



# Taller Dos Flores

1166 Mar Vista Ave.  
Pasadena, CA 91104  
(626) 379-6952  
tallerdosflores.com

July 5, 2017

Mr. Michael Otavka  
Director of Facilities, Planning and Construction  
**William S. Hart Union High School District**  
21380 Centre Pointe Parkway  
Santa Clarita, CA 91350

**Re: Golden Valley High School and Canyon High School  
Classrooms Remodel, Revision 1 (July 7, 2017)**

Dear Mr. Otavka:

Taller Dos Flores is pleased to submit our Fee Proposal for Architectural and Engineering Services related to the above project.

The following scope of services and fees are based on our site visit on May 18, 2017. This proposal reflects our current understanding of the project and scope of the services required.

## I PROJECT

William S. Hart Union High School District intends to remodel the Video Studio classroom (Room E2) at Canyon High School and the Multimedia classroom (Room 521) at Golden Valley High School.

The scope for the Video Studio is:

- Remove wing wall adjacent to anchor desk
- Remove carpet
- Rewire lights over anchor desk to provide independent switch
- Provide overhead cable tray for cable management

The scope for Multimedia classroom is:

- Remove casework (west wall)
- Remove teaching wall (east wall)

**Architecture Workshop**

- Remove floor power outlets
- Provide surface-mounted raceway for power and video (HDMI) at three (3) student tables (west wall) and three (3) student tables (east wall)
- Provide power and video (HDMI) for two (2) flat panel televisions (north wall)
- Provide casework for teacher storage (south wall)

## **II SCOPE OF SERVICES AND FEES**

Taller Dos Flores will perform the following tasks:

1. Coordinate with District personnel
2. Site visit for verification of existing conditions, one (1)
3. Prepare Construction Documents consisting of full-sized CAD drafted sheets specifying:
  - a. Preparation of architectural drawings to show the scope of demolition and remodel
  - b. Preparation of electrical drawings to show the scope of demolition and remodel
4. Review and respond to bid RFIs
5. Construction Administration:
  - a. Review and respond to RFIs
  - b. Review and respond to product submittals
  - c. Review and respond to shop drawings
6. Perform one (1) punch walk at completion of construction and develop final punch list

The fee for the above listed services shall be a not to exceed fee of **Twelve Thousand Eight Hundred Sixty Dollars (\$12,860)**. See attached Exhibit A for Hourly Rates and Fees.

## **III NON-SCOPE SERVICES**

The above described services are based on routine applications which do not require special procedures or the preparation of additional information. All plans and other documents will be prepared only once. Items of service that are not specified in the scope shall not be assumed to be included.

## **IV ASSUMPTIONS & EXCLUSIONS**

The scope of this Project assumes the following items:

1. The CAD backgrounds provided are accurate and that no further field measurements are required
2. Three (3) month construction schedule
3. Three (3) site visits/meetings with District, total

The scope of this Project excludes the following items:

1. Preparation of computer-aided drawing (CAD) backgrounds
2. Cost estimating
3. Project management
4. Structural, mechanical and plumbing engineering
5. Total Cost Management (TCM), value engineering, and partnering sessions
6. Plan check fees
7. Permit and inspection fees
8. Testing and inspection cost
9. Reproduction of document

## **V ADDITIONAL SERVICES / CHANGES IN SERVICES**

If any unforeseen changes in the scope of service arise, the Client will be notified of the circumstances. If Additional Services/Changes in Services are required they will be performed as authorized by the Client. Such items of service may include, but not be limited to, the following:

1. Work associated with changes in project size or program
2. Interior design
3. Architectural renderings
4. Graphic design

## **VI TERMINATION**

This agreement may be terminated by either party upon not less than seven (7) days written notice should the other party fail to perform in accordance with the terms of this Agreement or if the project is abandoned. In the event of abandonment or termination, the Architect shall be compensated for all services performed and reimbursable expenses accrued prior to the termination of this Agreement.

