

# PERKINS+WILL

September 19, 2017

Tod Altenburg  
Chief Business Official  
Oak Park River Forest High School District 200  
201 N Scoville Ave  
Oak Park, IL 60302

**Re: Proposal for: Architectural consulting services**

Dear Tod:

Perkins+Will is pleased to provide you with this professional services proposal for assisting and advising the Imagine OPRF Work Group and Teams in developing facility master planning recommendations for Oak Park and River Forest High School.

**PROJECT UNDERSTANDING**

The District has created a community group, Imagine OPRF, which is charged with the development of long range facility master plan recommendations for the Board of Education through internal investigations of the group and community engagement sessions to evaluate options put forth by the Imagine OPRF Work Group. Perkins+Will understands the District has also engaged a construction manager, ICI, for conceptual cost estimating associated with facility master plan options and is utilizing a community engagement firm, Unicom Arc, for the development of the community engagement process to occur in the winter and spring of 2018.

**PROFESSIONAL SERVICES**

Perkins+Will shall contribute to the Imagine OPRF discussions and provide insight into best practices for long range facility planning, leveraging expertise and experience in current educational trends, lessons learned from other marketplaces, such as the workplace and higher education, and how they are influencing the high school educational environment. We will attend Board meetings, Imagine OPRF Work Group and Teams meetings as required through the submission of recommendations to the Board of Education. To familiarize ourselves with the facilities, we will tour the buildings and grounds in order to gain a firsthand knowledge of the challenges and opportunities. We will review and familiarize ourselves with the existing reports and data available, including existing conditions drawings (Revit preferred or AutoCad), to be provided by OPRF D200.

It is our understanding that Perkins+Will shall produce some sketches and present material as required to the Imagine OPRF Work Group in order to assist the Work Group in developing facility master plan options. We are not, at this time, being requested to produce detailed long range facility master plan diagrams or producing material for presentation at the Community Engagement Sessions. We will be a resource and advisor to the Imagine OPRF Work Group and Teams.

**SCHEDULE**

The Perkins+Will Team will engage with the Imagine OPRF Work Group and Teams at the first opportunity following receipt of approval to proceed and continue through the end of the process with the presentation of the recommended facilities master plan to the Board of Education.

The Facilities Master Plan development and Community Engagement Sessions, can take place during the late winter and spring months of 2018, with final dates to be determined in coordination with the District and Unicom Arc.

The Board of Education review and approval shall occur in June/July 2018 and completion of the effort wrapping up in the summer of 2018.

**PROFESSIONAL SERVICES FEE**

After discussions with District representatives, it is our understanding that an initial budget has been set forth for the Architect to serve in a consulting role to the Imagine OPRF group, with the intent that the Master Plan options and final report will be produced and put forth by the Imagine OPRF Work Group. With this in mind, we have tailored our services described above and our fee to meet the District's current budget. Perkins+Will shall provide the services describe in this letter for a fee of \$21,000.00.

Should the District decide more extensive involvement is desired from Perkins+Will beyond the role describe herein, Perkins+Will is ready, willing and able to provide any additional services the District may desire.

Please do not hesitate to contact me directly at 312.755.4521 or [mark.jolicoeur@perkinswill.com](mailto:mark.jolicoeur@perkinswill.com) if you have any questions or comments. If this proposal meets with your approval, please sign below and return a copy to me. If authorized to proceed, Perkins+Will shall submit monthly invoices for services to date; payment would be expected within 30 days of invoice.

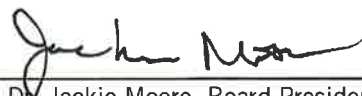
We appreciate the opportunity to provide our professional services with Oak Park and River Forest High School District 200. Thank you for your consideration.

Sincerely,

Approval:



Mark Jolicoeur, AIA Principal  
Perkins+Will



Dr. Jackie Moore, Board President  
Oak Park and River Forest High School  
District 200

CC: Dr. Pruitt-Adams  
Rick Young  
Project File

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