

November 10, 2005

Honorable Mayor and Members of  
The Hermosa Beach City Council

Regular Meeting of  
November 22, 2005

**PROJECT NO. CIP 05-413 SEWER IMPROVEMENTS – TARGET AREAS 2-4  
PROFESSIONAL SERVICES AGREEMENT FOR DESIGN & ENGINEERING**

**Recommendation:**

It is recommended that the City Council:

1. Award Professional Services Agreement to MBF Consulting, Inc. to provide design and engineering services for CIP No. 05-413 in the amount of \$59,996;
2. Authorize the Mayor to execute and the City Clerk to attest the attached Professional Services Agreement subject to approval by the City Attorney; and
3. Authorize the Director of Public Works to make changes to the agreement up to \$6,000.

**Background:**

Project No. CIP 05-413 Sewer Improvements – Target Areas 2-4 is budgeted in this fiscal year for design and construction. In October 2003, Staff requested Statements of Qualifications (SOQ) from the attached list of consultants with fixed fees valid for 36 months. These SOQ's were evaluated by Staff to determine service specialties such as engineering design, construction management, inspection, geotechnical engineering, testing, and surveying. In an effort to save time and money associated with engaging design consultants for street improvement projects, Staff has selected MBF Consulting, Inc. from the list of consultants. Michael Fakhar, when employed by Berryman & Henigar, provided cost effective and timely design services for Project No. CIP 00-410 Target Area 1 Sewer and Street Improvements as well completing a sewer study for Target Areas 1-4 in 2001.

Staff has negotiated with MBF Consulting, Inc. for a design fee of \$59,996 for Project No. CIP 05-413 Sewer Improvements – Target Areas 2-4.

**Analysis:**

The Scope of Services consists of the following:

A. Preliminary Engineering

Research existing documents such as materials reports and recommendations, record drawings, surveys, and any other available information. Prepare a design report including the proposed treatment of the streets, preliminary quantities, estimate of cost, and a recommendation for project work, within the City's budget.

B. Design Phase

Review all field topographic and elevation control surveys and prepare detailed design plans using AutoCAD software. The plans will also include affected utilities, necessary grades, and base map of striping plans. Submit three sets of plans, technical provisions, cost estimate, copies of field data, worksheets, and utility notices to City for review.

C. Final Engineering

Perform final revisions to the plans and specifications and review them for constructability and quality control to ensure thoroughness and clarity for bidding, construction and inspection. Submit plans, specifications, and cost estimate to City ready for advertising. Submit digital copy of all project files such AutoCAD files, text files, and spreadsheets. Be available for pre-bid questions and attend the pre-construction meeting once a contractor is obtained. After construction, provide final AutoCAD and mylar as-builts, if the budget allows.

The complete Scope of Services can be found in Exhibit A of the attached Professional Services Agreement.

**Fiscal Impact:**

Funding is available in the project budget; therefore, there is no fiscal impact at this time.

- Attachments:
1. Project Location Map
  2. List of Consultants
  3. Sample Professional Services Agreement

Respectfully submitted,

Concur:

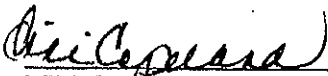


Tristan D. Malabanan, P.E.  
Associate Engineer

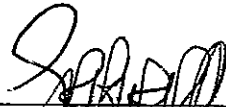
Richard D. Morgan, P.E.  
Director of Public Works/City Engineer

Noted for Fiscal Impact:

Concur:

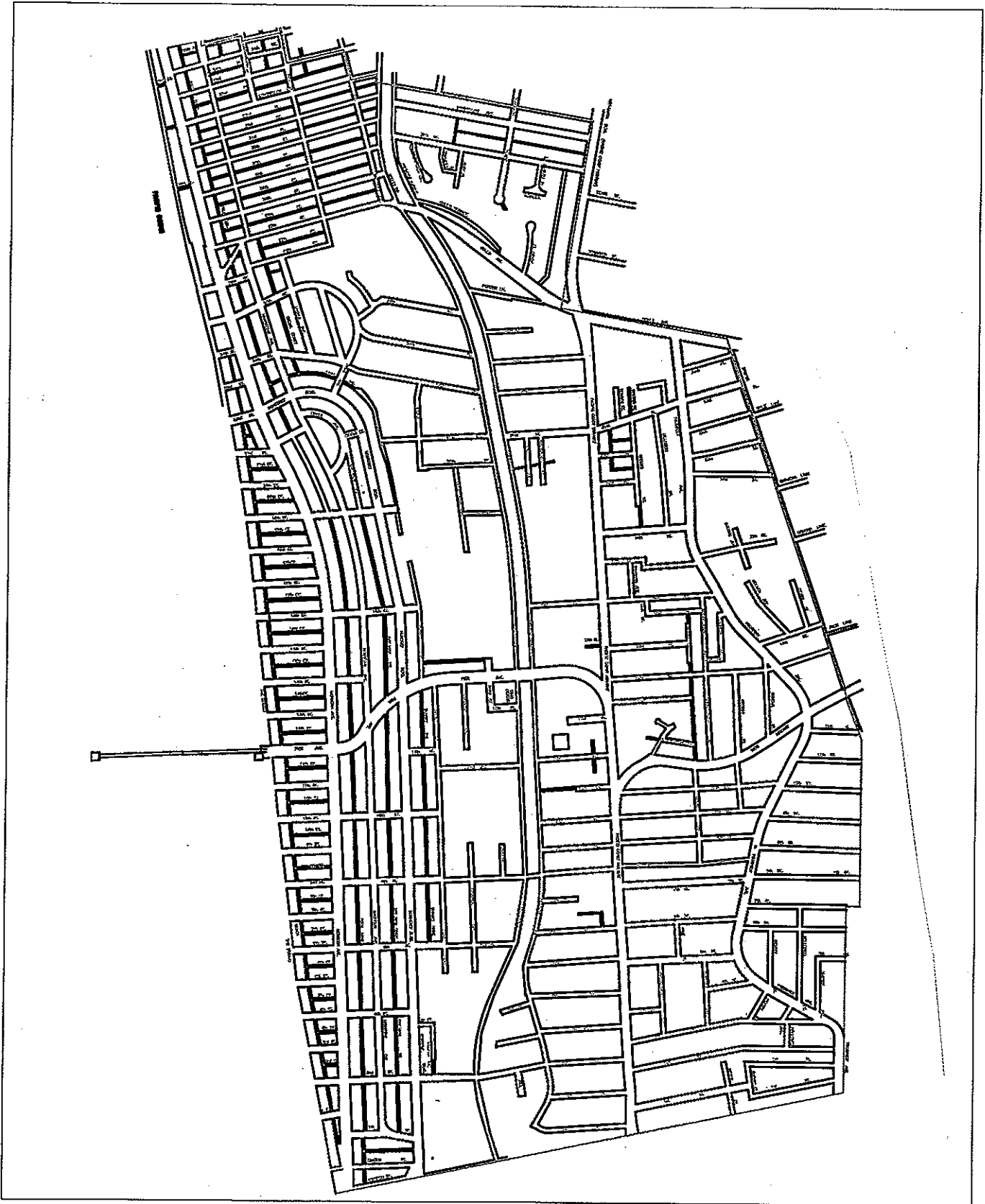


Viki Copeland  
Finance Director



Stephen R. Burrell  
City Manager

PROJECT LOCATION MAP



## LIST OF CONSULTANTS

### **AAE Inc.**

790 East Colorado Blvd., Suite 150  
Pasadena, CA 91101  
Tel (626) 657-6000

### **Associated Soils Engineering, Inc**

3320 Airport Way  
Long Beach, CA 90806  
Tel (562) 426-7990

### **Berryman & Henigar**

2001 East First Street  
Santa Ana, CA 92705-4020  
Tel (714) 568-7300

### **CBM Consulting, Inc.**

17601 South Denver Avenue  
Gardena, CA 90248  
Tel (310) 329-0102

### **Concept Marine Associates**

6700 East Pacific Coast Highway, Suite 201  
Long Beach, CA 90803  
Tel (562) 594-6974

### **DMR Team**

6133 Bristol Parkway, Suite 270  
Culver City, CA 90230  
Tel (310) 338-3440

### **DGA Consultants, Inc.**

2130 E. 4th Street, Suite 100  
Santa Ana, CA 92705  
Tel (714) 568-0200

### **David Momeni, PhD.**

3121 Colorado Avenue, Unit C  
Santa Monica, CA 90404  
Tel (310) 828-8080

### **Harris & Associates**

811 West 7th Street, Suite 310  
Los Angeles, CA 90017-3408  
Tel (213) 629-9565

### **Hy-Com & Associates, Inc.**

3723 Birch St, Suite 19  
Newport Beach, CA 92651  
Tel (949) 474-7344

### **JMC2**

2341 West 205th Street, Suite 103  
Torrance, CA 90501  
Tel (310) 320-8852

### **Kleinfelder, Inc.**

1370 Valley Vista, Suite 150  
Diamond Bar, CA 91765  
Tel (909) 396-0335

### **MTC Engineering Inc.**

5924 Temple City Blvd  
Temple City, CA 91780  
Tel (626) 287-6416

### **Quantum Consulting, Inc**

2720 Sepulveda Blvd, Suite 100  
Torrance, CA 90505  
Tel (310) 891-3994

### **Parsons**

Dupont Center  
2201 Dupont Drive, Suite 200  
Irvine, CA 92612  
Tel (949) 263-932

### **MBF Consulting, Inc.**

2231 Birchleaf  
Mission Viejo, CA 92692  
Tel (949) 340-6642

**PROFESSIONAL SERVICES AGREEMENT**

FOR

**PROJECT NO. CIP 05-413 SEWER IMPROVEMENTS – TARGET AREAS 2-4**

THIS AGREEMENT, made and entered into this 22<sup>ND</sup> day of November, 2005 at Hermosa Beach, County of Los Angeles, State of California, by and between the CITY OF HERMOSA BEACH, through its duly elected, qualified and acting MAYOR, hereinafter called the CITY, and MBF Consulting, Inc., hereinafter called the CONSULTANT.

WITNESSETH: That the CONSULTANT for and in consideration of the covenants, conditions, agreements, and stipulations of the CITY herein expressed, does hereby agree to furnish to the CITY professional services and materials, as follows:

**ARTICLE I - Scope of Work**

CONSULTANT shall perform all work necessary to complete in a manner satisfactory to CITY the services set forth in the plans and specifications or the scope of work attached as Exhibit A.

**ARTICLE II - Costs**

The CITY agrees to pay CONSULTANT for all the work or any part of the work performed under this Agreement at the rates and in the manner established in the attached Fee Schedule, Exhibit B.

Total expenditure made under this contract shall not exceed the sum of \$59,996. This fee includes all expenses, consisting of all incidental blueprinting, photography, travel, and miscellaneous costs, estimated to be accrued during the life of the contract. It also includes any escalation or inflation factors anticipated. No increase in fees will be allowed during the life of the contract.

Any increase in contract amount or scope shall be by express written amendment approved by the CITY and CONSULTANT.

The CONSULTANT will be reimbursed for costs incurred in the performance hereof as are allowable under the provisions of Part 1-14 of the Federal Procurement Regulations.

**ARTICLE III - Method of Payment**

CONSULTANT shall be reimbursed monthly in arrears based upon the hourly services provided. CONSULTANT shall submit invoices in triplicate and addressed to the CITY, c/o the Finance Department, 1315 Valley Drive, Hermosa Beach, CA 90254-3884.

**ARTICLE IV - Subcontracting**

CONSULTANT shall not be permitted to subcontract any portion of this contract without the express written consent of the CITY.

**ARTICLE V - Completion Date**

CONSULTANT shall commence work under this agreement upon execution of this agreement and shall complete the work according to the schedule submitted as part of Exhibit "A", however, the CITY's Director of Public Works may extend the completion date as required by the scope of this contract. Any contract time extension shall require the express written consent of the Director of Public Works.

**ARTICLE VI - Accounting Records**

CONSULTANT must maintain accounting records and other evidence pertaining to costs incurred which records and documents shall be kept available at the CONSULTANT's California office during the contract period and thereafter for three years from the date of final payment of Federal funds hereunder.

**ARTICLE VII - Ownership of Data**

All data, maps, photographs, and other material collected or prepared under the contract shall become the property of the CITY.

**ARTICLE VIII - Termination**

This contract may be terminated at any time for breach and the CITY may terminate unilaterally and without cause upon seven (7) days written notice to the CONSULTANT. All work satisfactorily performed pursuant to the contract and prior to the date of termination may be claimed for reimbursement.

**ARTICLE IX - Assignability**

CONSULTANT shall not assign or transfer interest in this contract without the prior written consent of the CITY.

**ARTICLE X - Amendment**

It is mutually understood and agreed that no alteration or variation of the terms of this contract, or any subcontract requiring the approval of the CITY, shall be valid unless made in writing, signed by the parties hereto, and approved by all necessary parties.

## **ARTICLE XI - Non-Solicitation Clause**

The CONSULTANT warrants that he or she has not employed or retained any company or persons, other than a bona fide employee working solely for the CONSULTANT, any fee, commission, percentage, brokerage fee, gifts, or any other consideration, contingent upon or resulting from the award or making of this contract. For breach or violation of this warranty, the CITY shall have the right to annul this contract without liability, or, in its discretion to deduct from the contract price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee.

## **ARTICLE XII - Equal Opportunity Assurance**

During the performance of this contract, the CONSULTANT agrees as follows:

A. The CONSULTANT will not discriminate against any employee or applicant for employment because of race, sex, creed, color or national origin. The CONSULTANT will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, sex, creed, color or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoffs or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The CONSULTANT agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.

B. The CONSULTANT will, in all solicitations or advertisements for employees placed by or on behalf of the CONSULTANT, state that all qualified applicants will receive consideration for employment without regard to race, sex, creed, color or national origin.

C. The CONSULTANT will permit access to their books, records and accounts by the applicant agency, the State, the Federal Highway Administration and/or the National Highway Traffic Safety Administration for purposes of investigation to ascertain compliance with this nondiscrimination clause.

D. In the event of the CONSULTANT's noncompliance with the nondiscrimination clauses of this contract, this contract may be canceled, terminated or suspended in whole or in part.

### **ARTICLE XIII - Clean Air Act**

During the performance of this Contract, the CONSULTANT agrees to comply with all applicable standards, orders, or regulations issued pursuant to the Clean Air Act of 1970 (42 U.S.C. 1857 et seq.) and the Federal Water Pollution Control Act (33 U.S.C. 1251 et seq.) as amended.

### **ARTICLE XIV - Indemnity**

CONSULTANT agrees to indemnify the CITY, its officers, employees and agents against, and will hold and save each of them harmless from, any and all actions, claims, damages to persons or property, penalties, obligations or liabilities that may be asserted or claimed by any person, firm, entity, corporation, political subdivision or other organization arising out of the negligent acts or intentional tortious acts, errors or omissions of CONSULTANT, its agents, employees, subcontractors, or invitees, provided for herein. CONSULTANT will defend any action or actions filed in connection with any of said claims, damages, penalties, obligations or liabilities and will pay all costs and expenses, including attorneys' fees incurred in connection herewith. CONSULTANT will promptly pay any judgment rendered against CITY, its officers, agents or employees for any such claims, damages, penalties, obligations or liabilities. In the event CITY, its officers, agents or employees is made a party to any action or proceeding filed or prosecuted against CONSULTANT for such damages or other claims arising out of or in connection with the sole negligence of CONSULTANT hereunder, CONSULTANT agrees to pay CITY, its officers, agents, or employees, any and all costs and expenses incurred by CITY, its officers, agents or employees in such action or proceeding, including but not limited to reasonable attorney's fees.

### **ARTICLE XV - Insurance**

A. Without limiting CONSULTANT'S obligations arising under ARTICLE XIV - Indemnity, CONSULTANT shall not begin work under this Agreement until it obtains policies of insurance required under this section. The insurance shall cover CONSULTANT, its agents, representatives and employees in connection with the performance of work under this Agreement, and shall be maintained throughout the term of this Agreement. Insurance coverage shall be as follows:

i. Automobile Liability Insurance with minimum coverages of \$500,000 for property damage, \$500,000 for injury to one person/single occurrence, and \$500,000 for injury to more than one person/single occurrence.

ii. Public Liability and Property Damage Insurance, insuring CITY its elected and appointed officers, agents, and employees from claims for damages for personal injury, including death, as well as from claims for property damage which may arise from CONSULTANT'S actions under this Agreement, whether or not done by CONSULTANT or anyone directly or indirectly employed by CONSULTANT. Such insurance shall have a combined single limit of not less than \$1,000,000.



iii. Worker's Compensation Insurance for all CONSULTANT'S employees to the extent required by the State of California.

B. Deductibility Limits for policies referred to in subparagraphs A (i) (ii) and (iii) shall not exceed \$5,000 per occurrence.

C. Additional Insured. City, its elected and appointed officers, agents, and employees shall be named as additional insureds on policies referred to in subparagraphs A (i) and (ii).

D. Primary Insurance. The insurance required in paragraphs A (i) (ii) and (iv) shall be primary and not excess coverage.

E. Evidence of Insurance. Consultant shall furnish CITY, prior to the execution of this Agreement, satisfactory evidence of the insurance required, issued by an insurer authorized to do business in California, and an endorsement to each such policy of insurance evidencing that each carrier is required to give CITY at least 30 days prior written notice of the cancellation of any policy during the effective period of the Agreement. All required insurance policies are subject to approval of the City Attorney. Failure on the part of CONSULTANT to procure or maintain said insurance in full force and effect shall constitute a material breach of this Agreement or procure or renew such insurance, and pay any premiums therefor at CONSULTANT'S expense.

#### **ARTICLE XVI - Enforcement of Agreement**

In the event that legal action is commenced to enforce or declare the rights created under this Agreement, the prevailing party shall be entitled to an award of costs and reasonable attorney's fees in the amount to be determined by the court.

#### **ARTICLE XVII - Conflicts of Interest**

No member of the governing body of the CITY and no other officer, employee, or agent of the CITY who exercises any functions or responsibilities in connection with the planning and carrying out of the program, shall have any personal financial interest, direct or indirect, in this Agreement; and the CONSULTANT further covenants that in the performance of this Agreement, no person having any such interest shall be employed.

#### **ARTICLE XVIII - Independent CONSULTANT**

The CONSULTANT is and shall at all times remain as to the CITY a wholly independent consultant. Neither the CITY nor any of its agents shall have control over the conduct of the CONSULTANT or any of the CONSULTANT'S employees, except as herein set forth. The CONSULTANT shall not at any time or in any manner represent that it or any of its agents or employees are in any manner agents or employees of the CITY.

**ARTICLE XIX - Entire Agreement of the Parties**

This Agreement supersedes any and all other agreements, either oral or in writing, between the parties hereto with respect to the employment of CONSULTANT by CITY and contains all the covenants and agreements between the parties with respect such employment in any manner whatsoever. Each party to this Agreement acknowledges that no representations, inducements, promises or agreements, orally or otherwise, have been made by any party, or anyone acting on behalf of any party, which are not embodied herein, and that no other agreement or amendment hereto shall be effective unless executed in writing and signed by both CITY and CONSULTANT.

**ARTICLE XX - Governing Law**

This Agreement shall be governed by and construed in accordance with the laws of the State of California, and all applicable federal statutes and regulations as amended.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date and year first above written.

CITY OF HERMOSA BEACH

CONSULTANT

MAYOR:

\_\_\_\_\_  
Mayor, City of Hermosa Beach

\_\_\_\_\_  
MBF Consulting, Inc.

ATTEST:

\_\_\_\_\_  
Elaine Doerfling, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney

**Scope of Services:**

PHASE I - PRELIMINARY DESIGN		
TASK NO.	TASK DESCRIPTION	DELIVERABLES
1.1	Kick-Off Meeting	
	<p>Upon receipt of Notice to Proceed, <i>Berryman &amp; Henigar</i> will schedule a kick-off meeting with the City staff to accomplish the following objectives:</p> <ul style="list-style-type: none"> <li>• Establish clear lines of communication with City and project team</li> <li>• Discuss major features and special requirements</li> <li>• Obtain pertinent information from the City</li> <li>• Review and coordinate pending projects that may have a bearing on the alignment and/or phasing of the proposed sewers and streets</li> <li>• Discuss project design schedule and milestone dates, and adjust schedule as deemed necessary</li> </ul>	<ul style="list-style-type: none"> <li>• Meeting agenda</li> <li>• Meeting minutes</li> <li>• Project schedule</li> </ul>
1.2	Research and Data Collection	
	<ul style="list-style-type: none"> <li>• Obtain existing improvements plans, utility maps and study reports for the project area.</li> <li>• Work in cooperation with the City of Hermosa Beach, Los Angeles County, utility companies and other affected governing agencies to collect records, improvement drawings and private utility plans</li> <li>• Contact Underground Service Alert for a listing of member utility companies with utilities located within the project area and submit written requests to affected utility companies requesting to obtain existing and proposed plans for evaluation of their impact on the proposed project.</li> <li>• Gather existing horizontal and vertical control necessary to establish control for the basis of topographic surveying.</li> </ul>	<ul style="list-style-type: none"> <li>• Utility company correspondence</li> <li>• Copies of all franchise utility facilities mapping</li> <li>• Right-of-way maps, parcel maps and county assessors maps</li> </ul>
1.3	Surveying & Mapping	
	<ul style="list-style-type: none"> <li>▪ Establish horizontal and vertical control, and locate all existing pertinent surface features and surface indications of underground utilities not shown on the aerial topographic map provided by the City.</li> <li>▪ Perform design survey as necessary for the streets to be reconstructed and to construct curb ramps where required and to include survey of accessible underground facilities for invert elevations, etc.</li> <li>▪ Develop 40-scale base-sheets using AutoCAD Release 2000 showing existing utility information, field surveys, aerial topography, surface features and culture, record centerlines, right-</li> </ul>	<ul style="list-style-type: none"> <li>▪ Copies of all field notes and survey data</li> </ul>

	<p>of-way, easements and property lines.</p> <ul style="list-style-type: none"> <li>▪ Perform job walk to identify conflicts and inconsistencies.</li> </ul>	
1.4	<b>Preliminary Improvement Plans</b>	
	<ul style="list-style-type: none"> <li>▪ Develop preliminary design drawings on plan and profile sheets at 1"=40' (horizontal) and 1"=4' (vertical) for the sewer system and appurtenances and at 1"=20' (horizontal) for street rehabilitation. Plans for sewer rehabilitation will include pipe horizontal and vertical location, laterals and lateral stubs, and all other pertinent information required to construct the facility. Plans for street rehabilitation will include street cross section, limits of removal/resurfacing, proposed pavement structural section, and all other pertinent information required to rehabilitate/reconstruct streets..</li> <li>▪ Any utility relocations required by the project that are determined to be the responsibility of the City, shall be designed and included in the preliminary plan set.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Three sets of preliminary improvement plans</li> </ul>
1.5	<b>Utility Company and Other Agency Coordination</b>	
	<ul style="list-style-type: none"> <li>• Submit preliminary plans to affected governing agencies and utility companies to coordinate connections to regional facilities, relocation of existing (conflicting) and location of new facilities.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Copies of transmittal letters</li> <li>▪ Review comments</li> </ul>
1.6	<b>Specifications and Estimate</b>	
	<ul style="list-style-type: none"> <li>• Prepare preliminary contract documents, specifications, and special provisions.</li> <li>• Prepare a preliminary engineer's cost estimate of construction costs.</li> </ul>	<ul style="list-style-type: none"> <li>• Preliminary specifications and estimate</li> </ul>
1.7	<b>Geotechnical Evaluation (optional)</b>	
	<ul style="list-style-type: none"> <li>• The 1998 Pavement Management Report will be used as the bases for rehabilitation of street for this project. If required, MBF Consulting will assist in acquiring new geotechnical information in areas where sewer and or street is to be reconstructed.</li> </ul>	<ul style="list-style-type: none"> <li>• Geotechnical Report</li> </ul>

**PHASE 2 – FINAL PLANS, SPECIFICATIONS, AND ESTIMATE**

TASK NO.	TASK DESCRIPTION	DELIVERABLES
2.1	Final Sewer and Street Improvement Plans	
	<ul style="list-style-type: none"> <li>• Following City and other agency review of preliminary plans, prepare final plan and profile for new sewers for the selected alignment.</li> <li>• Prepare final plans for sewer segments to be rehabilitated.</li> <li>• Prepare final plans for streets to be rehabilitated.</li> <li>• Submit original plan set on Mylar (reproducible) signed and sealed by RCE), along with electronic submittal of the same.</li> </ul>	<ul style="list-style-type: none"> <li>• Final improvement plans (hardcopy)</li> </ul> <p>Plans will include:</p> <ul style="list-style-type: none"> <li>• Title, typical sections, and notes</li> <li>• Sewer improvement plans and profile</li> <li>• Manhole layout and detail sheets</li> <li>• Street improvement plans</li> <li>• Typical and special details</li> </ul>
2.2	Utility Company and Other Agency Coordination	
	<ul style="list-style-type: none"> <li>• Submit the final plans to the all affected utility companies.</li> <li>• Coordinate with utility companies to coordinate relocations (if required).</li> </ul>	<ul style="list-style-type: none"> <li>• Copies of transmittal letters</li> </ul>
2.3	Specifications and Estimate	
	<ul style="list-style-type: none"> <li>• Prepare specifications and special provisions.</li> <li>• Prepare a final engineer's cost estimate of construction costs.</li> <li>• Provide electronic of final specifications and estimate as well as reproducible original (signed and sealed by registered civil engineer).</li> <li>• The City will provide one boilerplate copy in digital format of the City Standard Contract document for inclusion of the specifications.</li> <li>• Provide bid item schedule. Bid item numbers will match numbering system for engineer's opinion of probable cost (cost estimate).</li> <li>• Provide independent check of individual quantities. Check to be done in house by quality control engineer selected for this project.</li> <li>• Prepare unit cost justification for all items of work based on historical bid data and contractor input.</li> <li>• Prepare the engineer's opinion of probable construction cost based on the quantities and unit cost justification.</li> </ul>	<ul style="list-style-type: none"> <li>• Final specifications, special provisions &amp; estimate</li> <li>• Quantity calculations</li> <li>• Electronic files in City specified format on CD-ROM</li> </ul>

**PHASE 3 – ASSISTANCE DURING CONTRACT AWARD**

TASK NO.	TASK DESCRIPTION	DELIVERABLES
3.1	<b>Assistance During Contract Award</b>	
	<ul style="list-style-type: none"> <li>• Provide assistance in answering questions from bidders, advising city staff, and providing recommendations and general assistance throughout the bidding process.</li> <li>• Advise City staff and prepare any addendums, if appropriate. Assist City staff with tabulation of bid results, review of bids, investigation of contractors previous work and recommendations of award to lowest responsible contractor.</li> </ul>	<ul style="list-style-type: none"> <li>• Written responses to inquiries and addenda</li> </ul>

**PHASE 4 – CONSTRUCTION ASSISTANCE (OPTIONAL)**

TASK NO.	TASK DESCRIPTION	DELIVERABLES
4.1	<b>Construction Assistance</b>	
	<ul style="list-style-type: none"> <li>• Attend pre-construction meeting to answer questions regarding the plan set and specification package.</li> <li>• Attend the pre-construction conference (pre-construction meeting)</li> <li>• Review and approve contractor shop drawings</li> <li>• Review and approve contract change orders</li> <li>• Prepare design modifications as required (time and materials)</li> <li>• Respond to contractor requests for information/clarifications (RFI/RFCs)</li> </ul> <p><b>Note: Construction Assistance work is not included in the fee proposal and can be provided on a time and material basis if required.</b></p>	<ul style="list-style-type: none"> <li>• Written response to shop drawings</li> <li>• Written response to change order requests</li> <li>• Design Modifications</li> <li>• RFI/RFCs</li> </ul>

City of Hermosa Beach  
Sewer and Street Repair and Rehabilitation Design  
Target Areas 2,3,4

TASK #	Description	Work Hours By Classification										Fees						
		Project Mgr.	Project Eng.	Design Eng.	CADD Drafter	Clerical	TOTAL	Labor	SUB	Material	TOTAL COST							
	<b>PHASE 1-PRELIMINARY DESIGN</b>																	
		\$158	\$120	\$81	\$74	\$55												
1.1	Kick-Off Meeting	6				4		10		\$1,168			\$40	\$1,208				
1.2	Research and Data Collection	6	16	20		8		50		\$4,928			\$240	\$5,168				
1.3	Surveying & Mapping	8	16	2	16	2		44		\$4,640	\$7,700		\$200	\$12,540				
1.4	Preliminary Improvement Plans	16	32	16	40	4		108		\$10,844			\$250	\$11,094				
1.5	Utility Company and Other Agency Coordination	4	8	4		4		20		\$2,136			\$30	\$2,166				
1.6	Specifications and Estimates	8	10	4		10		32		\$3,338			\$60	\$3,398				
1.7	Geotechnical Evaluation (optional)							0		\$0				\$0				
	<b>PHASE 2-FINAL PS&amp;E</b>																	
2.1	Final Sewer and Street Improvement Plans	32	40	20	64			156		\$16,212			\$460	\$16,672				
2.2	Utility Company and Other Agency Coordination	6	12	4		2		24		\$2,822			\$40	\$2,862				
2.3	Specifications and Estimates	16	12			12		40		\$4,628			\$260	\$4,888				
	<b>PHASE 3- CONSTRUCTION</b>																	
3.1	Assistance During Contract Award	0	0	0	0	0		0		\$0			\$0	\$0				
4.1	Construction Assistance	0	0	0	0	0		0		\$0			\$0	\$0				
	<b>TOTALS</b>	102	146	70	120	46		484		\$50,716			\$1,580	\$59,996				