

SimiValleySchools

SIMI VALLEY UNIFIED SCHOOL DISTRICT

**BOARD APPROVED
ITEMS FROM THE
10.18.22 BOE
MEETING**



TITLE: APPROVAL OF AGREEMENT NO. R23-01537 BETWEEN SIMI VALLEY UNIFIED SCHOOL DISTRICT AND RRM DESIGN GROUP FOR ARCHITECTURAL, ENGINEERING AND SURVEYING SERVICES FOR THE NEW PERIMETER SITE FENCING AT VALLEY VIEW MIDDLE SCHOOL

Business & Facilities
Consent #8

October 18, 2022
Page 1 of 1

Prepared by: Ron Todo, Associate Superintendent
Business & Facilities

Background Information

On March 15, 2022, the Board of Education approved the list of selected architectural and landscaping firms for the on-call architectural and landscape services for projects throughout the District. RRM Design Group was one of the firms selected.

RRM Design Group will provide architectural, engineering, surveying and conceptual through construction document services for the new exterior perimeter fencing around Valley View Middle School. See Exhibit B.

Fiscal Analysis

The Contract Price for the Assigned Project is a Fixed Fee. See Exhibit A.

Surveying:	\$ 9,020.00
Conceptual Design:	\$ 7,500.00
Construction Documents:	\$14,600.00
Meetings:	<u>\$ 1,700.00</u>
Total Fee:	\$32,820.00
Reimbursables:	<u>\$ 750.00</u>
Total Contract:	\$33,570.00 Funded with Measure X funds

Recommendation

It is recommended that the Board of Education approve the RRM Design Group agreement R23-01537.

On motion # 41 by Trustee Smollen, seconded by Trustee LaBelle and carried by a vote of 5/0, the Board of Education, by a roll-call vote, approved Agreement No. R23-01537 with RRM Design Group.

Ayes: Smollen
LaBelle
Jubran
Bangdarian
Blough Noes: 0 Absent: 0 Abstained: 0

EXHIBIT "H"

**PROJECT ASSIGNMENT AMENDMENT (PAA) #R23-01537
TO
MASTER AGREEMENT FOR ARCHITECTURAL SERVICES #031608-374-F**

This Project Assignment Amendment ("PAA") is entered by and between Simi Valley Unified School District ("District") and RRM Design Group ("Architect") as of *October 18, 2022*.

Whereas, the District entered into a written Agreement entitled Master Agreement for Architectural Services ("Agreement") generally establishing terms and conditions for the Architect's design professional services for Projects assigned by the District to the Architect;

Whereas, this PAA sets forth the specific terms and conditions applicable to the District assignment of the Assigned Project to the Architect for completion of design professional services; and

Whereas, this PAA shall be considered attached to and incorporated into the Agreement as the Parties desire to identify a particular Project that will be completed pursuant to the terms of the Agreement.

NOW THEREFORE, the District and Architect and agree as follows:

- 1. Assigned Project Description.** The Assigned Project is described as follows: Surveying the site and Conceptual through Construction Documents for a new exterior perimeter fencing around Valley View Middle School. See Exhibit B for fencing layout
- 2. Assigned Project Construction Budget.** The Construction Budget for the Assigned Project is to be determined
- 3. Assigned Project Basic Services.** The Basic Services Phases for the Assigned Project are:

Surveying
Conceptual Design / Design Development
Construction Documents

- 4. Assigned Project Design Disciplines and Design Consultants.** The Design Disciplines included within the scope of the Assigned Project include the following: the Architect shall complete all services for the Design Disciplines noted below with its own employees or by Design Consultants to the Architect.

Surveying
Design Consultants – As listed in the Master Agreement, as required

Assigned Project Schedule. The Architect's Completion of Basic Services for the Assigned Project shall be in accordance with the following:

Basic Services Phases	Start Date
Surveying	October 24, 2022
Conceptual Design / Design Development	November 21, 2022
Construction Documents	December 19, 2022
Bidding	February 14, 2023
Construction	June 5, 2023
Close Out	August 4, 2023

- 5. Assigned Project Contract Price.** The Contract Price for the Assigned Project will be a fixed fee of: **Thirty-Three Thousand, Five Hundred and Seventy Dollars (\$33,570.00) including reimbursables.** The Contract Price for the Assigned Project is allocated to the Basic Services Phases as follows: See Exhibit A for fee only.

Total Fee:

Surveying:	\$9,020.00
Conceptual Design:	\$ 7,500.00
Construction Documents:	\$14,600.00
Meetings:	<u>\$ 1,700.00</u>
Total Fee:	\$32,820.00

Meetings are as requested by the District

District shall pay Architect per Exhibit "D" in the Master Agreement.

Reimbursables will be a Not – To – Exceed \$750.00

- 6. Agreement Terms.** All terms of the Agreement are incorporated herein and applicable to the Assigned Project, except as modified by the terms of this PAA.

[SIGNATURES ON THE FOLLOWING PAGE]

IN WITNESS HEREOF, the District and the Architect have executed this Project Assignment Amendment as of the date set forth above.

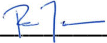

District Simi Valley Unified School District DocuSigned by: By:  09CA0EB1F690455... Name: <u>Ron Todo</u> Title: <u>Associate Superintendent, Business & Facilities</u>	Architect RRM Design Group DocuSigned by: By:  FD06D18008644F6... Name: <u>Jeff Ferber</u> Title: <u>Principal – in - Charge</u>
---	---



Exhibit A - Fee Only

Valley View Middle School Security Improvements Scope of Services

PROJECT UNDERSTANDING

Simi Valley Unified School District ("the District") wishes to improve the campus security fencing at Valley View Middle School. The existing campus is not fenced at the front of the campus. Additionally, the existing office space is set within the interior of the campus and makes security difficult to allow public access into the administration office while limiting access to the remaining campus.

This project will focus on providing new security fencing where no fencing currently exists at the campus frontage to tie in with the existing campus fencing to remain.

RRM has provided this scope of service as part of a batch of similar work at a total of three campuses. The services and fee structures are framed with an understanding of utilizing efficiencies in working on these projects in the same timeframe.

The attached site plan markup (Exhibit B) provides a proposed limit of work.

SCOPE OF SERVICES

The following proposal contains a detailed list of tasks based on our understanding of the approaches discussed.

Task A: Surveying

Subtask A.01: Topographic Survey and Mapping

RRM's survey consultant (ECG) will provide field surveying and mapping of the perimeter landscape frontages limited to the areas shown within Exhibit B.

The survey will generally include the following detail items:

- Buildings
- Fences and walls
- Adjoining structures and improvements with grades
- Driveways and parking improvements (where applicable)
- Hardscape/sidewalk improvements
- Visible utilities
- Overhead utility poles
- Drainage structures and waterways



- Tree trunks over four inches in diameter with drip lines within the project area
- Contours at one-foot intervals with spot elevations
- Right-of-way and boundary surveying not included in this scope

Deliverables:

- *One (1) digital base map in AutoCAD Civil 3D format for design and planning purposes*

Fixed Fee:

- *\$9,020 (see footnote)*

Task B: Conceptual Design**Subtask B.01: Conceptual Design Plans**

RRM will create two conceptual design plans for the campus frontage security fencing. The first concept, an interim design concept, will focus on providing security fencing based on the current campus entry and layout. The second (final) concept will illustrate fencing and walkway modifications to accommodate the new campus office entry.

Both concepts will include the front of the campus based on the limits discussed at the field walk. RRM will work with the District to capture further layout adjustments during this stage. The conceptual design plan will be overlaid over an aerial base map and provided in large (24" x 36") PDF color format for review and approval. The conceptual stage will be scheduled to run concurrently with the topographic survey gathering to shorten the timeline.

A draft of the conceptual design plan will be provided to the District for review. RRM will meet with the District (see meetings task) to review the concept and take comments.

Deliverables:

- *One (1) conceptual design plan for interim fencing option*
- *One (1) conceptual design plan for final build out for new campus office entry*

Fixed Fee:

- *\$5,800 (see footnote)*

Subtask B.02: Project Team Design Meetings

RRM's project manager will meet with District staff to review the conceptual design to confirm fencing layout, walk the site, and discuss design directives. Additionally, RRM will provide additional virtual meetings to review draft submittals of the construction documents and review the plans for comments. These meetings will likely include discussions of multiple school projects. As such, the quantity of meetings will be limited and spread across each of the schools.

**Deliverables:**

- One (1) on-site meeting with the District staff
- Two (2) virtual meetings to review progress and obtain comments

Fixed Fee:

- \$1,700 (see footnote)

Task C: Construction Documents**Subtask C.01: Construction Documents – Fencing Improvement Plans**

RRM will develop **the Interim Fencing Concept** as approved into a set of construction documents. The construction document package will be provided to the District at 95% and final bid set completion levels. Given the nature of the scope, the fencing improvement plans will not be submitted through the DSA permitting process.

The following is a list of anticipated elements to be included as part of the construction document package:

Demolition Plan

A site plan with instructions to contractor on demolition of existing fencing and gates.

Construction Plan and Details

A series of site plans locating the proposed fencing and concrete curbing. Corresponding construction details (including District standards) will be provided. Deepened concrete mow curbs will be provided where grading dictates. Spot elevations will be included in areas where curb edge elevations will deviate from adjacent grades.

The plan will include callouts for adjusting existing irrigation equipment where applicable.

Structural Review and Calculations

RRM Structural Engineering will review custom fence post connections to existing walls to provide design direction to the landscape architecture group. Details will be included in the landscape construction document sheets.

CSI Technical Specifications

CSI book specifications for pertinent sections related to the construction document plans. Front end specifications will be provided by the District.

Cost Estimate

An opinion of probable construction cost will be provided at the 100% design submittal stage.

**Deliverables:**

- One (1) construction document package submitted at 95% and final bid stage

Fixed Fee:

- \$14,600 (see footnote)

Reimbursable Expenses

Incidental expenses incurred by RRM Design Group, or any subconsultant it may hire to perform services for this project, are reimbursed by the client at actual cost plus 10% to cover its overhead and administrative expenses. Reimbursable expenses include, but are not limited to reproduction costs, postage, shipping and handling of drawings and documents, long-distance communications, fees paid to authorities having jurisdiction over the project, the expense of any additional insurance requested by client in excess of that normally carried by RRM Design Group or its subconsultants, travel expenses (transportation/automobile/lodging/meals), renderings and models. Reimbursable automobile travel mileage will be billed at the current IRS business standard mileage rate.

Estimated Fee:

- \$750

SERVICES AND/OR INFORMATION TO BE PROVIDED BY CLIENT

- Locations for meetings
- Record drawings (electronic CAD format where available)

LIMITATIONS OF SCOPE AND EXCLUSIONS

Please note that the tasks to be performed by the RRM team are limited purely to those outlined above. Substantive changes requested by the client or changes in the client's program or direction that are inconsistent with prior approvals are subject to additional services fees. Any additional services that RRM Design Group is asked to perform over and beyond those described above will be billed on a negotiated and client-approved, fixed-fee or hourly basis.

The following services or tasks are specifically excluded from the scope:

- Architectural services for office entry relocation
- City coordination or permitting
- Landscape planting plans
- Geotechnical engineering
- Electrical engineering (motorized gates)
- DSA permitting (fencing improvements)



Valley View Middle School Security Improvements

Proposed Scope of Services

September 14, 2022

Page 5 of 5

- Construction support (to be determined)
- Record drawings (to be determined)

TASK AND FEE SUMMARY

TASK	DESCRIPTION	FIXED FEE (see footnote)
Task A	Surveying	
A.01	Topographic Survey and Mapping	\$ 9,020
	Task A Subtotal	\$ 9,020
Task B	Conceptual Design	
B.01	Conceptual Design Plans	\$ 5,800
B.02	Project Team Design Meetings	\$ 1,700
	Task B Subtotal	\$ 7,500
Task C	Construction Documents	
C.01	Construction Documents – Fencing Improvement Plans	\$ 14,600
	Task C Subtotal	\$ 14,600
	SUBTOTAL:	\$31,120
	Estimated Reimbursable Expenses:	\$750
	ESTIMATED PROJECT TOTAL:	\$31,870

Fee Footnote

Fixed fee tasks will be billed as the work progresses until the task is completed and the total amount stated in the contract for the task is invoiced.

Adjustment to Hourly Billing Rates

RRM reserves the right to adjust hourly rates on an annual basis.

Attachments: Exhibit A-I, Schedule I
Exhibit B – Site Plan Markup

EXHIBIT A-1 SCHEDULE 1**Bill Rate Ranges***Subject to change effective March 1st each year***ARCHITECTURE**

Architect	\$ 95 - \$ 155
Associate Manager of Architecture	\$ 140 - \$ 200
Design Director	\$ 145 - \$ 240
Designer I	\$ 70 - \$ 100
Designer II	\$ 80 - \$ 125
Designer III	\$ 95 - \$ 150
Intern	\$ 45 - \$ 85
Job Captain	\$ 95 - \$ 150
Manager of Architecture	\$ 165 - \$ 280
Principal	\$ 185 - \$ 350
Project Architect	\$ 115 - \$ 185
Project Designer	\$ 115 - \$ 185
Project Manager	\$ 115 - \$ 185
Senior Architect	\$ 135 - \$ 235
Senior Designer	\$ 135 - \$ 220
Senior Project Manager	\$ 135 - \$ 240

ENGINEERING & SURVEYING

Associate Engineer	\$ 115 - \$ 170
Construction Inspector	\$ 105 - \$ 175
Designer I	\$ 55 - \$ 95
Designer II	\$ 75 - \$ 125
Designer III (Structural only)	\$ 90 - \$ 135
Engineer I	\$ 90 - \$ 140
Engineer II	\$ 105 - \$ 165
Land Surveyor	\$ 115 - \$ 170
Manager of Engineering Services	\$ 170 - \$ 280
Manager of Surveying	\$ 155 - \$ 235
Party Chief	\$ 90 - \$ 150
Principal	\$ 185 - \$ 350
Project Engineer	\$ 125 - \$ 185
Project Manager	\$ 150 - \$ 245
Senior Associate Engineer	\$ 130 - \$ 210
Senior Designer	\$ 110 - \$ 185
Senior Land Surveyor	\$ 135 - \$ 210
Senior Party Chief	\$ 115 - \$ 185
Senior Project Engineer	\$ 140 - \$ 230
Supervisor of Surveying	\$ 145 - \$ 220
Survey Technician I	\$ 60 - \$ 100
Survey Technician II	\$ 75 - \$ 115
Survey Technician III	\$ 90 - \$ 155

Surveying Crew Rates**REGULAR**

One person w/ GPS or Robotic Workstation	\$ 125 - \$ 155
Two person	\$ 175 - \$ 290
Three person	\$ 235 - \$ 390

