

AGREEMENT FOR INFRASTRUCTURE ANALYSIS SERVICES FOR CITYWIDE SIDEWALK AND CURB IMPROVEMENTS

This agreement for City sidewalk and curb infrastructure analysis ("Agreement") is made and entered into this 14th day of February, 2011 ("Effective Date"), by and between the City of Redlands, a municipal corporation ("City") and VA Consulting, Inc. ("Consultant"). City and Consultant are sometimes individually referred to herein as a "Party" and, together, as the "Parties."

In consideration of the mutual promises contained herein, City and Consultant agree as follows:

ARTICLE 1 - ENGAGEMENT OF CONSULTANT

- 1.1 City hereby engages Consultant to perform an analysis of City's sidewalk and curb improvements (the "Services").
- 1.2 The Services shall be performed by Consultant in a professional manner, and Consultant represents that it has the skill and the professional expertise necessary to provide the Services to City at a level of competency presently maintained by other practicing professional consultants in the industry providing like and similar types of Services.

ARTICLE 2 - SERVICES OF CONSULTANT

- 2.1 The Services which Consultant shall perform are more particularly described in Exhibit "A," entitled "Scope of Services," which is attached hereto and incorporated herein by this reference.
- 2.2 Consultant shall comply with all applicable Federal, State and local laws and regulations in the performance of this Agreement including, but not limited to, the Americans with Disabilities Act and the Fair Employment and Housing Act.

ARTICLE 3 - RESPONSIBILITIES OF CITY

- 3.1 City shall make available to Consultant information in its possession that may assist Consultant in performing the Services.
- 3.2 City will make reasonable provision for Consultant to enter upon City-owned property, as required by Consultant, to perform the Services.
- 3.3 City designates Donald Young, Engineering Manager, as City's representative with respect to performance of the Services, and such person shall have the authority to transmit instructions, receive information, interpret and define City's policies and decisions with respect to performance of the Services.

ARTICLE 4 - PERFORMANCE OF SERVICES

- 4.1 Consultant shall perform the Services in a prompt and diligent manner and in accordance with the schedule to be provided by the City.
- 4.2 At any time during the term of this Agreement, City may request that Consultant perform Extra Services. As used herein, "Extra Services" means any work which is determined necessary by City for the proper completion of the project or work for which the Services are being performed, but which the Parties did not reasonably anticipate would be necessary at the time of execution of this Agreement. Provided the Extra Work does not exceed twenty percent (20%) of the compensation to be paid by City to Consultant for the Services, such Extra Work may be agreed to by the Parties by written amendment to this Agreement, executed by City's City Manager. Consultant shall not perform, nor be compensated for, Extra Work without such written authorization from City.
- 4.3 Consultant designates John S. Wolter, P.E. as Consultant's representative with respect to performance of the Services, and such person shall have the authority to transmit instructions, receive information, interpret and define Consultant's policies and decisions with respect to performance of the Services.

ARTICLE 5 - PAYMENTS TO CONSULTANT

- 5.1 The total compensation for Consultant's performance of the Services shall not exceed the amount of Twenty Nine Thousand Nine Hundred Sixty Nine Dollars (\$29,969.00). City shall pay Consultant on a time and materials basis up to the not to exceed amount, based upon the hourly rates shown in Exhibit "B," entitled "Rate Schedule."
- 5.2 Consultant shall submit monthly invoices to City describing the work performed during the preceding month. Consultant's invoices shall include a brief description of the Services performed, the dates the Services were performed, the number of hours spent and by whom, and a description of reimbursable expenses, if any. City shall pay Consultant no later than thirty (30) days after receipt and approval by City of Consultant's invoice.
- 5.3 All notices shall be given in writing by personal delivery or by mail. Notices sent by mail should be addressed as follows:

City

Donald Young, P.E.
Municipal Utilities and Engineering Dept.
City of Redlands
35 Cajon Street, Suite 15A
PO Box 3005 (mailing)
Redlands, CA 92373

Consultant

Max P. Vahid, CEO
VA Consulting
6400 Oak Canyon, Suite 150
Irvine, CA 92618

When so addressed, such notices shall be deemed given upon deposit in the United States Mail. Changes may be made in the names and addresses of the person to who notices and payments are to be given by giving notice pursuant to this section 5.3.

ARTICLE 6 - INSURANCE AND INDEMNIFICATION

- 6.1 All insurance required by this Agreement shall be maintained by Consultant for the duration of its performance of the Services. Consultant shall not perform any Services unless and until all required insurance listed below is obtained by Consultant. Consultant shall provide City with certificates of insurance and endorsements evidencing such insurance prior to commencement of the Services. All insurance policies shall include a provision prohibiting cancellation or modification of the policy except upon thirty (30) days prior written notice to City.
- 6.2 Workers' Compensation and Employer's Liability. Consultant shall secure and maintain Worker's Compensation and Employer's Liability insurance throughout the duration of its performance of the Services in accordance with the laws of the State of California, with an insurance carrier acceptable to City.
- 6.3 Hold Harmless and Indemnification. Consultant shall defend, indemnify and hold harmless City and its elected officials, employees and agents from and against any and all claims, losses or liability, including attorneys' fees, arising from injury or death to persons or damage to property occasioned by Consultant's and its officers', employees' and agents' sole negligent acts or omissions in performing the Services.
- 6.4 Comprehensive General Liability Insurance. Consultant shall secure and maintain in force throughout the term of this Agreement comprehensive general liability insurance with carriers acceptable to City. Minimum coverage of One Million Dollars (\$1,000,000) per occurrence and Two Million Dollars (\$2,000,000) aggregate for public liability, property damage and personal injury is required. City shall be named as an additional insured. Such insurance shall be primary and non-contributing to any insurance or self-insurance maintained by City.
- 6.5 Professional Liability Insurance. Consultant shall secure and maintain professional liability insurance throughout the term of this Agreement in the amount of One Million Dollars (\$1,000,000) per claim made.
- 6.6 Business Auto Liability Insurance. Consultant shall have business auto liability coverage, with minimum limits of One Million Dollars (\$1,000,000) per occurrence, combined single limit for bodily injury liability and property damage liability. This coverage shall include all Consultant owned vehicles used in connection with Consultant's provision of the Services, hired and non-owned vehicles, and employee non-ownership vehicles. Such insurance shall be primary and non-contributing to any insurance or self insurance maintained by City. City shall be named as an additional insured.

