

**CONTRACT FOR PROFESSIONAL SERVICES TO  
PROVIDE ON CALL ENGINEERING DESIGN SERVICES FOR UTILITIES (SEWER, STORM DRAIN)  
BETWEEN THE CITY OF HERMOSA BEACH AND ADAM STREETER CIVIL ENGINEERS**

This AGREEMENT is entered into this 27<sup>TH</sup> day of OCTOBER 2020, by and between the CITY OF HERMOSA BEACH, a general law city a municipal corporation ("CITY") and ADAM STREETER CIVIL ENGINEERS ("CONSULTANT").

**RECITALS**

- A. The City desires to obtain engineering design services for utilities (sewer, storm drain) on an on call basis with Adam Streeter Civil Engineers.
- B. The City does not have the personnel able and/or available to perform the services required under this agreement and therefore, the City desires to contract for consulting services to accomplish this work.
- C. The Consultant warrants to the City that it has the qualifications, experience and facilities to perform properly and timely the services under this Agreement.
- D. The City desires to contract with the Consultant to perform the services as described in Exhibit A of this Agreement.

**NOW, THEREFORE**, based on the foregoing recitals, the City and the Consultant agree as follows:

1. CONSIDERATION AND COMPENSATION

As partial consideration, CONSULTANT agrees to perform the work listed in the SCOPE OF SERVICES, attached as EXHIBIT A.

As additional consideration, CONSULTANT and CITY agree to abide by the terms and conditions contained in this Agreement.

As additional consideration, CITY agrees to pay CONSULTANT a total not to exceed amount of \$500,000, for CONSULTANT's services, unless otherwise specified by written amendment to this Agreement.

No additional compensation shall be paid for any other expenses incurred, unless first approved by the City Manager or his/her designee.

CONSULTANT shall submit to CITY, by not later than the 10<sup>th</sup> day of each month, its invoice for services itemizing the fees and costs incurred during the previous month. CITY shall pay CONSULTANT all uncontested amounts set forth in CONSULTANT's invoice within 30 days after it is received.

2. SCOPE OF SERVICES.

CONSULTANT will perform the services and activities set forth in the SCOPE OF SERVICE attached hereto as Exhibit A and incorporated herein by this reference.

Except as herein otherwise expressly specified to be furnished by CITY, CONSULTANT will, in a professional manner, furnish all of the labor, technical, administrative, professional and other personnel, all supplies and materials, equipment, printing, vehicles, transportation, office space, and facilities necessary or proper to perform and complete the work and provide the professional services required of CONSULTANT by this Agreement.

3. PAYMENTS. For CITY to pay CONSULTANT as specified by this Agreement, CONSULTANT must submit an invoice to CITY which lists the reimbursable costs, the specific tasks performed, and, for work that includes deliverables, the percentage of the task completed during the billing period in accordance with the schedule of compensation incorporated in "Exhibit A."
4. TIME OF PERFORMANCE. The services of the CONSULTANT are to commence upon receipt of a notice to proceed from the CITY and shall continue until all authorized work is completed to the CITY's reasonable satisfaction, in accordance with the schedule incorporated in "Exhibit A," unless extended in writing by the CITY.
5. FAMILIARITY WITH WORK. By executing this Agreement, CONSULTANT represents that CONSULTANT has (a) thoroughly investigated and considered the scope of services to be performed; (b) carefully considered how the services should be performed; and (c) understands the facilities, difficulties, and restrictions attending performance of the services under this Agreement.
6. KEY PERSONNEL. CONSULTANT's key person assigned to perform work under this Agreement is KHOON TAN. CONSULTANT shall not assign another person to be in charge of the work contemplated by this Agreement without the prior written authorization of the City.
7. TERM OF AGREEMENT. The term of this Agreement shall commence upon execution by both parties and shall expire on October 27, 2023, unless earlier termination occurs under Section 11 of this Agreement, or this Agreement is extended in writing in advance by both parties.
8. CHANGES. CITY may order changes in the services within the general scope of this Agreement, consisting of additions, deletions, or other revisions, and the contract sum and the contract time will be adjusted accordingly. All such changes must be authorized in writing, executed by CONSULTANT and CITY. The cost or credit to CITY resulting from changes in the services will be determined in accordance with written agreement between the parties.
9. TAXPAYER IDENTIFICATION NUMBER. CONSULTANT will provide CITY with a Taxpayer Identification Number.
10. PERMITS AND LICENSES. CONSULTANT will obtain and maintain during the term of this Agreement all necessary permits, licenses, and certificates that may be required in connection with the performance of services under this Agreement.
11. TERMINATION. Except as otherwise provided, CITY may terminate this Agreement at any time with or without cause. Notice of termination shall be in writing.

CONSULTANT may terminate this Agreement. Notice will be in writing at least 30 days before the effective termination date.

In the event of such termination, the CONSULTANT shall cease services as of the date of termination, and all finished or unfinished documents, data, drawings, maps, and other

materials prepared by CONSULTANT shall, at CITY's option, become CITY's property, and CONSULTANT will receive just and equitable compensation for any work satisfactorily completed up to the effective date of notice of termination.

Should the Agreement be terminated pursuant to this Section, CITY may procure on its own terms services similar to those terminated.

12. INDEMNIFICATION. To the extent permitted by law, CONSULTANT shall indemnify, and hold harmless CITY, its officers, officials, employees and volunteers from and against all liability, loss, damage, expense, cost (including without limitation reasonable attorneys fees, expert fees and all other costs and fees of litigation) of every nature to the extent caused by CONSULTANT's negligence, recklessness or willful misconduct in the performance of work hereunder or its failure to comply with any of its obligations contained in this AGREEMENT. CONSULTANT shall promptly pay any final judgment rendered against CITY (and its officers, officials, employees and volunteers) with respect to claims determined by a trier of fact to have been the result of the CONSULTANT's negligence, recklessness or willful misconduct. CONSULTANT shall reimburse the CITY its costs of defense, including without limitation reasonable attorneys fees, expert fees and all other costs and fees of litigation to the extent such fees, costs and all other costs are determined by the court of competent jurisdiction to have been caused by the actual negligence, recklessness or willful misconduct of the Consultant. It is expressly understood and agreed that the foregoing provisions are intended to be as broad and inclusive as is permitted by the law of the State of California and will survive termination of this Agreement.
13. ASSIGNABILITY. This Agreement is for CONSULTANT's professional services. CONSULTANT's attempts to assign the benefits or burdens of this Agreement without CITY's written approval are prohibited and will be null and void.
14. INDEPENDENT CONTRACTOR. CITY and CONSULTANT agree that CONSULTANT will act as an independent contractor and will have control of all work and the manner in which it is performed. CONSULTANT will be free to contract for similar service to be performed for other employers while under contract with CITY. CONSULTANT is not an agent or employee of CITY and is not entitled to participate in any pension plan, insurance, bonus or similar benefits CITY provides for its employees. Any provision in this Agreement that may appear to give CITY the right to direct CONSULTANT as to the details of doing the work or to exercise a measure of control over the work means that CONSULTANT will follow the direction of the CITY as to end results of the work only.
15. AUDIT OF RECORDS. CONSULTANT agrees that CITY, or designee, has the right to review, obtain, and copy all records pertaining to the performance of this Agreement. CONSULTANT agrees to provide CITY, or designee, with any relevant information requested and will permit CITY, or designee, access to its premises, upon reasonable notice, during normal business hours for the purpose of interviewing employees and inspecting and copying such books, records, accounts, and other material that may be relevant to a matter under investigation for the purpose of determining compliance with this Agreement. CONSULTANT further agrees to maintain such records for a period of three (3) years following final payment under this Agreement.

CONSULTANT will keep all books, records, accounts and documents pertaining to this Agreement separate from other activities unrelated to this Agreement.

16. CORRECTIVE MEASURES. CONSULTANT will promptly implement any corrective measures required by CITY regarding the requirements and obligations of this Agreement. CONSULTANT will be given a reasonable amount of time as determined by the City to implement said corrective measures. Failure of CONSULTANT to implement required corrective measures shall result in immediate termination of this Agreement.

17. INSURANCE REQUIREMENTS.

A. The CONSULTANT, at the CONSULTANT's own cost and expense, shall procure and maintain, for the duration of the contract, the following insurance policies:

1. Workers Compensation Insurance as required by law. The Consultant shall require all subcontractors similarly to provide such compensation insurance for their respective employees. Any notice of cancellation or non-renewal of all Workers' Compensation policies must be received by the CITY at least thirty (30) days prior to such change. The insurer shall agree to waive all rights of subrogation against the CITY, its officers, agents, employees, and volunteers for losses arising from work performed by the CONTRACTOR for City.
2. General Liability Coverage. The CONSULTANT shall maintain commercial general liability insurance in an amount of not less than two million dollars (\$2,000,000) per occurrence for bodily injury, personal injury, and property damage. If a commercial general liability insurance form or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the work to be performed under this Agreement or the general aggregate limit shall be at least twice the required occurrence limit.
3. Automobile Liability Coverage. The CONSULTANT shall maintain automobile liability insurance covering bodily injury and property damage for all activities of the CONSULTANT arising out of or in connection with the work to be performed under this Agreement, including coverage for owned, hired, and non-owned vehicles, in an amount of not less than one million dollars (\$1,000,000) combined single limit for each occurrence.
4. Professional Liability Coverage. The CONSULTANT shall maintain professional errors and omissions liability insurance for protection against claims alleging negligent acts, errors, or omissions which may arise from the CONSULTANT'S operations under this Agreement, whether such operations be by the CONSULTANT or by its employees, subcontractors, or subconsultants. The amount of this insurance shall not be less than one million dollars (\$1,000,000) on a claims-made annual aggregate basis, or a combined single-limit-per-occurrence basis. When coverage is provided on a "claims made basis," CONSULTANT will continue to renew the insurance for a period of three (3) years after this Agreement expires or is terminated. Such insurance will have the same coverage and limits as the policy that was in effect during the term of this Agreement, and will cover CONSULTANT for all claims made by CITY arising out of any errors or omissions of CONSULTANT, or its officers, employees or agents during the time this Agreement was in effect.

- B. Endorsements. Each general liability, automobile liability and professional liability insurance policy shall be issued by a financially responsible insurance company or companies admitted and authorized to do business in the State of California, or which is approved in writing by City, and shall be endorsed as follows. CONSULTANT also agrees to require all contractors, and subcontractors to do likewise.
1. "The CITY, its elected or appointed officers, officials, employees, agents, and volunteers are to be covered as additional insureds with respect to liability arising out of work performed by or on behalf of the CONSULTANT, including materials, parts, or equipment furnished in connection with such work or operations."
  2. This policy shall be considered primary insurance as respects the CITY, its elected or appointed officers, officials, employees, agents, and volunteers. Any insurance maintained by the CITY, including any self-insured retention the CITY may have, shall be considered excess insurance only and shall not contribute with this policy.
  3. This insurance shall act for each insured and additional insured as though a separate policy had been written for each, except with respect to the limits of liability of the insuring company.
  4. The insurer waives all rights of subrogation against the CITY, its elected or appointed officers, officials, employees, or agents.
  5. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the City, its elected or appointed officers, officials, employees, agents, or volunteers.
  6. The insurance provided by this policy shall not be suspended, voided, canceled, or reduced in coverage or in limits except after thirty (30) days written notice has been received by the CITY.
- C. CONSULTANT agrees to provide immediate notice to CITY of any claim or loss against Contractor arising out of the work performed under this agreement. CITY assumes no obligation or liability by such notice, but has the right (but not the duty) to monitor the handling of any such claim or claims if they are likely to involve CITY.
- D. Any deductibles or self-insured retentions must be declared to and approved by the CITY. At the CITY's option, the CONSULTANT shall demonstrate financial capability for payment of such deductibles or self-insured retentions.
- E. The CONSULTANT shall provide certificates of insurance with original endorsements to the CITY as evidence of the insurance coverage required herein. Certificates of such insurance shall be filed with the CITY on or before commencement of performance of this Agreement. Current certification of insurance shall be kept on file with the CITY at all times during the term of this Agreement.
- F. Failure on the part of the CONSULTANT to procure or maintain required insurance shall constitute a material breach of contract under which the CITY may terminate this Agreement pursuant to Section 11 above.
- G. The commercial general and automobile liability policies required by this Agreement shall allow City, as additional insured, to satisfy the self-insured retention ("SIR") and/or

deductible of the policy in lieu of the Consultant (as the named insured) should Consultant fail to pay the SIR or deductible requirements. The amount of the SIR or deductible shall be subject to the approval of the City Attorney and the Finance Director. Consultant understands and agrees that satisfaction of this requirement is an express condition precedent to the effectiveness of this Agreement. Failure by Consultant as primary insured to pay its SIR or deductible constitutes a material breach of this Agreement. Should City pay the SIR or deductible on Consultant's behalf upon the Consultant's failure or refusal to do so in order to secure defense and indemnification as an additional insured under the policy, City may include such amounts as damages in any action against Consultant for breach of this Agreement in addition to any other damages incurred by City due to the breach.

18. USE OF OTHER CONSULTANTS. CONSULTANT must obtain CITY's prior written approval to use any sub-consultants while performing any portion of this Agreement. Such approval must include approval of the proposed consultant and the terms of compensation.
19. FINAL PAYMENT ACCEPTANCE CONSTITUTES RELEASE. The acceptance by the CONSULTANT of the final payment made under this Agreement shall operate as and be a release of the CITY from all claims and liabilities for compensation to the CONSULTANT for anything done, furnished or relating to the CONSULTANT'S work or services. Acceptance of payment shall be any negotiation of the CITY'S check or the failure to make a written extra compensation claim within ten (10) calendar days of the receipt of that check. However, approval or payment by the CITY shall not constitute, nor be deemed, a release of the responsibility and liability of the CONSULTANT, its employees, sub-consultants and agents for the accuracy and competency of the information provided and/or work performed; nor shall such approval or payment be deemed to be an assumption of such responsibility or liability by the CITY for any defect or error in the work prepared by the Consultant, its employees, sub-consultants and agents.
20. CORRECTIONS. In addition to the above indemnification obligations, the CONSULTANT shall correct, at its expense, all errors in the work which may be disclosed during the City's review of the Consultant's report or plans. Should the Consultant fail to make such correction in a reasonably timely manner, such correction shall be made by the CITY, and the cost thereof shall be charged to the CONSULTANT. In addition to all other available remedies, the City may deduct the cost of such correction from any retention amount held by the City or may withhold payment otherwise owed CONSULTANT under this Agreement up to the amount of the cost of correction.
21. NON-APPROPRIATION OF FUNDS. Payments to be made to CONSULTANT by CITY for services performed within the current fiscal year are within the current fiscal budget and within an available, unexhausted fund. In the event that CITY does not appropriate sufficient funds for payment of CONSULTANT'S services beyond the current fiscal year, the Agreement shall cover payment for CONSULTANT'S services only to the conclusion of the last fiscal year in which CITY appropriates sufficient funds and shall automatically terminate at the conclusion of such fiscal year.

