

STAFF REPORT*CITY OF OCEANSIDE*

DATE: June 27, 2012

TO: Honorable Mayor and City Councilmembers

FROM: Development Services Department

SUBJECT: **PROFESSIONAL SERVICES AGREEMENT WITH NOLTE ASSOCIATES INCORPORATED FOR FINAL ENGINEERING AND ENVIRONMENTAL SERVICES FOR MELROSE DRIVE EXTENSION**

SYNOPSIS

Staff recommends that the City Council approve a professional services agreement with Nolte Associates, Inc., of San Diego in the amount of \$1,440,166 for final engineering and environmental services for the Melrose Drive Extension project, and authorize the City Manager to execute the agreement.

BACKGROUND

Melrose Drive is a major arterial street traversing from San Elijo Road, in the City of Carlsbad, to North Santa Fe Avenue, in the City of Oceanside; and from Spur Avenue to State Route 76, in the City of Oceanside. The Melrose Drive Extension Project will complete the missing link between North Santa Fe Drive and Spur Avenue and serve as a north-south arterial. Melrose Drive extension is identified in the adopted City of Oceanside Circulation Element and County General Plan Circulation Element.

The planning process for the project began in the early 1990s, with the first discussions between the City and the County Department of Parks and Recreation occurring in 1991. The project was postponed due to funding priority. The project was restarted in 2009, and the City Council directed staff to complete an Environmental Impact Report (EIR) for the project. The City Council certified Alternate 'A' (the middle alignment) as the preferred Alternate in June 2010.

Preserve Calavera, a 501C3, subsequently filed a lawsuit challenging the validity of the EIR. The litigation was settled in July 2011, with an agreement to reduce the width of the Melrose Drive extension from a six-lane prime arterial roadway to a four-lane major arterial roadway. The settlement agreement reduces impacts to the wetlands, sensitive habitats, minimizes impact to wildlife, and provides for monitoring impacts to invasive species, and also minimizes and mitigates for construction impacts.

Because this project crosses the County of San Diego jurisdictional boundary and Guajome County Park, the City will need to acquire County parkland and private properties for the construction of the project or to mitigate project impacts. Once the project boundary has been determined in the final engineering phase, staff will request direction from City Council for property acquisition. The City's Property Management Division will coordinate acquisition of the property with the affected property owners. A Parkland Conversion Plan, a Memorandum of Understanding, and a Road Maintenance Agreement with the County are being negotiated by County and City staff.

ANALYSIS

Nolte Associates, Inc., (Nolte) was selected through a Request for Proposals (RFP) for consulting services. Ten consultants submitted proposals, as listed on the RFP Submittal Tabulation sheet (Attachment 2). The three most qualified firms were invited for oral presentation for the project.

Due to their expertise and knowledge of the proposed project conditions and constraints, Nolte was selected to provide final engineering and environmental services for the Melrose Drive Extension project. Nolte will produce the bid documents and obtain necessary resource permits from the Army Corps of Engineers, Regional Water Quality Control Board, U.S. Fish and Wildlife Service and California Department of Fish and Game. Nolte will also provide support to the City during the bidding and construction phases of the project. When the bid package is completed, staff will present the bid package to the City Council for consideration.

FISCAL IMPACT

The Melrose Drive Extension project (901122200561) has an approximate available balance of \$2.3M for FY12/13. The cost of the professional services agreement with Nolte is \$1,440,166. Therefore, there are sufficient funds available for the professional services agreement.

INSURANCE REQUIREMENTS

The City's standard insurance requirements will be met.

COMMISSION OR COMMITTEE REPORT

Does not apply.

CITY ATTORNEY'S ANALYSIS

The referenced documents have been reviewed by the City Attorney and approved as to form.

RECOMMENDATION

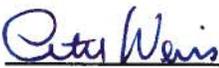
Staff recommends that the City Council approve a professional services agreement with Nolte Associates, Inc., of San Diego in the amount of \$1,440,166 for final engineering and environmental services for the Melrose Drive Extension project, and authorize the City Manager to execute the agreement.

