Manager of Special Projects
City of Newburyport
60 Pleasant Street
Newburyport, MA 01950

Re: City of Newburyport – 59 Low Street Youth Services

Dear Kim,

Thank you for considering us and please find attached our proposal for the Newburyport Youth Services Center at 59 Low Street. It is our understanding that you would like us to provide schematic design services for the proposed building as well as for a Brown School option.

Our services will include a preliminary code analysis and schematic design plans based upon the site plan option A we discussed the other day (see attached). The fee also includes MEP and structural narratives to describe alternatives for the proposed design. The proposed fee for these services is \$30,000. We have attached additional information on the following pages that describe the full scope of services in greater detail.

If you have any questions or concerns, please do not hesitate to call me at 978-500-3738. We thank you for the opportunity to submit this proposal and we look forward to working with you on this exciting project.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Scott Hall', written over a white background.

Scott Hall, Principal
Registered Architect, P.E.
EGA Architects, P.C.

Cc: Scott Hall, Katie Flaherty



SCOPE OF SERVICES

- **Included Services**

The base design services shall include the following:

- Preliminary Code Analysis
- Schematic plans based upon Option A site plan (see attached).
- Options for Brown School Alternative noted below
- Schematic design shall include MEP and structural narratives of options

- **Schematic Design**

- Review of historical info on the project site, including reports on environmental contaminants, and review of program needs of the department
- A concept design for the (gut) renovation of the existing structure at 59 Low St, maintaining its shell, and adding a modular gym and possible administrative space (max 1000 sf)
- Selection of a preferred concept design and development of site plan, elevations, floor plans, and perspectives
- Cost estimation for construction of the above, including an OPM, testing, and contingencies
- Associated meetings including 2-3 with City Staff and 1-2 public meetings
- A conceptual design of an alternative scenario that utilizes gym/locker room/bathroom space at the Brown School (Milk St) both with and without associated administrative space for NYS (plus associated costs)
- Preliminary structural review and schematic design options in narrative form
- Preliminary MEP review and schematic design options in narrative form

ASSUMPTIONS

- The proposed fee includes 2-3 meetings with city staff and 1-2 public meetings.
- The proposed fee does not include any work by Civil, Structural, MEP or Interior Design consultants for this package (These can be added if needed)
- Cost estimate shall be prepared by PM&C. We have included their fee in our proposal.



REIMBURSABLES

- Reimbursable expenses such as travel, printing and postage shall be billed on a monthly basis in accordance with Schedule A attached.

ADDITIONAL SERVICES

- Additional services, if needed, shall be performed on an hourly basis in accordance with Schedule A attached. EGA shall receive written approval from the Owner prior to performing any additional services.
- The contract for the project shall be the AIA Document B101 – 2017 edition.

INVOICES

- EGA shall invoice on the first of each month for all work completed in the prior month.

AGREEMENT

If you are in agreement with this proposal, please indicate by signing below and returning one copy of this document to our office.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Scott Hall', written over a horizontal line.

Scott Hall, President
Registered Architect, P.E.
EGA Architects, P.C.

Agreed to:

Kim D Turner, Manager of Special Projects

Date



**SCHEDULE A
SCHEDULE OF HOURLY RATES**

CLASSIFICATION	HOURLY RATES
CEO/President	\$ 220.00
Officer	183.00
Senior Project Manager	150.00
Project Manager	135.00
Project Architect/Designer	125.00
Intern Architect	110.00
Architectural Drafter	92.00
Graphic Design	90.00
Executive Administration	73.00
Clerical	61.00



**SCHEDULE A
REIMBURSABLE EXPENSES**

Long distance communications, express delivery services, travel and subsistence associated with travel, copies and reproductions, will be expensed as follows:

ITEM	EXPENSED RATE
Travel/Meals/Lodging	Cost
Mileage (IRS Allowed)	IRS Rate
Black and White Copies/Prints (8 ½ x 11 and 8 ½ x 14)	\$.10/copy
Long Distance Telephone	\$.05/minute
In House Printing:	
Color Copies/Prints (8 ½ x 11 and 8 ½ x 14)	\$.70/copy
Black and White Copies/Prints (11 x 17)	\$.30/copy
Color Prints and Copies (11 x 17)	\$1.78/copy
Large Format Color Plots	\$.75/ sq. ft.
Large Format Copies (per plot):	
24" x 18"	\$2.83/plot
24" x 36"	\$3.50/plot
30" x 42"	\$4.38/plot
36" x 48"	\$5.00/plot
Other sizes will be billed at \$0.50 per sq. ft.	

