

**CITY OF HERCULES
PROFESSIONAL SERVICES AGREEMENT**

This Agreement ("**Agreement**") for professional services is made on ~~June 28, 2018~~ ^{July 11, 2018}, between the City of Hercules, a California municipality ("**City**"), and LSA Associates, Inc., a California Company ("**Consultant**") (individually, a "**Party**," and collectively, the "**Parties**").

1. Scope of Services. Consultant will provide to City the professional services described in the Scope of Services, attached as **Attachment A** and incorporated in this Agreement (the "**Services**"). Only the City Council or the City Manager may authorize any change or addition to the Scope of Services specified in Attachment A.

2. Term. This Agreement will become effective on ~~June 28, 2018~~ ^{July 11, 2018} ("**Effective Date**"), and will terminate upon the full and satisfactory completion of the Services or as otherwise specified in Attachment A, unless terminated sooner in accordance with Section 10 of this Agreement. Time is of the essence with respect to all provisions of this Agreement that specify a time for performance.

3. Compensation. For the full and satisfactory completion of the Services, City will pay Consultant in an amount not to exceed **Sixty One Thousand Nine Hundred Fifty Five Dollars** (\$61,955.00), without prior written authorization by City, pursuant to the terms set forth in **Attachment B** on Payment, which is attached to and incorporated in this Agreement. Consultant's compensation is intended to encompass all costs required for performing the Services, including overhead and indirect costs. Except as expressly provided in Attachment B, Consultant will not be entitled to reimbursement for expenses it incurs to provide the Services.

3.1 Payment. City will pay Consultant for Services satisfactorily provided during each calendar month within 30 days following City receipt and approval of a detailed invoice. The invoice must include, at a minimum: a description of the specific Services provided; the name of the individual providing the Services; the date(s) upon which the Services were provided; the time spent providing the Services; the amount due for the Services; and the basis for calculating the amount due.

3.2 Additional Services. If the City requests related services beyond the Scope of Services described in Attachment A, the Consultant will provide City a written estimate for the additional services ("**Additional Services**"). Consultant will not provide Additional Services until Consultant has received written authorization from the City to perform the Additional Services. Consultant will not be entitled to payment for Additional Services performed without City's prior written authorization or for costs to correct Consultant's errors or omissions.

4. Independent Contractor. The Parties agree that Consultant will act as an independent contractor under this Agreement and will have control of its work and the manner in which the Services are performed. Consultant is not an employee of City and is not entitled to participate in any health, retirement, or similar employee benefits from the City.

5. Consultant's Warranties.

5.1 Consultant warrants that all Services provided under this Agreement will be performed in accordance with generally accepted professional practices and standards for Consultant's profession in the Bay Area.

5.2 Consultant warrants that all Services provided under this Agreement will be performed in accordance with applicable federal, state, and local laws and regulations, including, but not limited to, conflict of interest laws and City ordinances and policies.

5.3 Consultant warrants that Consultant has no present interest which would conflict in any manner with the performance of Services on the City's behalf.

5.4 Consultant warrants that it will comply with the City's Nepotism and Cronyism Policy.

6. Notice. Any notice, billing, or payment required by this Agreement must be made in writing, and sent to the other Party by personal delivery, U.S. Mail, a reliable overnight delivery service, or by email as a PDF (or comparable) file. Notice is effective upon delivery unless otherwise specified. Notice for each Party will be given as follows:

City:

City of Hercules
111 Civic Drive
Hercules, CA 94547
(510) 799-8200
Attn: City Clerk

Copy to: _____
Email: _____

Consultant:

LSA Associates, Inc.
157 Park Place
Pt. Richmond, CA 94801
(510)236-6810
Attn: Dan Sidle
Dan.Sidle@lsa.net

Copy to: _____
Email: _____

7. Indemnity. Subsection 7.1 is not applicable to this Agreement if Consultant's Services are "design professional" services as that term is used and defined in Civil Code section 2782.8. Subsection 7.2 is applicable to this Agreement if Consultant's Services are "design professional" services as used and defined in Civil Code section 2782.8.

