July 10th, 2023
Christina Gonzalez, Community Development Analyst
Community Development Department
City of Salinas
65 W. Alisal Street, 2nd Floor
Salinas, CA 93901
cristinag@ci.salinas.ca.us

Agreement No. 23CIP9125-01

Re: Project Management and Design Consultant Services for Chinatown Navigation Center

CSG Consultants, Inc. (CSG) is pleased to submit this Proposal to assist the City of Salinas (City) with the design and project and construction management for miscellaneous improvements to the Chinatown Navigation Center (CNC Portable Shower Installation and Building Improvements).

Peykan Abbassi, PE, will serve as the Point of Contact to perform the project and construction management services for this Project. Mr. Abbassi brings over 30 years of facility and engineering management experience for large and small projects in municipal government. His contact information is as follows:

> 3707 W. Garden Grove Boulevard, Suite 100, Orange, CA 92868
> (714) 568-1010 phone | (818) 800-6326 cell | peykana@csgengr.com

Scope of Work

CSG will act as an extension of the City's staff managing the Project(s), communicating with the City staff, design consultant, and stakeholders. Tasks that CSG will be responsible for include the project management and design consultant services as follows:

- Complete design plans, specifications (short form) and permitting.
- Project management and coordination including consultant administration and contract management. Constructability reviews.
- Provide bid and award support.
- Complete CEQA.
- Monitor all expenditures and track grant funding.
- Provide construction management and inspection support (a fee for this work is yet to be determined).

The Chinatown Neighborhood Improvement Project is on hold by the City and costs for this project are also not included in this fee proposal.

Work Breakdown and Proposed Fee

Please see the attached schedule of fees for a detailed breakdown.

Exclusions

The following is a list of assumptions and other contractual provisions that will be required by CSG to complete the required work:

1. This scope of work does not include a geotechnical soils report. CSG assumes that the project can be completed within the guidelines allowed by the code.
2. Technical Studies (environmental site assessments, photometric lighting studies) can be provided as an additional service to the City.

3. This proposal does not include additional phasing. Additional cost will be required for multiple stage construction components.

Should additional work be required beyond the scope of work enumerated in this letter, whether it be due to unforeseen site conditions or Owner requests, additional work shall be compensated either on a T&M basis or fixed fee as requested by the Client.

We look forward to working with the City of Salinas on this Project. If you have any questions or require additional information, please contact Cyril Charles, P.E., Sr. Project Manager (cyrilc@csgengr.com) or me in the contact information provided below.

Sincerely,

Peykan Abbassi, PE, *Vice President*
(818) 800-6326 *cell,*
peykana@csgengr.com

Attachment:

1. Chinatown Navigation Center Project Fee Schedule
2. MEI Fee Proposal dated April 24, 2023
3. MEI Design Schedule
4. Salinas "RFQ for the PM and Design Consultant Services of Multiple Public Facilities and Improvement Projects" dated November 18, 2022

City of Salinas' approval for performance and compensation

Francisco Brambila
Acting Planning Manager

Lisa Brinton, Director

Staffing Plan and Cost Proposal for Design and Project Management Services for the Chinatown Navigation Center Project

		2023										TOTAL HOURS	HOURLY RATE 2023	HOURLY RATE 2024	TOTAL COST
ROLE	STAFF	WK 1	WK 2	WK 3	WK 4	WK 5	WK 6	WK 7	WK 8	WK 9	WK 10				
TASK 1.0: DESIGN PHASE															
Principal Engineer	Peykan Abbassi	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	10	$250.00		$2,500.00
Sr. Project Manager	Cyril Charles	6	6	6	6	6	6	6	6	4	4	56	$235.00		$13,160.00
Sr. Engineers (Constructability Review)	TBD	0	0	0	0	0	0	0	0	12	12	24	$235.00		$5,640.00
Asst. Project Manager	Bronwyn Callero	2	2	2	2	2	2	2	2	2	2	20	$140.00		$2,800.00
TASK 2.0: BID and AWARD															
ROLE	STAFF	WK 16	WK 16	WK 16	WK 16										
Principal Engineer	Peykan Abbassi	0	0	0	0							0	$250.00		$0.00
Sr. Project Manager	Cyril Charles	4	4	4	4							16	$235.00		$3,760.00
Asst. Project Manager	Bronwyn Callero	4	4	4	4							16	$140.00		$2,240.00
TASK 3.0: CONSTRUCTION															
ROLE	STAFF	MTH	MTH	MTH	MTH	MTH	MTH	MTH	MTH	MTH	MTH				
Principal Engineer	TBD	0	0	0	0	0	0	0	0	0	0	0	$250.00		$0.00
Sr. Project Manager	TBD	0	0	0	0	0	0	0	0	0	0	0	$235.00		$0.00
Construction Manager (Associate Engineer)	TBD	0	0	0	0	0	0	0	0	0	0	0	$185.00		$0.00
Construction Inspector	TBD	0	0	0	0	0	0	0	0	0	0	0	$165.00		$0.00
Asst. Project Manager	TBD	0	0	0	0	0	0	0	0	0	0	0	$140.00		$0.00
TASK 3.0: POST CONSTRUCTION															
Construction Manager	TBD	0	0	0	0	0	0	0	0	0	0	0	$185.00		$0.00
Document Control	TBD	0	0	0	0	0	0	0	0	0	0	0	$140.00		$0.00
SUB-TOTAL		0	0	0	0	0	0	0	0	0	0	0			$30,100.00

Sub-Consultant Cost		TOTAL COST
MEI (Design Consultants)		$67,229.00
CEQA Consultant (TBD)		$3,720.00
SUB-TOTAL		$70,949.00
Additional Services		TOTAL COST
MEI (Design Consultants) CAD Backgrounds		$3,248.00
TOTAL COST		$104,297.00

Notes:

1. Hours based on a construction period start date of July 5, 2023 and a duration of 60-90 working days, with an additional time for project closeout.
2. Overtime will be billied in accordance with our Master Agreement Fee Schedule.
3. Construction and Post-Construction Phase costs and staffing are not included and will be based on the estimated construction costs from the developed design.

07 April 2023

Mr. Peykan Abassi
Vice President, Engineering So Cal
CSG Consultants, Inc
3707 W. Garden Grove Blvd, Ste 100
Orange, CA 92868
peykan@csgengr.com

Re: City of Salinas
MEI Project # 821

Dear Peykan:

We are pleased to present our fees for the City of Salinas Improvement Projects. This fee proposal is based on my site walk with you and the City of Salinas planning staff on Tuesday, 21 April 2023. It was determined that MEI's scope of services would be limited, at this time, to two projects:

1. Misc. improvements to the Sherwood Recreation Center.
2. Misc. improvements to the Chinatown Navigation Center.

Although we did walk the Chinatown neighborhood and discussed the City's interest in the purchase and rehabilitation of the Republic Café, there was no clear direction on services required so this proposal is only limited to the two projects listed above.

I have attached my site visit notes to this proposal as a record of what was discussed and what our fee is based upon. Because each of these projects are considered separate projects and will be permitted and bid separately, the only chance for combining meetings and site visits will be at the design phase. We are assuming separate efforts for CA, but have limited the visits to a maximum of 3 visits each, including the final punch list. It is assumed that we will be using a short form specification on the drawings instead of a formal specifications manual.

Sherwood Recreation Center Scope of Work (see also Appendix A and B, RPM and Groundworks proposals)

1. Sitework coordination with Civil Engineer & Landscape Architect:
    a. Accessible path of travel from transit stop on N. Main to building.
    b. Reconfigured parking lot on west side of building for disabled parking/van parking and drainage
    c. All required signage for accessible parking and exterior path of travel leading into the building.
    d. New accessible path of travel from east egress door of gym space to Aquatic Center walkway.
    e. New accessible path of travel from south egress door of gym space to parking lot.
    f. Replace fencing and gates at area/yard to the south of the Rec Center.
    g. Install new drainage and redirect roof drains at space to the west of the Rec Kitchen area.
    h. Replace gate to storage yard on north side of facility
    i. Regrade storage yard on north side to make doors comply
    j. See item 2.i below

2. Exterior Architectural Work
    a. Replace shingles throughout.
    b. Study possible shingling of raised storage walls at SW corner of building
    c. Replace damaged windows with new alum frame windows; preserve outer wood frames or replace where required due to deteriorated conditions:
        i. South side of Rec center, kitchen wall
        ii. Windows at north side service yard
        iii. Windows at mens and womens shower/toilet rooms at north side service yard.
    d. Fill in alcove adjacent to main entry at NW corner of building; shingle finish.
    e. Complete trim at entry door to building
    f. Review status of abandoned viewer mezzanine stair and possible demolition, including associated roof and column.
    g. Demo old boiler flue at north service yard.
    h. Replace gym exit door on east side of building.
    i. Investigate & address water intrusion at base of south wall of Rec Center; may involve removal of existing concrete slabs and installation of perimeter drains.
    j. New building identification signage at the main entry.
3. Interior Architectural/MEP work
    a. Repair settled floor at SW corner of gym space
    b. Repair settled floor/replace exterior door at SE corner of storage room on west side of gym.
    c. Add exhaust fans to toilet rooms/shower rooms; replace exterior window panels as required to provide fan access.
    d. Design new reception desk, including power & data at entry to building.
    e. Add window safety film to all lobby windows below 7'
    f. Repair water damage to west wall of kitchen
    g. Remove windows between storage and kitchen on west side of gym.
    h. Fill in holes in structural steel frame at lobby.
    i. At open ceiling areas on north side of gym space, provide safety netting to prevent balls from entering rooms.
    j. Install make up air (air transfer grills) in mens and womens multi-use restrooms; adjust doors to max 5 lb closing force.
    k. Add protective metal cages around wall thermostats and truss located equipment in gym space.
    l. Provide safety covers over exposed bolts; City to identify all bolt locations.
4. Landscape Design: Because the sitework scope and landscape work is somewhat undefined, our landscape architect has submitted a fee for initial site visit and scoping services which would include some conceptual sketches to assist the City in determining the extent of landscape design required for the front of the Sherwood Recreation Center.
5. Exclusions:
    a. Interior signage
    b. Exterior lighting
    c. Interior lighting

Chinatown Navigation Center Scope of Work:

1. Sitework (with Civil and Electrical Engineer)
    a. Provide new electrical power for City installed bathroom trailer. Replace existing 220VAC outlet on east side of parking lot with new higher amperage outlet. MEI and it's consultants take no responsibility for the adequacy of power or circuiting for this work; The City has provided information on the type of circuiting required for installation of the shower trailer. MEI will provide the information for bidding, including required repaving due to new trenching.

    b. Resurface parking lot as directed by the City.
2. New toilet room trailer:
    a. No work is associated with the City's installation of a new multi occupancy toilet trailer.
3. Existing tent structure:
    a. No work is associated with the existing Sprung Structure.
4. Existing Navigation Center (Chinatown Health Services Center), 115 East Lake Street.
    a. Replace existing flooring (LVT) with new LVT for training room, and office areas.
    b. No work at existing single occupancy toilet room on main corridor.
    c. Washer Dryer room:
        i. Remove (E) jan sink, and install new epoxy flooring with coved base.
        ii. Rearrange washer dryers so two washers and one dryer are lined up on the lower level to provide access for disabled users; stack second dryer on top of one washer.
    d. Toilet rooms:
        i. Investigate existing exhaust system; upgrade as required.
        ii. Replace wall mounted lavs with trough type multi user lav.
        iii. Replace faucets with single button vandal type resistant faucet; tempered water is OK.
        iv. Replace hand dryers with access compliant type dryers.
    e. Showers:
        i. Demo out showers to studs
        ii. Grind down/bush hammer floors to provide proper drainage
        iii. Install new water resistant/abuse resistant GWB at showers
        iv. Install new epoxy flooring with integral coved surface/wall surface for shower room
        v. Confer with City/User regarding appropriate abuse resistant shower fixtures that will comply with ADA.
        vi. Replace existing door and door frames with fiberglass type louvered doors and frames.
        vii. Investigate existing exhaust system; upgrade as required.
    f. Hallway outside of restrooms/showers:
        i. Provide new coved epoxy flooring with 4" coved base.
        ii. Provide 48" high FRP wainscot for main wall, south and north sides.
    g. Building Electrical System: Work is limited to replacement of lighting fixtures in the 4 shower rooms, and replacing wall mounted hand dryers in the multi occupancy toilet rooms.
    h. Building signage for the Navigation Center: one, non-illuminated sign along East Lake Street was discussed.
    i. Exclusions:
        i. Water Heater Closet space
        ii. Building Sewer system: No work to the house sewer is included as the City informed the team that the sewer main had been recently replaced. Sanitary sewer work is limited to work in the existing showers including drain replacement.
        iii. Low voltage systems including tel data and CCTV
        iv. Exteior building/site lighting
        v. Exterior waterproofing including roofing

Our fee for the scope listed above, inclusive of all consultant and anticipated reimbursable travel expenses is:
Sherwood Recreation Center:

MEI Architects:	$77,665	
RPM Team (MEP/Civil)	$43,000	
Groundworks (Landscape)	$15,000	(14,740+reimbursables)
Reimbursable Travel	$1,009	
TOTAL	**$136,164**	

Chinatown Navigation Center

MEI Architects	$48,820
RPM Team (MEP/Civil)	$17,400
Reimbursable Travel	$1,009
TOTAL	**$67,229**

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Our proposed fee for this project includes $1,008.70 for each project to cover 5 site visits from San Francisco, CA, assuming 220 miles round trip.

Should additional work be required beyond the scope of work enumerated in this letter, whether it be due to unforeseen site conditions or Owner requests, additional work shall be compensated either on a T&M basis or fixed fee as requested by the Client. Architect shall not proceed with additional work unless compensation for said work has been approved in writing by the Client.

Our fee also assumes we will be drafting most of the plans and elevations required for this project.
Sherwood Rec Center:

- While the City has forwarded some CAD drawings for the Sherwood Rec Center, these are, in our opinion, of little practical use for us. We will still have to draft up plans and elevations in greater detail than what has been provided to us.
- The PDF drawings we have received to date are from Phase 1 and 3 drawing sets. There appears to have been a Phase 2 project which we suspect included the new infill walls on the south side of the Rec center. This information will be critical to respond to scope item 2.i waterproofing.

Chinatown Navigation Center: We have received no CAD drawings for the Chinatown Navigation Center, although it appears that they should be available as the PDF drawings provided to us by the City are dated 2016 and appear to have been done on CAD.

We are prepared to start work upon a notice to proceed from CSG.

Regards,

Michael Wang
Principal, MEI Architects

Attachments:
Exhibit A1: RPM Fee Proposal, Sherwood Rec Center
Exhibit A2: RPM Fee Proposal, Chinatown Navigation Center
Exhibit B: Groundworks Fee Proposal, Sherwood Rec Center
Exhibit C: MEI Standard Hourly Rates
Exhibit D: MEI Site visit notes from 3/21/23 site visit.

Engineering Services Proposal & Agreement

Date: April 5, 2023

Client: MEI Architects
Michael Wang
Principal
949 Grant Avenue, San Francisco, CA 94108
C: (415) 828-5396
E: mwang@meiarchitects.com

Project: Sherwood Recreation Center Improvements

Site Address/Location: 940 N Main St, Salinas, CA 93906

Conceptual: Client is requesting engineering design services for improvements to an existing recreation center. The center was built in 1949 and is approximately 12,895 square feet. Phase 4 of the project will focus primarily on exterior improvements to the facility such as roof, windows, paint, landscaping, parking, and other miscellaneous construction activities listed below and highlighted in Appendix A.

Scope of Services: Providing surveying, civil, mechanical, electrical, and plumbing engineering services, stamped by a licensed PE in California, in compliance with CBC 2022 / ASCE 7-16, for the items below:

1. Civil Engineering Services Including:
    a. Grading and drainage improvement plan
    b. Concrete walkways and accessible paths
    c. Demolition plans and notes
    d. Street improvement plan
    e. Erosion control plan
    f. Back end specifications

2. Structural Engineering Services Including:
    a. Demolition plans and notes of roof structure and stair
    b. New framing plan
    c. Calculations
    d. Back end specifications

3. Mechanical Engineering Services Including:
    a. Design tenant ventilation systems improvements
    b. Mechanical equipment schedules and details
    c. Compilation of permit level documents, and signed and sealed drawings for submission for permit and construction
    d. Back end specifications

4. Electrical Engineering Services Including:
    a. Design of electrical and data systems stamped and signed for permit

b. Electrical plans
c. Back end specifications

5. Plumbing Engineering Services Including:
    a. Illustrate plumbing waste and coordinate drainage with civil
    b. Back end specifications

6. Survey Services Including:
    a. Topographic Survey
        i. Visible features on property, elevation, curbs/gutters, building location and outline
        ii. Survey map

7. Construction Administration Including:
    a. Answering RFI's during bidding and construction
    b. Submittal review and approval

8. Site Visits & Meetings:
    a. 3 Site visits included
    b. Weekly OAC virtual meetings

Total Fee $41,500

1. Contingency Fees Including:
    a. Survey Services
        i. Property line survey to single right of way line in Main Street

Contingency Fee if Required $1,500

Profile: RPM Team is a modular design build firm specializing in design and construction program management. We offer turnkey design and construction management services in all of North America. We can help with your real estate, development, architectural, and engineering needs and are veteran owned. We have complete capabilities to help plan, design, build, upgrade, expand, modernize and renovate pre-engineered, pre-fabricated, modular, and shipping container building projects and products.

Retainer & Payments:

- Contract and Purchase Order must state MEI will pay within 30 days of receipt of payment from client.

General Design Exclusions:

- Traffic engineering, traffic study, environmental reports, and geologic or geotechnical services.
- Tree survey prepared by ISA Certified Arborist.
- Architecture, structural, and landscape design.
- Title 24 (MEP) energy code compliance
- Title 24 building envelope energy code compliance
- Exterior site lighting photometric
- Fire sprinkler and fire alarm design – listed as contractor design by general contractor.
- Interior FFE design.
- Design of gas and compressed air utilities.
- Development of presentation materials and printing of permit drawings.
- Permit fees.
- Owner or Contractor initiated scope or design changes beyond the 75% Construction Document Phase.
- Design changes resulting from value engineering or product substitutions during the Construction Administration phase.
- Costs associated with obtaining necessary permits, inspections and approvals from local, state and federal agencies are not included unless specifically noted above.
- Revision or additional work due to unforeseen changes in local or state requirements, or ordinances effective after the date of preparation of this proposal.
- Preparation of plans or documents for other than the Authority Having Jurisdiction's review & approvals.

Proposal Terms:

- The cost includes addressing all the review comments until the architecture and engineering portions of the relevant submittal is approved.
- The cost is for electronic delivery of 1 set of stamped design document.
- Any changes in the above said scope of services provided under this Contract will be charged at the rate of $200 per hour.
- RPM Team will produce drawings and documents exhibiting standard engineering care in compliance with CBC 2022, project drawings, and project specifications. RPM Team does not provide any warranty or guarantee, express or implied, regarding the quality or timeliness of professional services.
- The drawings produced by RPM Team show structural members in the final, installed position. RPM Team is not responsible for the means, methods, sequence, procedures, techniques, scheduling of construction activities, job site safety, and liquidated damages.

Contract Terms & Conditions

MEI Architects (hereafter referred to as "CLIENT") and RPM Team LLC. (hereafter referred to as "RPM") acknowledge that the Terms and Conditions below are a part of this Letter Agreement and agree to be bound by its terms and conditions.

Standard of Practice, Warranties:
The standard of practice for all professional engineering and related services performed or furnished by RPM under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. RPM will produce documents exhibiting standard engineering care to comply with IBC 2018, ASCE 7-10, and local City Ordinances. RPM makes no warranties, express or implied, under this Agreement or otherwise, in connection with RPM's services.

Deliverable:
The Fee includes electronic delivery of 1 set of documents only. If the CLIENT requires wet stamp Documents for submission, CLIENT shall notify RPM five (5) days ahead of time, and CLIENT agrees to pay RPM associated cost plus a 20% premium for handling. i.e. (printing cost + shipping cost) x 20% handling fee. Our 24x36 size prints are charged at $4.75/sheet which is similar to FedEx rates. Our 11x17 size prints are charged at $2/sheet.

Deviation from Scope:
Any changes in the above Scope of Services provided under this Contract will be treated as a change order. In this event, RPM will notify the CLIENT and only begin working on the change order after getting written approval from the CLIENT on the change order fee.

Ownership of Documents:
CLIENT warrants that all documents, including, but not limited to drawings, sketches, studies, analysis, Information, schedules, estimates, reports and other items provided to RPM, or previously prepared or furnished by other consultants or RPM, are owned and the property of the CLIENT, or that CLIENT is properly licensed to use and share such documents with others performing services for the Project and that the use of the files shall be without liability or legal exposure to RPM.

Indemnification:
RPM agrees, to the fullest extent permitted by law, to indemnify and hold the CLIENT harmless from any Damage, liability or cost (including reasonable attorney's fees) arising from a third-party claim, but only to the extent caused by RPM's negligent acts, errors or omissions in the performance of professional services under this Agreement and those of its sub consultants or anyone for whom RPM is legally liable. CLIENT agrees that RPM's obligation to indemnify CLIENT does not include a duty to defend CLIENT from a professional liability claim. The CLIENT agrees, to the fullest extent permitted by law, to indemnify and hold RPM harmless from any damage, liability or cost (including reasonable attorney's fees) arising from a third-party claim, but only to the extent caused by the CLIENT'S negligent acts, errors or omissions and those of its contractors, subcontractors or consultants or anyone for whom the CLIENT is legally liable, and arising from the project that is the subject of this Agreement.

Third Party Entities Construction Support Services Indemnification:
The CLIENT agrees, to the fullest extent permitted by law, to indemnify, defend, and hold harmless RPM And its officers, employees and consultants, from any loss, claim or cost (including reasonable

attorneys' fees) arising or resulting from the performance of construction support services by other persons or third party entities and from any and all claims arising from modifications, clarifications, interpretations, adjustments or changes made to the Contract Documents to reflect changed field or other conditions, except for claims directly resulting from a negligent act, error or omission of RPM. RPM is not responsible for the means, methods, sequence, procedures, techniques, scheduling of construction activities, job site safety, and liquidated damages.

Cancellation of Contract:
Site visit fee of $600/visit + travel expenses shall NOT be refunded. Cancellation of contract by the Client within 2 days of contract execution will require a forfeit payment to RPM of $500 for loss of time. This payment shall become delinquent within 15 days of cancellation. Accounts unpaid 15 calendar days after the invoice date are subject to a 1.5% service charge (19.6% annual rate). In the event any portion of an account remains unpaid 30 calendar days after the invoice date, CLIENT shall pay all costs of collection, including reasonable attorney fees.

Limitation of Liability:
To the fullest extent permitted by law, and notwithstanding any other provision of this Agreement, the Total liability, in the aggregate, of RPM and its officers, directors, members, partners, agents, employees, and Consultants, to Client and anyone claiming by, through, or under Client for any and all claims, losses, costs, or damages whatsoever arising out of, or in any way related to the Project or the Agreement from any cause or causes (including RPM's indemnity obligations hereunder) shall not exceed the total compensation received by RPM under this Agreement. To the fullest extent permitted by law, RPM and its officers, directors, members, partners, agents, Consultants, and employees shall not be liable to Client or anyone claiming by, through, or under Client for any special, incidental, indirect, or consequential damages.

Entire Agreement:
This Agreement together with the Exhibits and Schedules identified above constitute the entire agreement between CLIENT and RPM and supersede all prior written or oral understandings. This Agreement and said Exhibits and Schedules may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

Dispute Resolution:
Any claims, disputes or controversies between the parties arising out of or relating to the Agreement, or breach thereof, which has not been resolved in accordance with the procedures set forth in the Agreement, shall be decided by arbitration in accordance with the Construction Industry Arbitration Rules of the AAA then in effect, unless the parties mutually agree otherwise in writing by amendment to this Agreement.

The parties agree that any arbitrator selected shall have demonstrated prior experience in, and knowledge of, standards and practices applicable to design professionals. The award of the arbitrator(s) shall be final and binding upon the parties without the right of appeal to the courts.

Judgment may be entered upon it in accordance with the applicable law by any court having jurisdiction thereof.

Interpretation:
This Agreement shall be governed by and interpreted in accordance with the laws of the State of California, Monterey County and the Federal District Court of Northern California. In the event that any portion or all of this Agreement is held to be void or unenforceable, the remaining portions of the Agreement shall not be affected thereby and shall remain in full force and effect. The parties agree to negotiate in good faith to reach an equitable agreement which shall affect the intent of the parties as set forth in this Agreement.

We thank you for this opportunity to quote on this project and our team looks forward to working with you.

David Renard, President
david@rpm-team.com
(408) 439-3283

RPM Team LLC
295 Main St, Ste 210
Salinas, CA 93901

Please sign below and return if you agree with our Proposal. Your signature below will create a binding contract that incorporates this Proposal and the attached Contract Terms and Conditions. Any modifications you make to this Proposal or the Contract Terms and Conditions will be null and void and of no legal effect unless initialed by RPM Team within five (5) days of receipt from Client.

_____	_____
MEI Architects	Date
_____	_____
RPM Team LLC	Date

---------- End Contract Terms & Conditions ----------

EXHIBIT A2
RPM CHINATOWN NAVIGATION CENTER PROPOSAL

Engineering Services Proposal & Agreement

Date: April 5, 2023

Client: MEI Architects
Michael Wang
Principal
949 Grant Avenue, San Francisco, CA 94108
C: (415) 828-5396
E: mwang@meiarchitects.com

Project: Chinatown Navigation Center Improvements

Site Address/Location: 115 East Lake St, Salinas, CA 93901

Conceptual: Client is requesting engineering design services for improvements to an existing navigation center including electrical upgrades, sewer connections, and restroom upgrades and other miscellaneous construction activities listed below and highlighted in Appendix A.

Scope of Services: Providing civil, mechanical, electrical, and plumbing engineering services, stamped by a licensed PE in California, in compliance with CBC 2022 / ASCE 7-16, for the items below:

1. Civil Engineering Services Including:
    a. Chip and seal improvement plan
    b. Trenching details
    c. Utility plan
    d. Back end specifications

2. Mechanical Engineering Services Including:
    a. Design tenant ventilation systems improvements
    b. Mechanical equipment schedules and details
    c. Energy code compliance
    d. Compilation of permit level documents, and signed and sealed drawings for submission for permit and construction
    e. Back end specifications

3. Electrical Engineering Services Including:
    a. Design of electrical systems stamped and signed for permit
    b. Electrical site distribution design
    c. Lighting improvement design
    d. Energy code compliance
    e. Back end specifications

4. Plumbing Engineering Services Including:
    a. Design plumbing improvements
    b. Back end specifications

5. Construction Administration Including:
    a. Answering RFI's during bidding and construction
    b. Submittal review and approval

6. Site Visits & Meetings:
    a. 2 Site visits included
    b. Weekly OAC virtual meetings

Total Fee **$17,400**

Profile: RPM Team is a modular design build firm specializing in design and construction program management. We offer turnkey design and construction management services in all of North America. We can help with your real estate, development, architectural, and engineering needs and are veteran owned. We have complete capabilities to help plan, design, build, upgrade, expand, modernize and renovate pre-engineered, pre-fabricated, modular, and shipping container building projects and products.

Retainer & Payments:

- Contract and Purchase Order must state MEI will pay within 30 days of receipt of payment from client.

General Design Exclusions:

- Traffic engineering, traffic study, environmental reports, and geologic or geotechnical services.
- Tree survey prepared by ISA Certified Arborist.
- Architecture, structural, and landscape design.
- Title 24 (MEP) energy code compliance
- Title 24 building envelope energy code compliance
- Exterior site lighting photometric
- Fire sprinkler and fire alarm design – listed as contractor design by general contractor.
- Interior FFE design.
- Design of gas and compressed air utilities.
- Development of presentation materials and printing of permit drawings.
- Permit fees.
- Owner or Contractor initiated scope or design changes beyond the 75% Construction Document Phase.
- Design changes resulting from value engineering or product substitutions during the Construction Administration phase.
- Costs associated with obtaining necessary permits, inspections and approvals from local, state and federal agencies are not included unless specifically noted above.
- Revision or additional work due to unforeseen changes in local or state requirements, or ordinances effective after the date of preparation of this proposal.
- Preparation of plans or documents for other than the Authority Having Jurisdiction's review & approvals.

Proposal Terms:

- The cost includes addressing all the review comments until the architecture and engineering portions of the relevant submittal is approved.
- The cost is for electronic delivery of 1 set of stamped design document.
- Any changes in the above said scope of services provided under this Contract will be charged at the rate of $200 per hour.
- RPM Team will produce drawings and documents exhibiting standard engineering care in compliance with CBC 2022, project drawings, and project specifications. RPM Team does not provide any warranty or guarantee, express or implied, regarding the quality or timeliness of professional services.
- The drawings produced by RPM Team show structural members in the final, installed position. RPM Team is not responsible for the means, methods, sequence, procedures, techniques, scheduling of construction activities, job site safety, and liquidated damages.

Contract Terms & Conditions

MEI Architects (hereafter referred to as "CLIENT") and RPM Team LLC. (hereafter referred to as "RPM") acknowledge that the Terms and Conditions below are a part of this Letter Agreement and agree to be bound by its terms and conditions.

Standard of Practice, Warranties:
The standard of practice for all professional engineering and related services performed or furnished by RPM under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. RPM will produce documents exhibiting standard engineering care to comply with IBC 2018, ASCE 7-10, and local City Ordinances. RPM makes no warranties, express or implied, under this Agreement or otherwise, in connection with RPM's services.

Deliverable:
The Fee includes electronic delivery of 1 set of documents only. If the CLIENT requires wet stamp Documents for submission, CLIENT shall notify RPM five (5) days ahead of time, and CLIENT agrees to pay RPM associated cost plus a 20% premium for handling. i.e. (printing cost + shipping cost) x 20% handling fee. Our 24x36 size prints are charged at $4.75/sheet which is similar to FedEx rates. Our 11x17 size prints are charged at $2/sheet.

Deviation from Scope:
Any changes in the above Scope of Services provided under this Contract will be treated as a change order. In this event, RPM will notify the CLIENT and only begin working on the change order after getting written approval from the CLIENT on the change order fee.

Ownership of Documents:
CLIENT warrants that all documents, including, but not limited to drawings, sketches, studies, analysis, Information, schedules, estimates, reports and other items provided to RPM, or previously prepared or furnished by other consultants or RPM, are owned and the property of the CLIENT, or that CLIENT is properly licensed to use and share such documents with others performing services for the Project and that the use of the files shall be without liability or legal exposure to RPM.

Indemnification:
RPM agrees, to the fullest extent permitted by law, to indemnify and hold the CLIENT harmless from any Damage, liability or cost (including reasonable attorney's fees) arising from a third-party claim, but only to the extent caused by RPM's negligent acts, errors or omissions in the performance of professional services under this Agreement and those of its sub consultants or anyone for whom RPM is legally liable. CLIENT agrees that RPM's obligation to indemnify CLIENT does not include a duty to defend CLIENT from a professional liability claim. The CLIENT agrees, to the fullest extent permitted by law, to indemnify and hold RPM harmless from any damage, liability or cost (including reasonable attorney's fees) arising from a third-party claim, but only to the extent caused by the CLIENT'S negligent acts, errors or omissions and those of its contractors, subcontractors or consultants or anyone for whom the CLIENT is legally liable, and arising from the project that is the subject of this Agreement.

Third Party Entities Construction Support Services Indemnification:
The CLIENT agrees, to the fullest extent permitted by law, to indemnify, defend, and hold harmless RPM And its officers, employees and consultants, from any loss, claim or cost (including reasonable

attorneys' fees) arising or resulting from the performance of construction support services by other persons or third party entities and from any and all claims arising from modifications, clarifications, interpretations, adjustments or changes made to the Contract Documents to reflect changed field or other conditions, except for claims directly resulting from a negligent act, error or omission of RPM. RPM is not responsible for the means, methods, sequence, procedures, techniques, scheduling of construction activities, job site safety, and liquidated damages.

Cancellation of Contract:
Site visit fee of $600/visit + travel expenses shall NOT be refunded. Cancellation of contract by the Client within 2 days of contract execution will require a forfeit payment to RPM of $500 for loss of time. This payment shall become delinquent within 15 days of cancellation. Accounts unpaid 15 calendar days after the invoice date are subject to a 1.5% service charge (19.6% annual rate). In the event any portion of an account remains unpaid 30 calendar days after the invoice date, CLIENT shall pay all costs of collection, including reasonable attorney fees.

Limitation of Liability:
To the fullest extent permitted by law, and notwithstanding any other provision of this Agreement, the Total liability, in the aggregate, of RPM and its officers, directors, members, partners, agents, employees, and Consultants, to Client and anyone claiming by, through, or under Client for any and all claims, losses, costs, or damages whatsoever arising out of, or in any way related to the Project or the Agreement from any cause or causes (including RPM's indemnity obligations hereunder) shall not exceed the total compensation received by RPM under this Agreement. To the fullest extent permitted by law, RPM and its officers, directors, members, partners, agents, Consultants, and employees shall not be liable to Client or anyone claiming by, through, or under Client for any special, incidental, indirect, or consequential damages.

Entire Agreement:
This Agreement together with the Exhibits and Schedules identified above constitute the entire agreement between CLIENT and RPM and supersede all prior written or oral understandings. This Agreement and said Exhibits and Schedules may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

Dispute Resolution:
Any claims, disputes or controversies between the parties arising out of or relating to the Agreement, or breach thereof, which has not been resolved in accordance with the procedures set forth in the Agreement, shall be decided by arbitration in accordance with the Construction Industry Arbitration Rules of the AAA then in effect, unless the parties mutually agree otherwise in writing by amendment to this Agreement.

The parties agree that any arbitrator selected shall have demonstrated prior experience in, and knowledge of, standards and practices applicable to design professionals. The award of the arbitrator(s) shall be final and binding upon the parties without the right of appeal to the courts.

Judgment may be entered upon it in accordance with the applicable law by any court having jurisdiction thereof.

Interpretation:
This Agreement shall be governed by and interpreted in accordance with the laws of the State of California, Monterey County and the Federal District Court of Northern California. In the event that any portion or all of this Agreement is held to be void or unenforceable, the remaining portions of the Agreement shall not be affected thereby and shall remain in full force and effect. The parties agree to negotiate in good faith to reach an equitable agreement which shall affect the intent of the parties as set forth in this Agreement.

We thank you for this opportunity to quote on this project and our team looks forward to working with you.

David Renard, President
david@rpm-team.com
(408) 439-3283

RPM Team LLC
295 Main St, Ste 210
Salinas, CA 93901

Please sign below and return if you agree with our Proposal. Your signature below will create a binding contract that incorporates this Proposal and the attached Contract Terms and Conditions. Any modifications you make to this Proposal or the Contract Terms and Conditions will be null and void and of no legal effect unless initialed by RPM Team within five (5) days of receipt from Client.

_____	_____
MEI Architects	Date
_____	_____
RPM Team LLC	Date

---------- End Contract Terms & Conditions ----------

EXHIBIT B
GROUNDWORKS: SHERWOOD
RECREATION CENTER FEE PROPOSAL

APRIL 7, 2023

Michael Wang
Principal
MEI Architects
San Francisco, CA

GROUND
WORKS
Office

landscape
architects

1792 5th Street
Berkeley California
94710

gwosite.com

Subject: Sherwood Recreation Center Project

Dear Michael,

I'm very pleased to submit this proposal for Professional Services in connection with the Sherwood Recreation Center Project.

PROJECT DETAILS AND SCOPE

Groundworks Office Inc. (GWO) has been requested to provide landscape architectural services for the Sherwood Recreation Center (PROJECT). GWO is offering landscape architecture services for Scoping to determine the projects scope and parameters. A proposal for full services will be provided upon request.

The project is comprised of exterior and site improvements to an existing recreation facility. The site is located at 920 North Main Street in Salinas, California. The site associated with landscape improvements is approximately 2,000 sf and is generally flat.

Groundworks Office will participate in all coordination meetings with the Client/Owner, Architect, Civil Engineer, Structural Engineer and other necessary consultants. The proposal includes participating in a normal but efficient process that is within the implied limits of the fee. Deliverables include plans, sections and elevations as required to explain the project to the Owner and the City for approvals and permitting. Exclusions from the scope of work include design and details for roof/building waterproofing and engineering required for all landscape foundations and elements.

GWO will provide services generally as described herein, modified as appropriate to support the project team needs.

TASK 1

SCOPING: 4 weeks

Services To Be Performed

- Site visit for inventory and analysis.
- Consultation with the Owner and Architect regarding all design issues.
- Consultation with Civil Engineer to determine extents of on-site stormwater treatment and methodology.
- Consultation with MEP and other consultants as required.
- Preparation of preliminary project scope description.
- Conceptual diagrams to convey project scope and programming. Assume one round of revisions based on Client feedback.
- Identification of site visits and on-site meetings required for full-services proposal.

COMPENSATION

Compensation listed for the Scope of Work will be billed as Time and Material with a not-to-exceed amount and invoiced each month during the duration of the project. Fees are based on a best estimate. The fee does not include Reimbursable Expenses, which include: printing, plotting, courier service and travel to the project site.

SCOPE ITEMS	FEE
Task 1 – Scoping	$ 14,740
TOTAL	**$ 14,740**

If you have any questions or concerns regarding this proposal for your project, please don't hesitate to contact me directly.

