

AMENDMENT NO. 2

CITY OF CHICO - PROFESSIONAL SERVICES AGREEMENT

AGREEMENT DATED JUNE 7, 2019

BETWEEN CITY OF CHICO

AND

ROLLS, ANDERSON & ROLLS
Architect/Consultant/Engineer

BRUCE ROAD RECONSTRUCTION –
SKYWAY TO EAST 20TH STREET
Project Title

MAJC/16038-000-4140
Budget Account Number

THIS PROFESSIONAL SERVICES AGREEMENT AMENDMENT (Amendment) is entered into on September 10, 2020, between the City of Chico, a municipal corporation under the laws of the State of California (City), and Rolls, Anderson & Rolls, (Consultant). On June 7, 2019, City and Consultant entered into “City of Chico - Professional Services Agreement” (Agreement). The provisions of the Agreement are hereby amended as follows:

1. Exhibit B is hereby superseded and replaced by revised Pages B1-R2 through B12-R2 attached hereto.
2. Exhibit C is hereby superseded and replaced by revised Pages C1-R2 through C2-R2 attached hereto.
3. All other provisions of the Agreement shall remain in full force and effect.

CITY:

CONSULTANT:

Mark Orme

Mark Orme, City Manager*

Paul W. Rado

By: PAUL W. RADO

Title VICE-PRESIDENT

*Authorized pursuant to Section 3.08.060
of the Chico Municipal Code

APPROVED AS TO FORM:



Andrew Jared, City Attorney*

*Pursuant to The Charter of the
City of Chico, Section 906(D)


REVIEWED AS TO CONTENT:



Scott Dowell, Administrative Services Director*

*Reviewed by Finance and Information Systems

APPROVED AS TO CONTENT:



Brendan Ottoboni, Public Works Director
Engineering

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AMENDED
EXHIBIT B

SCOPE OF PROFESSIONAL SERVICES - BASIC; COMPLETION SCHEDULE

Scope of Professional Services - Basic

The Consultant shall provide professional services as follows:

Amendment No. 2 Services:

Task 1- Project Management

Task 1 shall include, project setup, project management, and coordination with the City. The consultant shall provide overall management of the project, including coordination with the City and other stakeholders. The consultant shall provide management of subconsultants in the performance of their work. Management activities shall also include development and maintenance of a design schedule and progress reports to be distributed monthly. The schedule and billings shall be submitted in the form and in sufficient detail to track the project status and contract expenditures.

1) Project Kick-off Meeting

The Consultant shall schedule and conduct a Project kick-off meeting within three (3) weeks of NTP to discuss Project details, establish goals, review the Project schedule, and coordinate efforts. City staff shall work in conjunction with the Consultant to develop the Project Development Team (PDT) prior to the Project kick-off meeting. Once identified, the Consultant shall contact all members of the PDT to coordinate the scheduled meeting date, location, and time. A meeting notice, agenda, and meeting minutes (noting all action items) shall be prepared

by the Consultant for the kick-off meeting.

Deliverables: Kick-off Meeting Agenda and Minutes

2) Project Schedule

The Consultant shall develop and maintain a comprehensive project schedule utilizing Deltek Ajera software. The schedule shall show all tasks necessary to complete plans, specifications and estimates (PS&E).

Deliverables: Project schedule and updates.

3) PDT Meetings

The Consultant shall coordinate and attend PDT meetings with City staff and stakeholder representatives at interim periodic project milestones, as necessary. Meeting agendas for the planned meeting and summaries/notes from the previous meeting shall be prepared by Consultant for each meeting and distributed to the City's Project Manager and other attendees. An action item list and a status of project deliverables shall be updated on an ongoing basis and be made available for each PDT meeting and member.

Deliverables: PDT Meeting Notices, Agenda, Minutes, and sign-in sheets

Assumptions: Three (3) PDT Meetings, excluding the kick-off meeting

4) Monthly Progress Reports.

