

Project Specific Addendum

This project specific addendum (Addendum), together with the AIA Document B101 - 2017 Standard Form of Agreement Between Owner and Architect (Master Agreement), dated 4 March 2026, is made between the Meridian Community Unit School District 223 (Owner) and GreenAssociates, Inc. (Architect) (GA). The following shall set forth the basic project scope and general scheduling parameters of this specific project. In the event of any inconsistency, conflict or discrepancy between the terms and conditions of this Agreement, this Agreement shall control for the project described herein.

The Owner and Architect agree to amend and supplement the Master Agreement as follows:

PROJECT: 2027 HVAC Improvements

Monroe Center Grade School
17500 Highway 72
Monroe Center, Illinois 61052

Architect's Project Number: 13119-2026041
Date: 28 September 2026

ARTICLE 1 INITIAL INFORMATION

Section 1.1.1 The Owner's program for the Project:

New geothermal HVAC System at Monroe Center Grade School.

The north section of the building comprising of the original 1967 building, the 1974 building addition, and the 1996 building addition to receive new heat pumps, or equipment determined through the design phase, tied to a new geothermal loop.

The south section of the building comprising of the 2001 building addition will receive new VAV units tied to the new geothermal loop, valves and controls. Existing ductwork and diffusers to remain.

GA to assist the Owner to determine the borefield location. The borefield will be roughly 80'x160' area of grass that will not be available for future building foundations, playground foundations, or tree planting.

The existing fire sprinkler system shall be extended to the original 1967 building and 1974 building addition.

The original 1967 building, the 1974 building addition, and the 1996 building addition to receive a new acoustic ceiling grid system with new 2'x4' LED lighting. The 2001 building addition to receive new 2'x2' ceiling panels, existing grid to remain but include a t-bar, and new 2'x4' LED lighting.

Section 1.1.2 The Project's physical characteristics:

See Section 1.1.1 above.

Section 1.1.3 The Owner's budget for the Cost of the Work:

Cost of the Work is estimated at approximately \$ 4,518,574.00 as outlined in the SOPC dated 09/17/26.

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Section 1.1.4 The Owner's anticipated design and construction dates:

.1	RFP to Helm:	TBD
.2	Proposal deadline:	TBD
.3	BOE Project Award:	06 January 2027
.4	Commence Work:	01 June 2027
.5	Substantial Completion:	30 July 2027

Section 1.1.5 The Owner intends the following procurement and delivery method for the Project:

Single prime contractor, Helm Service, utilizing Open Procurement through Cooperative Purchasing. Specific Cooperative Purchasing group to be determined.

Section 1.1.6 The Owner identifies the following representative in accordance with Section 5.3:

Calvin King
Director of Safety & Operations
Meridian CUSD223
207 West Main Street
Stillman Valley, Illinois 61084

Telephone Number: 815-645-2230

Email Address: cking@mail.meridian223.org

Section 1.1.7 The persons or entities, in addition to the Owner's representative, who are required to review the Architect's submittals to the Owner are as follows:

None

Section 1.1.8 The Owner shall retain, and pay directly, the following consultants and contractors:

Civil Engineering for placement of the geothermal borefield.

HVAC Commissioning Agent as required by code.

Architect to coordinate the work with the Civil Engineer and HVAC Commissioning Agent.

Section 1.1.10 The Architect identifies the following representative in accordance with Section 2.3:

George Prosiliakos, AIA
Associate Principal
GreenAssociates, Inc.
1437 Harmony Court
Itasca, Illinois 60143

Telephone Number: 847-317-0852 x154

Direct Telephone Number 847-787-1863

Mobile Number: 224-297-4049

Email Address: gprosiliakos@greenassociates.com

Section 1.1.11 The Architect shall retain the consultants identified in Sections 1.1.11.1 and 1.1.11.2:

Section 1.1.11.1 Consultants retained under Basic Services:

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- .1 Mechanical, Electrical, and Plumbing Engineer:
20/10 Engineering Group, LLC
1216 Tower Road
Schaumburg, IL 60173
847.882.2010
- .2 Structural Engineering
ML Structural, PLLC
334 E Colfax St. Unit D
Palatine, IL 60067
224-214-0565

Section 1.1.11.2 Consultants retained under Supplemental Services:

None

Section 1.1.12 Other Initial Information on which the Agreement is based:

None

ARTICLE 3 SCOPE OF ARCHITECT'S BASIC SERVICES

Section 3.1 The Architect's Basic Services consist of:

Section 3.1.1 Construction Documents Phase Services

Preparation of Construction Documents including drawing and specifications.
Submit building permit application to the ROE.

Section 3.1.2 Procurement Phase Services

Section 3.1.3 Construction Phase Services

Review contractor shop drawing submittals, coordinate preconstruction meeting,
coordinate bi-weekly construction progress meetings, and coordinate contractor closeout.