*In the event printing needs to be sent out of the office (due to time and/or volume limitations, etc.) the Architect will invoice the vendor's cost of the printing.



Partnering for quality results

March 12, 2022

Scott Hall, Registered Architect, P.E.
CFO
EGA, P.C.
One Vernon Street
Newburyport, MA 01950

Re: Youth Center, Newburyport, MA

Dear Scott,

Thank you for the opportunity to submit this proposal for the youth center project.

We understand that the project involves the renovation of an existing 5,800 SF building with a new 4,150 SF gym addition and a new 1,000 GSF administration wing addition.

Our fee for cost estimating services is as follows:

SD Estimate: **\$4,500**

Thank you again for asking PM&C to submit a proposal on this project.

If this proposal is agreeable, please sign and send back to this office.

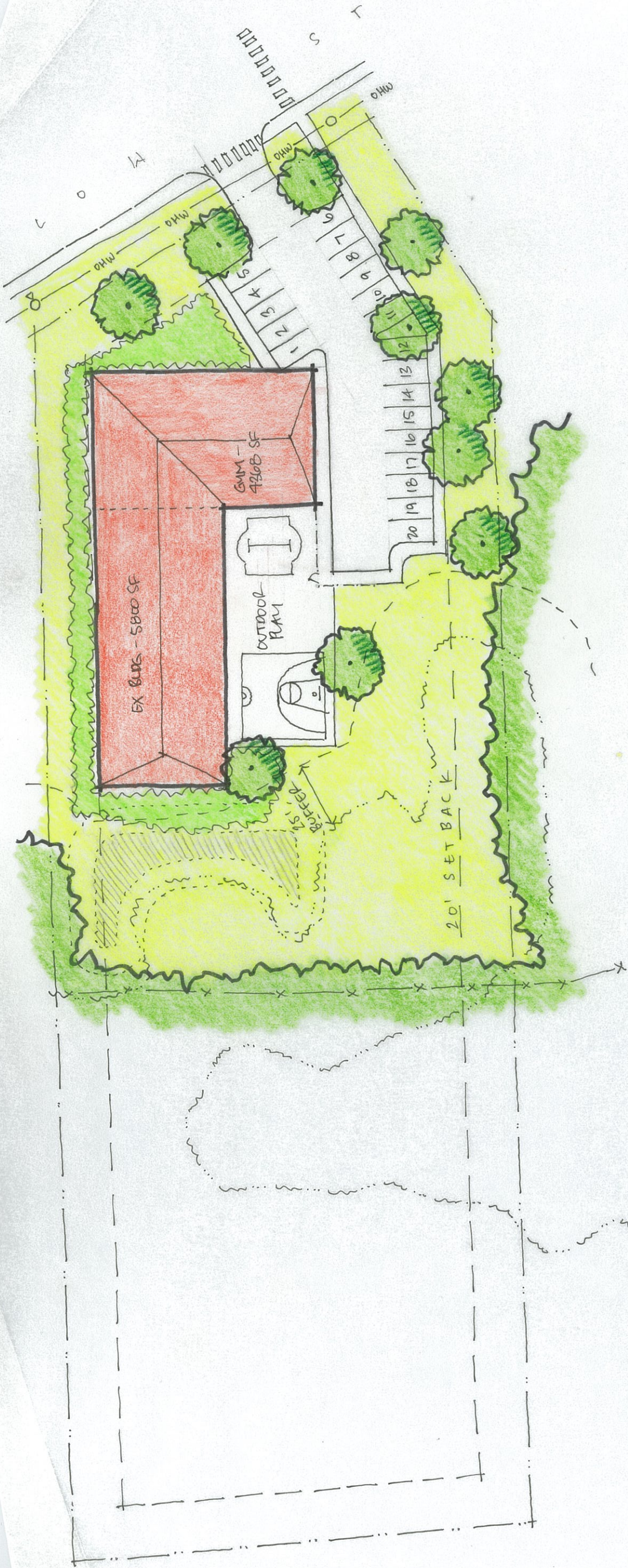
Sincerely,

Accepted By:

Peter Bradley BSC Q.S.; LEED AP
President

Name

Date



NOTES:

- ZONING SETBACKS INTACT
- 52' x 84' MODULAR GYM
- SURFACE DETENTION POND
- 1:500 SF PARKING - 20 SPACES
- NO ADDITIONAL ADMIN SPACE
- NO DRIVE-OFF
- ASSUMES ORIGINAL WETLAND DECONTAMINATION

59 LOW ST

OPTION A.

3-B-22

1"=40'

CITY OF NEWBURGH