

Savini Group, PLLC

October 14, 2024

Chief Charles Moore
Truckee Meadows Fire & Rescue
3663 Barron Way
Reno, Nevada 89511
cmoore@tmfpd.us

RE: Proposal for Construction Management Services for:

**Truckee Meadows Fire Protection District Station 37 Apparatus Bay
Addition Project**

3255 West Hidden Valley Dr., Reno, NV 89502

Dear Chief Moore,

Savini Group, PLLC ("SG") is pleased to provide Truckee Meadows Fire & Rescue ("Owner") this proposal for Construction Management Services applicable for the Station 37 Apparatus Bay Addition Project. This scope will provide construction management services to support you and your staff, as owner, and support the construction of the project. This proposal includes the services that are projected to manage the project through the preconstruction and construction phases.

Project Status Information

The Owner is planning on continuing to construct the following project:

Truckee Meadows Fire Protection District Station 37 Apparatus Bay Addition

Status

Design A/E: TSK Architects

**A/E Scope: Designer of Record for the entire project including
subconsultant team**

Construction Documents:

Conformed drawings dated May 24, 2024

Specifications volume 1 dated July 12, 2024

Specifications volume 2 dated July 12, 2024

Addendum #1 dated August 8, 2024

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**Addendum #2 dated August 12, 2024
TMWA drawings dated August 14, 2024**

Remaining Contract Services:

- **Construction Administration (to be provided by TSK Architects in accordance with their contract)**

Surveying: To be provided by Plenium Builders

Special Inspection, and Testing: CME

Contractor:

Delivery Approach: CMAR

Contractor: Plenium Builders

Construction Start: To be determined

Approach and Required Services

Preconstruction

Reviewing design documents including drawings, specifications, addendums, supplemental instructions, and the geotechnical report, providing preconstruction meeting item recommendations for the meeting agenda, and attending the preconstruction meeting.

Construction Management

Provide construction management services to include daily surveillance, including daily report documentation, to verify contract compliance and required construction practices, submittal review, RFI review, attend OAC meetings, review and provide analysis and recommendations to process the monthly and final pay applications and initial and monthly project schedule reviews.

Schedule

Schedule dates to be verified and hour allocation will be utilized to complete the phases of work.

The following activities are projected:

Award: November 10, 2024

Construction Notice to Proceed (NTP) issued on December 2, 2024

Construction Completion September 1, 2025

Project Duration is 10 months

The proposal request duration is 10 months and this duration is included in the proposal.

Fees

SG is proposing to conduct the scope of work identified, beginning at the start of construction, and concluding 304 calendar days later, on a Time and Materials basis, Not to Exceed (NTE) the following fee: \$138,900 are requested.

Exclusions and Assumptions

SG' role for the project is to provide supplemental project management. The following items have not been incorporated within this proposal or are assumptions, which have been made during the preparation of this proposal:

- Designer will develop, transmit, update, and distribute the following project documents:
 - Project Conformed Plans
 - Addendums
 - Project Conformed Specifications
- Owner will provide printed copies of the plans (1 full size set and one half set of plans and a complete set of specifications).
- Designer will complete construction administration in accordance with their contract, manage their subconsultants, review and process submittals and RFI's, provide project schedule and pay application reviews.
- Owner requested additional services related to Construction Management that is not included as part of this scope of work. Should additional services be required by the Owner, SG will provide an addendum to this scope of work.
- Owner will contract with others as required.

Terms and Conditions

A complete printed set of project plans, geotechnical report, addendum, supplementals, and contract documents will be provided by Truckee Meadows Fire & Rescue.

Work outside the established SCOPE OF WORK can be performed on a time and materials basis in accordance with our current fee schedule. A standard fee schedule is attached and incorporated into this proposal. This proposal is valid for 30 working days from the date of this letter.

SG will send monthly progress billings on this project. The amount of these billings will be based upon the time and materials for the work completed. The terms are 'Due Upon Receipt' and accounts are past due after 45 days. Accounts over 45 days old will

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be subject to interest at the rate of 1 ½% per month and such collection action as may be necessary to collect the account. In addition, a "Stop Work Order" may be issued on past due accounts. In this case, no further work will be performed until the account is brought current.

Thank you for the opportunity to provide you with this proposal, and if you have any questions, please do not hesitate to contact me at (775) 813-0074.

Sincerely,

Rodney Savini, P.E.
Principal
Appendix A- Fee Spreadsheet

Appendix A – Fee Spreadsheet