The Consultant shall prepare brief monthly progress reports (Progress Reports) to record ongoing progress on the Project and to support invoices submitted to the City for payment. Reports shall include an explanation of tasks accomplished for the month, deliverables finished/submitted, anticipated tasks/progress for the next month, pending issues and schedule completion target dates (updated Project schedule).

Deliverables: Monthly Progress Reports

5) Cost Accounting

The Consultant shall submit monthly invoices in a format that indicate: 1) the total contract amount, 2) all costs incurred for specific tasks performed for the period (actual and percentage), 3) costs incurred to date (actual and percentage), and 4) estimates percentage of completion for each task. Invoices shall include the Purchase Order (PO), Project, and invoice numbers on a form provided by the City (or in a format acceptable to the City). Charges for each of the individual tasks shall be listed separately, including reimbursable expenses.

Deliverables: Monthly Invoices

6) Quality Assurance / Quality Control

The Consultant shall plan for and ensure Quality Assurance and Quality Control (QA/QC) during the entire Project. The Consultant shall also ensure that all design calculations, deliverables, and other works are independently verified to ensure accuracy. Exhibits and plans shall be checked, corrected, and back-checked for accuracy and completeness.

7) Submittal of Project Deliverables

The Project deliverables shall be submitted for review by the City, regulatory agencies, and utility companies. The City shall be copied on all correspondence. Submittal milestones shall be as described below:

- 60% Plans, Specifications & Estimates, and copies of all studies and calculations
- 90% Plans, Specifications & Estimates, and copies of all studies and calculations
- Final Plans, Specifications & Estimates, and copies of all studies and calculations
- Right-of-Way documentation & engineering

Drawings, including topo and base maps, shall be designed and submitted in AutoCAD Civil 3D, Specifications shall be submitted in MS Word, and Estimates shall be submitted in MS Excel. PDF of all submittals shall be submitted as well.

All data, information, documents, calculations, reports, plans, specifications, quantity take-offs, estimates, or any other item collected or prepared in either hard copy or electronic format as part of the design of this Project are the property of the City. The Consultant shall submit all these items to the City at the completion of the Project. All original documents and electronic files shall become the sole property of the City and may be used by the City and/or its assignees without written permission from or additional compensation to the Consultant.

Deliverables: Management and Transmittal of all project data and files

Task 2: Data Collection and Analysis

Topographic surveys, right-of-way boundary surveys, recordation of existing utilities, base mapping and 30% preliminary design for a majority of the project area have been completed by the City and shall be provided to the consultant.

1) Review of Existing Plans, Studies, and Other Relevant Documentation

The Consultant, with the assistance of the City, shall assemble all available information and reports pertaining to the Project including utility information, aerial maps, survey and right-of-way data, traffic analysis, and any additional pertinent information for the Project to develop preliminary engineering. The City shall provide all available background information including topographic surveys, base maps, 30% preliminary design drawings and studies performed to date.

The Consultant shall provide a list of all other reports, plans, studies, documents and information that are needed for the design of the Project. The City shall provide copies of all records that are available at the City. For all other records needed for the design of the Project, the Consultant

shall be responsible for researching existing reports and obtaining and reviewing all pertinent Project-related data needed to prepare a complete PS&E package.

Deliverables: *List of additional data required for preliminary engineering*

2) Field Surveys

The Consultant shall review existing utility and improvement plans and conduct a visual field survey to review and confirm existing conditions as shown on the 30% preliminary design. This shall include inventory of existing facilities, including but not limited to roadway facilities, utilities, irrigation systems, landscaping (oak trees of special concern), drainage, and existing land use.

Task 3: Topographic and Boundary Surveys

The consultant shall supplement the field surveys already completed by the City in order to finalize any base mapping/data gathering that has not already been completed for the Project. The Consultant's topographic and boundary survey shall conform to the requirement in the City's "Department of Public Works Survey Requirement," which also includes software requirements. The supplemental topographic survey shall capture existing corridor features according to City of Chico Survey requirements including but not limited to: roadway and roadway features, utilities, grade breaks, drainage features, monuments, fences, trees (6" or greater DBH), signs, storm drain facilities, USA markings, existing utilities, and other typical features. Existing control points will be utilized where possible with new points set if needed and tied back into overall control.

