

TASK ORDER NO. 2
OVER
AGREEMENT FOR PROFESSIONAL CONSULTANT SERVICES – RFQ 769-22
SERVICE GROUP CATEGORY 1 – ROADWAY AND STRUCTURES ENGINEERING

DATED DECEMBER 2, 2022

BETWEEN

THE CITY OF LANCASTER, "OWNER"
AND
PAVEMENT ENGINEERING, INC. "CONSULTANT"

PROJECT TITLE: 2024 PMP Preventative Maintenance Project (Reference PWCP 24-006)

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 \$150,000.00

"OWNER"

"CONSULTANT"

CITY OF LANCASTER

PAVEMENT ENGINEERING, INC.

By: _____
Jason Caudle
City Manager

By: _____
Joseph L. Ririe, P.E.
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 2 – Scope of Services

Consultant shall assist City of Lancaster in finalizing the project location list and treatment selection by Pavement Evaluation of the existing section and providing pavement recommendations up to the available construction budget.

These project locations shall include approximately 5.75 Lane Miles of roadways that will be improved as part of this project. The City anticipates that the construction work will be performed within the existing street right-of-ways but may include some concrete work including sidewalks, curb and gutter, as identified in the Scope of Work.

One of the primary goals of the road improvements will be to extend the life of the roads by 5-7 years, proposed treatments may include a combination of strategic preventative maintenance treatments such as implementation of Slurry Seal, Micro-Surfacing, or Thin Maintenance Overlays.

GENERAL SCOPE OF SERVICES AND SCHEDULE

The general scope of services includes:

- Project Management, Progress Meetings and Coordination with City staff
 - Coordination and Management of Sub-consultants (if any)
- Research and Field Investigation
- Utility Coordination, Notices and Letters including with local Bus Services/Routes
- Performing Mapping and Surveying Services and prepare PS&E's in accordance with current City of Lancaster standards, policies and procedures
- Civil Plans (PS&E's)
 - Construction Plans
 - Striping, Signing and Marking Plans
- Geotechnical Services
- Quality Assurance/Quality Control
- Quantity Sheets
- All other existing documents or studies deemed necessary or requested by the City

Milestone tasks and tentative schedule are included in Exhibit 2. City is committed to providing comments on plans within 2 weeks after submittal(s). **Please note that approved plans need to be completed, signed and submitted to the City no later than April 1, 2024.**

Consultant shall refer to Detailed Scope of Work herein.

ITEMS TO BE PROVIDED BY THE CITY

The City will provide record street improvement plans, record storm drain and sewer plans, record recycled water, street lighting, traffic signal, striping/signing/markings plans and any other record plans regarding city-owned facilities.

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.

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 for direction and approval. In most cases, the more stringent design standards shall apply. Consultant shall refer to Detailed Scope of Work herein.

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.

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 and rates submitted in the cost proposal, 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 COORDINATION (INCLUDES UTILITY NOTICES/COORDINATION)

Perform all project management, scheduling, utility notices (Letters A, B & C), quality control, and quality assurance tasks necessary to maintain the project schedule, budget, and a high quality set of deliverables to the City. Consultant will maintain a project schedule and provide weekly project status reports throughout the duration of the project. Consultant shall notify the Project Manager of any scope, schedule or budget issues that may arise.

Coordination of meetings necessary for the work. For purposes of this proposal, please assume that there will have five (5) in-person meetings including:

- One project kick-off meeting
- One meeting to discuss proposed treatments, estimated construction costs and final project location list .
- One meeting to assure a quality base mapped project, 30% plan progress
- One meeting to discuss 60% plan progress
- One meeting to discuss 90% plan progress

Consultant shall organize up to two (2) additional meetings to complete the project. Additional meetings may include meeting with other agencies such as utility companies or neighboring municipalities (if necessary).

Consultant shall coordinate and work with the following City Divisions during design: Capital Program and Development Engineering Division (primary), City Engineering Division (Traffic Engineering Section), and Public Works Division (Utility & Maintenance Services Sections). Any correspondence between Consultant and City employees, other than the Project Manager, shall be copied same day to the Project Manager as well as in the final deliverables.

