



145 KELLER ST.
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Dixie School District
380 Nova Albion Way
San Rafael, CA 94903
Attn. Dr. Jason Lustig Yamashiro, Superintendent

January 29, 2019

Dr. Lustig Yamashiro,

Thank you for the opportunity to propose Inspection Services for the Installation of 3 Modular Classroom Buildings, associated site work and Fire Alarm system; at the Miller Creek Middle School, in San Rafael, CA.

Based on our email correspondence with Greystone West Company and the estimated schedule to complete the project, we have developed this proposal for you.

Our work and our fees cover the period when the site work starts and the Modular Buildings are installed and open for the School District's use, tentatively starting **June 13** and ending on **August 19, 2019** only.

We anticipate to spend about 5.0 hours a day doing our field inspections, communicating with the principal in charge of the project, the general contractor, the School District and DSA as needed and writing daily & semi-monthly reports as required by DSA.

We typically provide inspection services for this type of projects on an hourly basis at our regular billing rate (\$105.00 per hour). We **estimate** the cost of the **Inspection Services** fees for **F and G Design / Drafting Services** to be **\$ 25, 000.00** (and a **not to exceed limit of 26, 000.00**) plus **reimbursable expenses** (if any).

Additional Services

Should the construction period estimated above extend significantly beyond the time as outlined on the preceding paragraph, **F and G** inspection services shall be compensated on an hourly basis as per our Standard Billing Rates, (\$105.00 per hour), until the installation of the Modular Buildings and related site work have been completed.

These additional services must be authorized in writing and signed by both **F and G Design/Drafting Services** and Dixie School District prior to the provision of the services.

Time and Scheduling

F and G Inspection Services shall commence inspections on **June 13, 2019** or as of the date of signature of this Memorandum, unless otherwise agreed herein in writing. **F and G** shall endeavor to perform the Inspection Services on a continuous basis and work under the general direction of the owner, architect and engineer of record.

Compensation

F and G shall be compensated for the services outlined herein on an hourly basis at our Standard Hourly Rate. **F and G** shall bill for services on a monthly basis and shall keep the Client regularly informed of the progress of the work and the cost of services. All bills for services are due upon receipt and delinquent 30 days from the date of invoice. Unpaid balances older than 30 days shall earn interest at the rate of 1% per month.

Termination of Services

This authorization shall continue until all inspection services have been performed and the Modular Buildings, the site work, and the fire alarm upgrade are completed & open for use by the District. This agreement may be terminated by written notice by either party for reasonable cause. **F and G** shall be entitled to compensation for all services performed up to the date of receipt of the termination notice, as per the Standard Billing Rates attached hereto. The Client may choose to temporarily suspend work on the project with written notice to the **F and G**. This memorandum will remain in force through any suspension of the work on the project until such time as the project is terminated or abandoned by the Client in writing. **F and G** shall have the right to



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suspend work on the project for non-payment of fees beyond thirty days past due, and shall commence work again in a timely manner when all past due fees have been received. **F and G** shall have the right to terminate this agreement for non-payment of fees beyond sixty days past due and shall be entitled to compensation for all services performed until the date of the notice of termination.

Superseding Agreements

Should the scope of services change significantly and/or should F&G and/or Dixie School District desire to modify the terms of engagement, this proposal may be superseded by a more extensive and inclusive agreement for services or by written amendments to this agreement.

If our proposal is acceptable to you, please sign it and return it to our office at your earliest convenience, so we can make arrangements to accommodate your project in our schedule. We look forward to working with you again.

AGREED as of the date noted below,

Armando Franco. January, 29, 2019

Armando Franco
DSA Class 2 Certified Inspector
F and G Drafting Services

Date

Client: Dr. Jason Lustig Yamashiro
Superintendent
Dixie School District

Date