22. NOTICES. All communications to either party by the other party will be deemed made when received by such party at its respective name and address as follows:

CITY	CONSULTANT
City of Hermosa Beach 1315 Valley Drive Hermosa Beach, CA 90254 ATTN:	ATTN:

Any such written communications by mail will be conclusively deemed to have been received by the addressee upon deposit thereof in the United States Mail, postage prepaid and properly addressed as noted above. In all other instances, notices will be deemed given at the time of actual delivery. Changes may be made in the names or addresses of persons to whom notices are to be given by giving notice in the manner prescribed in this paragraph. Courtesy copies of notices may be sent via electronic mail, provided that the original notice is deposited in the U.S. mail or personally delivered as specified in this Section.

- A. SOLICITATION. CONSULTANT warrants that it has not employed nor retained any company or person, other than CONSULTANT's bona fide employee, to solicit or secure this Agreement. Further, CONSULTANT warrants that it has not paid nor has it agreed to pay any company or person, other than CONSULTANT's bona fide employee, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. Should CONSULTANT breach or violate this warranty, CITY may rescind this Agreement without liability.
- B. THIRD PARTY BENEFICIARIES. This Agreement and every provision herein are generally for the exclusive benefit of CONSULTANT and CITY and not for the benefit of any other party. There will be no incidental or other beneficiaries of any of CONSULTANT's or CITY's obligations under this Agreement.
- C. INTERPRETATION. This Agreement was drafted in, and will be construed in accordance with the laws of the State of California, and exclusive venue for any action involving this agreement will be in Los Angeles County.
- D. ENTIRE AGREEMENT. This Agreement, and its Attachments, sets forth the entire understanding of the parties. There are no other understandings, terms or other agreements expressed or implied, oral or written.
- E. RULES OF CONSTRUCTION. Each Party had the opportunity to independently review this Agreement with legal counsel. Accordingly, this Agreement will be construed simply, as a whole, and in accordance with its fair meaning; it will not be interpreted strictly for or against either Party.
- F. AUTHORITY/MODIFICATION. The Parties represent and warrant that all necessary action has been taken by the Parties to authorize the undersigned to execute this Agreement and to engage in the actions described herein. This Agreement may be modified by written amendment with signatures of all parties to this Agreement. CITY's city manager, or designee, may execute any such amendment on behalf of CITY.

23. ACCEPTANCE OF FACSIMILE OR ELECTRONIC SIGNATURES. The Parties agree that this Contract, agreements ancillary to this Contract, and related documents to be entered into in connection with this Contract will be considered signed when the signature of a party is delivered by facsimile transmission or scanned and delivered via electronic mail. Such facsimile or electronic mail copies will be treated in all respects as having the same effect as an original signature.
24. FORCE MAJEURE. Should performance of this Agreement be impossible due to fire, flood, explosion, war, embargo, government action, civil or military authority, the natural elements, or other similar causes beyond the Parties' control, then the Agreement will immediately terminate without obligation of either party to the other.
25. TIME IS OF ESSENCE. Time is of the essence to comply with dates and schedules to be provided.
26. ATTORNEY'S FEES. The parties hereto acknowledge and agree that each will bear his or its own costs, expenses and attorneys' fees arising out of and/or connected with the negotiation, drafting and execution of the Agreement, and all matters arising out of or connected therewith except that, in the event any action is brought by any party hereto to enforce this Agreement, the prevailing party in such action shall be entitled to reasonable attorneys' fees and costs in addition to all other relief to which that party or those parties may be entitled.
27. STATEMENT OF EXPERIENCE. By executing this Agreement, CONSULTANT represents that it has demonstrated trustworthiness and possesses the quality, fitness and capacity to perform the Agreement in a manner satisfactory to CITY. CONSULTANT represents that its financial resources, surety and insurance experience, service experience, completion ability, personnel, current workload, experience in dealing with private consultants, and experience in dealing with public agencies all suggest that CONSULTANT is capable of performing the proposed contract and has a demonstrated capacity to deal fairly and effectively with and to satisfy a public agency.
28. OWNERSHIP OF DOCUMENTS. It is understood and agreed that the City shall own all documents and other work product of the Consultant, except the Consultant's notes and workpapers, which pertain to the work performed under this Agreement. The City shall have the sole right to use such materials in its discretion and without further compensation to the Consultant, but any re-use of such documents by the City on any other project without prior written consent of the Consultant shall be at the sole risk of the City.
29. DISCLOSURE REQUIRED. (City and Consultant initials required at one of the following paragraphs)

By their respective initials next to this paragraph, City and Consultant hereby acknowledge that Consultant is a "consultant" for the purposes of the California Political Reform Act because Consultant's duties would require him or her to make one or more of the governmental decisions set forth in Fair Political Practices Commission Regulation 18701(a)(2) or otherwise serves in a staff capacity for which disclosure would otherwise be required were Consultant employed by the City. Consultant hereby acknowledges his or her assuming-office, annual, and leaving-office financial reporting obligations under the California Political Reform Act and the City's Conflict of Interest Code and agrees to comply with those obligations at his or her expense. Prior to consultant commencing services hereunder, the City's Manager shall prepare

and deliver to consultant a memorandum detailing the extent of Consultant's disclosure obligations in accordance with the City's Conflict of Interest Code.

City Initials \_\_\_\_\_ Consultant Initials \_\_\_\_\_ **OR**

By their initials next to this paragraph, City and Consultant hereby acknowledge that Consultant is not a "consultant" for the purpose of the California Political Reform Act because Consultant's duties and responsibilities are not within the scope of the definition of consultant in Fair Political Practice Commission Regulation 18701(a)(2)(A) and is otherwise not serving in staff capacity in accordance with the City's Conflict of Interest Code.

City Initials \_\_\_\_\_ Consultant Initials \_\_\_\_\_

**IN WITNESS WHEREOF** the parties hereto have executed this contract the day and year first herein above written.

CITY OF HERMOSA BEACH

CONSULTANT

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
By: TITLE

ATTEST:

\_\_\_\_\_  
Eduardo Sarmiento, City Clerk

\_\_\_\_\_  
Taxpayer ID No.

APPROVED AS TO FORM:

\_\_\_\_\_  
Michael Jenkins , City Attorney



CITY OF  
HERMOSA  
BEACH



# PROPOSAL FOR PROFESSIONAL ENGINEERING SERVICES

ON-CALL ENGINEERING DESIGN SERVICES FOR UTILITIES  
(SEWER, STORM DRAIN)

RFQ# 20-02



ADAMS STREETER  
Civil Engineers

EXHIBIT A

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I. COVER LETTER

September 21, 2020

Andrew Nguyen, Project Manager  
City of Hermosa Beach  
Department of Public Works, Engineering Division  
1315 Valley Drive  
Hermosa Beach, CA 90254



**SUBJECT: Proposal to Provide On-Call Engineering Design Services for Utilities, RFQ 20-02.**

Dear Mr. Nguyen,

Adams Streeter Civil Engineers (ASCE) appreciates the opportunity to submit our Statement of Qualifications (SOQ) to the City of Hermosa Beach Public Works Engineering Division in response to the Request for Qualifications (RFQ) to provide On-Call Engineering Design Services for Utilities (Sewer, Storm Drain).

ASCE is a full-service civil engineering and land surveying firm that specializes in project delivery for local and regional public agencies, special districts and private developers, and have been providing engineering, surveying and related services for the past thirty-nine years. We are committed to working seamlessly with your staff and has the expertise and resources necessary to assist the City in providing the necessary on-call engineering and related services in a timely, efficient and cost-effective manner. We have also included ECORP Consulting and NMG Geotechnical on our team to provide CEQA environmental and geotechnical related services in support of on-call projects within the span of this two-year contract. ASCE takes pride in our ability and commitment to complete every project successfully and have not refused or failed to complete any contracts that was previously undertaken.

This SOQ is made without collusion with any other person, organization or party submitting a proposal and it is in all respects fair and in good faith without collusion or fraud. This SOQ shall remain valid for a period of not less than ninety (90) calendar days from the date of submittal. The signer of this Proposal has the full authority to bind Adams-Streeter. The point of contact during the proposal evaluation period is as follows:

Khoon Tan, P.E., Director of Municipal Services  
Office: (949) 474-2330 x231, Cell: 949-390-0984, Email: [ktan@adams-streeter.com](mailto:ktan@adams-streeter.com)  
Secondary Contact: Mohammed Abadi, P.E. (949) 474-2330 x209, Email: [mabadi@adams-streeter.com](mailto:mabadi@adams-streeter.com)

Thank you for this opportunity to be of service to the City of Hermosa Beach. Please don't hesitate to contact Mr. Tan for any questions about any portion of this Proposal during the evaluation period.

Sincerely,

Randal L. Streeter  
President / Principal In-Charge

## II. FIRM PROFILE

### FIRM QUALIFICATIONS

#### AREAS OF EXPERTISE

**CIVIL ENGINEERING &  
LAND SURVEYING**

#### SELECT AWARDS

**HomeAid Orange County & OC United** – *Recognition of Contribution to the OC United THRIVE Quad Development, 2019*

**Family Assistance Ministries & HomeAid Orange County** – *Recognition of Contribution to the Calle Canasta House, 2016*

**American Society of Civil Engineers, Orange County Branch** – *Land Development Project of the Year Award for Lambert Ranch, 2013*

**American Public Works Association, Southern California Chapter** – *2016 Storm Water Quality Project of the Year for the Glassell Campus LID Retrofit & Parking Rehabilitation Project*

**American Society of Civil Engineers, Orange County Branch** – *2017 Outstanding Sustainable Engineering Project, 2017.*

**American Society of Civil Engineers, Region 9 (CA)** – *2010 Outstanding Community Improvement Project for the Irvine Ranch Outdoor Education Center*

**Orange County Engineering Council** – *2010 Engineering Project Achievement Award for the Irvine Ranch Outdoor Education Center*



**ADAMS STREETER CIVIL ENGINEERS** is a premier civil engineering and surveying firm that specializes in project delivery for local and regional public agencies, special districts and private developers. We are a client-centered, service-oriented small business dedicated to providing exceptional services through thoroughness, rapid turnaround, cost efficiency and quality work.

#### FIRM BACKGROUND

Adams Streeter is founded by Jan Adams and Randal Streeter in 1981, and is headquartered in Irvine, California. The firm is a small business enterprise with over 38 years of experience and specializes in private and public-realm design through innovative and cost-effective design solutions for dozens of public municipalities and private entities throughout California. The firm is currently staffed by twenty-three employees, comprising of fourteen civil engineers and technicians, six surveyors and mappers, and three administrative staff.

#### EXPERIENCE

Parks, Open Space & Trails  
Street Beautification, Improvement, Rehabilitation  
Public Facility Improvements and Renovations  
Office and Retail Facilities  
Single and Multi-Family Residential Developments  
Urban In-Fill/Mixed-Use Developments  
Affordable Housing  
Campus Housing Planning and Design  
Commercial and Industrial Site Development  
Retail Site Development  
Public and Commercial ADA Upgrades

#### CAPABILITIES

Streetscape and Parking Lots  
Parks & Open Space  
Low Impact Development, Stormwater Management and Water Quality  
Hydrology and Hydraulics  
Site Development, Planning and Due Diligence  
Site Grading & Earthwork  
Site ADA Evaluations  
Storm Drainage and Sanitary Sewer  
Domestic and Reclaimed Water  
Plan Check / Plan Review  
Boundary Surveys, Land Title Surveys, Topographic Survey, Construction Staking, As-built Surveys and Mapping Services

## BUSINESS INFORMATION

- A. Legal Name & Address:** Adams Streeter Civil Engineers, Inc.  
16755 Von Karman Avenue, Suite 150  
Irvine, CA 92606
- B. Organizational Structure:** California "C" Corporation
- C. Federal Employer I.D.** 953567440
- D. Certification** Small Business Enterprise (Certification No. 59891)
- E. Years in Business:** 39 Years (Under Present Business Name)
- F. Firm Contact:** Randy Streeter, PE  
949-474-2330 x203; [rstreeter@adams-streeter.com](mailto:rstreeter@adams-streeter.com)
- G. Primary Proposal Contact:** Khoon Tan, PE, QSD  
949-474-2330 x231; [ktan@adams-streeter.com](mailto:ktan@adams-streeter.com)

**Adams Streeter Civil Engineers (ASCE)** is a full-service civil engineering and surveying firm that specializes in project delivery for local and regional public agencies, special districts and private developers, and have been providing civil engineering and surveying services in Southern California since 1981 to both our public and private sector clients. ASCE is a California "C" corporation that was incorporated in January 8, 1981 by Jan Adams and Randal Streeter and is a small business enterprise (SBE) based in Irvine, California. ASCE is not a subsidiary company that is owned by another parent or holding company. Over the last thirty-nine years of business, the company has earned a reputation for thoroughness, rapid turnaround, cost efficiency and overall quality of work and is one of Orange County's premier firms for civil engineering and surveying services. ASCE takes pride in the fact that ninety percent (90%) of our business comes from repeat clientele due in part to our quality of work, competitive prices and our ability to meet deadlines.

ASCE have extensive experience and a proven track record in providing Public Works related services encompassing the civil engineering, survey and mapping fields to various cities, municipalities and districts including, but not limited to the following:

City of Aliso Viejo	City of Newport Beach	Chino Basin Desalter Authority
City of Anaheim	City of Orange	Eastern Municipal Water District
City of Buena Park	Coast College	Irvine Ranch Water District
City of Diamond Bar	Concordia University	Irvine Campus Housing Authority
City of Fullerton	City of Perris	Jurupa Community Services Dist.
City of Garden Grove	City of Redlands	Long Beach City College
City of Hermosa Beach	City of Riverside	Orange County Water District
City of Huntington Beach	City of San Clemente	Santa Margarita Water District
City of Irvine	City of San Juan Capistrano	Riverside County Flood Control District
City of La Habra	City of Santa Ana	Trabuco Canyon Water District
City of Laguna Niguel	City of Tustin	University of California, Bakersfield
City of Lake Elsinore	City of Villa Park	University of California, Irvine
City of Loma Linda	City of Yorba Linda	Vanguard University
City of Mission Viejo	County of Orange	California Department of Transportation
City of Moreno Valley	County of Riverside	

## STATEMENT OF QUALIFICATIONS FOR ON-CALL ENGINEERING DESIGN SERVICES FOR UTILITIES

ASCE have also provided services on numerous development and facility improvement-based projects (residential, commercial, industrial) to our private clientele that involves extensive public infrastructure improvements including, but not limited to the following:

Amgen	Irvine Unified School Dist.	Sukut Construction
Armada, LLC	John Laing Homes	SunCal Companies
Arnel Development	Joseph Nicholas Homes	Sunrise Communities
Artisan Communities	K. Hovnanian Companies	Taylor Morrison Homes
Barratt American	Kaufman & Broad	The Garrett Group
Baywood Development	Keystone Pacific	The Irvine Company
Boeing Realty Corporation	Koll Company	The Olson Company
Brookfield Homes	Lambert Ranch	Valeo Companies
CalAtlantic Homes	Lennar Communities	Warmington Homes
California Pacific Homes	Mastercraft Homes	William Lyon Homes
Centex Homes	MBK Homes	Catalina Freight Line
Citation Homes	Oak Tree Industries	Schafer Logistics
Cook Hill Properties	O Hill Partners	Travis Companies, Inc.
D. R. Horton Homes	Pacific Communities	Urban Commons
Fieldstone Development	Pardee Construction	Ferrado
Griffin Communities	Pulte Homes	Shlemmer Algaze Assoc
Habitat for Humanity	Rancho Mission Viejo Co	TD Architects, Inc.
Irvine Apt. Communities	Red Mountain Retail Group	Trico Realty
Irvine Community Dev.	Richmond American Homes	Ware Malcomb Architect
California Building & Maintenance Industries, Inc.	Grand Valley Healthcare Skilled Nursing Facility	The Irvine Ranch Outdoor Education Center
Coast to Coast Commercial, LLC	Newport Partners, LLC	Santa Margarita Ford

Our in-house survey department also provides survey and mapping related services in support of engineering projects undertaken by ASCE's engineering department, inclusive of capital projects for public agencies. Land surveying and mapping related services typically performed by ASCE includes the following:

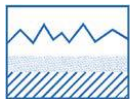
Aerial Mapping & Aerial Control Surveys	Monitoring Well Surveys
ALTA/ACSM Surveys	Monumentation
Boundary and Property Surveys	Parcel, Tract and Final Maps
Condominium Mapping	Legal Descriptions for Easements and R/W
Construction As-Built Surveys	Quantity Surveys and Earthwork
Construction Staking	Record of Surveys
Control Surveys	Records and Title Research
Digital Terrain Modelling	Right-of-Way Surveys, Mapping and Exhibits
Entitlements	Subdivision Planning and Mapping
Environmental Surveys	Subdivision Plan Checking
FEMA Elevation Certificates	Topographic Surveys and Design Surveys
GPS/GIS Surveys	Utility Research & Utility As-Built

ASCE brings over 39 years of experience working concurrently with public agencies and private entities on projects ranging from site planning/due diligence to infrastructure design and facility improvements, and is very familiar with the scope of work as provided in the Request for Qualifications (RFQ). ASCE is well qualified to perform the required work and is confident in our ability to provide exceptional services to the City of Hermosa Beach in a timely and cost-effective manner.

### III. SUBCONSULTANT FIRM PROFILE

ASCE have included NMG Geotechnical and ECORP Consulting, our team subconsultants that will be responsible for performing the geotechnical and CEQA environmental scope of work for the project. An overview of team subconsultant firms is provided below.

SUBCONSULTANT FIRM	OFFICE	DISCIPLINE	INCEPTION	STAFF	CERTIFICATIONS
NMG Geotechnical	Irvine	Geotechnical	1994	50+	SBE
ECORP Consulting	Santa Ana	Environmental	1987	100+	-



**NMG Geotechnical (NMG)** - NMG has been providing geotechnical and construction observation/inspection services across southern California for over 25 years. We serve a broad range of private and public clients with over 50 employees based out of our office and soils and materials testing laboratory in Irvine. NMG's team includes six geotechnical engineers, six engineering geologists, and a staff of 16 field/laboratory technicians and materials testing inspectors. NMG's field coverage and observation and testing services are very dynamic and we are able to cover the southern California region, from San Diego to Santa Clarita and into the Inland Empire, very effectively. NMG is also a Small Business Enterprise (SBE) as certified by the State of California. NMG's team of licensed professionals have extensive experience with assessment and characterization of geologic conditions and hazards to a site. Our engineering geologists collect critical site information and work closely with our geotechnical engineers to provide valuable information for the project's design and construction process. Our approach and innovative solutions can significantly enhance project feasibilities, design, budgets and schedules. Our soil and materials laboratory is capable of performing a multitude of soil engineering tests, in accordance with Caltrans and ASTM guidelines. Our laboratory is AASHTO accredited, has Los Angeles Department of Building and Safety approval, Caltrans certified, and is an accepted soil laboratory by California Department of State Architect (DSA). NMG project types vary from public works, institutional, to large acreage master planned communities. NMG has performed numerous geotechnical investigations and design studies for utility and infrastructure improvements. A sampling of public clients includes municipalities/agencies (Port of Los Angeles, Tustin, Irvine, Anaheim, Newport Beach, OCTA, Caltrans), water districts (Irvine Ranch, Orange County, Santa Margarita, Metropolitan, Mesa Consolidated) and school districts (Los Angeles Unified, Capistrano Unified, Tustin Unified, and Irvine Unified). A significant portion of NMG's service to the private sector includes the design and construction of the backbone drainage facilities, utilities and streets. *Address: 17991 Fitch, Irvine, CA 92614 | (949) 442-2442*








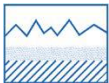


**ECORP Consulting, Inc. (ECORP)** is a California "S" Corporation. ECORP was founded in 1987 and has over 115 experienced staff members that specializes in assisting government agencies and private clients with a wide range of environmental services including technical expertise in land use planning; biological, cultural, and water resources; and regulatory compliance with California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA), Clean Water Act, federal and state Endangered Species Acts, National Historic Preservation Act (NHPA), and other laws and regulations. ECORP has well-established working relationships with the resources agencies, including the U.S. Army Corps of Engineers (USACE), California Department of Fish and Wildlife (CDFW), Regional Water Quality Control Board (RWQCB), and the U.S. Fish and Wildlife Service (USFWS). ECORP is a financially sound firm with five offices (Santa Ana, Redlands, San Diego, Rocklin, and Chico) serving clients throughout California. Additionally, ECORP maintains offices in Flagstaff, Arizona and in Santa Fe, New Mexico. ECORP is registered with the Department of Industrial Relations DIR: #1000012875 (exp. 6/30/22). ECORP is a California Small Business-Public Works (SB-PW) and a Federal Small Business under NAICS code 541620, among others. ECORP's current clients include the City of Anaheim, City of Baldwin Park, City of Costa Mesa, City of Irwindale, City of Santa Ana, Orange County Public Works, and the Los Angeles County Public Works. *Address: 2861 Pullman Street, Santa Ana, CA 92705; (714) 648-0630*

## IV. EXPERIENCE AND QUALIFICATIONS OF KEY PERSONNEL

Key personnel for the project are assigned based upon their experience, project management abilities, technical expertise and design competency, prior involvement with projects of similar scope, and prior experience with the public sector. Brief resumes of the key team personnel assigned to perform the scope of work is provided as follows:

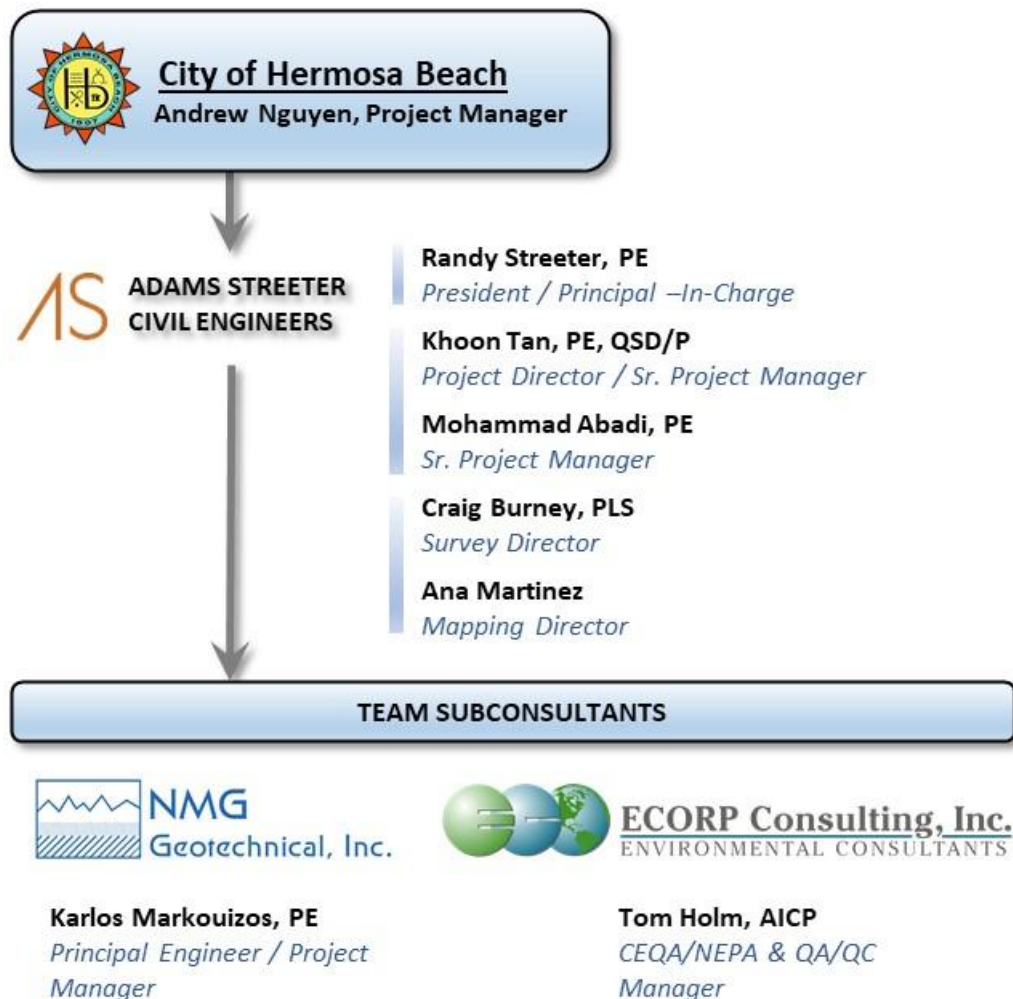
PERSONNEL	EXPERIENCE	HIGHLIGHTS, EDUCATION AND CERTIFICATIONS
<b>Randy Streeter, PE</b> Principal-In-Charge  39 Years w/ ASCE	<b>43 Years</b> (Civil and Survey) 	<ul style="list-style-type: none"> <li>President and Principal-in-Charge w/ extensive experience in civil engineering and surveying, and licensed to practice both disciplines in the State of California and Arizona.</li> <li>Directed numerous City &amp; County engineering and survey projects involving road and utility improvements, public parks, public buildings and low-income housing.</li> <li>BS in Civil Engineering Degree, California State University, Long Beach, California (1971); Registered Civil Engineer (CA RCE 25083 and AZ RCE No. 25846).</li> <li>PE License Expiration Date: December 31, 2021</li> </ul>
<b>Khoon Tan, PE, QSD</b> Project Director and Sr. Project Manager  10 Years w/ ASCE	<b>32 Years</b> (Civil) 	<ul style="list-style-type: none"> <li>Experienced project manager with broad knowledge and hands-on experience in engineering design and construction.</li> <li>Private and public-sector practice including ten years of public agency experience in managing capital improvement projects and construction.</li> <li>CIP projects managed is inclusive of, but not limited to local, arterial street and state highway improvements, pavement rehabilitation, parks and open space development, storm drainage, sanitary sewer, domestic and reclaimed water infrastructure improvements, project grant funding and management.</li> <li>BS in Civil Engineering, Oklahoma State University, Oklahoma; Registered Civil Engineer (CA RCE 60131); Qualified SWPPP Developer / Practitioner (No. 20862).</li> <li>PE License Expiration Date: June 30, 2022</li> </ul>
<b>Mohammad Abadi, PE</b> Sr. Project Manager  32 Years w/ ASCE	<b>35 Years</b> (Civil) 	<ul style="list-style-type: none"> <li>Experienced project and technical engineering manager.</li> <li>Possesses extensive background and hands-on knowledge in engineering design and construction with specific expertise in drainage design.</li> <li>Extensive technical expertise in Infrastructure Planning, Development and Design encompassing site layout, grading, roadway improvements, storm drainage, sewer and water facilities, Hydrology and Hydraulics, and water quality.</li> <li>BS in Civil Engineering, University of California, Irvine, California; Registered Civil Engineer (CA RCE 42615).</li> <li>PE License Expiration Date: March 31, 2022</li> </ul>

# STATEMENT OF QUALIFICATIONS FOR ON-CALL ENGINEERING DESIGN SERVICES FOR UTILITIES

PERSONNEL	EXPERIENCE	HIGHLIGHTS, EDUCATION AND CERTIFICATIONS
<b>Craig Burney, PLS</b> Survey Director  30 Years w/ ASCE	<b>31 Years</b> (Survey) 	<ul style="list-style-type: none"> <li>Experienced survey manager and field surveyor.</li> <li>Oversees daily survey crew operations.</li> <li>Extensive experience in performing ALTA, boundary, aerial, topographic, GPS, and construction surveys.</li> <li>BA in Psychology, CSU, Long Beach, California; Licensed Land Surveyor (PLS 7732); GPS Certificate Program, UC Riverside.</li> <li>PLS License Expiration Date: December 31, 2021</li> </ul>
<b>Ana Martinez</b> Mapping Director  15 Years w/ ASCE	<b>37 Years</b> (Mapping) 	<ul style="list-style-type: none"> <li>Experienced mapping professional serving the regions of Orange, Los Angeles, San Bernardino and Riverside Counties.</li> <li>Extensive experience in Boundary Analysis, Title Report Due-Diligence, Record of Surveys, ALTA Surveys, Final Parcel Maps, Tract Maps, Lot Line Adjustments, Easement Rights &amp; Exhibits and Legal Descriptions.</li> <li>Rancho Santiago College, County of Orange, California</li> </ul>
<b>Karlos Markouizos, PE</b> Principal Engineer / Project Manager 	<b>32 Years</b> (Geotechnical) 	<ul style="list-style-type: none"> <li>Experienced in field exploration and monitoring, field and laboratory soil testing, grading and earthwork, slope stability analysis, design of shallow and deep foundations, shoring and retaining structures, settlement analysis, seismic hazard analysis, structural pavement design, and construction of underground utilities.</li> <li>BS in Civil Engineering, CSU, Long Beach, California; Graduate Study in Civil Engineering, Carnegie-Mellon University, Pittsburgh, Pennsylvania</li> <li>Registered Civil Engineer (CA RCE 50312).</li> </ul>
<b>Tom Holm, AICP</b> CEQA/NEPA QA/QC Manager 	<b>37 Years</b> (Environmental) 	<ul style="list-style-type: none"> <li>Diverse planning and environmental experience involving environmental, natural resource, and regulatory compliance.</li> <li>Provides updates on CEQA and Planning Law to local APA and AEP chapters.</li> <li>Former Planning and Transportation Commissioner for City of Mission Viejo and Board Member of the Orange County Natural History Foundation.</li> <li>Masters of Arts in Urban &amp; Regional Planning, Environmental Policy &amp; Management emphasis, UCLA; Bachelor of Arts in Political Science, UC Irvine; American Institute of Certified Planners (AICP).</li> </ul>

## V. ORGANIZATIONAL CHART

A project team organizational chart identifying communication/reporting relationships and key personnel that will perform the work for the project is provided as follows:



**Role Assignments:** All project engineering services provided under the leadership of ASCE will be managed by Mr. Tan, who is also the designated City liaison. Mr. Abadi, the designated technical and production manager, and will also serve as the secondary liaison to the City for redundancy. Mr. Burney and Ms. Martinez will administrate field surveying and mapping related services to support engineering design.

**Commitment of Assigned Personnel:** ASCE is committed to maintaining the selected key personnel indicated on the above organizational chart for the duration of the project. In the event that substitution or addition in key personnel and/or sub-consultant is necessary due to circumstances that are outside of our control, a written request will be made to the City for the proposed change(s) for consideration and approval. Any proposed substituted person will be as qualified and billed at the same or lower rate as the original personnel being replaced. Key personnel indicated have been specifically assigned to this endeavor. If selected for the project, ASCE will ensure the identified personnel are available to undertake and complete all assigned projects and tasks.

