

**NEVIN HEDLUND ARCHITECTS, INC.**

30 North Wolf Road, Second Floor  
Hillside, Illinois 60162  
708.771.7117 HedlundArchitects.com

November 16, 2023

Mr. Steve Hinchee  
Superintendent of Planning  
Wheaton Park District  
1000 Manchester Road  
Wheaton, IL 60187

Re: Rice Pool Renovation – Construction Documents  
NHA Design Services Proposal

Dear Mr. Hinchee:

Nevin Hedlund Architects is pleased to submit the following proposal for the Rice Pool renovation project. Following is our understanding of the project:

#### **PROJECT DESCRIPTION**

---

The project includes construction document phase services for the following areas (see attached plans):

1. Modify entrance to allow for check in and direct access to the pool.
2. Allow for flow of people to central check in zone.
3. Modification of the storefront glass.
4. Provide improvements to existing restrooms to facilitate changing (bench, hooks, etc.).
5. Locker room improvements include replacement of changing partitions with solid doors, piano hinges, astragal doors, replace shower partitions with a separate changing area, replace toilet partitions, reduce locker count for additional space.

#### **SCOPE OF WORK**

---

The scope of work for the construction documents includes:

1. Prepare construction documents.
2. Permit Services – Prepare paperwork for permit submittal and respond to permit comments.
3. Construction Administration Services – At the request of the owner, we will attend site meetings, prepare reports and answer RFI's.

**NEVIN HEDLUND ARCHITECTS, INC.**

30 North Wolf Road, Second Floor  
Hillside, Illinois 60162  
708.771.7117 HedlundArchitects.com

**FEE**

Based on the scope of work above, we propose the following fee for design services:

|                               | Contract       |
|-------------------------------|----------------|
| Rice Pool                     | Amount         |
| 1 Construction Documents      | \$3,000        |
| 2 Permit Services             | \$1,850        |
| 3 Construction Administration | (hourly)       |
| Subtotal                      | \$4,850        |
| Reimbursable Budget           | \$200          |
| <b>Subtotal</b>               | <b>\$5,050</b> |

Reimbursables include mileage, parking, printing, and UPS and will be billed at direct cost. Please reply with any questions or comments. Thank you for your consideration.

Sincerely,  
Nevin Hedlund Architects, Inc.

Approved: \_\_\_\_\_

Nevin Hedlund, AIA  
Principal

Date: \_\_\_\_\_

Cc: File











