Work Session/Regular Meeting

Tuesday, January 26, 2021 5:30 PM
NBMHS RC/Zoom, 2920 3.5 Nome-Teller Hwy, Nome, Alaska 99762

A. **Call to Order**
Work Session

B. **Items for Discussion**

1. Student Achievement Presentation
2. Law Enforcement & Schools

C. **Call to Order**
Regular Meeting

1. Pledge of Allegiance
2. Nome Public Schools Mission Statement
3. Roll Call
4. Approval of Agenda

D. **Opportunity for Public Comments on Agenda/Non-agenda Items**
(3 minutes per speaker, 30 minutes aggregate)

E. **Action Item**

1. Approval of Civil Engineering Contract for New Teacher Housing
2. Approval of Architectural and Engineering Contract for New Teacher Housing

F. **Upcoming Events:**

- **Tuesday, February 9, Regular Meeting, 5:30 pm, NBMHS RC/Zoom**
- **Tuesday, February 23, Work Session, 5:30 pm, NBMHS RC/Zoom**

G. **Adjournment**

Class Report

Leeper, Lisa
Class: ACSA Attendance-8(A)

Term Rostered:	Fall 2020-2021	**Norms Reference Data:**	2020 Norms.
Term Tested:	Fall 2020-2021	**Weeks of Instruction:**	4 (Fall 2020)
District:	Nome School District	**Small Group Display:**	No
School:	Anvil City Science Academy		

Math: Math K-12

Summary	
Total Students With Valid Growth Test Scores	55
Mean RIT	217.4
Median RIT	217
Standard Deviation	15.6
District Grade Level Mean RIT	*
Students At or Above District Grade Level Mean RIT	*
Norm Grade Level Mean RIT	*
Students At or Above Norm Grade Level Mean RIT	*

Overall Performance	Lo %ile < 21		LoAvg %ile 21-40		Avg %ile 41-60		HiAvg %ile 61-80		Hi %ile > 80		Mean RIT (+/- Smp Err)	Median RIT	Std Dev
	count	%	count	%	count	%	count	%	count	%			
Math: Math K-12	7	13%	17	31%	13	24%	10	18%	8	15%	215-**217**-220	217	15.6

Explanatory Notes

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Class Report

Leeper, Lisa
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Term Tested:	Fall 2020-2021	**Weeks of Instruction:**	4 (Fall 2020)
District:	Nome School District	**Small Group Display:**	No
School:	Anvil City Science Academy		

Math: Math K-12

Growth: Math 2-5 AK 2012 / AK Mathematics: 2012

Summary	
Total Students With Valid Growth Test Scores	12
Mean RIT	209.1
Median RIT	208.5
Standard Deviation	9.3
District Grade Level Mean RIT	198.3
Students At or Above District Grade Level Mean RIT	10
Norm Grade Level Mean RIT	209.1
Students At or Above Norm Grade Level Mean RIT	5

	Lo %ile < 21		LoAvg %ile 21-40		Avg %ile 41-60		HiAvg %ile 61-80		Hi %ile > 80		Mean RIT (+/- Smp Err)	Median RIT	Std Dev
Overall Performance	**count**	**%**	**count**	**%**	**count**	**%**	**count**	**%**	**count**	**%**			
Growth: Math 2-5 AK 2012 / AK Mathematics: 2012	2	17%	1	8%	4	33%	5	42%	0	0%	206-**209**-212	209	9.3
Goal Area													
Operations and Algebraic Thinking	1	8%	0	0%	6	50%	3	25%	2	17%	210-**213**-215	210	9.4
Number and Operations	1	8%	5	42%	2	17%	2	17%	2	17%	204-**208**-211	206	11.3
Measurement and Data	2	17%	2	17%	7	58%	1	8%	0	0%	202-**205**-209	210	11.1
Geometry	1	8%	2	17%	3	25%	4	33%	2	17%	208-**211**-214	212	10.8

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Class Report

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Class: ACSA Attendance-8(A)

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Term Tested:	Fall 2020-2021	**Weeks of Instruction:**	4 (Fall 2020)
District:	Nome School District	**Small Group Display:**	No
School:	Anvil City Science Academy		

Math: Math K-12

Growth: Math 6+ AK 2012 / AK Mathematics: 2012

Summary	
Total Students With Valid Growth Test Scores	43
Mean RIT	219.7
Median RIT	218
Standard Deviation	16.3
District Grade Level Mean RIT	*
Students At or Above District Grade Level Mean RIT	*
Norm Grade Level Mean RIT	*
Students At or Above Norm Grade Level Mean RIT	*

	Lo %ile < 21		LoAvg %ile 21-40		Avg %ile 41-60		HiAvg %ile 61-80		Hi %ile > 80		Mean RIT (+/- Smp Err)	Median RIT	Std Dev
Overall Performance	count	%	count	%	count	%	count	%	count	%			
Growth: Math 6+ AK 2012 / AK Mathematics: 2012	5	12%	16	37%	9	21%	5	12%	8	19%	217-**220**-222	218	16.3
Goal Area													
Operations and Algebraic Thinking	3	7%	16	37%	8	19%	7	16%	9	21%	219-**222**-224	218	17.3
The Real and Complex Number Systems	8	19%	8	19%	10	23%	9	21%	8	19%	220-**223**-225	221	18
Geometry	9	21%	14	33%	6	14%	7	16%	7	16%	215-**218**-220	213	17
Statistics and Probability	10	23%	13	30%	6	14%	7	16%	7	16%	215-**217**-220	215	17

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Class Report

Leeper, Lisa
Class: ACSA Attendance-8(A)

Term Rostered:	Fall 2020-2021	**Norms Reference Data:**	2020 Norms.
Term Tested:	Fall 2020-2021	**Weeks of Instruction:**	4 (Fall 2020)
District:	Nome School District	**Small Group Display:**	No
School:	Anvil City Science Academy		

Language Arts: Reading

Summary	
Total Students With Valid Growth Test Scores	47
Mean RIT	212
Median RIT	216
Standard Deviation	17
District Grade Level Mean RIT	*
Students At or Above District Grade Level Mean RIT	*
Norm Grade Level Mean RIT	*
Students At or Above Norm Grade Level Mean RIT	*

Overall Performance	Lo %ile < 21		LoAvg %ile 21-40		Avg %ile 41-60		HiAvg %ile 61-80		Hi %ile > 80		Mean RIT (+/- Smp Err)	Median RIT	Std Dev
	count	%	count	%	count	%	count	%	count	%			
Language Arts: Reading	8	17%	10	21%	10	21%	8	17%	11	23%	209-**212**-215	216	17

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Class Report

Leeper, Lisa
Class: ACSA Attendance-8(A)

Term Rostered:	Fall 2020-2021	**Norms Reference Data:**	2020 Norms.
Term Tested:	Fall 2020-2021	**Weeks of Instruction:**	4 (Fall 2020)
District:	Nome School District	**Small Group Display:**	No
School:	Anvil City Science Academy		

Language Arts: Reading

Growth: Reading 6+ AK 2012 / AK English Language Arts: 2012

Summary	
Total Students With Valid Growth Test Scores	35
Mean RIT	214
Median RIT	217
Standard Deviation	17.2
District Grade Level Mean RIT	*
Students At or Above District Grade Level Mean RIT	*
Norm Grade Level Mean RIT	*
Students At or Above Norm Grade Level Mean RIT	*

	Lo %ile < 21		LoAvg %ile 21-40		Avg %ile 41-60		HiAvg %ile 61-80		Hi %ile > 80		Mean RIT (+/- Smp Err)	Median RIT	Std Dev
Overall Performance	**count**	**%**	**count**	**%**	**count**	**%**	**count**	**%**	**count**	**%**			
Growth: Reading 6+ AK 2012 / AK English Language Arts: 2012	7	20%	7	20%	7	20%	6	17%	8	23%	211-**214**-217	217	17.2
Goal Area													
Literature	6	17%	7	20%	4	11%	8	23%	10	29%	212-**215**-218	220	19.1
Informational Text	6	17%	9	26%	6	17%	10	29%	4	11%	210-**213**-216	212	17.4
Vocabulary Acquisition and Use	8	23%	4	11%	9	26%	9	26%	5	14%	211-**214**-217	216	17.5

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Term Tested:	Fall 2020-2021	**Weeks of Instruction:**	4 (Fall 2020)
District:	Nome School District	**Small Group Display:**	No
School:	Anvil City Science Academy		

Language Arts: Reading

Growth: Reading 2-5 AK 2012 / AK English Language Arts: 2012

Summary	
Total Students With Valid Growth Test Scores	12
Mean RIT	206.2
Median RIT	204.5
Standard Deviation	15.5
District Grade Level Mean RIT	193.2
Students At or Above District Grade Level Mean RIT	10
Norm Grade Level Mean RIT	204.5
Students At or Above Norm Grade Level Mean RIT	6

	Lo %ile < 21		LoAvg %ile 21-40		Avg %ile 41-60		HiAvg %ile 61-80		Hi %ile > 80		Mean RIT (+/- Smp Err)	Median RIT	Std Dev
Overall Performance	**count**	**%**	**count**	**%**	**count**	**%**	**count**	**%**	**count**	**%**			
Growth: Reading 2-5 AK 2012 / AK English Language Arts: 2012	1	8%	3	25%	3	25%	2	17%	3	25%	202-**206**-211	205	15.5
Goal Area													
Literature	4	33%	1	8%	2	17%	0	0%	5	42%	198-**204**-210	203	20.4
Informational Text	1	8%	2	17%	3	25%	3	25%	3	25%	204-**208**-212	207	12.9
Vocabulary Acquisition and Use	1	8%	3	25%	1	8%	5	42%	2	17%	201-**206**-211	210	15.7

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Class Report

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Term Rostered:	Fall 2020-2021	**Norms Reference Data:**	2020 Norms.
Term Tested:	Fall 2020-2021	**Weeks of Instruction:**	4 (Fall 2020)
District:	Nome School District	**Small Group Display:**	No
School:	Anvil City Science Academy		

Language Arts: Language Usage

Summary	
Total Students With Valid Growth Test Scores	45
Mean RIT	210
Median RIT	210
Standard Deviation	13.9
District Grade Level Mean RIT	*
Students At or Above District Grade Level Mean RIT	*
Norm Grade Level Mean RIT	*
Students At or Above Norm Grade Level Mean RIT	*

Overall Performance	Lo %ile < 21		LoAvg %ile 21-40		Avg %ile 41-60		HiAvg %ile 61-80		Hi %ile > 80		Mean RIT (+/- Smp Err)	Median RIT	Std Dev
	count	%	count	%	count	%	count	%	count	%			
Language Arts: Language Usage	6	13%	11	24%	12	27%	10	22%	6	13%	208-**210**-212	210	13.9

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Term Tested:	Fall 2020-2021	**Weeks of Instruction:**	4 (Fall 2020)
District:	Nome School District	**Small Group Display:**	No
School:	Anvil City Science Academy		

Language Arts: Language Usage

Growth: Language 2-12 AK 2012 / AK English Language Arts: 2012

Summary	
Total Students With Valid Growth Test Scores	45
Mean RIT	210
Median RIT	210
Standard Deviation	13.9
District Grade Level Mean RIT	*
Students At or Above District Grade Level Mean RIT	*
Norm Grade Level Mean RIT	*
Students At or Above Norm Grade Level Mean RIT	*