# STATEMENT OF QUALIFICATIONS FOR ON-CALL ENGINEERING DESIGN SERVICES FOR UTILITIES

## VI. PROJECT UNDERSTANDING

ASCE understands that the City of Hermosa Beach is seeking Statement of Qualifications (SOQs) from qualified consultants to perform engineering design services to meet the City's utilities needs on an as-needed basis. As stipulated on the RFQ, qualified firms will be retained on a two-year contract with up to three one-year extensions. As per the RFQ Scope of Services, our anticipated role if selected, would be to provide design and construction support services to the Engineering Division of the Public Works Department in implementing the various sewer and storm drain projects that are adopted by the City's Capital Improvement Program (CIP).

Five projects related to sewer and storm drain improvements are identified in the FY 2019/20 Capital Improvement Program that was adopted in June 2018, as referenced below.

Goal	CIP NO.	PROJECT NAME	Sewer Fund	Storm Drain Fund	RTI Undersea Cable Fund	Capital Improvement Fund	TOTAL Current Year Request	Remaining Prior Year Funding		TOTAL CIP FUNDING FY 19-20
			160	161	190	301		Fund	Amount	
<b>SEWER/STORM DRAIN IMPROVEMENTS</b>										
3	416	Sewer Improvements - Various Locations	1,145,750				1,145,750	160	1,054,250	2,200,000
3	417	Storm Drain Improvements - Various Locations		354,910		80,000	354,910	161	645,090	1,000,000
							80,000	301	0	80,000
<b>TOTAL FOR PROJECT</b>										<b>1,080,000</b>
4	419	16th Street Storm Drain Trash Capture Box		100,000			100,000	161	0	100,000
3	421	Annual Sewer Improvements	250,000				250,000	160	0	250,000
3	422	Annual Storm Drain Improvements		200,000			200,000	161	0	200,000
<b>SEWER/STORM DRAIN IMPROVEMENTS SUBTOTAL</b>			<b>1,395,750</b>	<b>654,910</b>	<b>0</b>	<b>80,000</b>	<b>2,130,660</b>		<b>1,699,340</b>	<b>3,830,000</b>

Based on available information, we understand that Capital Improvement Project (CIP) 416 was advertised for construction bids in April 2019 and the project closed-out in April 30, 2020. The four other projects pertaining to CIPs 417, 419, 421 and 422 are identified for final engineering by an on-call design firm(s) to prepare project plans and specifications.

CIP 419 stands out as a priority project that calls for the installation of a State Board-approved full capture device/system to the County-owned 16<sup>th</sup> Street Storm Drain System at the Hermosa Valley School location to address the Santa Monica Bay Debris Total Maximum Daily Load (TMDL). This project seeks to utilize a large-scale full trash capture device to remove and prevent trash and plastic raw materials from discharging into the Santa Monica Bay. The full trash capture device/system is intended for use in lieu of individual pipe screen installations at upstream catch basin locations to help reduce long-term maintenance requirements and cost. The Municipal Separate Storm Sewer System (MS4) seeks to achieve 100% trash reduction by March 20, 2020, which has since passed thereby making project implementation a priority. Per the Hermosa Beach Storm Drain Master Plan dated June 2018 (SDMP), a full trash capture device/system installed at the Hermosa Valley School location would cover a drainage area of 291 acres and cost approximately \$760,000 to construct, exclusive of design related cost. Further evaluation of requirements and costs will be needed as part of the final design process to verify budgetary costs for construction. If implemented, this large-scale full trash capture device would negate the need and cost to install individual pipe screens at eighty-eight upstream catch basin locations. Debris Separating Baffle Box (DSBB), Nutrient Separating Baffle Box (NSBB), Continuous Deflective Separator (CDS) and/or other systems may be considered for use, and likely in conjunction with an upstream diversion structure to apportion flows to multiple full capture devices connected in parallel due to the large peak flows anticipated. The selected system must also be a State Board-certified high-flow capacity trash treatment control device that is verified for vector control accessibility in accordance with the Trash Amendments updated in July

## STATEMENT OF QUALIFICATIONS FOR ON-CALL ENGINEERING DESIGN SERVICES FOR UTILITIES

2020. Other device-specific considerations should include the ability to capture sediment, and suspends trash and debris in a dry state to minimize nutrient leaching, bacteria growth and odors. Removing solids in a dry state during the maintenance process would negate the removal of large quantities of water, which results in a lower cost for maintenance. The proposed facility design should also consider the potential future upsizing of the 16<sup>th</sup> Street Storm Drain at this location from a 72" to 84" diameter pipe, as identified on the SDMP, including hydraulic impacts of the devices to ensure upstream flooding is not exacerbated.

CIP 417 and CIP 422 both seek to implement storm drain improvements as identified in the SDMP to address deficiencies, ponding, repairs, and for new infrastructure. The CIP detail sheets do not provide a scope or list of locations that will be included as part of the improvements. However, the fund allocations / programming and adopted funding amounts as shown in the CIP detail sheets suggests that CIP 417 may seek to implement (design and construct) the highest project priorities identified within the SDMP that may either be required prior to completing high priority improvements, and/or to reduce flooding in flood prone areas. The four highest priority projects identified by the SDMP involves upsizing undersized storm drain pipes to address 10-year flooding associated with the 18<sup>th</sup> Street, 19<sup>th</sup> Street and 20<sup>th</sup> Street Outfall projects and the 16<sup>th</sup> Street project. Corresponding storm drain systems are City-owned, with the exception of the 16<sup>th</sup> Street Storm Drain which is a County-owned facility. The SDMP also provides the estimated cost to construct these projects as follows:

SDMP PROJECT NO.	OWNERSHIP	PIPE IMPROVEMENTS	PIPE LENGTH (FT)	CONSTRUCTION COST
Project 1	City	18 <sup>th</sup> Street Outfall	928	\$680,000
Project 2	City	19 <sup>th</sup> Street Outfall	320	\$250,000
Project 3	City	20 <sup>th</sup> Street Outfall	262	\$240,000
Project 4	County	16 <sup>th</sup> Street	1978	\$2,600,000

Based on a construction fund allocation of \$752,400 and the estimated individual project construction costs shown above, our assumption is that CIP 417 may potentially involve improvements associated with Project 1, or a combination of Projects 2 and 3. The adopted funding for CIP 417 also includes a \$80,000 funding to install storm drain trash excluder retrofits, which is anticipated for "downstream" catch basins as part of the project scope to address the Santa Monica Bay Debris Total Maximum Daily Load (TMDL). CIP 422 represents an annual (cyclic) program to address drainage related issues that may include engineering design and/or construction to be performed within the CIP programming cycle, depending on fund availability. Current program adoption only includes \$200,000 for final engineering design with a \$400,000 construction cost listed for future fund adoption. It is unclear what the scope of CIP 422 would entail based on the fund programming, other than to prepare shelf-ready plans in anticipation of potential grant funding opportunities and/or project construction when the necessary funds become available.

CIP 421 represents an annual (cyclic) program to address capacity and structural deficiency issues of the City's aging sewer system, as identified by the City's Sewer Master Plan dated August 2017. Current program adoption of \$250,000 includes final engineering design with \$1,600,000 of construction cost indicated for future adoption. Design is indicated to include improvements for multiple fiscal years which suggest the preparation of shelf-ready plans in anticipation of construction that may be phased, depending on the fund availability. As mentioned, the CIP detail sheet do not provide a scope or list of locations that will be included as part of the improvements. Therefore, we anticipate that the project scope may potentially encompass a combination of items, including for the replacement and/or rehabilitation of existing deficient pipe segments, and rechanneling, rehabilitation and/or replacement of existing manholes.

The potential project scope as described above is based on our current understanding and limited information available on what the City intends to specifically implement. Regardless of the specific scope of work required, ASCE is well qualified to perform the tasks at-hand and stands ready to assist the City when needed.

## VII. APPROACH TO WORK PROGRAM

ASCE's primary goal and objective is to provide the City with responsive service and complete each assignment in a timely, efficient and cost-effective manner. We are dedicated to team-work and also committed to having senior-level staff involvement in every stage of the process to ensure a successful project. Our approach consists of an intensive, focused process tailored specifically to the goals, project issues, budget, and scope of work identified for each task order. We see our role as an extension of City staff and as such, strongly believe that consistent, open dialogue is a critical part of ensuring a successful project. We are committed to the following in emphasizing clear communications and quality control:



- ✓ Identify/verify City expectations, objectives, timelines and constraints.
- ✓ Research and identify background information relevant to the assigned task(s) and/or project(s).
- ✓ Apply the knowledge and experience of the project team to discern prospective issues and analyze appropriate mitigation measures prior to execution of the task(s) and/or project(s). The project team's knowledge base may encompass applicable City policies and procedures; regional, state and federal legislation, regulations and guidelines; new and emerging technology and trends in the practice, etc.

In providing quality service to the City, we are also committed to the following:

- ✓ Maintain positive working relationships with all project participants.
- ✓ Maintain clear/comprehensive communication with City staff/representatives and others.
- ✓ Ability to discern controversial issues and provide notice to City staff of any potentially emerging issues.
- ✓ Ability to meet established deadlines.
- ✓ Ability to suggest innovative and cost-effective solutions.

Upon notification of work task(s) and/or project(s), the team will:

- ✓ Coordinate and get directions from the City and arrange to obtain any related documents pertinent to the task at hand.
- ✓ Conduct a kick-off meeting with City staff if necessary, to discuss cost and project/task schedule outlining tasks, milestones and critical paths.
- ✓ Prepare a fee proposal for each requested service and submit to the City for consideration and approval prior to initiation of work, as required.
- ✓ Provide support to City staff in coordinating the project with all other agencies or stakeholders of the project, as necessary.

ASCE will perform the scope of work with the City's underlying vision and guiding principles for sustainability in mind; to demonstrate environmental leadership, retain a high quality of life without compromising the ability for future generations to meet their needs, contribute to the City's economic and fiscal stability, and be a catalyst for innovation. The scope of work as provided in the RFQ entail the performance of engineering design services for storm drain and sewer improvements that results in final contract documents inclusive of plans, specifications and cost estimates for various projects on an as-needed basis. In conjunction with the development of detail plans, specifications and estimates (PS&E), topographic survey and mapping, geotechnical engineering, and CEQA environmental documentation related services are anticipated to support the assigned project(s). Required services also includes bidding and construction support services, as identified in the RFQ. The typical process/methodology/approach that will be undertaken for the performance and delivery of the anticipated services, subjected to City preferences, process, and approval is as follows:

# STATEMENT OF QUALIFICATIONS FOR ON-CALL ENGINEERING DESIGN SERVICES FOR UTILITIES

NO.	CAPITAL IMPROVEMENT PROJECT DESIGN (FINAL PS&E)	DELIVERABLES
1.	Respond and communicate with the City's project manager to discuss scope, fee, scheduling, grant funding and/or other requirement to establish project/task requirements, costs and constraints upon receiving a project/task request. Prepare a cost proposal for the City's consideration based on the required work. If applicable, present a work schedule outlining tasks, milestones and critical paths. Initiate work upon issuance of <i>Notice-To-Proceed</i> by City.	Cost Proposal, Project Schedule (As-Needed), Project Meetings and Coordination
2.	If required, assist the City to perform an environmental review of the project and prepare a Categorical Exemption (CE) and/or other environmental documentation required to meet CEQA or NEPA requirements.	(See Approach for CEQA Documentation)
3.	Obtain and review existing record/as-built plans and record information. Notify, request/obtain and review utility plans from utility purveyors for existing utilities within the project limits. Coordinate with utility purveyors for potential utility conflicts, relocations, etc. as needed.	Utility Notification Letters and Responses, and Utility Coordination
4.	Perform a detailed topographic survey, mapping and field engineering evaluation required for the task/project. Prepare a base plan (or site plan) incorporating all data obtained for the project that will be used as the basis for design.	Topographic Map and Base Plan (See Approach for Topographic Survey)
5.	Order a title report for the property/properties involved, if required. Perform a mapping analysis to establish legal lines pertaining to right-of-way, property boundaries, easements to support the development of the base plan, and/or for other project-specific purposes. If needed, prepared easement exhibits, legal descriptions, or other mapping related documents as required for the project.	Title Report(s), Mapping Related Documents
6.	Perform geotechnical investigation, percolation / infiltration testing and other analysis as required by the project. Provide a Geotechnical Report with result of analysis and recommendations for project design.	Geotechnical Report
7.	If applicable, perform preliminary design development to identify concepts and alternatives for the project and communicate with the City for concurrence and concept approval prior to preparation of final PS&E. Community and stakeholder involvement, and City commission / council approval process and requirements will also be determined, if required.	Feasibility Study or Preliminary Development Report (PDR)
8.	Perform potholing to identify conflicting utilities, including for the existence, type and location of underground utilities.	Utility Coring Results / Report
9.	Prepare a 60% detail plans (PS&E package) and supporting documents. Submit to City for independent design check. Supporting documents may include items such as Hydrology and Hydraulics Report, Low Impact Development (LIP) Report, Storm Water Pollution Prevention Plan (SWPPP) and/or other reports/documents, as applicable.	24" x36" Plans (3 Sets) Electronic Copies of Special Provisions, Bid Schedule, Cost Estimates, Reports and Calculations
10.	Prepare a 100% detail plans (PS&E package) and supporting documents. Submit to City for review and approval.	24" x36" Signed and Sealed Plans (3 Sets), Electronic Copies of Documents Per Item #9
11.	Prepare Final Detail Plans, Specifications, and Estimates. Submit bid package to the City in preparation for bid advertisement for project construction.	Mylar & Electronic Signed Plans and Documents Per Items #9 and #10

## STATEMENT OF QUALIFICATIONS FOR ON-CALL ENGINEERING DESIGN SERVICES FOR UTILITIES

**A Project Environmental Review** may be performed as needed to determine the environmental documentation that is needed to meet the requirements of the California Environmental Quality Act (CEQA) or National Environmental Policy Act (NEPA) during the design phase. It is anticipated that “as-needed” projects that will be assigned only include evaluation under the CEQA Guidelines that does not involve federal funding, federal environmental laws and regulations. In this case, the Preliminary Environmental Study (PES) and the National Environmental Policy Act (NEPA) compliance documents will not be needed. Review under CEQA guideline may encompass the following:

NO.	STATUTORY OR CATEGORICAL EXEMPTION	DELIVERABLES
1.	Using project information provided by the City, it will be determined if the project fits the requirements for a statutory or categorical exemption. An initial review will be performed to determine if the Project may qualify for a Class 1 or Class 2 exemption (CEQA Guidelines – Existing Facilities §15301 or Replacement or Reconstruction §15302). The Exemption Form (Appendix E of the CEQA Guidelines) will be prepared and filed at the County Clerk’s office and the State Clearinghouse. A receipt of filing will be obtained from both entities. In support of the Categorical Exemption (CE), a memorandum will be prepared substantiating the exemption class and address exceptions (a) through (f) of CEQA Guideline 15300.2. The City may determine that technical studies are needed or desirable to support the CE. The need and type of environmental studies to support a CE will be vetted with the City (and Caltrans if this applies as a Local Assistance Project) at the earliest stages of project initiation and scoping. Mitigated Negative Declarations, Notices of Determination, and public circulation are not required for Categorical Exemptions.	Copy of Categorical Exemption Form and Receipt of Filing
NO.	INITIAL STUDY / MITIGATED NEGATIVE DECLARATION	DELIVERABLES
1.	An Initial Study (IS) will be prepared leading to a determination as to the type of CEQA document required to support project approvals, such as for an Initial Study/Negative Declaration (IS/ND) or a Mitigated Negative Declaration (IS/MND). Each of the 17 resource areas in the IS will be analyzed to determine significance under CEQA. Preparation of the IS/MND will conform to the City’s environmental review guidelines. Technical information drawn from project studies prepared by others and technical memoranda prepared per Task A below will be used to provide substantial evidence to support impact conclusions in the IS. The tasks associated for CEQA documentation is as follows:	
a.	<b>Administrative Draft IS/MND:</b> An IS will be prepared using the approved checklist format from the City and/or Appendix G of the CEQA Guidelines. A description of the project will be prepared including the location of the project area and a project map; a brief description of the environmental setting; an identification of environmental effects using the above-referenced checklist format; a brief substantiation of the checklist entries; and a list of references and preparers. Mitigation measures will be provided (if required) that can be developed using existing data. A site visit by an Environmental Analyst will be conducted. In addition, record/database searches for cultural/historic and paleontological resources will be conducted. Technical memoranda for (1) Construction Air Quality impact and Greenhouse Gas analysis, and (2) Construction Noise impacts will be prepared as appendices and summarized in the text of the IS/MND. The Administrative Draft IS/MND will be submitted to the City electronically for review and comment.	Project Description and Electronic copy of Administrative Draft IS/MND

# STATEMENT OF QUALIFICATIONS FOR ON-CALL ENGINEERING DESIGN SERVICES FOR UTILITIES

NO.	INITIAL STUDY / MITIGATED NEGATIVE DECLARATION - CONTINUED	DELIVERABLES
b.	<b>Prepare Draft IS/MND:</b> After receipt of one (1) set of integrated comments on the Administrative Draft IS/MND from the City, we will revise the IS/MND accordingly. Twenty (20) copies of the document will be mailed to addressees on the mailing list and fifteen (15) copies to the State Clearinghouse. It is assumed that the mailing list will be assembled collaboratively with the City.	5 Bound, 1 Unbound Reproducible Copy and Electronic Copy of Revised IS/MND
c.	<b>Prepare Public and Agency Notices:</b> The Notice of Intent (NOI) to Adopt a Mitigated Negative Declaration, Notice of Completion (NOC, State Clearinghouse Cover), Notice of Determination (NOD), and AB 52 Native American Consultation Notice(s) will be prepared as required by CEQA. One copy each of the NOI, NOC, and NOD notices will be filed with the County Clerk and the State Clearinghouse, as appropriate. It has been assumed that the City will arrange for the NOI to be published in a newspaper of general circulation. AB 52 notices will be prepared and sent to tribal groups that have requested such notice by the City, as applicable.	Electronic Copy of NOI, NOC, NOD Notices, and Newspaper Ad for NOI
d.	<b>Final IS/MND and MMRP:</b> The City (lead agency) must consider any comments received on the MND when making a decision on the project. There is no requirement to prepare formal responses to comments; however, the Lead Agency should have information in the administrative record explaining why the comment does not affect the findings in the MND. In practice, a response to comments document, which is included in the Final IS/MND, is usually prepared. The Final IS/MND will also include any changes to the Draft IS/MND and the Mitigation Monitoring and Reporting Program (MMRP, if required), prepared in accordance with CEQA Guidelines Section 15097. The MMRP will be prepared in a table format with input from the City and the design team. An Administrative Final IS/MND and MMRP (if required) will be prepared. After review by the City, the Final IS/MND and MMRP will be provided. The Final IS/MND and MMRP will be sent to agencies, organizations, and individuals that commented on the project, and also notify them of the date and time of the public hearing for consideration of the project, as required by CEQA.	1 electronic copy of the Administrative Final IS/MND and MMRP (if required), and 1 electronic copy of the Final IS/MND.  5 bound copies will be mailed to commenting agencies and interested parties.
NO.	ENVIRONMENTAL IMPACT REPORT (EIR)	DELIVERABLES
1.	<p>If the technical studies and IS identify an impact that would remain significant after mitigation (potentially requiring an Environmental Impact Report), the team and City will immediately be notified to determine if there may be an engineering solution to minimize or avoid the impact. If the impact cannot be reduced to less than significant, an EIR will be required as described in the scope of work below. It is our approach that the majority of the documentation in the EIR will be focused on those issues where more information or analysis was required, and a determination of significance could not be made in the IS.</p> <p>As determined by CEQA, the purpose of an EIR is to provide decision makers, public agencies, and the general public with an objective and informative document that facilitates a basic understanding of the proposed project, including direct, indirect, and cumulative environmental effects. The EIR also identifies feasible mitigation measures to mitigate significant environmental effects. The City and other agencies will use the EIR to issue permits, agreements, and approvals to implement portions of the project under their respective authorities.</p>	

# STATEMENT OF QUALIFICATIONS FOR ON-CALL ENGINEERING DESIGN SERVICES FOR UTILITIES

NO.	ENVIRONMENTAL IMPACT REPORT (EIR) - CONTINUED	DELIVERABLES
a.	<p><b>Notice of Preparation:</b> Prepare a Notice of Preparation (NOP) through soliciting participation in determining the scope of the EIR. The IS will be attached to the NOP. Distribute thirty (30) copies of the approved IS/NOP package for distribution to the County Clerk, various public agencies whose approval and/or comments are required (Responsible Agencies), agencies with resources affected by the project (Trustee Agencies), and interested parties and groups. Within the 30-day public review and comment period, Responsible Agencies, Trustee Agencies, and members of the public may provide comments about the EIR contents and the project in general.</p> <p><b>Public Scoping Meeting:</b> A public scoping meeting shall be scheduled to help the City further understand community concerns and support for the project. A Public Meeting in an Open House format will be held at the City offices during the 30-day NOP review period. The team will plan and facilitate the meeting, provide exhibits, handouts/fact sheets, and refreshments, and provide staff for the sign-in table. At least one of these staff members will be English-Spanish bilingual. We have assumed that the City will schedule (or provide a contact at the City to schedule) the meeting room, and that tables, chairs, etc. will be provided by the City. The team project manager, environmental project manager and one other technical staff would attend this meeting with the City to answer questions.</p>	Copy of NOP, Attendance to Scoping Meeting
b.	<p><b>Administrative Draft EIR:</b> An Administrative Draft EIR will be submitted to the City for review and comment prior to the preparation of the Draft EIR. The EIR will be prepared using technical reports provided by the City and those prepared for the project. The EIR will include the topics for which impacts were identified either as “potentially significant” or “less than significant with mitigation incorporated” in the IS checklist. It is important to carry forward the mitigation required in the IS to the EIR, so that it will be documented in the MMRP. However, it is our approach that the majority of the documentation in the EIR will be focused on those issues where more information or analysis was required, and a determination of significance could not be made in the IS. In addition, the EIR will discuss the extent to which the project promotes growth directly or indirectly. The Administrative Draft EIR will be provided to the City for review and comment. A meeting with the City will be scheduled to review the comments if necessary. Prior to circulation of the Draft EIR, a screencheck copy of the document will be provided to the City for approval.</p>	3 Copies of Administrative Draft EIR and Copy of Screencheck
c.	<p><b>Draft EIR and Notices:</b> After review and comment on the Draft EIR, sufficient copies of the revised EIR will be printed for public review. The Notice of Completion (NOC) and Notice of Availability (NOA) will be prepared to accompany the Draft EIR and for publication in a newspaper of general circulation. The following is assumed regarding document and notice circulation:</p> <ul style="list-style-type: none"> <li>○ Fifteen (15) copies will be sent to the State Clearinghouse.</li> <li>○ Fifteen (15) hard copies and ten (10) electronic copies (PDF and MS WORD formats) of the Draft EIR will be provided to the City.</li> <li>○ One (1) hard copy will be provided to the local library.</li> </ul>	31 hard copies and 10 electronic copies of the EIR

## STATEMENT OF QUALIFICATIONS FOR ON-CALL ENGINEERING DESIGN SERVICES FOR UTILITIES

NO.	ENVIRONMENTAL IMPACT REPORT (EIR) - CONTINUED	DELIVERABLES
	<ul style="list-style-type: none"> <li>○ A list of interested agencies and other interested parties will be developed in conjunction with the City. These agencies/individuals will be mailed a complete copy of the EIR. It is assumed that the list will contain no more than 15 addresses.</li> <li>○ The City will provide a list of surrounding property owners. These owners will receive a Notice of Availability, stating that the EIR is available for review at the Community Development Department and at the library.</li> <li>○ The NOA will be posted with the County Clerk. We will arrange to have the notice published in the newspaper and that the City will pay all fees associated with newspaper publication and with County Clerk filing.</li> </ul>	
d.	<b>Administrative Final EIR/Draft MMRP:</b> An Administrative Final EIR will be prepared consisting of copies of comment letters received on the Draft EIR, responses to these comments, any errata sheets required based on the comments, and the Draft MMRP. We have assumed that up to 10 comment letters will be received each with an average of four comments, or approximately 40 comments total. The Administrative Final EIR and Draft MMRP will be prepared for City review. If necessary, a second round of review and comment on the Administrative Final EIR and Responses to Comments will be scheduled.	3 Copies of Administrative Final EIR and Draft MMRP
e.	<b>Final EIR/Final MMRP/Notice of Determination:</b> After City comments on the Administrative Final EIR and Draft MMRP, we will prepare the Final EIR, MMRP, and the Notice of Determination (NOD). We will file the NOD with the County Clerk and mail the Final EIR to the required agencies and individuals. We have assumed printing of ten (10) Final EIRs. We will also provide electronic copies for the City in PDF and MS WORD formats on compact discs. We have assumed that the City will pay all filing fees associated with the County Clerk.	10 Copies, Including Electronic Files of Final EIR
f.	<b>Statement of Overriding Considerations/Findings:</b> If necessary, a Statement of Overriding Considerations and Findings will be prepared. One draft copy and one final copy will be submitted to the City.	1 Draft and 1 Final Copy of Statement

**Geotechnical Analysis** is also anticipated to evaluate soil conditions for the construction of storm drainage and sewer improvements, including for infiltration / percolation testing to support the implementation of BMPs for drainage and water quality purposes. The anticipated geotechnical approach for the “as-needed” utilities projects would encompass the following:

NO.	GEOTECHNICAL EXPLORATION, ANALYSIS AND REPORTING	DELIVERABLES
1.	<b>Background Review, Project Initiation, and Permitting:</b> Review of available published and unpublished geotechnical and groundwater data pertaining to the site. Review of the initial project design information and coordination with the project team. All necessary “no fee” encroachment and temporary water access permits will be acquired for drilling and percolation testing.	Geotechnical Report w/ Summary of Results and Recommendations

## STATEMENT OF QUALIFICATIONS FOR ON-CALL ENGINEERING DESIGN SERVICES FOR UTILITIES

NO.	GEOTECHNICAL EXPLORATION, ANALYSIS AND REPORTING - CONTINUED	DELIVERABLES
2.	<b>Subsurface Exploration and Percolation Testing:</b> Perform a site reconnaissance to review and mark boring locations. Prior to drilling, we will coordinate with USA and the City for existing utility clearance. Once utilities have been marked, we will review the field markings for potential conflicts and make any necessary adjustments. Drilling of hollow-stem auger borings may range from 10 to 50 feet deep (or refusal). Soil will be sampled at 2.5- to 5-foot intervals utilizing Modified California sampling methods. Percolation testing is anticipated and assumed to evaluate storm water infiltration feasibility and provide design infiltration rates for test locations. Percolation testing will be performed in accordance with the County of Los Angeles guidelines. Borings may be left open for 24 to 48 hours in order to conduct testing after completion of drilling. All borings will be backfilled after conclusion of percolation testing. Percolation testing will require the use of select materials. The soil cuttings generated at these locations will not be able to be placed back into the boring. Excess soil cuttings will be spread thinly along adjacent dirt roadway shoulders or other designated areas within City property.	
3.	<b>Laboratory Testing:</b> Laboratory testing will include moisture content and dry density of the collected samples, grain-size distribution, and hydro-consolidation.	
4.	<b>Geotechnical Analysis:</b> Geotechnical evaluation and analysis of existing and collected data with respect to infiltration of storm water at the site and associated design parameters. Engineering analyses for grading, liquefaction, and storm water infiltration will be performed.	
5.	<b>Geotechnical Report:</b> One report will be prepared summarizing our findings and providing recommendations for project improvements and infiltration BMPs. The report will include our boring logs, laboratory data, percolation test data, and a boring location map. Assessment of contaminated soils or other environmental issues are not anticipated or included in the scope of services.	

**Community and Stakeholder Outreach** efforts is typically initiated during the conceptual / preliminary project phase and is not generally anticipated as part of the final engineering phase involving PS&E preparation. Outreach efforts are also not typically performed for utility related improvements with the exception of storm drain / water quality related projects (such as projects that seek to address the Santa Monica Bay Debris TMDL). It is unclear if outreach efforts were included in the adopted funding for final engineering design of the utilities project. However, if outreach efforts are intended as part of the on-call projects scope of work, we anticipate it may be focused on an education campaign that speaks to the prevention of litter from entering and passing through the City's storm drain system to the bay. The campaign which would largely rely on public participation and cooperation to be successful, which could minimally be achieved through project signages, brochures, and other means, in conjunction with City services for frequent street sweeping in high-density neighborhoods and commercial areas, and through water-quality and trash capture related implementations. The outreach means and method to be employed can be further discussed with the City for implementation, as needed.

**A Topographic Survey** (also referred to as a *contour survey*) is performed to collect survey data on natural and man-made features and improvements within a subject property or land, including corresponding vertical elevations. Topographic surveys are required by many local jurisdictions to determine the existing conditions and elevations of a site and are typically used by engineers and architects to create accurate and appropriate

## STATEMENT OF QUALIFICATIONS FOR ON-CALL ENGINEERING DESIGN SERVICES FOR UTILITIES

designs based on existing conditions. Topographic surveys show the location, size, and height of natural and manmade features and improvements, as well as gradual changes or contours in elevation with measurements made either with a survey-quality global positioning system (GPS) or an electronic distance measurement (EDM) instrument. Data captured by these instruments are used to generate digital maps representing the existing topographic landform that can be used by engineers and architects as a basis for planning and/or design of planned improvements. A detailed topographical survey will be required to support final engineering design of the anticipated utility projects. Typical approach in performing a topographic survey involves the following:

NO.	TOPOGRAPHICAL SURVEY	DELIVERABLES
1.	Conduct an initial online research for public records on the County's website to obtain information regarding the subject property/properties.	Topographic Survey Map
2.	Conduct a research with the local jurisdiction for any pertinent as-built plans, roadway tie-ins, rights-of way, record maps and other pertinent information to establish the horizontal and vertical control as the basis of survey.	
3.	Request title report(s) from the title company including deeds and other underlying documents, if applicable.	
4.	Perform a detailed physical survey to locate all existing monuments and cultures including any structures, improvements, utilities and other facilities within the extents of the property, as applicable to the scope of work.	
5.	Perform a mapping analysis where field data obtained is compared to the paper boundary derived from research. Necessary adjustments are then applied to determine the final location of all boundary lines, if applicable.	
6.	Prepare a topographic survey map detailing all appurtenant information related to the property including the property boundary, location, elevation and description of existing individual surface cultures such as buildings, fences, walkways, roads, sidewalks, and utilities. Surface contours in the appropriate elevation intervals are also shown on the map to describe the topography of the existing land surface.	

