

November 30, 2021

Ms. Louann Carlomagno
Superintendent
Hillsborough City School District
300 El Cerrito Avenue
Hillsborough, CA 94010

Subject: Amendment #4 to Letter of Engagement dated May 7, 2020
Owner's Representative Services for Hillsborough City School District
On-Call Project and Construction Management Services

Dear Ms. Carlomagno,

This Amendment revises CPM's Letter of Engagement to increase compensation from Forty Thousand Dollars (\$40,000) to Sixty Thousand (\$60,000), an increase of Twenty Thousand Dollars (\$20,000), extends the term to December 31, 2022, and provide an updated rate schedule indicating a 4% increase in 2022 through 2023.

REVISE Paragraph 3 to Letter of Engagement executed on May 7, 2020 as follows:

CPM represents that it is skilled in performing work of a similar nature and will perform its work in accordance with the applicable professional standard of care. CPM will commence its work promptly and shall continue through the term of December 31, 2022 or until notified by you that CPM's services are no longer required, or until the engagement is suspended or terminated by CPM as provided in Exhibit "C", Standard Terms.

REVISE Paragraph 4 to Letter of Engagement executed on May 7, 2020 as follows:

CPM shall be compensated for performance of the Services based upon hours actually expended in performing the Services at the rates established in Exhibit "B" for an estimated fee budget of Sixty Thousand (\$60,000), together with actual expenses incurred. Reimbursable expenses shall include, without limitation, those stated in the Standard Terms attached as Exhibit "C".

REPLACE EXHIBIT "B" to Letter of Engagement executed May 7, 2020 with the attached.

Please review this letter and, if acceptable, sign and return a copy to us.

[Signatures on the following page]

Sincerely,

CAPITAL PROGRAM MANAGEMENT, INC.

Mike Wassermann

Mr. Mike Wassermann, AIA LEED-AP
Vice President

The undersigned hereby approves the foregoing agreement for professional services comprised of the Letter of Engagement as amended, its exhibits and the accompanying Standard Terms.

Client Name:
Ms. Louann Carlomagno
Superintendent
Hillsborough City School District

Dated: 1/7/2022

By: *Carlomagno*

EXHIBIT "B"

SCHEDULE OF RATES FOR PERSONNEL COSTS

**Hillsborough City School District
Master Schedule of Hourly Rates**

	Position	2022 & 2023
PIC	President	\$213
	Vice President	\$213
	Principal-In-Charge	\$213
Program & Construction Management	Program Director	\$213
	Principal/Senior Program Manager	\$213
	Program Manager	\$189
	Assistant Program Manager	\$164
	Program Coordinator II	\$146
	Program Coordinator I	\$104
	Senior Estimator	\$189
	Estimator	\$146
	Senior Scheduler	\$189
	Scheduler	\$146
	Clerical	\$62
Budget & Accounting	Director of Budget & Accounting	\$213
	Budget & Accounting Manager	\$200
	Applications Specialist	\$189
	Senior Budget Analyst	\$189
	Budget Analyst	\$146
	Asst. Budget Analyst	\$109
Educational Technology	Director of Education Technology	\$213
	Senior Ed-Tech Manager	\$200
	Ed- Tech Manager	\$189
	Assistant Ed-Tech Manager	\$164
	Drafter	\$109
Contract Management	Director of Contract Management	\$213
	Senior Contract Manager	\$200
	Contract Manager	\$189
	Contract Administrator	\$164
	Assistant Contract Administrator	\$109
Prop 39 Planning & Project Management	Manager of Economics	\$213
	Senior Electrical Engineer	\$213
	Lighting/Controls/Energy Specialist	\$189
	District Energy Manager	\$189
	Senior Energy Analyst	\$164
	Trainer	\$164