



March 22, 2022

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

RE: Aurora 5th Floor Conference Room & Lobby

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.

Scope of Work

- Remove and dispose of existing carpeting as required.
- Remove and dispose of existing ceiling tile and grid as required.
- Remove and dispose of existing vinyl cove base as required.
- Remove and dispose of existing shelf, rod, and brackets from the closet space as required.
- Remove and dispose of existing lights and fixtures as required.
- Furnish and install new shelf, rod, and brackets in the closet space as required.
- Furnish and install ceiling tile and grid as required.
- Furnish and install lights and fixtures as required.
- Prepare, prime, and paint window frames and door frames as required.
- Apply skim coating, sand, and prep floor as required.
- Furnish and install new LVT as required.
- Furnish and install new vinyl cove base as required.
- Furnish and install vinyl transitions as required.
- Furnish and install receptacles, wiring, conduit, and electrical connections as required.

Clarifications

- This proposal *excludes* 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

3/22/2022

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

Date: