UNDERWOOD & ROSENBLUM, INC.
civil engineers and surveyors

Mr. John Dominguez
Bond Director
San Leandro Unified School District
14735 Juniper Street
San Leandro, CA 94579

February 13, 2014

Subject: San Leandro USD District Office Parking Lot Renovation
Land Surveying and Civil Engineering Consulting Services Fee Proposal

Dear Mr. Dominguez,

This proposal if for land surveying and civil engineering consulting services to prepare the design, construction documents, and construction administration of improvements parking lot renovation work delineated on the attached site plan Exhibit "A".

This project will consist of preparing grading, paving, drainage, fencing, signage and striping for renovation of the existing main parking lot at San Leandro Unified School District Administration Office at 14735 Juniper Street in San Leandro. The work shall include adding additional parking pavement in the undeveloped portions of the property.

Scope of Consultant Services

1. Topographic Surveying –Underwood & Rosenblum, Inc. (U&R) shall conduct a ground topographic survey to detail the area delineated on the attached Site Plan Exhibit "A". Field acquired topographic survey will include the following:
   - Spot elevations across the site at an approximate 50 foot grid and at all grade breaks;
   - Surface visible utilities with invert and flow line data for storm and sanitary sewers;
   - Contours will be provided at 1 foot intervals;
   - Existing buildings, exterior doorways and roof overhangs;
   - Trees over 6" in diameter;
   - Fences and walls;
   - Walkways, curbs, and pavement edges;
   - Utility boxes, vaults, and poles
   - Visible sprinkler heads and landscape features
   - Signage and striping

2. Final Design and Construction Documents – Underwood & Rosenblum, Inc. (U&R) shall prepare the civil drawings and specifications necessary to construct this work. This work is considered maintenance work and should not require City or DSA permits. Civil plans to include:
   - Parking lot and traffic design
   - Site plan coordination and horizontal controls
   - Site grading, paving, and drainage plans
   - Traffic striping and signage plans
   - Site hardscape details
   - Technical specification for civil work
   - Attendance at all project coordination meetings
   - Engineer's estimates of construction costs

3. Bidding – Upon completion of construction documents, U&R shall assist the School District in attending pre-bid conferences and preparing bid addenda and answering RFI's.

4. Construction Administration – U&R shall provide construction administration assistance as required for the construction of the project. This work may include issuance of bid addenda, review of contractor

submittals, review of RFI's, and punch list preparation for completed work. Additional meetings and reports to the School District shall also be included as necessary.

Additional Work Items Not Included in This Proposal

1. Any work beyond the limits of work described above
2. Underground utility scoping
3. Boundary Surveys or Preparation of Recorded Maps or easement documents.
4. Utility design
5. Plan submittals for project review or responding to comments from any agency other than the School District
6. Traffic reports
7. Structural/Retaining wall design.
8. Structural pavement design
9. Landscape design services
10. Irrigation water design.
11. Fire water design.
12. Soils Testing or Reports.
13. Storm Water Pollution Prevention Plans (SWPPP)
14. Environmental Report and mitigation.
15. Public Meetings and Presentations

Fixed Fees for Services

1. Topographic Survey	$3,400.00
2. Final Design and Construction Documents	8,200.00
3. Bidding	900.00
4. Construction Administration	1,800.00
5. Reimbursables (Printing and Deliveries)	300.00
Total Fee	$14,600.00

