

**CITY OF SANTA ROSA TRANSPORTATION AND PUBLIC WORKS  
PROJECT WORK ORDER NO. A010145-2016-14C**

PROJECT NAME: **FULTON ROAD WIDENING PROJECT**

CITY PROJECT MANAGER: **CHRIS CATBAGAN**

CONSULTANT PROJECT MANAGER: **WILLIAM SILVA**

SCOPE OF SERVICE: See Consultant’s Scope of Services/Proposal for Services and Fee Schedule dated **March 22, 2021** attached as Exhibit B-1.

START DATE: **SEPTEMBER 2021**

COMPLETION DATE: **OCTOBER 2023**

CHARGE NUMBER FOR PAYMENT: **17444**

NOT-TO-EXCEED AMOUNT FOR THIS WORK ORDER: **\$822,572.00** 

TERMS AND CONDITIONS: This Project Work Order is issued and entered into as of the last date written below in accordance with the terms and conditions set forth in the “Master Professional Services Agreement with GHD, Inc., Agreement No. A010145,” dated October 11, 2016, and “Project Work Order No. A010145-2016-14, dated January 11, 2018. which are hereby incorporated and made part of this Project Work Order. In the event of a discrepancy or conflict between the terms and conditions of the Project Work Order and the Master Agreement, the Master Agreement shall govern.

**PROJECT WORK ORDER HISTORY**

Original Project Work Order No. A010145-2016-14	Amount: \$1,398,903.00
Amendment No. A010145-2016-14A	Amount: \$ 438,296.00
Amendment No. A010145-2016-14B	Amount: \$ 432,132.00
Amendment No. A010145-2016-14C	Amount: <u>\$ 822,572.00</u>
	Total: \$3,091,903.00

CITY OF SANTA ROSA,  
A Municipal Corporation

By: \_\_\_\_\_  
CHRIS ROGERS  
Mayor

Date: \_\_\_\_\_

GHD, INC.,  
A California corporation

By: Theodore B Whiton, PE  
Theodore B Whiton, PE (Mar 24, 2021 11:22 PDT)

Date: 03/24/2021

Name: Theodore B Whiton, PE

Title: Vice President

By: J. Duncan Findlay  
J. Duncan Findlay (Mar 24, 2021 11:56 PDT)

Date: 03/24/2021

Name: J. Duncan Findlay

Title: Secretary

APPROVED AS TO FORM:

By: Jessica Mullan  
Jessica Mullan (Mar 31, 2021 10:07 PDT)  
Santa Rosa City Attorney’s Office

Attachments: Exhibit B-1 - Consultant’s proposal and fee for services for this Project Work Order



March 22, 2021

Ref: 11146369

Mr. Chris Catbagan, PE  
Associate Civil Engineer  
City of Santa Rosa Transportation and Public Works Department  
69 Stony Circle  
Santa Rosa, CA 95401

**RE: Proposal for Contract Amendment 3 – Fulton Road Widening PS&E –  
Construction Phase Services**

Dear Chris,

Based on our meetings with the City, GHD has developed the following proposed contract amendment to our existing Fulton Road Widening PS&E (“Project”) Design Services contract. This amendment request is based on on-going coordination and discussions with the City to address the additional work required for construction phase services, which will be on-call at the City’s request.

GHD’s original proposal for the Project was prepared in September 2017, formally executed in January 2018, and Amendment 1 was executed in December 2019. Additionally Amendment 2 has been submitted but not formally executed. The following items are addressed in this Contract Amendment 3 proposal. The primary additional scope items include the following:

- Construction Phase Services
  - Bid Support
  - Engineering Services During Construction
  - Survey Construction Staking
  - Environmental Permitting Compliance Support

Currently a contingency of 10% is included in the fee proposal, based solely on the value of the proposed Construction Phase Support effort. Our scope of work and fee are outlined below for your consideration for a contract amendment to Work Order No. A010145-2016-14.

## **Scope of Work**

Work for additional scope is included in the following tasks, per the original work order agreement.

### **Task 9. Construction Phase Support**

Original scope and fee were a nominal placeholder until further project definition was developed. The scope is now updated to include correct values (e.g. number of RFI’s, submittal reviews, etc.) and now includes PM services through the Construction Phase, October 2021 to February 2022, 17 months.



## **9.1 Submittal Review, Respond to RFIs, and Technical Bulletins**

Consultant will address submittal and shop drawing reviews, and respond to RFIs. Consultant will prepare technical bulletins during construction to supplement the plan information if needed. This task will be to coordinate and manage RFI evaluation and response process for those RFIs that are handled by Consultant including: log, transmit to design engineer for response, coordinate with design engineer on field status, track progress, review response, and transmit response to City Resident Engineer. Based on the proposed fee, it is estimated that the following deliverables will be included.

### **Deliverables**

Review submittals and shop drawings (75)

Respond to RFIs (60)

Technical Bulletins (5)

Assistance with Construction Contract Change Orders (15)

*RFI log (optional)*

## **9.2 PM and Preconstruction/Construction Meetings**

Project Management services will be provided throughout the duration of construction, 17 months. Consultant will attend preconstruction and construction meetings in support of project construction. Up to 34 meetings are programmed.

Assumptions:

This assumed bi-weekly meeting participation.

## **9.3 Construction Management/Inspection (Optional, NIC)**

*Consultant will provide construction management during project construction. Attend the pre-construction meeting, as requested by City.*

*Consultant shall perform daily inspection of the project. Services shall include photos, log, testing observation, and general observation and monitoring of the project construction operation. Specialty inspection can be provided if needed.*

## **9.4 Environmental Permitting and Support Services during Construction**

As an optional task, the GHD team can assist City with any of the following environmental support services during construction:

1. Coordination of tribal monitoring, including provision of professional archaeological services if cultural resources are identified during the course of construction



2. Provide a USFWS-approved biological monitor to provide a California Tiger Salamander training session for construction workers before work begins on the project.
3. Provide a USFWS-approved biological monitor for California Tiger Salamander to observe initial site grading and as needed over the course of construction.
4. Provide a qualified biologist to conduct preconstruction surveys for Western Pond Turtle prior to construction within and adjacent to creeks.
5. Provide a qualified biologist to conduct pre-construction nesting bird surveys if tree removals are required to be completed during the nesting season.
6. Provide a qualified bat biologist to provide a Bat Habitat Assessment for tree and culvert removals.

### **9.5 Construction Staking**

- Limits of Demolition Staking – Includes verification of site control, calculations, and stakes for limit of demolition and grading. (10 move-ins)
- Rough Grade Staking – Includes staking rough grading curb and gutter and walks. (10 move-ins)
- Storm Drain Staking – Includes staking of main line, manholes, catch basins, and drop inlets. (6 move-ins)
- Water Line Staking – Includes staking of water main tie-ins and fire hydrants. (4 move-ins)
- Street Light Standard Staking – Includes staking two stakes for each streetlight. Does not include traffic signals. (4 move-ins)
- Curb & Gutter Staking – Includes finish curb and gutter staking of streets, and stakes to represent the centerline of driveways and staking for sidewalks where not attached to curbs. (15 move-ins)
- Wall Staking – Includes staking of four retaining walls and center of piles. (4 move-ins)
- Box Culvert Staking – Includes staking for the box culvert crossing Fulton Road. (3 move-ins)

#### **Assumptions:**

It is assumed that the City will provide survey control that relates to design, drawings, boundary lines, and topographic features.

A move-in is understood to be a single site visit/mobilization for each staking item.

### **Fee Estimate**

A summary of the contract budget amount with Amendment 2 is shown in Table 1. See attachment for breakdown of the estimated fee for Contract Amendment 2. Rates have been held to Amendment 1 approved levels.



Table 1: Project Budget Summary

Contract Amount w/ Amendment 2	\$2,269,331
Contract Amendment No. 3 – Additional scope	\$747,793
Contingency	\$74,779
Total Amendment 3 w/ Contingency	\$822,572
Total Contract Amount with Amendment	\$3,091,903

## Closing

It is assumed that upon agreement of the scope of work for the engineering service, the City will provide a Contract Amendment to the original Project Work Order No. A010145-2016-14.

If you have any questions or comments regarding this proposal, please feel free to contact me at 523-1010.

Sincerely,  
GHD Inc.

A handwritten signature in blue ink, appearing to read "W. Silva", is positioned above the printed name.