PREVAILING WAGE

One person w/ GPS or Robotic Workstation	\$ 150 - \$ 180
Two person	\$ 225 - \$ 340
Three person	\$ 325 - \$ 490

INTERIOR DESIGN

Designer I	\$ 60 - \$ 95
Designer II	\$ 70 - \$ 120
Interior Designer I	\$ 75 - \$ 125
Interior Designer II	\$ 90 - \$ 150
Intern	\$ 45 - \$ 85
Job Captain	\$ 105 - \$ 165
Senior Interior Designer	\$ 110 - \$ 195

LANDSCAPE ARCHITECTURE

Assistant Designer	\$ 70 - \$ 110
Associate Designer	\$ 80 - \$ 125
Designer	\$ 95 - \$ 140
Design Director	\$ 135 - \$ 235
Intern	\$ 45 - \$ 85
Landscape Architect	\$ 95 - \$ 145
Manager of Landscape Architecture	\$ 150 - \$ 245
Principal	\$ 185 - \$ 350
Principal Landscape Architect	\$ 135 - \$ 235
Senior Landscape Architect	\$ 115 - \$ 175

PLANNING

Assistant Planner	\$ 90 - \$ 130
Associate Planner	\$ 105 - \$ 170
Intern	\$ 45 - \$ 85
GIS Specialist	\$ 80 - \$ 150
Senior GIS Specialist	\$ 105 - \$ 185
Manager of Planning	\$ 175 - \$ 265
Principal	\$ 185 - \$ 350
Principal Planner	\$ 165 - \$ 250
Senior Planner	\$ 135 - \$ 205
Senior Urban Designer	\$ 135 - \$ 210
Urban Designer	\$ 105 - \$ 170

CORPORATE SERVICES

Administrative Assistant	\$ 60 - \$ 95
Administrative Coordinator	\$ 75 - \$ 130
Assistant Office Manager	\$ 90 - \$ 135
Chief Executive Officer	\$ 195 - \$ 500
File Clerk/Administrative Support	\$ 45 - \$ 65
Marketing Assistant	\$ 45 - \$ 85
Marketing Coordinator	\$ 65 - \$ 115
Marketing Manager	\$ 125 - \$ 235
Marketing Specialist	\$ 90 - \$ 155
Office Coordinator	\$ 75 - \$ 130
Proposal Coordinator	\$ 80 - \$ 140
Receptionist	\$ 45 - \$ 80
Senior Marketing Specialist	\$ 105 - \$ 190



Untitled Map

Write a description for your map.

Legend

Valley View Middle School

EXHIBIT B

Need corridor surveyed

Valley View Middle School



Certificate Of Completion

Envelope Id: 2B5209D1A34F40F2BB178A0CCB8A13C6

Status: Completed

Subject: Please DocuSign: RRM Design PAA to Agreement for Architectural Valley View.pdf

Source Envelope:

Document Pages: 10

Signatures: 2

Certificate Pages: 5

Initials: 0

AutoNav: Enabled

Envelope Stamping: Enabled

Time Zone: (UTC-08:00) Pacific Time (US & Canada)

Envelope Originator:

Bond Contracts

Simi Valley Unified School District

101 West Cochran Street

Simi Valley, CA 93065

bondcontracts@simivalleyusd.org

IP Address: 207.157.143.40

Record Tracking

Status: Original

9/27/2022 1:45:33 PM

Holder: Bond Contracts

bondcontracts@simivalleyusd.org

Location: DocuSign

Security Appliance Status: Connected

Pool: StateLocal

Storage Appliance Status: Connected

Pool: Simi Valley Unified School District

Location: DocuSign

Signer Events

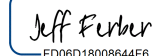
Jeff Ferber

jcferber@rrmdesign.com

Principal

Security Level: Email, Account Authentication
(None)**Signature**

DocuSigned by:



FD06D18008644F6...

Signature Adoption: Pre-selected Style

Using IP Address: 12.231.125.106

Timestamp

Sent: 9/27/2022 1:46:32 PM

Viewed: 9/27/2022 3:41:34 PM

Signed: 9/27/2022 3:42:03 PM

Electronic Record and Signature Disclosure:

Accepted: 9/27/2022 3:41:34 PM

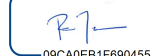
ID: cfca5739-44fb-4186-b1a4-66a3c30e104e

Ron Todo

ron.todo@simivalleyusd.org

Security Level: Email, Account Authentication
(None)

DocuSigned by:



09CA0EB1F690455...

Signature Adoption: Uploaded Signature Image

Using IP Address: 207.157.143.41

Sent: 10/20/2022 10:42:28 AM

Viewed: 10/20/2022 3:08:11 PM

Signed: 10/20/2022 3:08:16 PM

Electronic Record and Signature Disclosure:

Accepted: 10/20/2022 3:08:11 PM

ID: 57514376-3185-4676-9a30-64e906d0bb66

In Person Signer Events**Signature****Timestamp****Editor Delivery Events****Status****Timestamp****Agent Delivery Events****Status****Timestamp****Intermediary Delivery Events****Status****Timestamp****Certified Delivery Events****Status****Timestamp****Carbon Copy Events****Status****Timestamp****Witness Events****Signature****Timestamp****Notary Events****Signature****Timestamp**

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	9/27/2022 1:46:32 PM
Certified Delivered	Security Checked	10/20/2022 3:08:11 PM
Signing Complete	Security Checked	10/20/2022 3:08:16 PM
Completed	Security Checked	10/20/2022 3:08:16 PM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, Simi Valley Unified School District (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Simi Valley Unified School District:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: sean.goldman@simivalleyusd.org

To advise Simi Valley Unified School District of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at sean.goldman@simivalleyusd.org and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from Simi Valley Unified School District

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to sean.goldman@simivalleyusd.org and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Simi Valley Unified School District

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to sean.goldman@simivalleyusd.org and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

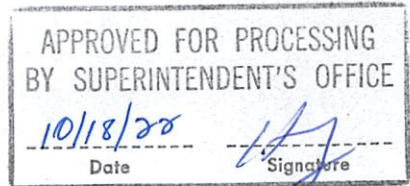
The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to ‘I agree to use electronic records and signatures’ before clicking ‘CONTINUE’ within the DocuSign system.

By selecting the check-box next to ‘I agree to use electronic records and signatures’, you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Simi Valley Unified School District as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Simi Valley Unified School District during the course of your relationship with Simi Valley Unified School District.



TITLE: APPROVAL OF AGREEMENT NO. R23-01538 BETWEEN SIMI VALLEY UNIFIED SCHOOL DISTRICT AND RRM DESIGN GROUP FOR ARCHITECTURAL, ENGINEERING AND SURVEYING SERVICES FOR THE NEW PERIMETER SITE FENCING AT SINALOA MIDDLE SCHOOL

Business & Facilities
Consent #9

October 18, 2022
Page 1 of 1

Prepared by: Ron Todo, Associate Superintendent
Business & Facilities

Background Information

On March 15, 2022, the Board of Education approved the list of selected architectural and landscaping firms for the on-call architectural and landscape services for projects throughout the District. RRM Design Group was one of the firms selected.

RRM Design Group will provide architectural, engineering, surveying and conceptual through construction document services for the new exterior perimeter fencing around Sinaloa Middle School. See Exhibit B.

Fiscal Analysis

The Contract Price for the Assigned Project is a Fixed Fee. See Exhibit A.

Surveying:	\$ 8,800.00
Conceptual Design:	\$ 7,500.00
Construction Documents:	\$14,600.00
Meetings:	\$ 1,700.00
Total Fee:	\$32,600.00
Reimbursables:	\$ 750.00
Total Contract:	\$33,350.00 Funded with Measure X funds

Recommendation

It is recommended that the Board of Education approve the RRM Design Group agreement R23-01538.

On motion # 41 by Trustee Smollen, seconded by Trustee LaBelle and carried by a vote of 5/0, the Board of Education, by a roll-call vote, approved Agreement No. R23-01538 with RRM Design Group.

Ayes: Smollen
LaBelle
Johnson
Boyd
Asanyan
Blough Noes: 0 Absent: 0 Abstained: 0

EXHIBIT "H"

**PROJECT ASSIGNMENT AMENDMENT (PAA) #R23-01538
TO
MASTER AGREEMENT FOR ARCHITECTURAL SERVICES #031608-374-F**

This Project Assignment Amendment ("PAA") is entered by and between Simi Valley Unified School District ("District") and RRM Design Group ("Architect") as of *October 18, 2022*.

Whereas, the District entered into a written Agreement entitled Master Agreement for Architectural Services ("Agreement") generally establishing terms and conditions for the Architect's design professional services for Projects assigned by the District to the Architect;

Whereas, this PAA sets forth the specific terms and conditions applicable to the District assignment of the Assigned Project to the Architect for completion of design professional services; and

Whereas, this PAA shall be considered attached to and incorporated into the Agreement as the Parties desire to identify a particular Project that will be completed pursuant to the terms of the Agreement.

NOW THEREFORE, the District and Architect and agree as follows:

- 1. Assigned Project Description.** The Assigned Project is described as follows: Surveying the site and Conceptual through Construction Documents for a new exterior perimeter fencing around Sinoloa Middle School. See Exhibit B for fencing layout
- 2. Assigned Project Construction Budget.** The Construction Budget for the Assigned Project is to be determined
- 3. Assigned Project Basic Services.** The Basic Services Phases for the Assigned Project are:

Surveying
Conceptual Design / Design Development
Construction Documents

- 4. Assigned Project Design Disciplines and Design Consultants.** The Design Disciplines included within the scope of the Assigned Project include the following: the Architect shall complete all services for the Design Disciplines noted below with its own employees or by Design Consultants to the Architect.

Surveying
Design Consultants – As listed in the Master Agreement, as required

Assigned Project Schedule. The Architect's Completion of Basic Services for the Assigned Project shall be in accordance with the following:

Basic Services Phases	Start Date
Surveying	October 24, 2022
Conceptual Design / Design Development	November 21, 2022
Construction Documents	December 19, 2022
Bidding	February 14, 2023
Construction	June 5, 2023
Close Out	August 4, 2023

5. **Assigned Project Contract Price.** The Contract Price for the Assigned Project will be a fixed fee of: **Thirty-Three Thousand, Three Hundred and Fifty Dollars (\$33,350.00) including reimbursables.** The Contract Price for the Assigned Project is allocated to the Basic Services Phases as follows: See Exhibit A for fee only.

Total Fee:

Surveying:	\$ 8,800.00
Conceptual Design:	\$ 7,500.00
Construction Documents:	\$14,600.00
Meetings:	<u>\$ 1,700.00</u>
Total Fee:	\$32,600.00

Meetings are as requested by the District

District shall pay Architect per Exhibit "D" in the Master Agreement.

Reimbursables will be a Not – To – Exceed \$750.00

6. **Agreement Terms.** All terms of the Agreement are incorporated herein and applicable to the Assigned Project, except as modified by the terms of this PAA.

[SIGNATURES ON THE FOLLOWING PAGE]

IN WITNESS HEREOF, the District and the Architect have executed this Project Assignment Amendment as of the date set forth above.


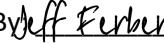
District Simi Valley Unified School District DocuSigned by: By:  09CA0EB1F690455... Name: <u>Ron Todo</u> Title: <u>Associate Superintendent, Business & Facilities</u>	Architect RRM Design Group DocuSigned by: By:  FD06D18008644F6... Name: <u>Jeff Ferber</u> Title: <u>Principal – in - Charge</u>
---	--



Exhibit A - Fee Only

Sinaloa Middle School Security Improvements Scope of Services

PROJECT UNDERSTANDING

Simi Valley Unified School District ("the District") wishes to improve the campus security fencing at Sinaloa Middle School. The existing campus is not fenced at the front of the campus. Additionally, the existing office space is set within the interior of the campus and makes security difficult to allow public access into the administration office while limiting access to the remaining campus.

This project will focus on providing new security fencing where no fencing currently exists at the campus frontage to tie in with the existing campus fencing to remain.

RRM has provided this scope of service as part of a batch of similar work at a total of three campuses. The services and fee structures are framed with an understanding of utilizing efficiencies in working on these projects in the same timeframe.

The attached site plan markup (Exhibit B) provides a proposed limit of work.

SCOPE OF SERVICES

The following proposal contains a detailed list of tasks based on our understanding of the approaches discussed.

Task A: Surveying

Subtask A.01: Topographic Survey and Mapping

RRM's survey consultant (ECG) will provide field surveying and mapping of the perimeter landscape frontages limited to the areas shown within Exhibit B.



The survey will generally include the following detail items:

- Buildings
- Fences and walls
- Adjoining structures and improvements with grades
- Driveways and parking improvements (where applicable)
- Hardscape/sidewalk improvements
- Visible utilities
- Overhead utility poles
- Drainage structures and waterways
- Tree trunks over four inches in diameter with drip lines within the project area
- Contours at one-foot intervals with spot elevations
- Right-of-way and boundary surveying not included in this scope

Deliverables:

- *One (1) digital base map in AutoCAD Civil 3D format for design and planning purposes*

Fixed Fee:

- *\$8,800 (see footnote)*

Task B: Conceptual Design

Subtask B.01: Conceptual Design Plans

RRM will create two conceptual design plans for the campus frontage security fencing. The first concept, an interim design concept, will focus on providing security fencing based on the current campus entry and layout. The second (final) concept will illustrate fencing, and walkway modifications to accommodate the new campus office entry.

Both concepts will include the front of the campus based on the limits discussed at the field walk. RRM will work with the District to capture further layout adjustments during this stage. The conceptual design plan will be overlaid over an aerial base map and provided in large (24" x 36") PDF color format for review and approval. The conceptual stage will be scheduled to run concurrently with the topographic survey gathering to shorten the timeline.

A draft of the conceptual design plan will be provided to the District for review. RRM will meet with the District (see meetings task) to review the concept and take comments.

Deliverables:

- *One (1) conceptual design plan for interim fencing option*
- *One (1) conceptual design plan for final build out for new campus office entry*

**Fixed Fee:**

- \$5,800 (see footnote)

Subtask B.02: Project Team Design Meetings

RRM's project manager will meet with District staff to review the conceptual design to confirm fencing layout, walk the site, and discuss design directives. Additionally, RRM will provide additional virtual meetings to review draft submittals of the construction documents and review the plans for comments. These meetings will likely include discussions of multiple school projects. As such, the quantity of meetings will be limited and spread across each of the schools.

Deliverables:

- One (1) on-site meeting with the District staff
- Two (2) virtual meetings to review progress and obtain comments

Fixed Fee:

- \$1,700 (see footnote)

Task C: Construction Documents**Subtask C.01: Construction Documents – Fencing Improvement Plans**

RRM will develop **the Interim Fencing Concept** as approved into a set of construction documents. The construction document package will be provided to the District at 95% and final bid set completion levels. Given the nature of the scope, the fencing improvement plans will not be submitted through the DSA permitting process.

