

Re: Saucon Valley School District Master Plan Update and Athletic Facilities  
**Revised: November 5, 2009**

Dear Dr. Fellin:

Based on our discussion of October 7, 2009 and subsequent emails regarding the district's tennis court complex, The Architectural Studio is pleased to submit this revised proposal to provide a series of planning studies, schematic designs and construction documents to the Saucon Valley School District.

This work would address the following items:

- A. Update of 2008 District-wide Facilities Study. As required by PDE for any Plancon project undertaken after March 2010, we would look at enrollment projections, changes to educational programs (desired or all ready implemented), changes in facilities since the last plan, etc. We would also revise and update all 2008 cost estimates.
- B. Reconfiguration of athletic fields. This would include all items outlined in our September 17, 2009 email to you.
- C. Prepare schematic designs for renovations and/or additions to the field house/stadium, including a detailed look at existing conditions and spatial needs for a wrestling room; visitor locker room(s); larger ADA-accessible restrooms; concession stand areas; trainer and officials' room(s); locker rooms; storage; fire protection and exits; renovation of mechanical systems; visitors bleachers; etc. The intent would be to develop actual schematic floor plans showing how any or all of these items could be addressed and how they impact on each other. This work would also include development of cost estimates for an individual and/or a series of projects, with phasing considerations, etc.
- D. Prepare schematic plans and related cost estimates to modify any or all of the above items based upon any or all of the following contingencies:
  - The district purchases adjacent property;
  - The district relocates the current maintenance garage and/or tennis courts and/or bus parking, etc.
  - The district reconfigures or develops athletic fields on locations not included in the study proposed in our September 17, 2009 email.

These schematic documents would include all aspects of the Section 3.2, "Schematic Design Phase Services" included in AIA Document B101-2007, *Standard Form of Agreement between Owner and Architect* (as previously sent to you).

- E. Provide complete architectural services to repair the district's tennis court complex surface and sub-surface as needed. Work will begin with an investigation to determine the potential causes of recurring surface problems, and develop appropriate solutions. Once the district approves recommended remediation methods, The Architectural Studio will prepare complete Contract Documents as needed for a public bidding process, and will provide Construction Contract Administration services as per an AIA Owner Architect Agreement (similar to the recent such Agreement between the district and TAS).**

**Please note that our services do not include any soil or subsurface testing that may be required, or site approvals by the Soil Conservation District or other government agencies, should such approvals be required. (We do not anticipate that they will be.) We will, of course, coordinate such services as needed.**

As noted, much of this proposal includes work that could be part of a standard Owner/Architect Agreement for complete architectural services. However, *we suggest that the contract language be modified so that the services proposed in items B through D above would be terminated at a certain point unless the school district takes action to continue them.* This is the reverse of the standard agreement, in which the architect's services continue unless the district takes action to discontinue it. There are several advantages to this approach:

- It requires an active review of the architect's various proposals, so that the project will move forward only after full public discussion of all possibilities.
- It gives the district the opportunity to halt or modify the project based upon new information, changing economic or enrollment considerations, etc.
- If the work proceeds simply as another planning study, the district may or may not receive a credit for its costs should it subsequently enter into a full services agreement for any portion of the initial work. As explained in more detail below, this proposal allows the district to receive full credit for fees paid on any aspects of the work that would eventually become part of a full services agreement.

With regard to The Architectural Studio's fee to provide the above services, we propose the following:

1. The fee for Basic Services for items A through D above would be *the lesser of*:
  - a) The time and materials cost for The Architectural Studio and its consultants to provide the above services based on our standard hourly billing rates, or;