Sincerely,

Sara Peschel
Principal, GROUNDWORKS Office

EXHIBIT C
MEI STANDARD HOURLY RATES

December 2022

MEI ARCHITECTS
Fee Schedule

Job Title	Billing Rate ($/hr)
Principal	$265.00
Associate Principal	$244.20
Project Manager	$211.64
Project Architect	$195.36
Job Captain	$156.29
Architectural Designer	$136.75
Graphics Production	$123.73
Administrative/Clerical Support	$97.68

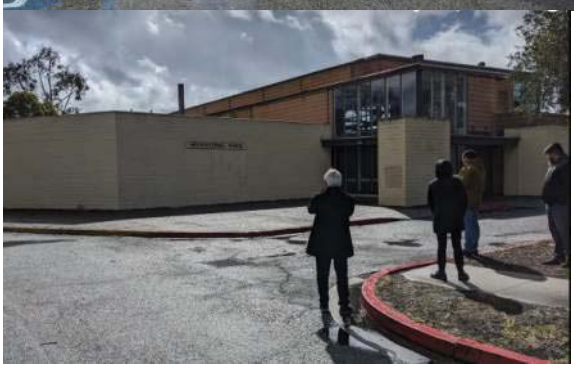
EXHIBIT D
2023.03.21 SITE VISIT NOTES
SEE REFERENCE TO THIS DOCUMENT IN EXHIBITS A1 AND A2

2023.03.21 Site Visit,
City of Salinas: Cristina Gonzalez, Luis Ochoa, Hilda Peralta, Francisco Brambila
CSG/MEI: Peykan Abbassi, Michael Wang

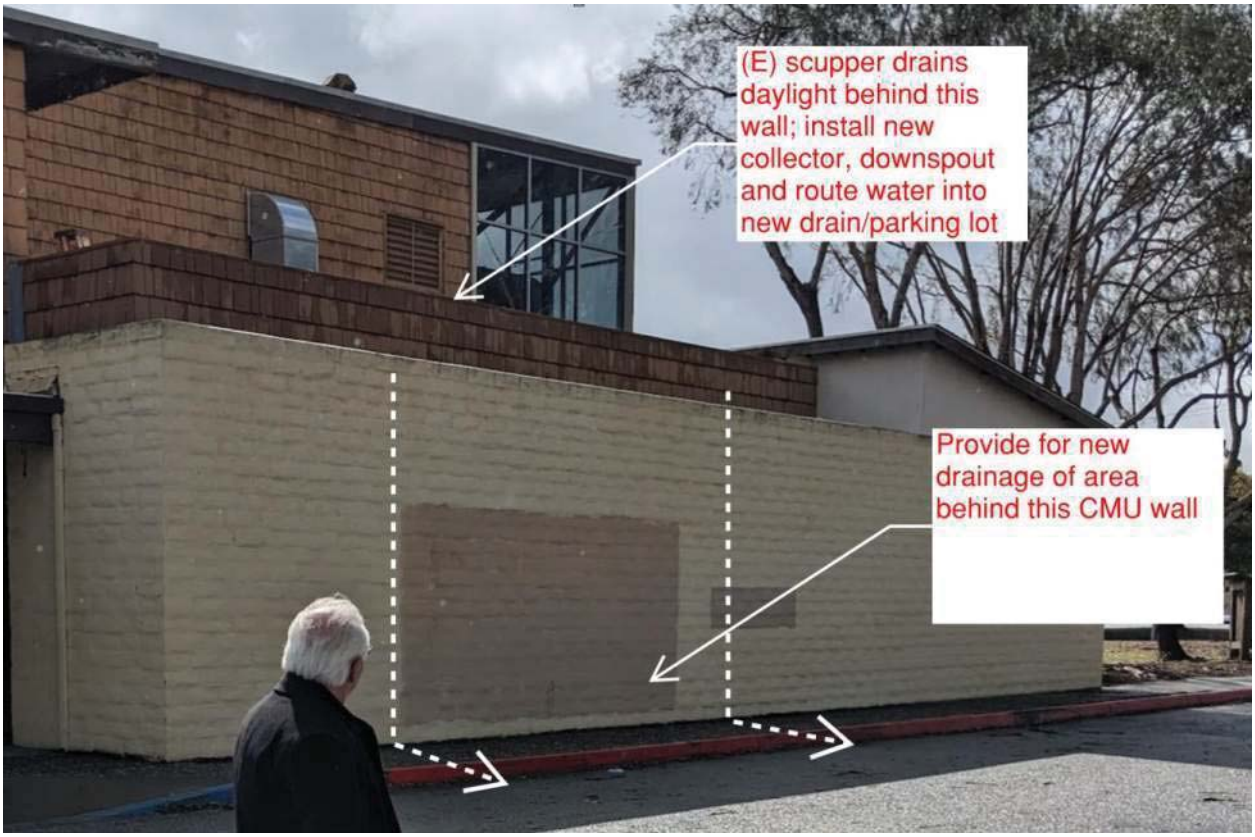
1.00 Sherwood Recreation Center, North Main Street @ County Fairgrounds. Ana Ambriz also attending for City of Salinas
Former indoor pool building recently retrofitted to a gymnasium building with new interior finishes. Majority of this project is exterior work with limited interior work as described below:

SITEWORK: (Landscape, Civil and Architectural)
1.01: Accessible path of travel required from bus stop on south side of North Main to Recreation Center entry. This will require surveying of the route to establish elevations of sidewalks and curb cuts. It will also require replacement of the entry concrete "plaza" at the entry to the Rec Center and the sidewalk running along the west side of the Rec Center.

1.02: Survey, repave and restripe the parking lot on the west side of the Rec Center. It appears that drainage may be insufficient with ponding observed during our walk. Asphalt paving requires refreshing or a top coat at the very least. Existing parking spaces should be restriped, possible re-laid out to place accessible parking spaces (1 van accessible + 2 standard accessible) to where users don't have to cross parking traffic to access the building.



1.03: As part of drainage work for the west parking lot, see item 1.20 for tie in of roof drains from rec building and provide for new drainage in exterior slot space between walls; note drainage should be inspected/reviewed at all places where a CMU free standing wall is located within 4' of the rec building structure. See item 1.32 for area at north side of Rec Center



1.04: At east side of Rec Center, provide new accessible path of travel from egress door to existing sidewalk on west side of Salinas Aquatic Center.

1.05: At south side of Rec Center, remove and replace existing fencing with new fence and man gates that will satisfy egress requirements from Rec Center; Add new linear foundation drain against building and consider removal of paved area and replacement with beach volleyball courts.

1.06: Replace gate at yard on north side of Rec Center

1.07: Review drainage between screen wall and shower rooms; add drainage if required

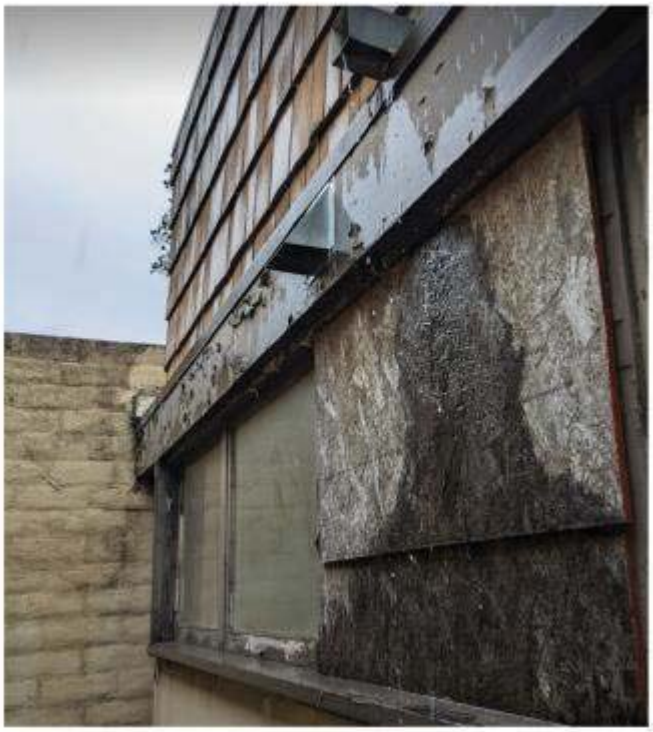
Mechanical/Electrical Work

1.10 Add exhaust fans to toilet rooms/shower rooms. OK to remove one window to allow installation of wall mounted fan/louver.

1.12 Provide electrical power and data outlets for new reception desk at entry to Rec Center

Architectural and Structural Work

1.20 Exterior area accessed from storage room outside of kitchen: Install collector heads and rainwater leaders to scuppers to collect water and direct away from building as determined by Civil Engineer. Provide for new drains for the ground area between the Rec Center and the CMU wall. Remove tree stump and stored materials this area.



remove this tree stump

1.21 Replace damaged wood window sill and headers; replace windows with new aluminum framed fixed windows on west facing façade. See photos below and under 1.20 for condition of windows.

1.22 Storage room at SW corner of Rec Center; the slab at this area was poured separately and is settling with a large gap at the door on the south side and raised conditions leading into the Gym space. We recommend saw cutting out this area of concrete and replacing it with new material to provide a new level transition at the doorways:

1.23: Gym slab appears to have settled at SW corner of gym space with gap visible under west side of double exit door. Frame appears to have remained in place. Remove flooring in this area and apply self leveling cementitious fill (Ardex) and reinstall door sill and flooring.

1.24: Yard at south side of Rec Center: Replace existing fencing with new gate and egress path

Demo wood frame and glazing; leave CMU; replace with new fence

1.25 Numerous leaks were observed from roof of gym with water on new gym floor. No leaks were observed in the low/flat roof areas where the kitchen/shower/toilet rooms were located. Problems with daylighting of scuppers in undrained narrow areas between building walls were observed as well as some rainwater leaders which were not connected.

Water observed at SE corner of gym

1.26 In general,, replace windows at north side of building

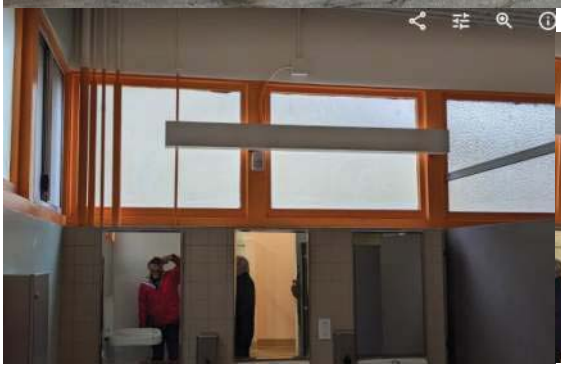
1.27: Exit door on east side of gym is in poor shape and needs to be replaced. New ADA exit path needs to be provided to Aquatic Center sidewalk

1.28: In general, all exterior wood shingles should be replaced. They are falling apart in numerous areas and are in poor condition. Louvers have been blanked off on the inside; during façade renovation, they should be checked to make sure they are weather tight and properly flashed. The louvers and shingles are being kept for historic preservation purposes.

1.29: Check on accessibility/function of outer doors on north side.

1.30: Remove/demo old boiler flue.

1.31: Shower room and toilet room windows on north side low roofed areas: Keep wood sills and main frames where possible; replace rotted sections. Replace inner windows with new anodized aluminum framed sealed units; no operable windows required.



1.32 Check drainage at area between west wall of shower pod and CMU wall.

1.32: Make sure that all gutters/scuppers have downspouts that are connected to SD or splash blocks to direct water away from building. This picture shows an open downspout at the NE corner of the shower pod.

1.33: In north fenced area, replace gate with new.

1.34: At NE corner of Rec Center, have SE check condition of tall column supporting the roof. It is weatherbeaten. Also review with City as to whether the abandoned stair at the NE corner of the building should be removed and possibly the roof over this area; it serves no purpose.

1.35: At front entry door, paint/finish trim around door; it’s currently unpainted wood.

1.36: close off this alcove; use shingles for new wall

1.37 Paint eaves at overhanging flat roof sections at storage shed on SW corner of building. City requested that visible stucco area from the parking area be redone with shingles.

1.38: Complete repaint of all CMU, Dryvit/Stucco and new shingles/trim of building.

1.39: Add new Sherwood Recreation Center sign to wall at entry: City to confirm facility name. Recommend it go where the old “Municipal Pool” sign is located

Interior Scope:

1.40 Add 3M window film to interior of lower windows in lobby to strengthen windows against basketballs; the intent is to keep the glass from breaking into shards as the glazing does not appear to be tempered, except for the door glazing.

1.41: repair water damage/bubbled paint on west wall of kitchen; replace window as part of exterior work.

1.42: remove windows between storage and kitchen; fill in with GWB.

