



February 16, 2026

Sandra Franco
Director of Maintenance, Operations & Transportation
Menlo Park City School District
181 Encinal Ave, Atherton CA 94027

BOARD APPROVED
MAR 05 2026
MENLO PARK CITY
SCHOOL DISTRICT

Sent via email to: sfranco@mpcsd.org

**Subject: DTSC - Menlo Park City School District, Laurel Upper Campus
2026 Radon Sampling Events (2) and Optional DTSC O&M Plan Response to Comments**

Dear Ms. Franco:

At your request, Terraphase Engineering Inc. (Terraphase) is pleased to present this proposal to provide:

- Two radon testing events throughout frequently occupied spaces on the first and second floors of the school.
 - First event to occur at the end of the rainy season (Spring 2026 – March)
 - Second event to occur at the end of the hot season (End of September/beginning of October)
- Preparation of a Radon Sampling Completion Report, submitted to DTSC within 60 days of the last sampling event.
- Participation in meetings with the client and DTSC, as needed or requested.
- Additionally, an optional task is included to address the O&M Plan Comments provided by DTSC on January 30, 2026.

Assumptions

Costs are based on access to the school buildings during normal working hours. The radon monitors will be placed and collected 48 hours later. No response to DTSC comments for the radon sampling completion report is included in this proposal.

Schedule

We can begin work as soon as we have your authorization to proceed.

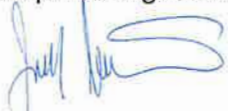
Cost and Contract

We propose to provide these services for a time and materials cost of \$13,448 (including the optional task). The time and materials cost without the optional task is \$11,600. We will not exceed this cost without authorization in writing from you. A detailed cost estimate is attached to this proposal as Table 1.

Closing

We are grateful for the opportunity to offer our services on this important project. If you have any questions or comments regarding this submittal, please contact me at 510.507.3086 at any time. We appreciate the opportunity to propose our services.

Sincerely,
For Terraphase Engineering Inc.



Jeff Raines, PE (C51120), GE (2762)
Principal Geotechnical Engineer

Attachment – Table 1: Detailed Cost Estimate

Please check appropriate box(es) below and sign.

☒ *Time and materials cost including optional task (\$13,448)*

☐ *Time and materials cost excluding optional task (\$11,600)*

This proposal is hereby accepted by a duly authorized representative of the Client to whom it is addressed:

Signature: 

Printed Name: Sandra Franco

Title: Director of Maintenance, Operations & Transportation *Date:* 3/6/26

Table 1 - Time and Materials Cost Estimate
Menlo Park City School District
Laurel School

Category	Units	Standard 2026 Rate	Task 1: Radon Sampling		Task 2: Reporting		Task 3: Project Management		Optional Task 4: O&M Response to Comments		TOTALS	
			Qty	Cost	Qty	Cost	Qty	Cost	Qty	Cost	Qty	Cost
Labor												
Senior Principal	Hour	\$ 330.00		\$ -	1.5	\$ 495		\$ -	1	\$ 330	2.5	\$ 825
Principal	Hour	\$ 313.00		\$ -		\$ -		\$ -		\$ -	0	\$ -
Senior Associate	Hour	\$ 293.00		\$ -		\$ -		\$ -		\$ -	0	\$ -
Associate	Hour	\$ 275.00		\$ -		\$ -		\$ -		\$ -	0	\$ -
Senior Project	Hour	\$ 262.00		\$ -		\$ -		\$ -		\$ -	0	\$ -
Project	Hour	\$ 244.00	22	\$ 5,368	10	\$ 2,440	6	\$ 1,464	6	\$ 1,464	44	\$ 10,736
Senior Staff 2	Hour	\$ 226.00		\$ -		\$ -		\$ -		\$ -	0	\$ -
Senior Staff 1	Hour	\$ 205.00		\$ -		\$ -		\$ -		\$ -	0	\$ -
Staff 2	Hour	\$ 181.00		\$ -	2	\$ 362		\$ -		\$ -	2	\$ 362
Staff 1	Hour	\$ 158.00		\$ -		\$ -		\$ -		\$ -	0	\$ -
Environmental Analyst 2	Hour	\$ 140.00		\$ -		\$ -		\$ -		\$ -	0	\$ -
Environmental Analyst 1	Hour	\$ 120.00		\$ -		\$ -		\$ -		\$ -	0	\$ -
Senior Technician	Hour	\$ 165.00		\$ -		\$ -		\$ -		\$ -	0	\$ -
Technician 4	Hour	\$ 144.00		\$ -		\$ -		\$ -		\$ -	0	\$ -
Technician 3	Hour	\$ 121.00		\$ -		\$ -		\$ -		\$ -	0	\$ -
Technician 2	Hour	\$ 102.00		\$ -		\$ -		\$ -		\$ -	0	\$ -
Technician 1	Hour	\$ 80.00		\$ -		\$ -		\$ -		\$ -	0	\$ -
Senior Editor/ Senior Project Coordinator	Hour	\$ 174.00		\$ -		\$ -		\$ -		\$ -	0	\$ -
Editor 2/Project Coordinator 2/Accountant 2	Hour	\$ 154.00		\$ -	2	\$ 308		\$ -		\$ -	2	\$ 308
Editor 1/Project Coordinator 1/Accountant 1	Hour	\$ 128.00		\$ -		\$ -		\$ -		\$ -	0	\$ -
Administrator/Project Assistant/Billing Specialist	Hour	\$ 108.00	0.5	\$ 54	0.5	\$ 54	0.5	\$ 54	0.5	\$ 54	2	\$ 216
Total Terraphase Labor				\$ 5,422		\$ 3,659		\$ 1,518		\$ 1,848		\$ 12,447
Direct Costs												
Subcontractor												
Radon Sampling (AccuStar)	event	\$ 315.00	2	\$ 630		\$ -		\$ -		\$ -	2	\$ 630
Total Subcontractor Costs				\$ 630		\$ -		\$ -		\$ -		\$ 630
Other Direct Costs												
Mailing	event	\$ 50.00	2	\$ 100		\$ -		\$ -		\$ -	2	\$ 100
Total Other Direct Costs				\$ 100		\$ -		\$ -		\$ -		\$ 100
Direct Cost Handling		10%		\$ 73		\$ -		\$ -		\$ -		\$ 73
Total Direct Costs				\$ 803		\$ -		\$ -		\$ -		\$ 803
Terraphase Equipment/Supplies (ERS)												
Truck/Vehicle (day)	Day	\$ 210.00		\$ -		\$ -		\$ -		\$ -	0	\$ -
iPad and Electronic Field Data (day)	Day	\$ 42.00	2	\$ 84		\$ -		\$ -		\$ -	2	\$ 84
Daily Consumables (includes gloves, ziplock bags and trash bags)	Each	\$ 25.00		\$ -		\$ -		\$ -		\$ -	0	\$ -
Field Health and Safety and Decon Supplies (daily fee)	Day	\$ 35.00	2	\$ 70		\$ -		\$ -		\$ -	2	\$ 70
Total Terraphase Equipment/Supplies (ERS)				\$ 154		\$ -		\$ -		\$ -		\$ 154
Mileage Costs												
Mileage	mile	\$ 0.725	60	\$ 43.50		\$ -		\$ -		\$ -	60	\$ 43.50
Total Mileage Costs				\$ 43.50		\$ -		\$ -		\$ -		\$ 43.50
Total Estimated Project Unit Costs				\$ 6,423		\$ 3,659		\$ 1,518		\$ 1,848		\$ 13,448

Notes: