

March 30, 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

**New Traffic Signal & Other Off-Street Improvements**  
Slater Elementary School  
North Whisman Road  
Mountain View, CA 94043

### Intentions and Considerations

- The District (MVWSD) in coordination with the City of Mountain View has identified the necessary Off-Site Improvements for traffic control on North Whisman Road, as related to the proposed new Slater Elementary School.
- The improvements identified include:
  - Turning lane and intersection improvements
  - Street hardscape improvements including new sidewalk, crosswalk, median and paving
  - New Traffic signal
  - Street lighting alterations
  - New Traffic striping and signage
  - Site Utilities - Off-Site

### Services

DTA and their consulting Engineers will provide the following services. Please refer to the attached Sub-Proposal from Underwood & Rosenblum for associated Civil Engineering.

#### **Programming / Conceptual Design:**

- Scoping Meeting with District
- District Coordination for general intent
- Meeting / Scoping with City of Mountain View

**Construction Documents:**

- Roadway Design
- Street / Hardscape Design
- Traffic Signal Design
- Street Lighting Plans
- Utility Plans
- Coordination w/ PG&E
- Stormwater Calculations – off site
- Traffic Control Plans
- Civil Engineering details
- Engineering Cost Modeling
- Specifications
- Coordination & Response to City Comments

**Bidding Assistance**

- Coordination with District & CM for Procurement
- 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**

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Civil Engineering

**Underwood & Rosenblum, Inc.**  
San Jose, CA

Electrical / Fire Alarm

**Alliance Engineering Consultants**  
Santa Clara, CA

**EXCLUDED:** The following services are excluded from this Proposal

- Topographic / Utility Survey;
- Geotechnical Engineering
- Traffic Engineering
- Landscape Design – Off Site

The District has provided copies of current Topographic Surveys for the sites, and Traffic Engineering separate from this proposal as a direct service to the District. If additional Surveying or Geotechnical Investigation are 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
- Geotechnical Data
- Traffic Engineering Services & Reports

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**.

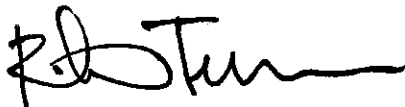
<b>task</b>		<b>fee</b>
Architectural Services / Project Management / Liability	Lump Sum	\$25,000
Ele3ctrical Engineering – PG&E Applications	Lump Sum	\$5,000
Civil Engineering	Lump Sum	\$47,900
<b>Fee Total</b>		<b>\$77,900</b>
<b>Contracted Expenses:</b>	estimate	\$2,000
	<b>Total</b>	<b>\$79,900</b>

**Rates**

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

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

Sincerely,



03 / 30 / 18

DTA  
 R. Terrones, License #C24686

Date

Attached: U&R Sub-Proposal



February 28, 2018

U&R #J16110 Off-site

Richard Terrones  
Dreiling Terrones Architecture, Inc.  
1103 Juanita Avenue  
Burlingame, CA 94010

**Subject: Slater Park Elementary School  
Off-Site Street Improvement Plans and City Permitting  
Civil Engineering Fee Proposal**

Dear Richard:

Thank you for inviting Underwood & Rosenblum, Inc. (U&R) to give you a fee proposal for civil engineering services for this project. We have completed the on-site design and received DSA approval for the proposed elementary school on the Slater Park School site.

This proposal is just for the civil engineering services required to complete the off-site construction documents and obtain Mountain View permitting of the street design and traffic signal as shown on attached Exhibit "A".

The following is our perceived scope of work and proposed fees for providing civil engineering services to Dreiling Terrones Architecture, Inc. (DTA) for the Mtn. View – Whisman School District.

