GENERAL LETTER OF QUALIFICATONS

May 1, 2026

Ivins City
85 N Main
Ivins, UT 847938

Attn: Chuck Gillette

Re: Ivins City Fire Station

Shakespeare ENGINEERING

St. George Office
4241 South River Rd, Ste. B
St. George, UT 84790
385.217.3738

Murray Branch
5784 S. 900 E., Ste. 10
Murray, UT 84121

I am pleased to submit our team's qualifications for mechanical and plumbing design services for the Ivins City Fire Station. Shakespeare Engineering brings extensive experience in public, institutional, and community-focused facilities, with a proven track record of delivering cost-effective, efficient, and constructible system designs.

Our firm is distinguished by a balance of technical precision and responsive service. From detailed coordination to thoughtful system integration, we tailor each design to meet the project's functional needs while supporting the city's budget and long-term operational goals. We prioritize collaboration, ensuring alignment with the architect, construction partners, and city stakeholders throughout every phase of the project.

As Principal, I will lead the overall engineering direction and quality assurance for the project. Laura Brown, PE, our Project Manager, will be your primary day-to-day contact following project kickoff, overseeing workflow, scheduling, and construction support.

We appreciate your consideration and welcome the opportunity to contribute to this important community facility.

Sincerely,
Brad Shakespeare, P.E.
Principal

brad@shakespeare-eng.com
801.613.1419

FIRM OVERVIEW:

Shakespeare Engineering is a forward-thinking mechanical engineering firm specializing in HVAC and plumbing systems. Our team combines technical expertise with a deep understanding of constructability to create high-performing, sustainable building systems.

With offices in Murray and St. George, we are currently licensed in 38 states/districts. We are committed to elevating project outcomes through:

1. Precision mechanical and plumbing design.
2. Strong BIM modeling and coordination expertise.
3. Clear communication and team-first collaboration.

MISSION STATEMENT:

To eliminate the complexities of construction by delivering clarity and confidence from concept through closeout.

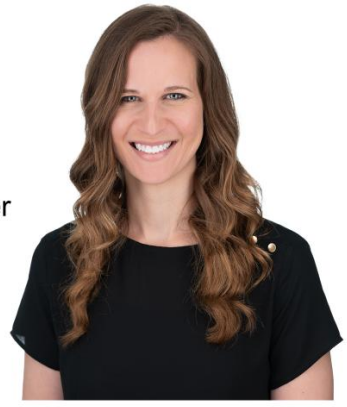
PROJECT TEAM:



Brad Shakespeare, PE
Principal

Brad is a Professional Engineer (PE) licensed in multiple states and a LEED BD+C accredited professional with experience designing a wide variety of HVAC and plumbing systems from large boiler and chiller systems to tenant finish projects. Focused on providing quality, constructible designs to best meet the needs of the client, Brad's experience includes new construction, additions, and remodels. As lead design principal he will be involved in the overall design of the project to ensure the design meets creative, function and cost goals. See more on Brad's LinkedIn profile here.

Laura Brown
Project Manager



With over 12 years of experience in mechanical design, Laura is known for her sharp efficiency, strong technical command, and highly responsive communication style. As a project manager, she has led the engineering of numerous multifamily and residential developments from early programming through construction, maintaining clarity and momentum at every stage. Laura's recent portfolio includes several high-density housing projects requiring disciplined coordination and thoughtful system integration. Her attention to detail and ability to drive timely results make her a valuable leader in delivering projects on schedule and on point. See more on Laura's LinkedIn profile here.

Design Project Experience

Shakespeare Engineering delivers high-performance mechanical and plumbing system designs for new construction, renovations, and additions. Our design approach balances creativity, function, and constructability; producing clear documentation, precise load calculations, and well-coordinated plans tailored to architectural goals and budget constraints. From concept through construction administration, we partner closely with owners, architects, and builders to ensure systems perform as intended and integrate seamlessly into the built environment.

- Fielding Fire Station and Community Center
- Lindon Public Safety Bldg.
- Mapleton Public Safety Bldg.
- Marysvale Fire Station
- Mesquite Fire-Station 1 (BIM)
- Park City Fire District-Station 33













ENGINEERING PROPOSAL

SCOPE OF PROJECT:

The project consists of (1) new 2-story, ~16,700 SF addition/remodel to an existing fire station building located in Ivins City, UT. Design duration estimated up to 6 weeks and Construction duration estimated up to 10 months post design. Anticipated room types include: Apparatus bays, office areas, public/personnel training areas, fitness center, kitchen, rec room, dorms, records room, storage areas, decontamination rooms, and janitorial/utility closets. Anticipated mechanical system: DX Split Heat Pumps and/or packaged gas-fired RTUs. Anticipated Plumbing system: Central gas-fired water heaters.