## **VII PAYMENTS**

All of the Architect's monthly invoices shall be due and payable within thirty (30) days of the receipt of invoice. Payment is not contingent upon governmental approvals or the project proceeding beyond the phase for which these services were performed. If not paid within thirty (30) days, Architect shall be paid interest at the maximum legal rate and

shall be paid a service charge for its efforts to collect any unpaid balances beginning thirty days after the invoice date and continuing until the invoice is paid. If any invoice remains unpaid after sixty (60) days, Architect shall have the right to suspend all architectural services until full payment is received without incurring any liability for damages due to the suspension of the work. In the event any legal action is required to enforce any provision of this Agreement or in any way connected with this project, the prevailing party shall be entitled to recover collection costs and reasonable attorney's fees.

## **VIII JURISDICTION**

This Agreement shall be governed by the laws of the State of California. In the event legal action is commenced by either party hereto to enforce or interpret any provision of this Agreement, said legal action shall be conducted and resolved in the County of Los Angeles in the above mentioned State. Before any claim or legal action is brought by any party, all parties shall agree to attend a mediation conference.

## **IX INDEMNIFICATION**

The Client waives any claim against Taller Dos Flores, and shall defend, indemnify and hold harmless Taller Dos Flores and its agents from and against any and all claims, costs, losses, expenses, liabilities, injuries, or damages, including all reasonable attorneys' fees and defense costs, arising or allegedly arising from or in any way connected with Taller Dos Flores' services under this Agreement, where such claim or liability is caused by the sole negligence or willful misconduct of Taller Dos Flores.

The Client also shall defend, indemnify and hold harmless Taller Dos Flores and its agents from and against any and all claims, costs, losses, expenses, liabilities, injuries or damages, including all reasonable attorneys' fees and defense costs, arising in whole or in part from the negligent act or omission, and/or strict liability of the Client or anyone directly or indirectly employed by the Client.

Limitations on liability and indemnities in this Agreement are business understandings between the parties and shall apply to all the different theories of recovery, including breach of contract or warranty, tort (including negligence), strict or statutory liability, or any other cause of action. These limitations on liability and indemnities will not apply to any losses or damages that have been found by a trier of fact to have been caused by Taller Dos Flores's sole or gross negligence or Taller Dos Flores' willful misconduct.

## **X STANDARD OF CARE**

The Architect will provide architectural services pursuant to the terms of this Agreement consistent with the standards of the profession as performed by architects providing similar services for similar project types under like circumstances.

Mr. Michael Otavka  
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Thank you for the opportunity to offer our services.

Regards,

**Taller Dos Flores**

A handwritten signature in dark ink, appearing to read 'JGF' or 'J. Flores', written in a cursive style.

J. Guadalupe Flores, AIA, LEED AP  
Owner

JGF:gf  
Enclosures

Cc: File

FILE: T:\Proposals\Docs\Proposal-Classrooms Remodel\_R1.docx



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**EXHIBIT A**

**HOURLY RATES AND FEES**

Architectural Services

Effective January 2, 2017

**A. Salaries:**

The hourly personnel rates listed below include overhead, burden, fringe benefits, profits, etc. This schedule is valid for services performed during 2017. Services commenced or continued beyond 2018 will be subject to the Schedule current at the time of performance of services.

<b><u>Classification</u></b>	<b><u>Hourly Rate</u></b>
Principal	\$185.00

**B. Reimbursable:**

1. Plan check fee and permit fee will be billed at actual cost.
2. Reproduction, express mail, etc. will be billed at cost
3. Reimbursable for prints and reports done in house are as follows:

CADD plots (30"x42") (one check plot and one final plot for each submittal)	\$10.00 per plot
Xerographic plot (30"x42")	\$2.00 per sheet
Xerographic copies (8 1/2"x11")	\$0.10 each

**C. Travel:**

1. Mileage: Travel beyond a basic allowance of 50 miles round trip per trip for company vehicle shall be billed at the current IRS reimbursement rate.
2. Per Diem costs for meals and lodging for work requirements outside the office over one day and more than 100 miles away from our office will be billed at actual cost, plus ten percent (10%). Inside the Continental United States, maximum billed amounts will not exceed the following without prior approval:

Meals	\$100.00 per person per day
Lodging	\$140.00 per person per day
Car rental	\$100.00 per day