

Project: Audubon Gentilly
Auditorium Classroom Conversion
4720 Painters Street
New Orleans, LA 70122

February 18, 2024

Subject: Bids Bonds and Contracts-
Letter of Proposal
Project Number 12356

Ms. Alisa Dupre
Audubon Schools
428 Broadway St
New Orleans, LA 70118

Dear Alisa,

Reference is made to your request that we furnish a fee proposal for architecture and engineering services for the above captioned project.

We understand the scope of work to renovate the existing first floor auditorium space into 4 classrooms to create the new Arts- courtyard collaborative environment for dance, music, art, and French language classes.

Our current preliminary estimate of cost is \$585,833. We propose therefore for architectural and engineering services to utilize the state fee formula with a renovation factor of 1.10 and a modification factor 1.10, therefore providing a fee of 10.1893% of construction cost, or \$59,162. This fee would remain fixed as long as the scope of the project remained consistent with the original scope, and the construction bids were close to estimate. If significant adjustments to scope are made, we would reserve the right to propose additional services.

We anticipate reimbursable expenses not to exceed \$3,000, which shall be invoiced at cost x 1.1 and could include:

1. Reproduction of drawings as requested by the Owner
2. Postage and Handling of drawings, specifications, reproductions
3. Permit fees, such as any small State Fire Marshal Fees.
4. Travel to the jobsite with milage costs.

Fee Summary

Architectural& Engineering fees	\$59,162
Reimbursable Expenses	\$ 3,000

Fee total	\$62,162
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*to be adjusted if the scope of work changes

A/E Design Progress will be billed as follows:

Schematic Design	15%
Design Development	20%
Construction Documents	35%
Bidding	05%
Construction Administration	25%

Should Services be required beyond the above Basic Scope of Services, the Architect shall prepare a proposal for Additional Services to be submitted to the Owner prior to any additional work being accomplished. These may include any proposed survey, testing, or other specialized services not explicitly included above.

Mathes Brierre Architects is not responsible for any testing, including licensed surveys, geotechnical testing, or environmental testing. MBA assumes no responsibility for the accuracy of testing results information or services and shall not be liable for errors or omissions therein. Should MBA be required to provide services in obtaining or coordinating compilation of this information, such services shall be charged as Additional Services.

Project Schedule

The owner requires completion of the project for the Fall of 2024 school year. A proposed project schedule is as follows:

Contract Authorization	January, 2024
Schematic, Design Development, Construction Documents	January-February 2024
Bidding & Permitting	March, 2024
Contract Award	April, 2024
Construction Substantial Completion	Anticipated by August, 2024.

This schedule is also contingent upon Owner's and OPSB review and approval of delivered packages.


Payment Terms

Services will be billed monthly based upon status of completion, or at the completion of intermediate design phases. Accounts are payable net 30 days from the date of invoice from Mathes Brierre Architects office. Unpaid invoices after 30 days shall be subject to prevailing interest rate charges.

Once you have had an opportunity to review the above please affirm your acceptance in writing and sign the AIA Agreement provided.

Should you have any questions about the above, please do not hesitate to contact me.

Sincerely,
MATHES BRIERRE ARCHITECTS


Angela Morton, AIA
Principal

AMM/amm

Enclosures

Project: Audubon Gentilly
Auditorium Classroom Conversion
4720 Painters Street
New Orleans, LA 70122

February 18, 2024
Revised March 11 2024
(Project Management Services)

Subject: Bids Bonds and Contracts-
Letter of Proposal
Project Number 12356

Ms. Alisa Dupre
Audubon Schools
428 Broadway St
New Orleans, LA 70118

Dear Alisa,

Reference is made to your request that we furnish a fee proposal for architecture and engineering services, and *project management* for the above captioned project.

We understand the scope of work to renovate the existing first floor auditorium space into 4 classrooms to create the new Arts- courtyard collaborative environment for dance, music, art, and French language classes.

Our current preliminary estimate of cost is \$585,833. We propose therefore for architectural and engineering services to utilize the state fee formula with a renovation factor of 1.10 and a modification factor 1.10, therefore providing a fee of 10.1893% of construction cost, or \$59,162. This fee would remain fixed as long as the scope of the project remained consistent with the original scope, and the construction bids were close to estimate. If significant adjustments to scope are made, we would reserve the right to propose additional services.

For project management services, we understand the services to include providing and coordinating with OPSB the following:

1. Completing the facility alterations request.
2. Provide the Architectural contract.
3. Provide advertisement to bid and solicit bids per public bidding laws.
4. Provide a bid tabulation.
5. Provide POs or construction contracts, and copies of permits and inspection reports.
6. Provide certified pay applications/ and contractor invoices.
7. Provide monthly update report to OPSB.
8. Monthly reporting as necessary on project progress to OPSB.

We shall submit all of these documents through the Omnibus sharepoint links, and coordinate with OPSB Facilities & Operations Personnel assigned to the project. We will also provide reporting to the Audubon Schools Facilities group and Board as necessary (to include quarterly board meeting attendance) on the progress of the project and provide a budget update summary. We will also provide coordination with Audubon regarding any onsite movement of furniture or equipment related to this work.

We will provide these project management services for a fee of 9% of the current cost of construction, or \$52,650 This fee will remain fixed provided the total project duration and reporting period does not exceed

5 months. It is anticipated this fee will be billed in monthly installments. Should this timeframe extend, we will provide an updated fee schedule based on a monthly expenditure.

We anticipate reimbursable expenses not to exceed \$3,000, which shall be invoiced at cost x 1.1 and could include:

1. Reproduction of drawings as requested by the Owner
2. Postage and Handling of drawings, specifications, reproductions
3. Permit fees, such as any small State Fire Marshal Fees.
4. Travel to the jobsite with mileage costs.

