



February 7, 2020

Mr. Jim Lianides
Interim Chief Business Official
Ravenswood City School District
2100 Euclid Avenue
East Palo Alto, CA 94303

Re: Proposal for Ravenswood Middle School Phase 2

Dear Mr. Lianides:

This Letter of Understanding (the "LOU") shall serve as confirmation between **Ravenswood City School District (RCSD)** ("Client") and **SVA Architects, Inc. ("SVA")** of our mutual understanding of the work to be performed for the **RCSD Ravenswood Middle School Phase 2** ("Project") located at Ravenswood Middle School.

I. Development Objectives

SVA Architects, along with their structural, civil, electrical, mechanical, and plumbing engineers, and landscape architect, will provide Schematic Design, Design Development, Construction Documents, Bidding assistance, and Construction Administration services for the Ravenswood Middle School Phase 2 project in accordance with the existing Master Agreement dated October 11, 2018. The scope and schedule will be determined and approved by the District prior to the start of design.

II. Compensation

- A. Fees are based on a single phased project approach and a project construction budget of \$38,350,000 and are based upon the fee scale in the Master Agreement. The Client agrees to compensate SVA, in accordance with the terms and conditions of the Master Agreement, for services rendered hereunder of a fee equal to **Two Million One Hundred Five Thousand Dollars (\$2,105,000)**.

The fees will be broken down by phase, according to the Master Agreement.

- B. Payment to SVA will be made monthly in the proportion to services performed.
- C. Reimbursement for any direct expenses will be at 1.10 times the actual expense. Reimbursable expenses will include, but not be limited to, computer plots, printing and reproduction, photo work, artist renderings (if requested by Client), overnight delivery, messenger services, and travel expenses. SVA's in-house progress sets are excluded from reimbursement.



D. SVA's hourly rates are as follows:

- Partners at the fixed rate of Two Hundred Twenty-Five Dollars (\$250) per hour
- Principals at the fixed rate of Two Hundred Ten Dollars (\$230) per hour
- Senior Project Architect/Manager at the fixed rate of One Hundred Ninety-Five Dollars (\$215) per hour
- Senior Project Designer at the fixed rate of One Hundred Ninety-Five Dollars (\$215) per hour
- Project Architect/Manager at the fixed rate of One Hundred Seventy-Five Dollars (\$195) per hour
- Project Designer at the fixed rate of One Hundred Seventy-Five Dollars (\$195) per hour
- Job Captain at the fixed rate of One Hundred Fifty-Five Dollars (\$175) per hour
- Intermediate Designer and Intermediate Draftsman at the fixed rate of One Hundred Twenty-Five Dollars (\$140) per hour
- Junior Designer and Junior Draftsman at the fixed rate of One Hundred Dollars (\$120) per hour
- Administrative Staff at the fixed rate of Seventy-Five Dollars (\$95) per hour

If the above is agreeable and consistent with our mutual understanding, please sign one original of this Letter of Understanding and return it to us as soon as possible. Please note that the requirements of Section 5536.22 of the Business and Professions Code of the state of California require an executed written agreement by both parties prior to proceeding with any work. The attached terms and conditions are hereby fully referenced and incorporated.

Sincerely,

SVA Architects, Inc.

A handwritten signature in blue ink that reads 'Robert M. Simons' with a long horizontal flourish extending to the right.

Robert M. Simons, AIA
President & Partner
License No.: C18301

AGREED AND ACCEPTED:

Ravenswood City School District

Signature

Name & Title

Date

Attachment: Terms and Conditions