SNYDER HOFFMAN ASSOCIATES, INC.



October 30, 2026

Central Bucks School District
20 Welden Drive
Doylestown, PA 18901
Email to: kspencer@cbsd.org

Attn: Kevin Spencer –
Director of Operations

Re: CBSD East High School
C Wing - HVAC Study

Mr. Spencer,

Snyder Hoffman Associates, Inc., appreciates the opportunity to present you with this proposal to perform mechanical and electrical engineering to study to address HVAC system deficiencies in the 'C Wing' at the Central Bucks East High School. Thank you very much for your consideration of our firm.

Our proposal has been broken down into the following components for your review:

1. Scope of Work
2. Services & Deliverables
3. Basis of Fee
4. Rate Schedule

Sincerely,

Nicholas D. Kaintz, P.E.
Snyder Hoffman Associates, Inc.
Vice-President
nkaintz@snyderhoffman.com

PROJECT DESCRIPTION

Snyder Hoffman will study the C-Wing HVAC system. Central Bucks School District is receiving comfort complaints from occupants of the C-Wing on the second floor. The district has noted many failed fan-powered VAV boxes and maintenance is a challenge.

HVAC

1. Study the feasibility of replacing the fan powered VAV boxes with shut-off VAV boxes.
2. Perform static pressure calculation for heat recovery unit to ensure design air flow with shut-off boxes. Recommend upgrades to the unit fan and motor if required.
3. Study the operation of the heat recovery unit against the design.

Electrical

1. Recommend upgrades to power feed to heat recovery unit if fan upgrades are required.

STUDY

1. Conduct a site walkthrough to field verify existing mechanical and electrical systems.
2. Review all available documentation including drawings, specifications, and submittals.
3. Prepare a narrative describing conditions observed and information gathered from review of existing documentation. The narrative will contain recommendations to address HVAC system deficiencies.
4. Attendance at meetings to discuss existing conditions and report recommendations.

3 | BASIS OF FEE

Snyder Hoffman Associates, Inc. shall provide the Services and Deliverables described in this document for the following fee:

HVAC System Study: $ 2,880

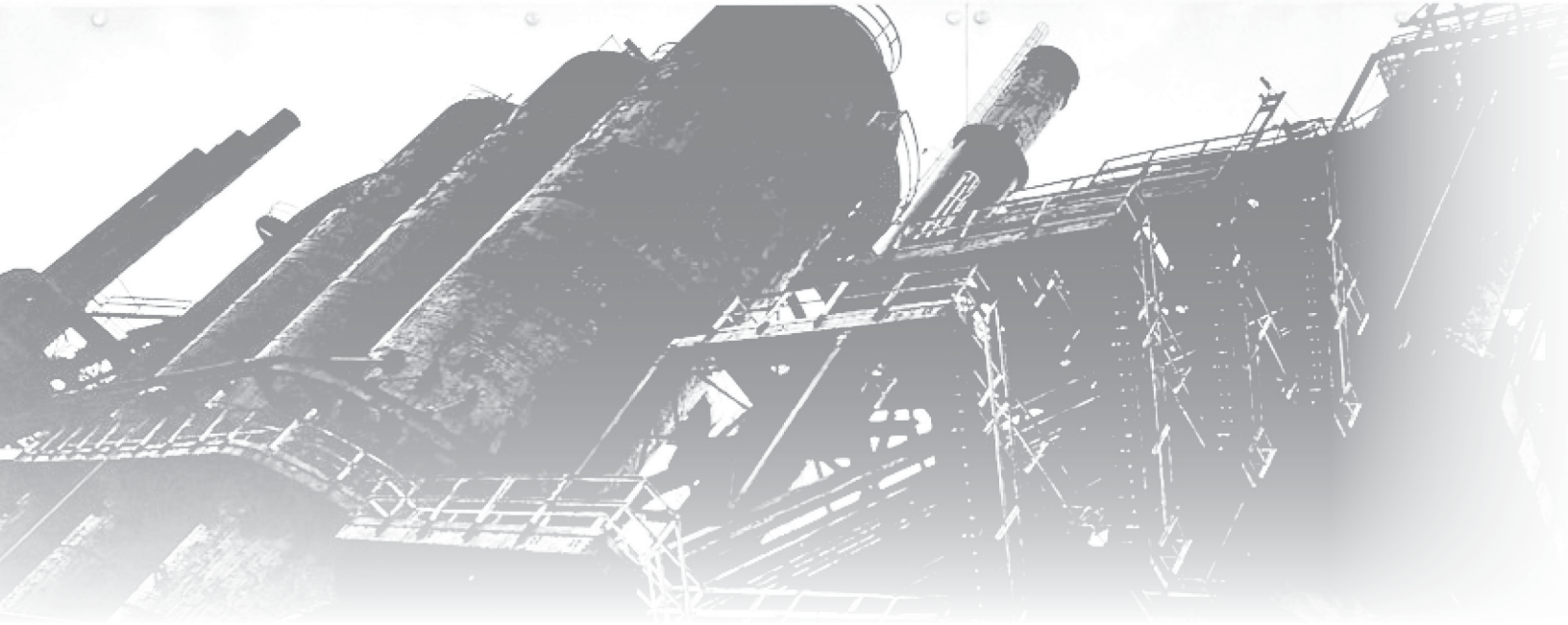
Should additional services be required, Snyder Hoffman Associates, Inc. shall bill on an hourly basis in addition to the flat fee value noted above. Please refer to the attached 2026 Hourly Rate Schedule for a breakdown of these potential fees. Additional services may include, but not by limitation, additional scope or design work outside of the expectations of this contract.

Reimbursable expenses, including printing costs and shipping costs have been included in the flat fees noted above.

If these terms are acceptable, please notify the sender.



Nicholas D. Kaintz, P.E.
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2026 HOURLY RATES

Principal	$240
Senior Engineer	$180
Construction Administrator	$160
Chief Designer	$155
Engineer	$140
Senior Designer	$125
Designer	$110
CAD/Revit Operator	$100
Administrative Assistant	$90