	Lo %ile < 21		LoAvg %ile 21-40		Avg %ile 41-60		HiAvg %ile 61-80		Hi %ile > 80		Mean RIT (+/- Smp Err)	Median RIT	Std Dev
Overall Performance	count	%	count	%	count	%	count	%	count	%			
Growth: Language 2-12 AK 2012 / AK English Language Arts: 2012	6	13%	11	24%	12	27%	10	22%	6	13%	208-**210**-212	210	13.9
Goal Area													
Writing: Plan, Organize, Develop, Revise, Research	7	16%	10	22%	10	22%	9	20%	9	20%	209-**211**-213	211	15.3
Language: Understand, Edit for Grammar, Usage	8	18%	11	24%	10	22%	9	20%	7	16%	207-**209**-211	210	14.2
Language: Understand, Edit Mechanics	5	11%	11	24%	14	31%	9	20%	6	13%	208-**210**-213	212	14.4

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Term Tested:	Fall 2020-2021	**Weeks of Instruction:**	4 (Fall 2020)
District:	Nome School District	**Small Group Display:**	No
School:	Anvil City Science Academy		

Science: Science K-12

Summary	
Total Students With Valid Growth Test Scores	50
Mean RIT	209.7
Median RIT	209
Standard Deviation	11.3
District Grade Level Mean RIT	*
Students At or Above District Grade Level Mean RIT	*
Norm Grade Level Mean RIT	*
Students At or Above Norm Grade Level Mean RIT	*

Overall Performance	Lo %ile < 21		LoAvg %ile 21-40		Avg %ile 41-60		HiAvg %ile 61-80		Hi %ile > 80		Mean RIT (+/- Smp Err)	Median RIT	Std Dev
	count	%	count	%	count	%	count	%	count	%			
Science: Science K-12	4	8%	7	14%	12	24%	14	28%	13	26%	208-**210**-211	209	11.3

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Term Tested:	Fall 2020-2021	**Weeks of Instruction:**	4 (Fall 2020)
District:	Nome School District	**Small Group Display:**	No
School:	Anvil City Science Academy		

Science: Science K-12

Growth: General Science AK 2006 V2 / AK Science: 2006

Summary	
Total Students With Valid Growth Test Scores	50
Mean RIT	209.7
Median RIT	209
Standard Deviation	11.3
District Grade Level Mean RIT	*
Students At or Above District Grade Level Mean RIT	*
Norm Grade Level Mean RIT	*
Students At or Above Norm Grade Level Mean RIT	*

	Lo %ile < 21		LoAvg %ile 21-40		Avg %ile 41-60		HiAvg %ile 61-80		Hi %ile > 80		Mean RIT (+/- Smp Err)	Median RIT	Std Dev
Overall Performance	**count**	**%**	**count**	**%**	**count**	**%**	**count**	**%**	**count**	**%**			
Growth: General Science AK 2006 V2 / AK Science: 2006	4	8%	7	14%	12	24%	14	28%	13	26%	208-**210**-211	209	11.3
Goal Area													
Concepts of Physical Science	4	8%	8	16%	9	18%	18	36%	11	22%	209-**210**-212	211	10.8
Concepts of Life Science	6	12%	12	24%	5	10%	15	30%	12	24%	208-**210**-211	209	12.9
Concepts of Earth Science	4	8%	9	18%	13	26%	11	22%	13	26%	207-**209**-211	209	13

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Student Growth Summary Report

Aggregate by School

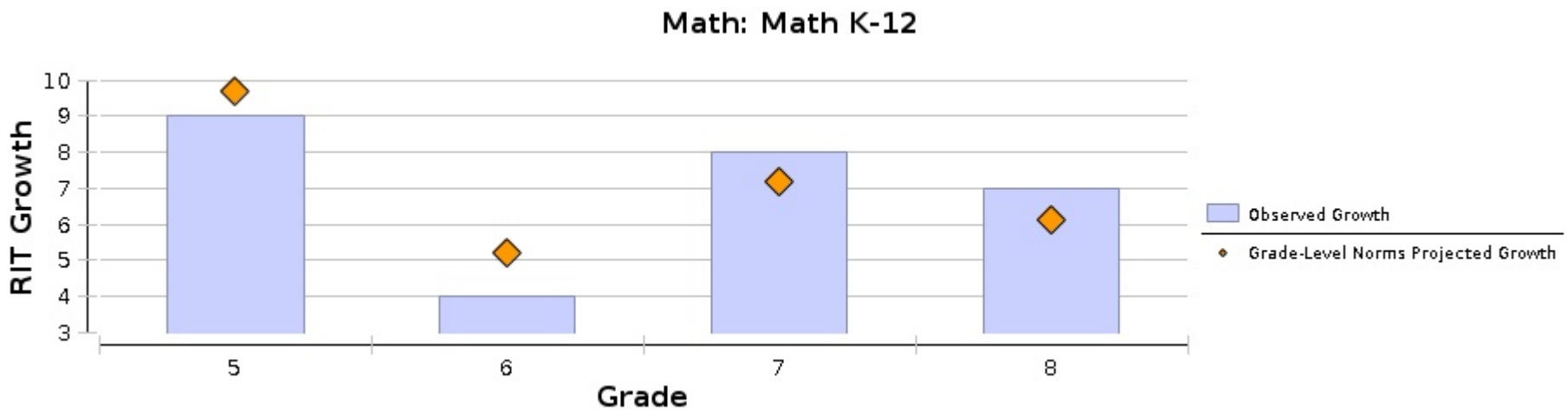
Term: Fall 2020-2021
District: Nome School District

Norms Reference Data: 2020 Norms.
Growth Comparison Period: Fall 2019 - Fall 2020
Weeks of Instruction: Start - 4 (Fall 2019)
End - 4 (Fall 2020)
Grouping: None
Small Group Display: No

Anvil City Science Academy

Math: Math K-12

		Comparison Periods								Growth Evaluated Against						
		Fall 2019			Fall 2020			Growth		Grade-Level Norms			Student Norms			
Grade (Fall 2020)	Growth Count‡	Mean RIT	SD	Percentile	Mean RIT	SD	Percentile	Observed Growth	Observed Growth SE	Projected Growth	School Conditional Growth Index	School Conditional Growth Percentile	Count with Projection	Count Met Projection	Percent Met Projection	Student Median Conditional Growth Percentile
5	**12**	**200.3**	**10.9**	**54**	**209.1**	**9.3**	**50**	**9**	**2.3**	**9.7**	**-0.68**	**25**	**12**	**6**	**50**	**49**
6	**16**	**206.0**	**15.0**	**33**	**210.4**	**13.9**	**29**	**4**	**2.7**	**5.2**	**-0.46**	**32**	**16**	**5**	**31**	**34**
7	**16**	**213.8**	**11.3**	**45**	**222.1**	**14.6**	**59**	**8**	**1.6**	**7.2**	**0.64**	**74**	**16**	**10**	**63**	**53**
8	**13**	**222.2**	**12.3**	**59**	**229.4**	**13.1**	**68**	**7**	**1.1**	**6.1**	**0.67**	**75**	**13**	**7**	**54**	**52**



Explanatory Notes
‡Growth Count provided reflects students with MAP results in both the Start and End terms. Observed Growth calculation is based on that student data.

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Student Growth Summary Report

Aggregate by School

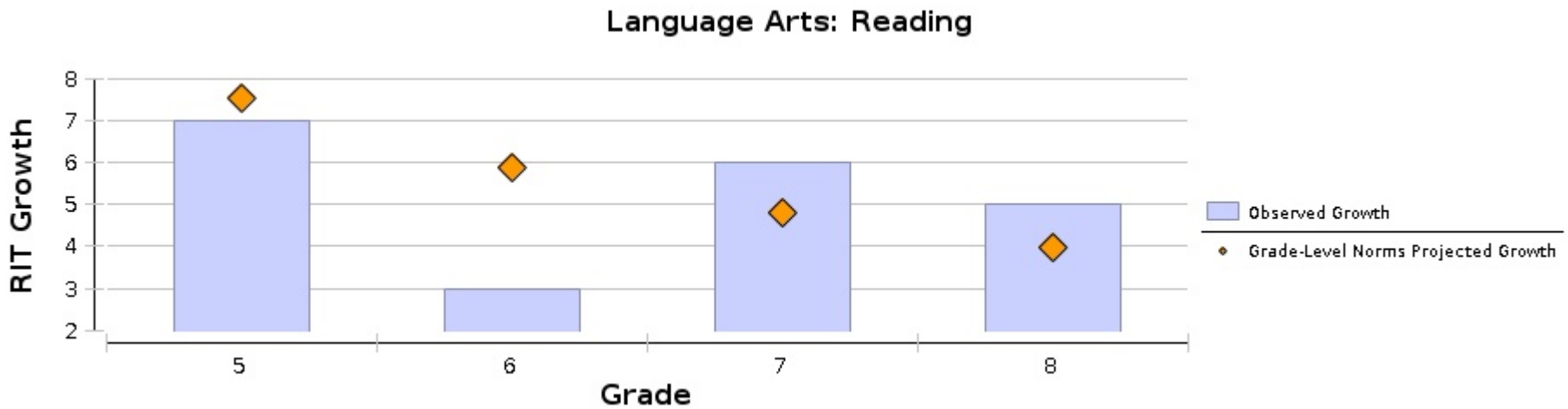
Term: Fall 2020-2021
District: Nome School District

Norms Reference Data: 2020 Norms.
Growth Comparison Period: Fall 2019 - Fall 2020
Weeks of Instruction: Start - 4 (Fall 2019)
End - 4 (Fall 2020)
Grouping: None
Small Group Display: No

Anvil City Science Academy

Language Arts: Reading

		Comparison Periods								Growth Evaluated Against						
		Fall 2019			Fall 2020			Growth		Grade-Level Norms			Student Norms			
Grade (Fall 2020)	Growth Count‡	Mean RIT	SD	Percentile	Mean RIT	SD	Percentile	Observed Growth	Observed Growth SE	Projected Growth	School Conditional Growth Index	School Conditional Growth Percentile	Count with Projection	Count Met Projection	Percent Met Projection	Student Median Conditional Growth Percentile
5	**12**	**199.7**	**13.1**	**66**	**206.2**	**15.5**	**60**	**7**	**2.5**	**7.5**	**-0.72**	**23**	**12**	**5**	**42**	**40**
6	**13**	**202.6**	**6.7**	**40**	**205.9**	**18.6**	**28**	**3**	**3.7**	**5.9**	**-1.56**	**6**	**13**	**5**	**38**	**34**
7	**11**	**207.9**	**12.7**	**38**	**213.9**	**13.6**	**48**	**6**	**1.7**	**4.8**	**0.74**	**77**	**11**	**6**	**55**	**48**
8	**13**	**217.2**	**11.8**	**66**	**222.1**	**12.3**	**70**	**5**	**2.6**	**4.0**	**0.69**	**75**	**13**	**9**	**69**	**65**



Explanatory Notes
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Student Growth Summary Report

