

February 12, 2018 – rev. 3

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

New District-Wide Monument Signs

Various Sites
(9) Elementary Schools
(2) Middle Schools
(2) District Preschool
District Office

Intentions and Considerations

- The District (MVWSD) would like to install new Monument / Marquee signs at each of their existing and planned School Sites.
- These signs will replace any existing monument or marquee signs currently at each school
- These new signs shall include a section with a new LED scrolling message section, EXCEPT at the following:
 - Montecito Preschool, Latham Preschool, District Office
- For LED Scrolling, connectivity to the new signs will include power, as well as hardwiring for a data connection from a nearby data source in an existing building.
- These signs will be installed concurrently with other construction work occurring at each school site.
- However, the Monument Signs will be packaged for bidding at all sites as one specific package to a single Contractor, separate from the other construction projects at the site. In this manner, there will be consistency of details, materials and finishes.
- The signs will include District standard fonts and graphics as currently identified.
- Any graphics incorporated into the design shall be flexible in nature to allow for future revisions to branding or identity graphics.
- The monument signs will be designed to fall within the current allowances that are excluded from DSA review - per DSA IR A-22, construction projects and items eligible for exemption, include:
 - "Free standing signs, scrolling message signs, scoreboards, or solid clad fences of which the apex is less than eight feet above the highest adjacent grade"

Services

DTA and their consulting Engineers will provide the following services. It is currently assumed that consulting engineers will include Electrical and minor Structural Engineering only. Other consultants, if needed, can be provided by DTA as an additional service, and as a supplement to this proposal.

Programming / Conceptual Design: COMPLETED - (NO CHARGE – see Fee Outline below)

- Scoping Meeting at each site with District
- District Coordination for general intent
- Conceptual Design presentation

Construction Documents:

- Demolition Plans & Details for existing signs
- Remaining Site Reconnaissance
- Consultant Coordination
- Site Plans
- Vendor Coordination
- Details
- 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

Electrical / Fire Alarm

Alliance Engineering Consultants
Santa Clara, CA

Structural Engineering

Rinne & Peterson
Palo Alto, CA

EXCLUDED:

Topographic / Utility Survey: The District has provided copies of current Topographic Surveys for the sites. If additional Surveying is necessary, the District shall contract separately for these services and make this information available for use by DTA..

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
Preliminary Programming & Conceptual Design	Completed	NO CHARGE
Remaining Architecture & Engineering		
• Architecture	Lump Sum	\$31,435
• Electrical / Fire Alarm Engineering		
• Structural Engineering (minor review of details)		
Contracted Expenses:	Fee Total	\$31,435
	estimate	\$2,000
	Phase 1 Total	\$33,435

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,



02 / 12 / 18

DTA
 R. Terrones, License #C24686

Date