

**CONTRACT FOR CONSULTANT SERVICES BETWEEN
THE CITY OF WATSONVILLE AND WALLACE GROUP, A CALIFORNIA
CORPORATION**

THIS CONTRACT, is made and entered into this _____, by and between the **City of Watsonville**, a municipal corporation, hereinafter called "City," and **Wallace Group, a California Corporation**, hereinafter called "Consultant."

WITNESSETH

WHEREAS, the City needs to obtain certain professional, technical and/or specialized services of an independent contractor to assist the City in the most economical manner; and

WHEREAS, Consultant has the requisite skill, training, qualifications, and experience to render such services called for under this Contract to City.

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THE PARTIES HEREBY AGREE AS FOLLOWS:

SECTION 1. SCOPE OF SERVICES.

Consultant shall perform those services as specified in detail in Exhibit "A," entitled "SCOPE OF SERVICES" which is attached hereto and incorporated herein.

SECTION 2. TERM OF CONTRACT.

The term of this Contract shall be from July 1, 2023 to June 30, 2024, inclusive.

SECTION 3. SCHEDULE OF PERFORMANCE.

The services of Consultant are to be completed according to the schedule set out in Exhibit "B," entitled "SCHEDULE OF PERFORMANCE," which is attached hereto and incorporated herein. Consultant will diligently proceed with the agreed Scope of Services and will provide such services in a timely manner in accordance with the "SCHEDULE OF PERFORMANCE."

SECTION 4. COMPENSATION.

The compensation to be paid to Consultant including both payment for professional services and reimbursable expenses as well as the rate and schedule of payment are set out in Exhibit "C" entitled "COMPENSATION," which is attached hereto and incorporated herein.

SECTION 5. METHOD OF PAYMENT.

Except as otherwise provided in Exhibit "C," each month, Consultant shall furnish to the City a statement of the work performed for compensation during the preceding month. Such statement shall also include a detailed record of the month's actual reimbursable expenditures.

SECTION 6. INDEPENDENT CONSULTANT.

It is understood and agreed that Consultant, in the performance of the work and services agreed to be performed by Consultant, shall act as and be an independent Consultant and not an agent or employee of City, and as an independent Consultant, shall obtain no rights to retirement benefits or other benefits which accrue to City's employees, and Consultant hereby expressly waives any claim it may have to any such rights.

SECTION 7. ASSIGNABILITY.

Consultant shall not assign or transfer any interest in this Contract nor the performance of any of Consultant's obligations hereunder, without the prior written consent of City, and any attempt by Consultant to so assign this Contract or any rights, duties or obligations arising hereunder shall be void and of no effect.

SECTION 8. INDEMNIFICATION.

Consultant has the expertise and experience necessary to perform the services and duties agreed to be performed by Consultant under this Contract, and City is relying upon the skill and knowledge of Consultant to perform said services and duties. Consultant shall defend, indemnify and hold harmless City, its officers and employees,

against any loss or liability arising out of or resulting in any way from work performed under this Contract due to the willful or negligent acts (active or passive) or errors or omissions by Consultant or Consultant's officers, employees or agents.

SECTION 9. INSURANCE.

A. **Errors and Omissions Insurance.** Consultant shall obtain and maintain in full force throughout the term of this Contract a professional liability insurance policy (Errors and Omissions), in a company authorized to issue such insurance in the State of California, with limits of liability of not less than One Million Dollars (\$1,000,000.00) to cover all professional services rendered pursuant to this Contract.

B. **Auto and Commercial General Liability Insurance.** Consultant shall also maintain in full force and effect for the term of this Contract, automobile insurance and commercial general liability insurance with an insurance carrier satisfactory to City, which insurance shall include protection against claims arising from bodily and personal injury, including death resulting therefrom, and damage to property resulting from any actual occurrence arising out of the performance of this Contract. The amounts of insurance shall not be less than the following:

(1) Commercial general liability insurance, or equivalent form, with a combined single limit of not less than \$1,000,000.00 per occurrence. If such insurance contains a general aggregate limit, such limit shall apply separately to each project Consultant performs for City. Such insurance shall (a) name City, its appointed and elected officials, and its employees as insureds; and (b) be primary with respect to insurance or self-insurance programs maintained by City and (c) contain standard separation of insured's provisions.

(2) Business automobile liability insurance, or equivalent form, with a combined single limit of not less than \$1,000,000.00 per occurrence. Such insurance shall include coverage for owned, hired and non-owned automobiles.

C. **Workers' Compensation Insurance.** In accordance with the provisions of Section 3700 of the Labor Code, Consultant shall be insured against liability for Workers' Compensation or undertake self-insurance. Consultant agrees to comply with such provisions before commencing performance of any work under this Contract.

