

AGREEMENT BETWEEN THE COUNTY OF SAN MATEO AND QUINCY ENGINEERING, INC.

This Agreement is entered into this _____ day of _____, 20____, by and between the County of San Mateo, a political subdivision of the state of California, hereinafter called "County," and Quincy Engineering, Inc., hereinafter called "Contractor."

* * *

Whereas, pursuant to Section 31000 of the California Government Code, County may contract with independent contractors for the furnishing of such services to or for County or any Department thereof; and

Whereas, it is necessary and desirable that Contractor be retained for the purpose of providing engineering and other related professional and technical services required for the delivery of various types of capital improvement projects.

Now, therefore, it is agreed by the parties to this Agreement as follows:

1. Exhibits and Attachments

The following exhibits and attachments are attached to this Agreement and incorporated into this Agreement by this reference:

Exhibit A—Services
Exhibit B—Payments and Rates
Attachment I—§ 504 Compliance
Attachment IP – Intellectual Property

2. Services to be performed by Contractor

In consideration of the payments set forth in this Agreement and in Exhibit B, Contractor shall perform services for County in accordance with the terms, conditions, and specifications set forth in this Agreement and in Exhibit A.

3. Payments

In consideration of the services provided by Contractor in accordance with all terms, conditions, and specifications set forth in this Agreement and in Exhibit A, County shall make payment to Contractor based on the rates and in the manner specified in Exhibit B. County reserves the right to withhold payment if County determines that the quantity or quality of the work performed is unacceptable. In no event shall County's total fiscal obligation under this Agreement exceed Five Hundred Twelve Thousand Six Hundred Fifty Six and ^{no}/₁₀₀ Dollars (\$512,656). In the event that the County makes any advance payments, Contractor agrees to refund any amounts in excess of the amount owed by the County at the time of contract termination or expiration.

4. Term

Subject to compliance with all terms and conditions, the term of this Agreement shall be from June 28, 2016, through June 27, 2019.

5. Termination; Availability of Funds

This Agreement may be terminated by Contractor or by the Director of Public Works (Director) or her designee at any time without a requirement of good cause upon thirty (30) days' advance written notice to the other party. Subject to availability of funding, Contractor shall be entitled to receive payment for work/services provided prior to termination of the Agreement. Such payment shall be that prorated portion of the full payment determined by comparing the work/services actually completed to the work/services required by the Agreement.

County may terminate this Agreement or a portion of the services referenced in the Attachments and Exhibits based upon the unavailability of Federal, State, or County funds by providing written notice to Contractor as soon as is reasonably possible after County learns of said unavailability of outside funding.

6. Contract Materials

At the end of this Agreement, or in the event of termination, all finished or unfinished documents, data, studies, maps, photographs, reports, and other written materials (collectively referred to as "contract materials") prepared by Contractor under this Agreement shall become the property of County and shall be promptly delivered to County. Upon termination, Contractor may make and retain a copy of such contract materials if permitted by law.

7. Relationship of Parties

Contractor agrees and understands that the work/services performed under this Agreement are performed as an independent contractor and not as an employee of County and that neither Contractor nor its employees acquire any of the rights, privileges, powers, or advantages of County employees.

8. Hold Harmless

a. General Hold Harmless

Contractor shall indemnify and save harmless the County, its officers, agents, employees and servants from all claims, suits, or actions of every name, kind, and description, brought for or on account of:

- (A) injuries to or death of any person, including Contractor, or
- (B) damage to any property of any kind whatsoever and to whomsoever belonging, or
- (C) any other loss or cost arising out of, pertaining to, or relating to the negligence, recklessness, or willful misconduct of the Contractor in the performance of any work of Contractor, or payments made, pursuant to this Agreement.

The duty of Contractor to indemnify and save harmless set forth in this Section of the Agreement includes the duty to defend as set forth in section 2778 of the California Civil Code, provided however that, as set forth in section 2782.8(a) of the California Civil Code, Contractor's duty to defend shall be limited to claims that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Contractor in the performance of any work of Contractor, or payments made, pursuant to this Agreement.

b. Intellectual Property Indemnification

Contractor hereby certifies that it owns, controls, or licenses and retains all right, title, and interest in and to any intellectual property it uses in relation to this Agreement, including the design, look, feel, features, source code, content, and other technology relating to any part of the services it provides under this Agreement and including all related patents, inventions, trademarks, and copyrights, all applications therefor, and all trade names, service marks, know how, and trade secrets (collectively referred to as "IP Rights") except as otherwise noted by this Agreement. Contractor warrants that the services it provides under this Agreement do not infringe, violate, trespass, or constitute the unauthorized use or misappropriation of any IP Rights of any third party. Contractor shall defend, indemnify, and hold harmless County from and against all liabilities, costs, damages, losses, and expenses (including reasonable attorney fees) arising out of or related to any claim by a third party that the services provided under this Agreement infringe or violate any third-party's IP Rights provided any such right is enforceable in the United States. Contractor's duty to defend, indemnify, and hold harmless under this Section applies only provided that: (a) County notifies Contractor promptly in writing of any notice of any such third-party claim; (b) County cooperates with Contractor, at Contractor's expense, in all reasonable respects in connection with the investigation and defense of any such third-party claim; (c) Contractor retains sole control of the defense of any action on any such claim and all negotiations for its settlement or compromise (provided Contractor shall not have the right to settle any criminal action, suit, or proceeding without County's prior written consent, not to be unreasonably withheld, and provided further that any settlement permitted under this Section shall not impose any financial or other obligation on County, impair any right of County, or contain any stipulation, admission, or acknowledgement of wrongdoing on the part of County without County's prior written consent, not to be unreasonably withheld); and (d) should services under this Agreement become, or in Contractor's opinion be likely to become, the subject of such a claim, or in the event such a third party claim or threatened claim causes County's reasonable use of the services under this Agreement to be seriously endangered or disrupted, Contractor shall, at Contractor's option and expense, either: (i) procure for County the right to continue using the services without infringement or (ii) replace or modify the services so that they become non-infringing but remain functionally equivalent.

Notwithstanding anything in this Section to the contrary, Contractor will have no obligation or liability to County under this Section to the extent any otherwise covered claim is based upon: (a) any aspects of the services under this Agreement which have been modified by or for County (other than modification performed by, or at the direction of, Contractor) in such a way as to cause the alleged infringement at issue; and/or (b) any aspects of the services under this Agreement which have been used by County in a manner prohibited by this Agreement.

The duty of Contractor to indemnify and save harmless as set forth by this Section shall include the duty to defend as set forth in Section 2778 of the California Civil Code.

9. Assignability and Subcontracting

Contractor shall not assign this Agreement or any portion of it to a third party or subcontract with a third party to provide services required by Contractor under this Agreement without the prior written consent of County. Any such assignment or subcontract without County's prior written consent shall give County the right to automatically and immediately terminate this Agreement without penalty or advance notice.

10. Insurance

a. General Requirements

Contractor shall not commence work or be required to commence work under this Agreement unless and until all insurance required under this Section has been obtained and such insurance has been approved by County's Risk Management, and Contractor shall use diligence to obtain such insurance and to obtain such approval. Contractor shall furnish County with certificates of insurance evidencing the required coverage, and there shall be a specific contractual liability endorsement extending Contractor's coverage to include the contractual liability assumed by Contractor pursuant to this Agreement. These certificates shall specify or be endorsed to provide that thirty (30) days' notice must be given, in writing, to County of any pending change in the limits of liability or of any cancellation or modification of the policy.

b. Workers' Compensation and Employer's Liability Insurance

Contractor shall have in effect during the entire term of this Agreement workers' compensation and employer's liability insurance providing full statutory coverage. In signing this Agreement, Contractor certifies, as required by Section 1861 of the California Labor Code, that (a) it is aware of the provisions of Section 3700 of the California 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 the Labor Code, and (b) it will comply with such provisions before commencing the performance of work under this Agreement.

c. Liability Insurance

Contractor shall take out and maintain during the term of this Agreement such bodily injury liability and property damage liability insurance as shall protect Contractor and all of its employees/officers/agents while performing work covered by this Agreement from any and all claims for damages for bodily injury, including accidental death, as well as any and all claims for property damage which may arise from Contractor's operations under this Agreement, whether such operations be by Contractor, any subcontractor, anyone directly or indirectly employed by either of them, or an agent of either of them. Such insurance shall be combined single limit bodily injury and property damage for each occurrence and shall not be less than the amounts specified below:

☒ Comprehensive General Liability... \$1,000,000

(Applies to all agreements)

☒ Motor Vehicle Liability Insurance... \$1,000,000

(To be checked if motor vehicle used in performing services)

☒ Professional Liability..... \$1,000,000

(To be checked if Contractor is a licensed professional)

County and its officers, agents, employees, and servants shall be named as additional insured on any such policies of insurance, which shall also contain a provision that (a) the insurance afforded thereby to County and its officers, agents, employees, and servants shall be primary insurance to the full limits of liability of the policy and (b) if the County or its officers, agents, employees, and servants have other insurance against the loss covered by such a policy, such other insurance shall be excess insurance only.

In the event of the breach of any provision of this Section, or in the event any notice is received which indicates any required insurance coverage will be diminished or canceled, County, at its option, may,

notwithstanding any other provision of this Agreement to the contrary, immediately declare a material breach of this Agreement and suspend all further work and payment pursuant to this Agreement.

11. Compliance With Laws

All services to be performed by Contractor pursuant to this Agreement shall be performed in accordance with all applicable Federal, State, County, and municipal laws, ordinances, and regulations, including but not limited to the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and the Federal Regulations promulgated thereunder, as amended (if applicable), the Business Associate requirements set forth in Attachment H (if attached), the Americans with Disabilities Act of 1990, as amended, and Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination on the basis of disability in programs and activities receiving any Federal or County financial assistance. Such services shall also be performed in accordance with all applicable ordinances and regulations, including but not limited to appropriate licensure, certification regulations, provisions pertaining to confidentiality of records, and applicable quality assurance regulations. In the event of a conflict between the terms of this Agreement and any applicable State, Federal, County, or municipal law or regulation, the requirements of the applicable law or regulation will take precedence over the requirements set forth in this Agreement.

Contractor will timely and accurately complete, sign, and submit all necessary documentation of compliance.

12. Non-Discrimination and Other Requirements

a. General Non-discrimination

No person shall be denied any services provided pursuant to this Agreement (except as limited by the scope of services) on the grounds of race, color, national origin, ancestry, age, disability (physical or mental), sex, sexual orientation, gender identity, marital or domestic partner status, religion, political beliefs or affiliation, familial or parental status (including pregnancy), medical condition (cancer-related), military service, or genetic information.

b. Equal Employment Opportunity

Contractor shall ensure equal employment opportunity based on objective standards of recruitment, classification, selection, promotion, compensation, performance evaluation, and management relations for all employees under this Agreement. Contractor's equal employment policies shall be made available to County upon request.

c. Section 504 of the Rehabilitation Act of 1973

Contractor shall comply with Section 504 of the Rehabilitation Act of 1973, as amended, which provides that no otherwise qualified individual with a disability shall, solely by reason of a disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination in the performance of any services this Agreement. This Section applies only to contractors who are providing services to members of the public under this Agreement.

d. Compliance with County's Equal Benefits Ordinance

With respect to the provision of benefits to its employees, Contractor shall comply with Chapter 2.84 of the County Ordinance Code, which prohibits contractors from discriminating in the provision of employee

benefits between an employee with a domestic partner and an employee with a spouse. In order to meet the requirements of Chapter 2.84, Contractor must certify which of the following statements is/are accurate:

- ☒ Contractor complies with Chapter 2.84 by offering the same benefits to its employees with spouses and its employees with domestic partners.
- ☐ Contractor complies with Chapter 2.84 by offering, in the case where the same benefits are not offered to its employees with spouses and its employees with domestic partners, a cash payment to an employee with a domestic partner that is equal to Contractor's cost of providing the benefit to an employee with a spouse.
- ☐ Contractor is exempt from having to comply with Chapter 2.84 because it has no employees or does not provide benefits to employees' spouses.
- ☐ Contractor does not comply with Chapter 2.84, and a waiver must be sought.

e. Discrimination Against Individuals with Disabilities

The nondiscrimination requirements of 41 C.F.R. 60-741.5(a) are incorporated into this Agreement as if fully set forth here, and Contractor and any subcontractor shall abide by the requirements of 41 C.F.R. 60-741.5(a). This regulation prohibits discrimination against qualified individuals on the basis of disability and requires affirmative action by covered prime contractors and subcontractors to employ and advance in employment qualified individuals with disabilities.

f. History of Discrimination

Contractor must check one of the two following options, and by executing this Agreement, Contractor certifies that the option selected is accurate:

- ☒ No finding of discrimination has been issued in the past 365 days against Contractor by the Equal Employment Opportunity Commission, Fair Employment and Housing Commission, or any other investigative entity.
- ☐ Finding(s) of discrimination have been issued against Contractor within the past 365 days by the Equal Employment Opportunity Commission, Fair Employment and Housing Commission, or other investigative entity. If this box is checked, Contractor shall provide County with a written explanation of the outcome(s) or remedy for the discrimination.

g. Reporting; Violation of Non-discrimination Provisions

Contractor shall report to the County Manager the filing in any court or with any administrative agency of any complaint or allegation of discrimination on any of the bases prohibited by this Section of the Agreement or Section 11, above. Such duty shall include reporting of the filing of any and all charges with the Equal Employment Opportunity Commission, the Fair Employment and Housing Commission, or any other entity charged with the investigation or adjudication of allegations covered by this subsection within 30 days of such filing, provided that within such 30 days such entity has not notified Contractor that such charges are dismissed or otherwise unfounded. Such notification shall include a general description of the circumstances involved and a general description of the kind of discrimination alleged (for example, gender-, sexual orientation-, religion-, or race-based discrimination).

Violation of the non-discrimination provisions of this Agreement shall be considered a breach of this Agreement and subject the Contractor to penalties, to be determined by the County Manager, including but not limited to the following:

- i. termination of this Agreement;
- ii. disqualification of the Contractor from being considered for or being awarded a County contract for a period of up to 3 years;
- iii. liquidated damages of \$2,500 per violation; and/or
- iv. imposition of other appropriate contractual and civil remedies and sanctions, as determined by the County Manager.

To effectuate the provisions of this Section, the County Manager shall have the authority to offset all or any portion of the amount described in this Section against amounts due to Contractor under this Agreement or any other agreement between Contractor and County.

13. Compliance with County Employee Jury Service Ordinance

Contractor shall comply with Chapter 2.85 of the County's Ordinance Code, which states that Contractor shall have and adhere to a written policy providing that its employees, to the extent they are full-time employees and live in San Mateo County, shall receive from the Contractor, on an annual basis, no fewer than five days of regular pay for jury service in San Mateo County, with jury pay being provided only for each day of actual jury service. The policy may provide that such employees deposit any fees received for such jury service with Contractor or that the Contractor may deduct from an employee's regular pay the fees received for jury service in San Mateo County. By signing this Agreement, Contractor certifies that it has and adheres to a policy consistent with Chapter 2.85. For purposes of this Section, if Contractor has no employees in San Mateo County, it is sufficient for Contractor to provide the following written statement to County: "For purposes of San Mateo County's jury service ordinance, Contractor certifies that it has no full-time employees who live in San Mateo County. To the extent that it hires any such employees during the term of its Agreement with San Mateo County, Contractor shall adopt a policy that complies with Chapter 2.85 of the County's Ordinance Code." The requirements of Chapter 2.85 do not apply if this Agreement's total value listed Section 3, above, is less than one-hundred thousand dollars (\$100,000), but Contractor acknowledges that Chapter 2.85's requirements will apply if this Agreement is amended such that its total value meets or exceeds that threshold amount.

14. Retention of Records; Right to Monitor and Audit

(a) Contractor shall maintain all required records relating to services provided under this Agreement for three (3) years after County makes final payment and all other pending matters are closed, and Contractor shall be subject to the examination and/or audit by County, a Federal grantor agency, and the State of California.

(b) Contractor shall comply with all program and fiscal reporting requirements set forth by applicable Federal, State, and local agencies and as required by County.

(c) Contractor agrees upon reasonable notice to provide to County, to any Federal or State department having monitoring or review authority, to County's authorized representative, and/or to any of their respective audit agencies access to and the right to examine all records and documents necessary to determine compliance with relevant Federal, State, and local statutes, rules, and regulations, to

determine compliance with this Agreement, and to evaluate the quality, appropriateness, and timeliness of services performed.

15. Merger Clause; Amendments

This Agreement, including the Exhibits and Attachments attached to this Agreement and incorporated by reference, constitutes the sole Agreement of the parties to this Agreement and correctly states the rights, duties, and obligations of each party as of this document's date. In the event that any term, condition, provision, requirement, or specification set forth in the body of this Agreement conflicts with or is inconsistent with any term, condition, provision, requirement, or specification in any Exhibit and/or Attachment to this Agreement, the provisions of the body of the Agreement shall prevail. Any prior agreement, promises, negotiations, or representations between the parties not expressly stated in this document are not binding. All subsequent modifications or amendments shall be in writing and signed by the parties.

16. Controlling Law; Venue

The validity of this Agreement and of its terms, the rights and duties of the parties under this Agreement, the interpretation of this Agreement, the performance of this Agreement, and any other dispute of any nature arising out of this Agreement shall be governed by the laws of the State of California without regard to its choice of law or conflict of law rules. Any dispute arising out of this Agreement shall be venued either in the San Mateo County Superior Court or in the United States District Court for the Northern District of California.

17. Notices

Any notice, request, demand, or other communication required or permitted under this Agreement shall be deemed to be properly given when both: (1) transmitted via facsimile to the telephone number listed below or transmitted via email to the email address listed below; and (2) sent to the physical address listed below by either being deposited in the United States mail, postage prepaid, or deposited for overnight delivery, charges prepaid, with an established overnight courier that provides a tracking number showing confirmation of receipt.

In the case of County, to:

Name/Title: James C. Porter, Director of Public Works
Address: 555 County Center, 5th Floor, Redwood City, CA 94063
Telephone: (650) 363-4100
Facsimile: (650) 361-8220
Email: jporter@smcgov.org

In the case of Contractor, to:

Name/Title: Patrick Flynn, Senior Project Manager / Branch Manager
Address: 2950 Buskirk Avenue, Suite 122, Walnut Creek, CA 94597
Telephone: (925) 939-7100
Facsimile: (925) 210-0500
Email: patrickf@quincyeng.com

18. Electronic Signature

If both County and Contractor wish to permit this Agreement and future documents relating to this Agreement to be digitally signed in accordance with California law and County's Electronic Signature Administrative Memo, both boxes below must be checked. Any party that agrees to allow digital signature of this Agreement may revoke such agreement at any time in relation to all future documents by providing notice pursuant to this Agreement.

For County: ☒ If this box is checked by County, County consents to the use of electronic signatures in relation to this Agreement.

For Contractor: ☒ If this box is checked by Contractor, Contractor consents to the use of electronic signatures in relation to this Agreement.

* * *

In witness of and in agreement with this Agreement's terms, the parties, by their duly authorized representatives, affix their respective signatures:

COUNTY OF SAN MATEO

By: _____

President, Board of Supervisors, San Mateo County

Date: _____

ATTEST:

By: _____

Clerk of Said Board

QUINCY ENGINEERING, INC.


Contractor's Signature

Date: 6/8/16

(April 1, 2015 CCC issued contract template version)

EXHIBIT A

In consideration of the payments set forth in Exhibit B, Contractor shall provide the following services:

The Contractor will provide preliminary engineering design, environmental studies and public outreach services for the Causeway Feasibility Study. The scope of work is broken down into the following Phases and Tasks:

TASK 1: PROJECT MANAGEMENT

The Project Management task includes management, tracking, and communication of project engineering design, budget, schedule, administrative costs, subconsultants, project progress reporting, and coordination with the Public Works Department (PWD), San Mateo County Recourse Conservation District (RCD), RCD Advisory Group, as well as other project stakeholders, and the entire Project Development Team (PDT).

