

Board Office Use: Legislative File Info.	
File ID Number	13-1863
Committee	Facilities
Introduction Date	8-28-2013
Enactment Number	13-1797
Enactment Date	8-28-13



OAKLAND UNIFIED
SCHOOL DISTRICT

Memo

To Board of Education

From Dr. Gary Yee, Acting Superintendent
and Secretary of the Board of Education
Timothy White, Associate Superintendent, Facilities Planning and Management

Board Meeting Date August 28, 2013

Subject Division of Facilities Planning and Management P.O.'s. Less than \$50,000.00

Action Requested: Ratification by the Board of Education of the attached contracts for the Division of Facilities Planning and Management.

Legistar #	Name	Amount	Funding Source	P.O.	Project	Date	City
13-1859	Air Sea Containers	\$1,948.00	County School Facilities Fund	P.O.	Ralph Bunche Portable Installation	5-17-2013	Oakland
13-1860	Asbestos Management Group	\$2,600.00	Measure B	P.O.	Lowell MS Modernization	7-2-2013	Oakland
13-1861	Associates Comfort Systems	\$980.00	County School Facilities Fund	P.O.	La Escuelita Educational Center	7-25-2013	San Leandro
13-1862	Bayview Environmental Services Inc.	\$7,850.00	County School Facilities Fund	P.O.	Oakland Tech Seismic Retrofit	7-11-2013	Oakland
✓ 13-1863	Charles M. Salter Associates, Inc.	\$2,650.00	Measure B	P.O.	Highland New Classroom Building	7-11-2013	San Francisco
13-1864	Danda Hauling & Trucking	\$1,400.00	County School Facilities Fund	P.O.	Stonehurst CDC Building Replacement	5-28-2013	Brisbane
13-1865	Digital Design Communications	\$3,851.19	Developer Fee	P.O.	La Escuelita Educational Center	4-2-2013	Oakland
13-1866	Elation Systems	\$35,200.00	Measure B	P.O.	Labor Compliance Software	6-26-2013	Pleasanton
13-1867	Graham Tree Services, Inc.	\$4,500.00	County School Facilities Fund	P.O.	Ralph Bunche Portable Installation	7-8-2013	San Leandro
13-1868	H&M Mechanical Group	\$3,800.00	Measure B	P.O.	Highland New Classroom	7-24-2013	Oakland
13-1869	HY Hibser Yamauchi Architects, Inc.	\$20,000.00	Fund 67	P.O.	District Administration Planning Studies	6-18-2013	Oakland
13-1870	J&R Fence, Inc.	\$21,213.00	County School Facilities Fund	P.O.	J&R Fence, Inc.	4-18-2013	San Leandro
13-1871	Musson Theatrical	\$12,952.00	County School Facilities Fund	P.O.	Oakland Technical Seismic Retrofit AB300	4-2-2013	Santa Clara
13-1872	NVB Playgrounds, Inc.	\$2,452.00	County School Facilities Fund	P.O.	Stonehurst CDC Building Replacement	5-17-2013	Indianapolis, IN
13-1874	Peninsulators	\$1,745.00	County School Facilities Fund	P.O.	Stonehurst CDC Building Replacement	5-17-2013	San Jose
13-1875	School Dude	\$6,648.31	Fund 40	P.O.	Building & Grounds	4-9-2013	Cary, NC
13-1876	School Dude	\$19,300.95	Deferred Maintenance	P.O.	Building & Grounds	4-22-2013	Cary, NC



13-1877	School Outfitters	\$3,866.16	County School Facilities Fund	P.O.	School Outfitters	6-12-2013	Cincinnati, OH
13-1878	Telex Communications	\$30,000.00	Fund 1	P.O.	Telex Communications	6-7-2013	Dublin
13-1879	The Davey Tree Expert Tree Company	\$6,800.00	Measure A	P.O.	Arroyo Viejo CDC Renovation of Building	4-8-2013	San Ramon
13-1881	WiLine	\$35,000.00	Fund 67	P.O.	District Administration Relocation	6-18-2013	San Mateo

Discussion:

Among the key purposes of the District’s Facilities Master Plan is to provide an academic environment for the Oakland community that will give every student, educator, and community member using our facilities the best possible opportunity for learning.

Through implementation of the Facilities Master Plan, the District intends to improve the District’s facilities in terms of structural integrity, safety, reliability of operating (mechanical) systems, access to modern resources, number and type of appropriate laboratories and specialized instruction rooms, opportunities for physical education, and attractiveness, such that the Oakland Public Schools are second to none. Operation of the District schools under the planned approach is intended to ensure safety, cleanliness, and orderliness for all individuals participating in the learning process.

The basic facility needs of students such as proper lighting, functional roofs, noise control and well maintained buildings, not only convey the message that we value our students and teachers but may foster a sense of school pride and community ownership which may improve attitudes towards learning. The implementation of the Facilities Master Plan is our first step in that direction.

Fiscal Impact:

Various

Recommendation:

The Board of Education is requested to approve the Facilities Planning and Management contracts and Purchase Order for the OUSD school sites.

Certified: G. D. Yee
Gary Yee Ed.D., Secretary
Board of Education

OAKLAND UNIFIED SCHOOL DISTRICT
Department of Facilities Planning and Management
AGREEMENT REQUEST FORM

RECEIVED 7/3/13
Vote 0310

DATE SUBMITTED: 6/26/2013
SUBMITTED BY: Eric Sih

REVIEWED BY: [Signature]

SECTION I. TYPE OF AGREEMENT (PLEASE CHECK ONE BOX)

Bond Program Director

1.) A/E (Architect and Engineers) Contract	<input checked="" type="checkbox"/>	5.) "Small" (under \$15,000.00) Construction Contract	<input type="checkbox"/>
2.) IOR (Inspector of Record Contract)	<input type="checkbox"/>	6.) Resolution Awarding Bid and Construction Contract	<input type="checkbox"/>
3.) Agreement for Professional Services - Testing Etc.	<input type="checkbox"/>	7.) Change Order	<input type="checkbox"/>
4.) Amendment to Agreement for Professional Services	<input type="checkbox"/>	8.) Purchase Order	<input checked="" type="checkbox"/>

Vendor Number: _____
Fiscal Year: 2013-2014
P.O. Under \$50K: _____
Date Processed: 7-11-13
To: MB 7/11 To DR: _____

Jina Requena for Timothy White
Timothy E. White
Asst. Superintendent
Date: 7/1/13

Leon Matsuo for TADASHI NAKADEGAWA
Tadashi Nakadegawa
Facilities Director
Date: 6/27/2013

SECTION II. LOCAL BUSINESS PARTICIPATION PERCENTAGE:

Local Business	Small Local Business	Small Local Resident Business	Total Percentage
0.00%	0.00%	0.00%	0.00%

SECTION III. AGREEMENT INFORMATION:

Project Name:	Highland New Classroom Building	Project No:	06009
Vendor Name:	Charles M. Salter Associates, Inc.	Vendor Contact:	Thomas Schindler
Vendor Phone Number:	(415) 397-0442	Vendor Mailing Address:	130 Sutter Street San Francisco, CA 94104
Agreement Start and Stop Dates:	Start: <u>7/1/2013</u> End: <u>7/3/2014</u>	Amounts:	Current Contract Amount: \$0.00 Not to Exceed Amount: \$2,650.00 Revised Contract Amount: \$2,650.00
Has Work Started?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Has Work Been Completed?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

LEGISLATIVE FILE
File No. 13-1863
Introduction Date: 8-28-2013
Attachment No. 13-1797
Attachment Date: 8/28/13

1269901837-6262

Certificate of Insurance Attached Yes No Date provided:

RECEIVED

For Construction Contracts >\$15,000, please provide or attach the following:

- 1) Number of Bids Received, List of Bidders and Amounts (Bid Form) (Attach Bid Documents)
- 2) Date(s) of Bid Advertisement -
- 3) Date of Bid Opening -
- 4) Name of Architect -
- 5) Liquidated damages per day - \$
- 6) Performance Bonds Attached
- 7) Payment Bonds Attached

7-11-2013

Scope of Work: (Needed to prepare Executive Summary) Please attach separately along with Vendor's proposal.
Background and reverberation testing in accordance with the 2009 CHPS EQ3.1 protocol.

Discussion Info: (Needed to prepare Executive Summary) and what is the benefit to students) - Add additional pages as needed
Acoustical testing needed in order to satisfy CHPS requirements.

