



# San Diego Unified School District

PHYSICAL PLANT OPERATIONS CENTER ANNEX  
4860 Ruffner Street, San Diego, CA 92111-1522

(858) 496-1902  
Fax: (858) 496-1953

Graham Champion  
Labor Compliance and  
Construction Contracts Supervisor

August 19, 2019

Mr. Stephen Thompson  
Solpac Construction, Inc.  
dba Soltek Pacific Construction Company  
2424 Congress Street  
San Diego, CA 92110

Dear Mr. Thompson:

**Subject: CZ-19-0860-42 – Design Build Construction of Heating, Ventilation, and Air Conditioning (HVAC) at Multiple Sites – Package C (SDUSD Project #93460071.1)**

*9253 for*

**Notice to Proceed: No. 05 – HVAC Construction at Sequoia Elementary School**

This letter constitutes your Notice to Proceed (NTP) for HVAC construction and contingency work at Sequoia ES per your proposal with the scope of work breakdown to Radik Musin dated August 1, 2019, for the not-to-exceed amount of \$3,360,468.56

|                                |                |
|--------------------------------|----------------|
| NTP 05 Sequoia ES Construction | \$3,263,827.00 |
| NTP 05 Sequoia ES Contingency  | \$96,641.56    |

Work shall begin on August 20, 2019, and is to be completed by April 30, 2020.

Please refer to this NTP number on all your correspondence and invoices.

Original invoice should be sent to:

San Diego Unified School District  
PPO Center, Attn: Catherine Bendixen  
4860 Ruffner Street  
San Diego, CA 92111

Please call your construction manager if you have any questions regarding this NTP. Invoicing inquiries should be directed to Catherine Bendixen at (858) 637-6246.

Sincerely,

Graham Champion  
Labor Compliance and Construction Contracts Supervisor

GC: lw

Attachment

C: D. Nestor, A. Clark, R. Musin, S. Hawkins, PSA



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2424 Congress Street • San Diego • CA 92110  
P 619.296.6247 | F 619.296.7109  
Contractor License #886641 | EOE

NTPS

August 1, 2019

San Diego Unified School District  
Construction Office  
4860 Ruffner Street  
San Diego, CA 92111

Attention: Mr. Radik Musin, Project Manager  
Contract No. CZ-19-0860-42 HVAC Design Build Package C  
Reference: Sequoia Elementary School  
Subject: Notice to Proceed for Construction Pricing-Revised

Mr. Musin,

This correspondence is sent to formally request the Notice to Proceed (NTP) for Construction at Sequoia Elementary School. The NTP will allow Soltek Pacific Construction to commence construction activities at the referenced school site. The total construction cost for this project is \$3,360,468.56.

**CONSTRUCTION - PHASE II**

|   |           |                     |          |
|---|-----------|---------------------|----------|
| General Requirements                      | \$        | 231,849.00          | ✓        |
| Existing Conditions                       | \$        | 183,500.00          | ✓        |
| Concrete                                  | \$        | 8,550.00            | ✓        |
| Metals                                    | \$        | 5,774.00            | ✓        |
| Wood, plastics and Composites             | \$        | 256,000.00          | ✓        |
| Thermal and Moisture Protection           | \$        | 165,793.00          | ✓        |
| Openings                                  |           |                     |          |
| Finishes                                  | \$        | 191,194.00          | ✓        |
| Specialties                               |           |                     |          |
| Equipment                                 |           |                     |          |
| Furnishings                               |           |                     |          |
| Plumbing                                  | \$        | 127,610.00          | ✓        |
| Heating, Ventilating and Air Conditioning | \$        | 676,900.00          | ✓        |
| Electrical                                | \$        | 805,450.00          | ✓        |
| Earthwork                                 | \$        | 7,120.00            | ✓        |
| Exterior Improvements                     | \$        | 22,832.00           | ✓        |
| <b>Total Construction Costs</b>           | <b>\$</b> | <b>2,682,572.00</b> | <b>✓</b> |
| General Conditions                        | \$        | 88,702.00           | ✓        |
| Overhead and Profit                       | \$        | 196,967.00          | ✓        |
| Bonds and Insurance                       | \$        | 35,172.00           | ✓        |
| Contractor Contingency                    | \$        | 28,138.00           | ✓        |
| Screening of Existing Rooftop Equipment   | \$        | 232,276.00          | ✓        |
| <b>SUBTOTAL</b>                           | <b>\$</b> | <b>3,263,827.00</b> | <b>✓</b> |
| <b>DESIGN CONTINGENCY ADJUSTMENTS</b>     |           |                     |          |
| HazMat Abatement/Repairs (see CAP 001)    | \$        | 96,641.56           | ✓        |
| <b>SEQUOIA ES TOTAL COST</b>              | <b>\$</b> | <b>3,360,468.56</b> | <b>✓</b> |



