



April 24, 2019

Dixon Unified School District:
Brian Dolan, Superintendent
180 S. 1st St. #6
Dixon, CA 95620

RE: Proposal for DSA related Inspection Services

Dear Mr. Dolan,

As requested, I am forwarding my proposal for the following project:

- "Middle school and High school projects.

1) Scope of Inspection services

Consultant/Inspector shall perform competent and adequate inspection of the work of the Project(s), and fulfill completely the general duties of an Inspector of Record, as required by the current Edition, California Code of Regulations, Title 24, part One, Sections 7-145, 7-151, and the rules and regulations promulgated there under. The Services required by Consultant/Inspector may include, but shall not be limited to:

- Reviewing historical and current project progress and documentation;
- Meetings with key participants (architects, contractors, inspectors, users, owner's representative, etc.);
- Visit project construction sites and attend project construction meetings;
- Coordinate and process appropriate documentation pertaining to performance of Inspection Services and in accordance with all regulatory rules;
- Coordinate project closeout procedures (agency and owner inspections and acceptances, etc.); and, required duties related to DSA BOX and/or Project Card(s).
- Produce semimonthly progress reports and Verified reports to DSA/ORS and the owner's Representatives;
- Produce Daily Field Reports.

2) Limits of Authority

The Consultant/Inspector shall not have the authority to:

- Authorize deviations or changes in the work of any project;
- Assume any of the responsibilities of the contractor or issue direction concerning aspects of construction means, methods, techniques, sequences or procedures connected with the work; or
- Act as a Safety Officer/Inspector and shall not perform review of or offer advice on safety precautions at any of the Project(s) site.

3) Compensation

a) Basic Services:

- Normal Hourly Rate:
- \$110.00 per hour, with a 4-hour minimum; 8-hour minimum when visit(s) exceeds 4-hours in duration. Compensation not to exceed \$113,500.00 for the scheduled 12-month project. The stated not to exceed amount is based off normal established working hours that occur Monday through Friday; and a few times where overtime, encountered during normal weekday hours and/or weekends or holidays.
- Over-time billed at Normal Hourly rate (non-excessive).
- The Consultant/Inspector will submit monthly or bi-monthly invoices for said services.
- School District agrees to pay submitted invoices within 30-days.
- Coverage of the Modernization and/or New projects is expected to be part-time during the duration of the stated projects.

This above listed not to exceed compensation amount(s) is based solely off normal hourly rates. Overtime rate, the amount exceeding the normal rate, is not considered and/or a part of the indicated purposed not to exceed amount(s). Services for the said project(s) will be considered complete with the issuance of an (100%) verified report (DSA Form 6) from the Consultant/Inspector, unless otherwise indicated or agreed upon by the District and/or consultant/inspector.

b) Should the said project(s) continue beyond their scheduled end date(s) and/or stated duration(s), due to no fault by the consultant/inspector, the School District agrees to extend and/or modify

this agreement to compensate the consultant/inspector at normal and/or overtime rates, as indicated above in this agreement, until such time said project(s) is/are deemed complete.

If over-time and/or excess hours (beyond the projected coverage hours within this proposal) by the consultant/inspector is encountered before the scheduled and/or duration end date, due to no fault by the consultant/inspector, for which, adversely affects the consultant/inspector's not to exceed amount prematurely, the School District agrees to extend and/or modify this agreement to compensate the consultant/inspector at normal and/or overtime rates.

4) Litigation and/or Arbitration

Consultant/Inspector shall, if so requested or required, cooperate in any litigation or arbitration with third parties, which may arise in connection with the said project. The Consultant/Inspector shall be compensated for such cooperation at hourly rate of \$105.00 per hour; which would include travel time to and from the requested destination.

5) Facilities and Tools:

The School District will ensure and/or provide, at no cost to the consultant/inspector, separate office space, (a minimum of 100 square feet), necessary office furniture (desk, filing cabinet, plan table, heating and cooling and etc.) contract documents, and an internet connection (DSL, T-1, Cable or WIFI). Except as provided above, the Consultant/Inspector shall provide all other tools required or necessary for performing the services hereunder.

Please feel free to contact me should you have any questions.

Sincerely,



Robert L Boyer
Yuba Sutter Building Inspection