

**EXHIBIT A
Work Authorization Form**

Firm	Ehm Architecture Inc	Work Authorization Number	01
Attn:	Randal Jay Ehm	Contract #	20210616
Requestor	Rhonda Brown	Date Requested	10/27/20
Due By	See Tasks Below	Deliverables (Y/N)	Y

TASKS/DELIVERABLES	
Tasks Required/Deliverables	Due Dates
Task 1: Provide 90% drawings and specifications for the installation of several shade structures for district review	11/23/20
Task 2: Submit 100% drawings and specifications to DSA using the "over the counter" process and achieve approved documents.	Within (1) month of execution
Task 3: Project Administration services	TBD

Cost/Payment Schedule	
Task	Authorized Estimated Cost
1. Project 90% drawings and specs	\$5,000
2. 100% drawings and DSA approval	\$6,455
3. Project Administration; DSA Close Out	\$3,000

TOTAL NOT-TO-EXCEED AUTHORIZATION

\$14,455

Request Details

Send invoices to: rhonda.brown@sanpasqualunion.net

Further details included in the attached proposal.

Coordinate work with Eric Berg – Project Manager (858) 295-6896

Agreement to Perform by: _____

Date: _____

Print Name: __Randal Jay Ehm AIA – VP/CEO, Ehm Architecture Inc__

Authorized to Proceed by: _____

Date: _____

Print Name: Mark Burroughs. Superintendent

EHM A R C H I T E C T U R E

November 5, 2020

Eric Berg

School Facilities Planning Specialist
San Diego County Office of Education
Educational Facility Solutions Group
6401 Linda Vista Road, #506
San Diego, CA 92111

RE: San Pasqual Elementary School Shade Structure

Dear Mr. Berg:

Please find attached my proposal for Architectural Services on the above-referenced project. This proposal is based on your emailed RFP, upon my review of the record drawings which you have provided and upon my confirmation of the approval process with DSA.

This proposal is based upon the understanding that the selected shade structure will have a DSA PC number, and that it will therefore be eligible for "over-the-counter" approval by DSA. It is also based upon the understanding, as confirmed by Geoffrey Chan of DSA, that all new Path of Travel (POT) elements must be fully compliant with ADA but only need to be connected to the existing-pre-approved POT from the most recent improvements. Mr. Chan confirmed that existing restroom facilities will be accepted as previously-approved, with no trigger for upgrade to current code.

Thank you for the opportunity to be of service!

Respectfully,



Randal Jay Ehm AIA, CDS, NCARB, Mенса, WSRCA
President / CEO
Ehm Architecture Inc.

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Toll Free 877 299 P5453

3944 Falcon Street
San Diego, CA 92103-2943
619 299 5453

1889 Cole Loop SE
Port Orchard, WA 98366
206 763 1481

SCOPE OF WORK – BASIC SERVICES

Provide Architectural Services as required for placement of a new 30' x 30' pre-approved shade structure at San Pasqual Elementary School, per our recent site walk with school administrators and facilities staff. Services will include Field Measurement and Record Drawing Verification of connections to existing POT, Conversion of As-Built Drawings to CAD, Design Development Drawings and Outline Specifications (60% submittal), Construction Documents Drawings and Specifications (90% submittal), DSA approval processing and Construction Administration Phase Support Services. Specific tasks anticipated in each phase and included as Basic Services are listed in the attached Fee Matrix.

Deliverables include the following:

- ◆ **Drawings:** Title Sheet, General Notes, Site Plan, Site Accessibility Plan, Enlarged Area Plan, Architectural Details, Record Drawings.
- ◆ **Specifications:** Outline Specifications at 60% Submittal; Detailed Specifications at 90% Submittal

Subconsultant Services are not included.

