

July 20, 2023

Leonard Kahn  
Chief Business Officer  
1305 E. Vine St.  
Lodi, CA 95240

Project: Lodi Unified School District  
**Westwood Elementary School**  
**Replace Playground Equipment, and New Shade Structure**  
19six #: 23263.00

Dear Mr. Kahn:

Thank you for the opportunity to provide you with professional architectural and engineering services for Lodi USD. We are pleased to submit this proposal for the replacement of the playground equipment and the addition of a new shade structure for Westwood Elementary School.

#### **PROJECT DESCRIPTION**

The project involves removing the existing play equipment and associated footings and bark, prepare existing play area for new artificial turf and a new play structure, verify any accessibility issues, install new PC fabric 30' x 30' shade structure over new play equipment.

##### **New Playground Equipment:**

- Remove existing play equipment and all items associated with the structure.
- Pour new footings.
- Install new play equipment.

##### **Artificial Turf (approx. 1,281 SF):**

- Remove existing bark and items associated.
- Prepare area to receive fall protection and artificial turf.
- Install fall protection and artificial turf.

##### **DSA Pre-Check Shade Structure (approx. 900 SF):**

- Saw cut existing asphalt at footing locations.
- Pour footings for shade structure
- Install new fabric shade structure.
- Patch and repair asphalt disturbed by placing footings.

01.6128

**SCHEDULE**

We are ready to proceed with this work upon your approval. The following schedule assumes an authorization to proceed of August 15, 2023:

Authorization to Proceed.....	08/15/23
Construction Documents .....	09/29/23
DSA Approval .....	10/20/23
Bidding and NTP .....	TBD
Construction Start.....	TBD
Construction Completion .....	TBD

Note that all construction activity shall be coordinated with the school and district schedule.

**SCOPE OF SERVICES AND FEES**

Services shall include professional architectural and engineering services. Our project team will consist of Mariana Alvarez-Parga, Principal in Charge/AOR, Senior Principal, Alan Kroeker, and Senior Project Manager, Kim Johnson. A breakdown of the services is as follows:

<b>A. Construction Documents</b>	
1. Preparation of necessary plans and details	
2. Specifications	
3. (1) meetings to review plans and specifications	
Fee	\$ 18,225
<b>B. DSA Coordination and Approval</b>	
1. Digital submittal to DSA (OTC)	
2. Revise drawings and specifications per DSA review comments	
3. Coordination with design consultants	
Fee	\$ 2,000
<b>C. Bidding</b>	
1. Attend bid job walk	
2. Respond to bid questions	
3. Prepare addenda as necessary	
4. Review contractor pricing	
Fee	\$ 1,875
<b>D. Construction Administration</b>	
1. Owner-Architect-Contractor (OAC) meeting eight (8), in-person and virtual meetings based on 3-month construction schedule)	
2. Review submittals	
3. Respond to contractor questions (RFI's)	
4. (2) final punch list walks	
Fee	\$ 7,500
<b>Basic Services Fixed Fee</b>	<b>\$ 29,600</b>

### REIMBURSABLE EXPENSES

There are no reimbursable expenses anticipated for this project. All submittals will be in electronic format.

Bid set printing for plans and specs shall be paid directly by the Owner to the print vendor. Bid set printing includes plans and specifications for: Contractor(s), Owner (includes owner's representative and/or Construction manager, as applicable), Testing Lab, Soils Engineer, Inspector (if applicable), Design Team, and Plan Rooms (if applicable).

### EXCLUSIONS

The following are not included in our services described above:

- As-built drawings for the existing buildings, including PC documents from the manufacturer and in-plant verified reports for inclusion in the DSA Application, and previously approved plan when the portables were initially installed at Lodi High School.
- Plan review application fees
- Blueprinting and photocopying costs for additional copies beyond those required for the meetings and as listed above.
- The following systems are not included in this proposal:  
Electrical system, Voice and Data systems, CATV system, Intercom and Clock Systems, Intrusion (security alarm) system, Access control system, CCTV system, and Audio-Visual system.
- Redesign for changes in project scope or Owner requirements following the approval of scope and compensation outlined in this document.
- Structural analysis or structural and seismic design of equipment anchorage and support systems. We don't anticipate this being a need since the equipment is standard.
- Topographic Survey and/or soils reports (to be provided by District, if necessary).
- Connection of site utilities beyond power/data/fire alarm.
- Accessibility upgrades to existing parking, P.O.T., and/or restrooms.
- Upgrade of existing power, data, or fire alarm infrastructure.
- Structural design of foundations or building reinforcement. Foundations will be per the PC documents.

### MISCELLANEOUS PROVISIONS

We will bill you monthly based on a percentage complete basis. Payment is expected within 30 days of the billing date.

Services will be managed by Kim Johnson, Senior Project Manager, and overseen by Mariana Alvarez-Parga – license number C36107

If this proposal meets with your approval, please sign below, and return a copy for our records or have your legal counsel prepare a formal contract. We will start work upon your written authorization below while the formal contract is being prepared.

Thank you for this opportunity to be of service. We look forward to assisting you with these much-needed improvements.

Sincerely,

  
Mariana Alvarez-Panga, Architect  
Principal  
19six Architects

Accepted by:

  
Signature

Leonard Kahr  
Name (printed)

CDD  
Title

7/21/2023  
Date

Attachments:  
Exhibit A



WESTWOOD ELEMENTARY SCHOOL



Exhibit A