

Shenandoah Community School District Board of Directors  
Shenandoah Administrative Board Room  
March 6, 2019 – 9:00 a.m.

Board Agenda

1. Call to Order
2. Roll Call and Determination of Quorum
3. Action Items
  - a. DLR Contract Amendment Window Replacement Project
4. Informational Items  
Next Regular Meeting – March 11, 2019 at 5:00 P.M.
5. Adjournment



Architecture Engineering Planning Interiors

6457 Frances Street, Suite 200  
Omaha, NE 68106

February 27, 2019

Dr. Kerri Nelson  
Superintendent  
Shenandoah Community School District  
304 West Nishna Road  
Shenandoah, Iowa 51601

Re: Project Name: Shenandoah High School Window Replacement  
DLR Group Project No.: 11-16116-10

Dear Kerri:

The purpose of this letter is to request an amendment to our AIA B103 contract between Owner and Architect signed in October of 2016. This will address the following items.

1. High School Window Replacement:

A. Scope: Field work and design for replacement for most of the High School windows, some windows at the MS/Elem, sealant replacement for the control joints at the exterior for the High School. Includes efforts of design and Construction Documents, Bid / Negotiations (including pre-bid conference) and Contract Administration for review of shop drawings, RFI responses, pay application reviews, four (4) on-site observations and one (1) punchlist review, reviewing and processing closeout documents.

B. Compensation: This will be done hourly per the rates and expenses from the contract, not to exceed \$47,700.00 plus expenses without prior authorization.

With your approval of this request, we will prepare an AIA G802 Amendment 001 for your signature. Please let us know if you have any questions.

Sincerely,  
DLR Group

Mike Kros, AIA, LEED AP BD+C  
Principal

Shenandoah Community School District

Signature: \_\_\_\_\_  
Name: \_\_\_\_\_  
Date: \_\_\_\_\_

INIT: MJK  
Encl: Hourly rates (Exhibit B from the Contract)

cc: Vanessa Schutte, AIA



# AIA® Document G802™ – 2017

## Amendment to the Professional Services Agreement

**PROJECT:** *(name and address)*  
11-16116-10  
Shenandoah High School  
Window Replacement

**AGREEMENT INFORMATION:**  
Date: October 5, 2016

**AMENDMENT INFORMATION:**  
Amendment Number: 001

Date: February 27, 2019

**OWNER:** *(name and address)*  
Shenandoah Community School District  
304 West Nisha Road  
Shenandoah, Iowa 51601

**ARCHITECT:** *(name and address)*  
DLR Group inc. (an Iowa Corporation)  
1430 Locust Street, Suite 200  
Des Moines, Iowa 50309

The Owner and Architect amend the Agreement as follows:  
High School Window Replacement:

- Scope: Field work and design for replacement for most of the High School windows, some windows at the MS/Elem, sealant replacement for the control joints at the exterior for the High School. Includes efforts of design and Construction Documents, Bid / Negotiations (including pre-bid conference) and Contract Administration for review of shop drawings, RFI responses, pay application reviews, four (4) on-site observations and one (1) punchlist review, reviewing and processing closeout documents.

The Architect's compensation and schedule shall be adjusted as follows:

Compensation Adjustment:

This will be done hourly per the rates and expenses from the Prime Contract (See Exhibit B - DLR Group Hourly Billing Rates), not to exceed Forty-Seven Thousand Seven Hundred Dollars (\$47,700.00) plus expenses without prior authorization.

Schedule Adjustment:

NA

### SIGNATURES:

DLR Group inc.  
(an Iowa Corporation)

**ARCHITECT** *(Firm name)*

**SIGNATURE**

Michael Kros  
Vice President

**PRINTED NAME AND TITLE**

February 27, 2019

**DATE**

Shenandoah Community  
School District

**OWNER** *(Firm name)*

**SIGNATURE**

Dr. Kerri Nelson  
Superintendent

**PRINTED NAME AND TITLE**

**DATE**



**DLR Group STANDARD HOURLY FEE SCHEDULE**

**BASIC HOURLY CHARGE RATES**

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<b>Discipline Leader</b>	<b>\$235</b>
<b>Senior Professional</b>	<b>\$175</b>
<b>Professional</b>	<b>\$145</b>
<b>Professional Support</b>	<b>\$115</b>
<b>Technical</b>	<b>\$ 90</b>
<b>Clerical</b>	<b>\$ 70</b>

Rates will be reviewed and adjusted annually based on the CPI-L index for that geographic region.