

**AGREEMENT FOR TOPOGRAPHIC AND UTILITIES SURVEY SERVICES
BETWEEN
DISTRICT AND LAND SURVEYOR**

Contract No: LCF-17/18-02C

This **AGREEMENT** is made as of June 26, 2018, **BETWEEN the La Cañada Unified School District**, hereinafter identified as the “**DISTRICT**”, and **KPFF Consulting Engineers**, located at 700 South Flower St, Suite 2100, Los Angeles, CA 90017, hereinafter identified as the “**CONSULTANT**” For the following Project: **Topographic & Utilities Surveying Services at La Canada High School (RFP# LCF 17/18-02)**

PART 1

1.1 COMPENSATION

1.1.1 The District shall compensate the Consultant in accordance with the full Terms and Conditions of this Agreement as follows:

The District shall pay the fees as outlined in Exhibit “B” for the services performed. The payment to the Consultant shall be made in accordance with Exhibit “B” upon satisfactory completion of all work within 30 days after receipt of an invoice by the District. **Total contract amount shall not exceed \$99,550.**

Lump Sum Fee	\$93,550
T&M Allowance for Additional Services (Only if requested in writing by District)	<u>\$6,000</u>
Total Not to Exceed Contract Amount	<u>\$99,550</u>

1.2 ENUMERATION OF AGREEMENT

1.2.1 This Agreement represents the entire and integrated agreement between the District and the Consultant and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both District and Consultant and approved by the Governing Board of the La Cañada Unified School District (“Board”). This Agreement is also comprised of the following documents:

Exhibit “A” Scope of Services
Exhibit “B” KPFF’s Proposal dated March 20,2018 (as modified)

1.3 PROJECT TEAM

1.3.1 The District:

1.3.1.1 Project Architect is: NOT ASSIGNED

1.3.1.2 Program Manager is: Harold Pierre, P.E, Linik Corp, (661)621-1318, hpierre@linikcorp.com

1.3.1.4 The District’s Program Manager (respective to the phase of the Project) shall be authorized to act on the District’s behalf with respect to all aspects of the Project. The District or the District’s Designated Representative shall render decisions in a timely manner in order to avoid unreasonable delay in the orderly and sequential progress of the Consultant’s services.

1.3.1.5 The Consultant shall be aware that the District Architect or the Program Manager is not able to bind the District and shall communicate and coordinate with the District’s Program in all instances regarding the Project, Project Program, Project Schedule, Project Budget, communication, transfers of information, scheduling meetings, and any District’s requests.

1.3.1.6 The Consultant shall communicate with the District through the District's Program Manager or the District's Architect.

1.3.2 The Consultant:

1.3.2.1 Designated Representative is: Robert "Buck" Rogers, Project Surveyor [buck.rogers@kpff.com; (213) 418-0201]

1.3.2.2 The Consultant's Designated Representative shall be authorized to act on the Consultant's behalf with respect to the Project and to bind the Consultant and the Consultant's consultants.

1.3.3 Not Used

1.4 GENERAL TERMS AND CONDITIONS

1.4.1 The District and Consultant shall cooperate with one another to fulfill their respective obligations under this Agreement. Both parties shall endeavor to maintain good working relationships among all members of the Project Team.

1.4.2 Licensing Requirements. By signature on this Agreement, the declaration is made by the Consultant is professionally qualified, registered, and licensed to practice in the State of California. In accordance with California law, the Consultant shall sign and stamp all Documents.

1.4.3 The Consultant shall be responsible for the professional quality, technical accuracy, and coordination of all concepts, programming, reports, designs, drawings, specifications, and other services furnished under this Agreement. The Consultant shall, without additional compensation, correct or revise any errors, deficiencies, or omissions in concepts, programming, reports, designs, drawings, specifications, estimates, and other services.

1.4.4 The District's review, approval, acceptance, or payment for services shall not be interpreted or construed to operate as a waiver of any rights or cause for action arising out of the Consultant's performance of services under this Agreement. The Consultant shall remain liable to the District as allowed by law for any and all costs and/or damages caused by the Consultant's negligent performance of any of the services furnished under this Agreement.

1.4.5 Rights & Remedies. The rights and remedies of the District allowed by law are in addition to any rights and remedies provided in this Agreement.

1.4.6 Relationship. The relationship of the Consultant to the District under this Agreement is that of an Independent Contractor. The Consultant (or the Consultant's consultants) is not an employee of the District, is not carrying out the regular business of the District, and is not subject to the same employment regulations as applicable to employees of the District. Each of the parties will be solely and entirely responsible for their own acts and the acts of their employees. No benefits, special considerations, or employer/employee-type provisions are provided by the District to the Consultant, the Consultant's employees, or the Consultant's consultants, or the consultants' employees.

1.4.7 Successors and Assigns. The District and the Consultant each bind themselves, their partners, successors, legal representatives, and assigns to the other party to this Agreement and to the partners, successors, legal representatives and assigns of such other party in respect to all covenants of this Agreement. Neither the District nor the Consultant shall assign or transfer his interest in the Agreement without written consent of the other.

1.4.8 Records and Documentation:

1.4.8.1 The Consultant shall be aware that all documentation, including electronic correspondence, in the District's possession is a public record and the District is obligated to make all such records available upon request by any party or individual unless such records meet statutory requirements or California administrative rules for confidentiality.

1.4.8.2 The District shall have access to all records, correspondence, and files of the Consultant, its employees, engineers, and consultants pertaining to the Project. This access shall be continuing and survive the termination of the Contract for either cause or convenience. Such records shall be kept in a generally recognized format for a period of three (3) years from the date of termination of this Agreement or Final Acceptance of the Project by the District. All records shall be available to the District. The District does not consider documents, files, and records in the Consultant's possession or the Consultant's consultants' possession to be public records unless determined to be so by law or unless they come into the District's possession.

1.4.9 The Consultant warrants that he has not employed or retained any person, partnership, or corporation, other than a bona fide employee or principle owner working for the Consultant to solicit or acquire the Project described in this Agreement.

1.4.10 Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the District or Consultant.

1.5 RESPONSIBILITIES OF THE PARTIES

1.5.1 District Responsibilities:

1.5.1.1 Unless otherwise provided under this Agreement, the District shall provide information in a timely manner regarding requirements and parameters of the Project. The District shall furnish a preliminary project program setting forth the District's objectives, schedule, constraints and criteria, including necessities and relationships, special equipment, systems and site requirements.

1.5.1.2 The District shall examine documents submitted by the Consultant and shall render decisions pertaining thereto.

1.5.1.3 The District shall furnish the services of consultants other than those designated as part of the Consultant's responsibility or authorize the Consultant to furnish them as a change in service or scope.

1.5.1.4 The District shall furnish accounting and auditing services as may be necessary for the Project as he may require to ascertain how or for what purposes the Consultant has used the funds paid under the terms of this Agreement.

1.5.1.5 If the District observes or otherwise becomes aware of any error, fault, omission, or defect in the Project or non-conformance with the documentation or Plans and Specifications, he shall give prompt notice thereof to the Consultant.

1.5.2 Consultant's Responsibilities:

1.5.2.1 The Consultant's services shall be performed as expeditiously as is consistent with professional skill and care, orderly progress of the Project, and in accordance with Exhibit "A".

1.5.2.2 The Consultant shall maintain the confidentiality of information specifically designated as confidential by the District, unless withholding such information would violate the law or create the risk of significant harm to the public. The Consultant shall require similar agreements of the Consultant's consultants to maintain the confidentiality of information specifically designated as confidential by the District.

