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February 5, 2024

Mike Scott
Interim Fire Chief
Shakopee Fire Department
2700 Vierling Drive E
Shakopee, MN 55379

RE: **PROPOSAL FOR CONSTRUCTION MANAGEMENT – AGENT (CMA) SERVICES**
FIRE STATION #1 INTERIOR REMODEL

Chief Scott,

We would like to thank you for the opportunity to present our comprehensive proposal for preconstruction and construction management services for the Fire Station #1 interior remodel. At Terra Construction, we pride ourselves on being a friendly, creative, and smart team dedicated to providing exceptional service to our clients. With our expertise, attention to detail, and commitment to your vision, we are confident in our ability to deliver outstanding results for your project.

OBJECTIVE:

The objective of our services is to ensure a seamless and successful construction project from its inception to completion. We prioritize thorough planning, accurate cost estimation, and effective project management to minimize risks, optimize efficiency, and exceed your expectations.

PROJECT UNDERSTANDING:

We understand that the intent of this project is to remodel Level 1 to construct resident / dorms and to remodel the office area on Level 2 to include a new conference room, office reconfiguration and finish upgrades. We understand that the project is currently in the predesign phase and the design schedule is as follows:

- Design Phase: February 2024 – March 15, 2024
- Bidding: March 18, 2024 – April 9, 2024
- Construction: May 2024 – September 2024

SCOPE OF SERVICES:

The scope of services included in this proposal are in accordance with the attached draft AIA C132-2019 Standard Form of Agreement between Owner and Construction Manager as Adviser.



21025 Commerce Blvd, Suite 1000 // Rogers, MN 55374

Choosing Terra Construction means gaining a dedicated partner who will work tirelessly to ensure the success of your project. With our friendly approach, creative problem-solving skills, and smart strategies, we are confident in our ability to deliver exceptional results.

We look forward to the opportunity to discuss your project further and demonstrate how our preconstruction and estimating services can add value to your vision. Thank you for considering Terra Construction as your trusted partner.

FEES

Compensation for the preconstruction services as described above, are as outlined below:

Preconstruction Phase Services: **\$3,000** *(per Article 11.1.1 on the attached AIA C132)*

Proposed Construction Services: **3.5%** of the Cost of Work, plus cost of personnel *(per Article 11.1.2 on the attached AIA C132)*

Attached is a draft AIA C132-2009 Standard Form of Agreement Between Owner and Construction Manager as Adviser that includes this information. If the terms and conditions of this draft are acceptable to you, please sign one (1) copy and returning it to me via email at your earliest convenience.

If there are any questions you have, please feel free to contact me directly.

Respectfully,



Ben Newlin
Vice President

Attachment: Draft AIA C132-2009