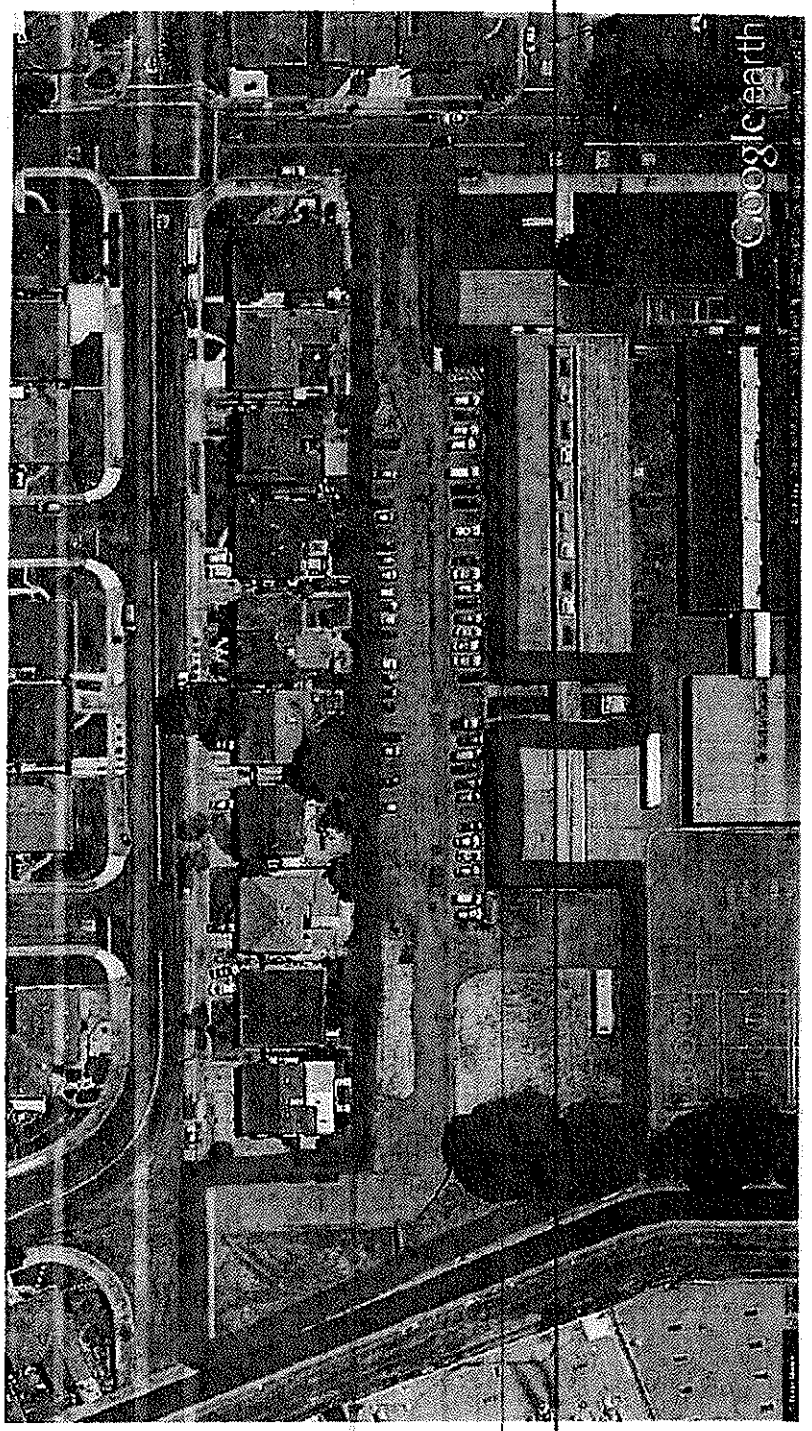
Work required or requested beyond the Scope of Work defined above shall be considered "Extra Work" and will not be performed without your prior authorization and agreement to the additional fees. Attached is the fee schedule Exhibit "B" to be used for calculating additional work. Should you find this proposal acceptable, please indicate your acceptance of this Agreement by returning one copy of this proposal with your signature in the space provided below.

Very Truly Yours,

Frank M. Rosenblum, RCE 42857, PLS 6395
Principal Engineer / President
Attachments: Exhibit "A" – Proposed Site Plan
Exhibit "B" - U&R 2014 Billing Rates

ACCEPTED BY: _____ **DATE** 2/14/19

EXHIBIT "A"
Proposed Site Plan



1630 Oakland Road, Suite A114 San Jose, CA 95131 Phone (408) 453-1222 Fax (408) 453-1207 www.uandr.com

EXHIBIT "B" – U&R 2014 Billing Rates

UNDERWOOD & ROSENBLUM, INC.
2014 BILLING RATES

SERVICE	HOURLY RATE
Principal **E**ngineer	$ 180.00
Principal **L**and **S**urveyor	180.00
Senior **E**ngineer	160.00
Associate **E**ngineer/**A**ssoc. **L**and **S**urveyor	140.00
Assistant **E**ngineer/**S**urveyor	120.00
Engineering/**S**urveying **T**echnician	100.00
Senior **D**rafter-**E**ngineering	95.00
Senior **D**rafter-**S**urveying	95.00
Drafter-**E**ngineering	85.00
Drafter-**S**urveying	85.00
Technician	75.00
Clerical	65.00
1-Person **F**ield **S**urvey	160.00
1-Person **F**ield **S**urvey w/**R**obotic	200.00
2-Person **F**ield **S**urvey Crew	240.00
2-Person **F**ield **S**urvey w/**R**obotic	280.00
3-Person **F**ield **S**urvey Crew	310.00
3-Person **F**ield **S**urvey w/**R**obotic	350.00
Expert **W**itness Testimony	330.00
Other Reimbursable Expenses	
- Automobile Mileage	$0.60 per mile
- Blueprints, Reproductions, Deliveries Maps, Deeds, Documents, etc.	Cost + 15%