ARTICLE 4 SUPPLEMENTAL AND ADDITIONAL SERVICES

Supplemental Services	Responsibility (Architect, Owner, or not provided)
Section 4.1.1.1 Programming	Not provided
Section 4.1.1.2 Multiple preliminary designs	Not provided
Section 4.1.1.3 Measured drawings	Not provided
Section 4.1.1.4 Existing facilities surveys	Architect
Section 4.1.1.5 Site evaluation and planning	Not provided
Section 4.1.1.6 Building Information Model management responsibilities	Not provided
Section 4.1.1.7 Development of Building Information Models for post construction use	Not provided
Section 4.1.1.8 Civil engineering	By Owner
Section 4.1.1.9 Landscape design	Not provided
Section 4.1.1.10 Architectural interior design	Not provided

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Supplemental Services	Responsibility (Architect, Owner, or not provided)
Section 4.1.1.11 Value analysis	Not provided
Section 4.1.1.12 Detailed cost estimating beyond that required in Section 6.3	Not provided
Section 4.1.1.13 On-site project representation	Not provided
Section 4.1.1.14 Conformed documents for construction	Not provided
Section 4.1.1.15 As-designed record drawings	Not provided
Section 4.1.1.16 As-constructed record drawings	Contractor
Section 4.1.1.17 Post-occupancy evaluation	Not provided
Section 4.1.1.18 Facility support services	Not provided
Section 4.1.1.19 Tenant-related services	Not provided
Section 4.1.1.20 Architect's coordination of the Owner's consultants	Not provided
Section 4.1.1.21 Telecommunications/data design	Not provided
Section 4.1.1.22 Security evaluation and planning	Not provided
Section 4.1.1.23 Commissioning	By Owner
Section 4.1.1.24 Sustainable Project Services pursuant to Section 4.1.3	Not provided
Section 4.1.1.25 Fast-track design services	Not provided
Section 4.1.1.26 Multiple bid packages	Not provided
Section 4.1.1.27 Historic preservation	Not provided
Section 4.1.1.28 Furniture, furnishings, and equipment design	Not provided
Section 4.1.1.29 Other services provided by specialty Consultants	Not provided
Section 4.1.1.30 Other Supplemental Services	Not provided

Section 4.1.2 Description of Supplemental Services

Section 4.1.2.1 A description of each Supplemental Service identified in Section 4.1.1 as the Architect's responsibility is provided below.

None

Section 4.1.2.2 A description of each Supplemental Service identified in Section 4.1.1 as the Owner's responsibility is provided below.

None

Section 4.2.3.2 One (1) visit(s) on average per week to the site by the Architect during construction. The OAC meetings shall be bi-weekly along with weekly visits by the Architect.

Section 4.2.5.1 If the services covered by this Addendum have not been completed within three (3) months of the date of this Agreement, through no fault of the Architect, extension of the Architect's services beyond that time shall be compensated as Additional Services.

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ARTICLE 11 COMPENSATION

Section 11.1 For the Architect's Basic Services described under Article 3, the Owner shall compensate the Architect as follows:

- .1 Compensation shall be 9.75 % of the total Cost of the Work, as determined by the contract award amount to the lowest responsible bidder. Final compensation to the Architect shall be adjusted to reflect an increase in the Contractor's contract amount resulting from duly executed change orders.
- .2 Progress invoiced based upon the percentage of work completed.

Section 11.2 Compensation for Additional Services of the Architect's consultants when not included in Section 11.1 shall be the amount invoiced to the Architect plus Fifteen percent (15%).

Section 11.8 COMPENSATION FOR REIMBURSABLE EXPENSES

Section 11.8.2 For Reimbursable Expenses the compensation shall be the expenses incurred by the Architect and the Architect's consultants plus 15.0 % of the expenses incurred.

Section 11.8.3 Reimbursable Expenses are independent of the proposed fee amounts and will be invoiced in accordance with attached Schedule of Reimbursable Expenses.

ARTICLE 13 SCOPE OF THE AGREEMENT

Section 13.2.2 Exhibits:

- Exhibit A Architects Hourly Billing Rates
- Exhibit B Architect's Reimbursable Schedule
- Exhibit C Architect's E201 Digital Data Protocol

This Project-Specific Addendum to AIA Document B101 is entered into as of the day and year first written above.

OWNER

(Signature)
Meridian CUSD223

Dr. Michael Plourde
Superintendent

(Printed name and title)

ARCHITECT

(Signature)
GreenAssociates, Inc.

George Prosiliakos, AIA
Associate Principal

(Printed name and title)

 AIA® Document E201™ – 2022***BIM Exhibit for Sharing Models with Project Participants, where Model Versions may be enumerated as a Contract Document***

This Exhibit dated the 28th day of September in the year Two Thousand TwentySix is incorporated into the agreement AIA Document A101-2017 Standard Form of Agreement Between Owner and Contractor (the "Agreement") for the following Parties:
(Name and location or address of the Project)

BETWEEN:

(Name, address and contact information, including electronic addresses)

Board of Education of Meridian Community Unit School District 223
207 West Main Street
Stillman Valley, Illinois 61084
Telephone Number: 815-645-2230

AND:

(Name, address and contact information, including electronic addresses)

Helm Service
2279 Yellow Creek Road
Freeport, IL 61032
815-238-3954

FOR THE FOLLOWING PROJECT:

(Name and location or address)

2027 HVAC Improvements

Monroe Center Grade School
17500 Highway 72
Monroe Center, Illinois 61052

Architect's Project Number: 13119-2026041

ADDITIONS AND DELETIONS:

The author of this document may have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

This document is intended to be incorporated into an agreement between the Parties.

