

**RESOLUTION NO. 2014-086**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROHNERT PARK  
AUTHORIZING AND APPROVING A SECOND AMENDMENT TO TASK ORDER  
2013-01 WITH BRELJE & RACE FOR ADDITIONAL ENGINEERING SERVICES FOR  
ROHNERT PARK EXPRESSWAY WATER TRANSMISSION MAIN PROJECT NO.  
2004-08**

**WHEREAS**, the City of Rohnert Park Municipal Code Title 3 Chapter 3.04 provides that the City's purchasing functions shall be governed by the City's purchasing policy;

**WHEREAS**, the City Council, via Resolution No. 2011-13, approved a Master Design Professional Agreement for Municipal Engineering Services with Brelje & Race (Consultant) on February 22, 2011;

**WHEREAS**, on December 12, 2013 the City and Consultant entered into Task Order 2013-01 for the amount of \$15,000.00 to develop updated bid documents, including 100% plans, for the Rohnert Park Expressway portion of the Eastside Water Transmission Main, as authorized by the Rohnert Park Municipal Code Chapter 3.04 Purchasing Program.

**WHEREAS**, on April 14, 2014, the First Amendment to Task Order 2013-01 was authorized through the Purchasing Ordinance for an additional amount of \$18,500.00 for additional design services that had not been anticipated which included, but were not limited to, revisions due to Sonoma County Water Agency review comments and ADA ramp improvements.

**WHEREAS**, City and Consultant now desire to enter into this Second Amendment to provide for additional work including bidding and construction-related services requested by the City that were outside the scope of the original Task Order 2013-01 and the First Amendment for this project for an additional amount of \$20,770.00, thereby increasing the total cost of the agreement to \$54,270.00

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY  
OF ROHNERT PARK AS FOLLOWS:**

**Section 1.** Recitals. The above recitations are true and correct and material to this Resolution.

**Section 2.** Environmental Clearance. The adoption of this Resolution and accompanying Second Amendment is exempt from review under the California Environmental Quality Act because it is not a project as that term is defined by CEQA Guidelines Section 15061(b)(3) as it can be seen with certainty that awarding additional design services to an engineering firm will not have a significant effect on the physical environment. To the extent this action affects development of the pipeline, the action would be exempt from CEQA as the pipeline does not exceed one mile in length and therefor is not a project as defined under CEQA Guidelines Section 15282(k).

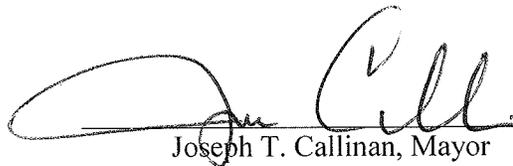
**Section 3.** Agreement. The City Council of the City of Rohnert Park authorizes and approves a Second Amendment to Task Order 2013-01 by and between Brelje & Race, a California corporation, and the City of Rohnert Park, a municipal corporation, for construction management and related services for the Rohnert Park Expressway Water Transmission Main Project No. 2004-08, for a not-to-exceed cost of \$20,770.00 ("Second Amendment"). Total compensation under this task order including the two amendments shall not exceed \$54,270.00.

**Section 4.** Authorization. The City Manager is hereby authorized and directed to take all actions to effectuate the Second Amendment for and on behalf of the City of Rohnert Park, including execution if necessary, in substantially similar form to the Second Amendment attached hereto as Exhibit "A," attached hereto and incorporated by this reference, subject to minor modifications by the City Manager or City Attorney.

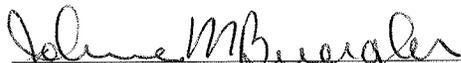
**DULY AND REGULARLY ADOPTED** this date of July 22, 2014.