The following is a list of anticipated elements to be included as part of the construction document package:

Demolition Plan

A site plan with instructions to contractor on demolition of existing fencing and gates.

Construction Plan and Details

A series of site plans locating the proposed fencing and concrete curbing. Corresponding construction details (including District standards) will be provided. Deepened concrete mow curbs will be provided where grading dictates. Spot elevations will be included in areas where curb edge elevations will deviate from adjacent grades.

The plan will include callouts for adjusting existing irrigation equipment where applicable.



Structural Review and Calculations

RRM Structural Engineering will review custom fence post connections to existing walls to provide design direction to the landscape architecture group. Details will be included in the landscape construction document sheets.

CSI Technical Specifications

CSI book specifications for pertinent sections related to the construction document plans. Front end specifications shall be provided by the District.

Cost Estimate

An opinion of probable construction cost will be provided at the 100% design submittal stage.

Deliverables:

- One (1) construction document package submitted at 95% and final bid stage

Fixed Fee:

- \$14,600 (see footnote)

Reimbursable Expenses

Incidental expenses incurred by RRM Design Group, or any subconsultant it may hire to perform services for this project, are reimbursed by the client at actual cost plus 10% to cover its overhead and administrative expenses. Reimbursable expenses include, but are not limited to reproduction costs, postage, shipping and handling of drawings and documents, long-distance communications, fees paid to authorities having jurisdiction over the project, the expense of any additional insurance requested by client in excess of that normally carried by RRM Design Group or its subconsultants, travel expenses (transportation/automobile/lodging/meals), renderings and models. Reimbursable automobile travel mileage will be billed at the current IRS business standard mileage rate.

Estimated Fee:

- \$750

SERVICES AND/OR INFORMATION TO BE PROVIDED BY CLIENT

- Locations for meetings
- Record drawings (electronic CAD format where available)



LIMITATIONS OF SCOPE AND EXCLUSIONS

Please note that the tasks to be performed by the RRM team are limited purely to those outlined above. Substantive changes requested by the client or changes in the client's program or direction that are inconsistent with prior approvals are subject to additional services fees. Any additional services that RRM Design Group is asked to perform over and beyond those described above will be billed on a negotiated and client-approved, fixed-fee or hourly basis.

The following services or tasks are specifically excluded from the scope:

- Architectural Services for Office Entry relocation
- City coordination or permitting
- Landscape planting plans
- Geotechnical engineering
- Electrical engineering (motorized gates)
- DSA permitting (fencing improvements)
- Construction support (to be determined)
- Record drawings (to be determined)

TASK AND FEE SUMMARY

TASK	DESCRIPTION	FIXED FEE (see footnote)
Task A	Surveying	
A.01	Topographic Survey and Mapping	\$ 8,800
	Task A Subtotal	\$ 8,800
Task B	Conceptual Design	
B.01	Conceptual Design Plans	\$ 5,800
B.02	Project Team Design Meetings	\$ 1,700
	Task B Subtotal	\$ 7,500
Task C	Construction Documents	
C.01	Construction Documents – Fencing Improvement Plans	\$ 14,600
	Task C Subtotal	\$ 14,600
	SUBTOTAL:	\$30,900
	Estimated Reimbursable Expenses:	\$750
	ESTIMATED PROJECT TOTAL:	\$31,650



Fee Footnote

Fixed fee tasks will be billed as the work progresses until the task is completed and the total amount stated in the contract for the task is invoiced.

Adjustment to Hourly Billing Rates

RRM reserves the right to adjust hourly rates on an annual basis.

Attachments: Exhibit A-I, Schedule I
Exhibit B – Site Plan Markup

djpN:\X-FILES\X-Files-0801\X0855-01-CI22-Sinaloa-Middle-Sch-Security Improvements\Proposal\Original-Docs\Sinaloa-Middle-School-Security Improvements Scope-djp-09-07-22.doc

EXHIBIT A-1 SCHEDULE 1**Bill Rate Ranges***Subject to change effective March 1st each year***ARCHITECTURE**

Architect	\$ 95 - \$ 155
Associate Manager of Architecture	\$ 140 - \$ 200
Design Director	\$ 145 - \$ 240
Designer I	\$ 70 - \$ 100
Designer II	\$ 80 - \$ 125
Designer III	\$ 95 - \$ 150
Intern	\$ 45 - \$ 85
Job Captain	\$ 95 - \$ 150
Manager of Architecture	\$ 165 - \$ 280
Principal	\$ 185 - \$ 350
Project Architect	\$ 115 - \$ 185
Project Designer	\$ 115 - \$ 185
Project Manager	\$ 115 - \$ 185
Senior Architect	\$ 135 - \$ 235
Senior Designer	\$ 135 - \$ 220
Senior Project Manager	\$ 135 - \$ 240

ENGINEERING & SURVEYING

Associate Engineer	\$ 115 - \$ 170
Construction Inspector	\$ 105 - \$ 175
Designer I	\$ 55 - \$ 95
Designer II	\$ 75 - \$ 125
Designer III (Structural only)	\$ 90 - \$ 135
Engineer I	\$ 90 - \$ 140
Engineer II	\$ 105 - \$ 165
Land Surveyor	\$ 115 - \$ 170
Manager of Engineering Services	\$ 170 - \$ 280
Manager of Surveying	\$ 155 - \$ 235
Party Chief	\$ 90 - \$ 150
Principal	\$ 185 - \$ 350
Project Engineer	\$ 125 - \$ 185
Project Manager	\$ 150 - \$ 245
Senior Associate Engineer	\$ 130 - \$ 210
Senior Designer	\$ 110 - \$ 185
Senior Land Surveyor	\$ 135 - \$ 210
Senior Party Chief	\$ 115 - \$ 185
Senior Project Engineer	\$ 140 - \$ 230
Supervisor of Surveying	\$ 145 - \$ 220
Survey Technician I	\$ 60 - \$ 100
Survey Technician II	\$ 75 - \$ 115
Survey Technician III	\$ 90 - \$ 155

Surveying Crew Rates**REGULAR**

One person w/ GPS or Robotic Workstation	\$ 125 - \$ 155
Two person	\$ 175 - \$ 290
Three person	\$ 235 - \$ 390

PREVAILING WAGE

One person w/ GPS or Robotic Workstation	\$ 150 - \$ 180
Two person	\$ 225 - \$ 340
Three person	\$ 325 - \$ 490

INTERIOR DESIGN

Designer I	\$ 60 - \$ 95
Designer II	\$ 70 - \$ 120
Interior Designer I	\$ 75 - \$ 125
Interior Designer II	\$ 90 - \$ 150
Intern	\$ 45 - \$ 85
Job Captain	\$ 105 - \$ 165
Senior Interior Designer	\$ 110 - \$ 195

LANDSCAPE ARCHITECTURE

Assistant Designer	\$ 70 - \$ 110
Associate Designer	\$ 80 - \$ 125
Designer	\$ 95 - \$ 140
Design Director	\$ 135 - \$ 235
Intern	\$ 45 - \$ 85
Landscape Architect	\$ 95 - \$ 145
Manager of Landscape Architecture	\$ 150 - \$ 245
Principal	\$ 185 - \$ 350
Principal Landscape Architect	\$ 135 - \$ 235
Senior Landscape Architect	\$ 115 - \$ 175

PLANNING

Assistant Planner	\$ 90 - \$ 130
Associate Planner	\$ 105 - \$ 170
Intern	\$ 45 - \$ 85
GIS Specialist	\$ 80 - \$ 150
Senior GIS Specialist	\$ 105 - \$ 185
Manager of Planning	\$ 175 - \$ 265
Principal	\$ 185 - \$ 350
Principal Planner	\$ 165 - \$ 250
Senior Planner	\$ 135 - \$ 205
Senior Urban Designer	\$ 135 - \$ 210
Urban Designer	\$ 105 - \$ 170

CORPORATE SERVICES


Administrative Assistant	\$ 60 - \$ 95
Administrative Coordinator	\$ 75 - \$ 130
Assistant Office Manager	\$ 90 - \$ 135
Chief Executive Officer	\$ 195 - \$ 500
File Clerk/Administrative Support	\$ 45 - \$ 65
Marketing Assistant	\$ 45 - \$ 85
Marketing Coordinator	\$ 65 - \$ 115
Marketing Manager	\$ 125 - \$ 235
Marketing Specialist	\$ 90 - \$ 155
Office Coordinator	\$ 75 - \$ 130
Proposal Coordinator	\$ 80 - \$ 140
Receptionist	\$ 45 - \$ 80
Senior Marketing Specialist	\$ 105 - \$ 190



Write a description for your map.

EXHIBIT B

Legend

 Sinaloa Middle School

Sinaloa Middle School

← Need corridor surveyed



Certificate Of Completion

Envelope Id: 1D5BE79D96F044E09270FD6071B44733

Status: Completed

Subject: Please DocuSign: RRM Design PAA to Agreement for Architectural Sinaloa.pdf

Source Envelope:

Document Pages: 11

Signatures: 2

Certificate Pages: 5

Initials: 0

AutoNav: Enabled

Enveloped Stamping: Enabled

Time Zone: (UTC-08:00) Pacific Time (US & Canada)

Envelope Originator:

Bond Contracts

Simi Valley Unified School District

101 West Cochran Street

Simi Valley, CA 93065

bondcontracts@simivalleyusd.org

IP Address: 207.157.143.40

Record Tracking

Status: Original

9/27/2022 1:44:18 PM

Holder: Bond Contracts

bondcontracts@simivalleyusd.org

Location: DocuSign

Security Appliance Status: Connected

Pool: StateLocal

Storage Appliance Status: Connected

Pool: Simi Valley Unified School District

Location: DocuSign

Signer Events

Jeff Ferber

jferber@rrmdesign.com

Principal

Security Level: Email, Account Authentication
(None)**Signature**

DocuSigned by:



FD06D18008644F6...

Signature Adoption: Pre-selected Style

Using IP Address: 12.231.125.106

Timestamp

Sent: 9/27/2022 1:45:27 PM

Viewed: 9/27/2022 3:42:43 PM

Signed: 9/27/2022 3:42:57 PM

Electronic Record and Signature Disclosure:

Accepted: 9/27/2022 3:42:43 PM

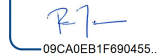
ID: 9b7f5ac6-365d-41da-b321-2472351e0706

Ron Todo

ron.todo@simivalleyusd.org

Security Level: Email, Account Authentication
(None)

DocuSigned by:



09CA0EB1F690455...

Signature Adoption: Uploaded Signature Image

Using IP Address: 207.157.143.41

Sent: 10/20/2022 10:44:10 AM

Viewed: 10/20/2022 3:07:37 PM

Signed: 10/20/2022 3:07:44 PM

Electronic Record and Signature Disclosure:

Accepted: 10/20/2022 3:07:37 PM

ID: 394fcafc-28d3-4004-85bc-720e4ecc1d9f

In Person Signer Events**Signature****Timestamp****Editor Delivery Events****Status****Timestamp****Agent Delivery Events****Status****Timestamp****Intermediary Delivery Events****Status****Timestamp****Certified Delivery Events****Status****Timestamp****Carbon Copy Events****Status****Timestamp****Witness Events****Signature****Timestamp****Notary Events****Signature****Timestamp**

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	9/27/2022 1:45:27 PM
Certified Delivered	Security Checked	10/20/2022 3:07:37 PM
Signing Complete	Security Checked	10/20/2022 3:07:44 PM
Completed	Security Checked	10/20/2022 3:07:44 PM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, Simi Valley Unified School District (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Simi Valley Unified School District:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: sean.goldman@simivalleyusd.org

To advise Simi Valley Unified School District of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at sean.goldman@simivalleyusd.org and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from Simi Valley Unified School District

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to sean.goldman@simivalleyusd.org and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Simi Valley Unified School District

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to sean.goldman@simivalleyusd.org and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

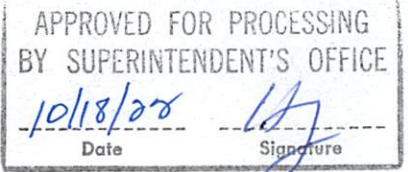
The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to ‘I agree to use electronic records and signatures’ before clicking ‘CONTINUE’ within the DocuSign system.

By selecting the check-box next to ‘I agree to use electronic records and signatures’, you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Simi Valley Unified School District as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Simi Valley Unified School District during the course of your relationship with Simi Valley Unified School District.



TITLE: APPROVAL OF AGREEMENT NO. R23-01539 BETWEEN SIMI VALLEY UNIFIED SCHOOL DISTRICT AND RRM DESIGN GROUP FOR ARCHITECTURAL, ENGINEERING AND SURVEYING SERVICES FOR THE NEW PERIMETER SITE FENCING AT SANTA SUSANA HIGH SCHOOL

Business & Facilities
Consent #10

October 18, 2022
Page 1 of 1

Prepared by: Ron Todo, Associate Superintendent
Business & Facilities

Background Information

On March 15, 2022, the Board of Education approved the list of selected architectural and landscaping firms for the on-call architectural and landscape services for projects throughout the District. RRM Design Group was one of the firms selected.

RRM Design Group will provide architectural, engineering, surveying and conceptual through construction document services for the new exterior perimeter fencing around Santa Susana School. See Exhibit B.

Fiscal Analysis

The Contract Price for the Assigned Project is a Fixed Fee. See Exhibit A.

Surveying:	\$ 9,350.00
Conceptual Design:	\$ 8,200.00
Construction Documents:	\$16,800.00
Meetings:	\$ 1,700.00
Total Fee:	\$36,050.00
Reimbursables:	\$ 750.00
Total Contract:	\$36,800.00 Funded with Measure X funds

Recommendation

It is recommended that the Board of Education approve the RRM Design Group agreement R23-01539.

On motion # 41 by Trustee Smollen, seconded by Trustee LaBelle and carried by a vote of 5/0, the Board of Education, by a roll-call vote, approved Agreement No. R23-01539 with RRM Design Group.

Ayes: Smollen
LaBelle
Jubran
Bangasayan
Blough Noes: 0 Absent: 0 Abstained: 0

EXHIBIT "H"

**PROJECT ASSIGNMENT AMENDMENT (PAA) #R23-01539
TO
MASTER AGREEMENT FOR ARCHITECTURAL SERVICES #031608-374-F**

This Project Assignment Amendment ("PAA") is entered by and between Simi Valley Unified School District ("District") and RRM Design Group ("Architect") as of *October 18, 2022*.

