

**AMENDMENT NO. 2
TO THE AGREEMENT BETWEEN THE COUNTY OF
TEHAMA AND GHD, INC.**

The Road Agreement Number 2018-16 dated December 4, 2018 was entered into between the County of Tehama, through its Department of Public Works, (COUNTY) and GHD, INC. (“CONSULTANT”), for the purpose of providing engineering services on the 99W-South Main Street Project and which was amended with Amendment No. 1, dated May 24, 2021 (Road Agreement Number 2021-19) (Collectively the original agreement and Amendment no. 1 are referred to as “AGREEMENT”).

Pursuant to ARTICLE XIX CHANGE IN TERMS of the AGREEMENT said agreement is hereby amended as follows:

ARTICLE I. INTRODUCTION

- B. The work to be performed under this contract is described in Article II entitled Statement of Work and the approved CONSULTANT’s Cost Proposals. The approved CONSULTANT’s Cost Proposals and Scope of Work are attached hereto (Attachment I, Attachment III and Attachment IV) and incorporated by reference. If there is any conflict between the approved Cost Proposal, Scope of Work, and this contract, this contract shall take precedence.

ARTICLE V. ALLOWABLE COSTS AND PAYMENTS

- B. In addition to the allowable incurred costs, LOCAL AGENCY will pay CONSULTANT a **fixed fee of \$78,658.05**. The fixed fee is nonadjustable for the term of the contract, except in the event of a significant change in the scope of work and such adjustment is made by contract amendment.

- H. The total amount payable by LOCAL AGENCY **including the fixed fee shall not exceed \$1,063,075.68**.

All other terms, conditions, and provisions of the AGREEMENT shall remain unchanged.

This AGREEMENT and Amendment No. 2 (collectively referred to as the “Modified Agreement”), constitutes the entire agreement of the parties and supersedes all previous agreements, writings, and oral statements. In the event of any inconsistency or conflict between this Amendment No. 2 and the AGREEMENT, the provisions of this Amendment No. 2 shall prevail over those of the AGREEMENT. This Modified Agreement may not be further modified except in writing signed by both parties pursuant to ARTICLE XIX CHANGE IN TERMS.

IN WITNESS WHEREOF, COUNTY and CONSULTANT have executed this agreement on the day and year set forth below.

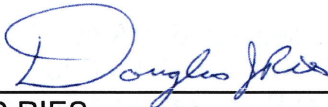
**COUNTY OF TEHAMA
DEPARTMENT OF PUBLIC WORKS**



JAMES N. SIMON
DIRECTOR OF PUBLIC WORKS

Date: 3-14-23

CONSULTANT



DOUG RIES
PRINCIPAL
GHD, INC.

Date: 3-3-23

Project Understanding

Goals:

The County desires to:

1. Rehabilitate the pavement on 99W, from Gyle Road to the I-5 overcrossing.
2. Improve capacity and safety within the city limits.
3. Improve the freeway ramp intersection to result in improved safety and to meet future traffic growth.
4. Minimize environmental impacts.
5. Meet the overall schedule and budget.

Scope:

1. Determine the most cost effective rehabilitation strategies and limits to stay within budget.
 - a. Consider cold-in-place recycling and hot-mix overlays.
 - b. No widening in the unincorporated County.
 - c. Reconstruct and/or overlay existing driveways.
2. Widen the roadway, to provide a 5-lane section with bike lanes, from the Red Bluff city limits to the new modern roundabout at the freeway ramps.
 - a. Widen along the easterly side to accommodate the additional lanes.
 - b. Reconstruct the traffic signal at the Sister Mary Columbia Drive intersection.
 - c. Consider restricting turns at Sutter Street.
3. Provide a modern roundabout that meets the future traffic demands.
 - a. Provide quality bicycle and pedestrian facilities.
 - b. Reconstruct landscaping.
 - c. Modify the freeway maintenance agreement.
 - d. Provide Caltrans standard lighting.
 - e. Provide stub-outs for future Caltrans ITS.
 - f. Accommodate future traffic growth.
 - g. Accommodate current and future truck traffic.
 - h. Provide a gateway to the City and County areas.

Funding:

The project is currently programmed with a combination of Federal STIP, Federal Demonstration High Priority Project and Federal CMAQ funds. The current funding includes \$230K for E&P, \$185K for PS&E and \$8,799K for CON (and CE). This amount of money presents a unique opportunity for the County, City of Red Bluff, and Caltrans to realize major enhancements to their facilities. The County will secure additional funding for E&P and PS&E.

Schedule:

The schedule in large part will be driven by Caltrans NEPA and resource agency permitting. Considering the magnitude of work, a reasonable goal is to have Project construction completed in summer/fall 2021.

Caltrans Coordination:

The Caltrans coordination fits into two distinct areas – (1) Local Assistance and (2) Encroachment Permits. The local assistance coordination will be for Request for Authorizations, invoicing by the County, NEPA approval and CEQA oversight and right of way certification. The encroachment permits coordination will be for traffic operations, maintenance agreement, landscaping, electrical, roundabout, signing, striping, drainage, NPDES, etc. The scope assumes that Caltrans will process the project as an encroachment permit since the project is between \$1M and \$3M in the state's right of way.

City of Red Bluff Coordination:

A significant portion of the work, from Grasshopper Creek to the I-5 overcrossing, is within the city limits

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and subject to City reviews/approvals. Coordination with the City will be required at each step in the project delivery.

Adjacent Land Owner Coordination:

Every driveway along the eleven mile project may be modified - even if only slightly. The owners of the driveways will be contacted in writing and granted the opportunity for explanations and/or field meetings. The majority of the driveway impacts will be negligible, but there will likely be some amount that are subject to significant changes.

Modifications to access at Sutter Street are contemplated. Any changes will require focused outreach and add to the complexities of the environmental approvals.

Public Presentations:

Public presentations are planned for the Board of Supervisors, City Council, and County Transportation Commission. The presentations will occur upon completion of the preliminary design and PEER.

Resource Agency Permits:

If required, the County will be the lead for obtaining resource agency permits with support from GHD.

Right of Way:

The current plan is to construct the project without right of way acquisition. If the design necessitates, right of way acquisition, then an agreement amendment will be required.

Construction:

The County will advertise, award and administer the construction phase. Encroachment permits are required from the City and Caltrans prior to advertisement.

Scope of Work

Task 1 - Project Management, Coordination and Documentation (Both P&E and PS&E Phases)

The following Scope of Work outlines tasks necessary to provide Professional Services for the 99W and South Main Street Reconstruction Project. Our Scope of Services has been developed based upon the Request for Proposal (RFP), visits to the project site, our expertise in roundabout design, and our experience on similar projects.

Task 1.1 Project Management

GHD will serve as overall Project Manager during the entire duration of the project for the preliminary engineering/environmental phase, preparation of the Plans, Specifications, and Estimates (PS&E) and construction support for the Project. The general project management responsibilities include:

- ◆ Develop Project Team and direct the team's activities
- ◆ Prepare the Project Scope and ensure adherence to its requirements
- ◆ Prepare and keep master Project Schedule, updating as necessary
- ◆ Coordinate project status meetings
- ◆ Manage subconsultants
- ◆ Manage budget
- ◆ Implement Quality Assurance and Quality Control Measures
- ◆ Make presentations
- ◆ Prepare invoices and progress reports

Task 1.2 Coordination

Task 1.2.1 Progress Meetings

GHD will provide meeting coordination. At the outset of this project, an initiation meeting will be scheduled to establish the project team; review the scope of work and the project schedule; and establish lines of communications. GHD has budgeted for eight meetings at County Offices (appropriate subconsultants in attendance at up to four meetings - and where possible by teleconference to save cost) and eight meetings in Caltrans District 2 offices in Redding. In addition to the face-to-face meetings, teleconferences, and net-meetings will be conducted, as necessary. GHD will prepare agendas and meeting minutes highlighting decisions made and action items.

Task 1.2.2 Public Meetings

GHD will attend and assist staff with presentations at the TCTC, Tehama County Board of Supervisors and the Red Bluff City Council. For budgeting purposes, a total of three public meetings are planned with only the GHD project manager in attendance/presenting. The budget also includes preparation of a 15-20 page PowerPoint presentation for these public meetings.

Task 2 - Surveying, Potholing, Base Mapping, and Right of Way Engineering (Not in Scope)

The scope assumes that the County will provide these work products.

Task 3 - Pavement Design Investigation/Report (E&P Phase)

GHD will prepare pavement design investigations and document rehabilitation and new structural section recommendations in a Technical Memorandum. The purpose of the investigation is to determine the R-value that will be used for design in the south Red Bluff area and to generate a rehabilitation recommendation based on the County-provided Pavement Engineering Inc. studies. In addition, soil samples will be tested for corrosivity for the purposes of drainage system design. It is assumed that a Life Cycle Cost Analysis will not be required. GHD will provide the following scope of services:

Task 3.1 Site Investigations

- ◆ Review available design plans and conceptual layouts to select exploration locations.
- ◆ Perform a site reconnaissance to review project limits, determine equipment access, and mark out exploratory boring locations for subsequent utility clearance.
- ◆ Notify subscribing utility companies via Underground Service Alert (USA) a minimum of two business days (as required by law) prior to performing exploratory excavations at the site.
- ◆ Collect up to four near-surface samples that will be used for corrosivity and R-Value tests.
- ◆ Log the soils encountered in the borings.
- ◆ Perform laboratory tests on selected samples to evaluate corrosivity and R-Value.

Note: Since only light grading is anticipated in the south Red Bluff area, it is assumed that a more extensive geotechnical investigation will not be required.

Task 3.2 Pavement Design Report

GHD will prepare a pavement design memorandum in conformance with the latest Caltrans' guidelines. The report will include (but not be limited to) the following:

- ◆ Scope of work summary, project description, and field exploration program summary
- ◆ Site Plan showing locations of exploratory samples
- ◆ Site geology and subsurface conditions
- ◆ Summary of Pavement Engineering Inc.'s previous work
- ◆ Soil corrosion screening evaluation
- ◆ Pavement structural section recommendations (R value analysis)
- ◆ Construction considerations

The Pavement Design Report(s) will address the entire project limits, from Gyle Road to Interstate 5.

GHD will submit a Draft Memorandum for the County and Caltrans review followed by two wet-signed and stamped originals and one electronic copy (PDF format) of the Final Memorandum.

Task 4 - Plans, Specifications and Engineer's Estimate

Task 4.1 - Preliminary Engineering (30% Design) (E&P Phase)

GHD assumes that there will be no significant modifications to the design developed as part of the ICE process (per Task 4.1.5) required by Caltrans. GHD will submit up to 12 half-sized (11"x17") plans and landscape concepts (for review by the County, City, and Caltrans), 12 hard copies of the estimate, and electronic copies of each submittal. If requested, up to 3 full-size plan sets will be provided.

Task 4.1.1 30% Plans and Estimate

GHD will modify the roundabout concept prepared for the proposal to the 30% design level and incorporate any revisions resulting from discussions with County Staff at the Kick-Off Meeting. GHD will revise the draft concept and prepare a preliminary Estimate in support of the Permit Engineering Evaluation Report (PEER) discussed in Task 9. The following plan sheets are anticipated:

ID Code	Type of Sheet	Number Required
---	Title	1
X	Typical Cross Section	5
K	Key Map and Line Index	1
CSS	Construction Staking Survey Control Sheet	1
D	Demolition Plans	2
L	Layouts	8
PS	Profile and Superelevation Diagrams	5
C	Construction Details	4
WPC	Temporary Water Pollution Control Details & Quantities	1
G	Contour Grading	2
D	Drainage Plans	4
DP	Drainage Profiles	3
DD	Drainage Details	2
U	Utility Plans and Details	6
CS	Construction Area Signs	1
MI	Motorist Information Plans	4
SC	Stage Construction/Traffic Handling Plans & Quantities	12
DE	Detour Plans	4
PD	Pavement Delineation Plans	7
S	Sign Plans	7
SD	Sign Details and Quantities	6
I	Irrigation Notes, Plans and Details	4
P	Planting Plans and Details	4
EC	Erosion Control Plans & Details	3
E	Electrical Notes	1
E	Lighting Plans	5
E	City Traffic Signal	2
	Total	105

Task 4.1.2 Draft Reports/Memorandums

GHD will prepare one Draft and one Final version of the following reports and memorandums, assuming minor comments, for submittal to the County, City, and Caltrans for review:

- ◆ Preliminary Drainage Report (See Task 7)
- ◆ Preliminary Storm Water Data Report (See Task 7)
- ◆ Draft Construction Schedule
- ◆ Documentation of Operational Analysis and Horizontal Review Findings

Task 4.1.3 Landscape Concept Exhibits

GHD will prepare up to two landscape concepts utilizing drought tolerant planting while providing an envelope showing the area in which public art can be accommodated, should that be something the County wishes to pursue in the future. GHD will also identify potential changes to the existing freeway maintenance agreement between the City and Caltrans, based on landscape features chosen and the changed geometry within the roundabout. The landscape design will assume that existing irrigation connections are available and that no trunk lines will be necessary.