Fee Summary

Architectural& Engineering fees	\$59,162
Project Management Fees	\$52,650 Hourly NTE
Reimbursable Expenses	\$ 3,000

Fee total **\$114,812**

*to be adjusted if the scope of work changes

A/E Design Progress will be billed as follows:

Schematic Design	15%
Design Development	20%
Construction Documents	35%
Bidding	05%
Construction Administration	25%

Should Services be required beyond the above Basic Scope of Services, the Architect shall prepare a proposal for Additional Services to be submitted to the Owner prior to any additional work being accomplished. These may include any proposed survey, testing, or other specialized services not explicitly included above.

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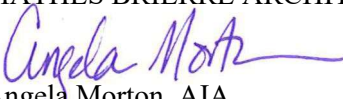
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Sincerely,
MATHES BRIERRE ARCHITECTS


Angela Morton, AIA
Principal

AMM/amm

Enclosures

MATHES BRIERRE RATE TABLE ATTACHMENT 2023

Our proposed rate table is as follows:

Principal-in-Charge	\$280.00
Principal, Studio Manager	\$180.00
Senior Project Architect	\$130.00
Architect/Project Designer	\$115.00
Architectural Associate II	\$85.00
Architectural Associate I	\$65.00
Interior Designer	\$100.00
Interior Designer II	\$85.00
Interior Designer Associate	\$65.00
Landscape Architect/Studio Manager	\$140.00
Landscape Architect	\$115.00
Specification Writer	\$160.00
Estimator/Inspector	\$120.00
Project Administration	\$70.00

MATpES BRIERRE RATE TABLE ATTACHMENT 2023

Our proposed rate table is as follows:

Principal-in-Charge	\$280.00
Principal, Studio Manager	\$180.00
Senior Project Architect	\$130.00
Architect/Project Designer	\$115.00
Architectural Associate II	\$85.00
Architectural Associate I	\$65.00
Interior Designer	\$100.00
Interior Designer II	\$85.00
Interior Designer Associate	\$65.00
Landscape Architect/Studio Manager	\$140.00
Landscape Architect	\$115.00
Specification Writer	\$160.00
Estimator/Inspector	\$120.00
Project Administration	\$70.00

EXHIBIT "B"
2023

COMPUTATION OF FEE

PROJECT No.: 12356 PART:

PROJECT NAME: Audubon Gentilly Auditorium Classrooms

FUNDS AVAILABLE FOR CONSTRUCTION (AFC) =

FEE COMPUTATION:

FEE % for calculation = $\frac{46.10}{\text{Log}(\text{AFC}(1975 \text{ BCI}/\text{Current BCI}))}$ = 9.2347%

RENOVATION FACTOR (RF) = 1.100

MODIFICATION FACTOR (MF) = 1.100

FEE = FEE % (AFC(1975 BCI/Current BCI)(Current CPI/1975 CPI)(RF)(MF) =
= \$ **59,692.00**

FEE as a percentage of AFC: 10.1893%

<u>INDICES:</u>		BCI	CPI
1975		1306	53.8
Current	2023	7792	292.7

Professional Liability Insurance Coverage shall be in the amount required by the following schedule or otherwise indicated. No deductible shall be in excess of 5% of the amount of the policy. The prime Designer shall be fully responsible to the Owner for his associates and his professional consultant's work. Responsibility for professional liability coverage for the total project design (including all professional consultants) rests with the prime Designer.

\$585,833

(1-1.25)

(.85-1.15)- Complexity

Unless
designer
responsibility
rests solely

Mathes Brierre

ARCHITECTS

Audubon Gentilly Auditorium Renovations

MBA # 12356

3000 SF

1/31/2024

<i>Divisional Description</i>	<i>Subtotal Cost</i>	<i>Cost/TSF</i>	<i>Percent of Total</i>
DIVISION 1 - GENERAL REQUIREMENTS	\$41,240.00	\$13.75	7.32%
DIVISION 2 - DEMOLITION / SITEWORK	\$21,000.00	\$7.00	3.73%
DIVISION 3 - CONCRETE	\$0.00	\$0.00	0.00%
DIVISION 4 - MASONRY	\$0.00	\$0.00	0.00%
DIVISION 5- STEEL	\$0.00	\$0.00	0.00%
DIVISION 6 - CARPENTRY	\$0.00	\$0.00	0.00%
DIVISION 7- THERMAL & MOISTURE PROTECTION	\$0.00	\$0.00	0.00%
DIVISION 8 - DOORS AND WINDOWS	\$9,100.00	\$3.03	1.62%
DIVISION 9 - FINISHES	\$136,776.50	\$45.59	24.28%
DIVISION 10 - SPECIALTIES	\$6,300.00	\$2.10	1.12%
DIVISION 12 - FURNISHINGS	\$0.00	\$0.00	0.00%
DIVISION 14 - CONVEYING DEVICES	\$0.00	\$0.00	0.00%
DIVISION 15 - MECHANICAL	\$210,000.00	\$70.00	37.28%
DIVISION 16 - ELECTRICAL	\$102,000.00	\$34.00	18.11%
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	\$526,416.50	\$175.47	93.45%
Insurance	\$3,500.00	\$1.17	0.62%
Builders Risk	\$1,500.00	\$0.50	0.27%
Payment Performance Bond	\$0.00	\$0.00	0.00%
OH&P 6%	\$31,884.99	\$10.63	5.66%
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	\$563,301.49	\$187.77	100.00%
CONTINGENCY 4%	<hr/>		
	\$ 22,532.06		
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	\$585,833.55		