**CITY OF ROHNERT PARK**

  
Joseph T. Callinan, Mayor

**ATTEST:**

  
JoAnne Buergler, City Clerk

Attachments: Exhibit A – second amendment

BELFORTE: ABSENT MACKENZIE: ABSENT STAFFORD: AYE AHANOTU: AYE CALLINAN: AYE  
AYES: ( 3 ) NOES: ( 0 ) ABSENT: ( 2 ) ABSTAIN: ( 0 )

**AMENDMENT 2 TO  
TASK ORDER NO. 2013-01  
CITY OF ROHNERT PARK  
AND  
BRELJE & RACE**

AUTHORIZATION FOR ADDITIONAL ENGINEERING SERVICES FOR  
WATER MAIN IMPROVEMENTS PROJECT NO. 2004-08

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**SECTION 1 – PURPOSE**

The purpose of this Task Order is to authorize and direct BRELJE & RACE to proceed with the work specified in Section 2 below in accordance with the provisions of the MASTER AGREEMENT between the City of Rohnert Park ("City") and BRELJE & RACE ("Consultant") dated February 25, 2011.

**SECTION 2 – SCOPE OF WORK**

The additional items authorized by this Task Order are presented in Attachment 1.

**SECTION 3 – COMPENSATION AND PAYMENT**

Compensation shall be as provided in the MASTER AGREEMENT between the parties hereto referenced in SECTION 1 above. The additional cost for the additional services as set forth in SECTION 2 shall be actual costs (time and materials) based on Consultants' standard labor charges in accordance with the provisions of the MASTER AGREEMENT and as shown in Attachment 1 for an amount not-to-exceed \$20,770.

Total compensation under this Task Order with this Amendment shall not exceed \$54,270.

**SECTION 4 – TIME OF PERFORMANCE**

The work described in SECTION 2 shall be completed by December 31, 2014, or as extended by the City Manager.

**SECTION 5 – ITEMS AND CONDITIONS**

All items and conditions contained in the MASTER AGREEMENT for professional services between City and Consultant are incorporated by reference.

Approved this \_\_\_\_ day of \_\_\_\_\_, 2014.

**CITY OF ROHNERT PARK**

**BRELJE & RACE**

\_\_\_\_\_  
Darrin Jenkins, City Manager (Date)  
Per Resolution No. 2014-\_\_\_\_\_ adopted by the  
Rohnert Park City Council at its meeting of July 22, 2014.

\_\_\_\_\_  
By: Name and Title (Date)

**Attest:**

**BRELJE & RACE**

\_\_\_\_\_  
JoAnne M. Buergler  
City Clerk

\_\_\_\_\_  
By: Name and Title (Date)

**PROPOSAL**  
**Amendment to Task Order No. 2013-01**  
**City of Rohnert Park**  
**DESIGN SERVICES**  
**FOR**  
**ROHNERT PARK EXPRESSWAY TRANSMISSION MAIN**  
**Project Number 2004-08**

June 17, 2014

For your consideration, Brelje & Race requests amending Task Order No. 2013-01 to include additional bidding and construction related services that have been performed or will be performed for the RPX Transmission Main Project. The original services task order only included limited design related tasks. Bidding and construction types of engineering services were not requested in our original scope of services, however, we have been performing several bid related tasks expressly at the request of City staff that are outside of our current scope, and anticipate performing numerous additional tasks normally associated with construction. The original project budget for the RPX Transmission Main design was \$15,000. An earlier amendment for Out-of-Scope design services was approved for \$18,500 to bring the project design total to \$33,500. The design budget has been exhausted, thus requiring an amendment to our services in order to continue during bidding and construction.

Our billings through May 2014 indicate that we have exceeded the previously approved budget by roughly \$4,500, primarily performing tasks associated with bidding assistance or other out-of-scope tasks. We have been requested to perform additional tasks such as submittal reviews and to prepare conformed drawings, and anticipate being called upon to perform various other construction related engineering services as construction progresses. Therefore, additional budget is necessary for covering tasks already completed or requested, and work that remains to be performed.

Work tasks outside of the original scope of services and included in this amendment are outlined below.

**SCOPE OF SERVICES**

The scope of services for this project will be expanded to include the following:

1. Provide assistance during bid advertising such as responding to bidder's questions, preparing addenda, attend meetings and coordinating with the construction manager (work already performed).
2. Provide engineering services during the construction phase such as preparing CCO's or reviewing CCO's prepared by the construction manager (CM), attending on-site construction progress meetings (up to 3 anticipated), Respond to RFIs, review contractor proposed alternates, and review submittals. (Many of these tasks have already been requested or partially performed)
3. Conform drawings to addenda (already completed) and per approved contract (e.g. remove electrical conduit and related items which were bid electives). Provide 10 sets of contract documents (plans and specifications) for City, CM and contractor use.
4. Upon project completion, incorporate red-line drawings assembled by contractor or CM (or both) into a Record Drawing Set for City archive files.