Task 4.1.4 Traffic Analysis

GHD will prepare traffic forecasts and operations analysis for the Project. The scope assumes that only the 99W/I-5 ramps intersection will be analyzed since all other proposed improvements either improve or have no impact on traffic operations.

The forecasts will assume 2021 for construction completion and 2041 as the design year. Forecasts will be derived by a combination of projecting historical traffic growth and the addition of specific developments that will be agreed upon by the County, City, and Caltrans. GHD will prepare a draft forecasts methodology memorandum that will be submitted for review by the agencies. Upon receipt of comments from the agencies, the final forecasts methodology memorandum will be prepared and submitted. Based upon the final forecasts methodology memorandum, forecasts will be prepared in draft, for agency review, and then finalized by GHD.

GHD will first prepare a Draft Traffic Operations Report (TOR) utilizing the information described above to document the existing and future traffic conditions and recommended roundabout and roadway geometry for the Project improvements to provide efficient traffic operations. Preliminary layouts showing both the recommended roundabout layout and approach roadway geometrics will be prepared and provided within the draft TOR. The Draft TOR will also include all supporting capacity calculations. Upon review of the Draft TOR by the County, City, and Caltrans and resolution of all comments, GHD will then prepare an Final TOR for approval.

Task 4.1.5 Intersection Control Evaluation (ICE)

GHD will use the information described above to prepare an ICE in accordance with Caltrans policies. The ICE will compare a traditional traffic signal vs. a modern roundabout at the 99W/I-5 freeway ramps intersection. The ICE will be prepared in draft and submitted to the County and Caltrans for review. Upon receipt of agency comments, GHD will prepare the Final ICE.

Task 4.2 through 4.4 Final Design (PS&E Phase)

GHD will submit up to 12 half-sized (11"x17") plans (for review by the County, City and Caltrans), 12 hard copies of the special provisions and estimate, and electronic copies of each submittal. If requested, up to 3 full-size plan sets will be provided. GHD will act as the County's agent and provide the Caltrans encroachment permit application.

Task 4.2 60% PS&E

GHD will incorporate all revisions based on review comments of the 30% Design, prepare the 60% PS&E,

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and revise the draft reports and memos accordingly.

GHD will provide a formal comment resolution table identifying all design review comments received on the 30% submittal.

GHD will prepare landscape architecture construction documents based on the selected landscape concept, planting and irrigation (as required) only. Artistic monuments, sculptures, and/or public art can be incorporated into the design upon approval of an agreement addendum.

Task 4.3 95% PS&E

The plans prepared as part of the 60% design will be supplemented with additional details and information to respond to comments received. Supplemental reports and other supporting calculations will be updated and resubmitted as part of the 95% PS&E submittal package.

GHD will provide a formal comment resolution table identifying all design review comments received on the design plans and submitted reports. The cost estimate and bid schedules will be revised to incorporate any changes from the 60% submittal.

GHD will revise the special provisions and bid documents per County standards. It is assumed the County will provide any front-end contract boilerplate language for use by GHD.

Task 4.4 Final PS&E/Bid Document Preparation

GHD will update the 95% PS&E based on the agreement and resolution of comments for final submittal of stamped plans and specifications to the County. This submittal will represent the final contract documents that will be issued by the County for bidding, award, and construction. Included the submittal will be full-size mylars, AutoCAD files, and reproducible documents needed for bidding. The pending 2018 Caltrans standard plans and specifications will be used.

Task 5 - Utility Coordination & Relocations (Both P&E and PS&E Phases)

Task 5.1 Utility Coordination

GHD will coordinate with the utility purveyors to identify any future plans coordinated with this project and any relocations that are necessary.

Task 5.2 Utility Conflict Maps

GHD will prepare utility conflict maps based on the proposed improvements as part of the 30% plans. These plans will be used to identify potholing requirements and/or confirm conflicts and obtain any comments the utility purveyors may have. One Conflict Map will be prepared for each utility involvement and potholing information will be displayed as part of the 30% plans as well. Potholing services, if required, will be provided by the County.

Task 5.3 Utility Policy Certification and Utility Matrix

GHD will prepare a draft and a final Utility Policy Certification and Utility Matrix in conformance with the latest Caltrans' guidelines.

Task 5.4 Preliminary Utility Relocation Plan Coordination and Relocation Letter

This task addresses coordination of the preliminary utility relocation plans with the plans for the project. The affected utility company will complete their relocation plans with input from GHD. For instance, utility sleeves for potential future projects, clearances, and cost and schedules to relocate are typical items addressed under this task. Utility relocations are assumed to be completed prior to construction of the project, or by the utility purveyors' own forces. If it is necessary to perform some of the utility relocations simultaneously with the project construction, coordination of the phasing of utility relocations will be addressed in the special provisions and on the stage construction plans.

GHD will also prepare a relocation letter to be signed and sent by County staff to each utility purveyor addressing the needed relocations, anticipated construction schedule, and liability.

Task 5.5 Utility Agreement Support and Notice to Owner Letters

GHD will prepare any required utility agreements for the relocation of utilities. GHD will prepare the Notice to Owner letters and provide a copy to the County for signature and subsequent delivery to the utility companies.

Task 6 - Environmental Services (E&P Phase)

As part of the GHD Team, our subconsultant ENPLAN will provide environmental services related to California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA) compliance. The team will work closely with County staff and Caltrans staff to provide the necessary technical studies and environmental documents. As further described below, we assume that NEPA compliance will consist of a Categorical Exclusion with supporting technical studies. CEQA compliance will consist of a Mitigated Negative Declaration, relying upon the NEPA technical studies.

The following provides an overview of the scope of work required to prepare the CEQA/NEPA documentation:

Task 6.1 Project Description

ENPLAN will work with the County to finalize the Project Description/Purpose and Need Statement. The project description will describe the operational characteristics of the project. Construction methods, including any staging areas and detours, will be discussed. The Purpose and Need Statement will describe the main transportation problem or problems that point to the need for the project and describe how the project will solve the identified problem or need. The Project Description will include maps of the project location and project footprint, including existing and required right of way.

Task 6.2 Preliminary Environmental Study (PES) and Field Review

ENPLAN will prepare the PES form on behalf of the County. The PES is used by Caltrans to identify the scope of the environmental analysis (the issues, technical studies required, and the type of environmental document needed for NEPA and CEQA compliance). Using the project description (per the previous task), available information sources, and a field visit, ENPLAN staff will prepare the PES for submission to District 2 staff. ENPLAN will also prepare the Field Review Form to be submitted with the PES, requesting a field review to finalize the PES with District 2 staff. ENPLAN staff will also attend a kick-off meeting with County and Caltrans staff to determine the specific technical studies needed for the environmental document. The scope assumes that the project:

- Could affect water resources
- Is located within a 100-year floodplain
- Could affect special-status species or their habitats
- Could affect nesting migratory birds
- Could affect access to properties or roadways
- Could affect wetlands
- Could introduce or increase the spread of noxious weeds
- Could impact cultural resources
- Could require the acquisition of additional right of way
- Could require permits

Task 6.3 Technical Studies

Based on the project information included in the RFP, and the Caltrans Local Assistance Procedures Manual, the scope assumes the following technical studies will be required. The type and scope of the technical studies will be confirmed by Caltrans as part of the PES process. Therefore, this scope of work may

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be revised following the Field Review and PES approval to reflect the final requirements. All technical studies will be prepared according to the requirements of the Standard Environmental Reference (SER). In addition to the studies listed below, ENPLAN will rely upon the project TOR prepared by GHD.

Air Quality Technical Memorandum.

- ◆ The proposed project is not located in a nonattainment or maintenance area for any National Ambient Air Quality Standards (NAAQSs). The only federal nonattainment area in Tehama County is the immediate Tuscan Buttes area at or above 1,800 feet in elevation; this area is nonattainment for 2008 8-hour ozone NAAQS; therefore, air quality conformity requirements do not apply to the proposed project. ENPLAN will prepare the Transportation Air Quality Conformity Findings Checklist in accordance with Caltrans Environmental Handbook, Volume 1, Chapter 11. It is ENPLAN's understanding that the County will be responsible for modeling and documenting air quality impacts for the CEQA analysis.
- ◆ *Cultural Resources: ASR/HRER/HPSR.* The scope of cultural resources assessment is determined by the District's Professionally Qualified Staff (PQS) as part of the PES process. ENPLAN will prepare the Area of Potential Effects (APE) map as part of the consultation process. Based on the nature and location of the project, ENPLAN will assume that no historic structures or other cultural resources would be affected by the project. ENPLAN will conduct a record search and site visit, and document the analysis in and a Historic Property Survey Report (HPSR)/Historical Resources Evaluation Report (HRER)/Archaeological Survey Report (ASR). ENPLAN will contact the Native American Heritage Commission for information relating to any previously recorded sacred sites and to receive a listing of local Native Americans who may wish to express their concerns regarding the project. In accordance with recent Caltrans practice, ENPLAN will draft the letters to Native Americans for Caltrans to sign and send; ENPLAN will then provide follow-up contact with the Native Americans as needed. It is our understanding that the County will be responsible for AB 52 (2014) Tribal Cultural Resources Consultation in accordance with Public Resources Code (PRC) §21084.2, if required. ENPLAN further assumes that neither Section 106 Consultation with the State Historic Preservation Office (SHPO) nor a Section 4(f) determination will be necessary.
- ◆ *Community Impact Assessment.* The adjacent land uses are primarily commercial, with some residential uses in the near vicinity. Right of way acquisition would be limited to commercial parcels, and would not require removal of any structures. If the County proposes to close Sutter Street, ENPLAN will prepare a Community Impact Assessment. This work includes interviews with local business owners, and a brief overview of community issues and attitudes. The assessment will discuss land use and growth effects, social effects, effects on public services, economic effects, pedestrian and bicycle safety, and construction impacts; along with any mitigation strategies.
- ◆ *Wetland Delineation.* ENPLAN will identify the boundaries of all wetlands, other waters, and streamside riparian habitat, in the project limits. This work includes pre-field research, field evaluations, acreage calculations and preparation of a technical report meeting the requirements of the USACE.
- ◆ *Biological Surveys.* ENPLAN will survey for special-status plants, animals, and fish in accordance with USFWS, NMFS and CDFW requirements. This work includes pre-field research, botanical field survey and wildlife field survey.
- ◆ *Biological Assessment.* ENPLAN will prepare a biological assessment to document the results of field surveys and record searches.
- ◆ *Natural Environment Study, Minimal Impact (NES-MI).* ENPLAN will assess potential impacts to

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biological resources by preparing an NES-MI.

- ◆ *Farmland.* The scope assumes that the project will not affect farmland and that this assertion will be documented in the PES.
- ◆ *Floodplain Assessment.* It is anticipated that some of the proposed roadway improvements will be located within a 100-year flood hazard zone. The scope assumes that the encroachments into the floodplain will be insignificant and GHD will prepare a Summary Floodplain Encroachment Report.
- ◆ *Noise Technical Memorandum.* A memorandum addressing construction noise will be prepared by ENPLAN, due to the motel uses in the project vicinity. The project would not move vehicle traffic substantially closer to sensitive receptors, so a Noise Study Report is not included in the scope.
- ◆ *Visual Resources Technical Memorandum.* The proposed project would change the horizontal alignment of the intersections, and introduce new elements (roundabout, landscaping). As these changes would not affect a scenic view, and would likely include beneficial effects (including removal of inconsistent signage), a brief memorandum is the anticipated level of study. GHD will prepare a Technical Memorandum, reviewed by a licensed landscape architect.
- ◆ *Water Quality.* GHD will prepare a memorandum based, in part, on information provided as part of the Storm Water Data Report (SWDR) to document potential water quality and hydrology impacts associated with the proposed project. The memo will describe any surface waters or floodplains within the project area, potential impacts associated with the project, and project design features and/or mitigation measures to address any potential impacts.
- ◆ *Initial Site Assessment.* ENPLAN will prepare the ISA per Caltrans guidance documents, which reference the American Society for Testing and Materials (ASTM). Caltrans documents refer to the Standard Practice for Environmental Site Assessments: Phase I Environmental Site Assessment Process, Designation E 1527 - 05. However, ASTM has updated this document and is now referenced as ASTM E 1527- 13. Other guidance documents to be used will include the United States Environmental Protection Agency's (USEPA's) All Appropriate Inquiries (AAI) rule. The surveys will include a site history assessment, regulatory research, and a visual site inspection. As part of surveys preparation, copies of pertinent documents will be requested from the City and County.