(Provide detailed background - Why is contract required

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion: The District certifies to the best of its knowledge and belief, that it and its officials: Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency according to Federal Acquisition Regulation Subpart 9.4, and by signing this contract, certifies that this vendor does not appear on the Excluded Parties List. <https://www.sam.gov/portal/public/SAM>

ANNING & MGMT

DEPARTMENT

JUL 8 2013 PM 3:32

Funding Source:

Fund 21
RES 9699

Bud.

OAKLAND UNIFIED SCHOOL DISTRICT
Department of Facilities Planning and Management
AGREEMENT REQUEST FORM

SECTION IV. L/LS/LSRBE - RATIONAL FOR NON COMPLIANCE CHECK LIST

1.)	<p>Specialty Service: This contractor provides a unique / specialty service that is currently not available from a certified L/S/SLRBE. Government Code § 53060 / school districts may contract without bidding for, “special services and advice in financial, economic, accounting, . . . legal, or administrative matters if such persons are specially trained and experienced and competent to perform the special services required.”</p>	✓
2.)	<p>District Discretion under L/SL/SLRBE due to lack of certified firms at time of bid: If at least three L/SL/SLRBEs are not certified, then the requirement may, subject to the discretion of the District, be waived, or the 20% requirement may be re-set from 19 % to 0%, depending on the particular circumstances at time of bid.</p>	
3.)	<p>Futility: It would be futile to require that the contract be subjected to the L/SL/SLRBE due to (circle one) COST / TIME CONSTRAINTS / NO CERTIFIED BIDDERS. California law provides that “[w]here competitive proposals work an incongruity and are unavailing as affecting the final result or where they do not produce any advantage...the statute requiring competitive bidding does not apply.” (Hiller v. City of Los Angeles (1961) 197 Cal. App. 2d 685, 694.)</p>	
4.)	<p>Field Test / (1) In order that a field test or experiment may be made to determine the product's suitability for future use. PUBLIC CONTRACT CODE SECTION 3400-3410</p>	
5.)	<p>Product Match/(2) In order to match other products in use on a particular public improvement either completed or in the course of completion. PUBLIC CONTRACT CODE SECTION 3400-3410</p>	
6.)	<p>Sole Source / (3) In order to obtain a necessary item that is only available from one source. PUBLIC CONTRACT CODE SECTION 3400-3410</p>	
7.)	<p>Emergency Repair / (4) (A) In order to respond to an emergency declared by a local agency, but only if the declaration is approved by a four-fifths vote of the governing board of the local agency issuing the invitation for bid or request for proposals. PUBLIC CONTRACT CODE SECTION 3400-3410 / See also: Public Contract Code Section 1102. "Emergency," as used in this code, means a sudden, unexpected occurrence that poses a clear and imminent danger, requiring immediate action to prevent or mitigate the loss or impairment of life, health, property, or essential public services.</p>	

Charles M. **Salter**
ASSOCIATES INC.

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San Francisco, CA
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www.cmsalter.com

- Acoustics
- Audiovisual
- Telecommunications
- Security

25 June 2013

EXHIBIT A

Eric Sih, Project Manager
Oakland Unified School District
955 High Street
Oakland, CA 94601
Email: esih@sgicm.com

Subject: **New Highland Academy Elementary School, Oakland, CA –**
Proposal for CHPS Certification Acoustical Testing Services

Dear Eric:

In accordance with our recent email correspondence and a review of the project floor plan drawings, we have prepared this proposal for acoustical testing services for this elementary school project. In the interest of expediting this proposal, we have omitted firm information and related project lists. This material can be provided on request. Also, information is available at www.cmsalter.com

SCOPE OF SERVICES

We will visit the site and perform background noise and reverberation testing in two first-floor and two second-floor classrooms in accordance with the 2009 CHPS EQ3.1 protocol. The attached testing procedure flow-chart shows the steps required as we understand the certification requirements to be interpreted in the majority of the cases. As you can see, the time needed can vary based on the conditions found. In our experience, time can also be spent getting access, establishing the operating states of HVAC systems, dealing with extraneous noise from other unanticipated on-site activities, etc.

We will summarize the results of our testing in a written letter/report, comparing the results to the CHPS criteria.

FEE ESTIMATE

Based on our previous experience and our current understanding of the project, we estimate that the tasks outlined above will require a fee for technical labor and any other costs that will not exceed **\$2,650**. We will perform these services, and bill, on an hourly basis at your direction in accordance with the attached standard Terms and Conditions sheet.

