



Architecture Engineering Planning Interiors

3130 Wilshire Boulevard, 6th Floor
Santa Monica, CA 90403

June 17, 2016

Mr. Steve Kessler
Chief Facilities Official
Beverly Hills Unified School District
255 S. Lasky Drive
Beverly Hills, California 90212

**Re: Proposal for Construction Administration at Beverly Hills High School Buildings B1/B2
DLR Group Project No. 75-12202-00**

Dear Steve:

Thank you for the opportunity to move forward with the District on this exciting project. As requested we have developed the fee proposal for the Design Development portion of the project.

1.0 Construction Administration Services (20 weeks)

During Construction administration DLR Group will provide the following services:

1. attend weekly construction meetings,
2. Review Submittals
3. Review and respond to contractor Request for Information (RFI)
4. Prepare any necessary CCD A's or CCD B's for submission to DSA

2.0 Schedule

2.1 This work has begun and is anticipated to last 20 weeks

3.0 Professional Fees

3.1 DLR Group shall provide the above scope of services for a fixed fee as described below:

Task Description	Total
DLR Group Fee	\$31,460
<i>Plus: Reimbursable expenses (estimated at 5% of fee):</i>	\$1,573

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The terms of the executed contract shall prevail. We look forward to working with you. If you have any questions, please feel free to call me.

Respectfully,
DLR Group



Ben Levin
Principal
blevin@dlrgroup.com
Cc: bh/bc