Task 6.4 Environmental Document

ENPLAN will assume that an Initial Study, along with the technical reports listed above, will be prepared, leading to a Mitigated Negative Declaration under CEQA, and a NEPA Categorical Exclusion (CE) under 23 CFR 771.117. If Caltrans (as the delegated NEPA lead agency, determines the project cannot be categorically excluded, an initial study/environmental assessment (IS/EA) would be required (and a revised scope of work would be prepared). ENPLAN assumes that all administrative copies will be submitted electronically for County review. The preparation of the IS and MND is described below.

- ◆ *Draft IS.* The County will prepare the Draft IS.
- ◆ *Public Review.* The County will manage and conduct public noticing and reviews.
- ◆ *Final Document.* The County will prepare the final CEQA document.
- ◆ *MMRP.* The County will prepare the MMRP.
- ◆ *Final Notices.* The County will prepare and submit the NOD.
- ◆ *Permits.* The scope assumes that the County will obtain any necessary resource agency permits.

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GHD further assumes that, for purposes of the Nationwide Pollutant Discharge Elimination System (NPDES) requirements, the project would be covered under the Construction General Permit. Per the General Permit, the Contractor would be required to prepare a Stormwater Pollution Prevention Plan (SWPPP).

Task 7 - Storm Drainage Analysis and Treatment (Both P&E and PS&E Phases)

Task 7.1 Storm Drainage Analysis and Treatment

GHD will prepare the Drainage Report and the SWDR. Elements for the reports include the existing and proposed drainage shed maps, narrative of the drainage conditions prior to and after the project, determination of pre and post runoff quantities and water quality calculations consistent with Caltrans requirements and the County requirements for Low Impact Design. The scope includes:

Preliminary Drainage Report

- ◆ Drainage Shed Maps (Pre and Post)
- ◆ Determination of Incremental Runoff
- ◆ Determination of Water Quality Volume
- ◆ Initial Design Approach: During & Post Construction

Preliminary SWDR

- ◆ Identify Drainage Management Areas
- ◆ Construction SWPPP requirements
- ◆ Post Construction Features

Draft/Final Drainage Report

- ◆ Response to Preliminary Report, and follow-on drafts, comments
- ◆ Hydraulic Grade Line Calculations
- ◆ Pipes, Culverts and Swales

Draft/Final SWDR

- ◆ Response to Preliminary Report, and follow-on drafts, comments
- ◆ Water Quality Elements - sizing and design
- ◆ Storm Water Quality Management Plan

Task 8 - Right of Way Services (PS&E Phase)

The scope assumes that no new right of way nor temporary construction easements will be required, thus the scope only includes preparation of the right of way certification.

Task 8.1 Right of Way Certification

GHD will prepare a local assistance right of way certification for approval by the County and Caltrans. The scope assumes the County will provide the necessary board resolution that authorizes staff to sign the certification.

Task 9 - Agency Approval Documents (Both P&E and PS&E Phases)

Task 9.1 Permit Engineering Evaluation Report (PEER)

The work in the Caltrans right of way qualifies for processing under the encroachment permit manual policies, thus the scope assumes that a PEER will be required that will serve the same purposes of a project report. To that end, GHD will prepare a PEER, per guidelines in Appendix I of the Caltrans Project Development Procedures Manual that documents the engineering analysis of the proposed improvements. The analysis will include review of the proposed improvements to determine drainage, maintenance, operation, and environmental impacts. The approved PEER will provide agreement on the geometric layout, scope of improvements, schedule, and estimated cost of the project. The 30% PS&E submittal, (Task 4), shall be utilized as an attachment to the PEER to document the basis of design.

Task 9.2 Nonstandard Design Features

GHD will prepare a Design Information Bulletin (DIB) 78 “Design Checklist” as required by Caltrans. The roundabout, splitter island areas and ramp curbing (included in the design within the speed control areas) are considered part of the roundabout and typical local street and ramp Highway Design Manual requirements do not apply (HDM 405.10 “Roundabouts”). The scope assumes the preparation of one design standard decision document for up to three exceptions and that the Caltrans district and headquarters functions are supportive of the exceptions.

Task 9.3 Roundabout Design Check Exhibits

GHD will evaluate and prepare one draft and one final set of exhibits for the following in order to provide documentation of the roundabout design:

- ◆ Fast Path Analysis
- ◆ Intersection Site Distance
- ◆ Vehicle and Pedestrian Stopping Site Distance
- ◆ View Angles
- ◆ Bus/Truck Turns (including STAA trucks)

Task 10 - Public Outreach (PS&E Phase)

GHD will outreach to adjacent property owners that will have their driveways modified.

Task 10.1 Mailers and Notices

GHD will send a letter and an exhibit to each owner with an impacted driveway. Ownership will be obtained from County Assessor records. The draft letter will be provided to the County for review prior to mailing by GHD. The letter will describe the project scope, schedule, costs, goals, and features. Owners will be provided with contact information for both the GHD project engineer and the County’s project manager. The letter will ask owners to contact either GHD or the County if they have any questions.

Task 10.2 Property Owner Coordination

The scope assumes up to 12 inquiries from the owners, with four of the inquiries requiring a field meeting between the owner, County, and GHD.

Task 11 - Local Assistance Request for Authorization

GHD will prepare the draft request for authorization/allocation forms and paperwork for use by the County.

Task 11.1 Requests for Authorization

- PS&E allocation/authorization
- CON/CE allocation/authorization

CONSULTANT COST PROPOSAL



GHD Inc.											A	B	C	D	GHD TOTAL C+D	Sub-Consultants				Subtask Totals	Task Totals												
Phase	Task	Task Description	Class Ave. Rate	Principal 90.00	Project Manager 80.00	Senior Professional Staff 65.00	Assistant Professional Staff 40.00	Technicians 30.00	Technical Apprentices 20.00	Admin Support 20.00	Purchases and Direct Costs	Total Hours	Total Direct	Indirect Costs		Total Direct + Indirect	Fee	ENPLAN	Roundabout MTJ			Electrical TJKM	Total Subs										
																				166.980%	C+D			10.00%									
1 Project Management, Coordination and Documentation																																	
	1.1	Project Management		6	42	28				4		80	\$5,800.00	\$9,684.84	\$15,484.84	\$1,548.48	\$17,033.32					\$17,033.32											
	1.2	Coordination		2	32	32	22	10	8	4		110	\$6,240.00	\$10,419.55	\$16,659.55	\$1,665.96	\$18,325.51					\$18,325.51											
2 Surveying, Potholing, Base Mapping and Right of Way Engineering (Not in Scope)																																	
3 Pavement Design Investigation/Report																																	
	3.1	Site Investigations			2	24	24	16	2	2		70	\$3,240.00	\$5,410.15	\$8,650.15	\$865.02	\$9,515.17					\$9,515.17											
	3.2	Pavement Design Report		1	2	16	20	20	6	4		69	\$2,890.00	\$4,825.72	\$7,715.72	\$771.57	\$8,487.29					\$8,487.29											
4 PS&E																																	
	4.1	30% Design		8	62	120	320	320	60	16		905.6167	\$37,392.33	\$62,437.71	\$99,830.04	\$9,983.00	\$109,813.04		\$9,822.83	\$13,000.00	\$22,822.83	\$132,635.87											
	4.2	PS&E		8	88	180	440	520	80	24		1340	\$54,740.00	\$91,404.85	\$146,144.85	\$14,614.49	\$160,759.34		\$1,100.00	\$58,321.82	\$59,421.82	\$220,181.16											
5 Utility Coordination & Relocations																																	
	5.1	Utility Coordination			2	18	36	8	2	2		68	\$3,090.00	\$5,159.68	\$8,249.68	\$824.97	\$9,074.65					\$9,074.65											
	5.2	Utility Conflict Maps			2	12	36	4	2			56	\$2,540.00	\$4,241.29	\$6,781.29	\$678.13	\$7,459.42					\$7,459.42											
	5.3	Utility Policy Cert			1	16	12	4	2			35	\$1,760.00	\$2,938.85	\$4,698.85	\$469.89	\$5,168.74					\$5,168.74											
	5.4	Prelimin Util Reloc Plan			2	14	20	6	2			44	\$2,090.00	\$3,489.88	\$5,579.88	\$557.99	\$6,137.87					\$6,137.87											
	5.5	Utiliy Agreement Support			2	18	16	6	2	2		46	\$2,230.00	\$3,723.65	\$5,953.65	\$595.37	\$6,549.02					\$6,549.02											
6 Environmental Services																																	
	6.1	Project Description			2	8	4					14	\$840.00	\$1,402.63	\$2,242.63	\$224.26	\$2,466.89	\$3,900.00			\$3,900.00	\$6,366.89											
	6.2	PES		1	4	4	4					13	\$830.00	\$1,385.93	\$2,215.93	\$221.59	\$2,437.52	\$7,100.00			\$7,100.00	\$9,537.52											
	6.3	Technical Studies			6	24	40	24	8	4		108	\$4,780.00	\$7,981.64	\$12,761.64	\$1,276.16	\$14,037.80	\$59,000.00			\$59,000.00	\$73,037.80											
	6.4	Environmental Document Support		2	2	8	4			1		17	\$1,040.00	\$1,736.59	\$2,776.59	\$277.66	\$3,054.25	\$4,499.88			\$4,499.88	\$7,554.13											
7 Storm Drainage Analysis and Treatment																																	
	7.1	Storm Drainage Analysis and Treatment		1	80	120	220	60	40	4		525	\$25,770.00	\$43,030.75	\$68,800.75	\$6,880.08	\$75,680.83					\$75,680.83											
8 Right of Way Services																																	
	8.1	Right of Way Certification			3	12	4	2		1		22	\$1,260.00	\$2,103.95	\$3,363.95	\$336.40	\$3,700.35					\$3,700.35											
9 Agency Approval Documents																																	
	9.1	PEER		1	8	80	40	8	10			147	\$7,970.00	\$13,308.31	\$21,278.31	\$2,127.83	\$23,406.14					\$23,406.14											
	9.2	Nonstandard Design Features		1	8	34	40	12	4			99	\$4,980.00	\$8,315.60	\$13,295.60	\$1,329.56	\$14,625.16					\$14,625.16											
	9.3	Roundabout Design Check Exhibits			1	6	24	8	4			43	\$1,750.00	\$2,922.15	\$4,672.15	\$467.22	\$5,139.37					\$5,139.37											
10 Public Outreach																																	
	10.1	Mailers and Notices			1	12	24	12	8	8		65	\$2,500.00	\$4,174.50	\$6,674.50	\$667.45	\$7,341.95					\$7,341.95											
	10.2	Property Owner Coordination			6	16	12			2		36	\$2,040.00	\$3,406.39	\$5,446.39	\$544.64	\$5,991.03					\$5,991.03											
11 Local Assistance Request for Authorization																																	
	11.1	RFA			2	16	48	8		1		75	\$3,380.00	\$5,643.92	\$9,023.92	\$902.39	\$9,926.31					\$9,926.31											
GHD's Anticipated Salary Increases from EX 10H																																	
											\$2,687.29	\$4,487.23	\$7,174.51	\$717.45	\$7,891.96																		
Purchases and Direct Costs																																	
A	Postage and Courier Services			12 each @ \$20.00/each																		\$240.00											
B	Reproduction			10,000 copies @ \$0.10/copy																		\$1,000.00											
C	Lab Tests			8 tests @ \$400/each																		\$3,200.00											
D	Vehicle Mileage			2,500 miles @ \$0.545/mile																		\$1,362.50											
E	Employee Per Diem			5 days @ \$136/day																		\$680.00											
Subtotal																																	
											Hours	33	360	818	1410	1048	240	79		3987.6													
											Dollars	\$2,970	\$28,800	\$53,170	\$56,400	\$31,440	\$4,800	\$1,572	\$6,482.50														
											\$181,839.62	\$303,635.76	\$485,475.37	\$48,547.56	\$540,505.43	\$74,499.88	\$10,922.83	\$71,321.82	\$156,744.53														

Notes: 1. Above hourly billing rates are approximate and will be based on the actual employees that perform the work.
 2. Vehicle mileage will be charged at the IRS rate.
 3. Employee per diem will be capped at the State of California's rates.
 4. It assumed that the above budgets will be shifted between Phases and Tasks to meet actual project needs.

