

August 10, 2005

Mike Wildgen, City Manager
City of Lawrence
6 East Sixth Street / P.O. Box 708
Lawrence, Kansas 66044-0708

RE: Lawrence Carnegie Library Building Renovation Phase 2
GLPM Project No. 04039

Dear Mike,

We are pleased that the city is preparing to move ahead with renovations that will allow the historic library building to again become an active place. Based on our current understanding of the process, what follows is our proposed scope of services. All of the basic services will be as defined in the AIA B-141 document, "Standard Form of Agreement Between Owner and Architect."

Schematic Design Phase. Using the conceptual plans we developed last year, and with further consultation with the city's designated representatives, GLPM will produce schematic design documents, including an estimate of probable costs. The attached plans reflect the work done last year, our preliminary discussion with the State Historical Preservation Office, and the objective of achieving a design that is adaptable to future user groups. We anticipate that this plan, which places a new elevator and restrooms in an addition outside the north wall of the existing building, will be the basis for the schematic design.

Most elements of the proposed design are required to: meet accessibility standards; address building code deficiencies; provide functional mechanical and electrical systems; and return interior finishes to a usable level. Changes to room layouts are kept to a minimum, maintaining the configuration of historically significant rooms.

As an additional service during the schematic phase, we recommend that we meet and review the proposed design with the State Historic Preservation Office and with the city's Historic Preservation Planner. Meetings at this phase will be to obtain general guidance on the design as it relates to the Secretary of the Interior's Standards for work on listed properties.

Design Development Phase. Basic services during this phase will be as defined in the AIA contract.

As an additional service during this phase, discussions with the SHPO will continue, and will focus on an application for a Heritage Trust Fund Grant, which offers funding of \$5000 to \$90,000 for recipient projects.

Construction Documents Phase. Basic services during this phase will be as defined in the AIA contract.

As an additional service during this phase, GLPM will complete applications for both the Heritage Trust Fund Grant program and the State Rehabilitation Tax Credit, with which we are familiar from the previous Stabilization project.

Bidding and Construction Administration. Basic services during these phases will be as defined in the AIA contract.

Additional services will consist of documenting the work as required by the SHPO for the grant and tax credit programs.

In 2002, we estimated the cost of a scope of work similar to the attached plan at \$862,000. Escalating for inflation yields a probable cost of \$932,000. we propose to perform basic services for a 7.5% fee, or \$69,900 based on the above estimated construction cost. We would perform additional services for historic preservation-related purposes for a lump sum fee of \$9,000, based on our experience of the labor required to accomplish the outlined tasks.

If the proposal as outlined is acceptable to the city, we will prepare a contract on its basis. The contract will identify the fees associated with each phase of the design work. Thank you for your consideration. We look forward to helping bring this great community asset back to life.

Sincerely,

A handwritten signature in blue ink, appearing to read "Dale P. Glenn", followed by a long horizontal flourish.

Dale P. Glenn, AIA
President

cc: File 04039 - 1