

September 24, 2019

Ara K. Zareczny, LEED AP
Director, Facilities Development, Planning and Design
Newport Mesa Unified School District
2985 Bear Street, Bldg. E.
Costa Mesa, CA 92626

**Re: Amendment #2: Newport Mesa School District Estancia High School Theater
Fee Proposal for Site Controlled Access and Additional Site Improvements**

Dear Ara:

We are pleased to submit this proposal for the design of new site controlled access integration and additional site improvements to the Estancia High School Campus in conjunction with the new Theater project. By including these upgrades early in the design process, we will seek to achieve a holistic integration of combining security features and improved site conditions to support the new welcoming public face the Theater building aspires to bring to Estancia.

We are looking forward to being able to supplement the Theater project and help provide a strong and collaborative foundation for achieving success on the Estancia High School campus. We propose to maintain our team of excellent consultants, all of whom are currently collaborating with us on the Theater Project. Please refer to the list of consultants which is attached in the Fee Proposal Exhibit A.

SCOPE OF SERVICES

PREDESIGN

This project will begin at a high-level conceptual site planning exercise of the Estancia High School Campus, as it relates to the new Theater Addition, new security fencing and improvements to the infilled pool student service area. The goal is to create an inclusive approach to integrate these design features and future improvements which will serve to strengthen an affirming vision of Estancia High School and the community it serves.

Project Administration and Verification of Existing Conditions

Pfeiffer will tour the existing site with the District and faculty to assess site parameters and existing conditions such as points of access, circulation patterns, existing utilities and adjacent structures, hardscape and landscape features as to make recommendations on the planning and conceptual design for the high level planning efforts and the design for the security fencing and site modifications.

Feasibility and Finalizing a Concept Design

We have outlined two (2) workshops with the District to discuss concepts in addition to faculty and design review board presentations. We will also schedule several GOTO meetings in between workshops as the feasibility recommendations are developed. Pfeiffer will organize the workshops, establishing required timelines and personnel necessary to get the information required. We anticipate working with the District to define overall requirements and design character of these upgrades.

Cost Estimating Input

We recommend including cost estimating services along with the District's own cost estimating entity to provide consistent cost checks for scope and total project costs.

FEE PROPOSAL

Basic Services

Pfeiffer will serve as Architect of Record for the entire project. We will complete the work as determined by Pfeiffer and the District in an agreed to schedule to meet academic and funding needs. The design process will be led from our Los Angeles office.

We will meet with you and the consultant team on a regular basis in your offices and in our office.

- Our office will lead and coordinate the design and construction through all phases for the Estancia Site Controlled Access and additional site improvements. During each phase of service, we will work with our consultant team to prepare and coordinate all design and construction documents for the project. This will include the overall site work, including all site elements and related site features. We will work directly with the District's in-house cost estimator and in house engineers (if any) to coordinate the scope of work and documents.

- We will participate in coordination meetings with all engineering disciplines including structural, electrical, civil, and landscape as required for the successful completion of the work.
- We will meet with the District, faculty representatives, DSA, and other entities as required during the course of the work.
- We will provide general administration services during the Construction phase of the work. We will visit the site on a regular basis and manage the RFI and Submittal process.

We have provided a fee for predesign services. In addition, the proposed fee for Schematic Design /Design Development, Construction Documentation through Construction Administration is based on the fee basis methodology as attached in Exhibit A. Basic Services, which includes Structural Engineering, Electrical Engineering, as well as Civil, and Landscape Architecture. Because this project will include several components to the site, we have delineated these various scope fees.

Site Controlled Access:

Based on a current site controlled access project at Corona Del Mar High School, we have made a high-level estimate for the construction cost for this project, based on cost per linear foot of fencing. We understand there will be comparable costs for site upgrades associated with design and construction of the fencing. Using \$530 per linear foot, we have estimated this scope of site control access at Estancia to be around \$2,800,000. Refer to Exhibit X for project scoping assumptions.

At this time, we request approval for Concept/Feasibility to Schematic Design fees as outlined in Exhibit A for the site controlled access scope of work. Upon completion of Schematic Design, a refined budget will be established and the remaining final fee may be adjusted to reflect 6.5% of the approved estimated cost.

