



SAN RAFAEL
THE CITY WITH A MISSION

Agenda Item: 4.i

Meeting Date: September 3, 2024

SAN RAFAEL CITY COUNCIL AGENDA REPORT

Department: Public Works

Prepared by: Adeel Shaikh, Junior Engineer
April Miller, Public Works Director

City Manager Approval: _____

TOPIC: B STREET CULVERT REPLACEMENT PROJECT

SUBJECT: AUTHORIZE THE CITY MANAGER TO ENTER INTO THE FIRST AMENDMENT TO THE TASK ORDER WITH PARK ENGINEERING, INC. FOR INSPECTION SERVICES ASSOCIATED WITH THE B STREET CULVERT REPLACEMENT PROJECT, IN AN ADDITIONAL AMOUNT OF \$54,122.34, INCREASING THE TOTAL NOT-TO-EXCEED AMOUNT OF THE AGREEMENT TO \$127,560.34

RECOMMENDATION:

Authorize the City Manager to enter into the first amendment to the task order with Park Engineering, Inc. for inspection services associated with the B Street Culvert Replacement Project, in an additional amount of \$54,122.34, increasing the total not-to-exceed amount of the agreement to \$127,560.34.

BACKGROUND:

The B Street Culvert Replacement Project proposes replacing part of the existing concrete box culvert underneath B Street near the intersection of Woodland Avenue.

On November 29, 2021, the City entered into a task order under the City's Service Level Agreement for inspection services associated with the B Street Culvert Replacement Project with Park Engineering, Inc. for \$73,438.

ANALYSIS:

The B Street Culvert Replacement Project was originally expected to start construction in 2021. At that time, the amount of the task order agreement for Park Engineering, Inc. was below the \$75,000 threshold for City Council approval. However, construction was significantly delayed due to coordination issues with utility companies to hold joint poles in place. The construction contract was put back out to bid, and City Council approved the construction contract to Maggiora & Ghilotti, Inc. on [April 15, 2024](#). Due to an increase in rates over the years, increases in expected working days for the project, and the addition of materials testing to the scope, Park Engineering, Inc. submitted a revised proposal for their services, prompting the need for City Council approval.

FOR CITY CLERK ONLY

Council Meeting:

Disposition:

FISCAL IMPACT:

The revised proposal from Park Engineering, Inc. to provide inspection services and materials testing totals \$127,560.34, an increase of \$54,122.34 from the original contract amount of \$73,438.

The B Street Culvert Replacement Project (City Project Number 11380) is identified in the 2024-25 Capital Improvement Program. Appropriations supporting this project were included in the FY 2024-25 Budget (Gas Tax Fund - #206) approved by the City Council on [June 17, 2024](#).

OPTIONS:

The City Council has the following options to consider on this matter:

1. Authorize the City Manager to enter into the first amendment to the agreement as recommended.
2. Do not authorize the City Manager to enter into the first amendment to the agreement and provide further direction to staff.

RECOMMENDED ACTION:

Authorize the City Manager to enter into the first amendment to the task order with Park Engineering, Inc. for inspection services associated with the B Street Culvert Replacement Project, in an additional amount of \$54,122.34, increasing the total not-to-exceed amount of the agreement to \$127,560.34.

ATTACHMENT:

1. First Amendment to the Task Order with Park Engineering, Inc.

City of San Rafael
SERVICE LEVEL AGREEMENT
DATED DECEMBER 17, 2019
WITH PARK ENGINEERING, INC.

TASK ORDER NO. 61.1
(Amendment to Task Order No. 61)

Construction Inspection and Material Testing Services for the B Street Culvert Repair
Amendment Amount: \$54,122.34

THIS AMENDMENT TO TASK ORDER No. 61 is entered into on _____,
between the City of San Rafael, a municipal corporation ("City"), and Park Engineering, Inc.,
("Contractor").

RECITALS

- A. Whereas Master Consultant Services Agreement is hereby renamed Service Level Agreement; and
- B. The City and Contractor (as may be identified as "Consultant" in the original Agreement) have entered into a Service Level Agreement ("Agreement") dated December 17, 2019 under which Contractor has agreed to perform certain contract services for the City; and
- C. Pursuant to the Agreement, on November 29, 2021, the City and Contractor entered into "Task Order No. 61" under which Contractor agreed to perform contract services in connection with City's Construction Inspection Services for the B Street Culvert Repair (the "Project"), for a total not to exceed \$73,438; and
- D. City now requires additional services for the Project, and the Contractor is willing to provide such services.

NOW, THEREFORE, City and Contractor agree to amend Task Order No. 61 as follows:

AGREEMENT TO AMEND TASK ORDER

1. Section 1 entitled "Scope of Services," is hereby amended to include the additional services set forth in Exhibit A of this Task Order Amendment.
2. Section 2 entitled "Date of completion; Work hours estimate; Cost estimate and budget; Fee schedule" is hereby amended to include the additional services, work hours estimate, cost estimate and budget set forth in Exhibit A, for an amount not to exceed \$54,122.34, changing the total not to exceed to \$127,560.34.
3. Except as specifically amended herein, all of the other provisions, terms and obligations of Task Order No. 61 shall remain valid and shall be in full force.

*City of San Rafael Service Level Agreement
Amendment to Task Order*

4. Signatures. The parties have executed this Amendment as of the date first written above.

<p>CITY OF SAN RAFAEL</p> <p>By: _____ Cristine Alilovich, City Manager</p> <p>Reviewed By</p> <p>By: _____ Robert F. Epstein, City Attorney</p>	<p>CONTRACTOR</p> <p>By: _____</p> <p>Name: _____</p> <p>Title: _____</p> <p>(if Contractor is a corporation, add signature of second corporate officer)</p> <p>By: _____</p> <p>Name: _____</p> <p>Title: _____</p>
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Exhibits:

A – Scope of Work



Exhibit A

May 2, 2024

Adeel Shaikh
City of San Rafael
111 Morpew Street
San Rafael, CA 94901

RE: Construction Inspection Services for B Street Culvert Repair Project
City Project No. 11380

Dear Adeel,

Park Engineering, Inc. is pleased to submit this proposal to provide construction inspection services for the City's B Street Culvert Repair Project. We appreciate the opportunity to continue to work with the City on this project.

Kevin Dickens will be the Construction Inspector for the City. Kevin has spent over 40 years in the construction industry working for many Bay Area city and county public works departments and transportation agencies. He has a significant background specific to underground and rehabilitation projects. Kevin has excellent public relation skills and will work closely with local business and homeowners.

SCOPE OF SERVICES

Park Engineering will support the City by providing construction inspection for this Culvert Replacement Project. We will perform all the duties required, including, but not limited to the following:

- Perform all field inspection activities to monitor compliance with the contract plans and specifications. Record all items of work, labor, equipment, materials incorporated, materials tested, traffic control utilized and any other pertinent information in a daily diary for permanent record.
- Monitor all field work for contract compliance and document with daily reports and pictures
- Coordinating with the contractor for all aspects of the work including traffic control, utility work, safety, and ensuring contract for acceptance of completed work by the City
- Work closely with City staff on project schedule, field progress and issues
- Prepare supporting quantity calculations for work performed, including any contract change orders, and progress pay estimates on a monthly basis
- Maintain and enforce safety awareness for the protection of workers and public
- Review all necessary sampling and testing of materials for the project, performed by the Contractor, in accordance with the specifications and ensure that all materials meet the contract requirements
- Attend any progress or public meetings as requested
- Conduct interviews of field personnel for EEO/Labor Compliance monitoring as requested
- Work closely with City Staff on final punchlist and acceptance of the contract work
- Assist City Staff as needed on various project administration tasks

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372 Village Square
Orinda, CA 94563
Tel: 925-257-2508
Fax: 925-401-7030

Emeryville Office
3960 Adeline Street, #3
Emeryville, CA 94608
Tel: 925-257-2508
Fax: 925-401-7030

As principal in charge, I will provide oversight to the construction inspector as well as provide any other needed support to the City.

We have enclosed a brief resume for Kevin and a cost proposal with estimated hours and rates.

Please let me know if you have any questions or if any additional information is needed. I am available on my mobile at 510-701-0319 or e-mail: spatterson@park-eng.com.