7.1 To the full extent permitted by law, Consultant will indemnify, defend with counsel acceptable to City, and hold harmless City, its governing body, officers, agents, employees, and volunteers (collectively, "**City Indemnitees**") from and against any and all liability, demands, loss, damage, claims, settlements, expenses, and costs (including, without limitation, attorney fees, expert witness fees, and costs and fees of litigation) (collectively, "**Liability**") of every nature arising out of or in connection with Consultant's acts or omissions with respect to this Agreement, except such Liability caused by the active negligence, sole negligence, or willful misconduct of any of the City Indemnitees. This indemnification obligation is not limited by any limitation on the amount or type of damages or compensation payable under Workers' Compensation or other employee benefit acts, or by insurance coverage limits, and will survive the expiration or early termination of this Agreement. This Subsection 7.1 does not apply if the Services to be provided

under this Agreement are design professional services provided by a licensed architect, landscape architect, professional engineer, or professional land surveyor.

7.2 To the full extent permitted by law, Consultant will indemnify, defend, and hold harmless City, its City Council, officials, officers, agents, employees, and volunteers from and against any and all liability, loss, damage, claims, expenses and costs (including, without limitation, attorney fees and costs and fees of litigation) (collectively, "**Liability**") of every nature which arises out of, pertains to, or relates to the negligence, recklessness, or willful misconduct of Consultant in the performance of this Agreement, except such Liability caused by the active negligence, sole negligence or willful misconduct of City. This indemnification obligation is not limited by any limitation on the amount or type of damages or compensation payable under Workers' Compensation or other employee benefit acts, or by insurance coverage limits, and will survive the expiration or early termination of this Agreement. This Subsection 7.2 is applicable if the Services to be provided under this Agreement are design professional services provided by a licensed architect, landscape architect, professional engineer, or professional land surveyor.

8. Insurance. Before providing any Services under this Agreement, Consultant is required to procure and provide proof of the insurance coverage required by this Section in the form of certificates and endorsements. Each certificate of insurance must state that the coverage afforded by the policy or policies will not be reduced, cancelled or allowed to expire without at least 30 days written notice to City, unless due to nonpayment of premiums, in which case at least 10 days written notice will be made to City. The required insurance must cover the activities of Consultant and its employees or subcontractors relating to or arising from the performance of the Services, and must remain in full force and effect at all times during the term of the Agreement. All required insurance must be issued by an insurer licensed to do business in the State of California, and each such insurer must have an A.M. Best financial strength rating of "A" or better and a financial size rating of "VIII" or better. If Consultant fails to provide any of the required coverage, City may, at its sole discretion, purchase such coverage at Consultant's expense and deduct the cost from payments due to Consultant.

8.1 The following insurance policies and limits are required for this Agreement:

8.1.1 Commercial General Liability Insurance ("CGL"). CGL insurance issued on an occurrence basis, including coverage of liability arising from Consultant's acts or omissions in the performance of Services under this Agreement, with limits of at least \$1,000,000.00 per occurrence.

8.1.2 Automotive. Commercial automotive liability coverage for owned, non-owned and hired vehicles must provide coverage of at least \$1,000,000.00 combined single limit per accident for bodily injury, death, or property damage.

8.1.3 Workers' Compensation Insurance and Employer's Liability. The policy must comply with the requirements of the California Workers' Compensation Insurance and Safety Act, with limits of at least \$1,000,000.00. If Consultant is self-insured, Consultant must provide its duly authorized Certificate of Permission to Self-Insure.

8.1.4 Professional Liability. This insurance must insure against Consultant's errors and omissions in the provision of Services under this Agreement, in an amount no less than \$1,000,000.00 combined single limit.

8.2 Subrogation Waiver. Each required policy must include an endorsement that the insurer agrees to waive any right of subrogation it may have against City or the City's insurers.

8.3 The CGL policy and the automotive liability policy must include the following endorsements:

(1) The City, including its Council, officials, officers, employees, agents, volunteers and consultants (collectively, "**Additional Insured**") must be named as an additional insured for all liability arising out of the operations by or on behalf of the named insured, and the policy must protect the Additional Insured against any and all liability for personal injury, death or property damage or destruction arising directly or indirectly in the performance of the Agreement.