PREPARED BY:



Abraham Chen
Associate Engineer

SUBMITTED BY:



Peter A. Weiss
City Manager

REVIEWED BY:

Michelle Skaggs Lawrence, Deputy City Manager

George Buell, Development Services Director

Scott O. Smith, City Engineer

Teri Ferro, Financial Services Director









Attachments:

1. Professional Services Agreement with Nolte Associates, Inc.
2. RFP Submittal Tabulation sheet

CITY OF OCEANSIDE

PROFESSIONAL SERVICES AGREEMENT

PROJECT: Melrose Drive Extension Project – Final Engineering (90112200561)

THIS AGREEMENT, dated _____, 20__ for identification purposes, is made and entered into by and between the CITY OF OCEANSIDE, a municipal corporation, hereinafter designated as "CITY", and Nolte Associates, Inc., hereinafter designated as "CONSULTANT."

NOW THEREFORE, THE PARTIES MUTUALLY AGREE AS FOLLOWS:

1. **SCOPE OF WORK.** The project is more particularly described as follows: Provide final engineering and environmental services for Melrose Drive Extension Project – Final Engineering. A detail description of the Scope of Work, **Exhibit A**, is attached hereto and incorporated herein by this reference.
2. **INDEPENDENT CONTRACTOR.** CONSULTANT'S relationship to the CITY shall be that of an independent contractor. CONSULTANT shall have no authority, express or implied, to act on behalf of the CITY as an agent, or to bind the CITY to any obligation whatsoever, unless specifically authorized in writing by the City Engineer. The CONSULTANT shall not be authorized to communicate directly with, nor in any way direct the actions of, any bidder or the construction contractor for this project without the prior written authorization by the City Engineer. CONSULTANT shall be solely responsible for the performance of any of its employees, agents, or subcontractors under this Agreement. CONSULTANT shall report to the CITY any and all employees, agents, and consultants performing work in connection with this project, and all shall be subject to the approval of the CITY.
3. **WORKERS' COMPENSATION.** Pursuant to Labor Code section 1861, the CONSULTANT hereby certifies that the CONSULTANT is aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of that Code, and the CONSULTANT will comply with such provisions, and provide certification of such compliance as a part of this Agreement.
4. **LIABILITY INSURANCE.**

Melrose Drive Extension Project – Final Engineering (90112200561)

4.1. CONSULTANT shall, throughout the duration of this Agreement maintain comprehensive general liability and property damage insurance, or commercial general liability insurance, covering all operations of CONSULTANT, its agents and employees, performed in connection with this Agreement including but not limited to premises and automobile.

4.2 CONSULTANT shall maintain liability insurance in the following minimum limits:

Comprehensive General Liability Insurance
(bodily injury and property damage)

Combined Single Limit Per Occurrence	\$ 1,000,000
General Aggregate	\$ 2,000,000*

Commercial General Liability Insurance
(bodily injury and property damage)

General limit per occurrence	\$ 1,000,000
General limit project specific aggregate	\$ 2,000,000

<u>Automobile Liability Insurance</u>	\$ 1,000,000
---------------------------------------	--------------

*General aggregate per year, or part thereof, with respect to losses or other acts or omissions of CONSULTANT under this Agreement.

4.3 If coverage is provided through a Commercial General Liability Insurance policy, a minimum of 50% of each of the aggregate limits shall remain available at all times. If over 50% of any aggregate limit has been paid or reserved, the CITY may require additional coverage to be purchased by the CONSULTANT to restore the required limits. The CONSULTANT shall also notify the CITY'S Project Manager promptly of all losses or claims over \$25,000 resulting from work performed under this contract, or any loss or claim against the CONSULTANT resulting from any of the CONSULTANT'S work.

4.4 All insurance companies affording coverage to the CONSULTANT for the purposes of this Section shall add the City of Oceanside as "additional insured" under the designated insurance policy for all work performed under this agreement. Insurance coverage provided to the City as additional insured shall be primary insurance and other insurance maintained by the City of Oceanside, its officers, agents, and employees shall be excess only and not contributing with insurance provided pursuant to this Section.

