



Additional Services Request #3: 37-39 Soledad Street, Additional Research & As-Built Services

From: Maryam Rostami
TEF Architecture & Interior Design, Inc
1420 Sutter Street, 2nd Floor
San Francisco, CA 94109

ASR No.: 03
Project No.: 22377.03

Project: 37-39 Soledad Street HSR & Emergency Stabilization Client: Grant Leonard
City of Salinas

Date: ~~September 02, 2025~~ Revised September 04, 2025

DESCRIPTION of ADDITIONAL SCOPE of SERVICES & FEES

TEF Design is requesting additional fees pursuant to extended scope items not anticipated by our proposal, including the items listed below, completed by both TEF and Groundwork Preservation.

Scope of Work

The scope of services included in this proposal includes:

1. Additional Research to evaluate 39 Soledad Street for Historical Significance
(by Groundwork Preservation)
 - a. Targeted Archival Research
 - b. Development of Additional site history and context
 - c. Update CPHR/HRHP evaluation
2. As-Built Documentation of 39 Soledad Street
(by TEF Design)
 - ~~a. Additional site visit to building to document existing conditions measurements~~
 - b. Update of existing Revit model of the building.

A detailed breakdown of each discipline's services scope are included in attached fee documents.

PROPOSED FEE:

Fees will be invoiced monthly based on the percentage of work completed in that month.

Groundwork Preservation	\$6,000.00
TEF	<u>\$1,960.00</u>
TOTAL	\$7,960.00

Estimated Reimbursables: \$293

Upon your agreement, please sign this Additional Services Proposal and/or please provide a Contract Modification. We will commence design services based on completion of a contract modification.



Agreed by:

Client:

Agreed by

Date

Architect:

Maryam Rostami, AIA, NOMA, LEED AP, LFA
Principal
TEF Architecture & Interior Design, Inc.
4 Sep 2025
Date

SCOPE of SERVICES

HSR TASKS		HOURS & FEES										
		Principal	Rate \$350	Project Manager	Rate \$250	Project Arch.	Rate \$170	Arch Staff	Rate \$140	Clerical Staff	Rate \$110	Total Fee
1.0	Update Revit Model	0	\$0	2	\$500	2	\$340	8	\$1,120	0	\$0	\$1,960
	Sub-Total	0	\$0	2	\$500	2	\$340	8	\$1,120	0	\$0	\$1,960

Project Name: Historic Structure Report, 37-39 Soledad Street, Salinas, CA - Addendum 1



Date: August 27, 2025

Prepared By: Gretchen Hilyard Boyce, Groundwork Preservation, LLC

Prepared For: Lindsey Moder, TEF Architects

					Totals		Notes Task 4 includes targeted archival research, development of additional site history and context, and updated CRHR/NRHP evaluation to include 39 Soledad and Criterion C/3 significance.
					Labor		
Title	Rate	Unit	Qty	Cost	Qty	Cost	
Principal	\$190.00	Hour	24	\$4,560.00	24	\$ 4,560.00	
Associate Cultural Resources Historian	\$90.00	Hour	16	\$1,440.00	16	\$ 1,440.00	
					Total	\$ 6,000.00	
					Expenses		
Expense	Description	Rate	Unit	Qty	Cost	Qty	Cost
Mileage (1 site visit, round trip to site from Colfax, CA = 500 miles)	Federal Rate	\$0.670	Mile			0	\$0.00
Per Diem (meals)	Daily Rate (Monterey County)	\$74.00	Day			0	\$0.00
Research Fees		\$50.00	Flat rate			0	\$0.00
10% Markup					\$0.00	0	\$0.00
						Total	\$0.00
Assumptions					Task 4: Research and Significance Evaluation for 39 Soledad		Totals
					Total Direct Labor	\$6,000.00	\$6,000.00
					Total Expenses	\$0.00	\$0.00
					Total Project Cost	\$6,000.00	\$6,000.00
1 Electronic deliverables only, no printing.							
2 No rounds of review and comment from client.							
3 Site visits are inclusive of travel time.							



Additional Services Request #4: 37-39 Soledad Street, Concept Design for 39 Soledad Street

From: Maryam Rostami
TEF Architecture & Interior Design, Inc
1420 Sutter Street, 2nd Floor
San Francisco, CA 94109

ASR No.: 04
Project No.: 22377.05

Project: 37-39 Soledad Street Concept Design and
Entitlements Package

Client: Grant Leonard
City of Salinas

Date: September 19, 2025

DESCRIPTION of ADDITIONAL SCOPE of SERVICES & FEES

TEF Design is requesting additional fees pursuant to extended scope items not anticipated by our proposal, including the items listed below, completed by both TEF and Groundwork Preservation.