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The cost and scope is based on the DSA approved Construction Documents, DSA approved CCDs and proposed CCDs and other documents provided under separate cover to, and reviewed and approved by the San Diego Unified School District Project Manager and its team of Criteria Architects and Engineers.

Additional Scope of Work requested or directed by the San Diego Unified School District, it's agents, employees and consultants is subject to the applicable provisions of the Contract.

Please do not hesitate to contact me with any questions or comments regarding this matter.

Best regards,

A handwritten signature in blue ink, appearing to read "Mark Hofmann", is written over the "Best regards," text.

Soltek Pacific Construction  
Mark Hofmann  
Senior Project Manager

Cc: file

Attachment



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### CONTINGENCY ADJUSTMENT PROPOSAL

**Attention:** Mr. Radik Musin **Date:** 7/26/2019

**Project:** SDUSD HVAC Design Build Projects **Contingency Adjustment Proposal No:** Sequioa ES 001r1

**School:** Sequioa ES

**Contract No:** CZ-19-0860-42 **Subject:** Asbestos Abatement & Patchback

**Reference:** Asbestos Abatement

**Description of work to be performed:**

Abatement and disposal of Asbestos Containing Materials (ACM) required to perform the HVAC installation/modifications per Limited Asbestos and Lead Paint Sampling Report, dated 6/14/17, prepared by Western Environmental & Safety Technologies LLC. This proposal includes the cost and time associated with the Abatement of ACMs and additional repairs and patchback associated with this added scope of work only, and specifically excludes cost and time associated with unforeseen or unknown conditions if encountered during the performance of this extra work.

**Adjustment Total:** \$ 96,641.56 ✓ **Additional Time To be Added to Contract:** 0 DAYS **Estimated Qty:** 1 LS

Please see attached breakdown of cost.

Approved:

SDUSD Project Manager

Date

Please do not hesitate to contact me with any questions or comments regarding this matter.  
Best regards,

Soltek Pacific Construction  
Mark Hofmann  
Sr. Project Manager

CC: File, Field, Subcontractor

**SOLTEK PACIFIC**Subject: **Asbestos Abatement & Patchback**

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| <b>Contingency Adjustment - Extra, Additional, or Deleted Work</b>   | <b>Extra</b>   |
|--|----------------|
| <b><u>1. General Contractor Material</u></b>   |                |
| <b><u>2. General Contractor Labor</u></b>  | \$ -           |
| <b>3. Subtotal- (Item 1 plus Item #2)</b>  | \$ -           |
| <b>4. General Contractor's overhead, profit, bond fees</b><br>A maximum aggregate total of 16% of Item #3.                     | \$ -           |
| <b>5. Total General Contractor (Item #3 plus Item #4)</b>  | \$ -           |
| <b><u>6. Subcontractor Material</u></b><br>a. Attach itemized quantity and unit cost plus sales tax                            | \$ 60,963.61   |
| <b><u>7. Subcontractor Labor</u></b><br>Attach itemized hours and rates per certified payrolls and prevailing wage             | \$ 22,348.08   |
| <b>8. Subtotal - (Items #6 and #7)</b>   | \$ 83,311.69   |
| <b><u>9. General Contractors' overhead, bond fees and profit for Subcontractor</u></b><br><b>Work: 16% of Item #8)</b>         | \$ 13,329.87   |
| <b><u>10. Subcontractor's Overhead and Profit</u></b><br>15% of Item #8. Not included for Work provided by General Contractor. |                |
| <b>11. Subtotal - (Items #9 &amp; #10)</b>   | \$ 13,329.87   |
| <b>TOTAL (Item #5 plus Item #8 plus Item #11)</b>  | \$ 96,641.56 ✓ |

**Contingency Allowance Request Estimate**  
**Contract No. CZ-19-0860-42**

**SDUSD HVAC Design Build Projects**  
**Sequoia ES**

|  |  |                 |
|--|--|-----------------|
| Contingency Adjustment #<br>Sequoia ES 001r1 | Subject:<br>Asbestos Abatement--Sequoia ES | Date: 7/26/2019 |
|--|--|-----------------|

| Items of Work for Subcontractor    | Quan | Unit | Material  |            | Labor     |              | Subcontract  |              | Equipment |       |
|------------------------------------|------|------|-----------|------------|-----------|--------------|--------------|--------------|-----------|-------|
|                                    |      |      | Unit Cost | Total Cost | Unit Cost | Total Cost   | 7/26/2019    | Total        | Unit Cost | Total |
| Asbestos Abatement                 | 1    | LS   | \$ -      | \$ -       | \$ -      | \$ -         | \$ 39,000.00 | \$ 39,000.00 |           |       |
| Patchback                          |      |      | \$ -      | \$ -       | \$ -      | \$ -         |              |              |           |       |
| Interior Plaster                   | 308  | SF   | \$ -      | \$ -       | \$ -      | \$ -         | 28.82        | \$ 8,876.56  |           |       |
| Interior Drywall                   | 190  | SF   | \$ -      | \$ -       | \$ -      | \$ -         | 26.22        | \$ 4,981.80  |           |       |
| Exterior Plaster                   | 15   | SF   | \$ -      | \$ -       | \$ -      | \$ -         | 34.75        | \$ 521.25    |           |       |
| Roof Mastic for penetrations       | 32   | EA   | \$ -      | \$ -       | \$ -      | \$ -         | 237.00       | \$ 7,584.00  |           |       |
|                                    |      |      | \$ -      | \$ -       | \$ -      | \$ -         |              |              |           |       |
|                                    |      |      | \$ -      | \$ -       | \$ -      | \$ -         |              |              |           |       |
| Misc. Labor                        | 15   | DAY  | \$ -      | \$ -       | \$ 590.16 | \$ 8,852.40  |              |              |           |       |
| Misc. Supervision                  | 18   | DAY  | \$ -      | \$ -       | \$ 749.76 | \$ 13,495.68 |              |              |           |       |
|                                    |      |      | \$ -      | \$ -       | \$ -      | \$ -         |              |              |           |       |
|                                    |      |      | \$ -      | \$ -       | \$ -      | \$ -         |              |              |           |       |
|                                    |      |      | \$ -      | \$ -       | \$ -      | \$ -         |              |              |           |       |
| <b>Direct Subcontractor Totals</b> |      |      | \$ -      | \$ -       | \$ -      | \$ 22,348.08 |              | \$ 60,963.61 |           | \$ -  |

| Items of Work for Prime Contractor     | Quan | Unit | Material  |            | Labor     |            | Equipment |       |
|--|------|------|-----------|------------|-----------|------------|-----------|-------|
|  |      |      | Unit Cost | Total Cost | Unit Cost | Total Cost | Unit Cost | Total |
|  |      |      | \$ -      | \$ -       | \$ -      | \$ -       |           | \$ -  |
|  |      |      |           |            |           |            |           |       |
|  |      |      |           |            |           |            |           |       |
| <b>Direct Prime Contractors Totals</b> |      |      | \$ -      | \$ -       | \$ -      | \$ -       |           | \$ -  |



