

June 1, 2020

Patrick Gaffney
Chief Business Officer
San Mateo Foster City School District
1170 Chess Drive
Foster City, CA 94404

Re: ASR 5- Gravel Pile Survey
Foster City New ES

Dear Mr. Gaffney:

HMC respectfully submit the following Add Services Request for your consideration..

We propose to the same civil engineering firm (BKF) involved with the new school design and the demolition/winterization design for this work.

Scope of Work:

San Mateo Foster City School District has requested HMC provide a 3D survey of the gravel grindings pile so as to provide a hyper-accurate take off of material to remain for the new school site work versus quantity to be off hauled.

Scope of Services:

- Site topo survey by BKF of just the gravel pile
- Deliverables are a DRAFT and FINAL 3 dimensional plan and calculations
- Coordination of BKF and 2 District meetings (during the weekly conference call)

Compensation:

HMC will provide the services outlined in the Scope of Services above for a fixed fee of **Ten Thousand Dollars (\$10,000.00)**. (\$8,000 BKF + \$2,000 HMC)

Assumptions:

This fee proposal assumes the following:

- These services will start within a 1 week and be concluded within 3 weeks.
- This fee will be an Add Service to the current NTP Hourly contract
- No Board presentations or other meeting with other entities

Exclusions:

The following services are not considered part of the proposed basic services, and will be provided at the District's option as additional services:

- Cost estimation of the export of excess gravel
- Redesign of the Winterization grades design, or the New Buildings grades design

Schedule:

- Proposal Approval 1 week (SMFCSD)
- Survey of Pile 1 day
- Survey plan and Calcs 1 week thereafter

Reimbursable Expenses:

If Reimbursable expenses including costs related to printing, plotting and delivery charges in the interest of the project occur, they are in addition to compensation for Basic and Additional Services. These expenses shall be billed by the Architect to the Owner at cost (1.10) times the expense incurred by the Architect and Architect's Consultants. Markup of consultants is at (1.15) times cost of their fee to cover our administration and execution of their work.

Additional Services:

If Additional Services are required beyond the above identified Scope of Work, HMC will bill on an hourly basis per HMC Rate Schedule on the Master Agreement signed and dated May 15, 2019.

Thank you again for allowing HMC to be your architect on this important project! Please contact us should you require additional information or clarification regarding this submittal.

Authorization/Agreement to Proceed:

HMC Group is hereby requested and authorized by San Mateo-Foster City School District to provide Architectural / Engineering Services as described above. All the foregoing is agreed to and authorized by:

 _____ Brian Meyers Principal in Charge	06.01.20 _____ Date	_____ Patrick Gaffney Chief Business Officer	_____ Date
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Mr. Patrick Gaffney CBO
San Mateo Foster City SD
RE: ASR 5- Gravel Pile Survey
June 1, 2020

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Please review this Proposal / Agreement and if it meets your approval, please sign and return one (1) original to my attention.

Respectfully submitted,

Brian Meyers
Principal in Charge

Attachments: BKF ASR 06 – Add Service Request

cc: Jarret Bucknor, Marko Blagojevic, Brian Meyers (HMC)

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BKF No. 20160173-11

June 1, 2020

Brian Meyers LEED AP BD+C
Principal / Pre K12 Practice Leader

HMC Architects

2495 Natomas Park Drive, Studio 100
Sacramento, CA 95833

Transmitted Via Email

Subject: Foster City School – Additional Services Request As-Left Topo and Grading Quantities

Dear Brian,

BKF has been asked to perform services outside of our original scope of work. We understand that the District would like to topo the as-left stockpile and check earthwork quantities to determine if any material should be off-hauled now.

TASK 1: AS-LEFT TOPO AND EARTHWORK STUDIES

BKF will complete a topographic survey of as left grading, including the stockpile. We will then compile that data into a 3D surface and compare that to the current grading surface. We will complete earthwork calculations based on this new data. We will prepare a new cut-fill map that documents our earthwork quantities. We have included time to adjust the site grading one time, if needed, to achieve a more balanced earthwork position. Note that due to the geotechnical constraints on the site it is not possible to achieve balanced condition.

SCOPE QUALIFICATIONS AND ASSUMPTIONS

Our assumptions from our original proposal are incorporated by reference.

COMPENSATION

BKF proposes to provide the services on a lump sum basis. We will invoice for our services on a percent complete basis per task summarized as follows:

Task	Description	Fee
1	As-Left Topo and Earthwork Studies	\$ 8,000
Total Fee		\$ 8,000

Thank you for the opportunity to present this proposal. We look forward to assisting in developing this project. Please contact me at 415-930-7957 if you have any questions regarding our scope of services.

Respectfully,

BKF Engineers



Mike O'Connell, PE
Associate