

12-13-16  
#12

November 28, 2016

Canon Moss Brygger Architects  
302 Jones Street, Suite 200  
Sioux City, Iowa 51101

Attn: Brian Crichton

Re: Woodbury County Law Enforcement Center  
Request for Additional Services (Telecommunications Design Services)  
Alvine No. 2016 5357 (Task 802)

Dear Brian:

Alvine Engineering appreciates the opportunity to present this proposal for additional professional telecommunications engineering services for the Woodbury County Law Enforcement Center project.

**Project Description**

This project consists of a partial remodel of the existing facility in Sioux City, Iowa. An existing telecommunications space will be removed as part of the remodel which will likely affect service to the untouched spaces in the building. A new dedicated space for terminations and equipment will be evaluated and designed to serve the remodeled spaces and to re-serve existing spaces affected by the removal of the existing room.

**Basic Telecommunications Design Services**

Alvine Engineering proposes to provide the following basic telecommunications design services:

1. Telecommunications structured cabling (voice and data):
  - A. Coordinate the project requirements with the Owner for service to remodeled areas and maintaining continuity of service to existing spaces in the building.
  - B. Coordinate the location of new telecommunications rooms with the design team.
  - C. Design telecommunications systems space, including equipment for termination and mounting of the Owner's network electronics.
  - D. Design voice and data backbone and horizontal cable to telecommunications rooms and work area outlets in the remodeled areas of the building, including wireless access points and IP-based video surveillance cameras.
  - E. Identify and coordinate wireless access points and video surveillance camera locations with the Owner.
2. Add rough-ins (including conduit, sleeves, cable tray, and back boxes) to the base electrical design drawings.

**Construction Administration Services**

As a part of this proposal, Alvine Engineering will provide the following construction administration services:

1. Prepare addenda.
2. Review shop drawings and substitution requests.
3. Prepare a final punch list.
4. Review close-out documents.

**Trips/Meetings**

The following trips/meetings are included as a part of this proposal:

1. Attend a pre-design coordination meeting with the Owner to determine project requirements and phasing.
2. Attend a final design review meeting in Sioux City, Iowa.
3. Make one, one-person trip to perform site observation.
4. Make one, one-person trip during construction to perform an above-ceiling punch list.
5. Make one, one-person trip during construction to perform the final punch list.

**Services Excluded**

The following services are excluded:

1. Telecommunications RFP documents.
2. Opinion of probable cost.
3. Phone system analysis/design.
4. Network electronics design, including switches, routers, and wireless access points.
5. Service provider/carrier negotiations.
6. Electronic video surveillance, access control, and intrusion detection system design.
7. Audiovisual system design.

**Information/Services Provided by Architect to Alvine Engineering**

The following information/services shall be provided to Alvine Engineering by the Architect:

1. Applicable technology standards documentation.

**Deliverables**

Alvine Engineering will provide the following project deliverables:

1. 100% design review documents.
2. Construction contract documents, including drawings and technical specifications for use in procuring competitive bids for the telecommunications scope.

**Fees for Services**

Based on the scope of work described above, Alvine Engineering is pleased to offer the proposed professional services for a lump sum fee of \$9,400.00 (Nine Thousand Four Hundred Dollars).

**Direct and Reimbursable Expenses**

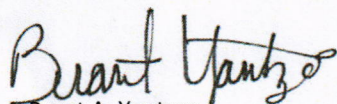
Direct and reimbursable expenses are billed at cost and are in addition to compensation for basic and additional services. Reimbursable expenses include all travel-related expenses and reproduction and postage and handling of drawings, specifications, and other documents. Reimbursable expenses are not to exceed \$800.00.

**Additional Services**

If additional professional services or work outside the determined scope are required during the course of the project, they will be billed based on negotiations between Alvine Engineering and the Architect. Alvine Engineering will only proceed with additional services if approved in writing.

If you have any questions or comments regarding this proposal, please contact us. If this proposal is acceptable in its present form, please return a signed copy to us for our records. We look forward to working with you on this project.

Sincerely,

  
Brant A. Yantzer  
Chief Operating Officer

PSK/mdg

cc: Alvine Contract File  
Kevin Vander Kolk – Alvine Engineering

ACCEPTED:

  
Name

Chairman  
Title

12-13-16  
Date

Client Purchase Order No. (if applicable)