Although the design and construction of these project locations include primarily local road funds, the Consultant shall be responsible for determining permits required to construct the project. Consultant shall prepare for the City's signature any required permits from State, Federal or other agencies/entities.

For Utility Notices, Letter A shall be distributed at 30% design, Letter B shall be distributed at 60% design, and Letter C shall be sent at 100% design of PS&E's. Continued communication, correspondence and coordination are expected between each Utility Notice until completion of project. Consultant shall receive and file current atlas/utility maps from all agencies and utilize all utility information for the development of PS&E's. Utility Letter Templates for A, B & C are provided in the appendix. Note: Consultant shall include in their proposal any potential costs for requesting utility maps, plans or data from any of the utility agencies during the utility notice process (Letter A, B & C) and design phase of the project. Consultant will be expected to adhere to all utility agency rules and regulations and may be asked to sign any non-disclosure agreements while obtaining utility maps.

Continued coordination throughout the project with the City is necessary including coordination with all utility agencies and AVTA.

The following is a list of the representative utility companies/agencies that shall be contacted (but not limited to):

- Southern California Edison
- Southern California Gas
- AT&T
- Frontier
- Sanitation Districts of Los Angeles County, District #14
- Spectrum
- Los Angeles County Waterworks (Consultant shall determine if any privately owned water companies are within the project boundaries and coordinate with those agencies)
- AVTA
- City of Lancaster (Sewer, Storm Drain, Recycles Water, Streetlights, Traffic Signals)

Consultant shall conduct surface identification of all utilities located at project locations. The Consultant shall submit to each utility company a preliminary set of plans that provide the project locations, proposed treatment (including depth of treatment) and identify any areas where existing utilities may conflict with the proposed improvements.

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.

TASK 2 RESEARCH AND GEOTECHNICAL SERVICES

2.1 Research

Research shall include all avenues required that may be used in support of the engineering design improvements between the project limits, to produce a complete PS&E package; as a minimum, the following shall be provided:

- Research all existing record drawings from City, County and/or other agencies that have jurisdiction within the project sites and record drawings or atlas/utility maps. Consultant shall verify the details/items represented on all record drawings obtain all updated record drawings from proper sources.
- Research all survey records and obtain tie sheets, field books, monument recovery notes and/or street improvements plans depicting centerline of ROW survey monumentation from the County other than City issued records.
- Research pertinent record maps, vesting deeds and Assessor Parcel information to compile the boundary lines from a "best fit" combination of these record sources.
- Consultant shall perform a field review. The field investigation will be used to document general alignment, visually evaluate any noticeable or potential drainage issues, and to take note of issues that may affect the design. In addition, the Consultant shall take the opportunity to verify existing record plans, utility responses, and survey information available at the time of the field visit. A photo log of the site shall also be provided to the City.
- Incidental research.

2.2 Geotechnical

The geotechnical investigation will include field investigation and exploration work to obtain representative soil samples and pavement corings for use in performing soil testing and report preparation for the geotechnical analysis of the subsurface material relating to all project excavations and subgrade preparation.

In preparation for the filed exploration, the Consultant will notify Underground Service Alert (USA) at least 48-hours prior to commencing the field work to locate underground utilities or services where drilling geotechnical borings. The following is an outline of the work:

- Coordination with the supervising civil engineer and City of Lancaster staff regarding the scope and schedule of Consultant's work and select location for pavement core