Aggregate by School

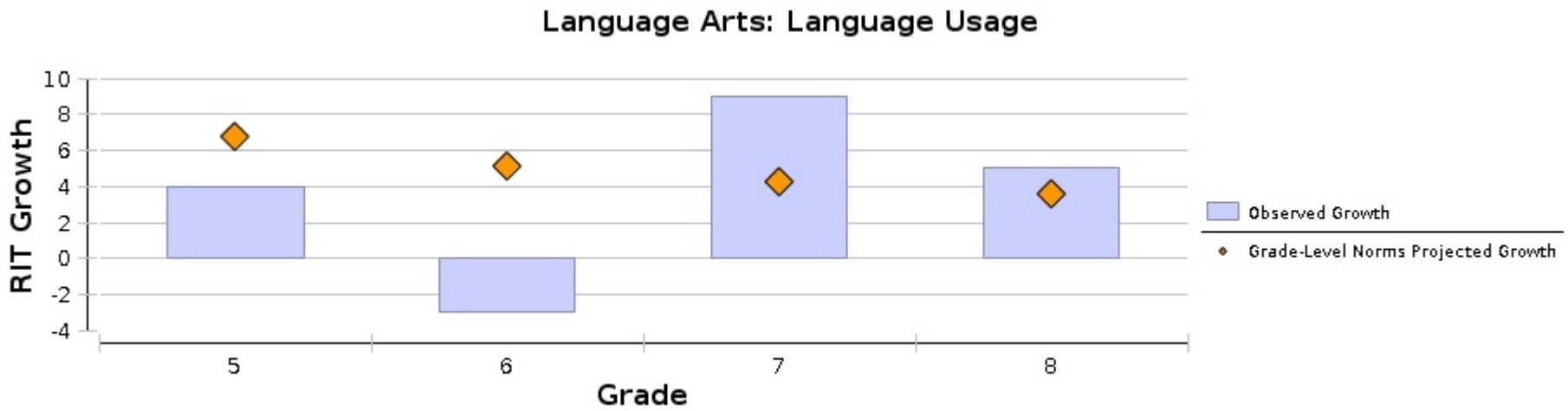
Term: Fall 2020-2021
District: Nome School District

Norms Reference Data: 2020 Norms.
Growth Comparison Period: Fall 2019 - Fall 2020
Weeks of Instruction: Start - 4 (Fall 2019)
End - 4 (Fall 2020)
Grouping: None
Small Group Display: No

Anvil City Science Academy

Language Arts:
Language Usage

		Comparison Periods								Growth Evaluated Against						
		Fall 2019			Fall 2020			Growth		Grade-Level Norms			Student Norms			
Grade (Fall 2020)	Growth Count‡	Mean RIT	SD	Percentile	Mean RIT	SD	Percentile	Observed Growth	Observed Growth SE	Projected Growth	School Conditional Growth Index	School Conditional Growth Percentile	Count with Projection	Count Met Projection	Percent Met Projection	Student Median Conditional Growth Percentile
5	12	200.3	12.0	67	203.8	11.2	48	4	1.7	6.8	-2.12	2	12	4	33	20
6	11	204.6	14.8	53	202.0	15.4	12	-3	2.9	5.2	-5.01	1	11	3	27	20
7	12	206.3	11.3	31	214.8	10.0	62	9	1.6	4.2	3.08	99	12	10	83	76
8	13	214.8	7.3	62	219.8	10.9	73	5	1.6	3.6	1.10	86	13	8	62	63



Explanatory Notes
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LAW ENFORCEMENT & SCHOOLS

Nome-Beltz Middle High School

Jay Thomas, Principal
Teriscovkya Smith, Assistant Principal

26 January 2021

THE ROLE OF LAW ENFORCEMENT AT NBMHS

- Parental rights
- Student and/or staff safety
- Incident prevention
- Additional agency partnerships

PARENTAL RIGHTS

When are parents or guardians contacted?

When are parents or guardians *not* contacted?

STUDENT AND STAFF SAFETY

Category	Reports
Mandated reporting of sexual abuse	9
Student refusal/Guardian unavailable	2
Threat of self-harm transport	9
Gaggle: digital threat	2
Threat to use a firearm	2
Major theft	1
Response with EMS	2
Student exiting campus	3
Total	30

INCIDENT PREVENTION

- Bree's Law
- Erin's Law
- ATV safety

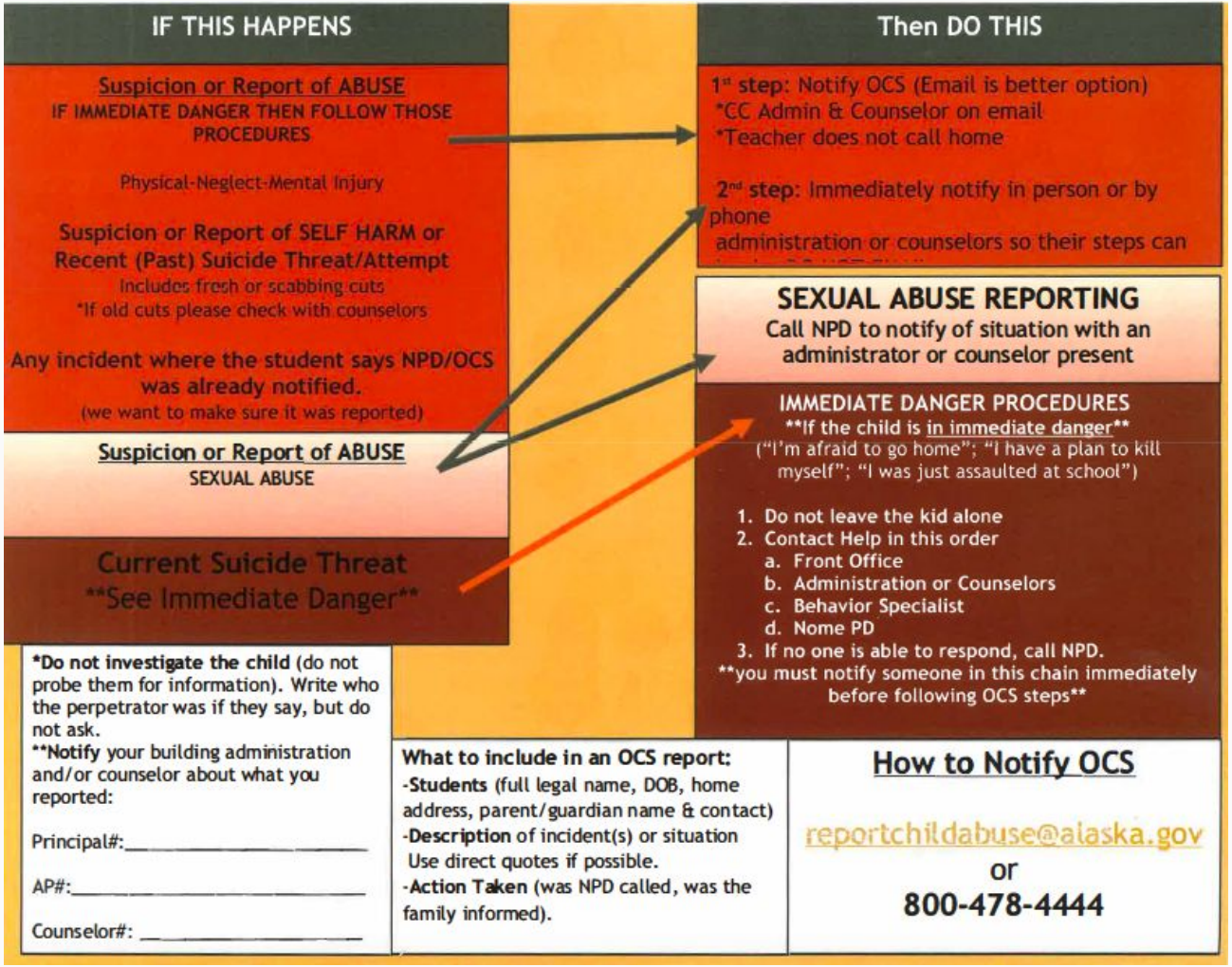
ADDITIONAL AGENCY PARTNERSHIPS

OFFICE OF CHILDREN'S SERVICES

CHILD ADVOCACY CENTER

BEHAVIORAL HEALTH SERVICES

NBMHS Incident Protocol



Thank you!

STUDENT ACHIEVEMENT

26 January 2021

Nome-Beltz Middle High School

Jay Thomas, Principal
Teriscovkya Smith, Assistant Principal

Impact of the pandemic on instructional time

Academic Year	Red Phase	Classes hours/Possible class hours	Loss of instruction
2019-2020	3/23-5/21	0/52	Q4 = 100%
2020-2021	8/25-8/28 11/23-12/18	51/72	S1 = 30% Q2 = 52%

2020 Semester 1 Middle School Passing Rates

Grade	# of students	Q1→ Q2 drop +5% or more	No credit for 1+ core content classes
6	30	33%	4%
7	39	62%	33%
8	32	69%	34%

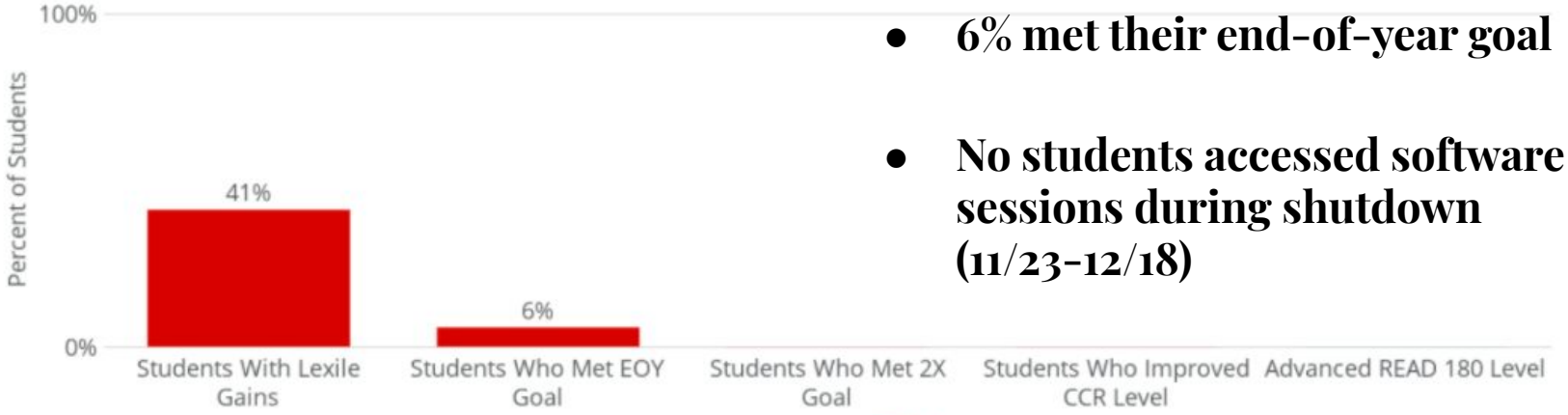
Read 180 2018-2019 Data (Grades 7-8)

			Reading Inventory Lexile Metrics							*READ 180 Universal* Metrics			
School	Number of Students	Grade Range	Mean Initial Lexile	Mean Current Lexile	Change in Lexile	Low End Annual Growth Goal	High End Annual Growth Goal	Growth Rate	Percent Exceeding Average Growth	Mean Software Sessions & [MAX]	Mean Sessions Per Week	Mean Minutes per Session	Mean Completed Segments
Nome Beltz Jr-Sr High School	40	7 to 8	637	709	72	75	119	0.7	48%	54 [89]	2.5	16	5
District Totals	40	7 to 8	637	709	72	75	119	0.7	48%	54 [89]	2.5	16	5

- Average of 2.5 software sessions per week
- 48% exceeded average growth

Read 180 2020 Semester 1

Summary Growth Metrics



- 41% increased by at least one point
- 6% met their end-of-year goal
- No students accessed software sessions during shutdown (11/23-12/18)

READ180 UNIVERSAL

Total Students in *Reading Inventory* Sample → 17 Students with Reading Invt.

