

## Kent Metzger

---

**From:** Kent Metzger  
**Sent:** Tuesday, April 11, 2023 2:17 PM  
**To:** Phillip Holthaus  
**Subject:** RE: Dennis Lab Schools - BFW Structural Inspections Proposal

The afternoon of April 19<sup>th</sup> works well for us

**From:** Phillip Holthaus <[pholthaus@bfwengineers.com](mailto:pholthaus@bfwengineers.com)>  
**Sent:** Tuesday, April 11, 2023 2:15 PM  
**To:** Kent Metzger <[kametzger@dps61.org](mailto:kametzger@dps61.org)>  
**Subject:** RE: Dennis Lab Schools - BFW Structural Inspections Proposal

Kent,

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Thanks,

**Phillip Holthaus, PE, SE**  
Structural Engineer / Project Manager  
**Bacon Farmer Workman Engineering & Testing, Inc.**

**From:** Kent Metzger <[kametzger@dps61.org](mailto:kametzger@dps61.org)>  
**Sent:** Tuesday, April 11, 2023 1:08 PM  
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**Subject:** RE: Dennis Lab Schools - BFW Structural Inspections Proposal

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Any idea about when?

**From:** Phillip Holthaus <[pholthaus@bfwengineers.com](mailto:pholthaus@bfwengineers.com)>  
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**Subject:** RE: Dennis Lab Schools - BFW Structural Inspections Proposal

Kent, thank you for the update. I will look at our upcoming schedule and get back in touch with you.

Thanks,

**Phillip Holthaus, PE, SE**  
Structural Engineer / Project Manager  
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**From:** Kent Metzger <[kametzger@dps61.org](mailto:kametzger@dps61.org)>  
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Phillip,

I am in the process of getting you a Purchase Order number. I will sign and return your proposal with issuance of the PO. Please schedule the site visit for your earliest convenience.

Thanks,

*Kent A. Metzger*

Dir. of Buildings and Grounds  
Decatur Public Schools #61  
Buildings & Grounds Department  
400 East Cerro Gordo  
Decatur, IL 62523  
Office – 217-362-3531  
Cell – 217-413-3586

**From:** Phillip Holthaus <[pholthaus@bfwengineers.com](mailto:pholthaus@bfwengineers.com)>  
**Sent:** Thursday, March 23, 2023 6:29 AM  
**To:** Kent Metzger <[kametzger@dps61.org](mailto:kametzger@dps61.org)>  
**Subject:** Dennis Lab Schools - BFW Structural Inspections Proposal

Kent,

Please see the attached proposal and let me know if you have any questions or concerns.

Thanks,

**Phillip Holthaus, PE, SE**  
**Bacon Farmer Workman Engineering & Testing, Inc.**  
Structural Engineer / Project Manager  
907 Arrow Road, Suite 2  
Champaign, IL 61821  
217-530-4283 *phone*  
217-530-4279 *direct*



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## Kent Metzger

---

**From:** Kent Metzger  
**Sent:** Thursday, April 27, 2023 2:51 PM  
**To:** Phillip Holthaus  
**Subject:** Re: Dennis Lab Schools - BFW Structural Inspections Proposal

We probably need to do the work sooner than later. Can we schedule the work for an afternoon next week? If you need to look into an area which may disturb the occupants, it can be done after dismissal for the day.

*Kent A. Metzger*

Dir. of Buildings and Grounds  
Decatur Public Schools #61  
Buildings & Grounds Department  
400 East Cerro Gordo  
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Office – 217-362-3531  
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---

**From:** Phillip Holthaus <pholthaus@bfwengineers.com>  
**Sent:** Thursday, April 27, 2023 2:47:05 PM  
**To:** Kent Metzger <kametzger@dps61.org>  
**Subject:** RE: Dennis Lab Schools - BFW Structural Inspections Proposal

Kent,

Are there any other dates that work well for you coming up so we can get this on our calendar?

Thanks,

**Phillip Holthaus, PE, SE**  
Structural Engineer / Project Manager  
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**BACON | FARMER | WORKMAN**

ENGINEERING & TESTING, INC.

March 23, 2023

Decatur Public Schools District 61  
101 W Cerro Good St  
Decatur, IL 62523  
Attention: Kent Metzger

Reference: Dennis Lab Mosaic & Kaleidoscope School Structural Inspections  
1499 W. Main St. and 520 W Wood St.  
Decatur, IL 62522

Dear Mr. Metzger,

We are pleased to propose the following Agreement for providing structural engineering services for the above referenced project. This proposal will remain open for acceptance for 60 days from the date above.