- Coordination with the coring contractor and traffic control personnel prior to the start of work
- A no fee permit shall be obtained from the City of Lancaster prior to the start of geotechnical work.
- Coordination and Clearance with underground service alert prior to the proposed coring and auguring in order to locate potentially affected utilities.
- Completion of cores through the existing asphalt concrete (AC) and/or Portland cement concrete (PCC) pavements at pertinent locations to be determined by the Consultant to assist in the successful design of the project. Removal of any base course beneath the pavement shall be performed using manual labor.
- Observations and documentation of subsurface materials exposed along all locations to be tested will be performed by our field personnel at each core location. Subgrade soil samples will be collected at each location for lab testing. Collection of soils may require the use of a hand auger in order to obtain a sufficient amount of soil to perform the testing.
- Base material and pavement cores shall be immediately replaced/repared following observation to minimize mobilization costs for the coring contractor and traffic management. Hot mix asphalt or Caltrans Set 45 shall be used for pavement repair.
- Traffic Management Services shall be provided during the coring in accordance with the latest California MUTCD.
- Perform R-value and soil classification testing on soil samples at each location.
- Prepare a report providing pavement design recommendations based on R-Value test results in accordance with the City's Engineering Design Guideline Policies & Procedures Manual. Report shall include treatment options and cost to life-cycle recommendations. Recommendations shall take into consideration any constructability concerns. These considerations are to be included on the report.
- For the purposes of this Task Order, there will be a visual evaluation along with a preliminary cost estimate for each segment. This will follow by pavement section evaluation at the locations approved by the City, until construction cost estimate meets available budget. Please assume coring will be performed at 500-foot maximum intervals on each location, on each direction.

- For the purposes of the Task Order, please assume deflection tests will be performed at 100-ft maximum intervals in each travel lane.

TASK 3 MAPPING AND SURVEYING SERVICES & BASE MAPS (30% PLANS, TREATMENT SELECTION & ESTIMATE)

3.1 Mapping and Surveying

Field survey shall include all mapping and surveying tasks required to produce a complete topographic map that may be used in support of civil design of improvements at each location for this project including all extended and transition limits for the purpose of striping, signing and markings. As a minimum, cost shall include the following:

Perform centerline control survey. All centerline intersections, beginning and ending curves and major control points shall be found (or established if not existing) and measured. If a point must be reset to establish the centerline, a corner record and/or record of survey must be filed with the County for all set points and a copy returned to the City.

Consultant shall conduct the design surveying necessary for the final engineering work. Topographic base map will be produced by ground survey methods. The base maps shall identify all existing street improvements, drainage structures, fire hydrants, utility facilities, landscaping, striping, markings, signs, street lights, and other appurtenant improvements in each project area.

Consultant's survey crew shall conduct site visits to gather data and details needed to design the project. The latitudinal limits of the survey will be within the street right-of-way and 250' past the intersection unless otherwise specified.

All elevations shall be referenced to the closest found City and County benchmark. Flow line elevations along the gutter will be included to determine the limits of removal for curb and gutter. Design cross sections shall be plotted using a 1:4 vertical and a 1:40 horizontal scale at 50' intervals to depict proposed and existing elevations and cross slope.

All field survey will be supplemented by GIS information

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

3.2 Base Map

Develop and/or update an electronic base map of the selected street areas for both project sites. City will provide incomplete base maps for one of the two project locations. Consultant will be

responsible to verify that information is accurate and complete. Base maps shall be compatible with the City's current ACAD system (see CAD Deliverable Standards in Appendix). The development of the base maps shall consist of surveying and drafting plan locations showing existing property lines (ROW to ROW including all approach intersections plus 300' beyond the intersection sites in each direction), concrete improvements, drainage lines, all surface and underground utilities, power poles, streetlights, traffic signals, asphalt concrete limits, and striping and signage. Each surveyed feature shall be clearly labeled or noted by a symbol as identified in the field.

The Consultant shall prepare all base maps in accordance with the latest City of Lancaster Engineering Design Guidelines and label all land uses on base maps. Base mapping shall be field verified to ensure base mapping is reflective of existing conditions. 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 are conflicts in design standards, Consultant shall submit a clarification in writing to the Project Manager for direction and approval. In most cases, the more stringent standards shall apply for the design and development of PS&E's.

Plans 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. The Consultant shall include other details that are of benefit to and/or requested by the City, such as existing utility covers, existing driveways, curb ramps, etc., and to provide enough detail to delineate pavement limits.