2020 Semester 1 High School Loss of Credit

Grade	# of students	No credit for 1+ core content classes
9	50	30%
10	44	45%
11	38	29%
12	44	18%

CREDIT RECOVERY

- One-three week cycles
- Standards-driven
- Goal oriented
- Competency-based
- Personalized for students
- Self-contained
  - Content delivery
  - Proficiency demonstration

NBMHS Competency Intensive Week
3rd-quarter cycle

One-week cycle

5-day sequence

2.5 hours x 5 days=
12.5 total hours

Possible offerings:

- Algebra 1
- English 1
- English 2

SKILLS REINFORCEMENT

- Band
- Choir
- Welding I & II
- Carpentry I & II
- Design Technology
- Woodworking
- Aviation Ground School
- Small Engines
- Alaska Native Arts
- Cultural Eskimo Dance
- Parky Sewing
- Sivuqaq Lifestyle

POST-SECONDARY SUCCESS

- College preparation
  - Scholarship applications
  - FAFSA/Financial aid
- Vocational track planning
- Independent Study
- NACTEC courses
- Elective courses

Thank you!

Our Mission

We inspire and empower students to be culturally grounded responsible citizens who are deeply connected to our community and world.

Our Vision

Together, strong in identity, purpose, potential

Board and Superintendent Guiding Principles

- Works to ensure academic success for all students
- Works to promote positive community partnerships
- Provides leadership and support to ensure reading proficiency by 3rd Grade
- Supports the recruitment and retention of effective staff

Board and Superintendent Goals

- Provide the resources for the development and adoption of curriculum as per Board Policy (BP 6141).
- Support the integration of a student's culture in the curriculum within the context of the community through implementation of the Alaska standards for culturally responsive schools.
- Work to ensure all students feel connected to their peers and the adults in their schools by improving school climate.

Nome Public Schools
PO Box 131
Nome, AK 99762
907-443-2231 – www.nomeschools.org

SCHOOL BOARD COMMUNICATION

Title: Approval of Civil Engineering Contract for New Teacher Apartment

Date: January 26, 2021

Administrator: Jamie Burgess, Superintendent

Attachments: Bristol Engineering Task Order with City of Nome

X	**Action Needed**		**For Discussion**	X	**Information**		**Other**

BACKGROUND INFORMATION

John Blees of Bristol Engineering is the City of Nome's Civil Engineer under contract. Mr. Blees will provide civil engineering services for the new Teacher Apartment Building in coordination with the selected Architectural & Engineering Team under a separate Task Order. He will bill the City for his services, and the City will invoice the District.

The costs for the architecture and engineering phase of the Building will be covered out of a combination of the Alaska Housing Finance Corporation grant and the District Apartment Fund.

ADMINISTRATIVE RECOMMENDATION

The administration recommends approval of payment for Bristol Engineering's Task Order Amendment with the City of Nome in the projected amount of $74,879.00 for Civil Engineering Services.

Sample Motion: I move to approve payment for Bristol Engineering's Task Order Amendment with the City of Nome in the projected amount of $74,879.00 for Civil Engineering Services.

Bristol
ENGINEERING
SERVICES COMPANY, LLC

111 W. 16th Avenue, Third Floor
Anchorage, AK 99501-5169
phone (907) 563-0013
fax (907) 563-6713
www.bristol-companies.com

January 15, 2021 32114044

Glenn Steckman
City Manager
City of Nome
PO Box 281
Nome, Alaska 99732

Subject: Nome Public Schools 18-Unit Apartment Building
Task Order 44, Amendment 2 - Modification to include Civil Design, Owner's Representation, and Bid Phase Services.

Bristol Engineering Services Company, LLC (Bristol) is pleased to provide this fee proposal to provide professional engineering support for the City of Nome and Nome Public Schools 18-Unit Apartment Building (18-Plex) project. The purpose of this letter is to define our scope of services, proposed schedule, and estimated fee for completing the work.

BACKGROUND

Nome has a need for quality housing for the workforce and professionals that are vital to the community's success. This 18-unit apartment project would house Nome Public school employees, their families, and possibly other public employees.

The location of the 18-unit apartment building would be on consolidated Lot 3B, Block 31 between East 3rd Ave. and East 1st Ave just east of Steadman St. The apartment building is proposed to be located on the northern portion of the lot and the parking and access would be near 1st Ave. The site is currently home to the community ice rink. Utilities are located on both E. 1st and 3rd Avenues.

SCOPE OF SERVICES

Bristol has developed the following scope of services to outline the project approach and anticipated work. This scope is based on a 01/04/2021 phone conversations with Bettisworth North and Nome Public Schools. The following is a list of sub-tasks for the project:

Task 1: Project Management, Coordination, and Bidding Assistance:

This task includes civil engineering design management of the project including, but not limited to; project accounting, scheduling, Owner and Architect team coordination, whole design team plan and estimate reviews, and project startup and closeout. Time is included to generate the City's standard bid documents, respond to questions that may arise during bidding, and to prepare conformed documents after the bidding has been completed.

Task 2: 35% Design Confirmation, Site Planning, and Design Narrative:

This task includes development of 35% Civil Site sheets showing site features, building and site amenities locations, property boundaries, existing buildings, necessary demolition, offsets, site and fire access, parking, and utilities.

Site planning for the 18-Plex will be accomplished during the 35% Design Confirmation Phase. 35% Site Development Plan drawings will be developed showing the planned grading, driveway, parking, utilities, drainages, building location, and other items. Specifications will not be developed during this phase.

A 35% level cost estimate will be provided by HMS as part of the Architect team. Bristol will review this cost estimate and provide comments to HMS. An owner-designer review meeting is planned at the completion of this phase.

A geotechnical investigation will be performed by Golder and driveway / pad / foundation recommendations will be provided. A topographic survey is currently underway by George Krier, PLS. Mr. Krier will locate or establish lot corners, site topography and base flood elevation of the site, and verify NJUS utility locations adjacent to the site.

Task 3: 90% Construction Documents:

In this task, the documents provided in the 35% Design Confirmation phase will be refined to the 90% Construction Document level incorporating design review comments. Coordination with local utilities, the local fire department, permitting agencies, and other team members will be carried out at this stage. Specifications will be developed during this phase. A cost estimate will be further refined by HMS as part of the Architect team during this task, and Bristol will review this cost estimate and provide comments to HMS.

An owner-designer review meeting is planned at the completion of this phase. Periodic over-the-shoulder check-in meetings with the Owner are anticipated during this task.

Task 4: 100% Bid Documents:

This task includes completions of 100% Bid Documents for the 18-Plex. These documents will incorporate all comments from the 90% design reviews of the drawings and specifications.

Task 5: Civil Permitting:

Bristol will coordinate a Fill and Excavation permit from the City of Nome. A stormwater pollution prevention plan (SWPPP) will not be provided by Bristol for this project. Specifications will indicate that the Contractor will be responsible for preparing a SWPPP for construction activities at the site. No ADEC permitting for stormwater, water, and wastewater services are anticipated for this project, however coordination with Nome Joint Utility Services (NJUS) will be accomplished.

ASSUMPTIONS

- Design will be in English Units (feet / inches).
- No site visits are anticipated for the design of this project.

- We anticipate that review meetings will be conducted by video conference.
- We anticipate that the on-site fuel tank will to not require a SPCC (< 1,300 gallons).
- Cost estimating shall be provided by the Architect team's estimator, HMS.
- Foundation design will be provided by others.
- No contamination remediation coordination is included in this fee estimate.
- Design for power, communications, and data utilities shall be provided by others,
- It is expected that conventional below ground gravity sewer and water service connections are possible based on existing NJUS as-builts.
- Additional permit applications that may be necessary for this project includes Section 106 Archeological Report, borrow source permitting, and NEPA documents are not included in this estimate.
- This fee proposal does not include preparation of a SWPPP or erosion/sediment control (ESC) plan.
- Landscaping plan if required shall be prepared by others.
- It is assumed that the deliverables will be submitted in PDF format for this project.

SCHEDULE

The 35% Design Confirmation phase shall be completed with an advanced pile package in March 2021, the 95% Construction Document phase shall be completed in May 2021, and the 100% Bid Documents shall be completed by June 28th, 2021. The project is expected to be bid shortly thereafter and awarded to a construction contractor in August of 2021.

FEE PROPOSAL

Bristol is prepared to complete the above scope of services in accordance with the project schedule on a Time and Expense Basis. At this time, we recommend budgeting **$74,879** for these services. We will notify you when we reach 80% of this amount so we can discuss the remaining scope of work and any necessary revisions of the budget. Bristol has provided itemized fee spreadsheets as part of this proposal, included as Attachment A.

Thank you for the opportunity to work with you on this very important project. Please contact me directly if you have any questions as you review our proposal.

Very respectfully yours,

John Blees, PE
Civil Project Manager

Attachments:
Attachment A -- Fee Proposal
Attachment B – Task Order No. 44, Amendment No. 2

Cc: Jamie Burgess, Superintendent – Nome Public Schools

Attachment A

Fee Proposal

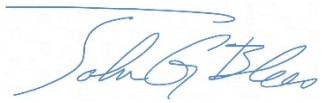
Price per Task Summary

FIRM:	PROJECT TITLE:
Bristol ENGINEERING SERVICES CORPORATION	Nome Public Schools 18-Unit Apartment Building Civil Services

Date:	11-Jan-2021
Fee type:	Time and Expense

Task	Description	Labor	Expenses	Subs	Total Price
1	Project Management, Coordination, and Bidding Assistance	$28,885	$110	$0	$28,995
2	35% Design Confirmation	$17,529	$55	$0	$17,584
3	90% Construction Documents	$17,626	$110	$0	$17,736
4	100% Bid Documents	$8,600	$110	$0	$8,710
5	Civil Permitting	$1,799	$55	$0	$1,854
6	0	$0	$0	$0	$0

Total Fee = $74,879



Checked by: John Blees, PE

COST ESTIMATE PER TASK

FIRM: Bristol Engineering Services Co., LLC		**PROJECT TITLE:** Nome Public Schools 18-Unit Apartment Building Civil Services	**BESC Proj:** 32114044
TASK NO: 1	NSHC Warehouse Building **Project Management, Coordination, and Bidding Assistance**		**Date:** 11-Jan-2021
GROUP:	**METHOD OF PAYMENT:** Time and Expense		**PREP BY:** D Squier

SUB-TASK NO.	SUB-TASK DESCRIPTION (Varies)	LABOR HOURS PER JOB CLASSIFICATION								Sub-Task Total
		PM / Sr. Engineer	Senior Engineer	Civil Engineer III	Civil Engineer II	Civil Engineer I	Admin	NA	NA	
1.	General Project Management	8	4				4			$2,328
2.	Owner and Project Consultant Team coordination	80								$14,640
3.	Bid Phase Services (Bid Docs, Civil Bidder's Inquiries)	40	16		8		1			$10,438
4.	Conformed Documents	1	4		8					$1,479
5.										$0
6.										$0
										$0
TOTAL LABOR HOURS		129	24	0	16	0	5	0	0	174
LABOR RATES ($/HR)		$183.00	$146.00	$134.00	$89.00	$81.00	$70.00	$0.00	$0.00	
LABOR COSTS ($)		$23,607	$3,504	$0	$1,424	$0	$350	$0	$0	$28,885

EXPENSES

NO.	ITEM(S)	QUANTITY	UNIT PRICE	TOTAL PRICE
a.	Misc. Expenses (Copying, office equipment, etc.)	1	$100.00	$100.00
b.				$0.00
c.				$0.00
d.				$0.00
e.				$0.00
		TOTAL EXPENSES:		**$100**

Notes:

TOTAL COST OF LABOR:	**$28,885**
TOTAL EXPENSES + 10% Markup:	**$110**
SUBCONTRACTORS + 5% Markup:	**$0**
TOTAL PRICE:	**$28,995**

