



**Construction Management, Inc.**

180 Montgomery Street, Suite 700  
San Francisco, CA 94104  
T 415-284-9050  
F 415-284-9056  
[www.vanir.com](http://www.vanir.com)

January 24, 2019

Ann Kroll  
Project Planner, Manager/Facilities Bond Program  
Chabot-Las Positas Community College District  
7600 Dublin Blvd., 3<sup>rd</sup> Floor  
Dublin, CA 94568

Re: Professional Services Agreement dated April 18, 2018 for Project Management (PM)/Construction Management (CM) and Related Services for the Biology Phase 1, B2100, Chabot College – Proposal for addition of a reimbursable expense provision

Dear Ann,

There is currently no provision for reimbursable expenses in our above referenced contract. We would like to propose the addition of a \$20,000 provision for such expenses. The provision would cover supplies needed for project purposes that are not supplied by the District. Vanir personnel would acquire your approval prior to any purchase. Please let me know if this proposal is acceptable to you.

Thank you for your consideration.

Very truly yours,

A handwritten signature in blue ink that reads 'Dan R. Ferst'.

Daniel R. Ferst  
Vice President/Area Manager