Melrose Drive Extension Project – Final Engineering (90112200561)

- 4.5 All insurance companies affording coverage to the CONSULTANT pursuant to this agreement shall be insurance organizations admitted by the Insurance Commissioner of the State of California to transact business of insurance in the state or be rated as A-X or higher by A.M. Best.
- 4.6 CONSULTANT shall provide thirty (30) days written notice to the CITY should any policy required by this Agreement be cancelled before the expiration date. For the purposes of this notice requirement, any material change in the policy prior to the expiration shall be considered a cancellation.
- 4.7 CONSULTANT shall provide evidence of compliance with the insurance requirements listed above by providing, at minimum, a Certificate of Insurance and applicable endorsements, in a form satisfactory to the City Attorney, concurrently with the submittal of this Agreement.
- 4.8 CONSULTANT shall provide a substitute Certificate of Insurance no later than thirty (30) days prior to the policy expiration date. Failure by the CONSULTANT to provide such a substitution and extend the policy expiration date shall be considered a default by CONSULTANT and may subject the CONSULTANT to a suspension or termination of work under the Agreement.
- 4.9 Maintenance of insurance by the CONSULTANT as specified in this Agreement shall in no way be interpreted as relieving the CONSULTANT of any responsibility whatsoever and the CONSULTANT may carry, at its own expense, such additional insurance as it deems necessary.

5. **PROFESSIONAL ERRORS AND OMISSIONS INSURANCE.** Throughout the duration of this Agreement and four (4) years thereafter, the CONSULTANT shall maintain professional errors and omissions insurance for work performed in connection with this Agreement in the minimum amount of One Million Dollars (\$1,000,000.00).

CONSULTANT shall provide evidence of compliance with these insurance requirements by providing a Certificate of Insurance.

6. **CONSULTANT'S INDEMNIFICATION OF CITY.** To the greatest extent allowed by law (including, without limitation, California Civil Code section 2782.8), CONSULTANT shall indemnify and hold harmless the CITY and its officers, agents and employees against all claims for damages to persons or property arising out of CONSULTANT'S work, including the negligent acts, errors or omissions or wrongful acts or conduct of the CONSULTANT, or its employees, agents, subcontractors, or others in connection with the execution of the work covered by

Melrose Drive Extension Project – Final Engineering (90112200561)

this Agreement, except for those claims arising from the willful misconduct, sole negligence or active negligence of the CITY, its officers, agents, or employees. CONSULTANT'S indemnification shall include any and all costs, expenses, attorneys' fees, expert fees and liability assessed against or incurred by the CITY, its officers, agents, or employees in defending against such claims or lawsuits, whether the same proceed to judgment or not. Further, CONSULTANT at its own expense shall, upon written request by the CITY, defend any such suit or action brought against the CITY, its officers, agents, or employees founded upon, resulting or arising from the conduct, tortious acts or omissions of the CONSULTANT.

CONSULTANT'S indemnification of CITY shall not be limited by any prior or subsequent declaration by the CONSULTANT.

7. **OWNERSHIP OF DOCUMENTS.** All plans and specifications, including details, computations and other documents, prepared or provided by the CONSULTANT under this Agreement shall be the property of the CITY. The CITY agrees to hold the CONSULTANT free and harmless from any claim arising from any use, other than the purpose intended, of the plans and specifications and all preliminary sketches, schematics, preliminary plans, architectural perspective renderings, working drawings, including details, computation and other documents, prepared or provided by the CONSULTANT. CONSULTANT may retain a copy of all material produced under this Agreement for the purpose of documenting CONSULTANT's participation in this project.
8. **COMPENSATION.** CONSULTANT'S compensation for all work performed in accordance with this Agreement, shall not exceed the total contract price of \$1,440,166.

No work shall be performed by CONSULTANT in excess of the total contract price without prior written approval of the City Engineer. CONSULTANT shall obtain approval by the City Engineer prior to performing any work that results in incidental expenses to CITY.

9. **TIMING REQUIREMENTS.** Time is of the essence in the performance of work under this Agreement and the timing requirements shall be strictly adhered to unless otherwise modified in writing. All work shall be completed in every detail to the satisfaction of the Engineer within 375 calendar days.
10. **ENTIRE AGREEMENT.** This Agreement comprises the entire integrated understanding between CITY and CONSULTANT concerning the work to be performed for this project and supersedes all prior negotiations, representations, or agreements.

