

DATE: October 17, 2019
TO: Michael Milliken, Superintendent
SUBJECT: Proposals for Architecture and Surveying Services for District Play Structures

CONSENT ITEM

That the Board of Trustees approves the proposal for architecture services from JK Architecture Engineering and the proposal for surveying services from Siegfried with respect to the design and implementation of new and improved play structures at Central, Fox, Nesbit, Redwood Shores, and Sandpiper Elementary Schools.

BACKGROUND

At its March 28, 2019, meeting, the Board approved a proposal from JK Architecture Engineering for the development of a Health and Safety Needs Assessment of the District's campuses.

On September 26, 2019, representatives of JK Architecture Engineering presented a summary of its report. The summary reflected the need to address the following issues with respect to play structures, with such issues varying by school site:

- Safety and drainage of fall zones and other related surfaces
- Accessibility
- Age, condition, and developmental appropriateness

District staff recognizes the need to improve, supplement, and/or replace many of its play structures to ensure that all students have access to safe and developmentally appropriate physical activities during and beyond the school day. Because of the safety and accessibility issues highlighted by the report, District staff recommends that the Board prioritize this effort and approve the following attached proposals:

- JK Architecture Engineering for the design and implementation of new and improved playgrounds at Central, Fox, Nesbit, Redwood Shores, and Sandpiper Elementary Schools in an amount not to exceed \$174,945 plus reimbursable expenses, and
- Siegfried for surveying services for the playgrounds at Central, Fox, Nesbit, Redwood Shores, and Sandpiper Elementary Schools in an amount not to exceed \$25,000 plus reimbursable expenses.

Cipriani Elementary School is not included in the proposals because its play structures were replaced in 2017 as part of a 2-story expansion and site improvement project. Ralston Middle School is not included in the proposals because it does not currently have any play structures and such structures are not necessary for its program.

As suggested by the Board at its September 26, 2019, meeting, District Staff will work with the architect, consultants, and School Principals to obtain input from site stakeholders, including staff and students.

The cost of the services outlined in the proposals will be paid with District facilities funds that cannot otherwise be used for District operations.

October 7, 2019

Craig Goldman
Belmont Redwood Shores School District
2960 Hallmark Dr.
Belmont, CA 94002

SUBJECT: BRSSD Playground Project

On behalf of JK Architecture Engineering, we are pleased to have this opportunity to present our proposal for the development of new Playground Project for Belmont Redwood Shores School District Campuses. The JKAE team has extensive experience in educational facility design, and more importantly is fully committed to designing safe and inspirational learning environments. Due to this deep understanding of the key criteria items supporting the District's goals, we feel we are best suited to develop the Playground Project for the Belmont Redwood Shores School District.

Belmont Redwood Shores Schools:

Central Elementary School
Fox Elementary school
Nesbit Elementary school
Sandpiper Elementary school
Redwood Shores Elementary school

We understand that time is of the essence in completing the BRSSD Playground Project; based upon this need and JKAE's current staffing availability we can move forward with this effort immediately.

We look forward to working collaboratively with the District, building on District objectives and stakeholder goals, and enriching the students' daily experience.

Sincerely,



Derek Labrecque, Partner
AIA, LEED AP BD+C, ALEP, DBIA



Sherry Sajadpour, Associate Principal
AIA, ALEP, DBIA

Summary of Work and Approach:

We understand the project is to develop design, specify playground equipment and Poured-In-Place (PIP) surfacing for (5) Campuses in BRSSD based on the Needs Assessment Report created August 2019. Design and development of construction documents will be based on provided as-builts and topographic survey of the identified play areas and will address:

- Bringing play structures up to a standard of safe and accessible rubberized surfaces for fall zones
- Ensuring all existing play structures meet current standards for safety and accessibility
- Adding or replacing the rubber fall attenuation
- Path of travel from the play structure to the restrooms and to the accessible parking

Project scope assumes an Over-The-Counter OTC review and approval by DSA Oakland office. Per correspondence with DSA Oakland office, IR-A 22 and IR-A 10 scope of work will necessitate DSA review and approval of accessibility compliance of the structures as well as Path-Of-Travel (POT) to pertinent facilities.