DBE % = 10.2%



Exhibit 10-H
Cost Proposal

Project Budget
Tehama County
County Project No. 2708181
Date: UPDATED 9/11/18
PRO No. 8092

Contract No. _____
Consultant GHD Inc.

DIRECT LABOR

Classification	Name	Range (\$)	Hours		Initial Average Hourly-Rate (\$)	Total
Principal	Various	75.00	33	@	90.00	\$ 2,970.00
		110.00				
Proj Manager	Various	60.00	360	@	80.00	\$ 28,800.00
		95.00				
Senior Prof Staff	Various	50.00	818	@	65.00	\$ 53,170.00
		90.00				
Assist Prof Staff	Various	30.00	1410	@	40.00	\$ 56,400.00
		60.00				
Technicians	Various	20.00	1048	@	30.00	\$ 31,440.00
		50.00				
Technical Apprentice	Various	12.00	240	@	20.00	\$ 4,800.00
		25.00				
Admin Support	Various	12.00	79	@	20.00	\$ 1,572.33
		30.00				
Subtotal Hours			3988			

From
"Consultant
Cost
Proposal"

Subtotal Direct Labor Costs	\$ 179,152.33	
Anticipated Salary Increases (see attached calculation on page 2)	\$ 2,687.29	
Total Direct Labor Costs	\$ 181,839.62	\$181,839.62

Indirect Rate (Fringe Benefits+Overhead+G&A)	Rate 166.98%	Total \$ 303,635.80	
Total Indirect Costs			\$ 303,635.80 \$303,635.76

FEE	Rate 10.00%	Total \$ 48,547.54	
Total Fee			\$ 48,547.54 \$48,547.56

GHD SUBTOTAL DIRECT LABOR + INDIRECT + FEE		\$ 534,022.96	\$534,022.93
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OTHER DIRECT COSTS			
Postage and Courier Services		\$ 240.00	
Reproduction		\$ 1,000.00	
Lab Tests		\$ 3,200.00	
Vehicle Mileage		\$ 1,362.50	
Employee Per Diem		\$ 680.00	
Total Other Costs		\$ 6,482.50	\$6,482.50

GHD TOTAL		\$ 540,505.46	\$540,505.43
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Note: Rounding results in a few pennies variation between the "Consultant Cost Proposal" and this EX 10-H.

Project Budget
 Tehama County
County Project No. 2708181
 Date: UPDATED 9/11/18
 PRO No. 8092



Exhibit 10-H
Salary Increases
Calculation

Consultant Name: GHD Inc.

1. Calculate average hourly rate for 1st year of the contract (Direct Labor Subtotal divided by total hours)

DL Subtotal per Cost Proposal		Total Hours per Cost Proposal		Avg Hourly Rate	
\$ 179,152.33	/	3987.61672	=	\$44.93	Year 1 Avg Hourly Rate

2. Calculate hourly rate for all years (Increase the Average hourly rate for a year by proposed escalation %)

Avg hourly Rates		Proposed Escalation			
Year 1 \$44.93	+	3%	=	\$46.27	Year 2 - Avg Hrly Rate
Year 2 \$46.27	+	3%	=	\$47.66	Year 3 - Avg Hrly Rate
Year 3 \$47.66	+	3%	=	\$49.09	Year 4 - Avg Hrly Rate
Year 4 \$49.09	+	3%	=	\$50.57	Year 5 - Avg Hrly Rate

3. Calculate estimated hours per year (Multiply estimate % each year by total hours)

Estimated % of DL Completed Each Year		Total Hours per Cost Proposal			
Year 1 50.0%	*	3987.61672	=	1993.80836	Estimated Hours Year 1
Year 2 50.0%	*	3987.61672	=	1993.80836	Estimated Hours Year 2
Year 3 0.0%	*	3987.61672	=	0	Estimated Hours Year 3
Year 4 0.0%	*	3987.61672	=	0	Estimated Hours Year 4
Year 5 0.0%	*	3987.61672	=	0	Estimated Hours Year 5
Total 100.0%		Total 3987.61672			hrs

4. Calculate Total Costs including Escalation (multiply average hourly rate by the number of hours)

Avg Hourly Rate (calculated above)		Estimated hours (calculated above)		
Year 1 \$44.93	*	1993.80836	=	\$89,576.17
Year 2 \$46.27	*	1993.80836	=	\$92,263.45
Year 3 \$47.66	*	0	=	\$0.00
Year 4 \$49.09	*	0	=	\$0.00
Year 5 \$50.57	*	0	=	\$0.00
Estimated Direct Labor Costs With Escalation				\$181,839.62
Direct Labor Subtotal before escalation				\$179,152.33
Recalculated Escalation w/o Overhead Rate & Fees				\$2,687.29

Tehama County 99W and South Main Reconstruction Project

Exhibit 10-H Cost Proposal

Actual Cost-Plus-Fixed-Fee or Lump Sum (Firm Fixed Price) Contracts

Note: Mark-ups are Not Allowed

Consultant: ENPLAN

Contract Number: TBD

Date: June 19, 2018

DIRECT LABOR

Classification/Title	Name	Hours	Actual Hourly Rate	Total
Environmental Services Manager	Donald Burk	80	\$ 57.00	\$ 4,560.00
Senior Environmental Planner	Carla Thompson	110	\$ 28.85	\$ 3,173.50
Environmental Scientist II	John Luper	160	\$ 28.25	\$ 4,520.00
Environmental Scientist III	Stacey Alexander	200	\$ 20.00	\$ 4,000.00
Cultural Resources Manager/Arch. I	Dimitra Zalarvis-Chase	25	\$ 35.00	\$ 875.00
Archaeologist	Jacques Peltier	120	\$ 25.00	\$ 3,000.00
Env Scientist/ESA Manager	Amy Lee	40	\$ 35.00	\$ 1,400.00
GIS Technician	Staff	60	\$ 30.00	\$ 1,800.00
Production Manager	Staff	40	\$ 17.85	\$ 714.00

LABOR COSTS

a) Subtotal Direct Labor Costs		\$ 24,042.50
b) Anticipated Salary Increases (see page 3)		To Be Determined
c) TOTAL DIRECT LABOR COSTS [(a) + (b)]		\$ 24,042.50

FRINGE BENEFITS

d) Fringe Benefits: % Rate=	32.8	e) TOTAL FRINGE BENEFITS [(c) x (d)]	\$7,885.94
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INDIRECT COSTS

f) Overhead: % Rate=	90.7	g) Overhead [(c) x (f)]	\$ 21,806.55
h) General & Administrative: Rate=	50.9	i) Gen & Admin [(c) x (h)]	\$ 12,237.63
j) TOTAL INDIRECT COSTS [(e)+(g) + (i)]		\$41,930.12	

FEE (Profit)

q) % Rate: 10	k) TOTAL FIXED PROFIT [[(c)+(j)] x (q)]	\$ 6,597.26
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OTHER DIRECT COSTS (ODC)**Description**

l) Travel/Mileage Costs (supported by consultant actual costs)	\$ 495.00
m) Equipment Rental and Supplies (itemize)	
n) Permit Fees (itemize), Plan sheets (each), Test Holes (each), etc.	
o) Laboratories/Services	\$ 1,435.00
o) Subconsultant Costs (attach detailed cost proposal in same format as prime)	

Total Direct Labor Cost \$ 24,042.50

Indirect Overhead Rate @ 174% \$ 41,930.12

ENPLAN

Tehama County 99W and South Main Reconstruction Project

Subtotal Direct Labor and Indirect Overhead Rate	\$ 65,972.62
FIXED FEE 10.00%	\$ 6,597.26
Subtotal Other Costs	\$ 1,930.00
GRAND TOTAL	\$ 74,499.88

Overhead rate has not been audited by the Caltrans Division of Audits and Investigations or other equivalent method.



**Exhibit 10-H
Cost Proposal**

Project Budget
Tehama County
County Project No. 2708181

Contract No. _____
 Consultant MTJ Engineering, LLC

Date July 31, 2018

DIRECT LABOR

Classification	Name	Range (\$)	Hours		Initial Average Hourly Rate (\$)	Total
Roundabout		75.00				
Designer/Eng.	Various	110.00	54	@	70.00	\$ 3,780.00
		40.00				
Proj. Admin.	Various	65.00	4	@	31.00	\$ 124.00
		15.00				
CAD Tech.	Various	30.00	12	@	25.00	\$ 300.00
Subtotal Hours			70			
Subtotal Direct Labor Costs						\$ 4,204.00
Indirect Rate (Fringe Benefits+Overhead+G&A)			Rate		Total	
			136.20%		\$ 5,725.85	
Total Indirect Costs						\$ 5,725.85
FEE			Rate		Total	
			10.00%		\$ 992.98	
Total Fee						\$ 992.98
OTHER COSTS						
Postage and Courier Services					\$ -	
Reproduction					\$ -	
Vehicle Mileage					\$ -	
Employee Per Diem					\$ -	
Total Other Costs						\$ -
Total MTJ Costs						\$ 10,922.83

EXHIBIT 10-H1 COST PROPOSAL PAGE 1 OF 3
ACTUAL COST-PLUS-FIXED FEE OR LUMP SUM (FIRM FIXED PRICE) CONTRACTS
(DESIGN, ENGINEERING AND ENVIRONMENTAL STUDIES)

Note: Mark-ups are Not Allowed Prime Consultant Subconsultant 2nd Tier Subconsultant

Consultant T J K M

Project No. CML 5008(148)

Contract No. _____

Date 6/18/2018

DIRECT LABOR

Classification/Title	Name	hours	Actual Hourly Rate	Total
Principal-In-Charge	Nayan Amin	2	\$91.54	\$183.08
QA/QC	Ruta Jariwala	15	\$91.54	\$1,373.10
Project Manager	Atul Patel	120	\$78.49	\$9,418.80
Task Lead	Rutvij Patel	116	\$50.28	\$5,832.48
Task Lead	Erik Bjorklund	76	\$54.96	\$4,176.96
Project Engineer	Andrew Dickinson	252	\$30.70	\$7,736.40
Administration	Amber Keiper	10	\$31.00	\$310.00

LABOR COSTS

a) Subtotal Direct Labor Costs	\$29,030.82
b) Anticipated Salary Increases (see page 2 for sample)	\$0.00
c) TOTAL DIRECT LABOR COSTS [(a) + (b)]	\$29,030.82

INDIRECT COSTS

d) Fringe Benefits (Rate: <u>34.99%</u>)	e) Total Fringe Benefits	\$ 10,157.88
f) Overhead (Rate: <u>86.16%</u>)	g) Overhead [(c)x(f)]	\$ 25,012.95
h) General and Administrative (Rate: <u>0.00%</u>)	i) Gen & Admin [(c) x (h)]	\$ -
	j) Total Indirect Costs [(c) + (g) + (i)]	\$35,170.84
FIXED FEE	k) TOTAL FIXED PROFIT [(c) + (j)] x fixed fee <u>10%</u>	\$6,420.17

1) CONSULTANT'S OTHER DIRECT COSTS (ODC) - ITEMIZE (Add additional pages if necessary)

Description of Item	Quantity	Unit(s)	Unit Cost	Total
Mileage Costs			0.54	\$400.00
Equipment Rental and Supplies - Data Collection				\$0.00
Permit Fees				\$0.00
Plan Sheets			\$18.00	\$300.00
Test				\$0.00
	1) TOTAL OTHER DIRECT COSTS			\$700.00

m) SUBCONSULTANTS' COSTS (Add additional pages if necessary)

Subconsultant 1: Siegfried	\$0.00
Subconsultant 2: GroundZone	\$0.00
Subconsultant 3:	\$0.00
Subconsultant 4:	\$0.00
m) TOTAL SUBCONSULTANTS' COSTS:	\$0.00
n) TOTAL OTHER DIRECT COSTS INCLUDING SUBCONSULTANTS:	\$700.00
TOTAL COST [(c) + (j) + (k) + (p)]	\$71,321.82

NOTES:

- Key personnel must be marked with an asterisk (*) and employees that are subject to prevailing wage requirements must be marked with two asterisks (**). All costs must comply with the Federal cost principals. Subconsultants will provide their own cost proposals.
- The cost proposal format shall not be amended. Indirect cost rates shall be updated on an annual basis in accordance with the consultant's annual accounting period and established by a cognizant agency or accepted by Caltrans.
- Anticipated salary increases calculation (page 2) must accompany.

