



September 28, 2022

Willows Unified School District  
823 West Laurel Street  
Willows, CA 95988

Attention: Emmett Koerperich, Superintendent

Subject: **Request for Additional Services #2**  
**Murdock Elementary School – Kitchen Modernization**  
Architect's Project No.: 22-1522

Dear Emmett:

The district has requested the addition of the toilet rooms at the front of the Multipurpose room to the scope of services for this project. We are hereby providing an Additional Services Request related to this added work.

- A. Scope of Work:** Improvements to two toilet rooms at front of Multipurpose room, including:
1. Demolition of existing fixtures, doors, and wall finishes.
  2. Reconfiguration of toilet rooms into two single occupancy toilet rooms; one accessible and one non-accessible room.
  3. Electrical and fire alarm upgrades as required
  4. Miscellaneous work as required
- B. Scope of Additional Services:** Our services will include the standard professional architectural services and this work will be performed as a part of the ongoing project.
- C. Consultants:** Rainforth Grau Architects will utilize the consultant services of Optimized Energy & Facilities Consulting, Inc. for this work.
- D. Budget:** \$110,000 construction budget

**E. Owner furnished items:**

1. As built drawings
2. Hazardous material report
3. Review and approval of proposed materials, design, and equipment

**F. Schedule:** This work is to be included within the bid package and will be an integral part of the project.

**G. Fees:** We request an increase in our fee of \$15,000 for these additional services including consultant services as noted above.

**H. Exclusions from Services:**

1. Geotechnical report
2. Assessment, testing or removal procedures of hazardous materials
3. DSA close-out of uncertified existing buildings
4. Services or activities not specifically noted above

**I. Authorization:** Please sign below to authorize this additional work.

Thank you for this opportunity to continue serving the Willows Unified School District.

Sincerely:

Vipul Safi, Senior Project Manager

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pc: Jeffrey Grau, RGA  
Teri Jamison, RGA  
Lujane Aboud, RGA

**Additional Services Approved as described above:**



9/28/22

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Vipul Safi  
Senior Project Manager  
RGA+

date

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Emmett Koerperich  
Superintendent  
Willows USD

date