



QUATTROCCHI KWOK  
ARCHITECTS

April 15, 2015

Robert Porter, COO  
San Carlos School District  
1200 Industrial Ave., Unit 9  
San Carlos, CA 94070

RE: Tierra Linda Middle School – Proposal for Architectural Services  
Project Number: 1330.00

Dear Robert,

With the revised budgets for the master plan projects adopted by the Board we need to revise our proposal to provide Architectural Design Services for the Tierra Linda Middle School. In order to meet our schedule of beginning construction in the spring/summer of 2016, it's imperative that we begin the design and DSA approval process immediately. To that end we need to get our agreement in place as soon as possible.

As we have developed the project through the planning process with the site, the scope of the project currently stands as a new building for a Multi-Purpose Room/Learning Commons with a kitchen, and a new administration wing. The modernization portion of the project is limited to the reconfiguration of the existing administrative offices into a classroom, the creation of a second learning commons at Classrooms 4 & 5, and the creation of a staff room at Classroom 6. The project will also include ancillary demolition and site work. The construction budget for the project is currently \$6,800,000.00.

The schedule for this project is for construction to start the spring/summer of 2016 and be completed for the District to move in the fall of 2017.

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This Proposal includes all phases of the project from the Schematic Design Phase through the completion and DSA Closeout of the project. These phases will include Schematic Design, Design Development, the Construction Documents Phase, approval of the documents by the Division of the State Architect and the other regulatory agencies, Bidding and Negotiations, Construction Administration, and finally Certification by DSA. We shall provide the necessary engineering and design consultants required to complete the design work. At this time we understand that the District is contemplating using the Lease/Leaseback project delivery method. We will work with the selected Lease/Leaseback Contractor to coordinate design with construction processes that are collaboratively determined to be beneficial to the project. The Lease/Leaseback Contractor shall provide construction cost estimating as we progress through the design phases.

We propose our compensation for Basic Services for this project be a stipulated sum of six hundred fifty eight thousand five hundred dollars (\$658,500.00). In addition to the above Basic Services fee, reimbursable expenses for mileage, shipping and postage and reprographics shall be invoiced at 1.1 times our direct cost. We estimate reimbursable expenses to be approximately \$30,000. If this proposal is acceptable to the District I will be happy to prepare the agreement for execution by the District.

Thank you for this opportunity, we look forward to working on this project with you and everyone at the District. If you have any questions or concerns, please do not hesitate to contact me.

Sincerely,

A handwritten signature in blue ink, appearing to be 'Steven Kwok', with a stylized, flowing script.

Steven Kwok, AIA

cc: Ralph Adams