

RESOLUTION NO. 15-93

**A RESOLUTION APPROVING AND AUTHORIZING EXECUTION OF AGREEMENT FOR CONSTRUCTION PHASE ENGINEERING SERVICES, UPON CONDITION**

**RESOLVED** by the Board of Directors of the Sewer Authority Mid-Coastside, San Mateo County, California, as follows:

**WHEREAS**, this Board is endeavoring to enlarge the Authority's wastewater treatment facilities consistent with the approved service needs for the area comprising the Authority three member agencies;

**WHEREAS**, in furtherance thereof, and after approval by each member agency of a budget therefor, this Board did, by its Resolution No. 4-91, undertake the final design, and by Resolution No. 8-92, undertake cogenerator system design thereof;

**WHEREAS**, in conjunction therewith this Board desires to contract for Construction Phase Engineering Services;

**WHEREAS**, staff has submitted to this Board a proposed agreement entitled "Construction Phase Engineering Services for the Wastewater Treatment Plant Enlargement Project" (Agreement) by and between the Authority and John Carollo Engineers for the Construction Phase Engineering Services;

**WHEREAS**, staff has also prepared and submitted to this Board a proposed budget for the Construction Phase Engineering Services (Budget);

**WHEREAS**, the Agreement can only be approved after a budget thereof has been approved by each of the Member Agencies;

**WHEREAS**, the City of Half Moon Bay and the Montara Sanitary District have each approved their respective share of the Budget;

**WHEREAS**, the Granada Sanitary District approved its share of the Budget, provided, however, that its obligation for payment is expressly contingent on its ability to successfully complete proceeding to finance its share of the Budget;

**NOW THEREFORE**, it is determined and ordered that:

1. The above recitals are true and correct.
2. The Agreement and Budget are hereby conditionally approved. The condition is fulfillment of the provision of Section 6 hereof.
3. The Chairman is hereby authorized and directed to execute the Agreement on behalf of the Authority, and the Secretary is hereby authorized and directed to countersign same, upon fulfillment of the condition provided for in Section 6 hereof.

4. As stipulated in the Agreement, Time of Performance section, the Authority will issue written notice to John Carollo Engineers to commence work on the project before services begin. Such written notice will not be provided until all member agencies have successfully completed proceedings to finance their share of the Budget.

5. A certified copy of this Resolution shall be provided to each of the member agencies.

6. The Action herein is conditioned upon successful completion of proceedings to finance the plant expansion project by all three of the Authority's Member Agencies.

\* \* \* \* \*


I hereby certify that the foregoing is a full, true and correct copy of the Resolution duly passed and adopted by the Board of Directors of the Sewer Authority Mid-Coastside, San Mateo County, California, at its regular Board meeting held on the 27th day of December 1993, by the following vote of its members:

AYES, and in favor thereof, **Murphy, Hall, Pastorino, Patridge, Wall, Briody.**


NOES, Directors:

ABSENT, Directors: **Patterson, Prosser**

ABSTAIN, Directors:

  
\_\_\_\_\_  
Chairman  
Sewer Authority Mid-Coastside

COUNTERSIGNED:

  
\_\_\_\_\_  
Secretary  
Sewer Authority Mid-Coastside

January 18, 1994

A G R E E M E N T

**NOTE: AGREEMENT CANNOT BE EXECUTED UNTIL PROCEEDINGS  
TO FINANCE THE PLANT EXPANSION PROJECT BY ALL  
THREE OF THE AUTHORITY'S MEMBER AGENCIES IS  
COMPLETED.**

**TASK ORDER NO. 8  
CONSTRUCTION PHASE ENGINEERING SERVICES FOR THE  
WASTEWATER TREATMENT PLANT ENLARGEMENT PROJECT**

**SEWER AUTHORITY MID-COASTSIDE  
AND  
JOHN CAROLLO ENGINEERS**

This Task Order No. 8 is issued by the Sewer Authority Mid-Coastside (SAM) and accepted by the ENGINEER pursuant to the mutual promises, covenants and conditions contained in the Agreement between the above named parties, dated the 26th day of February 1990, in connection with the design of the wastewater treatment plant enlargement.

**PURPOSE**

The purpose of this Task Order is to establish the ENGINEER's scope of services, as required in Section 1 of the Agreement, and as more specifically described below.

**ENGINEER'S SERVICES**

The general services to be provided hereunder include bidding services, the furnishing of on-site inspection personnel to act as consultants of the OWNER in its relations with the Contractor, to provide on-the-job inspection so that Contractor's work conforms generally with the intent of the Contract Documents; and to keep records necessary for the preparation of record drawings. On the other hand, ENGINEER shall not, during such visits or as a result of such observations of Contractor's work in progress, supervise, direct, or have control over Contractor's work. Nor shall ENGINEER have authority over or responsibility for the means, methods, techniques, sequencing or procedures of construction by Contractor, or safety precautions, and programs incident to the work of Contractor or for any failure of Contractor to comply with laws, rules, regulations, ordinances, codes or orders applicable to Contractor furnishing and performing work. Accordingly, ENGINEER can neither guarantee the performance of the construction contracts by Contractor, nor assume responsibility for Contractor's failure to furnish and perform work in accordance with the Contract Documents.

This Task Order consists of the following tasks:

**Task 1.0 - Bidding/Award Services**

**1.1 - Print Documents and Plan Distribution**

Initially, fifty (50) sets of plans and specifications will be submitted for sale to bidders. Additional copies will be produced for sale to bidders as requested. ENGINEER will be reimbursed for the cost of printing beyond fifty (50) sets. Sale proceeds for the additional plans will be used to reimburse the ENGINEER. Plans will be reduced to half size for bidding. Plans and specifications shall be approved by the SAM Board before printing. SAM Board will call for bids.

**1.2 - Prebid Conference**

The Project Manager and key members of the project team will attend the prebid conference and the prebid site visit. These team members will be prepared to answer questions, as appropriate. Questions which may arise during the prebid conference, but which cannot be adequately answered at that time, will be further reviewed by the design team and plans and specifications addenda prepared as necessary.

### 1.3 - Other Bidding Assistance

Other assistance to SAM will be provided during the bidding period. This assistance will include preparation of bid documentation, a Notice Inviting Bids, responses to questions from Contractors and suppliers preparation of addenda, analysis of bid results, and recommendations of the award of contract. SAM will place advertisements for requesting bids on the project and SAM will sell and distribute bid documents to bidders. Questions regarding bid documents will be directed to JCE and response will be in writing. One person (with alternates) will be designated for receiving questions during bidding. Questions will be screened and directed to appropriate design team members. All addenda will be distributed to plan holders. Records of all questions and addenda will be maintained, bound and submitted to SAM for reference during construction.

### Task 2.1 - Construction Services

#### A. Attend Preconstruction Conference

The preconstruction conference will be attended by key team members. Our activities will include:

1. Preparing and distributing a meeting agenda in advance of the meeting date.
2. Working with the plant superintendent regarding plant shutdown schedules and affecting plant operations.
3. Inviting involved agencies and individuals to attend.
4. Preparing, distributing and discussing specific job procedures for handling requests for clarifications, changes, shop drawings, progress payments and inspection requests.
5. Reviewing the work site with Contractor to determine if it is available and accessible.
6. Preparing and distributing written notes documenting the conference activities.