1.43: Fill in holes in new structural steel at lobby

1.44 Add new L shaped reception desk at lobby; this area:

1.45: Reviewed single occupancy toilets; OK to leave FRP panels as is.

1.46: at open ceiling areas on the north side of the main gym space, add netting to protect people from balls going over the partition.

1.47: Install make up air (air transfer grills) in mens and womens multi use restrooms; adjust doors to max 5lb closing force.

1.48: Add protective metal cages around wall thermostats and equipment in trusses.

1.49: City to document bolts requiring covers.

Chinatown Navigation Center Site Visit:

Regina Williams, John Falkenberg also attending from City of Salinas

2.00 Water damage noted in ceiling towards front of building but John Falkenberg indicated that this was a maintenance issue due to thrown trash on the roof plugging up roof drains.

2.01 Replace flooring in front areas with new LVT to provide consistent floor finish.

2.02 Back area, including back foyer, laundry room, shower rooms, toilet rooms, to all get Dexotex style epoxy flooring with a 4” coved base.

2.03 Back foyer to get FRP to 48” AFF.

2.04 For toilet rooms, and shower, epoxy wall surfaces; patch and repair drywall as required

2.05 at all showers replace GWB with new Densglass or equivalent silicone impregnated water resistant and abuse resistant GWB product.

2.06 At all shower rooms, survey floors and grind /fill as required to provide a maximum 2% slope to a shower trench drain at the back wall of the shower.

2.07 Can eliminated jan sink in laundry room as there's already a mop sink in the foyer.

2.08 In laundry room, arrange on lower level washer, dryer, washer with the 2nd dryer stacked on top of one washer; that allows at least one washer and one dryer to be accessible. Existing installation is not accessible with dryers on top.

2.09 Check with mechanical engineer to resize/increase size of ventilation/exhaust fan for showers. Current ventilation is not adequate.

2.10 Replace toilet room and shower doors with new fiberglass doors with louvers for makeup air. Existing cylinder type privacy locks ok. Replace all shower door frames as they are rusted out.

2.11 New lighting for shower rooms.

2.12 Toilet rooms: replace wall hung china lavs with trough type sink

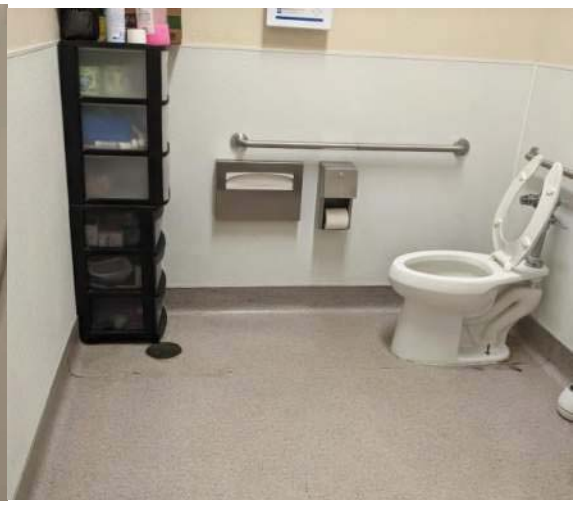
2.13 Toilet rooms: replace faucets with single button vandal resistant type faucet (possibly detention style-Acorn fixture)

2.14 Shower fixtures: use more robust shower fixtures; MEI to work with City to establish mfr/model acceptable for use.

2.15 At toilet rooms, John Falkenberg suggested removing wall mounted hand dryers and use paper towels; Regina did not seem to agree with this. Hand dryer in men's room was broken. Both hand

dryers are not ADA compliant as they project more than 4" from wall; City to provide direction as to whether to replace with semi-recessed units.

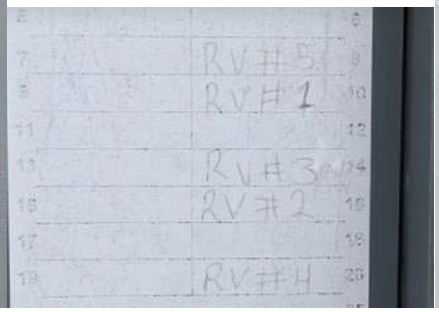
2.16 Existing Staff toilet in good condition; only replace flooring as part of overall flooring replacement.



Chinatown Navigation Center Site Work:

2.20 New trench and conduit for new conductors required. Existing electrical box at east end of parking lot is undersized. It is fed from the box on the north side of the lot. Run new 2” conduit to pull larger conductor between boxes in order to power new shower trailer. John Falkenberg indicated that for new shower trailer, recirc pump and heater will be deactivated leaving only hot water heating and lighting on circuit, enabling power to be used.

New conductor to be run from this panel “RV-5” breaker



2.21 Chip/Seal AC paving

Chinatown Republic Cafe

3.01 No current scope work; City is in the process of purchasing this building which is on the National Historic Register. After completion of purchase, City will contact CSG to determine course of action.

It is in poor condition and was subject to a recent fire, leaving the roof open and the front wall behind the balcony leaning inwards.

National Register of Historic Places in Monterey County

1943 Photo from the NRHP Nomination
(Click Photo to Zoom)

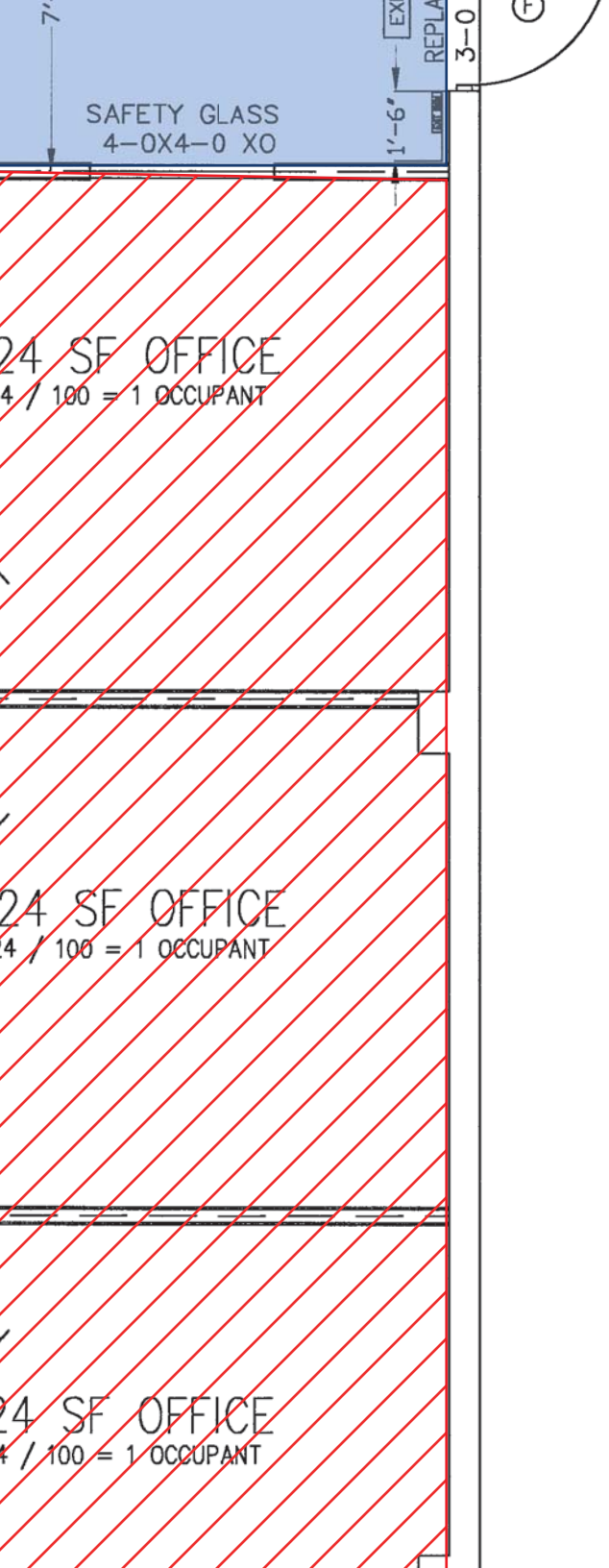
National Register #11000430
Republic Cafe
37 Soledad Street
Salinas
Built 1942

The Republic Cafe is located where Salinas Chinatown used to be.

The first Chinatown, established in 1872, was destroyed by fire in 1893. Within four days, Chinese merchants established a new Chinatown just a few blocks to the east on Soledad Street between East Lake Street and East Market Street.

Chinese merchants flourished by serving farm laborers, both Chinese and other nationalities including Japanese, Filipinos, *braceros* and Mexicans. The Chinese strengthened their presence by opening stores, restaurants, laundries and other businesses to serve the new immigrants.

Chinatown provided traditional cultural services for the Chinese population. A Joss House where children attended school. An elaborate temple where adults worshiped various gods. Tongs maintained order and protected Chinese immigrants without papers.



DOOR AND HARDWARE SCHEDULE

DOOR#	SIZE	MATERIAL	HARDWARE	QTY
A	3'0" X 6'8"	1-3/8" SOLID WOOD	CYLINDRICAL LEVER LOCKSET, AUTOMATIC DOOR BOTTOM	8
B	3'0" X 6'8"	1-3/4" METAL 20 GA.	STORE ROOM LOCKSET, AUTOMATIC DOOR BOTTOM, SURFACE CLOSER, KICKPLATE	2
C	3'0" X 6'8"	1-3/4" METAL 20 GA.	CYLINDRICAL LEVER LOCKSET, AUTOMATIC DOOR BOTTOM	4
D	3'0" X 6'8"	1-3/4" METAL 20 GA.	PUSH/PULL W/ KICKPLATE, SURFACE MOUNTED CLOSER	2
E	3'0" X 6'8"	1-3/4" METAL 20 GA.	CYLINDRICAL LEVER LOCKSET, AUTOMATIC DOOR BOTTOM, KICKPLATE	1
F	3'0" X 6'8"	1-3/4" METAL 16 GA.	STORE ROOM LOCKSET, WEATHER-STRIP, AL THRESHOLD, SURFACE MOUNTED CLOSER, KICKPLATE, PUSH BAR-PANIC HARDWARE	2
G	3'0" X 6'8"	1-3/8" SOLID WOOD	CYLINDRICAL LEVER LOCKSET	3
H	DOUBLE 2'6" X 6'8"	1-3/4" METAL 20 GA. LEFT LEAF STATIONARY	CYLINDRICAL LEVER LOCKSET	1

4

GENERAL NOTES:

1. CONTRACTOR SHALL APPLY "XYPEX" WATERPROOFING COMPOUND TO THE INTERIOR CMU WALL SURFACES. THE WALLS SHALL BE PREPARE AND CLEANED PRIOR TO INSTALLATION OF THE COMPOUND.