1.5.2.3 Except with the District's knowledge and express written permission, the Consultant shall not engage in any activity, or accept any employment, other agreement, interest, or contribution that would reasonably appear to compromise the Consultant's professional judgment with respect to this Project.

1.5.2.4 The Consultant shall review laws, codes, and regulations applicable to the Consultant's services. The Consultant shall respond in the design of the Project to requirements imposed by governmental authorities having jurisdiction over the Project.

1.5.2.5 The Consultant shall be entitled to rely on the accuracy and completeness of services and information furnished by the District. The Consultant shall provide prompt written notice to the District if the Consultant becomes aware of any errors, omissions, or inconsistencies in such services or information.

PART 2

2.1 SURVEY REQUIREMENTS

2.1.1 Time: Subject to limitations stated in this Agreement, the specified services shall be completed in accordance with Exhibit A upon the District's execution of this Agreement or authorization from the District to proceed.

2.1.2 Access and Protection of Property. The Consultant shall contact the District for information regarding access to the site and shall take all reasonable precautions to prevent damage to property, visible and concealed, and shall reasonably restore the site to the condition existing prior to the Consultant's entry, including, but not limited to, repair of curbs, sidewalks, lawns and plantings unless otherwise agreed to with the District.

2.1.3 Reports and Drawing Requirements. The Consultant shall sign and seal each report and/or drawing and certify to the best of the Consultant's knowledge, information, and belief that all information thereon is true and accurately shown. Drawings and drawing files shall contain written scale, graphic scale, North arrow (oriented to the top of the sheet), legend of symbols and abbreviations used on the drawing(s), and all dimensions and elevations in English units.

2.1.4 Investigation. The Consultant shall perform topographic surveys and subsurface investigations in accordance with accepted practices and in the quantity and location as coordinated with the District, or the District's Architect/Engineer.

PART 3

3.1 OWNERSHIP OF DOCUMENTS

3.1.1 All documents developed under this Agreement are and shall become the property of the District whether the Project for which they are made is or is not executed. It is understood and agreed that the District and the District's Architect/Engineer is permitted to reproduce the drawings and distribute the prints in connection with the use or disposition of the property without incurring obligation for additional compensation to the Consultant.

3.1.2 The signing of this Agreement shall constitute a complete transfer of ownership, intellectual property and copyright of all documents from the Consultant to the District upon Substantial Completion of the Project. Such transfer shall not be construed by the Consultant as a grant for usage nor can it be revoked by the Consultant.

3.1.3 The District agrees to indemnify and hold harmless the Consultant from any and all claims, demands and causes of action of any kind or character arising as a result of reuse of the documents developed under this Agreement.

3.1.4 The District is restricted from using the Consultant's license seal/stamp in any form or manner as part of any reuse of documents developed under this Agreement. The Consultant may not remove its license seal/stamp from the Contract Documents used to construct the Project but may do so from electronic and hardcopy Record Drawings delivered to the District.

3.1.5 The Consultant shall have the right to include photographic or artistic representations of the design of the Project among the Consultant's promotional and professional materials. The Consultant shall be given reasonable access to the completed Project to make such representations. However, the Consultant's materials shall not include the confidential or proprietary information regardless of whether or not the District has previously advised the Consultant in writing of the specific information considered by the District to be confidential or proprietary.

3.2 INSURANCE

3.2.1 The Consultant, at its own cost, shall obtain and maintain during the term of this Agreement all insurance policies required pursuant to this Article. The District shall be named as an additional insured with respect to all such insurance except professional liability and Workers' Compensation Insurance. The insurance policies required pursuant to this Agreement shall be issued by one or more insurers licensed to do business in this State and having an A.M. Best Company rating of not less than an "A-9." Prior to commencing the Geotechnical Services, the Consultant shall provide to the District authorized and executed certificates of insurance evidencing that such insurance policies are in effect ("Certificates of Insurance"). The Certificates of Insurance shall name the District as an additional insured and shall expressly require that the insurer notify the District not less than thirty (30) days prior to any cancellation of any such insurance policy. Language therein to the effect that the insurer shall "endeavor" to provide such notices shall not be acceptable. The District shall review the Certificates of Insurance required pursuant to this Paragraph to determine whether they comply with the requirements of this Agreement. The Consultant shall provide updated Certificates of Insurance to the District for each renewal of an insurance policy required pursuant to this Article. Any failure by Consultant to comply with the provisions of this Article shall be deemed a material breach of this Agreement.

1. Workers Compensation Insurance. The Consultant shall obtain and maintain Workers' Compensation Insurance as required by the Labor Code and Employer's Liability Insurance with coverage in an amount not less than the statutory limit.

2. Professional Liability Insurance. The Consultant shall obtain, and shall maintain until at least five (5) years after filing of the Notice of Completion, Professional Liability Insurance with coverage in an amount of not less than one million dollars (\$1,000,000.00).

3. General Liability Insurance. The Consultant shall obtain and maintain during the term of the Agreement a policy of commercial general liability insurance, written on an "occurrence" basis, providing coverage with a combined single limit of not less than two million dollars (\$2,000,000) for all activities conducted by Consultant pursuant to this Agreement ("Liability Policy"). The Liability Policy shall contain a cross-liability endorsement and a waiver of the insurer's rights of subrogation. The Liability Policy shall include limited coverage for the contractual liability assumed by the Consultant pursuant to this Agreement. The Liability Policy shall be primary with respect to any insurance or self-insurance programs covering the District, its Board members, officers, employees, agents and consultants.

4. Automobile Liability Insurance. The Consultant shall obtain and maintain during the term of this Agreement policies of business automobile liability insurance with a combined single limit of not less than one million dollars (\$1,000,000) per occurrence. Such insurance shall include coverage for owned, hired and non-owned automobiles.

3.2.2 Consultant Insurance. All engineers, experts and other consultants employed by or under contract to the Consultant in connection with this Agreement shall be required to independently comply with the insurance standards and requirements set forth in Paragraph 3.2.1 of this Article, unless other standards or requirements are approved by the District in writing. Unless such other insurance standards or requirements are approved in writing by the District, the Consultant's agreements with its consultants shall contain provisions making them subject to the requirements set forth in Paragraph 3.2.1 of this Article.

The Consultant shall procure and maintain through termination or Final Acceptance of the Project, Workers Compensation Coverage and commercial liability insurance for protection from claims, actions, damages, and liabilities due to or arising out of bodily injury, automobile accidents, personal injury, sickness, disease, death, or other incidents for himself and all his employees and from claims, action, damages, and liability to or destruction of property arising out of services provided under this Agreement.

3.2.3 Indemnification and Hold Harmless. For purposes of this Paragraph, the term "District" is deemed to include its Board members, officers, employees and agents. The Consultant hereby agrees that it shall indemnify and defend the District, and hold the District harmless, against and from any and all claims, demands, causes of action, costs, including, without limitation attorneys fees and expenses, liabilities, losses, damages and injuries of any kind (including those related to any injury to property or to the injury or death of any person) that in any manner arise out of, or pertain to negligence, recklessness, or willful misconduct of the Consultant or its officials, officers, employees, subcontractors, consultants or agents in connection with this Agreement or the performance of the Geotechnical Services. The obligations of the Consultant set forth in this Paragraph shall survive termination of the Agreement with respect to Geotechnical Services provided prior to termination or expiration of this Agreement. However nothing above requires the Consultant to pay for or be responsible in any manner to the District for intentional or negligent acts of the District. The District shall indemnify and hold harmless the Consultant from and against all damages, claims and liability arising out of the negligent acts, errors, or omissions of the District, its officers, agents, consultants, and employees, including all judgments, awards, losses, expenses, costs and attorneys' fees.

3.2.4 Equal Opportunity Employment. The Consultant shall be familiar with and be responsible for and adhere to all Federal and State requirements regarding employment practices. All hiring and other employment practices of the Consultant shall be in accordance with Federal Equal Employment Opportunity laws, requirements and regulations and shall be nondiscriminatory, based on merit and qualifications without regard to race, color, religion, creed, political ideas, sex, age, marital status, physical or mental handicap, or national origin.

3.2.5 Personnel Expenses pertaining to mandatory or customary contributions and benefits related to employment taxes and other statutory employee benefits, insurance, sick leave, holidays, vacations, employee retirement plans, and similar contributions are entirely the responsibility of the Consultant.

3.3 TERMINATION OR SUSPENSION OF THIS AGREEMENT

3.3.1 The District or Consultant may terminate this Agreement upon giving written notice to the other that such party has defaulted and failed to fulfill its obligations under this Agreement. The written notice must contain an itemized description and accounting of default and failure. In the event of such default, the Consultant or District shall allow ten (10) calendar days for corrective action or submission of a corrective action plan. The ten (10) days shall be based upon the date of receipt of the notice by the other party. Should no satisfactory corrective action be taken or acceptable corrective action plan be provided by the defaulting party, the other shall have right to terminate the Agreement.

3.3.2 The District may terminate this Agreement without cause or for convenience at any time upon giving written notice to the Consultant. If the Agreement is terminated without cause, the Consultant shall be compensated for all services rendered prior to receiving the written notice.

3.3.3 If the Consultant fails to fulfill his obligations and the Agreement is terminated, the District may prosecute the Project to completion by contract or other means available. The Consultant shall be liable to the District for any and all additional costs incurred due to the Consultant's failure to perform. The rights and remedies available to the District provided herein are in addition to any and all other rights and remedies provided by law or equity.

3.3.4 If the District fails to make payments to the Consultant in accordance with this Agreement, such failure shall be considered substantial nonperformance and cause for termination subject to the written notice provision above or, at the Consultant's option, cause for suspension of performance of services under this Agreement. If the Consultant elects to suspend services, prior to suspension of services, the Consultant shall also give ten (10) days written notice to the District. In the event of a suspension of services, the Consultant shall have no liability to the District for delay or damage caused the District because of such suspension of services. The Consultant shall resume services upon corrective action or submission of a corrective action plan by the District.

3.3.5 The Consultant cannot terminate this Agreement or suspend services if the Project is suspended or delayed by the District. The District shall notify the Consultant concerning any suspension or delay and may direct the Consultant to suspend services accordingly.

3.3.6 Any and all expenses, termination costs, anticipated overhead and profit, and consequential costs as a result of termination of this Agreement are specifically excluded and shall not be due the Consultant.

3.4 MISCELLANEOUS PROVISIONS

3.4.1 Election to Arbitrate. In the event of any dispute between the parties related to the interpretation or enforcement of this Agreement, the parties may agree to submit such dispute to arbitration, either binding or non-binding, for resolution by a neutral third-party arbitrator. In the event the parties elect to arbitrate any such dispute, the parties shall attempt to agree upon a retired judge of the Superior Court in and for the County of Los Angeles. If the parties are unable to agree on an arbitrator within thirty (30) days of the receipt of a request for arbitration, they shall request that the presiding judge of the Superior Court designate an arbitrator. Any agreement to arbitrate shall specify the parties' agreement as to the procedures and rules to be followed in conducting the arbitration, which, at a minimum, shall specify that the arbitrator must adhere to and apply all substantive statutory and case law that is applicable to the dispute. The District and the Consultant shall each pay one-half (1/2) the cost of the arbitration and each shall be responsible for its own attorneys' fees and costs related thereto. If the parties have elected binding arbitration and either party petitions to confirm, correct, or vacate the award as provided by Chapter 4 of Title 9 of the Code of Civil Procedure (commencing with Section 1285), the prevailing party shall be entitled as part of its costs to a reasonable attorney's fee to be fixed by the court.

3.4.2 Successors and Assigns. This Agreement is binding upon and inures to the benefit of the successors, executors, administrators, and assigns of each party to this Agreement, provided, however, that the Consultant shall not assign or transfer by operation of law or otherwise any or all rights, burdens, duties, or obligations without prior written consent of the District. Any attempted assignment by the Consultant without District consent shall be invalid.

3.4.3 Governing Law. This Agreement shall be governed by the laws of the State of California. Arbitration, action or other proceeding arising from or related in any way to this Agreement shall be conducted only in the County of Los Angeles.

3.4.4 Incorporation of Recitals and Exhibits. All recitals set forth herein, and all exhibits attached hereto or referenced herein, are hereby incorporated as effective and operative parts of this Agreement.

3.4.5 Consultant Not Officer or Employee of District. The District hereby retains Consultant on an independent contractor basis. The Consultant shall not be deemed or construed to be an employee of the District for any purpose whatsoever, including, but not limited to, for income tax purposes, and the Consultant is not entitled to the rights or benefits afforded to District's employees. Except as agreed by the parties and set forth in this Agreement, the Consultant shall have the sole discretion to determine the manner in which it will perform the Geotechnical Services. Any additional personnel performing the Geotechnical Services on behalf of Consultant also shall not be deemed or construed to be employees of the District, and shall at all times be under Consultant's exclusive direction and control. The Consultant shall pay all wages, salaries, and other amounts due such personnel in connection with their performance of Geotechnical Services and as required by law. The Consultant shall be responsible for all reports and obligations with respect to such personnel, including, but not limited to social security taxes, income tax withholding, unemployment insurance, disability insurance, and Workers' Compensation Insurance.

3.4.6 No Third-Party Rights. The parties have entered into this Agreement solely for their own benefit, and no third party shall be entitled, directly or indirectly, to base any claim or to have any right arising from, or related to, this Agreement.

3.4.7 Time of Essence. Time is of the essence with respect to this Agreement and each provision herein.

3.4.8 Captions and References. The captions or headings set forth in this Agreement are for convenience only and in no way define, limit, or describe the scope or intent of any Article, section, subsection, paragraph, or other provision of this Agreement. Any reference in this Agreement to an Article, section, subsection or paragraph, unless specified otherwise, shall be a reference to an Article, section, subsection or paragraph of this Agreement.

3.4.9 Drafting of Agreement. In interpreting this Agreement, it shall be deemed to have been prepared by the parties jointly and no ambiguity shall be resolved against either party on the premise that it or its attorneys was responsible for drafting this Agreement or any provision hereof.

3.4.10 Entire Agreement. This Agreement sets forth the entire agreement and understanding concerning the provision by the Consultant to the District of Geotechnical Services for the Project, and this Agreement supersedes and replaces all prior negotiations and proposed agreements, written or oral. Each party acknowledges that the other party and the other party's agents, attorneys and other representatives have not made any promise, representation, or warranty whatsoever, express or implied, other than those contained herein to induce the execution of this Agreement and acknowledges that this Agreement has not been executed in reliance upon any promise, representation, or warranty not contained herein.

3.4.11 Severability. If any Article, section, subsection, paragraph, sentence, clause or phrase contained in this Agreement shall become illegal, null or void or against public policy, for any reason, or shall be held by a court of competent jurisdiction to be illegal, null or void or against public policy, the remaining Articles, sections, subsections, paragraphs, sentences, clauses and phrases contained in this Agreement shall not be affected thereby and shall, to the extent possible in light of the illegal, null or void language, continue in full force and effect.