TABLE OF ARTICLES

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ARTICLE 1 GENERAL PROVISIONS

§ 1.1 This Exhibit establishes the terms and protocols governing reliance upon, and the ownership, development, uses, transmission, and sharing of, Building Information Models and other Digital Data for the Project.

§ 1.2 Definitions

§ 1.2.1 **Agreement.** Agreement is the agreement into which this Exhibit is incorporated.

§ 1.2.2 **BIM Execution Plan.** A BIM Execution Plan is a written plan detailing the development and use of, and protocols related to, Project Models and setting forth each of the Project Participants' responsibilities related thereto.

§ 1.2.3 **Building Information Model or Model.** A Building Information Model (BIM), or Model is a digital representation of the Project or a subset of the Project. A Model is a collection of one or more Model Portions, each of which is an assemblage of Model Elements.

§ 1.2.3.1 **Model Portion or Portion.** A Model Portion, or Portion, is a subset of a Model as designated in Table 2.4 of this Exhibit. The Parties may designate a Model Portion by discipline, trade, area, location, phase, or other mutually agreeable distinction.

§ 1.2.3.2 **Model Author or Author.** A Model Author, or Author, is the Project Participant responsible for developing a Model Portion.

§ 1.2.3.3 **Model Version or Version.** A Model Version, or Version, is a specific edition of a Model or Model Portion that is sufficiently identifiable as unique and unchanged as of the time it is saved by its Author.

§ 1.2.3.4 **Model Element.** A Model Element is a digital representation of a component, system, object, or assembly within a Model.

§ 1.2.3.5 **Modeling.** Modeling is the process used to create a Model.

§ 1.2.3.6 **Non-Graphic Information.** Non-Graphic Information is any information other than the physical geometry associated with, or attached to, a Model Element. Examples of Non-Graphic Information include equipment or product manufacturer, maintenance schedule, cost per square foot, tonnage of HVAC, etc.

§ 1.2.4 **Confidential Digital Data.** Unless otherwise stated in the Agreement, Confidential Digital Data is Digital Data containing confidential or business proprietary information that the transmitting party designates as "confidential."

§ 1.2.5 Contract Document. The term Contract Document shall have the same meaning as in the agreement between the owner and contractor for the construction of the Project.

§ 1.2.6 Digital Data. Digital Data is information created or stored for the Project in digital form.

§ 1.2.7 Level of Development. The Level of Development (LOD) establishes the minimum dimensional, spatial, quantitative, and qualitative aspects of a Model Element, and the degree to which Project Participants may rely upon the Model Element when developed to that level in the Model. The Levels of Development are described in Article 4.

§ 1.2.8 Party and Parties. Party and Parties are the signing parties to the Agreement.

§ 1.2.9 Project Participant. A Project Participant is the owner of, and any entity or individual providing services or work on, the Project.

§ 1.3 The Parties agree to incorporate this Exhibit, executed as of the day and year first written above, into their agreements with any other Project Participants that may develop or use Digital Data on the Project. A Party may require any Project Participant to confirm that it has incorporated this Exhibit into its agreement for the Project.

§ 1.3.1 The Parties agree that each Project Participant developing or utilizing Digital Data on the Project is an intended third-party beneficiary of the Section 1.3 obligation to incorporate this Exhibit into agreements with other Project Participants and, therefore, is entitled to assert any rights and defenses associated with that obligation. This Exhibit shall not be construed to create a contractual relationship of any kind between Project Participants who are not otherwise in contractual privity, nor does it create any third-party beneficiary rights other than those expressly identified in this Section 1.3.1.

§ 1.3.2 If a Party fails to incorporate this Exhibit into its agreement with any other Project Participants that may develop or make use of Digital Data for this Project, that Party agrees to indemnify and hold harmless the other Project Participants and their Contractors, Consultants, Agents and Employees, to the fullest extent permitted by law, from and against claims, damages, losses and expenses, including but not limited to attorneys' fees and court costs, arising out of or resulting from such Project Participants' use of Digital Data inconsistent with the terms of this Exhibit.

ARTICLE 2 MODEL USES, SHARING, AND RELIANCE

§ 2.1 General. Project Participants may share, use, and rely upon a Model or Model Portion only to the extent set forth in Articles 2 and 3.

§ 2.2 Model Uses

§ 2.2.1 The Project Participants shall develop Models on the Project for the following uses:

(Check all of the boxes for Model Uses that may apply on the Project and describe the selected uses.)

☐ **§ 2.2.1.1 Planning** *(Examples include programming, site analysis, energy analysis, scheduling, cost and quantity estimating, and documentation of existing conditions):*

☐ **§ 2.2.1.2 Design** *(Examples include design authoring, design review, 3D coordination, structural analysis, lighting analysis, energy analysis, site utilization, and engineering analysis):*

☒ **§ 2.2.1.3 Construction Management** *(Examples include preconstruction activities, scheduling, cost estimating, value engineering, and constructability):*

☒ § 2.2.1.4 **Construction** (Examples include construction system design, procurement, fabrication, 3D control and planning, and record modeling):

☒ § 2.2.1.5 **Post Construction** (Examples include building system maintenance, building system analysis, asset management, space management and tracking, disaster planning, and record modeling):

☐ § 2.2.1.6 **Other:**

§ 2.2.2 No Model Portion shall be relied upon for a use not listed or described in Section 2.2.1 above.