Melrose Drive Extension Project – Final Engineering (90112200561)

11. **INTERPRETATION OF THE AGREEMENT.** The interpretation, validity and enforcement of the Agreement shall be governed by and construed under the laws of the State of California. The Agreement does not limit any other rights or remedies available to CITY.

The CONSULTANT shall be responsible for complying with all local, state, and federal laws whether or not said laws are expressly stated or referred to herein.

Should any provision herein be found or deemed to be invalid, the Agreement shall be construed as not containing such provision, and all other provisions, which are otherwise lawful, shall remain in full force and effect, and to this end the provisions of this Agreement are severable.

12. **AGREEMENT MODIFICATION.** This Agreement may not be modified orally or in any manner other than by an agreement in writing signed by the parties hereto.
13. **TERMINATION OF AGREEMENT.** Either party may terminate this Agreement by providing thirty (30) days written notice to the other party. If any portion of the work is terminated or abandoned by the CITY, then the CITY shall pay CONSULTANT for any work completed up to and including the date of termination or abandonment of this Agreement. The CITY shall be required to compensate CONSULTANT only for work performed in accordance with the Agreement up to and including the date of termination.
14. **SIGNATURES.** The individuals executing this Agreement represent and warrant that they have the right, power, legal capacity and authority to enter into and to execute this Agreement on behalf of the respective legal entities of the CONSULTANT and the CITY.

Melrose Drive Extension Project – Final Engineering (90112200561)

IN WITNESS WHEREOF, the parties hereto for themselves, their heirs, executors, administrators, successors, and assigns do hereby agree to the full performance of the covenants herein contained and have caused this Professional Services Agreement to be executed by setting hereunto their signatures on the dates set forth below.

Nolte Associates, Inc.
By: [Signature]
Name/Title CFO

CITY OF OCEANSIDE
By: _____
City Manager

Date: 6/12/12

Date: _____

By: [Signature]
Name/Title
DICKERSON - Wright CEO

APPROVED AS TO FORM:

Date: 6-12-12

[Signature]
City Attorney

94-2706173
Employer ID No.

NOTARY ACKNOWLEDGMENTS OF CONSULTANT MUST BE ATTACHED.

Notary Acknowledgment of Consultant

City of Oceanside

STATE OF FLORIDA

COUNTY OF BROWARD

The foregoing instrument was acknowledged before me this 13TH day of June, 2012 by Dickerson Wright CEO, and Michael Rama CFO, of Nolte Associates, Inc., a California corporation, on behalf of the corporation. They are personally known to me.



Notary Public

Printed Name: Richard Tong

My Commission Expires:

Commission # _____



RICHARD TONG
MY COMMISSION # EE 173973
EXPIRES: June 28, 2016
Bonded Thru Budget Notary Services

CERTIFIED RESOLUTION OF CORPORATION
BY CORPORATE SECRETARY

I, MaryJo O'Brien, Secretary of Nolte Associates, Inc., a NV5 Holdings, Inc. company, corporation organized and existing under the laws of the State of California (the "Company"), do hereby certify that the following is a true and correct copy of a resolution duly adopted by the Board of Directors of the Company duly held and convened on September 12, 2011, and that such resolution has not been modified, rescinded or revoked, and is at present in full force and effect:

RESOLVED: That Dickerson Wright, CEO, and Michael Rama, CFO, are empowered and authorized to execute and deliver contracts on behalf of the Company.

IN WITNESS WHEREOF, the undersigned has affixed her signature this 15th day of June, 2012.



MaryJo O'Brien, Secretary

EXHIBIT 'A'

Cost Proposal - Final Design

Melrose Drive Extension Project

Firm: *Nolte Vertical Five (Prime Consultant)*

Classification	Name	Hours	Rate	Total
Project Manager	Jack Abcarius & Jim Hettinger	733	\$ 215.00	\$ 157,595.00
Project Engineer	Mark Webb & Scott Berkebile	1182	\$ 169.00	\$ 199,758.00
Senior Engineer	Chris Krier & Justin Griffiths	611	\$ 135.00	\$ 82,485.00
Associate Engineer		612	\$ 120.00	\$ 73,440.00
Assistant Engineer		1248	\$ 105.00	\$ 131,040.00
CADD Tech III		2891	\$ 98.00	\$ 283,318.00
Survey Manager		32	\$ 175.00	\$ 5,600.00
2-Person Crew		117	\$ 205.00	\$ 23,985.00
Senior Surveyor		14	\$ 150.00	\$ 2,100.00
Prin. Geo. Engineer		10	\$ 180.00	\$ 1,800.00
Sr. Engr. Geologist		86	\$ 150.00	\$ 12,900.00
Staff Engr. Geologist		40	\$ 95.00	\$ 3,800.00
Project Admin.		24	\$ 90.00	\$ 2,160.00

Subtotal Labor: \$ 979,981.00

Total Labor and Overhead: \$ 979,981.00

Subconsultants

Helix Environmental Planning	\$ 181,610.00
Southern California Soil & Testing	\$ 39,890.00
Linscott Law & Greenspan	\$ 41,500.00
Total Subconsultants:	\$ 263,000.00

Direct Costs

	Quantity	Unit Cost	Total
Drilling Cost For Geotechnical Design Report	1	\$ 9,600	\$ 9,600.00
Traffic Control	1	\$ 1,000	\$ 1,000.00
Lab Testing	1	\$ 5,595	\$ 5,595.00
Travel/Mileage	1000	\$ 0.55	\$ 550.00
Inland Aerial	1	\$ 6,600	\$ 6,600.00
VA Study & Report	1	\$ 50,000	\$ 50,000.00
Exhibits + Boundary Surveys (Full Takes)	1	\$ 20,514	\$ 20,514.00
Plats & Legals + Boundary Surveys (Partial Takes)	1	\$ 19,748	\$ 19,748.00
Legal Descriptions for Temp. Construction Easements	1	\$ 22,430	\$ 22,430.00
Record of Surveys	1	\$ 9,485	\$ 9,485.00
Optional Tasks	1	\$ 51,663	\$ 51,663.00

Total Direct Costs: \$ 197,185.00

Fee (profit - included) \$ -

Total Cost \$ 1,440,166

Cost Proposal - Final Design

Melrose Drive Extension Project

Firm: Helix Environmental Planning

Labor

Classification	Name	Hours	Rate	Total
Task Manager		156	\$ 175.00	\$ 27,300.00
Sr. Reg. Specialist		262	\$ 175.00	\$ 45,850.00
Bio. Task Manager		77	\$ 160.00	\$ 12,320.00
Senior Scientist		46	\$ 125.00	\$ 5,750.00
Biologist V		34	\$ 100.00	\$ 3,400.00
Biologist III		225	\$ 85.00	\$ 19,125.00
Sr. Landsc. Architect		117	\$ 165.00	\$ 19,305.00
Assist Landsc Architect		134	\$ 80.00	\$ 10,720.00
Sr. Noise Specialist		37	\$ 165.00	\$ 6,105.00
Noise Specialist		66	\$ 80.00	\$ 5,280.00
Sr. GIS Specialist		2	\$ 120.00	\$ 240.00
GIS Specialist		105	\$ 85.00	\$ 8,925.00
CADD Specialist		124	\$ 75.00	\$ 9,300.00
Technical Editor		39	\$ 70.00	\$ 2,730.00
Word Processor		10	\$ 70.00	\$ 700.00
Clerical		22	\$ 55.00	\$ 1,210.00

Subtotal Labor: \$ 178,260.00

Total Labor and Overhead: \$ 178,260.00

Direct Costs

	Quantity	Unit Cost	Total
Expenses	1	\$ 3,350.00	\$ 3,350.00
Reproduction		\$ -	\$ -
Travel/Mileage		\$ -	\$ -
Photo Processing		\$ -	\$ -

Total Direct Costs: \$ 3,350.00

Fee (profit - included)

\$ -

Total Cost

\$ 181,610

Cost Proposal - Final Design

Melrose Drive Extension Project

Firm: *Southern California Soil & Testing*

Labor

Classification	Name	Hours	Rate	Total
Principal Engineer			\$ -	
Senior Engineer		34	\$ 135.00	\$ 4,590.00
Assist./Staff Engineer		56	\$ 95.00	\$ 5,320.00
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	