ACTUAL COST-PLUS-FIXED FEE OR LUMP SUM (FIRM FIXED PRICE) CONTRACTS
(CALCULATIONS FOR ANTICIPATED SALARY INCREASES)

1. Calculate Average Hourly Rate for 1st year of the contract (Direct Labor Subtotal divided by total hours)

Direct Labor Subtotal per Cost Proposal	Total Hours per Cost Proposal	=	Avg Hourly Rate	5 Year Contract Duration
\$29,030.82	591	=	\$49.12	Year 1 Avg Hourly Rate

2. Calculate hourly rate for all years (Increase the Average Hourly Rate for a year by proposed escalation %)

	Avg Hourly Rate		Proposed Escalation		
Year 1	\$49.12	+	0%	=	\$49.12 Year 2 Avg Hourly Rate
Year 2	\$49.12	+	0%	=	\$49.12 Year 3 Avg Hourly Rate
Year 3	\$49.12	+	0%	=	\$49.12 Year 4 Avg Hourly Rate
Year 4	\$49.12	+	0%	=	\$49.12 Year 5 Avg Hourly Rate

3. Calculate estimated hours per year (Multiply estimate % each year by total hours)

	Estimated % Completed Each Year		Total Hours per Cost Proposal		Total Hours per Year	
Year 1	100.00%	*	591.0	=	591.0	Estimated Hours Year 1
Year 2	0.00%	*	591.0	=	0.0	Estimated Hours Year 2
Year 3	0.00%	*	591.0	=	0.0	Estimated Hours Year 3
Year 4	0.00%	*	591.0	=	0.0	Estimated Hours Year 4
Year 5	0.00%	*	591.0	=	0.0	Estimated Hours Year 5
Total	100%		Total	=	591.0	

4. Calculate Total Costs including Escalation (Multiply Average Hourly Rate by the number of hours)

	Avg Hourly Rate (calculated above)		Estimated hours (calculated above)		Cost per Year	
Year 1	\$49.12	*	591	=	\$29,030.82	Estimated Hours Year 1
Year 2	\$49.12	*	0	=	\$0.00	Estimated Hours Year 2
Year 3	\$49.12	*	0	=	\$0.00	Estimated Hours Year 3
	Total Direct Labor Cost with Escalation			=	\$29,030.82	
	Direct Labor Subtotal before Escalation			=	\$29,030.82	
	Estimated total of Direct Labor Salary Increase			=	\$0.00	Transfer to Page 1

NOTES:

- 1 This is not the only way to estimate salary increases. Other methods will be accepted if they clearly indicate the % increase, the # of years of the contract, and a breakdown of the labor to be performed each year.
- 2 An estimation that is based on direct labor multiplied by salary increase % multiplied by the # of years is not acceptable.
(i.e. \$250,000 x 2% x 5 yrs = \$25,000 is not an acceptable methodology)
- 3 This assumes that one year will be worked at the rate on the cost proposal before salary increases are granted.
- 4 Calculations for anticipated salary escalation must be approved.

Certification of Direct Costs:

I, the undersigned, certify to the best of my knowledge and belief that all direct costs identified on the cost proposal(s) in this contract are actual, reasonable, allowable, and allocable to the contract in accordance with the contract terms and the following requirements:


1. Generally Accepted Accounting Principals (GAAP)
2. Terms and conditions of the contract

3. Title 23 United States Code Section 112 - Letting of Contract
4. 48 Code of Federal Regulations Part 31 - Contract Cost Principals and Procedures
5. 23 Code of Federal Regulations Part 172 - Procurement, Management, and Administration of Engineering and Design Related Services
6. 48 Code of Federal Regulations Part 9904 - Cost Accounting Standards Board (when applicable)

All costs must be applied consistently and fairly to all contracts. All documentation of compliance must be retained in the project files and be in compliance with applicable federal and state requirements. Costs that are noncompliant with the federal and state requirements are not eligible for reimbursement.

Local governments are responsible for applying only cognizant agency approved or Caltrans accepted Indirect Cost Rate(s).

Prime Consultant or Subconsultant Certifying:

Name: Nayan Amin Title: President
 Signature:  Date of Certification (mm/dd/yyyy): 6/14/2018
 Email: namin@tjkm.com Phone Number: 925.463.0611
 Address: 4305 Hacienda Drive, Suite 550 Pleasanton, CA 94588

*An individual executive or financial officer of the consultant’s or subconsultant’s organization at a level no lower than a Vice President or a Chief Financial Officer, or equivalent, who has authority to represent the financial information utilized to establish the cost proposal for the contract.

List of services the consultant is providing under the proposed contract:

Traffic Engineering

ATTACHMENT III



April 7, 2021

Jessica Pecha
Senior Civil Engineer
Tehama County Public Works
9380 San Benito Avenue
Gerber, CA 96035

RE: Amendment to Agreement Between the County of Tehama and GHD, Inc. for Engineering Services for 99W-South Main Street – Additional Services.

Dear Ms. Pecha,

The following is a proposed amendment for additional services for the 99W and South Main Street project.

Scope of Work – Additional Services – Public Outreach Program

The County desires to develop a public outreach program consisting of holding a stakeholders meeting followed by two or three public workshops to present both the roundabout and traffic signal solutions for the S. Main Street / I-5 Northbound Ramps intersection. The first part of this process will involve working with the County to identify key stakeholders, community groups, and channels of outreach (such as community newspapers, etc.) that will be part of the outreach effort. This list will be used to develop a database of stakeholders, media, elected officials, and other interested parties who wish to be kept apprised of project outreach progress. GHD will work with County staff to implement a public outreach program as detailed below. It is assumed the County will organize and arrange for the specific public meeting venue(s), mailing/advertising meeting notices and maintaining the outreach contact lists. GHD will provide exhibits, education materials, and the presentation(s) on the traffic signal and roundabout alternatives. If desired, GHD can assist County staff in establishing a project website by preparing content to upload to a project website hosted and maintained by the County. To encourage the most engagement possible, it is recommended that the County also plan to host some type of “digital meeting experience”. This could be by broadcasting the meeting in a similar fashion to how the Board of Supervisors and/or City of Red Bluff currently broadcast their public meetings during COVID. If desired, GHD can expand this scope and budget to provide a digital platform (Zoom or Teams) and provide separate personnel to facilitate the digital meeting process. For clarification, the Public Outreach Program described in the Amendment dovetails with the existing Agreement Task 1.2.2 Public Meetings, which covers attending and presenting at three Public Agency Meetings: the Tehama County Transportation Commission, the County Board of Supervisors and the City Council at the end of the Public Outreach Program.

Task 1.2.3 Stakeholders Meeting

Before beginning the sequence of general public workshops, a meeting should be held with nearby, major stakeholder who frequently use this intersection; especially those businesses who are associated with large truck usage. The purpose of this meeting will be to show these stakeholders how the various design vehicles are expected to navigate through the intersection, solicit comments/concerns and answer any questions that they have. Potential stakeholders who the County would likely want to include at this meeting are the local emergency response personnel (police and fire) as well as local business including Ben's

ATTACHMENT III

Truck Repair, I-5 rentals, Walmart, St. Elizabeth Community Hospital, and other frequent users of this intersection.

Task 1.2.4 Public Workshop #1

The first public workshop would serve as an introduction of the project to the general public, with an explanation of how the traffic signal and roundabout intersections would operate. The first workshop is intended to be mostly an educational workshop aimed at explaining the project and reviewing the potential solutions. General comparisons of the advantages/disadvantages of each alternative will be presented to the public; followed by “table” time around exhibits where public comments and concerns will be captured on either “sticky notes” applied to the exhibits or written comment cards. We envision two to three separate “stations” where individuals can discuss, one on one, the pros and cons for each alternative. All comments and concerns received from Public Workshop #1 will be summarized for presentation at the second Public Workshop. We will, of course have to determine how we can hold this workshop in a COVID safe manner; otherwise, the exact format previously described may have to be modified. This Public Workshop meeting and all that follow will have to be held in compliance with local and state COVID restrictions. We would look to the County and City personnel to enforce these restrictions and deny entry to any public participant who is not willing to comply.

Task 1.2.5 Public Workshop #2

The second public workshop will be focused on presenting the “County staff” preferred alternative to the public and offering a second chance for the public to provide comments note concerns. This workshop will also be partially an educational workshop, aimed at explaining the project and reviewing the potential solutions for those who did not attend the first public workshop. Comments received from the first public workshop will be summarized and responses/answers provided during the second public workshop if appropriate. Comments received at the second public workshop, along with those received from the first public workshop, will be summarized for presentation to the Tehama County Transportation Commission (TCTC), the Board of Supervisors, and Red Bluff City Council. The presentations to the TCTC, the Board and Council are already included in the original Scope of Work Task 1.2.2 Public Meetings.

Task 1.2.6 Public Workshop #3 (Optional)

Depending on the outcome of the first 2 public workshops, GHD is available to prepare for and lead a third public workshop should the County wish to do so. The purpose of these public workshops is to give the public a forum to express their concerns and provide comments. This will allow the project team to incorporate design changes to mitigate concerns, to the extent feasible, early in the design process, regardless of which alternative is ultimately chosen as the “preferred alternative”.

Task 1.2.3-1.2.6 Assumptions:

- City will provide notifications to the meeting attendees.
- City will print and mail and/or email all meeting notices.
- City will provide, manage and update a project website (if desired).

Task 1.2.3 – 1.2.6 Deliverables:

- GHD attendance and PowerPoint presentations at the meetings noted above.

ATTACHMENT III

- Facilitation of “comment collection” from the public.
- Meeting informational materials.
- Preparation of comment summary following the meetings

Task 1.2.7 Vehicular simulation model (VISSIM) (Optional)

It is highly recommended that the County have a VISSIM model prepared to help the public and elected officials view anticipated traffic operations for both the traffic signal and roundabout alternatives. GHD is prepared to create these comparison “simulation models” under this optional task. The models would be prepared for either the AM or PM future traffic conditions, whichever condition is deemed worst case. These traffic simulations comparisons would be incorporated into all Public Meeting/Workshop presentations.

Task 6.5 Prepare CEQA Documentation

Under this task, GHD’s Environmental Consultant, ENPLAN provide for the completion of the CEQA documentation necessary for the 99W/South Main Street Reconstruction Project. The CEQA documentation will incorporate and extend the environmental studies ENPLAN is currently completing under the Caltrans Local Assistance program. Please see attached Scope of Work and Budget from ENPLAN.

Fee

The estimated GHD fee for professional services for Amendment #1 is \$90,873.80, including all optional tasks. See the attachment for a breakdown of the estimated fee.

If you have any questions or comments regarding this proposal, please free to contact me at 530-219-1090.

Sincerely,
GHD



Douglas J Ries, PE
Project Principal

Attachments: ENPLAN Proposal to Prepare CEQA Documentation
Consultant Cost Proposal for Amendment #1
GHD Exhibit 10-H
ENPLAN Exhibit 10-H

ATTACHMENT III

ENPLAN

430-23
April 7, 2021

Doug Ries, PE
GHD
PO Box 1407
Roseville CA 95678

SUBJECT: Proposal to Prepare CEQA Documentation for the 99W/South Main Street Reconstruction Project

In response to your request, ENPLAN is pleased to provide you with a work scope and cost estimate for completion of CEQA documentation addressing the 99W/South Main Street Reconstruction Project (project). The CEQA documentation will incorporate and extend the environmental studies we are completing under the Caltrans Local Assistance program.

Work would include rehabilitating the pavement along 99W from Gyle Road north to the Interstate 5 (I-5) Interchange located within the City of Red Bluff. Within the County limits, the project would also improve safety by replacing and extending existing guardrails with new guardrails meeting currently specified guardrail standards. As the project enters the City of Red Bluff, the roadway name changes from 99W to South Main Street, and within these limits the project would include rehabilitating and widening South Main Street, enhancements to bicyclist and pedestrian facilities, signal modifications at Sister Mary Columba Drive, and a roundabout at the intersection of South Main Street and the I-5 northbound ramps to facilitate efficient traffic flow.