UNDERWOOD & ROSENBLUM, INC.
civil engineers and surveyors

Mr. John Dominguez
Bond Director
San Leandro Unified School District
14735 Juniper Street
San Leandro, CA 94579

February 13, 2014

Subject: ***Fee Proposal: Topographic Survey***
John Muir Middle School and Woodrow Wilson Elementary School
1444 Williams St. San Leandro, CA 94577

Dear Mr. Dominguez,

This scope of work is for Land Surveying services only at John Muir Middle School and Woodrow Wilson Elementary School within the areas delineated on the attached Exhibit survey limit drawing.

Scope of Work:

Topographic Survey:
U&R will provide a full Topographic Survey of the area within the solid line as shown on attached Exhibit. This topographic survey will include visible utilities, the athletic fields, buildings, fences, walls, trees with trunks>6", major hardscape features, concrete, paving, curbs, 1 foot contours and spot elevations across the site at an approximate 25 foot grid and at grade breaks. The survey elevation datum shall be tied to an official City of San Leandro benchmark. This survey shall be drawn to scale on AutoCAD software and connected to previous surveys conducted by U&R on this site.

Total Fee: **$ 10,200.00**

Reimbursable Items: None

Client shall provide unrestricted site access during daylight hours (8am-5pm). U&R shall provide as deliverables, 2 hard copies of this up-dated topographic survey, wet signed and stamped on 24"x36" or 30"x42" sheet at appropriate scale and an electronic CAD file.

Items expressly not included in this scope of work:

- Underground Utility Locating.
- Boundary Surveying.
- Creation of any survey document to be recorded and/or filed with any agency.
- Construction Staking
- Meeting Attendance
- Engineering or Design services

Client will provide needed access to site during regular business hours (8am-5pm) on the proposed work day. Work requested beyond the Scope of Work defined above shall be considered "Extra Work" and will not be performed without your prior authorization and agreement to the additional fees as per the billing rates sheet attached. Client shall pay for

reasonable charges on written change orders from Surveyor for services, modifications or additions to this agreement. Not withstanding any other provision herein, to the fullest extent permitted by law, Client under this Agreement expressly agrees to limit the liability of Surveyor...whether arising from tort, contract or otherwise, for any and all actual or alleged loss arising from: (1) professional errors and omissions; and/or (2) environmental impairment and pollution; to an amount not to exceed this Contract Agreement price. Client further agrees to limit any other claim(s) of any kind whatsoever of Client against Surveyor to an amount not to exceed this Contract Agreement price.

Surveying services will be conducted within the limits prescribed by this agreement. In a manner consistent with that level of care and skill ordinarily exercised by members of the same profession currently practicing in the same locality under similar conditions. No guarantee, warranty or representation, either expressed or implied, is included or intended herein. Nothing under this Agreement shall be construed to give any other rights or benefits in this Agreement to anyone other than Client and Surveyor, and that all duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of the Client and Surveyor and not for the benefit of any other party.

Progress billings shall be invoiced monthly. This agreement may be terminated by either party upon not less than seven days written notice should the other party fail substantially to perform the duties outlined in this agreement through no fault of the party initiating the termination. All fees, payments and reimbursements for services performed due U&R whether invoiced or not shall be satisfied in full prior to termination of this agreement. Unpaid billings over Sixty (60) days from the date of billing are considered delinquent and are subject to a monthly charge of 0.833%. Please sign and date the authorization below as your acceptance to this proposal and return one copy to our office.

Very Truly Yours,
UNDERWOOD & ROSENBLUM, INC.

