

February 28, 2020

Yonkers Public Schools
Facilities Department
One Larkin Center, 3rd Floor
Yonkers, NY 10701

Attn: John Becker
Re: **Lincoln High School Roof & Masonry Project –
Enhanced Construction Administration Services**



Greetings:

We are writing to provide our proposal for enhanced construction administration services for the above referenced project. The project has mandated contractual milestone dates that result in an overall construction duration of 15 weeks.

Firstly it is important to understand what is being provided as part of our basic services:

- Site visits once per week (15) from our roofing consultant.
- Site visits every other week from KG+D staff including facilitation of a project meeting and documenting the meeting with brief published minutes.
- Typical Construction Administration Services including review of submittals, schedule of values, payment requisitions, change order review, punch list and close out procedures.

The enhanced construction administration services included in this proposal include:

- Additional site visits so that a representative is on site each day for approximately 2 hours for the entire 15 week duration of the project. This will include 1 additional visit per week from the roofing consultant (15 total) and all other days (45 total) a KG+D representative will visit the site.
- Site visit logs and reports for each site visit will be shared.
- Additional support with a more detailed review of scheduling, change order proposals and testing coordination.

We propose to complete these additional services for a lump sum fee of \$35,000. This proposal is based on the required 15 week duration of the project and interaction with YPS staff only (no involvement with an independent construction manager). If the active construction period exceeds this amount the proposed fee will be adjusted accordingly after review and approval by YPS. The proposed fees do not include testing expenses, or other typical reimbursable expenses for printing, express mail services or submittal tracking services.

If approved this will become an amendment to our current agreement for this project. Please feel free to contact me if you have any questions.

Sincerely:

KG+D ARCHITECTS, PC

A handwritten signature in blue ink that reads 'Russell Davidson'.

Russell A. Davidson, FAIA – President/Principal

Kaeyer, Garment + Davidson Architects, PC

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