2424 Congress Street  
San Diego CA, 92110

LOCATION: Sequoia ES-Asbestos Abatement  
Contractor License #886641 | EOE

DATE: 7/2/19

CONTRACTOR: Soltek Pacific  
PM: Mark Hofmann  
SUBCONTRACTOR: Watkins Enviornmental

| Building                                      | Activity                                   | QTY | Unit | Interior Plaster                           | Interior Drywall | Exterior Plaster | Mastic Removal | Paint      |
|---|--|-----|------|--|------------------|------------------|----------------|------------|
| <b>Areas of Abatement Requiring Patchback</b> |  |     |      | <b>Total Square Footage for Catagories</b> |                  |                  |                |            |
| <b>01-01</b>                                  |  |     |      |  |                  |                  |                |            |
| a.  | Exterior Stucco                            |     | SF   |  |                  |                  |                |            |
| b.  | Interior Plaster                           |     | SF   |  |                  |                  |                |            |
| c.  | Roof mastic                                | 8   | EA   |  |                  |                  | 8              |            |
| d.  | Paint                                      | 30  | SF   |  |                  |                  |                | 30         |
| e.  | Electrical penetrations                    | 12  | SF   | 12   |                  |                  |                |            |
|   |  |     |      |  |                  |                  |                |            |
| a.  | Exterior Stucco                            | 24  | SF   |  |                  | 15               |                |            |
| b.  | Roof mastic                                | 8   | EA   |  |                  |                  | 8              |            |
| c.  | Interior Drywall ceiling                   | 352 | SF   |  | 190              |                  |                |            |
| d.  | Paint                                      | 425 | SF   |  |                  |                  |                | 250        |
| e.  | Electrical penetrations                    | 16  | SF   | 16   |                  |                  |                |            |
| <b>01-03</b>                                  |  |     |      |  |                  |                  |                |            |
| a.  | Exterior Stucco                            |     | SF   |  |                  |                  |                |            |
| b.  | demo for structural lvl (Interior plaster) | 148 | SF   | 148  |                  |                  |                |            |
| c.  | Interior Drywall                           |     | SF   |  |                  |                  |                |            |
| d.  | Paint                                      | 180 | SF   |  |                  |                  |                | 180        |
| e.  | Electrical penetrations                    |     | SF   | 28   |                  |                  |                |            |
| f.  | Roof mastic                                | 8   | EA   |  |                  |                  | 8              |            |
| <b>01-04</b>                                  |  |     |      |  |                  |                  |                |            |
| a.  | Exterior Stucco                            |     | SF   |  |                  |                  |                |            |
| b.  | Interior Plaster                           | 144 | SF   | 80   |                  |                  |                |            |
| c.  | Interior Drywall                           |     | SF   |  |                  |                  |                |            |
| d.  | Paint                                      | 220 | SF   |  |                  |                  |                | 150        |
| e.  | Electrical penetrations                    | 24  | SF   | 24   |                  |                  |                |            |
| f.  | Roof mastic                                | 8   | EA   |  |                  |                  | 8              |            |
|   |  |     |      |  |                  |                  |                |            |
|   |  |     |      |  |                  |                  |                |            |
| <b>Total Sq Ft</b>                            |  |     |      | <b>308</b>                                 | <b>190</b>       | <b>15</b>        | <b>32</b>      | <b>610</b> |

## Weekly Linda

---

**From:** Musin Radik  
**Sent:** Thursday, August 01, 2019 2:53 PM  
**To:** Wisniewski Anthony; Nestor Don; Hollis Darren  
**Subject:** FW: SDUSD HVAC Design Build - Package C/Sequoia ES - NTP Request  
**Attachments:** Sequoia ES NTP Request R2 08012019.pdf

Tony, please use this letter for the NTP.

All the \$\$\$ numbers are the same. Screening moved out from "specialty" and listed as a separate line just like in the original contract.

**From:** Mark Hofmann [mailto:mhofmann@soltekpacific.com]  
**Sent:** Thursday, August 1, 2019 2:49 PM  
**To:** Musin Radik <rmusin@sandi.net>; Musin Radik <rmusin@sandi.net>  
**Subject:** SDUSD HVAC Design Build - Package C/Sequoia ES - NTP Request

Radik,

Attached please find the revised NTP request letter for Sequoia ES.

Thank you.