3.4.12 Waiver. The failure of a party at any time to require a performance by any other party of any provision hereof shall not affect in any way the full right to require such performance at any time thereafter. The waiver of any breach of any provision of this Agreement by a party shall not be deemed

to be a waiver of any preceding or subsequent breach of the same or any other provision of this Agreement.

3.4.13 Conflicting Provisions. In the event that provisions of any exhibit incorporated into this Agreement conflict in any way with the provisions set forth in this Agreement, the provisions herein shall control over the exhibits with respect to the actions and obligations of the parties and the interpretation of the parties' understanding concerning the performance of the Geotechnical Services.

3.4.14 Amendment. This Agreement may be amended or modified only by means of a writing duly executed by the parties and approved by the Board.

3.4.15 Prevailing Wages. The Consultant acknowledges the requirements of Labor Code Section 1770 *et seq.*, which would require the payment of prevailing wages if the Services or any portions thereof are determined to be a "public work" as that term is defined in the Labor Code. The Consultant shall defend, indemnify, and hold harmless the District, its Board members, officers, employees, agents and consultants from and against any claim or liability, including, without limitation, attorneys' fees and costs, arising from or related to any failure or alleged failure of Consultant to comply with Labor Code Section 1770 *et seq.*

3.4.16 Equal Opportunity Employment. The Consultant represents and warrants that it is an equal opportunity employer and it shall not discriminate against any employee or applicant for employment because of race, religion, color, national origin, ancestry, sex or age. Such non-discrimination shall include, but not be limited to, all activities related to initial employment, promotion, demotion, transfer, recruitment or recruitment advertising, layoff or termination.

3.4.17 Notices. Any notices to parties required by this Agreement shall be delivered or mailed, United States first class, postage pre-paid, addressed as follows:

LA CAÑADA UNIFIED SCHOOL DISTRICT

Mark Evans
Assistant Superintendent of Business &
Administrative Services
4490 Cornishon Avenue
La Canada, CA 91011

CONSULTANT

Buck Rogers, PLS
Associate, KPFF Inc.
700 South Flower St, Ste 2100
Los Angeles, CA 90017

3.4.18 Counterparts. This Agreement may be executed in counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument.

3.4.19 Due Authority of Signators. Each individual signing this Agreement represents and warrants that he or she has been authorized by appropriate action of the party that he or she represents to enter into this Agreement on behalf of that party.

IN WITNESS WHEREOF, the District and the Consultant have executed this agreement the day and year first above written.

La Cañada Unified School District

Consultant

By: _____

By: _____

EXHIBIT A

SCOPE OF SERVICES

The scope of services required by this RFP includes some or all of the following services:

TOPOGRAPHIC SURVEY REQUIREMENTS

The Engineer shall perform survey work to determine all surface features at or below ground elevations at the locations listed above to include surrounding streets as may be necessary to develop plan and profiles and site plans for the master plan projects. The Engineer may choose to utilize Global Positioning System (GPS) data for mapping of x-y coordinates. The scope of the surveying work shall include, but not be limited to:

- Determining boundary conditions (site property boundary, temporary and permanent servitude widths determined, and rights-of-way-widths).
- Confirming existing facilities controls and elevations with current survey and Establishing additional survey control points where required.
- Performing field survey in State Plane Coordinate control. All existing surface features within the project limits shall be shown. Surface features include, but are not limited to, edge of pavement, pavement type, curb, gutter, sidewalks, retaining walls, driveways, parking lots, utility poles, utility towers, overhead electric lines, pavement markings (including type of pavement marking), traffic lights, traffic signs, all other signs, tree type and trunk diameter, drainage channels (including invert and water surface elevations at sewer line crossing), water bodies (ditches, streams, creeks, rivers, ponds, etc.) including invert and water surface elevations at sewer line crossing, railroads, structures, bridges, columns, telephone boxes, fences, gates, and all other surface features. The size and type of all surface features shall be shown.
- Identify and develop site contour mapping.
- Defining legal issues and constraints (ownership, zoning, servitudes, etc.).
- Obtaining parcel maps and ownership information within the project limits. Property corner surveys shall be conducted within the project limits. All existing lot numbers and plat information shall be shown.
- Field surveying pavement match points (curbs, gutter, sidewalk, pavements, etc.).
- Researching and showing records of existing adjacent public utility systems.

Basic Services

Each survey shall be signed and sealed by a California Licensed Land Surveyor and shall include the following information as may be appropriate and applicable:

1. Show boundary and easements (based on client supplied title report) if any. Show and describe boundary and easements. Include bearings and distances. AutoCAD line properties shall match bearings and distances of legal boundaries.
2. State elevation datum, based on local standard.

3. Provide a minimum of two Benchmarks. Show set and known vertical control points on drawing.
4. Show north arrow and locate north to the top of page.
5. Include legend of symbols and abbreviations.
6. Drawings shall note all dimensions and elevations in one inch = 20 feet scale.
7. AutoCAD files shall be drawn in a real-world scale (one AutoCAD unit = one foot).
8. AutoCAD layers shall be appropriately separated and named.
9. AutoCAD elevations to be digitally recorded at actual elevation.
10. Provide an electronic file DTM Land Development Surface (XML format preferred) with digital line work, points, and break lines used to create the topography.
11. Provide summary table identifying utility purveyors.
12. Spot elevations on hard surfaces shall be to the nearest 0.01'; spot elevations on other surfaces shall be to the nearest 0.10'.
13. Provide one-foot contours over entire map. Provide spot elevations at all surface features and at a ten-foot grid.
14. Show all existing surface features, including pavement types (asphalt, concrete, decomposed granite, pavers, etc.) and boundaries of said pavements.
15. Show flowlines of all swales, gutters, etc.
16. Show striping of parking lots.
17. Show all landscape areas of features (shrubs, bushes, art, kiosks, etc.).
18. Show all trees of two-inch trunk diameter and greater. Include caliper size, drip line, and tree type. Provide spot elevation at base of trunk.
19. Show fences and walls (including top and base of wall elevations).
20. For streets, show spot elevations at 50-foot intervals cross-including back of walk, top of curb, gutter flowline, and edge of gutter.
21. Private Utilities (See Utilities Survey Section below) - Provide above and below grade utilities based upon surface information, and client supplied record documents. Include location, size and depth. Field obtain inverts for all gravity lines at catch basins, manholes, and cleanouts and include direction of flow.
22. Show all public and private utility meters, utility poles, tanks, valves, hydrants, vaults, pull boxes, etc. Items shall be drawn to scale.
23. Locate light poles. Distinguish between pedestrian lights, Cobra lights, and signal poles.
24. Provide spot elevations at all surface features and at a ten-foot grid.

UTILITIES SURVEY

The Consultant shall collect as-built utility drawings and utility inventory from the District (where and if available). Surveyor shall collect as-built drawings from the City of La Cañada, and Los Angeles County, and Sanitation District (s) for adjacent streets and public utilities. The work shall include:

- Plotting all existing utilities
- Field surveying and showing on drawings all underground features and utilities within the sites. These include, but are not limited to, sanitary and storm sewers, water, gas, electric,

telephone, cable, fiber optic, traffic loops, services (water, sewer, gas, and all other services), manholes (including top and invert elevation), utility vaults (including top and invert elevation), valve boxes (water valves, sewer valves, gas valves, and all other valves, including top and invert elevations), storm inlets (including top and invert elevation), junction boxes (including top and invert elevation), utility appurtenances, cleanouts, water meters, lift stations (wet wells, dry wells, and above- ground piping and valves, including top and invert elevations for wet wells and dry wells and surface drains and centerline elevations for above-ground piping and valves), septic systems, storage tanks, and all other underground features. The type, size, alignment, depth, and top and invert elevations of the underground features shall be noted. Slopes and flow lines shall be noted for existing sewer lines. Materials of construction of underground utilities shall be provided where available.