**William Silva, P.E.**

Project Manager  
(707) 523-1010  
bill.silva@ghd.com

Attachment: Exhibit A Fee Estimate Spreadsheet

**EXHIBIT A - FEE ESTIMATE - AMENDMENT 3 (CON PHASE)**

Project: Construction Phase Services for Capital Improvement Project - Fulton Road from Guerneville to Piner - Widen to Four Lanes

Prepared for: City of Santa Rosa

Prepared by: William Silva / Kat Harvey

Date: 3/22/2021

Task	CLASSIFICATION >	PIC	PM	Eng Lead	Civil	Civil / LID	Storm Drain	Utilities	Env Lead	Permitting	Biologist	Planner	Staff Eng	Elec-trical	Struc Engineer	PA	CAD	HRS	ODC	Landscape Quadrige	Geotech (Optional) RGH	Traffic W-Trans	Biological Resources Wildlife Research Assoc.	Cultural Resources SSU/ASC	Plants Survey/ Restoration Plan JVE	Land Survey Cinquini & Passarino	SUB FEE	PRIME FEE	TOTAL FEE		
	NAME >	235	Silva 225	Wargula 175	Varies 165	Harvey 175	Varies 145	Varies 155	Bacc. 184	Gaspar 200	Vary 136	Vary 136	Vary 125	Penry 205	Burns 155	Vary 105	Vary 120														
	FULLY BURDENED RATE (From Amend #1) >	261	250	194	183	194	161	172	204	222	151	151	139	228	172	117	133														
<b>TASK 9 CONSTRUCTION PHASE SUPPORT</b>																															
9.0	Bid Support		14	16	8	24							12			8		82	\$492										\$0	\$15,832	\$15,832
9.1	Submittal Review, Respond to RFIs, and Tech Bulletins		40	250	200	550	100	100		100		120		80	100	200	113	1953	\$11,718	\$25,000	\$5,000	\$27,000							\$62,700	\$361,873	\$424,073
9.2	Precon, Construction Meetings and PM	2	60	65	32	95	8	30		12		16		16	32	36	12	416	\$2,496	\$4,500	\$1,500	\$5,000							\$12,100	\$81,469	\$93,569
9.3	Construction Management/Inspection (Optional)																	0	\$0									\$0	\$0	\$0	
9.4	Env. Permit'g & Support Services During Construct								40		40							80	\$480			\$61,000	\$9,980	\$12,800				\$92,158	\$14,698	\$106,856	
9.5	Construction Staking				40													40	\$240						\$90,810		\$99,891	\$7,571	\$107,462		
<b>SUBTOTAL TASK 9</b>		<b>2</b>	<b>114</b>	<b>331</b>	<b>280</b>	<b>669</b>	<b>108</b>	<b>130</b>	<b>40</b>	<b>112</b>	<b>40</b>	<b>136</b>	<b>12</b>	<b>96</b>	<b>132</b>	<b>244</b>	<b>125</b>	<b>2571</b>	<b>\$15,426</b>	<b>\$29,500</b>	<b>\$6,500</b>	<b>\$32,000</b>	<b>\$61,000</b>	<b>\$9,980</b>	<b>\$12,800</b>	<b>\$90,810</b>	<b>\$266,849</b>	<b>\$480,944</b>	<b>\$747,793</b>		
<b>PROJECT TOTALS</b>		<b>2</b>	<b>114</b>	<b>331</b>	<b>280</b>	<b>669</b>	<b>108</b>	<b>130</b>	<b>40</b>	<b>112</b>	<b>40</b>	<b>136</b>	<b>12</b>	<b>96</b>	<b>132</b>	<b>244</b>	<b>125</b>	<b>2,571</b>	<b>\$15,426</b>	<b>\$32,450</b>	<b>\$7,150</b>	<b>\$35,200</b>	<b>\$67,100</b>	<b>\$10,978</b>	<b>\$14,080</b>	<b>\$99,891</b>	<b>\$266,849</b>	<b>\$480,944</b>	<b>\$747,793</b>		
% of total (by value)		0.1%	3.8%	8.6%	6.9%	17.4%	2.3%	3.0%	1.1%	3.3%	0.8%	2.7%	0.2%	2.9%	3.0%	3.8%	2.2%			4.3%	1.0%	4.7%	9.0%	1.5%	1.9%	13.4%	36%	64%	100%		
% of total (by GHD hours)		0.1%	4.4%	12.9%	10.9%	26.0%	4.2%	5.1%	1.6%	4.4%	1.6%	5.3%	0.5%	3.7%	5.1%	9.5%	4.9%														
<b>CONTINGENCY</b>																															
C1	Contingency - Construction Phase Support (10%)																												\$26,685	\$48,094	\$74,779
<b>TOTAL CONTINGENCY</b>																												<b>\$26,685</b>	<b>\$48,094</b>	<b>\$74,779</b>	

**TOTAL (w/ Contingency) \$ 822,572**

