



Grant Leonard
City of Salinas
Community Development Department, Planning Manager
65 West Alisal Street, 2nd Floor
Salinas, CA 93901
grantl@ci.salinas.ca.us

April 24, 2025

RE: City of Salinas 37 Soledad & 34-40/45 Soledad Street Affordable Housing Developments, Community Engagement and Entitlements Package

Dear Grant,

TEF Design (TEF or architect) is excited to submit this proposal to continue our work with the City of Salinas on affordable housing development at three parcels: 37 Soledad Street, 45 Soledad Street, and 34-40 Soledad Street in Salinas' Chinatown. Our scope will include concept design and facilitation of stakeholder engagement with the City, HRB and community stakeholders for 37 Soledad Street. Additionally, TEF will develop the conceptual design schemes to a 90% schematic design (SD) level and prepare (2) SD level packages to secure entitlements with the City of Salinas Planning Department for 37 Soledad Street and 34-40+45 Soledad Street (single package - scattered site).

We have assembled a team of consultants to assist with this work including BKF Engineers for Civil Engineering, Tipping Engineers for Structural Engineering, and Interface Engineers for Mechanical, Electrical and Plumbing Engineering. Their proposals are attached for your reference.

Scope & Durations

The scope tasks are summarized below. See Exhibit A: Task & Hours Summary for additional information.

Task 1: Concept Design & Stakeholder Engagement for 37 Soledad Street

- Deliverables: Concept Design Presentation w/ 2 Renderings, Slidedecks and Notes from stakeholder engagement meetings
- Meetings: Three (3) stakeholder engagement meetings, 1 Concept Design Review Meeting
- Duration: 8 weeks (3 weeks Concept Design + 5 weeks Stakeholder Engagement)

Task 2: Schematic Design (SD) for 37 Soledad & 34-40/45 Soledad

- Deliverables: 90SD Drawings (2 sets)
- Meetings: 1 client review meeting, 1 pre-app meeting with Planning
- Duration: 6 weeks

Task 3: Entitlements Packages for 37 Soledad & 34-40/45 Soledad

- Deliverables: Entitlements Package (2 packages)
- Meetings: 3 bi-weekly client check in meetings
- Duration: 6 weeks



Fees

Our proposed fee is summarized below and will be invoiced monthly as percent complete.

BASIC SERVICES		PHASES			
Firm	Discipline	Community Engagement	Schematic Design	Entitlements Package	Total
TEF	Architecture	\$27,470.00	\$22,310.00	\$45,535.00	\$95,315.00
BKF	Civil Engineering	-	\$25,200.00	\$25,200.00	\$50,400.00
Tipping	Structural	-	\$12,250.00	\$12,250.00	\$24,500.00
Interface	MEP	-		\$9,500.00	\$9,500.00
TOTAL		\$27,470.00	\$59,760.00	\$92,485.00	\$179,715.00
Estimate of Reimbursable Expenses					\$881.00

Assumptions

1. TEF's work will be drawn in REVIT software.
2. The codes applicable to the project are the 2022 California Building Code.
3. Interaction with Salinas Historic Resources Board will be limited to the community engagement workshop.
4. The Client will provide continuity of staff to serve as the primary contact(s) through the duration of the project.

Exclusions

This proposal specifically excludes the following. TEF would be pleased to provide written additional service proposals for any of these items, if requested, with the exception of Items 1 through 4.

1. Materials testing and inspections or selective demolition.
2. Site surveys including but not limited to; utilities, topographic, floor leveling, window conditions, etc.
3. Geo-technical investigations.
4. Work related to the investigation or handling of Hazardous Materials.
5. Existing conditions verification Exterior envelope improvements (and associated Title 24 requirements)
6. Furniture layout and specifications
7. Cost Estimating Services. TEF will prepare pricing plans for cost estimating by Owner's GC.
8. Preparation for, or attendance at, hearings before any County or City commissions, boards, agencies, etc.
9. Preparation of physical models or presentation renderings.
10. Energy modeling.
11. LEED Certification at any level.
12. Participation with a General Contractor as a "Design-Build" entity.
13. Assistance in selection of General Contractor.
14. Unreasonable and material delays in the progress of the work through no fault of TEF.
15. Signage and branding.
16. Additional meetings outside of those included noted in the Task list.
17. All other tasks/phases outside of those included in this proposal and all schedule durations outside of those noted above.



CONCLUSION

Please feel free to contact me if you have any questions or comments. We look forward to working with you and continuing to support the City of Salinas.

Sincerely,

A handwritten signature in blue ink, appearing to be 'm' followed by a period.

Maryam Rostami
AIA, LEED AP, NOMA, LFA
Principal, TEF Design

April 1, 2025
BKF No: 20250630



Ms. Lindsey Moder
TEF Design
1420 Sutter Street, 2nd Floor
San Francisco CA 94109
Transmitted via email lindsey@tefarch.com

**Subject: 34-40 & 45 Soledad Street, Salinas
Civil Engineering Proposal**

Dear Ms. Moder:

BKF Engineers welcomes the opportunity to submit this proposal for civil engineering services associated with the affordable housing residential project located at 34-40 & 45 Soledad Street in the City of Salinas, California. To arrive at the estimated effort required by our office for this project, we have outlined a proposed scope of services, identified assumptions, and determined a level of effort fee based on our understanding of the project.

PROJECT UNDERSTANDING

Based on your proposal request and information obtained, we understand the project as follows:

The project proposes to construct affordable housing developments on the 34-40 Soledad Street site (0.5-acres) and the 45 Soledad Street site (~0.15-acres) in the City of Salinas. There is a historically significant building on the 34-40 Soledad Street site that will be maintained, rehabilitated and incorporated into the development. 45 Soledad St is a corner lot that is currently vacant, however, the proposed building will be designed to approximate a previous building that stood on this lot. It is our understanding the affordable housing developments will be packaged and entitled together.

BKF's scope is limited to Civil Engineering services including grading, utility connections, stormwater management programming, fire access, earthwork, and erosion control. These will all be completed to a schematic design level suitable for planning submission and approval for entitlements.

This proposal assumes that public improvements along the project frontages will be limited to new sidewalks, curb & gutter, driveways, and utility service laterals.

BASIS OF DESIGN

Our proposal is based on the following:

1. Concept Renderings by TEF Design, dated March 27th, 2025
2. 34-40 Soledad Street survey by BKF Engineers, dated April 17th, 2024
3. 45 Soledad Street survey by BKF Engineers, dated March 18th, 2025

SCOPE OF SERVICES

TASK 1: SCHEMATIC DESIGN/ENTITLEMENT DOCUMENTS AND SUPPORT

1. **Utility Research:** BKF will contact the City, California Water Service (Cal Water) and other utility companies that serve the site or have utilities within the adjacent streets. We will gather the available record drawings and/or block maps to depict the record location of the utilities superimposed onto the existing topographic survey. BKF will also confirm any known (to the City and/or utility companies) deficiencies with the existing utilities serving the property and identify any planned upgrades that could impact the development.
2. **Existing Conditions Review:** BKF will review the existing site constraints and conditions. We will note any potential challenges to development to support the planning and permit processes.
3. **Project Coordination:** BKF will coordinate with the Architect and the design team regarding design concepts and electronic data exchange associated with the Schematic Design and Entitlement Phase. Planning documents will be based on the digital site plan and building footprints provided by the Architect.
4. **Stormwater Programming:** The site falls within the FEMA flood zone X. We will coordinate with the City, the Architect and the design team regarding design concepts and requirements related to the FEMA and City requirements for setting finished floor levels. BKF will work with the project architect to identify a preferred strategy to achieve local and state stormwater quality compliance. Stormwater treatment facilities will be conceptually programmed into the development and coordinated with the consultant team to confirm general feasibility. The City of Salinas' stormwater treatment requirements are very restrictive compared to other jurisdictions. According to their latest stormwater development standards, our project will need to meet peak flow management and storm drain retention requirements that are typically not required in other Cities. Some type of storm drain storage system will likely be required to retain the necessary volume of stormwater runoff, whether that be oversized treatment basins or an underground vault or similar. BKF will prepare preliminary calculations to meet these City requirements, including the calculations in the City's threshold determination worksheet. We will also make recommendations regarding how to best meet the retention requirements.
5. **Schematic Design/Entitlement Documents:** BKF will prepare preliminary design documents as required for the City Planning Review process. We will be sure to prepare all civil-related items listed in the City's submittal checklist. The following plans will be prepared for the planning submittal:
 - a. Cover Sheet – We will include information and notes relevant to the preliminary drawing set
 - b. Existing Site Plan – topographic survey, existing site improvements, and record project boundary
 - c. Preliminary Grading and Drainage Plan – preliminary building finish floor and site spot finish grade elevations, preliminary drainage facilities/utility services, FEMA flood zone limits and base flood elevation
 - d. Preliminary Utility Plan – showing new connections to the building, coordinated with the MEP consultant
 - e. Preliminary Stormwater Control Plan – BKF will prepare a stormwater control plan.
6. **Preliminary Design Calculations:** BKF will perform preliminary water quality C.3 calculations (i.e., impervious areas, tributary drainage areas, storm outfall flows, BMP sizing, etc.) necessary to confirm the preliminary planning design proposed for Design Review. We will also calculate the preliminary earthwork quantities relative to the proposed grading plan. We will summarize these calculations on the preliminary drawings.
7. **Meetings:** BKF has budgeted up to a maximum of sixteen (16) combined staff hours to attend meetings and participate in conference calls during the planning and entitlement phase. Anticipated meetings include internal coordination, and City coordination. Attendance at formal hearings such as Planning Commission, City Council, would be considered as additional services and not part the scope and fee provided.



8. **Submittals:** We have budgeted to provide one (1) formal submittal package to the Architect for initial submittal to the City and up to two (2) resubmittals to address City comments that do not result in a change to the site plan. We have not included a separate submittal to Cal Water in this scope because they typically do not require us to submit plans during entitlements. If a separate submittal to Cal Water is required, BKF can provide that as an additional service.

SCOPE QUALIFICATIONS AND ASSUMPTIONS

BKF Engineers' services are limited to those expressly set forth in the scope. We understand that BKF will have no other obligations or responsibilities for the project except as provided in this proposal letter, or as otherwise agreed to in writing. BKF will provide the scope of services consistent with, and limited to, the standard of care applicable to such services. Any participation in non-adversarial procedures, or other right to repair items, is considered as additional services. For the scope of work identified, we have assumed the following:

1) Basis of Design and Site Information

- a) **Topographic Survey:** The survey completed by BKF in April 2024 will be utilized for our civil engineering design.
- b) **Title Report:** A current title report for the property will be provided by the owner.
- c) **Geotechnical Report:** A geotechnical report for the project will be provided. At a minimum, this report should address the required paving structural sections, earthwork and compaction recommendations, soil bearing pressures, surcharge pressures, settlement issues, soil infiltration/percolation rates, groundwater levels, and corrosion recommendations.
- d) **Existing Utilities:** Unless otherwise indicated or provided by others, any existing utilities identified on BKF's drawings/plans are based on information obtained by BKF, or provided to BKF, and may not be accurately documented in their horizontal location or vertical profile. Other utilities may be present that were not disclosed. BKF highly recommends that critical facilities be underground service alert (USA) located and potholed during design or prior to construction.
- e) **Potholing:** Potholing services are not included in this proposal unless specifically identified.
- f) **Existing Utility Capacities:** Unless otherwise addressed, existing utilities have adequate capacity to serve the proposed improvements, that they are adjacent to the site frontage and do not require main extensions, and that utility system capacity studies are not required.

2) Responsibilities

- a) **Civil Engineering Scope Items:** BKF's design tasks are limited to civil work outside of the structure(s) and utility connections 5-feet outside of the structure(s) including: site grading, non-structural concrete pavement, concrete sidewalks, concrete curbs and gutters, asphalt pavement, storm drainage, wastewater, and domestic water/fire water design. BKF will provide horizontal control for the building location relative to the project boundary.
- b) **Architect:** The Architect will be responsible for the overall site plan including accessible routes of travel, details of site accessibility signage, parking counts, site coverage calculations, trash areas/enclosures, fencing and walls. A site plan will be provided by the Architect prior to our beginning design. All work within the building (including any podium, porches, garages, or ramps) will be the Architect's scope of work.
- c) **Site Dry Utilities:** All electric, gas, communications, and lighting improvements will be designed by others, unless specifically included in the civil scope of work.



