

February 1, 2021



Norine Bruno

Project Manager

TELACU Construction Management

60 N. Eckhoff Street

Orange, CA 92868

Tel: 714.474.4072

E-mail: nbruno@telacu.com

Subject: Surveying Services Proposal for Control & Topographic Survey associated with Aspire Campus - East Palo Alto, CA

Dear Norine:

BKF Engineers welcomes the opportunity to submit this proposal for land surveying services regarding the above referenced site in East Palo Alto, California. To arrive at the estimated effort required by our office for this project, we have outlined a proposed scope of services, assumptions, and associated fee based on our understanding of the project.

I. PROJECT UNDERSTANDING

Based on your proposal request, our understanding of the project is as follows:

TELACU is requesting BKF to provide a proposal to Control & Topographic Survey of a portion of the Aspire Campus in East Palo Alto, California.. Listed below is our proposed Scope of Services.

II. SCOPE OF SERVICES

TASK 1: CONTROL SURVEY

1. **Field & Office Surveying to recover and establish control- \$2,500**

Based on existing horizontal and vertical control used for the 2017 effort to develop an aerial survey for the project site, BKF will schedule crews to the site re-establish project control. BKF will need to locate existing site flight panels offsite and use their values to establish new control within the project site limits (see page 2 of this proposal for site limits).

TASK 2: TOPOGRAPHIC SUREY

1. **Field & Office Mapping to develop Topographic Survey - \$7,500**

Upon completion of Task 1 listed above, BKF crews will return to the site to perform data collection to develop a topographic survey of the site limits (shown on page 2 of this proposal). This will include providing topographic features (such as buildings, above ground utilities, sidewalks, curb lines, sidewalks, etc.) of the adjacent project frontage, onsite facilities and onsite topographic features. We will collect the data and prepare an Autocad map for the topographic features. Data will be overlaid and plotted on the existing aerial base for the site (dated 2017).

TASK 2 Deliverables :

- Topographic Survey in Autocad & PDF format

III. SITE LIMITS



IV. SCOPE QUALIFICATIONS, CLARIFICATIONS AND ASSUMPTIONS

BKF Engineers' services are limited to those expressly set forth in the scope. BKF shall have no other obligations or responsibilities for the project except as provided in this proposal letter, or as agreed to in writing. BKF will provide the scope of services consistent with, and limited to, the standard of care applicable to such services. For the scope of work identified, we have assumed the following:

- a) **Site Access:** BKF will need to be provided site access, especially to any fenced or areas under construction.

V. SCHEDULE

BKF anticipates being able to complete mapping within two (2) weeks of NTP **AND weather permitting.**

VI. COMPENSATION

1. BASE SCOPE OF WORK:

BKF proposes to provide the services on a "not to exceed" basis.

Task	Description	Fee
1	CONTROL SURVEY	\$2,500
2	TOPOGRAPHIC SURVEY	\$7,500
	Total Labor Fee	\$10,000

For tasks requested by the owner or architect not defined in this scope of services, BKF will identify them as potential extra work. We can provide a scope and fee for these items or they may be tracked separately as extra work and billed on a time and materials per our attached rate schedule.

Thank you for the opportunity to present this proposal. We look forward to assisting in developing this project. Please contact us at 925.396.7730 if you have any questions regarding our scope of services.

Respectfully,

BKF Engineers

A blue ink signature of Davis Thresh, consisting of a stylized 'D' and 'T' connected together.

Davis Thresh, PLS
Principal/Vice-President

BKF Engineers

A blue ink signature of Walter Stemberga, written in a cursive style.

Walter Stemberga
Project Manager



BKF ENGINEERS
PROFESSIONAL SERVICES RATE SCHEDULE

JANUARY 1, 2021 – DECEMBER 31, 2021

<u>CLASSIFICATION</u>	<u>HOURLY RATE</u>
PROJECT MANAGEMENT	
Principal/Vice President	\$251.00
Senior Associate/Vice President	\$225.00
Associate	\$219.00
Senior Project Manager Senior Technical Manager	\$218.00
Project Manager Technical Manager	\$213.00
Engineering Manager Surveying Manager Planning Manager	\$197.00
TECHNICAL STAFF	
Senior Project Engineer Senior Project Surveyor Senior Project Planner	\$183.00
Project Engineer Project Surveyor Project Planner	\$160.00
Design Engineer Staff Surveyor Staff Planner	\$140.00
BIM Specialist I, II, III	\$140.00 - \$160.00 - \$183.00
Technician I, II, III, IV	\$133.00 - \$142.00 - \$155.00 - \$167.00
Drafter I, II, III, IV	\$104.00 - \$114.00 - \$123.00 - \$138.00
FIELD SURVEYING	
Survey Party Chief	\$182.00
Instrumentman	\$157.00
Survey Chainman	\$117.00
Utility Locator I, II, III, IV	\$95.00 - \$135.00 - \$161.00 - \$184.00
Apprentice I, II, III, IV	\$72.00 - \$97.00 - \$107.00 - \$113.00
CONSTRUCTION ADMINISTRATION	
Senior Consultant	\$239.00
Senior Construction Administrator	\$207.00
Resident Engineer	\$154.00
Field Engineer I, II, III	\$140.00 - \$160.00 - \$183.00
ASSISTANTS	
Project Assistant	\$88.00
Engineering Assistant Surveying Assistant Planning Assistant	\$86.00
Clerical Administrative Assistant	\$74.00

Expert witness rates are available upon request.

Subject to the terms of a professional services agreement:

- Charges for outside services, equipment, materials, and facilities not furnished directly by BKF Engineers will be billed as reimbursable expenses at cost plus 10%. Such charges may include, but shall not be limited to: printing and reproduction services; shipping, delivery, and courier charges; subconsultant fees and expenses; agency fees; insurance; transportation on public carriers; meals and lodging; and consumable materials.
- Allowable mileage will be charged at the prevailing IRS rate per mile.
- Monthly invoices are due within 30 days from invoice date. Interest will be charged at 1.5% per month on past due accounts.

