



January 8, 2016

Mr. Bruce Clement, FACHE  
Chief Operating Officer  
Slidell Memorial Hospital  
1001 Gause Blvd.  
Slidell, LA 70458-2987

RE: Slidell Memorial Hospital  
Women's Imaging Center Lobby/Vestibule

Dear Mr. Clement,

As per your request we are pleased to provide you with this proposal for providing architectural and engineering design and construction administration services in connection with the above-referenced renovation project. Our proposal is based on the scope of work discussed in our previous conversations as well as during meetings with Ben Galloway and consists of the following scopes of work:

Documentation of Existing Conditions

Dammon Engineering will measure and document the existing conditions of all areas within the project scope. This will include documentation within the existing Women's Imaging Center Lobby as well as the parking lot area to be affected. An engineering evaluation of the existing infrastructure systems serving the areas within the project will be performed. The information and documents prepared during this phase will be used in the preparation of the bid package.

Interior Design

Dammon Engineering will provide interior design services as part of basic services. An initial meeting with the affected department will be conducted as necessary to understand their vision and expectation for the project. Appropriate finishes and color pallets will be developed based on the outcome of that initial meeting. A finish board illustrating the final finish selections will be prepared.

Preparation of Bid Package

Dammon Engineering will prepare a comprehensive bid package defining the scope of work required of the contractor. This package will consist of drawings, specifications and the typical contracting requirements of the hospital.

Coordination

The proposed project will include a temporary entrance, site/landscaping design (if required), concrete work, new glass sliding doors, new canopy and new exterior glass and glass enclosure for existing porte cochere. The requirements for the coordination and installation of these items will be included in the Construction Documents.

Dammon Engineering will coordinate the review(s) with the appropriate office/agency for the Louisiana State Fire Marshal Review and IBC Review.

Permitting/Bidding

Dammon Engineering will submit documents to regulatory agencies as required for obtaining approval and/or permits, and will assist SMH throughout the bidding process. (Selected contractor will be responsible for paying permitting fees).

Construction Administration

Dammon Engineering will conduct a pre-construction meeting and attend periodic construction progress meetings. Periodic site observations will be performed at appropriate intervals during the construction phase of the project. Dammon Engineering will review and take appropriate action on submittals and applications made by the contractor. An inspection of the completed work will be made to determine its compliance with the contract documents prior to its final acceptance.

We propose to provide the services outlined above for a fee of 8.5% of the construction cost. Reimbursable expenses, such as printing and plotting costs - in excess of five (5) complete sets of construction documents - and additional expenses incurred at the request of SMH will be invoiced in addition to our fee, at a rate of 1.1 times the actual costs incurred.

Our fee *does not include* the cost of, soils analysis, survey, drainage studies (beyond site drainage plan), wetlands determination, or other engineering studies that may be required by government agencies. Our fee also *does not include* design of the sprinkler or fire alarm systems. These items, if provided by Dammon Engineering, will be billed at a rate of 1.1 times the actual costs incurred.

If selected our fee schedule will be as follows and is based on an estimated construction cost of \$200,000.00:

|                                     |      |             |
|-------------------------------------|------|-------------|
| Program Completion/Schematic Design | 15%  | \$2,550.00  |
| Design Development                  | 15%  | \$2,550.00  |
| Construction Documents              | 30%  | \$5,100.00  |
| Bidding and Contract Phase          | 5%   | \$850.00    |
| Construction Phase                  | 30%  | \$5,100.00  |
| Closeout                            | 5%   | \$850.00    |
|                                     | 100% | \$17,000.00 |

We appreciate the opportunity to provide you with the proposal and we look forward to working with you and your staff on this project. Please indicate your acceptance of the above by signing below. If you have any questions or require any additional information, please feel free to call.

Sincerely,



Chuck Dammon, VP  
Dammon Engineering, Inc.

Accepted: \_\_\_\_\_  
Bruce Clement Date