TASK 4 ENGINEERING PLANS (60%, 90%, 100% PS&E s)

4.1 General

Consultant shall prepare construction documents (PS&E's) for the project, which shall cover the work necessary to bid and construct the improvements described in this Task Order (including quantities of each individual item and treatment that would be included in bid schedule). The plans shall show tie back into existing curbs or AC edge of pavement and flow line. The Consultant shall make all submittals in hardcopy and electronic (editable and PDF) copies on disk. In general, the City will expect three (3) hard copies of submittals and one (1) disk. The following submittals are envisioned for the completion of the design: 30%Plans, (covered under Task 3), 60% PS&E, 90% PS&E, and 100% (Final) PS&E's.

Existing roadways, structures, utilities, and other items affected by the project will be shown in addition to the proposed construction. The plans will include vertical and horizontal layout and design, pavements, existing curb ramps, typical sections, details, signing and striping, ROW and property lines and any necessary details.

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.
- b. Notes - Contains standard City and Engineers notes, legend, and abbreviations.
- 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. Please contact Tom Aranda of the Capital Program Division for a list of standard plotting colors and settings.
- d. Sections and Details - Contains typical roadway sections, sheet layouts, and details for work described on the plans.
- e. Demolition Sheet - Shows items to be removed, relocated, or protected.
- f. Plan and Profile Sheets - For the street improvements, standard roadway plan sheets shall be used. The plan view will be prepared at a scale of 1"=40' for horizontal and 1"=10' for vertical. Utility modifications to relocate clear of the proposed improvements shall also be shown on the plan view of the sheets. The sheets will provide the appropriate construction call outs, including limits of the project, pavement areas, curb, gutter, ramps, 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.
- 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 will be designed to the same structure as existing intersection pavements or based on a resulting Geotechnical report R-values and Testing and Traffic Index as provided by the City.
- h. 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. Thermoplastic shall be included for all long ling striping, including but not limited to, lane lines, broken lane lines, double solid lines, and edge lines. 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.

- i. Final Bid Set - 100% PS&E's - Final Plans, Specifications and Estimates include 100% plans, stamped and signed for Bid package.

Phases for PS&E's

(For 30% Plans, see Task 3)

4.2 60% PS&E's

Prior to 30% PS&E's Consultant shall have met with the City of Lancaster to obtain approval of proposed FINAL treatment selection and project segments. The Final project segments shall be mapped as per Task 3. After approval of the base plans (30% Plans), the Consultant will produce 60% design documents. The 60% design documents will include preliminary plans, technical specifications, and estimates (i.e., rough order of magnitude, or opinions of probable construction costs). The plans will include horizontal control and call-outs to sufficiently layout the design elements (plan and profile, survey control, demo plans, curb, gutter, striping/signing/markings plans, affected utilities such as manholes, vaults, handhole boxes, etc., miscellaneous utility improvements and construction details) Consultant shall identify any major drainage issues (i.e., low points). Following the submittal and the 60% review, Consultant will arrange to meet with the City to discuss the design comments. The City will provide Consultant with one non-conflicting set of redline mark-up plans. Utility Notification Letter B to be sent with 60% plans to all utilities per Task 1. Engineer's estimate shall be drafted and totaled for City Engineer's review; draft shall follow City's Bid Schedule format (sample to be provided by City).

Due to extended review period for signing and striping plans, first submittal of S&S plans will be when 60% plans are due.

Consultant shall prepare signing and striping plans for arterial streets, according to CAMUTCD and City of Lancaster requirements.

The Consultant shall prepare all Traffic Engineering documents, including plans, specifications and estimates (PS&E), for construction. The City will provide the main body of the specifications called Part D; specifications expected of the Consultant shall be limited to technical provisions required to meet design intent by the consultant such as but not limited to details, cut sheets and specifications for items beyond the Greenbook. Part D shall remain as close as possible to template provided by the City. Technical changes and recommendations shall be approved by the City.

