

October 15, 2018  
Project No. 402964004

Mr. Dan Zaich  
Director of Strategic Initiatives  
San Rafael City Schools  
310 Nova Albion Way  
San Rafael, California 94903

Subject: Change Order Request No. 1 (CO#1)  
Geotechnical Observation and Testing Services  
San Pedro Elementary School  
498 Point San Pedro Road  
San Rafael, California

Dear Mr. Zaich:

We are currently providing geotechnical observation and testing services during grading for the San Pedro Elementary School improvements project in San Rafael, California. Our proposal for these services was submitted on June 18, 2018. The estimated cost for geotechnical observation and testing services was estimated at \$15,000.00 with an additional \$4,173.00 for analytical testing of on-site soils for export. As mentioned in our proposal, a project schedule was not available for our review at the time that our proposal was prepared. Additional funds are requested to cover costs during grading operations of the proposed project.

Our geotechnical observation and testing services to date have been performed for the utility trench installation in the main parking area and grading of the building pads for Buildings D, E and F. Our field services commenced on August 8, 2018. We have also collected samples and provided analytical testing of on-site soils for offsite disposal.

## CONTRACT SUMMARY

Based on our understanding of the current schedule, we estimate fees of approximately **\$11,500 (Eleven Thousand Five Hundred Dollars)** for continued geotechnical grading observation and testing services. This fee includes the cost for observation and testing by our soil technician, laboratory testing, and office support. A summary of the current budget and change order request is provided in the following table.

## Contract Summary

Current Budget	\$	19,173
Change Order Request	\$	11,500
<b>Revised Contract Amount</b>	<b>\$</b>	<b>30,673</b>

The estimate provided for this change order request is based upon a review of the original contract, our services provided to date, and our understanding of the remaining work. We appreciate this opportunity to continue our services for the San Pedro Elementary School project.

Respectfully submitted,  
**NINYO & MOORE**



David C. Seymour, PG, CEG  
Principal Engineering Geologist

DCS/slt

Distribution: (1) Addressee (via e-mail)