SCOPE OF MEP:

- Attendance by mechanical engineer at pre-construction design meetings, up to (6) included.
- Spatial coordination of services and equipment with other consultants.
- Perform detailed load calculations for the building to size equipment and distribution services.
- Provide complete design of HVAC systems including ductwork, piping, and associated equipment for the heating, cooling, ventilation, and exhaust systems.
- Provide complete plumbing system design including piping, fixtures, and associated equipment for the water, waste, storm, gas, and vent systems.
- Provide division 22, 23 and 26 sheet specifications.
- Provide signed mechanical COMcheck energy reports.
- Submission of sealed construction documents to AHJ by state licensed professional engineer.
- Respond to any AHJ review comments.
- All construction drawings will be produced with Revit modeling software.
- Review of any contractor generated submittal documents and shop drawings.
- Respond to contractor request for information (RFI).
- Perform pre/post construction site inspection and report, up to (3) included.
- Provide as built record documents in PDF format per contractor provided redlines.
- Site lighting, building exterior/interior lighting, lighting controls, selection of light fixtures, and interior/exterior COMCheck analysis.
- General purpose layout for receptacles to meet the code and owners specific requirements. Branch circuit design for mechanical and owner furnished equipment.
- We assume that the existing electrical service is both adequate in capacity and space to serve new tenant electrical loads. We will provide updated panel schedules, sizing of feeders/branch circuits and revised load calculations. We will require either electrical plans of the shell space or access to the space to perform a field audit of the existing electrical conditions.
- Telecommunications will include rough-in of conduit pathways and device mounting boxes, telephone terminal board and coordination with the local telephone company for service into the building. All cabling, jacks, testing, and terminations shall be provided by others.
- Modification to the existing building fire alarm system to accommodate the new floor plan as required by code.

ASSUMPTIONS & EXCEPTIONS:

- Source capture exhaust and maintenance garage exhaust design included.
- Excludes compressed air system design. (Price upon request.)
- Snowmelt and radiant heat design excluded. (Price upon request.)
- Pre-construction design meetings to be held in Washington County or via video conference.
- If design and construction duration extend beyond indicated estimate, fees may increase.
- This project is to be designed in (1) phase with one (1) bid phase, one (1) construction phase, and one (1) contractor per phase.
- CAD based architectural, structural, electrical, and civil drawings will be provided to us.
- Building envelope performance documents (U-value, SHGC, SC) will be provided to us.
- All plumbing fixtures to be indicated on architectural model and provided to us.
- Domestic water booster pump and sewage lift station design excluded. (Price upon request.)
- Detailed cost estimating is not required.
- Fieldwork to be scheduled in advance at mutually agreed times. A knowledgeable person will be assigned to accompany us while at the facility to provide access to all necessary areas.
- Energy certification programs such as LEED or Energy Star are not included.
- Re-design services are not included and will be billed hourly with written approval.
- Specifications will be drawing sheet type.
- Design to be limited to within 5’-0” of building limits.
- Evaluation of construction contractor bids is excluded.
- Fire Sprinkler, Seismic, and Acoustic designs are excluded.
- Printing and delivery services are excluded.
- Any Reimbursable expenses not included in this proposal will be invoiced at no mark up.
- Added services, not included in current proposal to be invoiced at below hourly rates upon receipt of written authorization to perform work.
- Filling out utility service applications and/or electrical load sheets excluded.
- Fire alarm system design or modification excluded.
- Security system design (i.e. access control, CCTV, intrusion detection) excluded.

Hourly Rates		
Mechanical and Plumbing Engineers		
	Principal	$195.00
	Project Manager	$165.00
	Design Engineer	$125.00
Technicians		
	Revit/CAD Draftsman	$125.00
	Clerical	$65.00

SCHEDULE:

Shakespeare Engineering can complete our design work within the specified time frame. We anticipate the project will have the deliverables as follows:

- Schematic Design (SD): TBD
- Design Development (DD): TBD
- Construction Documents (CD): TBD

FEE:

We propose the following fee:

Mechanical and Plumbing Design:	$19,500
Electrical Design:	$13,500
Source Capture Exhaust Design:	$2,200
Total:	**$35,200**

Add Option 1 (Site Visit):	$450/visit
Add Option 2 (Envelope COM Check):	$800
Add Option 3 (Natural Gas Generator Design):	$300

BILLING PHASES:

Design Phase Billing Percentage	
SD Submission	30%
DD Submission	35%
CD (Permit) Submission	30%
Construction Administration @ Start of Construction	5%

AUTHORIZATION TO PROCEED:

By signing below, I hereby accept this proposal from SHAKESPEARE ENGINEERING as the basis for preparing a consulting contract as indicated above. I also acknowledge and agree to the Terms and Conditions referenced on the following page. If this proposal is not signed and SHAKESPEARE ENGINEERING is instructed to proceed with the work, this proposal will form the basis of the agreement between us, and will automatically incorporate the referenced AIA Agreement. If a separate Agreement is signed for this project, then this proposal letter will automatically be incorporated into the signed Agreement.

