



ILS ASSOCIATES, INC.
CIVIL ENGINEERING AND LAND SURVEYING

79 GALLI DRIVE, SUITE A NOVATO, CA 94949-5717 (415) 883-9200 FAX(415)883-2763 www.ilsceils.com

**SUPPLEMENTAL
 WORK ORDER AND AGREEMENT**

S-ME -11 JOB NO: 8874
 SUPPLEMENT NO: 7

CLIENT: Muir Beach Community Services District
 16 Mill Avenue, Suite 203
 Mill Valley, CA 94941

OWNER: Same

(415) 383-7102
Leighton.hills@muirbeachcsd.com

*Reimburse from
 Linda Lotriet per
 understanding*

LOCATION OF WORK: Sunset Way/Cove Lane, Muir Beach
 Ref Job No. 8141

SCOPE OF WORK: Sunset Way Turnaround Survey

We will perform a topographic survey of an additional area at the Sunset Way turnaround as requested by client. This information will be added to the existing topographic map prepared by others.

ESTIMATED COMPLETION DATE: 1 Week from Authorization **ESTIMATED FEE:** \$3,500.00

All applicable provisions of the Work Order and Agreement dated as authorized on 5-19-14 except as modified or amended herein shall apply to this Supplemental Work Order Agreement.

ILS ASSOCIATES, INC.

By:  _____

Irving I. Schwartz, R.C.E. 18221

Date: February 12, 2015

AUTHORIZED

By:  _____

Date: 2/12/15



ILS ASSOCIATES, INC.
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**SUPPLEMENTAL
 WORK ORDER AND AGREEMENT**

S-ME -11 JOB NO: 8874
 SUPPLEMENT NO: 6

CLIENT: Muir Beach Community Services District
 16 Mill Avenue, Suite 203
 Mill Valley, CA 94941

 (415) 383-7102
 Leighton.hills@muirbeachcsd.com

OWNER: Same

*Adjustments to 2002
 Topo Work, Sunset-Cove
 Intersection*

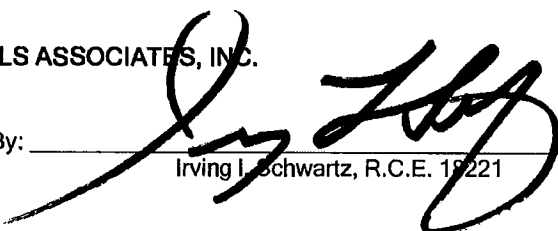
LOCATION OF WORK: Sunset Way/Cove Lane, Muir Beach
 Ref Job No. 8141

SCOPE OF WORK: Sunset Way/Cove Lane Intersection Survey

We will perform a topographic survey of the Sunset Way/Cove Lane intersection to verify elevations. We will add this information to the existing topographic map.

ESTIMATED COMPLETION DATE: 1 Week from Authorization **ESTIMATED FEE:** \$2,100.00

All applicable provisions of the Work Order and Agreement dated as authorized on 5-19-14 except as modified or amended herein shall apply to this Supplemental Work Order Agreement.

ILS ASSOCIATES, INC.
 By: 
 Irving I. Schwartz, R.C.E. 18221
 Date: November 3, 2014

AUTHORIZED
 By: Leighton Hills, District Mgr
 Date: As of 11/5/2014



ILS ASSOCIATES, INC.
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**SUPPLEMENTAL
 WORK ORDER AND AGREEMENT**

S/E-ME-11 JOB NO: 8874
 SUPPLEMENT NO: 5

CLIENT: Muir Beach Community Services District
 16 Mill Avenue, Suite 203
 Mill Valley, CA 94941

 (415) 383-7102
Leighton.hills@muirbeachcsd.com

OWNER: Same

*Cove Lane Segment
 of Project (plus other
 walls)*

LOCATION OF WORK: Sunset Way/Cove Lane, Muir Beach
 Ref Job No. 8141

SCOPE OF WORK: Cove Lane Topographic Survey and Map, Cove Lane Road and
 Turnaround Design and Wall Design

1. We will perform a topographic survey of the Cove Lane turnaround area and the edge of pavement of the full length of Cove Lane. We will add this information to the existing topographic map.
2. We will design an emergency vehicle turnaround at the bottom of Cove Lane.
3. We will design the replacement of the entire length of Cove Lane.
4. We will design retaining walls at the Cove Lane turnaround, the Sunset Way turnaround, the Sunsetway/Cove Lane intersection and the Sunset Way/Highway 1 intersection.

1. 3 Weeks from Authorization	1. \$3,500.00
2. 5 Weeks from Authorization	2. \$2,500.00
3. 7 Weeks from Authorization	3. \$6,600.00

ESTIMATED COMPLETION DATE: 4. 2 Weeks from Receipt of Geotechnical Report **ESTIMATED FEE:** 4. \$720.00

\$13,320

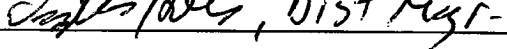
All applicable provisions of the Work Order and Agreement dated as authorized on 5-19-14 except as modified or amended herein shall apply to this Supplemental Work Order Agreement.

ILS ASSOCIATES, INC.

By: 
 Irving I. Schwartz, R.C.E. 15221

Date: October 7, 2014

AUTHORIZED

By: 
 District Manager

Date: 10/14/14



ILS ASSOCIATES, INC.
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**SUPPLEMENTAL
 WORK ORDER AND AGREEMENT**

E-ME -11 JOB NO: 8874
 SUPPLEMENT NO: 4

CLIENT: Muir Beach Community Services District
 16 Mill Avenue, Suite 203
 Mill Valley, CA 94941

OWNER: Same

(415) 383-7102
Leighton.hills@muirbeachcsd.com

LOCATION OF WORK: Sunset Way/Cove Lane, Muir Beach
 Ref Job No. 8141

SCOPE OF WORK: Site Meeting and Turnaround Analysis

We will attend one on-site meeting with residents. We will analyze an additional fire turnaround layout.

*Reimburse from
 Linda Cotriet per
 understanding*

ESTIMATED COMPLETION DATE: 1 Week from Authorization **ESTIMATED FEE:** \$720.00

All applicable provisions of the Work Order and Agreement dated as authorized on 5-19-14 except as modified or amended herein shall apply to this Supplemental Work Order Agreement.

ILS ASSOCIATES, INC.

AUTHORIZED

By: 
 Irving I. Schwartz, R.C.E. 18221

By: Leighton Hills, District Mgr

Date: August 22, 2014

Date: 8/22/14



ILS ASSOCIATES, INC.
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**SUPPLEMENTAL
 WORK ORDER AND AGREEMENT**

S/E-ME-11 JOB NO: 8874
 SUPPLEMENT NO: 3

CLIENT: Muir Beach Community Services District
 16 Mill Avenue, Suite 203
 Mill Valley, CA 94941

 (415) 383-7102
 Leighton.hills@muirbeachcsd.com

OWNER: Same

LOCATION OF WORK: Sunset Way/Cove Lane, Muir Beach
 Ref Job No. 8141

SCOPE OF WORK: Additional Topographic Survey

We will perform topographic survey and add to topographic map area at bottom of Sunset Way from edge of road down to existing residence.

← Linda Lotriet

ESTIMATED COMPLETION DATE: 1 Week from Authorization **ESTIMATED FEE:** \$1,000.00

All applicable provisions of the Work Order and Agreement dated as authorized on 5-19-14 except as modified or amended herein shall apply to this Supplemental Work Order Agreement.

ILS ASSOCIATES, INC.

By: Michael Evans
 Michael Evans, C.E. 40663

AUTHORIZED

By: Ernest Hill, District Mgr.