4.3 90% PS&E's

Based on the 60% comments, Consultant will bring the 60% design documents to a 90% level of design. The 90% design documents will include plans and estimates for the project. The plans will

include necessary horizontal control in addition to vertical grades to layout the design elements, including detailed grades at curb returns, profiles, details on existing or proposed utilities and sufficient details to construct all the design elements; design documents shall street improvements plans, striping/signing/markings plans and construction details.

Prior to the 90% submittal, the Consultant shall verify quality assurance of the horizontal and vertical control of the proposed layout to verify that the design is accurate with respect to City sign standards and that no unsafe design changes are proposed, and construction integrity of the design is maintained.

Following the 90% submittal and City review, the Consultant will arrange to meet with the City to discuss the design comments. The City will provide the Consultant with one non-conflicting set of redline mark-up plans.

PS&E's for Final Bid Set - Final Plans include 100% plans, specifications and estimates, stamped and signed for Bid package. Consultant shall deliver 100% construction documents (Final Bid Set). No formal meeting is anticipated following City review.

TASK 5 DELIVERABLES

Consultant shall provide to the City deliverables in hardcopy and electronic format for all phases shown below and as detailed in the Capital Program Division's Standards for CAD Deliverables, WORD (Specifications) and EXCEL (Estimate) files. Provide hard copies in numbers as stated.

Cost of the following deliverables shall include reimbursable costs including but not limited to shipping, supplies, etc.:

5.1 Project Management, Coordination and Utility Notices

- a. PDF of Kick-off Meeting (1) (Agenda and Minutes)
- b. PDF of Scope Acceptance Meeting (Agenda and Minutes)
- c. PDF of Progress Meetings (3) (Agenda and Minutes for 30%, 60% and 90%)
- d. PDF of Utility Meetings, Coordination Calls/Emails, Correspondence, Notification Letters (B & C) and all Utility issued record Maps (WORD for Utility Notification Letters)
- e. PDF copies of Permit Documentation/Correspondence/Notices (if permits necessary)
- f. PDF and MICROSOFT PROJECT PROFESSIONAL 2016 FOR GANTT CHART of Detailed Project Schedule
- g. A disk containing a copy of utility contact log and utility notifications/request for information/record drawings research letters.
- h. Excel Spreadsheet Report of Affected Utilities for adjustment.

5.2 Research and Geotechnical

- a. PDF of all record maps not issued by City (street, storm, sewer, electrical, etc.)
- b. PDF of all atlas/utility maps not issued through Letter B & C process
- c. PDF of all of survey records, tie sheets, field books, monument records, etc. (not provided by City)
- d. PDF of boundary and ROW maps obtained
- e. PDF of all record maps, vesting deeds and Assessor Parcel information (not provided by City)
- f. PDF of all geotechnical documents, reports, field samples, photos and correspondences
- g. PDF of all incidental research documents (not provided by City)
- h. PDF Report of Portland Cement Concrete (PCC) improvements.
- i. PDF Report for Current TI based on EASALs, along with Recommended Structural Section.
- j. PDF Revised Pavement Recommendation Report (Report shall include treatment options with cost to life-cycle recommendations, and constructability considerations.

5.3 Mapping, Surveying and Base Map (30% Plans)

- a. One (1) PDF plot of the topographic mapping/survey control signed and sealed by a California Licensed Land Surveyor. If the survey and mapping work are more than two (2) sheets, then one (1) electronic copy per the Standards for CAD Deliverable in Appendix I is acceptable.
- b. Consultant shall provide to the City deliverables in hardcopy and electronic format as detailed in the Capital Program Divisions Standards for CAD Deliverables
- c. A disk containing digital photos taken during the field survey
- d. PDF copies of all maps/exhibits/data obtained during the course of the survey
- e. PDF copies of list of APN's .
- f. A disk containing copies of all survey records from tie sheets, field books and monumentation recovery notes not issued by City (if recording of monumentation was required during the course of the fieldwork).
- g. 30% Plans (demolition, street layout, plan and profile, preliminary striping/signing/markings and any preliminary construction details)
- h. A disk containing editable AutoCAD files of all legal descriptions, exhibits, and road deeds.
- i. Excel Spreadsheet of Centerline and corner tie quantities and locations for replacement after construction.