The surveyor shall collect all visible utilities and utility markers and show them on the survey plans. The surveyor shall use the following techniques and technologies or other equivalent to locate underground utilities:

- Ground penetrating radar (GPR),
- Radio-frequency locators (i.e. not basic CATs) in active & passive modes,
- Cover lifting, threading, signal induction.
- Topographical Surveying to geo-reference/ accurately record the findings

If additional utility location activities are necessary to resolve conflicts at the project locations, such as potholing, the surveyor shall discuss these services with the District prior to performing the work. Potholing shall be performed as additional services and are not included in the lump sum proposal pricing.

DELIVERABLES

1. Maps showing property line, structures, topographic data, and all of the above, plotted on 24" x 36" stamped paper copies including, north arrow, legend, and scale (both written and graphic).
2. Digital copy of survey in Civil 3D or higher shall be provided on a CD-Rom, or USB drive, with the survey at 1:1 in model space. Original spot shots including point, description, and elevation information shall be included.
3. Report. The following shall be included in the Report:
 - a. The engineer/surveyor shall submit a signed and dated written report covering each applicable item of the Scope of Services that cannot be clearly shown on the drawings or that requires explanation or clarification. The report shall be available in Adobe PDF.
 - b. A description of any building or zoning restrictions, height requirement, building set-back requirement, restrictive covenant or ordinance which might affect construction on the property, and construction of boundary walls, fences and other improvements.

- c. Reference to historic landmarks, proximity to historic districts and archeological sites or artifacts if applicable.
- d. Indicate locations on site of water ponding, soil erosion or unusual site conditions that can restrict or impede land development.

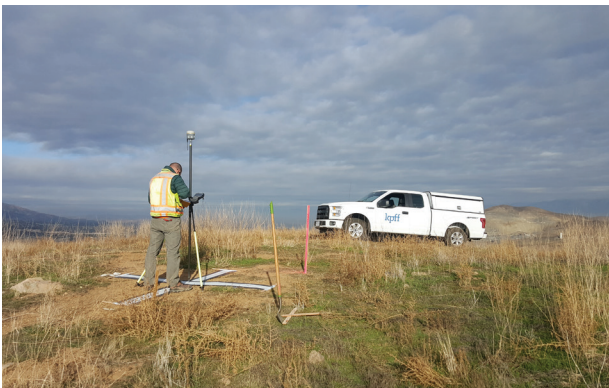
GENERAL REQUIREMENTS

All work included under Basic Services and Additional Services must be completed and a final product must be received within sixty (60) days from the date of authorization to proceed.

NOTE: Surveyor will be required to submit a draft survey for review within 45 days of the commencement of the contract, and shall be responsible for making any revisions or additions as required.

LA CAÑADA UNIFIED SCHOOL DISTRICT

TOPOGRAPHIC & UTILITIES SURVEYING SERVICES



RFP# LCF 17/18-02

March 20, 2018

KPFF Consulting Engineers
700 South Flower Street Suite 2100
Los Angeles CA 90017
213.418.0201



March 20, 2018

Mark Evans
Asst Superintendent of Business Services
La Cañada Unified School District
4490 Cornishon Avenue
La Cañada, CA 91011

Re: Topographic and Utilities Surveying Services
RFP# LCF 17/18-02
KPFF Job #1800169

Dear Mark and the Selection Committee:

KPFF is excited to present our submittal to the La Cañada Unified School District for topographic and utilities surveying services.

Founded in Washington in 1960, KPFF is a corporation providing land surveying, structural engineering, and civil engineering services to architects, government agencies, developers, and contractors for projects with a wide range of functions

KPFF's survey team consists of four (4) field crews and an eight person office support team containing four (4) professional licensed land surveyors (PLS) and two (2) land surveyors in training (LSIT), which similarly ensures reliability and quick delivery of work products under all circumstances.

Having satisfied clients is an essential aspect of our culture and core values at KPFF. We look forward to the opportunity to build on our relationship with the School District. If there are any questions during the evaluation of this proposal please do not hesitate to contact me. I am authorized to represent KPFF with respect to all notices, negotiations, discussions, and other communications relating to this proposal.

Sincerely,

A handwritten signature in blue ink, reading 'Buck Rogers', with a stylized flourish at the end.

Buck Rogers, PLS
Associate

KPFF Consulting Engineers
700 South Flower Street Suite 2100
Los Angeles, CA 90017
T 213.418.0201 | F 213.266.5294 | E buck.rogers@kpff.com
KPFF Tax ID Number: 91-0755897



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1. STATEMENT OF QUALIFICATIONS

FIRM HISTORY

KPFF Consulting Engineers provides land survey, structural and civil engineering services to architects, government agencies, developers, and contractors for projects with a wide range of functions. Established in 1960, KPFF has offices in Los Angeles, Pasadena, Irvine, San Diego, Sacramento, San Francisco, Long Beach, Boise, Seattle, Tacoma, Everett, Lacey, Portland, Eugene, St. Louis, New York, and Louisville.

The firm is comprised of more than 1000 professionals, including more than 40 land surveyors, 382 structural engineers, and 190 civil engineers. The Los Angeles offices have more than 220 employees. We are electronically connected between all of our offices and have successfully leveraged this technology to create a critical mass of engineers required to accomplish projects of all sizes, budgets and schedules.

KPFF brings a great many technical qualifications and resources to the table when we join a design team. The most valuable attribute that KPFF offers is the people who are our firm. The cornerstone of our philosophy is the freedom individuals have to seek creative and economic solutions for our client's structural and civil needs and to participate as a team member in exploring the broader issues involved in projects today.

At KPFF, we are always looking for creative ways to solve problems. Sustainable design is a natural extension of our philosophy. In all of our projects, we are committed to stewardship of the environment and protecting our valuable natural resources.

KPFF utilizes Building Information Modeling (BIM) for most projects. KPFF is a member firm of the U.S. Green Building Council, and many of our engineers are LEED Accredited Professionals. KPFF engineers have participated in the design of numerous LEED certified projects, including buildings with LEED Platinum Certification. KPFF is ranked 29th on ENR's 2014 Top 100 Green Design Firms.

Additionally, KPFF is ranked 101st on ENR's Top 500 Design Firms for 2017, and 74th in ENR's Pure Design category for 2015. KPFF is also ranked 7th on Building Design + Construction's 2015 Giants 300 Firm Index for Engineering.



SURVEY

KPFF's surveying team provides full-service land surveying and mapping for projects of all sizes throughout Southern California. Our scope of services includes construction staking, ALTA land title surveys, boundary, topographic and aerial surveys, Condominium Plans, Vertical Airspace Maps, Parcel Maps, Tract Maps, legal descriptions and laser scanning services. Our team provides high quality surveying solutions to engineers, developers, architects, contractors, individuals, title companies, mortgage companies and government agencies.

CIVIL ENGINEERING

KPFF's civil engineering staff has successfully completed projects for site development, parks and recreation facilities, and improvements to existing city streets, urban arterials and highways. Our scope of services may include site planning, environmental analysis, storm drainage studies, wetlands enhancement, BIM, permit coordination, design of site grading, drainage, storm detention, utilities, access roads, parking facilities and public street improvements. In addition to typical site development engineering, our civil group serves as prime consultant to government clients for management and design of transportation, waterfront, site improvements and major utility projects.