ARTICLE 7 - CONFLICTS OF INTEREST

- 7.1 Consultant covenants and represents that it does not have any investment or interest in real property that may be the subject of this Agreement or any other source of income, interest in real property or investment which would be affected in any manner or degree by the performance of Consultant's Services. Consultant further covenants and represents that in

the performance of its duties hereunder, no person having any such interest shall perform any Services under this Agreement.

7.2 Consultant agrees it is not a designated employee within the meaning of the Political Reform Act because Consultant:

A. Does not make or participate in:

- (i) the making of any City governmental decisions regarding approval of a rate, rule or regulation, or the adoption or enforcement of laws;
- (ii) the issuance, denial, suspension or revocation of City permits, licenses, applications, certifications, approvals, orders or similar authorizations or entitlements;
- (iii) authorizing City to enter into, modify or renew a contract;
- (iv) granting City approval to a contract that requires City approval and to which City is a party, or to the specifications for such a contract;
- (v) granting City approval to a plan, design, report, study or similar item;
- (vi) adopting, or granting City approval of, policies, standards or guidelines for City or for any subdivision thereof.

B. Does not serve in a staff capacity with City and in that capacity, participate in making a governmental decision or otherwise perform the same or substantially all the same duties for City that would otherwise be performed by an individual holding a position specified in City's Conflict of Interest Code under Government Code section 87302.

7.3 In the event City officially determines that Consultant must disclose its financial interests by completing and filing a Fair Political Practices Commission Form 700, Statement of Economic Interests, Consultant shall file the subject Form 700 with the City Clerk's office pursuant to the written instructions provided by the Office of the City Clerk.

ARTICLE 8 - GENERAL CONSIDERATIONS

8.1 Attorneys' Fees. In the event any action is commenced to enforce or interpret any of the terms or conditions of this Agreement the prevailing Party shall, in addition to any costs and other relief, be entitled to the recovery of its reasonable attorneys' fees, including fees for the use of in-house counsel by a Party.

8.2 Prohibition Against Assignment. Consultant shall not assign any of the Services, except with the prior written approval of City and in strict compliance with the terms, and conditions of this Agreement.

- 8.3 Documents and Records. All documents, records, drawings, designs, cost estimates, electronic data files, databases and other documents developed by Consultant in connection with its performance of the Services, and any copyright interest in such documents, shall become the property of City and shall be delivered to City upon completion of the Services, or upon the request of City. Any reuse of such documents, and any use of incomplete documents, shall be at City's sole risk.
- 8.4 Independent Contractor Status. Consultant is for all purposes under this Agreement an independent contractor and shall perform the Services as an independent contractor. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as herein set forth. Consultant shall supply all tools and instrumentalities required to perform the Services. All personnel employed by Consultant are for its account only, and in no event shall Consultant or any personnel retained by it be deemed to have been employed by City or engaged by City for the account of, or on behalf of City. Consultant shall have no authority, express or implied, to act on behalf of City in any capacity whatsoever as an agent, nor shall Consultant have any authority, express or implied, to bind City to any obligation.
- 8.5 Termination.
- A. Unless earlier terminated as provided for below, this Agreement shall terminate upon completion and acceptance of the Services by City.
- B. This Agreement may be terminated by City, in its sole discretion, by providing thirty (30) days' prior written notice to Consultant (delivered by certified mail, return receipt requested) of City's intent to terminate.
- C. If this Agreement is terminated by City, an adjustment to Consultant's compensation shall be made, but (1) no amount shall be allowed for anticipated profit or unperformed Services, and (2) any payment due Consultant at the time of termination may be adjusted to the extent of any additional costs to City occasioned by any default by Consultant.
- D. Upon receipt of a termination notice, Consultant shall immediately discontinue its provision of the Services and, within five (5) days of the date of the termination notice, deliver or otherwise make available to City, copies (in both hard copy and electronic form, where applicable) of any data, design calculations, drawings, specifications, reports, estimates, summaries and such other information and materials as may have been accumulated by Consultant in performing the Services. Consultant shall be compensated on a pro-rata basis for Services completed up to the date of termination.
- 8.6 Books and Records. Consultant shall maintain any and all books, ledgers, invoices, accounts and all other records and documents evidencing costs and expenses related to the Services for a period of three (3) years, or for any longer period required by law, from the date of final payment to Consultant pursuant to this Agreement. Such books shall be available at all reasonable times for examination by City at the office of Consultant.
- 8.7 Entire Agreement/Amendment. This Agreement, including the Exhibits incorporated herein by reference, represents the entire agreement and understanding between the Parties as to the

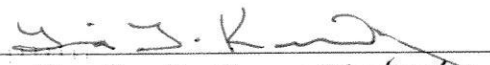
matters contained herein, and any prior negotiations, written proposals or verbal agreements relating to such matters are superseded by this Agreement. Except as otherwise provided for herein, any amendment to this Agreement shall be in writing, approved by City and signed by City and Consultant.

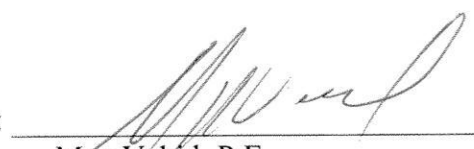
- 8.8 Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of California.
- 8.9 Severability. If one or more of the sentences, clauses, paragraphs or sections contained in this Agreement is declared invalid, void or unenforceable by a court of competent jurisdiction, the same shall be deemed severable from the remainder of this Agreement and shall not affect, impair or invalidate any of the remaining sentences, clauses, paragraphs or sections contained herein, unless to do so would deprive a Party of a material benefit of its bargain under this Agreement.

