



QUATTROCCHI KWOK  
ARCHITECTS

19 December 2014

Robert Clark, Chief Business Official  
Alameda Unified School District  
2060 Challenger Dr.  
Alameda, CA 94501-1037

RE: Alameda Unified School District High School Community Engagement Workshops  
Project No. 1331.02

Dear Robert,

I am pleased to provide this agreement for services to the Alameda USD for high school community engagement. The District seeks to engage community members in a general discussion on the facilities for Encinal and Alameda High Schools and particularly the community's interest in restoring the current two high schools or consolidating into one new high school campus. The scope of services provided in this agreement are as follows:

1. Kick off meeting with district representatives to outline the community engagement process and prepare any material for the engagement workshops
2. Facilitate two community engagement meetings where QKA will guide the community members in a general discussion with the goal to:
  - a. Engage community members for input while facilitating the conversation at an "exploration" level regarding options for the high schools.
  - b. Create an environment for productive positive input
  - c. Provide some history on the issues including what we learned about the high schools from the master planning work.
  - d. Techniques include asking thought provoking questions, invite input and organizing the conversation while ensuring the process allows the input to take its own direction
  - e. Serve as a resource for information on costs, sizes, state recommendations, etc.
  - f. QKA will research the cost of a new high school for approximately 3,200 students including non-construction costs on a hypothetical flat site with assumed available utilities.

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[www.qka.com](http://www.qka.com)

For the two workshops the District will provide a person to take notes on large sheets of paper that:

- capture community input
- list topics for further research
- identify facts established during the workshops (costs, school size, etc.)

3. Attend one board meeting for a study session

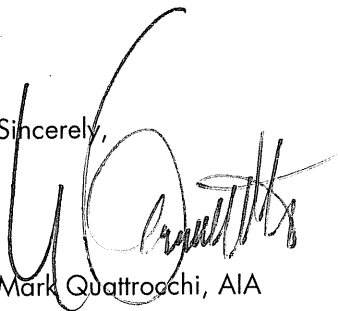
4. Provide follow up information as needed

No drawings or site location plans are anticipated for these workshops, as the intention is to keep the conversation conceptual without considerations for actual new campus sites. QKA will provide a large format Google Earth image of the District area for general use during the workshops.

Compensation for these services will be hourly with an initial authorization of \$6,500 using the attached hourly rates. Services provide beyond this proposal will be provided as an Additional Service. Reimbursable expenses including printing, plotting mileage and postage will be billed at direct cost with no markup.

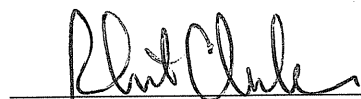
I look forward to working with the District on these community engagement workshops. If you approve this agreement, please return on copy signed.

Sincerely,



Mark Quattrocchi, AIA

Approve scope of services and fees:



Robert Clark, CBO Alameda Unified School District

6 Jan 2017  
Date

**Hourly Rate Schedule for Calendar Year 2015**  
**Quattrocchi Kwok Architects**

|                                    |           |
|------------------------------------|-----------|
| Architect – Principal              | \$205/hr. |
| Architect - Associate              | \$190/hr. |
| Project Manager/ Architect         | \$185/hr. |
| Job Captain                        | \$175/hr. |
| Construction Admin Project Manager | \$175/hr. |
| Specifications Writer              | \$180/hr. |
| CADD/Drafting                      | \$160/hr. |
| Construction Admin Technician      | \$150/hr. |
| Clerical                           | \$100/hr. |

The above rates are effective January 1, 2015, and are in effect for the calendar year 2015. On January 1 of each of the subsequent years, the above rates shall be adjusted at the rate of the Consumers Price Index as published by the Bureau of Labor Statistics.