#### B. Project Coordination

The key role of the resident engineer will be to coordinate communication among the Contractor, design engineers and SAM staff. A chain of communication will be established and enforced.

#### C. Monthly On-Site Meetings

Monthly progress meetings will be held with SAM staff, the resident engineer, project manager or project engineer, and Contractor to review construction progress, shutdowns and potential problems.

Weekly coordination meetings with the Contractor and SAM will be held to discuss schedule changes, coordinate scheduled work for the week, and coordination of shutdowns and tie-ins.

D. Special Meetings

Special meetings will be held to discuss or resolve critical problems in the field such as resolving potential claims, a coordination meeting to plan a critical plant shutdown, or a work session to revise the design to accommodate unforeseen conditions. We have assumed that six such meetings will be required.

E. Requests for Information (RFIs)

RFIs will be answered in the field when possible. Input from the design team will be obtained when necessary. Complex RFIs involving determination of original design intent will be forwarded to the Walnut Creek office. RFIs will be tracked at the field office. All responses to RFIs will be in writing.

F. Review Shop Drawings

Shop drawing submittals will be reviewed in the field except for shoring, major equipment and electrical and instrumentation. Submittals not reviewed in the field will be transmitted to the John Carollo Engineers (JCE) Walnut Creek office for review. Tracking of submittals will be done in the field office. Shoring submittals will be reviewed by Harza Kaldveer, a subconsultant to JCE.

G. Review and Recommend Progress Payments

Progress payment requests from the Contractor will be reviewed by the resident engineer. Approved progress payments will be transmitted to SAM with a recommendation for payment.

H. Monitor Record Drawings

Contract specifications require that the Contractor maintain a marked-up set of drawings which indicate changes to the original design. Our field staff will review the set weekly for compliance with these requirements and maintain their own mark-up set of drawings.

I. Maintain Files

The project files will be maintained in the field office. Duplicate files of submittals, correspondence, RFI's, field memos, equipment manuals, and weekly and monthly progress reports will be retained in the Walnut Creek office as well. A copy of all field files will be turned over to SAM at the conclusion of the project.

2.2 - Construction Schedule Review

This task will include the following subtasks:

- A. An initial review of the Contractor's schedule for conformance with contract requirements, logic of construction and completeness, and evaluate the dollar amounts assigned to each activity.
- B. Monthly monitoring of updates in the Contractor's schedule.
- C. Monthly reports detailing progress, problems, and potential claims, if any.

- D. Monthly Contractor progress payment "due" amounts based on percent completion of cost loaded activities.
- E. Monthly updated funding requirement projections.

### 2.3 - Process Change Orders

Change order requests (CORs) will be reviewed by the resident engineer and design team when a change in the design intent is involved. Change order design information will be prepared in the field when possible. Otherwise, change order drawings will be prepared in the Walnut Creek office. Change orders will be negotiated and compared to independent estimates. Negotiations will be documented. Proposed change orders will be presented to the SAM Board of Directors for approval.

Potential claims will be identified and tracked separately. The number of claims on a project is unpredictable because of many related factors. Therefore, SAM will authorize claims management services separately. Any services related to managing formal claims, documentation of claims, including assistance to legal counsel, preparation of evidence documents or negotiation meetings are not included in this scope of services.

### 2.4 - Construction Inspection

The resident engineer, and resident inspector will, as necessary:

- A. Provide routine construction inspection for conformance with plans and specifications.
- B. Provide daily reports and weekly summary reports documenting construction activities.
- C. Take photographs and weekly videos of the construction progress and maintain a photo and video log of the project.

### 2.5 - Specialty Inspection

Specialty inspection for structural, electrical and instrumentation will be from the JCE Walnut Creek office.

### 2.6 - Geotechnical Services

Geotechnical services, provided by Harza Kaldveer, will consist of soil compaction testing, site visits to check for conformance with specifications, review of shoring submittals and dewatering and general consultation.

### 2.7 - Materials Testing

Materials testing, by Balbi & Chang Associates, will be conducted for concrete samples and other materials other than soils as required. Test results will be filed in the field office.

### 2.8 - Verification Surveying

Independent surveys will be performed to verify Contractor's locations and elevations of structures. Surveys will be conducted by Towill, Inc.

### 2.9 - Clerical Services

Part-time clerical services will be provided on-site to assist the resident engineer. It is estimated that clerical services will be provided at the level of one day per week.

### 2.10 - Coordination of Start Up and Training

The resident engineer will coordinate start-up and training services provided by suppliers and subcontractors with SAM operations staff. Field tests will be witnessed by appropriate engineering personnel.

### 2.11 - Project Closeout

This task will consist of the following subtasks:

- A. Upon receipt of a written notice of final completion from the Contractor, a final inspection will be conducted.
- B. Contract record drawing information from the Contractor will be reviewed and compared to the resident engineer's records.
- C. The resident engineer will verify that certifications of equipment installations and one year warranty forms have been submitted.
- D. Recommendation for final acceptance will be made.
- E. A final payment request and final report will be prepared.

### Task 3.0 Design Services During Construction

Engineering services during construction (ESDC) will be provided by members of the design team at our Walnut Creek office and will be coordinated with the resident engineer.

### 3.1 - Coordination with Permitting Agencies

Liaison with permitting agencies will be maintained during construction. Liaison will include communications and updates on construction progress, coordinating requirements with the Contractor and his suppliers. It is anticipated that the following agencies will require permits during construction:

Bay Area Air Quality Management District  
California Coastal Commission  
Regional Water Quality Control Board  
Half Moon Bay Fire Protection District

### 3.2 - Shop Drawing Review

Construction submittals, including shop drawings, product information, and operations and maintenance (O&M) manuals, will be reviewed for compliance with the design intent.

### 3.3 - Review Test Results

Laboratory, shop and mill test results of materials and equipment will be reviewed for conformance with design concepts.

### 3.4 - Change Orders

Sketches, and supplementary data required to resolve actual field conditions encountered will be prepared for incorporation into contact change orders and clarifications. The ENGINEER will also respond to Contractor's requests for information, design clarifications, Contractor-requested changes, and Contractor correspondence.

### 3.5 - Site Visits and Final Inspection

The ENGINEER's design staff will make periodic site visits to resolve field problems during construction and startup (civil, mechanical, structural, electrical and instrumentation services), as requested by the resident engineer. The final inspection will be attended by key design staff and a punch list of items to be completed or corrected will be transmitted to the resident engineer.

### 3.6 - Contract Record Drawings

The ENGINEER will prepare contract record drawings for the completed project. Reproducible wash-off mylars, matted both sides, suitable for printing will be furnished.

### 3.7 - Project Management

The project manager, under the direction of the partner-in-charge, will manage the overall efforts of the project team members, including field personnel, and subconsultants. Tasks include delegating responsibilities, review work progress, assign manpower, monitor project budgets and schedule, and preparation of the monthly progress report.

The project manager will meet with SAM at monthly progress meetings to keep SAM apprised of JCE's progress, current and projected budget status, and any proposed changes in scope.

Monthly progress reports will be submitted to SAM prior to each Board meeting.