Additional Site Improvements relating to the new Theater Project:

Based on a schematic design level cost estimate developed along with the Theater project, \$1,800,000. In good faith as we have already completed the schematic design of this site area, we will waive this fee. The remaining fees are outlined in Exhibit A.

If redesign of this site improvements scope of work is required due to the design and development of the site-controlled access project, we may request additional services for an accelerated redesign of the site improvements relating to the Theater Project. This accelerated redesign will endeavor to re-align this scope of work with the Theater Project's design schedule. If this is required, a refined budget will be established based on the redesign, and the remaining final fee may be adjusted to reflect 6.5% of the approved estimated cost.

Infilled Pool Student Service Area:

Based on an allowance of \$200,000 from the District for minor upgrades, such as paving improvements and sun-shading, we propose a fee of 6.5% of this estimated cost of construction allowance as outlined on Exhibit A.

The current proposed fees are based on cost percentages of these estimated budgets and align with the staffing and resources required to design and document these outlined scopes of work. We realize that these budget numbers require further testing, discussion, and clarification, recognizing that once the feasibility work is complete, you may elect to include additional scope into this project thereby potentially increasing the cost of construction. Should the District increase the scope beyond the current allocated budget, we would anticipate that fees would increase to cover the additional work required as specified in the contract.

Reimbursable Expenses

Reimbursable Expenses are in addition to Basic Services and shall be defined within our pending agreement. This is reflected in Exhibit A and per your direction will be included in addition to the basic services outlined in Exhibit A. Architect's reimbursables include expenses incurred by the Architect and Architect's consultants directly related to the project, including: transportation in connection with the project, authorized out-of-town travel and subsistence; electronic communications, reproductions, plots, postage, handling and delivery of instruments of service, and other similar project expenses. These will be billed at direct cost. Special presentation materials (such as professional models and renderings), detailed analysis of existing conditions, and complete field verification of existing as-built conditions (if existing) are not included in Basic Services.

Meetings and Reviews

It is anticipated that Pfeiffer Partners and the consultant team will meet at intervals appropriate through the course of the work. We anticipate that this will occur regularly once coordinated with the District. We request that additional Community meetings and required time to prepare materials and renderings be can be provided on an hourly basis using our Schedule of Hourly Rates, attached as Exhibit E, per our original agreement, with an allowance reflected in Exhibit A.

Schedule

While we have not finalized a schedule at this time, we will expect that we will finalize this with you upon the start of the project. Some durations could be:

Predesign	2-3 week charrette/workshop effort
Schematic / Design Development	2 months
Construction Documents	2 months
DSA Submittal/Biding/Award	TBD
Construction Admin.	TBD

Once we discuss important dates, we will generate a final schedule outlining all of the key dates, meetings times, etc. The successful completion of this schedule will depend on the collaboration and cooperation of all parties involved. We realize it is challenging with academic commitments to get the right players at all the meetings.

BILLING PROCEDURES

Invoices will be provided monthly on a percent of completion basis. Payment is due within 30 days of receipt of billing.

ADDITIONAL SERVICES

Additional services may be requested in the course of the work and can be provided on an hourly basis using our Schedule of Hourly Rates, attached as Exhibit E, or by mutually agreeing on a fixed sum.

In order to prepare a rendering for the October 7, 2019 District Board meeting, we request immediate authorization to proceed with developing the security fence perimeter design as it relates to the Theater Project's front elevation.

We look forward to discussing our fee proposal and finalizing the pending contractual language. Please let us know if you have any questions or require additional

information. Thank you for this amazing opportunity, we are very excited about getting started and working with all of you.

Best Regards,

A handwritten signature in black ink, appearing to read 'William Murray', with a stylized flourish at the end.