Whereas, the District entered into a written Agreement entitled Master Agreement for Architectural Services ("Agreement") generally establishing terms and conditions for the Architect's design professional services for Projects assigned by the District to the Architect;

Whereas, this PAA sets forth the specific terms and conditions applicable to the District assignment of the Assigned Project to the Architect for completion of design professional services; and

Whereas, this PAA shall be considered attached to and incorporated into the Agreement as the Parties desire to identify a particular Project that will be completed pursuant to the terms of the Agreement.

NOW THEREFORE, the District and Architect and agree as follows:

- 1. Assigned Project Description.** The Assigned Project is described as follows: Surveying the site and Conceptual through Construction Documents for a new exterior perimeter fencing around Santa Susana High School. See Exhibit B for fencing layout
- 2. Assigned Project Construction Budget.** The Construction Budget for the Assigned Project is to be determined
- 3. Assigned Project Basic Services.** The Basic Services Phases for the Assigned Project are:

Surveying
Conceptual Design / Design Development
Construction Documents

- 4. Assigned Project Design Disciplines and Design Consultants.** The Design Disciplines included within the scope of the Assigned Project include the following: the Architect shall complete all services for the Design Disciplines noted below with its own employees or by Design Consultants to the Architect.

Surveying
Design Consultants – As listed in the Master Agreement, as required

Assigned Project Schedule. The Architect's Completion of Basic Services for the Assigned Project shall be in accordance with the following:

Basic Services Phases	Start Date
Surveying	October 24, 2022
Conceptual Design / Design Development	November 21, 2022
Construction Documents	December 19, 2022
Bidding	February 14, 2023
Construction	June 5, 2023
Close Out	August 4, 2023

- 5. Assigned Project Contract Price.** The Contract Price for the Assigned Project will be a fixed fee of: **Thirty-SIX Thousand, Eight Hundred Dollars (\$36,800.00) including reimbursables.** The Contract Price for the Assigned Project is allocated to the Basic Services Phases as follows: See Exhibit A for fee only.

Total Fee:

Surveying:	\$ 9,350.00
Conceptual Design:	\$ 8,200.00
Construction Documents:	\$16,800.00
Meetings:	<u>\$ 1,700.00</u>
Total Fee:	\$36,050.00

Meetings are as requested by the District

District shall pay Architect per Exhibit "D" in the Master Agreement.

Reimbursables will be a Not – To – Exceed \$750.00

- 6. Agreement Terms.** All terms of the Agreement are incorporated herein and applicable to the Assigned Project, except as modified by the terms of this PAA.

[SIGNATURES ON THE FOLLOWING PAGE]

IN WITNESS HEREOF, the District and the Architect have executed this Project Assignment Amendment as of the date set forth above.



District Simi Valley Unified School District DocuSigned by: By:  09CA0EB1F690455... Name: <u>Ron Todo</u> Title: <u>Associate Superintendent, Business & Facilities</u>	Architect RRM Design Group DocuSigned by: By:  FD06D18008644F6... Name: <u>Jeff Ferber</u> Title: <u>Principal – in - Charge</u>
---	---



Exhibit A - For Fee Only

Santa Susana High School Security Improvements Scope of Services

PROJECT UNDERSTANDING

Simi Valley Unified School District ("the District") wishes to improve the campus security fencing at Santa Susana High School. The existing campus is not fenced at the front or rear of the campus. Additionally, the existing office space is set within the interior of the campus and makes security difficult to allow public access into the administration office while limiting access to the remaining campus.

This project will focus on providing new security fencing where no fencing currently exists at the campus front and lower campus to tie in with the existing campus fencing to remain.

RRM has provided this scope of service as part of a batch of similar work at a total of three campuses. The services and fee structure are framed with an understanding of utilizing efficiencies in working on these projects in the same timeframe.

The attached site plan markup (Exhibit B) provides a proposed limit of work.

SCOPE OF SERVICES

The following proposal contains a detailed list of tasks based on our understanding of the approaches discussed.

Task A: Surveying

Subtask A.01: Topographic Survey and Mapping

RRM's survey consultant (ECG) will provide field surveying and mapping of the perimeter landscape frontages limited to the areas shown within Exhibit B. The survey will generally include the following detail items:

- Buildings
- Fences and walls
- Adjoining structures and improvements with grades
- Driveways and parking improvements (where applicable)
- Hardscape/sidewalk improvements
- Visible utilities
- Overhead utility poles
- Drainage structures and waterways
- Tree trunks over four inches in diameter with drip lines within the project area



- Contours at one-foot intervals with spot elevations
- Right-of-way and boundary surveying not included in this scope

Deliverables:

- *One (1) digital base map in AutoCAD Civil 3D format for design and planning purposes*

Fixed Fee:

- *\$9,350 (see footnote)*

Task B: Conceptual Design**Subtask B.01: Conceptual Design Plans**

RRM will create two conceptual design plans for the campus frontage security fencing. The first concept, an interim design concept, will focus on providing security fencing based on the current campus entry and layout. The second (final) concept will illustrate fencing, and walkway modifications to accommodate the new campus office entry.

Both concepts will include the front and portions of the lower entrance of the campus based on the limits discussed at the field walk. RRM will work with the District to capture further layout adjustments during this stage. The conceptual design plan will be overlaid over an aerial base map and provided in large (24" x 36") PDF color format for review and approval. The conceptual stage will be scheduled to run concurrently with the topographic survey gathering to shorten the timeline.

A draft of the conceptual design plan will be provided to the District for review. RRM will meet with the District (see meetings task) to review the concept and take comments.

Deliverables:

- *One (1) conceptual design plan for interim fencing option*
- *One (1) conceptual design plan for final build out for new campus office entry*

Fixed Fee:

- *\$6,500 (see footnote)*

Subtask B.02: Project Team Design Meetings

RRM's project manager will meet with District staff to review the conceptual design to confirm fencing layout, walk the site, and discuss design directives. Additionally, RRM will provide additional virtual meetings to review draft submittals of the construction documents and review the plans for comments. These meetings will likely include discussions of multiple school projects. As such, the quantity of meetings will be limited and spread across each of the schools.

***Deliverables:***

- One (1) on-site meeting with the District staff
- Two (2) virtual meetings to review progress and obtain comments

Fixed Fee:

- \$1,700 (see footnote)

Task C: Construction Documents**Subtask C.01: Construction Documents – Fencing Improvement Plans**

RRM will develop ***the Interim Fencing Concept*** as approved into a set of construction documents. The construction document package will be provided to the District at 95% and final bid set completion levels. Given the nature of the scope, the fencing improvement plans will not be submitted through the DSA permitting process.

The following is a list of anticipated elements to be included as part of the construction document package:

Demolition Plan

A site plan with instructions to contractor on demolition of existing fencing and gates.

Construction Plan and Details

A series of site plans locating the proposed fencing and concrete curbing. Corresponding construction details (including District standards) will be provided. Deepened concrete mow curbs will be provided where grading dictates. Spot elevations will be included in areas where curb edge elevations will deviate from adjacent grades.

The plan will include callouts for adjusting existing irrigation equipment where applicable.

Structural Review and Calculations

RRM Structural Engineering will review custom fence post connections to existing walls to provide design direction to the landscape architecture group. Details will be included in the landscape construction document sheets.

CSI Technical Specifications

CSI book specifications for pertinent sections related to the construction document plans. Front end specifications shall be provided by the District.

Cost Estimate

An opinion of probable construction cost will be provided at the 100% design submittal stage.

**Deliverables:**

- One (1) construction document package submitted at 95% and final bid stage

Fixed Fee:

- \$16,800 (see footnote)

Reimbursable Expenses

Incidental expenses incurred by RRM Design Group, or any subconsultant it may hire to perform services for this project, are reimbursed by the client at actual cost plus 10% to cover its overhead and administrative expenses. Reimbursable expenses include, but are not limited to reproduction costs, postage, shipping and handling of drawings and documents, long-distance communications, fees paid to authorities having jurisdiction over the project, the expense of any additional insurance requested by client in excess of that normally carried by RRM Design Group or its subconsultants, travel expenses (transportation/automobile/lodging/meals), renderings and models. Reimbursable automobile travel mileage will be billed at the current IRS business standard mileage rate.

Estimated Fee:

- \$750

SERVICES AND/OR INFORMATION TO BE PROVIDED BY CLIENT

- Locations for meetings
- Record drawings (electronic CAD format where available)

LIMITATIONS OF SCOPE AND EXCLUSIONS

Please note that the tasks to be performed by the RRM team are limited purely to those outlined above. Substantive changes requested by the client or changes in the client's program or direction that are inconsistent with prior approvals are subject to additional services fees. Any additional services that RRM Design Group is asked to perform over and beyond those described above will be billed on a negotiated and client-approved, fixed-fee or hourly basis.

The following services or tasks are specifically excluded from the scope:

- Architectural Services for Office Entry relocation
- City coordination or permitting
- Landscape planting plans
- Geotechnical engineering
- Electrical engineering (motorized gates)



Santa Susana High School Security Improvements

Proposed Scope of Services

September 14, 2022

Page 5 of 5

- DSA permitting (fencing improvements)
- Construction support (to be determined)
- Record drawings (to be determined)

TASK AND FEE SUMMARY

TASK	DESCRIPTION	FIXED FEE (see footnote)
Task A	Surveying	
A.01	Topographic Survey and Mapping	\$ 9,350
	Task A Subtotal	\$ 9,350
Task B	Conceptual Design	
B.01	Conceptual Design Plans	\$ 6,500
B.02	Project Team Design Meetings	\$ 1,700
	Task B Subtotal	\$ 8,200
Task C	Construction Documents	
C.01	Construction Documents – Fencing Improvement Plans	\$ 16,800
	Task C Subtotal	\$ 16,800
	SUBTOTAL:	\$34,350
	Estimated Reimbursable Expenses:	\$750
	ESTIMATED PROJECT TOTAL:	\$35,100

Fee Footnote

Fixed fee tasks will be billed as the work progresses until the task is completed and the total amount stated in the contract for the task is invoiced.

Adjustment to Hourly Billing Rates

RRM reserves the right to adjust hourly rates on an annual basis.

Attachments: Exhibit A-I, Schedule I
Exhibit B – Site Plan Markup

EXHIBIT A-1 SCHEDULE 1**Bill Rate Ranges***Subject to change effective March 1st each year***ARCHITECTURE**

Architect	\$ 95 - \$ 155
Associate Manager of Architecture	\$ 140 - \$ 200
Design Director	\$ 145 - \$ 240
Designer I	\$ 70 - \$ 100
Designer II	\$ 80 - \$ 125
Designer III	\$ 95 - \$ 150
Intern	\$ 45 - \$ 85
Job Captain	\$ 95 - \$ 150
Manager of Architecture	\$ 165 - \$ 280
Principal	\$ 185 - \$ 350
Project Architect	\$ 115 - \$ 185
Project Designer	\$ 115 - \$ 185
Project Manager	\$ 115 - \$ 185
Senior Architect	\$ 135 - \$ 235
Senior Designer	\$ 135 - \$ 220
Senior Project Manager	\$ 135 - \$ 240

ENGINEERING & SURVEYING

Associate Engineer	\$ 115 - \$ 170
Construction Inspector	\$ 105 - \$ 175
Designer I	\$ 55 - \$ 95
Designer II	\$ 75 - \$ 125
Designer III (Structural only)	\$ 90 - \$ 135
Engineer I	\$ 90 - \$ 140
Engineer II	\$ 105 - \$ 165
Land Surveyor	\$ 115 - \$ 170
Manager of Engineering Services	\$ 170 - \$ 280
Manager of Surveying	\$ 155 - \$ 235
Party Chief	\$ 90 - \$ 150
Principal	\$ 185 - \$ 350
Project Engineer	\$ 125 - \$ 185
Project Manager	\$ 150 - \$ 245
Senior Associate Engineer	\$ 130 - \$ 210
Senior Designer	\$ 110 - \$ 185
Senior Land Surveyor	\$ 135 - \$ 210
Senior Party Chief	\$ 115 - \$ 185
Senior Project Engineer	\$ 140 - \$ 230
Supervisor of Surveying	\$ 145 - \$ 220
Survey Technician I	\$ 60 - \$ 100
Survey Technician II	\$ 75 - \$ 115
Survey Technician III	\$ 90 - \$ 155

Surveying Crew Rates**REGULAR**

One person w/ GPS or Robotic Workstation	\$ 125 - \$ 155
Two person	\$ 175 - \$ 290
Three person	\$ 235 - \$ 390

PREVAILING WAGE

One person w/ GPS or Robotic Workstation	\$ 150 - \$ 180
Two person	\$ 225 - \$ 340
Three person	\$ 325 - \$ 490

INTERIOR DESIGN

Designer I	\$ 60 - \$ 95
Designer II	\$ 70 - \$ 120
Interior Designer I	\$ 75 - \$ 125
Interior Designer II	\$ 90 - \$ 150
Intern	\$ 45 - \$ 85
Job Captain	\$ 105 - \$ 165
Senior Interior Designer	\$ 110 - \$ 195

LANDSCAPE ARCHITECTURE

Assistant Designer	\$ 70 - \$ 110
Associate Designer	\$ 80 - \$ 125
Designer	\$ 95 - \$ 140
Design Director	\$ 135 - \$ 235
Intern	\$ 45 - \$ 85
Landscape Architect	\$ 95 - \$ 145
Manager of Landscape Architecture	\$ 150 - \$ 245
Principal	\$ 185 - \$ 350
Principal Landscape Architect	\$ 135 - \$ 235
Senior Landscape Architect	\$ 115 - \$ 175

PLANNING

Assistant Planner	\$ 90 - \$ 130
Associate Planner	\$ 105 - \$ 170
Intern	\$ 45 - \$ 85
GIS Specialist	\$ 80 - \$ 150
Senior GIS Specialist	\$ 105 - \$ 185
Manager of Planning	\$ 175 - \$ 265
Principal	\$ 185 - \$ 350
Principal Planner	\$ 165 - \$ 250
Senior Planner	\$ 135 - \$ 205
Senior Urban Designer	\$ 135 - \$ 210
Urban Designer	\$ 105 - \$ 170

CORPORATE SERVICES

Administrative Assistant	\$ 60 - \$ 95
Administrative Coordinator	\$ 75 - \$ 130
Assistant Office Manager	\$ 90 - \$ 135
Chief Executive Officer	\$ 195 - \$ 500
File Clerk/Administrative Support	\$ 45 - \$ 65
Marketing Assistant	\$ 45 - \$ 85
Marketing Coordinator	\$ 65 - \$ 115
Marketing Manager	\$ 125 - \$ 235
Marketing Specialist	\$ 90 - \$ 155
Office Coordinator	\$ 75 - \$ 130
Proposal Coordinator	\$ 80 - \$ 140
Receptionist	\$ 45 - \$ 80
Senior Marketing Specialist	\$ 105 - \$ 190



Untitled Map

Write a description for your map.