Date: August 12, 2014

Date: 8/22/14



ILS ASSOCIATES, INC.
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**SUPPLEMENTAL
 WORK ORDER AND AGREEMENT**

S/E-ME-11 JOB NO: 8874
 SUPPLEMENT NO: 2

CLIENT: Muir Beach Community Services District
 16 Mill Avenue, Suite 203
 Mill Valley, CA 94941

 (415) 383-7102
 Leighton.hills@muirbeachcsd.com

OWNER: Same

*Adjustments to 2002
 To do work due to
 Lambert construction*

LOCATION OF WORK: Sunset Way/Cove Lane, Muir Beach
 Ref Job No. 8141

SCOPE OF WORK: Additional Topographic Survey

We will perform topographic survey of recent construction near 80 Sunset Way. This includes a driveway, underground vaults, walls and storm drain pipes.

ESTIMATED COMPLETION DATE: 2 Weeks from Authorization **ESTIMATED FEE:** \$3,400.00

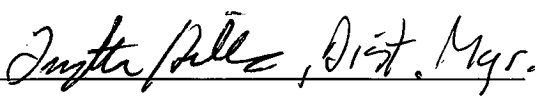
All applicable provisions of the Work Order and Agreement dated as authorized on 5-19-14 except as modified or amended herein shall apply to this Supplemental Work Order Agreement.

ILS ASSOCIATES, INC.

By: 
 Irving L. Schwartz, P.C.E. 18221

Date: July 22, 2014

AUTHORIZED

By: 
 Justina Pella, Dist. Mgr.

Date: 7/22/14



ILS ASSOCIATES, INC.
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**SUPPLEMENTAL
 WORK ORDER AND AGREEMENT**

S/E-ME-11 JOB NO: 8874
 SUPPLEMENT NO: 1

CLIENT: Muir Beach Community Services District
 16 Mill Avenue, Suite 203
 Mill Valley, CA 94941

 (415) 383-7102
 Leighton.hills@muirbeachcsd.com

OWNER: Same

*Adjustments to
 2002 Topo work*

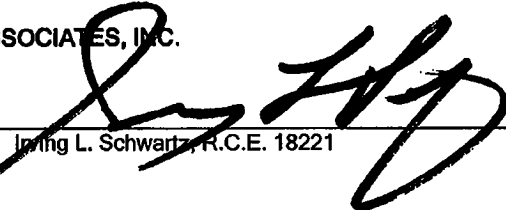
LOCATION OF WORK: Sunset Way/Cove Lane, Muir Beach
 Ref Job No. 8141

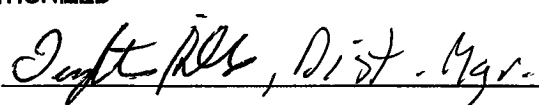
SCOPE OF WORK: Revise and Complete Topographic Map

We will add point and surface data supplied by Meridian Surveying to topographic map prepared by Meridian Surveying.

ESTIMATED COMPLETION DATE: 2 Weeks from Authorization **ESTIMATED FEE:** \$1,300.00

All applicable provisions of the Work Order and Agreement dated as authorized on 5-19-14 except as modified or amended herein shall apply to this Supplemental Work Order Agreement.

ILS ASSOCIATES, INC.
 By: 
 Irving L. Schwartz, R.C.E. 18221
 Date: June 24, 2014

AUTHORIZED
 By: 
 Date: 6/24/14



ILS ASSOCIATES, INC.
CIVIL ENGINEERING AND LAND SURVEYING

May 13, 2014

Muir Beach Community Services District
16 Miller Avenue, Suite 203
Mill Valley, CA 94941
Attn: Leighton Hills, District Manager

Re: Design of new water main, Re-paving of Sunset Way and Cove Lane and design of new storm drain culvert.

Dear Leighton:

ILS Associates, Inc. (ILS) is pleased to submit this proposal to provide civil engineering services for the Muir Beach Community Services District (MBCSD) in Muir Beach, California. The following proposal defines our team, scope, schedule, deliverables, clarifications and fee.

TEAM

Overall management of the project will be performed by Mr. Irving Schwartz, CE, President.

