



July 19, 2023 (Updated)

John Pappalardo  
Chief Financial Officer  
Cambrian School District  
San Jose, CA

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408.398.1450

**Subject:** Architectural Proposal for  
Cambrian Community Center HVAC Roofing and HVAC  
Upgrades (Updated)  
Cambrian School District  
SFA Project #22123

Dear John:

We are pleased to provide a written proposal for Architectural and Engineering services for your consideration. The following best describes services that we will provide once you have accepted this proposal:

### ***SCOPE OF WORK***

Provide architectural and engineering services for the design and preparation of drawings and specifications for Roofing upgrades and HVAC upgrades at the Cambrian Community Center at the Price Middle School Campus.

The scope of work includes re-roofing the existing community center and designing HVAC upgrades including field work in order to verify existing conditions, T-24 compliance, Pelican thermostats and control sequence of operations for the replaced HVAC units, rooftop units, demolition and plumbing, load calculations, electrical distribution, and fire alarm upgrades.

Scope includes HV units service the Gym and adding 4 separate condensing unit to serve the 2 HV units. Cooling coils are added on ductwork. We will specify complete demolition of existing HVAC units (4 rooftop units, 9 HV units, 4 condensing units, 4 cooling coils, gas piping and condensing lines.

Design 4 new rooftop HVAC units and 4 HV units, 4 new condensing units, 8 new HV units, 4 new condensing units, 4 cooling coils and convert the dance room to add an HVAC unit. Work include new routing of plumbing connections including roofing support, routing condensate to roof drains.

It is not clear that the roof will support the conversion of all ten pieces of equipment to rooftop units as we are listing the replacement in kind with the exception of the dance room for this proposal.

This project will seek Division of the State Architect review and approval.

### ***BASIC COMPENSATION***

We propose a fixed fee based on ten percent (10%) of the actual construction costs for this scope of work.

*Principal*  
Mark C. Finney

*Associate*  
Donald Barry

*Project Directors*  
Mike Bowers  
Linda Mao

*Project Architects*  
Jackie Barbé  
John Tischler  
Brendan Kelly

*Project Manager*  
Norma Jackson

*Senior Designer*  
Jocelyn Martinez

*Project Close-out Specialist*  
Michael Kaluzhinsky



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### **REIMBURSABLE EXPENSES**

Reimbursable expenses are invoiced at 1.10 times actual cost. Reimbursements include printing costs or any other reimbursable fees other than printing cost directed by the Owner. The estimated reimbursement fees are \$450 which should be added to the Purchase Order. Our reimbursable does not include drawings for the contractors, inspectors or District unless the District authorizes this added expense in writing.

### **TIMELINE**

Services beyond Basic Service described above will be invoiced based upon an hourly rate as accepted and approved by the District prior to work requested by the District staff. Hourly rates would only be used with the District's written approval. Reimbursable expenses are invoiced at 1.10 times actual cost.

We are available to proceed immediately on this project, upon your approval of this proposal. Please do not hesitate to contact us for any issues that are not clearly identified. Please indicate your acceptance of this Proposal by signing below, which will become our working agreement, and fax or email a copy back to us as soon as possible so that we can get started.

*Again, thank you for allowing us to provide a proposal for this project. We look forward to working with you again.*

Sincerely yours,  
Sugimura Finney Architects, Inc.

Accepted:

*Principal*  
Mark C. Finney

*Associate*  
Donald Barry

*Project Directors*  
Mike Bowers  
Linda Mao

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Jackie Barbé  
John Tischler  
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Mark C. Finney, President  
Architect  
C-24673

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Cambrian School District