IN WITNESS WHEREOF, duly authorized representatives of the City and Consultant have signed in confirmation of this Agreement.

CITY OF REDLANDS

VA Consulting , Inc.

By: 
Tina Kundig, Finance Director/City Treasurer

By: 
Max Vahid, P.E.
President & CEO
VA Consulting

ATTEST:


Sam Irwin, City Clerk

ATTACHMENT A

City of Redlands

Infrastructure Analysis Services For Citywide Sidewalk And Curb Improvements

SCOPE OF SERVICES



January 12, 2010

WORK PROPOSAL
City of Redlands
Professional Engineering Services for the
Infrastructure Analysis Services for
Citywide Sidewalk and Curb Improvements Project

I. PROJECT APPROACH AND SCOPE OF WORK

PROJECT UNDERSTANDING

The City of Redlands (City) is seeking a consultant to perform infrastructure condition analysis of the existing sidewalks, ADA ramps and curb and gutter throughout the City. Findings are to be shown on 8 1/2" x 11" maps of the City with a spreadsheet (in Excel format) listing all the locations requiring work.

We understand that the City has approximately 375 miles of streets and approximately 350 miles of sidewalk. The purpose of this RFP is for the selected consultant to assist the City establish an accurate inventory of existing City infrastructure as it relates to pedestrian accessibility. In addition, we understand that the maps and Excel spreadsheet reports are to be completed within the 60 calendar days from the City's Notice to Proceed.

VA staff has the experience and resources to perform the analysis and prepare the reports, including the curb and gutter field review if desired by the City, within the timeline required by the City.

PROJECT APPROACH

Performance of the infrastructure analysis and preparation of the infrastructure condition report will be performed in three distinct phases. The first phase will consist of gathering existing project data and meeting with City Project Manager to learn of any particular problem areas and conclude on the format for the infrastructure inventory spreadsheet.

In the second phase, the field survey of sidewalk, ADA ramp and curb and gutter infrastructure will be performed. The final products of Phase 2 will be field notes and Excel spreadsheets indicating the locations and describing the infrastructure conditions requiring repairs.

The third phase of the work will be the preparation of exhibits showing the location of the recommended improvements, and Excel spreadsheet listing the locations, describing the conditions of the infrastructure requiring improvements and a description of the recommended improvements.

During the course of the work in preparing the infrastructure documentation, the documents will undergo a thorough constructability review, quality assurance and quality control (QA/QC) by our senior staff. The field survey information will be reviewed with the City Project Manager and the draft infrastructure report and exhibits will be submitted to the City Project Manager for review. The City's comments will then be incorporated into the final infrastructure report and submitted to the City. Prior to the submittal meticulous attention to detail will ensure that the documents are organized and complete.

SCOPE OF WORK

The engineering services to be provided by the VA team for preparation of the infrastructure survey and report will consist of the following Phases:

- Phase 1 – Project kick-off and existing data collection;
- Phase 2 – Infrastructure field condition surveys; and
- Phase 3 – Preparation of final map exhibits, Excel spreadsheet and describing the recommended improvements.



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VA has reviewed the RFP, visited the project site, met with City staff and prepared a comprehensive work plan. The following Scope of Service presents the VA approach to delivering a successful infrastructure condition inventory and recommended improvements to the City.

GENERAL SERVICES PROVIDED DURING THE DURATION OF THE PROJECT

Meetings

Throughout the duration of the Project, VA will schedule and prepare meeting agendas and minutes for all meetings with the City. Minutes of the meetings will be prepared and distributed within three (3) working days after each meeting. VA anticipates the following scheduled meetings with the City:

- Project Kick-off Meeting
- Draft Final Report, Exhibits and Excel Spreadsheets Meeting

PHASE 1 – PROJECT KICK-OFF AND EXISTING DATA COLLECTION

1.1 Kick-off Meeting and Prepare Schedule

At the kick off meeting with the City, VA will discuss the project objectives, spreadsheet format, schedule, and the preliminary scope of work identified in the RFP and this proposal. In addition, sample Excel spreadsheets will be presented for review and approval of the format. A draft of sample spreadsheets is included in Section V, Page 10 of this proposal.

1.2 Research and Data Collection

Following the kick-off meeting, VA will conduct obtain existing City maps and other pertinent data for the project available from the City.

PHASE 2 – INFRASTRUCTURE CONDITION FIELD SURVEY

2.1 Field Survey Sidewalks and ADA Ramps Inventory

During this phase of the project, VA will drive/walk the roadways adjacent to existing sidewalks with a smart level and tape measure to document the existing and compile a comprehensive inventory of existing sidewalk and ramp locations where repairs are recommended and locations where ramps should be constructed to comply with current ADA access requirements. At each location where improvements are recommended the conditions will be documented, including but not limited to the existing level of ADA compliance and constraints due to obstructions. Location map exhibits along with the field notes for recommended repairs areas will be marked as part of the field inventory document.

2.2 Field Survey Curb and Gutter Inventory

During this phase of the project, VA will drive/walk the roadways adjacent to existing curb and gutter to document the drainage problem areas and compile a comprehensive inventory of existing curb and gutter locations where curb and gutter repairs are recommended to eliminate obvious drainage problems. At each location where repairs are recommended, conditions will be documented. Location map exhibits along with the field notes for recommended repairs areas will be marked as part of the field inventory document.

Deliverables: Two (2) each field notes and maps



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PHASE 3 – FINAL INFRASTRUCTURE REPORT

VA will work closely with City Project Manager in performing the field investigations and preparation of the infrastructure condition report to summarize the results of field investigation and evaluation of sidewalk, ADA ramps and curb and gutter conditions and recommended improvements. The report will include City map (8 ½" x 11") exhibits showing the locations of existing damaged sidewalk, ADA ramps, curb and gutter, and locations where ramps do not meet ADA requirements or do not exist. The report will also include an Excel spreadsheet describing the existing facility condition with dimensions of the recommended improvements.