Client Signature: _____

Date: _____

Terms and Conditions

1. **Extent of Agreement**
   This Agreement (including all exhibits and attachments) represents the entire and integrated agreement between Client and Shakespeare Engineering (SE) and supersedes all prior negotiations, representations or agreements, either written or oral, with respect to the services covered by this Agreement. No amendment or modification of this Agreement will be effective unless set forth in writing and signed by authorized representatives of both Parties. Work beyond the Scope of Services, and extra work caused by circumstances not the fault of SE, shall be paid as Extra Services on a time-and-materials basis or as otherwise agreed in writing.
2. **Expiration / Inactivity**
   SE may declare this Agreement to be expired if: (a) it does not receive written authorization to proceed within 180 days of the Agreement date; (b) there is no work performed under the Agreement for a continuous period of twelve (12) months; or (c) construction does not commence within twelve (12) months of Shakespeare's release of signed construction documents. If this Agreement is declared expired, SE will negotiate a new Agreement for additional services.
3. **Client Information / Reliance**
   SE may rely upon the accuracy of all information provided by the Client or its authorized representatives and shall have no duty to independently verify such information unless specifically agreed in writing. SE's recommendations are based on available information and are the Consultant's professional judgment.
4. **Limitation of Liability**
   The Client agrees that SE's total liability to the Client for all claims, losses, costs or damages (whether in contract, tort including negligence, strict liability, or otherwise) arising out of, relating to or in connection with the performance of services under this Agreement shall not exceed $1,000,000 per occurrence and $2,000,000 aggregate. For purposes of this Section, liability shall include reasonable attorneys' fees, costs and defense expenses. Parties may negotiate higher limits in writing before commencement of services.
5. **Indemnification**
   To the fullest extent permitted by law, Client agrees to indemnify, defend and hold harmless SE, its officers, directors, employees and consultants from and against claims, liabilities, losses, damages and expenses (including reasonable attorneys' fees and defense costs) arising out of or resulting from:
   a) Client's negligent acts or omissions, or failure to provide complete or accurate information;
   b) the performance of work by contractors or other third parties engaged by the Client;
   c) unauthorized reuse, modification, or use of Shakespeare's documents on extensions or other projects; and
   d) field investigative activities or other acts performed by SE at Client's direction.
   SE's indemnity obligations (if any) shall be limited to claims to the extent caused by Shakespeare's own negligence or willful misconduct. Nothing in this Section shall be construed as requiring Client to indemnify SE for claims arising solely from SE's negligence or willful misconduct.
6. **Payment**
   Unless otherwise stated on the invoice, invoices are net thirty (30) days from the invoice date. Interest on past due amounts shall accrue at a rate of 1.5% per month (18% per annum), or the maximum lawful rate if lower. SE may, after forty-five (45) days of nonpayment, suspend services until outstanding amounts are paid. SE reserves the right to withhold instruments of service (documents, electronic files, models) pending payment of overdue amounts.
   Progress billings, when paid, represent acceptance by Client of the invoiced services to the extent Client has actual knowledge of the services provided.
7. **Termination**
   Either Party may terminate this Agreement for substantial failure of the other Party to perform, provided that the terminating Party gives at least ten (10) days' written notice and an opportunity to cure. If terminated, SE shall be paid for services performed up to the effective date of termination plus reasonable termination costs.
8. **Standard of Care**
   SE will perform services with the level of care and skill ordinarily exercised by members of the profession practicing under similar conditions in the locality of the project. No other warranty, express or implied, is made.
9. **Ownership and Reuse of Documents**
   All instruments of service produced by SE (drawings, specifications, reports, models, electronic files) are the Consultant's property. SE grants Client a nonexclusive, perpetual license to use the deliverables for the Project for which they were prepared, provided Client is not in material breach of payment obligations. Reuse or modification of deliverables by Client or third parties on other projects or extensions is at Client's sole risk unless SE provides written authorization or adaptation for that reuse; Client shall indemnify SE for claims arising from unauthorized reuse.
10. **Compliance with Laws**
    If any provision of this Agreement is held invalid by a court of competent jurisdiction, the remaining provisions shall remain in full force and effect. The Parties shall attempt to replace invalid provisions with valid provisions that come as close as possible to expressing the original intent.
11. **Force Majeure**
    Neither Party shall be liable for delays or failures in performance resulting from causes beyond that Party's reasonable control, including acts of God, labor disputes, governmental acts, inability to obtain materials, pandemics, insurrection, war, or similar events. The time for performance shall be extended by the period of such delay.
12. **Severability; Waiver**
    If any provision is held invalid, the remaining provisions shall continue in effect. The failure by either Party to insist upon strict performance of any provision shall not be deemed a waiver.
13. **Certificate of Merit**
    Where required by applicable law, Client shall not initiate a claim against SE without first delivering a written certificate of merit by an independent licensed professional in the same discipline, identifying alleged acts or omissions and the basis for the opinion. Unless otherwise required by law, such certificate should be provided no less than thirty (30) calendar days prior to initiating formal legal proceedings.
14. **Dispute Resolution**
    The Parties agree to attempt to resolve disputes first by direct negotiation between authorized representatives. If unresolved, the Parties shall attempt mediation with a neutral mediator. If mediation fails, the Parties may pursue arbitration or litigation as allowed under applicable law. Venue and governing law shall be the state where the Project is located unless otherwise mutually agreed.