(2) The inclusion of more than one insured will not operate to impair the rights of one insured against another, and the coverages afforded will apply as though separate policies have been issued to each insured.

(3) The insurance provided is primary and no insurance held or owned by City will be called upon to contribute to a loss.

(4) Any umbrella or excess insurance must contain or be endorsed to contain a provision that such coverage will also apply on a primary or non-contributory basis for the benefit of City before the City's own insurance or self-insurance will be called upon to protect it as a named insured.

9. Dispute Resolution. In the event that any dispute arises between the Parties in relation to this Agreement, the Parties agree to meet face to face as soon as possible to engage in a good faith effort to resolve the matter informally. In the event that any dispute arises between the Parties in relation to this Agreement, and the dispute is not resolved by informal discussions, the Parties agree to submit the dispute to mediation.

9.1 Either Party may give written notice to the other Party of a request to submit a dispute to mediation, and a mediation session must take place within 60 days after the date that such notice is given, or sooner if reasonably practicable. The Parties will jointly appoint a mutually acceptable mediator. The Parties further agree to share equally the costs of the mediation, except costs incurred by each Party for representation by legal counsel.

9.2 Good faith participation in mediation pursuant to this Section is a condition precedent to either Party commencing litigation in relation to the dispute.

10. Early Termination.

10.1 Termination for Convenience. City may terminate this Agreement for convenience by giving 10 calendar days written notice to Consultant. In the event City elects to terminate the Agreement without cause, it will pay Consultant for Services satisfactorily provided up to that date.

10.2 Termination for Cause. If either Party breaches this Agreement by failing to timely or satisfactorily perform any of its obligations or otherwise violates the terms of this Agreement, the other Party may terminate this Agreement by giving written notice five calendar days prior to the effective date of termination, specifying the reason and the effective date of the termination. Consultant will be entitled to payment for all Services satisfactorily provided up to the effective date of termination, except that the City may deduct from that payment the amount of costs the City incurred, if any, because of Consultant's breach of the Agreement.

11. Work Product. City will be the sole owner of all rights to any work product in any form which has been prepared by Consultant on City's behalf pursuant to this Agreement, unless otherwise specified in writing by the Parties.

12. Records. Unless otherwise specified in Attachment A, Consultant will maintain records related to this Agreement for a period of four years from expiration or termination of this Agreement, including records of the Services performed, on a daily basis if necessary. Consultant's accounting systems will conform to generally accepted accounting principles, and all records will provide a breakdown of total costs charged under this Agreement, including properly executed payrolls, time records, invoices, and vouchers. Consultant will permit City to inspect and examine Consultant's books, records, accounts, and any and all data relevant to this Agreement at any reasonable time.

13. General Provisions.

13.1 Assignment and Successors. Consultant may not assign its rights or obligations under this Agreement, in part or in whole, without City's written consent. This Agreement is binding on Consultant's and City's lawful heirs, successors, and permitted assigns.

13.2 Third Party Beneficiaries. There are no intended third-party beneficiaries to this Agreement.

13.3 Nondiscrimination. Consultant will not discriminate in the employment of persons under this Agreement because of race, color, ancestry, national origin, religion, sex, marital status, age, medical condition, disability, or other prohibited basis. All nondiscrimination rules or regulations required by law to be included in this Agreement are incorporated by this reference.

13.4 Choice of Law and Venue. This Agreement will be governed by California law, and venue will be in the Superior Court of Contra Costa County, and no other place.

13.5 Integration. This Agreement and the documents incorporated in this Agreement constitute the final, complete, and exclusive terms of the agreement between the City and the Consultant.

13.6 Severability. If any provision of this Agreement is determined to be illegal, invalid, or unenforceable, in part or in whole, the remaining provisions of the Agreement will remain in full force and effect.

13.7 Amendment. No amendment or modification of this Agreement will be binding unless it is in a writing duly authorized and signed by the Parties to this Agreement.

13.8 Provisions Deemed Inserted. Every provision of law required to be inserted in this Agreement will be deemed to be inserted, and this Agreement will be construed and enforced as though included. If it is discovered that through mistake or otherwise that any required provision is not inserted, or not correctly inserted, this Agreement will be amended to make the insertion or correction.