Our intent is to compile physical data for the existing sidewalk, curb and gutter, and each existing and new curb ramp location. During the field review, we will document observations regarding current ADA compliancy and the improvement required to achieve ADA compliance for each curb ramp location. For example, required improvements might include: add grooving delineation, add truncated domes, construct new ramp, remove and replace portions of an existing sidewalk and curb ramp with standard or site specific design, etc.

Upon completion and compilation of the components of the report, VA will submit a draft copy of the report to the City for review, and will schedule a meeting to discuss the information contained within the report. Subsequent to the City's comments we will finalize the report and provide the City with the final copies of the Report. The following items will be included as part of the report:

3.1 Sidewalk and ADA Ramp Report

➤ Sidewalk and ADA ramp location exhibit

VA will prepare the location exhibit on the 8 ½" x 11" maps provided by the City. The exhibit will identify the locations of the damaged sidewalk, compliant ADA ramp, non-compliant ADA ramps and locations of existing sidewalks where there are no ramps.

➤ Excel Spreadsheet

VA will prepare an Excel spreadsheet inventory which will list each sidewalk and ADA ramp location and reference to the location map exhibit. The spreadsheet will describe the damaged sidewalk or the ADA ramp condition, and the recommended improvements at each location.

VA will prepare an Excel spreadsheet improvement summary which will list all of the locations where improvements are recommended, the existing condition, the recommended improvements and the square footage of the recommended sidewalk improvements.

3.2 Curb and Gutter Report

➤ Curb and Gutter Location Exhibit

VA will prepare the location exhibit on the 8 ½" x 11" City maps provided by the City. The exhibits will identify the location of the damaged curb and gutter.

➤ Excel Spreadsheet

VA will prepare an Excel spreadsheet inventory which will list each curb and gutter drainage problems and reference to the location map exhibit. The spreadsheet will describe the curb and gutter condition and the recommended curb replacement length.



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VA will prepare an Excel spreadsheet improvement summary which will list all of the locations where improvements are recommended, the existing condition, the recommended improvements and the dimensions of the recommended improvements.

3.3 Review Meeting

VA staff will review draft infrastructure report with City Project Manager. City comments will be incorporated for the final report submittal.

Deliverables: Two (2) each draft and final copies of the Final Infrastructure Report

ATTACHMENT B

City of Redlands

Infrastructure Analysis Services For Citywide Sidewalk And Curb Improvements

RATE SCHEDULE



**CITY OF REDLANDS
INFRASTRUCTURE ANALYSIS SERVICES CITYWIDE SIDEWALK AND CURB IMPROVEMENTS**

COST PROPOSAL

Tasks	Description	No. of dwgs reports	PR	SPM	DE	Clerical	TOTAL	
			hrs	hrs	hrs	hrs	hrs	Fees
1.0	PHASE 1 - PROJECT KICK-OFF AND EXISTING DATA COLLECTION							
1.1	Kickoff Meeting and Prepare Schedule			2			2	\$310
1.2	Research and Data Collection				2		2	\$200
2.0	PHASE 2 - INFRASTRUCTURE CONDITION FIELD SURVEY							
2.1	Sidewalks and ADA Ramps Inventory Field Survey			48	100		148	\$17,440
2.2	Curb and Gutter Inventory Field Survey			6	36		42	\$4,530
3.0	PHASE 3 - FINAL INFRASTRUCTURE REPORT							
3.1	Sidewalk, ADA Ramp and Curb & Gutter Report		2	10	28	7	47	\$5,179
3.3	Phase 3 Draft Report Review Meeting			2			2	\$310
	TOTAL HOURS		2	68	166	7	243	
	Reimbursable Expenses							\$2,000
	TOTAL FEES		\$346	\$10,540	\$16,600	\$483		\$29,969
	Rate (\$/hr)		\$173	\$155	\$100	\$69		



T K E E N G I N E E R I N G , I N C .

December 23, 2010

Mr. Donald Young, P.E.

CITY OF REDLANDS

Municipal Utilities and Engineering Department

35 Cajon Boulevard, Suite 15A

Redlands, CA 92373

Subject: Proposal to Provide Infrastructure Analysis Services for Citywide
Sidewalk and Curb Improvements Project

Dear Mr. Young:

TKE Engineering, Inc. will provide the services described in our proposal in accordance with the attached hourly breakdown. Sidewalk and ADA compliance analysis service fee is estimated without curb and gutter analysis included. Curb and gutter fees are prepared assuming that sidewalk and ADA compliance will be completed simultaneously.

TKE acknowledges that our hourly rate schedule is part of the Consultant's Proposal for use in invoicing for progress payments and for extra work incurred that is not part of this RFP. TKE shall provide all work breakdowns by task. All extra work will require prior approval from the City.

Thank you for the opportunity to submit our proposal. If you have any questions or need additional information, please advise.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael P. Thornton".

Michael P. Thornton, P.E.

President

TKE ENGINEERING, INC.

