

AMENDMENT NO. 2

TO AGREEMENT FOR PROFESSIONAL SERVICES

WITH

CSDA DESIGN GROUP

FOR

**SUNNYBRAE ELEMENTARY SCHOOL MULTI PURPOSE ROOM AND
MODERNIZATION PROJECT**

SAN MATEO – FOSTER CITY SCHOOL DISTRICT

OCTOBER 5, 2021

**AMENDMENT NO. 2
TO AGREEMENT FOR PROFESSIONAL SERVICES
OCTOBER 5, 2021**

Between:

OWNER: San Mateo - Foster City School District
1170 Chess Drive
Foster City, CA 94404
(Hereinafter "District")

and

CONSULTANT: CSDA Design Group
364 Bush Street, 2nd Floor
San Francisco, CA 94104
(Hereinafter "Consultant")

SUBJECT:

Multi-Purpose Room and Modernization
Sunnybrae Elementary School
Amendment No. 2

I. The "Scope of Services" of the above referenced Agreement is hereby modified as follows:
(For "Scope of Additional Services" refer to the Exhibit A (CSDA Design Group's Proposals), which is for reference only):

- A. Additional Services Proposal 2, \$10,800.00 Fire water lines
- B. Additional Services Proposal 3, \$11,200.00 Play area design
- C. Additional Services Proposal 4, \$62,665.00 Moving the lunch shade structure
- D. Additional Services Proposal 5, \$12,810.00 Kitchen redesign
- E. Additional Services Proposal 6, \$42,140.00 Synthetic Turf design
- F. Additional Services Proposal 7, \$21,475.00 Civil design for path of travel and area of refuge

II. "Compensation and Payment" of our Agreement approved by the Board March 18, 2020 of \$580,300.00 was previously modified on March 25, 2021 to \$777,500.00 is hereby modified to allow for the additional fees required to implement the above changes. The present fee for architectural services of **\$777,500.00** is hereby increased by a not-to-exceed fee of **\$161,090.00**, for a fixed fee of **\$938,590.00** for the architectural services.

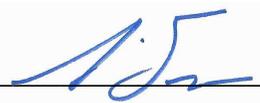
The new contract amount is **\$938,590.00**.

The design phase is extended by 5 weeks with the overall contract completion date of the project after receiving the Amendment is still the summer of 2023.

All other conditions of our Agreement (and subsequent Amendment(s) set forth above) remain in full force and effect as originally stated.

IN WITNESS WHEREOF, the Consultant has executed this Amendment, and the District by its officers, who is authorized to do so, has executed this Amendment.

CONSULTANT:

By:  _____

Dated: October 11, 2021 _____

Michael Schoen, AIA, LEED AP
Principal

SAN MATEO - FOSTER CITY SCHOOL DISTRICT:

By: _____

Dated: _____

Patrick Gaffney
Chief Business Official

July 6, 2021

Mr. Kevin Sanders

Construction Project Manager – San Mateo-Foster City School District
1170 Chess Drive, Foster City, CA 94404

**Re: Proposal to Provide Additional Services AS02_r1 – Fire Water Service
Measure X Phase II - Sunnybrae Elementary School**

Dear Mr. Sanders:

CSDA respectfully submits this revised fee proposal for additional services to revise the scope of work. Assisting CSDA with this work will be Brelje & Race Civil Engineers

SCOPE OF WORK

The original project scope of work did not anticipate design of a new fire water service. Based on the results of the fire flow test and meeting with the SMCFD inspector on 4/14/21 a new fire water service including campus loop, new hydrant, PIV, FDC, etc. will be required to service the new MPR building.

Tasks involved include:

- Request fire flow test at public hydrant at Delaware Street frontage
- Complete preliminary calculations for existing fire system
- Review available fire flow and analyze
- Provide design of new system
- Facilitate required permitting
- Coordination with public water provider and fire marshal as needed for new fire line connection at the public main
- Complete fire flow calculations and fire flow report for DSA submittal
- Provide Construction Administration services during fire line construction

SCHEDULE

This scope will be incorporated into the existing schedule with no added days.

FEE PROPOSAL

As compensation for Professional Architectural Services for the Scope of Work as outlined herein, CSDA proposes a lump sum fee of **\$10,800**. (Ten Thousand, Eight Hundred Dollars) per the following breakdown:

| | |
|---------------|-----------------|
| Architectural | \$1,800. |
| <u>Civil</u> | <u>\$9,000.</u> |
| Total | \$10,800 |

Pursuant to Business and Professions Code, Section No. 5536.22 of the Architectural Practice Act, architects must have a signed contract to provide professional services. In order to expedite your project, we propose this Interim Agreement while we continue to coordinate with you to develop an amendment to our contract reflecting the necessary scope of work and related fee.