Task 1.1: Kick-off Meeting

Contractor will attend a kickoff meeting after the notice to proceed and will introduce the Project Team and provide a draft Work Plan that establishes communication channels, sets the project schedule, clarifies the scope of work, and defines the roles and responsibilities of the various Team members. The participants in the kick-off meeting will include PWD staff, District 3 staff, and staff from RCD who will share their project's expectations with the Contractor. Also, major project issues that have already been identified by project stakeholders will be shared at this meeting. The meeting will also include a field visit to the project site. This meeting will result in an agreement amongst the project stakeholders with the Final Work Plan, the Project's Purpose and Need as well as the final project scope and major milestones.

Task 1.2: Establish Project Schedule

Contractor will develop a project schedule upon final agreement of the Work Plan and overall project milestones and develop a critical path master project schedule showing each task, start and end dates, and task duration. This schedule will be updated and submitted to PWD as part of the monthly progress reports as appropriate.

Task 1.3: Project Development Team Meetings

Contractor, with guidance from PWD, will facilitate the formation of a Project Development Team to be used as needed throughout the project delivery process. The Project Development Team will bring together project sponsors, stakeholders, and interdisciplinary technical experts in the project delivery process to assure that decision makers are provided with the information needed to make the best project decisions in a timely manner. The Project Development Team will include representatives from PWD, District 3 staff, RCD and technical personnel from the Contractor, and other parties PWD believes could provide expertise and help expedite the process.

Contractor will schedule Project Development Team meetings (or conference calls) bi-weekly (every 2 weeks) through the life of this project. This scope provides for 24 meetings during the estimated 12 month duration of this feasibility study. Contractor will prepare the meeting agendas in consultation with PWD, distribute the agenda prior to the meeting date, arrange for appropriate participants to attend, and distribute meeting minutes to the participants within five days after meetings.

Task 1.4: Project Status Reports

Contractor will submit a Project Status Report each month in hard copy with invoices. The Project Status Report will include the project schedule with tasks or activities; progress of work; updates to project schedule; information and decisions made; deliverables; problems encountered that may affect schedule, budget, work products with recommendations on mitigation; and anticipated work for the following month.

Task 1.5: Record-Keeping

The Contractor will maintain all project files in accordance with the PWD's preferred Filing System. Contractor will provide all original files to PWD within 30 days of their request or at the end of the contract after PWD has accepted all deliverables required for the project.

EXHIBIT A

Task 1.6: Quality Assurance

Contractor will develop a QA/QC Manual and Project Management Guide per the requirements in Quincy Engineering, Inc's. Quality Assurance and Quality Control Manual, 2009 Edition. The QA/QC procedures will be implemented through all the appropriate deliverable reviews through the life of the contract.

Task 1 Deliverables: (1 PDF and 4 hard copies)

- **Kick-off Meeting**
- **Work Plan**
- **Statement of Purpose and Need**
- **Project Schedule**
- **Project Development Team Meetings (24)**
- **Preparation of Monthly Invoices**
- **Project Status Reports**
- **All Project files**
- **QA/QC Manual**
- **Project Management Guide**

TASK 2: PRELIMINARY WORK

Task 2.1: Research prior documentation

The Contractor will research, collect, and organize all prior background data necessary to develop an understanding of relevant information required to prepare a comprehensive and thorough analysis of a Causeway and prepare a Final Feasibility Report. This prior data will include but not be limited to: mapping, right-of-way, geology, hydraulic modeling and flood studies, traffic, environmental studies, geology, legal, as-builts, etc. from local, county, state and federal sources.

Task 2.2: Perform Topographic and Property Surveys

Contractor will perform the following surveys:

Project Control Survey - Contractor will perform a project control survey based on the acquired survey control information, field surveys will be conducted to recover, density, and/or establish project control and supplemental control for subsequent survey & mapping activities. Survey control points will be set within the project area and immediately outside the project limits and observed using Global Navigation Satellite System and conventional survey techniques. Survey control network will be tied to the National Geodetic Reference System and coordinates will be in terms of NAD83 (2011), epoch 2010.0, California State Plane Coordinates Zone 3. Elevations will be based upon NGS benchmark C 1240 (PID HT1504) and will be in terms of NAVD88. Established survey control points will be documented on a "Survey Control Data Sheet" and will be semi-permanent in nature.

Topographic Survey – Contractor will perform a topographic survey that will be completed using conventional survey techniques along Pescadero Creek Road from 100 feet easterly of Water Lane to a point approximately 1,200 feet westerly of Bean Hollow Road. The survey will extend 200-feet along Water Lane, and 500-feet along Bean Hollow Road. Additional survey information will be gathered in the San Mateo County Fire Department driveway limit. The final survey limits are to be defined and approved by the County prior to Contractor performing work. Mapping limits will be between the northerly and southerly right of way lines. Survey data will be suitable for 40 scale mapping with a 1-foot contour interval. Features will include but are not limited to edge and crown of road, all traffic stripping, signs, fences, visible surface utilities and infrastructure, power poles and overhead utility lines, streetlights, driveways, ditches, and grade breaks with ground shots to define the ground surface. In the case of wet utility structures, such as storm drain and sewer manholes, elevations will be measured at the surface and at the inverts when possible. Pothole and boring locations will be surveyed once completed, which will require the pothole and boring contractors to establish reference marks and provide three-dimensional offsets to the potholed utility. Topographic information will be combined into a project base map with surface model in AutoCAD Civil3d 2013 format. The base map will include a surface model and contours, spot elevations, and pertinent surface and physical features.

EXHIBIT A

The survey will include the location of all (within the approved defined limits of the survey) existing standard street monuments and any monuments delineated on an existing filed Map, Record of Survey or on file Corner Record along with any existing monuments noted/on file within the County of San Mateo records along with any visible evidence of other monuments found (cut crosses, nails with Engineers/Surveyors tags, other survey control marks). All monuments located will be shown on the topographic survey and a table will delineate the precise position, details, description and condition.

The survey will include sufficient density of point data to produce detailed cross sections at 25-foot intervals. The survey will include all surface evident streetscape improvements/features including, but not limited to sidewalks, driveways, crosswalks, signage, lane line and parking stripes, curb and gutter, utility vaults, fire hydrants, valves, manholes, bus benches, pull boxes, catch basins, drop inlets, street lighting, street trees, landscaped areas and recent improvements, if determined by supporting plans/on file documents provided by the County. Perimeter locations of existing street-facing buildings limited to the defined limits of the survey, including driveway and service access will also be included in the survey.

The Contractor will provide all labor and equipment necessary to accomplish this Task. Traffic control and any required encroachment permits will be obtained by the Contractor.

An AutoCAD drawing will be developed at a scale of 1"=40' from the collected field data to include a Digital Terrain Model (DTM). The drawing files will include a title sheet, location map, project notes, abbreviations, legends, survey control data, Basis of Bearings and benchmarks.

Survey data will meet all of the horizontal and vertical requirements provided below:

- The coordinates will be referenced to latitude/longitude and California State Plane Grid System (based on the North American Datum of 1983 (NAD83) for horizontal control and North American Vertical Datum of 1988 (NAVD88) for vertical control.
- The horizontal coordinates for the topographic survey will be measured to the closest two-hundredths of a foot (0.02 foot).
- The elevations for the topographic survey will be surveyed to the closest three-hundredths of a foot (0.03 foot).

Contractor will provide office support for the fieldwork. This will include job set-up, survey calculations, coordination with the County, survey field crew coordination, processing the completed data and quality assurance/quality control.

Bridge Survey and Butano Creek Cross Sections – Contractor will perform a detailed topographic survey will be performed on the bridge over Butano Creek. Features will include the edges of the bridge, the joints at the end of the bridge, guard rails, abutments (if any), location, shape, size, and orientation of piers, and soffit elevations. At least six creek cross sections will be collected, three upstream and 3 downstream from the bridge, approximately 500 feet apart. The exact locations and number of cross sections will be determined at a later time.

Aerial Photography – Contractor will provide a digital rectified color orthophoto of the project site taken after the project control survey has been completed. The image will be suitable for 40 scale mapping overlay with a pixel resolution of 0.25 feet

Record Right of Way, Adjoining Property Lines Mapping – Contractor will conduct records research at the state and county level to determine the record location of Pescadero Creek Road right of way and the side property lines of the adjoining property owners. Records may include tract maps, parcel maps, records of surveys, corner records, and deeds. Preliminary title reports will be required for each adjoining property to determine if any easements may affect the project. Based on the information disclosed in the research efforts, survey monuments will be searched for and located, using sound land surveying methods. Found monuments will be used to "anchor"

EXHIBIT A

the lands described in the recorded maps, deeds and title reports. As property boundaries are developed, using coordinate geometry software, it may be necessary to send field crews back into the field with monument "search" information in an attempt to find additional boundary controlling survey monuments. Analysis of the surveyed monumentation, with record maps and deeds, will be performed to resolve the existing right-of-way, property line and easement configurations.

Task 2.2 Deliverables: (1 PDF and 4 hard copies)

- **Survey Control Data Sheet showing the location, character, coordinates and elevations of all survey control points found and set in PDF format.**
- **Project Base Map in AutoCAD Civil 3D 2013 format containing topographic survey data with surface and planimetric features referenced to the project control network. Base map will also include record right of way, boundary, and easement data for parcels immediately adjacent to Pescadero Creek Road.**
- **Digital orthophoto, JPG format.**

Task 2.3: Perform Geotechnical Investigations

Contractor will prepare a Preliminary Foundation Report (PFR) in general accordance with Caltrans standards found in the (Foundation Report Preparation for Bridge Foundations December, 2009). The purpose of the PFR is to document existing conditions, make preliminary foundation recommendations, and finalize the scope of additional design-level geotechnical investigations. Preparation of the PFR will be based on literature review, aerial photograph interpretation, review of as-built data, review of existing geotechnical documents, results of limited subsurface investigation, and site reconnaissance. The PFR will include:

- Summary of site geology and anticipated subsurface conditions
- Project location description
- Summary of as-built foundation data
- Preliminary Scour Evaluation based on available Hydrology/Hydraulic and geotechnical information
- Seismic study
- Initial liquefaction potential assessment
- Initial corrosion evaluation
- Preliminary foundation recommendations
- Recommended additional field work and laboratory testing

Pre-Field Activities

Contractor will review available data, including previous studies, provided by the County and Project Team. Office research will consist of the following:

- Review design plans to determine exploratory boring locations.
- Review of literature to obtain background information of regional geology, seismicity, and groundwater.
- Examine aerial photographs.
- Perform a site reconnaissance to review the Project limits, determine Cone Penetration Test (CPT) rig access, and mark out the exploratory boring locations for subsequent utility clearance.
- Contact underground service alert to locate on-site utility lines a minimum of 48 hours (as required by law) prior to performing exploratory excavations at the site.
- Obtain temporary lane/shoulder closure permits (assume no fee).
- Submit requisite fees, prepare applications, and obtain permits from the following agencies, as necessary: boring permit (San Mateo County Environmental Health Services Division) and encroachment permit (assume no fee).

EXHIBIT A

Field Exploration

Contractor will:

- Provide traffic control measures utilizing a detour and signage.
- Advance three (3) Cone Penetration Test (CPT) soundings along proposed alignment. CPT soundings will be pushed to 100 to 150-feet deep or refusal (whichever comes first). These explorations will provide an evaluation of subsurface soils/rock conditions for the proposed structure and approach fill embankments.
- Obtain a bulk sample of channel materials.
- Backfill the borings in accordance with County permit requirements upon completion.

Laboratory Testing Program

To support the scour evaluation grain size analysis is proposed to be performed on a sample of channel bedload.

Engineering Analysis and Preliminary Foundation Report Preparation

Contractor will analyze the field and laboratory data and prepare a Preliminary Foundation Report in accordance with Caltrans guidelines. The Preliminary Foundation Report will include (but not be limited to) the following:

- Summary of scope of work
- Project description, location map, and vicinity map
- Field exploration program summary
- Laboratory testing program
- Site geology and subsurface conditions
- Geologic profiles and engineering parameters
- Scour evaluation will incorporate the hydraulic findings outlined in the structure Hydrology/Hydraulics Report with geologic and geotechnical information and provide recommendations regarding the depth of potentially scourable material.
- Seismic study (in accordance with Caltrans Seismic Design Criteria, Version 1.3) using Acceleration Response Spectra Online
- Preliminary Liquefaction evaluation
- Preliminary Foundation recommendations
- Preliminary Slope stability analysis for abutments
- Construction considerations
- Log of Test Borings (LOTB) sheets

Task 2.3 Deliverables:

- **Preliminary Foundation Report**
- **LOTB (PDF)**
- **Draft Preliminary Geotechnical Memo (PDF)**
- **Final Preliminary Geotechnical Memo (PDF)**

Task 2.4: Assess prior H&H and flooding studies in the project area

Contractor will coordinate with cbec as necessary to ensure understand the cbec modeling and to provide the required model inputs such that alternatives can be modeled by cbec. It is anticipated that cbec will incorporate information provided by the Contractor and will run the model in accordance with specific scenarios to be defined by the County and the Contractor.

Contractor will provide the hydrologic data for cbec to conduct modeling for the three (3) design alternatives. Contractor will be provided updated cross sections, at least 3 upstream and 3 downstream at 500 feet apart. The preliminary evaluation may not necessarily include a detailed hydraulic study, but it will include sufficient detail to evaluate the alternative structure type(s). The Preliminary Hydraulics Assessment will include:

- Identification of hydraulic problems or issues (drift, degradation, aggradation, migration, etc.)

EXHIBIT A

- Analysis of the effects of the floodplain and marsh areas adjacent to the main channel
- A global analysis of the effects upstream and downstream of the proposed causeway
- Identification of geomorphic processes that could allow the channel to move
- Pier/foundation type recommendation
- Suggested soffit elevation utilizing a 2-foot minimum vertical freeboard
- Identification of high water elevation
- Allowable freeboard
- Flow rates (10, 50, 100-year and record)
- Water Surface Elevation (10, 50, 100-year and record) (potentially include an added 3-foot for sea level rise)
- Minimum span length
- Preliminary total scour depth
- Current scour rating (National Bridge Inspection Standards Item 113 code and definition)
- Hydraulic skew
- Tsunami impacts
- How the proposed structure affects channel position in and sediment transport to the marsh

Task 2.4 Deliverables: (1 PDF and 4 copies)

- **Draft Preliminary Floodplain Study Technical Memorandum (PDF)**
- **Final Preliminary Floodplain Study Technical Memorandum (PDF)**

Task 2.5: Perform preliminary environmental studies and field investigations

The project presents a challenging set of environmental issues due to its sensitive coastal and riverine setting, extensive permitting requirements, and the importance of Pescadero Creek Road as a primary connector between State Route 1 and the community of Pescadero. Primary goals of the preliminary environmental assessment would be:

- To facilitate project design that considers and avoids sensitive environmental resources and streamlines future environmental review and clearance requirements to the greatest extent feasible;
- To inform the County, the community, and other interested stakeholders of the anticipated environmental impacts of the project and allow informed decision making in the alternatives selection process;
- To detail the anticipated next steps in the environmental review process that would be required to obtain project clearance under the California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA, if required), including identification of all required regulatory permits; and
- To plan for future phases of the project by identifying the estimated costs of completion of environmental review and permitting for the project.

Contractor's proposed scope of work is designed to address the potential environmental constraints of the proposed actions in accordance with the California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA). Contractor proposes a two-phased approach to complete the feasibility level environmental evaluation of the project. Upon project initiation, contractor will prepare a brief constraints level environmental review of the project site to inform project design and identify potential environmental concerns as early in the process as possible. After preliminary design of the project alternatives has been completed, contractor would perform a more detailed environmental review of the identified project alternatives for incorporation into the Causeway Feasibility Study. The proposed two-phase approach would allow the project team to develop critical environmental constraints information early in the alternative design and planning process, while also facilitating detailed project-specific review of the identified alternatives.

Contractor proposes preparation of a constraints-level environmental memorandum at project

EXHIBIT A

commencement, to give the project team an initial assessment of environmental effects likely to be encountered during the environmental review process. The memorandum would provide an initial inventory of environmental resources in the project area and a description of potential environmental issues likely to be affected by project development, including those that could affect the viability of a particular alternative. It will also include initial development of the Project Description, based on conceptual alternatives being considered and developed by the County and engineering team. The purpose of the environmental constraints memorandum is to identify environmental considerations or constraints early in the planning process, and to provide the project team with preliminary environmental information that can be used to inform initial project design, development of alternatives and community meeting presentations as appropriate.

The initial environmental constraints will be developed so that information can be easily incorporated into the project's subsequent environmental documents. In general, the format of the memo will focus on issue areas found within Caltrans's Preliminary Environmental Analysis Report (PEAR) Handbook (2009) and the County's preferred CEQA Checklist (based on Appendix G of the CEQA Guidelines). Preliminary biological resources, cultural resources, and hazardous waste screening will be undertaken. This includes, but is not limited to, conducting a California Natural Diversity Database (CNDDB) search of the project area, requesting a special-status species list from the U.S. Fish and Wildlife Service (USFWS), and conducting a cultural resources records search at the California Historical Resources Information System's (CHRIS) Central Coast Information Center (CCIC). Other important environmental issues will be briefly discussed with reference to applicable plans and background information. This task includes archaeologically sensitive area mapping as described in Subtask 1.3 of the RFP but does not include site specific archaeological surveys. At this phase of the project, Contractor would conduct archaeological mapping based on the results of the cultural resources records search and a review of existing information and project site landforms. The memo will also include a preliminary review of applicable County plans and policies that may affect the project (i.e., the San Mateo County Local Coastal Program). Contractor will incorporate pertinent information from other team members including Quincy, and SWCA's subconsultants, PreVision Design (shadow studies) and Kittelson and Associates, Inc.(traffic study), as appropriate.

Task 2.5 Deliverables (1 PDF and 4 hard copies)

- **Abbreviated letter-form Preliminary Environmental Constraints Memorandum, and**
- **Map of identified environmentally sensitive areas and resources (i.e., archaeologically sensitive areas, visual corridors, hazardous waste sites, coastal zone boundary)**

Task 2.6: Summary of Key Findings

The Contractor will document the existing conditions, key issues and findings in a database and prepare a summary and map for use by the PWD, RCD, RCD Advisory Group as well as in a format for public workshop presentation.

Task 2.6 Deliverables (1 PDF and 4 hard copies)

- **Key Issues Summary report**
- **Key Issues Summary Map**
- **Key Issues Display Maps**

TASK 3: PUBLIC PARTICIPATION PROCESS

The Public Outreach Program will be based on the scope of work below. A first step will be to revisit this approach and confirm the process, timeline, roles and responsibilities for each participant including the County, RCD and the project team. After this initial kickoff, the project team will develop a Public Outreach Plan to guide all outreach efforts. The plan will be developed and reviewed with input from the County, RCD and the project team. Below is an overview of project outreach activities.

Task 3.1: Public Outreach Plan

The Contractor will research, collect, and organize all prior background data necessary to develop an understanding of relevant information.

EXHIBIT A

Led by the RCD, contractor will develop a Public Outreach Plan based on initial research and discussion with the RCD, Public Works Department, and District 3 Staff. Anticipated work of the RCD, including participation in the stakeholder meetings will be defined in the plan. The final plan will be subject to County approval. The plan will be presented in memorandum or report form to:

- Guide project outreach efforts
- Identify the audiences and key stakeholders
- Craft appropriate messaging
- Explain the outreach process, timeline, and opportunities for public participation
- Describe methods for distributing information and gathering adjacent property owner input, and
- Allow for refinement and modification as the project progresses

Task 3.2: Stakeholder Mailing List Coordination

Based on information gathered from the County, RCD, individual stakeholders and additional research, the project team will prepare a stakeholder mailing list including the Advisory Group, Pescadero Municipal Advisory Council (PMAC), business owners, community services, appropriate County Departments, residents, and other interested parties. The list is anticipated to contain up to 500 individual, business and organization contacts. The list will be maintained and updated over the course of the project.

Task 3.3: Fact Sheet and FAQ

Contractor will prepare a project fact sheet and Frequently Asked Questions (FAQs) to communicate project information. The factsheet and FAQ will each be an 8.5 x 11 full color handout optimized for website posting and used as handouts at public meetings. Each will be updated twice during the project.

Task 3.4: Web Page

Contractor will develop and maintain a project web page (in WordPress) that will be linked to the County's Department of Public Works, the RCD website, and project partner websites where appropriate. The web page will include information about the project, upcoming public meetings and progress in the development of project alternatives; solicit public input on the project and provide a means for obtaining additional information. The website will be maintained regularly throughout the project. At the conclusion of the project, all information and postings will be made available to the County for their use.

Task 3.5: Prepare Meeting Notices

Contractor will prepare and distribute postcard notices for five (5) public meetings described below in subtask 3.8. Meeting notices will be approximately 5.5 x 4.25 optimized for website posting and electronic delivery, as well as printed and mailed to recipients on the stakeholder mailing list. Budget includes printing and postage costs.

Task 3.6: Prepare Meeting Materials

Contractor will be responsible for logistics (times, dates, location), secure the meeting facility and prepare public meeting materials (agendas, handouts, comment cards, etc.) and assist with preparation of a PowerPoint presentation for five (5) public meetings. We will also prepare meeting materials (handouts, comment cards, etc.) for five (5) of the ten (10) individual stakeholder meetings. Any exhibits or renderings for public and/or stakeholder meetings will be prepared by the contractor.

Task 3.7: Online Surveys

To address the potential need for additional outreach and feedback from adjacent property owners who may not be adequately represented at the five (5) community meetings, contractor and the project team will conduct three (3) online surveys (using Survey Monkey or similar program) to provide project information and solicit public comments and feedback. Surveys will be timed to coincide with the first, second and third public workshops. Surveys will be provided in English and Spanish. Survey access information will be provided at public meetings, posted on the project web page and included in community meeting notices. Print versions of the survey along with links to access information about each conceptual design alternative can be prepared and distributed to local agencies and businesses as well. The results of each survey will be tracked and provided to the County, RCD, Advisory Group and project

EXHIBIT A

team for review and incorporation into the conceptual design alternatives.

Task 3.8: Public Workshop/Meetings

Contractor holding public meetings at key points during the project to better inform the community and to promote an open, transparent process emphasizing two-way communication.

The team will lead one (1) public kick off meeting, followed by four (4) public workshops conducted by RCD throughout the project solicit project feedback and identify community issues and concerns. The project kick off meeting will be held early to provide the community with a project update, review the six alternatives developed by cbec, solicit project input, describe upcoming meetings and next steps, and provide information about how to get involved and/or obtain more information. Incorporating feedback from the kick off meeting, the first workshop will present three refined conceptual design alternatives for discussion and feedback.

Incorporating feedback from the first workshop, the second workshop will present refined versions of the three conceptual design alternatives for further discussion and feedback. Incorporating feedback from the second workshop, the third workshop will present either the selected or the recommended conceptual design alternative for discussion and feedback. The fourth workshop will present the final version of the selected or recommended conceptual design alternative for discussion and feedback.

Contractor staff will attend the kick off meeting, each workshop and prepare a summary for each. The kick off meeting and four public workshops will be held in an easily accessible and recognized public venue secured with County and/or RCD assistance, such as a library, community center, or local school.

Planning for all five public meetings held throughout the project will include coordination with the County, RCD, Advisory Group, and project team to confirm format, timing, location and other aspects as noted below:

- Planning and logistics
- Meeting notices, advertisements and publicity (English and Spanish)
- Presentation materials, displays, maps and handouts
- Project staff attendance
- Meeting summary preparation

Task 3.9: Individual Stakeholder Meetings

Issues of concern and specific locations where existing conditions are problematic will be gathered and identified from Advisory Group feedback and background research. In addition, the project team will work with the County and RCD to contact and interview property owners, residents, businesses, and schools located within a 1.5 mile radius of the potential project area.

Input will be solicited through public meetings, simple online surveys, social media, flyers at public venues and other means as needed. This process will include up to ten (10) stakeholder outreach meetings with businesses and others in close proximity to the project site to obtain feedback on any additional project issues or impacts to be considered. The stakeholder meetings will be led by the contractor, with the contractor attending and taking notes at three (3) of the ten (10) meetings. The information and input gathered will be used to refine outreach as needed. This information will also be incorporated into the alternatives analysis and shared for further discussion at the public meetings.

Task 3.10: Advisory Group

Contractor will work in collaboration with the County, RCD, and project team to organize and convene the Advisory Group for a total of nine (9) meetings throughout the duration of the project. The Advisory Group will be involved in reviewing the scope of work, providing data, information about other projects within the watershed, community concerns, and project initiation following the review of initial alternatives and the recommended proposal, along with other resources as needed and feasible.

Five (5) of the meetings will take place to provide project information and materials for advisory committee review and feedback prior to each community meeting or delivery of related documents. The remaining four (4) meetings will be held to debrief advisory committee members after each community meeting has

EXHIBIT A

taken place. The Advisory Group may include at large representatives of the Pescadero community, elected members of the PMAC, and representatives of resource agencies with funding and permitting authorities, and County staff with engineering and biological expertise and responsibilities.

Task 3 Deliverables:

- **Public Outreach Plan**
- **Stakeholder mailing list (up to 500 contacts anticipated)**
- **List maintenance and updates (as needed)**
- **Project fact sheet and FAQs (2 updates)**
- **Project web page and monthly updates (for 2 years)**
- **Public workshop meeting notices**
- **Public workshop and individual stakeholder meeting materials. Budget includes printing up to 1,000 copies of each material for five (5) public meetings and printing up to 200 copies of each material for five (5) stakeholder meetings.**
- **Simple project surveys (3) to be posted online (Survey Monkey) and printed for distribution and survey results**
- **Organize, attend public workshops (5) and prepare summaries**
- **Advisory group meetings (5) prior to public workshops and summaries**
- **Advisory group debriefs (4) following each public workshop and summaries**
- **Advisory group materials (meeting notices, agendas, presentation materials and handouts). Any exhibits or renderings will be prepared by contractor.**

TASK 4: FEASIBILITY ANALYSIS

Task 4.1 Develop Design Alternatives

Up to 6 causeway alternatives will be presented for initial screening and further study. These 10% design level alternatives may include shifted roadway alignments, bridges of various lengths and heights, and various causeway structure types. Traffic handling and construction staging will also be key elements to these initial alternatives, as well as right-of-way impacts and the fire station and Bean Hollow Road. These initial alternatives are expected to incorporate initial geotechnical and hydraulics study information as their basis. The approach will be to only develop alternatives that are considered feasible, both from a technical standpoint and stakeholder/public viewpoint.

It is understood that up to three cycles of public and stakeholder input may be required to settle on the best 30% design level alternatives. All alternatives will be developed and updated based on performance criteria, technical information as it becomes available, stakeholder input, environmental input, and County and public input. Development of roadway alternatives will be performed by the contractor in concert with the structure alternatives.

This 10% design effort will include the preparation of Structure Advance Planning Study (APS) drawings, very approximate costs based on square foot data, and a pro/con analysis of each alternative. The bridge type alternatives studied at a minimum will include:

- The cast-in-place prestressed (CIP PS) concrete slab type;
- The cast-in-place prestressed (CIP PS) concrete box girder constructed on falsework;
- The precast prestressed concrete bridge types including both slab and girder spans.

As part of the effort to establish project performance goals and their relative importance to each other, the contractor will use a value engineering screening process as described in our project approach. This could also be done in concert with one of the stakeholder meetings if desired.

Tasks 4.2 and 4.3 Secondary Bridge & Roadway Alternatives Studies & Estimates (15%) (4 total)

This effort will include refinement to the previously prepared Structure Advance Planning Study Drawings. A total of 4 APS drawings are expected to be completed and refined during this engineering step. More

EXHIBIT A

detailed cost estimates based on bid items and their unit costs, and an updated pro/con analysis of each alternative will be provided. The bridge alternative types previously listed will also be further refined, including adjustments to bridge frame configurations (foundation locations) if required.

Additional technical calculations to determine span lengths and bridge column and foundation sizes will be performed during this stage, as well as constructability considerations. These refinements coupled with unit cost estimates will provide a better comparison of the remaining alternatives.

Roadway geometrics will also be further developed and refined. Changes/updates to the preliminary roadway geometrics will be submitted for County review and comment, and the contractor will incorporate comments into the final alignment options being moved forward.

The ingress and egress for residents and affected properties as well as community access and circulation between Highway 1 and Pescadero during and post construction will be analyzed. The Contractor document the potential traffic impacts and issues associated with each alternative and identify improvements and traffic management options to address impacts during construction and upon completion of the causeway.

Architectural treatments for the new causeway to be included as well as site photography and a 3D computer model of the vicinity and the causeway design options which will be used to produce visual simulations of all the options from selected vantage points and/or an animation. Also a shadow analysis depicting the extent and timing of new shading on surrounding areas that would be generated by the causeway will be performed.

After the number of alternatives has been reduced to four and those alternatives are further refined, another round of value analysis screening will be performed by the contractor to enable the County to narrow the alternatives down to the final three for detailed 30% study and reporting. This would be done in concert with one of the stakeholder meetings.

Construction methods and speed of construction will play a key role in determining the best causeway structure type. Consideration of site seismic issues, such as potential ground faults and deep soft soils will also be an important determining factor in the final structure configuration.

The contractor technical team will prepare the appropriate exhibits for the public workshops and RCD Advisory Group meetings and all project development team meetings. The key technical staff will also attend the public meetings to answer any questions that the Contractor Project Manager or the PWD and RCD staff cannot address.

As detailed in Task 3, Public Participation Process, the design alternatives will be presented to the PWD, the RCD Advisory Group, the public meetings, and individual stakeholder meetings at numerous times in the process.

Task 4 Deliverables (1 PDF and 4 hard copies)

- **Alternatives layouts (plan/profile)**
- **Public Presentation graphics**
- **Value Engineering materials**
- **APS Study Drawings**
- **3D models and visual simulations**

TASK 5: FEASIBILITY STUDY REPORT

Task 5.1 Develop Report

The structure type and configuration selection process will culminate with the selection of the most appropriate causeway bridge for this site, based on numerous input cycles from the County and other project stakeholders. Project requirements and constraints will be explored at a greater level of detail for the final 3 preferred alternatives (30% design), and a recommendation will be made for the causeway

EXHIBIT A

plan that best fits the purpose and need and provides the best value.