Enclosures: Fee Schedule

City of Redlands
Citywide Pedestrian Safety and ADA Accessibility Infrastructure Analysis
Consulting Fee

Task No.	Task	Project Manager		Assistant Engineer/Designer		Clerical		Total
		Hours	\$	Hours	\$	Hours	\$	
Sidewalk and ADA Compliance Analysis Services								
	Project Management, Coordination and Meetings	40	\$ 5,200		\$ -	10	\$ 550	\$ 5,750
	Field Review	10	\$ 1,300	300	\$ 27,000		\$ -	\$ 28,300
	Base Exhibit Preparation	40	\$ 5,200	100	\$ 9,000	10	\$ 550	\$ 14,750
	Subtotal:	90	\$ 11,700	400	\$ 36,000	20	\$ 1,100	\$ 48,800
							Reimbursable (5%):	\$ 2,440.00
							Total:	\$ 51,240.00
							Rounded Total:	\$ 52,000.00

Task No.	Task	Project Manager		Assistant Engineer/Designer		Clerical		Total
		Hours	\$	Hours	\$	Hours	\$	
Curb and Gutter Services								
	Project Management, Coordination and Meetings	40	\$ 5,200		\$ -	10	\$ 550	\$ 5,750
	Field Review	10	\$ 1,300	200	\$ 18,000		\$ -	\$ 19,300
	Base Exhibit Preparation	40	\$ 5,200	75	\$ 6,750	10	\$ 550	\$ 12,500
	Subtotal:	90	\$ 11,700	275	\$ 24,750	20	\$ 1,100	\$ 37,550
Rates:							Reimbursable (5%):	\$ 1,877.50
Project Manager			\$ 130 /HR			Total:		\$ 39,427.50
Assistant Engineer/Designer			\$ 90 /HR			Rounded Total:		\$ 40,000.00

Rates:

Project Manager	\$ 130 /HR
Assistant Engineer/Designer	\$ 90 /HR
Clerical	\$ 55 /HR

Notes:

- 1.) Reimbursables Include Cost for Prints, Copies, Mileage, Etc.

TKE Engineering, Inc.



December 23, 2010

City of Redlands

Donald Young, P.E.
Engineering Manager
Municipal Utilities & Engineering Department
35 Cajon Street, Suite 15A
Redlands, CA 92373

**RE: PROPOSAL FOR INFRASTRUCTURE ANALYSIS SERVICES FOR
CITYWIDE SIDEWALK AND CURB IMPROVEMENTS PROJECT**

Dear Mr. Young,

AEI-CASC Consulting is pleased to submit the enclosed estimate of consulting fees and cost breakdown for providing services for the City of Redlands' Infrastructure Analysis Project. The enclosed cost breakdown includes the fees for the combined sidewalk and intersection analysis, and a separate add on fee for the optional curb and gutter analysis. The table that follows provides a summary of the estimate of consulting fees. A detailed breakdown of the estimated fees and the rates applicable to the project are included on the enclosed spreadsheet.

Description	Estimated Fee
Field Review of Sidewalks and Intersections	\$84,105.00
Field Review of Curbs and Gutters (Optional)(Additional Fee)	<u>\$131,145.00</u>
Field Review of Sidewalks, Intersections, Curbs, and Gutters	\$215,250.00

With a team consisting of residents from Redlands and the neighboring cities, along with our corporate office located just 9 miles away, we will provide the City with efficient support services, eliminating travel time and logistical challenges facing out-of-the-area firms. ***We will provide top-notch local labor whose families live, work, play, and shop locally, ensuring that the project funds are circulated and re-circulated in the area.***

Sincerely,
AEI-CASC Consulting

A handwritten signature in dark ink, appearing to read 'R. Sidor', is written over a light gray circular stamp.

