

April 5, 2024

Mr. Jimmy Zhou, P.E.  
Associate Engineer  
City of San Pablo, CA

*Sent via email*

**Subject: Amendment for Support During Construction - Sutter Ave. Urban Greening Project, San Pablo, California**

Dear Jimmy:

Geosyntec Consultants (Geosyntec) is pleased to provide this proposal to the City of San Pablo (City) for a contract amendment to conduct additional tasks during the construction phase of the Sutter Ave Urban Greening Project, Phase 1 (Project). At the request of the City, we are providing this amendment to the original contract for the Project. The presented scope of services is based on email correspondence and a telephone call on March 25, 2024 and will be performed under our existing contract terms and conditions.

## **SCOPE OF WORK**

The following sections describe the additional effort that will be added to Task 1 Project Management, Task 3 Public Outreach, and Task 7 Construction Support, respectively, or as directed by the City.

### **Task 1.3 – Additional Project Management and Coordination during the Construction Phase**

Geosyntec will provide coordinated project management to effectively meet construction milestones and delivery schedules internally and with our subcontractors. This task includes:

- Monthly Progress Meetings – one half-hour progress meetings will be conducted each month for the duration of the construction phase. A standard agenda will be provided one day in advance and can be modified by the City as needed.
- Subcontractor coordination and project management during the construction phase.

## **ASSUMPTIONS**

- 6 month construction phase duration.
- An agenda and draft meeting minutes will be provided for all meetings unless directed otherwise by the City.
- All meetings will be virtual via Teams, Skype, or Zoom with the exception of the site visit..

## **DELIVERABLES**

- Meeting agenda and notes.

### **Task 1.4 – Project Performance Monitoring and Evaluation**

Geosyntec will review the tentatively approved Project Assessment and Evaluation Plan (PAEP) and provide recommendations for revisions. We will measure, evaluate, and document Project performance based on the effectiveness criteria in the approved PAEP, excluding those performed by the City staff. We will also provide the performance assessment results, including the support data and analysis.

## **ASSUMPTIONS**

- Pollutant Load Reduction data will be provided through the Municipal Regional Stormwater NPDES Permit, (MRP), monitoring by others and used to determine and report average annual removal of PCBs and Mercury for the Project.
- Runoff volume data will be provided through MRP monitoring by others and will be used to determine annual runoff captured and treated by the Project.
- Trash load reduction values will be determined through On-land Visual Trash Assessment, OVTA, monitoring. Three separate onsite assessments will be conducted as part of this task. One monitoring event will be conducted prior to construction (baseline), one will be conducted after construction is completed, and the final will be conducted one year after construction is completed.
- Respond to one round of comments on the draft PAEP.

## **DELIVERABLES**

- Submit a draft PAEP.
- Submit a final draft PAEP.

### **Task 3.2 – Outreach and Education**

Geosyntec and its consultant, the Watershed Group, will design a flyer or a mailer to educate residents on the benefits of Green Stormwater Infrastructure (GSI). Prepare a letter, from the City

to educate and to remind residents not to park vehicles on top of the curb and gutters, sidewalks, GSI, and ADA grates.

## **ASSUMPTIONS**

- All outreach and educational documents will be provided electronically.
- One round of review comments by the City.

## **DELIVERABLES**

- Submit a draft design of the flyer or mailer to the City staff for review.
- Submit a final design of the flyer or mailer to the City staff for review.
- Print and mail flyers to up to 200 addresses. City to provide the list of names and addresses.
- Submit a draft design of the interpretive elements for review and approval.
- Submit a final design of the interpretive elements for the City Contractor to install.

## **Task 7.2 – Engineering Support for Construction**

Geosyntec will provide engineering support including responding to bidder request-for-information (RFIs), Construction Submittal reviews, modify plans and specifications, and issue addendums during the bidding phase as-needed. In addition, Geosyntec will review East Bay Municipal Utility District's (EBMUD) main water line relocation plan and provide utility surveying services for marking key utility conflict points. A survey drawing will be provided to the City for review.

During construction, Geosyntec will review and respond to Contractor RFIs, perform as needed field investigations to identify potential construction issues and provide engineering support. Geosyntec will Coordinate with the City's Construction Manager and Contractor to resolve design-related issues on an as-needed basis. If requested by the City, Geosyntec can prepare as-built drawings in CAD and PDF based on Contractor redlines and on-site observations.

## **ASSUMPTIONS**

Due to the nature of the scope described above it is not feasible to predict effort needed to complete this task, therefore, it will be conducted as time and materials basis, and not exceed the amount listed in the fee table.

## **DELIVERABLES**

- Submittal review ledger.

- As needed Design Modifications and Construction Bulletins.
- As-built drawings in CAD and PDF if requested by the City.

## SCHEDULE

Geosyntec will commence work upon receipt of a Notice to Proceed (NTP) from the City.

## COST ESTIMATE AND AGREEMENT

Geosyntec proposes to complete the scope of services presented herein on a time and materials basis, not to exceed \$129,577. A summary of our estimated budget is provided below. A detailed fee estimate with hours and billing rates is provided in Attachment A.

Description	Total Cost
Task 1.3 Additional Project Management and Coordination during the Construction Phase	\$20,448
Task 1.4 Project Performance Monitoring and Evaluation	\$24,998
Task 3.2 Outreach and Education	\$39,286
Task 7.2 Engineering Support for Construction	\$44,845
Total	\$129,577

Geosyntec appreciates the opportunity to provide ongoing support to the City, and we look forward to continuing working with you. If you have questions regarding the scope of our proposal or estimated costs or require additional information, please contact Mike Rudd at 925-408-3547 or Horacio Urias at 510-285-2658.

Sincerely,



Horacio Urias, PE  
Professional



Michael Rudd , PE  
Senior Principal

Attachment A – Detailed Fee Estimate