A breakdown of the overall time spent testing four classrooms in accordance the above noted CHPS procedure, analyzing the data, and preparing and issuing the report, is a follows:

Senior Consultant – 12 hours at \$165/hr	\$1,980
Principal Consultant – 2 hours at 210/hr.....	\$420
Vice President – 1 hour at \$250/hr.....	\$125

MAX HOURS →

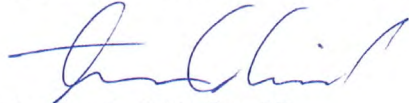
- Charles M. Salter, PE
- David R. Schwind, FAES
- Robert P. Alvarado
- Eric L. Broadhurst, PE
- Philip N. Sanders, LEED AP
- Thomas A. Schindler, PE
- Anthony P. Nash, PE
- Cristina L. Miyar
- Jason R. Duty, PE
- Durand R. Begault, PhD, FAES
- Joseph G. D'Angelo
- Thomas J. Corbett, CTS
- Eric A. Yee
- Joshua M. Roper, PE, LEED AP
- Peter K. Holst, PE, LEED AP
- Christopher A. Peltier, PE
- Ethan C. Salter, PE, LEED AP
- Thomas D. Keller, CDT
- Craig L. Gillan, RCDD
- Lloyd B. Ranola
- Alexander K. Salter, PE
- Jeremy L. Decker, PE
- Rob Hammond, PSP, NICET III
- Michael S. Chae
- Dylan B. Mills, CTS
- Davis H. Keith, CTS-D
- Paul R. Billings
- Erika A. Frederick
- Travis R. Lawrence
- Benjamin D. Piper
- Elisabeth S. Kelson
- Noel J. Bacani
- Joshua J. Harrison
- Brian C. Wourms
- Valerie C. Smith
- Shanna M. Sullivan
- Amanda G. Higbie
- Ryan G. Roskop
- Brian J. Good
- Heather A. Salter
- Dee E. Garcia
- Catherine F. Spurlock
- Marva De Veer - Noordzee
- Elizabeth F. Trocker
- Jennifer G. Palmer
- Jodessa G. Cortez
- Susan E. Lonergan
- Heather D. Heise
- Courtney H. Vineys
- Erin D. Gorton

This proposal assumes that this project will commence within six month from the date of this proposal and be completed within 18 months thereafter. The above fee estimate assumes one site visit. This proposal assumes no significant time spent gaining access to the spaces to be tested, establishing HVAC on/off operating states, or time lost to adverse suite conditions, such as other work and/or summer activities on the site. Additional meetings and/or site visits can be provided as an additional service.

If you find this proposal satisfactory, please return a signed copy to our office as authorization to proceed. Should you have any questions or comments, please contact me directly.

Sincerely,

CHARLES M. SALTER ASSOCIATES, INC.



Thomas A. Schindler, PE
Senior Vice President

Enclosure

k/eg24jun2013tas01

AGREED AND ACCEPTED

By: _____
Oakland Unified School District

Date: _____

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Security

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TERMS AND CONDITIONS

Insurance

General Liability	\$2,000,000
Workers Compensation	\$1,000,000
Automobile Liability	\$2,000,000

Professional Liability (“Errors and Omissions”): Professional liability of Charles M. Salter Associates, Inc. (CSA), its officers, employees, and sub-consultants is limited to \$50,000 or our total fee, whichever is less. The above limitation of professional liability can be increased to the limit of our insurance policy (\$1,000,000) by increasing our total fee by 10% prior to start of our services.

Schedule of Hourly Rates

President and Senior Vice President	\$275
Vice President	\$250
Principal Consultant	\$210
Senior Consultant	\$165
Consultant	\$145
Technical Assistant	\$100

Invoices are rendered monthly for services performed during the previous month. Payment for each invoice is due within 30 days.

Fee proposals are valid for 60 days. The total fee will be applied as we deem appropriate among the individual tasks. All fee proposals assume that services proceed without unreasonable delays, redesign, or scope changes. Such occurrences may warrant a renegotiation of fees. The schedule of hourly rates is valid for one year from the proposal date. A renegotiation of our hourly rates may be required after this period.