Richard J. Sidor, P.E.
Principal
rsidor@aei-casc.com

Enclosure: Estimate of Consulting Fees and Detailed Breakdown by Task

Task Number	Task Description	Staff Hour and Rate Estimate by Task													
		Principal in Charge	Project Manager	Technical Advisor	Field Team Leader 1	Field Team Leader 2	Data Manager 1	Field Team Member 1	Field Team Member 2	Clerical Support	Field Team Leaders 3&4	Field Team Member 3&4	Data Manager 2	Labor Summary	
1a	Prepare for Project Initiation Meeting (1 meeting)	Hours>>> 1.00 Dollars>>> \$ 180.00	Hours>>> 4.00 Dollars>>> \$ 540.00	Hours>>> 2.00 Dollars>>> \$ 270.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	7.00 \$ 990.00	
1b	Attend Project Initiation Meeting (1 Meeting)	Hours>>> Dollars>>>	Hours>>> 4.00 Dollars>>> \$ 540.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	4.00 \$ 540.00	
1c	Follow up after Project Initiation Meeting (1 Meeting)	Hours>>> Dollars>>>	Hours>>> 4.00 Dollars>>> \$ 540.00	1.00 \$ 135.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	5.00 \$ 675.00	
1d	Progress Reports every two weeks (3 Reports)	Hours>>> Dollars>>>	Hours>>> 8.00 Dollars>>> \$ 810.00	\$ -	\$ -	\$ -	\$ -	\$ -	8.00 \$ 520.00	\$ -	\$ -	\$ -	\$ -	14.00 \$ 1,330.00	
1e	Spot Checks (3 Spot Checks)	Hours>>> Dollars>>>	Hours>>> 8.00 Dollars>>> \$ 810.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	6.00 \$ 810.00	
2a	Divide City into Sectors	Hours>>> Dollars>>>	Hours>>> 8.00 Dollars>>> \$ 1,080.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	8.00 \$ 1,080.00	
2b1	Sidewalk and Intersection Accessibility Assessment Week 1	Hours>>> Dollars>>>	Hours>>> 4.00 Dollars>>> \$ 540.00	\$ -	40.00 \$ 3,400.00	26.00 \$ 2,210.00	\$ -	40.00 \$ 1,800.00	26.00 \$ 1,170.00	\$ -	\$ -	\$ -	\$ -	136.00 \$ 9,120.00	
2b2	Sidewalk and Intersection Accessibility Assessment Week 2	Hours>>> Dollars>>>	Hours>>> 4.00 Dollars>>> \$ 540.00	\$ -	40.00 \$ 3,400.00	26.00 \$ 2,210.00	\$ -	40.00 \$ 1,800.00	26.00 \$ 1,170.00	\$ -	\$ -	\$ -	\$ -	136.00 \$ 9,120.00	
2b3	Sidewalk and Intersection Accessibility Assessment Week 3	Hours>>> Dollars>>>	Hours>>> 4.00 Dollars>>> \$ 540.00	\$ -	40.00 \$ 3,400.00	26.00 \$ 2,210.00	\$ -	40.00 \$ 1,800.00	26.00 \$ 1,170.00	\$ -	\$ -	\$ -	\$ -	136.00 \$ 9,120.00	
2b4	Sidewalk and Intersection Accessibility Assessment Week 4	Hours>>> Dollars>>>	Hours>>> 4.00 Dollars>>> \$ 540.00	\$ -	40.00 \$ 3,400.00	26.00 \$ 2,210.00	\$ -	40.00 \$ 1,800.00	26.00 \$ 1,170.00	\$ -	\$ -	\$ -	\$ -	136.00 \$ 9,120.00	
2b5	Sidewalk and Intersection Accessibility Assessment Week 5	Hours>>> Dollars>>>	Hours>>> 4.00 Dollars>>> \$ 540.00	\$ -	40.00 \$ 3,400.00	26.00 \$ 2,210.00	\$ -	40.00 \$ 1,800.00	26.00 \$ 1,170.00	\$ -	\$ -	\$ -	\$ -	136.00 \$ 9,120.00	
2b6	Sidewalk and Intersection Accessibility Assessment Week 6	Hours>>> Dollars>>>	Hours>>> 4.00 Dollars>>> \$ 540.00	\$ -	40.00 \$ 3,400.00	26.00 \$ 2,210.00	\$ -	40.00 \$ 1,800.00	26.00 \$ 1,170.00	\$ -	\$ -	\$ -	\$ -	136.00 \$ 9,120.00	
3a	Create Excel Spreadsheet	Hours>>> Dollars>>>	Hours>>> 4.00 Dollars>>> \$ 540.00	\$ -	4.00 \$ 340.00	\$ -	2.00 \$ 140.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	10.00 \$ 1,020.00	
3b1	Manage Project Data. Input Checklist Data to Excel Spreadsheet. Transfer Map Notes for Week 1	Hours>>> Dollars>>>	Hours>>> 1.00 Dollars>>> \$ 135.00	\$ -	\$ -	\$ -	32.00 \$ 2,240.00	\$ -	2.00 \$ 130.00	\$ -	\$ -	\$ -	\$ -	35.00 \$ 2,505.00	
3b2	Manage Project Data. Input Checklist Data to Excel Spreadsheet. Transfer Map Notes for Week 2	Hours>>> Dollars>>>	Hours>>> 1.00 Dollars>>> \$ 135.00	\$ -	\$ -	\$ -	32.00 \$ 2,240.00	\$ -	2.00 \$ 130.00	\$ -	\$ -	\$ -	\$ -	35.00 \$ 2,505.00	
3b3	Manage Project Data. Input Checklist Data to Excel Spreadsheet. Transfer Map Notes for Week 3	Hours>>> Dollars>>>	Hours>>> 1.00 Dollars>>> \$ 135.00	\$ -	\$ -	\$ -	32.00 \$ 2,240.00	\$ -	2.00 \$ 130.00	\$ -	\$ -	\$ -	\$ -	35.00 \$ 2,505.00	
3b4	Manage Project Data. Input Checklist Data to Excel Spreadsheet. Transfer Map Notes for Week 4	Hours>>> Dollars>>>	Hours>>> 1.00 Dollars>>> \$ 135.00	\$ -	\$ -	\$ -	32.00 \$ 2,240.00	\$ -	2.00 \$ 130.00	\$ -	\$ -	\$ -	\$ -	35.00 \$ 2,505.00	
3b5	Manage Project Data. Input Checklist Data to Excel Spreadsheet. Transfer Map Notes for Week 5	Hours>>> Dollars>>>	Hours>>> 1.00 Dollars>>> \$ 135.00	\$ -	\$ -	\$ -	32.00 \$ 2,240.00	\$ -	2.00 \$ 130.00	\$ -	\$ -	\$ -	\$ -	35.00 \$ 2,505.00	
