

Penfield & Smith

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Santa Barbara
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Santa Maria
Lancaster

Civil Engineering

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Land Use Planning

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Structural Engineering

Water Resources
Engineering

GIS

December 4, 2013

W.O. 20131.03

Kelly Coultrup
TELACU Construction Management
Santa Barbara Unified School District
720 Santa Barbara Street
Santa Barbara, CA 93101

via email: kcoultrup@telacu.com

Subject: **Proposal for Supplemental Topographic Services
Santa Barbara High School Peabody Stadium**

Dear Ms. Coultrup,

Per your request, we are pleased to present this proposal for additional topographic survey services at Santa Barbara High School in Santa Barbara, CA. Penfield & Smith performed a topographic survey on parts of Peabody Stadium in May 2011, and currently underway on supplemental topographic survey services approved under PO# 142280. This proposal is for two additional areas needed to complete the overall basemap for the design.

UNDERSTANDING OF PROJECT REQUIREMENTS

We understand that Santa Barbara Unified School District has requested more survey along portions of the perimeter of the stadium and access routes leading outward. The two additional survey limits are marked on the attached exhibit map. We have based our scope and fee on these added areas which will include the pavement, bridges, stairs, retaining walls, trees, utilities, etc.

We will collect full topographic mapping data within the limits marked on the attached exhibit map and connect the new data to our previous survey in order to prepare a complete drawing base. This will include some labor intensive work to locate the numerous trees within the limits. The tree canopies on hillside areas can make it difficult to obtain the measurement data which is dependent on line of sight. Locations using "offsets" can be done, but care must be taken due to the elevation changes on the slope. We are used to dealing with this issues and have allocated this in our cost estimate.

SCOPE OF WORK

The limits of this survey would include the two areas on the attached exhibit map.

- We will utilize the existing survey control network previously established for the original topographic mapping and verify/extend as needed.
- Perform field survey to locate adjoining pavements, curbs, drives, ramps, walks, stairs, building footprints, fences, walls, planters, signs, bridges and other structures, together with topographic features such as tops, toes, flow lines, grade breaks, etc. Pavement and surface materials will also be identified.
- Perform field survey to locate visible surface utilities within the project limits. Storm and sewer manholes will be opened (if possible) and pipe invert elevations and directions noted.
- Perform field survey to locate specimen trees, 4" or greater in trunk diameter and note drip line radius.
- Download and compute survey data, and prepare an AutoCAD drawing file. The topographic mapping will be compiled at a scale of 1" = 20' with a 1-foot contour interval. Each surveyed feature will be clearly labeled or noted by symbol as identified in the field.
- Deliverables: Two (2) hardcopy plots of the topographic mapping, signed and sealed by a California Licensed Land Surveyor, a CD containing the AutoCAD files, digital photos taken during the field survey, and topographic map in PDF format.

SERVICES NOT INCLUDED

The following services and all other services not specifically listed herein are excluded:

1. Reimbursable expenses, such as photocopies, postage, shipping/delivery, mileage, prints, maps/documents.
2. Underground utility research, detection, or potholing.
3. Boundary, right-of-way, or easement surveying of any kind.
4. Governmental and public agency fees, cost of bonds and taxes.
5. Title Company reports, services and fees.
6. Services by consultants other than P&S.
7. Services beyond those listed in this proposal.



CLIENT TO PROVIDE

Client or co-consultant at Client's direction shall provide access to the project site and notify school staff and personnel of our scheduled work. Our crews will be directed to check-in with the administration office upon arrival to the campus.

PROPOSED FEE AND METHOD OF PAYMENT

Our proposed services will be performed on a time and materials basis and shall be billed monthly at the rates then in effect. Charges for "time" include professional, technical and clerical support services provided by Penfield & Smith. "Materials" include all reimbursable expenses, such as photocopies, postage, shipping/delivery, mileage, plots, prints, maps/documents and outside consultant fees.

Payment is due on receipt of statements (net 30 days). Unpaid account balances are subject to a finance charge which will be the lesser of one and one-half percent (1 ½ %) per month or a monthly charge not to exceed the maximum legal rate. This fee shall be applied to any unpaid balance commencing thirty days after the original billing. If an account is unpaid and would be subject to a finance charge, we may consider this as constructive notice to suspend work.

Based on our understanding of your requirements and our experience with similar projects, we estimate that the fee required for our services will be approximately **\$5,800**, not including reimbursable expenses.

We have estimated the cost of our services based on our understanding at this time of the scope and complexity of the work. However, please note that our services will be performed on a time and materials basis, and it is possible that our actual charges could exceed the amount we have estimated. During the performance of our services, the need for additional or expanded services may be determined. We will make every reasonable effort to keep you informed of our progress and costs incurred.

ADDITIONAL SERVICES

Services performed outside the scope of this agreement require written approval prior to performance of the work. Design changes by Owner/Client or designee after the start of design shall be considered additional services. Any work requested by Owner/Client that is outside the scope of this agreement will be identified by Penfield & Smith as such, and a fixed fee or not-to-exceed amount will be agreed upon prior to the start of the additional work. Compensation for additional services shall be in accordance with Exhibit "A", Penfield & Smith's Billing Rate Schedule currently in effect.

TIME OF PERFORMANCE

Based on our current workload, we estimate that the topographic survey can be completed in approximately 3 weeks from your signed authorization to proceed.



Santa Barbara High School Additional Topographic Survey
Santa Barbara Unified School District
December 4, 2013
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AUTHORIZATION

Should you require additional information or wish to discuss this proposal further, please give me a call. My direct line is 805-963-9532 extension 178. If the proposal is satisfactory, please contact us for the necessary paperwork.

Thank you for considering Penfield & Smith for this project.