LICENSURE

KPFF is a privately held corporation incorporated in the state of Washington. KPFF has been operating in California for more than 50 years, business license number C0648106.

Buck Rogers, PLS, Project Manager and Project Surveyor for this pursuit, is a licensed surveyor in the state of California, license number L8348.

Additionally, KPFF has three other surveyors licensed in the state of California:

Chris Jones, PLS (L8193)

Beau Immel, PLS (L9393)

Jason Stiller, PLS (L9271)

K-12

Our K-12 experience makes up 4% of our overall business in Los Angeles.

SUBCONSULTANTS

KPFF will use **AeroTech Mapping, Inc.** for aerial survey and **Pacific Coast Locators, Inc.** for utility locating.

KPFF LOS ANGELES

ORGANIZATIONAL CHART

LA CAÑADA UNIFIED SCHOOL DISTRICT

KPFF CONSULTING ENGINEERS

Work will be performed at:
700 South Flower Street Suite 2100
Los Angeles, CA 90017
213.418.0201

CHRIS JONES, PLS

Director of Surveying and Mapping

ROBERT "BUCK" ROGERS, PLS

Project Manager & Project Surveyor

KPFF FIELD TEAM

CREW CHIEFS

Hector Flores
Beau Immel, PLS
Ruben Lizardo
Jack Misraje, LSIT
Aaron Nichols

CHAINMEN

Ryan Davis
Chris Donkin
Micheal Mestas
Berrach Rogers

KPFF OFFICE SUPPORT

David Anaya, LSIT
Denisse Bermejo
Beau Immel, PLS
John Polsgrove
XanTh Stack, LSIT
Jason Stiller, PLS

UTILITY LOCATING

Pacific Coast Locators, Inc.

AERIAL SURVEY

AeroTech Mapping, Inc.

DIRECTOR OF SURVEYING & MAPPING



Chris Jones
PLS LS8193

Associate
Director of Surveying and Mapping
chris.jones@kpff.com

As Director of Surveying & Mapping, Chris Jones is responsible for managing all aspects of KPFF's Los Angeles Survey Division. He serves as the Client's point of contact for survey related matters, providing strong leadership over both field and office aspects of the surveying scope. He works closely with the entire design team to coordinate between the disciplines, providing a proactive and cooperative surveying experience for our Clients.

Chris has more than 15 years of experience in the land surveying profession.

EDUCATION

New Mexico State University
BS, Surveying Engineering

University of Redlands
MBA, emphasis in finance

GPS Certification
UC Riverside

REGISTRATION

Professional Land Surveyor: CA

AFFILIATIONS

California Land Surveyor's
Association

Selected Project Experience:

UCLA Village Fiber Optic Study, Los Angeles, CA

UCLA Boelter Hall, Topographic Survey, Los Angeles, CA

Santa Paula Crosstown Water Project, Field & Aerial Surveys,
Right-of-Way Base Mapping, Santa Paula, CA

SR-22 Pre & Post Construction Record of Survey & Monuments,
Garden Grove, CA*

Santa Monica North Beach Trail, Field & Aerial Topographic
Surveys, Santa Monica, CA

Ridgecrest Regional Medical Center Boundary & Topographic
Survey, Ridgecrest, CA

Cuesta College Campus Design Survey, Paso Robles, CA

Providence Little Company of Mary, Boundary & Topographic
Survey, Torrance, CA

Fox 11 Studios, Topographic Survey, Los Angeles, CA

Poder de Dios Saticoy, Boundary & Topographic Survey, Los
Angeles, CA

1700 Rosecrans ALTA Survey, Manhattan Beach, CA

Univision, Topographic Survey, Los Angeles, CA

Museum of Contemporary Arts, Topographic Survey & 3D
Modeling, Los Angeles, CA

Sunset Gower Studios, Boundary & Topographic Survey, Los
Angeles, CA

VA Wadsworth Chapel, Boundary & Topographic Survey, Los
Angeles, CA

*Projects completed while Mr. Jones was employed elsewhere.

PROJECT MANAGER & PROJECT SURVEYOR



Robert "Buck" Rogers
PLS LS8348
Project Surveyor
buck.rogers@kpff.com

EDUCATION

North Carolina State University
Continuing education with NC
Society of Surveyors Workshops
for Boundary Retracement
and National Flood Insurance
Program for Land Surveyors

REGISTRATION

Professional Land Surveyor:
CA, NC

AFFILIATIONS

California Land Surveyor
Association

Mr. Rogers has more than 18 years of experience in the surveying profession, is licensed to practice land surveying in California and North Carolina and has managed survey projects in the Los Angeles area for over 10 years. Mr. Rogers has worked closely with the State Right of Way Departments in acquisition projects as well as surveys of State-owned boundaries as well as Park lands and has worked on several aspects of the Pacific Gas and Electric Company program with SoCal Gas Company (PSEP); which focused his skills in project management for surveys that supported right of way acquisition, environmental compliance and engineering design. Mr. Rogers has also worked with FEMA on a Statewide Floodplain Mapping Project and coordinated with multiple teams in acquiring data for watershed analysis. Mr. Rogers has a strong practical and theoretical foundation in improving surveying, drafting and production methods. Mr. Rogers is skilled in deed and title research and is experienced with all classes of surveys including Route, Boundary, Topographic, GPS, Right of Way, Hydrographic, Utility (above and below ground/SUE) and Bridge Locations.

Selected Project Experience:

Santa Paula Crosstown Water Project, Field & Aerial Surveys, Right-of-Way Base Mapping, Santa Paula, CA

Santa Monica North Beach Trail, Field & Aerial Topographic Surveys, Santa Monica, CA

UCLA Village Fiber Optic Study, Los Angeles, CA

Cuesta College Campus Design Survey, Paso Robles, CA

El Cielito Reservoir Elevation Determinations, Santa Barbara, CA

Zorthian Ranch Boundary and Topographic Survey, Altadena, CA*

San Francisquito ± 200 Acre Boundary, CA*

Pepperdine Boundary and Tract Mapping, CA*

Presidio ± 550 AC, Chatsworth, CA*

Moraga Winery ± 20 Acres Boundary and RS, CA*

*Projects completed while Mr. Rogers was employed elsewhere.

RELEVANT EXPERIENCE



Mira Costa High School New Gymnasium Survey

Topographic survey sufficient for civil engineering design purposes. The survey included all easements of record as shown on client supplied title report and included the horizontal and vertical locations of all on site improvements and visible utilities as well as elevations of landscape and hardscape areas sufficient for use in site design.

Contact:

Manhattan Beach Unified School District
Dr. Dawnalyn Murakawa-Leopard
325 South Peck Avenue
Manhattan Beach, CA
T: 310.318.7345 x5943
E: dmurakawa@mbusd.org

University of Southern California Robert Zemeckis Center

Topographic survey sufficient for civil engineering design purposes. The survey included all easements of record as shown on client supplied title report and included the horizontal and vertical locations of all on site improvements and visible utilities as well as elevations of landscape and hardscape areas sufficient for use in site design.

Contact:

University of Southern California
Capitol Construction Development
Wendy Kaszycki, Associate VP
3434 South Grand Avenue
Los Angeles, CA



University of Southern California Alley (Hoover to Portland)

Topographic survey sufficient for civil engineering design purposes and coordinate with City of Los Angeles BOE. The survey included horizontal and vertical locations of all on site improvements and visible utilities as well as elevations of landscape and hardscape areas sufficient for use in site design. The purpose was for alleyway redesign.