CSA specifications input and details have *all rights reserved* by Charles M. Salter Associates, Inc. These documents are for use only on the project for which Charles M. Salter Associates, Inc. is retained. It is the project architect’s and engineer’s responsibility to coordinate and verify the suitability of all specifications input and details as appropriate for the project. To facilitate drawing reviews, we require that paper copies of contract documents be sent to our office.

Site visits and observations, if any, conducted by our firm relate only to our services. We are not responsible for the safety of others at the job site.

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ANSI 12.60-2002 CLASSROOM TESTING PROCEDURE AS APPLIED TO CHPS VERIFICATION

1	VERIFY ROOM TEST CONDITIONS ↓		
2	BY INFORMAL MEASUREMENT AND OBSERVATION, DETERMINE CLASSROOM MOST IMPACTED BY EXTERIOR NOISE ↓		
3	SCAN ROOM FOR "KEY LOCATION" (PER ANSI) ↓		
4	CONDUCT 15-SECOND HVAC-OFF/ON COMPARISON MEASUREMENT ↓		
5	IS MEASURED SOUND LEVEL EQUAL TO OR LESS THAN THE CRITERIA	YES →	RECORD "PASS" FOR ROOM, REPEAT STEPS 1-5 FOR NEXT CLASSROOM
	NO ↓		
6	IS HVAC-OFF SOUND LEVEL WITHIN 5 dB OF HVAC-ON	NO →	REPORT "FAIL" FOR SITE, TEST OTHER CLASSROOMS FOR DIAGNOSTIC PURPOSES AS DIRECTED BY OWNER
	YES ↓		
7	CONDUCT 30-MINUTE LEQ MEASUREMENT AT "KEY LOCATION", HVAC-ON (PER ANSI) ↓		
8	IS MEASURED SOUND LEVEL EQUAL TO OR LESS THAN THE CRITERIA	YES →	RECORD "PASS" FOR ROOM, REPEAT STEPS 1-5 FOR NEXT CLASSROOM
	NO ↓		
9	REPORT "FAIL" FOR SITE, REPEAT 30-MINUTE LEQ TEST WITH HVAC-OFF AND/OR TEST OTHER CLASSROOMS FOR DIAGNOSTIC PURPOSES AS DIRECTED BY OWNER		

10	CONDUCT REVERBERATION TESTING
----	-------------------------------

Indoor Environmental Quality

3. Acoustics

Goal: Design quiet classrooms in which teachers can speak to the class without straining their voices and students can effectively communicate with each other and learn.

EQ3.1: Improved Acoustical Performance

Intent: Provide classrooms with superior acoustical environments.

ANSI Standard S12.60-2002 recommends 35 dBA as the maximum allowable background level for school classrooms. Strategies for improving the background noise levels include using HVAC systems that are remotely located and acoustically isolating mechanical equipment from classrooms. In areas with high ambient noise levels from traffic, trains, airports or industry, special construction must be used in the design of the building envelope to provide acceptable sound isolation.

Requirement

1 point	EQ3.1.1	Unoccupied classrooms must have a maximum background noise level of no more than 40 dBA LAeq.
	EQ3.1.2	Classrooms less than 10,000 cubic feet must have a 0.6-second maximum (unoccupied) reverberation time and classrooms with volumes between 10,000 cubic feet and 20,000 cubic feet must have a 0.7-second maximum (unoccupied, furnished, and fitted-out) reverberation time. (ANSI Standard S12.60-2002).
Or 3 points	EQ3.1.3	Unoccupied classrooms must have a maximum background noise level of no more than 35 dBA LAeq.
	EQ3.1.4	Classrooms less than 10,000 cubic feet must have a 0.6-second maximum (unoccupied) reverberation time and classrooms with volumes between 10,000 cubic feet and 20,000 cubic feet must have a 0.7-second maximum (unoccupied, furnished, and fitted-out) reverberation time. (ANSI Standard S12.60-2002).

Implementation

Maximum Background noise level:

The standard anticipates two primary noise sources, steady HVAC equipment noise and the usually unsteady exterior environmental noise.

Where the measured ambient noises due to sources other than HVAC are within 5 dB of the measured overall noise (HVAC and exterior intrusive noise) a measurement of at least ½ hour duration shall be made in at least two classrooms in each building in the worst case (noisiest) locations on the school site during normal school days and hours.

