

R. Godfrey Consulting

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Providing professional Flooring Inspection & Forensic Consultation services since 1982

PROPOSAL FOR CONSULTING SERVICES

Nick Heinlein
Assistant Superintendent of Business
Saugus Union School District
24930 Avenue Stanford
Santa Clarita, CA 91355

May 26, 2017

Transmitted via Email to: nheinlein@saugusud.org

RE: R. Godfrey Consulting to provide Consulting services pertaining to substrate moisture related flooring failures at the Bridgeport Elementary School, 23670 Newhall Ranch Road, Valencia, CA 91355.

Mr. Heinlein,

Per this RGC Proposal pertaining to the Bridgeport Elementary School project, dated May 26, 2017, R. Godfrey Consulting (RGC) will provide the following consulting services on behalf of the Saugus Union School District (The Client). RGC's professional services will be provided to the Saugus Union School District (SUSD) and will involve the inspection and analysis of the following issues presently in place at the Bridgeport Elementary School facility. RGC will provide the following consulting and inspection services to the Client.

1. Perform a visual inspection of the project site to accurately determine the site conditions and issues that could be causing the substrate moisture related flooring material, installation and/or substrate issues currently in effect at the Bridgeport project site.
2. Photograph site conditions and provide a copy of the photographs in a digital format to the Client.
3. Perform oral interviews with any pertinent parties, on site, at the time of inspection.
4. RGC review documents provided by Client and others if the documents are provided a minimum of 5 days prior to the scheduled site inspection.
5. Provide an oral opinion to the Client regarding the issues and conditions observed at the time of my inspection.
6. RGC will provide a written report of finding and offer recommendations regarding the appropriate method of remediation to correct the problematic conditions that presently exist at the Bridgeport project.
7. Provide recommendations regarding any additional laboratory testing that may be required to complete the proper evaluation of the problematic conditions present at the project site. **If requested and at additional charge**, RGC will arrange for the capture, packaging, shipping and testing of the appropriate materials.
8. **If requested and at additional charge** Consultant will create a budget and perform Moisture and pH testing of the concrete substrate (s) to determine the level of moisture intrusion that is presently affecting the flooring installations at the Bridgeport facility.

RGC's fee includes consultant's time, portal-to-portal transportation expense from Wildomar, California to the Bridgeport Elementary job site, a comprehensive site inspection and other miscellaneous expenses required for the proper performance of the initial site inspection, evaluation and provide a written report regarding the Bridgeport project. Terms of Payment: Net, due and payable upon presentation of Consultant's Invoice for the services provided.

Total fee for above listed items is: \$ 3,700.00

Additional Consulting time will be invoiced to the Client at the rate of \$175.00 plus any out of pocket expenses incurred to perform the consultation effort. In the event of future litigation for this matter RGC will submit a litigation Letter of Engagement to Clients Counsel to cover the potential litigation aspects of the Bridgeport Elementary matter.

The review of additional documents provided after the RGC inspection, will be billed in accordance with the fees listed above. I need at least 7 day's lead time to accommodate effective scheduling of any inspections or other project work. To provide acceptance of this proposal the Client must sign & date the acceptance area listed at the bottom of this Document. Please submit the signed acceptance of this proposal to RGC as soon as possible. RGC will commence work on this project as soon as we receive a signed copy of this retention agreement.

Thank you for the opportunity to be of service regarding this matter. Please contact me if you have questions or require additional input pertaining to this matter.

Sincerely,

Ralph O. Godfrey

Electronic Signature

Ralph O. Godfrey
CEO

Nick Heinlein

Accepted By
Nick Heinlein

Signature
5/27/2017

Date