



April 19, 2019
Revised May 1, 2019

Chabot College
25555 Hesperian Blvd.
Hayward, CA 94545

Attention: Michael Garr
Project Planner, Manager/Facilities Bond Program

Subject: Chabot College
MPOE Replacement Project
ASR for DSPS Learning Skills Testing Office – B128
ATI Project No. C9507

Dear Michael,

Thank you for the opportunity to submit this Additional Services Request for design and engineering services to retrofit Storage Room B128 in Building 100 to house the DSPS Learning Skills Testing Office that is being displaced by the MPOE Replacement Project. We understand this scope of work will be permitted under the same DSA application number as the MPOE project and that bidding and construction will be concurrent to that project.

1.0 Scope of work:

- A. The below scope of work has been developed in communication with Thomas Valdez and confirmed via email dated 4/15/19.
1. New acoustically insulated interior full-height partition with D/F/H to create a separate testing room from the outer office space. Office space to accommodate two desks and file cabinets.
 2. New acoustical ceiling to reduce noise transmission from overhead mechanical equipment into the testing and office spaces.
 3. Reconfiguration of mechanical distribution to provide sufficient air flow for new use.
 4. Modification to lighting and switching to serve new use.
 5. T24 calculations as required.
 6. Provide power and data pursuant to District/College standards to support testing and office facility.
 7. Provide clock in each room.
 8. Access Control to match existing system will be provided at the hallway door. None is required for the door to the interior Testing Room.
 9. New carpeting throughout.
 10. Repaint throughout.
 11. Provide tackable wall surfaces.
 12. Markerboards will be relocated from Room 305A/B.

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4750 Willow Road, Suite 250
Pleasanton, CA 94588
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13. Cost estimates will be prepared in conjunction with and as part of the MPOE Replacement Project.
14. Modify fire alarm system and devices to suit new office layout.

2.0 Scope of Services

A. Pre-design/Programming:

1. Review existing building documentation provided by District/College via ProjectSolve on April 9, 2019.
2. Perform one site visit by each discipline to assess existing conditions and verify conformance to design documents provided by District/College.
3. Perform code analysis to identify any constraints or limitations to implementing desired program.
4. Communicate to CLPCCD any discrepancy between expected scope of work and existing site conditions.
5. Meet w/ CLPCCD and/or user group representative to gain an understanding of detailed program needs.

B. Schematic Design:

1. Propose options for reconfiguring existing mechanical system and present to CLPCCD for consideration and final design direction.
2. Prepare a schematic design drawings outlining construction scope of work for cost estimate development.
3. Present proposed plan and cost estimate for CLPCCD approval

C. Construction / Pricing Documents:

Upon approval of schematic design and cost estimate, prepare construction documents to reflect District approved scope of work. Documents will include the following:

1. Code analysis and egress plan; architectural demolition and floor plans, reflected ceiling plans, interior elevations, door and finish schedules, and relevant details.
2. Structural design and calculations as necessary for bracing and anchorage of new wall and equipment.
3. Mechanical demolition and floor plans, equipment schedule and details.
4. Electrical demolition plan, power and signal plans, lighting plans, and panel schedules.
5. Fire Alarm drawings and calculations.
6. T-24 calculations.
7. Other ancillary drawing sheets, miscellaneous details and elevation drawings to accurately represent the scope of work for permit approval and construction.
8. Specifications will be integrated in one project manual in conjunction with the MPOE project.
9. Submit documents for DSA review and approval.

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D. Bidding and Construction Phase Assistance:

1. Bidding and construction support will be provided in concert with the MPOE Replacement Project and assumed to be sequenced continuously.

3.0 Fees:

In accordance with CLPCCD Master Agreement for A/E Services, ATI proposes to perform this work on a Time and Materials and requests a fee allowance of \$48,880 based on estimated labor hours to perform this work. ATI will not exceed this fee without written authorization from CLPCCD.

• Architectural Design:	\$ 22,500
• Structural Engineering:	\$ 3,500
• Mechanical Engineering:	\$ 8,400
• Electrical / Fire Alarm Design:	\$ 4,600
• Cost Estimating Allowance:	\$ 5,000
• <u>Project Management & Coordination:</u>	<u>\$ 4,800</u>
Total Fees:	\$48,880

Reimbursable Expenses estimated at 2% of fee: \$ 975

3.0 Schedule

Authorization is requested by May 1, 2018 in order to incorporate this scope of work in conjunction with the MPOE Replacement Project schedule.

4.0 Assumptions and Exclusions

- A. AV or Projection capability is not required by CLPCCD.
- B. Window blinds are not required.
- C. CAD backgrounds of existing buildings are provided by CLPCCD.
- D. This project will not trigger a campus wide accessibility upgrade to other parts of the campus.
- E. Existing restrooms serving this space are assumed to be code compliant and do not require upgrade.
- F. All application, filing, plan check, permit and related fees will be paid by CLPCCD.
- G. Hazardous Materials investigation and abatement are not included. CLPCCD shall provide survey reports if any known materials exist.
- H. Should extensive redesign of existing mechanical system be required, ATI will notify CLPCCD of additional scope of work before proceeding with design.
- I. Fire sprinkler system design is excluded as none currently exists in the building.
- J. Construction Phase of the project will not require more than 4 months of support.
- K. The Project will be submitted to DSA under same application as for the MPOE Replacement Project and both will be bid as single-phased construction.

If this proposal meets with your approval, please issue a contract and PO to reflect the fee amount, and we will proceed with scheduling the work immediately. Please feel free to contact me with any questions.

Regards,



Anna Win, AIA
Principal



Mark Bello
Managing Principal

Enclosures

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D. Bidding and Construction Phase Assistance:

1. Bidding and construction support will be provided in concert with the MPOE Replacement Project and assumed to be sequenced continuously.

3.0 Fees:

In accordance with CLPCCD Master Agreement for A/E Services, ATI requests a contract amendment in the amount of \$48,880 based on estimated labor hours to perform this work.

	ORIGINAL FEE	B128 - CREDIT	B138 - ADD	REVISED FEE
• Architectural Design:	\$ 22,500	-14,000	+9,580	18,080
• Structural Engineering:	\$ 3,500	-1,725	+1,725	3,500
• Mechanical Engineering:	\$ 8,400	-3,910	+4,510	9,000
• Electrical / Fire Alarm Design:	\$ 4,600	-2,850	+3,450	5,200
• Cost Estimating Allowance:	\$ 5,000	-5,000	+5,000	5,000
• Project Management & Coordination:	\$ 4,800	-2,400	+2,400	4,800
Total Fees:	\$48,880	-29,885	+26,585	\$45,580

Reimbursable Expenses estimated at 2% of fee: \$ 975 \$ 950

3.0 Schedule

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