Legend



Santa Susana High School

EXHIBIT B

Need corridor surveyed

Santa Susana High School



Certificate Of Completion

Envelope Id: 153E2CF7C9D4472C9BDCB1D7FBC917AC

Status: Completed

Subject: Please DocuSign: RRM Design PAA to Agreement for Architectural Santa Susana.pdf

Source Envelope:

Document Pages: 10

Signatures: 2

Certificate Pages: 5

Initials: 0

AutoNav: Enabled

Envelope Stamping: Enabled

Time Zone: (UTC-08:00) Pacific Time (US & Canada)

Envelope Originator:

Bond Contracts

Simi Valley Unified School District

101 West Cochran Street

Simi Valley, CA 93065

bondcontracts@simivalleyusd.org

IP Address: 207.157.143.40

Record Tracking

Status: Original

9/27/2022 1:42:25 PM

Holder: Bond Contracts

bondcontracts@simivalleyusd.org

Location: DocuSign

Security Appliance Status: Connected

Pool: StateLocal

Storage Appliance Status: Connected

Pool: Simi Valley Unified School District

Location: DocuSign

Signer Events

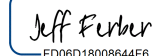
Jeff Ferber

jferber@rrmdesign.com

Principal

Security Level: Email, Account Authentication
(None)**Signature**

DocuSigned by:



FD06D18008644F6...

Signature Adoption: Pre-selected Style

Using IP Address: 12.231.125.106

Timestamp

Sent: 9/27/2022 1:44:11 PM

Viewed: 9/27/2022 3:39:25 PM

Signed: 9/27/2022 3:40:24 PM

Electronic Record and Signature Disclosure:

Accepted: 9/27/2022 3:39:25 PM

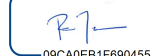
ID: 1ea428ed-6dd6-4c4f-aeba-9dc9a21569df

Ron Todo

ron.todo@simivalleyusd.org

Security Level: Email, Account Authentication
(None)

DocuSigned by:



09CA0EB1F690455...

Signature Adoption: Uploaded Signature Image

Using IP Address: 207.157.143.41

Sent: 10/20/2022 10:45:01 AM

Viewed: 10/20/2022 3:07:09 PM

Signed: 10/20/2022 3:07:14 PM

Electronic Record and Signature Disclosure:

Accepted: 10/20/2022 3:07:09 PM

ID: 5a059ee4-6f02-487d-8555-98b8f5916a1f

In Person Signer Events**Signature****Timestamp****Editor Delivery Events****Status****Timestamp****Agent Delivery Events****Status****Timestamp****Intermediary Delivery Events****Status****Timestamp****Certified Delivery Events****Status****Timestamp****Carbon Copy Events****Status****Timestamp****Witness Events****Signature****Timestamp****Notary Events****Signature****Timestamp**

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	9/27/2022 1:44:11 PM
Certified Delivered	Security Checked	10/20/2022 3:07:09 PM
Signing Complete	Security Checked	10/20/2022 3:07:14 PM
Completed	Security Checked	10/20/2022 3:07:14 PM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, Simi Valley Unified School District (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Simi Valley Unified School District:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: sean.goldman@simivalleyusd.org

To advise Simi Valley Unified School District of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at sean.goldman@simivalleyusd.org and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from Simi Valley Unified School District

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to sean.goldman@simivalleyusd.org and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Simi Valley Unified School District

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to sean.goldman@simivalleyusd.org and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

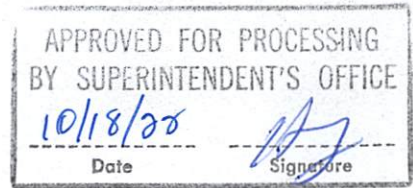
The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to ‘I agree to use electronic records and signatures’ before clicking ‘CONTINUE’ within the DocuSign system.

By selecting the check-box next to ‘I agree to use electronic records and signatures’, you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Simi Valley Unified School District as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Simi Valley Unified School District during the course of your relationship with Simi Valley Unified School District.



TITLE: RATIFICATION OF AMENDMENT #4 TO AGREEMENT NO. R20-03018 BETWEEN SIMI VALLEY UNIFIED SCHOOL DISTRICT AND NV5 WEST, INC. FOR TESTING LABORATORY SERVICES FOR THE ROYAL MPR RENOVATION PROJECT

Business & Facilities
Consent #11

October 18, 2022
Page 1 of 1

Prepared by: Ron Todo, Associate Superintendent
Business & Facilities

Background Information

On September 12, 2017, the Board of Education approved the list of selected firms for on-call testing laboratory-of-record services, which includes the firm of NV5 West. The Division of the State Architect (DSA) requires a testing laboratory for testing and inspection of structural materials for construction of the MPR Renovation project at Royal High School.

The firm of NV5 West can provide these services.

Fiscal Analysis

\$ 61,598.50 Original Contract
\$ 13,000.00 1st Increase 4/15/21
\$ 30,000.00 2nd Increase 6/15/21
\$ 60,000.00 3rd Increase 8/15/21
\$ 33,944.70 4th Increase - This Amendment
\$198,543.20 Total Revised Contract, funded with Measure X funds.

Recommendation

This item is presented for Board of Education ratification.

On motion # 41 by Trustee Smollen, seconded by Trustee LaBelle and carried by a vote of 5/0, the Board of Education, by a roll-call vote, approved Amendment #4 to Agreement No. R20-03018 with NV5 West, Inc.

Ayes: Smollen
LaBelle
Debray
Boydasaryan
Blough Noes: 0 Absent: 0 Abstained: 0


SimiValleySchools

SIMI VALLEY UNIFIED SCHOOL DISTRICT

 101 W. Cochran Street, Simi Valley, CA 93065
 805.306.4500 ext. 4461

AMENDMENT

Project Name:	MPR Renovation	Amendment #:	4
Site:	Royal High School	Board Date:	18-Oct-22
To (Architect):	NV5 West, Inc	DSA #	03-118787
Address:	1868 Palma Drive, Suite A Ventura, CA 93003	Requisition #:	R20-03018
		P.O. #: P20 2813	Date: 9-16-22

THE CONTRACT IS CHANGED AS FOLLOWS:

The scope of inspections has increased due to multiple change orders with DSA, moisture testing due to water leaks, the inspector of record deferring multiple times to the materials and testing lab for confirmation and the relocated portable project inspection scope was covered under the MPR project, for materials testing and inspection. See Exhibit A for fee only for Amendment 4.

\$61,598.50 Original Contract
 \$ 13,000.00 1st Increase 4/15/21
 \$30,000.00 2nd Increase 6/15/21
 \$60,000.00 3rd Increase 8/15/21
 \$33,944.70 4th Increase - This Amendment
 \$198,543.20 Total Revised Contract

101 W. Cochran Street, Simi Valley, CA 93065
805.306.4500 ext. 4461

Adjustment to Contract Amount		Adjustment to Contract Schedule	
Original Contract Amount:	\$ 61,598.50	Original Contract Duration:	N/A
Total Prior Change Orders:	\$ 103,000.00	Original Completion Date:	
Contract Sum Prior to this Change Order:	\$ 164,598.50	Total Approved Time Extension to Date:	January 15, 2023
Amount of this Change Order:	\$ 33,944.70	Adjustment per this Change Order:	N/A
Revised Contract Amount:	\$ 198,543.20	New Completion Date:	January 15, 2023

The undersigned Contractor agrees with the foregoing changes to the Contract price and time allowed for completion of the Work, and agrees to furnish all labor, materials, service, and perform all work necessary to complete any additional work specified herein. Changes to the Contract shall only be effective when approved by the governing board of the District.

It is expressly understood that the value of the extra Work or changes expressly includes any and all of the Contractor's costs and expenses, direct and indirect, resulting from additional time required on the Project or resulting from delay to the Project. Any costs, expenses, damages, or time extensions not included are deemed waived.

SCOTT MOORS
Consultant

- DocuSigned by:

Signature: Scott Maars
543EAE03D119A4C7

10/11/2022

Date _____

RACHEL ADAMS
Architect

Signature

Date _____

DAVID PEGG
Project Manager

- DocuSigned by:

David Pegg
Signature

10/12/2022

Date _____

MARC CUNNINGHAM
Construction Project Manager

DocuSigned by:

Marc Cunningham
Signature

10/12/2022

Date _____

LORI RUBENSTEIN
Bond Program Manager

- DocuSigned by:

LORI RUBENSTEIN
Signature

10/12/2022

Date _____

RON TODO
Associate Superintendent,
Business & Facilities

— DocuSigned by:

Signature _____

10/17/2022

Date _____

-DS

au

Exhibit A - For Fee Only



September 6, 2022

Simi Valley Unified School District
 101 W. Cochran St.
 Simi Valley, CA 93065

Project No.: 114520-0002553
 DSA No.: 03-118787
 File No.: 56-H6

ATTENTION: Lori Rubenstein

SUBJECT: Proposal for Remaining Materials Testing and Inspection Services, including CCD-30, for the Royal High School - Multi-Purpose Building Renovation, 1402 Royal Avenue, Simi Valley, CA 93065

NV5 is pleased to submit this proposal for the referenced project. Our estimated scope of services and estimated costs are detailed below.

Scope of Work and Cost Estimate

	Rate	Units	Total
<u>Concrete:</u>			
Concrete Mix Design Review - (if required)	\$ 230 ea	1	\$ 230.00
Concrete Batch Plant Inspection	\$ 104.90 hr	20	\$ 2,098.00
Concrete Inspection / Technician - (cast cylinders)	\$ 104.90 hr	20	\$ 2,098.00
Concrete compression tests (5 cys. per set)	\$ 22 ea	15	\$ 330.00
Concrete cylinder pickup	\$ 9.5 ea	15	\$ 142.50
Non-Shrink Grout Inspection	\$ 104.90 hr	8	\$ 839.20
Non-Shrink Grout compression tests (sets of 3 ea.)	\$ 96 set	2	\$ 192.00
Non-Shrink Grout sample pickup (sets of 3 ea.)	\$ 29 set	2	\$ 57.00
Reinforcing Steel Bend tests	\$ 50 ea	2	\$ 100.00
Reinforcing Steel Tensile tests	\$ 55 ea	2	\$ 110.00
Reinforcing Steel sampling (2 hr. min.)	\$ 104.90 hr	8	\$ 839.20
Epoxy Inspection + load test	\$ 104.90 hr	16	\$ 1,678.40
Calibrated Ram	\$ 95 day	2	\$ 190.00
Anchor Installation and testing	\$ 104.90 hr	24	\$ 2,517.60
Torque wrench	\$ 20 day	3	\$ 60.00
<u>Masonry:</u>			
Masonry Inspection	\$ 104.90 hr	80	\$ 8,392.00
Grout Batch Plant Inspection	\$ 104.90 hr	16	\$ 1,678.40
Grout compression tests (sets of 4 ea.)	\$ 30 ea	16	\$ 480.00
Grout sample pickup	\$ 9.5 ea	16	\$ 152.00
Block Sampling (estimate only / based on location of supplier)	\$ 104.90 hr	6	\$ 629.40
Masonry Unit Acceptance tests (absorption, compression, moisture and unit weight)	\$ 585 set	1	\$ 585.00
Masonry Wall coring (including truck)	\$ 195 hr	6	\$ 1,170.00
Shear test on masonry core	\$ 105 ea	2	\$ 210.00
<u>Structural Steel:</u>			
Field Welding Inspection	\$ 104.90 hr	32	\$ 3,356.80
<u>Miscellaneous:</u>			
Sr. Technician - Moisture tests	\$ 104.90 hr	8	\$ 839.20
Moisture Emission test kits	\$ 55.00 ea	4	\$ 220.00
DSA 291 and 293	\$ 395 ea	2	\$ 790.00
Engineering	\$ 165 hr	24	\$ 3,960.00
TOTAL:			\$ 33,944.70

Proposal - Royal H.S. - MPR Renovations

September 6, 2022

Assumptions:

- 1 This estimate is based on verbal only as no DSA approved plans are currently available for CCD-30.
- 2 California Prevailing Wages apply.
- 3 The estimate is provided for budgetary purposes only and is not a lump sum / not to exceed cost. Billing will be for actual service provided.
- 4 Added charges will be charged in accordance with the current MSA Contract with SVUSD.

NV5 West, Inc. appreciates the opportunity to be of service. If you have any questions, please do not hesitate to contact us.

Respectfully Submitted,
NV5 West, Inc.



Carol Harrison
Client Service Manager

Reviewed By,



Scott Moors, CEG 1901
Vice President

Certificate Of Completion

Envelope Id: BBDF7EE6B55744C9A596D5FA75450D81

Status: Completed

Subject: Please DocuSign: Amendment 4 - R20-03018 NV5 Royal - MPR.pdf

Source Envelope:

Document Pages: 4

Signatures: 5

Certificate Pages: 5

Initials: 1

AutoNav: Enabled

Envelope Stamping: Enabled

Time Zone: (UTC-08:00) Pacific Time (US & Canada)

Envelope Originator:

Bond Contracts

Simi Valley Unified School District

101 West Cochran Street

Simi Valley, CA 93065

bondcontracts@simivalleyusd.org

IP Address: 207.157.143.40

Record Tracking

Status: Original

9/28/2022 4:02:08 PM

Holder: Bond Contracts

bondcontracts@simivalleyusd.org

Location: DocuSign

Security Appliance Status: Connected

Pool: StateLocal

Storage Appliance Status: Connected

Pool: Simi Valley Unified School District

Location: DocuSign

Signer Events

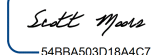
Scott Moors

scott.moors@nv5.com

Vice President

Security Level: Email, Account Authentication
(None)**Signature**

DocuSigned by:



54BBA503D18A4C7...

Signature Adoption: Pre-selected Style

Using IP Address: 107.77.227.160

Signed using mobile

Timestamp

Sent: 9/28/2022 4:08:59 PM

Resent: 10/11/2022 11:30:06 AM

Viewed: 10/11/2022 12:30:53 PM

Signed: 10/11/2022 12:33:11 PM

Electronic Record and Signature Disclosure:

Accepted: 10/11/2022 12:30:53 PM

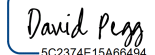
ID: 3017ecb6-49dc-4c51-86cb-231822fb9bfb

David Pegg

david.pegg@simivalleyusd.org

Security Level: Email, Account Authentication
(None)

DocuSigned by:



5C2374E15A66494...

