

September, 17th 2012, Montevideo

Mr. Frederic L. Peace / Mrs. Lorraine Romard
Marsh & Mc Lennan

Ref: Architectural and Engineering Services Proposal

Dear Frederic,

Attached you'll find our professional fees proposal for the new corporate offices of Marsh Uruguay in Montevideo. The new site will have an approximately a surface of 5.400 SF, approximately 480 Sq. meters.

CONTRACT includes in its design the best solutions for the organization, new trends and concepts in workplaces, aspects of sustainable architecture projects, especially in lighting and air conditioning to provide options to reduce energy consumption. This does not represent additional costs to the project fee, but savings in the future operation of the offices.

This proposal includes the design project and the construction management for the required surface.

1-	SERVICE DESCRIPTION
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PHASE 1: INITIATION / SCHEMATIC DESIGN SERVICES

- 1.1 Site Evaluation & Test Fits.
During this phase the Team will visit up to three sites and will deliver a Test Fit for each site together with a summary including the most important information for decision making.

- 1.2 Verification of field measurements and CAD update.
Dimensions of the chosen site will be checked as well as CAD drawings. For this instance CAD drawings must be delivered by Landlord, being this a mandatory condition for the fulfillment of the service.

PHASE 2 and 3: ARCHITECTURAL & ENGINEERING CONSTRUCTION DOCUMENTS

- 2.1 Lay-out.
This stage is aimed to study solutions for the Project in progress that will be agreed upon with **MARSH** to analyze and select the alternatives that best suit the needs of users, thus helping to establish the criteria for the architectural and engineering project.

The architectural plans and elevations will be made and the joint functioning of the relevant departments. Preliminary studies will be submitted, which will contain the required furniture and equipment, for the purpose of coming up with possible solutions and projects. These studies will be carried out on the

floor plan on an advisable scale, and sketches may be submitted for better evaluation by the client.

Analysis of the new physical space to work on and general verification of the building, its existing facilities and conditions. This includes:

- Visit to the site and carry out an initial appraisal
- Take all the necessary measurements – physical survey
- Adjustment of existing plans and CAD documentation
- Photographic documentation.

Evaluation and study of the alternatives for the needs of the general project, which will be carried out at a joint meeting between **MARSH** and **CONTRACT**. The following information shall be taken into account:

- Definition of the functional areas.
- Functional relationship between the areas and / or people and determination of specific areas.
- Determination of any other relevant parameters, (expected growth, different ways of working, analysis of the type and frequency of meeting, etc).
- Adaptation to code and regulations.

2.2 Executive Project.

In this stage the preliminary study selected in the previous stage will be developed, in line with the physical survey and it will be discussed together with **MARSH**. The following drawings will be made on an advisable scale:

- Architectural plan.
- 3D images.
- General elevations.
- Ceiling & Lighting.
- Wall & Floor finishes.
- Preliminary construction schedule.

This project will be submitted at a joint meeting for its approval by **MARSH**. At that moment any supplementary information required will be developed and the final modifications will be implemented on the project.

Once the project has been approved, the executive layout will be made, making all the supplementary technical projects compatible and containing all the data required to develop the quotation and the develop of the tasks. This stage includes:

- Architectural and constructive plans.
- Demolition plan.
- Constructive plan and details.
- Arrangement of divisions and panels, with its measurements, finishing and colour.
- Furniture details.
- Distribution of the areas.
- Construction schedule.

- Bidding process schedule.
- Information with other consultants and suppliers.
- Estimated budget for the work
- Preparation of overall project work

The following supplementary technical projects will be provided by **CONTRACT** together with the external consultants. (Fees are included in this proposal)

Air conditioning:

- Thermal balance.
- Project of Thermo-mechanic facilities

Electrical, lighting and data:

- Project for the distribution of system components.
- Electrical / Data / communication, wiring project.

Fire detection and control system:

- Project for the distribution of fire detection system.
- Project for control system.

2- SERVICE PRESENTATION

All the technical documentation required for the execution of the services contained in this proposal will be made using the appropriate scales, in **Autocad**, and always based on good architectural practices and in compliance with the standards and regulations in force.

All technical documents that are part of this project, such as drawings, work scheduling, budgets, 3D presentations, images, on-site photographs, minutes of meetings, will be made available to **MARSH** in a web site by means of a password on the **INTRANET** for **CONTRACT**'s clients. **www.contract.com.uy**

3- MARSH's responsibilities

MARSH must appoint a duly authorized representative with the authority to make decisions, which will be present during the development of tasks in order to make any relevant comments and answer any enquiries that might arise. Also, such representative must duly and timely prepare the information and documents to assist **CONTRACT**, so that the services are executed in accordance with good architectural practices and within the agreed upon terms. **MARSH** will have the right to control the services rendered by **CONTRACT** and its representatives will be authorized to visit **Contract's** offices by the project coordinator in order to obtain any necessary information. The possible control by **MARSH** is only supplementary and does not exempt **CONTRACT** from its obligations.

4- TECHNICAL TEAM

The project will be lead by a project leader, who will be in charge of the whole process.
The team for the rendering of the services will be made up of experienced professionals.

5- SCHEDULE

An estimated schedule will be agreed upon between the parties for the rendering of the above-mentioned services, which will describe the progress of tasks.
The estimated terms will be as follows:
PHASE 1: 20 days
PHASE 2 & 3: 30/45 days

6- PROFESSIONAL FEES

MARSH will pay **CONTRACT** the following sums, on account of the work described above:

Architectural Services				
	\$/SF	SF	Fee	
Initiation / Schematic Design	0,50	5400	2700	
Architectural Design & Construction Documents	2,53	5400	13680	
Engineering Design & Construction Documents	2,33	5400	12600	
				28980

CONTRACT will BE
AWARDED THE
CONSTRUCTION

Notes to the Fee:

Fees include all services above detailed.
Should Contract result awarded with the Construction works on a Turn Key basis, a USD 14.490 discount will be applied to the fees; in this case, all deliverables mentioned above will be revised and only the necessary documentation for Contract to do the works will be submitted.
Construction Management services, as well as "as built" documents, are not considered and will be included in the Turn Key quote for the works.

The prices are quoted in u.s. dollars, and do not include VAT (22%)

7- FORMS OF PAYMENT

Services will be paid as follows:

50% at the beginning of the works
 50% at the end of each stage ^{all}

This proposal includes the fees of outside consultants for technical project.
 This proposal does not include the cost of managing and processing
 municipal utilities, neither the payment of taxes or duties that may be
 appropriate.

Please let us know if you have any further comments.

We look forward to hearing from you.

Sincerely,

Jorge Vanni, Architect, Lead AP.
 Manager
 Contract Uruguay

\$28,980
 - 14,490 (DISCOUNT)
 \$14,490 = A/E FEES
 APPROVED

Susan Bailey-Sills
 Susan Bailey-Sills
 DATE 9/20/12