

Ricardo Reyes  
Manager of Facilities & Planning  
800 Niblick Road  
Paso Robles, CA 93446  
Email: [rreyes@pasoschools.org](mailto:rreyes@pasoschools.org)



**RE: WINIFRED PIFER LUNCH SHELTER FEE  
PROPOSAL (REVISED) – PASO ROBLES JOINT  
UNIFIED SCHOOL DISTRICT**

**Dear Mr. Reyes:**

PBK-WLC is excited at the opportunity to work with Paso Robles Unified School District for the design of a new lunch shelter at Winifred Pifer Elementary School located at 1350 Creston Road, Paso Robles, CA 93446.

Our team maintains and perpetuates a positive “can do” office culture that is centered on delivering the needs of our client. It is truly our intention to become an extension of your staff and create a seamless partnership in facilitating all services required for this project. We listen carefully to the District’s objectives to provide creative and cost-effective solutions, while providing all the necessary resources and experience to collaboratively solve any challenge through the design and construction process.

This letter will serve as our formal proposal for architectural and engineering services as follows:

**I. PROJECT DESCRIPTION:**

- A. Construct a pre-engineered lunch shelter at Winifred Pifer E.S. adjacent to the cafeteria, as well as DSA required ADA path of travel and restroom upgrades, based on plans prepared by SIM-PBK. Shelter location shall be modified from original design.

**II. SCOPE OF SERVICES**

- A. Revise design layout.
- B. Establish extent of ADA upgrades with DSA
- C. Meetings with District and DSA as needed.
- D. Field investigation.
- E. Construction documents (drawings and specifications) including:
  - 1. Arch site plan, floor plan, interiors, details.
  - 2. Civil engineering and plans
  - 3. MEP engineering and plans
  - 4. Integration of front end bid documents.
  - 5. Design review meeting with District.
- F. DSA submittal and approval.
- G. Bid Assistance, including responses to questions and addendums..
- H. Construction Administration, including ASI’s, RFI’s, CCD’s, review of pay applications and submittals and site visits.
- I. DSA Close-Out.
- J. Additional surveying of site for ADA path of travel.

K. Phone and video meetings as needed.

### **III. PROPOSED FEES:**

A. PBK-WLC proposes to do the work for a fixed fee of ***Thirteen-Thousand Dollars (\$13,000.00)***, determined as follows.

Construction Documents/DSA Approval	\$0.00
Bidding/Construction Administration Close-Out	<u>\$4,500.00</u>
Design revisions and topographic survey	<u>\$8,500.00</u>
<b>Total</b>	<b><u>\$13,000.00</u></b>

B. Additional services shall be done on an hourly rate basis upon approval of the District or by means of a negotiated and agreed fixed fee. See Attachment "A" for rate sheet.

C. Reimbursables: Copies and printing only. Travel shall not be a reimbursable expense.

Thank you for the opportunity to team with you on this most exciting project. Feel free to contact me should you have any questions.

Respectfully,



**Gary J. Gery**, AIA, NCARB  
Partner  
gary.gery@pbk-wlc.com

Ricardo Reyes, Manager of Facilities & Planning  
Paso Robles Unified School District

## **Attachment A**

*Effective June 1, 2021- May 31, 2022*

# **HOURLY BILLING RATES**

Principal in Charge	\$225.00
Design Director	\$215.00
Senior Project Manager	\$205.00
Senior Project Architect	\$205.00
Project Manager	\$185.00
Project Architect	\$180.00
Project Leader / Technical Leader	\$150.00
Project Coordinator	\$130.00
Architectural Intern /	\$115.00
Designer Intern	\$ 90.00
Senior Project Designer	\$200.00
Project Designer	\$185.00
Design Leader	\$140.00
Designer II	\$135.00
Designer	\$110.00
Senior Educational Facilities Planner	\$230.00
Facilities Planner	\$185.00
Senior Construction Administrator	\$210.00
Construction Administrator	\$175.00
Sustainable Designer	\$160.00
Specification Writer	\$185.00
Agency Compliance	\$110.00
Cost Estimator	\$210.00
Clerical / Office	\$100.00