**Construction Support Services** during the construction phase will entail the following scope and approach:

NO.	CONSTRUCTION SUPPORT (BID AND CONSTRUCTION PHASES)	DELIVERABLES
1.	Review and respond to bidder inquiries during the bidding phase for clarifications to plans and specifications. Prepare addenda, as needed for distribution to potential bidders.	Copies of Issued Addenda
2.	Attend the pre-construction meeting.	Meeting Attendance
3.	Review and/or approve all construction submittals and shop drawings from the Contractor. The typical turnaround time for reviewing and responding to each submittal is two (2) working days.	Copies of Approved Submittal & Shop Drawings
4.	Review and respond to written Requests for Information (RFI) during construction. Provide clarifications to discrepancies in the contract document within three (3) working days, or less.	Copies of Responses to RFI's
5.	Review construction change order requests (CCO's) and provide recommendations to the City for approval, or for an alternate solution. The typical turnaround time for reviewing and responding to each CCO is two (2) working days.	Alternate Solutions, Recommendations for Approval (Written Responses)
6.	Prepare final "as-built" drawings based on field redline prints supplied by the Contractor/City for submittal.	Signed Mylars of Record Drawings

## STATEMENT OF QUALIFICATIONS FOR ON-CALL ENGINEERING DESIGN SERVICES FOR UTILITIES

In addition to utilities (sewer and storm drainage) design, ASCE is also able to provide a myriad of other civil engineering related services, as needed. The overall firm capabilities in providing engineering services is summarized in Section II (page 3) of this SOQ. Typical capital improvement related projects that we can assist the City with includes, but is not limited the following:

ADDITIONAL SERVICES – DESIGN, STUDIES, AND PLAN CHECKING	
A.	Street Improvements, Beautification, Rehabilitation, Realignment, Green Streets, Bikeway and Walkway Improvements
B.	Park Improvements
C.	Parking Lot Improvements & ADA Improvements
D.	Master Plans and Studies
E.	Development Plan Checking

Land surveying services that can be performed in support of capital improvement projects or as individual tasks includes, but is not limited to the following:

ADDITIONAL SERVICES – LAND SURVEYING	
Aerial Mapping & Aerial Control Surveys	Monitoring Well Surveys
ALTA/ACSM Surveys	Monumentation
Boundary and Property Surveys	Legal Descriptions for Easements and R/W
Construction As-Built Surveys	Quantity Surveys and Earthwork
Construction Staking	Record of Surveys
Control Surveys	Records and Title Research
Digital Terrain Modelling	Right-of-Way Surveys, Mapping and Exhibits
Environmental Surveys	Topographic Surveys and Design Surveys
FEMA Elevation Certificates	Utility Research & Utility As-Built
GPS/GIS Surveys	

Miscellaneous mapping support services that can be performed in support of capital improvement projects or as individual tasks includes, but is not limited to the following:

ADDITIONAL SERVICES – MISCELLANEOUS MAPPING	
A.	<b>Easement/Parcel Deeds and Right-of-way Mapping:</b> Tasks includes conducting research for underlying maps and information to generate a base map with the information. Deed may be obtained via title report from a title company, if one is not provided.
B.	<b>Encumbrance Maps:</b> Encumbrance maps if needed, will be prepared based on boundary, deed and easement information (to be provided by client or a title company), and legal description and exhibits generated based on the encumbrance map.
C.	<b>Plats and Legal Descriptions:</b> Prepare plats and legal descriptions pertaining to the project locations needed that identifies the boundaries of improvements within existing right-of-way and property boundaries.

## VIII. PROJECT MANAGEMENT PLAN

- A. Team Communication and Flow of Information:** A key element to project success is team communication. An essential part of ASCE's project protocol is to establish and maintain a line of communication between interdisciplinary team members and City staff during the entire course of the project. A designated team project manager and/or City liaison will function as a focal point for all communications between interdisciplinary team members and the City's project manager and other City departments as needed. All pertinent project information will also be disseminated through the designated team project manager to ensure that proper flow of information is maintained. The team project manager will also facilitate regular project updates and discussions via electronic mail, phone and/or on-line conference calls and/or meetings throughout the course of the project, in direct coordination with the City's project manager. Communication protocols for coordinating with other City departments, agencies and the community will be as directed by the City's project manager and established prior to project/task initiation.
- B. Schedule and Resource Control:** As a professional design firm, ASCE project managers routinely handle a myriad of projects at any given point in time, working in conjunction with team sub-consultants. To effectively manage workloads, the project manager will identify project/task scheduling requirements with the City prior to the *Notice-to-Proceed*. Scheduling requirements are then discussed internally and with team sub-consultants as applicable, to identify and resolve any potential schedule conflicts and/or manpower issues. If necessary, the project manager will create a project schedule / Gantt chart with integrated team work commitments and timeline to identify and resolve any potential schedule conflicts and manpower issues to meet the City's project scheduling requirements.
- C. Quality Assurance (QA) / Quality Control (QC) & Cost Philosophy:** The ASCE team is committed to the City in providing the best possible product and services whereby QA/QC is continuously practiced from project inception to completion. "Checks and balances" procedures are conducted regularly between key staff members and team sub-consultant(s) to ensure appropriate concepts and/or designs are derived and implemented for the project, in consideration of constructability and cost considerations. Milestone checks and continuous coordination between management and production staff members during the development phase through production phase are performed to ensure proper work quality of deliverables are achieved and maintained throughout the process. A final check is also conducted prior to each formal submittal to the City. This streamlined method of integrating QA/QC within the development and final design process also results in better control of the budget and project schedule. The practice typically considers the review of following items:
- ✓ Concept & Scope Development
  - ✓ Environmental Compliance
  - ✓ Design Details and PS&E Preparation
  - ✓ Constructability and Cost Considerations (Value Engineering)
  - ✓ Conformity to CAD/Drafting Standards
  - ✓ Fulfilling City Related Requirements, Comments and Considerations
  - ✓ Completeness and Quality of Deliverables

In addressing and responding to City comments, the project team will conduct a review within each discipline as necessary to determine if any comments require any further clarification / discussion / instruction / coordination to properly address the items in question. A list will be compiled and provided to the City's project manager as the basis for discussion and coordination to ascertain that each comment is adequately addressed in order to avoid repetitious items during subsequent reviews.

## IX. RELEVANT PROJECTS AND REFERENCES

## GLASSELL CAMPUS LID RETROFIT (DEMONSTRATION CAMPUS)



Location - Orange, California | Client – Orange County Public Works



Adams Streeter lead this multi-benefit project in conjunction with the landscape architect (Schmidt Design Group), geotechnical engineer (NMG Geotechnical) and other third-party vendors for the development of schematic designs and concept plan drawings, and for the preparation of final construction documents for this **9.4-acre Low-Impact Development (LID) retrofit** of the County's Glassell Campus Facility which consists of three parcels located on Glassell Street and Bristol Lane in the City of Orange. The team also provided construction support services for the project.

The Glassell Campus LID Retrofit project is funded through a Proposition 84 grant and showcase the transformation of an existing 9.4-acre industrial/commercial site with 95% impervious area into a state of the art MS4 compliant storm-water capture, treatment, outreach and research center. The project restored the pre-development hydrologic conditions by constructing various LID BMPs such as porous asphalt, porous concrete, porous pavers, bio-remediation swales and planters, media filter, modular wetlands, above-ground cistern and subterranean water storage structures. The project also required extensive re-construction of the existing parking lots and the County's paved maintenance yard facility.

This site now serves as an educational venue for the public, informing visitors of the function and purpose of each BMP while providing relief from urbanism to the residing tenants. The project was completed on-time and on-budget and received the 2016 APWA Regional Storm Water Quality Project of the Year and 2017 ASCE Outstanding Sustainable Engineering Project awards.

**PRIME FIRM:** Adams Streeter Civil Engineers

**AWARDS:** APWA Regional Storm Water Quality Project of the Year, 2016  
ASCE Outstanding Sustainable Engineering Project Award, 2017

**COMPLETED:** 2016

**CLIENT REFERENCE:**

**Orange County Public Works**

Robert McLean, Senior Civil Engineer

OC Infrastructure Programs, Hydrology Section

(714) 647-3951

[robert.mclean@ocpw.ocgov.com](mailto:robert.mclean@ocpw.ocgov.com)



## BALL ROAD BASIN SITE DEVELOPMENT ANALYSIS



Location - Anaheim, California | Client – Orange County Water District



Adams Streeter assisted the Orange County Water District (OCWD) in performing a site development analysis as part of the feasibility and planning study to assess development of its Ball Road Recharge Basin located south of Ball Road in the City of Anaheim for commercial/industrial use. A mapping and boundary analysis of this 29-acre site consisting of multiple parcels was initially performed to re-establish both property boundary and easement constraints over the property. Conceptual Site Grading and earthwork to allow mass grading and pads establishment was developed in consideration of constraints imposed by adjacent streets (Ball Road, Phoenix Club Drive and the Santa Ana River service road), drainage patterns, dry and wet utilities infrastructure, proposed facilities (injection wells, etc.), significant easements and other factors. Off-site and on-site hydrology, drainage analysis and water quality assessments were also performed in consideration of the City of Anaheim's 42" Sanderson Avenue and 36" Auto Center Drive storm drain systems and the Orange County Flood Control District's (OCFCD) Chantilly Regional Storm Drain System (12' x 9.5' RCB) that discharges in to the recharge basin. This effort resulted in the development of a Conceptual Storm Drain Plan that provide options for the extension, re-routing and discharging of the various City and regional storm drain facilities (including for the local storm drain collection system) to the Santa Ana River and/or proposed water quality basin. A Conceptual Sewer and Water Plan was also developed to indicate required improvements within Phoenix Club Drive for connection into the City of Anaheim's public sewer system. Preliminary cost estimates to develop the site was prepared in accordance with the various concept plan improvements.

**PRIME FIRM:** Adams Streeter

**COMPLETED:** 2017 / On-Going On-Call Engineering Services

**CLIENT REFERENCE:**

**Orange County Water District**

Bruce Dosier, Director of Information Services & Property Management

714-378-3298

[bdosier@ocwd.com](mailto:bdosier@ocwd.com)

# INTERSTATE 5 / STATE ROUTE 74 HIGHWAY INTERCHANGE STORM DRAIN AND WATER QUALITY TREATMENT PROJECT



Location – San Juan Capistrano, California | Client – City of San Juan Capistrano

Adams Streeter assisted the City of San Juan Capistrano in providing final engineering design for this water quality driven project involving storm drain and water quality enhancements / structural BMP retrofits at a busy downtown commercial district along Del Obispo Street immediately south of Ortega Highway for the treatment of storm water run-off into City streets originating from the construction of the I-5 / SR-74 Ortega Highway Interchange Project that was administered and recently completed by Caltrans. This project was initiated through a Cooperative Agreement between Caltrans and the City of San Juan Capistrano. Design was completed on-time and on a minimum budget.



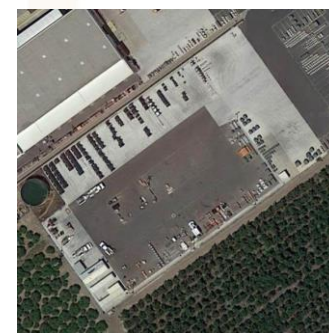
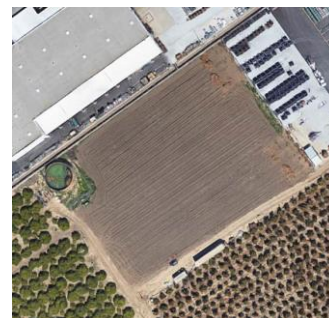
**PRIME FIRM:** Adams Streeter Civil Engineers  
**COMPLETED:** Design Completed 2017, Construction Completed 2019  
**CLIENT REFERENCE:** **City of San Juan Capistrano**  
 George Alvarez, PE, TE, Consulting Project Manager (former City Engineer)  
 (949) 443-6351, [galvarez@sanjuancapistrano.org](mailto:galvarez@sanjuancapistrano.org)

## SCE VENTURA STORAGE EXPANSION



Location – Ventura, California | Client – Ware Malcomb for Southern California Edison

The project consists of 1.62 acres of vacant dirt lot that was converted to an SCE storage expansion lot at their Ventura facility. Low Impact Development techniques were employed for the project to mitigate the additional storm water run-off generated by the increased impervious surface area of the paved lot. Post-construction run-off conditions was designed to mimic the pre-construction sheet flow that drains to the adjacent orchard. The difference in the run-off was detained and infiltrated on-site and a weir structure with rip-rap was designed to mimic the pre-construction condition. On-site run-off is captured via a series of inlets and conveyed to a dual corrugated metal pipe system with a CDS pre-treatment structure for storage and treatment respectively. Infiltration of the detained storm water quality design volume (SWQDV) is provided through four (4) modified MaxWell IV dry wells that penetrates into permeable soil at thirty (30) feet below grade.



**PRIME FIRM:** Adams Streeter for Ware Malcomb  
**COMPLETED:** 2017  
**CLIENT REFERENCE:** **Southern California Edison**  
 Daniel Slider, Manager  
 (805) 654-7238, [Daniel.Slider@sce.com](mailto:Daniel.Slider@sce.com)  
 Ware Malcom Project Manager: Felix Gonzalez, PE  
 (949) 430-2531, [FGonzalez@adams-streeter.com](mailto:FGonzalez@adams-streeter.com)



## ICHA UNIVERSITY HILLS STORM DRAIN IMPROVEMENTS

AS

Location – Irvine, California | Client – Irvine Campus Housing Authority

The ICHA University Hills Storm Drain Improvement Project is part of a 28-acre Planning Area 11 development for the Irvine Campus Housing Authority (ICHA) that involved mass excavation operations and includes the installation of water quality BMPs consisting of a 51,000 cubic-foot storm drain retention and infiltration system with upstream storm filtration units for pre-treatment purposes. The scope of work for corresponding off-site improvements within the public right-of-way also includes the reconfiguration of a 30" public storm-drain by-pass system to intercept and redirect off-site storm run-on. The 1,600 feet linear storm drain system with a 58-cfs capacity was reviewed and approved by both City of Irvine and Orange County Flood Control District and was completed in 2016.