13.9 Precedence. If any provision in any document attached to or incorporated in this Agreement conflicts with or is inconsistent with the provisions set forth in the body of this Agreement, the provisions set forth in the body of this Agreement will control over any such conflicting or inconsistent provisions.

13.10 Waiver. No waiver of a breach, failure of any condition, or any right or remedy contained in or granted by the provisions of this Agreement will be effective unless it is in writing and signed by the Party waiving the breach, failure, right, or remedy. No waiver of any breach, failure, right, or remedy will be deemed a waiver of any other breach, failure, right, or remedy, whether or not similar, nor will any waiver constitute a continuing waiver unless the writing so specifies.

13.11 Force Majeure. If either Party is delayed or hindered in or prevented from the performance of any act required under this Agreement because of strikes, lockouts, inability to procure labor or materials, failure of power, riots, insurrection, war, fire or other casualty, or other reason beyond the reasonable control of the Party delayed, excluding financial inability ("Force Majeure Event"), performance of that act will be excused for the period during which the Force Majeure Event prevents such performance, and the period for that performance will be extended for an equivalent period. Delays or failures to perform resulting from lack of funds will not be Force Majeure Events.

13.12 Headings. The headings in this Agreement are included for convenience only and will not affect the construction or interpretation of any provision in this Agreement or any of the rights or obligations of the Parties to this Agreement.

13.13 Execution in Counterparts. This Agreement may be executed in any number of counterparts, each of which will be an original, but all of which together will constitute one instrument.

13.14 Authorization. Each individual signing below warrants that he or she is authorized to do so by the Party that he or she represents, and that this Agreement is legally binding on that Party. If Consultant is a corporation, signatures from two officers of the corporation are required pursuant to California Corporation Code section 313.

[Signature page follows.]

The Parties agree to this Agreement as witnessed by the signatures below:

CITY:

Approved as to form:

s/ _____

s/ _____

David Biggs, City Manager

Patrick Tang, City Attorney

Date: _____

Date: _____

Attest:

s/ _____

Name/Title

Date: _____

CONTRACTOR: LSA Associates, Inc.
Business Name

s/ AKA72

Rob McCann, CEO
Name/Title

Date: 6/25/18

s/ [Signature]

Rosalena Evans, CFO
Name/Title

Date: 6/25/18

Attachments:

Attachment A: Scope of Services

Attachment B: Payment



Attachment A SCOPE OF SERVICES

CARLSBAD
FRESNO
IRVINE
LOS ANGELES
PALM SPRINGS
POINT RICHMOND
RIVERSIDE
ROSEVILLE
SAN LUIS OBISPO

June 19, 2018

Michael Roberts, PE
Public Works Director/City Engineer
City of Hercules
111 Civic Drive
Hercules, CA 94519

Subject: Proposal for Providing Permitting Services, Refugio Valley Park Pond Dredging Project,
Hercules, Contra Costa County

Dear Mr. Roberts:

Per your request, LSA is submitting this proposal to conduct a bathymetric survey, prepare sediment-dredging plans, and prepare permit applications for the Refugio Valley Park Pond Dredging Project in the City of Hercules. LSA would prepare the permit applications, including the biological assessment, while Balance Hydrologics, as a sub-consultant to LSA, would conduct the bathymetric survey and prepare the sediment dredging plans. LSA has prepared numerous permit applications and biological assessments for dredging projects and Balance Hydrologics has completed a number of similar pond assessments. We would be pleased to apply our knowledge, equipment, and experience to developing a practical approach to enhancing the Refugio Valley Park pond, which is a prominent feature for the park and community.

LSA TASKS

Task 1: Prepare Biological Assessment. LSA will prepare a biological assessment that addresses sensitive biological resources subject to agency permitting requirements. An LSA biologist will conduct a field survey to evaluate the potential for the occurrence of listed species on the project site. The evaluation will be based on an assessment of the habitats present and the site's suitability to support listed species known from this region. Prior to conducting the field survey, LSA will search the California Natural Diversity Database (CNDDDB), California Native Plant Society, U.S. Fish and Wildlife Service's Information, Planning, and Consultation System, and other sources for occurrence records of listed species in the project vicinity. In the field, LSA will identify the cover types and habitats present onsite (for both federally listed and other special-status species) and note any species observed. LSA will prepare a report that includes the results of the field survey, an assessment of the suitability of the habitats to support listed species, and an evaluation of potential occurrence of listed species on the site or in the vicinity.

