



28348 Constellation Road, Suite 800
Santa Clarita, CA 91355
Phone: 661-254-1928
Fax: 661-254-1929
LS# 8995
SBE No. 1798358
DIR No.1000023128

May 13, 2020

Michael Otavka
Director of Facilities, Planning & Construction
WSHUHSD Facilities
21380 Centre Pointe Parkway
Santa Clarita, CA 9135

Dear Mr. Otavka,

Vertex Survey, Inc. is pleased to submit our proposal to William S. Hart regarding the Master Task Agreement for Survey Services.

Vertex Survey, Inc. has reviewed the District's Consultant Agreement and find the terms and conditions acceptable and understands the District's Terms and Conditions supersedes Vertex Survey, Inc.

BASIC SERVICES:

Our services include, but not limited to:

1. Land Surveying
2. Mapping
3. Field Surveying
4. Construction Staking

We propose that all work and services under the Task Order Agreement for any single project would be billed on an hourly basis with a cost limit not exceeding \$15,000 per project for FY 2020/2021 for actual time spent in accordance with the hourly rate schedule. If a requested service for a single project is estimated to exceed \$15,000 in cost, then Vertex would provide a project-specific proposal to the District for Governing Board review and authorization. The total amount for all projects under this agreement is not to exceed \$100,000. Vertex would notify the District in writing prior to exceeding the total allowable fee for this Agreement. If we were to exceed the \$100,000 before the end of the 2020/2021 fiscal year, we will amend that Agreement and add more dollars.

Normal reimbursable expenses include the costs of travel, reproduction, delivery and mailing, and any state or local taxes imposed where the Project is located. Normal reimbursable expenses are in addition to the compensation for Basic Services and are billed at cost.

This Agreement is for services requested by Facilities and does not include requests you may receive from other departments.

Payments made on your behalf for fees, reproductions and blueprinting are not included and will be billed at our cost plus 5%. If these terms are acceptable please sign below and return the original to our office.

Any additional services beyond the scope of Basic Services will be performed upon authorization to Vertex Survey, Inc. and will be compensated on an hourly basis in accordance with the following Hourly Rate Schedule:

HOURLY RATE SCHEDULE

(GOOD THRU 6/30/2021)

OFFICE	Hourly
Licensed Surveyor/Principal	\$175
Project Manager/Supervisor	\$160
FIELD	
Field Crew (2 man crew)	\$275
Field Crew (3man crew)	\$375
SUPPORT	
Office Calculations and Support	\$140
Deliveries/Research/Certified Payroll	\$100
Fees and plotting	Cost plus 5%

SCHEDULE:

The time for completion of Basic Services for each project or work order will be estimated prior to start of survey.

GENERAL NOTES:

1. Please allow forty-eight (48) hours advance notice for one crew and seventy-two (72) hours advance notice for two crews. This will help insure that a crew will be available to meet your construction schedule.
2. In the event of simultaneous requests please establish the staking priority upon request.
3. Please be sure the area to be staked is cleared and ready for stakes.
4. Stakes should be used within a reasonable time of staking to ensure quality and accuracy.
5. This cost is based on daytime working hours. Night work and mandatory overtime charges will be billed as extra work.
6. Construction meetings will be attended on a time and material basis.
7. All Time and Material items are subject to a 2 hour minimum.
8. Control establishment: Client to provide electronic files with centerline, boundary and field datum used for this design. This is **not** a boundary survey.
9. This proposal is valid for 60 days.
10. Stakes that do not comply with the latest plan or industry standards shall be voided and our office notified prior to any construction.
11. Any cut and fill depths which may be marked on survey lath are shown for the Contractor's convenience only and are not to be solely relied on for construction, the information shown on the cut sheet shall take precedence over any marks shown on field stakes.
12. Vertex Survey, Inc. recommends and reserves the right to inspect, prior to any concrete pour, the following: curb forms, curb wire guides, building/abutment foundation forms, bolt patterns, catch basin forms, structure forms etc... and failure to request said inspection will render Vertex Survey, Inc. harmless of any resulting errors or emissions.
13. We recommend that construction stakes and/or markings be protected and used immediately as Vertex Survey, Inc. cannot guarantee their accuracy after equipment and foot traffic occurs near these points.
14. This agreement may be terminated upon: (a) written notice from either client or Surveyor prior to any expenses being incurred on client's behalf; or (b) client's payment for expenses and services rendered up to the date of Surveyor's receipt of client's written notice to terminate.
15. This proposal is submitted under the direction of Mike Lopez, a Ca. Professional Land Surveyor (LS 8995) and an Officer of Vertex Survey, Inc.

I look forward to working with William S. Hart and am available for any questions regarding this contract or our services.

Sincerely,

Vertex Survey, Inc.

Approved and Accepted:

Habib Chababi, President

Mike Lopez PLS, Principal