Rights-of-Entry must be prepared, valid, and on-site at the time of survey.

It should be noted that prevailing wages shall apply for certain professional services such as land surveying (flag persons, survey party chief, rodman or chainman), materials sampling and testing (such as drilling rig operators, pile driving, crane operators), inspection work, soils, or foundation investigations, environmental hazardous materials and so forth per the requirements of California State Prevailing Wage.

Deliverables:

- *Topographic and Right of Way Boundary Drawings (AutoCAD Base File & PDF)*
- *Set a maximum of two (2) benchmarks on City datum and tied to permanent City benchmark. Locations to be determined by the City of Chico.*

Assumptions:

- *Topographic survey would be performed along the proposed storm drain alignment located within the future extension of Fremont Street beginning approximately 375 feet east of Notre Dame Boulevard and extending due east to Bruce Road.*
- *Cross sections along the proposed storm drain alignment would be obtained at a maximum of 50-foot intervals and would extend 25 feet left and right from the proposed alignment.*

Task 4: Right-of-Way Acquisition and Support

In order to acquire all necessary property (easement) for the storm drain improvements, the Consultant shall obtain all existing property ownership information needed to complete the design of this Project and complete right-of-way and easement acquisition documentation needed. All work shall be in conformance with the Uniform Act. The Consultant shall obtain copies of Title Reports and other pertinent data, and coordinate with staff and property owners in preparation of final right-of-way and drainage easement documentation. The final documentation shall identify all affected parcels and their owners and describe additional right-of-way or easements necessary to construct the proposed improvements. Consultant's Right of Way Agents shall hold California Real Estate Salesperson's Licenses and are working under the direct supervision of a California Real Estate Licensed Broker.

Specific tasks include:

- 1) Consultant shall order a preliminary title report for affected properties and perform all necessary research for each parcel being acquired.

Deliverables: Preliminary Title Reports

- 2) The Consultant shall prepare a Right of Entry for each property to authorize preliminary investigative and right of way work.

Deliverables: Right of Entry forms

- 3) The Consultant shall prepare legal descriptions and plats of all right-of-way or easements needed for completion of the proposed improvements.

Deliverables: Right of Way Base Map, Plat Maps, and Legal Descriptions

- 4) The Consultant shall appraise all properties where right-of-way or easements are required to construct the proposed improvements.

Deliverables: Appraisals

- 5) Appraisal Reviews shall be completed by a Certified General Real Estate Appraiser. Upon acceptance and approval of the property appraisals, an independent appraisal review shall be completed by Consultant's subconsultant.

Deliverables: Appraisal Review Reports

- 6) The Consultant shall prepare first written offer packages, for approval by the City.

Deliverables: Offer Package

- 7) The Consultant shall negotiate with property owners to obtain right-of-way or easements or Permit to Enter and Construct agreements to construct the proposed improvements.

Deliverables: Right of Way Agreements, Grant and Easements Deeds, Permit to Enter and

Construct documents, Administrative Settlements, Diaries, Written Summary of Acquisitions, Impasse Letters

- 8) The Consultant shall process and record all agreements, deeds, easements, “Rights-of-Entry”, and other property-related documentation.

Deliverables: Recorded Acquisition Documents and Escrow Instructions

Task 5: Utility/Other Agency Investigation and Coordination

For all utilities discovered within the Project area, the Consultant shall meet the following requirements:

The Consultant shall coordinate with all potentially affected utility companies, to ensure that all existing facilities owned, operated, and maintained by the respective entity, including both underground and overhead, are identified accurately prior to the final design phase. The Consultant shall coordinate efforts with each entity, to the extent needed, to prepare the PS&E package. The Consultant shall review the 30% preliminary design for the Project to verify that all affected utilities including, but not limited to water, electric, gas, communication, storm drain, irrigation, and sewer utilities have been identified within the Project limits.