- d) **Fire System:** Certification of the fire protection system from the point of connection at the public water main to the building sprinkler system must be provided by a properly-licensed fire protection engineer or contractor.
- e) **Site Landscape/Irrigation:** The landscape architect will provide landscape, irrigation design, and layout and details of walks, plazas, trails, entry monuments, walls, and/or fences. The architect and landscape architect will lead the design development efforts for the design, grading, and detailing of interior courtyards, plaza areas, hardscape and landscape areas.
- f) **Structural Details:** Structural calculations, design, and details for such items as reinforced concrete slabs, foundations, pads, vaults, footings, ramps, stairs, sound/site walls, and/or retaining walls will be provided by others. This includes structural design and detailing for storm water treatment elements that retain ground, parking, or buildings foundations.
- g) **Mechanical, Electrical and Plumbing (MEP):** All site HVAC, power, gas, communications, and low voltage improvements, and existing water pressures will be coordinated, designed, and documented by others. MEP will also provide preliminary fire service sizing based on the California Plumbing and Fire Code requirements and provide fire service lateral locations and sizes to BKF.
- h) **Joint Trench Design:** Services to the buildings, main extensions, and/or relocation of existing 'dry' utilities (gas, electric, communication, fiber, etc.) will be led by the joint trench/electrical designers unless otherwise contracted. Any utility relocation/abandonment required is assumed to be coordinated and processed by the Joint Trench Consultant. Dry utilities designed by the joint trench consultant will be shown for coordination purposes only on the civil plans.
- i) **Lighting Design & Photometric Analysis:** Lighting design and photometric analysis for the site and public roadways will be provided by others.
- j) **Traffic Signal Design:** Design or modification of traffic signals is not currently included in our scope of work. BKF can provide these services if the City conditions these improvements to the project.
- k) **Water Design:** Proposal assumes that the project will require new water services for domestic, irrigation, and fire. We have not allocated budget to install public or private fire loops within the development or main extensions within the public right of way.
- l) **Mapping:** We have not included time to prepare additional items not contained in the mapping scope of work. Additional mapping services such as subdivision maps, private easement documents, quit claims, ALTA's, right of way dedications, etc. not specifically listed in this proposal are not included.
- m) **Cost Estimating:** All cost estimating will be provided by a project estimator. BKF will review the cost estimates for general consistency with the plans.
- n) **Pump Stations:** Pump station design (electrical, mechanical, plumbing, and sitework) is not included in the basic scope of services. We can provide pump station design service as an additional scope item at your request.
- o) **Earthwork:** Due to the variability in soils properties, existing site conditions, foundation types and preparation, trench, imported material and other factors, no delineation of earthwork quantities or 'site balance' is implied with the scope of work. Any earthwork quantities generated are solely for bonding and permitting of the work with the local agency and must only be used as an approximate guide as to the actual earthwork and site balance.



3) CEQA, Entitlement, and Off-Site Improvements/Studies

- a) **CEQA/EIR Consulting:** Some jurisdictions allow project sponsors to provide technical studies to support the CEQA document and review by the sponsor of the administrative draft document. We have not included time for assisting in this effort. Should this be requested, we can provide a separate scope to support this effort.
- b) **Conditions of Approval:** The proposal is based solely on the concept site plans provided by the project architect prior to the issuance of the Project Conditions of Approval. Once available, BKF will review the project conditions and identify any that require services not contained without our base proposal along with a fee required to provide those additional services
- c) **Off-Site Improvements:** Off-site improvements are limited to designing new curb cuts along the project frontage and construction of new curb, gutter, sidewalk, and utility services to the public mains within the fronting public roads. If additional off-site improvements are subsequently required as a result of the planning entitlement or permitting process, we will notify you of the change in scope and provide an additional service request to cover the new scope. We have assumed that the minimal public improvements currently anticipated to support this development can be design and documented with the on-site improvement plans.

4) Meetings

Meetings: Meetings are assumed to be held in the Bay Area or via remote conference. Meeting time requested beyond what we have budgeted is not included in this proposal.

5) Phasing, Delivery and Deliverables

- a) **Phasing:** The project will be permitted and constructed in one phase and that construction phasing plan(s), or interim condition plans, will not be required for this project. Proposal does not include preparing and processing split construction permits for demolition, rough grading, backbone utilities, etc.
- b) **Submittals:** All submittals, and the coordination thereof, will be facilitated by the lead consultant and /or owner representative.
- c) **Permits:** Unless otherwise specifically delineated in the scope of services, permit processing, applications, fees, and submittals to local, state, and federal agencies and utility purveyors will be provided by others. BKF will submit to the client delineated scope deliverables for client submission to governing agencies.
- d) **Drawings:** All drawings will be prepared in AutoCAD format. We will submit copies of all drawings in both electronic and paper format.
- e) **Building Information Modeling (BIM):** We have not included time to convert civil 3D design or existing conditions AutoCAD files into BIM model files. We have assumed all conversions will be by the Architect.



COMPENSATION

BKF proposes to provide the services on a lump sum basis. We will invoice for our services on a percent complete basis per task summarized as follows:

Task	Description	Fee
1	Schematic Design/Entitlements Documents and Support	\$35,000

Reimbursable expenses are anticipated for reproduction, mileage, express and messenger deliveries, and computer deliverable plots. Reimbursable expenses will be billed on a cost plus 10-percent markup basis.

For tasks requested by the owner or Architect not defined in this scope of services, BKF will identify them as potential extra work. We can provide a scope and fee for these items or they may be tracked separately as extra work and billed on a time and materials per our attached rate schedule.

Thank you for the opportunity to present this proposal. We look forward to assisting in developing this project. Please contact me at 650-482-6475 if you have any questions regarding our scope of services.

Respectfully,
BKF Engineers



Craig Smith, PE, QSD
Project Manager



Jonathan Tang, PE
Associate Principal



BKF ENGINEERS PROFESSIONAL SERVICES RATE SCHEDULE

EFFECTIVE JANUARY 1, 2025

CLASSIFICATION**HOURLY RATE****PROJECT MANAGEMENT**

Principal in Charge	\$317.00
Senior Project Executive	\$294.00
Project Executive	\$287.00
Senior Project Manager Senior Technical Manager	\$278.00
Project Manager Technical Manager	\$273.00
Engineering Manager Surveying Manager Planning Manager	\$251.00

TECHNICAL STAFF

Senior Project Engineer Senior Project Surveyor Senior Project Planner	\$233.00
Project Engineer Project Surveyor Project Planner	\$205.00
Design Engineer Staff Surveyor Staff Planner	\$179.00
BIM Specialist I, II, III	\$179.00 - \$205.00 - \$233.00
Technician I, II, III, IV, V	\$170.00 - \$181.00 - \$198.00 - \$213.00 - \$230.00
Drafter I, II, III, IV	\$133.00 - \$146.00 - \$158.00 - \$175.00
Engineering Assistant Surveying Assistant Planning Assistant	\$111.00

FIELD SURVEYING

Survey Party Chief	\$233.00
Instrument Person	\$200.00
Survey Chainperson	\$150.00
Utility Locator I, II, III, IV	\$122.00 - \$172.00 - \$207.00 - \$235.00
Apprentice I, II, III, IV	\$92.00 - \$124.00 - \$137.00 - \$145.00

CONSTRUCTION ADMINISTRATION

Senior Consultant	\$305.00
Senior Construction Administrator	\$266.00
Resident Engineer	\$197.00
Field Engineer I, II, III, IV	\$179.00 - \$205.00 - \$233.00 - \$250.00

FUNDING & GRANT MANAGEMENT

Director of Funding Strategies	\$218.00
Funding Strategies Manager	\$200.00
Funding/Research Analyst I, II, III, IV	\$137.00 - \$158.00 - \$168.00 - \$185.00

PROJECT ADMINISTRATION

Project Coordinator	\$149.00
Senior Project Assistant	\$128.00
Project Assistant	\$113.00
Clerical Administrative Assistant	\$95.00

Expert witness rates are available upon request.

Subject to the terms of a services agreement:

- Charges for outside services, equipment, materials, and facilities not furnished directly by BKF Engineers will be billed as reimbursable expenses at cost plus 10%. Such charges may include, but shall not be limited to: printing and reproduction services; shipping, delivery, and courier charges; subconsultant fees and expenses; agency fees; insurance; transportation on public carriers; meals and lodging; and consumable materials.
- Allowable mileage will be charged at the prevailing IRS rate per mile.
- Monthly invoices are due within 30 days from invoice date. Interest will be charged at 1.5% per month on past due accounts.
- The rates shown are subject to periodic increases, including January 1st of each year.



April 1, 2025
BKF No: 20250631



Ms. Lindsey Moder
TEF Design
1420 Sutter Street, 2nd Floor
San Francisco CA 94109
Transmitted via email lindsey@tefarch.com

**Subject: 37 Soledad Street, Salinas
Civil Engineering Proposal**

Dear Ms. Moder:

BKF Engineers welcomes the opportunity to submit this proposal for civil engineering services associated with the affordable housing residential project located at 37 Soledad Street in the City of Salinas, California. To arrive at the estimated effort required by our office for this project, we have outlined a proposed scope of services, identified assumptions, and determined a level of effort fee based on our understanding of the project.

PROJECT UNDERSTANDING

Based on your proposal request and information obtained, we understand the project as follows:

The project proposes to rehabilitate an existing National Register listed historic building, the Republic Café at 37 Soledad Street in Salinas. The project will construct additional stories above to create a local museum with affordable housing above.

This proposal assumes that public improvements along the project frontage will be limited to new sidewalks, curb & gutter, driveways, and utility service laterals. These will all be completed to a preliminary level suitable for planning submission and approval for entitlements.

BASIS OF DESIGN

Our proposal is based on the following:

1. Concept Renderings by TEF Design, dated March 27th, 2025
2. 34-40 Soledad Street survey by BKF Engineers, dated April 17th, 2024
3. 45 Soledad Street survey by BKF Engineers, dated March 18th, 2025

SCOPE OF SERVICES

TASK 1: SCHEMATIC DESIGN/ENTITLEMENT DOCUMENTS AND SUPPORT

1. **Utility Research:** BKF will contact the City, California Water Service (Cal Water) and other utility companies that serve the site or have utilities within the adjacent streets. We will gather the available record drawings and/or block maps to depict the record location of the utilities superimposed onto the existing topographic survey. BKF will also confirm any known (to the City and/or utility companies) deficiencies with the existing utilities serving the property and identify any planned upgrades that could impact the development.
2. **Existing Conditions Review:** BKF will review the existing site constraints and conditions. We will note any potential challenges to development to support the planning and permit processes.
3. **Project Coordination:** BKF will coordinate with the Architect and the design team regarding design concepts and electronic data exchange associated with the Schematic Design and Entitlement Phase. Planning documents will be based on the digital site plan and building footprints provided by the Architect.
4. **Stormwater Programming:** The site falls within the FEMA flood zone X. We will coordinate with the City, the Architect and the design team regarding design concepts and requirements related to the FEMA and City requirements for setting finished floor levels. BKF will work with the project architect to identify a preferred strategy to achieve local and state stormwater quality compliance. Stormwater treatment facilities will be conceptually programmed into the development and coordinated with the consultant team to confirm general feasibility. The City of Salinas' stormwater treatment requirements are very restrictive compared to other jurisdictions. According to their latest stormwater development standards, our project will need to meet peak flow management and storm drain retention requirements that are typically not required in other Cities. Some type of storm drain storage system will likely be required to retain the necessary volume of stormwater runoff, whether that be oversized treatment basins or an underground vault or similar. BKF will prepare preliminary calculations to meet these City requirements, including the calculations in the City's threshold determination worksheet. We will also make recommendations regarding how to best meet the retention requirements.
5. **Schematic Design/Entitlement Documents:** BKF will prepare preliminary design documents as required for the City Planning Review process. We will be sure to prepare all civil-related items listed in the City's submittal checklist. The following plans will be prepared for the planning submittal:
 - a. Cover Sheet – We will include information and notes relevant to the preliminary drawing set
 - b. Existing Site Plan – topographic survey, existing site improvements, and record project boundary
 - c. Preliminary Grading and Drainage Plan – preliminary building finish floor and site spot finish grade elevations, preliminary drainage facilities/utility services, FEMA flood zone limits and base flood elevation
 - d. Preliminary Utility Plan – showing new connections to the building, coordinated with the MEP consultant
 - e. Preliminary Stormwater Control Plan – BKF will prepare a stormwater control plan.
6. **Preliminary Design Calculations:** BKF will perform preliminary water quality C.3 calculations (i.e., impervious areas, tributary drainage areas, storm outfall flows, BMP sizing, etc.) necessary to confirm the preliminary planning design proposed for Design Review. We assume there will be no earthwork required for this site. We will summarize these calculations on the preliminary drawings.
7. **Meetings:** BKF has budgeted up to a maximum of eight (8) combined staff hours to attend meetings and participate in conference calls during the planning and entitlement phase. Anticipated meetings include internal coordination, and City coordination. Attendance at formal hearings such as Planning Commission, City Council, would be considered as additional services and not part the scope and fee provided.



