

**ADDITIONAL SERVICES PROPOSAL**

<b>PROJECT:</b> Borel Middle School – New Gymnasium and Classroom Buildings	<b>Additional Service No:</b> 02
<b>CLIENT:</b> San Mateo-Foster City School District	<b>Date Issued:</b> April 28, 2020
<b>ATTENTION:</b> Bob Price	<b>CSDA Project No:</b> 1645.01
<b>ADDITIONAL SERVICES:</b> City Planning and Grading Approval	<b>Client Contract No:</b> 2143/16

**Description of Additional Services:**

The District has directed the design team to coordinate with the City of San Mateo, San Mateo Consolidated Fire Department and Fire Station 25 design engineers. The scope of work to facilitate this included; project coordination; City, Fire Department and Neighborhood meetings; assistance with obtaining City Site Development Permit, including grading export and site preparation; and redesign of property line retaining wall.

**TOTAL PROPOSED ADDITIONAL FEE: \$10,000.00** (Ten Thousand Dollars and Zero cents) per the breakdown below:

Architectural	\$ 4,000.00
Civil	\$ 6,000.00
<b>Total</b>	<b>\$ 10,000.00</b>

Our proposal has been developed at the District’s request and in response to the project needs. CSDA greatly values the relationship we have built with you and we look forward to continued collaboration on this great project.

Please contact me at (415) 321-1155 if we can provide any additional information regarding this proposal.

Sincerely,  
CSDA Design group



Zachary Goodman, AIA, LEED AP  
Principal

**APPROVAL**

Authorized Signature:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name and Title

# Project Detail

Tuesday, July 21, 2020

10:19:54 AM

CSDA Design Group

Job-to-Date through 7/31/2020

	<b>Total Hours</b>	<b>Hourly Rate</b>	<b>Billing</b>
<b>Project: 01645.02 SMFC SD Borel MS</b>			
<b>Task Number: 14 AS - Sitework V/E [NC]</b>			
<b>Labor and Overhead</b>			
00440 Hieatt, L			
00440 Hieatt, Laurel 7/21/2018	.25	170.00	42.50
00440 Hieatt, Laurel 7/21/2018	6.00	170.00	1,020.00
Total for 00440	<b>6.25</b>		<b>1,062.50</b>
Total for Hieatt, L	<b>6.25</b>		<b>1,062.50</b>
00441 Cruz, D			
00441 Cruz, Daniel 7/7/2018	8.50	120.00	1,020.00
00441 Cruz, Daniel 7/7/2018	8.50	120.00	1,020.00
00441 Cruz, Daniel 7/14/2018	14.00	120.00	1,680.00
00441 Cruz, Daniel 9/15/2018	5.00	120.00	600.00
00441 Cruz, Daniel 9/15/2018	5.00	120.00	600.00
Total for 00441	<b>41.00</b>		<b>4,920.00</b>
Total for Cruz, D	<b>41.00</b>		<b>4,920.00</b>
<b>Total for 14</b>	<b>47.25</b>		<b>5,982.50</b>

## Task Number: 15 AS - City Planning & Grading App [NC]

### Labor and Overhead

00414 Ketelsen, C			
00414 Ketelsen, Cynthia 8/25/2018	1.50	245.00	367.50
00414 Ketelsen, Cynthia 9/8/2018	1.50	245.00	367.50
00414 Ketelsen, Cynthia 9/15/2018	2.00	245.00	490.00
00414 Ketelsen, Cynthia 9/22/2018	1.00	245.00	245.00
00414 Ketelsen, Cynthia 10/6/2018	1.00	245.00	245.00
00414 Ketelsen, Cynthia 10/6/2018	2.50	245.00	612.50
00414 Ketelsen, Cynthia 3/30/2019	3.50	245.00	857.50
00414 Ketelsen, Cynthia 4/20/2019	.50	245.00	122.50
00414 Ketelsen, Cynthia 5/11/2019	3.50	245.00	857.50
00414 Ketelsen, Cynthia 5/11/2019	.50	245.00	122.50
Total for 00414	<b>17.50</b>		<b>4,287.50</b>
Total for Ketelsen, C	<b>17.50</b>		<b>4,287.50</b>
<b>Total for Labor and Overhead</b>	<b>17.50</b>		<b>4,287.50</b>
<b>Total for 15</b>	<b>17.50</b>		<b>4,287.50</b>

## Task Number: 16 AS - Existing POT Remediation [NC]

### Labor and Overhead

00414 Ketelsen, C			
00414 Ketelsen, Cynthia 7/28/2018	2.50	245.00	612.50
00414 Ketelsen, Cynthia 8/18/2018	.50	245.00	122.50
Total for 00414	<b>3.00</b>		<b>735.00</b>
Total for Ketelsen, C	<b>3.00</b>		<b>735.00</b>
00440 Hieatt, L			
00440 Hieatt, Laurel 7/21/2018	9.00	170.00	1,530.00

**CONTRACT ADDENDUM**

**PROJECT:** Borel Middle School  
New Gym & Classroom Buildings  
**CLIENT:** CSDA Design Group  
**ADDRESS:** 475 Sansome Street, Suite 800  
San Francisco, CA 94111

**JOB NO.:** 20165224

**ADDENDUM NO.:** 1

**PROJECT MGR.:** Frankie Wei  
**CHANGE REQUESTED BY:** Cynthia L. Ketelsen  
**DATE OF REQUEST:** 01/11/2017

**ATTN:** Cynthia L. Ketelsen

VIA  **PHONE**  **MEETING**  **LETTER**

DASH NO.	WORK DESCRIPTION	FEE BASIS	ADDITIONAL FEE
11	New retaining wall at the rear of the new gymnasium building.	Lump Sum	\$6,000

**COMMENTS:**

Value engineering, project coordination, and meetings with City of San Mateo, San Mateo Fire Department and Fire Station 25 design engineers in order to reduce the retaining wall height along Borel Middle School and Fire Department property line.

**BKF Engineers:**

 \_\_\_\_\_ **DATE:** 11/2/2017  
(Signature)

- THE ABOVE DESCRIBED WORK WILL BEGIN UPON RETURN OF THIS SIGNED ADDENDUM  
 THE ABOVE DESCRIBED WORK IS IN PROCESS BASED UPON YOUR VERBAL REQUEST

**CLIENT:**

\_\_\_\_\_ **DATE:** \_\_\_\_\_  
(Signature)