If necessary, a Utility “B” letter and set of plans shall be provided to the utility companies showing sufficient horizontal and vertical information to enable them to determine the impact of the proposed City facilities on existing utility facilities. Utility owners shall be allowed 30 days to respond to the “B” plans on a standard response form that includes a description of utility conflicts and approximate relocation schedules. Consultant shall coordinate closely with the utility owners during this period and follow up regularly with the owners.

It will be the responsibility of the Consultant to identify potential points of conflict between proposed City facilities and existing or proposed utility company facilities. The Consultant will coordinate resolution of these problems by working with City and utility company personnel, including arranging for utility potholing, to produce a recommendation for alternative construction that will minimize or eliminate the problem.

An existing 6-inch gas transmission line located along the centerline of Bruce Road (approximate) will require utility potholing. Potholing shall occur between Raley Blvd. and E. 20th St. at intervals of 400-feet if cover is greater than 4-feet, otherwise every 200-feet.

Deliverables:

- *Utility Pothole Report*
- *Summary of potential utility conflicts and conflict resolution recommendations*
- *Utility “B” Letters*
- *Preliminary plans for utility company design purposes*

Assumptions:

- *A maximum of twenty (20) potholes would be performed*

Task 6: Geotechnical Investigation

Geotechnical analysis shall be completed for the project and will consist of field exploration, laboratory testing, geotechnical engineering analysis, and report preparation. All laboratory tests shall be performed consistent with the guidelines of the American Society for Testing and Materials (ASTM).

1) Site Investigation and Laboratory Testing

The geotechnical samples shall be coordinated with survey to tie all sample locations. Coordination and approval from the City shall be required prior to commencement of the work. It is the Consultant's responsibility to determine the locations of all soil tests and borings. The City will review the locations for concurrence. The Consultant shall notify both the City and affected property owners at least 48 hours prior to boring operations. Right of Entries must be valid, and on site during geotechnical activities. Immediately after obtaining soil samples, boring holes shall be backfilled with non-shrink grout or an alternate material acceptable to the City's Public Works Department.

- a) The Consultant shall provide all required traffic control measures during geotechnical field work in accordance with the latest edition of the Manual of Uniform Traffic Control Devices and in accordance to City regulations and ordinances.
- b) The Consultant shall obtain all required permits and utility mark-outs at least 48 hours prior to commencement of any geotechnical field work.
- c) The Consultant shall perform R-value tests at a depth representative of the final subgrade.
- d) The Consultant shall perform a maximum of three (3) percolation tests in designated areas approved by the City to assist with the design of post-construction standards and best management practices.

Assumptions:

- *A maximum of ten (10) shallow exploratory trenches will be excavated along the proposed roadway widening to a maximum depth of 5-feet bgs or until refusal whichever occurs first.*
- *A no-cost encroachment permit will be issued, if needed.*

2) Data Analysis and Engineering Design

Consultant would develop geotechnical engineering design recommendations for earthwork and structural improvements and provide applicable recommendations. The geotechnical engineering design recommendations would include but not be limited to the following:

- Site clearing and soil subgrade preparation.

- Fill moisture conditioning and compaction requirements.
- Fill soil loose lift (layer) thickness requirements.
- Utility trench backfill material placement and compaction requirements.

Consultant would provide a maximum of three pavement design options using asphalt concrete paving, roller compacted concrete and one other alternative design option.

3) Report Preparation

Consultant would prepare a geotechnical engineering investigation report that would present findings, conclusions and recommendations. The geotechnical engineering investigation report would meet the requirements of the 2016 CBC, and the accepted geotechnical engineering principles and practices performed in northern California. The report would include descriptions of the site conditions, field investigation, laboratory testing and geotechnical engineering design recommendations for the proposed earthwork and structural improvements. The report would be signed and stamped by a responsible California professional engineer (PE) in responsible charge of this project.

Deliverables: One wet-signed copy of the geotechnical report; signed copy of the geotechnical report in PDF format

4) Final Design Plan Review

Consultant would provide a maximum of four (4) hours to review the final earthwork grading, improvement plans, and specifications to verify geotechnical engineering recommendations have been implemented and to provide additional and/or modified recommendations.