Project approach assumes District CM firm will be preparing all bid documents and managing the contractor selection processes, design team will be responsible for providing support on all technical and design aspects. To achieve your goals, we envision the following phases of service; JKAE proposes to provide the following services based on our understanding of the project:

Summary of work at each campus:

Central Elementary School

- P1 Alternate use TBD
- P2 Demo Existing Structure, Demo Swing
New Structure
PIP Rubber
- P3 PIP Rubber

Fox Elementary School

- P1 Demo Existing Structure
Create Open play surface
New Structure, New Box
- P2 Demo Existing Structure
PIP Rubber
- P3 Alternate use TBD via user groups
PIP Rubber
- P4 PIP Rubber
- P5 Demo Existing Structure
RIP Rubber

Nesbit Elementary School

- P1 PIP Rubber
- P2 Demo Existing Structure
New Structure
PIP Rubber
- P3 PIP Rubber

Redwood Shores Elementary School

- P1 PIP Rubber
- P3 Demo Existing Structure
New Structure
PIP Rubber

Sandpiper Elementary School

- P1 Demo Existing Structure
New Structure
PIP Rubber
- P2 PIP Rubber

Schematic Design

- Attend one conference call meeting with the District to obtain information concerning desired play equipment and surfacing
- Perform a site visit with engineering team to review locations, evaluate play structure and fall zone distances, accessibility barriers to the existing play structures and play box condition
- Prepare background site plans based on existing as-built plans and topography survey provided by the district
- Develop schedule with pertinent milestones for each campus
- Assist district in play structure manufacturer selection
- Attend one in-person meeting with Principal and site stakeholders to review structures and select desired option.

Construction Documents

- Based upon the topographic survey and desired play structure provide concept plan and cost estimate for the new play structures or replacement of existing as applicable.
- Provide improvement plans to address accessibility to the existing play structures as well as rubberized surface replacement as applicable.
- Survey one accessible restroom and one drinking fountain nearest to structures. Project assumes mentioned areas are previously approved by DSA, JKAE's role is limited to validation of -If that is not the case, improvement of the facilities will occur as an additional service on T&M basis

Regulatory Agency

- Prepare forms and documentation necessary for DSA OTC review and approval.
- Respond to DSA comments and edit documents to address outstanding issues

Bidding/Procurement and Construction Administration

- Assist with bid questions and coordination for obtaining final bids.
- Provide responses to RFI's from contractor
- Review submittals including shop drawings.
- Provide field clarifications, as required, for site specific design
- Attend Max. of (2) construction site meeting.
- Upon completion of the installation, create punch list for the job. JKAE will review the work to see that it generally conforms to the intent of the plans. JKAE does not act as a legal building inspector, nor interfere in the means and methods of construction that the general contractor would employ.

Fee proposal

In consideration of the above referenced services, JKAE shall be paid on a Fixed Fee basis for Schematic Design & Construction Documents and Time and Materials (T&M) basis for Bidding and Construction, per the following estimates, however they do not represent a guaranteed maximum. If the scope, schedule or budget changes then these fees shall be adjusted accordingly

Central Elementary School

Schematic Design (<i>Fixed Fee</i>)	\$ 5,190
Construction Documents (<i>Fixed Fee</i>)	\$ 14,590
Regulatory Agency (<i>T&M estimated</i>)	\$ 5,365
Bidding and Construction Administration (<i>T&M estimated</i>)	\$ 7,380

Total Proposed Fee-Central \$ 32,525

Fox Elementary School

Schematic Design (<i>Fixed Fee</i>)	\$ 5,190
Construction Documents (<i>Fixed Fee</i>)	\$ 18,090
Regulatory Agency (<i>T&M estimated</i>)	\$ 5,365
Bidding and Construction Administration (<i>T&M estimated</i>)	\$ 7,380

Total Proposed Fee- Fox \$ 41,325

Nesbit Elementary School

Schematic Design (<i>Fixed Fee</i>)	\$ 5,190
Construction Documents (<i>Fixed Fee</i>)	\$ 18,110
Regulatory Agency (<i>T&M estimated</i>)	\$ 5,365
Bidding and Construction Administration (<i>T&M estimated</i>)	\$ 7,380

Total Proposed Fee- Nesbit \$ 36,045

Redwood Shores Elementary School

Schematic Design (<i>Fixed Fee</i>)	\$ 5,190
Construction Documents (<i>Fixed Fee</i>)	\$ 14,590
Regulatory Agency (<i>T&M estimated</i>)	\$ 5,365
Bidding and Construction Administration (<i>T&M estimated</i>)	\$ 7,380

Total Proposed Fee- Redwood \$ 32,525

Sandpiper Elementary School

Schematic Design (<i>Fixed Fee</i>)	\$ 5,190
Construction Documents (<i>Fixed Fee</i>)	\$ 14,590
Regulatory Agency (<i>T&M estimated</i>)	\$ 5,365
Bidding and Construction Administration (<i>T&M estimated</i>)	\$ 7,380

Total Proposed Fee- Sandpiper \$ 32,525

Schedule:

We have the capability to start this effort immediately. We look forward to working with you to identify timeframes for the site visits to finalize the schedule. The following are estimated timeframes for each phase, may change depending on client's availability for meetings and milestone reviews:

Schematic Design	3 Weeks
Construction Documents	4 Weeks
DSA OTC	TBD
Bidding and Construction	10 Weeks

Should the project's scope, schedule or budget change then the proposed fee shall be reviewed accordingly.

