



QUATTROCCHI KWOK
ARCHITECTS

September 9, 2022

Erik Oden
Director Maintenance, Operations & Transportation
Santa Rosa City Schools
211 Ridgeway Ave.
Santa Rosa, CA 95401

RE: Facilities Master Plan Update
Project No.: 2134.00

Dear Erik,

Thank you for giving us the opportunity to present this proposal to provide Architectural Services to update our District-Wide Facilities Master Plan of 2016.

The scope of our services under this proposal is to review the 2016 Master Plan and update it by removing the projects that have been completed by the District since the master plan was completed. We will meet with District Staff and review documents provided of the projects that have been awarded. Those projects will be removed from the master plan. The revised project list will then be sent to our construction cost consultant for review and update to current construction cost in today's construction market. Note that an escalation factor beyond current cost will not be included. The current cost will be a benchmark that can be used to then escalate estimates into the future when project schedules are determined. Construction costs will be stated to the nearest \$100,000.

We propose that our compensation for the above scope of work is a stipulated sum of seventy-four thousand one hundred and twenty dollars (\$74,120.00). We will invoice on a monthly basis in proportion to services provided in the previous month. Reimbursable expenses will be invoiced at 1.1 times our direct cost.

MAIN:

636 Fifth Street, Santa Rosa, CA 95404

EAST BAY:

55 Harrison Street, Suite 525, Oakland, CA 94607

707.576.0829

A California Corporation

www.qka.com

Erik Oden
September 8, 2022
Page 2

Based on preliminary discussions with District Leadership we propose the following milestone schedule for this work:

- Approval of Proposal: 9/14/2022
- Update Presentation to the Board 10/12/2022
- Publish updated FMP Documents 11/4/2022

Again, we thank you for this opportunity. We look forward to working with you on this project. If you have any questions, please don't hesitate to contact me.

Sincerely,



Steven Kwok, AIA