**AMENDED FEE REQUEST**

A Task, Work Hour and Cost Tabulation worksheet (attached) has been prepared in order to estimate additional expenses beyond the original and previously amended budgets. For the construction related services as described, a fee of \$20,770 is requested to be added to the budget. Our fees for this work will continue to be billed on a time and materials basis, and will not exceed the requested amount without prior written approval. Tabulated fees are based on our 2014 schedule of rates and services, copy attached.



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M. Sean Jeang, P.E.  
Associate Principal

*Proposal - Construction Services*  
*RPX Transmission Main*  
*City of Rohnert Park*  
*6/17/2014*

**TASK/WORK HOUR TABULATION**

TASK NO.	TASK DESCRIPTION	Associate	Eng.	Drafting	Clerical	Plots & Prints	TASK HOUR TOTALS
		Principal	Technician	Technician	Staff		
		Jeane	Staff	Staff	Staff		
		\$150	\$110	\$105	\$65		
1	Assistance During Bidding (Respond to Bidder Questions; Prepare Addenda; Attend Meetings; Coordinate w/ Constr. Manager)	16	4	8	2		30
2	Engineering Services during Construction (Prepare or Review CCO's; Attend Constr. Meetings (up to 3); Respond to RFIs; Review submittals)	40	8	2	4		54
3	Prepare Conformed Contract Documents for City, Contractor and Construction Observer (Drawings & Specifications - 10 Sets)	8		20	2	\$ 1,600	30
4	Prepare Record Drawings upon Contract Completion (1 Set - Velum)	8	4	24	4	\$ 160	40
<b>TOTAL HOURS :</b>		<b>72</b>	<b>16</b>	<b>54</b>	<b>12</b>		<b>154</b>
<b>Total Costs:</b>		<b>\$ 10,800</b>	<b>\$ 1,760</b>	<b>\$ 5,670</b>	<b>\$ 780</b>	<b>\$ 1,760</b>	<b>\$ 20,770</b>

**Brelje & Race**  
CONSULTING CIVIL ENGINEERS

**SERVICES RATE SCHEDULE  
EFFECTIVE MARCH 1, 2014**

**PROFESSIONAL SERVICES**

Senior Principal.....	\$190.00/hour
Associate Principal.....	150.00/hour
Associate.....	140.00/hour
Senior Engineer.....	140.00/hour
Engineer.....	130.00/hour
Engineering Technician.....	110.00/hour
Senior Planner.....	130.00/hour
Planner.....	100.00/hour
Senior Surveyor.....	130.00/hour
Surveyor.....	115.00/hour
Survey Technician.....	105.00/hour
CAD Technician.....	105.00/hour
Construction Engineer.....	130.00/hour
Construction Technician 2.....	110.00/hour
Construction Technician 1.....	95.00/hour

**EXPERT WITNESS & MEDIATION SERVICES** \$300.00/hour

**FIELD SURVEYING**

One-man Party (Including Survey Equipment & Vehicle)	\$160.00/hour
Two-man Party (Including Survey Equipment & Vehicle)	\$220.00/hour
Three-man Party (Including Survey Equipment & Vehicle)	\$270.00/hour

**CLERICAL SERVICES** \$65.00/hour

**OUTSIDE CONSULTANTS** Cost + 10% Handling Charge

**OUTSIDE PLOTTING AND REPRODUCTION** Cost + 10% Handling Charge

**IN-HOUSE PLOTTING**

Vellum or Bond	\$8.00/sheet
Mylar	20.00/sheet

**Note**

Brelje & Race does not charge separately for many of the expenses that are traditionally recouped from the Client as "reimbursable". The hourly rates listed above are inclusive of all expenses for mileage, surveying materials, copies of recorded documents, and computer equipment costs.