



Kirk S. Brainerd
Architect

November 10, 2015

Gary Bowman
Executive Director
California Montessori Project
5330-A Gibbons Drive; Suite 700
Carmichael, Ca. 95608

Re: Architectural and Engineering Services to add four relocatable classrooms to California Montessori Project; Elk Grove Campus

Dear Gary,

Attached is a proposed fee for the project referenced above and the proposed scope of work

1. Provide conceptual site plan.
2. Receive fire department approval.
3. Assist Owner in locating DSA approved buildings.
4. Provide construction documents, including all architectural, civil engineering, electrical engineering, (power and signal), landscaping, and all associated specifications.
5. Obtain DSA approval.
6. Assist the Owner with bidding the project.
7. Provide Construction Administration services for the duration of the project.
8. Provide all documentation to close out the project with DSA.

Fee shall be Thirty Seven Thousand Dollars; (\$37,000.00)

Reimbursable Expenses

Printing- Actual cost

Billing will be made on a monthly basis for work completed within that calendar month.

Payment shall be made within 30 days of receiving the billing statement.

If this proposal is acceptable, please sign and return one copy:

Very truly yours,

Kirk S. Brainerd, Architect

Accepted _____

Date: _____