

October 14, 2016

Mr. George Parker  
Davis Joint Unified School District  
Director of Facilities, Maintenance & Operations  
1919 5<sup>th</sup> Street  
Davis, California 95616  
E-mail: [gparker@djud.net](mailto:gparker@djud.net)

Re: **Proposal for Civil Engineering Services @ Emerson Junior High School, Davis, California**

Dear Mr. Parker:

Laugenour and Meikle is pleased to present this proposal for civil engineering and land surveying services for the above referenced project. A detailed description of the preliminary phase of services to be provided is included in the attached Exhibit "A", Scope of Services & Compensation, which reflects the standard items of work required for this type of project.

If you have any questions or comments, please call.

Sincerely,

**LAUGENOUR AND MEIKLE**



Bryan P. Bonino, Principal, P.E., L.S.

Enclosure

## **EXHIBIT “A”**

### **SCOPE OF SERVICES & COMPENSATION**

#### **I. SCOPE OF SERVICES:**

##### **A. TOPOGRAPHIC SURVEY & BASE MAPPING:**

- Horizontal and vertical control, including boundary ties, per Agency Control Data.
- Research current record maps, deeds and easements.
- Topographic survey for civil design of parking lot, including setting project control and benchmarks.
- Determine utility inverts for design (based on being able to physically determine inverts, does not include potholing).
- Create a topographic base map showing property lines and easements created from the record data, and the topographic survey. This base map will be used in our analysis and design.
- Supply Client with electronic file (AutoCAD).

##### **B. PRELIMINARY SITE ANALYSIS AND PHASING PLAN :**

- Determine site constraints for grading, drainage, and ADA accessibility for Improvements per Agency standards.
- Prepare Parking Lot Layout per Client’s requirements, Agency Design and ADA Standards and Site Constraints.
- Meet with Client and review Preliminary Parking Lot design.
- Make Parking Lot revisions based on Clients recommendations.
- Prepare preliminary cost estimates for revised parking lot and exterior hardscaping to assist in determining Phasing Plan for site improvements.
- Prepare exhibits and finalize preliminary costs estimates for the Phasing Plan.
- Meet with Client regarding Phasing Plan options and prepare Civil Design Estimate for First Phase of construction.

##### **C. CIVIL ONSITE IMPROVEMENT PLANS - PHASE 1:**

- Prepare final plans for Phase 1 improvements.
- Develop cost estimate and bid schedule for Phase 1 improvements.
- Prepare special provisions per Agency Standard Specifications. Assumes Agency will prepare “Front End” Specifications/Bid Package.

- **A cost proposal for this work will be developed after the Phasing Plan has been approved and the project limits for Phase 1 have been established.**
- **Additional cost proposals for the other Phases will be developed at the Owner’s request.**

**D. BIDDING & CONSTRUCTION ADMINISTRATION - PHASE 1:**

- Bidding assistance including written clarification of plans and specifications, preparation of addendums, and attend pre-construction meeting for Phase 1.
- Review and comment on project submittals related to civil design.
- Conduct periodic site visits on an as-requested basis.
- Upon request of Client review proposed contract change orders and check compliance with the Contract Documents.
- **A cost proposal for this work will be developed after the Phasing Plan has been approved and the project limits for Phase 1 have been established.**
- **Additional cost proposals for the other Phases will be developed at the Owner’s request.**

**II. COMPENSATION:**

Our estimated costs for the components of this project are as follows:

A. Topographic Survey & Base Mapping .....	\$ 16,220.00
B. Preliminary Site Analysis .....	\$ 20,160.00
C. Civil Onsite Improvement Plans – Phase 1 (To Be Determined) .....	\$ TBD
D. Bidding & Construction Administration – Phase 1 (To Be Determined).....	<u>\$ TBD</u>
<b>PROJECT TOTAL.....</b>	<b>\$36,380.00</b>

These costs are based on the following Laugenour and Meikle Prevailing Wage Rate Schedule (Exhibit B). Government agency fees are not included in this cost proposal.

### **III. EXCLUSIONS AND/OR RESPONSIBILITIES OF CLIENT OR OTHERS:**

1. To provide Consultant with current title reports, including supporting documents for project site and adjacent properties.
2. Design of dry (electric, gas, telephone and cable television) utility systems.
3. Any structural, acoustical, electrical, geotechnical engineering, traffic engineering for signal design or landscape architecture.
4. Client agrees consultant will not perform on-site construction review, construction management, supervision of construction of engineering structures, or other construction supervision for this project unless specifically provided for in another Agreement.
5. All investigations, work responsibilities, duties, or acts related to or involving archeological resources, endangered species or wetlands and asbestos, pollutants, or contaminants in the atmosphere, on the surface, or in the subsurface.
6. All work pertaining to environmental impact report mitigation monitoring, if required.
7. Client agrees to assume complete responsibility and liability for changes in design, construction quantities, project cost, etc., whenever Client uses unsigned or unapproved survey maps or construction drawings for bidding or construction purposes.
8. To bear the cost of excavation and exposing (“potholing”) utility locations, and/or video inspections thereof, both on-site and off-site, if, in the opinion of the Consultant, it becomes necessary and desirable to do so in order to ascertain precise utility condition, location or elevation information. Consultant will not be responsible for the condition, location or depth of existing underground utilities which are shown on the plans based on utility company, agency or Client records.
9. The improvements are designed with the intent that the firm, Laugenour and Meikle, will be performing the construction staking for the complete project. If, however, another firm should be employed to use the design plans for construction staking, Laugenour and Meikle will not assume any responsibility for errors or omissions, if any, which might occur and which could have been avoided, corrected or mitigated if Laugenour and Meikle had performed the staking work.
10. Any regulatory agency related fees for submitting, checking, filing, inspection, performance of services, etc. are the responsibility of the Client.
11. All submittals of plans/reports for Agency approval are the responsibility of the Client.
12. SWPPP implementation and monitoring.

**EXHIBIT “B”**  
**RATE SCHEDULE**

<b><u>PERSONNEL CLASSIFICATION</u></b>	<b><u>RATE PER HOUR</u></b>
Principal Engineer	\$175.00
Senior Engineer	\$165.00
Associate Engineer	\$145.00
Senior Surveyor	\$150.00
Surveyor	\$135.00
Assistant Surveyor	\$125.00
Assistant Engineer	\$125.00
Junior Engineer	\$100.00
Senior Engineering Technician	\$100.00
Engineering Technician	\$ 75.00
Survey Technician	\$ 75.00
Technician	\$ 55.00
Clerical	\$ 55.00
Survey Party, 1-Man*	\$140.00
Survey Party, 2-Man*	\$255.00

**EQUIPMENT CLASSIFICATION:**

Field Materials	—	Charged at cost plus 10%
Reproduction Items	—	Charged at cost plus 10%

\* Public Works Prevailing Wage Rate