Subtotal Labor: \$ 9,910.00

Total Labor and Overhead: \$ 9,910.00

Direct Costs

	Quantity	Unit Cost	Total
Drilling Rig Rental / Traffic Control	1	\$ 25,000.00	\$ 25,000.00
Soil Laboratory Test (Sieve Analysis, Unconfined Comp. Strength, Direct Shear, Corrosivity)	1	\$ 4,480.00	\$ 4,480.00
SWPCP-Materials	1	\$ 500.00	\$ 500.00
Travel/Mileage		\$ -	\$ -

Total Direct Costs: \$ 29,980.00

Fee (profit - included)

\$ -

Total Cost

\$ 39,890

Person-Hour Worksheet

FIRM: **Noite Vertical Five (Prime Consultant)** SCOPE OF WORK: **Prime / Roadway & Bridge Design** DATE: **4/10/2012** REVISION:

PROJECT: **Melrose Drive Extension** MILESTONE/PHASE: **Final Design**

Task No.	TASK ACTIVITY	Classifications										Total Hours					
		Project Manager	Project Engineer	Senior Engineer	Associate Engineer	Assistant Engineer	CADD Tech III	Survey Manager	2-Person Crew	Senior Surveyor	Pln. Geo. Engineer		Sr. Engr. Geologist	Staff Engr. Geologist	Project Admn.		
	90% Submittal Preparation	4	2							12							18
	Revise H&H Calculations & Report		4	3						20							27
	Revise SWMP & Hydromodification Analysis		4							12							16
	Revise SWPPP		3							8							11
	Prepare NOI in SMARTS		3														3
	FINAL Submittal Preparation	2	4							12							18
	Assist City with NOI certification via SMARTS		3														3
5.0	70% Plans and Estimate																
5.01	Title Sheet		1							2	10						13
5.02	General Notes & References		1							2	10						13
5.03	Typical Sections (2 or 3 sheets)		2				4			24	48						78
5.04	Plan and Profile (7 to 10 sheets)		12				24			120	200						356
5.05	Grading Plan (2 sheets)		4				8			32	96						140
5.06	Storm Drain Profiles (2 sheets)		4				8			32	96						140
5.07	Curb Return Profiles		2				4			12	24						42
5.08	Culvert Profile		4				8			16							28
5.09	Culvert Details		2				4			12							18
5.10	Traffic Control Plans (4 sheets)		8				16										24
5.11	Construction Phasing Plans (6 sheets)		8				16			64	200						288
5.13	Signing and Striping Plans (4 sheets)		4														4
5.14	Retaining Wall Plan & Profile (7 sheets)		12	68			24				180						284
5.15	Soundwall Plan & Profile (10 sheets)		8	36			16				120						180
5.16	Water Pollution Control Legend & Notes		1							2	10						13
5.17	Water Pollution Control Plans (7 to 10 sheets)		8				16			36	120						180
5.18	Trail Plans & Sections (5 sheets)		8				16			36	100						160
5.19	Hydromodification / BMP Plans (3 sheets)		2				4			24	48						78

Person-Hour Worksheet

FIRM: **Noite Vertical Five (Prime Consultant)** SCOPE OF WORK: **Prime / Roadway & Bridge Design** DATE: **4/10/2012** REVISION:

PROJECT: **Melrose Drive Extension** MILESTONE/PHASE: **Final Design**

Task No.	TASK ACTIVITY	Classifications										Total Hours				
		Project Manager	Project Engineer	Senior Engineer	Associate Engineer	Assistant Engineer	CADD Tech III	Survey Manager	2-Person Crew	Senior Surveyor	Prin. Geo. Engineer		Sr. Engr. Geologist	Staff Engr. Geologist	Project Admin.	
	Prepare 4-scale Bridge Deck Contours			4			16									20
	Prepare RE Pending File	2		8												10
	Plot, Sign, and Submit Final Package	2	8				4								8	22
9.0	Project Management & QA/QC															
9.01	Kick-Off Meeting	2	2													4
9.02	Progress Meetings/Agendas (Assume 24)	48	48													96
9.03	Prepare Progress Reports	24														24
9.04	Prepare, Update, & Maintain Schedule	12														12
9.05	Coordinate & Direct Activities of Team	48														48
9.06	Monitor & Control Overall Budget	12														12
9.07	Prepare and Distribute Meeting Minutes	24														24
9.08	Review, Approve, & Submit Invoices	12														12
9.09	Maintain Project & Correspondence Files	120														120
9.10	QA/QC Entire Package	100	80													180
	Bidding Phase															
	Conduct the Pre-Bid Meeting	4														4
	Respond To Bidder Inquiries	4	12													16
	Analyze Bids	4														4
	Evaluate/Review Contractors' Qualifications	4														4
	Construction Phase															
	Attend Pre-Construction Meeting	4														4
	Respond To RFIs (Maximum of 20)	4	20	20												44
	Assist RE in Interpretation of Plans & Specs	4	16													20
	Prepare Contract Addenda	4	16				32									52
	Review & Approve Contractor Submittals	4	60	60												124
	Review CCO's / Make Recommendations	4	8													12
	Attend Site Meetings (Maximum of 4)	8	8													16
	Prepare As-Built Drawings	2	8	24			60									94
ALL	TOTALS	733	1182	611	612	1248	2891	32	117	14	10	86	40	24	7600	

Person-Hour Worksheet

FIRM:		SCOPE OF WORK: Subconsultant / Environmental										DATE: 4/10/2012		REVISION:				
PROJECT:		MILESTONE/PHASE:										Final Design		Total Hours				
Task No.	TASK ACTIVITY	Task Manager	Sr. Reg. Specialist	Blg. Task Manager	Senior Scientist	Biologist V	Biologist III	Sr. Landsc. Architect	Assist. Landsc.	Sr. Noise Specialist	Noise Specialist	Sr. GIS Specialist	GIS Specialist	CADD Specialist	Technical Editor	Word Processor	Clerical	
Preliminary Design Phase																		
1.1	VA Study and Report - Optional Task																	
1.2	Field Reconnaissance, Surveys & Design	4		8	20	34	77					1	8		6		1	159
1.3	Impact Assessment & Mitigation Determin.	2	12	12		20						1	16					63
1.4	Mitigation Plans	8		6		80	15	30					20	40	10	2	2	213
1.5	Report Preparation	4		3		24							8		8		1	48
Design & Constr. Documents Phase																		
1.0	Coordination																	
1.05	Weiland Permitting & Section 7 Consult.	8	250		26								30		13		4	331
2.0	Geotechnical Investigation & Report																	
3.0	Surveying & Mapping																	
4.0	Hydrology & Hydraulic Report																	
5.0	70% Plans and Estimate												14		38			
5.15	Soundwall Plan & Profile (3 sheets)	4																73
5.18	Trail Plans & Sections (5 sheets)	4						20	12					4	2	4		46
5.47	Planting Plans & Details (5 sheets)	2						30	60					80		4	2	178
6.0	Independent Structural Check																	
7.0	90% PS&E																	
	Update Improvement Plan Sheets	4											9				3	59
8.0	Final PS&E																	
9.0	Project Management & QA/QC																	
9.02	Progress Meetings/Agendas (Assume 24)	64		32				32					8					136
9.05	Coordinate & Direct Activities of Team	48															2	50
Bidding Phase																		
	Respond To Bidder Inquiries	2		8				8										44
Construction Phase																		
	Landscape & Mitigation Plan Support	2		8				12	12									56
ALL	TOTALS	156	262	77	46	34	225	117	134	37	66	2	105	124	39	10	22	1466

Person-Hour Worksheet

FIRM:		SCOPE OF WORK:		DATE:	REVISION:	
Southern California Soil & Testing		Subconsultant / Geotechnical		4/10/2012		
PROJECT:		MILESTONE/PHASE:				
Melrose Drive Extension		Final Design				
Task No.	TASK ACTIVITY	Principal Engineer	Senior Engineer	Assist./Staff Engineer	Classifications	Total Hours
	Preliminary Design Phase					
	Design & Constr. Documents Phase					
1.0	Coordination					
2.0	Geotechnical Investigation & Report					
	Perform Field Work			44		44
	Laboratory Testing					
	Analysis & Preliminary Report		22	12		34
	Final Structure Foundation Report		12			12
3.0	Surveying & Mapping					
4.0	Hydrology & Hydraulic Report					
5.0	70% Plans and Estimate					
6.0	Independent Structural Check					
7.0	90% PS&E					
8.0	Final PS&E					
9.0	Project Management & QA/QC					
	Bidding Phase					
	Construction Phase					
ALL	TOTALS		34	56		90