Task 2: Prepare U.S. Army Corps of Engineers Wetland Delineation Report and Nationwide Permit Application. LSA will prepare an application and pre-construction notification for a Nationwide Permit #16 – Dredging Maintenance for submittal to the U.S. Army Corps of Engineers Corps (Corps). As required by the application, LSA will delineate the extent of Clean Water Act jurisdiction (401/404) within the project area and prepare a wetland delineation map and report documenting the findings. LSA will submit a preliminary jurisdictional determination request along with the

6/19/18 (\\ptr11\lsa\PROPOSAL\~2018 PROPOSALS\Refugio Valley Pond Dredging\Refugio Valley Park Pond Dredging Proposal 6-19-18.docx)

Nationwide Permit application to the Corps. This task includes a site verification meeting with the Corps and wetland delineation map revisions for final submittal to the Corps.

Task 3: Prepare California Department of Fish and Wildlife Lake or Streambed Alteration Agreement Application. LSA will prepare a California Department of Fish and Wildlife (CDFW) Lake or Streambed Alteration Agreement (LSAA) application on behalf of the City. A processing fee is required to be submitted with the application. The application fee will be paid by the City and is not included in this budget.

Task 4: Prepare Regional Water Quality Control Board Water Quality Certification Application. LSA will prepare a Regional Water Quality Control Board (RWQCB) Water Quality Certification application for submittal to the RWQCB. A processing fee is required to be submitted with the application. Application fee will be paid by the City and is not included in this budget.

Task 5: Project Management, Agency Permit Coordination, and Meetings. LSA will attend one meeting with City staff and will attend up to two field meetings with applicable regulatory agency staff. LSA will keep the City apprised of the status of the various permit applications. This proposal assumes no more than.

BALANCE HYDROLOGICS TASKS

Work Plan

Balance Hydrologics' work plan focuses on leveraging their in-house equipment and easy access to the site to efficiently map the existing pond bathymetry and then use that data and as-built drawings of the original construction to generate digital elevation models from which sediment distribution and quantities can be evaluated. Working with the project team, they will identify a preferred dredging option and prepare 30 percent level plans to describe the work for permitting purposes.

Task 1. Backgrounding and Bathymetric Survey. Balance Hydrologics will survey the bathymetry of the pond using an Acoustic Doppler Current Profiler (ADCP). The use of the ADCP will allow them to quickly and efficiently obtain the geometric data of the pond. Balance Hydrologics will additionally survey key areas surrounding the pond using a total station allowing them to reference the bathymetric survey to the original design drawings. They will tie the bathymetric data and the total station survey into the existing Contra Costa County LiDAR dataset. Balance Hydrologics anticipates that they will need two field days to complete the survey effort, with additional time in the office to analyze the data. They have included hours in this task for a short site visit prior to surveying in order to ground-truth their work plan and identify appropriate vertical and horizontal controls and constraints.

Task 2. Prepare 30 Percent Dredging Plan. The data from the bathymetric survey will be used to create a digital elevation model of the pond bottom topography. Concurrently, Balance Hydrologics will digitize the original as-built plans for the pond and create a digital elevation model (DEM) of the original configuration. The two DEMs will be compared and used to map the distribution and depth of sediment deposits as the basis for identifying a preferred alternative for dredging. Once a preferred approach is identified, they will prepare a preliminary 30 percent level dredging plan

suitable for project permitting purposes. They anticipate a cover sheet, a plan view with existing pond bottom topography and target finish grades, and a single additional sheet with representative cross-sections¹. The plans will be subject to Balance Hydrologics' in-house QA/QC procedures including checks and back-checks of the proposed grades and associated earthwork quantities.

Task 3. Project Management and Coordination. A modest budget has been included to account for project administration and team coordination.

