ARCHITECTS WLC CLIENT FOCUSED. PASSION DRIVEN.

March 30, 2017

Mr. Aaron Kerrigan
Director of Facility and Operations
San Leandro Unified School District
Bond Program Department
14735 Juniper Street
San Leandro, CA 94579-1299

Re: Proposal for Predesign Services at San Leandro High School and for the District Office

Dear Mr. Kerrigan:

On behalf of WLC Architects, Inc. (WLC) I am pleased to present this proposal to the San Leandro Unified School District (SLUSD) for Predesign Services at San Leandro High School, for the District Office, and other projects to be determined.

**The Team:**

WLC has assembled a design team that has completed many successful projects together and will provide the experience required to address the issues of the 2016 Bond Projects for the San Leandro Unified School District. To maintain continuity, our team will consist of experienced professionals already familiar with the staff and community. Kevin A. MacQuarrie, AIA will continue as the Principal-in-Charge and be an active participant in the projects. Omar Eslava will function as Project Manager and primary District Contact. Lisa Ryker, Director of Planning, will assist with funding opportunities and be a liaison to the various state agencies. Additional team members will be added as necessary. This group of talented professionals along with WLC's other resources and experienced consultants group is immediately available to move your projects forward to a successful completion.

**The Projects:**

Based on our March 22, 2017 walk with Dr. Mike McLaughlin, Superintendent of SLUSD and the proposed location of the new District Office in the maintenance warehouse, it is our understanding that the District intends to replace the existing San Leandro High School Business Academy and other existing portables with a permanent structure which could be modular and two-story and would include improving the landscaping on campus. The existing maintenance warehouse was discussed to be modernized into a new district office without going through DSA (not required because no children are being educated in the building) and depending on the disposition of the City of San Leandro Building Department, it may not need to be reviewed by them either. Although WLC anticipates utilizing the following specialty consultants: structural, electrical, mechanical, civil, landscape, low voltage, and fire suppression, their services have not been included in this pre-design phase fee proposal but will be added later to a future proposal for all A&E services.

Because geotechnical issues are of particular concern in the Bay Area, it is assumed that the District will provide all geotechnical information, soils reports, topography maps, and other relevant reports to adequately analyze and calculate solutions. WLC has not been supplied a

current geotechnical report by the District. Upon receiving the report we will review and incorporate the recommendations contained therein; however, however WLC can assume no responsibility or liability for said report. More rigorous requirements are currently being imposed by the California Geological Survey Review of Soils Reports which may delay the approval process. We recommend submitting to DSA and CGS for a preliminary review of the soils report as soon as programming is complete. WLC also strongly recommends the District begin the CDE, DTSC, and CEQA process immediately, if you have not already, to determine any impacts or restrictions on the site. WLC will need as-built drawings of the existing campus buildings as well as current topographic and utilities surveys provided by the District to proceed with design.

**Pre-Design Phase:**

The Pre-Design Phase will consist of gathering and review of as-built documentation; assisting the District in obtaining geotechnical information, soils reports, topography maps, and other relevant reports; programming; developing a conceptual plan; a rough order of magnitude cost estimate; overall project schedule; and meetings with key stakeholders for the projects.

**Professional Fees:**

Your contract with WLC will mark a purposeful investment in your facilities. We are here to make sure that you consider your investment to be a good one, with significant returns. WLC is flexible on the topic of fee structure, but we do consider our expertise valuable. We want you to feel that you are getting both excellent service and architectural value at a fair market price. Full professional fees for the complete San Leandro Unified School District projects for WLC Architects, Inc. and its consultants will be determined in a future proposal.

WLC will invoice San Leandro Unified School District monthly, on a time and materials basis plus 1.1 times reimbursables not to exceed eighty five thousand dollars ($85,000.00). Should the scope of the project increase beyond what is identified herein or the allotted fee, I will request additional compensation in writing. Hourly rates will be per the attached WLC rate schedule.

We are very enthusiastic about continuing this process and look forward to working with you and your staff. Please sign both copies of this proposal and return one to me and we will be happy to get started. We will need to execute a more detailed contract shortly. Please do not hesitate to contact me if you have questions.

Sincerely,

KEVIN A. MacQUARRIE
Architect, AIA
Vice President, Principal

Approved by:

_____
AARON KERRIGAN
Director of Facility and Operations
San Leandro Unified School District

KAM:dr\17038-mkt

Attachments: WLC Hourly Rates Schedule

cc: Nanette Piccini, Director, Accounting, Associate, WLC Architects, Inc.
Pat Rose-Cluster, Director of Operations, WLC Architects, Inc.

**HOURLY RATES SCHEDULE**

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|---|---|
| Principals of Firm | $220.00/hr |
| Associate Principal/Director | $200.00/hr |
| Associate/Coordinator | $200.00/hr |
| Senior Project Architect | $180.00/hr |
| Senior Project Manager | $180.00/hr |
| Project Architect | $155.00/hr |
| Project Manager | $155.00/hr |
| Technical Level I | $100.00/hr |
| Technical Level II | $100.00/hr |
| Technical Support | $80.00/hr |

Hourly rates shown are applicable for the first calendar year of the signed agreement, afterwards, hourly rates will be increased at an annual escalation rate of 4%.