Contact:

University of Southern California
Capitol Construction Development
Brando Blanco, Project Manager
3434 South Grand Avenue
Los Angeles, CA

University of Southern California Alley (Vermont to Orchard)

Topographic survey sufficient for civil engineering design purposes and coordinate with City of Los Angeles BOE. The survey included horizontal and vertical locations of all on site improvements and visible utilities as well as elevations of landscape and hardscape areas sufficient for use in site design. The purpose was for alleyway redesign.

Contact:

University of Southern California
Capitol Construction Development
Brando Blanco, Project Manager
3434 South Grand Avenue
Los Angeles, CA



Brentwood School West Campus Saltair Building Survey

Topographic survey sufficient for civil engineering design purposes. The survey included all easements of record as shown on client supplied title report and included the horizontal and vertical locations of all on site improvements and visible utilities as well as elevations of landscape and hardscape areas sufficient for use in site design.

Contact:

Pfeiffer Partners Architects, Inc
Jean Marie Gath, Principal
811 West 7th Street, 7th floor
Los Angeles, CA
T: 213.624.2775
E: dmurakawa@mbusd.org

University of California Los Angeles Franz Hall

Topographic survey of the Franz hall Complex sufficient for civil engineering design purposes and coordinate with City of Los Angeles BOE. The survey included horizontal and vertical locations of all on site improvements, finished floor elevations, accessible doorways and visible utilities with depth of accessible manholes as well as elevations of landscape and hardscape areas sufficient for use in site design.

Contact:

CO Architects
Jorge De La Cal, AIA
5055 Wilshire Boulevard, 9th Floor
Los Angeles, CA

University of California Los Angeles Lab School

Topographic survey of the Lab School driveway, parking, walkways and visible utilities sufficient for civil engineering design purposes. The survey included horizontal and vertical locations of all on site improvements, finished floor elevations, accessible doorways and visible utilities with depth of accessible manholes as well as elevations of landscape and hardscape areas sufficient for use in site design.

Contact:

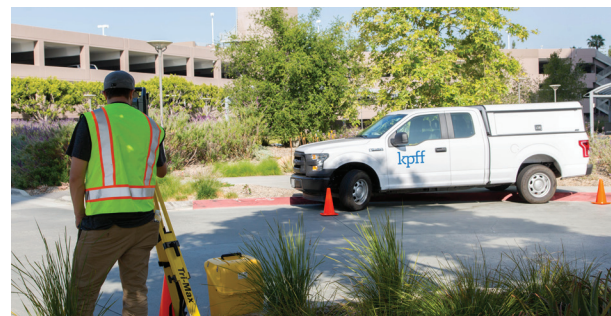
Tagliaferri Architects, Inc
Attn: Luciana Tagliaferri, AIA
4023 Moore Street
Los Angeles, CA
T: 310.622.3545

University of California Los Angeles Telecommunications Infrastructure

Provide aerial topography of the Village area for civil engineering design purposes. Prepare legal descriptions of proposed utility infrastructure alignments in order to coordinate franchise agreements with the City of Los Angeles within public right-of-way.

Contact:

University of California, Los Angeles
Ms. Kathleen Seiple, Contracts Manager
10920 Wilshire Boulevard, Suite 815
Los Angeles, CA 90024



California State University Fullerton Pollak Library Quad

Topographic Survey of the Pollak Library quad for civil engineering design purposes. The survey included horizontal and vertical locations of all on site improvements, finished floor elevations, accessible doorways and visible utilities with depth of accessible manholes as well as elevations of landscape and hardscape areas sufficient for use in the design of paths of travel, walkways, walls and landscape features.

Contact:

California State University, Fullerton
800 North State College Boulevard, T-300
Fullerton, CA 92831
Nancy Clausen, Buyer III
Contracts and Procurement
E: nclausen@Exchange.FULLERTON.EDU

California State University Fullerton Bus Dropoff

Topographic Survey of a portion of Nutwood Avenue in connection with campus travel way/walkway for civil engineering design purposes. . The survey included horizontal and vertical locations of all on site improvements and visible utilities with depth of accessible manholes as well as elevations of landscape and hardscape areas sufficient for use in the design of a widened roadway for bus drop-off, paths of travel, walkways and landscape features.

Contact:

California State University, Fullerton
800 North State College Boulevard, T-300
Fullerton, CA 92831
Nancy Clausen, Buyer III
Contracts and Procurement
E: nclausen@Exchange.FULLERTON.EDU

California State University Monterey Bay Otter Student Union

Topographic survey of a portion of Inter-Garrison Road west of 6th Avenue, including structures, hardscape areas, landscape areas and visible utilities, including field verification of all accessible sewer and storm drain manholes/catch basins. The survey also included topographic mapping of a storm water retention basin for civil design purposes.

Contact:

Mr. Kaveh Amirdelfan, AIA
Higher Education Principal
HGA Architects and Engineers
1918 Main Street, Third Floor
Santa Monica, CA 90405



California State University Monterey Bay Utility Infrastructure

Topographic survey of a portion of Divarity Street, the traffic circle connecting to 5th Street, 5th Street, Inter-Garrison Road west and portions the visual and Public Art Center, including structures, hardscape areas, landscape areas and visible utilities, including field verification of all accessible sewer and storm drain manholes/catch basins. The survey also included topographic mapping of a storm water retention basin for civil design purposes. The mapping performed was to assist in the design of campus chilled water and hot water lines.

Contact:

Mr. Kaveh Amirdelfan, AIA
Higher Education Principal
HGA Architects and Engineers
1918 Main Street, Third Floor
Santa Monica, CA 90405

California State Polytechnic University, Pomona Parking Lot C and F Reconfiguration

Topographic Survey of a portion of the campus for the reconfiguration of portions of Parking Lots C and F. The survey included aerial photogrammetry along with ground edited topography for the purpose of civil

design. The topographic information from the aerial survey together with ground observed elevations at approximate 25-foot intervals along the perimeter line were provided to assist with determining join grades.

Contact:

Mr. Justin Owens
CO Architects
5055 Wilshire Boulevard, 9th Floor
Los Angeles, CA 90036

Additional Experience

In addition to the projects listed on his resume, Buck Rogers has provided survey services to the following school districts while employed at a firm prior to KPFF:

Ocean View School District

Village View Elementary
Vista View Middle
Westmont Elementary
College View Elementary
Sun View Elementary
Star View Elementary
Spring View Middle
Oak View Elementary
Mesa View Middle
Marine View Middle
Circle View Elementary
Lake View Elementary
Hope View Elementary
Golden View Elementary

Whittier School District

District office
Mill Elementary
Whittier High School
West Whittier Elementary
La Serna High School



2. SCHEDULE

TOPOGRAPHIC DESIGN SURVEY

The boundary component of this survey will include a field boundary, denoting current property lines and all easements of record as shown on a current, client supplied title report.

The topographic component of this survey will include aerial topography together with ground-based measurements of the horizontal and vertical locations of all on site improvements as well as elevations of landscape and hardscape areas sufficient for use in site design. Finish floor elevations will be located for all accessible doorways of the existing onsite building. Existing structures within five (5) feet of the property line will be located and elevations of adjacent finish surfaces will be located to assist in determining join grades around the property lines. Inverts of accessible sewer and storm drain manholes serving the project property will be field verified. Existing observable utilities (e.g., manholes, valve boxes, etc.) will be identified and located and denoted in the mapping.

A draft submittal will be prepared for district review. Comments will be addressed from the review and a final submittal will be prepared and submitted to the district.