8. **Submittals:** We have budgeted to provide one (1) formal submittal package to the Architect for initial submittal to the City and up to two (2) resubmittals to address City comments that do not result in a change to the site plan. We have not included a separate submittal to Cal Water in this scope because they typically do not require us to submit plans during entitlements. If a separate submittal to Cal Water is required, BKF can provide that as an additional service.

SCOPE QUALIFICATIONS AND ASSUMPTIONS

BKF Engineers' services are limited to those expressly set forth in the scope. We understand that BKF will have no other obligations or responsibilities for the project except as provided in this proposal letter, or as otherwise agreed to in writing. BKF will provide the scope of services consistent with, and limited to, the standard of care applicable to such services. Any participation in non-adversarial procedures, or other right to repair items, is considered as additional services. For the scope of work identified, we have assumed the following:

1) Basis of Design and Site Information

- a) **Topographic Survey:** A current design topographic base map at a scale of 1" = 20' using ground surveying methods will be provided prior to the start of design. This survey will include the location, rim, and invert of gravity utilities and location only 'dry' utilities within the project area along with evidence of other buried utilities. Please refer to the separate survey proposal dated October 28, 2024 for topographic surveying services at the 37 Soledad Street site.
- b) **Title Report:** A current title report for the property will be provided by the owner.
- c) **Geotechnical Report:** A geotechnical report for the project will be provided. At a minimum, this report should address the required paving structural sections, earthwork and compaction recommendations, soil bearing pressures, surcharge pressures, settlement issues, soil infiltration/percolation rates, groundwater levels, and corrosion recommendations.
- d) **Existing Utilities:** Unless otherwise indicated or provided by others, any existing utilities identified on BKF's drawings/plans are based on information obtained by BKF, or provided to BKF, and may not be accurately documented in their horizontal location or vertical profile. Other utilities may be present that were not disclosed. BKF highly recommends that critical facilities be underground service alert (USA) located and potholed during design or prior to construction.
- e) **Potholing:** Potholing services are not included in this proposal unless specifically identified.
- f) **Existing Utility Capacities:** Unless otherwise addressed, existing utilities have adequate capacity to serve the proposed improvements, that they are adjacent to the site frontage and do not require main extensions, and that utility system capacity studies are not required.

2) Responsibilities

- a) **Civil Engineering Scope Items:** BKF's design tasks are limited to civil work outside of the structure(s) and utility connections 5-feet outside of the structure(s) including: site grading, non-structural concrete pavement, concrete sidewalks, concrete curbs and gutters, asphalt pavement, storm drainage, wastewater, and domestic water/fire water design. BKF will provide horizontal control for the building location relative to the project boundary.
- b) **Architect:** The Architect will be responsible for the overall site plan including accessible routes of travel, details of site accessibility signage, parking counts, site coverage calculations, trash areas/enclosures, fencing and walls. A site plan will be provided by the Architect prior to our beginning the DD phase. All work within the building (including any podium, porches, garages, or ramps) will be the Architect's scope of work.



- c) **Site Dry Utilities:** All electric, gas, communications, and lighting improvements will be designed by others, unless specifically included in the civil scope of work.
- d) **Fire System:** Certification of the fire protection system from the point of connection at the public water main to the building sprinkler system must be provided by a properly-licensed fire protection engineer or contractor.
- e) **Site Landscape/Irrigation:** The landscape architect will provide landscape, irrigation design, and layout and details of walks, plazas, trails, entry monuments, walls, and/or fences. The architect and landscape architect will lead the design development efforts for the design, grading, and detailing of interior courtyards, plaza areas, hardscape and landscape areas.
- f) **Structural Details:** Structural calculations, design, and details for such items as reinforced concrete slabs, foundations, pads, vaults, footings, ramps, stairs, sound/site walls, and/or retaining walls will be provided by others. This includes structural design and detailing for storm water treatment elements that retain ground, parking, or buildings foundations.
- g) **Mechanical, Electrical and Plumbing (MEP):** All site HVAC, power, gas, communications, and low voltage improvements, and existing water pressures will be coordinated, designed, and documented by others. MEP will also provide preliminary fire service sizing based on the California Plumbing and Fire Code requirements and provide fire service lateral locations and sizes to BKF.
- h) **Joint Trench Design:** Services to the buildings, main extensions, and/or relocation of existing 'dry' utilities (gas, electric, communication, fiber, etc.) will be led by the joint trench/electrical designers unless otherwise contracted. Any utility relocation/abandonment required is assumed to be coordinated and processed by the Joint Trench Consultant. Dry utilities designed by the joint trench consultant will be shown for coordination purposes only on the civil plans.
- i) **Lighting Design & Photometric Analysis:** Lighting design and photometric analysis for the site and public roadways will be provided by others.
- j) **Traffic Signal Design:** Design or modification of traffic signals is not currently included in our scope of work. BKF can provide these services if the City conditions these improvements to the project.
- k) **Water Design:** Proposal assumes that the project will require new water services for domestic, irrigation, and fire. We have not allocated budget to install public or private fire loops within the development or main extensions within the public right of way.
- l) **Mapping:** We have not included time to prepare additional items not contained in the mapping scope of work. Additional mapping services such as subdivision maps, private easement documents, quit claims, ALTA's, right of way dedications, etc. not specifically listed in this proposal are not included.
- m) **Cost Estimating:** All cost estimating will be provided by a project estimator. BKF will review the cost estimates for general consistency with the plans.
- n) **Pump Stations:** Pump station design (electrical, mechanical, plumbing, and sitework) is not included in the basic scope of services. We can provide pump station design service as an additional scope item at your request.
- o) **Earthwork:** Due to the variability in soils properties, existing site conditions, foundation types and preparation, trench, imported material and other factors, no delineation of earthwork quantities or 'site balance' is implied with the scope of work. Any earthwork quantities generated are solely for bonding and



permitting of the work with the local agency and must only be used as an approximate guide as to the actual earthwork and site balance.

3) CEQA, Entitlement, and Off-Site Improvements/Studies

- a) **CEQA/EIR Consulting:** Some jurisdictions allow project sponsors to provide technical studies to support the CEQA document and review by the sponsor of the administrative draft document. We have not included time for assisting in this effort. Should this be requested, we can provide a separate scope to support this effort.
- b) **Conditions of Approval:** The proposal is based solely on the concept site plans provided by the project architect prior to the issuance of the Project Conditions of Approval. Once available, BKF will review the project conditions and identify any that require services not contained within our base proposal along with a fee required to provide those additional services
- c) **Off-Site Improvements:** Off-site improvements are limited to designing new curb cuts along the project frontage and construction of new curb, gutter, sidewalk, and utility services to the public mains within the fronting public roads. If additional off-site improvements are subsequently required as a result of the planning entitlement or permitting process, we will notify you of the change in scope and provide an additional service request to cover the new scope. We have assumed that the minimal public improvements currently anticipated to support this development can be design and documented with the on-site improvement plans.

4) Meetings

Meetings: Meetings are assumed to be held in the Bay Area or via remote conference. Meeting time requested beyond what we have budgeted is not included in this proposal.

5) Phasing, Delivery and Deliverables

- a) **Phasing:** The project will be permitted and constructed in one phase and that construction phasing plan(s), or interim condition plans, will not be required for this project. Proposal does not include preparing and processing split construction permits for demolition, rough grading, backbone utilities, etc.
- b) **Submittals:** All submittals, and the coordination thereof, will be facilitated by the lead consultant and /or owner representative.
- c) **Permits:** Unless otherwise specifically delineated in the scope of services, permit processing, applications, fees, and submittals to local, state, and federal agencies and utility purveyors will be provided by others. BKF will submit to the client delineated scope deliverables for client submission to governing agencies.
- d) **Drawings:** All drawings will be prepared in AutoCAD format. We will submit copies of all drawings in both electronic and paper format.
- e) **Building Information Modeling (BIM):** We have not included time to convert civil 3D design or existing conditions AutoCAD files into BIM model files. We have assumed all conversions will be by the Architect.



COMPENSATION

BKF proposes to provide the services on a lump sum basis. We will invoice for our services on a percent complete basis per task summarized as follows:

Task	Description	Fee
1	Schematic Design/Entitlements Documents and Support	\$ 15,400

Reimbursable expenses are anticipated for reproduction, mileage, express and messenger deliveries, and computer deliverable plots. Reimbursable expenses will be billed on a cost plus 10-percent markup basis.

For tasks requested by the owner or Architect not defined in this scope of services, BKF will identify them as potential extra work. We can provide a scope and fee for these items or they may be tracked separately as extra work and billed on a time and materials per our attached rate schedule.

Thank you for the opportunity to present this proposal. We look forward to assisting in developing this project. Please contact me at 650-482-6475 if you have any questions regarding our scope of services.

Respectfully,
BKF Engineers



Craig Smith, PE, QSD
Project Manager



Jonathan Tang, PE
Associate Principal



BKF ENGINEERS PROFESSIONAL SERVICES RATE SCHEDULE

EFFECTIVE JANUARY 1, 2025

CLASSIFICATION**HOURLY RATE****PROJECT MANAGEMENT**

Principal in Charge	\$317.00
Senior Project Executive	\$294.00
Project Executive	\$287.00
Senior Project Manager Senior Technical Manager	\$278.00
Project Manager Technical Manager	\$273.00
Engineering Manager Surveying Manager Planning Manager	\$251.00

TECHNICAL STAFF

Senior Project Engineer Senior Project Surveyor Senior Project Planner	\$233.00
Project Engineer Project Surveyor Project Planner	\$205.00
Design Engineer Staff Surveyor Staff Planner	\$179.00
BIM Specialist I, II, III	\$179.00 - \$205.00 - \$233.00
Technician I, II, III, IV, V	\$170.00 - \$181.00 - \$198.00 - \$213.00 - \$230.00
Drafter I, II, III, IV	\$133.00 - \$146.00 - \$158.00 - \$175.00
Engineering Assistant Surveying Assistant Planning Assistant	\$111.00

FIELD SURVEYING

Survey Party Chief	\$233.00
Instrument Person	\$200.00
Survey Chainperson	\$150.00
Utility Locator I, II, III, IV	\$122.00 - \$172.00 - \$207.00 - \$235.00
Apprentice I, II, III, IV	\$92.00 - \$124.00 - \$137.00 - \$145.00

CONSTRUCTION ADMINISTRATION

Senior Consultant	\$305.00
Senior Construction Administrator	\$266.00
Resident Engineer	\$197.00
Field Engineer I, II, III, IV	\$179.00 - \$205.00 - \$233.00 - \$250.00

FUNDING & GRANT MANAGEMENT

Director of Funding Strategies	\$218.00
Funding Strategies Manager	\$200.00
Funding/Research Analyst I, II, III, IV	\$137.00 - \$158.00 - \$168.00 - \$185.00

PROJECT ADMINISTRATION

Project Coordinator	\$149.00
Senior Project Assistant	\$128.00
Project Assistant	\$113.00
Clerical Administrative Assistant	\$95.00

Expert witness rates are available upon request.