To evaluate the significance of intrusive exterior noise, a 30-minute Equivalent Sound Level (LAeq30, in general conformance with ANSI S12.60-2002, Annex E3) measurement shall be made in the classroom that is subjectively assessed to represent the worst case exposure to exterior noise, with the HVAC system not in operation. This Leq30 measurement shall be repeated with the HVAC in operation. If the second "HVAC-on" sound level is more than 5 dB greater than the initial "HVAC-off" measurement, exterior noise intrusion shall be deemed "not significant".

Where intrusive exterior noise has been deemed "not significant" short-term (15 second) A-weighted sound level measurements shall be made in each classroom with the HVAC systems in operation. Where exterior intrusive noise has been deemed "significant" (per the evaluation method noted above), LAeq30 sound level

Indoor Environmental Quality

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Goal: Design quiet classrooms in which teachers can speak to the class without straining their voices and students can effectively communicate with each other and learn.

measurements shall be made in each classroom with the HVAC system in operation. In either case, where classrooms are served by variable-air-volume systems, the systems shall be operated at maximum nominal flow (typically by means of varying the thermostat set point).

Where exposure to exterior noise varies significantly between groups of classrooms (e.g. one side of a classroom wing adjacent to a street, the other side facing away), separate evaluations of exterior noise significance can be conducted to limit the need for LAeq30 measurements.

Maximum Reverberation: The reverberation times can be measured in three octave bands with center frequencies of 500, 1000, and 2000 Hz. The arithmetic average value shall be compared to the standard.

Applicability

This credit applies to all newly constructed or modernized classrooms. Achieving the 40 or 35 dBA LAeq criteria may be more difficult for modernization projects.

Resources

CHPS Best Practices Manual: Volume II: Design.

National Clearinghouse for Educational Facilities: www.edfacilities.org/.

The Acoustical Society of America: asa.aip.org/.

Eric Sih

From: Tom Schindler <thomas.schindler@cmsalter.com>
Sent: Tuesday, June 25, 2013 1:55 PM
To: Eric Sih; Erin D. Gorton
Subject: Re: New Highland Academy Elementary School, Oakland, CA - Proposal for CHPS Certification Acoustical Testing Services
Attachments: 25jun2013tas01.pdf

Hi Eric:

Our revised proposal is attached. Hopefully it has enough additional info. It's hard for us to just eat expenses on very small projects so I bumped the fee up a bit to make it all-inclusive.

Tom Schindler PE
Senior Vice President

Charles M. Salter Associates, Inc.
Acoustics Audiovisual Telecommunications Security
130 Sutter Street, Floor 5, San Francisco, CA, 94104, USA
d: 415.470.5432 t: 415.397.0442 f: 415.397.0454
thomas.schindler@cmsalter.com
www.cmsalter.com

CSA Project #:

From: Eric Sih <esih@sgicm.com>
Date: Monday, June 24, 2013 3:10 PM
To: "Erin D. Gorton" <erin.gorton@cmsalter.com>, Tom Schindler <thomas.schindler@cmsalter.com>
Subject: RE: New Highland Academy Elementary School, Oakland, CA - Proposal for CHPS Certification Acoustical Testing Services

Tom,

Got your proposal for the Highland testing from Erin this morning. OUSD is not offering any reimbursable expenses in this proposal. I see your labor rates range from \$100 to \$275. Can you give me an idea how many hours estimate in your proposal? And with which rank of position?

The last thing is the proposal should address to OUSD, not SGI. I work for SGI, but we represent Oakland Unified School District. Thanks and if any questions, please feel free to call.



www.sgicm.com

 Please consider the environment before printing this email

This email message is for the use of the intended recipient(s) and may contain confidential and/or privileged information. Any unauthorized review, use, disclosure or distribution is prohibited. If you are not the intended recipient, please contact the sender by reply email and destroy all copies of the original message.

From: Erin D. Gorton [<mailto:erin.gorton@cmsalter.com>]

Sent: Monday, June 24, 2013 10:34 AM

To: Eric Sih

Cc: Tom Schindler

Subject: New Highland Academy Elementary School, Oakland, CA – Proposal for CHPS Certification Acoustical Testing Services

Dear Eric:

On behalf of Thomas Schindler, please see the attached proposal and our Terms and Conditions sheet. If you have questions or require any additional information, please feel free to call.

Thank you,

Erin D. Gorton

Marketing Coordinator

Charles M. Salter Associates, Inc.

