

January 20, 2018

Proposal for Architectural Services

The following is a Proposal for the performance of Architectural & Engineering Services. Upon acceptance of this Proposal by the Owner, work shall commence.

Client

Mountain View Whisman School District
750-A San Pierre Way
Mountain View, CA 94043

Project

Alterations to Latham Preschool
505 Escuela Ave
Mountain View, CA 94043

Intentions and Considerations

- The District (MVWSD) would like to make alterations to the existing Latham Preschool, located on the Castro Elementary School Campus.
- These improvements will generally be limited to the following:
 - Provide new Single Occupancy Toilet Room in (1) existing portable buildings
 - Add (1) new Classroom Sink adjacent to new Toilet Room
 - Alter interior of existing classroom as necessary for new Toilet Room & Sink

Services

DTA and their consulting Engineers will provide the following services. It is currently assumed that consulting engineers will include Electrical, Mechanical / Plumbing, Civil Engineering, and Landscape Architecture. Other consultants can be provided by DTA as an additional service, and as a supplement to this proposal.

(1) Single Occupancy Toilet

Programming:

- Scoping Meetings with District
- Consultant Coordination
- Building / Utility Reconnaissance

Schematic Design:

- Site Plan
- Floor Plan & Interior Elevations at Toilet (for Accessibility)
- Plumbing Plan
- Electrical Plan
- Fire Alarm Plan / Details
- Review with District / Preschool Staff

Construction Documents:

- Demolition Plans & Details
- Final Drawings for Bidding
- Specifications
- District / CM coordination

Bidding Assistance

- Bid Walk
- Preparation and Coordination of Addenda
- Owner / CM Coordination

Construction Administration

- Site Meetings – *as necessary*
- Respond to RFI's
- Review Submittals
- District & CM Coordination

Consultants Included in this Proposal

Mechanical / Plumbing

H&M Mechanical
Oakland, CA

Electrical / Fire Alarm

Alliance Engineering Consultants
Santa Clara, CA

EXCLUDED:

Structural Engineering: It is currently presumed that the proposed alterations will not alter the existing structural systems for the Buildings, nor require structural design for the new non-structural partitions

Topographic / Utility Survey: Civil / Survey Engineers Underwood and Rosenbloom (U&R) have prepared other site surveys for the District, including previous work at this site U&R can provide topographic & utility surveys in the area of work to supplement previous survey information. Surveying services would be provided directly to the School District.

Owner Provided Items

Owner shall provide the following information for Architect and Engineers use:

- Topographic and Utility Survey

The Owner shall make this information available for use by the Architect and Engineer. Architect shall assist Project Manager with coordination of services for Civil Surveyor on behalf of the Owner.

Fee

Architectural Fees will cover services described above except for items defined as additional services. Items considered to be additional services will be identified prior to performance of those services and will proceed only upon written authorization from the Owner.

Expenses required as part of the Project are estimated below. Reimbursable expenses not included in the contract will be billed at cost.

Fees and other charges will be billed on or about the first day of each month for services rendered during the previous month. Invoices will be due and payable within twenty days from the date of invoice. Invoices remaining unpaid for thirty days from date of invoice will be considered past due and may be cause for termination of work. Invoices remaining unpaid for forty-five days will be grounds for termination of any agreement existing between the Owner/Client and the Architect.

Fee Outline

The following is a lump sum proposal for **Architectural & Engineering Services**.

task	fee
PHASE 1: (1) Single Occupancy Toilet	
Architecture & Engineering	
<ul style="list-style-type: none"> • Architecture • Mechanical Plumbing Engineering • Electrical / Fire Alarm Engineering 	Lump Sum \$20,785
Contracted Expenses:	
Fee Total	\$20,785
	estimate \$2,000
Phase 1 Total	\$22,785

Rates

Project services will be based on the following DTA billing rates.

Billing Rates		
Principal	per hour	\$200
Architectural Staff	per hour	\$125
Support / Clerical	per hour	\$80

Sincerely,



01 / 20 / 18

DTA
 R. Terrones, License #C24686

Date