Frank M. Rosenblum, President
L.S. 6395, Exp. 12-31-14

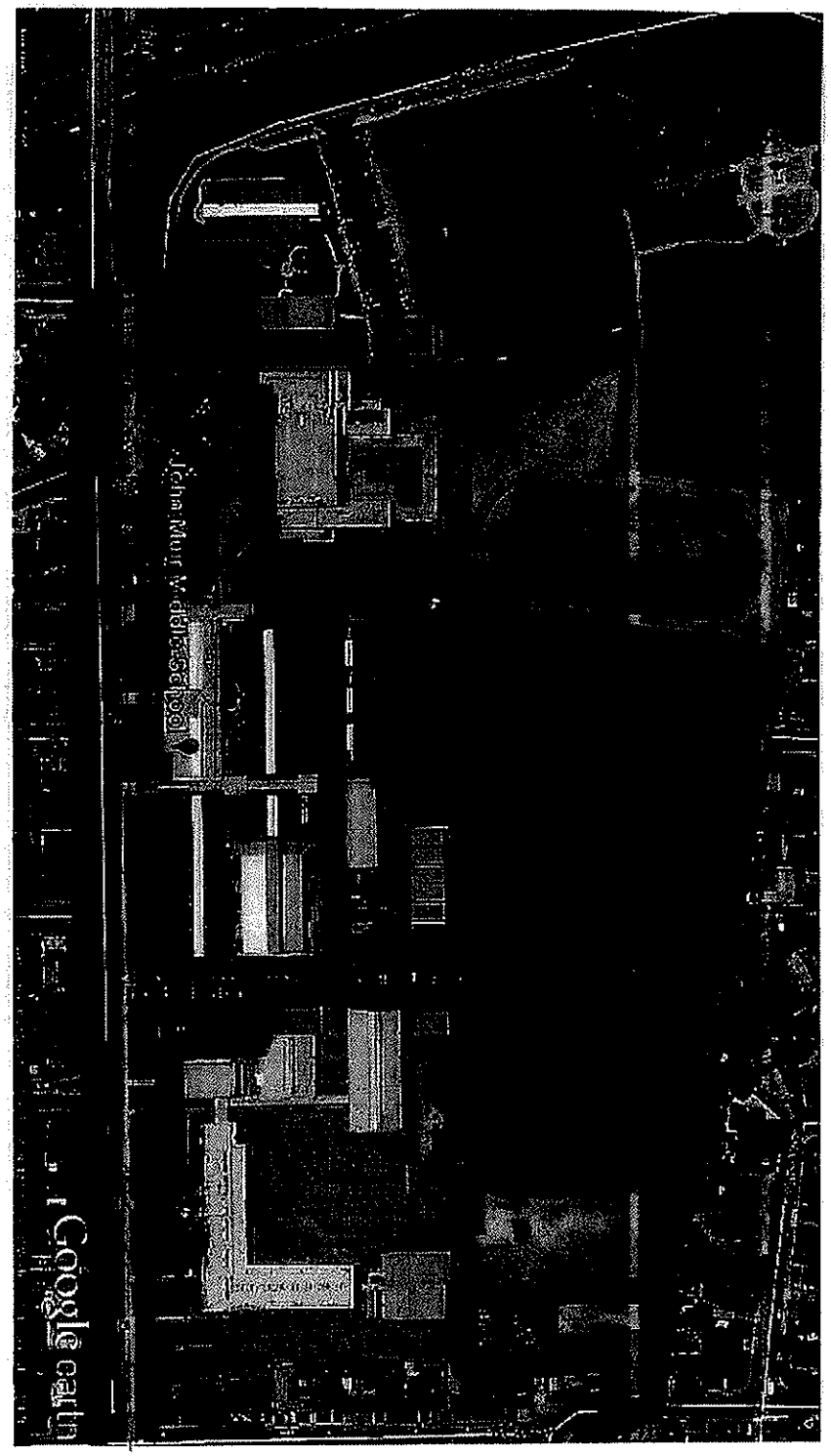
Attachments: Survey Limits, Exhibit A
Current Rate Sheet, Exhibit B

AUTHORIZATION TO PROCEED:

_____ _____
Print Name Title

_____ _____
Signature Date

Exhibit "A" – Survey Limits



UNDERWOOD & ROSENBLUM, INC.
civil engineers and surveyors

EXHIBIT "B"
U&R 2014 BILLING RATES

SERVICE	HOURLY RATE
Principal **E**ngineer	$ 180.00
Principal **L**and **S**urveyor	180.00
Senior **E**ngineer	160.00
Associate **E**ngineer/**A**ssoc. **L**and **S**urveyor	140.00
Assistant **E**ngineer/**S**urveyor	120.00
Engineering/**S**urveying **T**echnician	100.00
Senior **D**rafter-**E**ngineering	95.00
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Technician	75.00
Clerical	65.00
1-Person **F**ield **S**urvey	160.00
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3-Person **F**ield **S**urvey Crew	310.00
3-Person **F**ield **S**urvey w/**R**obotic	350.00
Expert **W**itness Testimony	330.00
Other Reimbursable Expenses - Automobile - Blueprints, Reproductions, Deliveries Maps, Deeds, Documents, etc.	$0.60 per mile

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UNDERWOOD & ROSENBLUM, INC.
civil engineers and surveyors

Mr. John Dominguez
Bond Director
San Leandro Unified School District
14735 Juniper Street
San Leandro, CA 94579

February 13, 2014

Subject: Muir MS and Wilson ES, San Leandro Unified School District
Civil Engineering Consulting Services – Traffic Planning Services
Fee Proposal – Letter of Agreement

Dear Mr. Dominguez,

It was a pleasure meeting with you and Kurt Weidmann yesterday and discussing the traffic work needed at Muir ES and Wilson ES. The following is Underwood & Rosenblum's (U&R) perceived project scope, understanding of consultant duties, and fees for this project.

Project Scope
Conduct U&R's 9-step Traffic Planning and Design services to obtain consensus on how to improve the existing drop-off zones, parking lots and vehicular and pedestrian access at both Muir Middle School and Wilson Elementary School on Williams Street in San Leandro.

Consultant Duties
Civil Engineering scope of services as outlined in attached Exhibit "A" – Basic Scope of Services for Traffic and Parking Lot Studies. Any additional construction documents, permit processing, engineering or land surveying shall be considered "extra work" and will not be performed without your prior authorization and agreement to the additional fees. Fees for additional work shall be computed per attached Exhibit "B" – U&R 2014 Billing Rates.

Fee

9-Step Traffic / Parking Lot Planning Services at $1,250 for each step completed — **Fixed Fee = $11,250.00**

Deliverables
Upon completion of the 9-Step Planning Process, one mounted colored site plan drawings and one engineer's construction cost estimate shall be delivered to client of the final plan receiving consensus. Total time required to complete this scope of work is about 9 weeks.

Should you find this proposal acceptable, please indicate your acceptance of this Agreement by returning one copy of this proposal with your signature in the space provided below. We look forward to working with everyone at the San Lorenzo Unified School District.

Very Truly Yours,

Frank M. Rosenblum, RCE 42857, PLS 6395
Principal Engineer / President
Attachments: Exhibit "A" – Scope of Services for Traffic and Parking Lot Studies
Exhibit "B" - U&R 2014 Billing Rates

ACCEPTED BY: _____ **DATE**_____

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EXHIBIT "A"
BASIC SCOPE OF SERVICES
TRAFFIC / PARKING LOT STUDIES

One	**Initial Site MEETING** Visit Site for familiarization, solicit involvement and input of site interest groups (PTA, principal, staff, parents, etc.)
Two	**Collect School Input** Collect input from site interest groups and FUSD transportation staff regarding problems and potential improvements.
Three	**Peak Period Traffic Observations** Observe the existing traffic conditions during both peak morning and peak afternoon periods.
Four	**Review Observations and Input MEETING** Review observations and collected input, discuss possible site improvement alternatives. Give direction to engineering consultant for preparation of site improvement drawings.
Five	**Consultant Develops Proposed Solutions** Engineering consultant to prepare drawings of existing site conditions and proposed site improvements.
Six	**Study Team Review MEETING** Study team to meet and review drawings and propose changes, revisions and improvements.
Seven	**Consultant Creates Presentation Exhibits** Engineering consultant to prepare revised site improvement drawings and "colorize" for school presentation.
Eight	**School Presentation PUBLIC MEETING** Present proposed improvement plans to school interest groups for final review and input.
Nine	**Final Design Development Drawing Exhibit and Cost Estimate** Engineering consultant to prepare and submit to District final site improvement design development drawing exhibits and estimates of cost for construction of the proposed site improvements. Project is then ready to proceed to the construction document phase.

EXHIBIT "B"
U&R 2014 BILLING RATES

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