D. **Proof of Insurance to City before Notice to Proceed to Work.** Consultant shall satisfactorily provide certificates and endorsements of insurance to the City Clerk before Notice to Proceed to Work of this Contract will be issued. Certificates and policies shall state that the policy shall not be canceled or reduced in coverage without thirty (30) days written notice to City. Approval of insurance by City shall not relieve or decrease the extent to which Consultant may be held responsible for payment of damages resulting from services or operations performed pursuant to this Contract. Consultant shall not perform any work under this Contract until Consultant has obtained the required insurance and until the required certificates have been submitted to the City and approved by the City Attorney. If Consultant fails or refuses to produce or maintain the insurance required by these provisions, or fails or refuses to furnish City required proof that insurance has been procured and is in force and paid for, City shall

have the right at City's election to forthwith terminate this Contract immediately without any financial or contractual obligation to the City. As a result of such termination, the City reserves the right to employ another consultant to complete the project.

E. Written notice. Contractor shall provide immediate written notice if (1) any insurance policy required by this Contract is terminated; (2) any policy limit is reduced; (3) or any deductible or self insured retention is increased.

SECTION 10. NON-DISCRIMINATION.

Consultant shall not discriminate, in any way, against any person on the basis of age, sex, race, color, creed, national origin, or disability in connection with or related to the performance of this Contract.

SECTION 11. TERMINATION.

A. City and Consultant shall have the right to terminate this Contract, without cause, by giving not less than ten (10) days written notice of termination.

B. If Consultant fails to perform any of its material obligations under this Contract, in addition to all other remedies provided by law, City may terminate this Contract immediately upon written notice.

C. The City Manager is empowered to terminate this Contract on behalf of City.

D. In the event of termination, Consultant shall deliver to City copies of all work papers, schedules, reports and other work performed by Consultant and upon receipt thereof, Consultant shall be paid in full for services performed and reimbursable expenses incurred to the date of termination.

SECTION 12. COMPLIANCE WITH LAWS.

Consultant shall comply with all applicable laws, ordinances, codes and regulations of the federal, state and local governments. Consultant shall obtain and maintain a City of Watsonville business license during the term of this Contract.

SECTION 13. GOVERNING LAW.

City and Consultant agree that the law governing this Contract shall be that of the State of California. Any suit brought by either party against the other arising out of the performance of this Contract shall be filed and maintained in the Municipal or Superior Court of the County of Santa Cruz.

SECTION 14. PRIOR CONTRACTS AND AMENDMENTS.

This Contract represents the entire understanding of the parties as to those matters contained herein. No prior oral or written understanding shall be of any force or effect with respect to those matters covered hereunder. This Contract may only be modified by a written amendment.

SECTION 15. CONFIDENTIAL INFORMATION.

All data, documents, discussions, or other information developed or received by or for Consultant in performance of this Contract are confidential and not to be disclosed to any person except as authorized by the City Manager or his designee, or as required by law.

SECTION 16. OWNERSHIP OF MATERIALS.

All reports, documents or other materials developed or received by Consultant or any other person engaged directly by Consultant to perform the services required hereunder shall be and remain the property of City without restriction or limitation upon their use.

SECTION 17. COVENANT AGAINST CONTINGENT FEES.

The Consultant covenants that Consultant has not employed or retained any company or person, other than a bona fide employee working solely for Consultant, to solicit or secure the Contract, and that Consultant has not paid or agreed to pay any company or person, other than a bona fide employee working solely for Consultant, any fees, commissions, percentage, brokerage fee, gift, or any other consideration contingent on or resulting from the award or making of this Contract, for breach or violation of this covenant, the City shall have the right to annul this Contract without liability, or in its discretion, to deduct from the contract price or consideration or otherwise recover, the full amount of such fee, commission, percentage fee, gift, or contingency.

SECTION 18. WAIVER.

Consultant agrees that waiver by City or any one or more of the conditions of performance under this Contract shall not be construed as waiver of any other condition of performance under this Contract.

SECTION 19. CONFLICT OF INTEREST.

A. A Consultant shall avoid all conflict of interest or appearance of conflict of interest in performance of this Contract. Consultant shall file a disclosure statement, if required by City Council Resolution, which shall be filed within thirty (30) days from the effective date of this Contract or such Resolution, as applicable.

B. No member, officer, or employee of the City, during their tenure, or for one (1) year thereafter, shall have any interest, direct or indirect, in this Contract or the proceeds thereof and Consultant agrees not to allow, permit, grant, transfer, or otherwise do anything which will result in such member, officer, or employee of the City from having such interest.

SECTION 20. AUDIT BOOKS AND RECORDS.

Consultant shall make available to City, its authorized agents, officers and employees, for examination any and all ledgers and books of account, invoices, vouchers, canceled checks and other records or documents evidencing or related to the expenditures and disbursements charged to the City, and shall furnish to City, its authorized agents and employees, such other evidence or information as City may require with respect to any such expense or disbursement charged by Consultant.

SECTION 21. NOTICES.