Sincerely,

A handwritten signature in blue ink, appearing to read "Steve Patterson". The signature is fluid and cursive, with the first name "Steve" and last name "Patterson" clearly distinguishable.

Steve Patterson, P.E.
Vice President

KEVIN DICKENS, CONSTRUCTION MANAGER / CONSTRUCTION INSPECTOR**Years of Experience**

40+

Education

San Jose City College - San Jose, CA
Gavilan Community College – Gilroy, CA
High School Diploma, Milpitas High School, 1979

Certifications and Training

Public Works-Utilities-Waterworks Management Institute- Management & Leadership Training Program

Key Qualifications

Kevin has over 40 years of experience in the construction of public works and water infrastructure projects. He has acted in the role of Construction Supervisor and Inspector on behalf of cities and utility agencies providing clear direction and explaining plans and contract terms in a clear and understandable way. He is safety conscious and detail oriented, as well as innovative, adept at finding engaging ways to motivate construction teams to exceed expectations and maintain high standards. Kevin has extensive experience with underground utilities, storm drain and roadway improvements including failure repairs, HMA overlay and paving, water systems, pipelines, tanks, mechanical and electrical systems, and signalized intersections. As a supervisor on construction sites, Kevin collaborated successfully with engineers, owners, city officials and construction staff to complete multi-million-dollar projects.

Representative Project Experience

- **City of Palo Alto On-call, Gas Main Replacement**
Kevin provided inspection services for the Gas Main Replacement 24B (GMR 24B) project. The GMR-24B project replaced approximately 18,000 linear feet of new PE gas mains. Various tasks included pre-CCTV and post-CCTV inspections, installation of new gas main and services, compaction testing, and pavement restoration of the excavated roadways.
- **San Jose Water Company, San Jose**
Kevin was working as project manager providing management services for multiple projects – both new developments and maintenance projects – for funding, overseeing design, coordinating permits and utilities, reviewing and awarding construction contract, and overseeing the construction management team. He was also involved with the project funding and close-out procedures. Projects include: San Jose Mineta, Prospect Road Main Replacement, Lombard Main Replacement, Entrada Cedros Tract #10319, Hillsdale Main Replacement and Cadillac Drive Main Replacement.
- **Poplar Corridor Safety Improvement Project, City of San Mateo**
The project constructed a median island on Poplar Ave from Amphlett Blvd to Idaho St, as well as traffic calming improvements along Humboldt St. from Peninsula Ave to E. Poplar Ave as a result of the traffic diversion. Traffic calming improvements included: bulbouts at College/ Humboldt intersection and mid-block in front of the court house, landscaping with new trees, pedestrian level lighting, radar feedback signs, and signal upgrades at Humboldt/Poplar. Kevin performed construction inspection and daily documentation of contractor's activities. He was a backup inspector to the primary inspector on the project.
- **Iron Horse Lane Water Main Replacement Project – Alameda County Water District (ACWD), Fremont**
Kevin was the construction inspector for this \$2 million Alameda County Water District, Iron Horse Lane Water Main Replacement Project. The work included installation of over 1,000-feet of new 6-

inch diameter steel pipe and PVC water main, along with a number of service laterals, to meet current ACWD standards. The work also included rehabilitation of the roadway sections upon completion of the water main and service lateral replacements. The three-block water main replacement project is located in Niles Community of Fremont. The items of work included:

- Installation of new 6-inch water main pipe and service laterals
- Potholing of existing utilities
- Trench backfill & HMA paving
- Traffic control – both for vehicles and pedestrians
- Water Pollution Control
- Public relations and outreach

- **Saratoga Avenue Water Main Replacement, San Jose Water Company, San Jose CA**

The scope of this \$650K project included the installation of 1800 LF of 12" Ductile Iron water main and appurtenances. Kevin was the Project Manager and Inspector representing San Jose Water Company, responsible for all inquiries from the public, jurisdictional representatives and contractors. He ensured compliance with state or local guidelines in traffic control, SWPPP and safety regulations and was also responsible for the notification of all service interruptions to consumers in conjunction with this project and to resolve any conflicts with residents or businesses. In addition to field duties, Kevin was responsible for receiving, tracking and approving or negotiating all progress billing and change orders, as well as review of as-built drawings and submitting RFI's to the contractor prior to submittal to the engineer.

