



416 Ocean Drive, Oxnard, CA 93035
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August 4, 2020

Santa Barbara Unified School District
720 Santa Barbara Street
Santa Barbara, CA 93101

Attn: Mr. Steve Vizzolini, Director of Facilities & Modernization

Re: Proposal for the project *Franklin Elementary School Covered Walkway Roofing Replacement*
1111 East Mason Street, Santa Barbara, CA 93103

Dear Mr. Vizzolini,

Robert Robles Architecture, Inc. is pleased to offer professional services for the above noted project. The purpose of these services is to provide architectural and engineering services for the reroofing of the covered walkways at Franklin Elementary School. The covered walkways are the detached roof structures adjacent to the existing Classroom Buildings (containing classrooms #19 through #30) and extending to the existing Multipurpose & Administration Building. The reroofing consists of aggregate-surfaced low-slope roofing. The project includes abatement of the existing roofing membrane materials, carpentry, and sheet metal work. The project also involves reconstruction and/or repair of selective damaged wood structural components (e.g., termite damage, dry-rot) of the covered walkway roof structure.

The preliminary amount confirmed by the Owner as a budget for the Cost-of-Work, i.e., Construction Cost, is \$1,400,000 (excluding "soft costs," such as the Architect's compensation, Owner's insurance, inspection services, printing of documents and DSA fees).

Proposed Scope-of-Services

The following Basic Services and service-phases are proposed:

1. Project Scoping/ Schematic Design Phase: During this phase, the Architect will examine existing record drawings and measure the existing roofs—locating all rooftop items and penetrations. Then the Architect will produce schematic-level plans and update the estimate of the Cost-of-Work for the District's approval. This phase also includes coordinating with and providing initial background information to the District's HazMat Consultant and Building Inspector, so that these consultants can begin their testing and evaluation services for the District. The Owner's Building Inspector will inspect and map the extent of damage to structural components.

2. Design Development Phase: Based upon the documents completed under the Schematic Phase and approved by the District, the Architect will produce Design Development Documents for District's approval. The Design Development Documents shall consist of further refinement of the Drawings, including typical construction details and identification of major materials proposed for the project. At the end of this phase, a professional Cost Estimate will be produced.
3. Construction Documents Phase: Based upon the documents completed under the Design Development Phase and approved by the District, the Architect will produce Construction Documents for District's approval. The Construction Documents shall consist of Drawings and Specifications setting forth in detail the quality levels of materials and systems and other requirements for the construction of the Work. The documents will also include details and other information pertaining to incidental mechanical and electrical work made necessary by the reroofing work. At the end of this phase, the construction documents will be submitted to the Division of the State Architect (DSA) and the professional Cost Estimate will be updated.
4. DSA Approval Phase: During this phase we will process the Construction Documents, through approval, with the Division of the State Architect (DSA).
5. Bidding Phase: Bidding Phase Services will include the following services as necessary: pre-bid job-walk, addenda, processing of bidder RFIs, and assistance with price validation.
6. Construction Administration Phase: Construction Administration services will include project meetings, construction observation, submittal processing, processing of Contractor RFIs, contract modifications as necessary*, payment application review, and final inspections. *Construction modifications include responding to possible concealed damage to structural components discovered after removal of the existing roof membrane.
7. Project Close-out Phase: This phase includes compilation of the Contractor's "as-built" documentation, Contractor's close-out documents (i.e., warranties and maintenance manuals), and processing of reports and close-out documentation through the Division of the State Architect (DSA).

Identified Architect Consultants

As of the date of this proposal, Architect anticipates the following Architect-retained consultants as being necessary for completion of the Basic Services:

1. Structural Engineer: Hohbach-Lewin (Les Tso, SE), or other licensed structural engineer acceptable to the District, to provide engineering and detailing to assist with repair and reconstruction of damaged wood structural components.
2. Professional Cost Estimator: Jacobus & Yuang, Inc. (Cobus Malan, Principal), or other professional cost estimator acceptable to the District.

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Exclusions

The following items and services are not included: 1. the cost of services and consultants not specifically mentioned above, 2. testing, building inspections, and similar services typically provided by the Owner, 3. fees to governing authorities and 4. printing of bid documents (printing of bid documents is a reimbursable expense). Excluded items and services may be added later as an Extra Service, if requested by the District.

Extra Services

Services not included in the above scope-of-services may be added at any time with the District’s written authorization. Additional compensation to Architect for Extra Services can be completed on an hourly basis or negotiated on a fixed fee basis.

Suspension or Termination

With written notification to the Architect, District may suspend or terminate services, at any time, for the District’s convenience and without cause. In the events of suspension and termination, the Architect shall be compensated for services provided prior to suspension and termination.

Schedule

We will endeavor to meet the District’s goal of obtaining DSA approval as soon as possible, for a planned construction period beginning in Summer 2022.

Compensation

Until such time as construction is completed and the total Construction Cost determined, Architect shall be compensated for the Basic Services based on an estimated Architect’s fee of \$159,000. This fee is based upon SBUSD’s standard architectural fee schedule for an estimated Construction Cost of \$1,400,000.

11.5% of the first \$1,000,000 of Construction Cost:	\$115,000
11% of the next \$1,000,000 of Construction Cost:	\$44,000
10% of the next \$4,000,000 of Construction Cost:	\$0
Total:	\$159,000

Once construction is completed, the Architect’s Fee shall be determined and payments to Architect adjusted to align with the actual Construction Cost. If the Construction Cost is less than what was estimated, there shall be a credit or refund to District. If the Construction Cost is more than what was estimated, the additional sums due shall be added to the payments due. Adjustments shall be made during the Project Close-out Phase.

The fee will be invoiced monthly based upon percentage progress in accordance with the standard agreement, as noted below:

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Project Scoping/ Schematic Design Phase:	8%
Design Development Phase:	16%
Construction Documents Phase:	37%
DSA Approval Phase:	7%
Bidding Phase:	5%
Construction Administration Phase	22%
Project Close-out Phase	5%
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	100%

Authorization

Should you require additional information or wish to discuss this proposal further, please contact me at (805) 382-6700. If this proposal is satisfactory, please sign below to indicate acceptance and return one signed copy with a purchase order at your earliest convenience. Thank you for the opportunity to be of further service to the District.

Yours Sincerely,

ROBERT ROBLES ARCHITECTURE, INC.
Robert Robles, President

Accepted by: _____ Dated: _____
(Signature)

SANTA BARBARA UNIFIED SCHOOL DISTRICT

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