Signature Adoption: Pre-selected Style

Using IP Address: 207.157.143.2

Sent: 10/12/2022 1:22:30 PM

Viewed: 10/12/2022 2:24:30 PM

Signed: 10/12/2022 2:24:53 PM

Electronic Record and Signature Disclosure:

Accepted: 10/12/2022 2:24:30 PM

ID: e3b1a4c2-8404-461c-ab9a-634c0f3d6464

Marc Cunningham

marc.cunningham@simivalleyusd.org

Security Level: Email, Account Authentication
(None)

DocuSigned by:



2CEE5D45D018490...

Signature Adoption: Pre-selected Style

Using IP Address: 207.157.143.2

Sent: 10/12/2022 2:24:55 PM

Viewed: 10/12/2022 3:40:03 PM

Signed: 10/12/2022 3:40:18 PM

Electronic Record and Signature Disclosure:

Accepted: 10/12/2022 3:40:03 PM

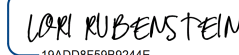
ID: 8cc09d53-5b3c-4b7c-8db8-e2b78976a57d

LORI RUBENSTEIN

lori.rubenstein@simivalleyusd.org

Security Level: Email, Account Authentication
(None)

DocuSigned by:



19ADD8F59B9244E...

Signature Adoption: Pre-selected Style


Using IP Address: 172.56.121.65

Signed using mobile

Sent: 10/12/2022 3:40:21 PM

Viewed: 10/12/2022 3:45:19 PM

Signed: 10/12/2022 3:45:43 PM

Signer Events	Signature	Timestamp
Electronic Record and Signature Disclosure: Accepted: 10/12/2022 3:45:19 PM ID: 7cec27b0-002d-4004-9348-ecef4f62c1b6		
Ashlei Ulmer ashlei.ulmer@simivalleyusd.org Security Level: Email, Account Authentication (None)	 Signature Adoption: Pre-selected Style Using IP Address: 207.157.143.40	Sent: 10/12/2022 3:45:44 PM Viewed: 10/12/2022 4:30:11 PM Signed: 10/12/2022 4:30:35 PM
Electronic Record and Signature Disclosure: Accepted: 10/12/2022 4:30:11 PM ID: c89e6a35-cbef-4ed7-a752-c8dbf444e39e		
Ron Todo ron.todo@simivalleyusd.org Security Level: Email, Account Authentication (None)	 Signature Adoption: Uploaded Signature Image Using IP Address: 207.157.143.41	Sent: 10/12/2022 4:30:37 PM Viewed: 10/17/2022 4:32:54 PM Signed: 10/17/2022 4:33:11 PM
Electronic Record and Signature Disclosure: Accepted: 10/17/2022 4:32:54 PM ID: fe0242a7-9df2-41e7-babc-4dfc1c9931d6		
In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	9/28/2022 4:08:59 PM
Certified Delivered	Security Checked	10/17/2022 4:32:54 PM
Signing Complete	Security Checked	10/17/2022 4:33:11 PM
Completed	Security Checked	10/17/2022 4:33:11 PM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, Simi Valley Unified School District (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Simi Valley Unified School District:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: sean.goldman@simivalleyusd.org

To advise Simi Valley Unified School District of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at sean.goldman@simivalleyusd.org and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from Simi Valley Unified School District

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to sean.goldman@simivalleyusd.org and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Simi Valley Unified School District

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to sean.goldman@simivalleyusd.org and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to ‘I agree to use electronic records and signatures’ before clicking ‘CONTINUE’ within the DocuSign system.

By selecting the check-box next to ‘I agree to use electronic records and signatures’, you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Simi Valley Unified School District as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Simi Valley Unified School District during the course of your relationship with Simi Valley Unified School District.



TITLE: RATIFICATION APPROVAL OF AMENDMENT #1 TO AGREEMENT NO. R22-01759 SIMI VALLEY UNIFIED SCHOOL DISTRICT AND JORDAN, GILBERT & BAIN LANDSCAPE ARCHITECTS, INC. FOR THE QUAD PROJECTS AT ROYAL HIGH SCHOOL

Business & Facilities
Consent #12

October 18, 2022
Page 1 of 1

Prepared by: Ron Todo, Associate Superintendent
Business & Facilities

Background Information

On March 21, 2017 the Board of Education approved the list of selected firms for on-call landscape architect services for the Measure X Bond Program. The firm of Jordan, Gilbert & Bain (JGB) Landscape Architects, Inc. is on the approved list, A17.424.

JGB is providing the Design Development through Closeout services for the Quad improvements to four (4) of the quad areas at Royal High School.

The District requested the extension of an existing water line to accommodate the future new 10 classroom building, in the East Quad, which was not part of the original scope of services. JGB will coordinate and design with the Civil Engineer for the Quad project and the new Classroom building project.

Fiscal Analysis

\$237,362.32 Original Contract, including a 4% reimbursable
\$ 2,956.00 Amendment #1
\$240,318.32 Total Revised Fee, funded by Measure X.

Recommendation

This item is presented for Board of Education ratification.

On motion # 41 by Trustee Smollen, seconded by Trustee LaBelle and carried by a vote of 5/0, the Board of Education, by a roll-call vote, approved Amendment #1 to Agreement R22-01759 for landscape architectural services for Quad Projects at Royal High School.

Ayes: Smollen
LaBelle
Johnson
Boyd
Boyd
Noes: 0 Absent: 0 Abstained: 0



101 W. Cochran Street, Simi Valley, CA 93065
805.306.4500 ext. 4461

AMENDMENT

Project Name:	East Quad Project	Amendment #:	1
Site:	Royal High School	Board Date:	18-Oct-22
To (Architect):	Jordan, Gilbert and Bain Landscape Architects (JGB)	Bid #:	
Address:	459 North Ventura Avenue Ventura, CA 93001	Requisition #:	R22-01759
		P.O. #:	

THE CONTRACT IS CHANGED AS FOLLOWS:

District requested the extension of an existing water line to accommodate the future new 10 classroom building, in the East Quad.

JGB will coordinate and design with the Civil Engineer for the Quad project and the new Classroom building project. See Exhibit A



101 W. Cochran Street, Simi Valley, CA 93065
805.306.4500 ext. 4461

Adjustment to Contract Amount		Adjustment to Contract Schedule	
Original Contract Amount:	\$ 237,362.32	Original Contract Duration:	N/A
Total Prior Change Orders:	\$ -	Original Completion Date:	
Contract Sum Prior to this Change Order:	\$ 237,362.32	Total Approved Time Extension to Date:	January 15, 2023
Amount of this Change Order:	\$ 2,956.00	Adjustment per this Change Order:	N/A
Revised Contract Amount:	\$ 240,318.32	New Completion Date:	January 15, 2023

The undersigned Contractor agrees with the foregoing changes to the Contract price and time allowed for completion of the Work, and agrees to furnish all labor, materials, service, and perform all work necessary to complete any additional work specified herein. Changes to the Contract shall only be effective when approved by the governing board of the District.

It is expressly understood that the value of the extra Work or changes expressly includes any and all of the Contractor's costs and expenses, direct and indirect, resulting from additional time required on the Project or resulting from delay to the Project. Any costs, expenses, damages, or time extensions not included are deemed waived.

N/A		
Contractor	Signature [SimiPCC20118]	Date
PAUL JORDAN	DocuSigned by: <i>Paul Jordan</i>	9/27/2022
Landscape Architect	A629F84717124EC...	Date
Jordan Gilbert Bain		
JIM MCGREGOR	DocuSigned by: <i>[Signature]</i>	9/27/2022
Project Coordinator	C1C1879B1A4B495...	Date
MARC CUNNINGHAM	DocuSigned by: <i>Marc Cunningham</i>	9/28/2022
Construction Project Manager	2CEE5D45D018490...	Date
LORI RUBENSTEIN	DocuSigned by: <i>LORI RUBENSTEIN</i>	9/28/2022
Bond Program Manager	19ADD8F59B9244E...	Date
RON TODO	DocuSigned by: <i>[Signature]</i>	10/3/2022
Associate Superintendent, Business & Facilities	09CA0EB1F690455...	Date

Exhibit A

EXHIBIT "A"

REQUEST FOR ADDITIONAL SERVICES #1 – SEPTEMBER 12, 2022

PROJECT: ROYAL HIGH SCHOOL – P.O. 22-01781
LANDSCAPE IMPROVEMENTS & QUAD AREA
SIMI, CALIFORNIA

LANDSCAPE ARCHITECT: JORDAN, GILBERT & BAIN LANDSCAPE ARCHITECTS, INC.
459 NORTH VENTURA AVENUE
VENTURA, CALIFORNIA 93001

CLIENT: SIMI VALLEY UNIFIED SCHOOL DISTRICT
101 WEST COCHRAN STREET
SIMI VALLEY, CALIFORNIA 93065

ATTENTION: LORA RUBENSTEIN

This Request authorizes the Landscape Architect to provide the following additional services:

1. Preparation of the water line extension.

Mollenhauer Fee\$ 2,956.00
(See attached proposal)

ALL OTHER TERMS AND CONDITIONS SHALL REMAIN THE SAME

BY: Paul J. Jordan **DATE** September 13, 2022
PAUL J. JORDAN
LANDSCAPE ARCHITECT #1443



August 12, 2022

Jordan, Gilbert, Bain Landscape Architects
459 North Ventura Avenue
Ventura, CA 93001

Attention: Mr. Paul Jordan
Principal

Re: **Simi Valley Unified School District**
Royal High School Quad Improvements
Addition of Waterline – ASR 1
MG Proposal # P21.130.041

Dear Mr. Jordan:

In response to your request for additional services proposal of August 3, 2022, we are pleased to submit our proposal for civil engineering services in connection with the subject project.

It is our understanding that the District requested a waterline design to connect to the existing 4" domestic water services and extending easterly across the East Quad improvements project

In reviewing the documentation forwarded to us we have developed the following scope of services that would be performed by our staff for the limits of work as shown on the attached Exhibits RHS-3:

SCOPE OF SERVICES

- Coordination with the District and A/E team.
- Review of record drawings for site work based upon information provided by the A/E team.
- Preparation of the waterline extension plan, details and specifications

DESIGN FEE

Fee for our services will be a lump sum of \$ 2,956.00 billed monthly as the work progresses based upon our estimate of percentage of completion of our work.

REIMBURSABLE EXPENSES

Expenses such as plan checking or processing fees, mylars, printing other than for our own in-house use, express mail, or messenger fees will be itemized separately and billed at cost plus 15 percent.

919 W. Glenoaks Blvd. Glendale, CA 91202 | t: 818 937-9899
t: 213 624-2661
www.mollenhauergroup.com

Mr. Paul Jordan
Royal High School Quad Improvements
Addition of Waterline – ASR 1
August 12, 2022
Page 2 of 2

INSURANCE

The Mollenhauer Group (Mollenhauer) maintains workers compensation and employers' liability insurance of a form and in an amount as required by state law; comprehensive general liability with a general aggregate limit of \$2,000,000, automotive liability with a combined single limit of \$1,000,000 and professional liability insurance with a limit of \$1,000,000 per claim. The client recognizes that the insurance market can be erratic and that Mollenhauer cannot guarantee that they will be able to maintain the coverages identified above. Mollenhauer will endeavor to maintain the above coverages, within the context of prudent business practice, and will notify the client of any change in coverage no later than ten calendar days after we become aware of any change.

OPTIONAL SERVICES

Our scope of services does not include any work not specifically called for herein. Should you so desire, our firm can modify the scope of services outlined in our proposal to best fit the needs of the project. We can provide your firm with an amended proposal for any additional services that might be required in the future, or this work can be billed on an hourly basis in accordance with our attached rate schedule.

CLOSURE

We hope this proposal meets with your approval and look forward to working with you on this project. Should you have any questions regarding our proposal or require additional information, please do not hesitate to contact us.

Very truly yours,

MOLLENHAUER GROUP CIVIL, INC.



Thomas Tran, P.E.
Sr. Vice President, Civil Engineering

Authorization to Proceed:

By: 

Title: President JCB LA

Date: 8-12-22

Enclosures: Exhibits RHS-3

919 W. Glenoaks Blvd. Glendale, CA 91202 | t: 818 937-9899
t: 213 624-2661
www.mollenhauergroup.com

Certificate Of Completion

Envelope Id: 675E108487B34D10BF9D717B0053ECC7

Status: Completed

Subject: Please DocuSign: Amendment 1 -R22-01759 Royal -East Quad.pdf

Source Envelope:

Document Pages: 5

Signatures: 5

Certificate Pages: 5

Initials: 0

AutoNav: Enabled

Enveloped Stamping: Enabled

Time Zone: (UTC-08:00) Pacific Time (US & Canada)

Envelope Originator:

Bond Contracts

Simi Valley Unified School District

101 West Cochran Street

Simi Valley, CA 93065

bondcontracts@simivalleyusd.org

IP Address: 207.157.143.40

Record Tracking

Status: Original

9/27/2022 1:31:43 PM

Security Appliance Status: Connected

Storage Appliance Status: Connected

Holder: Bond Contracts

bondcontracts@simivalleyusd.org

Pool: StateLocal

Pool: Simi Valley Unified School District

Location: DocuSign

Location: DocuSign

Signer Events

Paul Jordan

paul@jordan-gilbert.com

Security Level: Email, Account Authentication
(None)**Signature**DocuSigned by:
Paul Jordan
A629F84717124EC...Signature Adoption: Pre-selected Style
Using IP Address: 71.95.164.182**Timestamp**

Sent: 9/27/2022 1:37:25 PM

Viewed: 9/27/2022 4:23:48 PM

Signed: 9/27/2022 4:24:22 PM

Electronic Record and Signature Disclosure:

Accepted: 9/27/2022 4:23:48 PM

ID: e57427f6-fb5a-4701-b5c1-07bbbf71503

Jim McGregor

jim.mcgregor@simivalleyusd.org

Security Level: Email, Account Authentication
(None)DocuSigned by:
Jim McGregor
C1C1879B1A4B495...Signature Adoption: Drawn on Device
Using IP Address: 174.193.210.18
Signed using mobile

Sent: 9/27/2022 4:24:24 PM

Viewed: 9/27/2022 4:51:03 PM

Signed: 9/27/2022 4:52:14 PM

Electronic Record and Signature Disclosure:

Accepted: 9/27/2022 4:51:03 PM

ID: 3921a177-d9dd-428c-aac2-0e566d67cee3

Marc Cunningham

marc.cunningham@simivalleyusd.org

Security Level: Email, Account Authentication
(None)DocuSigned by:
Marc Cunningham
2CEE5D45D018490...Signature Adoption: Pre-selected Style
Using IP Address: 207.157.143.172

Sent: 9/27/2022 4:52:15 PM

Viewed: 9/28/2022 10:00:51 AM

Signed: 9/28/2022 10:01:23 AM

Electronic Record and Signature Disclosure:

Accepted: 9/28/2022 10:00:51 AM

ID: 09bbdb04-1ab2-48d3-a1a5-744516772272

LORI RUBENSTEIN

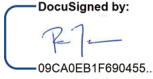
lori.rubenstein@simivalleyusd.org

Security Level: Email, Account Authentication
(None)DocuSigned by:
LORI RUBENSTEIN
19ADD8F59B9244E...Signature Adoption: Pre-selected Style
Using IP Address: 207.157.143.41

Sent: 9/28/2022 10:01:25 AM

Viewed: 9/28/2022 10:02:22 AM

Signed: 9/28/2022 10:02:38 AM

Signer Events	Signature	Timestamp
Electronic Record and Signature Disclosure: Accepted: 9/28/2022 10:02:22 AM ID: 11b6497e-36ff-45eb-8f28-415bbd04e64e		
Ron Todo ron.todo@simivalleyusd.org Security Level: Email, Account Authentication (None)	 Signature Adoption: Uploaded Signature Image Using IP Address: 207.157.143.41	Sent: 9/28/2022 10:02:40 AM Viewed: 10/3/2022 8:41:35 AM Signed: 10/3/2022 8:41:46 AM
Electronic Record and Signature Disclosure: Accepted: 10/3/2022 8:41:35 AM ID: 11dcd3d0-1735-4062-b359-74de2456325c		
In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	9/27/2022 1:37:25 PM
Certified Delivered	Security Checked	10/3/2022 8:41:35 AM
Signing Complete	Security Checked	10/3/2022 8:41:46 AM
Completed	Security Checked	10/3/2022 8:41:46 AM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, Simi Valley Unified School District (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Simi Valley Unified School District:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: sean.goldman@simivalleyusd.org

To advise Simi Valley Unified School District of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at sean.goldman@simivalleyusd.org and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from Simi Valley Unified School District

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to sean.goldman@simivalleyusd.org and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Simi Valley Unified School District

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to sean.goldman@simivalleyusd.org and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

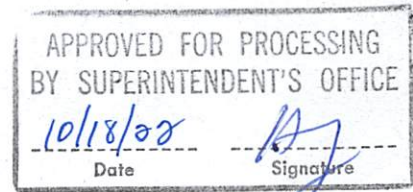
The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to ‘I agree to use electronic records and signatures’ before clicking ‘CONTINUE’ within the DocuSign system.

By selecting the check-box next to ‘I agree to use electronic records and signatures’, you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Simi Valley Unified School District as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Simi Valley Unified School District during the course of your relationship with Simi Valley Unified School District.



TITLE: RATIFICATION APPROVAL OF AMENDMENT #1 TO AGREEMENT NO. R22-01615 BETWEEN SIMI VALLEY UNIFIED SCHOOL DISTRICT AND ARCHITECTURE FOR EDUCATION, INC. FOR THE ARCHITECTURAL SERVICES AT THE MPR PLAZA COURTYARD AT ROYAL HIGH SCHOOL

Business & Facilities
Consent #13

October 18, 2022
Page 1 of 1

Prepared by: Ron Todo, Associate Superintendent
Business & Facilities

Background Information

A4E is the architect on the Plaza Courtyard at the MPR Building at Royal High School.

The MPR Plaza Courtyard was an alternate bid item in the original MPR Renovation project. At that time, the alternate was not accepted. The District has now proceeded with construction of the MPR Plaza Courtyard.

The construction cost of the MPR Plaza Courtyard is \$2,336,544.00. The Architect's fee includes, but not limited to, civil engineering, landscape architects, electrical engineering, per Agreement A18.063.

The fee is broken down as follows:

\$ 13,200.00 Original Contract

\$177,782.36 Amendment #1 Fixed Base Fee, See Exhibit A For MPR Plaza Redesign Fee Only

(\$ 13,400.00) Fee for Landscape Architect, Paid by the District separately

\$177,582.36 Total Architectural Fee, paid by Measure X

Fiscal Analysis

This item is presented for Board of Education ratification.

On motion # 41 by Trustee Smollen, seconded by Trustee LaBelle
and carried by a vote of 5/0, the Board of Education, by a roll-call vote, approved
Amendment #1 to Agreement R22-01615 for architectural services, for the MPR Plaza Courtyard at
Royal HS.

Ayes: Smollen
LaBelle
Jubran
Bagdasaryan
Blough Noes: 0 Absent: 0 Abstain: 0



101 W. Cochran Street, Simi Valley, CA 93065
805.306.4500 ext. 4461

AMENDMENT

Project Name:	MPR Plaza Courtyard Project	Amendment #:	1
Site:	Royal High School	Board Date:	18-Oct-22
To (Architect):	Architecture For Education, Inc	Bid #:	
Address:	41 North Fair Oaks Avenue Pasadena, CA 91103	Requisition #:	R22-01615
		P.O. #:	

THE CONTRACT IS CHANGED AS FOLLOWS:

The MPR Plaza Courtyard was an alternate bid item in the original MPR Renovaton project. At that time, the alternate was not accepted. The District has now proceed with construction of the MPR Plaza Courtyard. The construction cost of the MPR Plaza Courtyard is \$2,336,544.00. The Architect's fee includes, but not limited to, civil engineering, landscape architects, electrical engineering, per Agreement A18.063. The fee is broken down as follows:

\$190,982.36 Fixed Base Fee, See Exhibit A For MPR Plaza Redesign Fee Only
 - \$13,200.00 Original Fee for Civil, Electrical and Architectural
 - \$13,400.00 Fee for Landscape Architect, Paid by the District separately
 \$164,382.36 Total Architectural Fee



101 W. Cochran Street, Simi Valley, CA 93065
805.306.4500 ext. 4461

Adjustment to Contract Amount		Adjustment to Contract Schedule	
Original Contract Amount:	\$ 13,200.00	Original Contract Duration:	N/A
Total Prior Change Orders:	\$ -	Original Completion Date:	
Contract Sum Prior to this Change Order:	\$ 13,200.00	Total Approved Time Extension to Date:	January 15, 2023
Amount of this Change Order:	\$ 164,382.36	Adjustment per this Change Order:	N/A
Revised Contract Amount:	\$ 177,582.36	New Completion Date:	January 15, 2023

The undersigned Contractor agrees with the foregoing changes to the Contract price and time allowed for completion of the Work, and agrees to furnish all labor, materials, service, and perform all work necessary to complete any additional work specified herein. Changes to the Contract shall only be effective when approved by the governing board of the District.

It is expressly understood that the value of the extra Work or changes expressly includes any and all of the Contractor's costs and expenses, direct and indirect, resulting from additional time required on the Project or resulting from delay to the Project. Any costs, expenses, damages, or time extensions not included are deemed waived.

N/A Contractor	Signature [SimiPCC20118]	Date
RACHEL ADAMS Architect A4E	DocuSigned by: F6F81EEFEA29404...	10/3/2022 Date
DAVID PEGG Project Coordinator	DocuSigned by: 5C2374E15A66494...	10/4/2022 Date
MARC CUNNINGHAM Construction Project Manager	DocuSigned by: 2CEE5D45D018490...	10/4/2022 Date
LORI RUBENSTEIN Bond Program Manager	DocuSigned by: 19ADD8F59B9244E...	10/4/2022 Date
RON TODO Associate Superintendent, Business & Facilities	DocuSigned by: 09CA0EB1F690455...	10/4/2022 Date



Exhibit A - For MPR Plaza Redesign Fee Only

RACHEL ADAMS, AIA, LEED AP
OLIVIA GRAF DOYLE

September 2, 2022

Pedro Avila
Director of Facilities & Planning
Simi Valley Unified School District
875 Cochran Street
Simi Valley, CA 93065

RE: Royal HS Cost Increase Fee Adjustment

Dear Pedro:

Per our 5/6/22 meeting concerning the Royal High School Courtyard, SVUSD identified the RHS Courtyard Construction Cost to be added to the Overall RHS Project Construction Cost. We understand the district would be wrapping up all contractor contracts, but as we have now received the latest contractor payment application, we submit this request to reconcile our services contract price in accordance with the architectural services agreement.

Updated Construction Bid Amount: \$9,594,123 (MPR) + \$2,336,544 (Courtyard) = \$11,930,667

Updated A4E Basic Services utilizing the sliding scale per contract: \$1,141,953.36

Unmodified Specialty Engineering Fee: \$228,731

Total A/E fee = \$1,370,684.36

Per SVUSD request, for ease of tracking, and as discussed in the May meeting, we propose maintaining the original A/E fee of \$1,179,702 for the MPR and bill in alignment with the % complete of the MPR project; then identifying the additional fee of \$190,982.36 under MPR Plaza Redesign so it may be billed separately against Plaza % completion.

Per our 8/31/22 discussion with District Bond Manager, we agree we agree that consultant costs shall be under the sliding scale cost, and thus A4E will incorporate costs for civil, electrical, and landscape architect under our contractual umbrella. A4E can discount the design fees previously paid to the landscape architect, upon receipt of SVUSD records of amount paid. A4E shall make any further payments to the engineering team for construction administration

Please let us know if you have any questions, we are available to discuss anytime.

Sincerely,

Rachel Adams
Principal/Partner
Architecture for Education Inc

Olivia Graf Doyle
Principal/Partner
Architecture for Education Inc

Pedro Avila
Director of Facilities & Planning
Simi Valley Unified School District

Date

Certificate Of Completion

Envelope Id: 3F6526915A254639BFCF4E1EDA4879C7

Status: Completed

Subject: Complete with DocuSign: Amendment 1 -R22-01615 A4E Royal -MPR Courtyard.pdf

Source Envelope:

Document Pages: 3

Signatures: 5

Certificate Pages: 5

Initials: 0

AutoNav: Enabled

Enveloped Stamping: Enabled

Time Zone: (UTC-08:00) Pacific Time (US & Canada)

Envelope Originator:

Bond Contracts

Simi Valley Unified School District

101 West Cochran Street

Simi Valley, CA 93065

bondcontracts@simivalleyusd.org

IP Address: 207.157.143.40

Record Tracking

Status: Original

9/30/2022 8:44:04 AM

Security Appliance Status: Connected

Storage Appliance Status: Connected

Holder: Bond Contracts

bondcontracts@simivalleyusd.org

Pool: StateLocal

Pool: Simi Valley Unified School District

Location: DocuSign


Location: DocuSign

Signer Events

Rachel Adams

radams@architecture4e.com

Managing Principal/Partner

Security Level: Email, Account Authentication
(None)**Signature**DocuSigned by:

F6F81EEFEA29404...Signature Adoption: Drawn on Device
Using IP Address: 108.213.22.65**Timestamp**

Sent: 9/30/2022 8:46:07 AM

Viewed: 10/3/2022 5:00:40 PM

Signed: 10/3/2022 5:04:51 PM

Electronic Record and Signature Disclosure:

Accepted: 10/3/2022 5:00:40 PM

ID: 5081b686-05f0-4079-b0a3-e7d93a351020

David Pegg

david.pegg@simivalleyusd.org

Security Level: Email, Account Authentication
(None)DocuSigned by:

5C2374E15A66494...Signature Adoption: Pre-selected Style
Using IP Address: 207.157.143.2

Sent: 10/3/2022 5:04:53 PM

Viewed: 10/4/2022 8:21:56 AM

Signed: 10/4/2022 3:45:24 PM

Electronic Record and Signature Disclosure:

Accepted: 10/4/2022 3:45:03 PM

ID: 0efaac99-a0c9-40b3-8be5-76833125cfff

Marc Cunningham

marc.cunningham@simivalleyusd.org

Security Level: Email, Account Authentication
(None)DocuSigned by:

2CEE5D45D018490...Signature Adoption: Pre-selected Style
Using IP Address: 207.157.143.2

Sent: 10/4/2022 3:45:27 PM

Viewed: 10/4/2022 3:46:34 PM

Signed: 10/4/2022 3:48:10 PM

Electronic Record and Signature Disclosure:

Accepted: 10/4/2022 3:46:34 PM

ID: b386de9b-a84c-4125-9017-15faa268caa6

LORI RUBENSTEIN

lori.rubenstein@simivalleyusd.org

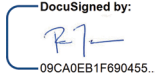
Security Level: Email, Account Authentication
(None)DocuSigned by:

19ADD8F59B9244E...Signature Adoption: Pre-selected Style
Using IP Address: 207.157.143.41

Sent: 10/4/2022 3:48:12 PM

Viewed: 10/4/2022 3:58:03 PM

Signed: 10/4/2022 3:58:10 PM

Signer Events	Signature	Timestamp
Electronic Record and Signature Disclosure: Accepted: 10/4/2022 3:58:03 PM ID: 6d1f5cb1-82dd-4549-93e7-5823272151aa		
Ron Todo ron.todo@simivalleyusd.org Security Level: Email, Account Authentication (None)	 Signature Adoption: Uploaded Signature Image Using IP Address: 207.157.143.41	Sent: 10/4/2022 3:58:11 PM Viewed: 10/4/2022 5:47:11 PM Signed: 10/4/2022 5:47:28 PM
Electronic Record and Signature Disclosure: Accepted: 10/4/2022 5:47:10 PM ID: 96db2dd1-6127-4069-847f-ec12f354f8f0		
In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	9/30/2022 8:46:07 AM
Certified Delivered	Security Checked	10/4/2022 5:47:11 PM
Signing Complete	Security Checked	10/4/2022 5:47:28 PM
Completed	Security Checked	10/4/2022 5:47:28 PM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, Simi Valley Unified School District (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Simi Valley Unified School District:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: sean.goldman@simivalleyusd.org

To advise Simi Valley Unified School District of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at sean.goldman@simivalleyusd.org and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from Simi Valley Unified School District

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to sean.goldman@simivalleyusd.org and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Simi Valley Unified School District

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to sean.goldman@simivalleyusd.org and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

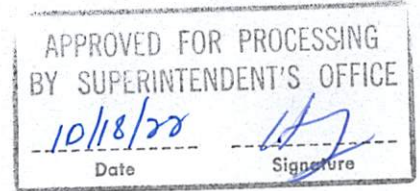
The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to ‘I agree to use electronic records and signatures’ before clicking ‘CONTINUE’ within the DocuSign system.

By selecting the check-box next to ‘I agree to use electronic records and signatures’, you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Simi Valley Unified School District as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Simi Valley Unified School District during the course of your relationship with Simi Valley Unified School District.