ENPLAN will prepare an Initial Study and Mitigated Negative Declaration (IS/MND) addressing the proposed project that will include the following components: introduction, project description, impact analyses, and supporting documentation. The IS/MND will rely in part on the technical studies we are currently completing under the Caltrans Local Assistance program and will extend the work to address aesthetics, agricultural and forestry resources, energy, geology/soils, hydrology/water quality, land use/planning, mineral resources, noise, population/housing, public services, recreation, transportation/traffic, utilities/service systems, and wildfire hazards. Direct, indirect, and cumulative impacts will be analyzed. The administrative draft IS/MND will be provided to GHD and local agency staff for review, and we will then revise the document as warranted.

Up to 10 bound copies and 10 CDs of the IS/MND will be prepared for local agency staff. ENPLAN will prepare the Notice of Availability/Intent to Adopt the MND and circulate the report to appropriate entities. We will submit the IS/MND, Notice of Completion, and related documents through the State Clearinghouse's on-line submittal program. We will also draft a newspaper notice for publication by Tehama County.

Upon close of the review period, we will prepare responses to public and agency comments; we have allocated up to 16 hours for responding to comments. A memorandum consisting of the responses to comments and a final Mitigation Monitoring and Reporting Program will be submitted to the local agencies. ENPLAN will attend one public meeting to present our findings and recommendations and respond to questions that may arise. Upon adoption of the MND, ENPLAN will prepare a Notice of Determination for submittal to the State Clearinghouse and Tehama County Clerk; posting of this notice starts the 30-day statute of limitations on court challenges to the approval under CEQA.

COST ESTIMATE

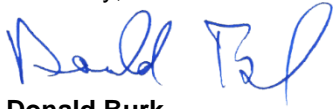
We propose to complete the tasks described above on a time and materials basis for an estimated cost of \$32,258.58; our anticipated cost allocation is shown on the attached spreadsheet. Our cost estimate does not include regulatory agency permit preparation or permit fees. If additional studies and/or tasks are determined to be necessary, we will provide a separate cost estimate at that time.

ATTACHMENT III

Doug Ries
April 7, 2021
Page 2

Please contact me at **530.221.0440, ext. 7102**, or dburk@enplan.com if you have any questions regarding our proposal.

Sincerely,



Donald Burk
Environmental Services Manager

Enclosure

**ATTACHMENT III
CONSULTANT COST PROPOSAL**



Project Budget - Amendment #1
 Tehama County
 Project No. 2708181 - RPSTPL 5908(100)
 Date: 4/7/2021
 GHD PRJ No: 2560

											GHD Inc.															
											A	B	C	D												
											Total Direct	Indirect Costs	Total Direct + Indirect	Fee												
Phase	Task	Task Description	Ave. Rate	Principal	Project Manager	Senior Professional Staff	Assistant Professional Staff	Technicians	Technical Apprentices	Admin Support	Purchases and Direct Costs	Total Hours					GHD TOTAL C+D	Sub-Consultants				Subtask Totals	Task Totals			
			95.00	85.00	70.00	50.00	40.00	30.00	20.00								Environmental ENPLAN	Roundabout MTJ	Electric TJKM	Total Subs						
1	Project Management, Coordination and Documentation												1.67	C+D	0.10											\$49,998.70
	1.2.3	Stakeholder Meeting		6	12		48			4		70	4,070.00	6,796.09	10,866.09	1,086.61	\$11,952.70					\$11,952.70				
	1.2.4	Public Workshop #1		6	12		32			4		54	3,270.00	5,460.25	8,730.25	873.03	\$9,603.28					\$9,603.28				
	1.2.5	Public Workshop #2		6	12		28			4		50	3,070.00	5,126.29	8,196.29	819.63	\$9,015.92					\$9,015.92				
	1.2.6	Public Workshop #3 (Optional)		5	8		24			4		41	2,435.00	4,065.96	6,500.96	650.10	\$7,151.06					\$7,151.06				
	1.2.7	Vehicular Simulation Model (Optional)		2	2	16	34	16	12			82	4,180.00	6,979.76	11,159.76	1,115.98	\$12,275.74					\$12,275.74				
6	Environmental Services																									\$37,691.62
	6.5	CEQA Document and Processing		2	4	16	4					26	1,850.00	3,089.13	4,939.13	493.91	\$5,433.04	\$32,258.58			\$32,259	\$37,691.62				
											GHD's Anticipated Salary Increases from EX 10H	283.13	472.76	755.89	75.59	\$831.48									\$831.48	
Purchases and Direct Costs																									\$2,352.00	
	D	Vehicle Mileage		2,500 miles @ \$0.56/mile													\$1,400.00					\$1,400.00				
	E	Employee Per Diem		5 days @ \$136/day													\$952.00					\$952.00				
	Subtotal																									
				Hours	27	50	32	170	16	12	16	323.0														
				Dollars	\$2,565	\$4,250	\$2,240	\$8,500	\$640	\$360	\$320	\$2,352.00	19,158.13	31,990.24	51,148.37	5,114.85	\$58,615.22	\$32,258.58			\$32,259		\$90,873.80			

DBE % = (check) \$90,873.80
 Less Optional Task 1.2.6 (Public Workshop #3) (\$7,151.06) \$83,722.74
 Less Optional Task 1.2.7 (Vehicular Simulation) (\$12,275.74) \$71,447.00

- Notes:
- Above hourly billing rates are approximate and will be based on the actual employees that perform the work.
 - Vehicle mileage will be charged at the IRS rate.
 - Employee per diem will be capped at the State of California's rates.
 - It assumed that the above budgets will be shifted between Phases and Tasks to meet actual project needs.

ATTACHMENT III



**Exhibit 10-H
Cost Proposal**

Project Budget
Tehama County
County Project No. 2708181
Date: 4/7/2021
GHD Prj No. 2560

Contract No. _____
Consultant GHD Inc.

DIRECT LABOR

Classification	Name	Range (\$)	Hours	Initial Average Hourly Rate (\$)	Total
Principal	Various	75.00 110.00	27	@ 95.00	\$ 2,565.00
Proj Manager	Various	60.00 95.00	50	@ 85.00	\$ 4,250.00
Senior Prof	Various	50.00 90.00	32	@ 70.00	\$ 2,240.00
Assist Prof	Various	30.00 60.00	170	@ 50.00	\$ 8,500.00
Technicians	Various	20.00 50.00	16	@ 40.00	\$ 640.00
Technical Apprentice	Various	12.00 25.00	12	@ 30.00	\$ 360.00
Admin Support	Various	12.00 30.00	16	@ 20.00	\$ 320.00
Subtotal Hours			323		

Subtotal Direct Labor Costs	\$ 18,875.00
Anticipated Salary Increases (see attached calculation on page 2)	\$283.13
Total Direct Labor Costs	\$ 19,158.13

Indirect Rate (Fringe Benefits+Overhead+G&A)	Rate 166.98%	Total \$ 31,990.25	
	Total Indirect Costs		\$ 31,990.25

FEE	Rate 10.00%	Total \$ 5,114.84	
	Total Fee		\$ 5,114.84

GHD SUBTOTAL DIRECT LABOR + INDIRECT + FEE	\$ 56,263.22
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OTHER DIRECT COSTS			
Postage and Courier Services		\$	-
Reproduction		\$	-
Lab Tests		\$	-
Vehicle Mileage		\$	1,400.00
Employee Per Diem		\$	952.00
	Total Other Costs		\$ 2,352.00

SUBCONSULTANT COSTS			
ENPLAN Environmental Services		\$	32,258.58
	Total Subconsultants' Costs		\$ 32,258.58

Total Cost			
Total Cost		\$	90,873.80

Note: Rounding results in a few pennies variation between the "Consultant Cost Proposal" and this EX 10-H.

ATTACHMENT III

Project Budget
Tehama County
County Project No. 2708181



Date: April 7, 2021
GHD Prj No. 2560

Exhibit 10-H
Salary Increases
Calculation

Consultant Name: GHD Inc.

1. Calculate average hourly rate for 1st year of the contract (Direct Labor Subtotal divided by total hours)

DL Subtotal per Cost Proposal	/	Total Hours per Cost Proposal	=	<u>Avg Hourly Rate</u>	
\$ 18,875.00		323		\$58.44	Year 1 Avg Hourly Rate

2. Calculate hourly rate for all years (Increase the Average hourly rate for a year by proposed escalation %)

Avg hourly Rates	+	Proposed Escalation	=		
Year 1 \$58.44		3%		\$60.19	Year 2 - Avg Hrly Rate
Year 2 \$60.19		3%		\$62.00	Year 3 - Avg Hrly Rate
Year 3 \$62.00		3%		\$63.86	Year 4 - Avg Hrly Rate
Year 4 \$63.86		3%		\$65.77	Year 5 - Avg Hrly Rate

3. Calculate estimated hours per year (Multiply estimate % each year by total hours)

Estimated % of DL Completed Each Year	*	Total Hours per Cost Proposal	=		
Year 1 50.0%		323		161.5	Estimated Hours Year 1
Year 2 50.0%		323		161.5	Estimated Hours Year 2
Year 3 0.0%		323		0	Estimated Hours Year 3
Year 4 0.0%		323		0	Estimated Hours Year 4
Year 5 0.0%		323		0	Estimated Hours Year 5
Total 100.0%		Total		323	hrs

4. Calculate Total Costs including Escalation (multiply average hourly rate by the number of hours)

Avg Hourly Rate (calculated above)	*	Estimated hours (calculated above)	=	
Year 1 \$58.44		161.5		\$9,437.50
Year 2 \$60.19		161.5		\$9,720.63
Year 3 \$62.00		0		\$0.00
Year 4 \$63.86		0		\$0.00
Year 5 \$65.77		0		\$0.00

Estimated Direct Labor Costs With Escalation \$19,158.13

Direct Labor Subtotal before escalation \$18,875.00

Recalculated Escalation w/o Overhead Rate & Fees **\$283.13**

Indirect Costs \$472.76

Total Direct + Indirect \$755.89

Fee \$75.59

Total Anticipated Salary Increases \$831.48 Estimated total Salary Increases

ATTACHMENT III

Exhibit 10-H Cost Proposal

Actual Cost-Plus-Fixed-Fee or Lump Sum (Firm Fixed Price) Contracts

Note: Mark-ups are Not Allowed

Consultant: ENPLAN

Contract Number: TBD

Date: April 7, 2021

Tehama County 99W and South Main Reconstruction Project

DIRECT LABOR

Classification/Title	Name	Hours	Actual Hourly Rate	Total
Environmental Services Manager	Donald Burk	45	\$ 58.45	\$ 2,630.25
Senior Environmental Planner	Carla Thompson	87	\$ 32.25	\$ 2,805.75
Environmental Planner/Scientist II	Allison Loveless	0	\$ 26.00	\$.00
Environmental Planner/Scientist III	Kiara Cuerpo-Hadsall	189	\$ 22.00	\$ 4,158.00
Archaeologist	Evan Wiant	0	\$ 27.50	\$.00
Env Scientist/ESA Manager	Amy Lee	0	\$ 35.00	\$.00
GIS Technician	Staff	12	\$ 30.00	\$ 360.00
Production Manager	Staff	9	\$ 23.00	\$ 207.00

342

LABOR COSTS

a) Subtotal Direct Labor Costs	\$ 10,161.00	\$ 10,161.00
b) Anticipated Salary Increases (see page 2)		\$ 460.05
c) TOTAL DIRECT LABOR COSTS [(a) + (b)]		\$ 10,621.05

FRINGE BENEFITS

d) Fringe Benefits: % Rate=	32.8	e) TOTAL FRINGE BENEFITS [(c) x (d)]	\$3,483.70
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INDIRECT COSTS

f) Overhead: % Rate=	90.7	g) Overhead [(c) x (f)]	\$ 9,633.29
h) General & Administrative: Rate=	50.9	i) Gen & Admin [(c) x (h)]	\$ 5,406.11
j) TOTAL INDIRECT COSTS [(e)+ (g) + (i)]		\$18,523.11	

FEE (Profit)

q) % Rate: 10	k) TOTAL FIXED PROFIT [[(c)+ (j)] x (q)]		\$ 2,914.42
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OTHER DIRECT COSTS (ODC)

Description

l) Travel/Mileage Costs (supported by consultant actual costs)	
m) Equipment Rental and Supplies (itemize)	\$ 200.00
n) Permit Fees (itemize), Plan sheets (each), Test Holes (each), etc.	
o) Laboratories/Services	
o) Subconsultant Costs (attach detailed cost proposal in same format as prime)	

Total Costs \$ 32,258.58

Overhead rate has not been audited by the Caltrans Division of Audits & Investigations or other equivalent method.