SPECIFICATIONS

- This proposal assumes that the pond is greater than 1.5 feet in depth over most of its surface area. This depth is the minimum depth required for the ADCP to obtain reliable data.
- This proposal includes one round of revisions due to comments from the City.
- This proposal assumes no more than 40 hours of meetings and consultation with the regulatory agency representatives.
- This proposal assumes that no mitigation, including enhancements to the pond, will be required by the regulatory agencies. If mitigation is required, LSA will prepare a Mitigation and Monitoring Plan under a separate contract.

BUDGET AND TERMS

LSA and Balance Hydrologics will provide these services on an hourly rate basis consistent with the attached billing rates and cost tables. We estimate a budget of \$32,925 for LSA's tasks and \$29,030 for Balance Hydrologics' tasks, including reimbursable expenses, for a total of \$61,955 will be sufficient to perform the tasks described in the Scope of Services. The estimated budget will not be exceeded without specific authorization.

We look forward to continuing our assistance to the City with this project. Please feel free to contact me if you have any questions.

Sincerely,

LSA Associates, Inc.



Dan Sidle
Associate/Senior Biologist

Attachment: LSA - Hourly Billing Rates
Balance Hydrologics - Table 1: Anticipated Staff Hours by Task
Balance Hydrologics - Table 2: Estimated Costs

¹ The preliminary plans will not depict elements such as access and staging areas, construction pollution control measures, or post-construction erosion control or demobilization. Construction specifications and cost estimates are also not included at this preliminary level.

Attachment B

PAYMENT

JUNE 2018

SCHEDULE OF STANDARD CONTRACT PROVISIONS
AND BILLING RATES

LSA

HOURLY BILLING RATES EFFECTIVE JUNE 2018

Job Classification							Hourly Rate Range ^{1,2}
Planning	Environmental	Transportation	Air/Noise	Cultural Resources	Biology	GIS	
Principal	Principal	Principal	Principal	Principal	Principal	Principal	\$165–350
Associate	Associate	Associate	Associate	Associate	Associate	Associate	\$105–245
Senior Planner	Senior Environmental Planner	Senior Transportation Planner/Engineer	Senior Air Quality/Noise Specialist	Senior Cultural Resources Manager	Senior Biologist/Botanist/Wildlife Biologist/Ecologist/Soil Scientist/Herpetologist/Arborist	Senior GIS Specialist	\$95–180
Planner	Environmental Planner	Transportation Planner/Engineer	Air Quality/Noise Specialist/Climate Change Specialist	Cultural Resources Manager, Archaeologist/Architectural Historian	Biologist/Botanist/Wildlife Biologist/Ecologist/Soil Scientist/Herpetologist/Arborist	GIS Specialist	\$85–150
Assistant Planner	Assistant Environmental Planner	Assistant Transportation Planner/Engineer	Air Quality/Noise Analyst	Cultural Resources Analyst	Assistant Biologist/Botanist/Wildlife Biologist/Ecologist/Soil Scientist/Herpetologist/Arborist	Assistant GIS Specialist	\$75–100
Field Services							
Senior Field Crew/Field Crew							\$75–100
Office Services							
Graphics							\$115–130
Marketing							\$75–120
Office Assistant							\$65–105
Project Assistant							\$70–105
Research Assistant/Intern							\$50–70
Word Processing/Technical Editing							\$95–110

¹ The hourly rate for work involving actual expenses in court (e.g., giving depositions or similar expert testimony) will be billed at \$400 per hour regardless of job classifications.

² Hourly rates are subject to review at least annually, on or about June 1 of each year, and may be adjusted to reflect changing labor costs at LSA's discretion at that time.