§ 2.3 **Model Sharing.** The Parties agree to implement the Sharing Tier ("Tier") designated in Table 2.4 for each Model Portion. The Tiers referenced in Table 2.4 are defined in Sections 2.3.1 through 2.3.3.

§ 2.3.1 **Tier One – Limited Authorized Sharing:** A Model Portion designated as Tier One may be shared by its Author with other Project Participants. However, unless otherwise authorized in writing by the Model Author, any Project Participant's use of, or reliance upon, a Model Portion designated as Tier One shall be at the Project Participant's sole risk. The Parties agree that no Version of a Model Portion designated as Tier One shall be enumerated as a Contract Document.

§ 2.3.2 **Tier Two – Prescriptive Sharing with All Project Participants:** Subject to the reliance and authorization provisions of Section 2.5, the Parties agree that a Model Portion designated as Tier Two may be shared among all Project Participants. The Parties agree that no Version of a Model Portion designated as Tier Two shall be enumerated as a Contract Document.

§ 2.3.3 **Tier Three – Prescriptive Sharing with All Project Participants and Enumeration as a Contract Document:** Subject to the reliance and authorization provisions of Section 2.5, the Parties agree that Model Portions designated as Tier Three may be shared among all Project Participants. The Parties agree that a Version of a Model Portion designated as Tier Three may be enumerated as a Contract Document.

§ 2.4 **Sharing Tier Table.** The Parties agree to the following Sharing Tiers for the Model Portions designated in the table below.

Model Portion	Model Author	Sharing Tier		
		Tier One	Tier Two	Tier Three
<i>(List each Model Portion, designated by discipline, trade, area, location, phase, or other description)</i>	<i>(List the Model Author for each Model Portion)</i>	<i>(Designate a single Sharing Tier for each Model Portion)</i>		
Reference AIA Document G203-2022 BIM Execution Plan				

§ 2.4.1 Default Sharing Protocols

§ 2.4.1.1 The Parties agree that any portion of a Model not included in Table 2.4, or any Model Portion that is not designated with a Sharing Tier, shall be Tier One.

§ 2.4.1.2 The Parties agree that there shall be no reliance on a Portion until a Version is issued pursuant to Section 2.5. The Parties further agree that, prior to the development of a BIM Execution Plan, the Sharing Tier for any Model Portion shall be Tier One.

§ 2.4.2 Changing or Replacing a Model Version

§ 2.4.2.1 Versions of Tier One, Two, and Three Model Portions Not Enumerated as Contract Documents. Only a single Version of a Model Portion may be authorized for reliance. Model Authors may update their Model Portions by issuing an updated Version pursuant to Section 2.5.

§ 2.4.2.2 Versions of Tier Three Model Portions That May be Enumerated as Contract Documents. Only a single Version of a Tier Three Model Portion may be enumerated as a Contract Document. The Project Participants shall determine in the BIM Execution Plan how a Model Version enumerated as a Contract Document will be identified. A Model Version enumerated as a Contract Document shall only be changed or replaced through the modification process set forth in the agreement between the owner and contractor for the construction of the Project.

§ 2.5 Model Reliance

§ 2.5.1 A Project Participant may only rely on Models, Model Portions, and Model Elements as indicated in this Section 2.5. The Parties agree that the extent of their reliance on any Model Version shall be limited to the uses identified in Section 2.2 and in accordance with the BIM Execution Plan, which shall identify authorized reliance on Model Elements. Any reliance on a Model Version not in accordance with this Exhibit and the BIM Execution Plan shall be at the Project Participant's sole risk.

§ 2.5.2 Issuing Model Versions. The Project Participants shall establish in the BIM Execution Plan the form or method that the Author(s) shall use to identify a Version of its Portion at the time of issuance, whether issued at a Designated Delivery Milestone as set forth in Section 2.5.3 or as an Interim Deliverable as set forth in Section 2.5.4.

§ 2.5.3 Reliance on Model Versions at Designated Delivery Milestones. The Project Participants shall set forth Designated Delivery Milestones in the BIM Execution Plan for Model Versions, either through a Model Element Table or another method. For each Designated Delivery Milestone the Project Participants will indicate the authorized reliance for each Model Element at that Designated Delivery Milestone, through the use of LOD designations or some other method. Each Author shall identify the Designated Delivery Milestone for which their Version is being issued. Project Participants shall rely on a Model Version issued at a Designated Delivery Milestone only to the extent of the authorized reliance identified in the BIM Execution Plan for that Designated Delivery Milestone.

§ 2.5.4 Reliance on Model Versions at Interim Deliverables. The Parties may agree in writing to permit Interim Deliverables not identified in the BIM Execution Plan for Model Versions. Each Author shall describe the extent of authorized reliance on its Interim Deliverable. Project Participants shall rely on a Model Version issued as an Interim Deliverable only to the extent authorized by the Model Author.

§ 2.6 Model Coordination. If Project Participants discover or become aware of any discrepancies, inconsistencies, errors, or omissions in any Model Version, they shall promptly report the discrepancy, inconsistency, error, or omission in writing to the Author and the Architect.