It is our understanding that there are two schools that need a structural inspection. The original Mosaic school was built in 1910 with additions/renovations in 1927, 1954, 1974, and 2004. It maxes out at three stories tall and is roughly 45,000 sf. The original Kaleidoscope school was built in 1914 with additions/renovations in 1974, 1994, and 2004. The following proposed scope and fee assume that we will have access to existing drawings for both buildings that can be used in our report to designate specific locations of deteriorations. If existing drawings cannot be provided, additional fees may be required in order to create reference floor plans if found pertinent to the school districts needs in our report deliverable.

#### **SCOPE OF SERVICES**

BFW will provide the following structural engineering scope for this project.

- Provide a site visit to each school to visually access the interior and exterior of each school structure.
- Be escorted by building maintenance employee(s) to any specific locations of concern that staff has seen or felt (vibrations).
- Take photos of any deteriorations
- Compile a stamped report of our findings and professional opinions/recommendations for remediation or next steps.

The following scope is not included in the proposed fee.

- Designed and detailed fixes to any discovered deteriorations
- Destructive material testing
- 3d scanning of buildings or portions of buildings
- Drone HD video of exterior walls at higher elevations

The proposed fee and scope assume only visual inspections of readily available spaces of the schools. Exterior inspections will be limited to what can be seen from the ground and roof is roof access is given. If we discover portions of the building that need further investigation like drone scanning, 3d scanning, or material testing, then these will be additional services and can be provided by a future negotiated fee.

[www.bfwengineers.com](http://www.bfwengineers.com)



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ENGINEERING & TESTING, INC.

**ENGINEERING COMPENSATION**

Compensation for these services will be billed as a lump sum fee of **\$19,000.00**.

We are looking forward to working with you on this project and please feel free to contact us with any questions at (217)530-4283.

Sincerely,  
Bacon Farmer Workman Engineering & Testing, Inc.

A handwritten signature in black ink, appearing to read 'Phillip M. Holthaus'.

Phillip M. Holthaus, PE, SE  
Professional Structural Engineer

**Authorization to Proceed:**

Structural Engineering Services  
Dennis Lab Mosaic & Kaleidoscope School Structural Inspections  
Proposal Date: March 23, 2023

-----  
Signature

-----  
Date

-----  
Printed Name

## Kent Metzger

---

**From:** Phillip Holthaus <pholthaus@bfwengineers.com>  
**Sent:** Monday, May 8, 2023 7:10 AM  
**To:** Kent Metzger  
**Subject:** Dennis Lab - School Visit this Week & Drawings

Kent,

I would like to make a site visit tomorrow (Tuesday May 9<sup>th</sup>) is that works for your schedule. It would be very helpful to have any existing drawings of the building whether original or a later renovation that at least shows the floor plan so we can use that for reference when completing our report. If you do not have access to the drawings, let me know if I should contact BLDD to see if they have any assuming they might have provided services at these school in the past. My goal would be to at least get through one school tomorrow. If tomorrow works, do you have a preference as to which one I could visit first?

Thanks,

**Phillip Holthaus, PE, SE**  
**Bacon Farmer Workman Engineering & Testing, Inc.**  
Structural Engineer / Project Manager  
907 Arrow Road, Suite 2  
Champaign, IL 61821  
217-530-4283 *phone*  
217-530-4279 *direct*



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## Kent Metzger

---

**From:** Phillip Holthaus <pholthaus@bfwengineers.com>  
**Sent:** Monday, May 15, 2023 4:04 AM  
**To:** Kent Metzger  
**Cc:** Anna Marie Ignacio; Heath Pederson  
**Subject:** Dennis Lab Schools

Kent,

While you were out of the office last week, I did get in contact with BLDD and get some floor plans of the two schools to aid in our inspections and reports. If we can get something scheduled this week, I am at a conference Monday through Wednesday and currently unavailable on Thursday, but Anna Marie and Heath might be available to make a site visit during those days if needed. I am rather open the following week. Let me know what works best for you and we will try to get something coordinated this week or next.

Thanks,

**Phillip Holthaus, PE, SE**  
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**From:** Phillip Holthaus <pholthaus@bfwengineers.com>  
**Sent:** Monday, May 15, 2023 7:25 AM  
**To:** Kent Metzger  
**Subject:** Automatic reply: Dennis Lab Schools

I will be out of the office Monday May 15th through Wednesday May 17th for Strategic Planning Conferences. Email responses will be delayed. If you need immediate assistance, please call the office at (217)530-4283.