Person-Hour Worksheet

FIRM:		SCOPE OF WORK:					DATE:	REVISION:
Linscott, Law & Greenspan		Subconsultant / Traffic & Lighting					4/10/2012	
PROJECT:		Classifications						Final Design
Task No.	TASK ACTIVITY	Principal in Charge	TE III	Senior CAD	Engineering Tech		Total Hours	
	Preliminary Design Phase							
	Design & Constr. Documents Phase							
1.0	Coordination							
2.0	Geotechnical Investigation & Report							
3.0	Surveying & Mapping							
4.0	Hydrology & Hydraulic Report							
5.0	70% Plans and Estimate							
5.10	Traffic Control Plans (4 sheets)	4	14	34	17		69	
5.11	Street Lighting Plans	1	7	15	6		29	
5.12	Traffic Signal Plans	7	22	69	27		125	
5.13	Signing and Striping Plans (4 sheets)	2	6	22	4		34	
6.0	Independent Structural Check							
7.0	90% PS&E							
	Update Improvement Plan Sheets	7	21	60	22		110	
8.0	Final PS&E							
9.0	Project Management & QA/QC							
9.02	Progress Meetings/Agendas (Assume 24)	12					12	
	Bidding Phase							
	Construction Phase							
ALL	TOTALS	33	70	200	76		379	

Person-Hour Worksheet

FIRM:		SCOPE OF WORK:				DATE:	REVISION:	
Nolte Vertical Five		Plats & Legals + Boundary Surveys & Record of Surveys				5/15/2012		
PROJECT:		NV5 Classifications				MILESTONE/PHASE:		
Task No.	TASK ACTIVITY	Project Manager	Project Engineer	CADD Tech III	Survey Manager	Senior Surveyor	2 Person Crew	Total Hours
Optional Tasks								
1.0	Final Park Land Conversion Grading Plans							
	Real Property Evaluation for Park Land Swap							
2.0	Boundary Surveys & Exhibits (Full Take Parcels)							
	Research			3				3
	Record Calculations			8				8
	Field Survey						48	48
	Resolution				10			10
	Exhibits - Total of 14	2		42	6	15		65
3.0	Boundary Surveys, Plats & Legals (Partial Takes)							
	Research			2				2
	Record Calculations			6				6
	Field Survey						40	40
	Resolution				10			10
	Legal Descriptions - Total of 11	1		33	5	12		18
	Plats - Total of 11	1			5	12		51
4.0	Plats & Legals for Temp. Constr. Easements							
	Research			2				2
	Record Calculations			4				4
	Legal Descriptions - Total of 28	1	4	70	12	30		47
	Plats - Total of 28	1	4		12	30		117
5.0	Record of Surveys							
	Map Sheets - Total of 5			70	15			85
ALL	TOTALS	6	8	240	75	99	88	516

Cost/Parcel w/Surveys \$1,465.29
Cost/Parcel w/out Surveys \$762.43
\$29,514.00

Cost/Parcel w/Surveys \$1,410.57
Cost/Parcel w/out Surveys \$824.86
\$19,748.00

Cost/Parcel w/out Surveys \$801.07
\$22,430.00

\$9,485.00

\$51,663

Notes:

- Task 1.0 above has been deferred to a later date, after the 70% Milestone Submittal.
- We have identified 14 Partial Take Parcels, 3 of which can be combined with others for a total of 11: 159-112-29; 159-112-53; 159-112-35; 159-112-42 & 159-090-47; 159-090-52 & 159-090-53; 159-090-25; 159-080-27; 159-060-38; 159-210-34; 157-412-26.
- We have also identified a total of 28 Parcels that will require a Temporary Construction Easement: 159-401-09, 08, 07, 06, 04, 03, 02, 01; 159-400-07, 06, 05, 04, 03, 02, 01; 159-390-08, 09, 10, 11, 12, 23; 159-261-28, 27, 26, 25, 24, & 23.
- Boundary surveys will not be performed for Optional Task 4.0
- Plan checking and Recording Fees are assumed to be the City's responsibility.