3b6	Manage Project Data. Input Checklist Data to Excel Spreadsheet. Transfer Map Notes for Week 6	Hours>>> Dollars>>>	Hours>>> 1.00 Dollars>>> \$ 135.00	\$ -	\$ -	\$ -	32.00 \$ 2,240.00	\$ -	2.00 \$ 130.00	\$ -	\$ -	\$ -	\$ -	35.00 \$ 2,505.00	
3c	Prepare Summary Report	Hours>>> Dollars>>>	Hours>>> 2.00 Dollars>>> \$ 260.00	2.00 \$ 270.00	2.00 \$ 270.00	\$ -	16.00 \$ 1,120.00	\$ -	4.00 \$ 260.00	\$ -	\$ -	\$ -	\$ -	44.00 \$ 4,710.00	
2c	Divide City into Sectors	Hours>>> Dollars>>>	Hours>>> 8.00 Dollars>>> \$ 940.00	\$ -	20.00 \$ 1,700.00	26.00 \$ 1,950.00	\$ -	20.00 \$ 1,500.00	13.00 \$ 945.00	\$ -	80.00 \$ 5,800.00	60.00 \$ 3,600.00	\$ -	243.00 \$ 18,350.00	
2c1	Add Curb and Outer Assessment Week 1	Hours>>> Dollars>>>	Hours>>> 8.00 Dollars>>> \$ 810.00	\$ -	20.00 \$ 1,700.00	26.00 \$ 1,950.00	\$ -	20.00 \$ 1,500.00	13.00 \$ 945.00	\$ -	80.00 \$ 5,800.00	60.00 \$ 3,600.00	\$ -	243.00 \$ 18,350.00	
2c2	Add Curb and Outer Assessment Week 2	Hours>>> Dollars>>>	Hours>>> 8.00 Dollars>>> \$ 810.00	\$ -	20.00 \$ 1,700.00	26.00 \$ 1,950.00	\$ -	20.00 \$ 1,500.00	13.00 \$ 945.00	\$ -	80.00 \$ 5,800.00	60.00 \$ 3,600.00	\$ -	243.00 \$ 18,350.00	
2c3	Add Curb and Outer Assessment Week 3	Hours>>> Dollars>>>	Hours>>> 8.00 Dollars>>> \$ 810.00	\$ -	20.00 \$ 1,700.00	26.00 \$ 1,950.00	\$ -	20.00 \$ 1,500.00	13.00 \$ 945.00	\$ -	80.00 \$ 5,800.00	60.00 \$ 3,600.00	\$ -	243.00 \$ 18,350.00	
2c4	Add Curb and Outer Assessment Week 4	Hours>>> Dollars>>>	Hours>>> 8.00 Dollars>>> \$ 810.00	\$ -	20.00 \$ 1,700.00	26.00 \$ 1,950.00	\$ -	20.00 \$ 1,500.00	13.00 \$ 945.00	\$ -	80.00 \$ 5,800.00	60.00 \$ 3,600.00	\$ -	243.00 \$ 18,350.00	
2c5	Add Curb and Outer Assessment Week 5	Hours>>> Dollars>>>	Hours>>> 8.00 Dollars>>> \$ 810.00	\$ -	20.00 \$ 1,700.00	26.00 \$ 1,950.00	\$ -	20.00 \$ 1,500.00	13.00 \$ 945.00	\$ -	80.00 \$ 5,800.00	60.00 \$ 3,600.00	\$ -	243.00 \$ 18,350.00	
2c6	Add Curb and Outer Assessment Week 6	Hours>>> Dollars>>>	Hours>>> 8.00 Dollars>>> \$ 810.00	2.00 \$ 270.00	20.00 \$ 1,700.00	13.00 \$ 1,065.00	\$ -	20.00 \$ 1,500.00	13.00 \$ 945.00	\$ -	80.00 \$ 5,800.00	60.00 \$ 3,600.00	\$ -	243.00 \$ 18,350.00	
3b1	Manage Project Data. Input Checklist Data to Excel Spreadsheet. Transfer Map Notes for Week 1	Hours>>> Dollars>>>	Hours>>> 2.00 Dollars>>> \$ 270.00	\$ -	2.00 \$ 135.00	\$ -	18.00 \$ 1,260.00	\$ -	3.00 \$ 195.00	\$ -	38.00 \$ 2,660.00	50.00 \$ 3,450.00	\$ -	50.00 \$ 3,450.00	
3b2	Manage Project Data. Input Checklist Data to Excel Spreadsheet. Transfer Map Notes for Week 2	Hours>>> Dollars>>>	Hours>>> 2.00 Dollars>>> \$ 270.00	\$ -	2.00 \$ 135.00	\$ -	18.00 \$ 1,260.00	\$ -	3.00 \$ 195.00	\$ -	38.00 \$ 2,660.00	50.00 \$ 3,450.00	\$ -	50.00 \$ 3,450.00	
3b3	Manage Project Data. Input Checklist Data to Excel Spreadsheet. Transfer Map Notes for Week 3	Hours>>> Dollars>>>	Hours>>> 2.00 Dollars>>> \$ 270.00	\$ -	2.00 \$ 135.00	\$ -	18.00 \$ 1,260.00	\$ -	3.00 \$ 195.00	\$ -	38.00 \$ 2,660.00	50.00 \$ 3,450.00	\$ -	50.00 \$ 3,450.00	
3b4	Manage Project Data. Input Checklist Data to Excel Spreadsheet. Transfer Map Notes for Week 4	Hours>>> Dollars>>>	Hours>>> 2.00 Dollars>>> \$ 270.00	\$ -	2.00 \$ 135.00	\$ -	18.00 \$ 1,260.00	\$ -	3.00 \$ 195.00	\$ -	38.00 \$ 2,660.00	50.00 \$ 3,450.00	\$ -	50.00 \$ 3,450.00	
3b5	Manage Project Data. Input Checklist Data to Excel Spreadsheet. Transfer Map Notes for Week 5	Hours>>> Dollars>>>	Hours>>> 2.00 Dollars>>> \$ 270.00	\$ -	2.00 \$ 135.00	\$ -	18.00 \$ 1,260.00	\$ -	3.00 \$ 195.00	\$ -	38.00 \$ 2,660.00	50.00 \$ 3,450.00	\$ -	50.00 \$ 3,450.00	
3b6	Manage Project Data. Input Checklist Data to Excel Spreadsheet. Transfer Map Notes for Week 6	Hours>>> Dollars>>>	Hours>>> 2.00 Dollars>>> \$ 270.00	\$ -	2.00 \$ 135.00	\$ -	18.00 \$ 1,260.00	\$ -	3.00 \$ 195.00	\$ -	38.00 \$ 2,660.00	50.00 \$ 3,450.00	\$ -	50.00 \$ 3,450.00	
3c	Prepare Summary Report	Hours>>> Dollars>>>	Hours>>> 30.00 Dollars>>> \$ 4,050.00	\$ -	7.00 \$ 374.00	\$ -	8.00 \$ 560.00	\$ -	3.00 \$ 195.00	\$ -	8.00 \$ 560.00	50.00 \$ 3,450.00	\$ -	49.00 \$ 3,265.00	
Project Totals By Assigned Staff		Hours>>> Dollars>>>	Hours>>> 3.0 Dollars>>> \$ 540.00	168.0 \$ 22,680.00	7.0 \$ 945.00	374.0 \$ 31,790.00	244.0 \$ 20,740.00	314.0 \$ 16,200.00	360.0 \$ 10,530.00	45.0 \$ 2,925.00	480.0 \$ 40,800.00	480.0 \$ 21,600.00	236.0 \$ 16,520.00	2945.0 \$ 207,250.00	