SUB-CONTRACTORS: Firm Initials and Price Per Task

FIRM:							
AMOUNT:							$0
							TOTAL SUBS

COST ESTIMATE PER TASK

FIRM: Bristol Engineering Services Co., LLC	PROJECT TITLE: Nome Public Schools 18-Unit Apartment Building Civil Services	BESC Proj: 32114044
TASK NO: 2	TASK DESCRIPTION: 35% Design Confirmation	Date: 11-Jan-2021
GROUP:	METHOD OF PAYMENT: Time and Expense	PREP BY: D Squier

SUB-TASK NO.	SUB-TASK DESCRIPTION	LABOR HOURS PER JOB CLASSIFICATION								Sub-Task Total
		PM / Sr. Engineer	Senior Engineer	Civil Engineer III	Civil Engineer II	Civil Engineer I	Admin	NA	NA	
1.	Team Meetings	4	4		4					$1,672
2.	Coord. w/ Arch, Mech, Elec, Fire, & NJUS	1	4		4					$1,123
3.	Site Layout - Parking Building Location	1	4		12					$1,835
4.	Site Grading/Drainage - Building FF, Snow	2	16		16					$4,126
5.	Site Access - Drive and Fire Access	1	2		4					$831
6.	Site Design Details and Typical Sections	1	4		8					$1,479
7.	Water Service P&P and Details	1	8		12					$2,419
8.	Sewer Service P&P and Details	1	8		12					$2,419
9.	Calculations Water, Sewer, Storm Runoff		1		4					$502
10.	Cost Estimate Review	1	4		4					$1,123
11.										$0
12.										$0
13.										$0
14.										$0
15.										$0
16.										$0
TOTAL LABOR HOURS		13	55	0	80	0	0	0	0	148
LABOR RATES ($/HR)		$183.00	$146.00	$134.00	$89.00	$81.00	$70.00	$0.00	$0.00	
LABOR COSTS ($)		$2,379	$8,030	$0	$7,120	$0	$0	$0	$0	$17,529

EXPENSES

NO.	ITEM(S)	QUANTITY	UNIT PRICE	TOTAL PRICE
a.	Plotting/copying/postage/misc	1	$ 50.00	$50.00
b.				$0.00
c.				$0.00
d.				$0.00
e.				$0.00
		TOTAL EXPENSES:		$50

Notes:

TOTAL COST OF LABOR:	$17,529
TOTAL EXPENSES + 10% Markup:	$55
SUBCONTRACTORS + 5% Markup:	$0
TOTAL PRICE:	$17,584

SUB-CONTRACTORS: Firm Initials and Price Per Task

FIRM:							
AMOUNT:							$0
							TOTAL SUBS

COST ESTIMATE PER TASK

FIRM: Bristol Engineering Services Co., LLC		PROJECT TITLE: Nome Public Schools 18-Unit Apartment Building Civil Services	BESC Proj: 32114044
TASK NO: 3	TASK DESCRIPTION: 90% Construction Documents		Date: 11-Jan-2021
GROUP:	METHOD OF PAYMENT: Time and Expense		PREP BY: D Squier

SUB-TASK NO.	SUB-TASK DESCRIPTION	LABOR HOURS PER JOB CLASSIFICATION								Sub-Task Total
		PM / Sr. Engineer	Senior Engineer	Civil Engineer III	Civil Engineer II	Civil Engineer I	Admin	NA	NA	
1.	Team Meetings - Weekly	4	4		4					$1,672
2.	Coord. w/ Arch, Mech, Elec, Fire, & NJUS	1	6		4					$1,415
3.	Site Layout - Parking Building Location	1	2		8					$1,187
4.	Site Grading/Drainage - Building FF, Snow	1	8		12					$2,419
5.	Site Access - Drive and Fire Access	1	1		2					$507
6.	Site Design Details and Typical Sections	1	4		8					$1,479
7.	Water Service P&P and Details	1	6		8					$1,771
8.	Sewer Service P&P and Details	1	6		8					$1,771
9.	Calculations Water, Sewer, Storm Runoff		1		4					$502
10.	Specifications	4	16		8					$3,780
11.	Cost Estimate Review	1	4		4					$1,123
12.										$0
13.										$0
14.										$0
15.										$0
16.										$0
TOTAL LABOR HOURS		16	58	0	70	0	0	0	0	144
LABOR RATES ($/HR)		$183.00	$146.00	$134.00	$89.00	$81.00	$70.00	$0.00	$0.00	
LABOR COSTS ($)		$2,928	$8,468	$0	$6,230	$0	$0	$0	$0	$17,626

EXPENSES

NO.	ITEM(S)	QUANTITY	UNIT PRICE	TOTAL PRICE
a.	Plotting/copying/postage/misc	1	$ 100.00	$100.00
b.				$0.00
c.				$0.00
d.				$0.00
e.				$0.00
		TOTAL EXPENSES:		$100

TOTAL COST OF LABOR:	$17,626
TOTAL EXPENSES + 10% Markup:	$110
SUBCONTRACTORS + 5% Markup:	$0
TOTAL PRICE:	$17,736

SUB-CONTRACTORS: Firm Initials and Price Per Task							
FIRM:							
AMOUNT:							$0
							TOTAL SUBS

COST ESTIMATE PER TASK										
FIRM: Bristol Engineering Services Co., LLC				**PROJECT TITLE:** Nome Public Schools 18-Unit Apartment Building Civil Services					**BESC Proj:** 32114044	
TASK NO: 4		**TASK DESCRIPTION:** 100% Bid Documents							**Date:** 11-Jan-2021	
GROUP:		**METHOD OF PAYMENT:** Time and Expense							**PREP BY:** D Squier	
SUB-TASK NO.	**SUB-TASK DESCRIPTION**	**LABOR HOURS PER JOB CLASSIFICATION**								**Sub-Task Total**
		PM / Sr. Engineer	**Senior Engineer**	**Civil Engineer III**	**Civil Engineer II**	**Civil Engineer I**	**Admin**	**NA**	**NA**	
1.	Team Meetings	2	4		4					$1,306
2.	Coord. w/ Arch, Mech, Elec, Fire, & NJUS	1	4		2					$945
3.	Site Layout - Parking Building Location	1	2		4					$831
4.	Site Grading/Drainage - Building FF, Snow	1	2		6					$1,009
5.	Site Access - Drive and Fire Access	1	1		1					$418
6.	Site Design Details and Typical Sections	1	2		4					$831
7.	Water Service P&P and Details	1	2		4					$831
8.	Sewer Service P&P and Details	1	2		4					$831
9.	Calculations Water, Sewer, Storm Runoff		1							$146
10.	Specifications	1	4		4					$1,123
11.	Cost Estimate Review	1	1							$329
12.										$0
										$0
										$0
										$0
										$0
TOTAL LABOR HOURS		11	25	0	33	0	0	0	0	69
LABOR RATES ($/HR)		$183.00	$146.00	$134.00	$89.00	$81.00	$70.00	$0.00	$0.00	
LABOR COSTS ($)		$2,013	$3,650	$0	$2,937	$0	$0	$0	$0	$8,600

EXPENSES				
NO.	**ITEM(S)**	**QUANTITY**	**UNIT PRICE**	**TOTAL PRICE**
a.	Plotting/copying/postage/misc	1	$ 100.00	$100.00
b.				$0.00
c.				$0.00
d.				$0.00
e.				$0.00
		TOTAL EXPENSES:		**$100**

TOTAL COST OF LABOR:	**$8,600**
TOTAL EXPENSES + 10% Markup:	**$110**
SUBCONTRACTORS + 5% Markup:	**$0**
TOTAL PRICE:	**$8,710**

SUB-CONTRACTORS: Firm Initials and Price Per Task							
FIRM:							
AMOUNT:							$0
							TOTAL SUBS

COST ESTIMATE PER TASK

FIRM: Bristol Engineering Services Co., LLC	PROJECT TITLE: Nome Public Schools 18-Unit Apartment Building Civil Services	BESC Proj: 32114044
TASK NO: 5	TASK DESCRIPTION: Civil Permitting	Date: 11-Jan-2021
GROUP:	METHOD OF PAYMENT: Time and Expense	PREP BY: D Squier

SUB-TASK NO.	SUB-TASK DESCRIPTION	LABOR HOURS PER JOB CLASSIFICATION								Sub-Task Total
		PM / Sr. Engineer	Senior Engineer	Civil Engineer III	Civil Engineer II	Civil Engineer I	Admin	NA	NA	
1.	Nome Fill and Excavation Permit	1	4		6					$1,313
2.										$0
3.										$0
4.										$0
5.						6				$486
										$0
										$0
										$0
TOTAL LABOR HOURS		1	4	0	6	6	0	0	0	17
LABOR RATES ($/HR)		$195.00	$146.00	$134.00	$89.00	$81.00	$70.00	$0.00	$0.00	
LABOR COSTS ($)		$195	$584	$0	$534	$486	$0	$0	$0	$1,799

EXPENSES

NO.	ITEM(S)	QUANTITY	UNIT PRICE	TOTAL PRICE
a.	Plotting/copying/postage/misc	1	$ 50.00	$50.00
b.				$0.00
c.				$0.00
d.				$0.00
e.				$0.00
		TOTAL EXPENSES:		$50

TOTAL COST OF LABOR:	$1,799
TOTAL EXPENSES + 10% Markup:	$55
SUBCONTRACTORS + 5% Markup:	$0
TOTAL PRICE:	$1,854

SUB-CONTRACTORS: Firm Initials and Price Per Task

FIRM:							
AMOUNT:							$0
							TOTAL SUBS

Attachment B

Task Order No. 44, Amendment No. 2

TASK ORDER AMENDMENT

This Task Order pertains to an Agreement by and between the City of Nome, ("OWNER"), and Bristol Engineering Services Company, LLC, ("ENGINEER"), dated January 11, 2011 as amended January 1, 2021, ("the AGREEMENT"). Engineer shall perform services on the project described below as provided herein and in the Agreement. This Task Order shall not be binding until it has been properly signed by both parties. Upon execution, this Task Order shall supplement the Agreement as it pertains to the project described below.

TASK ORDER NUMBER: **044** AMENDMENT NUMBER: **02**

PROJECT NAME: **Nome Public Schools District – 18-Unit Apartment Building**

PART 1.0 PROJECT DESCRIPTION: Civil Design, Owner's Representation, and Bid Phase Services

PART 2.0 SCOPE OF SERVICES TO BE PERFORMED BY ENGINEER:
The ENGINEER will:

Added under this modification:

- Perform Civil Design Services, Owner's Representation & Architect Team Coordination, and Bid Phase Services as described further in the attached cover letter.

PART 3.0 OWNER'S RESPONSIBILITIES: City will provide any available and relevant documents to review.

PART 4.0 DELIVERABLES

Deliverables for this project will include:

- Civil Design Documents
- Bid Documents for the Construction Contract

PART 5.0 PAYMENTS TO ENGINEER (Estimate of not-to-exceed costs):

Task Order 044 original Contract including Amendment No. 1: $10,000

Task Order 044, Amendment No. 2
Estimate of not-to-exceed costs: $74,879

Total Task Order 044 Contract Amount: $84,879

PART 6.0 OTHER:
Not Used

This Task Order is executed this _____ day of _____, 2021.

City of Nome "OWNER"	Bristol Engineering Services Company, LLC "ENGINEER"
By: Glenn Steckman	By: John Blees, P.E.
Signature: _____	Signature: _____
Title: City Manager	Title: Project Manager

Nome Public Schools
PO Box 131
Nome, AK 99762
907-443-2231 – www.nomeschools.org

SCHOOL BOARD COMMUNICATION

Title: Approval of Architectural and Engineering Contract for New Teacher Apartment

Date: January 26, 2021

Administrator: Jamie Burgess, Superintendent

Attachments: Bettisworth North A&E Proposal

X	**Action Needed**		**For Discussion**	X	**Information**		**Other**

BACKGROUND INFORMATION

Bettisworth North Architects and Planners Inc. (BNAP) was selected as the Architect for the New Teacher Apartment, and will be teaming with RSA Engineering to provide mechanical and electrical engineering services.