### 3.8 - Operations and Maintenance Manual (O&M)

An O&M manual will be prepared for the entire plant including existing facilities and new construction. The manual will include descriptions and general operating procedures for all major unit processes and utilities. Each major unit process area will contain descriptions of the purpose, physical facilities, process controls, odor control (where applicable), safety and troubleshooting. Design drawings will be used to develop illustrations of plant facilities and key equipment. Schematic diagrams will be prepared. Process control charts for applicable unit processes will be provided as well.

The O&M manual will be bound in printed 3-ring binders. A total of six (6) sets of manuals will be provided. The O&M manual is not intended to include step by step standard operating procedures, which will be the responsibility of SAM. The O&M manual text and figures will be stored on floppy disk and turned over to SAM for future modifications.

### 3.9 - Operator Training

Training of operations staff on all major unit processes will be provided. Training will include a flip chart presentation and on-site demonstrations. The training sessions will be video taped and turned over to SAM. We propose to limit the extent of training to the hours indicated in our level of effort estimate.

**TIME OF PERFORMANCE**

The schedule for providing construction phase engineering services is dependent on actual construction activities. A construction period of 28 months is estimated for this project. Bidding phase services will precede the construction period services to allow for preparation of the plans and specifications for bidding and to provide services during the bidding period.

Owner will issue written notice to commence work on project before services will begin on Task Order No. 8.

**PAYMENT**

Compensation for engineering services shall be on an hourly basis in accordance with the attached ENGINEER's fee schedule. The fee schedule has been prepared assuming award of the construction contract to the successful Contractor prior to July 1, 1994, notice to proceed within 60 days following award and a 28 month construction period (notice to proceed to acceptance of project by SAM). Should award of the construction contract and notice to proceed to contract occur later than the preceding time constraints, the budget cost ceiling and fee schedule would be subject to negotiation and revision.

A budget cost ceiling, as detailed in Exhibits A and B, is hereby established for ENGINEER's services and will not be exceeded except for any OWNER requested changes in ENGINEER's services. Exhibits A and B are based on a 28 month construction period and the effort in hours included. If the construction period exceeds this time, the budget ceiling is subject to revision. Budget revisions, if required, will be approved by the OWNER before the ENGINEER proceeds with services beyond the 28 month construction period.

**EFFECTIVE DATE**

This Task Order No. 8 is effective as of the 27 day of December, 1993.

IN WITNESS WHEREOF, duly authorized representatives of the OWNER and of the ENGINEER have executed this Task Order No. 8, evidencing its issuance by the OWNER and acceptance by the ENGINEER.

JOHN CAROLLO ENGINEERS

SEWER AUTHORITY MID-COASTSIDE

By Walter A. Bishop, Jr.  
Walter A. Bishop, Jr.  
Partner

By Stan Pastorino  
Stan Pastorino  
Chairperson

By Samuel King  
Partner

**TASK ORDER NO. 8  
CONSTRUCTION PHASE ENGINEERING SERVICES FOR THE  
WASTEWATER TREATMENT PLANT ENLARGEMENT PROJECT**

**EXHIBIT A - ESTIMATED LEVEL OF EFFORT**

Tasks	Rates	Partner \$129.90	Project Manager (EVII) \$126.11	Resident Engineer (EVI) \$116.91	Project Engineer Design Services (EVI) \$116.91	Resident Inspector (EIV) \$92.82	Discipline Engineers (EVI) \$116.91	Design Engineer (EIV) \$92.82	In-House TRC (EVIII) \$129.90	Design/ Drafting (ETV) \$66.03	Word Processing \$52.23	Clerical \$37.35	Total Hours	Total Costs
<b>Task 1 - Bidding Services</b>		8	30	--	172	--	120	120	--	120	80	--	650	\$55,439 (1)
<b>Task 2 - Construction Services</b>														
2.1 Construction Administration														
a. Preconstruction Conference		8	10	19	8	--	--	--	--	--	--	--	45	5,457
b. Project Coordination		--	--	95	--	--	--	--	--	--	--	--	95	11,106
c. Monthly Meetings		40	84	266	168	--	--	--	--	--	--	--	558	66,528
d. Special Meetings		--	--	45	--	--	--	--	--	--	--	--	45	5,261
e. Review & Track RFIs		20	42	212	160	--	80	160	--	--	--	--	674	75,589
f. Review & Track Shop Drawings		--	--	228	--	--	--	--	--	--	--	--	228	26,655
g. Review Progress Payments		--	--	212	--	--	--	--	--	--	--	--	212	24,785
h. Monitor Record Drawings		--	--	57	--	--	--	--	--	--	--	--	57	6,664
i. Maintain Files		--	--	319	--	--	--	--	--	--	--	--	319	37,294
Subtotal Task 2.1		68	136	1,453	336	0	80	160	0	0	0	0	2,233	259,339
2.2 Construction Schedule Review		--	--	266	--	--	--	--	--	--	--	0	266	31,098
2.3 Process Change Orders		--	--	285	--	--	--	--	80	--	--	--	365	43,711
2.4 Construction Inspection		--	--	2,711	--	2,300	--	--	--	--	--	--	5,011	530,429
2.5 Specialty Inspection		--	--	--	--	--	128	--	--	--	--	--	128	14,964
2.6 Geotechnical Services (Kaldveer)		Included in Cost Estimate		--	--	--	--	--	--	--	--	--	--	--
2.7 Materials Testing (Signet)		Included in Cost Estimate		--	--	--	--	--	--	--	--	--	--	--
2.8 Verification Surveying (Towill)		Included in Cost Estimate		--	--	--	--	--	--	--	--	--	--	--
2.9 Clerical Services		--	--	--	--	--	--	--	0	--	--	642	642	23,979
2.10 Coordination of Start-up/Training		--	--	76	--	0	--	--	0	--	--	--	76	8,885
2.11 Closeout		--	--	40	--	40	--	--	--	--	--	--	80	8,389
<b>TOTAL CONSTRUCTION SERVICES</b>		<b>68</b>	<b>136</b>	<b>4,831</b>	<b>336</b>	<b>2,340</b>	<b>208</b>	<b>160</b>	<b>80</b>	<b>0</b>	<b>0</b>	<b>642</b>	<b>8,801</b>	<b>\$920,794</b>
<b>Task 3 - Design Services During Construction</b>														
3.1 Coordinate with Permitting Agency		--	16	--	20	--	--	--	--	--	--	--	36	4,356
3.2 Shop Drawing Review		14	68	--	600	--	624	1,104	--	--	--	--	2,410	255,965
3.3 Review Test Results		--	--	--	10	--	10	--	--	--	--	--	20	2,338
3.4 Prepare Change Order Design		20	80	--	125	--	125	125	--	40	--	--	515	56,158
3.5 Site Visits & Attend Final Inspection		--	12	--	32	--	--	--	--	--	--	--	44	5,254
3.6 Prepare Contract Record Drawings		4	10	--	102	--	--	--	--	468	--	--	584	44,608
3.7 Project Management		56	560	--	--	--	--	--	--	--	112	--	728	83,746
3.8 O&M Manual		10	30	--	220	--	--	780	--	480	200	--	1,720	145,343
3.9 Operator Training		--	--	--	220	--	--	--	--	80	--	--	300	31,003
<b>TOTAL DESIGN SERVICES DURING CONSTRUCTION</b>		<b>104</b>	<b>776</b>	<b>0</b>	<b>1,329</b>	<b>--</b>	<b>759</b>	<b>2,009</b>	<b>--</b>	<b>1,068</b>	<b>312</b>	<b>0</b>	<b>6,357</b>	<b>628,771</b>
<b>TOTAL SERVICES</b>		<b>180</b>	<b>942</b>	<b>4,831</b>	<b>1,837</b>	<b>2,340</b>	<b>1,087</b>	<b>2,289</b>	<b>80</b>	<b>1,188</b>	<b>392</b>	<b>642</b>	<b>15,808</b>	<b>\$1,605,004</b>

(1) Based on Task Order No. 6 rates.

[CONTRACT IS SAM/CPS TO # 8 EXH. A (REV. 9/93)]

I

**TASK ORDER NO. 8  
CONSTRUCTION PHASE ENGINEERING SERVICES FOR THE  
WASTEWATER TREATMENT PLANT ENLARGEMENT PROJECT**

**EXHIBIT B - ESTIMATED COSTS**

Tasks	JCE Labor Costs From Exhibit A	Sub- Consultants	Sub- Consultants Overhead (10%)	Mileage	Printing	Total Costs
<b>Task 1 - Bidding Services</b>	\$ 55,439	--	--	--	--	\$55,439
<b>Task 2 - Construction Services</b>						
2.1 Construction Administration						
a. Preconstruction Conference	5,457	--	--	33	--	5,490
b. Project Coordination	11,106	--	--	--	--	11,106
c. Monthly Meetings	66,528	--	--	990	--	67,518
d. Special Meetings	5,261	--	--	--	--	5,261
e. Review & Track RFIs	75,589	--	--	--	--	75,589
f. Review & Track Shop Drawings	26,655	--	--	--	--	26,655
g. Review Progress Payments	24,785	--	--	--	--	24,785
h. Monitor Record Drawings	6,664	--	--	--	--	6,664
i. Maintain Files	37,294	--	--	--	--	37,294
Subtotal Task 2.1	\$259,339	0	0	1,023	0	\$260,362
2.2 Construction Schedule Review	\$ 31,098	--	--	--	--	\$ 31,098
2.3 Process Change Orders	43,711	--	--	--	--	43,711
2.4 Construction Inspection	\$530,429	--	--	\$6,864 (1)	--	\$ 537,293
2.5 Specialty Inspection	14,964	--	--	726	--	15,690
2.6 Geotechnical Services (Kaldveer)	--	\$ 74,000	\$ 7,400	--	--	81,400
2.7 Materials Testing (Signet)	--	20,000	2,000	--	--	22,000
2.8 Verification Surveying (Towill)	--	15,000	1,500	--	--	16,500
2.9 Clerical Services	23,979	--	--	--	--	23,979
2.10 Coordination of Start-up/Training	8,885	--	--	--	--	8,885
2.11 Closeout	8,389	--	--	--	--	8,389
<b>TOTAL CONSTRUCTION SERVICES</b>	<b>\$920,794</b>	<b>\$109,000</b>	<b>\$10,900</b>	<b>\$8,613</b>	<b>0</b>	<b>\$1,049,307</b>
<b>Task 3 - Design Services During Construction</b>						
3.1 Coordinate with Permitting Agency	\$ 4,356	--	--	--	--	4,356
3.2 Shop Drawing Review	255,965	--	--	--	--	255,965
3.3 Review Test Results	2,338	--	--	--	--	2,338
3.4 Prepare Change Order Design	56,158	--	--	--	--	56,158
3.5 Site Visits & Attend Final Inspection	5,254	--	--	66	--	5,320
3.6 Prepare Contract Record Drawings	44,608	--	--	99	\$6,000	50,707
3.7 Project Management	83,746	--	--	--	--	83,746
3.8 O&M Manual	145,343	--	--	132	1,100	146,575
3.9 Operator Training	31,003	--	--	132	600	31,735
<b>TOTAL DESIGN SERVICES DURING CONSTRUCTION</b>	<b>\$628,771</b>	<b>--</b>	<b>--</b>	<b>\$429</b>	<b>\$7,700</b>	<b>\$636,900</b>
<b>TOTAL PROJECT COSTS</b>	<b>\$1,605,004</b>	<b>\$109,000</b>	<b>\$10,900</b>	<b>\$9,042</b>	<b>\$7,700</b>	<b>\$1,741,646</b>

(1) Mileage for one person-year from JCE Walnut Creek to site.

**JOHN CAROLLO ENGINEERS  
FEE SCHEDULE FOR  
SEWER AUTHORITY MID-COASTSIDE WASTEWATER  
TREATMENT PLANT ENLARGEMENT PROJECT**

**Effective March 1, 1993  
Walnut Creek Office**

	<u>Hourly Rate</u>
Partners (P)	
(P)	\$129.90
Engineers/Scientists (E/S)	
(E/S) VII	126.11
(E/S) VI	116.91
(E/S) V	106.80
(E/S) IV	92.82
(E/S) III	84.60
(E/S) II	72.62
Engineering Aides (EA)	
(EA) VII	98.84
(EA) V	79.09
(EA) III	56.84
(EA) II	49.94
Engineering Technicians (ET)	
(ET) VII	84.09
(ET) VI	74.92
(ET) V	66.03
(ET) IV	58.97
(ET) III	51.64
Support Staff	
Clerical	37.35
Word Processor	52.23
Computer	
Computer Equipment (PC)	10.00
CAD (Processing Time)	15.00
Word Processor (Processing Time)	10.00
Travel and Subsistence	at cost
Mileage	.35/mile
Subconsultant	Cost + 10%
Other Direct Costs	Cost + 10%

GRANADA SANITARY DISTRICT

Resolution No. 594

RECEIVED

DEC - 8 1993

SEWER AUTHORITY MID-COASTSIDE

RESOLUTION APPROVING AGREEMENT FOR  
CONSTRUCTION PHASE ENGINEERING SERVICES AND  
RELATED BUDGET

The District Board of Granada Sanitary District finds and determines as follows:

A. The Sewer Authority Mid-Coastside ("Authority") is endeavoring to enlarge its wastewater treatment facilities consistent with the approved service needs for the area comprising the Authority's three member agencies.

B. In conjunction with that project the Authority desires to contract for Construction Phase Engineering Services.

C. The Authority has submitted to the District a proposed agreement entitled "Construction Phase Engineering Services for the Wastewater Treatment Plant Enlargement Project" ("Agreement") by and between the Authority and John Carollo Engineers.

D. The Authority has also prepared and submitted to the District a proposed budget for the Construction Phase Engineering Services ("Budget").

In consideration of the foregoing findings and determinations,

IT IS RESOLVED by the District Board as follows:

1. The Agreement is hereby approved.
2. The District agrees that it will pay for its share, thirty percent (30%), of the Budget for Construction Phase Engineering Services, up to a maximum of \$522,494.
3. The District's obligations for payment under section 2 of this Resolution are expressly contingent on the District's ability to successfully complete proceedings to finance its share of the project costs, including the cost of Construction Phase Engineering Services.
4. A certified copy of this resolution shall be provided to the Sewer Authority Mid-Coastside.