Subject to the terms of a services agreement:

- Charges for outside services, equipment, materials, and facilities not furnished directly by BKF Engineers will be billed as reimbursable expenses at cost plus 10%. Such charges may include, but shall not be limited to: printing and reproduction services; shipping, delivery, and courier charges; subconsultant fees and expenses; agency fees; insurance; transportation on public carriers; meals and lodging; and consumable materials.
- Allowable mileage will be charged at the prevailing IRS rate per mile.
- Monthly invoices are due within 30 days from invoice date. Interest will be charged at 1.5% per month on past due accounts.
- The rates shown are subject to periodic increases, including January 1st of each year.





April 1, 2025

Lindsey Moder
TEF Design
1420 Sutter Street
San Francisco, CA 94109

Re: Soledad Street Properties - Entitlements Consulting
40 Soledad Street
Salinas, CA 93901
Job No. 2025.083.00

Dear Lindsey,

We are pleased to submit this proposal to provide structural consultation services for the Soledad Street project in Salinas; thank you for considering Tipping for your team. This proposal is intended to support the entitlement and project planning process currently underway. We are basing this proposal on our discussions with you and your request for a proposal emailed on March 27, 2025, which included conceptual renderings of the proposed project.

We understand that the current phase of the project, covered by this proposal, will develop the plans to a schematic level for 3 separate buildings located on existing parcels at 34-40 Soledad Street, 45 Soledad Street and 37 Soledad Street. We understand that two separate entitlements packages will be submitted for approvals. Package 1 will include the work at 37 Soledad Street. Package 2 will include the work at 34-40 Soledad Street and 45 Soledad Street.

The proposed plans envision the following scope for the various properties:

- **37 Soledad Street:** This is the site of the former Republic Cafe. We have proposed to perform a Historic Structures Report (HSR) as part of a separate agreement with your office. This proposal assumes that the work for the HSR and schematic entitlements design will be distinct and separate scopes under different agreements. The fees associated with this proposal assume that the HSR work under a separate agreement will proceed concurrently. The proposed plans call for the rehabilitation of the existing two-story, wood-framed building, with a possible horizontal or vertical addition to create a mixed-use structure housing a local museum with affordable housing. Our work will be to outline the structural interventions needed to stabilize, seismically strengthen, and reinforce the building frame and foundations to support the new addition.

- **34-40 Soledad Street:** This portion of the project includes 4 parcels that were previously combined to make one. There is a historically significant building on one of these parcels that will be maintained and rehabilitated with additions around and above it for affordable housing (a new 5 story, podium-type multifamily structure). Our work during this phase will focus on the existing structure (at 38 Soledad) and modifications required to rehabilitate and integrate it with the planned new housing structure. We may provide limited consulting related to the proposed structural assemblies envisioned for the new building, but we understand that significant structural input is not required during this phase of the project for proposed new construction.
- **45 Soledad Street:** This portion of the project is located on a corner lot that is currently cleared. The proposed plans call for a new building that is meant to approximate a previous two story building that existed on this site - with an additional 1 to 3 stories above planned as affordable housing. Our work for this project will be limited to preliminary advice on framing assemblies, foundation considerations, and column grid coordination between the lower and upper structure (which is envisioned to have a setback).

As part of this effort, we will advise on design strategies and structural assemblies, and respond to questions regarding constructibility, cost, and permitting considerations. We will coordinate design concepts with the architectural program and make recommendations as appropriate. We will meet with the design team, as may be necessary, to review and discuss design options and considerations. If geotechnical recommendations are available, we will advise on alternative foundation systems and site considerations. We will make verbal and written recommendations, and provide redline markups or diagrammatic structural sketches, and we will provide a structural narrative if requested. We will not be providing a set of drawings.

We propose to provide basic structural engineering services for the above work for the sum of \$24,500.00, excluding reimbursable expenses. The work will be done in accordance with the enclosed General Conditions. We estimate our fee will be broken down by work on the various properties as follows:

Property	Estimated Fee
37 Soledad	\$8,500.00
34-40 Soledad	\$12,500.00
45 Soledad	\$3,500.00
	\$24,500.00

If you find this proposal acceptable, please sign and return a copy as our authorization to proceed.

Please call if you have any questions.

Sincerely,



Marc Steyer, SE, LEED AP
Principal

Accepted:

Signature

Printed Name and Title

Date

25083.wa.odt

April 2, 2025

Lindsey Moder
TEF Design
1420 Sutter Street, 2nd Floor
San Francisco, CA 94109

Re: 39 Soledad Street and 34-40/45 Soledad Street Entitlements
Professional Services Proposal

Dear Lindsey:

Thank you for the opportunity to provide you with our proposal for the 39 Soledad Street and 34-40/45 Soledad Street Entitlements project.

This proposal is based on our Standard Provisions of Agreement for Professional Services, which is attached and incorporated by this reference.

PROJECT DESCRIPTION

Project Owner

City of Salinas

Project Location

39 Soledad Street and 34-40/45 Soledad Street
Salinas, CA 93901

Project Description

The scope of this project is to provide Mechanical, Electrical, Plumbing, and Fire Protection consulting services for the entitlements phase for various properties on Soledad Street. Interface will provide guidance for spatial requirements for housing systems and input on utility service sizes and POCs. We will also respond to comments on the entitlements set as required. There will be two packages:

Package One: 34-40 and 45 Soledad Streets

The City would like to package these two sites together to make the project more enticing for a developer.

34-40 Soledad includes 4 parcels that were previously combined to make one. There is a historically significant building on one of these parcels that will be maintained and rehabilitated with additions around and above it for affordable housing.

45 Soledad is a corner lot. The proposed project is meant to approximate a previous building that existed on this site - with an addition above, also for affordable housing.

Package Two: 37 Soledad Street

This is the site of a National Register listed historic building called the Republic Cafe. The building will be rehabilitated and an addition / stories above will be added to create a local museum with affordable housing above.

Sustainable Design Requirements

Project is not anticipated to pursue LEED® certification or any other third-party green building certifications/incentive programs. We will include energy efficiency designs where feasible and cost effective.

INFORMATION SOURCE

Based on RFP/email from Lindsey Moder dated March 27, 2025.

ASSUMPTIONS

Based on information received, we understand that this project:

- Packages will be designed and permitted concurrently.
- Project will not be a high rise.
- Project will not be a LEED® project.
- Project Funding: We have assumed and understand that funding for this project has been secured or will be in place when project design starts. We have not assumed that payment for services will be held or delayed due to any funding delays or issues.

PROJECT SCHEDULE

- Entitlements: Approximately 3 months.

Note: Dates listed above are approximate based on information provided. However, substantial changes to the schedule above, and start/stops to project progress may result in additional services and fees.

MEETINGS AND DESIGN SITE VISITS

Up to four virtual meetings and conference calls.

DESIGN SUBMITTALS

Entitlements Package (MEPF Space Matrix, Utility Service Markups)

CONSTRUCTION COSTS

Total Construction Cost is undisclosed.

EXCLUSIONS AND CLARIFICATIONS

1. Design drawings are not included. Interface will provide a Space Matrix in Excel format and PDF markups.
2. Stamping/sealing of design documents by registered engineer are not included.
3. Construction cost estimates will be by construction cost estimator. We will review cost estimator's pricing and provide comments.
4. Life cycle cost analysis for mechanical/electrical systems are not included.
5. Energy modeling is not included.
6. Energy code check of envelope, mechanical, and lighting systems are not included.
7. Investigative site visits are not included.
8. Work associated with public street lighting or power design is not included.
9. Project related services associated with LEED and/or other third-party Green Building Certification.
10. Project related services associated with utility incentives, including energy modeling for custom track incentives, charrettes and incentive documentation are not included.

FEE

Fixed Fee

Project Phase	Mechanical Engineering	Electrical Engineering	Fire/Life Safety	Phase Totals
Entitlements Phase	\$5,000	\$3,500	\$1,000	\$9,500

Total Fee: \$9,500

*Plus reimbursable expenses noted below.

PAYMENT TERMS

Standard reimbursable expenses include, but are not limited to: final plots, project mileage to jobsite or meeting locations, parking, shipping, and messenger services.

Billed in addition to the above fee at cost plus 10 percent processing fee.

We will bill fees and reimbursable expenses monthly as services are performed. Payment is due within 60 days of receipt of invoice. Finance charges may be added after that time at a rate of 1.5 percent per month (annual rate of 18 percent). Finance charges will be applied to delayed payments resulting from lack of project funding. Upon aging of fees and reimbursable expenses beyond 90 days, Interface reserves the right to meet with Architect and holder of Prime Contract to determine resolution prior to continuation of services.

This proposal is valid for 90 days from the date first written above. Interface Engineering Inc (Interface) reserves the right to modify or update this proposal after that date.

ADDITIONAL SERVICES

Services requested beyond those included in this proposal will be considered extra services and will be billed either at hourly rates listed below or will be estimated on a lump sum basis. Interface may decline to perform additional work until authorization is received in writing.

Additional services will be billed at our standard hourly rates at the time the work is performed*. Our current standard hourly rates (2025) are:

Senior Principal:	\$375/Hour
Principal:	\$325/Hour
Associate Principal:	\$275/Hour
Associate/Project Manager:	\$260/Hour
Sr. Engineer-Designer:	\$230/Hour
Engineer-Designer:	\$185/Hour
Project Designer-Drafter:	\$165/Hour
Administrative:	\$135/Hour

*Annual rate changes are expected to be 4% per year.

DESIGN-BUILD SERVICES

If design-build services are provided, Client acknowledges that Interface will provide performance specifications. In the event that drawings are provided, they will be conceptual drawings only. Conceptual drawings and performance specifications are intended as guidelines for the design of system(s) by the design-build contractor. Conceptual drawings and performance specifications are not intended for use to obtain a building permit or as bid documents. The design-build contractor is responsible for complete design, engineering, permit documents, construction documents, and coordination with architectural, all trades and utilities, and governing jurisdictions and licensing agencies. The design-build contractor is responsible for system quantities, capacities, routing, and installation adequate for its intended use. All detailing by design builder. Client agrees that Interface is not responsible for the design and will indemnify and hold harmless Interface for any and all claims, damages, allegations, and costs, including attorneys' fees at trial, arbitration and on appeal, arising out of the design and installation of design-build systems.

Client acknowledges that Interface's review of submittals by design-build contractor is for the limited purpose of checking for conformance with the performance concept expressed in the contract documents. Interface's review does not constitute approval of safety precautions, means and methods, approval of an assembly, or approval of a component.

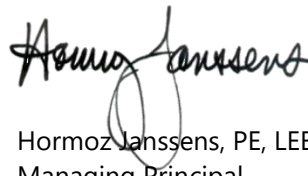
Attached is our Standard Provisions of Agreement for Professional Services. If this Proposal and the Standard Provisions of Agreement meet with your approval, please sign below, initial the Standard Provisions, and return to us. By your signature, you acknowledge that you have read the Standard Provisions of Agreement and that you read and agree to the Limitation of Liability paragraph. We will not proceed with the work until this signed Agreement is returned to us. In addition, you represent that you have authority to bind TEF Design. If you have modified this proposal, we will review your modifications. This Agreement shall not be in effect until we sign, accepting your modifications.

If you have any questions, please contact this office.

Sincerely,



Wesley Lau, PE, LEED AP
Principal



Hormoz Janssens, PE, LEED AP
Managing Principal

Enclosures: Standard Provisions

COMPANY: TEF Design

CONTACT: _____
Lindsey Moder, AIA, Associate

Date

October 29, 2024, *Revised June 10, 2025*

Grant Leonard
City of Salinas
Planning Manager, Community Development Department
65 West Alisal Street, 2nd Floor
Salinas, CA 93901
grantl@ci.salinas.ca.us

Re: 37 Soledad Street/Republic Cafe - Historic Structures Report, Structural Upgrades and Building Shell Improvements

Dear Grant,

Thank you for this opportunity for TEF Architecture & Interior Design, Inc. (TEF, TEF Design or Design Team) to submit our proposal for architectural design and historic preservation services for improvements to the historic Republic Cafe, located at 37 Soledad Street in Salinas' Chinatown. The overall intent of the project is to establish the building's historic significance and integrity through the preparation of a Historic Structure Report, to understand the financial feasibility of using the property for mixed use and residential uses, and to complete structural upgrades and building shell improvements in order to bring the building to a stable and watertight condition. We understand that this project is categorized as an emergency stabilization and will be exempted from NEPA review requirements prior to the initiation of the project.