Acoustics | Audiovisual | Telecommunications | Security
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erin.gorton@cmsalter.com

www.cmsalter.com

Eric Sih

From: Tom Schindler <thomas.schindler@cmsalter.com>
Sent: Monday, June 24, 2013 9:56 AM
To: Eric Sih
Cc: tadashi.nakadegawa@ousd.k12.ca.us; C. Joseph Cavanagh;
cesar.monterrosa@ousd.k12.ca.us; dongk@byrenskim.com;
Dan.Denning@dnvkema.com; cate.boskoff@ousd.k12.ca.us; kcook@ohslegal.com
Subject: Re: Highland - Acoustics Test
Attachments: Highland 10-26-09 prop.pdf

Hi Eric:

Our proposal for testing services will be over to you today.

The proposal that we wrote to ZGPD is attached. It was for extremely limited services, however they didn't elect to have us do any work. It's possible that they used another consultant, however.

We are familiar with the CHPS procedures (I am the acoustical lead on the CHPS IEQ committee).

Tom Schindler PE
Senior Vice President

Charles M. Salter Associates, Inc.
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d: 415.470.5432 t: 415.397.0442 f: 415.397.0454
thomas.schindler@cmsalter.com
www.cmsalter.com

*ZGPD NEVER CONDUCT THE
ACOUSTICS TESTING @ HIGHLAND.*

CSA Project #:

From: Eric Sih <esih@sgicm.com>
Date: Wednesday, June 19, 2013 2:34 PM
To: Tom Schindler <thomas.schindler@cmsalter.com>
Cc: "tadashi.nakadegawa@ousd.k12.ca.us" <tadashi.nakadegawa@ousd.k12.ca.us>, "C. Joseph Cavanagh" <jcavanagh@sgicm.com>, "cesar.monterrosa@ousd.k12.ca.us" <cesar.monterrosa@ousd.k12.ca.us>, "dongk@byrenskim.com" <dongk@byrenskim.com>, "Dan.Denning@dnvkema.com" <Dan.Denning@dnvkema.com>, "cate.boskoff@ousd.k12.ca.us" <cate.boskoff@ousd.k12.ca.us>, "kcook@ohslegal.com" <kcook@ohslegal.com>
Subject: Highland - Acoustics Test

Mr. Schindler,

Thank you for returning my call and discuss about our Highland project with OUSD this morning. As I explained on the phone, we are in process of making sure the final commissioning report completion before submitting to DSA review. We found the acoustics test was never done and no report to the commissioning agent (KEMA). I understand that ZG Planning & Design (ZGPD) had approached to your firm in 2010, got a quote but never acquire your service to this project. I would like to ask you to forward me what was submitted to ZGPD describing the service to be done at that time for district record.

Attached is a copy of the 1st and 2nd floor plans of our New Highland 2 Story Building. I believe you told me you have 1 of the floors, but not both. Here they are. I also cc this email to Dan Denning (KEMA – Commissioning Agent). I need to get you and Dan together to confirm what needs to be done to satisfy the HPI acoustics requirement from DSA and a report done to complete the final commissioning package. I have my contact information below for your future reference. Otherwise, I will wait for your respond with the previous ZGPD proposal and we can proceed from there. Thanks for your help in advance. Let me know if any questions.



www.sgicm.com

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C h a r l e s M S a l t e r A s s o c i a t e s I n c

26 October 2009

Andrew Youngmeister
ZGPD
70 Zoe Street St, Suite 100
San Francisco, CA 94107-1753
email: andrew.youngmeister@gmail.com

Subject: Highland Academy – Proposal for Acoustical Design Overview

Dear Andrew:

This letter forwards our proposal for a meeting and overview review of the acoustical aspects of the subject school project. We have a great deal of K-12 school design experience and we have included a related projects list herein. Also, additional information on our firm is available at www.cmsalter.com.

SCOPE OF SERVICES

We will meet at your office or at our office and review the current drawings together. We will make observations regarding measures needed to meet CHPS prerequisite and/or point-based acoustical criteria. We will document these observations informally in an email.

FEE

Based on our current understanding of the project and our previous project experience, we estimate that the above scope of work can be accomplished within our minimum four-hour fee of \$920.

