

Maguire Group Inc.
Architects / Engineers / Planners

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Barry W. Kimball, PE
Senior Vice President

March 14, 2007



Mr. Darren Indyke
Little St. James LLC
St. Thomas, USVI
c/o NY Strategy Group
The Villard House
457 Madison Ave., 4th Fl.
New York, NY 10022

**RE: Engineering /Architectural Services – Work Order No. 1.
Redesign of Office Pavilion**

Dear Mr. Indyke:

Maguire Group Inc. (Maguire) is pleased to present this proposal for **Work Order No. 1** under our Master Agreement to provide engineering and architectural services for the revised Office Pavilion on Little St. James Island. This work order is based on the general scope of services, terms, and conditions described in the *Abbreviated Standard Form of Agreement Between Owner and Architect* herein known as the Master Agreement, dated February 8, 2007. In general, the services proposed in **Work Order No. 1** include architecture and civil, structural, mechanical, electrical, and plumbing engineering to design the Office Pavilion building as shown on the concept plans prepared by Molyneux Studios dated February 2007.

Services will be provided for all phases of design and construction as described in *Article 2 - Scope of Architect's Basic Services* in the Master Agreement. A more detailed description of the services to be provided is as follows:

Office Pavilion

The Office Pavilion in its new configuration will be approximately 3,000 square feet in area and located on the island's northwest bluff. The building's foundation will be constructed of full height reinforced concrete walls engineered to appropriate thickness and reinforcement, pending the findings of a wave / impact study presently underway. A full height mechanical room will be located within the Southeast corner. The building's super structure will be constructed of structural steel and reinforced concrete masonry unit (CMU) walls and a steel roof truss system. The major revisions to the building design, as previously developed to building permit status, will be as follows;

Architecture – Maguire will become the "Architect of Record" assuming full coordination and technical responsibilities for implementation of the interior and exterior architectural design concepts prepared by Molyneux Studio. Maguire's part of the project does not include any work associated with design, purchase or installation of construction materials provided by Molyneux Studio. Preliminary code, product, and systems research will be undertaken along with review of the casework/panel shop drawings for coordination into the design. Maguire will prepare construction documents including architectural plans, elevations, sections, details, and schedules along with project specifications. Individual bid packages will be prepared for bid solicitation by

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EFTA00722163



the Construction Manager using AIA 2001 contract documents.

Site/Civil- Site design will include an ocean wave analysis to determine the potential for wave during a major storm event to reach Office Building. Structural design loads will be developed if the initial analysis shows the potential for wave action on the building. Detailed layout, grading and drainage plans will be prepared based upon the conceptual site plan prepared by Molyneux Studio. Utility design will consist of a new water service supplied from the adjacent master bedroom and an ejector sewerage pumping system for discharge into the existing septic system.

Structural – The full height basement area will be limited to an HVAC mechanical/electric room. The roof diaphragm will be redesigned to accommodate the new roof plan and interior dead loads. Provisions for future plumbing, water and waste piping to be provided. The foundation and walls will be designed to resist wave action loads as required by the wave analysis.

Mechanical – The chiller will be remote from the building and the air handler units will be located in a basement mechanical-electrical room with air handler. Intake louvers will be situated on the southwest wall. The ductwork will be designed to accommodate the building floor plan. Duct material, insulation and duct locations will be coordinated with a sound attenuation consultant hired by the Owner.

Electrical – A transformer will be located in a remote location coordinated with the sound attenuation consultant for transformer noise reduction. Lighting and power system layouts will match the new basement and first floor plans. Lighting control switches will be minimized. Electrical loads will be recalculated and diagrams modified to reflect the new floor plan. The design will be coordinated with Molyneux's lighting fixture selection and the casework/panel shop drawings to ensure coordination with electrical work within the casework.

Plumbing – A new plumbing layout will be developed to match new office floor plan, including downspouts, vents, waste and water piping and to plumbing service under slab piping for future use as guest quarters.

Technical Specification – Technical specifications using CSI format and Master Spec. will be prepared for the parts of the project that Maguire has design responsibility. The work does not include any specifications associated with the purchase, fabrication or installation of materials being supplied by Molyneux Studio

We anticipate three design submissions; 30% schematic design for Owner review and approval, 80% Building Permit package for owner review and comment, and a 100% Construction plans & specifications. Biweekly design coordination meetings will be by teleconference and we anticipate one design review meeting to be held in our Foxborough, Massachusetts office. No site visits are included in the proposal.

FEE

The scope of services is as anticipated in the master agreement. Revisions will be made to fee to match any significant revisions to the proposed building. We propose to engage in the above design services on an hourly basis plus reimbursable expenses utilizing the hourly billing rates established in the Master Agreement. Invoices will be submitted monthly based upon the hours and expenses charged directly to the project in the proceeding months. For planning purposes we suggest the establishment of Work Order No. 1 budgets as follows:

Design Phase Services	\$197,447
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Construction Phase Services	\$34,736
Reimbursable Expenses	\$10,000
Oceanographic Consultants	\$17,000
Total	\$259,183



Please feel to call me directly if you have any questions. We look forward to undertaking this important and interesting project.

Very truly yours,

MAGUIRE GROUP, INC.

A handwritten signature in black ink, appearing to read "BW Kimball".

Barry W. Kimball, PE
Senior Vice President – Civil Works/Land Development

attachments

Approved and accepted this ____ day of March, 2007

Darren Indyke – for L.S.J., LLC