AEI-CASC Consulting
1 of 2

Redlands Infrastructure Analysis

Estimate Date: December 21, 2010

Task Number	Task Description	Other Direct Costs by Task						Reimbursable Summary	Subtask Summary Total		Task Summary Total
		Reproduction	Company Truck Crew 1	Company Truck Crew 2	Company Truck Crew 3	Company Truck Crew 4	Equipment Fees		Hours	Dollars	
1a	Prepare for Project Initiation Meeting (1 meeting)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	7.0	\$ 990.00	36
1b	Attend Project Initiation Meeting (1 Meeting)							\$ -	4.0	\$ 540.00	\$ 4,348.00
1c	Follow up after Project Initiation Meeting (1 Meeting)							\$ -	5.0	\$ 675.00	
1d	Progress Reports every two weeks (3 Reports)							\$ -	14.0	\$ 1,730.00	
1e	Spot Checks (3 Spot Checks)							\$ -	8.0	\$ 810.00	
2a	Divide City into Sectors						\$ 400.00	\$ 400.00	8.0	\$ 1,480.00	824
2b1	Sidewalk and Intersection Accessibility Assessment Week 1		\$ 250.00	\$ 200.00				\$ 450.00	136.0	\$ 9,570.00	\$ 58,900.00
2b2	Sidewalk and Intersection Accessibility Assessment Week 2		\$ 250.00	\$ 200.00				\$ 450.00	136.0	\$ 9,570.00	
2b3	Sidewalk and Intersection Accessibility Assessment Week 3		\$ 250.00	\$ 200.00				\$ 450.00	136.0	\$ 9,570.00	
2b4	Sidewalk and Intersection Accessibility Assessment Week 4		\$ 250.00	\$ 200.00				\$ 450.00	136.0	\$ 9,570.00	
2b5	Sidewalk and Intersection Accessibility Assessment Week 5		\$ 250.00	\$ 200.00				\$ 450.00	136.0	\$ 9,570.00	
2b6	Sidewalk and Intersection Accessibility Assessment Week 6		\$ 250.00	\$ 200.00				\$ 450.00	136.0	\$ 9,570.00	
3a	Create Excel Spreadsheet							\$ -	10.0	\$ 1,020.00	264
3b1	Manage Project Data, Input Checklist Data to Excel Spreadsheet, Transfer Map Notes for Week 1							\$ -	35.0	\$ 2,505.00	\$ 30,865.00
3b2	Manage Project Data, Input Checklist Data to Excel Spreadsheet, Transfer Map Notes for Week 2							\$ -	35.0	\$ 2,505.00	
3b3	Manage Project Data, Input Checklist Data to Excel Spreadsheet, Transfer Map Notes for Week 3							\$ -	35.0	\$ 2,505.00	
3b4	Manage Project Data, Input Checklist Data to Excel Spreadsheet, Transfer Map Notes for Week 4							\$ -	35.0	\$ 2,505.00	
3b5	Manage Project Data, Input Checklist Data to Excel Spreadsheet, Transfer Map Notes for Week 5							\$ -	35.0	\$ 2,505.00	
3b6	Manage Project Data, Input Checklist Data to Excel Spreadsheet, Transfer Map Notes for Week 6							\$ -	35.0	\$ 2,505.00	
3c	Prepare Summary Report	\$ 100.00						\$ 100.00	44.0	\$ 4,610.00	1413
2c	Divide City into Sectors						\$ 400.00	\$ 400.00	4.0	\$ 940.00	\$ 100,260.00
2c1	Add Curb and Gutter Assessment Week 1		\$ 125.00	\$ 100.00	\$ 250.00	\$ 250.00		\$ 725.00	242.0	\$ 17,075.00	
2c2	Add Curb and Gutter Assessment Week 2		\$ 125.00	\$ 100.00	\$ 250.00	\$ 250.00		\$ 725.00	242.0	\$ 17,075.00	
2c3	Add Curb and Gutter Assessment Week 3		\$ 125.00	\$ 100.00	\$ 250.00	\$ 250.00		\$ 725.00	232.0	\$ 16,225.00	
2c4	Add Curb and Gutter Assessment Week 4		\$ 125.00	\$ 100.00	\$ 250.00	\$ 250.00		\$ 725.00	232.0	\$ 16,225.00	
2c5	Add Curb and Gutter Assessment Week 5		\$ 125.00	\$ 100.00	\$ 250.00	\$ 250.00		\$ 725.00	234.0	\$ 16,225.00	
2c6	Add Curb and Gutter Assessment Week 6		\$ 125.00	\$ 100.00	\$ 250.00	\$ 250.00		\$ 725.00	234.0	\$ 16,495.00	403
3b1	Manage Project Data, Input Checklist Data to Excel Spreadsheet, Transfer Map Notes for Week 1							\$ -	59.0	\$ 4,245.00	\$ 39,885.00
3b2	Manage Project Data, Input Checklist Data to Excel Spreadsheet, Transfer Map Notes for Week 2							\$ -	59.0	\$ 4,245.00	
3b3	Manage Project Data, Input Checklist Data to Excel Spreadsheet, Transfer Map Notes for Week 3							\$ -	59.0	\$ 4,245.00	
3b4	Manage Project Data, Input Checklist Data to Excel Spreadsheet, Transfer Map Notes for Week 4							\$ -	59.0	\$ 4,245.00	
3b5	Manage Project Data, Input Checklist Data to Excel Spreadsheet, Transfer Map Notes for Week 5							\$ -	59.0	\$ 4,245.00	
3b6	Manage Project Data, Input Checklist Data to Excel Spreadsheet, Transfer Map Notes for Week 6							\$ -	59.0	\$ 4,245.00	
3c	Prepare Summary Report	\$ 50.00						\$ 50.00	49.0	\$ 5,415.00	
Project Totals By Assigned Staff		\$ 150.00	\$ 2,250.00	\$ 1,800.00	\$ 1,500.00	\$ 1,500.00	\$ 800.00	\$ 8,000.00	2945.0	\$ 215,250.00	

Notes
 Total Estimate Cost to Inventory Sidewalks and Intersections =
 Total Estimate Add on Cost for Curb and Gutter =
 Total Cost for Sidewalks, Intersections, and Curb and Gutter =