The proposed lump sum for these services is $620,764 and cost for this phase of the New Teacher Apartment building will be covered with a combination of the Alaska Housing Finance Corporation grant and the district Apartment Fund.

Bidding and Construction Administration is shown in the proposal and will be billed on a time and materials basis. Costs for this phase will be paid by the District and billed to the City of Nome, to be covered with bond proceeds.

ADMINISTRATIVE RECOMMENDATION

The administration recommends approval of a contract with Bettisworth North Architects and Planners, Inc. for Architectural and Engineering Services for the New Teacher Apartment Building in the projected amount of $620,764, and for Bidding and Construction Administration costs not to exceed $220,416.

Sample Motion: I move to approve a contract with Bettisworth North Architects and Planners, Inc. for Architectural and Engineering Services for the New Teacher Apartment Building in the projected amount of $620,764, and for Bidding and Construction Administration costs not to exceed $220,416.

FEE MEMORANDUM

BETTISWORTH NORTH
ARCHITECTURE PLANNING LANDSCAPE INTERIORS

DATE January 18, 2021

TO Jamie Burgess, Superintendent, Nome Public Schools; John Blees, Project Manager, Bristol Engineering Services Co.

FROM Roy Rountree, Principal
Bettisworth North Architects and Planners Inc. (BNAP)

PROJECT NO. 21-103 Nome Public Schools 18-Unit Apartment Building
SUBJECT Full Design Services – Rev1

Dear Ms. Burgess and Mr. Blees,

Thank you for the opportunity to provide a fee proposal for professional design and engineering services for the new 18-unit apartment building comprised of 2- and 3-bedroom apartments, separate unit-specific storage, and facility support spaces including mechanical, electrical and janitor rooms. We have included the tasks and associated fee to complete the work under this cover, please review.

Services Provided:	Architectural Design, Interior Design, Landscape Design and Engineering Services
Type of Agreement:	Design Fee - Lump Sum
	Bidding and Construction Administration - Time and Materials Not to Exceed
Fees:	Design Fee - Lump Sum: $620,764
	Bidding and Construction Administration - Time and Materials Not to Exceed: $220,416

Project Scope:

The scope of the design effort will include (3) chronological design phase efforts broken out as:

1. 35% Schematic Design Package
2. 95% Construction Documents Package
3. 100% Signed Construction Documents Package and Permitting Assistance (Fee proposal combines phases 2 & 3 in one matrix)

Bidding and Construction Administration will begin at the conclusion of these design phases and be billed as a Time and Materials Service.

Basic Services:

The scope of professional services proposed for this project is limited to:

- Landscape, Structural, Architectural, Interiors, Mechanical, and Electrical Engineering and Design Services, Drawings, Narratives, and Specifications
- Review of cost estimate, value engineering suggestions; cost estimate to be provided by the HMS Estimating.
- Design Services Include:
    - (2) Submittal review meetings with the client, to be organized by BNAP
    - Bi-Weekly Coordination meetings with Design Team, to be organized by BNAP

This proposal is offered with the understanding that:

- Design Documents are to be a digital submittal, including:
- Drawings: 22x34 PDF (Full Size), 11x17 PDF (Half Size)
  Specifications: 8.5x11 PDF
- Consultant Engineering Team remains as:
  - Structural – BBFM Engineers, Inc.
  - Mechanical, Plumbing, & Electrical – RSA Engineering, Inc.
  - Estimating – HMS Estimating

Architectural Services:

Scope:

- Code review (IBC, ADA, ANSI 117.1-2009, Fair Housing Act)
- Architectural plans, elevations, sections, details, schedules, and specifications to obtain building permit
- Cost estimate review
- Permitting assistance
- Bidding assistance
- Construction Administration services

Landscape Services:

Scope:

- Provide landscape plans, details and specifications appropriate to attain a building permit
- Details will include standard planting details and site furnishings
- We will coordinate landscape lighting with Electrical. Landscape lighting will be represented on the Electrical site plan

Interior Design Services:

Scope:

- Provide interior design finish schedules, legends, specifications, details, finish plans in support of building permit documents and to inform a comprehensive construction cost estimate
- Provide digital samples of interior finish materials for Owner review and design record

Excluded Services:

This proposal specifically excludes:

- Printing of Drawing/Narrative Submittals, all submittals to be digital PDF
- Interior FF&E (Furniture selection, specification and procurement assistance) to be handled under separate contract
- Wayfinding, custom sign design and environmental graphic design
- Civil design scope. Design team will coordinate with Civil engineers for a complete design package, but civil engineering scope and fees are not included in this contract.

Cost Estimation:

- To be provided by HMS Estimating and evaluated by the design team members at each phase.

Proposed Draft Schedule with Deliverables:

<u>Design Phases: Lump Sum Fee</u>

1. 35% Schematic Design
   a. Deliverables
      i. 22x34 PDF Drawings
      ii. 8.5x11 Design Narratives
      iii. 8.5x11 Cost Estimate
   b. Schedule
      i. Start – January 25, 2021
      ii. End – March 10, 2021

2. Advanced Pile Package
    a. Deliverables
        i. 22x34 PDF Drawings
        ii. 8.5x11 PDF Specifications
        iii. March 31, 2021
3. 95% Construction Documents
    a. Deliverables
        i. 22x34 PDF Drawings
        ii. 8.5x11 PDF Specifications
        iii. 8.5x11 PDF Cost Estimate
    b. Schedule
        i. Start – March 17, 2021
        ii. End – May 10, 2021

4. 100% Signed Construction Documents
    a. Deliverables
        i. 22x34 PDF Drawings Stamped
        ii. 8.5x11 PDF Specifications
    b. Schedule
        i. Start – May 14, 2021
        ii. End – June 28, 2021

<u>Bidding Assistance & Construction Administration: Time and Materials Fee</u>

1. Bidding Assistance
    a. Services
        i. Prepare Bidding addenda
        ii. Answer bidder questions
        iii. Conformed documents
        iv. Prepare bid Solicitations
        v. Attend bid opening
        vi. Contractor negotiations
2. Construction Administration
    a. Services
        i. Submittal Review
        ii. ASI/RFI/DCVR Responses
        iii. Inspections with Field Reports (1 Architect, 2 trips)
        iv. Punchlist Walkthrough (2 Architects, one trip)
        v. Construction Meetings as required
        vi. As-Built Drawing updates based on contractor provided redlines

We look forward to working with you, thank you.

Roy Rountree, AIA, Principal

End of Memorandum

Bettisworth North Architects and Planners
Professional Services Fee Proposal
Date: January 15, 2021

Owner: Nome Public Schools
Project: 18-Unit Apartment Building
Phases: Full Design Services

Professional Services Summary

Fee Scope	Fee Type	Bettisworth North Architects and Planners			Subconsultants	Markups	Totals by Phase
		Investigative Services	Design Services	Bidding and Construction Services	Consultants Fees		
Predesign and Planning	**T&E**	$0			$0	$0	$0
Concept Design	**Lump Sum**		$0		$0	$0	$0
Schematic Design	**Lump Sum**		$150,430		$89,924	$4,539	$244,893
Design Development	**Lump Sum**		$0		$0	$0	$0
Construction Documents	**Lump Sum**		$233,710		$135,319	$6,842	$375,871
Sub Total Design Fee		**$0**	**$384,140**		**$225,243**	**$11,381**	**$620,764**
Bidding Services	**T&E**			$8,090	$2,820	$141	$11,051
Construction Services	**T&E**			$144,568	$61,416	$3,381	$209,365
Post Construction Services	**T&E**			$0	$0	$0	$0
Subtotal Bidding, Construction Services, and Post Construction				**$152,658**	**$64,236**	**$3,522**	**$220,416**

Professional Services Fees and Direct Costs			
BN			**$536,798**
Subconsultants			**$289,479**
Total Markups			**$14,903**
BN Markup Applied to Direct Expenses	5.00%		
BN Markup Applied to Sub Direct Labor	5.00%		
Total Fee			***$841,180***

Bettisworth North Architects and Planners
Professional Services Fee Proposal
Date: January 15, 2021

Owner: Nome Public Schools
Project: 18-Unit Apartment Building
Full Design Services

Task Labor Schematic Design Services	Hours Principal	Project Manager	Senior Architect	Architect	Design Tech II	Design Tech I	Senior LS Architect	LS Architect	LA Design Tech I	Senior Int Designer	Int. Designer	Int. Design Tech	Client Service Manager	Drafter I	Project Assistant	Admin Assistant	**Totals**
Lump Sum																	
Architectectural Tasks																	
Schematic drawings		16	80	60	80	60											
Schematic narratives		16	24													4	
Consultant coordination		60	60		20	20											
Internal coordination		20	20	20	16	16											
Code Review	4	24	24		8	8											
Materials Research		8	16	20	20	20											
Cost Estimate Coordination and Review		4	6														
3D views or renderings					20	40											
Submittal Prep		2	4		8	4										4	
Q/C and follow up	4	4	8	4	4	4											
Subtotal Hours	8	154	242	104	176	172										8	
Architecture Tasks Subtotal	$1,800	$28,490	$36,300	$14,040	$20,240	$17,200										$720	$118,790
Interiors Tasks																	
Schematic drawings											30	40					
Schematic narratives											8						
Consultant coordination											10						
Internal coordination											30	10					
Code Review (incl. FHA and Accessibliity)										2	12						
Materials Research											20	20					
Cost Estimate Review										2	4						
FF&E (Excluded from Fee)																	
Q/C and follow up										2	4	8					
Subtotal Hours										6	118	78					
Interiors Tasks Subtotal										$930	$14,160	$7,800					$22,890
Landscape Tasks																	
Drawings							2		48								
Narratives									4								
Presentation Site Graphics																	
Code Review							2		2								
Q/C and follow up							4		4								
Subtotal Hours							8		58								
Landscape Tasks Subtotal							$1,800		$6,090								$7,890
Total Hours	8	154	242	104	176	172	8		58	6	118	78				8	
Billing Rates Used for all Tasks	$225.00	$185.00	$150.00	$135.00	$115.00	$100.00	$225.00	$135.00	$105.00	$155.00	$120.00	$100.00	$185.00	$120.00	$100.00	$90.00	
Subtotal Labor Fee	$1,800	$28,490	$36,300	$14,040	$20,240	$17,200	$1,800		$6,090	$930	$14,160	$7,800				$720	**$149,570**

Other Direct Costs	Number	Unit	Rate	Sets	Amount
Air Fare: *locations*		total r/t			
Meals and Lodging		days			
Auto Rental		days			
Parking		days	$16.00		
		Units			
		Units			
Reproduction Expenses					
B/W plots (plotter)	60	sheets	$5.00	2	$600
Color plots (plotter)		sheets	$15.00		
Copies - Letter Size	500	sheets	$0.10	1	$50
Copies - 11x17 Size	500	sheets	$0.20	1	$100
Scanning sheets		sheets	$5.75		
Compile CD	1	per set	$60.00	1	$60
Long Distance Phone Service	1	sheets	$50.00	1	
Postage/express pouch	1	each	$50.00	1	$50
		months			
		months			
BNAP ODC Subtotal					**$860**
BNAP Markup	**5%**				**$43**