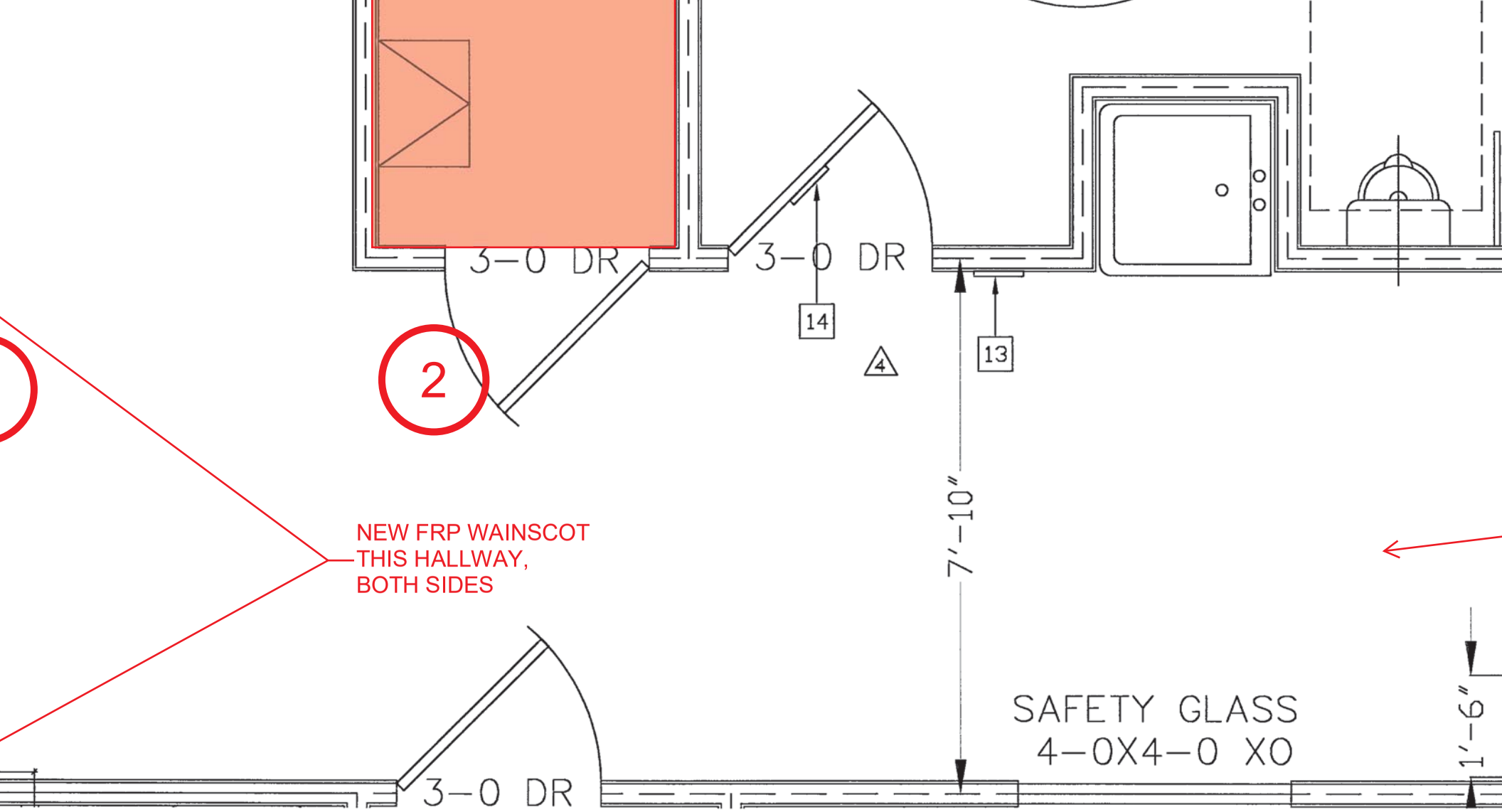
2. THE EXISTING CEILING IN THE TRAINING ROOM, PRIVATE OFFICES AND GENERAL OFFICE AREA (INCLUDING THE PRIVATE RESTROOM) SHALL HAVE ACOUSTICAL TILE GLUED TO THE EXISTING CEILING FINISH.

3. THE LAUNDRY ROOM SHALL BE EQUIPPED WITH FULL SIZED WASHER AND DRYER UNITS.

4. THE LAUNDRY ROOM SHALL BE EQUIPPED WITH A FOLD DOWN COUNTER TOP THAT OPEN OVER THE JANITORIAL SINK.

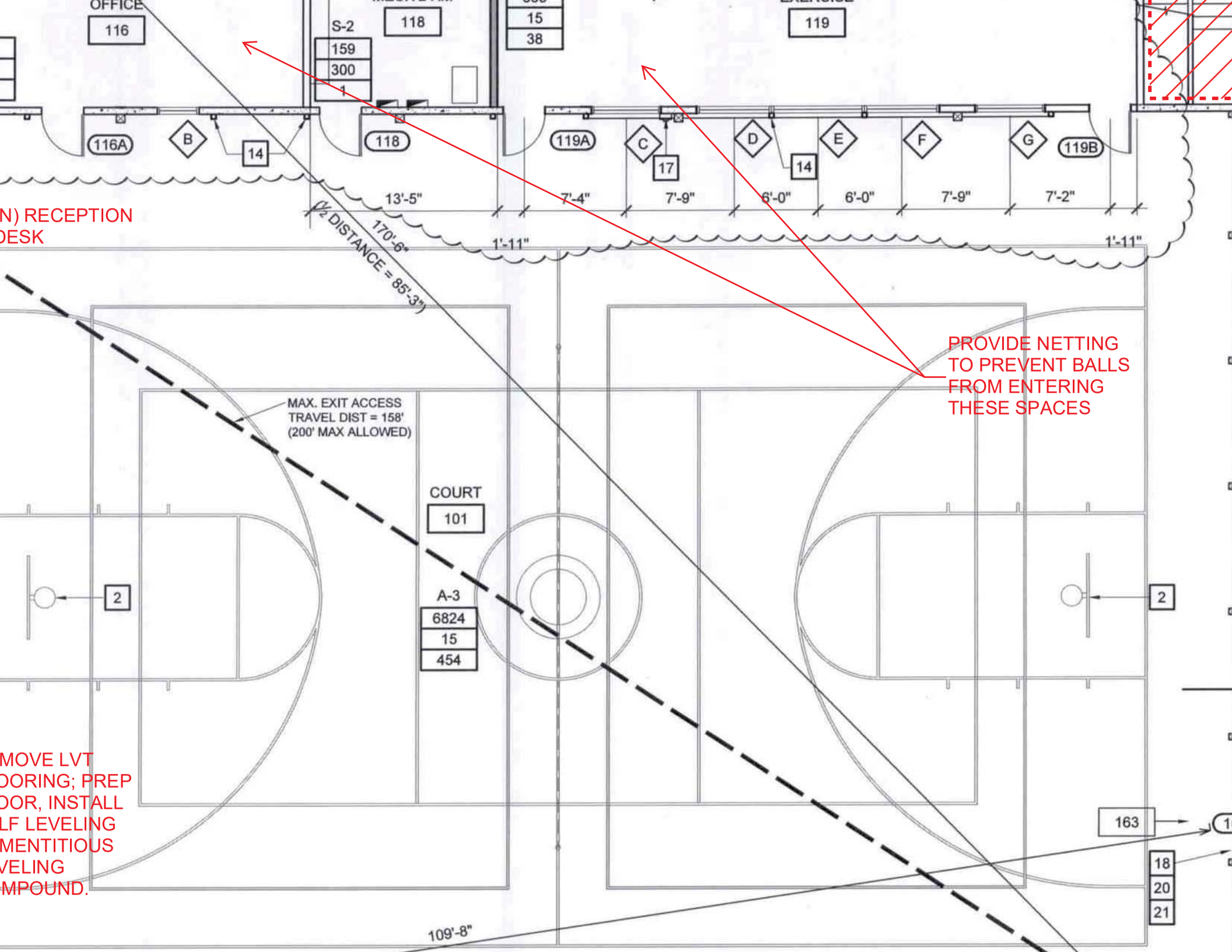
5. THE FRONT WALL (EXISTING WOOD WITH STUCCO FINISH) WILL BE REPLACED WITH 2X6 STUDS AT 16" O.C. THE EXTERIOR WILL BE ½" STRUCTURAL I CDX PLYWOOD W/ 8d @ 6" O.C.E. / 12" O.C.F. APPLIED DIRECTLY TO THE STUDS WITH A THREE COAT STUCCO FINISH TO MATCH EXISTING.

6. A READILY VISIBLE DURABLE SIGN SHALL BE POSTED ON THE EGRESS SIDE OF THE MAIN



NLARGED GENERAL RESTROOMS

CALE: 1/2" = 1'0"


OFFICE
116
S-2
159
300
1
118
15
38
119
116A
B
14
118
119A
C
17
D
14
E
F
G
119B
13'-5"
7'-4"
7'-9"
6'-0"
6'-0"
7'-9"
7'-2"
1'-11"
1'-11"
170'-6"
(½ DISTANCE = 85'-3")
N) RECEPTION
DESK
PROVIDE NETTING
TO PREVENT BALLS
FROM ENTERING
THESE SPACES
MAX. EXIT ACCESS
TRAVEL DIST = 158'
(200' MAX ALLOWED)
COURT
101
A-3
6824
15
454
2
2
MOVE LVT
OORING; PREP
OOR, INSTALL
LF LEVELING
MENTITIOUS
VELING
MPOUND.
163
18
20
21
109'-8"

ID	Task Mode	Task Name
1		
2		**Sherwood Rec Center**
3		NTP
4		Existing documentation Research
5		Site visit/kickoff meeting
6		Civil Survey & Analysis
7		Arch Backgrounds
8		MEP design
9		50% package
10		Coordination, 90% package prep
11		90% package to Owner
12		Owner Review
13		Final package for Permit
14		
15		**Chinatown Navigation Center**
16		NTP
17		Existing Documentation/CAD
18		Arch Backgrounds
19		MEP design
20		50% package
21		Coordination, 90% package prep
22		Owner Review
23		Final package for Permit
24		
25		
26		
27		
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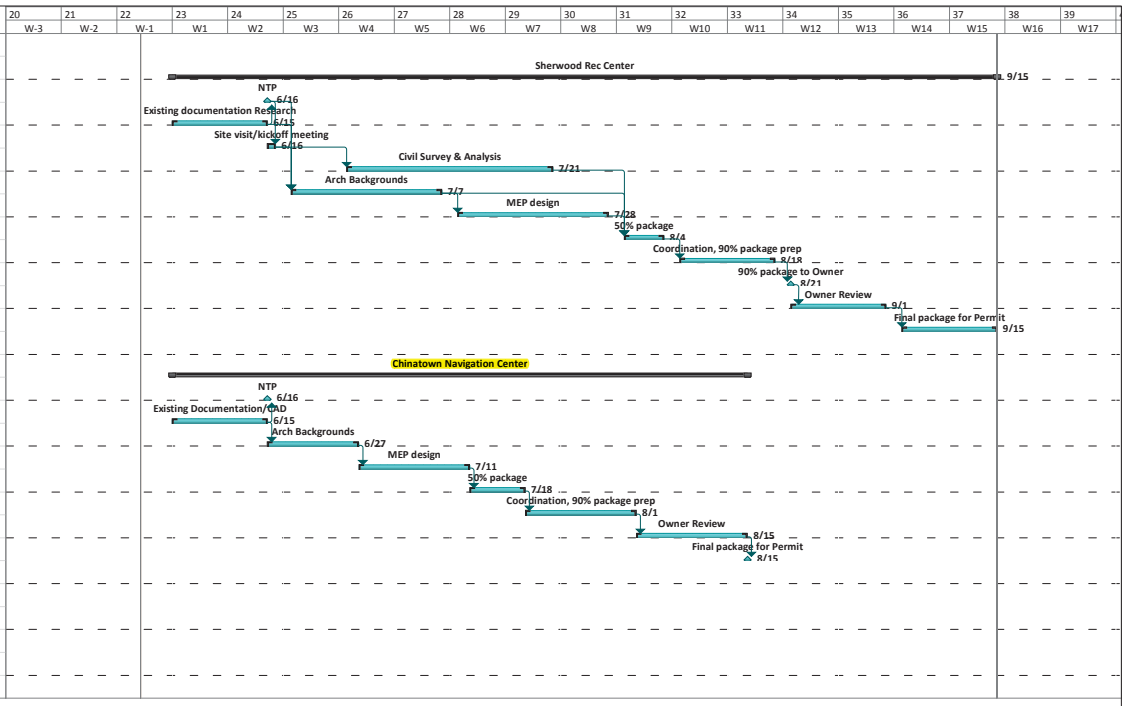
29		



Project: 821 Salinas Schedule 202
Date: Wed 5/31/23

Task		Summary		External Milestone		Inactive Summary		Manual Summary Rollup		Finish-only	
Split		Project Summary		Inactive Task		Manual Task		Manual Summary		Deadline	
Milestone		External Tasks		Inactive Milestone		Duration-only		Start-only		Progress	

Contract Change Order #1

(To be included in the following pages)

Staffing Plan and Cost Proposal for Design and Project Management Services for the Chinatown Navigation Center Project

												TOTAL	HOURLY RATE	HOURLY RATE	TOTAL COST
		2023													
ROLE	STAFF	WK 1	WK 2	WK 3	WK 4	WK 5	WK 6	WK 7	WK 8	WK 9	WK 10	HOURS	2023	2024	
TASK 1.0: DESIGN PHASE															
Principal Engineer	Peykan Abbassi	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	**10**	$250.00		$2,500.00
Sr. Project Manager	Cyril Charles	**6**	**6**	**6**	**6**	**6**	**6**	**6**	**6**	**4**	**4**	**56**	$235.00		$13,160.00
Sr. Engineers (Constructability Review)	TBD	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**12**	**12**	**24**	$235.00		$5,640.00
Asst. Project Manager	Bronwyn Callero	**2**	**2**	**2**	**2**	**2**	**2**	**2**	**2**	**2**	**2**	**20**	$140.00		$2,800.00
TASK 2.0: BID and AWARD															
ROLE	STAFF	WK 16	WK 16	WK 16	WK 16										
Principal Engineer	Peykan Abbassi	**0**	**0**	**0**	**0**							**0**	$250.00		$0.00
Sr. Project Manager	Cyril Charles	**4**	**4**	**4**	**4**							**16**	$235.00		$3,760.00
Asst. Project Manager	Bronwyn Callero	**4**	**4**	**4**	**4**							**16**	$140.00		$2,240.00
TASK 3.0: CONSTRUCTION															
ROLE	STAFF	MTH	MTH	MTH	MTH	MTH	MTH	MTH	MTH	MTH	MTH				
Principal Engineer	TBD	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	$250.00		$0.00
Sr. Project Manager	TBD	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	$235.00		$0.00
Construction Manager (Associate Engineer)	TBD	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	$185.00		$0.00
Construction Inspector	TBD	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	$165.00		$0.00
Asst. Project Manager	TBD	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	$140.00		$0.00
TASK 3.0: POST CONSTRUCTION															
Construction Manager	TBD	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	$185.00		$0.00
Document Control	TBD	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	$140.00		$0.00
SUB-TOTAL		**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**			$30,100.00
Sub-Consultant Cost													**TOTAL COST**		
MEI (Design Consultants)													$67,229.00		
CEQA Consultant (TBD)													$3,720.00		
SUB-TOTAL													**$70,949.00**		
Additional Services													**TOTAL COST**		
MEI (Design Consultants) CAD Backgrounds (Original Proposal)													$3,248.00		
MEI Design Fee for Misc. Scope Changes (Add Service #1)													$6,765.00		
CSG Fee (Project Management)													$1,017.00		
SUB-TOTAL													**$11,030.00**		
TOTAL COST													**$112,079.00**		

Notes:

1. Hours based on a construction period start date of July 5, 2023 and a duration of 60-90 working days, with an additional time for project closeout.
2. Overtime will be billied in accordance with our Master Agreement Fee Schedule.
3. Construction and Post-Construction Phase costs and staffing are not included and will be based on the estimated construction costs from the developed design.