Exclusions:

- Site / Topography Survey
- Geotechnical Report
- Hazardous Material Testing
- Compliance with CEQA
- Graphic renderings
- Specification Special environmental impact investigations and related research. Such studies are not anticipated under this proposed agreement.
- Leadership in Energy and Environmental Design (LEED) related services.
- Life cycle cost analyses and energy effectiveness studies.
- Redesign for reasons not the fault of engineering team, including changes in project scope or Owner requirements following the approval of scope and compensation outlined in this document.
- Structural analysis or structural and seismic design of equipment anchorage and support systems.
- Preparation of construction cost estimates and detailed quantity take-offs.
- Design of lighting, EMS or other low voltage systems.
- Design of fire alarm system.
- Preparation of Title 24 calculations.

- Preparation of maintenance or operating manuals.
- System commissioning.
- Utilities to drinking fountains, or restrooms
- Upgrade of existing drinking fountains or restrooms
- Permit application and plan check fees,
- Door hardware evaluation and replacement,



October 2, 2019

Craig Goldman, CBO
BRSSD
c/o Sherry Sajadpour
JK Architecture and Engineering
900 E. Hamilton, Suite 100
Campbell, CA 95008

**RE: BRSSD HEALTH AND SAFETY NEEDS IMPROVEMENTS
BELMONT, CALIFORNIA
PROPOSAL FOR PROFESSIONAL DESIGN SERVICES**

Dear Craig and Sherry;

As a compliment to the design services provided under a separate agreement with JK Architecture and Engineering, Siegfried is pleased to present the following proposal to provide surveying services for the playgrounds and drop off pick up areas at each of the identified school sites.

I. Project Description

The overall survey scope contemplated by the project is as follows:

- Central ES: Each play structure as well as the path of travel to the restroom and the parking area.
- Fox ES: Each play structure as well as the path of travel to the restroom and the parking area.
- Nesbit K-8: Each play structure as well as the path of travel to the restroom and the parking area.
- Redwood Shores ES: Each play structure as well as the path of travel to the restroom and the parking area.
- Sandpiper ES: Each play structure as well as the path of travel to the restroom and the parking area.

It is assumed that existing as-built record drawings will be provided by the Client.

II. Scope of Work

Siegfried Engineering, Inc. (Siegfried) will provide surveying engineering services to BRSSD (**Client**) for the BRSSD Health and Safety Measures Project (**Project**) in Belmont, California including the following services:

1. Siegfried will perform a ground survey of each designated site improvement area based on regional vertical and horizontal control, said survey will be for the following areas:
 - a. Play structure areas and 30 feet outside the play structure.
 - b. Path of travel and accessible parking areas to and from the play structure(s).
2. Siegfried will deliver said survey in AutoCAD dwg format as well as pdf format.

It is understood that the following are not included in the Scope:

- a. *preliminary title report, preparation of deed of conveyance and recordation fees,*
- b. *civil design,*

Stockton
3428 Brookside Rd.
Stockton, CA 95219
t: 209.943.2021

San Jose
111 N. Market St., #300
San Jose, CA 95113
t: 408.754.2021

Sacramento
900 Howe Ave., #200
Sacramento, CA 95825
t: 916.520.2777

Modesto
101 Sycamore Ave, #100
Modesto, CA 95354
t: 209.762.3580



- c. *boundary surveys,*
- d. *right of way determination,*
- e. *easement determination or plotting,*
- f. *underground utilities,*
- g. *construction documents,*

III. Fee Proposal

<u>Task</u>	<u>Description</u>	<u>Total</u>
1	Central Elementary School	\$5,000
3	Fox Elementary School	\$5,000
4	Nesbit Elementary School	\$5,000
2	Redwood Shores Elementary School	\$5,000
5	Sandpiper Elementary School	\$5,000
TOTAL NOT TO EXCEED FEE excluding reimbursable expenses		<u>\$25,000</u>

We look forward to working with you and the rest of the team. If you have any questions regarding this proposal, please do not hesitate to call me directly. We will commence work upon your authorization to proceed and the execution of your contract documents.

Sincerely,

Paul J. Schneider, QSD, QSP, P.E.
SIEGFRIED

Stockton 3428 Brookside Rd. Stockton, CA 95219 t: 209.943.2021	San Jose 111 N. Market St., #300 San Jose, CA 95113 t: 408.754.2021	Sacramento 900 Howe Ave., #200 Sacramento, CA 95825 t: 916.520.2777	Modesto 101 Sycamore Ave, #100 Modesto, CA 95354 t: 209.762.3580
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