\* \* \* \* \*

I hereby certify that the foregoing is a full, true and correct copy of a resolution duly and regularly adopted and passed at a meeting of the District Board of the Granada Sanitary

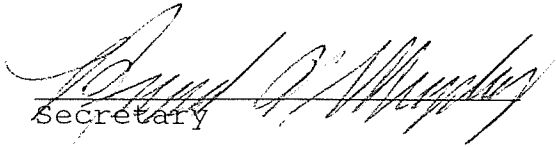
District, San Mateo County, California, held on the 10th day of November, 1993.

AYES, and in favor thereof, Members: Hall, Prosser and Meyer

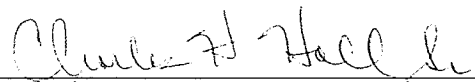
NOES, Members: Murphy

ABSENT, Members: De Young

ABSTAIN, Members: None

  
Secretary  
FOL<sup>6</sup>

Approved:

  
President

**TASK ORDER NO. 8  
CONSTRUCTION PHASE ENGINEERING SERVICES FOR THE  
WASTEWATER TREATMENT PLANT ENLARGEMENT PROJECT**

**SEWER AUTHORITY MID-COASTSIDE  
AND  
JOHN CAROLLO ENGINEERS**

This Task Order No. 8 is issued by the Sewer Authority Mid-Coastside (SAM) and accepted by the ENGINEER pursuant to the mutual promises, covenants and conditions contained in the Agreement between the above named parties, dated the 26th day of February 1990, in connection with the design of the wastewater treatment plant enlargement.

**PURPOSE**

The purpose of this Task Order is to establish the ENGINEER's scope of services, as required in Section 1 of the Agreement, and as more specifically described below.

**ENGINEER'S SERVICES**

The general services to be provided hereunder include bidding services, the furnishing of on-site inspection personnel to act as consultants of the OWNER in its relations with the Contractor, to provide on-the-job inspection so that Contractor's work conforms generally with the intent of the Contract Documents; and to keep records necessary for the preparation of record drawings. On the other hand, ENGINEER shall not, during such visits or as a result of such observations of Contractor's work in progress, supervise, direct, or have control over Contractor's work. Nor shall ENGINEER have authority over or responsibility for the means, methods, techniques, sequencing or procedures of construction by Contractor, or safety precautions, and programs incident to the work of Contractor or for any failure of Contractor to comply with laws, rules, regulations, ordinances, codes or orders applicable to Contractor furnishing and performing work. Accordingly, ENGINEER can neither guarantee the performance of the construction contracts by Contractor, nor assume responsibility for Contractor's failure to furnish and perform work in accordance with the Contract Documents.

This Task Order consists of the following tasks:

**Task 1.0 - Bidding/Award Services**

**1.1 - Print Documents and Plan Distribution**

Initially, fifty (50) sets of plans and specifications will be submitted for sale to bidders. Additional copies will be produced for sale to bidders as requested. ENGINEER will be reimbursed for the cost of printing beyond fifty (50) sets. Sale proceeds for the additional plans will be used to reimburse the ENGINEER. Plans will be reduced to half size for bidding. Plans and specifications shall be approved by the SAM Board before printing. SAM Board will call for bids.

**1.2 - Prebid Conference**

The Project Manager and key members of the project team will attend the prebid conference and the prebid site visit. These team members will be prepared to answer questions, as appropriate. Questions which may arise during the prebid conference, but which cannot be adequately answered at that time, will be further reviewed by the design team and plans and specifications addenda prepared as necessary.

### 1.3 - Other Bidding Assistance

Other assistance to SAM will be provided during the bidding period. This assistance will include preparation of bid documentation, a Notice Inviting Bids, responses to questions from Contractors and suppliers preparation of addenda, analysis of bid results, and recommendations of the award of contract. SAM will place advertisements for requesting bids on the project and SAM will sell and distribute bid documents to bidders. Questions regarding bid documents will be directed to JCE and response will be in writing. One person (with alternates) will be designated for receiving questions during bidding. Questions will be screened and directed to appropriate design team members. All addenda will be distributed to plan holders. Records of all questions and addenda will be maintained, bound and submitted to SAM for reference during construction.

### Task 2.1 - Construction Services

#### A. Attend Preconstruction Conference

The preconstruction conference will be attended by key team members. Our activities will include:

1. Preparing and distributing a meeting agenda in advance of the meeting date.
2. Working with the plant superintendent regarding plant shutdown schedules and affecting plant operations.
3. Inviting involved agencies and individuals to attend.
4. Preparing, distributing and discussing specific job procedures for handling requests for clarifications, changes, shop drawings, progress payments and inspection requests.
5. Reviewing the work site with Contractor to determine if it is available and accessible.
6. Preparing and distributing written notes documenting the conference activities.

#### B. Project Coordination

The key role of the resident engineer will be to coordinate communication among the Contractor, design engineers and SAM staff. A chain of communication will be established and enforced.

#### C. Monthly On-Site Meetings

Monthly progress meetings will be held with SAM staff, the resident engineer, project manager or project engineer, and Contractor to review construction progress, shutdowns and potential problems.

Weekly coordination meetings with the Contractor and SAM will be held to discuss schedule changes, coordinate scheduled work for the week, and coordination of shutdowns and tie-ins.

D. Special Meetings

Special meetings will be held to discuss or resolve critical problems in the field such as resolving potential claims, a coordination meeting to plan a critical plant shutdown, or a work session to revise the design to accommodate unforeseen conditions. We have assumed that six such meetings will be required.

E. Requests for Information (RFIs)

RFIs will be answered in the field when possible. Input from the design team will be obtained when necessary. Complex RFIs involving determination of original design intent will be forwarded to the Walnut Creek office. RFIs will be tracked at the field office. All responses to RFIs will be in writing.

F. Review Shop Drawings

Shop drawing submittals will be reviewed in the field except for shoring, major equipment and electrical and instrumentation. Submittals not reviewed in the field will be transmitted to the John Carollo Engineers (JCE) Walnut Creek office for review. Tracking of submittals will be done in the field office. Shoring submittals will be reviewed by Harza Kaldveer, a subconsultant to JCE.

G. Review and Recommend Progress Payments

Progress payment requests from the Contractor will be reviewed by the resident engineer. Approved progress payments will be transmitted to SAM with a recommendation for payment.

H. Monitor Record Drawings

Contract specifications require that the Contractor maintain a marked-up set of drawings which indicate changes to the original design. Our field staff will review the set weekly for compliance with these requirements and maintain their own mark-up set of drawings.

I. Maintain Files

The project files will be maintained in the field office. Duplicate files of submittals, correspondence, RFI's, field memos, equipment manuals, and weekly and monthly progress reports will be retained in the Walnut Creek office as well. A copy of all field files will be turned over to SAM at the conclusion of the project.

## 2.2 - Construction Schedule Review

This task will include the following subtasks:

- A. An initial review of the Contractor's schedule for conformance with contract requirements, logic of construction and completeness, and evaluate the dollar amounts assigned to each activity.
- B. Monthly monitoring of updates in the Contractor's schedule.
- C. Monthly reports detailing progress, problems, and potential claims, if any.

