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December 17, 2018

Mr. Remon Habib

CITY OF LAKE ELSINORE

130 S. Main Street
Lake Elsinore, CA 92530
951-674-3124, Ext. 245

RE: Proposal for Engineering Services for SB-821: Engineering Design for Chaney Street in the City of Lake Elsinore

Dear Remon:

Albert A. WEBB Associates is pleased to provide you with this proposal for Engineering Services for Chaney Street in the City of Lake Elsinore. Enclosed you will find our Scope of Work (Exhibit "A"), and Compensation for Services (Exhibit "B") for your review and consideration.

If you find this proposal acceptable, please notify our office so a contract agreement can be prepared. We appreciate this opportunity to be of service to your firm and look forward to hearing from you. If you have any questions regarding this proposal, please contact us at 951-686-1070.

Sincerely,

ALBERT A. WEBB ASSOCIATES



Dilesh Sheth, P.E. / T.E.
Vice President

Attached: Exhibit A – Scope of Services
Exhibit B – Compensation of Services
Exhibit C – Project Location Map

EXHIBIT “A” SCOPE OF SERVICES

Scope:

This proposed sidewalk infill project for Chaney Street, situated between W. Flint Street and W. Sumner Avenue will construct approximately 1,800 linear feet of ADA compliant sidewalk, curb and gutter on the eastern side of Chaney Street.

Project scope limits are depicted on the Project Location Map on Exhibit C.

Task A. Utility Research/Coordination

WEBB will conduct existing utility research for all utilities within the project limits to identify, locate, and accurately layout all underground improvements.

WEBB will determine which utility is to receive notification and will address the utility notification letters, providing the City with a copy of the letters. The City will print notification messages on City letterhead and provide them to WEBB. In turn, WEBB will mail these letters to the respective utility companies. WEBB will prepare letters comprising of the first utility notice letter (Preliminary Project Notice) with a response form, the second utility notice letter (Prepare to Relocate) with a response form, and the third utility notice letter (Notice to Relocate).

WEBB will call the utility companies, as necessary, until a written response form is received from each potentially conflicting utility.

WEBB will identify all utilities that could potentially conflict with the planned project and determine special requirements for facilities including protection, relocation, the right-of-way easements, and construction. WEBB shall coordinate with the utility companies to schedule the relocation of the utilities prior to the start of construction.

Task B. Geometric Approval Drawings

Our team will begin the project by first identifying and documenting critical elements and encroachments in the field and will present our findings to the City. WEBB will prepare conceptual level plans based on the SB-821 application (35%) for the proposed project to minimize impact to the residents and cost savings to the City. The conceptual level plans (35%) plans will include provided, field topography, existing right-of-way, base map, and existing utilities, and proposed horizontal design.

Task C. Final Plans, Specifications & Cost Estimate-PS&E

WEBB will submit design drawings with each submittal for checking by the City, along with the previous red lined check prints. The design drawings will be as complete, accurate, and error-free as possible before plan checking is considered, in order to reduce the number of plan checks required and related costs to the City and consultant. Submittals shall be 65%, 90%, and final. The 65% submittal will include

vertical design, utility relocations, dimensions, construction notes, draft technical specifications, bid schedule, and cost estimate. The 90% plans will include detailed design, bid book, and final cost estimate.

Design drawings will clearly show what elements will be removed, added, and adjusted in the project area. Existing structures that could be affected by the new construction such as surface improvements, entrances, driveway approaches, edge of pavement, sewer manhole, water valve and gas valve lids, electrical vaults, air vac, cross gutters, pedestrian ramps, and curb returns will be shown in a halftone or dashed background format to distinguish them from the new improvements proposed for the project.

New street improvements (curbs, gutters, sidewalks, ADA ramps, driveways, etc.), contractor performed facility or structure adjustments (water valves, gas valves, sewer manholes, telephone manholes, electrical manholes, etc.), relocations, reconstructions, and modifications shall be shown in full tone or highlighted with appropriate construction note, detail reference, or standard plan reference identified. Curb ramps within the project limits shall be upgraded to comply with the latest ADA standards.