- **Johansen Avenue Water Main Replacement, San Jose Water Company, Cupertino CA**

Kevin provided construction oversight for this \$375K project that included the installation of 2200 LF of 6" Ductile Iron water main and appurtenances, 6" zone separation valve and pressure reducing valves on high pressure service laterals. One in-home Child Care facility and one special needs resident were within the project parameters. Kevin's responsibilities were to ensure project timelines were kept intact while accommodating the needs of the residents. This project required field changes to be made to remedy unforeseen conflicts and obstructions and to document and submit changes to the Engineer. Kevin also insured all State, Local and Federal conditions were met and maintained throughout the project.

- **Water Main Developer Installation, San Jose Water Company, San Jose CAO**

Kevin trained and supervised consultant inspectors for this \$1.25 million project that installed daily water main throughout a new housing tract. Kevin ensured SJWC material standards were met through submittals and visual inspection, checked grade staking by engineer's surveyors to ensure proper depth and layout, coordinated start dates with developer's contractor, made sure all safety protocols were in place, and conducted daily site visits to check on progress and answer any questions from the inspector or developer's contractor. Kevin also supervised the disinfection and testing of the new water main to ensure the water quality meets state standards. Kevin was responsible for reviewing and correcting the contractors and inspectors as-built drawings. He also coordinated all off site water main installations by SJWC's contractor, met with permitting agency or agencies to insure compliance with permit conditions, inspected off site installations, coordinated service interruptions and notified consumers affected, and reviewed and approved SJWC contractor billing for processing.



City of San Rafael
B Street Culvert Replacement Project
 Cost Proposal for Inspection Services
 City Project No. 11380

Name / Classification	Rates		Hours		Total Regular Hours	Total Overtime Hours	Cost
	Regular Loaded Rate	Overtime Rate	Construction	Close-out			
Kevin Dickens Construction Inspector	\$ 168.13	\$ 252.20	560	20	580	20	\$ 102,560.34
Applied Materials & Engineering Materials Testing	As-needed (see attached Rate Schedule)						\$ 25,000.00
						Total =	\$ 127,560.34

1. Rate includes vehicle, mobile phone, laptop and all equipment required to perform required duties.
2. Based on full-time inspection for 70 Working Days per Contract Documents - only one inspector.



2024 RATE SHEET -

Various Improvement Projects

MATERIAL TESTING FEES - QUALITY ASSURANCE

A. HOURLY AND UNIT COSTS & BASIS OF CHARGES

The estimated fees are based on the following State and Federally mandated prevailing hourly inspection rates and unit tests costs. Rates will be adjusted in accordance with DIR prevailing wage adjustments; certified payroll, if required, will be billed at higher rates.

INSPECTION RATES

	<u>Per Hour</u>
1 HMA Sampling, Group 3	\$125.00
2 Compaction Testing, Group 3	\$125.00

UNIT TEST COSTS

	<u>Per Set</u>
1 Concrete Compression, per set of 5 (includes pick-up)	\$450.00
2 Sieve Analysis, each	\$240.00
3 Sand Equivalent, each	\$125.00
4 Cleanness Value, each	\$280.00
5 Moisture Content, each	\$55.00
6 Durability Index, each	\$280.00
7 LA Abrasion	\$750.00
8 Concrete Aggregate Tests (2 Sieves, 1 Cleanness value, 2 moisture content, 1 sand eq.)	\$995.00
9 HMA JMF Verification or Production Startup, each	\$8,000.00
10 HMA Production Testing, each	\$4,500.00
11 Moisture-Density Curve or Cal Impact Test, each	\$650.00
12 Core Density, each	\$120.00
13 CIR IDT	\$800.00

OTHER COSTS

1 Project Management, per hour	\$195.00
2 Final Affidavit, each	\$400.00

BASIS OF CHARGES

Minimum charge per call-out, show-up:	4 Hours
Work from 4-8 hours:	Actual Time
Travel to job site:	Portal-to-Portal
Mileage to shop & jobsite:	\$0.75 per mile
Parking:	To be provided
Work over 8 and up to 12 hours per day, or on Saturday, per hour	Time & One Half
Work over 12 hours per day, or on Sundays and Holidays, per hour	Double Time