



DESIGNED ARCHITECTURE
1305 wabash avenue suite i springfield, illinois 62704 c@designed-architecture.com 217-546-5730

November 4, 2009

Macoupin County Board Office
215 South East Street
P.O. Box 535
Carlinville, IL 62626

Re: New Macoupin County Animal Control & Adoption Center Building

Dear Mr. Joe Novak:

Per your request, I am pleased to submit the following architectural proposal for the referenced project, based on a bid-build delivery method for approximately a 4,000sf, 1 story pre-engineered wood building.

Description of Services

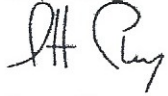
- Prepare a preliminary floor plan and building elevations based on program requirements developed during future discussions with the Animal Control Administrator.
- Prepare construction documents based on the preliminary floor plan and building elevations approved by the Macoupin County Board.
- Bidding/Construction documents will include:
 - o Architectural site plan (boundary and existing utility locations, other existing site conditions, and existing site contours to be provided by the County)
 - o Foundation plan and details
 - o Architectural floor plan, reflected ceiling plan, exterior elevations and interior elevations, building sections, room finish and door schedules.
 - o Plumbing floor plan and schedules.
 - o HVAC floor plan and schedules.
 - o Electrical floor plan and schedules.
 - o Specifications
- We will provide Construction Administration services which will include:
 - o Scheduling and attending pre-bid meeting (if desired) and bid opening
 - o Contract preparation between Owner and selected General Contractor
 - o Monthly pay request review
 - o Construction observation for a maximum of 16 hours.
 - o Prepare punch-list and substantial completion documents.
- We will provide the architectural documents required to obtain a building permit from the Illinois Department of Agriculture.
- We will distribute bidding documents to bidders, as directed, and addenda as required.

Basis of Compensation

- We propose to provide the above description of services for a fixed fee of \$23,500.00
- Printing costs will be billed as a direct cost with no mark-up.
- If additional construction observation is requested, we will provide this service for an additional fee of \$75.00/hour
- Site grading and drainage plan is not included in this fee. If required, we can arrange these services to be performed by a civil engineer/land surveyor and will be billed as a direct cost. I would estimate this cost range to be \$2,000-5,000)

Thank you for giving our firm the opportunity to present this proposal. If you find this proposal acceptable and would like us to perform the work described, please sign below and return to me at your earliest convenience. Should you have any questions or concerns, please contact me.

Sincerely,



Scott Cowdrey, architect

Approval signature _____ date _____

State of Illinois

Department of Financial and Professional Regulation Division of Professional Regulation

LICENSE NO.
001.019125

The person, firm or corporation whose name appears on this certificate has complied with the provisions of the Illinois Statutes and/or rules and regulations and is hereby authorized to engage in the activity as indicated below.

EXPIRES:
11/30/2010

LICENSED ARCHITECT

SCOTT W COWDREY
29339 E 2ND RD
FARMERSVILLE, IL 62533



MICHAEL F. McRAITH
ACTING SECRETARY

DANIEL F. BLUTHARDT
DIRECTOR

The official status of this license can be verified at www.idfpr.com

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State of Illinois

Department of Financial and Professional Regulation Division of Professional Regulation

LICENSE NO.
184.004921

The person, firm or corporation whose name appears on this certificate has complied with the provisions of the Illinois Statutes and/or rules and regulations and is hereby authorized to engage in the activity as indicated below.

EXPIRES:
04/30/2011

PROFESSIONAL DESIGN FIRM
ARCHITECT
CORPORATION

DESIGNED ARCHITECTURE INC
1305 WABASH AVE
SPRINGFIELD, IL 62704



MICHAEL F. McRAITH
ACTING SECRETARY

DANIEL F. BLUTHARDT
DIRECTOR

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