Regards,
PENFIELD & SMITH

A handwritten signature in cursive script, appearing to read "Mark Castellanos".

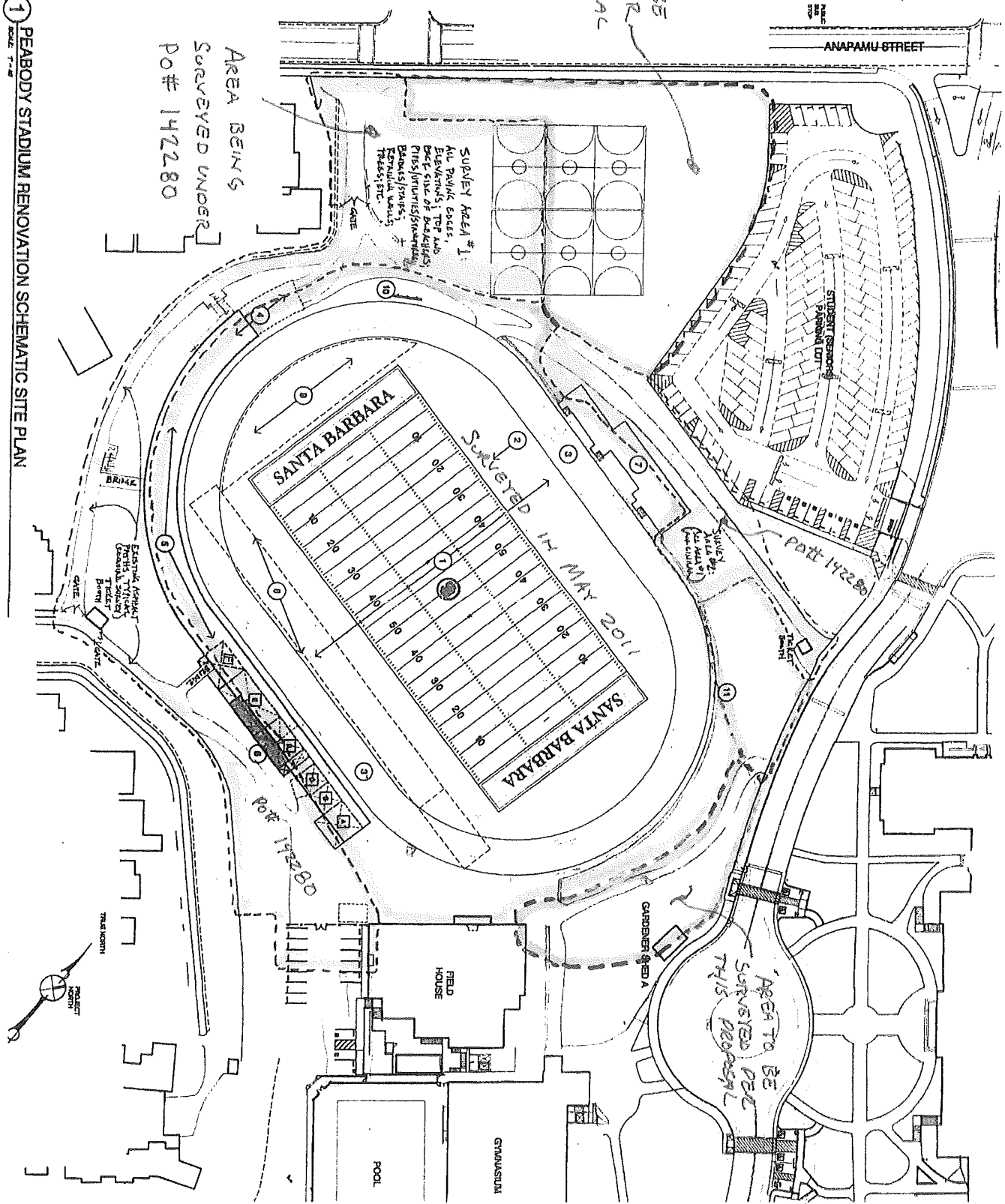
Mark Castellanos, PLS 8369
Senior I Surveyor



AREA TO BE
SURVEYED PER
THIS PROPOSAL

AREA BEING
SURVEYED UNDER
PO# 142280

1 PEABODY STADIUM RENOVATION SCHEMATIC SITE PLAN
SCALE 1"=20'



FILE COPY
7/21/02



PURCHASE ORDER
SANTA BARBARA UNIFIED SCHOOL DISTRICT
720 SANTA BARBARA STREET
SANTA BARBARA, CA 93101-2232
Phone (805) 963-4331
Fax (805) 963-5685

P/O #: 142280

Date: 11/12/2013

Vendor: 02994 Req#: 013937

TO: PENFIELD & SMITH ENGINEERS
111 E VICTORIA ST
SANTA BARBARA CA 93101

SHIP TO: PLANNING DEPT
724 SANTA BARBARA ST
SANTA BARBARA CA 93101

Ph(805)963-4331 F(805)963-2893

Payment Terms: Net-30

Requestor: LINA GRAHAM-PLASCENCIA

Location: 0096-PLANNING & CONSTRUCTION

#	Qty	Unit	Description	Unit Price	Ext. Total
01	1	LOT	PROPOSAL FOR SUPPLEMENTAL TOPOGRAPHIC SERVICES AT SANTA BARBARA HIGH SCHOOL PEABODY STADIUM PER PROPOSAL DATED NOVEMBER 4, 2013 W.O. 20131.02 REQUESTED BY: TELACU	9,800.00	9,800.00
1. 27-9504-0-0000-8502-6204-004-5738				9,800.00	
				SUBTOTAL:	9,800.00
				SHIPPING:	0.00
				TAX:	0.00
				TOTAL:	9,800.00


Anne Marie Capitanelli, Purchasing Coordinator