### **SCOPE OF WORK CIVIL**

1. **Construction Documents / City Permitting** –U&R shall prepare the final design and Construction Documents (CD's) for the off-site street improvement plans for the proposed Slater Park Elementary School. These improvements shall include:
  - Turning lane and intersection design roadway geometrics
  - Street hardscape improvements including new sidewalk, crosswalk, median and pavement design.
  - Traffic signal plans
  - Street lighting plans
  - Traffic striping and signage plan
  - New Site utility plan connection plans for storm drain, sanitary sewer, and water service to the new school.
  - Coordination with PG&E for power service to Street Traffic Signals
  - C.3 stormwater calculations
  - Construction Traffic Control Plans
  - Civil cross sections and details
  - Engineer Cost Estimates as required
  - Attendance at project coordination meetings
  - Responses to City comments and plan checks
  - Technical specifications

**FIXED FEES FOR CIVIL ENGINEERING SCOPE OF WORK DESCRIBED ABOVE**

Civil Engineering Design Fee	\$22,200.00
Traffic Signal Subconsultant Design Fee	\$9,400.00
City Permit Approvals	\$8,700.00
Construction Administration for Off-site	\$7,600.00

**Total \$47,900.00**

**ITEMS OF SERVICE NOT INCLUDED IN THIS PROPOSAL**

1. Land surveying services
2. Project phasing plans
3. Public Meetings and Presentations
4. Permitting or plan review with any agency other than City of Mtn. View
5. Preparation of traffic, geotechnical, or other environmental reports or assessments
6. Utility design beyond new service connections for proposed school
7. Street improvements beyond the project area limits
8. Landscape or irrigation design services
9. Structural pavement design

Work requested beyond the Scope of Work defined above shall be considered "Extra Work" and will not be performed without your prior written authorization and agreement to the additional fees. Additional Work Authorizations (AWA's) shall be computed using hourly rates per attached U&R Billing Rates, Exhibit "A". DTA will pay U&R according to above payment schedule. All invoices shall be due in full within 30 days when DTA receives payment from the school district. Unpaid billings over thirty (30) days from the date of school district payment are considered delinquent and are subject to a monthly charge of 0.833%.

Please sign and date the authorization below as your acceptance to this proposal and return one copy to our office.

Very truly yours,  
**UNDERWOOD & ROSENBLUM, INC.**



Frank M. Rosenblum, RCE 42857, PLS 6395  
Principal Engineer / President

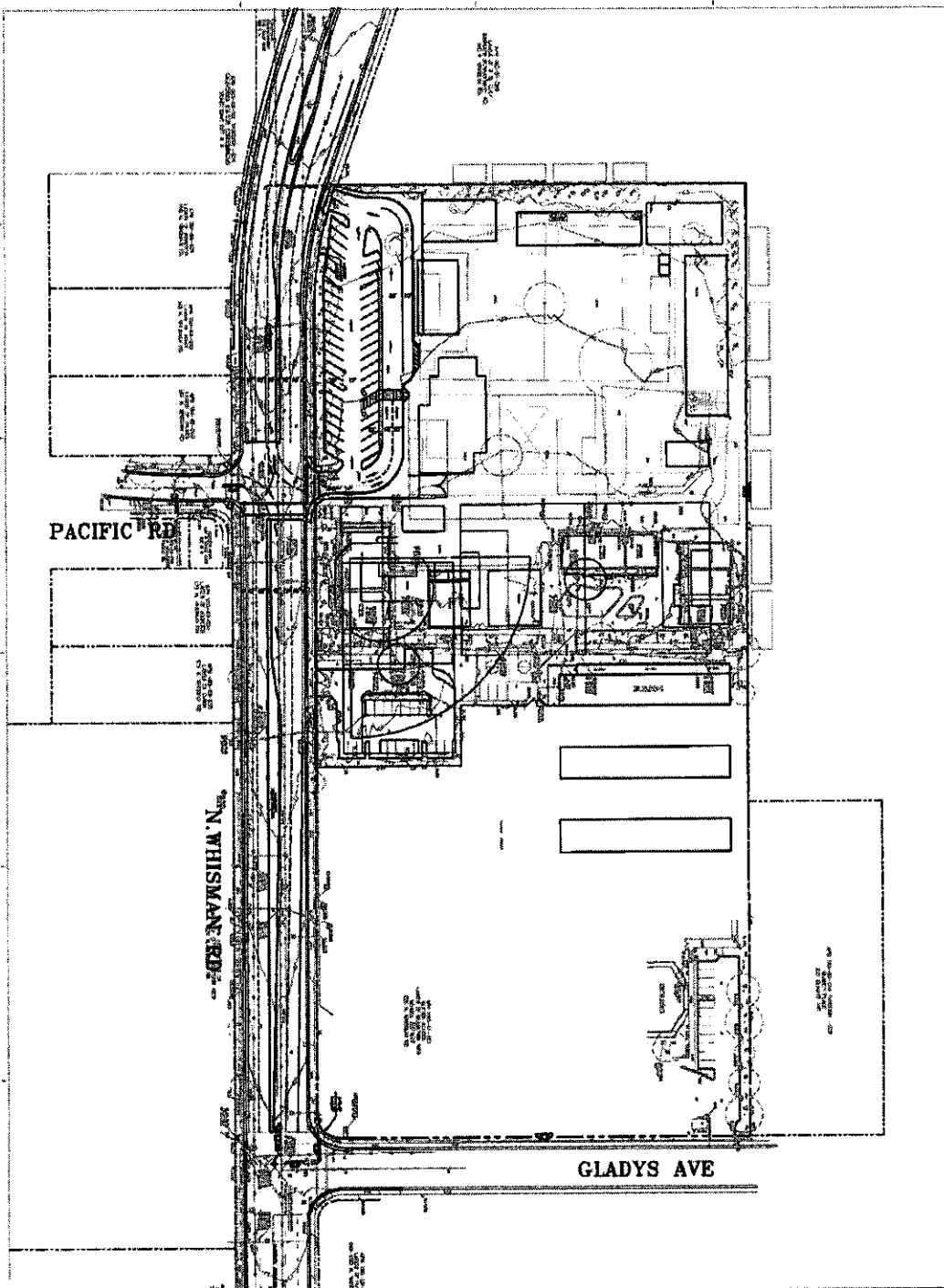
Attachments: Exhibit "A" - Proposed Site Plan  
Exhibit "B" - U&R 2018 Billing Rates

