



November 11, 2015

VIA HAND DELIVERY

(3) Page(s) Inclusive
mayoryukich@homerglen.org

Mayor George Yukich
Village of Homer Glen
14933 S Founders Crossing
Homer Glen, Illinois 60491

Re: Village of Homer Glen - New Village Hall – Furniture Bid Package Design
14240 W. 151st Street Homer Glen, Illinois 60491
Project Authorization (Exhibit A)

Dear Mayor Yukich:

It was a pleasure talking to you about the proposed new Village Hall Furniture Design. Once executed, the Owner authorizes Tria Architecture, Inc. (Architect) to provide professional services for the Project identified herein, which professional services shall be subject to all terms and conditions of the AIA B101-2007, Master Agreement between Owner and Architect, dated September 9, 2015, unless specifically provided otherwise in this Project Authorization.

Location/Description of Project:

14240 W. 151st Street Homer Glen, Illinois 60491
Renovation of the existing Woodbine Golf Course club house into a new Village Hall for the Village of Homer Glen.

Project Size:

Lower Level – 5,640 SF
First Floor – 15,800 SF
Second Floor – 1,825 SF

Scope of Furniture Bid Package Services:

- I. Design a functional and appropriate furniture package for private offices, conference rooms, an employee break room, and open office spaces .
 - A. The Design will include a comprehensive layout of new and existing furniture pieces and equipment to meet the needs of the Village Hall employees and departments.
 - B. The Design will include the selection of appropriate furniture pieces to meet the needs of the employees, position, departments, and office functions.
 - C. The Design will include the selection of appropriate finishes and textiles to create a comfortable, easy to manage, and aesthetically pleasing environment. Consideration of ergonomics and maintenance will be taken.

TRIA ARCHITECTURE

West Suburban Office: 901 McClintock Drive, Suite 100, Burr Ridge, Illinois 60527
South Suburban Office: 1820 Ridge Road, Suite 209, Homewood, Illinois 60430
Company Main: 630.455.4500 Fax: 630.455.4040
www.TriaArchitecture.com

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- D. The designed work will be bid as a separate project to identify the actual cost of the work; and for the board to approve or reject separately.
- II. No design work is included for the lower level or second floor.
- III. No design work is included for the Sheriff's area.

Additional Services Included:

None

Owner Provided Items/Services:

N/A

Potential Additional Services:

N/A

Preliminary Project Schedule:

Issued for Bid – End of January
Approval of Bids – End of February
Substantial Completion – End of April

Architect's Fee:

- 1) A Lump Sum Fee of \$15,850.00.

Hourly Billing Rates:

As per the AIA B101 Agreement

Owner's Construction Budget for the Project:

\$150,000.00

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Please review this project authorization and don't hesitate to contact me if you have any questions or require any additional information. **If this project authorization is acceptable, please execute all of the yellow highlighted areas and send the entire project authorization back to our office.** Tria Architecture and I look forward to your direction and working with you and your associates.

Authorized and Accepted by (Sign / Print):



Owner **GEORGE YUKICH**

Title: _____ **MAYOR**

Date: _____ **11/13/15**

Sincerely,



TRIA ARCHITECTURE, INC.
James A. Petrakos, AIA, LEED AP
Principal Architect

JAP/ng

Attachments: N/A

cc: Trustee Brian Burian, Village of Homer Glen
Nick Graal, Tria Architecture, Inc.
Courtney Ter-Velde, Tria Architecture, Inc.

File Name: 15MRK.111115.HomerGlen.Furniture.PA.docx

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