Engineering will be led by Mr. Michael Evans, CE, Principal.

SCOPE

1. ILS will provide design for a new 6" water main, to be located in Sunset Way, approximately 2,800 feet in length. New water services will be designed to the meter at each residence. MBCSD will provide ILS with available existing underground utility documents. An underground utility survey will not be performed by ILS. ILS will provide design for the replacement of the pavement section for Sunset Way extending to the bottom end of Sunset Way including a fire department turn-around. Design of the pavement replacement will include areas of drainage improvements such as re-sloping and addition of concrete ditches. Additional parking areas will be designed where possible. New turnouts will be designed along Cove Lane where possible. A storm drain culvert will be designed near the bottom of Cove Lane to either replace or line the existing deteriorated culvert.

SCHEDULE

ILS will complete the scope of work within eight (8) weeks of receipt of a signed contract.

DELIVERABLES

The design drawings will be prepared in AutoCAD format. Bid documents and technical specifications will be prepared as a WORD document.

CLARIFICATIONS

1. MBCSD is providing topographic mapping of the area of work in an acceptable AutoCAD format.
2. An underground utility survey will not be performed by ILS but can be added for an additional fee.
3. We anticipate no permits required for this Scope of Work.
4. Construction staking may be performed for an additional fee.
5. Bid support can be added for an additional fee.

FEE

ILS will perform the services described in the scope section of this proposal for the fixed fees as follows:

Sunset Way	\$44,800.00
Add for Cove Lane	\$7,400.00

These fees are good through December 31, 2014.

Reimbursable expenses such as plan reproduction will be charged at cost plus 15%. Extra work, if requested, will be billed at our standard hourly rates.

If you have any questions or desire additional information regarding this proposal, please feel free to contact Michael Evans at mevans@ilscels.com or (415) 883-9200, extension 125 or the undersigned at ilschwartz@ilscels.com or (415) 883-9200, extension 117.

Sincerely,
ILS Associates, Inc.



Irving L. Schwartz, C.E.
President

ILS ASSOCIATES, INC.
CIVIL ENGINEERING AND LAND SURVEYING

ILS ASSOCIATES, INC.

CIVIL ENGINEERING & LAND SURVEYING
 79 GALLI DRIVE, SUITE A
 NOVATO, CA 94949-5717

Invoice

(415) 883-9200 Fax # (415) 883-2763

DATE	12/31/2014
INVOICE #	4658
JOB	8874

BILL TO
Muir Beach Community Services District Attn: Leighton Hills 16 Mill Avenue, Suite 203 Mill Valley, CA 94941

PROJECT	TERMS
SUNSET WAY/COVE LN, MUIR BEACH	Due on receipt

DESCRIPTION	HOURS	RATE	AMOUNT
PROGRESS BILLING through December 22, 2014			
Preparation of street improvement plans			
Principal	0.75	200.00	150.00
Senior Civil Engineer/Land Surveyor	14.00	180.00	2,520.00
Senior Drafter/Senior Technician	26.50	132.00	3,498.00
Drafter/Technician	0.50	112.00	56.00
Total Current			6,224.00
PREVIOUS BALANCE		3,664.00	3,664.00

Finance charge applied to unpaid balance 30 days after date of invoice computed 1%per month (APR 12%)	Total	\$9,888.00
Web Site www.ilscels.com	Payments/Credits	\$0.00
E-mail admin@ilscels.com	Balance Due	\$9,888.00

1/30/15

ILS ASSOCIATES, INC.

