

**December 1, 2020**

TO Owen Letcher  
Vice Chancellor Facilities, Bond Programs and  
Operations  
Chabot Las Positas Community College District  
7600 Dublin Blvd 3rd Floor  
Dublin, CA 94568

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FROM Karina Garcia  
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RE Amendment to **Proposal for COVID-19 Safe Return Work Program** –Chabot College and  
Las Positas College (PROHA4941) dated August 13, 2020

Forensic Analytical Consulting Services (FACS) is pleased to present this Amendment to Proposal for COVID-19 Safe Return Work Program –Chabot College and Las Positas College (PROHA4941) dated August 13, 2020 (“Amendment”) to Chabot Las Positas Community College District (“Client”).

### **Additional Scope of Work**

The Scope of Work of original Proposal for COVID-19 Safe Return Work Program – Chabot College and Las Positas College (PROHA4941) dated August 13, 2020 (“Proposal”) is hereby amended to include the following additional scope of work.

**1. COVID-19 Safety Program Implementation Support.**

FACS will provide environmental health consulting services to support the ongoing development and implementation of the COVID-19 safety program as requested by Client representatives. Work will proceed on a time and materials basis according to the attached fee within established and authorized budgets or scope of work, which may change during the course of FACS’s engagement. FACS may provide one or more of the following services in coordination with client representatives during the course of this engagement:

- a. General consulting to Client COVID-19 team and ongoing program maintenance.
- b. Development of area/operation-specific safe work practices.
- c. Validation/auditing of safe work practice implementation;
- d. Training of staff, faculty, students and visitors.
- e. Assessment of specific COVID-19 case incidents and determination of response actions.
- f. Oversight and documentation of cleaning/disinfection activities and completion of response actions;
- g. Development and review of building closure, maintenance and re-occupancy plans;
- h. Pre- and post-occupancy building environmental health assessments;
- i. Risk communication with concerned stakeholders regarding COVID-19 issues.

- j. Auditing of construction sites per local county requirements (JSAS services).

**2. Additional items.**

- a. FACS will engage in communication, coordination and research activities as required in order to complete the above scope of work.
- b. During the course of the project, conditions may arise that significantly change the scope of work. Pending client’s authorization, out of scope work will proceed on a time and materials basis per the attached fee schedule irrespective of the cost limitations cited in this proposal.
- c. FACS requires that a building representative be present to assist the investigators throughout the site visit with access to all building spaces, as applicable.

**Cost**

The project will be charged on a fixed fee basis. The total cost is to be amended by an increase of \$25,000.00. **Total cost \$50,000.00.**

Please contact me if you have any questions regarding the information provided. If this proposal is acceptable, please sign below and return to our office (see above). Thank you again for your time and consideration.

Respectfully,  
FORENSIC ANALYTICAL



Karina Garcia  
Associate Project Manager

**AUTHORIZATION TO PROCEED**

<b>Proposal #:</b> PROHA4941	Amendment to <b>Proposal for COVID-19 Safe Return Work Program</b> – Chabot College and Las Positas College (PROHA4941) dated August 13, 2020
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The terms and conditions set forth in the Proposal and Amendment are acceptable and within the approval authority of the undersigned. This acknowledgement shall have the force and effect of Notice-to-Proceed to provide the additional scope of work.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_ **PO#:** \_\_\_\_\_

**Title:** \_\_\_\_\_