30 August 2023

Mr. Charles Cyrill
CSG Consultants, Inc
3707 W. Garden Grove Blvd, Ste 100
Orange, CA 92868
peykan@csgengr.com

Re: City of Salinas; Add Service 2, Misc scope changes at CNC and Sherwood Center
MEI Project # 821

Dear Charles:

During our site visit of 8/16/23 and subsequent communication with the City, various changes to the original scope of the project have been made. This additional service is meant to capture the additional design costs anticipated by the Design team to assist with the completion of the project.

Navigation Center:

1. The existing building was discovered to have only two roof drains, with no overflow drains, one of which was visibly plugged with debris. During the site visit of 8/16/23, it was discussed and agreed with Mr. John Falkenberg, that both internal roof drains should be replaced with a roof scupper with and overflow. The existing roof drain will be capped off and all roof drainage diverted to the new scupper drain. MEI estimates this to require additional time detailing the new wall penetration and repair to the existing roof membrane system to incorporate new roof scupper drains. There is no MEP cost associated with this work. We estimate this to take 4 hours of principal time and 12 hours of drafting/design time to complete this work.
2. Laundry Room: The City discussed the desire to replace the existing residential grade washer and dryers with more robust commercial/industrial type machines. To this date, we have discussed via email different types of washer/extractors and dryers and the need for additional expertise to make recommendations to the City as it involves an analysis of the use and anticipated laundry load as well as staff operation of the machines. This is beyond the expertise of this design team and we recommend that CSG/City of Salinas retain an independent consultant experienced with commercial laundry operations to make final recommendations on this matter. Based on our talk today, 8/30/23, we understand that the desire is to use a commercial grade washer that is not physically attached to the structure. We will look into options for this, but have included $850 of RPM time for structural analysis and 8 hours of principal time and 8 hours of draftsman time for MEI for research and incorporation of final recommendation/selection by the City. It is assumed that we will be able to use the existing infrastructure/utilities in the room to support the replacement equipment. There is no provision to accommodate any sorting/storage beyond the available space in the existing laundry room.

Sherwood Recreation Center:

1. During our previous site walks, we discussed and confirmed the removal of the abandoned stair and associated roof structure at the NE corner of the center. There is no added cost for this work.
2. During our 8/16/23 site visit, the City asked us to remove the existing CMU screen walls on the west side of the building in front of the multipurpose room on the west side and the Women's restroom and shower on the north side of the building. As part of this work, we agreed to add a parapet to the top of the women's restroom wing to match the existing CMU wall that will remain. We are requesting $3,300 for RPM to perform structural analysis for this work, including the new parapet design, and 8 hours of principal time and 24 hours of draftsman time for the additional design work in these areas.
3. During our 8/16/23 site visit, we discussed removing the existing access door to the storage room on the west side of the facility and to replace the existing concrete paving on the south side of the facility with new concrete paving and trench drains. The original scope of work did not include repaving this area. We are requesting $4,500 for RPM to perform civil work related to drainage and paving of this area and 3 hours of principal time and 12 hours of draftsman time for MEI to coordinate and incorporate these design changes.
4. During our 8/16/23 site visit, we took photos of the existing roof and rooftop equipment. It appears that the roof is in basically good shape and the water intrusion that we noted earlier was from improperly sealed skylights. We are not including any reroofing scope for the Sherwood Center in our project, but can advise the GC as to removing the existing skylights/curbs and reroofing this area at no additional cost.
5. Subsequent to our 8/16/23 site visit, there have been emails from the City discussing the possibility and desire to remove the existing painted wood shingles from the building and replacing them with another material. There was also the mention of the likelihood of Lead Based Paints being present on the wood, given the age of the facility. The City circulated previous surveys and removal specifications which we have responded to separately in an email to CSG and the City representatives. *Hazardous material removal is not included in our work scope* and we recommend that CSG or the City contract separately for this scope of work; we are happy to provide access to our drawings/documents to any remediation professional. Regarding replacement of the existing wood shingles (which are in very poor shape and need replacement anyway) with a different material, the City has mentioned the need to go through NEPA/Environmental review for this project. We are including with this add service request, an allowance of 16 principal hours and 48 designer/draftsperson hours for design work with rendered elevations/perspectives for community/city review.

Add Service 2 Fees:

Chinatown Navigation Center

RPM:	$ 850.00
MEI	$ 5,915.00
Total	**$ 6,765.00**

Sherwood Recreation Center

RPM:	7,800.00
MEI	18,642.00
Total	**$ 26,442.00**

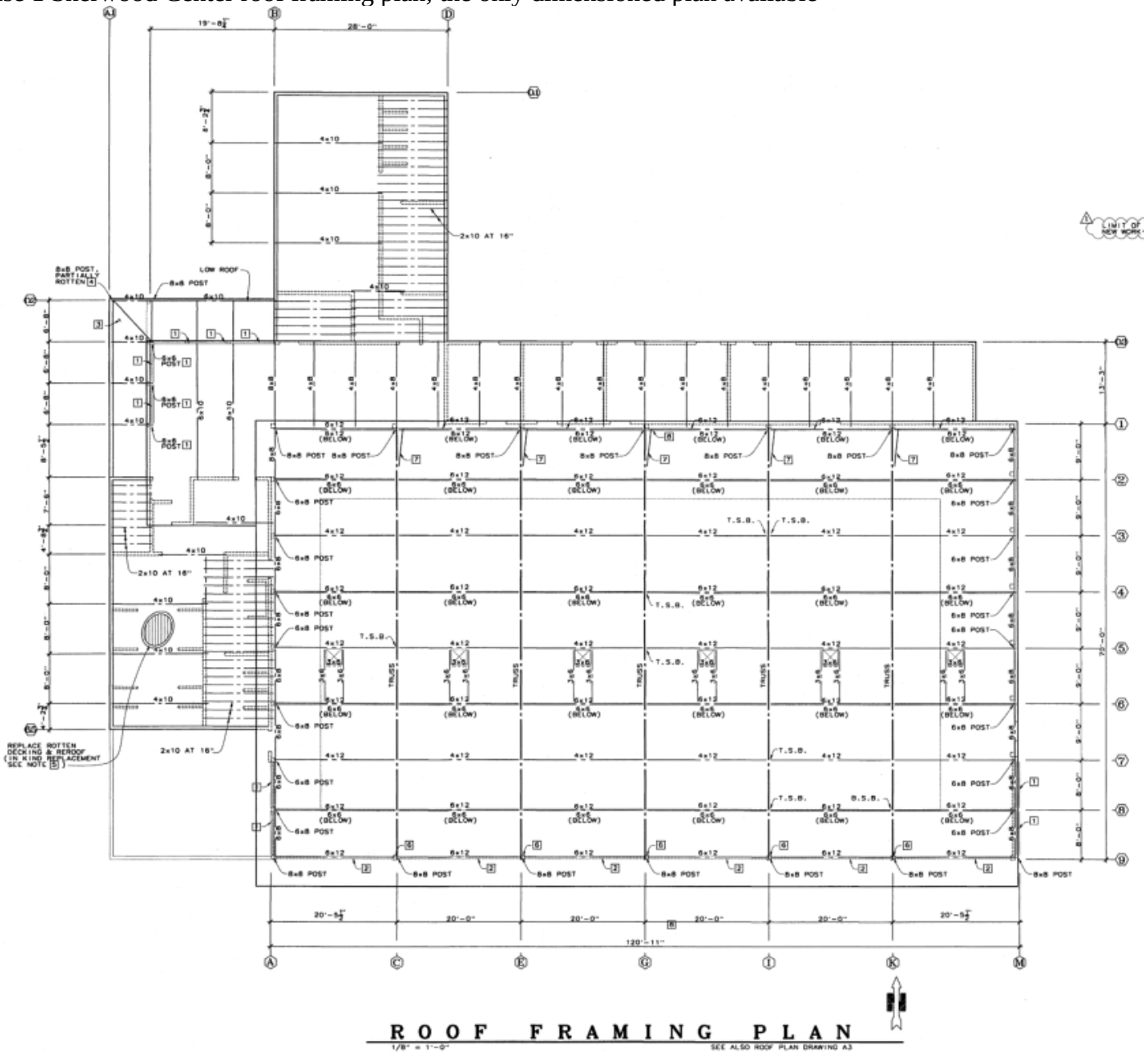
Total Fee Summary:

	Add Service 2	Add Service 1	Base Contract	Total All fees
RPM	$ 8,650.00	$ 0.00	$60,400.00	$ 69,050.00
MEI	$ 24,557.00	$ 16,240.00	$127,993.00	$ 168,790.00
Groundworks	$ 0.00	$ 0.00	$15,000.00	$ 15,000.00
Total	**$ 33,207.00**	**$ 16,240.00**	**$203,393.00**	**$237,840.00**

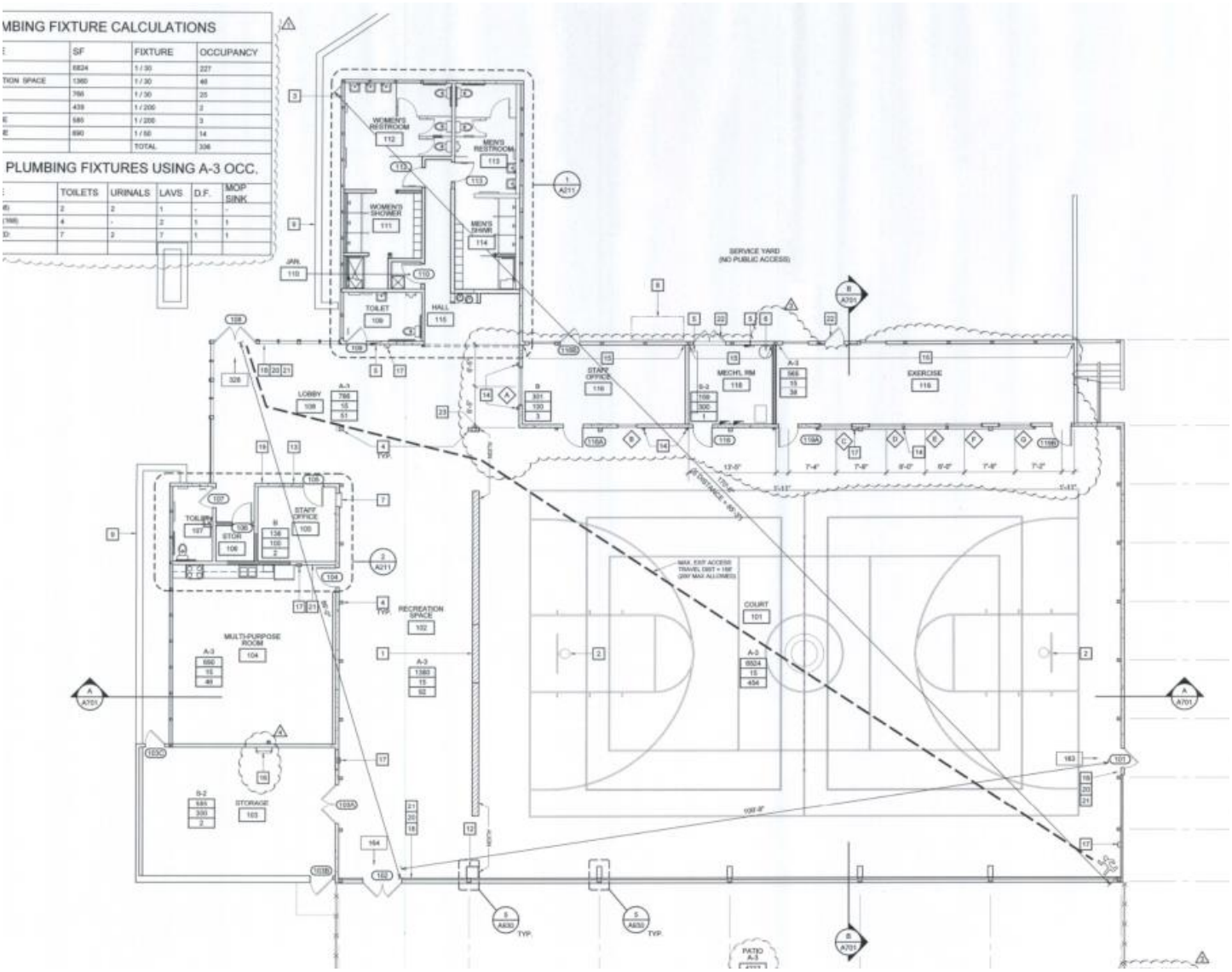
Regards,

Michael Wang
Principal, MEI Architects

Phase 1 Sherwood Center roof framing plan; the only dimensioned plan available



Phase 3 Sherwood Recreation Center Architectural Plan



Contract Change Order #2

(To be included in the following pages)