- D. Monthly Contractor progress payment "due" amounts based on percent completion of cost loaded activities.
- E. Monthly updated funding requirement projections.

### 2.3 - Process Change Orders

Change order requests (CORs) will be reviewed by the resident engineer and design team when a change in the design intent is involved. Change order design information will be prepared in the field when possible. Otherwise, change order drawings will be prepared in the Walnut Creek office. Change orders will be negotiated and compared to independent estimates. Negotiations will be documented. Proposed change orders will be presented to the SAM Board of Directors for approval.

Potential claims will be identified and tracked separately. The number of claims on a project is unpredictable because of many related factors. Therefore, SAM will authorize claims management services separately. Any services related to managing formal claims, documentation of claims, including assistance to legal counsel, preparation of evidence documents or negotiation meetings are not included in this scope of services.

### 2.4 - Construction Inspection

The resident engineer, and resident inspector will, as necessary:

- A. Provide routine construction inspection for conformance with plans and specifications.
- B. Provide daily reports and weekly summary reports documenting construction activities.
- C. Take photographs and weekly videos of the construction progress and maintain a photo and video log of the project.

### 2.5 - Specialty Inspection

Specialty inspection for structural, electrical and instrumentation will be from the JCE Walnut Creek office.

### 2.6 - Geotechnical Services

Geotechnical services, provided by Harza Kaldveer, will consist of soil compaction testing, site visits to check for conformance with specifications, review of shoring submittals and dewatering and general consultation.

### 2.7 - Materials Testing

Materials testing, by Balbi & Chang Associates, will be conducted for concrete samples and other materials other than soils as required. Test results will be filed in the field office.

### 2.8 - Verification Surveying

Independent surveys will be performed to verify Contractor's locations and elevations of structures. Surveys will be conducted by Towill, Inc.

### 2.9 - Clerical Services

Part-time clerical services will be provided on-site to assist the resident engineer. It is estimated that clerical services will be provided at the level of one day per week.

### 2.10 - Coordination of Start Up and Training

The resident engineer will coordinate start-up and training services provided by suppliers and subcontractors with SAM operations staff. Field tests will be witnessed by appropriate engineering personnel.

### 2.11 - Project Closeout

This task will consist of the following subtasks:

- A. Upon receipt of a written notice of final completion from the Contractor, a final inspection will be conducted.
- B. Contract record drawing information from the Contractor will be reviewed and compared to the resident engineer's records.
- C. The resident engineer will verify that certifications of equipment installations and one year warranty forms have been submitted.
- D. Recommendation for final acceptance will be made.
- E. A final payment request and final report will be prepared.

### Task 3.0 Design Services During Construction

Engineering services during construction (ESDC) will be provided by members of the design team at our Walnut Creek office and will be coordinated with the resident engineer.

### 3.1 - Coordination with Permitting Agencies

Liaison with permitting agencies will be maintained during construction. Liaison will include communications and updates on construction progress, coordinating requirements with the Contractor and his suppliers. It is anticipated that the following agencies will require permits during construction:

Bay Area Air Quality Management District  
California Coastal Commission  
Regional Water Quality Control Board  
Half Moon Bay Fire Protection District

### 3.2 - Shop Drawing Review

Construction submittals, including shop drawings, product information, and operations and maintenance (O&M) manuals, will be reviewed for compliance with the design intent.

### 3.3 - Review Test Results

Laboratory, shop and mill test results of materials and equipment will be reviewed for conformance with design concepts.

### 3.4 - Change Orders

Sketches, and supplementary data required to resolve actual field conditions encountered will be prepared for incorporation into contact change orders and clarifications. The ENGINEER will also respond to Contractor's requests for information, design clarifications, Contractor-requested changes, and Contractor correspondence.

### 3.5 - Site Visits and Final Inspection

- The ENGINEER's design staff will make periodic site visits to resolve field problems during construction and startup (civil, mechanical, structural, electrical and instrumentation services), as requested by the resident engineer. The final inspection will be attended by key design staff and a punch list of items to be completed or corrected will be transmitted to the resident engineer.

### 3.6 - Contract Record Drawings

The ENGINEER will prepare contract record drawings for the completed project. Reproducible wash-off mylars, matted both sides, suitable for printing will be furnished.

### 3.7 - Project Management

The project manager, under the direction of the partner-in-charge, will manage the overall efforts of the project team members, including field personnel, and subconsultants. Tasks include delegating responsibilities, review work progress, assign manpower, monitor project budgets and schedule, and preparation of the monthly progress report.

The project manager will meet with SAM at monthly progress meetings to keep SAM apprised of JCE's progress, current and projected budget status, and any proposed changes in scope.

Monthly progress reports will be submitted to SAM prior to each Board meeting.

### 3.8 - Operations and Maintenance Manual (O&M)

An O&M manual will be prepared for the entire plant including existing facilities and new construction. The manual will include descriptions and general operating procedures for all major unit processes and utilities. Each major unit process area will contain descriptions of the purpose, physical facilities, process controls, odor control (where applicable), safety and troubleshooting. Design drawings will be used to develop illustrations of plant facilities and key equipment. Schematic diagrams will be prepared. Process control charts for applicable unit processes will be provided as well.

The O&M manual will be bound in printed 3-ring binders. A total of six (6) sets of manuals will be provided. The O&M manual is not intended to include step by step standard operating procedures, which will be the responsibility of SAM. The O&M manual text and figures will be stored on floppy disk and turned over to SAM for future modifications.

### 3.9 - Operator Training

Training of operations staff on all major unit processes will be provided. Training will include a flip chart presentation and on-site demonstrations. The training sessions will be video taped and turned over to SAM. We propose to limit the extent of training to the hours indicated in our level of effort estimate.

TIME OF PERFORMANCE

The schedule for providing construction phase engineering services is dependent on actual construction activities. A construction period of 28 months is estimated for this project. Bidding phase services will precede the construction period services to allow for preparation of the plans and specifications for bidding and to provide services during the bidding period.

Owner will issue written notice to commence work on project before services will begin on Task Order No. 8.

PAYMENT

Compensation for engineering services shall be on an hourly basis in accordance with the attached ENGINEER's fee schedule. The fee schedule has been prepared assuming award of the construction contract to the successful Contractor prior to July 1, 1994, notice to proceed within 60 days following award and a 28 month construction period (notice to proceed to acceptance of project by SAM). Should award of the construction contract and notice to proceed to contract occur later than the preceding time constraints, the budget cost ceiling and fee schedule would be subject to negotiation and revision.

A budget cost ceiling, as detailed in Exhibits A and B, is hereby established for ENGINEER's services and will not be exceeded except for any OWNER requested changes in ENGINEER's services. Exhibits A and B are based on a 28 month construction period and the effort in hours included. If the construction period exceeds this time, the budget ceiling is subject to revision. Budget revisions, if required, will be approved by the OWNER before the ENGINEER proceeds with services beyond the 28 month construction period.

EFFECTIVE DATE

This Task Order No. 8 is effective as of the \_\_\_\_ day of \_\_\_\_\_, 199\_\_.