§ 2.7 The Architect makes no warranties, either expressed or implied, of the fitness of the documents. By accepting digital data, the Parties agree to waive all claims against the Architect resulting from any inaccuracies contained in the referenced drawings and data.

ARTICLE 3 BIM EXECUTION PLAN

§ 3.1 The Parties agree that a BIM Execution Plan is required for the Project and further agree to adhere to the BIM Execution Plan. Unless otherwise stated below, the Architect shall be responsible for preparing and updating the BIM Execution Plan in collaboration with the other Project Participants.

(Identify the Project Participant who will be responsible for preparing and updating the BIM Execution Plan, if other than the Architect. If different Project Participants will be responsible for updating the BIM Execution Plan at different Project milestones, then so state.)

§ 3.2 The following BIM Execution Plan shall be used for the Project:
(Select one.)

- ☐ AIA Document G203™-2022 BIM Execution Plan, with G204™-2022 Model Element Table
- ☐ AIA Document G203™-2022 BIM Execution Plan, with a custom model element table
- ☐ Other, in accordance with Section 3.2.1 below:
(Identify and describe the BIM Execution Plan and model element table, if applicable, to be used.)

§ 3.2.1 If the Parties select Other in Section 3.2, then, at a minimum, the BIM Execution Plan shall contain the information set forth in this Section 3.2.1:

- .1 BIM-specific information, including a detailed schedule for Model development, and a list of relevant Project Participants' contact information and discipline;
- .2 Designated Delivery Milestones;
- .3 Software requirements and file exchange protocols, including software version(s) to be used for Modeling, updating policies, if any, tools to be used for collaboration or file sharing, and frequency for file sharing;
- .4 Data storage, backup, and security measures in addition to those set forth in this Exhibit;
- .5 Modeling protocols, including project coordinates, Model data subdivisions, common data fields, phasing, sheets, design options, non-modeled elements, and file naming conventions and standards;
- .6 Model management protocols including (1) defining roles, responsibilities, and collaboration and execution processes, (2) identifying meeting types and frequency, and (3) indicating quality control measures, including checks for interference, standards, and Model integrity;
- .7 Designation of the LOD of Model Elements, which can be accomplished by using a completed Model Element table;
- .8 Authorization forms for Model reliance;
- .9 Identification of Models; and
- .10 Other:
(Include other mandatory items to be included in the BIM Execution Plan.)

§ 3.3 The Project Participant identified in Section 3.1 as responsible for preparing the BIM Execution Plan shall prepare and submit the BIM Execution Plan to the other Project Participants as soon as practicable after the date of this Exhibit and when new Project Participants are added to the Project.

§ 3.4 Upon receipt of the BIM Execution Plan, all Project Participants shall promptly review the BIM Execution Plan for the purpose of (1) providing notice of any objections thereto to the Project Participant responsible for preparing the BIM Execution Plan and (2) providing notice as set forth in Section 3.6.

§ 3.5 If a Party believes that protocols established in the BIM Execution Plan will result in a change in the Party's scope of work or services warranting an adjustment in compensation, contract sum, schedule, or contract time, the Party shall notify the other Party. Failure to provide notice as required in Section 3.6 shall result in a Party's waiver of any claims for adjustments in compensation, contract sum, schedule, or contract time as a result of the established protocols.

§ 3.5.1 Upon such notice, the Parties shall discuss and negotiate revisions to the protocols or discuss and negotiate any adjustment in compensation, contract sum, schedule, or contract time in accordance with the terms of the Agreement.

§ 3.6 Notice required under Sections 3.4 and 3.5 shall be provided within thirty days of receipt of the BIM Execution Plan, unless otherwise indicated below:

(If the Parties require a notice period other than thirty days from receipt of the BIM Execution Plan, indicate the notice period below.)

§ 3.7 The Project Participants may agree to update the BIM Execution Plan as appropriate, including when new Project Participants are added to the Project. Updates shall be prepared in accordance with the process outlined in this Article 3.

§ 3.8 The Parties agree that Model Element Levels of Development set forth in the BIM Execution Plan for Project Milestone Deliverables shall be consistent with the Model Uses identified in Section 2.2.

ARTICLE 4 LEVELS OF DEVELOPMENT

§ 4.1 Level of Development Descriptions. The LOD descriptions included in Section 4.2 through Section 4.6 below shall be used in the BIM Execution Plan to identify the minimum required characteristics for each Model Element at progressively developed levels. Other Project Participants may only rely on a Model Element consistent with the minimum required characteristics for the designated LOD.

§ 4.1.1 Non-Graphic Information. Non-Graphic Information may be attached to a Model Element. If Non-Graphic Information has a different degree of reliance than the Model Element to which it is attached, then the Model Author shall indicate the difference in the Model Element Table or elsewhere in the BIM Execution Plan.

§ 4.2 LOD 100. The Model Element may be graphically represented in the Model with a symbol or other generic representation, but does not satisfy the requirements for LOD 200. Information related to the Model Element (e.g., cost per square foot, tonnage of HVAC, etc.) can be derived from other Model Elements.

§ 4.3 LOD 200. The Model Element is generically and graphically represented within the Model with approximate quantity, size, shape, location, and orientation.

§ 4.4 LOD 300. The Model Element, as designed, is graphically represented within the Model such that its quantity, size, shape, location, and orientation can be measured.

