



August 12, 2022

Tony Callendrello  
c/o Town of Mont Exeter  
Exeter, NH  
(603) 512-9174

Re: **Future Needs Assessment - Proposal**  
Exeter Town Hall  
Exeter, NH

Dear Tony,

Thank you for the opportunity to submit this proposal for Exeter's Town Hall. As requested, this is for a *Future Needs Assessment Report*.

- This proposal is based on Arcove's site visit on 7/22/2022 and our phone discussion on 6/09/2022.
- *Future Needs Assessment Report* is to be concurrent with the corollary *Historic Building Conditions Assessment*. Work planned is for a phased project construction delivery over several years. Project team will include Arcove Architects, structural and mep engineers.

### **Proposed Schedule:**

For purposes of this proposal we understand this project schedule to commence upon owner approval with subsequent completion within 12 weeks.

### **Basic Services**

#### **1. Existing Conditions - 3d laser scan for 3d Revit/BIM Model**

3d cloud-point laser scan modeling of existing conditions for interior and exterior, including 1<sup>st</sup> and second floors. Deliverables – BIM Revit model for scaled drawings of floor plans, exterior and interior elevations, building sections and 3d perspectives.

**Laser scanned BIM model **\$9,100****

## **2. Future Needs Assessment Report**

- a. Summary
  - Project team, building location and historic significance, purpose & objectives.
  - Findings and recommendations - description of potential uses and corresponding requirements.
- b. Interior Space Needs Area Program – includes 3 committee meetings.
- c. Proposed Use Conceptual interior floor plan diagrams. Includes 2 committee meetings. Measured CAD plans.
- d. Regulatory improvements  
Analysis of IBC Building Code, Life Safety Code and IECC Energy code with local amendments for proposed uses.
- e. Systems improvements  
Recommended Structural reinforcements and MEP infrastructure upgrades for proposed uses
- f. Conceptual Energy modelling and operational costs analysis
- g. Opinion of Probable Costs - Budget and Phasing Schedule Matrix
  - Conceptual high-low cost ranges
  - Phasing for short, mid and long range plans.

**Future Needs Assessment Report \$ 9,900**

### **Optional Additional Services**

Available on an hourly basis upon owner request:

- Documentation for additional or alternative area programs or building systems.
- Additional meetings or site visits.

Available per separate proposal upon owner request:

- On-site testing such as Geotechnical, hazardous materials, etc.
- Mechanical, electrical, plumbing, or fire protection analysis or schematic narratives.
- Structural engineering review and analysis of concealed conditions through invasive investigations.
- Civil engineering or site design
- CSI Division-based Detailed Cost estimating
- Interior Design of finishes or Furniture, Fixtures & Equipment

Please let us know if this proposal is acceptable to you by signing below. We look forward to working with you on this exciting endeavor.

Very truly yours,



Tracy S. Kozak, AIA; Principal

Signature:

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Print

Name/Date: \_\_\_\_\_  
Exeter Arts & Culture Commission Date

Enclosures:

- *ARCove Terms & Conditions of Agreement, 2022*