Subconsultants	**Fees**	**ODC's**
BBFM Engineers	$18,954	
RSA Engineers - Mechanical	$33,820	
RSA Engineers - Electrical	$26,200	
HMS Estimators	$10,950	
Subconsultants Total	**$89,924**	
BNAP Markup on Sub DC **5.00%**	**$4,496**	
Task Total		**$244,893**

Bettisworth North Architects and Planners
Professional Services Fee Proposal
Date: January 15, 2021

Owner: Nome Public Schools
Project: 18-Unit Apartment Building
Full Design Services

Task Labor **95% & 100% Construction Documents**	Hours																
	Principal	Project Manager	Senior Architect	Architect	Design Tech II	Design Tech I	Senior LS Architect	LS Architect	LA Design Tech I	Senior Int Designer	Int. Designer	Int. Design Tech	Client Service Manager	Drafter I	Project Assistant	Admin Assistant	**Totals**
Lump Sum																	
Architectural Tasks																	
Plans - floor, ceiling, roof		24	20	40	40	40											
Enlarged Plans		20	20	40	40	40											
Building and Wall sections		20	20	40	40	40											
Exterior Elevations		20	40	40	40	40											
Details		20	60	60	40	40											
3D views or renderings					40	20											
Code Review and Plans	4	40	20	20	8												
Specifications		20	40													4	
Cost Estimate Coordination and Review		4	6		4	4											
Consultant and internal coordination		40	40	20	10	10											
Permitting		12															
Submittal Prep		8	12		16	8										8	
Q/C and follow up	4	4	16	4	4	4											
Subtotal Hours	8	232	294	264	282	246										12	
Architecture Tasks Subtotal	$1,800	$42,920	$44,100	$35,640	$32,430	$24,600										$1,080	$182,570
Interiors Tasks																	
Construction drawings											30	60					
Plans - floor, ceiling, enlarged																	
Interior elevations																	
Details																	
Schedules & Legends																	
3D views											12	40					
Specifications & Product Data Sheets										6	16	4					
Code Review (incl. FHA and Accessibliity)										2	8						
Consultant & Internal Coordination										12	40	20					
Materials Research, Selection & Sampling											8	16					
Digital Color Boards											4	16					
Cost Estimate Review										4	4	4					
Permitting											2						
FF&E (Excluded from Fee)																	
Q/C and follow up										2	4	8					
Subtotal Hours										26	128	168					
Interiors Tasks Subtotal										$4,030	$15,360	$16,800					$36,190
Landscape Tasks																	
Drawings							4		60								
Specifications							20										
Q/C and follow up							4		8								
Subtotal Hours							28		68								
Landscape Tasks Subtotal							$6,300		$7,140								$13,440
Task Subtotal Hours	8	232	294	264	282	246	28		68	26	128	168				12	
Billing Rate	$225.00	$185.00	$150.00	$135.00	$115.00	$100.00	$225.00	$135.00	$105.00	$155.00	$120.00	$100.00	$185.00	$120.00	$100.00	$90.00	
Task Subtotal Labor Fee	$1,800	$42,920	$44,100	$35,640	$32,430	$24,600	$6,300		$7,140	$4,030	$15,360	$16,800				$1,080	**$232,200**

Other Direct Costs	Number	Unit	Rate	Sets	Amount
Air Fare: *locations*		total r/t			
Meals and Lodging		days			
Auto Rental		days			
Parking		days	$16.00		
		Units			
		Units			
Reproduction Expenses					
B/W plots (plotter)	120	sheets	$5.00	2	$1,200
Color plots (plotter)		sheets	$15.00		
Copies - Letter Size	500	sheets	$0.10	1	$50
Copies - 11x17 Size	500	sheets	$0.20	1	$100
Scanning sheets		sheets	$5.75		
Compile CD	1	per set	$60.00	1	$60
Long Distance Phone Service	1	sheets	$50.00	1	$50
Postage/express pouch	1	each	$50.00	1	$50
		months			
		months			
BNAP ODC Subtotal					**$1,510**
BNAP Markup	**5%**				**$76**

Subconsultants	**Fees**	**ODC's**
BBFM Engineers	$35,201	
RSA Engineers - Mechanical	$47,820	
RSA Engineers - Electrical	$39,640	
HMS Estimators	$12,658	
Geotech		
Survey		
HazMat		
LEED		
Energy		
Subconsultants Total	**$135,319**	
BNAP Markup on Sub DC **5.00%**	**$6,766**	

											Task Total						**$375,871**

Bettisworth North Architects and Planners
Professional Services Fee Proposal
Date: January 15, 2021

Owner: Nome Public Schools
Project: 18-Unit Apartment Building
Full Design Services

Task Labor / Bidding Assistance	Principal	Project Manager	Senior Architect	Architect	Design Tech II	Design Tech I	Senior LS Architect	LS Architect	LA Design Tech I	Senior Int Designer	Int. Designer	Int. Design Tech	Client Service Manager	Drafter I	Project Assistant	Admin Assistant	**Totals**
	Hours																
T&E																	
Archtitectural Tasks																	
Attend PreBid Meeting		2															
Prepare addenda		2	8														
Answer bidders questions		2	8														
Conformed drawings		2			4												
Prepare bidding solicitations		8															
Attend bid opening		2															
Contractor negotiations		2															
Subtotal Hours		20	16		4												
Architecture Tasks Subtotal		$3,700	$2,400		$460												$6,560
Interiors Tasks																	
Prepare addenda											2						
Answer bidders questions											2						
Conformed drawings											2						
Subtotal Hours											6						
Interiors Tasks Subtotal											$720						$720
Landscape Tasks																	
Prepare addenda								2									
Answer bidders questions								2									
Conformed drawings								2									
Subtotal Hours								6									
Landscape Tasks Subtotal								$810									$810
Task Subtotal Hours		20	16		4			6			6						
Billing Rate	$225.00	$185.00	$150.00	$135.00	$115.00	$100.00	$225.00	$135.00	$105.00	$155.00	$120.00	$100.00	$185.00	$120.00	$100.00	$90.00	
Task Subtotal Labor Fee		$3,700	$2,400		$460			$810			$720						**$8,090**

Other Direct Costs	Number	Unit	Rate	Sets	Amount
Air Fare: *locations*		total r/t			
Meals and Lodging		days			
Auto Rental		days			
Parking		days	$16.00		
		Units			
		Units			
Reproduction Expenses					
B/W plots (plotter)		sheets	$5.00		
Color plots (plotter)		sheets	$15.00		
Copies - Letter Size		sheets	$0.10		
Copies - 11x17 Size		sheets	$0.20		
Scanning sheets		sheets	$5.75		
Compile CD		per set	$60.00		
Long Distance Phone Service		sheets	$50.00		
Postage/express pouch		each	$50.00		
		months			
		months			

Subconsultants	**Fees**	**ODC's**
RSA Engineers - Mechanical	$1,340	
RSA Engineers - Electrical	$1,480	

BNAP ODC Subtotal
BNAP Markup **5%**

Subconsultants Total **$2,820**
BNAP Markup on Sub DC **5.00%** **$141**

Task Total **$11,051**

Bettisworth North Architects and Planners
Professional Services Fee Proposal
Date: January 15, 2021

Owner: Nome Public Schools
Project: 18-Unit Apartment Building
Full Design Services

Task Labor **Construction Assistance Services**	Hours																
	Principal	Project Manager	Senior Architect	Architect	Design Tech II	Design Tech I	Senior LS Architect	LS Architect	LA Design Tech I	Senior Int Designer	Int. Designer	Int. Design Tech	Client Service Manager	Drafter I	Project Assistant	Admin Assistant	**Totals**
T&E																	
Architectural Tasks																	
Submittal Review - Office		24	40		80												
RFIs and DCVRs		40	40		80												
Product procurement assistance			24		24												
Subcontractor proposal review assistance		8	16														
Site Observation		24	24														
Pay request review		20															
Construction progress meetings		40	40		40												
Inspections/Site Visits with reports		40	24														
Final Inspection		24	24														
Record documents from Contractors As-builts		4	4		36												
Review Contractors O&M manuals		2	12														
Project Close Out		2	24		24												
Subtotal Hours		228	272		284												
Architecture Tasks Subtotal		$42,180	$40,800		$32,660												$115,640
Interiors Tasks																	
Submittal Review - Office											8	40					
RFIs and DCVRs											8	40					
Site Observation											8						
FFE assistance (excluded)																	
Inspections/Site Visits with reports											20	20					
Record documents from Contractors As-builts											4	12					
Review Contractors O&M manuals											4						
Subtotal Hours											52	112					
Interiors Tasks Subtotal											$6,240	$11,200					$17,440
Landscape Tasks																	
Submittal Review - Office									4								
RFIs and DCVRs									8								
Record documents from Contractors As-builts									4								
Subtotal Hours									16								
Landscape Tasks Subtotal									$1,680								$1,680
Task Subtotal Hours		228	272		284				16		52	112					
Billing Rate	$225.00	$185.00	$150.00	$135.00	$115.00	$100.00	$225.00	$135.00	$105.00	$155.00	$120.00	$100.00	$185.00	$120.00	$100.00	$90.00	
Task Subtotal Labor Fee		$42,180	$40,800		$32,660				$1,680		$6,240	$11,200					**$134,760**

Other Direct Costs	Number	Unit	Rate	Sets	Amount
Air Fare: *construction location*	6	total r/t	$600.00		$3,600
Meals and Lodging	18	days	$250.00		$4,500
Auto Rental		days			
Parking	18	days	$16.00		$288
		Units			
		Units			
Reproduction Expenses					
B/W plots (plotter)	120	sheets	$5.00	2	$1,200
Color plots (plotter)		sheets	$15.00		
Copies - Letter Size	200	sheets	$0.10	1	$20
Copies - 11x17 Size	200	sheets	$0.20	1	$40
Scanning sheets		sheets	$5.75		
Compile CD	1	per set	$60.00	1	$60
Long Distance Phone Service	1	sheets	$50.00	1	$50
Postage/express pouch	1	each	$50.00	1	$50
		months			
		months			
BNAP ODC Subtotal					**$9,808**
BNAP Markup	**5%**				**$490**

Subconsultants	**Fees**	**ODC's**
BBFM Engineers	$11,960	
RSA Engineers - Mechanical	$24,310	$3,596
RSA Engineers - Electrical	$21,550	
Subconsultants Total	**$57,820**	**$3,596**
BNAP Markup on Sub DC **5.00%**	**$2,891**	
Task Total		**$209,365**

Nome School Apartment Building

CLIENT: BNAP

FEES\2021GEN\

PREPARED BY: DLBerry

DATE: 8 January 2021

BBFM Engineers, Inc.

Structural Fee Proposal

COMMENTS:

- Lump Sum design fee
- 25,000 sf two story wood frame structure on piling
- Will have back and front entry ramps and stairs
- Geotech recommendations by Golder and Associates
-
- No site visits included for Design or CA. If needed they will be billed hourly with expenses
-
-
- Special Inspection by others
- Seismic design of mechanical and electrical equipment support not included in this proposal, but can be included as added scope with added fee.

FEE SUMMARY		Labor	Expenses	Total
Design				
Schematic Design	35%	$18,954	$0	$18,954
Construction Documents	65%	$35,201	$0	$35,201
Subtotal		$54,155	$0	$54,155
Construction Administration		$11,960	$0	$11,960
Totals		$66,115	$0	$66,115

BBFM Engineers, Inc.
Structural Fee Proposal

TASKS **Design**	Senior Principal	Principal	Associate	Sr Project Engineer	Project Engineer	Structural Designer	CAD Tech	Office Manager	Clerical
Design Loads	1	0	0	0	0	4	0	0	0
Roof Framing	2	0	0	0	0	32	0	0	0
Floor Framing	4	0	0	0	0	72	0	0	0
Columns/Walls	2	0	0	0	0	8	0	0	0
Foundations	4	0	0	0	0	16	0	0	0
Misc Struct	2	0	0	0	0	8	0	0	0
Lateral Loads	8	0	0	0	0	64	0	0	0
A/M/E Minor Support	2	0	0	0	0	8	0	0	0
S1 Gen Notes & Abbrev	0	0	0	0	0	0	4	0	0
S2 Pile Plan	0	0	0	0	0	0	12	0	0
S3/S4 Floor Frmg Plans	0	0	0	0	0	0	24	0	0
S5 Roof Framing Plan	0	0	0	0	0	0	12	0	0
S6 Foundation Details	0	0	0	0	0	0	20	0	0
S7/S9 Framing Details	0	0	0	0	0	0	40	0	0
Design Meetings	16	0	0	0	0	8	0	0	0
Specifications	6	0	0	0	0	0	0	0	0
Quality Control	0	4	0	0	0	0	0	0	0
Permit/Govt Review	4	0	0	0	0	4	0	0	0
TOTAL HOURS	51	4	0	0	0	224	112	0	0
RATE	$245.00	$195.00	$170.00	$145.00	$130.00	$115.00	$135.00	$75.00	$175.00
HOURS * RATE	$12,495	$780	$0	$0	$0	$25,760	$15,120	$0	$0
TOTAL LABOR		$54,155							
EXPENSES									
Reproduction	$0								
Delivery	$0								
TOTAL EXPENSES		$0							
TOTAL FEE		$54,155							

TASKS **Construction Admin**	Senior Principal	Principal	Associate	Sr Project Engineer	Project Engineer	Structural Designer	CAD Tech	Office Manager	Clerical
Office Consultation	8	0	0	0	0	40	12	0	0
Shop Drawing Review	4	0	0	0	0	20	0	0	0
Site Visits	0	0	0	0	0	0	0	0	0
Record Drawings	0	0	0	0	0	2	2	0	0
TOTAL HOURS	12	0	0	0	0	62	14	0	0
RATE	$245.00	$195.00	$170.00	$145.00	$130.00	$115.00	$135.00	$75.00	$175.00
HOURS * RATE	$2,940	$0	$0	$0	$0	$7,130	$1,890	$0	$0
TOTAL LABOR		$11,960							
EXPENSES									
Travel	$0								
Food	$0								
Lodging	$0								
Auto	$0								
Parking	$0								
Reproduction	$0								
Delivery	$0								
TOTAL EXPENSES		$0							
TOTAL FEE		$11,960							

January 8, 2021
Revised January 15, 2021

Bettisworth North Architects & Planners
2600 Denali Street, Suite 710
Anchorage, AK 99503

ATTENTION: Kate Incarnato

Dear Kate,

REFERENCE: Nome Public Schools 18-Unit Apartment Building
Mechanical and Electrical Fee Proposal

RSA Engineering is pleased to offer a fee proposal for mechanical and electrical engineering services for the referenced project. We have based our scope of work on your e-mail correspondence dated 1/6/2021 and along with the following assumptions:

- Scope: Provide mechanical and electrical engineering services for design of a 25,000 square foot. The project will be located in Nome, Alaska and will be a 2-story apartment building with 18 apartments, mechanical, electrical, telecom, vestibule, and unit storage rooms.
- Mechanical Scope: The mechanical design will include a central boiler system to serve hydronic terminal heat. Ventilation will be provided by individual HRV's for each apartment that draw from a central outside air duct. Plumbing will be designed to extend to the edge of the building. Water and sewer will be connected to city services. Domestic hot water will be provided from hot water generators connected to the boiler system.
- A fire sprinkler system will be performance specified for detailed design by the fire protection contractor.
- Electrical Scope: Electrical design will include interior lighting, site lighting, power for receptacles, unit kitchen appliances, and mechanical equipment, cable television system, door bell system, fire alarm system, and headbolt heater outlets. Perform lighting, load, and short circuit calculations.
- We will provide an AKWarm energy model of the facility to show BEES 5-star compliance. This model will count on a high performance building envelope to achieve the rating.
- Specifications: We will provide bound CSI specifications.
- Deliverables: There will be a 35% submittal in February, a ***95%*** submittal will be in March, and a 100% signed document in April. The ***95%*** submittal will be submitted for building permit.
- Cost estimates: We will review two cost estimates provided by others. One cost estimate will be at the 35% submittal and one will be provided at the ***95***% submittal.
- Permitting: We will answer any questions that come up during the plan review process and issue any sketches or clarifications as required.
- Construction phase services include, submittal review, DCVR review/response, two construction inspections for each discipline, review of operation and maintenance manuals and preparation of record drawings based upon contractor generated redline mark-ups.

Exclusions:

- No site visits to Nome during design have been included.
- Cost Estimating, LEED, and Commissioning services are not included in our proposal.

RSA proposes the following lump sum fees for this project:

Design Phase	Mechanical	Electrical	Total
35% Concept Design	$33,820.00	$26,200.00	$60,020.00
95% Construction Design	$37,190.00	$30,410.00	$67,600.00
100% Construction Documents	$10,630.00	$9,230.00	$19,860.00
Bidding & Permitting	$1,340.00	$1,480.00	$2,820.00
Design Subtotal:	**$82,980.00**	**$67,320.00**	**$150,300.00**
Construction Phase			
In Office C/A	$19,980.00	$15,540.00	$35,520.00
Inspections	$4,330.00	$6,010.00	$10,340.00
C/A Subtotal:	**$24,310.00**	**$21,550.00**	**$45,860.00**
GRAND TOTALS:	**$107,290.00**	**$88,870.00**	**$196,160.00**
Reimbursable Expenses:	**$3,596.00**		
Grand Total with Reimbursable:	**$199,756.00**		

Please review and advise if this proposal is acceptable by signing below and returning a copy to our office as our notice to proceed. We look forward to working with you on this project.

Sincerely,

Xuan P. Ta, P.E.
Principal Electrical Engineer

xpt/mrf/hhm
21-0007r/P20-377

_____
Accepted for Bettisworth North Architects & Planners

4103 Minnesota Drive
Anchorage, AK 99503

P: 907.561.1653
F: 907.562.0420

mail@hmsalaska.com

DATE
1/15/2021
FEE PROPOSAL NO.
P21-01-09 (Rev. 2)
HMS PROJECT NO.
N/A

Fee Proposal Prepared For:

Bettisworth North
2600 Denali Street, Suite 710
Anchorage, Alaska 99503

Attn: Kate Incarnato

Project: Nome Public Schools
18-Unit Apartment Building
Location: Nome, Alaska

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1. *Project Description and Service*

Provide cost estimates for construction of an 18-unit, 27,000 SF, two-story apartment building in Nome, Alaska.

Estimates will be prepared in DEED Cost Format and priced for construction on a date to be determined.

2. *Fee Breakdown and Schedule (Lump Sum)*

35% Design Estimate	$ 10,950.00	***Within (12) Full Working Days***
95% Design Estimate	12,658.00	***Within (14) Full Working Days***
TOTAL FEE:	**$ 23,608.00**	

Should any phase of estimating be omitted from this proposal, HMS reserves the right to increase fee for subsequent estimate by 10% to 30% depending upon the additional level of effort. Also, add two extra days to the schedule for completion of the estimate.

The above fee does not include preparation of additive bid items or alternates. See 3. Terms below.

Allow the above full working days to provide the proposed services. Time for task completion will begin following receipt of all available design information for that particular phase. Please note the above durations exclude weekends, holidays and partial days. Please give two weeks advance notice for commencing each phase of work.

3. *Terms*

Deliverable:

HMS Inc. will provide a copy of our estimate via email in a PDF file format or in Excel, if necessary. Should a hard copy of the estimate be necessary, at your request, a bound or loose copy will be provided to you.

4103 Minnesota Drive
Anchorage, AK 99503

P: 907.561.1653
F: 907.562.0420

mail@hmsalaska.com

DATE
1/15/2021
FEE PROPOSAL NO.
P21-01-09 (Rev. 2)
HMS PROJECT NO.
N/A

3. Terms (Continued)

Drawings:

Architect/Engineer shall provide HMS Inc. with full size, correct scale drawings, along with an electronic set (PDF format preferred). Should these not be provided, it may be necessary to increase our fee proposal and add additional days to complete our work.

Should it be necessary, HMS Inc. has the capability to print one or two drawings, however, depending on the quantity, an additional charge may be added at $4.00/sheet.

Additive Bid Items or Alternates:

Our fee proposal does not include preparing estimates for additive bid items or alternates (except those included in Section 2 Fee Breakdown) that require re-measurement of work items included in the Base Bid cost estimate. We reserve the right to renegotiate our fee should alternates become necessary beyond one or two minor alternates or additive bid items.

Reimbursable Expenses:

This fee proposal does not provide for long distance phone calls, site visits, meetings with the owner, or any other unforeseen expenses unless listed in Section 2. Fee Breakdown. Any such items, if required, will be charged on a time-and-expense basis at our current rate schedule.

Penalty/Bonus Condition:

This proposal is made on the understanding that we will not be entering into an agreement with the client that includes a penalty/bonus condition dependent on the outcome of the bid. Should such a clause be required, we reserve the right to modify our proposal or possibly withdraw from the project.

Additional Insured:

Any requirements to name additional insureds on our insurance policies may be subject to additional fees should fees be added to our policy by our carrier.

Payment Terms:

Payment shall be made within (45) days of invoice date. Delayed payment beyond that period is subject to a 1.5% fee per month.

Expiration Date:

This fee proposal is valid for (6) months from the date of issue. HMS Inc. reserves the right to adjust the fee to incorporate the current years rates after the (6) month period.

Change in Scope:

Should the project scope or format change, HMS Inc. reserves the right to modify this proposal. Written approval for work on increased scope items prior to proceeding with additional work will be required.

Notice to Proceed:

Designer/owner will provide written notice to proceed. Delivery of documents is not considered a notice to proceed.

Prepared By:

Kent Gamble, Principal
KG/as

4103 Minnesota Drive
Anchorage, AK 99503

P: 907.561.1653
F: 907.562.0420

mail@hmsalaska.com

DATE
1/15/2021
FEE PROPOSAL NO.
P21-01-09 (Rev. 2)
HMS PROJECT NO.
N/A

FEE BREAKDOWN
(2020 SCHEDULE OF RATES)

Project: Nome Public Schools
18-Unit Apartment Building
Location: Nome, Alaska

A/E Firm: Bettisworth North
Prepared By: Kent Gamble, Principal

Discipline	*Rate*		*Hours*		*Subtotal*	*Total Hours*	*Total Fee*
35% Design Estimate:							
Estimator V	165.00	x	2	=	330.00		
Estimator IV	144.00	x	25	=	3,600.00		
Estimator III	134.00	x	21	=	2,814.00		
Estimator II	115.00	x	21	=	2,415.00		
Estimator I	77.00	x	16	=	1,232.00		
Office Support II	77.00	x	5	=	385.00		
Office Support I	58.00	x	3	=	174.00		
Total 35% Design Estimate:						93 Hours	$ 10,950.00
95% Design Estimate:							
Estimator V	165.00	x	2	=	330.00		
Estimator IV	144.00	x	29	=	4,176.00		
Estimator III	134.00	x	24	=	3,216.00		
Estimator II	115.00	x	24	=	2,760.00		
Estimator I	77.00	x	21	=	1,617.00		
Office Support II	77.00	x	5	=	385.00		
Office Support I	58.00	x	3	=	174.00		
Total 95% Design Estimate:						108 Hours	$ 12,658.00
TOTAL:						**201 Hours**	**$ 23,608.00**