DESCRIPTION of SCOPE

The Republic Cafe was designed and constructed in 1942 and owned by the prominent local Salinas Chinatown family of Wallace Ahtye. The building played an important part in the development and business district of Salinas' Chinatown, was listed in the National Register of Historic Places in 2011, and is a State and local landmark. The City of Salinas Community Development Department has recently purchased the building.

Given the extensive disrepair and extreme structural degradation of the building, the City has asked TEF to prepare a Historic Structure Report (HSR). For this effort, TEF will serve as the historical architect and lead the evaluation and report effort. We have invited Gretchen Boyce, architectural historian from Groundwork Planning (GP) and Marc Steyer, Structural Engineer from Tipping Engineers, Inc. to join our team. With limited, specific scopes, these consultants will provide a thorough building evaluation.

The primary focus of this project will be emergency stabilization structural upgrades and repairs to the building shell. Note that a full rehabilitation of the building exterior will occur at a future design phase. The intent of this phase as it pertains to the historical integrity of the building is to secure historic components to the building and to prevent their further degradation.

The base scope of work includes structural upgrades to the historic, two-story, reinforced concrete building. Additional shell improvements will be required to bring the building to a watertight and secure condition, including but not limited to:

- Select minimal demolition (including architectural, structural, plumbing, mechanical and electrical systems) to complete structural upgrades and to ensure safety on site during construction;
- Full roof replacement, including repair or replacement of roof drainage components;
- Temporary securing of architectural components at primary west facade; attachment methods to be designed to not damage historic structure or materials (alternatively, some components

- may require removal and storage until a further design stage;
- Boarding up of existing facade openings (doors and windows);
- Repair of cracks, spalls, additional damage to exterior stucco and concrete exterior walls to watertight condition;
- For the purposes of budgeting, TEF will include fire sprinkler protection of the building in the schematic design costing set. If the Client elects to move forward with a Fire protection system through Construction Documents, a plumbing engineer will be brought on to the team (as an additional service with an added cost) to provide criteria documents for a design-build fire protection system (see Additional Services).
- The project will result in a cold shell structure. The building will not be conditioned, but will have code-required safety lighting and (at the option of the City) may have a fire protection system installed. Emergency lighting will be designed by the contractor on a design-build basis. Interior finishes will include plywood flooring and unfinished gypsum board walls.

In order to complete this work, the building will first be fully documented to generate as-built drawings and a civil site survey to document existing utilities, site topography etc. An existing conditions site analysis is required for both the HSR and upgrade work and will be completed in two separate visits. A summary of the project team, scope, and assumptions are listed below and in the attached Exhibit B: Task & Hours Summary. Any variance from the items outlined below may require a revision to the proposed fees.

PROJECT TEAM & DISCIPLINES

ARCHITECT & PRESERVATION ARCHITECT

TEF Design, 1420 Sutter St., 2nd Flr, San Francisco, CA 94109

Maryam Rostami, Principal and Lindsey Moder, Project Manager and Preservation Architect

ARCHITECTURAL HISTORIAN

Groundwork Preservation LLC, 26445 Cape Horn Rd, Colfax, CA 95713

Gretchen Hilyard Boyce, Principal

STRUCTURAL ENGINEER

Tipping Engineers, 1906 Shattuck Avenue, Berkeley, CA 94704

Marc Steyer, SE, Principal

CIVIL ENGINEER

BKF Engineers, 255 Shoreline Drive, Suite 200, Redwood City, CA 94065

Jonathan Tang, PE, Associate Principal

COST ESTIMATOR

TBD Cost Consultants, 2063 Grant Road, Los Altos, CA 94024

Deo Bhalotia, Principal

PROJECT SCOPE & PHASES

The project scope of work described herein is based on a phone conversation with members of the City's Community Development Department on October 16, 2024.

HISTORIC STRUCTURE REPORT (HSR)

1. Gather and review available building information in preparation for site visit.
2. Attend site visit* to document building conditions photographically and graphically by hand. Our evaluations will:
 - a. Be completed from ground using visual observation only;
 - b. Include evaluation of interior spaces and finish conditions;
 - c. Include evaluation of the roof and roofing components;
 - d. Identify observed and known deferred maintenance, repairs, and required replacements;
 - e. Identify character defining features.
- *Project team will require assistance from the City to coordinate a site visit, to remove existing plywood from the building facade to enable visual inspection of all building elevations and access to the building interior, and to provide additional presence on site during the evaluation.
3. Complete research at pre-identified local repositories and online, as needed. (*TEF & GP only*)
4. Attend & facilitate (1) meeting with the City to present findings of team investigation (*TEF & GP only*)
5. Complete report and submit to the City.

Meetings

1. Site Investigation Results Meeting with the City

Deliverable Dates:

1. Historic Structure Report Draft: October, 2025

BUILDING STRUCTURAL UPGRADES AND BUILDING SHELL IMPROVEMENTS

Phase 1: Building Existing Conditions Assessment

1. Initial site visit to:
 - a. Review site survey and grades with Civil Engineer (to occur at HSR site visit);
 - b. Review building deficiencies with structural engineer;
 - c. Take existing conditions measurements to confirm existing drawings;
 - d. Fully document building existing conditions (photographically, in drawings and in words);
 - e. Document existing building systems and service points of connection
2. Prepare base drawings (incorporating existing conditions) using existing drawings** and documented building measurements.
 - a. Architect will document existing MEP systems/ components with the understanding that they will all be demolished back to source for future redesign.
 - b. Structural Engineer to prepare existing conditions drawings to document building structural components.
 - c. Base drawings to include:
 - i. Site Plan (based on Civil Survey)
 - ii. Floor Plans
 - iii. Roof Plan
 - iv. Elevations
 - v. Building Section

***Note: TEF has located as-built drawings prepared by The Architecture Company in 2009. A reimbursable cost has been included here to purchase these drawings.*

3. Complete building code analysis. Prepare a memo that identifies code requirements and recommendations as related to current codes and Fire Marshal requirements.

Meetings:

1. Bi-weekly call-in meetings with the City, Architect and appropriate AE Team members. Topics to include, but not limited to: Conditions survey findings, and approach to building stabilization.
2. Regulatory Meetings (1 meeting per AHJ):
 - a. Salinas Fire Marshal
 - b. City of Salinas Building Department

Deliverable Dates:

1. As-built drawings: September, 2025
2. Code Memo: September, 2025

Phase 2: Schematic Design

1. Develop and refine demolition and conceptual plans and for the City's consideration, review, and comments. Considerations for the conceptual plan may include:
 - a. Required demolition and/or salvage (including MEP systems)
 - b. Historic elements (interior and exterior) to remain
 - c. Structural Upgrades. SE will prepare two schemes.
2. Consult with AE Team and cost estimator on demolition, structural upgrade schemes, and exterior envelope repairs and document to inform a Project Cost of Work.
 - a. Provide directives on any non-standard or potentially costly repairs for building envelope and/or new design items.
 - b. Review Project Cost of Work with the City, including format, categories and assumptions.
3. Prepare for and present to the Salinas Historic Resources Board. This Presentation will include presentation of both the results of the HSR efforts and endeavor to show that the proposed project work is in keeping with the Secretary of the Interior's Standards for the Treatment of Historic Properties. *(TEF, Tipping)*
 - a. 1.5-hr in-person presentation (slideshow)
4. Structural Engineer to develop a full scope of services to complete Design Development, Construction Documents, Bidding, and Construction Observation for the Republic Cafe Structural Upgrades following Phase 2 Schematic Design. Please note that Structural Engineer fees provided herein for Phases 3, 4, and 5 are estimated. See Tipping Proposal Exhibit D.

Meetings:

1. Bi-weekly call-in meetings with Owner, Architect and appropriate AE team members. Topics to include, but not limited to: conceptual design review, cost estimate, and presentation to HRB.

Deliverables:

1. Conceptual level building demolition plans.
2. Two conceptual level structural upgrade schemes
3. Conceptual level proposed roof and floor plans, building elevations and building sections annotated with relevant rehabilitation and design work.
4. Cost Estimate
5. HRB Presentation SlideDeck
6. Written Scope of Services to complete Design Development, Construction Documents, Bidding, Construction Observation for the historic Fred Turner Building rehabilitation.

Deliverable Dates:

1. Conceptual Level drawings: Late September, 2025
2. Comments on Cost of Work estimate: October, 2025

Phase 3: 90% Construction Document for Building Permit and Pricing

1. Advance design documentation to 90% Construction Documents* and Technical Specifications for Building Permit Submittal for City's approval and as bid documents.
 - a. Construction Drawings and Specifications shall be sufficient for construction of the project.
 - b. Client and team will choose one schematic structural upgrade scheme to progress to Construction Documents.
2. Update project construction cost estimate and review with the City.

Meetings:

1. Bi-weekly call-in meetings with the City, Architect and appropriate AE Team members.

Deliverables:

1. PDF of Permit Submittal Construction Documents (drawings, technical specifications in CSI format Division 2 through 32, structural calculations) for Building Permit. PDF of 100% Submittal Construction Documents for Building Permit:
 - a. Drawings to include:
 - i. Title and building code summary sheets;
 - ii. Site plan
 - iii. Demolition basement, first floor and roof plans, and demolition elevations/sections;
 - iv. Floor plans;
 - v. Building elevations and sections – elevations to include facade repair notes;
 - vi. Exterior repair details;
 - vii. Structural Foundation and framing plans, and structural details;
 - b. Technical specifications in CSI format Division 2 through 32;
 - i. Division 1 specifications pertaining to historic preservation requirements only;
 - c. Structural calculations
2. Appropriate Division 1 specifications pertaining to historic preservation treatment plans, selective demolition, and building monitoring.
3. Ten copies of Construction Documents for Bidding and make available "camera-ready" PDF copies

Deliverables Date:

1. Building Permit Set Submittal: January, 2026

Needed from the City:

1. The City shall provide "front-end" specifications of Project Manual including Instruction to Bidders, Contract, General Conditions and Division 1.

Phase 4: Conformed Set (100% Construction Documents)

1. Meet with City permit review staff as needed to refine plans for resubmittal. Obtain final permit.
2. After receipt of City's approval of Working Drawings, Technical Specifications, and results/changes based on external cost estimate and constructability review, assemble 100 % Final specifications and drawings.

Meetings:

1. Up to two (2) meetings with Permit Service Center
2. Bi-weekly call-in meetings with the City, Architect and appropriate AE Team members.

Deliverables:

1. Building Permit Set Resubmittal including Building Department permit comment responses

Deliverable Dates:

1. Building Permit Set Resubmittal: TBD.
2. 100% Submittal Construction Documents: TBD

Phase 5: Construction Administration and Project Closeout

1. Support the City and the Contractor in the construction of the project in accordance to the contract documents, schedule and budget; and in the turnover of a complete project. The City shall provide prompt written notice to the Architect if the City becomes aware of any fault or defect in the project, including errors.
2. Lead the design team and coordinate with the contractor and the City during construction.
 - a. Review General Contractor's Construction Schedule.
 - b. Response to field inquiries and RFI's – Assume 20 RFIs
 - c. Create Architect's Construction sketches – Assume 10 ASKs and 30 per each consultant
 - d. Review submittals and coordination of reviews by the City – Assume 10 submittals plus (1) resubmittal per each submittal
 - e. Develop and issue Supplemental Instructions – Assume 10 ASIs
 - f. Review change order proposals and change orders prepared by others.(up to 15)
 - g. Review contractor pay applications (assume 12)
 - h. Attend monthly project construction meetings. (GC to lead meetings and issue minutes.)
 - i. Perform quality-assurance/field observation walks following regularly scheduled project meetings, and prepare site observation reports – assume 6 reports
 - j. Coordinate code-related changes to the project with the City.
3. Manage the Design Team's final review and punch list efforts
 - a. Coordinate the design team and perform punch list walks, and issue in writing to GC the observations or corrections required for inclusion in punch list – assume 2 punch lists
 - i. Conduct two rounds of on-site review.
 - ii. Approve completed punch list.

