

June 26, 2020  
Project No. 618184

Ann Kroll  
Project Planner, Manager/Facilities Bond Program  
Chabot-Las Positas Community College District  
T: 510.514.1369  
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**RE: LAS POSITAS COLLEGE  
DOMESTIC WATER BOOSTER SYSTEM  
LIVERMORE, CA**

Dear Ann,

Thank you for the opportunity to submit our proposal to provide surveying and engineering services for the above referenced project. Our proposal is based on recent telephone conversations/email correspondence.

### **PROJECT UNDERSTANDING**

Sandis recently completed an analysis of the domestic water system pressures for the Las Positas Campus. As part of that analysis, several options were identified to improve the overall water system pressure, both for existing and planned buildings. The district has decided to proceed with Option 1 – construction of a pump station to raise the pressure of the whole campus. The purpose of this proposal is to provide design, bid, and construction support to implement this option.

The pump system is intended to be a skid mounted system placed on a concrete pad near the campus main entrance. The pump system will be encircled by a fence for screening and security. No building or enclosure beyond that provided as part of the pump skid is proposed. Electrical service will be extended from the existing campus 12kv system. No new service connections to PG&E are anticipated. The pump system will be supplied with normal power only and will not include a backup generator or power supply.

Any landscape disturbed by the construction will be restored in kind. Performance criteria will be provided and the contractor will be responsible for final design and implementation.

The project will be reviewed by district staff however no DSA review is anticipated. The procurement will be via competitive low bid through a process coordinated by the district's construction manager. The design team will provide technical documents and assist in preparing the Division 1 specifications.

Sandis will function as the prime consultant with Mazzetti as a subconsultant for mechanical and electrical design.

Based on the above understanding, we propose to provide the following scope of services.

#### **SUPPLEMENTAL TOPOGRAPHIC SURVEY**

**\$9,360**

- ◆ Provide field and office work to produce a supplemental topographic survey of the proposed pump location and the anticipated electrical service trench route at a scale of 1" = 20'. This survey will show the location of existing trees, structures, walkways, fences, adjacent roadways, and utility information within the project areas. The location of utility vaults, manholes, catch basins and invert information of storm and sanitary sewers will be shown based upon a field survey. The location of underground utilities lines such as gas, water, electric, and any onsite utilities will be shown based upon available agency records.
- ◆ To supplement the utility information available from campus records, one (1) day of mechanical utility locating will be provided.
- ◆ Contours will be shown at one (1) foot intervals or as appropriate to clearly define the slopes. Spot elevations collected by ground surveys, including finish floor elevations, will be shown to an accuracy of 0.01' (one hundredth) of a foot.

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**FINAL ANALYSIS AND CONSTRUCTION DOCUMENTS \$53,375**

- ◆ Participate in a kickoff meeting with district staff to review project scope, anticipated schedule, and confirm final design criteria.
- ◆ Prepare a basic HydroCAD hydraulic model of the campus domestic water distribution system. Model will be used to confirm anticipated system pressures on individual branches to determine where PRV's will be needed. Prepare letter style report to document model results.
- ◆ Perform a site walk with district facilities staff to field check existing building service connections and identify locations for PRV installation.
- ◆ Facilitate a design meeting with district staff to discuss system specifics such as flow monitoring, auxiliary water connections, and other desired functions of the pump system.
- ◆ Prepare 50% construction documents including civil, electrical, and plumbing plans and specifications the installation of the pump skid, pad, underground piping, electrical service, and fence enclosure.
- ◆ Based upon 50% construction documents, prepare a project cost estimate.
- ◆ Provide draft documents for district review. Participate in a page turn meeting to review district feedback.
- ◆ Prepare 90% construction documents and update construction cost estimate.
- ◆ Provide 90% construction documents for final district review.
- ◆ Per district comments finalize and issue 100% construction documents.
- ◆ Assumes between four (4) and six (6) meetings in total for the construction document phase.

**BID SUPPORT \$6,925**

- ◆ Compile technical plans and specifications for issuance to bidders.
- ◆ Assist district in preparing Division 1 specifications and instructions to bidders.
- ◆ Participate in a pre-bid conference to present the project and address questions.
- ◆ Respond to bidders questions and issue project addendum (if necessary).
- ◆ Assist district in review of submitted bids.

**CONSTRUCTION ADMINISTRATION (ESTIMATE) \$20,825**

- ◆ Attend a pre-construction meeting.
- ◆ Provide four (4) site visits to observe the construction.
- ◆ Participate in a weekly OAC meeting. Assumes either the district CM or the contractor will maintain meeting minutes and logs.
- ◆ Assist the district in responding to requests for information and contractor submittals during construction.
- ◆ Review contractor shop drawings.
- ◆ Provide a site visit to observe the pump system start up and testing.
- ◆ Conduct a final site visit and prepare a punch list.
- ◆ Prepare record documents based upon contractor provided markups.

**REIMBURSABLE EXPENSES \$500**

- ◆ Reimbursable expenses will be limited to the following:
  - Outside printing services for deliverables.
  - Courier or overnight delivery services for project documents.
  - Mileage/parking/tolls for travel to project meetings.
- ◆ Reimbursable expenses will be invoiced on a cost plus 10% basis.

**ADDITIONAL SERVICES (NOT INCLUDED IN PROPOSAL, BUT CAN BE PROVIDED UPON REQUEST)**

- ◆ Landscape design.
- ◆ Traffic engineering.
- ◆ Construction staking services.

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## SCOPE OF WORK ASSUMPTIONS

- ◆ It is assumed that a boundary, topographic and utility survey in AutoCAD format with the information and accuracy necessary for the preparation of construction documents will be provided by the owner/client.
- ◆ It is assumed that the following will be designed and detailed by other consultants: site lighting, telecom, electric, gas, retaining walls, irrigation design, landscape, and design for subdrains or for drainage in areas below, inside or on top of any existing or proposed structures.
- ◆ A finalized site plan in AutoCAD format will be provided to us prior to commencement of each phase of our design.
- ◆ We assume that our plans will be constructed in accordance with industry standards, utilizing a licensed land surveyor for construction layout and staking.
- ◆ Our utility plans will provide for lines to within 5 (five) feet of the existing and/or proposed structure(s) and we will coordinate the points of connection with the mechanical consultant.
- ◆ We assume all project coordination meetings will be held in the San Francisco Bay area or can be handled via teleconference. Should travel outside the San Francisco Bay area be required each meeting will be billed as a time and materials and may include travel time, airfare, ground transportation, hotel and per diem.
- ◆ The scope of work does not include the design of any offsite improvements for utilities or street work.
- ◆ Our work will be performed using AutoCAD and AutoCAD Civil 3D, MS Word, MS Excel, and Bluebeam. If software is required by the client that is not a part of our standard suite of software including engineering, drafting or accounting software (Textura, MicroStation, etc.), licensing or purchase fees will be charged as a reimbursable.
- ◆ The above services will be provided under the assumption that boundary corners or other suitable horizontal control has been established for this project and is available for our use.
- ◆ The cost of utility research and maps from utility companies such as PG&E, AT&T, Comcast, EBMUD, etc. will be charged at cost to the client. Recent experience indicates that a typical project will require between \$500 and \$1,000 for copies of utility block maps.
- ◆ Pursuant to the Professional Land Surveyors Act (B&P Code 8762), if a material discrepancy is found between the public record and measured dimensions, if a retracement is made of one or more points or lines not shown on any subdivision map, official map or record of survey, or if new monuments are established, a Record of Survey must be filed with the County Surveyor's Office. If required, this work will be performed under separate agreement.

## TERMS AND CONDITIONS

- ◆ This proposal and the master services agreement provided by CLPCCD will become our contract for services upon execution.
- ◆ Our services will be provided in a manner consistent with the degree and skill ordinarily exercised by a member of the civil engineering and survey profession practicing in the State of California.
- ◆ All reports, plans, specifications, field data, notes and other documents (either electronic or hardcopy) prepared by our office as instruments of service shall remain the property of Sandis.
- ◆ The client acknowledges the instruments of service of Sandis shall become the property of the client when the documents are complete and when compensation for services is paid in full. The client is prohibited from making any alterations to the instruments of service without the written consent of Sandis.
- ◆ Neither Sandis nor the client shall be liable to the other for consequential damages incurred due to the fault of the other party, regardless of the nature of this fault or whether it was committed by the client, Sandis, their employees, agents, subconsultants or vendors.

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- ◆ The scope of work included in the proposal is limited to the specific scope included and specified only. Any exclusions listed are for clarity only and do not represent a complete list of exclusions to the scope. Any additional scope proposed or done other than that listed in the proposal as included shall be done as an additional service.
- ◆ Agency review and permit fees will not be paid by Sandis and are not included in this proposal.
- ◆ We assume that this project will be designed in three (3) phases. Should our work on this project be delayed or put on hold for a period of thirty (30) days or more, we reserve the option to negotiate a start-up fee.
- ◆ This proposal is firm for thirty (30) days from the date of this letter.

Our services will be provided for the amounts listed above and will be performed under the contract provided by CLPCCD. Should a contract not be provided, Sandis will provide the provisions of the agreement for professional surveying and engineering services.

Pursuant to state law, no work can proceed on this project without written acceptance. Please return one signed copy of this proposal and one signed copy of the contract to our Oakland office as our authorization to proceed.

Regards,

**SANDIS**

Michael Kuykendall, PE, LEED AP, QSD/P  
Associate Principal



Laura Cabral, PLS  
Vice President

Approved

**CHABOT-LAS POSITAS COMMUNITY  
COLLEGE DISTRICT**

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

CC: Brian Cancimilla, Project Manager