LSA IN-HOUSE DIRECT EXPENSES EFFECTIVE JUNE 2018

Description	Unit Cost	Description	Unit Cost
Reproduction (8.5 x 11) B/W	\$0.07 per page	GPS Unit	\$75.00 per day
Reproduction (8.5 x 11) Color	\$0.40 per page	Total Station Surveying Instrument	\$50.00 per day
Reproduction (11 x 17) B/W	\$0.10 per page	Level (Laser or Optical)	\$25.00 per day
Reproduction (11 x 17) Color	\$0.75 per page	Laser Rangefinder	\$25.00 per day
CD Production	\$5.00 per CD	Sound Meter	\$75.00 per day
USB Flash Drive	\$5.00 per drive	Sound Meter with Velocity Transducer	\$85.00 per day
Plotting	\$3.75 per sq ft	Aerial Photo	Cost
Aerial Drone	\$200.00 per day	Boat Rental	\$125.00 per day
Mileage On-Road	Current federal rate	Water Quality Meter	\$25.00 per day
Mileage Off-Road	Current federal rate	Night Vision Goggles	\$50.00 per unit per night

Table 1. Anticipated Staff Hours by Task
Project 218040 Assistance with Hercules Pond Dredging Plan Preparation

Task Number and Description	Sr. Principal	Principal	Senior Professional	Project Professional	Sr. Staff Professional	Staff Professional	Assistant Professional	GIS/CADD Senior Analyst	Sr. Proj Admin	Sr. Report Specialist	Report Specialist	Labor Costs For Task
	\$245	\$210	\$190	\$175	\$160	\$135	\$125	\$125	\$105	\$90	\$85	

Task 1. Backgrounding and Bathymetric Survey

1.1 Site visit to assess conditions and constraints						8			1			\$1,185
1.2 Equipment and survey preparations						6		2				\$1,060
1.3 Bathymetric survey		1				36		8				\$6,070
1.4 Data download and conversion to CAD format		1				2		6				\$1,230
1.5 Bathymetric data QA/QC		1			2	4		4				\$1,570

Task 2. 30% Dredging Plan Preparation

2.1 Digitize original pond as-built plan						2		8				\$1,270
2.2 Digital elevation models and earthwork calcs		2				8		16				\$3,500
2.3 30% plan sheet layout and annotation		2				8		42			2	\$6,920
2.4 Plan set QA/QC and associated revisions		2			4	2		4				\$1,830
2.5. Transmit plans and respond to comments		2				6		2			2	\$1,650

Task 3. Project Management and Coordination

		1				6			5			\$1,545
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Subtotal Hours

Total Hours

Notes:

208

TOTAL LABOR \$27,830.00

Expenses from Table 2 \$1,200.00

GRAND TOTAL \$29,030.00

Table 2. Estimated Costs

Project 218040 Assistance with Hercules Pond Dredging Plan Preparation

Professional Fees	Rate	Hours	Allocation
Sr. Principal	\$245	0	\$0.00
Principal	\$210	12	\$2,520.00
Senior Professional	\$190	0	\$0.00
Project Professional	\$175	0	\$0.00
Senior Staff Professional	\$160	6	\$960.00
Staff Professional	\$135	88	\$11,880.00
Assistant Professional	\$125	0	\$0.00
GIS/CADD Senior Analyst	\$125	92	\$11,500.00
Senior Project Administrator	\$105	6	\$630.00
Senior Report Specialist	\$90	0	\$0.00
Report Specialist	\$85	4	\$340.00
Labor Subtotal (Table 1)			\$27,830.00
Expenses			
Direct Expenses			
Mileage	100 miles @	\$0.60	\$60.00
Mileage, 4-Wheel Drive*	miles @	\$0.63	\$0.00
Vehicle Rental			\$0.00
Equipment Costs (Acoustic Doppler Current Profiler @ \$1,000/day;			\$1,100.00
total station at \$100/day)	@		\$0.00
Reimbursable Costs			
Other Travel, Subsistence	trips @		\$0.00
Express Mail, Deliveries			\$20.00
Maps and Aerial Photos			\$0.00
Outside Copying, Blueprint			\$0.00
Outside Consultants			\$0.00
Analytical Laboratory Fees			\$0.00
Materials and Supplies			\$0.00
Permits, Licenses or Agency Inspection fees	client responsibility		\$0.00
Printing ⁺			\$20.00
Other			\$0.00
Expenses Subtotal			\$1,200.00
ESTIMATED TOTAL			\$29,030.00
TOTAL			\$29,030.00
Notes			

* 4WD rates apply only if required by site conditions. See Balance policy re 4WD.

+Plotting costs vary according to complexity of design

Project-related expenses will be bill at cost plus 10%; including work by outside consultants and analytical or testing laboratories.