From: Peter Looper
To: Kristy Coats
Cc: Ronald V. Lunsford
Subject: RE: Asheville Primary School- Proposal for Assessment
Date: Monday, November 29, 2021 9:41:41 AM

Thank you Kristy,

I hope you had a nice Thanksgiving.

I would be happy to arrange a meeting to go over the proposal with you, Ronnie, the financial officer and design team if it would be helpful.

Our best advice is to proceed with an assessment if it is feasible on your end. The study will provide clarity to the most pressing items and the ideal sequence for implementing the work. For example, Life Safety and Accessibility issues were not listed in the initial RFQ but we believe these items should be addressed in an early phase of renovations.

Don't hesitate to call or email if I can clarify anything.

Thanks and have a good day,

Peter Looper, AIA
PROJECT ARCHITECT

MHAworks
PLANNING ARCHITECTURE INTERIORS

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From: Kristy Coats <kristy.coats@acsgmail.net>
Sent: Monday, November 22, 2021 12:57 PM
To: Peter Looper <plooper@mhaworks.com>
Cc: Ronald V. Lunsford <ronald.lunsford@buncombecounty.org>
Subject: Re: Asheville Primary School- Proposal for Assessment

Hey Peter. I hope you are safe and well.

I sent the proposal to our finance officer and our superintendent to note how to proceed.

I will keep in touch.

Thanks,
KC

On Wed, Nov 17, 2021 at 9:38 AM Peter Looper <plooper@mhaworks.com> wrote:

> Good Morning,
>
> I hope all is well with you both. Our team members have all visited the site. I have personally been there multiple times. We have gained enough understanding to make a recommendation that an facility-wide assessment should be performed as a first step. The valuable facility has an extensive to-do list and there are too many unknowns.
>
> Please see the attached proposal to perform an assessment. The completed assessment will serve to provide much of what will be needed for the initial Schematic Design phase which will reduce that portion of our fee accordingly.
>
> As mentioned in the proposal, we can arrange a time to meet on-site or to meet via Zoom conference to discuss this. If this proposal is acceptable we can begin soon.
>
> Sincerely,
>
> **Peter Looper, AIA**
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>
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Kristy Coats
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