**AUTHORIZATION:**

\_\_\_\_\_  
Print Name and Title:

\_\_\_\_\_  
Date

### Exhibit "A" Schematic Off-site Design Site Plan



<p>DATE: 2/28/18 BY: [Signature] CHECKED: [Signature] SCALE: AS SHOWN</p>	<p>Slater Elementary School 225 N. Whisman Road Mountain View, California 94043 Mountain View Whisman School District</p>	<p><b>UR</b> UNDERWOOD &amp; ROSENBLUM, INC. Civil Engineers and Surveyors 1700 S. Bascom Avenue, Suite 200 Mountain View, CA 94040 PH: (415) 947-1100 FAX: (415) 947-1101</p>	<p><b>DTA</b> Drafting Services Architecture Inc. 1700 S. Bascom Avenue, Suite 200 Mountain View, CA 94040 PH: (415) 947-1100 FAX: (415) 947-1101</p>
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*Exhibit "B"*  
**UNDERWOOD & ROSENBLUM, INC.**  
**2018 BILLING RATES**

<b>SERVICE</b>	<b>HOURLY RATE</b>
Principal Engineer	\$ 220.00
Principal Land Surveyor	220.00
Senior Engineer	190.00
Associate Engineer/Assoc. Land Surveyor	160.00
Assistant Engineer/Surveyor	140.00
Engineering/Surveying Technician	120.00
Senior Drafter-Engineering	110.00
Senior Drafter-Surveying	110.00
Drafter-Engineering	100.00
Drafter-Surveying	100.00
Technician	90.00
Administrative Assistant	80.00
1-Person Field Survey	230.00
1-Person Field Survey Prevailing Wage	260.00
2-Person Field Survey Crew	330.00
2-Person Field Survey Prevailing Wage	390.00
3-Person Field Survey Crew	430.00
3-Person Field Survey Prevailing Wage	520.00
Expert Witness Testimony	380.00
Other Reimbursable Expenses	
- Automobile	\$0.50 per mile
- Blueprints, Reproductions, Deliveries	
- Maps, Deeds, Documents, etc.	Cost + 15%