

December 4, 2017

Yonkers Public Schools  
One Larkin Center, Third Floor  
Yonkers, NY 10701

Attn: John Carr PE, Executive Director, School Facilities Management

RE: Proposal for Professional Services: Lincoln High School  
Building Envelope Restoration



Greetings:

We look forward to the opportunity to work together to efficiently complete necessary building envelope restoration projects for Lincoln High School. We propose to lead a process that emphasizes clarity of communications and thoroughness of design and construction documentation. We are committed to fulfilling these goals and realizing the full potential of the Lincoln High School project.

KG+D's in-depth knowledge of Lincoln High School building will serve as a foundation for the project and allow our team to work at a greater level of detail and efficiency. We worked with you to identify these projects and will follow through on the original intent including working with SED to maximize building aid and grant funding.

Our current understanding of Yonkers Public Schools goal's for the Lincoln High School envelope restoration project are outlined below. We understand that the scope of work includes developing a realistic and cost effective project budget for the building envelope upgrades.

## Exterior Masonry Walls

- Evaluate the existing conditions, recommend corrective measures and design for the restoration of the exterior wall systems, which shall include but not be limited to masonry walls, sills & parapets, steel lintels & veneer support angles flashing systems and water proof masonry surfacing.
- Corrective measures may include repointing, brick, lintel, cast stone, flashing, drain pipe and caulking replacement as well as masonry sealing and waterproofing.
- Design for interior restoration work as required where interior finishes have been damaged by water infiltrating into the building from the building envelope, which will include but not be limited to plaster, paint, millwork, ceilings, cove base and flooring.

## Roofing

- KG+D and our roofing sub-consultant Watsky Associates will fully inspect, inventory and evaluate the condition of the roof systems and appurtenances and prepare design documents for replacement or repair as required. The courtyard roof will also be inspected.
- Repairs include but are not limited to:
  - Repair, replacement and or new parapet assemblies; roof drains, scuppers, and ventilators and associated roof curbs; roof access provisions and etc.
- Systems will be designed to meet the NY State Building Code & Energy Code, systems that promote "Cool/Green Roofs" and are also cost effective.

**Kaeyer, Garment + Davidson Architects, PC**

285 Main Street, Mount Kisco, New York 10549

914.666.5900 [kgdarchitects.com](http://kgdarchitects.com)

## Asbestos + Hazardous Material Abatement

- Provide labor and materials required to conduct pre-design environmental surveys of the appurtenant building features. This will include, but is not limited to the cutting, samples testing and patching of roofing, masonry walls, caulking, insulation and other suspect materials.
- Design for the abatement of all hazardous materials affected by the scope of work outlined in this proposal.

The team we have assembled for the Lincoln High School project includes architects and engineers that have worked with the District through the building condition survey and Facilities Plan process, as well as specialty sub-consultants that complement and will function as an extension of the KG+D team. Our team will lead quick and efficient projects that are clearly well documented. The proposed project team includes:

- KG+D Architects, PC
  - Russell Davidson FAIA, President
- Watsky Associates (Roofing Consultant)
  - Tom Olam

A summary of the services our team will provide, by phase for the Lincoln High School building envelope restoration project are outlined as follows:

## Kick Off + Schematic Design

- Kick off meeting with the Yonkers Public Schools to confirm the project scope and establish a firm project schedule. The District will provide all drawings, files, condition surveys, maintenance histories, design reports or other pertinent information as available.
- Conduct interviews with District Administration, Educational and Operational personnel.
- Perform a field inspection and roof test cut probes to determine the typical configuration of existing roofing and flashing components. Provide material samples from the test probes, at the site, to an Environmental Consultant retained by the District.
- We will prepare a schematic design and report suitable for presentation to project stakeholders as well as City and BOE officials.
- The report will include, but will not be limited to: conceptual site plans, floor plans, roof plans, elevations, sustainability measures, photos of existing conditions as well as photos of comparable completed projects for comparison.
- The report will include a project estimate and schedule with discussions of SEQRA, sustainability measures, SED building aid, Smart Schools Bond Act eligibility, SED approval requirements,
- The report will be presented to the Facilities Committee of the Board of Trustees and other boards or councils as required in order to achieve consensus around the selected design options.

## Design Development

- Create detailed construction drawings including floor plans, interior elevations, sections, details, schedules, SED permit applications, specifications and product/materials samples.

- Prepare design development documents consisting of 95% complete plans, specifications and project estimate.
- The design development documents will establish the scope, size and character of the entire project. Documents will include drawings of all disciplines as necessary to depict the entire scope of work including all major programming, design, finish, layout and code compliance drawings.

### SED Permitting + Construction Documents

- Creation of comprehensive, detailed drawings and specifications suitable for permitting, bidding and construction.
- Preparation of required New York State Department of Educational Facilities Planning permit application forms.
- Submission of Construction Documents to NYSED for permitting.
- Respond to NYSED comments as necessary to obtain permitting.

### Bidding + Negotiations

- Solicit bids, attend a pre-bid conference, respond to questions, and prepare a technical addendum as needed.
- Conduct pre-proposal walkthroughs with interested bidders and respond to bidder requests for information.
- Review the bids, conduct detailed scope reviews with the apparent low bidders and make recommendations for award of the bids.

### Construction Administration:

The services we provide during the Construction Administration phase include:

- Typical pre-construction services including review the contractor's technical submittals and schedule of values and conduct a pre-construction conference to review administrative, site access, performance and coordination issues, and technical installation expectations.
- Conduct site visits during the project and prepare a field report for each site visit.
- Perform a "punch list" inspection when the work is complete, and issue a list of incomplete or non-conforming work observed. Then perform a final inspection.
- Review close out documents submitted by the Contractor, e.g., warranties, guarantees, as-built drawings, and the final payment requisition and change orders.

We have provided our fee proposal and hourly rates in the requested format within the attached RFP document. We propose to complete this work for Lincoln High School inclusive of Yonkers Public Schools' estimated additional services and reimbursable expenses for the lump sum fee of ~~\$173,400.~~ 162,535.00

Our proposal is for all of the basic services described in this proposal. Printing expenses for the specified deliverables are included in the fee for each project phase as instructed in the RFP. Additional reimbursable expenses will be limited to the cost of printing for additional sets requested by Yonkers Public Schools over and above what is stated in the RFP, and the cost of express mail services if needed. There will be no reimbursable charges for telephones, use of computer use, or travel to and from the project sites or meetings.

KG+D and our consulting teams appreciate your continued trust in our firms and we look forward to seeing this project successfully completed. As always, please feel free to call if you have any questions regarding this proposal.

Sincerely:

KG+D ARCHITECTS, PC

A handwritten signature in blue ink that reads "Russell Davidson". The signature is fluid and cursive, with a long horizontal flourish extending to the right.

Russell A. Davidson, FAIA - President