ATTACHMENT III

Tehama County
County Project No. 2708181

Exhibit 10H
Salary Increase Calculation
Date: 4/7/2021

Consultant Name: **ENPLAN**

1. Calculate average hourly rate for 1st year of the contract (Direct Labor Subtotal divided by total hours)

DL Subtotal per Cost Proposal	Total Hours per Cost Proposal	=	<u>Avg Hourly Rate</u>	
\$ 10,161.00	/ 342		= \$29.71	Year 1 Avg Hourly Rate

2. Calculate hourly rate for all years (Increase the Average hourly rate for a year by proposed escalation %)

Avg hourly Rates	+	Proposed Escalation	=	
Year 1 \$29.71	+	3%	=	\$30.60 Year 2 - Avg Hrly Rate
Year 2 \$30.60	+	3%	=	\$31.52 Year 3 - Avg Hrly Rate
Year 3 \$31.52	+	3%	=	\$32.47 Year 4 - Avg Hrly Rate
Year 4 \$32.47	+	3%	=	\$33.44 Year 5 - Avg Hrly Rate

3. Calculate estimated hours per year (Multiply estimate % each year by total hours)

Estimated % of DL Completed Each Year	*	Total Hours per Cost Proposal	=	
Year 1 50.0%	*	342	=	171 Estimated Hours Year 1
Year 2 50.0%	*	342	=	171 Estimated Hours Year 2
Year 3 0.0%	*	342	=	0 Estimated Hours Year 3
Year 4 0.0%	*	342	=	0 Estimated Hours Year 4
Year 5 0.0%	*	342	=	0 Estimated Hours Year 5
Total 100.0%		Total	=	342 hrs

4. Calculate Total Costs including Escalation (multiply average hourly rate by the number of hours)

Avg Hourly Rate (calculated above)	*	Estimated hours (calculated above)	=	
Year 1 \$29.71	*	171	=	\$5,080.50
Year 2 \$30.60	*	171	=	\$5,232.92
Year 3 \$31.52	*	0	=	\$0.00
Year 4 \$32.47	*	0	=	\$0.00
Year 5 \$33.44	*	0	=	\$0.00

Estimated Direct Labor Costs With Escalation \$10,313.42

Direct Labor Subtotal before escalation \$10,161.00

Recalculated Escalation w/o Overhead Rate & Fees **\$152.42**

Indirect Costs \$265.81

Total Direct + Indirect \$418.23

Fee \$41.82

Total Anticipated Salary Increases \$460.05 Estimated total Salary Increases



Your ref: [0000]
Our ref: 11184667

6 January 2023

Jessica Pecha
Tehama County Public Works
9380 San Banito Avenue
Gerber, CA 96035

RE: Agreement between the County of Tehama and GHD, Inc. for Engineering Service for 99W-South Main Street – Additional Work Summary

Dear Ms. Pecha,

During the course of this project, there has been additional work completed under current tasks and other additional scope items remaining to be completed by GHD and their sub consultants in order to finish out this project.

Per GHD's Scope of Work, the project's goal was for construction to be completed summer/fall 2021. However, due to COVID and Agency coordination delays, construction is now projected to be completed late 2024. COVID delayed and complicated the public outreach process and delayed the responsiveness in general of Caltrans and the other environmental permitting agencies. Furthermore, due to staff shortages and multiple staff changes at Caltrans, Caltrans review times and responsiveness has been much slower than originally anticipated. As an example, Tehama County had been requesting a revised Co-Op Agreement for 9 months before it had been provided. Tehama County also requested a letter of concurrence for the project approach for 9 months before it was received. These are just two examples of the many delays experienced coordinating with Caltrans. Many processes requiring Caltrans approval have taken up to five times longer than originally provided in the project schedule. Similar delays have also been experienced with other resource agencies that are required to review and approve this project.

Below is a summary of the additional work completed associated with this project. Some items are related to the project delay discussed above.

Task 1 Project Management, Coordination and Documentation

As a result of the project timeline being extend for two additional years, there has been a substantial increase in the amount of time needed for project management, project/ team coordination, meetings and documentation.

Task 4 Plans, Specifications and Engineer's Estimate Alternatives Analysis

Due to the process taking longer than anticipated, re-evaluating the traffic signal alternative and the roundabout alternatives was required. Caltrans also requested re-evaluation of the traffic signal alternative and roundabout alternative due to changes to Caltrans design standards following the approval of the original ICE document. GHD's preliminary design and Traffic Operations/ICE Report was submitted to Caltrans on February 6, 2020 for review. GHD received concurrence from Caltrans on May 21, 2020. Per GHD's Scope of Work, "GHD assumes that there will be no significant modifications to the design developed as part of the ICE process required by Caltrans". However, at a PDT Meeting on February 24, 2021, re-evaluation of the geometric design of the alternatives began. Several alternatives were developed and vetted through, County, City of Red Bluff and Caltrans staff before a final alternative was selected. Concurrence on the final roundabout geometry was reached at a focus meeting on September 2, 2021. From February 2021 to September 2021, GHD performed re-evaluation of the project alternatives. The re-

ATTACHMENT IV

evaluation also required updating the traffic forecasts five more years due to the passage of time. The revised Traffic Operations/ICE Report was submitted October 15, 2021.

This re-evaluation of the project alternatives is additional work as the original scope of work stated that the roundabout alternative was the preferred alternative in the agreement between the County and GHD. GHD was hoping to absorb this work effort into our existing budget; however, it has become apparent we can no longer do that.

The following items are the additional services GHD has provided in order to develop the final alternative:

- Re-evaluate Traffic Signal Alternative
- Re-evaluation Roundabout Alternatives (4)
- Updated Traffic Operation Analysis Report
- Updated ICE Document

South Main Street Redesign Effort #1 (to be consistent with roundabout redesign)

This modification to the project within the Red Bluff City limits to be a 4-lane section (agreement between Tehama County and City of Red Bluff occurred on September 30, 2021). These design modifications were incorporated into the 60% plans and affected Layouts, Typical Sections, Signing/Striping plans, Signal Layout, the surface, quantities, and estimate.

South Main Street Redesign Effort #2 (to reduce construction cost)

During the PDT meeting on June 30, 2022, in an effort to reduce construction cost, GHD was directed again to modify the section to reduce the bike lane widths and to redesign the cross section to correct some grades considered too steep. Again, a very significant change to the plan sheets and surface design.

Task 6 Environmental Services

GHD and Enplan's Original Scope of work consisted of completion of the following deliverables: Preliminary Environment Study (PES), Air Quality Analysis, Cultural Resources Evaluation (ASR and HPSR), Wetland Delineation Report, Natural Environment Study (NES), Biological Assessment (BA), Phase 1 Environmental Site Assessment, Farmland Analysis, and a Community Impact Analysis (CIA).

All of the above deliverables were completed with the exception of the CIA. After detailed review, we determined in consultation with Caltrans that preparation of a CIA was not needed due to changes in the project design. However, several additional deliverables were required, which have been completed. These include a Visual Impact Analysis (VIA), Section 4(f) Memorandum, the California Transportation Commission Environmental Notice, a Resolution for CEQA adoption, and an Environmental Commitments Record.

Additionally, it was anticipated that the environmental studies would be completed in an approximate one-year time frame. However, COVID and Agency coordination delays as mentioned above, substantially increased the amount of time needed for project team coordination and project management, and also required revisions to work products to reflect changes in agency regulations and procedures.

Below is a summary of services that is required to complete the project.

Task 1 Project Management, Coordination and Documentation

GHD will continue to perform Project Management tasks for the preparation of the Final Plans, Specifications and Estimate (PS&E) and assistance during Bidding. The general project management responsibilities include:

- Develop Project Team and direct the team's activities
- Prepare the Project Scope and ensure adherence to its requirements
- Prepare and keep master Project Schedule, updating as necessary
- Coordinate project status meetings
- Manage subconsultants
- Manage budget
- Implement Quality Assurance and Quality Control Measures

ATTACHMENT IV

- Make presentations
- Prepare invoices and progress reports
- Coordination with County and PDT

Task 4 Plans, Specifications and Engineer's Estimate

GHD will update the 95% PS&E based on the agreement and resolution of comments for final submittal of stamped plans and specifications to the County. This submittal will represent the final contract documents that will be issued by the County for bidding, award, and construction. Included the submittal will be full-size mylars, AutoCAD files, and reproducible documents needed for bidding. The 2022 Caltrans standard plans and specifications will be used.

Task 12 Environmental Permitting

The County wishes for GHD to provide additional services during permitting. This additional work can include but is not limited to coordination with Agencies, attending meetings, providing additional exhibits, etc. GHD has budgeted approximately 40 hours to complete this task.

Task 13 Assistance during Bidding

GHD will assist the County during the bidding process of the project to ensure the contractor understands all technical aspects of the plans and specifications. This work will include the following:

- Participate in pre-bid meetings for prospecting bidders to answer contractor and supplier technical questions
- Review of technical contractor and supplier submittals
- Coordinate through the County responses to contractor and supplier technical questions during the bidding prepare and addenda required
- Provide an drawings, modifications and clarifications during the bidding period

GHD has budgeted approximately 80 hours to complete this task.

Task 14 Project Report (Optional Task)

Caltrans has further requested that the County/GHD complete a Project Report. At a PDT Meeting on February 24, 2022, it was determined that a Project Report will be required for project approval by Caltrans. GHD's scope assumed a Permit Engineering Evaluation Report (PEER) which was submitted to Caltrans on April 7, 2020. A Project Report is significantly more time consuming to prepare and is considered out of scope work and will require a contract amendment.

At the PDT Meeting on September 29, 2022, it was announced that a PEER would be acceptable for this project. However, the signed Cooperative Agreement states that a Project Report will be required. The Project Report is listed as an optional task in the event Caltrans determines it will be required for project approval.

Task 15 Project Phasing (Optional Task)

Due to project budget constraints, Tehama County has asked that the project be broken up into two (2) phases. Phase 1 includes all work within City of Red Bluff and Caltrans right of way (S. Main Street widening and roundabout). Phase 2 includes all work within Tehama County right of way (99W rehabilitation). In order to efficiently use the already allocated funding, Tehama County has also asked GHD to do some alternatives analysis to determine if any of the work in Phase 2 can be added to Phase 1.

ATTACHMENT IV

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

Regards,



Meghan Sigler, PE
Project Manager

530.691.5790

Meghan.sigler@ghd.com

Project Budget - Amendment #2
 Tehama County
 Project No. 2708181 - RPSTPL 5908(100)
 Date: 1/20/2023
 GHD PRJ No: 2560

CONSULTANT COST PROPOSAL
ATTACHMENT IV



															GHD Inc.												
															A	B	C	D		Sub-Consultants				Subtask	Task		
															Total Direct	Indirect	Total Direct	Fee	GHD	Environmental	Roundabout	Electric	Total	Totals	Totals		
																Costs	+ Indirect		TOTAL	ENPLAN	MTJ	TJKM	Subs				
																			C+D								
Phase	Task	Task Description	Class	Principal	Project	Senior	Assistant	Technical	Admin	Purchases	Total					GHD					Subtask	Task					
			Ave. Rate	110.00	90.00	85.00	50.00	40.00	30.00	Support	Hours	Costs			Costs	Fee	C+D	ENPLAN	MTJ	TJKM	Subs	Totals	Totals				
1	PM Coord & Documentation																										
1.1	PM Coord & Documentation		40	64	80	34					218	18,660.00	31,158.47	49,818.47	4,981.85	\$54,800.32						\$54,800.32	\$54,800.32				
4	PS&E																										
4.1	Final Design		40	80	178	320					618	42,730.00	71,350.55	114,080.55	11,408.06	\$125,488.61						\$125,488.61	\$125,488.61				
12	Environmental Permitting																										
12.1	Assistance during Permitting		1	3	8	28					40	2,460.00	4,107.71	6,567.71	656.77	\$7,224.48						\$7,224.48	\$7,224.48				
13	Assistance During Bidding																										
13.1	Assistance During Bidding		2	4	34	40					80	5,470.00	9,133.81	14,603.81	1,460.38	\$16,064.19						\$16,064.19	\$16,064.19				
14	Project Report (Optional Task)																										
14.1	Project Report		4	16	80	60					160	11,680.00	19,503.26	31,183.26	3,118.33	\$34,301.59						\$34,301.59	\$34,301.59				
15	Project Phasing (Optional Task)																										
15.1	Project Phasing		4	8	48	120					180	11,240.00	18,768.55	30,008.55	3,000.86	\$33,009.41						\$33,009.41	\$33,009.41				
												GHD's Anticipated Salary Increases from EX 10H															
												1,383.60	2,310.34	3,693.94	369.39	\$4,063.33											
Purchases and Direct Costs																											
D	Vehicle Mileage		2,500 miles @ \$0.56/mile																								
E	Employee Per Diem		5 days @ \$136/day																								
Subtotal			<i>Hours</i>	91	175	428	602						1296.0														
			<i>Dollars</i>	\$10,010	\$15,750	\$36,380	\$30,100							93,623.60	156,332.69	249,956.29	24,995.64	\$274,951.93						\$274,951.93	\$274,951.93		
																			Total with Optional Tasks					\$274,951.93			
																			Total without Optional Tasks					\$207,640.93			

- Notes:
- Above hourly billing rates are approximate and will be based on the actual employees that perform the work.
 - Vehicle mileage will be charged at the IRS rate.
 - Employee per diem will be capped at the State of California's rates.
 - It assumed that the above budgets will be shifted between Phases and Tasks to meet actual project needs.
 - Rates will be increased annually.