William Murray, FAIA, NCARB
Principal

Timothy D. Holcomb
Assistant Superintendent, Chief Operating Officer

Date

September 25, 2019

RE: AMENDMENT #2: NEWPORT MESA SCHOOL DISTRICT: ESTANCIA HIGH SCHOOL THEATER PROJECT

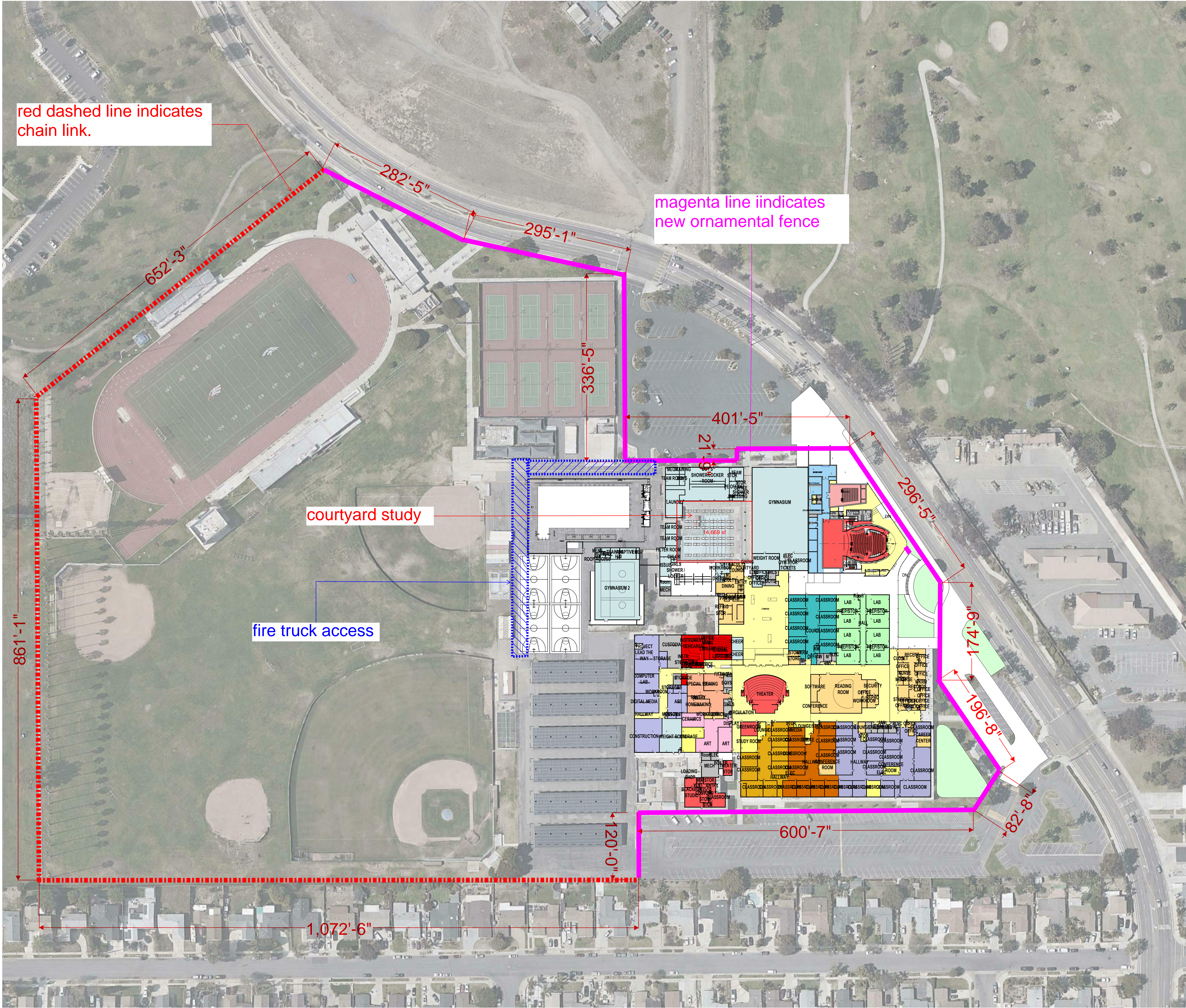
Estancia High School PAC Costa Mesa, CA		
DESIGN FEE PROPOSAL: EXHIBIT A PreDesign, Schematic Design Through Construction Administration		
A. PROJECT SCOPE AND COST :		SITE CONTROLLED ACCESS UPGRADES
Project Component	Estimated Cost	Notes
Total Estimated Construction Cost (1)	2,800,000	
B. ESTIMATED DESIGN FEES		
1. Basic Services Architectural and Engineering (3)		
Task 1 - Total Basic Services Fee @ 6.5% of Const. Cost	182,000	Includes Architecture, Structural, MEP, Civil, Landscape, Cost
TOTAL FEE BASIC SERVICES	\$ 182,000	
Basic Service (BS) Fee Breakdown by Phase		
Concept/Feasibility To Schematic Design	36,400	C/F - SD @20%
Design Development	36,400	DD @20%
Construction Documents/Bidding	72,800	CD @40%
Construction Administration	36,400	CA @20%
TOTAL BASIC SERVICE BY PHASE	\$ 182,000	
Reimbursable Expenses	\$ 3,000	Pfeiffer will alert Newport Mesa SD at 75% expenditure of this allowance should an increase be required in the future
TOTAL FEE	185,000	Reimbursables to be included in contracted fee per District
Should the estimated construction costs exceed those used as the basis of this proposal, the fees shall be adjusted accordingly.		

