

Palumbo

Skibinski

CRAWFORD

March 5, 2010

Mr. Ed Poprik
Director of Physical Plant
State College Area School District
313 West Nittany Avenue
State College, PA 16801

RE: Proposal for Programming Services
Memorial Field

Dear Mr. Poprik,

We thank the State College Area School District for selecting Palumbo Skilbinski Crawford to serve as your architect for the Memorial Field Project. We appreciate having been selected and look forward to serving the School District on this important project.

This letter contains a revised scope of work for our initial services on the Memorial Field project and is pursuant to our meeting on March 1, 2010, and follow-up telephone discussion. As discussed, we have revised our project approach to focus on programming and pre-design in order to verify the scope of work for the project prior to the commencement of detailed design.

SCOPE OF SERVICES: We propose to approach the initial phases of the project as follows:

Phase I – Programming

A Program for the project will be developed to assess user needs and to develop a preliminary scope of work for the project. This phase will include the following:

1. Review preliminary project scope developed previously by the School District to serve as a baseline for this effort.

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2. Meet with State College Borough and discuss the following topics:
 - Incorporation of Central Parklet
 - Partial closing of Fraser Street to accommodate reconstruction of the adjacent stadium retaining walls, bleachers and support services.
 - Preliminary discussions on stormwater management - previous studies, potential solution alternatives, Borough participation, fund availability, etc.
3. Meet with District staff and designated users for the programming of the facility to qualify and quantify facility needs, space requirements, amenities, additional seating, etc.
4. Review existing documentation for Memorial Field and the Administration Building.
5. Conduct an engineering and architectural assessment of the Administration Building to confirm and/or supplement existing information.
6. Determine the viability of renovating the Administration Building at a conceptual level to meet the new program requirements. If the Administration Building is not suited to accommodate the new program, its potential demolition and the construction of a new facility shall be evaluated on a square footage basis. Conceptual "order of magnitude" unit costs will be developed for these scenarios.
7. Meet with the District as required during this phase.
8. Summarize our findings and recommendations, including next steps, in a report to the District. Three (3) hard copies and one (1) electronic copy of the report will be provided.

A lump sum fee of Forty Thousand Dollars (\$40,000) is proposed for this phase of work.

Phase II - Pre- Design

If the School District determines that additional study is required to finalize the project's scope, we propose that a Phase II – Pre Design be undertaken.

Based upon an approved Program of Requirements, this phase of work will consist of a Concept Design for Memorial Field and ancillary facilities . This pre-design shall consist of conceptual drawings to test the Program and to further develop an affinity between Program and Budget before the commencement of Schematic Design. Anticipated deliverables in this phase include the following conceptual design documents:

1. Illustrative Site Plan
2. Building Plans and Sections showing the functional relationships and configurations of program components

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3. Building massing in freehand sketch and 'sketch-up' model formats
4. Very Preliminary outline narratives summarizing the nature of and quality of building systems and finishes

Based on these pre-design documents, an order of magnitude cost estimate will be developed for budgeting purposes. This budget will be used as a basis of discussion between the Design Team and the School District to finalize the project scope and Final Program. This final project scope and Program of Requirements shall serve as the basis for detailed design including Schematic Design, Design Development and Construction (Contract) Documentation.

Since the final scope of this phase may vary depending on the Program, we anticipate a lump sum fee range of \$50,000 to \$60,000 to complete this work.

The Design Team and the School District shall mutually agree on the fee and scope of work for this phase before work on Phase II – Pre- Design commences.

ADDITIONAL SERVICES: If required, we will provide Additional Services based on written authorization from the School District to proceed. A detailed proposal for additional services will be provided upon the request of the School District. Potential Additional Services include:

1. Subsequent phases of detailed design including Schematic Design, Design Development, Construction and other Contract Documents.
2. Preparation of color renderings for fund raising purposes.
3. Materials and services associated with such activities as fund raising, marketing, grant applications or community awareness programs including brochures, graphic design services, meetings and representations.
4. Architectural models, computer models and animations.
5. Mass printing of reports – cost for 12 copies of a report to the School District is included in this proposal.
6. Additional travel and accommodation in excess of travel identified below.

EXCLUSIONS: The following scope items are not included in this proposal:

1. surveying
2. geo-technical testing and soils engineering
3. parking and transportation studies
4. economic and market feasibility studies
5. environmental testing and abatement
6. asbestos testing and abatement
7. specialty consultants

ASSUMPTIONS: Our professional design services are proposed in accordance with the following assumptions:

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1. This letter forms the description and scope of services to be incorporated within agreement AIA B727 to be executed between the contracting parties.
2. We shall work closely with State College Area School District staff in the execution of this scope of work.
3. Additional design and specialty engineering consultants are not included in this proposal and if required shall be jointly selected by our office and the District.

SCHEDULE: We anticipate that the Phase I Programming will take approximately six (6) weeks to complete.

HOURLY RATES: The following hourly rates for Palumbo Skibinski Crawford staff will apply for additional services as indicated above if required. Hourly rates will not apply if additional services are provided on a fixed fee basis.

Firm and Staff Member	Role	Hourly Rate
Palumbo Skibinski:		
Tom Skibinski	Principal in Charge	\$145
John Palumbo	Project Manager	\$145
William Jones	Project Architect	\$110
William Byron	Project Architect	\$110
Kenneth Pukita	Structural Engineering	\$115
Joseph Pawell	Electrical Engineering	\$110
Thomas Bathgate	Mechanical Engineering	\$110
Bond Reinhardt	Civil Engineering	\$110
Crawford Architects:		
Stacey Jones	Principal Planner	\$215
David Murphy	Principal Designer	\$215
David Miller	Programming	\$170
Joe Corvaia	Project Architect	\$130
Deidre Brady	Interior Designer	\$130

EXPENSES: Expenses are included in this proposal including in house printing, three (3) hard copies and one (1) electronic copy of the report as stated above, long distance communication, shipping and postage plus travel and accommodation as indicated below.

1. *All costs associated with two (2) meetings in State College between our office and the District (1 over night stay per visit maximum)*

Direct costs, if any, such as artist renderings, reprographics, models and fees will be invoiced as incurred under the provision of 'Additional Services' summarized above.

Additional meetings and travel to State College or to other destinations above the anticipated trips summarized above shall be billed on a reimbursable basis. Labor associated with these trips shall also be billed in accordance with the hourly rates stated above unless a fixed fee agreement for additional services is in place beforehand.

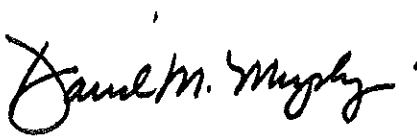
PAYMENTS: Payments for professional services rendered plus reimbursable expenses shall be made to our office upon presentation of our monthly invoices to the District. Invoices will be based on a percent complete basis of contracted fixed fee plus any reimbursable expenses incurred to date. Payment to our office shall be made within 30 days of receipt of invoice.

COPYRIGHT: We shall maintain all copyright and intellectual property rights of any design or proprietary materials produced for the project. We shall grant to the District an exclusive license to use any design and proprietary materials for the promotion of the project once the terms of this proposal letter are fully met including the payment of all fees, direct costs and expenses incurred by our office for the project.

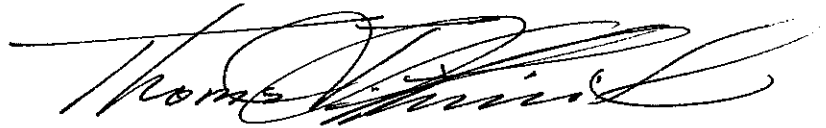
Our intellectual property rights may not be transferred to another designer, planner, engineer, architect, project manager or developer without the written permission of our office (s).

Sincerely,

Palumbo Skibinski Crawford



David M. Murphy, AIA



Thomas J. Skibinski, PE