The Consultant shall be available to clarify geotechnical information and answer questions during design, bidding, and construction phases for the Project.

Task 7: Design

Design shall include plan, specification and estimate submittals of 60%, 90%, and final plans and details (Bid Set). Final plans, specifications and estimate shall include wet-signed originals, including a flash drive of all documents in Microsoft Word/Excel, PDF and AutoCAD Civil 3D format. Contract plans shall be computer generated using AutoCAD Civil 3D software, version 2016 or later. The City will provide a template for the specifications.

The Consultant will prepare complete contract plans in conformance with the City of Chico Design Criteria and Improvement Standards, City of Chico Post-Construction Standards Plan, and Caltrans 2015 Standard Plans and Specifications. These plans will include at a minimum:

- Title sheet
- Control and Layout sheet
- Typical sections and construction details

- Plan and profile sheets
- Cross sections
- Erosion control plans
- Stage construction plans
- Drainage and Utility plans
- Signage and striping plans
- Lighting plans
- Traffic signal plans (30%)
- Landscape plans

The plans shall indicate all items of work, details, and specifications, including but not limited to: existing conditions, construction staging and phasing, temporary and permanent erosion control, traffic control, clearing and grubbing, cutting and capping existing facilities, utility relocation and undergrounding, earthwork - grading, paving, slopes, curb and gutter, cross gutters, sidewalk, pedestrian ramps, walkways and access ramps, pavement and base, drainage facilities, traffic engineering - signing and striping, traffic signals (30%), electrical systems and lighting, decorative hardscape, landscaping, and other related work required to complete the project. All items of work shall be shown both in plan view and profile view.

Signalized intersection design along Bruce Road at Raley Blvd. and Webster Drive shall include full intersection design, including pocketed left turn lanes and curb returns. The traffic signal plan submittal shall include 30% design and provide sufficient detail for conduit placement and size.

The City's intent is to utilize Roller compacted Concrete design on this entire segment of Bruce Road, from Skyway to 20th Street. The City and Consultant shall be working closely with representatives from the California Nevada Cement Association to determine the most practical design using this material. A construction phasing plan may also be required.

Civil design and landscaping plan sheets shall incorporate Low Impact Development (LID) design measures in accordance with Section 3.3 of the City of Chico Post-Construction Standards Plan entitled "Capital Improvement/Municipal-Owned Projects." These design measures will ensure the Project meets requirements of the City's Phase II MS4 Permit. The City of Chico Post-Construction Standards Plan is available through the City of Chico website at the link below.

http://www.ci.chico.ca.us/building_development_services/sewer/documents/PostConstructionStandardsPlan10-23-15.pdf

The Consultant shall also ensure that all design calculations, deliverables, and other works are independently verified to ensure accuracy. All exhibits, plans, and reports should be checked, corrected, and back-checked for accuracy and completeness. Consultant shall provide a Response to Comments summary including all comments received from the previous submittal

and how each comment was addressed.

Contract plans shall be computer generated using AutoCAD Civil 3D software, version 2016 or later. Contract plan size and format shall be in accordance with the City of Chico Design Standards. Deviations from the Standards shall be approved in writing by the City prior to implementation.

The Consultant shall prepare, in Microsoft Word and Excel formats all technical specifications, bid sheets, measurement and payment clauses for use in connection with Caltrans Standard Specifications 2015.

The City shall be responsible for preparation of the Bid Book, bid pages (excluding bid sheets provided by Consultant), standard contract, and legal provisions. All reports, design submittals, plans, specifications, estimates, and other documents prepared or obtained under the agreement entered into by City and Consultant for this work shall be delivered to and become the property of City.