If our understanding meets with your approval, please acknowledge your acceptance by signing in the designated space provided. Retain one (1) copy for your files and return one (1) signed copy to CSDA. Your returned signature will serve as our Notice to Proceed with the described work.

Our proposal has been developed in response to the project needs. CSDA greatly values the relationship we have built with the District 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

cc: Patrick Gaffney, SMFCSD
Amy Ruffo, SMFCSD
Tish Busselle, SMFCSD
Accounting Group, CSDA

APPROVAL

Authorized Signature:

Signature

Printed Name and Title

June 8, 2021

Mr. Kevin Sanders

Construction Project Manager – San Mateo-Foster City School District
1170 Chess Drive, Foster City, CA 94404

**Re: Proposal to Provide Additional Services AS03 - Playground Redesign
Measure X Phase II - Sunnybrae Elementary School**

Dear Mr. Sanders:

CSDA respectfully submits this fee proposal for additional services to revise the scope of work.

SCOPE OF WORK

The original project scope of work excluded any improvements to the existing playground beyond relocation of the one play structure within the footprint of the new MPR building. At the Site Facilities Meeting on 11/5/20 it was requested that the design team provide a concept plan to redesign the existing playground equipment and striping to facilitate the separation of younger and older grades for safety and efficiency. CSDA provided this concept plan for review at the 4/26/21 Site Facilities Meeting and then revised it based on comments received for final review with the District on 5/25/21 (see attached).

Tasks included with this scope include:

- Develop concept design (complete)
- Review concept plan with District (complete)
- Provide ROM estimate of construction cost (complete)
- Revise design (as required) and incorporate concept design into the base model
- Provide construction documents including path of travel improvements
 - Site Demolition plan
 - Equipment and Striping layout plans
 - Equipment plans and details
 - Specifications
- Review final design with District
- Facilitate DSA approvals
- Provide bidding and construction administration services (RFI, Submittals, ASI/CCD, punchlist, etc.)

SCHEDULE

This scope will be incorporated into the existing schedule with no added days.

FEE PROPOSAL

As compensation for Professional Architectural Services for the Scope of Work as outlined herein, CSDA proposes a lump sum fee of **\$11,200**. (Eleven Thousand, Two Hundred Dollars).

Pursuant to Business and Professions Code, Section No. 5536.22 of the Architectural Practice Act, architects must have a signed contract to provide professional services. In order to expedite your project, we propose this Interim Agreement while we continue to coordinate with you to develop an amendment to our contract reflecting the necessary scope of work and related fee.

If our understanding meets with your approval, please acknowledge your acceptance by signing in the designated space provided. Retain one (1) copy for your files and return one (1) signed copy to CSDA. Your returned signature will serve as our Notice to Proceed with the described work.

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Sincerely,
CSDA Design group



Zachary Goodman, AIA, LEED AP
Principal

cc: Patrick Gaffney, SMFCSD
Tish Busselle, SMFCSD
Accounting Group, CSDA

APPROVAL

Authorized Signature:

Signature

Printed Name and Title

June 24, 2021

Mr. Kevin Sanders

Construction Project Manager – San Mateo-Foster City School District
1170 Chess Drive, Foster City, CA 94404

Re: Proposal to Provide Additional Services AS04 – Design Revision
Measure X Phase II - Sunnybrae Elementary School

Dear Mr. Sanders:

At the District's request, CSDA respectfully submits this fee proposal for additional services to revise the design and location of the lunch shelter canopy and MPR façade.

SCOPE OF WORK

The project is currently in the CD Phase and we are nearing the 50% milestone. The District has requested That the design team revise the design with a relocation of the lunch canopy from its current location to the East of the MPR. The redesigned lunch shelter will be a relatively simple custom steel structure, have power and lighting with no plumbing, or sprinklers. The emergency vehicle access (EVA) will be relocated to the east of the lunch shelter and the existing play structure will either be eliminated or relocated to a yet to be determined location. *(See attached concept site plan).*

With the relocation of the lunch canopy away from the South wall of the MPR, solar shading on the South façade of the new MPR will be required. The proposal is to add four rows of exterior aluminum horizontal solar shades that will be mounted to structural steel columns in the South Façade wall to shade most of the direct sunlight from entering the MPR between Spring and Fall while allowing much of the direct sunlight to enter in the winter months. *(See attached concept MPR solar shading diagram).*

This revised design will be included in the 50% cost estimate as a rough order of magnitude (ROM).

SCHEDULE

Design of the MPR will remain on schedule with submittal to DSA on 11/2/21. Design of the lunch shelter will be on a separate track which we will attempt to align with the MPR so that they can be combined prior to the DSA submittal. If this cannot be achieved, we can either:

- Delay the DSA submittal (two weeks estimated)
- Submit lunch shelter as a second increment (which should be approved faster than the MPR and then can be combined for a single bid)
- Submit and bid as a separate, independent projects

FEE PROPOSAL

As compensation for Professional Architectural Services for the Scope of Work as outlined herein, CSDA proposes a lump sum fee of **\$62,665**. (Sixty-Two Thousand, Six Hundred and Sixty-Five Dollars) per the following breakdown:

| | |
|-----------------|--------------------|
| Architectural | \$28,000. |
| Civil | \$14,665. |
| Landscape | \$6,000. |
| Structural | \$6,000. |
| Electrical | \$8,000. |
| Mechanical | \$0. |
| Food Service | \$0. |
| Cost Estimating | \$0. |
| Total | \$62,665.00 |

This fee would be for one comprehensive DSA submittal. If one of the other schedule alternatives comes to fruition, we may request additional services to cover our costs.

Pursuant to Business and Professions Code, Section No. 5536.22 of the Architectural Practice Act, architects must have a signed contract to provide professional services. In order to expedite your project, we propose this Interim Agreement while we continue to coordinate with you to develop an amendment to our contract reflecting the necessary scope of work and related fee.

If our understanding meets with your approval, please acknowledge your acceptance by signing in the designated space provided. Retain one (1) copy for your files and return one (1) signed copy to CSDA. Your returned signature will serve as our Notice to Proceed with the described work.

Our proposal has been developed in response to the project needs. CSDA greatly values the relationship we have built with the District 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

cc: Amy Ruffo, SMFCSD
Patrick Gaffney, SMFCSD
Tish Busselle, SMFCSD
Accounting Group, CSDA

ADDITIONAL SERVICES PROPOSAL

| | |
|---|--|
| PROJECT: Sunnybrae ES New MPR Building | Additional Service No: 5 |
| CLIENT: San Mateo-Foster City School District | Date Issued: September 21, 2021 |
| ATTENTION: Amy Ruffo, Director, Facilities and Construction | CSDA Project No: 20032.01 |
| ADDITIONAL SERVICES: Kitchen Re-Design | Client Contract Task No: n/a |

Description of Additional Services:

CSDA shall provide Architectural and Engineering Services for the project as detailed in this section. CSDA and its consultant have been asked to re-design the kitchen and serving area for the project that is currently in the construction document phase. This change will increase the design team’s scope of work, resulting in the attached add-service.

SCOPE OF WORK

The scope of work consists of the following:

- CSDA and its consultant will provide architectural and engineering design and coordination services related to the re-design of the kitchen and serving area and drinking fountain relocation.
- Kitchen and Serving areas re-design per OAC meeting dated 9-14-21 and follow up plan notes email.
- We anticipate that this scope of work will push the schedule of the main project back by one week.

TOTAL PROPOSED ADDITIONAL FEE: \$12,810.00 (Twelve Thousand Eight Hundred Ten Dollars and Zero cents) per the fee breakdown below.

- Architectural: \$ 6,560.00
- Plumbing Engineering: \$ 1,500.00
- Electrical Engineering: \$ 1,000.00
- Structural Engineering: \$ 1,900.00
- Kitchen Design: \$ 1,850.00
- **TOTAL FEE:** \$12,810.00

Closing:

CSDA greatly values the relationship we have built with you. Our proposal has been developed in response to the project needs. We look forward to continuing to work with you and the School.

Please contact me at (310) 821-9200 if we can provide any additional information regarding this proposal.

Sincerely,

CSDA Design group



Michael Schoen, AIA, LEED AP
Principal

APPROVAL

Authorized Signature:

Signature

Printed Name and Title

ADDITIONAL SERVICES PROPOSAL

| | |
|---|---|
| PROJECT: Sunnybrae ES New MPR Building | Additional Service No: 6 |
| CLIENT: San Mateo-Foster City School District | Date Issued: September 23, 2021, REV |
| ATTENTION: Amy Ruffo, Director, Facilities and Construction | CSDA Project No: 20032.01 |
| ADDITIONAL SERVICES: Synthetic Playfield Conversion | Client Contract Task No: n/a |

Description of Additional Services:

CSDA shall provide Architectural and Engineering Services for the project as detailed in this section. CSDA and its consultant have been asked to provide a design for the conversion of the existing grass playfield to synthetic turf at the Sunnybrae Elementary School. This change will increase the design team’s scope of work, resulting in the attached add-service.

SCOPE OF WORK

The scope of work consists of the following:

- CSDA and its consultant will provide architectural and engineering design and coordination services related to the design of the new synthetic turf playfield. The scope of work will be limited to the playfield and will not include the surrounding track.
- Design to include removal of existing natural turf field and replace with synthetic turf field and sub-surface drainage system to promote natural infiltration into subsurface soils below the synthetic turf field.
- Prepare a Storm Water Pollution Prevention Plan (SWPPP). Provide assistance to School District in filing a Notice of Intent (NOI) with the State Water Resources Control Board, including submittal of the SWPPP. Assist the School District in filing the Notice of Termination (NOT) upon project Completion.
- This scope of work and fees assume that the design will be included in the existing New MPR Building construction documents and will not be a separate set of plans and/or a separate DSA submittal/approval.
- Exclusions for this additional service include field striping, field painting, field logos, field lighting, field score boards/equipment, connection to the existing municipal storm sewer system, storm drain improvements to the existing buildings not included in the main project, and any work of other consultants not specifically included.
- We anticipate the schedule duration related to this scope of work to take approximately four (4) weeks to complete.

TOTAL PROPOSED ADDITIONAL FEE: \$42,140.00 (Forty-Two Thousand One Hundred Forty Dollars and Zero cents) per the fee breakdown below.

- Architectural: \$14,140.00
- Civil Engineering: \$14,000.00
- Landscape Design: \$14,000.00

- **TOTAL FEE:** **\$42,140.00**

Closing:

CSDA greatly values the relationship we have built with you. Our proposal has been developed in response to the project needs. We look forward to continuing to work with you and the School.

Please contact me at (310) 821-9200 if we can provide any additional information regarding this proposal.

Sincerely,

CSDA Design group



Michael Schoen, AIA, LEED AP
Principal

APPROVAL

Authorized Signature:

Signature

Printed Name and Title

ADDITIONAL SERVICES PROPOSAL

| | |
|---|--|
| PROJECT: Sunnybrae ES New MPR Building | Additional Service No: 7 |
| CLIENT: San Mateo-Foster City School District | Date Issued: September 30, 2021 |
| ATTENTION: Amy Ruffo, Director, Facilities and Construction | CSDA Project No: 20032.01 |
| ADDITIONAL SERVICES: Expanded Civil Scope | Client Contract Task No: n/a |

Description of Additional Services:

CSDA shall provide Architectural and Engineering Services for the project as detailed in this section. CSDA and its consultant have been asked to provide a design for 1) the seal coat of the existing playground, 2) for the asphalt replacement at the existing southern play structure that is being relocated, 3) and due to ADA requirements, it is necessary to regrade a portion of the site to accommodate the accessible path of travel (POT) at the Sunnybrae Elementary School. This change will increase the design team’s scope of work, resulting in the attached add-service.

SCOPE OF WORK

The scope of work consists of the following:

- CSDA and its consultant will prepare a design that will clean and fill existing cracks in playground and place new seal coat over the entirety of the asphalt playground.
- Per direction given by the District at the District Community Meeting on April 29, 2021, a second play structure will be relocated at the existing campus. Due to this added scope, CSDA and its consultants will prepare a design to replace the play structure with asphalt that meets ADA requirements. The use of curbs may be required to meet accessibility.
- CSDA and its consultant will revise the current Demolition, Grading, Pavement and Erosion Control and Layout Plans to include removal and replacement of existing asphalt paving in an isolated area along the north side of the existing library. The intent is to regrade this area to meet ADA compliance from the new MPR building to the easterly north-south campus corridor.

TOTAL PROPOSED ADDITIONAL FEE: \$15,425.00 (Fifteen Thousand Four Hundred Twenty-Five Dollars and Zero cents) per the fee breakdown below.

- Architectural: \$6,475.00
- Civil (Seal Coat): \$2,700.00
- Civil (Play structure) \$3,900.00
- Civil (POT): \$2,350.00
- **TOTAL FEE: \$15,425.00**

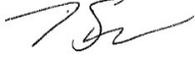
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Sincerely,

CSDA Design group



Michael Schoen, AIA, LEED AP
Principal

APPROVAL

Authorized Signature:

Signature

Printed Name and Title