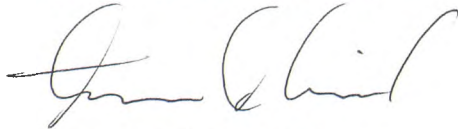
We will perform this work on an hourly basis at your direction in accordance with the attached standard Terms and Conditions.

FOR REZDED ONLY -

We look forward to working with you on this project. If you find this proposal satisfactory, please return a signed copy to our office as an authorization for us to proceed. Should you have any questions or comments, please call.

Best regards,

Charles M. Salter Associates, Inc.



Thomas A. Schindler, P.E.
Vice President

Agreed and Accepted

By: _____
ZGPD

Date: _____

Enclosed: Terms and Conditions

SELECTED RELATED PROJECTS

FORD ELEMENTARY SCHOOL, Richmond, CA
Sally Swanson Architects, San Francisco, CA

Acoustical recommendations to meet CHPS and ANSI acoustical standards for a public elementary school.

YERBA BUENA HIGH SCHOOL, San Jose, CA
Sally Swanson Architects, San Francisco, CA

Audiovisual consulting for high school classrooms.

BLACH INTERMEDIATE SCHOOL, San Mateo, CA
Gelfand Partners Architects, San Francisco, CA

Provided room acoustics design consulting for a school music practice room. Blach Intermediate School was the first CHPS project to open in Northern California.

COX ELEMENTARY SCHOOL MODERNIZATION, Oakland, CA
Gelfand Partners Architects, San Francisco, CA

Noise reduction recommendations based on CHPS criteria for classroom HVAC systems in school modernization.

NATE PERRY ELEMENTARY SCHOOL, North Syracuse, NY
C&S Engineers, Syracuse, NY

Post-construction aircraft noise testing for a k-12 school exterior noise insulation retrofit.

MORELLO ELEMENTARY SCHOOL, Martinez, CA
Hardison Komatsu Ivelich & Tucker, San Francisco, CA

Room acoustics, ventilation system noise control, and design and specification of a distributed audio system for the multi-purpose auditorium.

CHRISTENSEN MIDDLE SCHOOL, Livermore, CA
Hardison Komatsu Ivelich & Tucker, San Francisco, CA

Room acoustics, sound isolation, and ventilation system noise control for a middle school's music facility.

MOUNTAIN VIEW AND LOS ALTOS HIGH SCHOOLS, CA
Steinberg Group, San Jose, CA

Provided sound isolation, room acoustics, audio system design, and ventilation system noise and vibration reduction for new and renovated buildings at two high schools including identical new theaters for both schools.

TERMS AND CONDITIONS

Insurance:

<u>General Liability</u>	\$2,000,000
<u>Workers Compensation</u>	\$1,000,000
<u>Automobile Liability</u>	\$2,000,000

Professional Liability ("Errors and Omissions"): Professional liability of Charles M. Salter Associates, Inc. (CSA), its officers, employees, and subconsultants is limited to \$50,000 or our total fee, whichever is less. The above limitation of professional liability can be increased to the limit of our insurance policy (\$1,000,000) by increasing our total fee by 10% prior to start of our services.

Schedule of Hourly Rates:

President and Senior Vice President	\$250
Vice President and Director	\$230
Principal Consultant	\$190
Senior Consultant	\$145
Consultant	\$125
Technical Assistant	\$90

Reimbursable expenses such as travel, subsistence, meals, lodging, and project related materials are billed in addition at cost. Measurement instrumentation use charges are at our standard rates.

Invoices for technical labor, reimbursable expenses, and instrumentation use are rendered monthly for services performed during the previous month. Payment for each invoice is due within 30 days.

Fee proposals are valid for 60 days. The total fee will be applied as we deem appropriate among the individual tasks. All fee proposals assume that services proceed without unreasonable delays, redesign, or scope changes. Such occurrences may warrant a renegotiation of fees. The schedule of hourly rates is valid for one year from the proposal date. A renegotiation of our hourly rates may be required after this period.

CSA specifications input and details have *all rights reserved* by Charles M. Salter Associates, Inc. These documents are for use only on the project for which Charles M. Salter Associates, Inc. is retained. It is the project architect's and engineer's responsibility to coordinate and verify the suitability of all specifications input and details as appropriate for the project. To facilitate drawing reviews, we require that paper copies of contract documents be sent to our office.

Site visits and observations, if any, conducted by our firm relate only to our services. We are not responsible for the safety of others at the job site.