**Mark Hofmann**  
Sr. Project Manager  
[mhofmann@soltekpacific.com](mailto:mhofmann@soltekpacific.com)



**O:** 619.876.4722 ext. 133 **C:** 858.888.3975  
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## Weekly Linda

---

**From:** Kyle Kipp <kkip@soltekpacific.com>  
**Sent:** Wednesday, August 07, 2019 3:14 PM  
**To:** Wisniewski Anthony  
**Subject:** RE: Sequoia Baseline Update for NTP  
**Attachments:** - Squoia ES V9\_NTP start date.pdf

Tony

Attached is the latest Baseline that will need to be adjusted to the actual NTP Start date once issued. I currently anticipate construction activities to begin on August 14<sup>th</sup> 2019. If we begin August 14<sup>th</sup> 2019 our NTP completion date should be April 24<sup>th</sup> 2020 to allow for final billings and closeout.

Thank you

**Kyle Kipp**  
Superintendent  
[kkip@soltekpacific.com](mailto:kkip@soltekpacific.com)



C 619.520.8960  
2424 Congress Street, San Diego, CA 92110  
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**From:** Wisniewski Anthony <awisniewski@sandi.net>  
**Sent:** Wednesday, August 7, 2019 2:44 PM  
**To:** Kyle Kipp <kkip@soltekpacific.com>  
**Subject:** Sequoia Baseline Update for NTP

Kyle,

As a follow up to our conversation I am looking to enter the Construction NTP for Sequoia before I leave today. That being said, I have an older Draft version of your Base Line showing a start date that has already passed. Can you please provide me your revised dates for start and completion for the NTP. Once I have those I will enter the request in Unifier! Hope all is well-T

Thanks,

**Tony Wisniewski**  
Construction Manager  
Facilities Planning and Construction  
Harris and Associates  
C: (619)884-7638

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## Weekly Linda

---

**From:** Wisniewski Anthony  
**Sent:** Monday, August 19, 2019 12:34 PM  
**To:** Weekly Linda  
**Subject:** RE: CZ19-0860 Sequoia ES new start and end dates

Linda,

Please change the new start date to, August 20, 2019. Please change the end date to April 30, 2020.

Please let me know if you have any questions/concerns.

Thank you,  
Tony

**From:** Weekly Linda  
**Sent:** Monday, August 19, 2019 12:22 PM  
**To:** Wisniewski Anthony <awisniewski@sandi.net>  
**Subject:** CZ19-0860 Sequoia ES new start and end dates

Anthony,  
Finance has funded the proposed HVAC work at Sequoia. The start and end dates proposed by Soltek for the HVAC work have passed. Please provide new start and end dates with work starting tomorrow, August 20.  
Linda



Linda Weekly  
Contract Specialist  
San Diego Unified School District  
Facilities Management, Facilities Contracts  
Physical Plant Operations  
4860 Ruffner Street  
San Diego, Calif. 92111-1522  
Phone 858-637-6229  
E-mail [lweekly@sandi.net](mailto:lweekly@sandi.net)  
Fax 858-496-1953

## NTP Request (No PO Exists)

 Upper Form

## Record Information

|                                       |   |
|---------------------------------------|---|
| Record Number: NTP-000007             | Creator: Tony Wisniewski                                |
| Project Name: Sequoia ES HVAC Phase 2 | Creation Date: 08/07/2019 03:21 PM<br>(UTC-8)           |
| Project Number: 92530071.1            | Status: Approved  |
|                                       | Record Last Update Date: 08/19/2019 12:57 PM<br>(UTC-8) |

## NTP Information

|  |
|--|
| Peoplesoft PO Number: PO 0000                        |
| PS Requisition ID:                                   |
| Title: Construction NTP 05 Sequoia Elementary School |
| NTP Number: NTP 05 Sequoia ES                        |
| Estimated Task Order Amount: \$3,360,468.56          |

## Contract Details

|   |  |
|---|--|
| Reference Contract: CON-000262                                      | Effective Date: 02/27/2019 05:00 PM<br>(UTC-8) |
| Contract Number: CZ19-0860  | Expiration Date: 03/31/2020                    |
| Contract Title: D/B Construction of HVAC<br>at Multiple Sites PKG C |  |
| Contract Type: Standard   |  |
| Vendor Name: Soltek Pacific   | Full Contact Name:                             |
| Doing Business As (DBA):  | E-Mail:  |
| Vendor ID: 0000006355   |  |

## NTP Processing (Informational Only)

|                                   |
|-----------------------------------|
| Contract Specialist: Linda Weekly |
| FPC Director / PPO: Don Webb      |
| PPO Lead:                         |

Job Order Contract (JOC) Required Fields

To activate these fields, verify a JOC Contract has been selected above.

