

# DUBLIN SCHOOLS

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## DUBLIN UNIFIED SCHOOL DISTRICT

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January 30, 2017

Mike Benzien  
Dublin Unified School District  
7471 Larkdale Ave.  
Dublin, CA 94568

RE: Wells Building H Cooling Tower Replacement

Mike,

Attached please find a proposal from H&M Mechanical Group for the design of the Wells Middle School Building H Cooling Tower Replacement. As a mechanical engineering firm, H & M Mechanical Group will provide the plans, specifications, and related construction documents necessary for us to move forward with the project.

Please note, this proposal does not include the design for the boiler replacement scheduled for the summer of 2018. A proposal for this work is pending.

I recommend that you issue a purchase order to H & M Mechanical Group in the amount of \$5,200.00.

H & M Mechanical Group  
8517 Earhart Road, Suite 230  
Oakland, CA 94621  
(510) 569-2000 phone  
(510) 569-2002 fax

Please let me know if you have any questions, comments, or if I can be of any further assistance.

Thank you,



Steve Gligorea  
Maintenance and Operations Project Manager

cc: project file



January 26, 2017

Mr. Steve Gligorea  
Project Manager M&O  
Dublin Unified School District  
7471 Larkdale Ave  
Dublin, CA 94568

**Re: Dublin Wells MS, Building H, Cooling Tower Replacement**

Dear Mr. Gligorea:

We wish to submit for your consideration a proposal to render mechanical engineering services relative to the cooling tower replacement located at Building H.

1. **Project Background:** This project is the removal and replacement of an existing cooling tower located in the mechanical well of Building H.
2. **Scope of Design Work:**
  - **HVAC:** Replace cooling tower with like kind, upgrades to include variable speed fans and updates to current Title 24 controls.
  - **Plumbing:** Incidental items related to the removal and replacement of the cooling tower.
  - **Plumbing Utilities:** None
  - **Title 24:** None
  - **CalGreen:** None
3. **Preliminary Design Phase:**
  - Site visit to document existing conditions.
  - Develop Mechanical/Plumbing Design.
  - Submit drawings with notes, equipment schedule and major equipment locations.
  - Cut sheets of equipment.
4. **Construction Document Phase:**
  - Confer with your office to review and discuss the Preliminary Design. Coordinate with other trades on the design team.
  - Submit final drawings and specifications for Building Permit, pick up comments and resubmit drawings for final approval.
5. **Bidding Phase:**
  - Provide response and clarification for all RFIs and provide addendums as required.
6. **Construction Administration Phase:**
  - Respond to RFIs.
  - Review Submittals.
  - Final project inspection and punch list.
  - *H&M will do all necessary site visits when asked by your office during this phase but not on a weekly basis.*
7. **Exclusions:**
  - DSA Fees
  - Electrical Design and Fess
  - Structural Analysis and Fees
  - Front End Specifications
8. **Compensation for Services:**

<b>Lump Sum Fee:</b>	<u><i>Fifty-Two Hundred Dollars</i></u>	\$	5,200.00
<b>Fee Breakdown:</b>	Preliminary Design Phase:	\$	780.00
	Construction Document Phase:	\$	3,640.00
	Bidding Phase:	\$	160.00
	Construction Phase:	\$	620.00

8517 Earhart Rd.  
Suite 230  
Oakland, CA 94621

510 569-2000 :T  
510 569-2002 :F

[hm-mechanical.com](http://hm-mechanical.com) :E



- **Additional Services:** Activities outside the basic compensation will be performed only on a pre-agreed fixed sum or hourly cost effort. Work will proceed upon receiving a written authorization of the effort prior to the work. For additional services requested, the following hourly rates will apply:

Principal: \$237.00/hr  
Engineer: \$183.00/hr  
Designer: \$134.00/hr  
CAD Operator: \$109.00/hr  
Administration: \$ 85.00/hr

- **Reimbursement:** Costs related to travel expenses, printing, reproduction of drawings, shipping/delivery charges and other costs related to the completion of documents are included.

9. **Termination:** This Agreement may be terminated by either party, with or without cause, upon not less than seven (7) calendar days' written notice. In the event of termination, Architects shall pay all amounts due hereunder with respect to services performed and reimbursable expenses or claim against the Architect for any damages of any nature whatsoever, or for extra compensation or loss of anticipated profits incurred the H&M Mechanical Group as a result of such termination.

10. **Authorization:** Please sign and return a copy of this proposal to us, which shall constitute a Contract.

*Work will commence upon the return of a signed contract to H&M Mechanical Group.*

Dublin Unified School District

H&M Mechanical Group

By: \_\_\_\_\_

By:   
Gary Hennings, Principal

Date: \_\_\_\_\_

Date: January 26, 2017