A. PROJECT SCOPE AND COST :		SITE IMPROVEMENTS : THEATER PROJECT
Project Component	Estimated Cost	Notes
Total Estimated Construction Cost (1)	1,800,000	
B. ESTIMATED DESIGN FEES		
1. Basic Services Architectural and Engineering (3)		
Task 1 - Total Basic Services Fee @ 6.5% of Const. Cost	117,000	Includes Architecture, Structural, MEP, Civil, Landscape, Cost
TOTAL FEE BASIC SERVICES	\$ 117,000	
Basic Service (BS) Fee Breakdown by Phase		
Schematic Design	(23,400)	SD @20% - This amount removed from requested fee.
Design Development	23,400	DD @20%
Construction Documents/Bidding	46,800	CD @40%
Construction Administration	23,400	CA @20%
TOTAL BASIC SERVICE BY PHASE	\$ 93,600	
Reimbursable Expenses	\$ 3,000	Pfeiffer will alert Newport Mesa SD at 75% expenditure of this allowance should an increase be required in the future
TOTAL FEE	96,600	Reimbursables to be included in contracted fee per District
Should the estimated construction costs exceed those used as the basis of this proposal, the fees shall be adjusted accordingly.		
Additional Community Meetings	38,000	Provided on an hourly basis, including meeting time, material prep and renderings Assuming 1-2 meeting per phases: Concepts - CD)

COMBINED TOTAL FEES	319,600	
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A. PROJECT SCOPE AND COST :		ADDITIONAL SITE IMPROVEMENTS : INFILLED POOL STUDENT SERVICES AREA
Project Component	Estimated Cost	Notes
Total Estimated Construction Cost (1)	200,000	
B. ESTIMATED DESIGN FEES		
1. Basic Services Architectural and Engineering (3)		
Task 1 - Total Basic Services Fee @ 6.5% of Const. Cost	13,000	Includes Architecture, Structural, MEP, Civil, Landscape, Cost
TOTAL FEE BASIC SERVICES	\$ 13,000	
Basic Service (BS) Fee Breakdown by Phase		
Concept - Schematic Design	2,600	SD @20%
Design Development	2,600	DD @20%
Construction Documents/Bidding	5,200	CD @40%
Construction Administration	2,600	CA @20%
TOTAL BASIC SERVICE BY PHASE	\$ 13,000	
Reimbursable Expenses	\$ 1,500	Pfeiffer will alert Newport Mesa SD at 75% expenditure of this allowance should an increase be required in the future
TOTAL FEE	14,500	Reimbursables to be included in contracted fee per District
Should the estimated construction costs exceed those used as the basis of this proposal, the fees shall be adjusted accordingly.		

ESTANICA HIGH SCHOOL
SITE CONTROLLED ACCESS
EXHIBIT X
PROJECT SCOPE



1 PERIMETER SECURITY PROJECT EXTENTS
1" = 60'-0"

ESTANCIA HIGH SCHOOL
THEATER PROJECT
2323 PLACENTIA AVENUE, COSTA MESA,
CA 92627
NEWPORT MESA UNIFIED SCHOOL DISTRICT

pfeiffer Architecture
Planning
Interiors
PFEIFFER PARTNERS ARCHITECTS, INC.
611 WEST 7TH STREET
7TH FLOOR
LOS ANGELES, CA 90017
PHONE: 213.624.2775
FAX: 213.886.0003

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STREET ADDRESS
CITY, STATE, ZIP CODE
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ISSUE NAME:

NO. DESCRIPTION DATE

Unnamed

SCALE: 1" = 60'-0"

F100

PFEIFFER PARTNERS PROJECT NUMBER: 00000000