5.4 Plans (60%, 90% & 100% PS&E's)

- a. 60% Plans and Estimates (P&E's) - (3-hard copies)
- b. 90% PS&E's (3-hard copies)
- c. PDF copy of list of APN's and identification of areas where ROW acquisition will be needed (for 60%, 90% and 100% phases).
- d. Excel Spreadsheet of Material Testing Quantities
- e. Excel Spreadsheet of Centerline ties and corner record Quantities
- f. Excel Spreadsheet of Bid Item Quantity Inspection sheets (Breakdown by street segment)
- g. PS&E's Final Bid Set (100%) - stamped and signed (3-hard copies)
- h. Consultant shall provide to the City deliverables in hardcopy and electronic format for all items a. through h. described above.

ADDITIONAL SERVICES NOT INCLUDED

Services other than those set forth in this exhibit shall constitute extra services. Extra services include but are not limited to, attendance at meetings other than those included in the Scope of Services, additional plan sheets, topographic survey, etc. shall be considered additional services and will be performed only with written authorization from the City and for additional fees to be negotiated prior to authorization.

EXHIBIT “2”

SCHEDULE

A. Task Order 2 – Original Schedule

EXHIBIT 2: SCHEDULE

Immediately following selection, the selected Consultant will be notified with a Notice of Intent to Award. 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
Notice to Proceed	Immediately Following Task Order Execution
Consultant shall submit Baseline Schedule as part of their Proposal. Schedule shall identify 30, 60, and 90 % Deliverables of PS&E; as well as Pavement Re-Evaluation Report. Final Bid Set shall be delivered as stated below.	To be Submitted with Proposal
Final Bid Set 100% (Construction, S&S)	April 01, 2024

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 2 – Original Payment and Fees

EXHIBIT 3: PAYMENT AND FEES*

TASK NO.	DESCRIPTION	PRICE
1.	PROJECT MANAGEMENT AND COORDINATION (INCLUDES UTILITY NOTICES/COORDINATION)	<u>\$14,240.00</u>
2.	RESEARCH AND GEOTECHNICAL SERVICES	<u>\$9,040.00</u>
2.1	Research	
2.2	Geotechnical	
3.	MAPPING AND SURVEYING SERVICES & BASE MAPS (30% PS&E, TREATMENT SELECTION & ESTIMATE)	<u>\$47,620.00</u>
3.1	Mapping and Surveying	
3.2	Base Map	
4.	ENGINEERING PLANS (60%, 90%, 100% PS&Es)	<u>\$79,100.00</u>
4.1	General	
4.2	60% P&E's	
4.3	90% PS&E's	
4.4	PS&E's for Final Bid Set	
5.	DELIVERABLES	<u>\$0.00</u>
5.1	Project Management, Coordination and Utility Notices	
5.2	Research and Geotechnical	
5.3	Mapping, Surveying and Base Map (60% PS&E)	
5.4	Plans (60%, 90% & 100% PS&E's)	
TOTAL COST*		<u>\$150,000.00</u>
TIME AND MATERIALS NOT TO EXCEED		

EXHIBIT 3: PAYMENT AND FEES*

TASK NO.	DESCRIPTION	PRICE
TOTAL COST AMOUNT WRITTEN IN WORDS		
One hundred fifty thousand dollars		

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

* Hours are for progress tracking purposes only. This is a time and materials 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.

PROJECT FEE GRID AND RATES

**CITY OF LANCASTER
2024 PMP PREVENTATIVE MAINTENANCE PROJECT (PWCP 24-006)**

The Pavement Engineering Inc fee for the work is based on the referenced RFP and our experience with similar projects performed for clients throughout the State of California.

