

June 17, 2022

Dr. Shawn Greiner, Superintendent
West Lafayette Community School Corporation
1130 North Salisbury Street
West Lafayette, IN 47906-2497

Re: Proposal for Professional Services
Capital Improvement Plan
West Lafayette Community School Corporation
West Lafayette, IN
Project No. 222091.00

Dear Dr. Greiner:

Fanning/Howey Associates, Inc. is pleased to submit our Proposal for Professional Services for the development of your 10 Year Capital Improvement Plan. We will work closely with you and your staff in the development of this plan.

Scope

1. Facilitate a Kick-off Meeting to ensure an understanding of the Scope and expected outcomes for the Capital Improvement Plan. The following will be identified and confirmed:
 - a. Participants including Board, Administration, and Staff.
 - b. Schedule expectations to maximize annual financial capacity.
 - c. Deliverables.
2. Retrieve existing building and site plans as well as pertinent information from previous studies and improvements.
3. Interview key participants to identify:
 - a. Current and projected curricular/co-curricular/extra-curricular programming.
 - b. Facility occupant/user perceptions on the performance of existing facilities and systems and where improvements are needed.
4. Prepare spreadsheet files that are organized by building, and identify components and systems that will require replacement at some point over the next ten years. Key data points include priorities, year that replacement is required, and cost of replacement.
5. Review and refine draft plans, and prepare a final report for presentation to the Board of Education, which will include:
 - a. Executive Summary.
 - b. Documented findings as noted above.
 - c. Plan in spreadsheet format

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Schedule

A Preliminary Major Task Schedule follows. Specific dates and times will be identified at the Kick-Off Meeting.

2022	July	Kick-Off Meeting Data collection Building visitations
	August	Draft Plan
	September	Present to Board of Education

Compensation

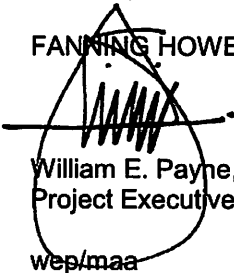
We are pleased to provide these services for a fixed fee of \$18,500.00. We do not anticipate any reimbursable costs.

If this Proposal is acceptable, please print and sign, and return to our office. This document will serve as our Agreement for providing the services outlined herein.

Please let us know if you have any questions, or would like further explanation of any of the above services. We look forward to working with you on this plan and appreciate the opportunity to serve West Lafayette Community School Corporation.

Sincerely,

FANNING HOWEY



William E. Payne, AIA, LEED AP
Project Executive / Principal
wep/maa

WEST LAFAYETTE COMMUNITY SCHOOL CORPORATION ACCEPTANCE

Accepted by: _____
Signature

Name and Title: _____

Date: _____