PRIME FIRM:

Adams Streeter

COMPLETED:

2016

CLIENT:

Irvine Housing Campus Authority

Victor Van Zandt, President of Planning and Construction  
949-824-4827, [victor.vanzandt@icha.uci.edu](mailto:victor.vanzandt@icha.uci.edu)

## ALSTON DEVELOPMENT AS

Location – Anaheim, California | Client – Tri Pointe Homes

The Alston Development Project is a 12-acre residential development in City of Anaheim consisting of 75 single family residential lots, open space areas utilized as community parks with bio-swales, proprietary bio-filtration systems and underground detention chambers. Detention chambers are utilized to capture the storm water runoffs from the majority of development site since infiltration for the project site is infeasible. The underground detention chambers for the project site are designed as a series of corrugated metal pipes (CMP) sized to hold both the Design Capture Volume (DCV) which is the 85th percentile, 24-hour storm event with peak flows per 100-year storm event. Peak flows are mitigated to equal or be less than the site pre-development flows. Low flow from the detention chambers is conveyed into a proprietary bio-filtration structure for treatment. The bio-filtration structure is a Modular Wetland System (MWS) designed specifically as a volume-based structure to both treat the DCV and drawdown the DCV within 48 hours. For portion of the site that does not drain into detention chambers, flows from the street are conveyed by series of curb opening into a vegetated bio-swale for treatment. The vegetated bio-swale system provides for pollutant removal through settling and filtration via the vegetation lining the channels. The bio-swale also incorporates a sub-drain system that connects to the storm drain system where treated flow is captured and conveyed to the storm drain system.

PRIME FIRM:

Adams Streeter

COMPLETED:

2017 (Other Phases On-Going)

CLIENT:

TRI Pointe Homes

Rick Wood, Vice President of Project Management  
949-478-8638; [Rick.Wood@TRIPointehomes.com](mailto:Rick.Wood@TRIPointehomes.com)



## FACULTY HOUSING, UNIVERSITY HILL PLANNING AREA 10-2



Location - Irvine, California | Client – Irvine Campus Housing Authority



Adams Streeter assisted the Irvine Campus Housing Authority (ICHA) in providing engineering design for a 45-single family residential lot faculty housing development located at the University Hills Planning Area 10-2 that includes street, sanitary sewer, storm drainage and domestic water infrastructure. The Irvine Campus Housing Authority functions as their own “municipality” apart from the City of Irvine that builds and maintains their own infrastructure. Final engineering design was completed and approved in late 2015, followed by construction in early 2016 that was completed the same year.



**PRIME FIRM:** Adams Streeter Civil Engineers

**COMPLETED:** Late 2015 - Design  
Late 2016 - Construction

**CLIENT REFERENCE:**

**Irvine Campus Housing Authority**  
Victor Van Zandt, CEO & President  
1083 California Ave. Irvine, CA 92617  
Office: 949.824.4827  
Cell: 949.294.2354  
[victor.vanzandt@icha.uci.edu](mailto:victor.vanzandt@icha.uci.edu)

## FACULTY HOUSING, UNIVERSITY HILL PLANNING AREA 11-1



Location - Irvine, California | Client – Irvine Campus Housing Authority



Adams Streeter assisted the Irvine Campus Housing Authority (ICHA) in providing engineering design for sanitary sewer and water improvements for Phase 1 of 5 phases of the faculty housing at University Hills Planning Area 11-1, a residential development situated in Irvine at the northwest corner of Bonita Canyon Drive and Shady Canyon Drive. The Irvine Campus Housing Authority essentially functions as their own “municipality” which builds and maintains their own infrastructure. This particular phase connected two other neighborhoods of multi-family residential phases; one to the south and one to the west. The northerly phases continued to be single family residential. In addition to water improvement plans, Adams Streeter also provided the design for a recycled water system for irrigation and the water system connection to the community pool for this 50-lot neighborhood. This project was designed and approved in late 2017. Construction commenced in early 2018 and was completed the same year.

**PRIME FIRM:** Adams Streeter Civil Engineers

**COMPLETED:** Design Completed Late 2017.  
Construction Completed Late 2018.

**CLIENT REFERENCE:**

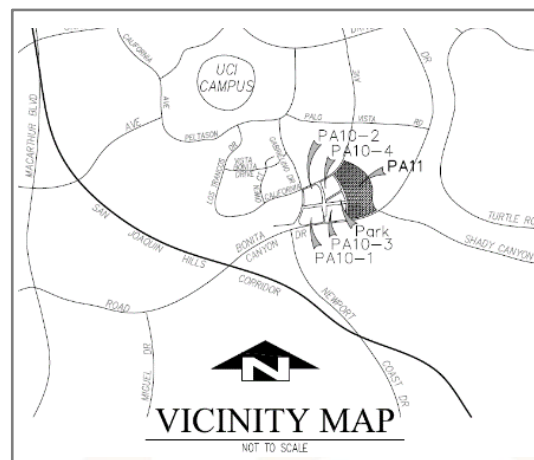
**Irvine Campus Housing Authority**

Bryce Bunker, Manager Planning & Construction

1083 California Ave. Irvine, CA 92617

Office: 949.824.4084

Cell: 949.933.8758



## TRI-POINTE HOMES AT ESENCIA, PLANNING AREA 2.2

AS

Location – Rancho Mission Viejo, California | Client – Tri-Pointe Homes / Rancho Mission Viejo Company



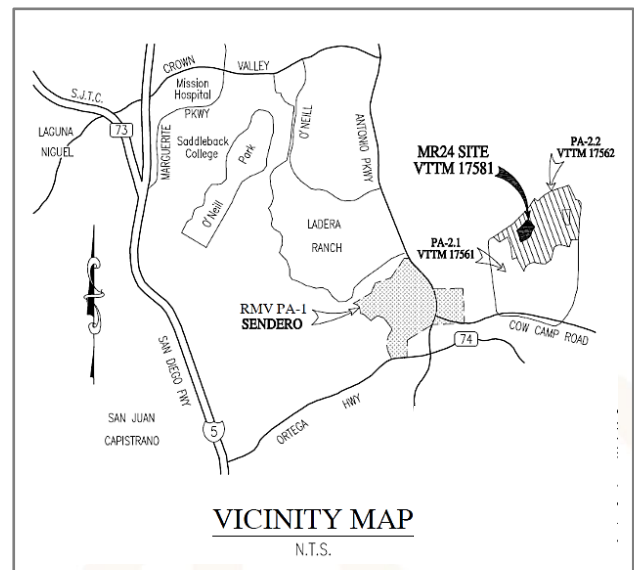
Adams Streeter assisted the Rancho Mission Viejo Company in providing engineering design for sanitary sewer, domestic water and storm drain improvements for this 72-lot hillside single family residential development located at the MR24 site within Planning Area 2.2. Adams Streeter was involved in the design and construction of five (5) tracts within this planning area that consisted of a total of fifteen (15) separate tracts. New infrastructure includes streets, domestic water, reclaimed water, sanitary sewer, storm drain facilities, rough and precise grading. Sewer and water plans were designed in accordance with Santa Margarita Water District (SMWD) standards and specifications. This project was designed and approved in early 2018. Project construction commenced in late 2018 and was completed recently, in late 2019.

**PRIME FIRM:** Adams Streeter Civil Engineers

**COMPLETED:** Design Completed 2018.  
Construction completed in Late 2019.

### CLIENT REFERENCE:

**Rancho Santa Margarita Water District**  
Karla Houlihan, Plan Check Engineer  
26111 Antonia Pkwy, Rancho Santa Margarita,  
California 92688  
Office: 949.459.6581  
Cell: 949.392.0385



# STATEMENT OF QUALIFICATIONS FOR ON-CALL ENGINEERING DESIGN SERVICES FOR UTILITIES

Currently active on-call services with other public agencies is provided below with summarized project descriptions, period performed and contact information:

LISTING OF CURRENTLY ACTIVE “ON-CALL” SERVICES		
1.	PROF. CONSULTING SERVICES FOR ENGINEERING, BUILDING & ARCH. SERVICES (2019-Renewed)	
	Agency:	City of San Juan Capistrano
	Address:	32400 Paseo Adelanto, San Juan Capistrano, CA 92675
	Name & Title:	Mr. Thomas Toman, Public Works Director
	Phone:	(949) 234-4580
	E-mail:	<a href="mailto:ttoman@sanjuancapistrano.org">ttoman@sanjuancapistrano.org</a>
	Description:	Engineering services inclusive of comprehensive design, plan & map checking, survey & mapping and other related services (landscape, geotechnical, environmental, structural). Projects and tasks performed between 2015 and 2019 includes: (1) PS&E for the Alipaz Street Drainage Improvement Project to alleviate street flooding within a residential and commercial district; assistance with OCTA Measure-M Eligibility and OCTA Semi-Annual Review (SAR); assistance with the development of the Cook-Cordova Park and Good Neighbors Park projects; development plan review for River Street Development; and other miscellaneous tasks.
2.	PROJECT ENGINEERING SERVICES AT THE ORANGE COUNTY GREAT PARK (2019)	
	Agency:	City of Irvine
	Address:	1 Civic Center Plaza, Irvine, CA 92623
	Name & Title:	Mr. Steve Torelli, Senior Management Analyst
	Phone:	(949) 724-6381
	E-mail:	<a href="mailto:storelli@cityofirvine.org">storelli@cityofirvine.org</a>
	Description:	Civil engineering and related support for the OC Great Park inclusive of site planning & development, drawings, master plan assistance, plan check and plan review, intergovernmental coordination (i.e. Navy, OC Health, IRWD, EPA), environmental coordination (SWPPP, WQMP), surveying, mapping, structural, and other services. Current 2019-20 tasks include (2) Pretend City Legal Descriptions; (2) Building & Hangar Structural Evaluations; (3) Administration Building Geotechnical Services; (4) Western Sector Concept Plan Review; (5) Serrano Creek Development Plan Check; (6) Festival Parking Lot Lighting; (7) Administration Building Plan Review; and (8) Remedial Plan Update for the former El Toro Marine Corps Air Station.
3.	ENGINEERING SERVICES FOR IRVINE CAMPUS HOUSING AUTHORITY (1995 To Present)	
	Agency:	Irvine Campus Housing Authority (ICHA)
	Address:	1083 California Avenue, Irvine, CA 92617
	Name & Title:	Mr. Victor Van Zandt, CEO and President
	Phone:	(949) 824-4827
	E-mail:	<a href="mailto:victor.vanzandt@icha.uci.edu">victor.vanzandt@icha.uci.edu</a>
	Description:	ICHA’s “on-call” civil engineering firm for over 25 years in shaping the UC Irvine community since 1994. Recent services include design and construction support for the Planned Community and Faculty Housing at University Hills for Planning Area 10-2 thru 10-4, and Planning Area 11-1 thru 11-5, and Geographic Information System (GIS) to manage ICHA’s community-wide infrastructure network system assets.

## Summerly Recycled Waterline, Lake Elsinore

**Client:** RW Beck

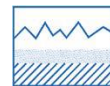
**Project Period:** 2009-2010

**Contact:** Mr. Stephen Dopudja, Vice President

**West Yost (formerly RW Beck)**

**(949) 517-9060**

[sdopudja@westyost.com](mailto:sdopudja@westyost.com)



Field exploration, soil testing, design and construction services for a 30-inch waterline for the Elsinore Valley Municipal Water District. The new line extended over 5,000 linear feet and included a crossing under the San Jacinto River which required 35- to 50-foot deep jack and bore pits. Excavations and dewatering during construction showed very permeable conditions in the native earth units.

## Corporate Yard Infiltration Ponds, City of Corona

**Client:** City of Corona

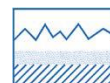
**Project Period:** 2014

**Contact:** Mr. Vernon R. Weisman, P.E., District Engineer

**City of Corona Department of Water and Power, Public Works Department**

**(951) 739-4912**

[vernon.weisman@CoronaCA.gov](mailto:vernon.weisman@CoronaCA.gov)



City improvement project consisting of geotechnical exploration and infiltration study within an existing 3.4-acre infiltration pond. NMG provided geotechnical review and field percolation testing to evaluate soil layers below the basin. Percolation testing was performed at depths between 5 and 20 feet to assist in design of basin reconfiguration and grading to achieve increased infiltration performance.

## Veterans Park Storm Water Diversion and Infiltration, Redondo Beach

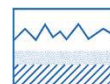
**Client:** AKM Consulting Engineers

**Project Period:** 2017

**Mr. John Loague, Engineer**

**(949) 753-7333 x103**

[jloague@akmce.com](mailto:jloague@akmce.com)



Exploration including borings and in-situ percolation testing for proposed storm drain improvements and a network of subterranean infiltration galleries. The exploration involved city encroachment permitting and exploration and testing within an active/existing public park. Percolation testing was governed by County of Los Angeles Guidelines. The project included a feasibility study and development of a design infiltration rates.

## Camellia Court, City of Alhambra, California

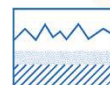
**Client:** Lennar

**Project Period:** 2018 – 2020

**Client:** Mr. Dan Hosseinzadeh, Project Manager

**(949) 349- 8215**

[Dan.Hosseinzadeh@lennar.com](mailto:Dan.Hosseinzadeh@lennar.com)



This approximately 12-acre mixed use development utilized both infiltration chambers and deep drywell systems. NMG performed Cone Penetration Testing (CPTs) to obtain continuous soil stratigraphic information coupled with hollow-stem auger borings in order to develop a subsurface stratigraphic profile of the site. Both near surface and deep percolation testing was performed, up to 60 feet below existing grade, in order to provide design infiltration rates for the proposed infiltration systems.

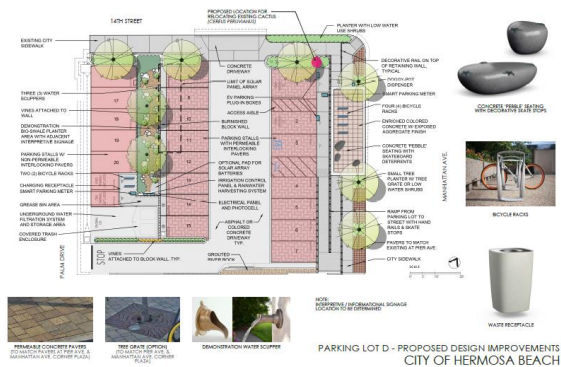
ECORP has held two on-call contracts with the Riverside County Flood Control and Water Conservation District (District) to provide environmental and regulatory services for District projects throughout western Riverside. Examples of task orders conducted as part of this contract include:

- IS/MND, Technical Studies, and Regulatory Permitting for the Gilman Home Channel Improvement Project (Banning)
- Short Notice Environmental Services Response to Emergency Situations during the El Niño Rain Season
- Biological, Cultural, and Air Quality Services for the Woodcrest Dam Outlet Modification Project
- Addendum EIR, Technical Studies, and Regulatory Permitting for the Lakeland Village Master Drainage Plan
- Invasive Species Control Habitat Mitigation and Monitoring Plan (HMMP) for the Banning Master Drainage Plan Line H Stage 1 Project
- IS/MND, Air Quality/Greenhouse Gas Memorandum, Aquatic Resources Delineation and Cultural and Biological Surveys for the Wildomar Master Drainage Plan Lateral C Revision Project
- Construction Worker Training for Archaeological Resources Paleontological Resources, and Hazardous Materials for Three District Construction Projects

## References

- Joan Valle, Associate Engineer, Riverside County Flood Control and Water Conservation District  
(951) 955-8856, [jvalle@rivco.org](mailto:jvalle@rivco.org)
- Nancy Sansonetti, AICP, Planner III, San Bernardino County Department of Public Works  
(909) 387-7876, [nancy.sansonetti@dpw.sbcounty.gov](mailto:nancy.sansonetti@dpw.sbcounty.gov)
- George Zakhari, Associate Water Quality Engineer, Golden State Water Company  
(760) 515-8322, [George.Zakhari@gswater.com](mailto:George.Zakhari@gswater.com)

**Client/Owner: City of Hermosa Beach (subcontractor to Adams-Streeter Civil Engineers, Inc.)**  
**Performance Period: 2018**



ECORP prepared a CEQA Categorical Exemption (CE) with Technical Studies for improvements to a 0.25-acre public parking lot that is in disrepair. This multi-benefit demonstration project is the first of its kind undertaken by the City as a pilot program for potential future implementation at other City facilities. Project water quality enhancements include: Storm water collection via permeable paver system, storm water treatment via a Modular Wetlands unit, storm water storage, harvesting and reuse via a cistern/pump manhole and irrigation control system, and storm water infiltration via bioswale demonstration planter. The project includes drought tolerant

landscaping, tree planting, ADA improvements, enhanced lighting and electrical upgrades, a bicycle corral, electric vehicle charging stations, and storm water capture and retention.