All notices shall be personally served or mailed, postage prepaid, to the following addresses, or to such other address as may be designated by written notice by the parties:

CITY

City Clerk
275 Main Street, Suite 400
Watsonville, CA 95076
(831) 768-3040

CONSULTANT

Wallace Group, a California Corporation
612 Clarion Ct.
San Luis Obispo, CA 93401
(805) 544-4011

SECTION 22. EXHIBITS:

- Exhibit A: Scope of Services
- Exhibit B: Schedule of Performance
- Exhibit C: Compensation

WITNESS THE EXECUTION HEREOF, on the day and year first hereinabove written.

CITY

CITY OF WATSONVILLE

CONSULTANT

WALLACE GROUP, A CALIFORNIA CORPORATION

BY _____
Rene Mendez, City Manager

BY _____
Kari E. Wagner, P.E.

ATTEST:

BY _____
Irwin I. Ortiz, City Clerk

APPROVED AS TO FORM:

BY _____
Samantha W. Zutler, City Attorney

EXHIBIT "A"
SCOPE OF SERVICES

See attachment labeled Exhibit "A".

EXHIBIT "B"

SCHEDULE OF PERFORMANCE

Services shall commence immediately upon execution of this Contract. All services performed under the provisions of this Contract shall be completed in accordance with the following schedule:

July 1, 2023, through June 30, 2024

EXHIBIT "C"

COMPENSATION

- a. Total Compensation. The total obligation of City under this Contract shall not exceed \$300,000.00. **See attachment labeled Exhibit "C"**.
- b. Basis for Payment. Payment(s) to Consultant for services performed under this contract shall be made as follows and shall [not] include payment for reimbursable expenses:
- c. Payment Request. Consultant shall submit a request for payment for services on a monthly basis by letter to Director, or said Director's designated representative. Such request for payment shall cover the preceding monthly period during the term hereof, shall note the City's purchase order number for this contract, shall contain a detailed listing of the total number of items or tasks or hours for which payment is requested, the individual dates on which such services were rendered, and invoices for reimbursable expenses, if any. Upon receipt in the Office of Director of said payment request, Director shall cause payment to be initiated to Consultant for appropriate compensation.



CIVIL AND
TRANSPORTATION
ENGINEERING

CONSTRUCTION
MANAGEMENT

LANDSCAPE
ARCHITECTURE

MECHANICAL
ENGINEERING

PLANNING

PUBLIC WORKS
ADMINISTRATION

SURVEYING /
GIS SOLUTIONS

WATER RESOURCES

June 23, 2023

Robert Schneider
City of Watsonville
250 Main Street
Watsonville, California 95076

Subject: Proposal for Water Main Replacement (WMR) Program Management Services and WMR Project Services for East Beach/Union/Lincoln and Pennsylvania/Hammer

Dear Mr. Schneider:

Wallace Group appreciates the opportunity to provide you with our proposal for professional services for the above-referenced project. Based on our discussion, the following Scope of Services has been prepared for your consideration:

PROJECT UNDERSTANDING

The City of Watsonville currently implements a Water Main Replacement (WMR) Program with a goal of replacing 2 miles of water main replacement per year. Prior versions of the project priority list have become out of date and do not adequately define the current prioritization criteria. The City of Watsonville has requested a proposal from Wallace Group for program management services to review and update the existing project prioritization list using current prioritization criteria to create a 5-year WMR plan that achieves two miles of projects every year for the next five years.

The City has also expressed the need for assistance in processing as-built data for use in the City’s GIS system. As built data may come in the form of WMR project drawings and/or GPS point data from the field and needs to be processed and organized in a way that meets City of Watsonville’s needs.

Management of the WMR Program along with processing and integration of as-built data into the City’s GIS system are considered ongoing efforts, though the fee estimate associated with this proposal is intended to represent the initial set up and ongoing management for the period of one year.

The City of Watsonville has requested this proposal to also include scope and fee for the following WMR project areas:

East Beach / Union / Lincoln		
Segment Name	LF	Description of Field Work
East Beach Street: Main Street to Lincoln Street	2,000	Install new 8” PVC to replace existing 8” cast iron
Union Street: East Beach Street to Riverside Drive (HWY 129)	1,650	Install new 6” PVC to replace existing 6” cast iron
Lincoln Street: East Beach Street to East Lake Avenue (HWY 152)	800	Install new 8” PVC to replace existing 8” cast iron

WALLACE GROUP
A California Corporation

612 CLARION CT
SAN LUIS OBISPO
CALIFORNIA 93401

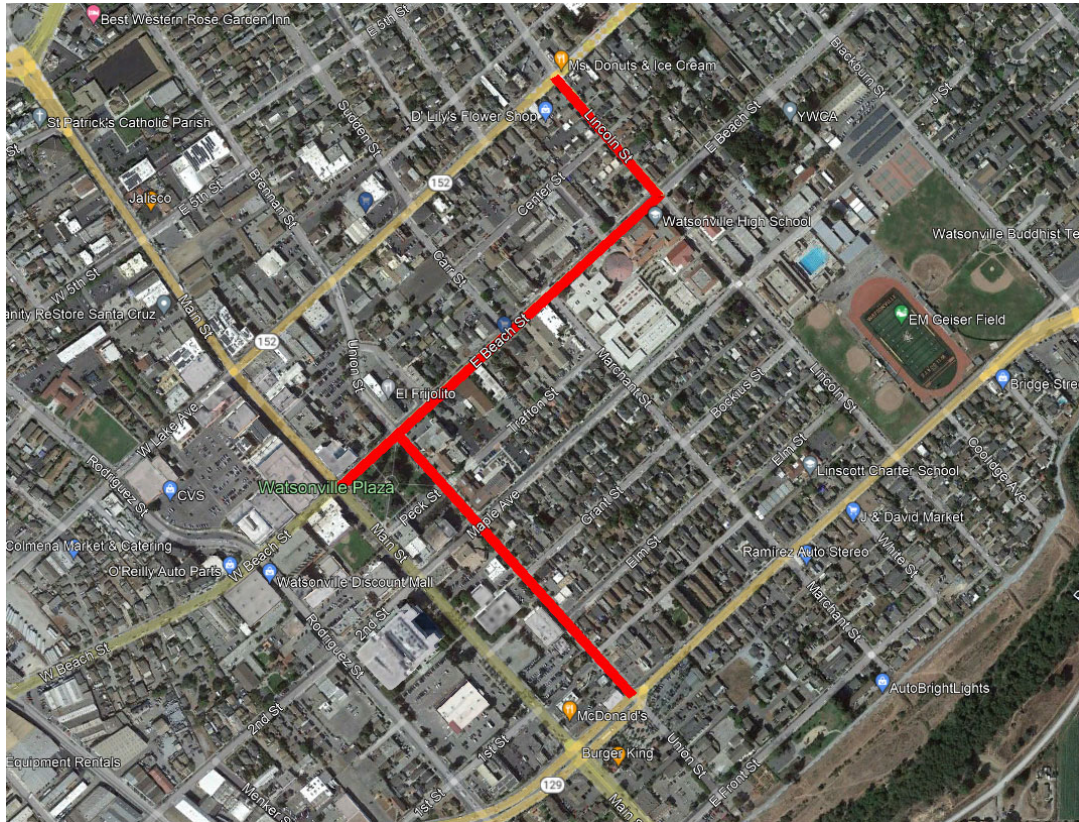
T 805 544-4011
F 805 544-4294

www.wallacegroup.us



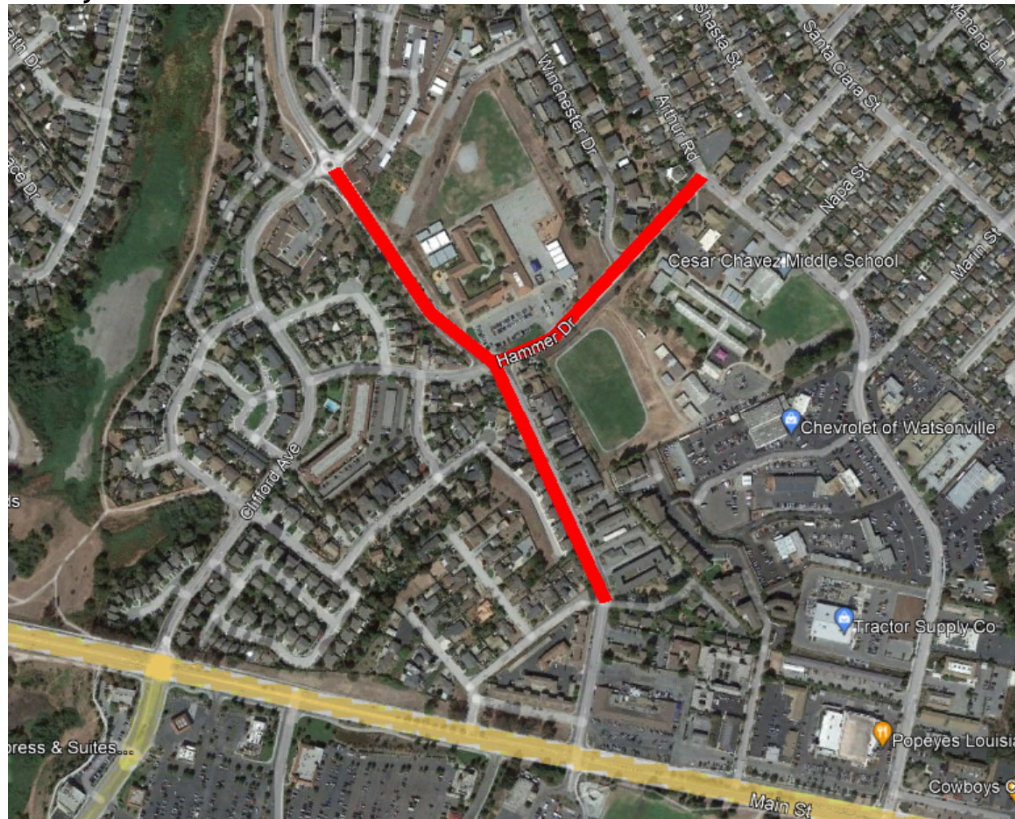
Pennsylvania / Hammer		
Segment Name	LF	Description of Field Work
Pennsylvania Drive: Hammer Drive to Progress Drive	990	Install new 8" PVC to replace existing 8" ductile iron
Pennsylvania Drive: Clifford Drive to Hammer Drive	970	Install new 8" PVC to replace existing 8" ductile iron
Hammer Drive: Arthur Road to Pennsylvania Drive	1,100	Install new 8" PVC to replace existing 8" cast iron

East Beach / Union / Lincoln





Pennsylvania / Hammer



Wallace Group understands that CoW staff will be constructing the proposed upgrades using City crews and that the following scope of services reflects the design requirements for work to be performed non-competitively. All work will be provided in a single drawing package.

It is also our understanding that the City wishes to make improvements to their process for integrating as-built/record data into the City's GIS database.

This proposal has been broken out into two parts: Part I relates to WMR Program Management; and Part II relates to WMR Project support for East Beach / Union / Lincoln & Pennsylvania / Hammer

SCOPE OF SERVICES
















Part I: WMR Program Management

Wallace Group will review the City's existing WMR project priority lists and latest GIS information, along with the City's Water System Master Plan and other planning parameters provided by the City, to prepare an updated project priority list forecasting recommended WMR projects for the next 5 years. We will work closely with the City throughout the process to ensure that the resulting priority list incorporates the needs of the City. The deliverable for this task will be an updated project priority list including guidance notes to assist the City's future review/update efforts. The intent is to create a living document that can be maintained by the City or its subconsultants to manage the ongoing WMR program. The fee estimate for this proposal is based on the initial review and development of the priority list, as well as ongoing management of the list based on input from the City for a period of one year. Fees for the initial update and ongoing management of the WMR Program for a period of one year are expected to total roughly \$15,000.



Wallace Group will receive, and review as built data provided by the City. We anticipate as built data to come in the form of GPS point files and AutoCAD drawing files. Upon review, as-built data will be converted and organized as needed for incorporation into the City's GIS system. We assume that City GIS staff will be able to advise Wallace Group as to the desired format for GIS submittals. The deliverable for this project will be a set of GIS files, formatted and organized as requested by the City.

The fee estimate for this processing of as built data is based on the anticipation of processing approximately 2 miles worth of new projects per year. Based on existing project priority lists with an average project length of 1,400-LF, this equates to approximately 8 WMR projects per year. It also includes the processing of 15 existing projects, provided by the City via Sharepoint:

 14698_WMRP_Holohan Road Fire Hydrant
 14709_WMRP_Winchester Drive
 14710_WMRP_Rogge St
 14711_WMRP_Lincoln St
 14712_WMRP_Carolyn St
 14722_WMRP_McKenzie Ct & McKenzie ...
 14723_WMRP_CenterSt
 14744_WMRP_East Beach St (STA Beck to ...
 14834_WMRP_SilverLeaf_GreenMeadow
 14835_WMRP_Coolidge Ave
 14836_WMRP_Loughead Drive
 14837_WMRP_White St and Dawson St
 14838_WMRP_Arthur Street
 14900_WMRP_Manabe Ow Development
 14910_WMRP_Ramsay Park

Fees for the as built data processing of 15 existing projects and 8 new projects are expected to total roughly \$35,000.

Deliverables:

- WMR Program Priority List
- WMR As Built GIS Data



Part II - WMR Projects East Beach / Union / Lincoln and Pennsylvania / Hammer

Task 1: Survey

Wallace Group will be teaming with Central Coast Aerial Mapping (CCAM) of San Luis Obispo, CA to complete aerial photogrammetric mapping. The limits of aerial mapping along the water main sections listed above will be centered on the road and include a width of approximately 60-110 feet, to include approximately 10 feet beyond the road prism.

The aerial mapping will show visible surface features including utility structures and poles, edges of pavement, striping, fences, street signs, brush lines and tree canopies. The aerial mapping will include aerial planimetric and digital terrain mapping and a color orthophoto with a 0.25' pixel size of the survey area. The aerial photography will be captured at a flight elevation suitable for preparing a topographic map at a scale of 1-inch = 40-feet, with a contour interval of 1 foot.

The field survey within the proposed mapping areas will augment the aerial mapping and include the location of surface improvements such as structures, crossing and parallel sanitary and storm sewer lines, fences, driveways, roadway signs, and utilities such as street lights, utility poles and guy wires, fire hydrants, water meters, water valves, and utility paint markings and placards indicating the location and presence of underground utility lines and facilities as required to supplement the existing topographic mapping.

Our understanding is that city-provided GIS parcel data will be utilized for this project and presented as approximate on the drawings. Record right of way and easements, if required, will be mapped by others and is not included in this scope. We also exclude location and mapping of existing monuments from our scope, as this is something that should be done at the same time as the boundary survey, and recommend that the CoW ensure that monument preservation be included in the scope of the surveyor performing the boundary survey.

Our proposal assumes that our topographic field survey will be based on control established by Wallace Group. The survey mapping will be constrained horizontally to the California Coordinate System of 1983 (CCS83), Zone 3 projection and vertically to the North American Vertical Datum of 1988 (NAVD88). Survey control stations will be set to control the aerial mapping performed by Central Coast Aerial Mapping and along the proposed route as noted above. The control stations will be durable and semi-permanent and will most likely be 18-inch rebar with plastic cap labeled "WG Control Point" or survey style "PK" nail set in asphalt with aluminum tag labeled "WG Control Point". We will provide a Survey Control Sheet showing the location and coordinates of these control station. The control sheet will show these locations with aerial imagery as a background so that their locations can easily be ascertained.

The information gathered will be compiled to create digital base map, including a digital CAD surface model. As appropriate the surface model will be comprised of elevation information and grade breaks collected from both the aerial and field survey mapping. The base map will show the location of the planimetric features, contours and spot elevations and will be used as a base layer for plan production. We are assuming that notice/right of entry and coordination with private landowners will be coordinated and performed by CoW.

Along the project area route, there are many storm and sanitary sewer manholes that are within the roadway and the vehicular traveled way. We will be using a traffic control, safety and signage sub-consultant to assist with accessing these manholes and structures safely. For budgeting purposes, we have estimated 3 deployments of traffic control and safety signage by the sub-consultant to be sufficient for accessing and measuring the inverts of these structures.



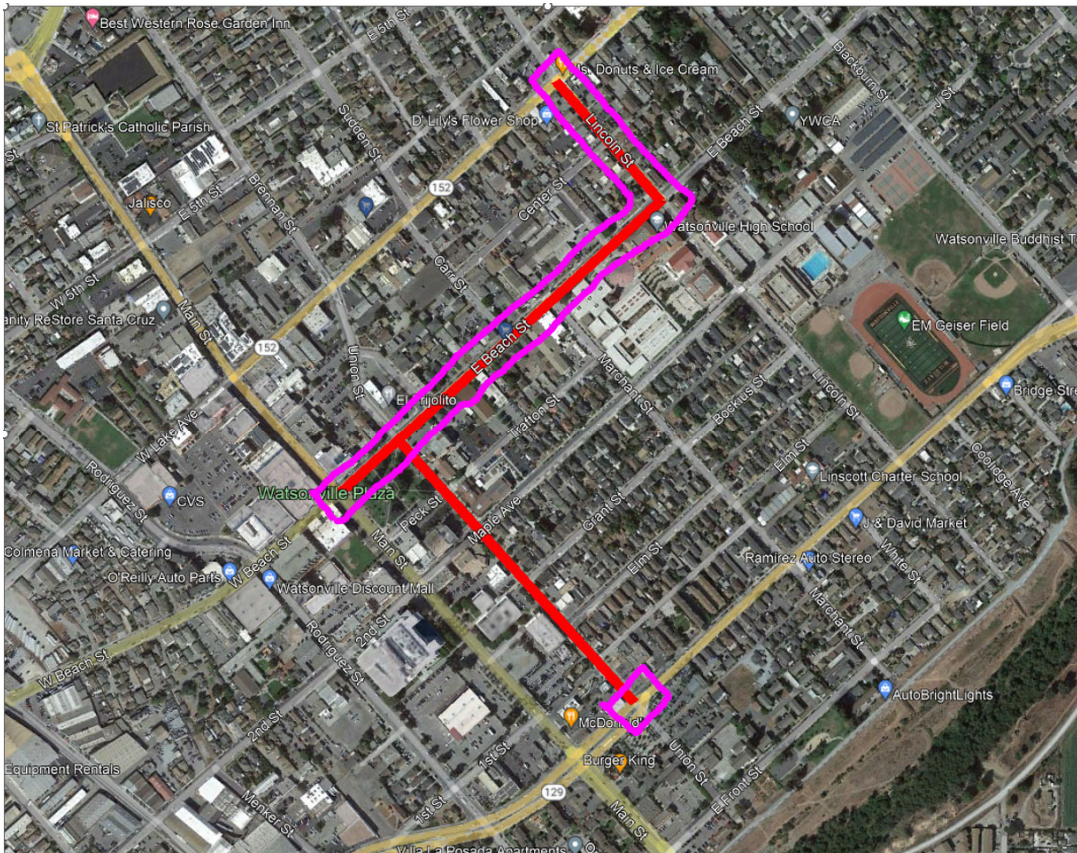
Deliverables:

- 22"x34" PDF signed & stamped Topographic Sheet Set (estimated 14 sheets including cover). This assumes a single drawing set for both work areas.
- AutoCAD Civil 3D drawing file of survey base map.

The estimated fees for work noted in the above task are based on prevailing wage rates. If the CoW and the California Department of Labor determines that prevailing wage payments are not required, the fees for task above will be adjusted and billed according to the per hour rate of the Standard Wage column on the Standard Billing Rates provided.

Lodging and per diem fees are based on the allowable amounts as set forth by the federal General Services Administration (GSA) for the Monterey, California area. These rates can be found at the GSA website, <http://www.gsa.gov/portal/category/100120>.

NOTE: The scope of services described in Task 1 above for the East Beach/Lincoln work area assumes that our survey crew will locate underground structure elevations and inverts not visible from the surface in conjunction with City Staff to perform traffic control, scheduling, traffic notifications and meeting with State Inspectors if necessary, for work performed within dual jurisdiction Caltrans right of way and working under the City's General Maintenance Permit. Per discussion with City Staff, we understand the following regions of the project scope outlined below to be subject to Caltrans jurisdiction. If such underground survey work requires additional Caltrans permitted traffic control, scheduling, notifications and meetings then one extra deployment is included to provide for this task based on the outlined regions below. This potential extra cost is delineated as an optional Task 1b in the Project Fees section of this proposal. If additional traffic control deployments are required, they would each be billed at this task's unit rate.





Task 2: Preparation of Construction Documents

Wallace Group will review the survey data captured in Task 1 above, along with existing CoW GIS information and Water System Master Plan, in preparation for the development of construction drawings. In addition to considering recommended system improvements contained within the Water System Master Plan, Wallace Group will review the proposed waterline replacement for compliance with industry best practices and make recommendations related to system configuration, valve locations, and pipe size.

The plan set will be submitted at a 30% design and a 100% design level. The 30% design submittal will show overall extent in plan and profile view with proposed alignment and major features identified, but will not include specific details, or specific annotations.

Wallace Group will design the Project in compliance with applicable laws, CoW and other local, state, and federal standards, and applicable industry standards and codes, including but not limited to those specifically set forth in the applicable noise and air pollution emissions regulations, applicable hazardous material handling and disposal regulations, the City's policies, and other reference specifications.

Deliverables:

- One set of 24"x36" PDF construction drawings for East Beach/Lincoln/Union (estimated 15 sheets including 1 cover sheet, 1 notes sheet, 1 standard details sheet, 10 plan & profile sheets, and 2 specific detail sheets)
- One set of 24"x36" PDF construction drawings for Pennsylvania (estimated 8 sheets including 1 cover sheet, 1 notes sheet, 1 standard details sheet, 3 plan & profile sheets, and 2 specific detail sheets)
- AutoCAD Civil 3D eTransmit package

Assumptions:

- City of Watsonville crews will be performing the installation work in-house; these construction documents will not be issued for public bid.
- Right of way will be taken from GIS or otherwise provided by CoW.
- Technical specifications will be provided on drawings, rather than in 'book' format.
- Construction drawings do not need to be signed/sealed.
- The area of work is in an area unusual subsurface conditions that would require special detailing, such as high groundwater or subsurface springs.

Task 3: Engineering Services During Construction

Wallace Group will provide engineering support during construction on a time and materials basis. This includes site visits, preparation of waivers, request for information or clarification, or other tasks as needed by the City.

Task 4: Preparation of Record Drawings

Wallace Group will receive redline markups and as-built data collected by City crews. Wallace Group will prepare a record drawing set based on redline markups and/or as-built data provided by the City.

Deliverables:

- 24"x36" PDF record drawing (sheet count to match construction drawings)
- AutoCAD Civil 3D eTransmit package



SCHEDULE

Part I - WMR Program Management:

The WMR Program management is anticipated to be an ongoing effort. This proposal is based on supporting the management of the program of a period of one year. A contract amendment can be executed if services are to be extended beyond the first year.

Part II - WMR Projects East Beach / Union / Lincoln and Pennsylvania / Hammer:

Our goal is to provide 100% plan sets no less than one week ahead of crews' scheduled work in that area. Wallace Group will coordinate continually with CoW to determine current priorities.

ADDITIONAL SERVICES

Wallace Group can provide the following services, directly or through sub-consultants, upon request:

- Boundary survey
- Preparation of technical specifications book-style format.

TO BE PROVIDED BY THE CLIENT

- Boundary survey in CAD format if available.
- Client shall provide the DIR Project Number for this project. To do so, the Client will need to complete the PWC-100 form and submit to the DIR prior to the commencement of the field survey. This is required to be in compliance with State of California Prevailing Wage laws.