## Kent Metzger

---

**From:** Phillip Holthaus <pholthaus@bfwengineers.com>  
**Sent:** Wednesday, May 17, 2023 11:48 AM  
**To:** Kent Metzger  
**Cc:** Anna Marie Ignacio; Heath Pederson  
**Subject:** Re: Dennis Lab Schools

Great. Thank you.

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---

**From:** Kent Metzger <kametzger@dps61.org>  
**Sent:** Wednesday, May 17, 2023 11:44:35 AM  
**To:** Phillip Holthaus <pholthaus@bfwengineers.com>  
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The kids will be present for a very short time on 5/30 and completely gone on 5/31

**From:** Phillip Holthaus <pholthaus@bfwengineers.com>  
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**To:** Kent Metzger <kametzger@dps61.org>  
**Cc:** Anna Marie Ignacio <amignacio@bfwengineers.com>; Heath Pederson <hpederson@bfwengineers.com>  
**Subject:** RE: Dennis Lab Schools

Kent,

We will hold both of those days for these two school inspections so if we don't get finished up on the 30<sup>th</sup>, we can do so on the 31<sup>st</sup>. Am I correct that students will not be present on these days?

Thanks,

**Phillip Holthaus, PE, SE**  
Structural Engineer / Project Manager  
**Bacon Farmer Workman Engineering & Testing, Inc.**

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**Cc:** Anna Marie Ignacio <amignacio@bfwengineers.com>; Heath Pederson <hpederson@bfwengineers.com>  
**Subject:** RE: Dennis Lab Schools

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Can we do 5/30 and/or 5/31?

*Kent A. Metzger*

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Decatur Public Schools #61  
Buildings & Grounds Department  
400 East Cerro Gordo  
Decatur, IL 62523  
Office – 217-362-3531  
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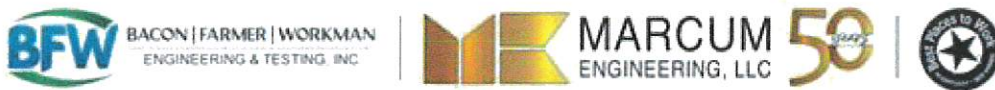
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217-530-4279 *direct*



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## Kent Metzger

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**From:** Phillip Holthaus <pholthaus@bfwengineers.com>  
**Sent:** Friday, May 26, 2023 4:05 PM  
**To:** Kent Metzger  
**Subject:** Automatic reply: Inspections Next Week

I will be out of the office Friday May 26th. Email responses will be delayed. If you need immediate assistance, please call the office at (217)530-4283.



## Kent Metzger

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**From:** Phillip Holthaus <pholthaus@bfwengineers.com>  
**Sent:** Tuesday, May 30, 2023 6:54 AM  
**To:** Kent Metzger  
**Subject:** Re: Inspections Next Week

Okay, thank you

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**From:** Kent Metzger <kametzger@dps61.org>  
**Sent:** Tuesday, May 30, 2023 6:46:22 AM  
**To:** Phillip Holthaus <pholthaus@bfwengineers.com>  
**Subject:** Re: Inspections Next Week

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Ok. We will meet you there. Park wherever you find a spot

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**From:** Phillip Holthaus <pholthaus@bfwengineers.com>  
**Sent:** Tuesday, May 30, 2023 6:21:06 AM  
**To:** Kent Metzger <kametzger@dps61.org>  
**Subject:** Re: Inspections Next Week

Kent, I will be at the Mosaic School at 7:15 am. Where should I park? Should I call your cell when I arrive?

Thanks,  
Phillip

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**From:** Kent Metzger <kametzger@dps61.org>  
**Sent:** Friday, May 26, 2023 4:04:34 PM  
**To:** Phillip Holthaus <pholthaus@bfwengineers.com>  
**Cc:** Anna Marie Ignacio <amignacio@bfwengineers.com>  
**Subject:** Re: Inspections Next Week

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Let's start at the Mosaic campus. We start at 6:00 so anytime time after that. I'll have someone escort you. My maintenance foreman and mason are knowledgeable about some structural issues so they can meet too. Let me know what works for you.

My cell is (217) 413-3586.

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**From:** Phillip Holthaus <pholthaus@bfwengineers.com>  
**Sent:** Friday, May 26, 2023 3:25:04 PM  
**To:** Kent Metzger <kametzger@dps61.org>  
**Cc:** Anna Marie Ignacio <amignacio@bfwengineers.com>  
**Subject:** Inspections Next Week

Kent,

Do you have a preference for which school we start at Tuesday morning? How early can we get started? Can I have your cell number if needed? If you not be present when we start, how will be check in at the first school?

Thanks,  
Phillip Holthaus

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