

TASK ORDER NO. 6
OVER
AGREEMENT FOR PROFESSIONAL CONSULTANT SERVICES – RFQ 769-22
SERVICE GROUP CATEGORY 1 – ROADWAY AND STRUCTURES ENGINEERING

DATED DECEMBER 6, 2022

BETWEEN

THE CITY OF LANCASTER, "OWNER"
AND
KIMLEY-HORN AND ASSOCIATES, INC. "CONSULTANT"

PROJECT TITLE: Lancaster Health District Phase 2 (Formerly Medical Main Street)
(Reference: PWCP 24-028)

PROJECT DESCRIPTION: Prepare Plans, Specifications and Estimates (PS&E)

SCOPE OF WORK: Per Attached Exhibit "1", Scope of Services

PERIOD OF SERVICES: Per Attached Exhibit "2", Schedule

COMPENSATION
FOR SERVICES: Per Fee Schedule - Not to Exceed \$272,912.00

"OWNER"

"CONSULTANT"

CITY OF LANCASTER

KIMLEY-HORN AND ASSOCIATES,
INC.

By: _____
Trolis Niebla
City Manager

By: _____
Sri Chakravarthy
Senior Vice President

Date: _____

Date: _____

Approved by Dept. Head: _____

APPROVED AS TO FORM:

Allison E. Burns, Esq.
City Attorney

EXHIBIT “1”

SCOPE OF SERVICES

The work to be performed under this task order shall include:

- A. Task Order 6 – Scope of Services

EXHIBIT 1: SCOPE OF SERVICES

PROJECT BACKGROUND, DESCRIPTION, AND LOCATION

The City of Lancaster will be completing Phase 2 of the Lancaster Health District (LHD) Infrastructure Improvements Project (Project). This phase of the project will construct approximately 0.6 miles of new complete streets to alleviate burden to existing arterial network, whilst providing necessary access to existing and proposed medical facilities.

Kimley-Horn was the engineer of record for Phase 1 and the subsequent larger phases, but after construction of Phase I, the City decided to re-scope the project to better accommodate current developments in the area and position itself for strategic partnerships with Developers in the future. The City has requested that Kimley-Horn provide a new proposal for development of 100% PS&E for Phase 2 with revised project limits.

Project limits are within the City of Lancaster near the Antelope Valley Hospital and surrounding area. The project is bounded by Avenue J to the north, 20th Street West to the west, 15th Street West to the east, and Avenue J-8 to the south. The proposed improvements will improve service to the region that serves the Antelope Valley Hospital.

GENERAL SCOPE OF SERVICES

The scope of work for this project is to provide mapping and surveying services; geometric layout; civil, traffic, and electrical design, right-of-way acquisition; and preparation of plans, specifications and estimates (PS&E) package for construction. To accomplish this scope, the following tasks will be provided:

1. Project Management and Administration (Not to Exceed)
2. 100% Phase 2 PS&E (Not to Exceed)
3. Phase 2 Bid Support (Time & Materials)
4. Third-Party Coordination (Time & Materials)
5. Private Property Owners Coordination (Time & Materials)

The Consultant shall provide final construction documents for a biddable and constructable project within a specified time.

A detailed outline of the scope of work by Task is included below.

Milestone tasks and schedule are included in Exhibit 2 and payment and fees by tasks and sub-tasks table are included in Exhibit 3.

ITEMS TO BE PROVIDED BY THE CITY

The following items shall be provided by the City:

- Copies (hardcopy or PDF as available) of all record drawings within the City archives, to include: street plans, storm drain plans for facilities and pipelines, street lighting plans, traffic signal plans, fiber interconnect plans, signing and striping plans, landscape plans, sewer plans, and recycled water plans.
- Copies (hardcopy or PDF as available) of all Survey notes, Monumentation notes, and Engineer tie sheets.

DESIGN STANDARDS AND CONSULTANT EXPECTATIONS

The proposed improvements shall, at a minimum, follow the City of Lancaster Municipal Code and Engineering Design Guidelines Policies and Procedures Manual. Consultant shall refer to the City's Master Plan of Trails and Bikeways and Complete Streets for the development of the signing, striping, and marking plans.

Wherever the City guidelines are absent of the latest industry updates, standards or details, Consultant shall utilize the latest Standard Specifications and Plans for Public Works Construction ("Green Book"), the Los Angeles County Department of Public Works Design Standards and Caltrans Standards. Wherever there is a conflict in design standards, Consultant shall submit a clarification in writing to the City Project Manager (PM) for direction and approval. In most cases, the more stringent design standards shall apply.

The Consultant shall provide to the City deliverables in hardcopy and electronic format as detailed in the City's Standards for CAD Deliverables. All drawings shall be prepared in AutoCAD.

In addition, the Consultant shall coordinate and work with the following City Divisions during design: Capital Engineering Division (Primary), Community Development Division (Planning Group and Traffic Engineering Group), Real Estate and Economic Development Division (Building and Safety Group and Economic Development Group), Transportation Division, (Transportation Administration Group), Public Works Division, and Utilities Services Division.

Any correspondence between Consultant and City employees, other than the PM, shall be copied same day to the PM as well as in the final deliverables.

PROJECT PERSONNEL

The Consultant shall adequately staff the project to deliver a high quality project on time and within budget.

The Consultant shall establish a single individual as PM/PE, who shall stay with this project from beginning to completion. The consultant shall obtain prior written approval of the City prior to replacement of PM/PE for any reason.

The PM/PE shall be a registered Professional Civil Engineer licensed by the State of California with minimum of ten years of experience in similar projects after obtaining registration.

The Consultant shall establish a single individual as Utility Coordinator, who shall stay with this project from beginning to completion. The consultant shall obtain prior written approval of the City prior to replacement of Utility Coordinator for any reason.

ADDITIONAL INFORMATION

The Consultant shall establish and apply internal accounting methods and procedures acceptable to the City for documenting and monitoring contract costs. The Consultant shall submit a consolidated monthly invoice in a format acceptable to the City and broken down in a manner consistent with the Task Order. The Consultant shall include with the monthly invoice a progress report that reflects the work completed within the invoice period. Payments to the Consultant are to be in arrears. The Consultant must have actually incurred and paid the costs prior to invoicing the City.

The City shall make progress payments per the completed units detailed in Exhibit 3 submitted by the Consultant. The Consultant shall generate an invoice that details the specific units completed with a cost breakdown with hourly rates for each field function, shall provide sufficient back up to verify expenditures claimed and Consistency with fee grids submitted in the cost proposal and Exhibit “A” Rate Schedule in the Agreement for Professional Consultant Services RFQ 769-22 and a brief progress report describing work completed during the invoicing period, delay details if schedule is slipping, how the Consultant will recover the schedule to meet the contract completion date, and work to be completed in the next invoicing period.

The invoice must include a summary table that details the total contract price, previously paid, current invoice amount, and remaining balance.

Consultant shall not start work prior to receiving Notice to Proceed. The Notice to Proceed shall be issued in writing once the insurance documents are submitted and approved and a Task Order has been executed.

Consultant shall not perform additional work without written authorization from the City of Lancaster PM. Written Authorization shall come in the form of an Additional Authorization to the Task Order.

DETAILED SCOPE OF WORK

TASK 1 PROJECT MANAGEMENT AND ADMINISTRATION (NTE)

Perform all project management, scheduling, quality control, and quality assurance tasks necessary to maintain the project schedule, budget, and a high-quality set of deliverables to the City.

The Consultant shall schedule meetings (in person, web, or conference call) with the City and design team to provide feedback during the project; maintain schedule; provide a single PM/PE to coordinate with City Capital Engineering PM, other City Departments/Divisions, each task lead/designer, utilities, etc. to deliver a complete consolidated plan set and specification sections that are consistent and do not conflict between improvements; and implement QA/QC measures. Consultant must provide quality assurance and control of documents prior to each submittal.

The Consultant shall prepare and distribute the agenda and associated materials in advance of each meeting and prepare action item minutes following each meeting.

The Consultant shall prepare and review all necessary legal documents, insurance certificates, correspondence, invoices, and associated materials necessary for the successful execution of the contract.

1.1 Meetings

○ WEEKLY MEETINGS

The City PM and stakeholders shall provide information, guidance, and answer questions. This meeting shall serve to establish project requirements and to document input in developing the final design and construction documents. The meeting shall also be used to clarify the lines of communication and other administrative details. The Consultant shall schedule and attend weekly virtual meetings from Phase 2 Notice to Proceed to Final 100%

Phase 2. The weekly meetings will include City PM, City staff and Kimley-Horn design team.

During weekly meetings, the Consultant will facilitate discussion focusing on progress made on action items from previous meetings, identification of new action items, priority setting for action items, Project schedule development and tracking, and review Project strategy.

The Consultant will provide a single Project Manager ((PM/PE) to coordinate with City staff. The Consultant will provide and prepare action item minutes following each meeting and maintain a list of action items with projected completion dates. Monthly invoices with progress reports detailing meetings, deliverables submitted, and coordination from invoicing month.

For the basis of Proposal, the Consultant shall assume weekly progress meetings , via Zoom or Teams meeting with City PM to review progress and obtain direction, assume progress meetings. The Consultant shall send current action item list via email to the City PM no later than three (3) working days following each progress meeting.

○ ADDITIONAL MEETINGS

The Consultant shall organize additional meetings, as required, to complete the project. Additional meetings include, but are not necessarily limited to, meeting with other agencies such as government agencies and utility companies. Cost for additional meetings shall be included in the lump sum not to exceed contract amount. No separate payment shall be made.

1.2 Project Management

Consultant shall prepare and maintain a detailed critical path project schedule with subtasks for all deliverables submitted to the City prior to the first invoice and submit with *weekly* written project status reports throughout the duration of the project. The *weekly* reports are critical to forecast resource needs and ensure the appropriate staff and support services are available, when needed, to deliver the project on schedule and within budget. Consultant shall notify the PM of any scope, schedule or budget issues that may arise.

1.3 Quality Assurance & Quality Control

Consultant must provide quality assurance and control of survey, design plans, specifications, and estimates prior to each submittal. This task is required to verify that no unsafe design

changes have been made or proposed, geometric layout has not been critically altered, improvement goals are being met, economy of project is maintained, plans are consistent across improvements, there are no conflicts between trades, and construction integrity of the design is ensured.

1.4 Permits

The Consultant shall be responsible for determining which permits are required to construct the project. Consultant shall prepare for the City's signature any required permits from State and other entities. The Consultant shall coordinate; obtain government agency permits, agreements, and/or approvals. The Consultant shall also prepare for the City's signature permits to enter and any other necessary permits/right of entry from landowners for all research, such as surveying, potholing, geotechnical, and any other design-related work.

TASK 2 100% PHASE 2 PS&E (NTE)

Phase 2 will include 18th Street (Avenue J to Avenue J-8) with no roundabout at Avenue J-4 and 18th Street intersection, Avenue J-5 (18th Street to north-south Antelope Valley Hospital(AVH)/LifePoint driveway) two driveways on 18th Street providing truck access to Home Depot, and Learn4Life on-site improvements near the 18th Street/Avenue J-5 roundabout, and AVH on-site improvements.

2.1 Engineering Plans

The final design shall include all the tasks necessary for a construction-ready project, including design surveys; preparation of plans, specifications and estimates; utility coordination and all permitting. The Engineering plans shall include Title Sheets, Sections and Details Sheet, Demolition Sheets, Erosion Control Plan Sheets, Street Improvement Plans – (plan and profile sheets), Signing and Striping Plans, and Landscaping Plans.

Cross sections are considered necessary to design the improvements, illustrate transitions and join to existing improvements, evaluate drainage, and to accurately establish the earthwork volumes and extent of construction or reconstruction beyond the ROW lines onto private property where, and if, necessary. Cross sections shall be prepared at a scale and frequency approved by the City and detailed herein.

The following plan sheets are anticipated to be included in the design:

- a. Title Sheet - Includes project information, vicinity map, location map, benchmark, sheet index and City and utility contact information. (assume 1 sheet)
- b. Notes - Contains standard City and Engineers notes, legend, and abbreviations. (assume 1 sheet)

- c. Survey Control – Contains Surveyor's notes and benchmark information, control data, curve and line tables, and plan showing control points and start/end construction labeled in cyan and right-of-way lines labeled in proper colors per City of Lancaster standards.
- d. Sections and Details - Contains typical roadway sections, sheet layouts, and details for work described on the plans. (assume 11 sheets)
- e. Demolition Sheet - Shows items to be removed, relocated, or protected. (assume 4 sheet)
- f. Plan and Profile Sheets – For the street improvements, standard roadway plan and profile sheets shall be used. The plan view will be prepared at a scale of 1"=40' for horizontal and 1"=10' for vertical. The plans will identify the required work to construct the improvements of this project with stations, offsets, and elevations. Utility modifications to relocate clear of the proposed improvements shall also be shown on the plan view of the sheets. Where necessary, show utility relocations in details and profiles for better clarification. Bulb-out and curb profiles shall be included. The sheets will provide the appropriate construction callouts, including limits of the project, pavement areas, curb, gutter and sidewalk, bulb-outs, ramps, driveway conforms, and other details necessary to construct the project. The plans will include sufficient detail to locate the improvements based on roadway station callouts and horizontal line and curve data. The plan will include the right-of-way clearly marked and adjacent properties identified by parcel number and property owner. (assume 2 sheets)
- g. Construction Details – Project details will be included as necessary. Details may include pavement section details, drainage details, utility relocation details, new utility construction details, etc. for the project design. However, details may also include curb return conforms or grading details. In addition, specific design criteria will be provided to accommodate and create safe and ADA compliant pedestrian facilities. Pavement structural section shall be designed to match existing intersection pavement or based on a resulting Geotechnical report R-values and Testing and Traffic Index as provided by the City. (assume 13 sheets)
- h. Storm Drainage Improvement Plans – are not expected and outside of the scope of work. Minor adjustments and relocations to existing drainage facilities shall be included with the street improvement plans. (assume 10 sheets)
- i. Water System Improvement Plans – to be submitted to water purveyor for their review and approval are not expected and outside of the scope of work. Minor adjustments

and relocations to existing water mainline and services facilities shall be included with the street improvement plans. (assume 3 sheets)

- j. LS-3 Rate Schedule Electrical and Street Lighting Plans - are not expected and outside of the scope of work. Minor adjustments, relocations and new conduit and pull boxes for future facilities associated with street lighting system shall be included with the street improvement plans. (assume 10 sheets)
- k. Striping, Signing and Marking Plans - The plans will use California MUTCD references and detail numbers, where applicable and available, and specific information to specify signing, striping or pavement markings not included in the current manual. A schedule of proposed striping and a schedule of pavement markings will be shown on the plans. Project limits to include all required approach striping. For Signs, the size, shape, lettering type and size, colors, and symbols, to specify signs not included in the current manual. A schedule of proposed signs will be shown on the plan. Project limits to include all required approach signing. (assume 5 sheet)
- l. Traffic Signal Modification Plans - are not expected and outside of the scope of work. Minor adjustments and relocations associated with minor traffic signal modifications shall be included with the street improvement plans. (assume 5 sheet)
- m. Landscaping and Irrigation Improvement Plans - Landscape and Irrigation Plans shall be prepared with City provided templates of the City's Landscape and Irrigation Design Standards, Engineering Design Guidelines Policies and Procedures, and Ordinances 907, 928, and 1070. Landscape and irrigation plans shall clearly show title sheet general notes, irrigation legend, water service POC, meters, irrigation controller pedestal (if applicable), backflow preventers (if applicable), mainline lateral trench locations (if applicable), landscape/planting layout, planting and groundcover legend, planting notes and any details to support the proposed improvements. Service pedestal addresses shall be obtained from the City and included on the plans. (assume 17 sheets)

Note: Any required irrigation or plan-check fees/agreements will be processed by the City of Lancaster.

- n. Miscellaneous Utility Plans – Placeholders for utility relocation and utility work order plans prepared and provided by appropriate utility company. Consultant shall coordinate and obtain any utility work order maps required and shall be included on these sheets.

2.2 Submittal Requirements

The Consultant shall submit PS&E for City review as noted in Task 2.1. Submittals shall be electronic PDF format and shall include previous check prints.

The design drawings should be as complete, accurate, and error free as possible prior to submittal. Likewise, for Reports, Special Provisions, Cost Estimates, etc.

The Consultant shall, at no additional cost to the City, correct errors, omissions, and unworkable and/or improper design/drafting on the original drawings subsequent to the completion of the plan checking process.

Reports, Plans, Specifications, and Estimate shall be in English units and must conform to Caltrans, Federal, City, and County standards, regulations, policies, procedures, manuals, and practices. The Consultant shall provide clear, concise, and complete plans, specifications and cost estimates. The Consultant shall include other details that are of benefit to and/or requested by the City, such as details of private improvements to be constructed, reconstructed, or relocated, consisting of driveways, landscaping, irrigation, fences, etc.

All drawings shall be prepared in AutoCAD per City Standards and deliverables shall be in accordance with the City's CAD Deliverables Standard.

2.3 Final PS&E (100%) Signed

The Consultant will bring the design documents to a 100% level of design with all agency comments addressed and signed for inclusion in the City's Bid Package. The 100% design documents will include 100% plans, 100% estimates and final specifications.

The Consultant shall send the utility companies formal notification with copies of the 100% signed plans. Formal letter shall be per template Utility Notification Letter C.

2.4 Specifications

The City shall prepare the main body of the specifications (boiler plate); specifications expected from the Consultant shall be limited to details, cut sheets and written specifications beyond those provided in the Green Book. Draft specifications shall be provided with plan submittals.

2.5 Cost Estimate

The Consultant shall compile and prepare the Cost Estimate based on all biddable construction items identified in the design package and consistent with the latest City bid forms. The estimated quantities shall be arranged and grouped as agreed with the City PM.

Computations showing estimated quantities and costs for each location of work, as well as the sum totals, shall be submitted to the City. Cost Estimates shall be provided with plan submittals as noted in Task 4.1. Quantities and costs shall be updated and in agreement with each plan submittal.

2.6 Deliverables

Phase 2 submittal deliverables will include survey control, demolition, street improvement, sewer, storm drain, water systems, street lighting, signing and striping, traffic signal, landscape, and irrigation plans

Learn4Life private property plans, AVH private property plans, typical sections, design sections, cost estimates, bid schedules and response to comments will also be included.

CAD files will be provided to the City after each submittal for review or coordination with third parties and private property owners.

The following is a list of deliverables that Consultant shall provide to the City:

- Final Signed and Stamped Plans
- Final Construction Cost Estimate, Technical Specifications, and Bid Set
- All electronic design files (AutoCAD 2019 and MS Office Formats)
- Final Engineer's Estimate of Probable Cost (Signed and Stamped)

2.7 Project Specifications

The Consultant will draft specifications for 100% Phase 2 PS&E. This scope includes effort to provide specifications with each of the 100% Phase 2 PS&E submittals and address City comments. This proposal assumes two draft 100% PS&E submittals, two City review cycles, and one final 100% PS&E submittal.

TASK 3 PHASE 2 BID SUPPORT (T&M)

The Consultant will provide bid support services on a time and material basis that will include but not limited to the following:

- Attend pre-proposal meeting at City's request
- Review and respond to contractors' bid questions
- Prepare and coordinate one (1) addendum

TASK 4 THIRD-PARTY COORDINATION SUPPORT (T&M)

4.1 Coordination

The Consultant will provide third-party coordination with Los Angeles County Fire Department, Los Angeles County Waterworks, and Southern California Edison. The following is an outline of the work:

- Obtain and review City's current coordination status with each utility owner with Project impacts
- Update the highlighted demolition/utility plans as necessary for identification of existing facilities and coordination of impacts with utility companies and agencies.
- Provide updated utility impact exhibits with utility letters as required to City and utility companies/agencies.
- Identify key contacts for each utility company and continue coordination to advance utility relocation design and relocations/adjustments prior to Phase 2 construction.

TASK 5 PRIVATE PROPERTY OWNERS COORDINATION SUPPORT (T&M)

5.1 Coordination

The consultant will provide private property owners coordination support services for Phase 2 on a time and material basis that will include but not limited to the following:

- Participate in meetings with private property owners to identify design solutions for improvements within private property and coordinate with developer's on-site engineer to align on-site and off-site design.
- Provide supplemental information including vehicle turning templates, parking impacts analysis, limits of temporary access/construction easements, and construction phasing strategies to support proposed improvements.
- Prepare as requested all exhibits to ensure City design is in alignment with private property owner design.

EXHIBIT “2”

SCHEDULE

A. Task Order 6 – Schedule

EXHIBIT 2: SCHEDULE

Task Order will be processed and executed as soon as possible following selection and shall be in place prior to Notice to Proceed.