Our total estimated project fee, excluding optional tasks, is broken down as follows:

PROJECT ENGINEERING & DESIGN SERVICES FEE	
Task 1 – Project Management & Coordination	\$14,240
Task 2 – Research Services	\$9,040
Task 3 – Mapping & Surveying Services	\$47,620
Task 4 – Prepare Diagrammatic “For Construction” Exhibits	\$79,100
Total Estimated Project Fee	\$150,000

Our fee includes answering questions during the bid process and preparing addenda as necessary. The fees will be invoiced on a time and material basis. All fees and costs associated with this project are subject to final negotiation with the City of Lancaster. The following breakdown shows our estimated costs for each portion on the project. The individual fees associated with each task will serve as a guideline for progress payments.

TASK 1 PROJECT MANAGEMENT & COORDINATION			
Position	Rate	Hours	Total
Senior Principal Engineer	\$260	16	\$4,160
Senior Associate Engineer	\$200	30	\$6,000
Assistant Engineer	\$175	16	\$2,800
Clerical	\$80	16	\$1,280
Task 1 Total Estimated Fee:			\$14,240
TASK 2 RESEARCH SERVICES			
2.1 Research Existing Condition			
Senior Associate Engineer	\$200	8	\$1,600
Assistant Engineer	\$175	16	\$2,800
Engineering Technician	\$140	24	\$3,360
Clerical	\$80	16	\$1,280
Task 2 Total Estimated Fee:			\$9,040
TASK 3 MAPPING & SURVEYING SERVICES			
3.1 Mapping & Surveying			
Senior Associate Engineer	\$200	24	\$4,800
Assistant Engineer	\$175	50	\$8,750
Engineering Technician	\$140	50	\$7,000
Estimated Phase 3.1 Total:			\$20,550
3.2 Base Map			
Senior Associate Engineer	\$200	16	\$3,200
Assistant Engineer	\$175	58	\$10,150
Senior Engineering Technician	\$155	8	\$1,240
Engineering Technician	\$140	40	\$5,600
Estimated Phase 3.2 Total:			\$20,190
3.3 Concept Level Budget Analysis			
Senior Principal Engineer	\$260	8	\$2,080
Assistant Engineer	\$200	24	\$4,800
Estimated Phase 3.3 Total:			\$6,880
Task 3 Total Estimated Fee:			\$47,620

TASK 4 PREPARE DIAGRAMMATIC “FOR CONSTRUCTION” EXHIBITS				
4.1	Prepare Diagrammatic Exhibits (30%)			
	Senior Associate Engineer	\$200	8	\$1,600
	Assistant Engineer	\$175	24	\$4,200
	Senior Engineering Technician	\$155	4	\$620
	Engineering Technician	\$140	16	\$2,240
Estimated Phase 4.1 Total:				\$8,660
4.2	Prepare Diagrammatic Exhibits (60%)			
	Senior Principal Engineer	\$260	8	\$2,080
	Senior Associate Engineer	\$200	60	\$12,000
	Assistant Engineer	\$175	80	\$14,000
	Senior Engineering Technician	\$155	16	\$2,480
	Engineering Technician	\$140	40	\$5,600
Estimated Phase 4.2 Total:				\$36,160
4.3	Prepare Diagrammatic Exhibits (90%)			
	Senior Principal Engineer	\$260	4	\$1,040
	Senior Associate Engineer	\$200	40	\$8,000
	Assistant Engineer	\$175	40	\$7,000
	Senior Engineering Technician	\$155	16	\$2,480
	Engineering Technician	\$140	24	\$3,360
Estimated Phase 4.3 Total:				\$21,880
4.4	Prepare Diagrammatic Exhibits (100%)			
	Senior Principal Engineer	\$260	4	\$1,040
	Senior Associate Engineer	\$200	24	\$4,800
	Assistant Engineer	\$175	24	\$4,200
	Senior Engineering Technician	\$155	8	\$1,240
	Engineering Technician	\$140	8	\$1,120
Estimated Phase 4.4 Total:				\$12,400
Task 4 Total Estimated Fee:				\$79,100