Our team will arrange construction with the 'protect in place' notes first, 'removal' notes second, and actual work notes last. Notes of like work should be grouped together so they can be easily referenced and understood.

- Street improvement plans will include removal of existing curb & gutter, sidewalk, ADA Ramps, roadway, and other obstructions
- Street improvement plans will show adjustment or relocation of existing utilities
- Street improvement plans will include construction of sidewalk, ADA ramps, cross gutter, and roadway
- WEBB will design ADA pedestrian ramps and driveways to meet City and ADA standards; WEBB will either design new ramps or modify existing ramps as necessary for ADA compliance
- WEBB's Team will identify trees, landscaping, grass areas, ornamental items, fences, walls, mailboxes, and sprinklers within proposed improvement areas that need to be protected in place, removed, or relocated

Specifications

The City will provide WEBB with its boilerplate Specifications and Technical Provisions in Microsoft Word format. WEBB will be compiling the project Specifications including the project specific scope of work in the Technical Specifications and provide Special Technical Provisions beyond the City's standard Technical Provisions.

With each submittal, WEBB will provide bid schedule, special provision, and technical specifications.

The Specifications shall be signed by a WEBB civil engineer, registered in the state of California, as complete and ready for bidding purposes and awarding contracts for construction for the improvements.

The latest edition of the Greenbook (Standard Specifications for Public Works Construction and subsequent amendments) will be used on the project.

Construction Cost Estimate

WEBB will provide a construction quantity and cost estimate with each submittal of plans. The unit costs shall be based upon the most current cost information for recent similar projects in the area compiled by WEBB and approved by the City. The estimated items of work with quantities shall include, but not be limited to itemizing all removals, clearing and grubbing, relocations, sidewalk, curb & gutter, driveway approaches, Asphalt Concrete (AC), water meters, painting of pavement legends & striping, signs, traffic control, raised pavement markers, and project identification and completion signs.

The estimated items of work with quantities shall be arranged in chronological order of construction and shall contain all the information needed to prepare the Engineer's Estimate of Costs. The Engineer's Estimate shall be prepared and submitted on the WEBB's estimate form. WEBB will be required to periodically submit updated preliminary cost estimates as the design progresses.

WEBB's final construction cost estimate shall be based upon, and in agreement with, the final items of work with estimated quantities. Computations showing estimated quantities and costs for each location of work, as well as the sum totals for each segment of the project and total project, shall be submitted to the City for review along with a set of plans showing items of work with quantities on each sheet.

Project Schedule

- Start of project design: December 20, 2018
- 35% Conceptual Plans and Specifications for Geometric Approval : January 18, 2019
- 65% Improvement Plans and Specifications: February 8, 2019
- 90% Improvement Plans and Specifications: February 22, 2019
- 100% Final Improvement Plans and Specifications: March 6, 2019

EXHIBIT “B” COMPENSATION FOR SERVICES

Work shall be billed on Time and Materials not to exceed the amounts indicated below without prior authorization from the client. Charges for services will be billed monthly on a percent complete basis. A breakdown of our fees is listed below:

Task Description	Principal II	Senior III	Associate III	Assistant IV	Project Coordinator	Total Hours	Total
<u>Task Group A- Utility Investigation/Coordination</u>							
Utility Investigation/Coordination		4	8		4	16	\$ 2,340
Task Group A Total							\$ 2,340
<u>Task Group B -Preliminary Engineering</u>							
1. Preliminary Design (35%)	3	4	32		2	41	\$ 6,450
2. Preliminary Cost Estimate				2	2	4	\$ 410
3. Coordination with City	2	4	4			10	\$ 1,840
Task Group B Total							\$ 8,700
<u>Task Group C -Final Plan, Specification, & Cost Estimate (PS&E)</u>							
1. Street Improvement Plans	4	12	72		2	90	\$ 14,240
Task Group C Total							\$ 14,240
<u>Task Group D - Project Coordination and Meetings</u>							
Project Coordination and Meetings	2	4	4			10	\$ 1,840
Task Group D Total							1,840
Total	11	28	120	2	10	171	\$27,120.00

EXHIBIT “C” Project Location Map

