



VERDE DESIGN

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July 19, 2019

Mr. Michael Pearson, Director, Facilities, Maintenance & Operations  
Napa Valley Unified School District  
Delivered via Electronic Mail

RE: Napa Valley Unified School District Turf Replacement Project  
Turf Replacement at Four Additional Sites - Add Service #1  
Verde Design Proposal No. 1908801

Dear Mike:

Per the District's request, Verde Design is respectfully submitting the following add service to incorporate four additional sites into the synthetic turf replacement project. The four additional sites will be Harvest Middle School, Redwood Middle School, American Canyon High School, and the field at Memorial Stadium.

Work for this add service will include site visits to each of the four sites to observe field conditions, a site observation report documenting site visit findings, four additional field graphic, and additional time to add the four additional sites into the turf RFP document.

For this additional work, Verde Design respectfully proposes an additional service based on a lump sum fee of \$8,500. This includes the printed deliverables and travel time.

The fee listed above is limited to the work described within this add service. This add service does not include time and effort for construction administration for the additional four sites. If the District decides that they would like to move forward with construction of the four additional sites, Verde Design can provide an additional fee to provide construction administration efforts.

If this additional service meets with your approval, please sign and return the original to our office. Mike, thank you again for the opportunity to work with you and your team on this project.

Respectfully Submitted,  
**Verde Design, Inc.**

Devin Conway, P.E.  
Principal

ADD SERVICE APPROVED BY:  
Napa Valley Unified School District

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date

cc: Verde Design Distribution

Attachment: Current Charge Rate Schedule

**Verde Design, Inc.**  
**Charge Rate Schedule**  
**Effective until December 31, 2019**

The following chart outlines the current charge rate for professional and office costs. Reimbursable rates and expenses are shown at the bottom.

**Project Rates**

Principal	\$225.00 per hour
Project Manager/Construction Manager	
Level Four	\$210.00 per hour
Level Three	\$190.00 per hour
Level Two	\$165.00 per hour
Level One	\$150.00 per hour
IT Manager	\$165.00 per hour
CAD Manager	\$160.00 per hour
Project Designer	\$140.00 per hour
Job Captain/Staff Engineer/Construction Administrator	\$135.00 per hour
Draftsperson Level II	\$120.00 per hour
Draftsperson Level I	\$115.00 per hour
Project Administrator	\$80.00 per hour
Intern	\$70.00 per hour

**Reimbursable Rates**

Blueprints, Printing and Reproductions	Cost plus 10%
Sub Consultant Services	Cost plus 10%

**Reimbursable Expenses**

Blueprints and Reproductions	Travel Expenses
Photography	Parking and Toll Expenses
Models and Renderings	Permit Fees
Postage/Overnight Mail Service	Courier Delivery Service

*Charge Rate Schedule is subject to revisions.*  
*Revised 11/2018*