



208 East State Street
P.O. Box 826
Mason City, IA 50401
641-423-4784 Fax 641-423-9244

September 10, 2024

Jay Jurrens
Superintendent
New Hampton Community Schools
710 West Main Street
New Hampton, Iowa 50659

SUBJECT: New Hampton Community Schools
Weight Room Addition - Preliminary Design Proposal

Dear Mr. Jurrens,

Thank you for contacting Brian Tenge of Henkel Construction regarding the weight room addition that you would like to build. This letter is intended to serve as a preliminary (schematic) design proposal and agreement. In the following paragraphs, I will outline our understanding of the project scope, the services we are to provide, and our proposed fee.

UNDERSTANDING OF PROJECT SCOPE

New Hampton Community Schools would like to explore the addition of a weight room on the southwest portion of the current school as indicated in the attached illustration that you provided. This addition will be somewhere between 4,300 and 4,800 square feet.

PRELIMINARY DESIGN SERVICES

The following preliminary design services will be provided by Accord Architecture:

- Two (2) schematic design meetings with school administration team
- Exploration of at least one design option
- Production of the following schematic drawings:
 - Draw portion of existing school where new addition will attach to
 - New Floor Plan
 - Exterior elevations
 - Two (2) color 3D images of the exterior and one (1) interior 3D for visualization
 - Preliminary/basic interior information as needed for preparation of cost opinion
 - Preliminary code review
- Estimating by Henkel Construction

Excluded from this proposal at this time are the following services:

- Design Development Phase Services
- Construction/Bidding Documents
- Structural engineering
- Mechanical and electrical (MEP) systems design
- Bidding assistance
- Construction Administration services
- Site survey
- Geotechnical (soil) report
- Hazardous material analysis or abatement, such as asbestos, mold or lead
- Any services not specifically stated as included above

PROPOSED DESIGN FEE

Accord will provide the preliminary (schematic) services outlined as included in this letter for a lump sum fee equal to \$7,200.00. Should you move forward into the next phases of design and beyond (Design Development, Construction Documents, Bidding, and Construction Administration) after seeing the preliminary design cost opinion, we would provide a remaining design fee proposal for your consideration.

Please note that we are not engaging with consulting engineers during this preliminary phase. If you agree with the terms outlined in this letter, please indicate your acceptance on the line provided below and email it back to me. Thank you for the opportunity to provide design services to New Hampton Community Schools.

Sincerely,

ACCORD ARCHITECTURE COMPANY

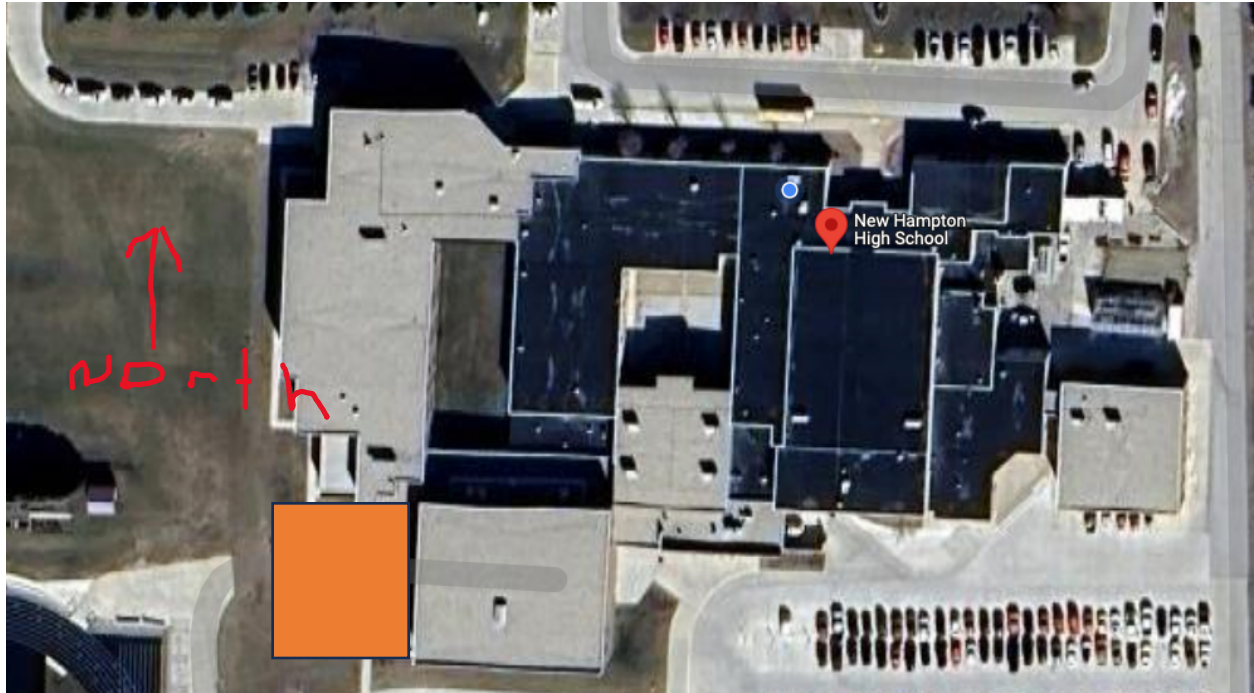
By 

Scott T. Blum, AIA, LEED AP
President

ACCEPTED:

By _____

Date _____



Where the orange block is the area we are thinking for the addition. This is on the west side of our new competition gym. When we built the competition gym we had them do the dirt work in this area in anticipation of some type of facility here.

We want the west side to be mostly if not all windows to look out over our football fields. Below is an example of the intended layout we are looking at. A lot of windows on the south side would be wanted as well.



IT'S A GREAT DAY TO BE A CHICKASAW