ITEMS NOT INCLUDED IN SCOPE OF SERVICES

The following services are not included in this Scope of Services or estimate of fees:

Part I - WMR Program Management:

- Preparation of Construction Documents for WMR Projects
- Preparation of Record Documents based on as built data
- Conversion of PDF files into AutoCAD or GIS format

Part II - WMR Projects East Beach / Union / Lincoln and Pennsylvania / Hammer:

- General Contract Specifications (i.e. Front-end documents)
- Technical Specifications
- Permit Fees
- Attendance at public meetings (e.g. Watsonville City Council meetings)
- Right of Way Survey/Research
- Preliminary Title Documents
- Pre-construction meeting
- Geotechnical Investigation
- Utility Locating Services
- Structural Observation Services
- Special Construction and Inspection Services
- CEQA/NEPA document preparation or Environmental Review
- Preparation of Legal Descriptions/Easements, excepting draft TCEs for private property



PROJECT FEES

Wallace Group will perform the services denoted in the proposed Scope of Services in accordance with the attached Standard Billing Rates (Exhibit A). These services will be invoiced monthly on an accrued cost basis, and our total fees, including reimbursables will not exceed our estimated fee of \$300,000 without receiving written authorization from the Client.

Part I - WMR Program Management:	
Program Management Services	\$97,600
Part II - WMR Projects East Beach / Union / Lincoln and Pennsylvania / Hammer:	
Task 1 - Survey	\$86,900
1.b Additional fees for Caltrans-permitted traffic control.....	\$6,900
Task 2 - Construction Documents	\$80,700
Task 3 - Engineering Services During Construction.....	\$3,800
Task 4 - Record Drawings.....	\$24,100
Total for Scope of Services	\$300,000

This scope assumes two deployments of Caltrans-permitted traffic control (Survey Task 1.b above) at Union, Beach & Lincoln Streets and one regular deployment of traffic control for Pennsylvania Drive & Hammer Drive. If additional traffic control deployments are required, they will be requested as a CA in accordance with Task 1.b.

TERMS AND CONDITIONS

In order to convey a clear understanding of the matters related to our mutual responsibilities regarding this proposal, we will perform the work in accordance with mutually agreed terms based on the Contract for Consultant Services Between the City of Watsonville and Wallace Group, a California Corporation. If this proposal meets with your approval, please let us know, and we will facilitate conforming a contract to the project once the City provides.

We want to thank you for this opportunity to present our proposal for professional services. If you would like to discuss this proposal in greater detail, please feel free to contact me.

Sincerely,

WALLACE GROUP, a California Corporation

TERMS AND CONDITIONS ACCEPTED:

Kari E. Wagner, PE C66026
Principal/Director of Water Resources
612 Clarion Court
San Luis Obispo
California 93401
T 805 544-4011
F 805 544-4294
www.wallacegroup.us

Signature

Printed Name

Title

Date

Attachments
GGM: PP23-7896, 2022, std
Exhibit A



Exhibit A
Standard Billing Rates

Engineering, Design & Support Services:

Assistant Designer/Technician	\$110
Designer/Technician I - IV	\$115/\$125/\$135/\$145
Senior Designer/Technician I - III.....	\$158/\$165/\$172
GIS Technical Specialist.....	\$150
Senior GIS Technical Specialist	\$160
Associate Engineer I - III	\$130/\$140/\$150
Engineer I - IV.....	\$160/\$165/\$170/\$175
Senior Engineer I - III	\$185/\$190/\$195
Director	\$200
Principal Engineer/Consulting Engineer	\$240
Principal	\$260

Surveying Services:

		Prevailing Wage*
Party Chief	\$175	\$225
Instrument Person.....	\$115	\$145
Associate Survey Technician	\$110	
Survey Technician I - IV	\$130/\$135/\$145/\$150	
Land Surveyor I - III	\$155/\$165/\$175	
Senior Land Surveyor I - III.....	\$180/\$185/\$190	
Director	\$200	
Principal Surveyor.....	\$240	
Principal	\$260	

Support Services:

Office Assistant.....	\$100
Project Assistant I - III.....	\$110/\$115/\$125

***Prevailing Wage:**

State established prevailing wage rates will apply to some services based on state law, prevailing wage rates are subject to change over time and geographic location.

Right to Revisions:

Wallace Group reserves the right to revise our standard billing rates on an annual basis, personnel classifications may be added as necessary.

Additional Professional Services:

Fees for expert witness preparation, testimony, court appearances, or depositions will be billed at the rate of \$400 an hour. If required to meet schedule requests, overtime on a project will be billed at 1.5 times the employee's typical hourly rate.

Direct Expenses:

Direct expenses will be invoiced to the client and a handling charge of 15% may be added. Sample direct expenses include, but are not limited to the following:

- travel expenses
- sub-consultant services
- agency fees
- delivery/copy services
- mileage (per IRS rates)
- other direct expenses

Invoicing and Interest Charges:

Invoices are submitted monthly on an accrued cost basis. A finance charge of 1.5% per month may be assessed on all balances that are thirty days past due.