Meetings:

1. On-site Construction meetings – 6, bi-monthly
2. Telephone Construction meetings- 24, every other week except for on-site per above
3. Two site walks total for punch list

Schedule Estimate

1. Construction and construction close-out duration assumed 12 months

ADDITIONAL SERVICES

The Additional Services listed below are not included in the Basic Services but may be required for the Project.

1. Drone Services: Fee to hire drone services for additional photos of the building. See Spaur Group Proposal Exhibit H.
2. Prepare and manage team development of as-built drawings.
 - a. Review GC's as-built drawings for architectural, civil, landscape, structural, plumbing, mechanical, electrical and lighting, and coordinate effort to deliver a complete Record Set for the project.
3. Structural Engineering for Phases 3 through 5: Scope & fee clarifications based on scope determined in Phase 2: Schematic Design. See Tipping Proposal Exhibit D.
4. Fire Protection System: Coordination & plumbing engineering services for design-build criteria documents

ASSUMPTIONS

1. Project drawings will be generated in Revit. Delivery of AutoCAD to the City may be requested but no specific CAD standards are required.
2. Civil Site Survey will be prepared in CAD and shared with the City in native format. No specific CAD standards are required.
3. All work shall comply with current codes.
4. The Client will provide continuity of staff to serve as the primary contact(s) through the duration of the project.
5. See Exhibit A for the proposed project schedule.
6. The following are the responsibility of the City:
 - a. Geotechnical investigation and report including foundation design recommendations and seismic site.
 - b. Pest and termite inspection and report.
 - c. Hazardous materials investigation and report. The Architect and our Consultants shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure to, hazardous materials or toxic substances in any form at the project site.
 - d. Destructive testing.
 - e. Permit submittal costs

EXCLUSIONS

GENERAL

1. Work related to the investigation or handling of Hazardous Materials
2. Materials testing and inspections or selective demolition
3. Geotechnical Investigations
4. Design or installation of building security systems
5. Generation of multiple conceptual design plans and multiple and additional revisions/iterations of conceptual and schematic design plans.
6. Meetings and presentations additional to those listed in Scope of Services.
7. Overall project management, including overall project and construction schedule, project budget and project bidding process.
8. Presentation drawings and renderings (of elevations, floor plans and 3-D views), and physical and computerized models (hard copy and/or digital) for the City's use.

9. Phasing plans and strategy.
10. Environmental review, documentation, coordination or completion of required mitigation measures required by Salinas Planning Department, California Environmental Quality Act (CEQA), or National Environmental Protection Act (NEPA) may be completed as an additional service to this proposal.
11. Not responsible for tests, inspections, and reports required by law or the Contract Documents, such as structural, mechanical, and chemical tests, tests for air and water pollution, and tests for hazardous materials.
12. Not responsible for all legal, insurance and accounting services, including auditing services, that may be reasonably necessary at any time for the Project to meet the City's needs and interests.
13. Energy, comfort (temperature) and thermal computational modeling and related graphic imagery.
14. LEED or any other sustainable design program documentation and submittal for certification..
15. Redraw or redesign due to unforeseen conditions – including unknown site conditions, impact of surrounding project (as identified by City's approval process), unpredictability of bid climate and escalating construction cost.
16. Emergency generator.
17. Renewable energy such as photovoltaic arrays and systems.
18. Front End Documents including the following typically included in a Project Manual: Introductory Information, Bidding Requirements, Instructions to Bidders, Contracting Requirements, Division 1 and Division 2 of the Specifications Sections
19. Special documentation of additive or deductive bid alternates in Construction Documents.
20. Review of bidders' pre-qualifications.
21. Construction means and methods.

CONSTRUCTION ADMINISTRATION

1. Meetings and presentations additional to those listed in Scope of Services
2. Overall project management and construction management, including overall project and construction schedule, project budget, bidding process and direction to selected general contractor
3. Establishing design criteria for designing or making field observations of shoring for building excavations or underpinning of adjacent structures, or temporary support of building elements during construction.
4. Continuous and/or detailed inspections of construction including Special Inspections as defined in Section 1704 of the California Building Code.
5. Special construction and inspections – Typically conducted by the City's engineering testing laboratory.
6. Submittal list – Typically prepared by the General Contractor.
7. Construction administration services beyond 12 months
8. Additional RFI or Submittal review beyond the assumptions listed above
9. Prepare Requests for Proposal (RFP)
10. Review proposals prepared by General Contractor

FEE SUMMARY

The proposed fees are lump sum figures, as follows:

HSR Fee Summary	
TEF Design (Historical Architect)	\$47,337.00
Groundwork Planning (Architectural Historian)	\$23,824.19
Tipping Structural Engineers (Structural)	\$5,250.00
TOTAL	\$76,411.19

Structural Upgrades Fee Summary		
TEF Design (Historical Architect)	\$166,913.92	
Tipping Structural Engineers (Structural)	\$10,250.00	(excludes Phases 3-5)
BKF Engineers (Civil)	\$8,250.00	
TBD Consultants (Cost Estimate)	\$41,360.00	
	TOTAL	\$226,773.92

A breakdown of the team proposed fees can be found in the attached Exhibits C, D, E, and F. Fees will be invoiced on a monthly basis on percentage of completion. Reimbursable expenses will be invoiced monthly. Additional services will be performed only upon your written authorization, should they be requested. Please note that the structural engineering fees provided for Phases 3, 4 & 5 of the Building Structural Upgrades & Building Shell Improvement phases are estimates. Any additional scope that is determined during Phase 2 will be proposed as an additional service.

Additional Services

Drone Services (See Exhibit G)

\$488.58

CONCLUSION

Please feel free to contact me if you have any questions or comments. If you agree with the terms of this proposal, please sign below. We are excited to continue supporting the City of Salinas with this project.

Sincerely,



Maryam Rostami, AIA, LEED AP, NOMA, LFA
Principal



Douglas Tom, FAIA, LEED AP
Founding Principal

Agreed by

Date

Attachments:

Exhibit A - Proposed Project Schedule
Exhibit B - Task & Hours Summary: Architectural, dated 28, October 2024
Exhibit C - GroundWork Preservation Proposal
Exhibit D - Tipping Engineers Proposal
Exhibit E - BKF Engineering Proposal
Exhibit F - TBD Consultants Proposal
Exhibit G - Spaur Group Proposal

37 Soledad Street HSR & Structural Upgrades

10/29/24, Revised 06/10/25

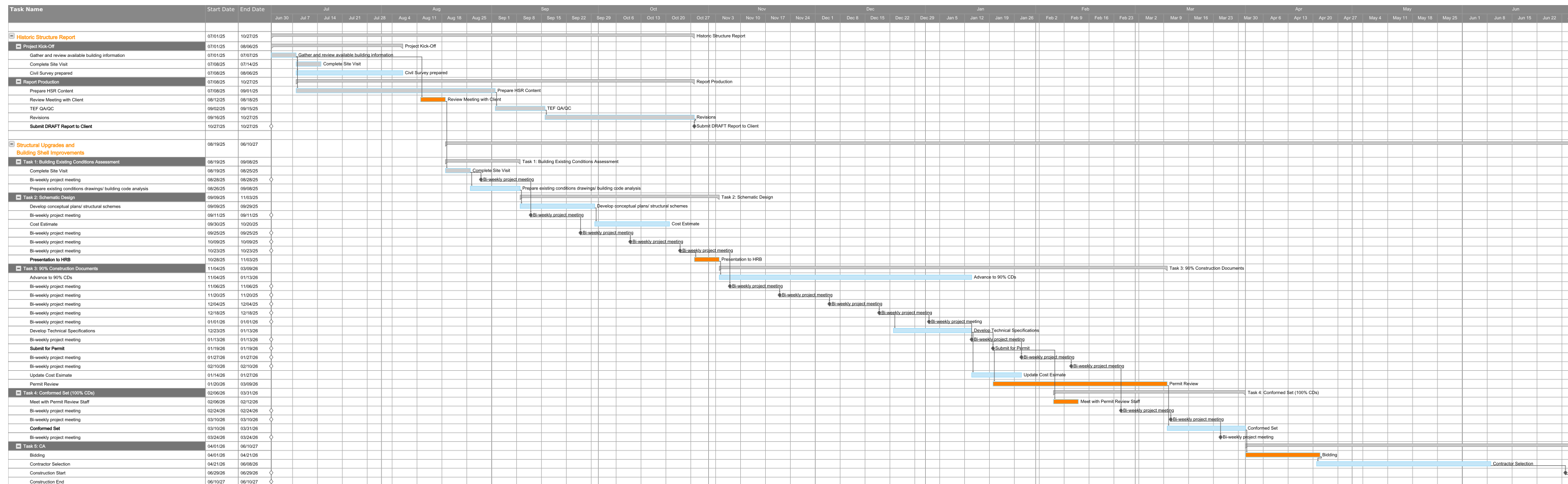


EXHIBIT B

TEF Design 37 Soledad Street HSR and Structural Upgrades City of Salinas					10/29/24										
TASK & HOURS SUMMARY: Design Team Summary															
HSR Fee Summary					Structural Upgrades Fee Summary					Financial Feasibility Analysis					
TEF Design (Historical Architect)		\$47,337.00			TEF Design (Historical Architect)		\$166,913.92			EPS Inc (Market Study)		\$12,500.00			
Groundwork Planning (Architectural Historian)		\$23,824.19			Tipping Structural Engineers (Structural)		\$10,250.00			(excludes Phases 3-5)					
Tipping Structural Engineers (Structural)		\$5,250.00			BKF Engineers (Civil)		\$8,250.00			TOTAL		\$12,500.00			
					TBD Consultants (Cost Estimate)		\$41,360.00								
							TOTAL			\$226,773.92					
Additional Services															
Drone Services					\$488.58										
BASIC SERVICES					FIRM										
HSR Tasks					TEF Design (Historical Architect)		Tipping Engineers (Structural Engineer)		Groundwork Planning (Architectural Historian)		Total				
1.0	Gather and review available information				\$530.00		\$1,000.00		\$2,240.00		\$3,770.00				
2.0	Attend Site Visit				\$4,680.00		\$1,000.00		\$3,180.00		\$8,860.00				
3.0	Complete Research				\$670.00		-		\$3,180.00		\$3,850.00				
4.0	Present Findings to Client				\$670.00		-		\$560.00		\$1,230.00				
5.0	Complete and submit report				\$38,260.00		\$3,000.00		\$14,100.00		\$55,360.00				
6.0	Project Mangement				\$2,000.00		-		-		\$2,000.00				
		Reimbursable Expenses			\$527.00		\$250.00		\$564.19		\$1,341.19				
									TOTAL		\$76,411.19				
BASIC SERVICES					FIRM										
Structural Upgrade Tasks					TEF Design (Historical Architect)		Tipping Engineers (Structural Engineer)		BKF Engineers (Civil Engineer)		TBD Consultants (Cost Estimate)		Total		
Phase 1: Building Existing Conditions Assessment (3 weeks)															
1.1	Attend Site visit				\$3,120		\$1,000		\$500		-		\$4,620.00		
1.2	Prepare Existing Conditions Drawings				\$7,600		\$2,000		-		-		\$9,600.00		
1.3	Building Code Analysis				\$1,840		-		-		-		\$1,840.00		
1.4	Bi-weekly Project Meetings (1)				\$750		-		-		-		\$750.00		
1.5	Project Mangagement				\$2,000		-		-		-		\$2,000.00		
													Task 1 Sub-Total		\$18,810.00
Phase 2: Schematic Design (3 weeks)															
2.1	Develop Schematic Design Drawings				\$7,200		\$7,000		\$7,500		-		\$21,700.00		
2.2	Cost Estimate Coordination				\$1,840		-		-		\$18,800		\$20,640.00		
2.3	Prepare for HRB Presentation				\$2,400		-		-		-		\$2,400.00		
2.4	Attend HRB Presentation				\$3,360		-		-		-		\$3,360.00		
2.5	Bi Weekly Project Meetings (4)				\$3,000		-		-		-		\$3,000.00		
2.6	Project Management + QC				\$2,000		-		-		-		\$2,000.00		
													Task 2 Sub-Total		\$53,100.00
Phase 3: 90% Construction Documents (10 weeks)															
3.1	Develop Construction Documents				\$19,400		-		-		-		\$19,400.00		
3.2	Develop Technical Specifications				\$13,600		-		-		-		\$13,600.00		
3.3	Update Construction Cost Estimate				\$2,120		-		-		\$22,560		\$24,680.00		
3.4	Prepare Permit submission to City				\$650		-		-		-		\$650.00		
3.5	Bi-weekly Project Meetings (8)				\$4,080		-		-		-		\$4,080.00		
3.6	Project Management + QC				\$2,040		-		-		-		\$2,040.00		
													Task 3 Sub-Total		\$64,450.00
Phase 4: Conformed Set (100% Construction Documents) (3 weeks)															
4.1	Respond to City Questions/ attend meeting with review staff (virtual)				\$3,040		-		-		-		\$3,040.00		
4.2	Revise Drawings				\$3,480		-		-		-		\$3,480.00		
4.3	Revise Specifications				\$4,080		-		-		-		\$4,080.00		
4.4	Bi-weekly Project meetings (4)				\$2,040		-		-		-		\$2,040.00		
4.5	Project Management				\$1,360		-		-		-		\$1,360.00		
													Task 4 Sub-Total		\$14,000.00
Phase 5: Construction Administration and Project Close-out (assume 12 month construction duration)															
5.1	Review GC Schedule				\$1,240		-		-		-		\$1,240.00		
5.2	Respond to RFIs (up to 20)				\$11,800		-		-		-		\$11,800.00		
5.3	ASKs (up to 10)				\$5,900		-		-		-		\$5,900.00		
5.4	Submittal Review (up to 10)				\$7,300		-		-		-		\$7,300.00		
5.5	ASIs (up to 10)				\$7,300		-		-		-		\$7,300.00		
5.6	Change Order review (up to 15)				\$6,750		-		-		-		\$6,750.00		
5.7	Contractor Pay Application Reviews (up to 12)				\$3,400		-		-		-		\$3,400.00		
5.8	OAC Meetings - virtual (24)				\$7,440		-		-		-		\$7,440.00		
5.9	Site Walks (6)				\$16,560		-		-		-		\$16,560.00		
5.1	Punch walk and write up (2)				\$5,860		-		-		-		\$5,860.00		
													Task 5 Sub-Total		\$73,550.00
		Reimbursable Expenses			\$2,363.92		\$250.00		\$250.00		\$0.00		\$2,863.92		
													TOTAL		\$226,773.92