IN WITNESS WHEREOF, duly authorized representatives of the OWNER and of the ENGINEER have executed this Task Order No. 8, evidencing its issuance by the OWNER and acceptance by the ENGINEER.

JOHN CAROLLO ENGINEERS

SEWER AUTHORITY MID-COASTSIDE

By \_\_\_\_\_  
Walter A. Bishop, Jr.  
Partner

By \_\_\_\_\_  
Stan Pastorino  
Chairperson

By \_\_\_\_\_  
Partner

**TASK ORDER NO. 8  
CONSTRUCTION PHASE ENGINEERING SERVICES FOR THE  
WASTEWATER TREATMENT PLANT ENLARGEMENT PROJECT**

**EXHIBIT A - ESTIMATED LEVEL OF EFFORT**

Tasks	Rate	Partner \$129.00	Project Manager (EVII) \$126.11	Resident Engineer (EVI) \$118.91	Project Engineer Design Services (EVI) \$118.91	Resident Inspector (EIV) \$92.82	Discipline Engineers (EVI) \$118.91	Design Engineer (EIV) \$92.82	In-House TRC (EVIII) \$129.00	Design/ Drafting (ETV) \$88.03	Word Processing \$52.23	Clerical \$37.35	Total Hours	Total Costs
<b>Task 1 - Bidding Services</b>		8	30	--	172	--	120	120	--	120	80	--	650	\$55,439 (1)
<b>Task 2 - Construction Services</b>														
2.1 Construction Administration														
a. Preconstruction Conference		8	10	19	8	--	--	--	--	--	--	--	45	5,457
b. Project Coordination		--	--	95	--	--	--	--	--	--	--	--	95	11,106
c. Monthly Meetings		40	84	266	168	--	--	--	--	--	--	--	558	66,528
d. Special Meetings		--	--	45	--	--	--	--	--	--	--	--	45	5,261
e. Review & Track RFIs		20	42	212	160	--	80	160	--	--	--	--	674	75,589
f. Review & Track Shop Drawings		--	--	228	--	--	--	--	--	--	--	--	228	26,655
g. Review Progress Payments		--	--	212	--	--	--	--	--	--	--	--	212	24,785
h. Monitor Record Drawings		--	--	57	--	--	--	--	--	--	--	--	57	6,864
i. Maintain Files		--	--	319	--	--	--	--	--	--	--	--	319	37,294
Subtotal Task 2.1		68	136	1,453	336	0	80	160	0	0	0	0	2,233	250,339
2.2 Construction Schedule Review		--	--	268	--	--	--	--	--	--	--	0	268	31,098
2.3 Process Change Orders		--	--	285	--	--	--	--	80	--	--	--	365	43,711
2.4 Construction Inspection		--	--	2,711	--	2,300	--	--	--	--	--	--	5,011	530,429
2.5 Specialty Inspection		--	--	--	--	--	128	--	--	--	--	--	128	14,964
2.6 Geotechnical Services (Kaldveer)		Included in Cost Estimate		--	--	--	--	--	--	--	--	--	--	--
2.7 Materials Testing (Signet)		Included in Cost Estimate		--	--	--	--	--	--	--	--	--	--	--
2.8 Verification Surveying (Lowill)		Included in Cost Estimate		--	--	--	--	--	--	--	--	--	--	--
2.9 Clerical Services		--	--	--	--	--	--	--	0	--	--	642	642	23,979
2.10 Coordination of Start-up/Training		--	--	76	--	0	--	--	0	--	--	--	76	8,885
2.11 Closeout		--	--	40	--	40	--	--	--	--	--	--	80	8,389
<b>TOTAL CONSTRUCTION SERVICES</b>		68	136	4,831	336	2,340	208	160	80	0	0	642	8,801	\$920,794
<b>Task 3 - Design Services During Construction</b>														
3.1 Coordinate with Permitting Agency		--	16	--	20	--	--	--	--	--	--	--	36	4,356
3.2 Shop Drawing Review		14	68	--	600	--	624	1,104	--	--	--	--	2,410	255,965
3.3 Review Test Results		--	--	--	10	--	10	--	--	--	--	--	20	2,338
3.4 Prepare Change Order Design		20	80	--	125	--	125	125	--	40	--	--	515	56,158
3.5 Site Visits & Attend Final Inspection		--	12	--	32	--	--	--	--	--	--	--	44	5,254
3.6 Prepare Contract Record Drawings		4	10	--	102	--	--	--	--	468	--	--	584	44,608
3.7 Project Management		56	560	--	--	--	--	--	--	--	112	--	728	83,746
3.8 O&M Manual		10	30	--	220	--	--	780	--	480	200	--	1,720	145,343
3.9 Operator Training		--	--	--	220	--	--	--	--	80	--	--	300	31,003
<b>TOTAL DESIGN SERVICES DURING CONSTRUCTION</b>		104	776	0	1,329	--	759	2,009	--	1,068	312	0	6,357	628,771
<b>TOTAL SERVICES</b>		180	942	4,831	1,837	2,340	1,067	2,269	80	1,188	392	642	15,808	\$1,605,004

(1) Based on Task Order No. 6 rates.

**TASK ORDER NO. 8  
CONSTRUCTION PHASE ENGINEERING SERVICES FOR THE  
WASTEWATER TREATMENT PLANT ENLARGEMENT PROJECT**

**EXHIBIT B - ESTIMATED COSTS**

Tasks	JCE Labor Costs From Exhibit A	Sub- Consultants	Sub- Consultants Overhead (10%)	Mileage	Printing	Total Costs
<b>Task 1 - Bidding Services</b>	\$ 55,439	..	..	..	..	\$55,439
<b>Task 2 - Construction Services</b>						
2.1 Construction Administration						
a. Preconstruction Conference	5,457	..	..	33	..	5,490
b. Project Coordination	11,108	..	..	..	..	11,108
c. Monthly Meetings	68,528	..	..	990	..	67,518
d. Special Meetings	5,281	..	..	..	..	5,281
e. Review & Track RFIs	75,589	..	..	..	..	75,589
f. Review & Track Shop Drawings	28,655	..	..	..	..	28,655
g. Review Progress Payments	24,785	..	..	..	..	24,785
h. Monitor Record Drawings	8,664	..	..	..	..	8,664
i. Maintain Files	37,294	..	..	..	..	37,294
Subtotal Task 2.1	\$259,339	0	0	1,023	0	\$260,362
2.2 Construction Schedule Review	\$ 31,098	..	..	..	..	\$ 31,098
2.3 Process Change Orders	43,711	..	..	..	..	43,711
2.4 Construction Inspection	\$530,429	..	..	\$6,864 (1)	..	\$ 537,293
2.5 Specialty Inspection	14,964	..	..	728	..	15,690
2.6 Geotechnical Services (Kaldveer)	..	\$ 74,000	\$ 7,400	..	..	81,400
2.7 Materials Testing (Signet)	..	20,000	2,000	..	..	22,000
2.8 Verification Surveying (Flowill)	..	15,000	1,500	..	..	16,500
2.9 Clerical Services	23,979	..	..	..	..	23,979
2.10 Coordination of Start-up/Training	8,885	..	..	..	..	8,885
2.11 Closeout	8,389	..	..	..	..	8,389
<b>TOTAL CONSTRUCTION SERVICES</b>	\$920,794	\$109,000	\$10,900	\$8,613	0	\$1,049,307
<b>Task 3 - Design Services During Construction</b>						
3.1 Coordinate with Permitting Agency	\$ 4,358	..	..	..	..	4,358
3.2 Shop Drawing Review	255,965	..	..	..	..	255,965
3.3 Review Test Results	2,338	..	..	..	..	2,338
3.4 Prepare Change Order Design	58,158	..	..	..	..	58,158
3.5 Site Visits & Attend Final Inspection	5,254	..	..	66	..	5,320
3.6 Prepare Contract Record Drawings	44,608	..	..	99	\$6,000	50,707
3.7 Project Management	83,746	..	..	..	..	83,746
3.8 O&M Manual	145,343	..	..	132	1,100	146,575
3.9 Operator Training	31,003	..	..	132	600	31,735
<b>TOTAL DESIGN SERVICES DURING CONSTRUCTION</b>	\$628,771	..	..	\$429	\$7,700	\$636,900
<b>TOTAL PROJECT COSTS</b>	\$1,608,004	\$109,000	\$10,900	\$9,042	\$7,700	\$1,741,646