FEE PROPOSAL – BASIC SERVICES

Pre-design Phase	\$	2,745
Design Development Phase		685
Construction Documents Phase		8,125
Construction Administration Phase		3,000
Total Basic Services Fee	\$	14,455

PAYMENT SCHEDULE – Basic Services

Payment (due upon submittal of DD Package to SDCOE/SPUSD)	\$	3,400
Payment (due upon submittal of CD Package to DSA)		5,000
Payment (due upon DSA sign-off)		3,125
Billed Monthly or by completed phase, as incurred		3,000
Total of Payments	\$	14,455

STANDARD HOURLY RATES – Ehm Architecture

Principal Architect (PA)	\$	200/hr.
Project Manager (PM)		175/hr.
Specifications Writer (SW)		150/hr.
CAD Technician II (CDII)		145/hr.
Clerical (C)		85/hr.

ADDITIONAL SERVICES

Architectural Services beyond those specifically included herein, if required by SDCOE or if needed due to unforeseen circumstances encountered during construction, will be billed at our Standard Hourly Rates. Subconsulting Services will be billed at 15% over cost.

Agreed and accepted:


Randal Jay Ehm AIA, CDS, NCARB, MENSA
President / CEO
Ehm Architecture Inc.

Eric Berg
School Facilities Planning Specialist
SDCOE

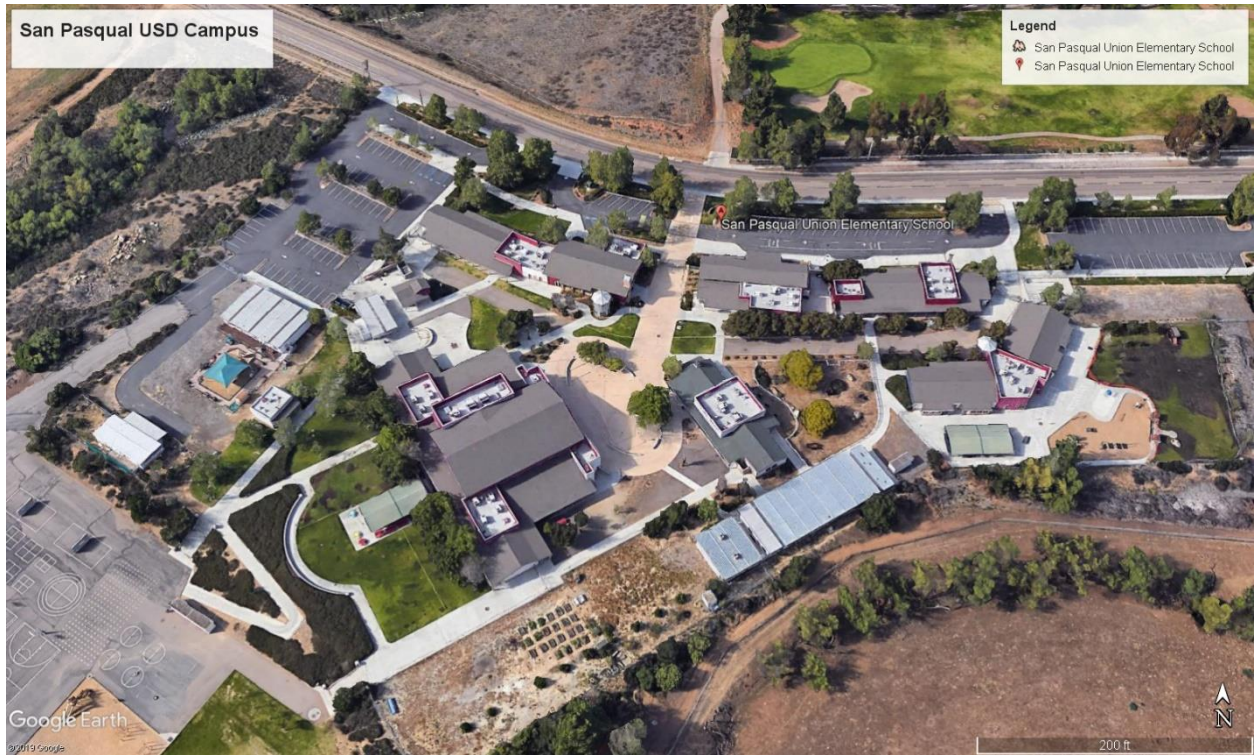


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