Financial Feasibility Analysis	
EPS Inc (Market Study)	\$12,500.00
TOTAL	\$12,500.00

			Task 1: Background Review		Task 2: Site Visit/Research		Task 3: Final HSR		Totals		Notes
									Labor		
Title	Rate	Unit	Qty	Cost	Qty	Cost	Qty	Cost	Qty	Cost	Task 2: Assumes 2 staff for 1 day site visit including travel time. Task 3: Includes up to 2 hours of meetings with client to discuss findings.
Principal	\$190.00	Hour	8	\$1,520.00	24	\$4,560.00	62	\$11,780.00	94	\$ 17,860.00	
Associate Cultural Resources Historian	\$90.00	Hour	8	\$720.00	20	\$1,800.00	32	\$2,880.00	60	\$ 5,400.00	
									Total	\$ 23,260.00	
										Expenses	
Expense	Description	Rate	Unit	Qty	Cost	Qty	Cost	Qty	Cost	Qty	Cost
Mileage (1 site visit, round trip to site from Colfax, CA = 500 miles)	Federal Rate	\$0.670	Mile			470	\$314.90			470	\$314.90
Per Diem (meals)	Daily Rate (Monterey County)	\$74.00	Day			2	\$148.00			2	\$148.00
Research Fees		\$50.00	Flat rate			1	\$50.00			1	\$50.00
10% Markup					\$0.00		\$51.29		\$0.00	0	\$51.29
										Total	\$564.19
Assumptions			Task 1: Background Review		Task 2: Site Visit/Research		Task 3: Final HSR		Totals		
1 Electronic deliverables only, no printing.			Total Direct Labor	\$2,240.00	\$6,360.00	\$14,660.00	\$23,260.00				
2 No rounds of review and comment from client.			Total Expenses	\$0.00	\$564.19	\$0.00	\$564.19				
3 Site visits are inclusive of travel time.			Total Project Cost	\$2,240.00	\$6,924.19	\$14,660.00	\$23,824.19				



October 28, 2024

Maryam Rostami
TEF Design
1420 Sutter Street
San Francisco, CA 94109

Re: 37-39 Soledad Street Stabilization
37 Soledad Street
Salinas, CA 93901
Job No. 2024.294.00

Dear Maryam,

Thank you for considering Tipping for the proposed stabilization and retrofit of 37-39 Soledad Street in the historic Chinatown district of Salinas. We are delighted to work with you on this important renovation.

We have based our proposal on the scope of work described in an email from TEF Design, dated October 21, 2024 and a Market Value Appraisal Report by Pacific Appraisers dated November 22, 2022. We understand the property is part of the Chinatown Revitalization Project Plan by the City of Salinas and will ideally be preserved and improved as a cultural heritage site. The buildings are currently in poor condition, requiring stabilization. From our conversations with you, we understand that the City wishes to pursue construction of a seismic retrofit scheme as an integral part of the building stabilization, in anticipation of future improvements and use of the site.

The existing site includes two adjoining buildings constructed in 1942, each two-stories tall and totaling approximately 9,431 square feet of interior space. 37 Soledad Street, also known as the Republic Cafe, is on the National Register of Historic Places and recognized by the State of California as a historic building. A fire in October of 2022, along with much deferred maintenance, has rendered the wood-framed buildings uninhabitable.

PROJECT GOALS

As the building has been damaged by fire and neglect, and noting the historic nature of this building, the first goal is to document the existing condition of the building in a Historic Structure Report (HSR).

Following that effort, the goal will be to present options for stabilization and retrofit for future occupancy. Given that seismic renovation scope and construction costs typically vary, we understand that you will rely on Tipping providing good information and insight early in the process to inform the

team's critical decision making. We anticipate that the retrofit work would consist primarily of new seismic shear walls or frames (likely at or near the front facade), possible plywood diaphragm strengthening, out of plane concrete wall to framing connections, and other localized measures to ensure the overall stability of the building and mitigate falling hazards.

Given the uncertainty related to the required retrofit scope, this proposal specifically covers the initial seismic evaluation and schematic design phase in which a scope of structural improvements necessary to meet the client goals will be created. This scope defined in schematic design drawings will serve as the basis for future phases of the project.

SCOPE OF STRUCTURAL ENGINEERING SERVICES

The Basic Services for which Tipping Structural Engineers is responsible include the analysis, design, and documentation for the seismic improvements described above. The following is a summary of the services that we will provide through the different phases of the project. Please note that as mentioned above, the scope of this proposal is only for the initial Evaluation / Scope Definition / Schematic Design phase; however, we have outlined the expected scope of future phases (which would be part of a modified or new agreement) for your reference.

Evaluation / Schematic Design / Scope Definition

- Meet with project team to coordinate the work.
- Review any existing structural drawings, geotechnical reports, or other documents made available to us.
- Make one site visit to identify and confirm the configuration of the existing structural systems and observe details of existing construction.
- Define a limited testing program to expose, measure, and document a small sampling of existing structural elements, as necessary, to be performed by an owner-retained contractor or testing laboratory.
- Perform a formal seismic assessment of the building and identify the deficiencies that need to be addressed.
- Document existing conditions for inclusion in the HSR.
- Issue a preliminary set of seismic retrofit plans, including up to 2 options, for budgeting and planning.

Construction Documents

- Meet with project team to coordinate and deliver the work.
- Perform engineering analysis and detailed design of seismic improvements to address noted deficiencies.
- Establish testing and inspection requirements for all structural materials and workmanship.
- Prepare complete drawings, specifications, and calculations for permitting, bidding, and construction of the project.

Approvals and Bidding

- Respond to plan check comments and revise plans as necessary.
- Advise and consult with client and architect during the solicitation and evaluation of contractor bids
- Issue final construction documents and addenda for construction.

Construction Administration

- Attend a pre-construction conference to answer questions about design intent or interpretation of the documents, and to examine the contractor's understanding of the project and its requirements.
- Review fabrication drawings and construction submittals for overall compliance with the structural portion of the contract documents. We assume a single round of review of complete, coordinated, and timely submittal packages that are reviewed and approved by the contractor prior to review by our office.
- Review inspection and test reports for items detailed on the structural drawings or called out in the specifications. Take necessary action on reports indicating non-conforming items. This excludes significant design revisions that may result from non-conformance with and deviations from the contract documents.
- Respond to questions from the client and/or special inspector regarding interpretation of the structural portion of the contract documents.
- Respond to contractor RFIs. This excludes redesign effort or significant changes to the approved plans due to contractor's means and methods or requests for substitution. This also excludes the design of repair or remediation measures for damaged or inadequately performed work.

- Visit the construction site at appropriate times to observe the progress of construction and its general conformance to structural drawings and specifications. We estimate that the project would include up to three (3) site visits during construction for periodic structural observation. This excludes site visits for inspection, field coordination, troubleshooting, repair or remediation of damaged or inadequately performed work, and quality control efforts.
- Prepare a record set of drawings.

EVALUATION / SCOPE DEFINITION / SCHEMATIC DESIGN: FEE

We propose to provide basic structural engineering services for the initial Evaluation / Scope Definition / Schematic Design Phase of the project for the fixed sum of \$14,000.

ESTIMATED DESIGN FEES FOR FUTURE PHASES

Assuming the project proceeds with a scope of improvements outlined in our initial evaluation / schematic design phase, we would provide the scope of services outlined above for Construction Documents, Approvals and Bidding, and Construction Administration phases. In order for the client to make initial budgeting plans, we have been asked to provide a rough estimate of fees for these phases at this time. Below are these estimates, to be used for planning purposes only. Given the lack of scope definition, we emphasize that they are to be considered preliminary estimates that may change as the project develops.

Phase	Estimated Fee Range
Construction Documents	\$16,000 - \$34,000
Approvals and Bidding	\$2,500 - \$5,000
Construction Administration	\$12,000 - \$26,000

If you find this proposal acceptable, please sign and return a copy as our authorization to proceed. Again, thank you for considering Tipping as part of your team for this project. We look forward to working with you. Please do not hesitate to contact us if you have any questions.

Sincerely,



Marc Steyer, SE, LEED AP
Principal

24294.wa.odt

Accepted:

Signature

Printed Name and Title

Date

EXHIBIT E

October 28, 2024
BKF No. 20242143



Ms. Maryam Rostami
TEF Design
1420 Sutter Street, 2nd Floor
San Francisco, CA 94109
Transmitted Via Email: maryam@tefarch.com

**Subject: 37 Soledad Street, Salinas
Land Surveying Proposal**

Dear Maryam:

BKF Engineers welcomes the opportunity to submit this proposal for land surveying services associated with the project located at 37 Soledad Street in the City of Salinas, California. To arrive at the estimated effort required by our office for this project, we have outlined a proposed scope of services and determined a level of effort fee for each task.

SCOPE OF SERVICES

TASK 1: SITE MEETING

1. Existing Conditions Review: BKF will attend one (1) site meeting with the team to review the existing site constraints and conditions. We will note any potential challenges to development and confirm our scope of survey services to support the project. This task is will be performed in conjunction with the 45 Soledad Street site meeting.