Is a completed Job Order Cost Evaluation PDF attached and does it demonstrate the contractor's proposed fee for this project is reasonable and cost effective?:

Is contractor's complete list of employees and signed background check certification statement attached?:

Is contractor's complete list of subcontractors and signed certification statement attached?:

Is contractor's proposal attached and is it complete and accurate?:

Task Order Description

Description: Design Build Construction of HVAC Package C at Sequoia Elementary School.  
Justification: Construction of Design Build HVAC, negotiated Proposals/ letters, attached, from Soltek Pacific, based on drawings and specifications provided by Studio WC/Soltek, forwarded by Radik Musin and reviewed by the criteria architect.

Task Order Location

Proposed Task Order Start 08/14/2019 Date: Final Task Order Start Date: 08/20/2019  
Proposed Task Order End 04/24/2020 Date: Final Task Order End Date: 04/30/2020  
Original Completion Date: 04/30/2020

Project Costing Data

Business Unit: SDUSD Peoplesoft Activity ID: (H) Construction  
Project Name: Sequoia ES HVAC Phase 2 Project Costing Resource: SVCS  
Project ID: 92530071.1

Budget Journal (PS)

Budget Transfer Journal: 431501 Ledger Group:  
Budget Journal: 431505 Budget Period:

 Task Details

Record has been closed.

Workflow Progress

| Step Name                | Assignee        | Company | Status    | Action                       | Completion Date     |
|--------------------------|-----------------|---------|-----------|------------------------------|---------------------|
| Creation (CM)            | Tony Wisniewski | SDUSD   | Completed | Request NTP                  | 08/07/2019 03:21 PM |
| 01 Contracts Specialist  | Linda Weekly    | SDUSD   | Completed | Send to CSE                  | 08/08/2019 09:23 AM |
| 02 CSE                   | Wazira Salem    | SDUSD   | Completed | Send to PM                   | 08/08/2019 12:42 PM |
| 03 PM                    | Radik Musin     | SDUSD   | Completed | Send to CM Director          | 08/14/2019 08:35 AM |
| 04 CM Director           | Don Webb        | SDUSD   | Completed | Send for Funding             | 08/14/2019 05:21 PM |
| 05 Lead CSE              | Greg McFarlane  | SDUSD   | Completed | Send to Budget Analyst       | 08/15/2019 08:33 AM |
| 06 Budget Analyst        | Linda Bravo     | SDUSD   | Completed | Send to Contracts Specialist | 08/19/2019 11:57 AM |
| 07 Contracts Specialist  | Linda Weekly    | SDUSD   | Completed | Send to Contracts Supervisor | 08/19/2019 12:49 PM |
| 08 Contracts Supervisor  | Graham Champion | SDUSD   | Completed | Approve                      | 08/19/2019 12:52 PM |
| 09 CS Add Pplsoft Fields | Linda Weekly    | SDUSD   | Completed | Close NTP, Create Unifier PO | 08/19/2019 12:54 PM |

 **Standard**

2 Item(s)

| No. | Budget String                           | Code Name                | Short Description                    | Amount         | Fund-Resource Code Name | Line Type (for IDIQ) |
|-----|---|--------------------------|--------------------------------------|----------------|-------------------------|----------------------|
| 001 | 9253-90403-00-6200-8500-0000-21500-8611 | Z.FPC Construction NHVAC | NTP 05 Sequoia ES                    | \$3,263,827.00 | Measure YY - 90403      | Base Item            |
| 002 | 9253-90403-00-6200-8500-0000-21500-8611 | Z.FPC Construction NHVAC | NTP 05 Sequoia ES Design Contingency | \$96,641.56    | Measure YY - 90403      | Allowance            |

Total Amount \$3,360,468.56

**Attachments (3)**

**Linked Records (0)**

**Linked Mail (0)**