

Revised August 22, 2019

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Promo No. 618184.A

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**RE: LAS POSITAS COLLEGE CAMPUS
UTILITY PLAN UPDATE
LIVERMORE, CA**

Dear Zahra,

Thank you for the opportunity to submit our proposal to provide engineering services for the above referenced project. Our proposal is based on recent telephone conversations/email correspondence.

PROJECT UNDERSTANDING

In 2014 Sandis, in coordination with Las Positas campus staff, developed a campus-wide utility plan compiling as-built and surveyed information to develop a complete map of all utility systems across the campus. Over the past five years, there have been a number of new building projects on the campus as well as updated utility information documented by the facilities staff which warrant an update to the campus-wide utility plan. The overall goal of the project is to use recent project as-built plans, facilities staff findings, and recent site surveys to update the campus-wide utility plan CAD files and provide an updated bound plan set for the facilities staff use. Of particular concern is the overall configuration of the campus water system including the location of all valves and how the underground piping is configured. The following scopes are intended to be performed in sequence to result in an updated campus utility map.

WATER VALVE MAPPING

\$46,950

The overall goal of this exercise is to locate, label, and document all valves on the campus water systems. We assume there are roughly 250 valves in the campus systems (fire, domestic, irrigation mains).

- ◆ Create a campus base exhibit to aid in identifying valve locations.
- ◆ Develop a valve labeling scheme and documentation approach with campus facilities staff.
- ◆ Field walk the water system to confirm water valve locations, photograph the valve, and assign a valve label.
 - Valve locations will be confirmed utilizing hand measurements (e.g. tape measure) relative to site features.
 - Assumes campus staff will assist as necessary to clear debris where valve locations may be obscured.
- ◆ Compile valve location exhibits and photos into a 'valve book' to be an appendix to the campus utility maps.
- ◆ Submit draft of valve book to campus for review and comment.
- ◆ Participate in one (1) meeting with facilities staff to review draft book and receive comments.
- ◆ Finalize valve book per feedback.
- ◆ Participate in one (1) meeting with facilities staff to present finalized valve book.
- ◆ Issue deliverables in hard and soft copy format.

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WATER SYSTEM VALIDATION

TIME AND MATERIALS, \$36,000

The overall goal of this exercise is to confirm the pipe configuration and routing at key locations around the campus. This will aid in understanding what each valve does and identify where to excavate if a leak repair is needed. Given that the exact extents of this effort are unknown, we propose to perform them on a time and materials basis.

- ◆ Participate in one (1) meeting with campus staff to identify areas of concern that will be investigated. For budgeting purposes, we assumed up to six (6) locations.
- ◆ For each area to be investigated perform the following steps:
 - Review available campus record drawings.
 - Perform mechanical utility locating.
 - Survey utility locating for incorporation to the campus utility maps.
 - Provide diagrams to campus staff with suggested valve exercises to confirm pipe configuration.
- ◆ For each location, discuss results of valve exercises with campus staff and annotate exhibit for incorporation to the campus utility maps.
- ◆ Add description of valve function to valve book.
- ◆ Issue updated valve book for facilities staff review.

UTILITY MAP UPDATE

\$32,300

- ◆ Attend two (2) meetings with the Las Positas campus facility staff and review recent findings regarding existing and new utilities. Walk the site with staff and confirm findings in the field.
- ◆ Incorporate recent campus topographic survey data and utility information into the utility plan.
- ◆ Incorporate utilities recently constructed as part of recent building projects (Building 100) via record drawings.
- ◆ Incorporate electrical system updates mapped by Cupertino Electric.
- ◆ Incorporate telecom system updates provided by campus IT department.
- ◆ Update campus-wide utility plan CAD files and plan sheets.
- ◆ Provide updated campus wide utility plan CAD files and bound plans sheets (11x17).
- ◆ Participate in one (1) meeting with facilities staff to review updates and receive final comments.
- ◆ Revise per final comments.
- ◆ Participate in one (1) meeting to present final deliverables to facilities staff.
- ◆ Issue deliverables in hard and soft copy format

DELIVERABLES

- ◆ Electronic copy of all AutoCAD survey files compiled and updated as part of this work. Electronic files to be organized by utility type and campus grid location.
- ◆ Five (5) hard copies of utility system organized by utility type and campus grid location. Hard copies to be bound in 3-ring binder for future updates.

