



IBI GROUP
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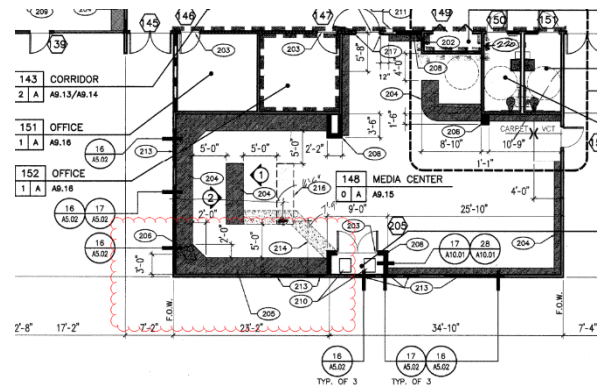
April 15, 2020

Travis Kirk
Owner
TBK Construction Management
C/O Milpitas Unified School District
1331 E Calaveras Blvd
Milpitas, CA 95035

ZANKER ELEMENTARY SCHOOL LIBRARY REMODEL

Dear Mr. Kirk:

IBI Group has provided the following scope and fee for the improvements to the Zanker Elementary School Library Media Center for structural work requiring DSA review.

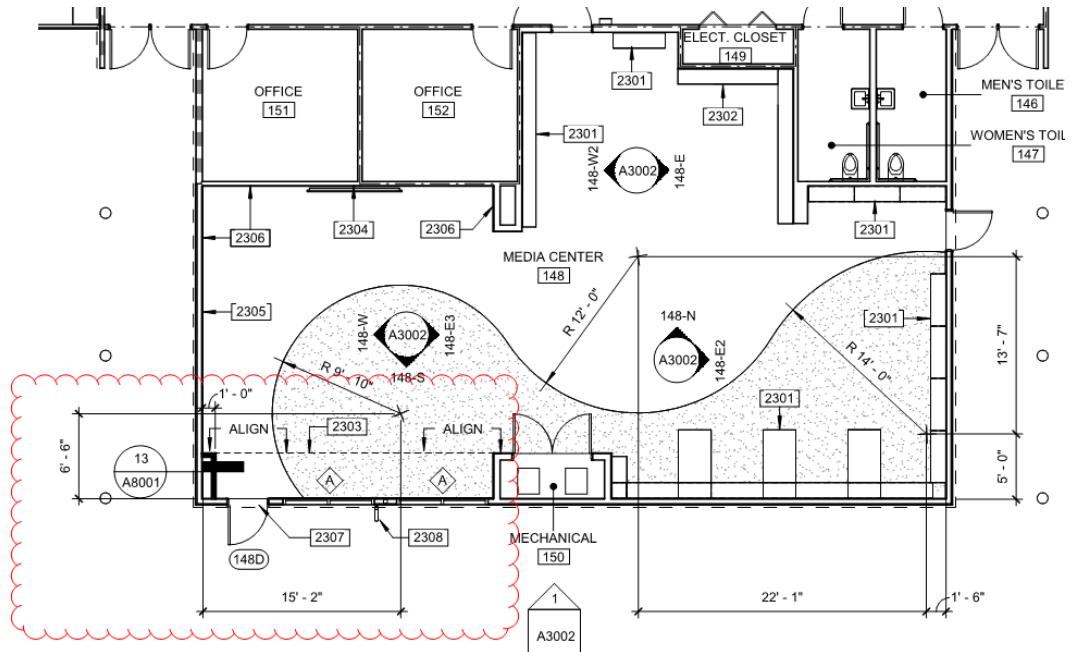


Our services will include

- Review of the record drawings, architectural work that was previously completed to the Media Center, and review of any Geotechnical report to assist with the work.
- Architectural construction document package to include:
 - Architectural Floor Plan, interior elevations, exterior elevations, and required details for installation of the new door and windows. Includes required material specifications.
 - Structural construction document package consisting of structural drawings, related substantiating calculations, and specifications as related to letting in a new door and windows.
- DSA submission.
- Respond to DSA review comments and attend back-check sessions at DSA as necessary to secure DSA approval.
- Assist with bidding.
- One meeting with Zanker ES staff and MUSD faculty to review the plans and proposed work.

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- Construction Administration services validate that work is completed per the documents, respond to contractor questions (RFI's), submittal reviews, and construction reviews.




Fee:

We propose to complete the scope of work above for the following fee.

Scope	Architectural Fee	Structural Fee
Construction Documents	\$ 8,000	\$ 7,200
DSA Approval	\$ 4,000	\$ 3,600
Bidding	\$ 1,600	\$ 1,200
Construction Administration	\$ 2,000	\$ 1,800
SUBTOTAL	\$ 15,600	\$ 13,800
TOTAL		\$ 29,400

Thank you,


 Steve Sowa AIA LEED AP
 Associate Principal

Cc: Brian Shreve
 Deana Harn