



April 15<sup>th</sup>, 2022

City of Aurora  
44 E. Downer Pl  
Aurora, IL 60507  
Attn: Jim Birchall

**RE: Aurora 5<sup>th</sup> Floor Media Center**

Dear Mr. Birchall

F.H. Paschen has visited the project site with the City of Aurora and agreed to the following scope of work. We are pleased to present the following scope of work for your review.

**Demolition**

- Remove and dispose of existing floor finishes as required.
- Remove and dispose of existing wall base as required.
- Remove and dispose of existing drywall partition wall between rooms 507 & 508 as indicated.
- Remove and dispose of ceiling grid and tile as indicated.
- Remove and dispose of existing door, frame, and hardware as indicated.
- Remove and dispose of existing HVAC units and all associated duct/duct accessories as indicated.
- Remove and dispose of existing electrical items as indicated.

**HVAC**

- Furnish and install new ductwork as required.
- Furnish and install new Trane/Mitsubishi 2.5 Ton, ductless split heat pump.
- Furnish and install all required refrigerant and drain lines as required.
- Furnish and install new roof curb and portal.
- Seal new roof curb and portal, watertight.
- Provide start-up and balancing as required.

**Electrical**

- Cut and make safe all required electrical components.
- Furnish and install new conduit and wiring as required to install new lighting as indicated.
- Furnish and install new lighting controls as required.
- Furnish and install new occupancy sensors as required.
- Furnish and install new emergency lighting as required.
- Furnish and install new exit signs as required.
- Furnish and install new conduit, wire mold, and wiring to provide new receptacles as required.
- Furnish and install all wiring associated with Fire Alarm adjustments as needed.



- Furnish and install new conduit stubs, pull-strings, and junction boxes for low-voltage as required.
- Furnish and install conduit and wiring for floor junction boxes as required.
- Furnish and install all electrical wiring, conduit, and disconnect to rooftop HVAC unit.

### **Sprinkler**

- Add/relocate all sprinklers (up to 5) in new ceilings with flexible metal hose.
- Provide shop drawings as required.
- Provide fire extinguishers as required.

### **Carpentry**

- Furnish and install all metal/treated studs as required to build all new walls indicated.
- Furnish and install all R-11 batt insulation as indicated.
- Furnish and install all new gypsum board as required to cover new walls as indicated.
- Furnish and install all new ceiling grid throughout entire space as specified.
- Furnish and install new 2x2 ceiling tile throughout as specified.

### **DFH**

- Furnish and install 1 (one) new hollow metal frame as indicated.
- Furnish and install 1 (one) new flush wood door as indicated.
- Furnish and install new lockset as indicated.

### **Flooring**

- Provide minor floor prep as required.
- Furnish and install commercial tack strip throughout as required.
- Furnish and install CPT-1 throughout as indicated.
- Furnish and install new RB-1 throughout as indicated.
- Furnish and install new RB-2 throughout as indicated.
- Furnish and install new transitions at dissimilar floor coverings as required.

### **Painting**

- Prime all new gypsum walls as required.
- Provide two coats of paint on all new gypsum walls as required.
- Paint all doors and frames as indicated.
- Paint all window trim/casings as indicated.



### Misc.

- Furnish and install new wardrobe as required.
- Provide 1 (one) new lectern as indicated.
- Furnish and install new window shades as indicated.
- Provide a final cleaning.

### Clarifications

- This proposal is based on the drawings provided by Kluber Architects + Engineers dated 07/26/2021 titled “City of Aurora – Fifth Floor Media Center”
- This proposal is based on the specifications provided by Kluber Architects + Engineers title “Project Manual for Fifth Floor Media Center”
- This proposal includes a contingency allowance of \$10,000.00 as indicated.
- This proposal includes a cash allowance of \$5,000.00 as indicated for drapery and track materials.
- This proposal includes an A/V allowance of \$297,424.00 as indicated. This price includes all A/V scope of work as provided by Key Code Media per the City of Aurora’s request.
- FHP assumes no material handling can be performed utilizing the buildings elevator.
- This proposal includes a payment and performance bond.
- This proposal *excludes* painting any ceilings.
- This proposal *excludes* any masonry work.
- This proposal *excludes* any projectors or projector brackets.
- This proposal *excludes* any removal of hazardous materials.
- This proposal *excludes* any abatement.
- This proposal *excludes* any ceiling grid or tile work outside of the contract documents indicated rooms.
- This proposal *excludes* any permits or permit fees.
- This proposal *excludes* any re-working of existing main or branch sprinkler piping.
- This proposal *excludes* any furniture moving.
- This proposal *excludes* any temporary facilities and controls.
- This proposal *excludes* any firestopping unless in rated wall assemblies.
- This proposal is based on normal work hours and excludes any overtime or premium time.
- This proposal includes only the line items described in the above scope.



Please review this information at your earliest possible convenience and advise us as to how you wish to proceed. All required documents will be submitted at your request. If you have any questions or concerns, please do not hesitate to call.

---

City of Aurora

Date

*Mark Holmes*

4/15/2022

---

F.H. Paschen, S.N. Nielsen & Associates, LLC

Date: