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July 9, 2018

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Dan Zaich, Sr.
Director of Capital Facilities
San Rafael City Schools (The District)
310 Nova Albion Way
San Rafael, California 94903

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Subject: Davidson Middle School – 10s Wing Ceiling Repair Proposal

Primary Contact/
Lead Architect/
Project Manager:

Dear Mr. Zaich:

George Namkung, AIA, LEED

AP BD+C

510.236.7435, 149

george.namkung@intres.com

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Principal-in-Charge:

Andrew Butt, AIA, LEED

AP BD+C

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andrew.butt@intres.com

At the request of Bill Savidge, we have prepared – as an amendment to our current agreement with the District, dated April 4, 2017 – the following proposal for the repair scope to the 10s Wing ceilings:

1. Scope of Work - General: Provide new acoustical tile ceilings in 4 classrooms of the 10s Wing and repair acoustical tile ceilings in the adjoin corridor. Painting may be required to provide a uniform finish at the corridor.
2. Specific Tasks:
 - Site Visit: Visit site to confirm existing conditions at the rooms in scope of work. Confirm typical conditions at adjoining spaces to ensure new work matches existing work.
 - Documentation: Prepare drawings as required to be able to obtain a bid from a contractor. Drawings to include:
 - Cover Sheet
 - Reflected Ceiling Plan of the 10s Wing
 - Details of typical ceiling perimeter conditions
 - Exclusions:
 - Bidding and CA: Bidding and CA phases are excluded. Please advise if you would like a fee for these services.
 - Specifications: Specifications are excluded. Ceiling Manufacturer's recommendations should be sufficient to control quality of the installation.
 - Alternate Systems: My understanding of the project is that matching the existing in-place systems is the desired effect. Therefore, optional systems will not be considered.
 - Mechanical and Electrical Consultants: MPE scope will provide for removing and reinstallation of MPE items as required to make fully

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functional. A consultant will not be required if the District concurs with this scope of work.

- o HazMat: Our assumption is that the District will identify any existing hazardous materials.
3. Fee Proposal: Per the attached spread sheet, our fee proposal is Not-To-Exceed \$4,365.

If the proposal is acceptable to the District, please sign and date below. We can start work immediately and anticipate that will have a set of a project documents ready for review within approximately two weeks' time.

Please contact me if there are any comments or questions.

Sincerely,

A handwritten signature in blue ink, appearing to read 'E. Anisman', with a stylized, flowing script.

Edward J. Anisman, AIA, LEED AP

Principal / Lead Architect / Project Manager

Attachments: Spread Sheet



**INTERACTIVE
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**Davidson School Phase 2 Ceiling
Repairs**

**Ed
Anisman**

Mike Tran

**Christina
Zirker**

Rates		175	140		90
Classifications	Sr. Principal	Sr. PM	Sr. Drafter	Jr Drafter	Admin
Phase 1					
Site Visit - verify conditions, field sketches & notes		4	4		
Research		2			
Drawings		6	12		
Phase 1	0	12	16	0	0
4340	0	2100	2240	0	0
Bidding&Construction Admin. Phase					
Bidding&Construction Admin. Phase	0	0	0	0	0
25	0	0	20	0	5
Reimbursables	plotting	Prints	Mileage	postage	Misc.
Reimbursables					
0					
Total					
4365					