

June 4, 2019

Mr. Edgar S. Esquivel
Project Manager, Facilities
Gilroy Unified School District
7810 Arroyo Circle
Gilroy, CA 95020

PROJECT: Gilroy High School – Relocatable Demolition and Sitework
SUBJECT: Design Services Fee Proposal

Dear Mr. Edgar,

Thank you for the opportunity to provide you with Design Services for your development needs at Gilroy High School in Gilroy. This proposal is based on your request and per our site meting; the following understanding of the scope of work:

1. **Project:** Provide a demolition package and new sitework package at Gilroy High School.
 - A. The Project Design Services will full services.
 - B. Assist the District with the demolition of 9 relocatables. Plans will include utility disconnections.
 - C. Prepare site design for the project area to include
 - ADA path to the fields
 - Student seating areas
 - Landscaping & irrigation
 - Civil Engineering
 - Electrical Engineering
 - D. This project will be reviewed by DSA for Access Only.
 - E. Assist the District with bidding and construction administration.
 - F. The Architect shall serve the District as the Lead Project Manager and point of contact. All communications shall be via the Architect and shall include adherence by District’s Consultants.

2. **Fees:** We propose a fixed fee of **\$44,500 (Forty-four Thousand Five Hundred Dollars)** for the above mentioned scope. We propose the following Task and Payment Schedule:

A. Schematic Design	\$11,000
B. Design Development/Construction Documents	\$24,500
C. Bidding assistance	\$2,000
D. Construction Administration (CA):	\$5,000
E. <u>Closeout</u>	<u>\$2,000</u>
Total Fee:	\$44,500

3. **Additional Services:** The scope of work does not include the following additional services, which will be provided as required or requested upon authorization of the District on a Time and Materials basis or on the basis of a negotiated stipulated sum if the scope is quantifiable.

- A. Making revisions in Drawings, Specifications or other documents when such revisions are:
 1. Inconsistent with approvals or instructions previously given by the District, including revisions made necessary by adjustments in the District’s program or Project budget.
 2. Required by the enactment or revision of codes, laws or regulations subsequent to the preparation of such documents.
- B. Providing any other services not otherwise included in the Agreement.

4. **District's Responsibilities:**

- A. District will designate a single Point of Contact (POC), fully authorized to direct Architect and Architect will be entitled to rely on that direction.
- B. Provide electronic files in CAD of the current site plan and a PDF of the as to indicate the DSA application numbers and accessibility items.
- C. Provide a Topographic survey & Geotech Report.

5. **Exclusions:** The following are among the efforts or tasks not included in our scope of work or the fee proposal:

- A. Furniture, Fixtures and Equipment (FF&E)
- B. Hazardous materials assessments, mitigation, or clearance testing
- C. Underground Utility Locator Services
- D. Structural Engineering
- E. Consultants or Engineers other than those specifically listed above
- F. Any other services not otherwise enumerated

6. **Reimbursable Expenses:** Travel time expenses for out of county meetings, printing, postage and shipping will be billed at actual cost plus fifteen percent (15%).

Please feel free to call me if you have any questions. We are prepared to begin the Services as soon as authorization is received.

Sincerely,



Luis Vargas
Sr. Manager



Alex Reynoso
Architect – C29184

1. Hourly Rate Fee Schedule

- Architect \$190
- Sr. Design Manager \$170
- Project Manager \$150
- Designer \$150
- CADD III \$100
- CADD II \$80
- Clerical \$90

2. Reimbursable Expenses

The typical reimbursable expenses will be related to printing, bid sets, postage and mileage for project business. This will normally be billed at cost plus 15% (upon Client authorization).