

Description of Services

City Engineer Services

PCE will assign a dedicated Licensed Civil Engineer to perform the City Engineer services as requested. The City Engineer will attend meetings, review, sign and stamp plans and documents as requested.

Design Services

PCE will provide design services to the City as follows:

Utility/Infrastructure master Planning Services

PCE will perform master planning and updating of current master plan documents for the City's sewer, water, flood control, storm drainage system, and solid waste systems, as requested. PCE will prepare Groundwater Management Plans, Urban Water Management Plans, and Storm Water Management Plans (MS-4) Permit, to name a few, as requested by the City.

Topographic Field Survey and Boundary

PCE will perform topographic field surveys, boundary surveys, process survey data, and provide the City with a completed topographic survey in AutoCAD Civil 3D. Boundary surveys will be reviewed and prepared by a Licensed Land Surveyor.

Design Services for Capital Improvement Projects

PCE will provide design services for Capital Improvement Projects. PCE will prepare construction plans, specifications, and engineers cost estimate. PCE will provide 30% conceptual/schematic design, 60% design, 90% design, and 100% construction drawings.

Traffic Engineering Services

PCE will prepare traffic signal striping and signage plans. If requested, PCE can perform traffic counts and prepare traffic impact analyses, including traffic signal warrant analysis, stop sign warrant analysis, spot speed studies and provide recommended speed limits, stopping sight analysis, roundabout analysis and design.

Pavement Management Services

If requested, PCE can provide pavement management services, including setting up a pavement management system/software, perform pavement condition inspections, perform pavement modeling, update pavement cost indices, and provide a recommended pavement rehabilitation plan.

Land Surveying and Mapping Services

PCE will perform boundary surveys, and prepare record of survey, parcel maps, final maps, legal descriptions, exhibits, lot line adjustments, dedications documents, and easement documents, as requested. PCE can also provide surveying services to update the City's Benchmark system, if requested.

Boundary and Construction Surveying Services

PCE will perform boundary monumentation, set property corners, re-establish centerline monuments, construction staking, and as-built surveys.

Proposal and Bidding Services

PCE will provide the City assistance with preparation of proposals and bidding documents. PCE will attend and facilitate pre-proposal meetings and walkthroughs. If requested PCE can provide the City with a list qualified firms and/or contractors that can perform the services requested to complete the projects. PCE will assist the City staff in reviewing bids, and proposals, conduct and facilitate proposal interviews, assist the City in the cases of bid protests and provide recommendations.

Construction Administration

PCE will provide construction oversight and administration when requested. PCE will coordinate with other city staff, departments, and contractors necessary. PCE shall monitor construction progress and provide the city with report. PCE will review contractors' materials and specifications submittals and provide the City with recommendations. PCE will review contractors request for substitutions, request for information, and shop drawings. PCE will provide the City with a response and recommendation for the request. PCE will assist the City in reviewing Contractors request for payment, and provide recommendations for payment. PCE will assist the City and provide recommendations for claims made by the Contractor.

Construction Inspection Services

PCE will provide construction services for capital improvement projects and private development projects as requested. PCE will provide the City with daily inspection notes and photographs, and contractors estimated man hours based on visual inspections. PCE will attend and facilitate pre-construction meeting. Upon project completion PCE will facilitate and conduct the final walkthrough inspections and provide the City with a recommendation punch list of items to be repaired or addressed. PCE will assist the City in preparation and filing of the Notice of Completion.

Davis Bacon/Prevailing Wage Compliance Review

PCE will provide random onsite interviews with contractor employees to verify compliance with Davis Bacon/Prevailing Wage regulations. PCE will assist the City in reviewing Contractors payment request, reported hours, labor rates, and copies of payroll records to verify compliance and provide the recommendations to the City of payment.

Development Impact Fee Updates

PCE can assist the City in updating the City's development impact fee program. PCE will perform research, update infrastructure master plans, developable area maps, construction cost indices, analyze city staff man hours, and provide a recommendation to the City. If requested, PCE can review the City's development fee program, entitlement applications, and other fees and provide recommendations for adjustments, or new fees to capture lost revenues that are not being recovered. PCE will assist the City with meeting with the building and development industry.