TITLE: RATIFICATION OF APPROVAL OF AMENDMENT #4 TO AGREEMENT NO. R20-02069 BETWEEN SIMI VALLEY UNIFIED SCHOOL DISTRICT AND AMADOR WHITTLE ARCHITECTS FOR DESIGN SERVICES FOR RELOCATION OF TWO MODULAR BUILDINGS TO THE RSRPD COMMUNITY POOL

Business & Facilities
Consent #14

October 18, 2022
Page 1 of 1

Prepared by: Ron Todo, Associate Superintendent
Business & Facilities

Background Information

On January 17, 2017 the Board of Education approved the list of selected firms for on-call architectural services for the Measure X Bond Program. Architectural services are needed for relocating two District-owned portables to the Rancho Simi Recreation & Park District Community Pool for use by the Royal High School swim team. The firm of Amador Whittle Architects, Inc. is on the approved list and can provide these services.

Due to delay in the deferred approval of the fire sprinkler drawings, by the Fire Department, the District requested additional 12 hours from the Architect for additional architectural services. See Exhibit A for Fee Only

Fiscal Analysis

\$57,304.00 Original Contract
\$ 3,990.00 1st Increase 12/20/19
\$ 1,472.00 2nd Increase 2/17/22
\$ 5,311.00 3rd Increase 6/14/22
\$ 4,232.00 4th Increase - This Amendment
\$ 3,359.02 Reimbursable Expenses
\$75,668.02 Total Revised Contract, funded with Measure X funds.

Recommendation

This item is presented for Board of Education ratification.

On motion # 41 by Trustee Smollen, seconded by Trustee LaBelle
and carried by a vote of 5/0, the Board of Education, by a roll-call vote, approved
Ratification of Amendment #4 to Agreement R20-02069.

Ayes: Smollen
LaBelle
Subian
Bagdasaryan
Blough Noes: 0 Absent: 0 Abstained: 0



101 W. Cochran Street, Simi Valley, CA 93065
805.306.4500 ext. 4461

AMENDMENT

Project Name:	Portable Relocation to Rancho Simi	Amendment #:	4
Site:	Royal High School	Board Date:	18-Oct-22
To (Architect):	Amador Whittle Architects, Inc.	Bid #:	
Address:	28328 Agoura Road 203 Hills, cA 91301	Requisition #:	R20-0269
		P.O. #:	P20-01995

THE CONTRACT IS CHANGED AS FOLLOWS:

Due to delay in the deferred approval of the fire sprinkler drawings, by the Fire Department, the District requested additional 12 hours from the Architect for additional architectural services.

See Exhibit A for Fee Only

57,304.00 Original Contract

1st Increase 12/20/19

\$ 1,472.00 2nd Increase 2/17/22

\$ 5,311.00 3rd Increase 6/14/22

\$ 4,232.00 4th Increase - This Amendment

\$ 3,359.02 Reimbursable Expenses

\$75,668.02 Total Revised Contract, funded with Measure X funds.

\$

\$ 3990.00



SimiValleySchools
SIMI VALLEY UNIFIED SCHOOL DISTRICT

101 W. Cochran Street, Simi Valley, CA 93065
805.306.4500 ext. 4461

Adjustment to Contract Amount		Adjustment to Contract Schedule	
Original Contract Amount:	\$ 57,304.00	Original Contract Duration:	N/A
Total Prior Change Orders:	\$ 14,132.02	Original Completion Date:	April 24, 2020
Contract Sum Prior to this Change Order:	\$ 71,436.02	Total Approved Time Extension to Date:	November 15, 2022
Amount of this Change Order:	\$ 4,232.00	Adjustment per this Change Order:	
Revised Contract Amount:	\$ 75,668.02	New Completion Date:	November 15, 2022

The undersigned Contractor agrees with the foregoing changes to the Contract price and time allowed for completion of the Work, and agrees to furnish all labor, materials, service, and perform all work necessary to complete any additional work specified herein. Changes to the Contract shall only be effective when approved by the governing board of the District.

It is expressly understood that the value of the extra Work or changes expressly includes any and all of the Contractor's costs and expenses, direct and indirect, resulting from additional time required on the Project or resulting from delay to the Project. Any costs, expenses, damages, or time extensions not included are deemed waived.

N/A Contractor	Signature [SimiPCC20118]	Date
JEAN AMADOR Architect	DocuSigned by: <i>Jean Amador</i> B0D1FF1C72CF41D...	10/4/2022 Date
DAVID PEGG Project Coordinator	DocuSigned by: <i>David Pegg</i> 5C2374E15A66494...	10/4/2022 Date
MARC CUNNINGHAM Construction Project Manager	DocuSigned by: <i>Marc Cunningham</i> 2CEE5D45D018490...	10/4/2022 Date
LORI RUBENSTEIN Bond Program Manager	DocuSigned by: <i>LORI RUBENSTEIN</i> 19ADD8F59B9244E...	10/4/2022 Date
RON TODO Associate Superintendent, Business & Facilities	DocuSigned by: <i>RJ</i> 09CA0EB1F690455...	10/4/2022 Date

AMADÒR

September 15, 2022
September 22, 2022 rev.

Simi Valley Unified School District
101 West Cochran Street
Simi Valley CA 93065

Attention: Desiree Rask, Construction Planning Coordinator

Project: **Relocation of two Modular Buildings to RSRPD Community Pool**

Subject: A/E Hourly Proposal for on-going Construction Services

Dear Ms. Rask:

In accordance with your Request for Proposal, Amador Whittle Architects, Inc. and consulting engineers are pleased to provide this proposal for the referenced project for on-going construction services to invoice hourly for 12 hours until hours exhausted. Additional previous hours include 7 hours during month of August 2022 invoice and 4 hours expended during September 2022 to date.

Principal Architect and Engineer Rate 23 hour's x \$ 184. = \$ 4,232.

Regards,



jean amador
principal architect, aia

AMADÒR

m 805.558.4332
o 805.530.3938
amador whittle architects, inc.
28328 agoura rd, 203
agoura hills, ca 91301

Certificate Of Completion

Envelope Id: BF5BA3F255474C5EA21C7A84C3A1EAA5

Status: Completed

Subject: Complete with DocuSign: Amendment 4 -Royal Amador - Pool.pdf

Source Envelope:

Document Pages: 3

Signatures: 5

Certificate Pages: 5

Initials: 0

AutoNav: Enabled

Enveloped Stamping: Enabled

Time Zone: (UTC-08:00) Pacific Time (US & Canada)

Envelope Originator:

Bond Contracts

Simi Valley Unified School District

101 West Cochran Street

Simi Valley, CA 93065

bondcontracts@simivalleyusd.org

IP Address: 207.157.143.40

Record Tracking

Status: Original

10/4/2022 1:01:14 PM

Security Appliance Status: Connected

Storage Appliance Status: Connected

Holder: Bond Contracts

bondcontracts@simivalleyusd.org

Pool: StateLocal

Pool: Simi Valley Unified School District

Location: DocuSign

Location: DocuSign

Signer Events

Jean Amador

jean@amador.team

Security Level: Email, Account Authentication
(None)**Signature**

DocuSigned by:


B0D1FF1C72CF41D...

Signature Adoption: Pre-selected Style

Using IP Address: 75.83.85.18

Timestamp

Sent: 10/4/2022 1:03:01 PM

Viewed: 10/4/2022 1:35:17 PM

Signed: 10/4/2022 1:35:30 PM

Electronic Record and Signature Disclosure:

Accepted: 10/4/2022 1:35:17 PM

ID: ba8e33d3-e8d2-4292-b5e9-196a81a0dfb5

David Pegg

david.pegg@simivalleyusd.org

Security Level: Email, Account Authentication
(None)

DocuSigned by:


5C2374E15A86494...

Signature Adoption: Pre-selected Style

Using IP Address: 207.157.143.2

Sent: 10/4/2022 1:35:32 PM

Viewed: 10/4/2022 3:33:12 PM

Signed: 10/4/2022 3:33:36 PM

Electronic Record and Signature Disclosure:

Accepted: 10/4/2022 3:33:12 PM

ID: 26be5065-1d97-4350-9092-6234fe557b37

Marc Cunningham

marc.cunningham@simivalleyusd.org

Security Level: Email, Account Authentication
(None)

DocuSigned by:


2CEE5D45D018490...

Signature Adoption: Pre-selected Style

Using IP Address: 207.157.143.2

Sent: 10/4/2022 3:33:38 PM

Viewed: 10/4/2022 3:44:12 PM

Signed: 10/4/2022 3:45:05 PM

Electronic Record and Signature Disclosure:

Accepted: 10/4/2022 3:44:12 PM


ID: aeb5cb11-d0ad-4939-9283-c06695365467

LORI RUBENSTEIN

lori.rubenstein@simivalleyusd.org

Security Level: Email, Account Authentication
(None)

DocuSigned by:


19ADD8F59B9244E...

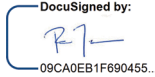
Signature Adoption: Pre-selected Style

Using IP Address: 207.157.143.41

Sent: 10/4/2022 3:45:07 PM

Viewed: 10/4/2022 3:58:37 PM

Signed: 10/4/2022 3:58:43 PM

Signer Events	Signature	Timestamp
Electronic Record and Signature Disclosure: Accepted: 10/4/2022 3:58:37 PM ID: 123a0197-54ac-41ee-9a30-d9ff5ea088e3		
Ron Todo ron.todo@simivalleyusd.org Security Level: Email, Account Authentication (None)	 Signature Adoption: Uploaded Signature Image Using IP Address: 207.157.143.41	Sent: 10/4/2022 3:58:44 PM Viewed: 10/4/2022 5:47:52 PM Signed: 10/4/2022 5:48:03 PM
Electronic Record and Signature Disclosure: Accepted: 10/4/2022 5:47:52 PM ID: 6705fd72-a135-491a-9dba-e3afe5d34754		
In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	10/4/2022 1:03:01 PM
Certified Delivered	Security Checked	10/4/2022 5:47:52 PM
Signing Complete	Security Checked	10/4/2022 5:48:03 PM
Completed	Security Checked	10/4/2022 5:48:03 PM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, Simi Valley Unified School District (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Simi Valley Unified School District:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: sean.goldman@simivalleyusd.org

To advise Simi Valley Unified School District of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at sean.goldman@simivalleyusd.org and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from Simi Valley Unified School District

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to sean.goldman@simivalleyusd.org and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Simi Valley Unified School District

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to sean.goldman@simivalleyusd.org and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

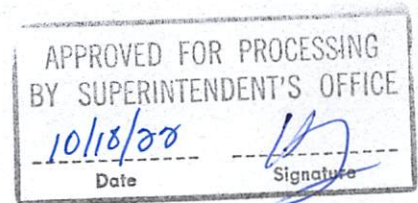
The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

By selecting the check-box next to 'I agree to use electronic records and signatures', you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Simi Valley Unified School District as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Simi Valley Unified School District during the course of your relationship with Simi Valley Unified School District.



TITLE: APPROVAL OF THE UPDATED MEMBERS ON THE CITIZEN'S BOND OVERSIGHT COMMITTEE (CBOC) AND THEIR TERMS FOR MEASURE X

Business & Facilities
Consent #17

October 18, 2022
Page 1 of 1

Prepared by: Ron Todo, Associate Superintendent
Business & Facilities

Background Information

In accordance with the requirements of Proposition 39, the Board of Education established a Citizens' Bond Oversight Committee (CBOC) to oversee the expenditures and decisions of Measure X Bond Funds. Their role is primarily an audit function with the responsibility to report to the public on the District's expenditures and consistency with the Measure X Bond.

Most of the current committee members are terming out, and new committee members are needed. The Committee shall consist of at least seven (7) members; one member shall be a parent or guardian of a child enrolled in the District, one member shall be active in the PTA or school site council, one member shall be active in a local business organization, one member shall be from a senior citizens' organization, and one member shall be active in a bona-fide tax payers association. Other members are typically from the community at-large.

The application for serving on the committee was posted on the District's website. District staff solicited applications through an e-mail transmitted to all the parents in the District on December 2021, January 12, 2022 and February 16, 2022 for a person active in a local business organization. Staff has reviewed the applications, contacted and interviewed the applicants, and recommends the applicants presented below.

The Committee Members serve either a one (1) year or two (2) year term, with the option to renew. Several Committee Members terms expired in September. A couple of members chose not to renew and a couple chose to renew for a two (2) year term.

Recommendation

It is recommended that the Board of Education approve the updated CBOC Committee Members and their terms for the Measure X Bond. See Attachment A.

On motion # 41 by Trustee Smollen, seconded by Trustee LaBelle and carried by a vote of 5/0, the Board of Education, by a roll-call vote, approved the updated CBOC Committee Members and their terms for the Measure X Bond.

Ayes: Smollen
LaBelle
Subian
Bagdasaryan
Blough Noes: 0 Absent: 0 Abstain: 0



Attachment A

EXHIBIT "A"

Citizens Bond Oversight Committee (CBOC) Measure X

Members	Email Address	Phone Number	TERMS						DATE		Position Held	REQUIRED CATEGORIES					
			Term #1		Term #2		Term #3		Date Started	Date Ended		Local Business Org.	Senior Citizens Org.	Bona-fied Taxpayers Org.	Parent/ Guardian of Child Enrolled in District	Parent/ Guardian of Child Enrolled in District and Active in PTA or School Site Council	At-Large Community Member
			One (1) Year	Two (2) Year	One (1) Year	Two (2) Year	One (1) Year	Two (2) Year									
Steven Randall (Alternate on 3/13/17)	srandallcpa@gmail.com		X		X		X		03/01/18	6/30/23	Vice Chair			X			
Jayesh Patel	pateljr@hotmail.com			X					08/17/21	9/30/23	CO-Publicity Chair				X		
John Strickler	stricklergroup@gmail.com			X					08/17/21	9/30/23			X				
Josh Mengers	joshua.mengers@gmail.com			X					08/17/21	9/30/23	Chair				X	X	X
Josh Platten	joshplatten@yahoo.com		X			X			08/17/21	9/30/24					X		
Larry Borovay	fnrinc@msn.com								06/14/22	9/30/24		X					
Omar Noorzai	onoorzai@yahoo.com		X			X			08/17/21	9/30/24					X	X	X
Rasesh (Ray) Mehta	rasesh79@att.net			X					08/17/21	9/30/23					X	X	X
Rebecca Hopkins	bahoppy13a@gmail.com		X			X			08/17/21	9/30/24	Secretary / CO-Publicity Chair			X	X		

M- Potentially this category

California Education Code 15282: The Committee shall consist of at least seven (7) members, who shall serve for a minimum term of two years and for no more than three consecutive terms. Committee shall have one member from each of the REQUIRED CATEGORIES

- (1) Parent or Guardian of a Child Enrolled in the District
- (1) Parent or guardian of a child enrolled in the District and active in a parent - teacher organization, such as P.T.A
- (1) Active in a buisness organization representing the buisness community located in the District
- (1) active in a senior citizens' organization
- (1) acative in a bona-fide taxpayers association
- (2) members of the community at large

A majority of the number of Committee members shall constitute a quorum for the transaction of any business