



April 6, 2006

Sugimura & Associates Architects
2155 S. Bascom Avenue, Suite 200
Campbell, CA 95008

Att: Gene Sugimura
Ref: Cupertino City Civic Center Remodel

Dear Gene;

This is a recap of the work our office has performed on this project.

1. Preliminary analysis and framing scheme for the first design presented to us. This was the design that changed the shape of the existing roof to match the adjacent City Hall. This took considerable time for which we received no reimbursement.
2. Seismic analysis of the existing building for conformance to the 2001 California Building Code. After this analysis was completed we were informed that the facility is considered to be an Essential Facility due to the Emergency Operations Center being located in the building. This requirement increased the seismic forces that the structure is required to resist by 25% and our analysis had to be redone. In my letter to you of 11-8-05, I indicated several areas of overstress that would need to be addressed in the remodel to conform to the current code.
3. We were provided with a copy of the structural calculations that CYGNA compiled for the modifications to the building in 1986. We were asked to study these calculations to determine why CYGNA's conclusions differed from our analysis results. As indicated in my letter to you of 12-6-05, we found several errors in their analysis.
4. To date we have expended eighty-seven (87) hours on the above listed work. Although we feel that two weeks of time for the above analysis, meetings and presentation of our findings is entirely reasonable, I understand that there are limited funds available in your agreement with the City of Cupertino. I am therefore reducing our billing to a partial progress billing of forty (40) hours of time.

Please feel free to call me if you have any questions, or would like me to meet with you and the City.

Sincerely,

William S. Knox
Structural Engineer

Enclosures: Final structural analysis, previous letters referenced.