Engineers Assessment Report/Prop 218 Assistance

PCE can assist the City in establishing, creating, updating, Special Districts, Business Districts, landscape Maintenance Districts service charges. PCE will prepare the Engineers Assessment Report, and provide assistance to the City to ensure compliance with proposition 26 and 218. PCE can provide assistance and facilitate the ballot mailing and ballot counting process to ensure compliance with Proposition 218.

Grants and Loans Services

PCE will provide grant application assistance, including meetings with granting agencies/entities as needed. PCE will conduct necessary research and data gathering to comply with grant submittal requirements. PCE will prepare a draft response package, including preparation of engineers cost estimate for City review. PCE will review all City comments, and prepare a final submittal package. PCE will provide grant administration and reimbursement processing services to assist the City in complying with Grant requirements.

Solid Waste Services

PCE can provide assistance in reviewing the City's current solid waste program and provide recommendations to ensure compliance with AB 939 (50% Recycling diversion), and AB 341 (commercial recycling). PCE will review the City's current solid waste franchise contracts, and provide recommendations to ensure compliance with AB 939, and AB 341, identify opportunities to increase revenues to the City and increase level of services, while maximizing and/or reducing the service cost to the City's customers. PCE will assist the City in outreach to citizens group, proposal preparation, interviews, contract negotiations and recommendations, if requested.

Consulting Services

PCE will provide Professional Consulting Services to City Council, Commissions, Special Committees, City Administration, and Public Works. The services include attendance and representation at requested meetings.

Development Services

PCE will provide assistance to City staff in reviewing development proposals and entitlement documents. PCE will provide recommendations for conditions of approval. PCE will attend regular Development Review Committee Meetings, meetings with the developer, Planning Commission, and City Council meetings as requested.

Expert Witness Services to City Attorney

PCE will provide Expert Witness Services to City Attorney and Public Work Director as requested. PCE will attend briefings, depositions, hearings, and trials, as requested.

Landscape Architecture

PCE will provide landscape architecture services for preparation of plans and specifications for landscape planting plans, irrigation plans, parks and recreation, play equipment, parks facilities such benches, drinking fountains, covered patio, picnic tables, to name a few. PCE will provide 30% conceptual layout, 60%, 90% and 100% construction plans for parks, trails, recreation facilities, and public open space areas.

Rate Schedule

2018 Rate Schedule:

Senior Principal/Principal	\$ 190.00/Hr.
Senior Designer/Professional Engineer	\$ 175.00/Hr.
Senior Entitlement Manager	\$ 150.00/Hr.
Project Manager/Licensed Civil Engineer	\$ 160.00/Hr.
Project Engineer II	\$ 130.00/Hr.
Project Engineer I	\$ 110.00/Hr.
Senior CAD Technician	\$ 100.00/Hr.
CAD Technician II	\$ 90.00/Hr.
CAD Technician I	\$ 80.00/Hr.
Professional Licensed Surveyor	\$ 160.00/Hr.
Project Surveyor/LSIT	\$ 130.00/Hr.
Technical Analyst/GIS Specialist	\$ 120.00/Hr.
High-Definition Scanner	\$ 200.00/Hr.
Registration/Fly-Through	\$ 125.00/Hr.
3-Man Survey Crew or GPS	\$ 220.00/Hr.
2-Man Survey Crew or Robotic	\$ 180.00/Hr.
1-Man Survey Crew	\$ 140.00/Hr.
Landscape Architect	\$ 145.00/Hr.
Biologist	\$ 120.00/Hr.
QSP Trained Inspector	\$ 120.00/Hr.
Expert Witness (Deposition)	\$ 290.00/Hr.
Expert Witness (Trial)	\$ 390.00/Hr.
Clerical	\$ 65.00/Hr.
Mileage	\$ 0.535/Mile