ATTACHMENT IV



**Exhibit 10-H
Cost Proposal**

Project Budget
Tehama County
County Project No. 2708181
Date: 1/20/2023
GHD Prj No. 2560

Contract No. _____
 Consultant GHD Inc.

DIRECT LABOR

Classification	Name	Range (\$)	Hours	Initial Average Hourly Rate (\$)	Total
Principal	Various	75.00 120.00	91	@ 110.00	\$ 10,010.00
Proj Manager	Various	55.00 110.00	175	@ 90.00	\$ 15,750.00
Senior Prof	Various	50.00 100.00	428	@ 85.00	\$ 36,380.00
Assist Prof	Various	30.00 80.00	602	@ 50.00	\$ 30,100.00
Technicians	Various	20.00 50.00	0	@ 40.00	\$ -
Technical	Various	12.00 30.00	0	@ 30.00	\$ -
Apprentice	Various	12.00 50.00	0	@ 20.00	\$ -
Admin Support	Various				
Subtotal Hours			1296		

Subtotal Direct Labor Costs	\$ 92,240.00
Anticipated Salary Increases (see attached calculation on page 2)	\$1,383.60
Total Direct Labor Costs	\$ 93,623.60

Indirect Rate (Fringe Benefits+Overhead+G&A)	Rate 166.98%	Total \$ 156,332.69	
	Total Indirect Costs		\$ 156,332.69

FEE	Rate 10.00%	Total \$ 24,995.63	
	Total Fee		\$ 24,995.63

GHD SUBTOTAL DIRECT LABOR + INDIRECT + FEE

\$ 274,951.92

OTHER DIRECT COSTS

Postage and Courier Services	\$	-	
Reproduction	\$	-	
Lab Tests	\$	-	
Vehicle Mileage	\$	-	
Employee Per Diem	\$	-	
Total Other Costs			\$ -

SUBCONSULTANT COSTS

ENPLAN Environmental Services	\$	-	
Total Subconsultants' Costs			\$ -

Total Cost

Total Cost **\$ 274,951.92**

Note: Rounding results in a few pennies variation between the "Consultant Cost Proposal" and this EX 10-H.

ATTACHMENT IV

Project Budget
Tehama County
County Project No. 2708181



Date: January 20, 2023
GHD Prj No. 2560

Exhibit 10-H
Salary Increases
Calculation

Consultant Name: GHD Inc.

1. Calculate average hourly rate for 1st year of the contract (Direct Labor Subtotal divided by total hours)

DL Subtotal per Cost Proposal	Total Hours per Cost Proposal	Avg Hourly Rate	
\$ 92,240.00	/ 1296	= \$71.17	Year 1 Avg Hourly Rate

2. Calculate hourly rate for all years (Increase the Average hourly rate for a year by proposed escalation %)

Avg hourly Rates	Proposed Escalation		
Year 1 \$71.17	+ 3%	= \$73.31	Year 2 - Avg Hrly Rate
Year 2 \$73.31	+ 3%	= \$75.51	Year 3 - Avg Hrly Rate
Year 3 \$75.51	+ 3%	= \$77.77	Year 4 - Avg Hrly Rate
Year 4 \$77.77	+ 3%	= \$80.11	Year 5 - Avg Hrly Rate

3. Calculate estimated hours per year (Multiply estimate % each year by total hours)

Estimated % of DL Completed Each Year	Total Hours per Cost Proposal		
Year 1 50.0%	1296	= 648	Estimated Hours Year 1
Year 2 50.0%	1296	= 648	Estimated Hours Year 2
Year 3 0.0%	1296	= 0	Estimated Hours Year 3
Year 4 0.0%	1296	= 0	Estimated Hours Year 4
Year 5 0.0%	1296	= 0	Estimated Hours Year 5
Total 100.0%	Total 1296		hrs

4. Calculate Total Costs including Escalation (multiply average hourly rate by the number of hours)

Avg Hourly Rate (calculated above)	Estimated hours (calculated above)		
Year 1 \$71.17	* 648	= \$46,120.00	
Year 2 \$73.31	* 648	= \$47,503.60	
Year 3 \$75.51	* 0	= \$0.00	
Year 4 \$77.77	* 0	= \$0.00	
Year 5 \$80.11	* 0	= \$0.00	

Estimated Direct Labor Costs With Escalation	\$93,623.60
Direct Labor Subtotal before escalation	\$92,240.00

Recalculated Escalation w/o Overhead Rate & Fees	\$1,383.60
Indirect Costs	\$2,310.34
Total Direct + Indirect	\$3,693.94
Fee	\$369.39
Total Anticipated Salary Increases	\$4,063.33

Estimated total Salary Increases

EXHIBIT 10-02 CONSULTANT CONTRACT DBE COMMITMENT

1. Local Agency: Tehama County Public Works 2. Contract DBE Goal: 6%
 3. Project Description: 99W Reconstruction from Gyle Road to the South Main Street & I-5 Overcrossing
 4. Project Location: 99W in Tehama County Between Gyle Raod north to Interstate 5
 5. Consultant's Name: GHD Inc. 6. Prime Certified DBE: 7. Total Contract Award Amount: \$1,063,075.69
 8. Total Dollar Amount for **ALL** Subconsultants: \$ 71,321.82 9. Total Number of **ALL** Subconsultants: 1

10. Description of Work, Service, or Materials Supplied	11. DBE Certification Number	12. DBE Contact Information	13. DBE Dollar Amount
Signal and Lighting	40772	TJKM - 4305 Hacienda Drive, Suite 550, Pleasanton, CA 94588,	\$ 71,321.82
Local Agency to Complete this Section			\$ 71,321.82
20. Local Agency Contract Number: <u>2023-4</u> 21. Federal-Aid Project Number: <u>5908(100)</u> 22. Contract Execution Date: <u>3/14/23</u>	14. TOTAL CLAIMED DBE PARTICIPATION		6.70%
Local Agency certifies that all DBE certifications are valid and information on this form is complete and accurate.			IMPORTANT: Identify all DBE firms being claimed for credit, regardless of tier. Written confirmation of each listed DBE is required.
23. Local Agency Representative's Signature: <u>[Signature]</u>	24. Date: <u>3/14/23</u>	15. Preparer's Signature: _____	16. Date: <u>1/27/23</u>
25. Local Agency Representative's Name: <u>JESSICA PELHA</u>	26. Phone: <u>530-385-1462</u>	17. Preparer's Name: <u>Meghan Sigler</u>	18. Phone: <u>530-691-5790</u>
27. Local Agency Representative's Title: <u>SR CIVIL ENGR</u>		19. Preparer's Title: <u>Project Manager</u>	

DISTRIBUTION: 1. Original – Local Agency
 2. Copy – Caltrans District Local Assistance Engineer (DLAE). Failure to submit to DLAE within 30 days of contract execution may result in de-obligation of federal funds on contract.

ADA Notice: For individuals with sensory disabilities, this document is available in alternate formats. For information call (916) 654-6410 or TDD (916) 654-3880 or write Records and Forms Management, 1120 N Street, MS-89, Sacramento, CA 95814.

INSTRUCTIONS – CONSULTANT CONTRACT DBE COMMITMENTCONSULTANT SECTION

- 1. Local Agency** - Enter the name of the local or regional agency that is funding the contract.
- 2. Contract DBE Goal** - Enter the contract DBE goal percentage as it appears on the project advertisement.
- 3. Project Description** - Enter the project description as it appears on the project advertisement (Bridge Rehab, Seismic Rehab, Overlay, Widening, etc).
- 4. Project Location** - Enter the project location as it appears on the project advertisement.
- 5. Consultant's Name** - Enter the consultant's firm name.
- 6. Prime Certified DBE** - Check box if prime contractor is a certified DBE.
- 7. Total Contract Award Amount** - Enter the total contract award dollar amount for the prime consultant.
- 8. Total Dollar Amount for ALL Subconsultants** – Enter the total dollar amount for all subcontracted consultants. SUM = (DBEs + all Non-DBEs). Do not include the prime consultant information in this count.
- 9. Total number of ALL subconsultants** – Enter the total number of all subcontracted consultants. SUM = (DBEs + all Non-DBEs). Do not include the prime consultant information in this count.
- 10. Description of Work, Services, or Materials Supplied** - Enter description of work, services, or materials to be provided. Indicate all work to be performed by DBEs including work performed by the prime consultant's own forces, if the prime is a DBE. If 100% of the item is not to be performed or furnished by the DBE, describe the exact portion to be performed or furnished by the DBE. See LAPM Chapter 9 to determine how to count the participation of DBE firms.
- 11. DBE Certification Number** - Enter the DBE's Certification Identification Number. All DBEs must be certified on the date bids are opened.
- 12. DBE Contact Information** - Enter the name, address, and phone number of all DBE subcontracted consultants. Also, enter the prime consultant's name and phone number, if the prime is a DBE.
- 13. DBE Dollar Amount** - Enter the subcontracted dollar amount of the work to be performed or service to be provided. Include the prime consultant if the prime is a DBE. See LAPM Chapter 9 for how to count full/partial participation.
- 14. Total Claimed DBE Participation** - \$: Enter the total dollar amounts entered in the "DBE Dollar Amount" column. %: Enter the total DBE participation claimed ("Total Participation Dollars Claimed" divided by item "Total Contract Award Amount"). If the total % claimed is less than item "Contract DBE Goal," an adequately documented Good Faith Effort (GFE) is required (see Exhibit 15-H DBE Information - Good Faith Efforts of the LAPM).
- 15. Preparer's Signature** - The person completing the DBE commitment form on behalf of the consultant's firm must sign their name.
- 16. Date** - Enter the date the DBE commitment form is signed by the consultant's preparer.
- 17. Preparer's Name** - Enter the name of the person preparing and signing the consultant's DBE commitment form.
- 18. Phone** - Enter the area code and phone number of the person signing the consultant's DBE commitment form.
- 19. Preparer's Title** - Enter the position/title of the person signing the consultant's DBE commitment form.

LOCAL AGENCY SECTION

- 20. Local Agency Contract Number** - Enter the Local Agency contract number or identifier.
- 21. Federal-Aid Project Number** - Enter the Federal-Aid Project Number.
- 22. Contract Execution Date** - Enter the date the contract was executed.
- 23. Local Agency Representative's Signature** - The person completing this section of the form for the Local Agency must sign their name to certify that the information in this and the Consultant Section of this form is complete and accurate.
- 24. Date** - Enter the date the DBE commitment form is signed by the Local Agency Representative.
- 25. Local Agency Representative's Name** - Enter the name of the Local Agency Representative certifying the consultant's DBE commitment form.
- 26. Phone** - Enter the area code and phone number of the person signing the consultant's DBE commitment form.
- 27. Local Agency Representative Title** - Enter the position/title of the Local Agency Representative certifying the consultant's DBE commitment form.

E-Contract Review
Approval as to Form

Department Name: Tehama County Public Works - Roads

Vendor Name: GHD Amendment No. 2

Contract Description: ENGINEERING SERVICES ON 99W-SOUTH MAIN STREET

APPROVED AS TO FORM:



Date: 2/2/23

Office of the Tehama County Counsel
Daniel B. Klausner, Senior Deputy County Counsel