**Reference:** Reed Salan, Associate Engineer, Public Works Department, (310) 318-0229, [rsalan@hermosabch.org](mailto:rsalan@hermosabch.org)

## **X. FEE SCHEDULE**

The Fee Schedule is submitted in a separate sealed envelope and comprise of the Standard Fee Schedules for ASCE and subconsultant team members. The team acknowledge that the pricing and rates provided shall remain valid for the entire two (2) year Agreement term. The team also acknowledge that price adjustments and final pricing for all assigned project(s) and/or task(s) may be negotiated by the City.

## **XI. REQUIRED FORMS**

Required forms consisting of the Certification of Proposal, Non-Collusion Affidavit, Compliance with Insurance Requirements, and Acknowledgement of Professional Services Agreement are provided in the Appendix section of this SOQ.

# APPENDIX

- Certification of Proposal
- Non-Collusion Affidavit
- Compliance with Insurance Requirements
- Acknowledgement of Professional Services Agreement



## 6.3 Required Forms

### 6.3.1 Certification of Proposal

RFQ #: 20-02

The undersigned hereby submits its proposal and agrees to be bound by the terms and conditions of this Request for Proposal (RFQ).

1. Proposer declares and warrants that no elected or appointed official, officer or employee of the City has been or shall be compensated, directly or indirectly, in connection with this proposal or any work connected with this proposal. Should any agreement be approved in connection with this Request for Proposal, Proposer declares and warrants that no elected or appointed official, officer or employee of the City, during the term of his/her service with the City shall have any direct interest in that agreement, or obtain any present, anticipated or future material benefit arising therefrom.
2. By submitting the response to this request, Proposer agrees, if selected to furnish services to the City in accordance with this RFQ.
3. Proposer has carefully reviewed its proposal and understands and agrees that the City is not responsible for any errors or omissions on the part of the Proposer and that the Proposer is responsible for them.
4. It is understood and agreed that the City reserves the right to accept or reject any or all proposals and to waive any informality or irregularity in any proposal received by the City.
5. The proposal response includes all of the commentary, figures and data required by the Request for Proposal
6. The proposal shall be valid for 90 days from the date of submittal.
  
7. Proposer acknowledges that the City may issue addendums related to this RFQ and that the proposer has reviewed the following addendums which have been issued:

Addendum: \_\_\_\_\_

Addendum: \_\_\_\_\_

Addendum: \_\_\_\_\_

Addendum: \_\_\_\_\_

8. Proposer further acknowledges the provisions of any addendums issued have been incorporated into their proposal.

Signature of Authorized Representative:

A handwritten signature in blue ink that reads "Randal L. Streeter".

Printed Name and Title:

Randal L. Streeter, President

6.3.2 Non-Collusion AffidavitRFQ #: 20-02

The undersigned declares states and certifies that:

1. This proposal is not made in the interest of or on behalf of any undisclosed person, partnership, company, association, organization or corporation.
2. This proposal is genuine and not collusive or sham.
3. I have not directly or indirectly induced or solicited any other Proposer to put in a false or sham proposal and I have not directly or indirectly colluded, conspired, connived, or agreed with any other Proposer or anyone else to put in a sham proposal or to refrain from submitting to this RFQ.
4. I have not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the proposal price or to fix any overhead, profit or cost element of the proposal price or to secure any advantage against the City of Hermosa Beach or of anyone interested in the proposed contract.
5. All statements contained in the Proposal and related documents are true.
6. I have not directly or indirectly submitted the proposal price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any person, corporation, partnership, company, association, organization, RFQ depository, or to any member or agent thereof, to effectuate a collusive or sham proposal.
7. I have not entered into any arrangement or agreement with any City of Hermosa Beach public officer in connection with this proposal.
8. I understand collusive bidding is a violation of State and Federal law and can result in fines, prison sentences, and civil damage awards.

Signature of Authorized Representative:

A handwritten signature in blue ink, appearing to read "Randal L. Streeter", written over a horizontal line.

Printed Name and Title:

Randal L. Streeter, President

6.3.3 Compliance with Insurance RequirementsRFQ #: 20-02

The selected consultant will be expected to comply with the City's insurance requirements contained within this RFQ.

The undersigned declares states and certifies that:

1. Proposer agrees, acknowledges and is fully aware of the insurance requirements as specified in the Request for Proposal.
2. If selected, proposer agrees to accept all conditions and requirements as contained therein.

Signature of Authorized Representative:

A handwritten signature in blue ink, appearing to read "Randal L. Streeter", written over a horizontal line.

Printed Name and Title:

Randal L. Streeter, President

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6.3.4 Acknowledgement of Professional Services AgreementRFQ #: 20-02

The selected consultant will be expected to comply with and sign the City's Professional Services Agreement. Proposers should identify and/or indicate any exceptions to the Sample Professional Services Agreement included in Section 6.2. The City Attorney or their designee retains the discretion to accept or reject proposed exceptions or modifications to the City's Professional Services Agreement.

1. Proposer agrees, acknowledges and is fully aware of the conditions specified in the City's Sample Professional Services Agreement.
2. Proposer agrees to accept all conditions and requirements as contained therein with exceptions noted as follows:

12. INDEMNIFICATION. CONSULTANT shall indemnify, ~~defend~~ <sup>adjudicated</sup> with counsel approved by CITY, and hold harmless CITY, its officers, officials, employees and volunteers from and against all liability, loss, damage, expense, and cost (including ~~without limitation~~ reasonable attorneys fees, expert fees and all other costs and fees of litigation) ~~of every nature~~ arising out of or in connection with CONSULTANT's performance of work hereunder or its failure to comply with any of its obligations contained in this AGREEMENT, regardless of CITY'S passive negligence, but excepting such loss or damage which is caused by the sole active negligence or willful misconduct of the CITY. Should CITY in its sole discretion find CONSULTANT'S legal counsel unacceptable, then CONSULTANT shall reimburse the CITY its costs of defense, including without limitation reasonable attorneys fees, expert fees and all other costs and fees of litigation. The CONSULTANT shall promptly pay any final judgment rendered against the CITY (and its officers, officials, employees and volunteers) covered by this indemnity obligation. It is expressly understood and agreed that the foregoing provisions are intended to be as broad and inclusive as is permitted by the law of the State of California, <sup>in compliance with SB496,</sup> and will survive termination of this Agreement.

Signature of Authorized Representative:

Handwritten signature of Randal L. Streeter in blue ink.

Printed Name and Title:

Randal L. Streeter, President

# FEE SCHEDULE

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Project Name:  
ON-CALL ENGINEERING DESIGN SERVICES  
FOR UTILITIES (SEWER, STORM DRAIN)  
RFQ NO. 20-20

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Prepared for:  
City of Hermosa Beach  
Public Works Engineering Division  
Attn: Andrew Nguyen  
1315 Valley Drive  
Hermosa Beach, CA 90254

09.21.2020

Prepared by:  
Adams-Streeter Civil Engineers





September 21, 2020

Andrew Nguyen, Project Manager  
City of Hermosa Beach  
Department of Public Works, Engineering Division  
1315 Valley Drive  
Hermosa Beach, CA 90254

**SUBJECT: Fee Schedule to Provide On-Call Engineering Design Services for Utilities,  
RFQ 20-02**

Dear Mr. Nguyen,

The Standard Fee Schedule for ASCE and subconsultant team-firms are attached in conformance with RFQ requirements. We acknowledge that the pricing and rates provided shall remain valid for the entire two (2) year agreement term. The team also acknowledge that price adjustments and final pricing for all assigned project(s) and/or task(s) may be negotiated by the City.

ASCE's point of contact during the proposal evaluation period is as follows:

Khoon Tan, P.E., Director of Municipal Services  
Office: (949) 474-2330 x231, Cell: 949-390-0984, Email: [ktan@adams-streeter.com](mailto:ktan@adams-streeter.com)

Please don't hesitate to contact Mr. Tan via e-mail or phone for any questions concerning the enclosed Fee Proposal during the evaluation period. Thank you for your consideration and opportunity to be of service to the City of Hermosa Beach.

Sincerely,

Randal L. Streeter, P.E.  
President / Principal In-Charge



## ADAMS STREETER CIVIL ENGINEERS 2020 PROFESSIONAL FEE SCHEDULE

### CIVIL ENGINEERING SERVICES

Principal .....	\$185.00/hour
Project Director .....	\$170.00/hour
Project Manager .....	\$150.00/hour
Project Engineer .....	\$135.00/hour
CADD Designer / Technician .....	\$100.00/hour
Clerical / Word Processing .....	\$55.00/hour

### SURVEYING AND MAPPING SERVICES

2-Man Survey Crew (Field) * .....	\$250.00/hour
1-Man Survey Crew (Field) * .....	\$215.00/hour
Survey Office / Mapper .....	\$150.00/hour

*\* Prevailing Wage Rates.*

### REIMBURSABLE EXPENSES

All out of pocket expenses, such as filing and plan check fees, permit fees, delivery service, reproduction printing, and other project expenses will be extra and invoiced at our direct cost.

### SUB-CONSULTANTS

Expenses for sub-consultants employed by Adams Streeter will be marked up by 10%.

### MILEAGE

Mileage will be invoiced at the IRS standard mileage rate for 2020.



## 2019 PROFESSIONAL FEE SCHEDULE

### HOURLY RATES BY STAFF CATEGORY

Principal and Associate Engineer/Geologist .....	\$180
Project Engineer/Geologist .....	\$146
Senior Staff Engineer/Geologist .....	\$114
Supervisory Technician .....	\$114
Staff Engineer/Geologist .....	\$104
Senior Project Technician .....	\$104
Project Technician .....	\$ 96
Staff Technician .....	\$ 86
Special Inspector .....	\$ 86
CAD Drafter/Technical Illustrator .....	\$ 96
Word Processor .....	\$ 78
Technical Assistant .....	\$ 66
Prevailing Wage (Soil Technician/Special Inspection Services) .....	\$118

### LABORATORY TESTING

Moisture Content – ASTM D2166.....	\$ 19	Hydroconsolidation/Collapse – ASTM D5333 .....	\$130
Moisture Content & Density .....	\$ 28	Undisturbed Direct Shear – ASTM D3080 .....	\$200
Atterberg Limits – ASTM D4318 .....	\$160	Undisturbed Direct Shear – Slow – ASTM D3080.....	\$290
Particle-Size Sieve Analysis – ASTM D422.....	\$104	Remolded Direct Shear – ASTM D3080.....	\$250
Finer than No. 200 Sieve – ASTM D1140 .....	\$ 72	Remolded Direct Shear – Slow – ASTM D3080 .....	\$380
Hydrometer Analysis – ASTM D422 .....	\$124	Residual Direct Shear – ASTM D3080.....	\$580
Maximum Dry Density – ASTM D1557.....	\$220	R-Value – CT301/ASTM D2844 .....	\$250
Maximum Dry Density with Oversize		Asphalt Maximum Density – CT308 .....	\$250
Particle – ASTM D1557 .....	\$250	Concrete, Mortar or Grout Compression	
Caltrans 216 Maximum Density.....	\$200	(per cylinder/cube/prism) .....	\$ 28
Sand Equivalent – ASTM D2419 .....	\$ 93	CMU Grouted Prisms	
Soluble Sulfate Content .....	\$ 65	- Compression Test ≤8" x 8" x 16" .....	\$ 195
Expansion Index – ASTM D4829.....	\$166	- Compression Test >8" x 8" x 16" .....	\$ 270
Consolidation – ASTM D2435.....	\$205	Gunite/Shotcrete Panel Coring & Testing.....	\$109
- For time-rate, add \$38/increment			
- For remolded, add \$54/specimen			
- For reload, add \$105/cycle			

### NOTES

1. No additional charges for field vehicle usage, nuclear gauge, or overtime work (except for prevailing wage and double time).
2. Heavy equipment (i.e. drill rig, backhoe, CPT) charges will be invoiced at cost.
3. Delivery and outside reproduction charges will be invoiced at cost.
4. Outside laboratory test charges will be invoiced at cost.



**ECORP Consulting, Inc.**  
**Schedule of Hourly Fees**

Position	Hourly Rate
Program Manager	\$200.00
QA/QC Manager	\$195.00
Principal Environmental Analyst (CEQA/NEPA)	\$200.00
Senior Environmental Analyst (CEQA/NEPA)	\$185.00
Staff Environmental Analyst (CEQA/NEPA)	\$125.00
Associate Environmental Analyst (CEQA/NEPA)	\$110.00
Assistant Environmental Analyst (CEQA/NEPA)	\$90.00
Principal Biologist	\$200.00
Senior Biologist	\$160.00
Staff Biologist	\$125.00
Associate Biologist	\$100.00
Assistant Biologist	\$90.00
Biological Technician	\$85.00
Principal Botanist/Habitat Restoration	\$155.00
Senior Botanist/Habitat Restoration	\$140.00
Assistant Botanist/Habitat Restoration	\$100.00
Principal Paleontologist	\$160.00
Cultural Resources Principal Investigator	\$185.00
Senior Cultural Specialist/Historian/Lab/Field Director	\$145.00
Cultural Resources Crew Chief	\$115.00
Cultural Resources Field Technician	\$90.00
Principal GIS/CADD/Graphics Specialist	\$160.00
Senior GIS/CADD Specialist	\$145.00
GIS/CADD Technician	\$100.00
Graphics Specialist	\$145.00
Senior Project Accountant/Contracts	\$170.00
Associate Project Accountant/Contracts	\$105.00
Production Coordinator/Proof Reader	\$100.00
Associate Word Processor	\$95.00
Clerical	\$95.00

**Expense Reimbursement/Other:**

1. Reproduction, equipment and other direct expenses are reimbursed at cost plus a 14-percent administrative handling charge (excluding mileage and per diem).
2. Subcontractor expenses are reimbursed at cost plus a 12-percent administrative handling charge.
3. Mileage is reimbursed at the current IRS rate.
4. Rental vehicles will be charged at the current standard daily rate, typically \$100 per day.
5. Per Diem, depending upon geography, may be charged if overnight stays are required.
6. Expert Witness Testimony, including Depositions, is billed at time and a half.
7. Hourly rates will escalate at a rate of 3% per annum.