



August 29, 2018

**Mr. Richard Jackson**

Director of Maintenance & Operations,  
Mt. Diablo Unified School District  
2326 Bisso Lane  
Concord, CA, 94520-4823

**Subject: Cost Proposal, Food Service Central Warehouse Rebuild  
& Transportation Housing**

Dear Mr. Jackson:

We appreciate the opportunity to present this Cost Proposal for the remodeling of the Mt Diablo Unified School District, Food Service Central Warehouse.

**A. Scope of design services (summary):**

- a) The remodeling of the existing Food Service Central Warehouse to meet current demand and code for food storage and distribution. The warehouse will include large freezer, large refrigerator, offices, storage rooms, toilets and floor to ceiling commercial rated pallet racking systems.
- b) Installation of a portable building (AKA relocatable) to serve as the Transportation Department Housing. This building will include offices and toilet rooms.

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**B. Architectural Services includes:**

1. Assessment / Evaluation / Survey / Code analysis
2. Programming & equipment selection with District
3. Design / Contract Documents
4. Contra Costa Environmental Health submittal & permit process
5. Bid Administration / Construction Administration
6. Project closeout

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**C. Steps of Project Development & Execution (SPDE):**

- SPDE-1: Review of District Standards / Code & Site Assessment  
SPDE-2: Programming / Equipment selection / Design up to 75%  
SPDE-3: Engineers Cost Estimate (50% Design - AKA: *Schematic Design level*)

1 | PHD Architects Inc.  
3211 Ronino Way, Lafayette, CA 94549  
Tel 925/949-8333



- SPDE-4: 100% Design & Construction Documents
- SPDE-5: Professional Cost Estimate (100%)
- SPDE-6: Contra Costa Environmental Health Permit process
- SPDE-7: Bidding
- SPDE-8: Construction administrative support and project close out

**D. Proposed Base Compensation**

The proposed base compensation is divided into 6 parts or Phases, as shown below:

**1 Phase 1:** *Review of District Standards & Design requirements (Programming); Site Assessment; Site Survey; Code Analysis; Draft Schematic Layout for District acceptance.*

**Phase-1 \$50,000.00 (fifty thousand dollars)**

**2 Phase 2:** *Design & Construction Documents*

**3 Phase 3:** *Contra Costa Environmental Health permit*

**4 Phase 4:** *Bidding*

**5 Phase 5:** *Construction Administrative Support and Closeout*

**Phases-2~5 \$220,000.00 (two hundred twenty thousand dollars)**

**6 Phase 6:** *Transportation Housing Building's design & engineering (site adaptation) to include, permanent foundations (civil), plumbing, electrical & fire alarm*

**Phase-6 \$40,000.00 (fourty thousand dollars)**

**E. Proposed Payment Schedule**

The amount of compensation shall be based upon the following percentage for each **SPDE-phase** contemplated under this Proposal:

**SPDE-phase 1 THROUGH 8**

<b>60%</b>	<b>@ 75% DESIGN</b>	<b>(SPDE-1; 2; 3)</b>
<b>30%</b>	<b>@ 100% CONSTRUCTION DOCUMENTS</b>	<b>(SPDE-4)</b>
<b>0%</b>	<b>@ CONSTRUCTION COST ESTIMATE 100%</b>	<b>(SPDE-5)</b>
<b>3%</b>	<b>@ CCE HEALTH APPROVAL</b>	<b>(SPDE-6)</b>
<b>2%</b>	<b>@ BID AWARD</b>	<b>(SPDE-7)</b>
<b>5%</b>	<b>@ 100% CONSTRUCTION &amp; CLOSE OUT</b>	<b>(SPDE-8)</b>

**NOTE:** The above suggested Proposed Payment Schedule is based on a 90% fee payable upon 100% Construction Documents completion to compensate design and engineering by all consultants and subs.

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**F. Exclusions & notes**

The following items are **excluded** (from the base compensation) or are **as noted**:

1. Permitting/State & County submittal fee, are excluded.
2. Printing costs for permitting applications to County & State (estimated to be \$4,000.00) are excluded.
3. Color Renderings are excluded.
4. Geotechnical Engineering report (soil) under & around the building, is excluded.
5. Civil Engineering services to bring (or to upsize) utilities to the building, is excluded.
6. Note: Structural, Electrical, Fire Alarm, Communication Plumbing & Mechanical design & engineering is within the limits of the building interior. It is assumed that the existing utilities coming to the building (*servicing the building*), are of sufficient size (capacity) to support the new design. Any utility services (electrical, FA, gas, water, sewer, etc.) upgrade or upsize (required to serve the new design) is excluded. Due to insufficient data, there is no estimated additional compensation.
7. Note: If an outside Consulting Project Management firm will be contracted to manage this project (by the MDUSD), PHD Architects will request 13% additional compensation fee due to the increase of administrative work added by working under the leadership of the Project Management firm.

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**Legal Note:**

The proposed professional services described above will be provided and will adhere to the terms and conditions outlined in the American Institute of Architects Document B141-2014.

We hope that this proposal correctly summarizes the scope of work that you have requested.

Thank you for the opportunity to work with the Mt Diablo Unified School District.

Sincerely,



Nicolo Caldera, Managing Partner

**PHD ARCHITECTS Inc.**