§ 4.4.1 LOD 350. The Model Element, as designed, is graphically represented within the Model such that its quantity, size, shape, location, orientation, and interfaces with adjacent or dependent Model Elements can be measured.

§ 4.5 LOD 400. The Model Element is graphically represented within the Model with detail sufficient for fabrication, assembly, and installation.

§ 4.6 LOD 500. The Model Element is a graphic representation of an existing or as-constructed condition developed through a combination of observation, field verification, or interpolation. The level of accuracy shall be noted or attached to the Model Element.

ARTICLE 5 NON-BIM DIGITAL DATA

§ 5.1 For the creation, storage, management, archiving, and sharing of Digital Data other than Models, the Project Participants will each use their own protocols, except as noted below or as set forth in Article 6:

(If the Parties intend to follow joint protocols for the creation, storage, management, archiving, and sharing of Digital Data other than Models, then describe those joint protocols below.)

§ 5.1.1 If the Project Participants follow joint protocols for the creation, storage, management, archiving, and sharing of Digital Data as identified in Section 5.1, then the Project Participant responsible for Model management shall also compile an archive of Digital Data other than Models at the end of each Designated Delivery Milestone and shall preserve it without alteration. Each Project Participant shall be provided with an archive of all common Project data to which they had access during the Project at the conclusion of the Project or when they are no longer performing work or services related to the Project, whichever is earlier.

ARTICLE 6 OWNERSHIP, SHARING, AND SECURITY OF DIGITAL DATA

§ 6.1 Where a provision in this Article 6 conflicts with a provision in the Agreement into which this Exhibit is incorporated, the provision in the Agreement shall prevail.

§ 6.2 The transmission of Digital Data constitutes a warranty by the Party transmitting Digital Data to the Party receiving Digital Data that the transmitting Party is the copyright owner of the Digital Data, or otherwise has permission to transmit the Digital Data for its use on the Project.

§ 6.3 If a Party transmits Confidential Digital Data, the transmission of such Confidential Digital Data constitutes a warranty to the Party receiving such Confidential Digital Data that the transmitting Party is authorized to transmit the Confidential Digital Data. If a Party receives Confidential Digital Data, the receiving Party shall keep the Confidential Digital Data strictly confidential and shall not disclose it to any other person or entity except as set forth in Section 6.3.1.

§ 6.3.1 The receiving Party may disclose Confidential Digital Data after seven (7) days' notice to the transmitting Party, where disclosure is required by law, including a subpoena or other form of compulsory legal process issued by a court or governmental entity, or by court or arbitrator(s) order. The receiving Party may also disclose Confidential Digital Data to its employees, consultants, sureties, subcontractors, and their employees, sub-subcontractors and others who need to know the content of such information solely and exclusively for the Project and who agree to maintain the confidentiality of such information.

§ 6.4 By transmitting Digital Data, the transmitting Party does not convey any ownership right in the Digital Data or in the software used to generate the Digital Data. Unless otherwise granted in a separate license, the receiving Party's right to use, modify, or further transmit Digital Data is specifically limited to designing, constructing, using, maintaining, altering, and adding to the Project consistent with the terms of this Exhibit, and nothing contained in this Exhibit conveys any other right to use the Digital Data.

§ 6.5 The Project Participant responsible for Model management shall compile an archive of all Models at the end of each Designated Delivery Milestone and shall preserve them without alteration. Each Project Participant shall be provided with an archive of all common BIM Project data to which they had access during the Project at the conclusion of the Project or when they are no longer performing work or services related to the Project, whichever is earlier.

§ 6.6 Data Security. The Parties agree to the following data security measures:
(Identify data security measures appropriate for the Project.)

§ 6.7 Except as otherwise stated in this Exhibit, the provisions of this Article 6 shall survive the termination of the Agreement.

ARTICLE 7 INSURANCE FOR BIM AND DIGITAL DATA RISKS

§ 7.1 In addition to those insurance requirements set forth in the Agreement, all Project Participants developing or using Models or Digital Data shall purchase and maintain the following insurance coverages:

(List below any insurance coverage to be provided by all, or certain, Project Participants developing or using Models or Digital Data.)

Coverage

Limits

ARTICLE 8 OTHER TERMS AND CONDITIONS

§ 8.1 Other terms and conditions that modify this Exhibit, if any, are as follows:

§ 8.2 This Exhibit is comprised of the following documents:

- .1 AIA Document E201™-2022 BIM Exhibit for Sharing Models with Project Participants, Where Model Versions May be Enumerated as a Contract Document;
- .2 Other documents, if any, listed below:

Board of Education of Meridian Community Unit School District 223
207 West Main Street
Stillman Valley, Illinois 61084
Telephone Number: 815-645-2230



SCHEDULE OF HOURLY RATES FOR PROFESSIONAL SERVICES

Principal	\$220
Associate Principal / Senior Project Manager	\$195
Project Designer / Project Manager	\$185
Senior Project Architect / Senior Project Coordinator	\$150
Project Architect / Project Coordinator / Interior Designer	\$130
Architect / Coordinator / Interiors Coordinator / Senior Administrative Team Member	\$115
Architectural Team Member / Interiors Team Member	\$95
Administrative Team Member	\$85

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Practical Solutions.

