Keller Mitchell & Co.
Landscape Architecture

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November 21, 2013

C. John Dominguez
Bond Director
San Leandro Unified School District
bonddirector@sanleandro.k12.ca.us

Subject: **Landscape Architectural Services**
For the Woodrow Wilson Field Improvements, San Leandro

Dear John:

We are pleased to submit the following proposal for professional services in connection with the Woodrow Wilson Elementary field improvements referenced above. The basis for our proposal are the two bid proposals from Hellas and Suarez Munoz, plus our experience with the Muir Middle School next door. We estimated the site construction cost would be in the order of $ 219,000 which includes a backstop, fencing, Pac-bell infield mix, irrigation and lawn.

SERVICES: Refer to the attached **EXHIBIT A** for scope of services.

COMPENSATION: For the above professional services the Landscape Architect shall be paid as follows for the entire project:

1. Lump sum fee of $ 23,000

PAYMENT: shall be made on monthly invoices based upon the percentage of work on the project completed during the month:

Programming Phase	$ 690
Schematic Design Phase	$ 2,760
Design Development	$ 3,450
Construction Documents	$ 8,050
DSA Approval	$ 1,150
Bid Phase	$ 575
Construction Phase	$ 5,750
Closeout	$ 575
TOTAL	**$23,000**

The above fee for professional services shall be in effect for two years after the date of the contract. Should project delays not caused by the Landscape Architect require services from the Landscape Architect beyond the above time limit, the Landscape Architect's fees for said professional services shall be increased by an amount to be negotiated with the Client, covering the Landscape Architects additional costs.

ADDITIONAL SERVICES: the following services are beyond the scope of professional services outlined in EXHIBIT A.

1. Revising previously approved drawings, construction budgets, and specifications to accomplish budget reductions and/or design revisions requested by the Client.
2. Preparing documents for Alternate Bids initiated by the Client.
3. Preparing documents and/or construction services required for 'fast tracking' or phased construction of the project.
4. Site visits in addition to those in EXHIBIT A.

Compensation to the Landscape Architect for additional services authorized by the client shall be at the following hourly rates:

Principal	$170.00
Associate Landscape architect	$125.00
Junior Landscape architect	$105.00

ITEMS SUPPLIED: the school district shall provide the Landscape Architect with the following:

1. Site program and applicable code requirements.
2. Accurate survey and site bases(s) showing grades, trees, structures, utilities, property lines and easements on AutoCAD disk. If this is not available, we will have the landscape drawings scanned.
3. All applicable architectural and engineering drawings.
4. Soil tests for horticultural suitability if deemed necessary by the Landscape Architect.

OWNERSHIP OF DRAWINGS: Plans and Specifications, as instruments of service, are and shall remain the property of the Landscape Architect, whether the project for which they are made is executed or not.

ABANDONMENT OF IMPROVEMENT: if the school district finds it necessary to abandon all or part of the project, the Landscape Architect shall be compensated for all work completed.

CANCELLATION: this agreement may be terminated by either party upon written notice to the other party in the event of a substantial failure of performance by such other party, or if the project should be abandoned.

If this proposal meets with your approval, please sign and return one executed copy to us for our files. We look forward to working with you.

Sincerely,

Jacque Keller
President

Accepted:

by:_____
San Leandro School District Date

November 21, 2013

EXHIBIT A
Scope of Services and Work Products:

A. Design Scope: Baseball field, infield, associated wing fencing along 1st and 3rd base lines, irrigation and lawn planting.

B. Schematic and Design Development:
1. Site plans showing:
   a. Configuration of the baseball backstop, infield and outfield.
2. Colored site plan
3. Provide cut sheets of various backstops appropriate for elementary school age.
4. Attend one meeting with the school district and staff to review and coordinate the work.
5. Develop a realistic time line for construction.
6. Develop an order of magnitude cost estimate.

C. Construction Documentation: Based on approved design development plans and estimated construction budget, prepare construction drawings showing:
1. Demolition plan
2. Dimension plan: Establishment of horizontal control of landscape elements.
3. Landscape construction details for the backstop, wing fencing and accessible paving to backstop.
4. Accessible path of travel drawing and Structural calculations of the backstop footings for DSA.
5. Write technical specification sections for the above-described landscape elements.
6. Refined cost estimate of work designed.
7. Attend one meeting at the DSA offices to review the construction documents.

D. Construction Consultation:
1. The Landscape Architect shall visit the site at intervals appropriate to the stage of construction to become generally familiar with the progress of the Work, but shall not be required to make exhaustive or continuous on-site observations. On the basis of said site visits, the Landscape Architect shall keep the client informed of the progress and quality of the Work.
2. The Landscape Architect shall not be responsible for the construction contractor's performance or safety measures.
3. Submittals reviews, RFIs and punch lists.

E. Not in Contract
1. Sub drainage system.
2. Sports lighting.
3. Scoreboard
4. Bleachers
5. Front end specifications.

END OF EXHIBIT A