Scope of Work

The scope of services included in this proposal includes:

Task 1: Additional work to develop a conceptual design and stakeholder engagement for 39 Soledad Street

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

Task 2: Additional work to proceed through Schematic Design (SD) for 39 Soledad Street

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

Task 3: Additional work to prepare Entitlements Packages for 39 Soledad and respond to comments, revise drawings

- Deliverables: Entitlements Package (2 packages)
- Duration: 6 weeks

PROPOSED FEE:

Fees will be invoiced monthly based on the percentage of work completed in that month.

TEF \$34,073.00

Estimated Reimbursables: \$613

Upon your agreement, please sign this Additional Services Proposal and/or please provide a Contract Modification. We will commence design services based on completion of a contract modification.



Agreed by:

Client:

Architect:

A handwritten signature in blue ink, consisting of a stylized 'm' with a small dot above it.

Agreed by

Maryam Rostami, AIA, NOMA, LEED AP, LFA
Principal
TEF Architecture & Interior Design, Inc.
19 Sep 2025
Date

Date



Additional Services Request #5: 37-39 Soledad Street Structural Stabilization, Structural effort for Construction Documents and Construction Administration

From: Maryam Rostami
TEF Architecture & Interior Design, Inc
1420 Sutter Street, 2nd Floor
San Francisco, CA 94109

ASR No.: 05
Project No.: 22377.03

Project: 37-39 Soledad Street HSR and Emergency Stabilization

Client: Grant Leonard
City of Salinas

Date: September 19, 2025

DESCRIPTION of ADDITIONAL SCOPE of SERVICES & FEES

TEF Design and their consultant, Tipping Engineers, is requesting additional fees pursuant to additional work required to complete this project, including the items listed below, completed by both TEF and Tipping Engineers.

Scope of Work

The scope of services included in this proposal includes:

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, Specifications, and structural calculations 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.

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.

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.

PROPOSED FEE:

Fees will be invoiced monthly based on the percentage of work completed in that month.

Tipping Engineers	\$58,000.00
TEF	<u>\$2,640.00</u>
TOTAL	\$60,640.00



Estimated Reimbursables: \$750

Upon your agreement, please sign this Additional Services Proposal and/or please provide a Contract Modification. We will commence design services based on completion of a contract modification.

Agreed by:

Client:

Architect:

Agreed by

Maryam Rostami, AIA, NOMA, LEED AP, LFA
Principal
TEF Architecture & Interior Design, Inc.
19 Sep 2025
Date

Date



September 10, 2025

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

Re: 37-39 Soledad Street Stabilization – ASR#1 - CD-CA
Salinas, CA
Job No. 2024.294.00

Dear Maryam,

We are pleased to provide this proposal for additional services for the 37-39 Soledad Street Stabilization project. This proposal covers tasks and deliverables that are outside the scope of structural engineering services included in our original work agreement, dated August 18, 2025.

This additional services request is necessary to incorporate the design drawings, approvals and construction administration services associated with the implementation of structural stabilization measures identified as part of base scope of work in the August 18, 2025 agreement.

After visiting the site, reviewing relevant documents, drawings, and reports, and discussing the project goals with you and the client, we have identified a scope of recommended structural stabilization measures. We understand that due to funding requirements, the client now intends to complete the construction of the stabilization scope by March of 2026. As such, the design of this work is now proceeding on a faster track than originally anticipated.

The structural scope of stabilization work will include the following:

- Addition of wall to floor out-of-plane anchors at the second floor of both 37 and 39 Soledad (these were previously added at the roof level of 37 Soledad)
- Addition of new plywood roof sheathing at 39 Soledad and plywood floor sheathing at the second floor of both 37 and 39 Soledad (not that plywood roof sheathing was previously added to 37 Soledad).
- Addition of a new steel moment frame and footing to provide seismic strength in the building's transverse direction at the front facade
- Repair of damaged, rotated and detached framing at the front facade
- Repair of fire damaged wood framing at the roof and front elevation

- Coordination to ensure the preservation and/or temporary removal of historic elements at the entry facade that require rehabilitation.

As part of our work, we will provide a set of structural drawings for permit and construction. We will also provide substantiating calculations. We will respond to plan check comments and incorporate changes as required. We will provide typical construction administration services such as responding to contractor requests for information, making site observations, reviewing submittals, etc.

We propose to provide basic structural engineering services for the work described above for the fixed sums indicated below. Please note that this work is being done in accordance with the Additional Services Section of our original agreement referenced above, except the fee is fixed rather than hourly. Our fee shall be broken down by phase as follows:

Phase	Total Fee
Construction Documents	\$37,000
Approvals and Bidding	3,000
Construction Services	18,000
Total	\$58,000

If this proposal meets with your approval, please return a signed copy as our authorization to proceed.

We appreciate this opportunity to be of service to you. Please reach out directly if you have any questions or concerns about this additional services request.

Sincerely,



Marc Steyer, SE, LEED AP
Principal

Accepted:

Signature

Printed Name and Title

Date