Staffing Plan and Cost Proposal for Design and Project Management Services for the Chinatown Navigation Center Project

		2023										TOTAL HOURS	HOURLY RATE 2023	HOURLY RATE 2024	TOTAL COST
ROLE	STAFF	WK 1	WK 2	WK 3	WK 4	WK 5	WK 6	WK 7	WK 8	WK 9	WK 10				
TASK 1.0: DESIGN PHASE															
Principal Engineer	Peykan Abbassi	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	10	$250.00		$2,500.00
Sr. Project Manager	Cyril Charles	6	6	6	6	6	6	6	6	4	4	56	$235.00		$13,160.00
Sr. Engineers (Constructability Review)	TBD	0	0	0	0	0	0	0	0	12	12	24	$235.00		$5,640.00
Asst. Project Manager	Bronwyn Callero	2	2	2	2	2	2	2	2	2	2	20	$140.00		$2,800.00
TASK 2.0: BID and AWARD															
ROLE	STAFF	WK 16	WK 16	WK 16	WK 16										
Principal Engineer	Peykan Abbassi	0	0	0	0							0	$250.00		$0.00
Sr. Project Manager	Cyril Charles	4	4	4	4							16	$235.00		$3,760.00
Asst. Project Manager	Bronwyn Callero	4	4	4	4							16	$140.00		$2,240.00
TASK 3.0: CONSTRUCTION															
ROLE	STAFF	MTH	MTH	MTH	MTH	MTH	MTH	MTH	MTH	MTH	MTH				
Principal Engineer	TBD	0	0	0	0	0	0	0	0	0	0	0	$250.00		$0.00
Sr. Project Manager	TBD	0	0	0	0	0	0	0	0	0	0	0	$235.00		$0.00
Construction Manager (Associate Engineer)	TBD	0	0	0	0	0	0	0	0	0	0	0	$185.00		$0.00
Construction Inspector	TBD	0	0	0	0	0	0	0	0	0	0	0	$165.00		$0.00
Asst. Project Manager	TBD	0	0	0	0	0	0	0	0	0	0	0	$140.00		$0.00
TASK 3.0: POST CONSTRUCTION															
Construction Manager	TBD	0	0	0	0	0	0	0	0	0	0	0	$185.00		$0.00
Document Control	TBD	0	0	0	0	0	0	0	0	0	0	0	$140.00		$0.00
SUB-TOTAL		0	0	0	0	0	0	0	0	0	0	0			$30,100.00

Sub-Consultant Cost		TOTAL COST
MEI (Design Consultants)		$67,229.00
CEQA Consultant (TBD)		$3,720.00
SUB-TOTAL		**$70,949.00**
Additional Services		**TOTAL COST**
MEI (Design Consultants) CAD Backgrounds 08.30.2023 (Add Service #1)		$3,248.00
MEI Design Fee Proposal for Misc. Scope Changes 08.30.2023 (Add Service #2)		**$6,765.00**
CSG Fee Proposal for Misc. Scope Changes (Add Service #2)		**$1,017.00**
SUB-TOTAL		**$11,030.00**
TOTAL COST		**$112,079.00**

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30 August 2023

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3707 W. Garden Grove Blvd, Ste 100
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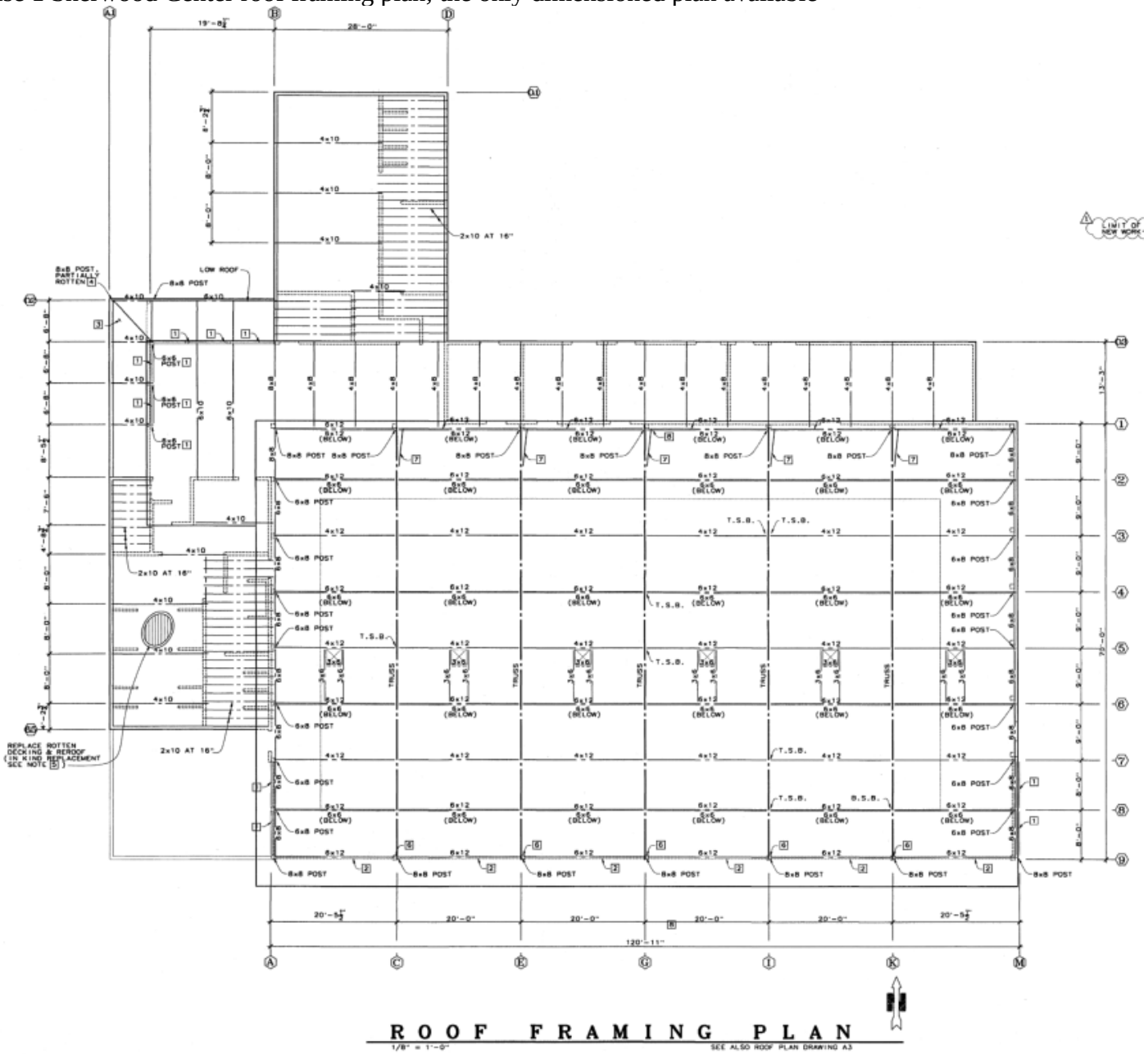
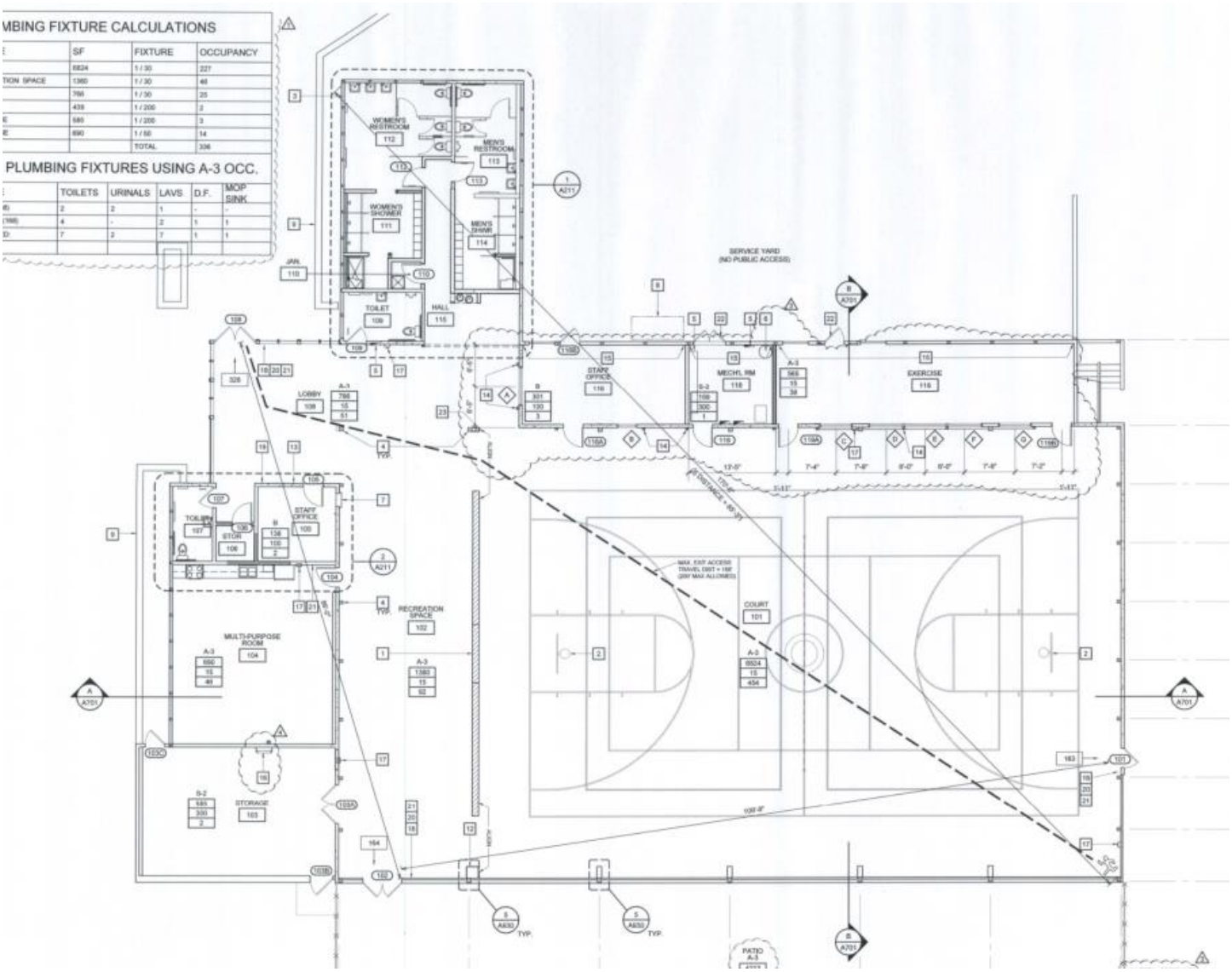
Regards,

Michael Wang
Principal, MEI Architects

Phase 1 Sherwood Center roof framing plan; the only dimensioned plan available



Phase 3 Sherwood Recreation Center Architectural Plan