TASK 2: TOPOGRAPHIC AND BOUNDARY SURVEY (37 SOLEDAD)

1. Establishment of Project Survey Control: BKF will perform a Control Survey and establish project control. Horizontal control will be based on California Coordinates System of 1983 (CCS83) relative to California Spatial Reference Network by static GPS observation. Vertical coordinates will be relative to the North American Vertical Datum of 1988 (NAVD88). BKF will establish suitable off-site survey control for use during the preparation of the topographic survey. Permanent control points such as mag nails with washers and cut crosses will be set at the project site as aerial survey targets. BKF will set the topographic survey control points, which will be located outside the project site and will be used by our sub-consultant as control for the initial base mapping.
2. Boundary Analysis: BKF will perform a Boundary Survey and prepare a Boundary Analysis that will define the development parcel area. While performing the field work associated with the topography, BKF will conduct field research for primary monumentation to establish boundary resolution. Once the research and reconnaissance has been completed, BKF will perform a boundary determination, which includes an analysis of the assembled evidence with respect to its relationship to the title and other documentary evidence.
3. Topographic Field Survey: Simultaneous to conducting the field reconnaissance discussed above, BKF will provide the field work to prepare a complete Topographic Map for the subject property. BKF will gather available public data and plans for the site and its surrounding improvements. The topographic survey will be comprised of the following:

- a. Terrestrial Survey - BKF will provide the field work to prepare a Topographic Map for the subject property. The limits of the topographic survey will be the subject property and the improved width of roadways along the property frontage. The topographic survey will be comprised of identified visible site features such as roadways, pavements, evidence of significant traveled ways, walls, fences, trees 6-inches and larger in diameter and visual utility infrastructure. We will obtain a succession of spot elevations to define the general terrain of the site and immediately adjacent improvements to produce mapping at a 1-foot contour interval.
- b. Utilities - Utility infrastructure within the mapping limits, including sewer, water valves, hydrants, meter boxes, storm drain and marked utilities, if encountered during the course of our field survey, will also be identified. The basic routing, inverts and orientation of the on-site gravity utilities will be identified based on field evidence and any available plans provided if to BKF prior to commencement of the survey. If as-built drawings are not provided or are inconclusive when compared to the field evidence, only data at the dipped structures will be provided.
- c. Utility Locating - BKF's in-house utility locators will perform utility investigation services using standard industry acceptable methods as per California Government Code section 4216 to determine the approximate horizontal position and depth of *detectable* subsurface utilities within the designated area (see attached Limits of Work). BKF's field crews will use a combination of water-based paint and pin flags to mark the results of our investigation on the ground surface. BKF crews may opt to use the Ground Penetrating Radar (GPR), if the soil conditions will return a good signal to attempt to locate water lines and other utility lines with no tracer wires. Individual field conditions will dictate the thoroughness of our subsurface utility investigation. BKF will perform a reasonable effort to determine the location of the existing underground utility lines; however, due to technical limitations of today's most modern equipment, no guarantee (expressed or implied) can be made. Irrigation lines, empty conduits, and abandoned utilities will not be located. Potholing and excavation are specifically excluded on this proposal. This scope of work does not include clearing areas for geotechnical boring, soil sampling, and drilling operations.
- d. Mapping - BKF will produce the mapping in a reproducible hard copy and electronic format. The signed hardcopy Topographic Map will be an instrument of service. Electronic mapping will be completed in an AutoCAD format and can be transferred and used by other team consultants for their work, as a courtesy.
 - 1) The mapping is anticipated to be compiled at 1" = 20', and will also indicate individual spot elevations at various locations throughout the site. BKF will take a series of photographs for future reference and documentation of current field conditions encountered during the time of our survey.
 - 2) The vertical control for the survey will be tied to the North American Vertical Datum of 1988 (NAVD88), unless otherwise agreed upon in writing prior to commencement of the survey.
 - 3) The horizontal location and rotation of the mapping is anticipated to be on an "assumed" coordinate system otherwise agreed upon in writing prior to commencement of the survey.

Note: Record of Survey

State law requires that the Surveyor of record performing the boundary resolution file a record of survey with the County if a map is not prepared as part of the project. As this project may anticipate pursuing a Tentative Parcel and Final Parcel Map for Condominium Purposes, we have currently excluded fee for this task in our scope of services. If a determination is made to eliminate pursuing filing of a map as part of the final permitting process BKF will be required to prepare and file a record of survey with the County at the expense of the owner. Recordation fees are not included in our proposal.



SCOPE QUALIFICATIONS AND ASSUMPTIONS

BKF Engineers' services are limited to those expressly set forth in the scope. We understand that BKF will have no other obligations or responsibilities for the project except as provided in this proposal letter, or as otherwise agreed to in writing. BKF will provide the scope of services consistent with, and limited to, the standard of care applicable to such services. For the scope of work identified, we have assumed the following:

- 1) Basis of Design and Site Information
 - a) Topographic Survey: Proposal assumes field survey will be completed for 37 and 45 Soledad Street sites concurrently. Separate mobilizations to survey each site independently will be an additional service.
 - b) Title Report: A current title report for the property will be provided by the owner.
 - c) Potholing: Potholing services are not included in this proposal unless specifically identified.

COMPENSATION

1. BASE SCOPE OF WORK:

BKF proposes to provide the services on a lump sum basis. We will invoice for our services on a percent complete basis per task summarized as follows:

Task	Description	Fee
1	Site Meeting	\$500
2	Topographic and Boundary Survey (37 Soledad)	\$7,500
Total Labor Fee		\$8,000

In addition, please budget \$250 for reimbursable expenses. Reimbursable expenses are anticipated for reproduction, mileage, express and messenger deliveries, and computer deliverable plots. Reimbursable expenses will be billed on a cost plus 10-percent markup basis.

For tasks requested by the owner or Architect not defined in this scope of services, BKF will identify them as potential extra work. We can provide a scope and fee for these items or they may be tracked separately as extra work and billed on a time and materials per our attached rate schedule.

Thank you for the opportunity to present this proposal. We look forward to assisting in developing this project. Please contact me at 650-482-6306 if you have any questions regarding our scope of services.

Respectfully,
BKF Engineers



Jonathan Tang, PE
Associate Principal



BKF ENGINEERS PROFESSIONAL SERVICES RATE SCHEDULE
EFFECTIVE JANUARY 1, 2024

<u>CLASSIFICATION</u>	<u>HOURLY RATE</u>
PROJECT MANAGEMENT	
Principal	\$302.00
Senior Associate Principal	\$280.00
Associate Principal	\$273.00
Senior Project Manager Senior Technical Manager	\$265.00
Project Manager Technical Manager	\$260.00
Engineering Manager Surveying Manager Planning Manager	\$239.00
TECHNICAL STAFF	
Senior Project Engineer Senior Project Surveyor Senior Project Planner	\$222.00
Project Engineer Project Surveyor Project Planner	\$195.00
Design Engineer Staff Surveyor Staff Planner	\$170.00
BIM Specialist I, II, III	\$170.00 - \$195.00 - \$222.00
Technician I, II, III, IV	\$162.00 - \$172.00 - \$189.00 - \$203.00
Drafter I, II, III, IV	\$127.00 - \$139.00 - \$150.00 - \$167.00
Engineering Assistant Surveying Assistant Planning Assistant	\$106.00
FIELD SURVEYING	
Survey Party Chief	\$222.00
Instrument Person	\$190.00
Survey Chainperson	\$143.00
Utility Locator I, II, III, IV	\$116.00 - \$164.00 - \$197.00 - \$224.00
Apprentice I, II, III, IV	\$88.00 - \$118.00 - \$130.00 - \$138.00
CONSTRUCTION ADMINISTRATION	
Senior Consultant	\$290.00
Senior Construction Administrator	\$253.00
Resident Engineer	\$188.00
Field Engineer I, II, III	\$170.00 - \$195.00 - \$222.00
FUNDING & GRANT MANAGEMENT	
Director of Funding Strategies	\$208.00
Funding Strategies Manager	\$190.00
Funding/Research Analyst I, II, III, IV	\$130.00 - \$150.00 - \$160.00 - \$176.00
PROJECT ADMINISTRATION	
Project Coordinator	\$142.00
Senior Project Assistant	\$122.00
Project Assistant	\$108.00
Clerical Administrative Assistant	\$90.00

Expert witness rates are available upon request. Subject to the terms of a services agreement:

- Charges for outside services, equipment, materials, and facilities not furnished directly by BKF Engineers will be billed as reimbursable expenses at cost plus 10%. Such charges may include, but shall not be limited to: printing and reproduction services; shipping, delivery, and courier charges; subconsultant fees and expenses; agency fees; insurance; transportation on public carriers; meals and lodging; and consumable materials.
- Allowable mileage will be charged at the prevailing IRS rate per mile.
- Monthly invoices are due within 30 days from invoice date. Interest will be charged at 1.5% per month on past due accounts.
- The rates shown are subject to periodic increases, including January 1st of each year.





Our ref.: DB

October 28th, 2024

Maryam Rostami
TEF Design
1420 Sutter Street, 2nd Floor
San Francisco, CA 94109

Re: Fee Proposal – Cost Estimating Services
37 Soledad Street Café Building

Dear Maryam,

Further to your email, we are pleased to offer Cost Estimating services for the above project.

Scope of Services

We understand the scope of our services is to prepare an opinion of probable cost for the City of Salinas Soledad Street Café Building; we understand this project involves structural upgrades to the historic, two-story, reinforced concrete building

The opinion of probable cost will be at the Schematic and Construction Documents of design.

The estimate will be based on the measurements of quantities from the drawings with composite unit rates reflecting the scope of work and the current market conditions. We will not obtain any bids or opinions of cost from subcontractors unless the work is of such a unique nature that no other cost information is available. No bids or third-party opinions will be obtained without prior approval from the client.

We have included time required to review and discuss our cost estimate with the Design Team and for incorporating any requested revision to the estimate as a result of the Design Team review. We have excluded any time required to reconcile our estimate with another cost estimate prepared by others. We have also excluded time required to attend any meetings or any Value Engineering cost services from this proposal. Should additional work be required, our standard hourly rate of \$235 per hour will apply.



Fees

We propose to provide the above services based on the following budget NTE Fees –

90% SD Cost Estimate (80 hrs @ \$235/hr.)	\$ 18,800
100% CD Cost Estimate (96 hrs @235/hr.)	\$ 22,560
Total Not to Exceed Fees	\$41,360

We assume no alternates or options.

Expenses such as drawing reproduction, courier services, special mailing services (Federal Express, Express Mail etc.), and other abnormal costs are excluded and will be charged at cost plus 0% administration.

Our fees exclude travel costs outside the San Francisco Bay Area, any such travel costs as incurred will be billed separately.

Payment and Terms

We will issue a monthly invoice. Payment will be due thirty (30) calendar days.

Our proposal remains open for a period of ninety (90) days. After this time, we will be pleased to review the proposal, make any required amendments, and re-submit for your review and approval.

Work will be completed under the direction of Deo Bhalotia.

We trust that we have interpreted your requirements correctly, if you have any questions or suggested amendments, please do not hesitate to contact the undersigned. If you would like to proceed with the above services, please complete and return the authorization below.

We look forward to working with you on this project.

On behalf of TBD Consultants

On behalf of TEF Design

Deo Bhalotia
Associate Principal

Accepted by: _____

Date: _____

Title: _____

EXHIBIT G
ESTIMATE

Spaur Group
988 Easton Ave
San Bruno, CA 94066

paul@spaurgroup.com
+1 (510) 559-0856
www.spaurgroup.com



Bill to
TEF Design
1420 Sutter St, 2nd Floor
San Francisco, CA 94109

Estimate details
Estimate no.: 1008
Estimate date: 10/29/2024

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Aerial Photography	Aerial photography and imagery processing: nadir, oblique, and/or 360 imaging.	2.25	\$200.00	\$450.00
2.		Travel		192	\$0.65	\$124.80

Note to customer

Aerial photography of buildings at 37 Salinas st Salinas, CA. Imagery to show current conditions of building roof and will consist of 10-15 photos from mostly top down perspective, and including 360 panoramic images from corners of building. Images will include metadata of GPS location and orientation of images.

Price includes introductory discount.

Thank you for your business!

Subtotal	\$574.80
Discount 15%	-\$86.22
Total	\$488.58

Accepted dateAccepted by