Report Contents

The Feasibility Study will contain information about the project's background, purpose and need, project description, alternatives investigated, design standards, archeologically sensitive areas, engineering challenges, environmental investigations and potential mitigations, geology, geomorphic, geotechnical, and hydraulic design considerations, preliminary alternatives not considered for recommendation, selection process of the recommended alternative, detailed description of the preferred alternative and full justification including preliminary cost estimates. It will include description of environmental permits, right of entry permits and/or property acquisition, traffic management, recommended funding sources and a recommendation on how to proceed to the next steps.

Preferred Design Alternative Details

Along with a detailed discussion describing the causeway selection process, the Feasibility Study Report will contain bridge General Plan drawings and itemized General Plan Estimates for the preferred causeway alternative, along with discussions addressing geotechnical, hydraulic, aesthetic, environmental/permitting, and cost issues. A Basis of Design section will also be included to summarize project design criteria; it will note any further project development needs for special design requirements such as site specific earthquake design criteria that may be required for final design at this particular site. The process used for establishing and screening project performance criteria will also be included.

Preliminary Environmental Analysis Report

The information developed in the initial environmental constraints memorandum will be carried forward into the Feasibility Report for further environmental evaluation in a PEAR format. A PEAR is the initial environmental "tool" used by Caltrans to look at a project and its feasible alternatives for programming it in the State Transportation Improvement Program (STIP). The PEAR anticipates and outlines the environmental constraints that may affect project design, alternatives, cost, schedule, and delivery. The PEAR will be prepared as a standalone document and the Contractor Team will consult with the PWD to facilitate incorporation of the relevant environmental information into the Feasibility Study. The PEAR will include:

- A Project Description, based on the conceptual alternatives being considered and developed by the County and engineering team;
- An analysis of potential environmental issues associated with each of the identified alternatives. The analysis will include scope, schedule, and costs associated with the subsequent environmental compliance process, and document the assumptions and risks used to develop them. We propose presenting this information in a tabular format for easy comparison between the alternatives;
- A discussion of the anticipated environmental documentation and anticipated environmental commitments needed for each alternative to comply with CEQA and NEPA requirements; and
- An analysis of regulatory and agency permits likely to be needed for each project alternative.

Task 5 Deliverables (1 PDF and 20 hard copies)

- **Draft Feasibility Reports (3 rounds of review from 2 public workshops and 3 PWD/RCD Advisory Group reviews)**
- **A Final Feasibility Report**
- **A Preliminary Environmental Analysis Report (PEAR) based on Caltrans's PEAR Handbook (2009), including associated graphics**

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Exhibit B

| QUINCY ENGINEERING, INC. | | | | | | | | | | | | | | Sub-Consultants | | | | | | | | | | TOTAL COSTS | | | | |
|---|------|-----------------|-----------------|-----------------|-----------------|--------------------|-----------------|--------------------|---------------|----------|----------|----------|----------|-----------------|------------------|---------------------------------|-----------|-------------|-----------|-----------|-----------|-----------------|-----------|-------------|--|--|--|--|
| TASKS | PM | PROJECT MANAGER | SENIOR ENGINEER | SENIOR ENGINEER | SENIOR ENGINEER | ASSISTANT ENGINEER | PROJECT MANAGER | ASSISTANT ENGINEER | CAD/TECHNICAL | ENGINEER | ENGINEER | ENGINEER | ENGINEER | Total Hours | Total Labor Fees | Estimated Mobilization for 2017 | WRECO | CIRCLEPOINT | SWEA | Provision | Kittleson | REY ENGINEERING | | | | | | |
| % Initial hourly rates | 1250 | 1250 | 1215 | 1215 | 1215 | 1195 | 1125 | 180 | 1180 | | | | | | | 2.6% | | | | | | | | | | | | |
| Task 1 - PROJECT MANAGEMENT | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1.1 Kick-off Meeting | 2 | 4 | 4 | | | | 4 | | 2 | | | | | 16 | \$1,160 | \$3,273 | | | | | | | | | | | | |
| 1.2 Project Schedule | | 4 | | | | | 0 | | | | | | | 8 | \$1,380 | \$1,408 | | | | | | | | | | | | |
| 1.3 P&ID Meetings (24) | | 72 | 48 | | 0 | | 40 | | | | | | | 160 | \$11,880 | \$12,518 | | | | | | | | | | | | |
| 1.4 Project Status Reports | | | | | | | | | | | | | | 0 | \$0 | \$0 | | | | | | | | | | | | |
| 1.5 Record Keeping | | | | | | | 80 | | | | | | | 80 | \$5,000 | \$5,100 | | | | | | | | | | | | |
| 1.6 Quality Assurance | 0 | | | 24 | | | | | | | | | | 24 | \$5,160 | \$5,263 | | | | | | | | | | | | |
| SUBTOTAL | 2 | 82 | 52 | 24 | 0 | 0 | 84 | 0 | 2 | 0 | 0 | 0 | 0 | 246 | \$47,532 | \$52,563 | \$ 2,122 | \$ 2,713 | \$ 238 | \$ 450 | \$ - | \$ - | | | | | | |
| Task 2 - PRELIMINARY WORK | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2.1 Research Prior Documents | | 4 | 8 | | | | | | | | | | | 12 | \$2,640 | \$2,688 | | | | | | | | | | | | |
| 2.2 Perform Topographic and Property Surveys | | 2 | 4 | | 4 | | | | | | | | | 10 | \$2,180 | \$2,228 | | | | | | | | | | | | |
| 2.3 Perform Geotechnical Investigations | | 2 | 8 | | 4 | | | | | | | | | 14 | \$3,080 | \$3,101 | | | | | | | | | | | | |
| 2.4 Assess Prior H&H and Flooding Studies | | 4 | 16 | | | | | | | | | | | 28 | \$6,080 | \$6,202 | | | | | | | | | | | | |
| 2.5 Perform Prelim Environmental Investigations | | 2 | 8 | | 0 | | | | | | | | 4 | 14 | \$2,945 | \$2,989 | | | | | | | | | | | | |
| 2.6 Summary of Key Findings | | 8 | 8 | | 0 | | 16 | 0 | | | | | | 32 | \$5,160 | \$5,671 | | | | | | | | | | | | |
| SUBTOTAL | 0 | 22 | 52 | 0 | 16 | 0 | 16 | 0 | 4 | 0 | 0 | 0 | 0 | 110 | \$22,889 | \$24,889 | \$ 44,208 | \$ 4,548 | \$ 1,935 | \$ 9,680 | \$22,222 | \$115,682 | | | | | | |
| TASK 3 - PUBLIC PARTICIPATION PROCESS | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.1 Develop Public Outreach Plan | | 4 | | | | | | | | | | | | 4 | \$920 | \$938 | | | | | | | | | | | | |
| 3.2 Develop and maintain List of Stakeholders and Mailing Lists | | 2 | | | | | | | | | | | | 2 | \$400 | \$488 | | | | | | | | | | | | |
| 3.3 Develop Fact Sheet and Pamphlet | | 2 | 2 | | | | | | 8 | | | | | 12 | \$1,610 | \$1,642 | | | | | | | | | | | | |
| 3.4 Develop and maintain Web page | | 2 | 0 | | | | | | 8 | | | | | 10 | \$1,180 | \$1,204 | | | | | | | | | | | | |
| 3.5 Prepare and Publish Public workshop/meeting Notices | | | | | | | | | | | | | | 0 | \$0 | \$0 | | | | | | | | | | | | |
| 3.6 Prepare Meeting Materials | | 2 | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.7 On-Line Surveys | | 0 | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.8 Public Meetings (11) | | 40 | 20 | | 8 | | | | 20 | 30 | | | | 118 | \$22,720 | \$23,124 | | | | | | | | | | | | |
| 3.9 Hold Individual Stakeholder/Property Owner Meetings (10) | | 10 | 10 | | | | | | 0 | | | | | 30 | \$6,750 | \$6,885 | | | | | | | | | | | | |
| 3.10 Hold RCD Advisory Group Meetings (8) | | 10 | 10 | | | | 10 | | 25 | | | | | 65 | \$12,750 | \$13,005 | | | | | | | | | | | | |
| SUBTOTAL | 0 | 92 | 42 | 0 | 8 | 0 | 10 | 16 | 53 | 0 | 0 | 0 | 0 | 241 | \$47,518 | \$51,309 | \$ 9,229 | \$ 80,138 | \$ - | \$ 2,150 | \$ - | \$ - | | | | | | |
| TASK 4 - FEASIBILITY ANALYSIS | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4.1 Develop Design Alternatives | 2 | 24 | 40 | 0 | 40 | 0 | 14 | 1 | | | | | | 112 | \$25,760 | \$16,275 | | | | | | | | | | | | |
| 4.2 Refine Alternatives based on Public Meeting | 0 | 4 | 24 | | 34 | 0 | 14 | 1 | | | | | | 77 | \$13,590 | \$11,843 | | | | | | | | | | | | |
| 4.3 Refine Alternatives based on Public Meeting | 2 | 4 | 24 | | 28 | 0 | 14 | 1 | | | | | | 79 | \$14,090 | \$14,372 | | | | | | | | | | | | |
| SUBTOTAL | 4 | 32 | 88 | 0 | 88 | 0 | 0 | 72 | 4 | 0 | 0 | 0 | 0 | 268 | \$54,400 | \$34,490 | \$ 7,169 | \$ 2,062 | \$ 7,740 | \$ 11,510 | \$ - | \$83,000 | | | | | | |
| TASK 5 - FEASIBILITY STUDY REPORT | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5.1 Prepare Draft Feasibility Study Report (15R) | 2 | 24 | 24 | | 24 | | 40 | 0 | 2 | | | | | 116 | \$21,720 | \$22,154 | | | | | | | | | | | | |
| 5.2 Present Draft FSR to PWD and RCD Advisory Group | | 4 | 4 | | | | 0 | | | | | | | 8 | \$1,760 | \$1,818 | | | | | | | | | | | | |
| 5.3 Prepare 2nd Draft FSR based on comments | 0 | 8 | 8 | | 24 | | 24 | 0 | 1 | | | | | 63 | \$11,910 | \$11,148 | | | | | | | | | | | | |
| 5.4 Present 2nd Draft FSR to the Public | | 4 | 4 | | | | 0 | | 1 | | | | | 8 | \$4,870 | \$5,069 | | | | | | | | | | | | |
| 5.5 Prepare Draft Final FSR based on comments | 0 | 4 | 4 | | 18 | | 24 | 0 | | | | | | 56 | \$8,940 | \$10,139 | | | | | | | | | | | | |
| 5.6 Present Draft Final FSR to PWD and RCD Advisory Group | | 4 | 4 | | | | 0 | | | | | | | 8 | \$1,760 | \$1,818 | | | | | | | | | | | | |
| 5.7 Prepare Final FSR based on final comments | 2 | 4 | 4 | | 24 | | 40 | 0 | | | | | | 78 | \$12,440 | \$12,669 | | | | | | | | | | | | |
| 5.8 Present Final FSR to the Public | | 4 | 4 | | | | 0 | | 5 | | | | | 13 | \$3,730 | \$2,785 | | | | | | | | | | | | |
| 5.9 Discuss and develop strategy for next steps with PWD and Advisory Group | 2 | 4 | 4 | | | | 0 | | 5 | | | | | 15 | \$1,230 | \$3,295 | | | | | | | | | | | | |
| SUBTOTAL | 6 | 60 | 60 | 0 | 96 | 0 | 128 | 0 | 14 | 0 | 0 | 0 | 0 | 364 | \$71,910 | \$71,910 | \$ 10,249 | \$ 2,918 | \$ 9,727 | \$ 1,290 | \$ - | \$ - | | | | | | |
| Subtotal- All Tasks | | | | | | | | | | | | | | 1243 | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | TOTAL COST | | \$247,637 | \$80,548 | \$ 96,417 | \$ 17,474 | \$ 13,778 | \$ 22,580 | \$ 34,222 | \$512,656 | | | | | |

SAN MATEO COUNTY PUBLIC WORKS DEPARTMENT
CAUSEWAY FEASIBILITY STUDY
COST PROPOSAL
by QUINCY ENGINEERING, INC.
June 2, 2016

* Note: Mileage will not be charged to/from County offices and consultant offices

County of San Mateo Causeway Feasibility Study Year 2016 Agreed Hourly Rates

Rates are effective January 1, 2016 through December 31, 2016

| <u>Labor by Classification</u> | <u>Hourly Rate</u> |
|--|-----------------------------------|
| Principal Engineer | \$250 |
| Associate Principal Engineer | \$220 |
| Senior Engineer | \$215 |
| Associate Engineer | \$175 |
| Assistant Engineer* | \$125 |
| Senior Engineering Tech* | \$150 |
| Engineering Tech/Assistant* | \$105 |
| CAD Manager* | \$150 |
| CAD Tech* | \$90 |
| Student Assistant/Intern* | \$80 |
| Administrative Assistant/Support Staff* | \$95 |
| Senior Project Manager/Proj Manager | \$230 |
| Project Manager Assistant | \$125 |
| Project Engineer | \$195 |
| Resident Engineer/Bridge Rep | \$195 |
| Senior Inspector* | \$150 |
| Inspector* | \$125 |
| <u>Environmental</u> | |
| Environmental Manager | \$190 |
| <u>Surveying - Office Classifications</u> | |
| Senior Surveyor/ Survey Department Manager | \$175 |
| Associate Surveyor/Project Surveyor | \$150 |
| Survey Technician* | \$115 |
| <u>Surveying - Field Classifications</u> | |
| Party Chief* | \$175 |
| Instrumentman* | \$150 |
| Chainman/Rodman* | \$150 |
| One Man Crew* | \$175 |
| Two Man Crew* | \$300 |
| <u>Other Direct Costs</u> | |
| Office Computer & Software | Included in Overhead |
| Office Phone/Cell/Fax | Included in Overhead |
| Reproduction | |
| Black & White in office | Included in Overhead |
| Color in office | Included in Overhead |
| Vendor | Cost |
| Delivery | Cost |
| Mileage | Current Federal Rate (\$0.54/mi.) |
| Other Travel | Cost |
| Subconsultants | Cost |
| Short Term Per Diem | up to \$180 per day |
| Long Term Per Diem | up to \$85 per day |
| Field Vehicle | up to \$67 per day |
| Field Computer/Printer | \$220 per month |
| Field Cellular Phone | \$130 per month |
| Prevailing Wage** | billed with overhead and fee |
| Misc. | Cost |
| <u>Fee</u> | |
| Other Direct Costs | 5% |

Notes:

*Overtime rates apply to these classifications and will be charged at 1.5 times the hourly rate.

**Prevailing Wage may apply for Construction Inspection and Surveying Services.

Labor Costs to be invoiced based on agreed rate

Other Direct Costs to be invoiced at actual cost plus fee.

All rates subject to an annual escalation of up to 3.5% per year

Exhibit B



1243 Alpine Road, Suite 108
Walnut Creek, CA 94596
Phone: 925.941.0017
Fax: 925.941.0018
www.wreco.com

RATE SCHEDULE

Effective January 1, 2016

| | | | | |
|--|----------|---|----------|----------|
| Principal Engineer | \$225.00 | - | \$260.00 | per Hour |
| Supervising Engineer II | \$205.00 | - | \$225.00 | per Hour |
| Supervising Engineer I | \$185.00 | - | \$205.00 | per Hour |
| Senior Engineer III | \$165.00 | - | \$185.00 | per Hour |
| Senior Engineer II | \$145.00 | - | \$165.00 | per Hour |
| Senior Engineer I | \$125.00 | - | \$145.00 | per Hour |
| Associate Engineer II | \$110.00 | - | \$125.00 | per Hour |
| Associate Engineer I | \$95.00 | - | \$110.00 | per Hour |
| Staff Engineer II | \$80.00 | - | \$95.00 | per Hour |
| Staff Engineer I | \$65.00 | - | \$80.00 | per Hour |
| Senior Scientist II | \$140.00 | - | \$175.00 | per Hour |
| Senior Scientist I | \$115.00 | - | \$140.00 | per Hour |
| Associate Scientist II | \$100.00 | - | \$115.00 | per Hour |
| Associate Scientist I | \$85.00 | - | \$100.00 | per Hour |
| Staff Scientist II | \$70.00 | - | \$85.00 | per Hour |
| Staff Scientist I | \$50.00 | - | \$70.00 | per Hour |
| Senior Technician/CADD | \$70.00 | - | \$95.00 | per Hour |
| Technician/CADD | \$50.00 | - | \$70.00 | per Hour |
| Landscape Designer | \$90.00 | - | \$115.00 | per Hour |
| Administrator / Clerical / Tech Editor | \$65.00 | - | \$85.00 | per Hour |

- Engineers include Civil Engineers, Hydraulic Engineers and Geotechnical Engineers.
- Scientists include Geologists, Biologists and Environmental Scientists.
- Expenses are invoiced at 110% of cost.
- Unless expressed within the contract agreement, rates on all contracts are subject to an annual adjustment of a 3% escalation rate on January 1 of each calendar year.
- Rates for deposition and trial time are 1.5 times those shown above.
- Regular Mileage is per IRS rate (currently at \$0.54 per mile) or as otherwise specified in the contract.



2016 LABOR CATEGORIES AND BILLING RATES

Principals & Project Management Staff

| | | | |
|---------------------------|-----------|--------------------------|----------|
| Principal-in-Charge..... | \$271-379 | Project Manager VII..... | \$131.00 |
| | | Project Manager VI..... | \$119.00 |
| Project Manager XI..... | \$187.00 | Project Manager V..... | \$108.00 |
| Project Manager X..... | \$171.00 | Project Manager IV..... | \$96.00 |
| Project Manager IX..... | \$153.00 | Project Manager III..... | \$85.00 |
| Project Manager VIII..... | \$142.00 | | |

Consulting Services

| | |
|-------------------------|-----------------------------|
| Cultural Resources | Air Quality |
| Environmental Resources | Graphics / Media Production |
| Paleontology | GIS / CADD Resources |
| Scientific Resources | Technical Writing / Editing |
| Planning Resources | Principal Investigator |
| Information Technology | |

| | | | |
|----------------------------|-------------|---------------------|----------|
| Subject Matter Expert..... | \$190 - 324 | Specialist V..... | \$108.00 |
| | | Specialist IV..... | \$96.00 |
| Specialist XI..... | \$187.00 | Specialist III..... | \$85.00 |
| Specialist X..... | \$171.00 | Specialist II..... | \$73.00 |
| Specialist IX..... | \$153.00 | Specialist I..... | \$63.00 |
| Specialist VIII..... | \$142.00 | | |
| Specialist VII..... | \$131.00 | Technician II..... | \$50.00 |
| Specialist VI..... | \$119.00 | Technician I..... | \$40.00 |

Administrative

| | | | |
|--------------------------|----------|-------------------------|---------|
| Administrative VIII..... | \$119.00 | Administrative IV..... | \$73.00 |
| Administrative VII..... | \$108.00 | Administrative III..... | \$63.00 |
| Administrative VI..... | \$96.00 | Administrative II..... | \$50.00 |
| Administrative V..... | \$85.00 | Administrative I..... | \$40.00 |

Direct expenses are subject to a 15% administrative markup and subcontractor expenses are subject to a 10% administrative markup. These rates do not apply to depositions or testimonies at administrative hearings and trials. Such activities fall under our Expert Witness rates, which vary by state.

Per Diem is billed at the GSA rate in place at the time of billing. Mileage is billed at the IRS mileage rate in place at the time of billing.



Exhibit B

2016 TIME & MATERIALS FEE SCHEDULE* COMMUNICATIONS SERVICES

I. Professional services will be rendered based on the following hourly rates:

| | |
|------------------------|-------|
| President | \$295 |
| Senior Vice President | \$275 |
| Project Director | \$195 |
| Senior Project Manager | \$165 |
| Project Manager | \$140 |
| Senior Associate | \$120 |
| Associate | \$95 |
| Coordinator | \$80 |

II. Creative services will be rendered based on the following hourly rates:

| | |
|-----------------------------|-------|
| Creative Director | \$195 |
| Senior Art Director | \$165 |
| Art Director | \$140 |
| Senior Web Designer | \$120 |
| Senior Graphic Designer | \$110 |
| Web/Graphic Designer | \$95 |
| Junior Web/Graphic Designer | \$80 |
| Videographer | \$140 |

III. Supportive services will be rendered based on the following hourly rates:

| | |
|--------------------|-------|
| IT Director | \$175 |
| IT Support | \$75 |
| Accounting Manager | \$130 |
| Accounting Clerk | \$70 |
| Clerical | \$60 |

IV. Provision of related services and reimbursable expenses will be charged to the client as follows:

| | |
|---|---|
| Black and White Prints/Copies, In House | \$0.06-0.25 per page, depending on paper size |
| Color Prints/Copies, In House | \$0.50-\$1.75 per page, depending on paper size |
| Faxes | \$0.60 per page |
| Postage | at cost |
| Phone | at cost |
| Mileage | Per IRS Standard Mileage Rate |
| Web Hosting | \$300 per year |
| Domain Hosting | \$15 per year |
| Vendor & Subconsultant Services | 10% mark up for administration |
| AV/Equipment Rental | at cost |

V. Expert witness testimony or technical assistance on legal matters shall be provided at the rate of \$300.00 per hour of witness and preparation time.

Exhibit B



2016 SCHEDULE OF CHARGES

Effective January 1st, 2016

STAFF BILLING RATES FOR ADDITIONAL SERVICES

| | |
|--------------------------|------------|
| Adam Phillips, Principal | \$215 / hr |
|--------------------------|------------|

REIMBURSABLE CHARGES

The following charges are in addition to personnel fees:

| | |
|--------------|----------------------------|
| Auto Mileage | IRS Standard Mileage Rates |
| CD-ROM | \$15.00 / ea |

Printing and reproduction (per sheet):

| | |
|--|------------|
| Black & White Prints/Copies (Letter) | \$0.25 |
| Black & White Prints/Copies (Ledger/Super B) | \$1.00 |
| Presentation Color (letter size) | \$4.00 |
| Large Format prints/plots (outsourced) | Cost + 10% |

Unless otherwise specified by contract, charges for all outside consultant and other reimbursable expenses are computed on the basis of cost plus 10%.

PAYMENT METHOD

Invoices shall be prepared and sent via email (unless hard copy is requested) on a monthly basis. Billing shall reflect hours spent and/or project progress and shall be due and payable upon receipt.

CHANGES IN BILLING RATES AND POLICIES

The rates shown on the schedule of charges are reviewed yearly and are then reissued if modified. Unless specified by contract, charges to all projects (including those continuing from the previous schedule) will be based on the latest schedule of charges.



Exhibit B
KITTELSON & ASSOCIATES, INC.
TRANSPORTATION ENGINEERING/PLANNING

KITTELSON & ASSOCIATES, INC.
BILLING RATE SCHEDULE

Effective January 1, 2016

The current billing rates for Kittelson & Associates, Inc., staff are as follows and are subject to change:

| Staff | Billing Rate |
|------------------------------|---------------|
| Principal / Senior Principal | \$225 - \$310 |
| Associate Engineer/Planner | \$190 - \$220 |
| Senior Engineer/Planner | \$160 - \$185 |
| Engineer/Planner | \$140 - \$155 |
| Transportation Analyst | \$125 - \$135 |
| Associate Technician | \$150 - \$175 |
| Senior Technician | \$140 - \$145 |
| Technician II | \$125 - \$135 |
| Technician I | \$105 - \$120 |
| Office Support | \$60 - \$90 |

| Service | Billing Rate |
|---------|--------------|
| Travel | At Cost |
| Mileage | \$.54/mile |

Exhibit B

R.E.Y. ENGINEERS, INC.
 Civil Engineers | Land Surveyors | LiDAR
 905 Sutter Street, Suite 200 Folsom, CA 95630
 Phone: (916) 366-3040 Fax: (916) 366-3303
 www.reyengineers.com



2016 FEE SCHEDULE

| CLASSIFICATION | HOURLY RATES |
|--------------------------------------|--------------|
| Principal Manager Engineering | \$230.00 |
| Senior Engineer III | \$205.00 |
| Senior Engineer - II | \$185.00 |
| Senior Engineer - I | \$165.00 |
| Associate Engineer - III | \$150.00 |
| Associate Engineer - II | \$135.00 |
| Associate Engineer - I | \$120.00 |
| Assistant Engineer - III | \$110.00 |
| Assistant Engineer - II | \$100.00 |
| Assistant Engineer - I | \$ 90.00 |
| Principal Manager - Surveying | \$230.00 |
| Senior Surveyor - III | \$205.00 |
| Senior Surveyor - II | \$185.00 |
| Senior Surveyor - I | \$165.00 |
| Associate Surveyor - III | \$150.00 |
| Associate Surveyor - II | \$135.00 |
| Associate Surveyor - I | \$120.00 |
| Assistant Surveyor - III | \$110.00 |
| Assistant Surveyor - II | \$100.00 |
| Assistant Surveyor - I | \$ 90.00 |
| 3-Man Survey Crew | \$305.00 |
| 2-Man Survey Crew | \$230.00 |
| 1-Man Survey Crew | \$150.00 |
| Field Supervisor | \$125.00 |
| Party Chief | \$125.00 |
| Chainman | \$105.00 |
| Senior CADD Technician - III | \$150.00 |
| Senior CADD Technician - II | \$135.00 |
| Senior CADD Technician - I | \$120.00 |
| CADD Technician - III | \$105.00 |
| CADD Technician - II | \$ 90.00 |
| CADD Technician - I | \$ 75.00 |
| Project Administrator | \$ 50.00 |
| Terrestrial LiDAR Scanning Equipment | \$ 75.00 |
| Mobile LiDAR Equipment | \$600.00 |

These rates represent maximum rates to be charged for classifications. All rates are subject to change. Reimbursement for mileage expenses, if applicable, shall not exceed the rate established by the IRS for the current year. Cost of normal survey stakes and other field supplies are included in the above rates. Special monuments, iron stakes, etc., will be charged at cost. Filing fees, checking fees, and other outside charges will be billed at cost. Outside reproductions, services, and consultants will be charged at cost plus 10%. In-house large format reproduction will be charged at \$0.30/SF.

Robert Huun, PE, President

ATTACHMENT I

Assurance of Compliance with Section 504 of the Rehabilitation Act of 1973, as Amended

The undersigned (hereinafter called "Contractor(s)") hereby agrees that it will comply with Section 504 of the Rehabilitation Act of 1973, as amended, all requirements imposed by the applicable DHHS regulation, and all guidelines and interpretations issued pursuant thereto.

The Contractor(s) gives/give this assurance in consideration of for the purpose of obtaining contracts after the date of this assurance. The Contractor(s) recognizes/recognize and agrees/agree that contracts will be extended in reliance on the representations and agreements made in this assurance. This assurance is binding on the Contractor(s), its successors, transferees, and assignees, and the person or persons whose signatures appear below are authorized to sign this assurance on behalf of the Contractor(s).

The Contractor(s): (Check a or b)

- ☐ a. Employs fewer than 15 persons.
- ☒ b. Employs 15 or more persons and, pursuant to section 84.7 (a) of the regulation (45 C.F.R. 84.7 (a), has designated the following person(s) to coordinate its efforts to comply with the DHHS regulation.

Name of 504 Person:

John S. Quincy

Name of Contractor(s):

Quincy Engineering, Inc.

Street Address or P.O. Box:

11017 Cobblersrock Drive, Suite 100

City, State, Zip Code:

Rancho Cordova, CA 95670

I certify that the above information is complete and correct to the best of my knowledge

Signature:



Title of Authorized Official:

President

Date:

6/8/16

*Exception: DHHS regulations state that: "If a recipient with fewer than 15 employees finds that, after consultation with a disabled person seeking its services, there is no method of complying with (the facility accessibility regulations) other than making a significant alteration in its existing facilities, the recipient may, as an alternative, refer the handicapped person to other providers of those services that are accessible."

Attachment IP Intellectual Property Rights

1. interests in all Work Products created by Contractor and its subcontractors the County under this Agreement. Contractor may not sell, transfer, or permit the use of any Work Products without the express written consent of the County.
 2. tangible or not, created in whatever medium pursuant to this Agreement, including without limitation publications, promotional or educational materials, reports, manuals, specifications, drawings and sketches, computer programs, software and databases, schematics, marks, logos, graphic designs, notes, matters and combinations thereof, and all forms of intellectual property.
 3. Contractor shall not dispute or contest, di right and title to the Work Products nor the validity of the intellectual property embodied therein. Contractor hereby assigns, and if later required by the County, shall assign to the County all titles, rights and interests in all Work Products. Contractor shall cooperate and cause subcontractors to cooperate in perfecting Work Product, including prompt execution of documents as presented by the County.
 4. To the extent any of the Work Products may be protected by U.S. Copyright laws, Parties agree that the County commissions Vendors to create the copyrightable Work Products, which are intended to be work-made-for-hire for the sole benefit of the County and the copyright of which is vested in the County.
 5. In the event that the title, rights, and/or interests in any Work Products are deemed owned by the County, Contractor hereby assigns and shall require all persons performing work pursuant to this Agreement, including its subcontractors, to assign to the County all titles, rights, interests, and/or copyrights in such Work Product. Should such assignment and/or transfer become necessary or if at any time the County requests cooperation of Contractor agrees to promptly execute and to obtain execution of any documents (including assignments) required to perfect the titles, rights, and interests of the County in the Work Products with no additional charges to the County beyond that identified in this Agreement or subsequent change orders. The County, however, shall pay all filing fees required for the assignment, transfer, recording, and/or application.
 6. Contractor agrees that before commencement of any subcontract work it will incorporate this **ATTACHMENT IP** to contractually bind or otherwise oblige its subcontractors and personnel performing work under this Agreement such that the rk Products are preserved and protected as intended herein.
-