CIVIL ENGINEERING & LAND SURVEYING
 79 GALLI DRIVE, SUITE A
 NOVATO, CA 94949-5717

(415) 883-9200 Fax # (415) 883-2763

OK JKH 12/1/14

Invoice

DATE	11/30/2014
INVOICE #	4557
JOB	8874

BILL TO
Muir Beach Community Services District Attn: Leighton Hills 16 Mill Avenue, Suite 203 Mill Valley, CA 94941

PROJECT	TERMS
SUNSET WAY/COVE LN, MUIR BEACH	Due on receipt

DESCRIPTION	HOURS	RATE	AMOUNT
PROGRESS BILLING through November 24, 2014			
Perform topographic survey and preparation of topographic map for Cove Lane			
Senior Civil Engineer/Land Surveyor	4	180.00	720.00
Survey Crew (2-Person)	4	236.00	944.00
sub-total			1,664.00
Preparation of site improvement plans			
Senior Civil Engineer/Land Surveyor	10	180.00	1,800.00
Preparation of contract documents/specification			
Principal	1	200.00	200.00

Finance charge applied to unpaid balance 30 days after date of invoice computed 1% per month (APR 12%)

Total	\$3,664.00
Payments/Credits	\$0.00
Balance Due	\$3,664.00

Web Site www.ilscels.com
 E-mail admin@ilscels.com

1-8-15

ILS ASSOCIATES, INC.

CIVIL ENGINEERING & LAND SURVEYING
 79 GALLI DRIVE, SUITE A
 NOVATO, CA 94949-5717

(415) 883-9200 Fax # (415) 883-2763

Invoice

DATE	10/31/2014
INVOICE #	4538
JOB	8874

BILL TO
Muir Beach Community Services District Attn: Leighton Hills 16 Mill Avenue, Suite 203 Mill Valley, CA 94941

PROJECT	TERMS
SUNSET WAY/COVE LN, MUIR BEACH	Due on receipt

DESCRIPTION	HOURS	RATE	AMOUNT
PROGRESS BILLING through October 25, 2014			
Perform topographic survey and preparation of topographic map for Cove Lane			
Senior Civil Engineer/Land Surveyor	1.50	180.00	270.00
Senior Drafter/Senior Technician	5.50	132.00	726.00
Drafter/Technician	1.00	112.00	112.00
Survey Crew (2-Person)	7.50	236.00	1,770.00
sub-total			2,878.00
Preparation of street improvement plans			
Senior Civil Engineer/Land Surveyor	20.00	180.00	3,600.00
Senior Drafter/Senior Technician	35.50	132.00	4,686.00
sub-total			8,286.00
Preparation of contract documents/specification			
Principal	3.25	200.00	650.00

Finance charge applied to unpaid balance 30 days after date of invoice computed 1% per month (APR 12%)	Total	\$11,814.00
Web Site www.ilscels.com	Payments/Credits	\$0.00
E-mail admin@ilscels.com	Balance Due	\$11,814.00

11/17/14

ILS ASSOCIATES, INC.

CIVIL ENGINEERING & LAND SURVEYING
 79 GALLI DRIVE, SUITE A
 NOVATO, CA 94949-5717

(415) 883-9200 Fax # (415) 883-2763

Invoice

DATE	9/30/2014
INVOICE #	4491
JOB	8874

BILL TO
Muir Beach Community Services District Attn: Leighton Hills 16 Mill Avenue, Suite 203 Mill Valley, CA 94941

PROJECT	TERMS
SUNSET WAY/COVE LN, MUIR BEACH	Due on receipt

DESCRIPTION	HOURS	RATE	AMOUNT
PROGRESS BILLING through September 25, 2014			
Preparation of street improvement plans and preparation of utility plans			
Principal	2.0	200.00	400.00
Senior Civil Engineer/Land Surveyor	19.5	180.00	3,510.00
Senior Drafter/Senior Technician	55.5	132.00	7,326.00

Finance charge applied to unpaid balance 30 days after date of invoice computed 1%per month (APR 12%)	Total	\$11,236.00
Web Site www.ilscels.com	Payments/Credits	\$0.00
E-mail admin@ilscels.com	Balance Due	\$11,236.00

10-30-14

ILS ASSOCIATES, INC.