Effective: July 01, 2024

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Itasca, Illinois 60143
847-317-0852

954 West Washington Blvd
Suite 605
Chicago, Illinois 60607
847-317-0852

1320 South Second Street
Springfield, Illinois 62704
217-522-3355

greenassociates.com

Stephen M. Chassee
William H.R. Taylor, AIA
Todd R. Hannah, AIA
George T. Prosiliakos, AIA
Andrew C. Jose
Aaron C. Woessner, AIA



SCHEDULE OF REIMBURSABLE EXPENSES

Reproduction and Document Preparation (for phase documents and presentations only)

Outside Printing / Scanning Service Companies	Cost x 1.05
Delivery Service / Postage	Cost x 1.05
Consultant Reimbursables	Cost x 1.10

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Itasca, Illinois 60143
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Andrew C. Jose
Aaron C. Woessner, AIA

**AIA[®]**

Document E201[™] – 2007

Digital Data Protocol Exhibit

This Exhibit is incorporated into the accompanying agreement (the "Agreement") dated the Sixth day of February in the year Two Thousand Twenty-Six
(In words, indicate day, month and year.)

BETWEEN:

(Name, address and contact information, including electronic addresses)

Calvin King
Buildings and Grounds Director
Meridian CUSD223
207 West Main Street
Stillman Valley, Illinois 61084
Telephone Number: 815-645-2230
Email Address: cking@mail.meridian223.org

AND:

(Name, address and contact information, including electronic addresses)

George Prosiliakos, AIA
Associate Principal
GreenAssociates, Inc.
1437 Harmony Court
Itasca, Illinois 60143
Telephone Number: 847-317-0852 x154
Email Address: gprosiliakos@greenassociates.com

for the following Project: 2026 Exterior and Interior Door Replacement
(Name and location or address)

Monroe Center Grade School, 17500 Highway 72, Monroe Center, Illinois 61052

Meridian Junior High School, 207 West Main Street, Stillman Valley, Illinois 61084

Stillman Valley High School, 425 South Pine Street, Stillman Valley, Illinois 61084

Architect's Project Number: 13119-2025071

TABLE OF ARTICLES

- | | |
|---|-------------------------------------|
| 1 | GENERAL PROVISIONS |
| 2 | TRANSMISSION OF DIGITAL DATA |
| 3 | PROJECT PROTOCOL TABLE |

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

ARTICLE 1 GENERAL PROVISIONS

§ 1.1 This Exhibit establishes the procedures the parties agree to follow with respect to the transmission or exchange of Digital Data for this Project. Where a provision in this Exhibit conflicts with a provision in the Agreement into which this Exhibit is incorporated, the provision in this Exhibit will prevail.

§ 1.1.1 The parties agree to incorporate this Exhibit by reference into any other agreement for services or construction for the Project.

§ 1.1.2 Signatures may be made by electronic methods to the fullest extent permitted by applicable law.

§ 1.2 DEFINITIONS

§ 1.2.1 **Digital Data.** Digital Data is defined as information, communications, drawings, or designs created or stored for the Project in digital form.

§ 1.2.2 **Confidential Information.** Confidential Information is defined as Digital Data that the transmitting party has designated as confidential and clearly marked with an indication such as "Confidential" or "Business Proprietary."

§ 1.2.3 **Written or In Writing.** In addition to any definition in the Agreement to which this Exhibit is attached, "written" or "in writing" shall mean any communication, including without limitation a notice, consent or interpretation, prepared and sent to an address provided in this Exhibit using a transmission method set forth in this Exhibit that permits the recipient to print or store the communication. Communications transmitted electronically are presumed received if sent in conformance with this Section 1.2.3.

ARTICLE 2 TRANSMISSION OF DIGITAL DATA

§ 2.1 The transmission of Digital Data constitutes a warranty by the transmitting party to the receiving party that the transmitting party (1) is the copyright owner of the Digital Data, (2) has permission from the copyright owner to transmit the Digital Data for its use on the Project, or (3) is authorized to transmit Confidential Information.

§ 2.2 The receiving party agrees to keep Confidential Information strictly confidential and not to disclose it to any other person except to (1) its employees, (2) those who need to know the content of the Confidential Information in order to perform services or construction solely and exclusively for the Project, or (3) its consultants and contractors whose contracts include similar restrictions on the use of Confidential Information.

§ 2.3 The transmitting party does not convey any right in the Digital Data or in the software used to generate the data. The receiving party may not use the Digital Data unless permission to do so is provided in the Agreement, in other documents incorporated by reference into the Agreement, such as the general conditions of the contract for construction, or in a separate license.

§ 2.4 Unless otherwise granted in a separate license, the receiving party's use, modification, or further transmission of the Digital Data, as provided in the Agreement, is specifically limited to the design and construction of the Project in accordance with the Project Protocols set forth in Article 3, and nothing contained in this Exhibit conveys any other right to use the Digital Data for another purpose.

§ 2.5 To the fullest extent permitted by law, the receiving party shall indemnify and defend the transmitting party from and against all claims arising from or related to the receiving party's modification to, or unlicensed use of, the Digital Data.

§ 2.5.1 The Architect makes no warranties, either expressed or implied, of the fitness of the documents. By accepting digital data, the Contractor agrees to waive all claims against the Architect resulting from any inaccuracies contained in the referenced drawings and data.

