

• donald t. kan  
civil engineer  
rce 36676

• henry wong  
civil engineer  
rce 31008



• david j. starck  
architect  
c 22903

• allan v. stevenson  
civil engineer  
rce 61758

April 12, 2018

Ms. Yvonne Perez  
Assistant Superintendent  
Business Services  
Sylvan Union School District  
605 Sylvan Avenue  
Modesto, CA 95350

**RE: Window Replacement  
Sylvan Elementary School**

Dear Ms. Perez,

Thank you for the opportunity to provide you with this proposal for architectural consulting services to assist the District with replacing the windows at Sylvan Elementary School.

Our services for this project shall include the following:

1. Adjust the drawings & details to represent the “window only” scope of work.
2. Resubmit the drawings to DSA for review.
3. Address DSA plan check comments and secure DSA approval.
4. Assist the District with Bidding & Construction Administration.
5. Process the final close out documents
6. **Exclusions from this proposal are;** Electrical and mechanical construction drawings.  
All fees shall be paid/reimbursed by the owner. Printing and shipping shall be considered a reimbursable expense.

*Our fee for this work shall be a “time & material not to exceed fee” of \$23,800.*

If you have any questions regarding this proposal or any of the services listed above, please feel free to contact me at your convenience.

Sincerely,

David J. Starck  
Vice President

Authorization to Proceed:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

# **SKW & Associates**

2237 Scenic Drive  
Modesto, California 95355  
Phone: (209) 523.8323 Fax: (209) 529.7804

## **Architects Engineers Land Surveyors**

### **FEE SCHEDULE FOR PROFESSIONAL SERVICES**

**EFFECTIVE: JANUARY 1, 2018**

The following fees are presently in effect for professional services available from our firm.

#### **LAND SURVEYING SERVICES:**

Two-Man Survey Crew	\$185.00 Per Hour
Surveyor	135.00 Per Hour
Party Chief	90.00 Per Hour

#### **PROFESSIONAL SERVICES:**

Principal Architect	\$170.00 Per Hour
Principal Engineer	170.00 Per Hour
Associate Architect	115.00 Per Hour
Associate Engineer	115.00 Per Hour
Project Manager	95.00 Per Hour
Drafting	85.00 Per Hour
Clerical	65.00 Per Hour

#### **REIMBURSABLE EXPENSES:**

Printing & Shipping: Cost + 15%

Auto Mileage: \$ 0.55/mile