CIVIL ENGINEERING & LAND SURVEYING
 79 GALLI DRIVE, SUITE A
 NOVATO, CA 94949-5717

(415) 883-9200 Fax # (415) 883-2763

OK
 JH 9/9/14

Invoice

DATE	8/31/2014
INVOICE #	4440
JOB	8874

BILL TO
Muir Beach Community Services District Attn: Leighton Hills 16 Mill Avenue, Suite 203 Mill Valley, CA 94941

PROJECT	TERMS
SUNSET WAY/COVE LN, MUIR BEACH	Due on receipt

DESCRIPTION	HOURS	RATE	AMOUNT
PROGRESS BILLING through August 25, 2014			
Preparation of street improvement plans, preparation of utility plans, perform topographic survey and preparation of topographic map			
Senior Civil Engineer/Land Surveyor	40.5	180.00	7,290.00
Senior Drafter/Senior Technician	63.0	132.00	8,316.00
Survey Crew (2-Person)	8.0	236.00	1,888.00
Miscellaneous (Lg. format copies)		3.00	3.00

Finance charge applied to unpaid balance 30 days after date of invoice computed 1% per month (APR 12%)	Total	\$17,497.00
Web Site www.ilscels.com	Payments/Credits	\$0.00
E-mail admin@ilscels.com	Balance Due	\$17,497.00

9/17/14

ILS ASSOCIATES, INC.
 CIVIL ENGINEERING & LAND SURVEYING
 79 GALLI DRIVE, SUITE A
 NOVATO, CA 94949-5717

OK 20 8/11/14

Invoice

(415) 883-9200 Fax # (415) 883-2763

DATE	7/31/2014
INVOICE #	4409
JOB	8874

BILL TO
Muir Beach Community Services District Attn: Leighton Hills 16 Mill Avenue, Suite 203 Mill Valley, CA 94941

PROJECT	TERMS
SUNSET WAY/COVE LN, MUIR BEACH	Due on receipt

DESCRIPTION	HOURS	RATE	AMOUNT
PROGRESS BILLING through July 25, 2014			
Preparation of improvement plans			
Senior Civil Engineer/Land Surveyor	58	180.00	10,440.00
Senior Drafter/Senior Technician	52	132.00	6,864.00
Miscellaneous (Lg. format copies)		6.00	6.00

Finance charge applied to unpaid balance 30 days after date of invoice computed 1% per month (APR 12%)

Total	\$17,310.00
Payments/Credits	\$0.00
Balance Due	\$17,310.00

Web Site www.ilscels.com
 E-mail admin@ilscels.com

8/21/14

ILS ASSOCIATES, INC.

CIVIL ENGINEERING & LAND SURVEYING
 79 GALLI DRIVE, SUITE A
 NOVATO, CA 94949-5717

(415) 883-9200 Fax # (415) 883-2763

Invoice

DATE	6/30/2014
INVOICE #	4390
JOB	8874

BILL TO
Muir Beach Community Services District Attn: Leighton Hills 16 Mill Avenue, Suite 203 Mill Valley, CA 94941

PROJECT	TERMS
SUNSET WAY/COVE LN, MUIR BEACH	Due on receipt

DESCRIPTION	HOURS	RATE	AMOUNT
PROGRESS BILLING through June 25, 2014			
EXTRA WORK - Preparation of topographic map			
Senior Civil Engineer/Land Surveyor	1.75	180.00	315.00
Senior Drafter/Senior Technician	9.00	132.00	1,188.00
sub-total			1,503.00
Preparation of improvement plans and preparation of contract documents/specifications			
Principal	3.25	200.00	650.00
Senior Civil Engineer/Land Surveyor	35.00	180.00	6,300.00
Senior Drafter/Senior Technician	9.50	132.00	1,254.00
Drafter/Technician	1.00	112.00	112.00
sub-total			8,316.00
Miscellaneous (Lg. format copies)		21.88	21.88

Finance charge applied to unpaid balance 30 days after date of invoice computed 1% per month (APR 12%) Web Site www.ilscels.com E-mail admin@ilscels.com	Total	\$9,840.88
	Payments/Credits	\$0.00
	Balance Due	\$9,840.88

7/23/14