ARTICLE 3 PROJECT PROTOCOL TABLE

§ 3.1 The parties agree to comply with the data formats, transmission methods and permitted uses set forth in the Project Protocol Table below when transmitting or using Digital Data on the Project.

(Complete the Project Protocol Table by entering information in the spaces below. Adapt the table to the needs of the Project by adding, deleting or modifying the listed Digital Data as necessary. Use Section 3.2 Project Protocol Table Definitions to define abbreviations placed, and to record notes indicated, in the Project Protocol Table.)

Digital Data	Data Format	Transmitting Party	Transmission Method	Receiving Party	Permitted Uses	Notes (Enter #)
§ 3.1.1 Project Agreements (Contracts)	P	A, O, C	EMA	A, O, C	M	
Certificate of Insurance	P	C	EMA	A	S, R	
§ 3.1.2 Project communications						
General communications	P	A, O, C	EMA	A, O, C	S, R	
Meeting notices	P	A, O, C	EMA	A, O, C	S, R	
Agendas	P	A, O, C	EMA	A, O, C	S, R	
Minutes	P	A, O, C	EMA	A, O, C	S, R	
Requests for information	P, W, X	C	EMA	A	R, M	
Other:						
§ 3.1.3 Architect's pre-construction submittals						
Schematic Design Documents	P	A	EMA, CD, FTP, PS	O	R	
Design Development Documents	P	A	EMA, CD, FTP, PS	O	R	
Construction Documents	P	A	EMA, CD, FTP, PS	O	R	
§ 3.1.4 Architect's Drawings and Specifications						
Contract Documents						
Drawings	P	A	EMA, CD, FTP, PS	O	R	
Specifications	P	A	EMA, CD, FTP, PS	O	R	
Other: Addendum	P	A	EMA, CD, FTP, PS	O	R	
Other: Background Plans	D	A	FTP, CD, EMA	C	R, I	
§ 3.1.5 Contractor's submittals			PS			
Product data						
Submitted by Contractor	P	C	EMA, FTP, PS	A	S, R	
Returned by Architect	P	A	EMA, FTP, PS	C	R	
Shop drawings						
Submitted by Contractor	P	C	EMA, FTP, PS	A	S, R	
Returned by Architect	P	A	EMA, FTP, PS	C	R	
Other submittals:						
§ 3.1.6 Subcontractor's submittals						
Product data						
Submitted by Subcontractor	P	C		C	R	
Returned by Contractor	P	C		C	R	
Shop drawings						
Submitted by Subcontractor	P	C		C	R	
Returned by Contractor	P	C		C	R	
Other Submittals:						
§ 3.1.7 Modifications						
Architect's Supplemental Instructions	P	A	EMA	C	S, R	
Requests for proposal	P	A	EMA	C	R	
Proposal	P	C	EMA	A	S	
Modification communications	P	A	EMA	C	S	
Construction Change Directives	P	A	EMA	C	S, R	
Change Orders	P	A	EMA	C	S, R	
Sketches	P	A	EMA, FTP, PS	C	S, R	
§ 3.1.8 Project payment documents						

Pay Application – Pencil Copy	P	C	EMA	A, O	S, R	
Pay Application – Final Copy	P	C	EMA	A, O	S, R	
§ 3.1.9 Notices and Claims						
Other:						
§ 3.1.10 Closeout documents						
Record documents (As-Built)	P and D or R	C	EMA, CD, PS, FTP, PS	A, O	S, R	
O & M	P	C	EMA, CD, PS, FTP, PS	A, O	S, R	
Warranties	P	C	EMA, CD, PS, FTP, PS	A, O	S, R	
Proof of Continuing Insurance	P	C	EMA	A, O	S, R	
Final Signed Punch List	P	C	EMA	A	S, R	

§ 3.2 PROJECT PROTOCOL TABLE DEFINITIONS

(Below are suggested abbreviations and definitions. Delete, modify or add as necessary.)

Data Format:

(Provide required data format, including software version.)

W .doc, docx, Microsoft® Word Format
X .xls, .xlsx Microsoft® Excel Format
P .pdf, Adobe Portable Document Format
D .dwg AutoCad Drawing
T .dwt AutoCad File
R .rva – Revit Drawing

Transmitting Party:

O Owner
A Architect
C Contractor

Transmission Method:

EMA As an attachment to an e-mail transmission
CD Delivered via Compact Disk
PS Posted to Project Web site
FTP FTP transfer

Receiving Party:

O Owner
A Architect
C Contractor

Permitted Uses:

(Receiving Party's permitted use(s) of Digital Data)

S Store and view only
R Reproduce and distribute * (*R - when this permitted use is in the context of providing "D" format it shall be solely for the use of preparation of submittals and shop drawings.)
I Integrate (incorporate additional digital data without modifying data received)
M Modify as required to fulfill obligations for the Project

Notes:

(List by number shown on table.)

- 1 Hard copy only, no electronic copies
- 2 Original pay applications must be notarized and provided in hard copy
- 3 File format to be same as provided by architect.
- 4 The term "Background Plans" as used in article 3.1.4 means base plans showing wall and door layouts, room names and numbers and column centerlines.