

**PROJECT ASSIGNMENT
(EXHIBIT A TO AGREEMENT FOR ARCHITECTURAL SERVICES)**

This Project Assignment is executed between CITY OF SANTA ROSA ELEMENTARY SCHOOL DISTRICT (“District”) and STRATA a/p (“Architect”) pursuant to the Master Agreement for Architectural Services (“Agreement”) between the Architect and the District dated October 30, 2023. By this reference, the Agreement is incorporated herein as if set forth in full.

1. Project Description.

Abraham Lincoln Elementary: Pilot Program to Begin Standardizing our Light Modernization projects and help select furniture in lieu of casework per the attached proposal.

2. Basic Services. The Architect will provide the following Basic Services noted below for the above-described Project.

Basic Services Phases

- Schematic Design
- Design Development
- Preliminary Plans Value Engineering
- Preliminary Plans Phase Constructability Review
- Construction Documents
- Construction Drawings Value Engineering
- Construction Drawings Constructability Review
- Bidding
- Construction
- Post-Construction

Design Consultants Included in Basic Services

- Structural
- Civil
- On-Site
- Off-Site
- Mechanical
- Plumbing
- Electrical
- Telecommunications/Data
- Landscaping
- Other: _____

3. Design Requirements and Deliverables. If applicable, the Architect will provide a list of all design requirements and deliverables to the District along with this executed Project Assignment. Said list will be attached to this Project Assignment as an exhibit and incorporated by reference herein.

6. Architect Compensation:

A. Contract Price. Twenty-six thousand, Nine Hundred Five Dollars (\$26,905) Lump Sum Not to Exceed.

B. Payment Method:

Allocation of Contract Price to Phases of Basic Services.

Hourly, not to exceed the Contract Price Above.

See attached proposal.

C. Additional Services Rate Schedule:

Architect Personnel

See attached proposal.

Design Consultants Personnel

See attached proposal.

6. Basic Services Submittal Schedule:

	START DATE	FINISH DATE
Schematic Design Phase	02/14/2024	04/15/2024
Initial Design Development Phase		
Final Design Development Phase		
Preliminary Plans Value Engineering; Constructability Review	Value Engineering: _____ Constructability Review: _____	Value Engineering: _____ Constructability Review: _____
Initial Construction Documents Phase		
Final Construction Documents Phase		
Construction Drawings Value Engineering; Constructability Review	Value Engineering: _____ Constructability Review: _____	Value Engineering: _____ Constructability Review: _____
Bidding		
Construction		
Post-Construction		

Dated: 02/02/2024

CITY OF SANTA ROSA ELEMENTARY SCHOOL DISTRICT

By: _____

Title: _____

ARCHITECT: STRATA a/p

By: Bennett Martin

Title: 2/3/2024



February 1, 2024

Erik Oden
Director, Maintenance & Operations
Santa Rosa City Schools
211 Ridgeway Avenue
Santa Rosa, California 95401

Reference: Santa Rosa City Schools – Abraham Lincoln Elementary, FF&E Pilot Project
Subject: *Architecture Proposal*

Dear Erik,

STRATAap is pleased to submit the following proposal for Architectural Services related to the FF&E pilot project to include all buildings on the Aberham Lincoln Elementary campus. The Architectural Consultant will prepare the required construction documentation for approval by the district. STRATA ap will also perform construction administration and quality assurance services as required by the district through project completion.

The Project consists of providing bid documentation to identify the complete scope of the FF&E work. Documentation requirements will reflect District Standards. The scope outline is noted below.

STRATAap proposes to provide the following Architectural services:

Scope of Services – This is a NON-DSA Project per client request.

- Meetings as necessary with District staff, CM and furniture vendor to determine program.
- Field observation of existing conditions.
- Review recommendations with District & CM.
- Preparation of construction documents, plans, specifications, and FF&E binder.
- Construction Administration during the construction of the project and project closeout.

Design Fee: \$26,905.00

As this is a campus pilot project STRATAap will track hours to identify any shortfall or overage in time to be discussed with SRCS and implemented in future projects for the FF&E program.

If further services are requested by the district and agreed upon, additional services will be charged based on the attached 2024 rate sheet. If you find that this proposal is acceptable STRATAap is prepared to enter into a formal District agreement for professional services.

Please contact me at STRATAap at (707) 935-7944, if you have any questions regarding this proposal, or would like to discuss your project further. We look forward to working with you and your representatives on this new project.



Sincerely,

A handwritten signature in black ink, appearing to be 'Bennett Martin'.

Bennett Martin, Assoc. AIA
Principal

Exclusions:

1. Hazardous materials identification and abatement.
2. Construction Cost estimating.



HOURLY RATES AND REIMBURSABLES as of January 1, 2024

Principal		\$275.00 Per hour
Senior Associate		\$225.00 Per hour
Project Manager		\$200.00 Per hour
Project Architect		\$195.00 Per hour
Construction Administrator		\$185.00 Per hour
Job Captain		\$165.00 Per hour
Intermediate Architect		\$155.00 Per hour
Designer		\$125.00 Per hour
Draftsman		\$115.00 Per hour
Clerical		\$95.00 Per hour

Reimbursables:

In-house plots	24"x36"	\$5.75 each
	30"x42"	\$8.50 each
In-house photo copying		
Letter size		\$0.18 each
11x17		\$0.40 each
Large format		\$4.50 each
Outside Blueprinting/Reproduction		Invoice plus 20%
Travel with prior approval		
Vehicle mileage		\$0.67 per mile.
Out of area		Direct cost plus 15%
Miscellaneous expenses		Invoice plus 20%

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