Assumptions

- A current title report will be supplied by Client
- Deliverables will consist of a PDF/hard copy survey and a CAD file for use by design engineering team
- All parcels will be accessible and clear of obstructions at requested time of survey (if access coordination is needed prior to survey, Client will provide needed information) Survey will occur during normal business hours. Performance of work will occur while schools are not in session.
- Record utility research and plotting will be provided by KPFF within public right-of-way. Record utility research will be compiled from available district records for on-site areas

- Sub-surface utility location will be provided by a consultant who specializes in sub-surface utility location.
- If surveying services, which require the filing of a Record of Survey in accordance with Business and Professions Code 8762, all costs of preparation, examination and filing of such Record of Survey will be paid for by the Client

SURVEY EQUIPMENT TO BE USED:

Trimble GPS – R10 (two units)
Trimble S7 (total station)
Trimble Carbon fiber Prism Rod
Trimble Multitrack Prism
Trimble TSC3 (handheld data collector)
Mini-Prism
(2) SECO Prism
(2) Tribrach
(3) Trimax Tripod
Laptop computer
Field book
Sokkia Auto Level
25-foot level rod
Bi-pod (for use with prism pole)
Cones (safety)
Traffic signs (safety)
Safety vest (each crew member)
Basic tools/tool kit
Measuring Tapes (variable lengths)
Hammer
60d Nails
Concrete nails (magnail)
2' lath
4' lath
Chalk based paint (aerovoe)
Upside down Marking paint
Paint pens
Ford F-150 with KPFF logo

SCHEDULE

Note: We can perform any two sites at the same time, but not all four at the same time.

La Cañada Elementary

Task	Description	Day(s) from Notice to Proceed
1	Notify Subconsultants to proceed (aerial and utility location teams)	1
2	Research <ul style="list-style-type: none"> a. Property- request Title report b. Property- County and City records c. Utility – City and County records d. Utility- School District request e. Benchmark and geodetic control 	1-4
3	Generate search plan for boundary control and prepare field packet	4-6
4	Field Survey <ul style="list-style-type: none"> a. Boundary b. Topographic Survey c. Location of utility marks d. Receive aerial data 	6-12
5	Process field survey	15
6	QA/QC	9-20
7	Submit Draft survey and report	20-25
8	Review red lines and make corrections	26
9	Submit final survey and report	+/- Week from receipt of Red lines

Palm Crest Elementary

Task	Description	Day(s) from Notice to Proceed
1	Notify Subconsultants to proceed (aerial and utility location teams)	1
2	Research <ul style="list-style-type: none"> a. Property- request Title report b. Property- County and City records c. Utility – City and County records d. Utility- School District request e. Benchmark and geodetic control 	1-4
3	Generate search plan for boundary control and prepare field packet	4-6
4	Field Survey <ul style="list-style-type: none"> a. Boundary b. Topographic Survey c. Location of utility marks d. Receive aerial data 	6-14
5	Process field survey	15
6	QA/QC	9-25
7	Submit Draft survey and report	25-30
8	Review red lines and make corrections	31
9	Submit final survey and report	+/- Week from receipt of Red lines

Paradise Canyon Elementary

Task	Description	Day(s) from Notice to Proceed
1	Notify Subconsultants to proceed (aerial and utility location teams)	1
2	Research <ul style="list-style-type: none">a. Property- request Title reportb. Property- County and City recordsc. Utility – City and County recordsd. Utility- School District requeste. Benchmark and geodetic control	1-4
3	Generate search plan for boundary control and prepare field packet	4-6
4	Field Survey <ul style="list-style-type: none">a. Boundaryb. Topographic Surveyc. Location of utility marksd. Receive aerial data	6-17
5	Process field survey	15
6	QA/QC	9-30
7	Submit Draft survey and report	30
8	Review red lines and make corrections	31
9	Submit final survey and report	+/- Week from receipt of Red lines

La Cañada High School

Task	Description	Day(s) from Notice to Proceed
1	Notify Subconsultants to proceed (aerial and utility location teams)	1
2	Research <ul style="list-style-type: none">a. Property- request Title reportb. Property- County and City recordsc. Utility – City and County recordsd. Utility- School District requeste. Benchmark and geodetic control	1-4
3	Generate search plan for boundary control and prepare field packet	4-6
4	Field Survey <ul style="list-style-type: none">a. Boundaryb. Topographic Surveyc. Location of utility marksd. Receive aerial data	6-20
5	Process field survey	15
6	QA/QC	9-35
7	Submit Draft survey and report	35-40
8	Review red lines and make corrections	40
9	Submit final survey and report	+/- Week from receipt of Red lines

3. PRICE PROPOSAL

La Cañada Elementary School

Boundary Survey	\$5,000
Topographic Field Survey	\$8,800
Utility Location Field Survey	\$3,900
Survey Report	\$1,400
AutoCad Drawings	\$5,270
<hr/>	
KPFF Total	\$24,370
Aerotech Mapping Inc. (Aerial Survey)	\$2,150
Pacific Coast Locating, Inc. (Utility Locating)	\$15,300
<hr/>	
Total Lump Sum Fee	\$41,820

Palm Crest Elementary

Boundary Survey	\$8,340
Topographic Field Survey	\$22,000
Utility Location Field Survey	\$5,200
Survey Report	\$1,400
AutoCad Drawings	\$6,060
<hr/>	
KPFF Total	\$43,000
Aerotech Mapping Inc. (Aerial Survey)	\$2,500
Pacific Coast Locating, Inc. (Utility Locating)	\$20,400
<hr/>	
Total Lump Sum Fee	\$65,900

Paradise Canyon Elementary

Boundary Survey	\$8,340
Topographic Field Survey	\$19,800
Utility Location Field Survey	\$6,600
Survey Report	\$1,400
AutoCad Drawings	\$9,660
KPFF Total	\$45,800
Aerotech Mapping Inc. (Aerial Survey)	\$2,500
Pacific Coast Locating, Inc. (Utility Locating)	\$15,300
Total Lump Sum Fee	\$63,600

La Cañada High School

Boundary Survey	\$8,340
Topographic Field Survey	\$24,200
Utility Location Field Survey	\$8,800
Survey Report	\$1,400
AutoCad Drawings	\$21,160
KPFF Total	\$63,900
Aerotech Mapping Inc. (Aerial Survey)	\$4,150
Pacific Coast Locating, Inc. (Utility Locating)	\$25,500
Total Lump Sum Fee	\$93,550

T&M Allowance **\$6,000**

TOTAL LUMP SUM FEE ALL FOUR SCHOOLS ~~**\$264,870**~~ **\$99,550**
For La Canada High School only

PRINCIPAL-IN-CHARGE.....	\$225.00
SENIOR PROJECT MANAGER.....	\$200.00
PROJECT MANAGER.....	\$180.00
PROJECT ENGINEER/PROJECT SURVEYOR.....	\$150.00
DESIGN ENGINEER/SURVEY ANALYST.....	\$135.00
CHIEF CAD OPERATOR.....	\$165.00
DRAFTER/CAD OPERATOR.....	\$135.00
ADMINISTRATIVE/SECRETARY.....	\$95.00

FIELD SURVEY KPFF RATES

ONE-PERSON SURVEY CREW.....	\$170.00
TWO-PERSON SURVEY CREW.....	\$225.00
THREE-PERSON SURVEY CREW.....	\$265.00

FIELD SURVEY PREVAILING WAGE RATES

ONE-PERSON SURVEY CREW.....	\$180.00
TWO-PERSON SURVEY CREW.....	\$275.00
THREE-PERSON SURVEY CREW.....	\$385.00

Note: Hourly rates will be updated on an annual basis throughout the duration of the project, and services will be billed at the hourly rates in place at the time the service is provided.

CONTACT

LOS ANGELES

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