REIMBURSABLE EXPENSES

\$3,000

- ◆ Reimbursable expenses will be limited to the following:
 - Outside printing services for deliverables.
 - Courier or overnight delivery services for project documents.
 - Mileage/parking/tolls for travel to project meetings.
- ◆ Reimbursable expenses will be invoiced on a cost plus 10% basis.

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SCOPE OF WORK ASSUMPTIONS

- ◆ We assume all project coordination meetings will be held in the San Francisco Bay area or can be handled via teleconference. Should travel outside the San Francisco Bay area be required each meeting will be billed as a time and materials and may include travel time, airfare, ground transportation, hotel and per diem.
- ◆ The scope of work does not include the design of any improvements.
- ◆ Our work will be performed using AutoCAD and AutoCAD Civil 3D, MS Word, MS Excel, and Bluebeam. If software is required by the client that is not a part of our standard suite of software including engineering, drafting or accounting software (Textura, MicroStation, etc.), licensing or purchase fees will be charged as a reimbursable.
- ◆ The above services will be provided under the assumption that boundary corners or other suitable horizontal control has been established for this project and is available for our use.
- ◆ The cost of utility research and maps from utility companies such as PG&E, AT&T, Comcast, EBMUD, etc. will be charged at cost to the client. Recent experience indicates that a typical project will require between \$500 and \$1,000 for copies of utility block maps.

TERMS AND CONDITIONS

- ◆ This proposal and the master services agreement provided by CLPCCD will become our contract for services upon execution.
- ◆ Our services will be provided in a manner consistent with the degree and skill ordinarily exercised by a member of the civil engineering and survey profession practicing in the State of California.
- ◆ All reports, plans, specifications, field data, notes and other documents (either electronic or hardcopy) prepared by our office as instruments of service shall remain the property of SANDIS.
- ◆ The client acknowledges the instruments of service of SANDIS shall become the property of the client when the documents are complete and when compensation for services is paid in full. The client is prohibited from making any alterations to the instruments of service without the written consent of SANDIS.
- ◆ Neither SANDIS nor the client shall be liable to the other for consequential damages incurred due to the fault of the other party, regardless of the nature of this fault or whether it was committed by the client, SANDIS, their employees, agents, subconsultants or vendors.
- ◆ The scope of work included in the proposal is limited to the specific scope included and specified only. Any exclusions listed are for clarity only and do not represent a complete list of exclusions to the scope. Any additional scope proposed or done other than that listed in the proposal as included shall be done as an additional service.
- ◆ Agency review and permit fees will not be paid by SANDIS and are not included in this proposal.
- ◆ Should our work on this project be delayed or put on hold for a period of thirty (30) days or more, we reserve the option to negotiate a start-up fee.
- ◆ This proposal is firm for thirty (30) days from the date of this letter.

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Our services will be provided for the amounts listed above and will be performed under the master services agreement provided by CLPCCD. Should a master services agreement not be provided, SANDIS will provide the provisions of the agreement for professional surveying and engineering services.

Pursuant to state law, no work can proceed on this project without written acceptance. Please return one signed copy of this proposal and one signed copy of the master services agreement to our Oakland office as our authorization to proceed.

Regards,

SANDIS

Michael Kuykendall, PE, LEED AP, QSD/P
Associate Principal



Laura Cabral, PLS
Vice President

Approved

**CHABOT-LAS POSITAS COMMUNITY
COLLEGE DISTRICT**

By: _____

Title: _____

Date: _____

CC: Brian Cancimilla, Project Manager