

**Request for Proposal
Architectural and Engineering Services**

Date: May 9, 2007
To: Mr. David Dammon
Dammon Engineering Inc.
Architects- Engineers
2000 Old Spanish Trail STE. 100
Slidell, LA. 70458
Project: Kangaroo #3988
901 Avenue G
Kentwood, LA 70444

Project Description

The proposed project is for Architectural, Electrical, Plumbing and Mechanical Construction Documents for an interior remodel of a 3,600 sq.ft. convenience store. This proposed project shall be bid to select General Contractors.

Attached for reference is an existing and proposed floor plan, interior elevations, equipment schedule and a Scope of Work.

Architectural

- 1) Consultant shall provide a design / construction document schedule within 1 week from receiving a written notice to proceed from The Pantry Inc..
- 2) Consultant shall prepare complete construction documents and bid packages for the proposed project. The construction document package shall be fully complete with necessary details for construction of the interior remodel. In the event necessary details have been omitted, the architect shall provide required details at no additional cost to the contract. The owner reserves the right to withhold 15% of the total contract amount to cover construction change orders resulting from substantial design errors and/or omissions as agreed by both parties. Change orders resulting from owner revisions will not apply.
- 3) An existing and proposed floor plan has been attached to this Request for Proposal for reference. Consultant shall review the floor plan and revise as necessary to meet proper ADA requirements, Fire Marshall requirements, Health Dept. requirements and other applicable Building Code requirements in effect both locally and nationally.
- 4) The interior general construction shall be per the attached scope of work and drawings.

- 5) Provide interior elevations of the sales area for use by The Pantry Inc. décor firm. Provide interior elevations of workroom locating all wall mounted equipment and openings of items that are new or have been altered in the interior remodel.

Mechanical, Electrical and Plumbing Services

- 1) The Architect shall contract with a Mechanical, Plumbing and Electrical Engineering Firm, with documented convenience store experience, as needed to complete the construction documents.
- 2) Plumbing Consultant shall provide engineered drawings for a complete system with applicable design details. The construction / bid package shall include but not be limited to the following items.
 - Overhead hot / cold piping plan.
 - Equipment schedules and fixture schedules.
- 3) In addition to standard requirements, the plumbing drawings shall reflect owner requested items as outlined in the attached Scope of Work. *Attached Scope of Work to be revised after site visit in early June 2007.*
- 4) Mechanical Consultant shall provide engineered drawings for a complete system with applicable design details.
- 5) Electrical consultant shall provide engineered drawings for a complete electrical system. The design package shall include but not be limited to the following items:
 - Lighting plan w/ luminaire schedule.
 - Building power plan w/ equipment schedule and a schematic of all conduits exiting the building.
 - Riser diagram reflecting the actual panel dimensions and layout.
 - Panel schedules
 - Low-voltage conduit plan
- 6) In addition to standard requirements, the electrical drawings shall reflect owner requested items as outlined in the attached Scope of Work.

Permitting

- 1) Prepare and verify personal submission of all required permit applications. Attend any regulatory agency meetings and respond to any request for information to insure prompt permit review. Including but not limited to:

- Landlord Review
- Building Department Review
- Health Department Review
- Fire Marshall
- Architectural Review Board (If applicable).

Bid and Construction

- 1) Coordinate preparation and distribution of bid documents and specifications for the Project, including but not limited to Architectural Drawings.
- 2) Answer questions asked by the bidders and issue changes in plans as addendums to all bidders. All answers shall be coordinated through The Pantry, Inc.

Proposals are to entail lump sum fee for each section as outlined above. If the project, for any reason, does not reach final construction phase, the consultant will be paid for the percentage of completed work as agreed by both parties.

The architect understands that 100% construction drawings will be required no later than June 29, 2007 for submittal to the building department.

Proposals must be faxed to (919) 775-5486 no later than **4:00 PM on May 17, 2007**
Addressed to:

Dean Waldrop
The Pantry, Inc.
1801 Douglas Drive
Sanford, NC 27330

Thank you,

Dean A. Waldrop
Senior Store Designer
The Pantry, Inc