(1) Mileage for one person-year from JCE Walnut Creek to site.

**JOHN CAROLLO ENGINEERS  
FEE SCHEDULE FOR  
SEWER AUTHORITY MID-COASTSIDE WASTEWATER  
TREATMENT PLANT ENLARGEMENT PROJECT**

**Effective March 1, 1993  
Walnut Creek Office**

	<u>Hourly Rate</u>
Partners (P)	
(P)	\$129.90
Engineers/Scientists (E/S)	
(E/S) VII	126.11
(E/S) VI	116.91
(E/S) V	106.80
(E/S) IV	92.82
(E/S) III	84.60
(E/S) II	72.62
Engineering Aides (EA)	
(EA) VII	98.84
(EA) V	79.09
(EA) III	56.84
(EA) II	49.94
Engineering Technicians (ET)	
(ET) VII	84.09
(ET) VI	74.92
(ET) V	66.03
(ET) IV	58.97
(ET) III	51.64
Support Staff	
Clerical	37.35
Word Processor	52.23
Computer	
Computer Equipment (PC)	10.00
CAD (Processing Time)	15.00
Word Processor (Processing Time)	10.00
Travel and Subsistence	at cost
Mileage	.35/mile
Subconsultant	Cost + 10%
Other Direct Costs	Cost + 10%

RECEIVED

DEC 23 1993

SEWER AUTHORITY MID-COASTSIDE

RESOLUTION NO. C-94-93

**A RESOLUTION APPROVING AGREEMENT FOR CONSTRUCTION PHASE  
ENGINEERING SERVICES AND BUDGET RELATED THERETO**

**RESOLVED**, by the City Council, City of Half Moon Bay, in the County of San Mateo, as follows:

**WHEREAS**, the Sewer Authority Mid-Coastside (Authority) is endeavoring to enlarge the its wastewater treatment facilities consistent with the approved service needs for the area comprising the Authority's three member agencies:

**WHEREAS**, in conjunction therewith the Authority desires to contract for Construction Phase Engineering Services:

**WHEREAS**, the Authority has submitted to this Board a proposed agreement entitled "Construction Phase Engineering Services for the Wastewater Treatment Plant Enlargement Project" (Agreement) by and between the Authority and John Carollo Engineers for the Construction Phase Engineering Services:

**WHEREAS**, the Authority has also prepared and submitted to this Council a proposed budget for the Construction Phase Engineering Services (Budget);

**NOW, THEREFORE**, it is determined and ordered that:

1. The above recitals are true and correct.
2. The Agreement is hereby approved.
3. This Council agrees that it will pay for its share, fifty percent (50%), of the Construction Phase Engineering cost, up to a maximum of \$870,823 of the Budget for the Construction Phase Engineering Services.
4. A certified copy of this resolution shall be provided to the Sewer Authority Mid-Coastside.

\* \* \* \* \*

I hereby certify that the foregoing is a full, true and correct copy of the resolution duly passed and adopted by the City Council of the City of Half Moon Bay, San Mateo County, California, at a regular Board meeting thereof held on the 7th day of December, 1993, by the following vote:

AYES, and in favor thereof. Patterson, Donovan, Pastorino, Ruddock & Mayor Patridge

NOES, Directors:

ABSENT, Directors:

ABSTAIN, Directors:

*Naomi Patridge*  
Mayor  
City of Half Moon Bay

COUNTERSIGNED:

*Dorothy R. Robbins*  
Secretary  
City of Half Moon Bay

PASSED AND ADOPTED AT THE  
COUNCIL MEETING OF  
*Dec 7 1993*  
*D.R.*  
CITY CLERK

**RECEIVED**

NOV 10 1993

SEWER AUTHORITY MID-COASTSIDE

RESOLUTION NO. 1020

**A RESOLUTION APPROVING AGREEMENT FOR CONSTRUCTION PHASE  
ENGINEERING SERVICES AND BUDGET RELATED THERETO**

**RESOLVED**, by the Sanitary Board, Montara Sanitary District, a Public Agency, in the County of San Mateo, as follows:

**WHEREAS**, the Sewer Authority Mid-Coastside (Authority) is endeavoring to enlarge the its wastewater treatment facilities consistent with the approved service needs for the area comprising the Authority's three member agencies;

**WHEREAS**, in conjunction therewith the Authority desires to contract for Construction Phase Engineering Services;

**WHEREAS**, the Authority has submitted to this Board a proposed agreement entitled "Construction Phase Engineering Services for the Wastewater Treatment Plant Enlargement Project" (Agreement) by and between the Authority and John Carollo Engineers for the Construction Phase Engineering Services;

**WHEREAS**, the Authority has also prepared and submitted to this Board a proposed budget for the Construction Phase Engineering Services (Budget);

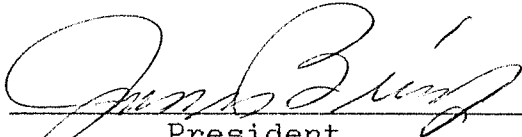
**NOW, THEREFORE**, it is determined and ordered that:

1. The above recitals are true and correct.
2. The Agreement is hereby approved.
3. This Board agrees that it will pay for its share, twenty percent (20%), of the Construction Phase Engineering cost, up to a maximum of \$348,329 of the Budget for the Construction Phase Engineering Services.
4. A certified copy of this resolution shall be provided to the Sewer Authority Mid-Coastside.


\* \* \* \* \*

I hereby certify that the foregoing is a full, true and correct copy of the resolution duly passed and adopted by the Sanitary Board of the Montara Sanitary District, San Mateo County, California, at a regular Board meeting thereof held on the 7th day of October, 1993, by the following vote:

AYES, and in favor thereof,	Briody, Price, Shapira, Wegehaupt
NOES,	Directors: None
ABSENT,	Directors: Wall
ABSTAIN,	Directors: None

  
\_\_\_\_\_  
President  
Montara Sanitary District

COUNTERSIGNED:

  
\_\_\_\_\_  
Acting Secretary  
Montara Sanitary District