Deliverables:

- *30% conceptual landscape plans; two full size hard copies*
- *60% plans and estimate; one electronic copy (AutoCAD/PDF) and two full size hard copies*
- *90% plans, technical specifications and estimate; one electronic copy (AutoCAD/PDF) and two full size hard copies; response to comments*
- *One wet signed, full size copy of contract plans*
- *One wet signed copy of technical specifications*
- *One wet signed copy of the project cost estimate*
- *Summary response to comments*
- *A flash drive that contains an electronic copy of final plans, specifications and estimate, including:*
 - *Final plans (AutoCAD Civil 3D 2016 or newer, PDF)*
 - *Technical Specifications (MS Word, PDF)*
 - *Cost Estimate (MS Excel, PDF)*
 - *Summary response to comments*

Assumptions:

- *Design of a maximum of two (2) transit stops.*
- *Design of a maximum of two (2) intersections.*
- *Preparation of a maximum of three (3) concepts for project to attempt to meet City's post-construction standards.*
- *Attendance at a maximum of two (2) meetings.*

- *The design width of proposed roadway improvements is from back of sidewalk to back of Class 1 Path.*

The following items are not included in this scope of services:

- Payment of any fees including application fees, title company fees, permit fees, utility fees, etc.
- Performing an analysis of the flood plain limits or the projects impact on the flood plain.
- Setting monuments or property corners or preparation of a record of survey.
- Design and preparation of plans for the Bruce Road and East 20th Street intersection including modifications to the existing traffic signal.
- Design and preparation of plans or specifications for fences or retaining walls.
- Design and preparation of plans or specifications for storm drain detention facilities.
- Design and preparation of plans or specifications for dry utilities.
- Design and preparation of plans or specifications for water mains.
- Design and preparation of plans or specifications for the relocation of existing utilities.
- Design and preparation of plans or specifications to modify the Bruce Road and Skyway intersection or traffic signals.
- Design and preparation of plans or specifications to modify the existing roadway channelization or medians along Bruce Road between Skyway and Raley Boulevard.
- Design and preparation of plans or specifications to modify the existing curb, gutter and sidewalk between Skyway and Raley Boulevard.
- Preparation of contract documents or Bid Book.
- Performing construction management.
- Performing construction staking.
- Performing construction inspection.
- Performing materials testing during construction.
- Preparation of "As-Built" drawings.
- Preparation for and attendance at meetings in addition to those described in the tasks above.
- Preparation of right-of-way acquisition documentation, legal descriptions, or plats at proposed intersection locations or along Bruce Road.
- Preparation of a Storm Water Pollution Prevention Plan (SWPPP), water pollution control drawings, or completion of a notice of intent on the State's SMARTs website.

- Performing SWPPP inspections, sampling, testing, or reporting.
- Providing assistance or responding to requests for information during the advertisement and construction phases.
- Design of traffic signal interconnect systems.
- Design of vehicle detection systems.
- Providing message boards for potholing, soil explorations or other required field work.

Task 8

- **Establish horizontal and vertical survey control at the project site.**

Task 9

- **Perform a detailed topographic survey including locating surface visible utilities and perform cross-sections on 50-foot stationing along the revised storm drain alignment identified as Option #2 on the attached layout.**

Task 10

- **Plot the survey data and update the AutoCAD base drawing.**

Task 11

- **Design and preparation of additional plan and profile drawings showing the revised storm drain alignment.**

Task 12

- **Preparation of conceptual plats for a maximum of two storm drain alignments through the Chico Unified School District property.**

Task 13

- **Preparation of plats and legal descriptions for the acquisition of right-of-way and public service easement along Bruce Road.**

Completion Schedule

The Consultant shall complete all services outlined herein in compliance with the following schedule: within 6 months of receipt of the City's Notice to Proceed.

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EXHIBIT C

Compensation for the services shall be in accordance with the completion of the tasks and schedule of hourly rates attached as page C2-R1. Total maximum compensation for the services outlined herein shall not exceed ~~\$205,249.00~~ ~~\$240,208.00~~ **\$255,556.00.**

Compensation shall be based upon actual invoices received.

Original Agreement:	\$205,249.00
Amendment No. 1 services:	<u>\$ 34,959.00</u>
Total:	\$240,208.00
Amendment No. 2 services:	\$ 15,348.00
Total:	\$255,556.00