

December 12, 2022

Chris Hauge
School Facilities Engineer and Safety/Security Coordinator
Dorchester County Public Schools
700 Glasgow Street
Cambridge, MD 21613

**RE: Professional Consulting Services
Districtwide Master Planning Services**

Dear Chris,

Hord Coplan Macht (HCM) is pleased to submit to you this fee proposal to provide professional consulting services for the above-referenced District-wide Master Planning Services. Our proposal is based on the information addressed in the RFP, dated November 21, 2022, along with information gathered at the pre-proposal conference on November 29. Our fees are based on the process and schedule we outlined in our RFP response and the in-person interview on December 9th.

PROJECT TEAM

For this project, we have assembled the following team of consultants

Hord Coplan Macht	Architect
David Lever	Education Planning Consultant
Judy Hoskens	Education Planning and Community Engagement

FEES

We propose to provide the necessary planning services for a lump-sum fee of \$128,500.00 inclusive of expenses incurred on behalf of the project.

We can also provide MEP facility assessment services at a conceptual level for an additional allowance of \$14,000. Additionally, should any other consultants be required (civil, food service, traffic and school bus transport, demographics/enrollment projections, detailed facilities assessment), we are happy to provide those with an appropriate adjustment to our fees.

CLARIFICATIONS:

We have developed the above fee based on the following assumptions. Should any of these assumptions change or prove to be inaccurate, we reserve the right to adjust our fees appropriately.

1. HCM will provide all necessary architectural and planning services to complete the district-wide master plan as described.
2. We are not proposing detailed facility assessments for each school. Should this be required or desired, we can work with you to define the scope and identify the necessary consultants and adjust fees accordingly.
3. We assume that DCPS will provide electronic/digital copies of all existing facilities and sites. Our services do not include any surveying, field measuring or verification of existing conditions and dimensions. If requested, we can provide digitizing services with an adjustment of the fee.

4. We assume that DCPS will provide us with accurate enrollment projection information, which we will confirm with the latest information provided by the Maryland Department of Planning. Should more detailed enrollment projections be required based on anticipated housing starts or other information, we will provide those services with an adjustment of fee.

Thank you again for inviting HCM to submit this proposal. Please let us know if you have any questions.

Sincerely

HORD COPLAN MACHT, Inc.

A handwritten signature in black ink, appearing to read 'Peter Winebrenner', followed by a long horizontal line extending to the right.

Peter Winebrenner, AIA
Principal