TASKS	COMPLETE BY
100% Phase 2 Council Approval/Notice to Proceed	11/12/2024
100% Phase 2 Submittal #1	12/17/2024
100% Phase 2 Submittal #1 Comments	1/21/2025
100% Phase 2 Submittal #2	2/18/2025
100% Phase 2 Submittal #2 Comments	3/11/2025
Final 100% Phase 2 Submittal	4/1/2025
Phase 2 Notice Inviting Bids	4/8/2025
Phase 2 Advertise	4/22/2025
Phase 2 Pre-Bid Meeting	5/6/2025
Phase 2 Q&A	5/9/2025
Phase 2 Addendum	5/16/2025
Phase 2 Bid Opening	5/23/2025
Phase 2 Staff Report Due	5/30/2025
Phase 2 Award	6/27/2025
Phase 2 Construction Start	7/25/2025

City review periods, as noted in Exhibit 1, are included in this schedule; no additional time will be awarded for allowable time with City.

With submittal of a Proposal, the Consultant acknowledges understanding and awareness of the proposed schedule. No price adjustments will be permitted for acceleration.

EXHIBIT “3”

FEE SCHEDULE

The Consultant shall maintain separate costs and shall identify the specific costs. The costs under this task order shall include:

A. Task Order 6 – Fee Schedule

EXHIBIT 3: PAYMENT AND FEES*

TASK NO.	DESCRIPTION	PRICE
1.	PROJECT MANAGEMENT and ADMINISTRATION (NTE)	<u>\$24,079.00</u>
1.1	Weekly Meetings	
1.2	Project Management	
1.3	Quality Assurance & Quality Control	
1.4	Permits	
2.	100% PHASE 2 PS&E (NTE)	<u>\$182,475.00</u>
2.1	Engineering Plans	
2.2	Submittal Requirements	
2.3	Final PS&E (100%) Signed	
2.4	Specifications	
2.5	Cost Estimate	
2.6	Deliverables	
2.7	Project Specifications	
3.	PHASE 2 BID SUPPORT (T&M)	<u>\$21,474.00</u>
4.	THIRD PARTY COORDINATION (T&M)	<u>\$24,560.00</u>
4.1	Coordination	
5.	PRIVATE PROPERTY OWNERS COORDINATION (T&M)	<u>\$20,324.00</u>
5.1	Coordination	
TOTAL COST*		<u>\$272,912.00</u>
TIME AND MATERIALS NOT TO EXCEED		

EXHIBIT 3: PAYMENT AND FEES*

TASK NO.	DESCRIPTION	PRICE
TOTAL COST AMOUNT WRITTEN IN WORDS		
two hundred seventy-two thousand nine hundred twelve dollars		

- * In support of Exhibit 3, Consultant shall provide two fee grids (in table format), with an itemized breakdown by:
- Hours** and Personnel
 - Rate and Personnel

** Hours are for progress tracking purposes only. This is a lump sum not to exceed contract to provide services as described in Exhibit 1, *complete*. Additional hours and associated costs will only be considered for change in scope and must be authorized in writing prior to expenditure.

Lancaster Health District 100% Phase 2
Plans Specifications, and Design - Effort and Cost
Lancaster Health District Phase 2 (formerly Medical Main Street)
(Reference: PWCP 24-028)

#	Tasks	Project Manager (Eugene Huang)	QC/QA Manager (Nicole Diaz)	Senior Engineer (Michael Choi)	Project Engineer (Brandon Friedman)	Landscape Manager (Randall Kopff)	Traffic Engineer (Zach McFann)	Analyst (Roadway)	Analyst (Traffic)	Analyst (Utilities)	Analyst (Landscape)	Admin Support	Total Hours per Task	KHA Labor Total	KHA Expense Totals	Total Task Budget
	Billing Rates	\$ 265	\$ 265	\$ 295	\$ 195	\$ 245	\$ 195	\$ 160	\$ 160	\$ 160	\$ 160	\$ 110				
Not to Exceed Tasks																
1	Project Management and Administration (NTE)	60	0	0	32	0	0	0	0	0	0	8	100	\$ 23,020	\$ 1,059	\$ 24,079
2	100% Phase 2 PS&E (NTE)	22	12	8	80	8	16	470	200	80	140	0	1036	\$ 174,450	\$ 8,025	\$ 182,475
	Civil PS&E (Typicals, Demo, Street Improvement Plans, Construction Details, Sections)	8	2		32			280					322	\$ 53,690	\$ 2,470	\$ 56,160
	Utilities PS&E (Storm Drain, Water Systems Plans)	4	2	8	16			50		80			160	\$ 27,870	\$ 1,282	\$ 29,152
	Street Lighting PS&E	2	2		8		8		80				100	\$ 16,980	\$ 781	\$ 17,761
	Traffic PS&E (Signing/Striping, Signal Plans, Interconnect)	2	2		8		8		100				120	\$ 20,180	\$ 928	\$ 21,108
	Landscape PS&E (Landscape, Irrigation Plans)	4	2		16	8					100		130	\$ 22,670	\$ 1,043	\$ 23,713
	Learn4Life/AVH PS&E	2	2					140	20		40		204	\$ 33,060	\$ 1,521	\$ 34,581
	Not to Exceed Totals	82	12	8	112	8	16	470	200	80	140	8	1136	\$ 197,470	\$ 9,084	\$ 206,554
Time & Materials Tasks																
3	Phase 2 Bid Support (T&M)	10	2	2	24	2	2	38	16	8	8	0	112	\$ 20,530	\$ 944	\$ 21,474
	Attend Pre-Proposal Meeting	6			6								12	\$ 2,760	\$ 127	\$ 2,887
	Reviews and Responses to Questions, RFIs	2			6			6					14	\$ 2,660	\$ 122	\$ 2,782
	Preparation and Coordination of Addendum #1	2	2	2	12	2	2	32	16	8	8		86	\$ 15,110	\$ 695	\$ 15,805
4	Third Party Coordination (T&M)	22			38			48		16			124	\$ 23,480	\$ 1,080	\$ 24,560
5	Private Property Owners Coordination (T&M)	18			28	2	2	32	6	8	6		102	\$ 19,430	\$ 894	\$ 20,324
	Time and Materials Totals	50	2	2	90	4	4	118	22	32	14	0	338	\$ 63,440	\$ 2,918	\$ 66,358
Not to Exceed and Time and Materials Totals																
		132	14	10	202	12	20	588	222	112	154	8	1474	\$ 260,910	\$ 12,002	\$ 272,912



Kimley-Horn and Associates, Inc.

Hourly Labor Rate Schedule

Classification	Rate
Analyst I	\$139
Analyst II	\$170
Professional	\$196
Senior Professional I	\$273
Senior Professional II	\$376
Senior Project Manager	\$325
Senior Technical Support	\$232
Technical Support	\$155
Support Staff	\$129

Effective through December 31, 2024

Subject to annual adjustment thereafter

Direct Expenses will be billed at cost

Sub-Consultants will be billed at 10% mark-up, or per the Contract

LEVINE ACT DISCLOSURE

General Form – PW Staff Report

California Government Code Section 84308, commonly referred to as the "Levine Act," prohibits any Lancaster official from participating in any action related to a contract or application if he or she receives any political contributions totaling more than \$250 within the previous twelve months, and for twelve months following the date a final decision is rendered. The Levine Act also requires a Lancaster City official who has received such a contribution to disclose the contribution on the record of the proceeding.

- **Current Lancaster City Council Members are listed at:**

<https://www.cityoflanasterca.org/government/city-officials/city-council-copy>

- **Current Planning Commissioners are listed at:**

<https://www.cityoflanasterca.org/government/commissions-appointments/planning>

Proposers are responsible for accessing the above links to review the names prior to answering the following questions:

1. Have you or your company, or any agent/board member on behalf of you or your company/entity, made any political contributions of more than \$250 to any Lancaster City Council Member or other City official in the 12 months preceding the date of the submission of your proposal or application, or the anticipated date of any Council action?

☒ NO
☐ YES

If yes, please identify the Council Member(s)/City official(s):

2. Do you or your company/entity, or any agency on behalf of you or your company/entity, anticipate or plan to make any political contribution of more than \$250 to any Lancaster City Council Member or other city official in the 12 months following any Council action related to your proposal or application?

☒ NO
☐ YES

If yes, please identify the Council Member(s)/City official(s):

Answering yes to either of the two questions above does not preclude the Lancaster City Council from awarding a contract or approving an application or any subsequent action. It does, however, preclude the identified Council Member(s) from participating in any actions related to your proposal or application.

9/20/24
DATE


SIGNATURE OF AUTHORIZED INDIVIDUAL

Kimley-Horn / Eugene Hwang
COMPANY / APPLICANT NAME