

February 25, 2026

Attn: Dr. Trey Smith, Executive Director
East Mountain High School
25 La Madera Road
Sandia Park, NM 87047
tsmith@eastmountainhigh.net

RE: Design Services for East Mountain High School Kitchen Design & Infrastructure

Trey,

Thank you for giving SMPC the opportunity to provide architectural services to East Mountain High School for design and documentation for construction of a new EMHS kitchen. Our understanding of the Scope of Work is as follows:

SCOPE OF WORK

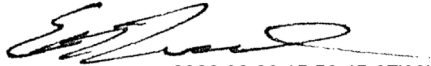
Provide AE Design Services to develop design and provide construction documents for the EMHS kitchen. It is anticipated that upon approval to proceed, work can be completed in ten (10) to twelve (12) weeks.

The following is a list of services included in our scope:

1. Development of the Architectural and Interior Design of the EMHS kitchen and infrastructure
2. Building code review
3. Architect will retain Design-Tec Food Facilities for full-service kitchen design
4. Architect will retain Bridgers & Paxton Consulting Engineers for MEP design
5. Development of the Construction Documents
 - a. Document submission will include the following phases:
 - i. 95% Construction Documents
 - ii. 100% Construction Documents
6. Itemized Equipment and written MEP specifications
7. Completed documents will be incorporated into a larger document set addressing the Phase 1 construction project for permit.

SMPC proposes a lump sum fee of \$35,000.00 not including NMGR. Please see attached SMPC Billable Hourly Rates that will be the basis of any additional services as required with prior approval. If this proposal is acceptable, please sign and return. SMPC will invoice EMHS monthly for Kitchen Design and Infrastructure. Upon approval and signature, SMPC will provide a contract amendment to the EMHS Foundation.

Sincerely,



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Erik Mease, AIA
Principal, SMPC Architects



2/27/26

Trey Smith
EMHS Executive Director

Date