

**AGREEMENT BETWEEN  
THE CITY OF SAN DIEGO  
AND**

**RBF CONSULTING**

**FOR**

**DESIGN OF 69TH AND MOHAWK PUMP STATION**

**CONTRACT NUMBER: H146059**

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**AGREEMENT BETWEEN  
THE CITY OF SAN DIEGO  
AND RBF CONSULTING  
FOR DESIGN PROFESSIONAL SERVICES**

THIS Agreement is made and entered into between the City of San Diego, a municipal corporation [City], and RBF Consulting [Design Professional] for the Design Professional to provide Professional Services to the City for the Design of 69th and Mohawk Pump Station (H146059) [Project].

**RECITALS**

The City wants to retain the services of a professional civil engineering firm to provide civil engineering services [Professional Services].

The Design Professional represents that it has the expertise, experience and personnel necessary to provide the Professional Services for the Project.

The City and the Design Professional [Parties] want to enter into an Agreement whereby the City will retain the Design Professional to provide, and the Design Professional shall provide, the Professional Services for the Project [Agreement].

In consideration of the above recitals and the mutual covenants and conditions set forth, herein, and for good and valuable consideration, the sufficiency of which are hereby acknowledged, the Parties hereby set forth their mutual covenants and understandings as follows:

**ARTICLE I  
DESIGN PROFESSIONAL SERVICES**

The above-listed recitals are true and correct and are hereby incorporated by reference.

**1.1 Scope of Services.** The Design Professional shall perform the Professional Services as set forth in the written Scope of Services (Exhibit A) at the direction of the City

**1.2 Contract Administrator.** The Public Works Department is the contract administrator for this Agreement. The Design Professional shall provide the Professional Services under the direction of a designated representative of the Public Works Department. The City's designated representative will communicate with the Design Professional on all matters related to the administration of this Agreement and the Design Professional's performance of the Professional Services rendered hereunder. When this Agreement refers to communications to or with the City, those communications will be with the designated representative, unless the designated representative or the Agreement specifies otherwise. However, when this Agreement refers to an act or approval to be performed by the City, that act or approval shall be performed by the Mayor or his designee, unless the Agreement specifies otherwise.

**1.3 City Modification of Scope of Services.** The City may, without invalidating this Agreement, order changes in the Scope of Services by altering, adding to or deducting from the

Professional Services to be performed. All such changes shall be in writing and shall be performed in accordance with the provisions of this Agreement. If any such changes cause an increase or decrease in the Design Professional's cost of, or the time required for, the performance of any of the Professional Services, the Design Professional shall immediately notify the City. If the City deems it appropriate, an equitable adjustment to the Design Professional's compensation or time for performance may be made, provided that any adjustment must be approved by both Parties in writing in accordance with Section 9.1 of this Agreement.

**1.4 Written Authorization.** Prior to performing any Professional Services in connection with the Project, the Design Professional shall obtain from the City a written authorization to proceed. Further, throughout the term of this Agreement, the Design Professional shall immediately advise the City in writing of any anticipated change in the Scope of Services (Exhibit A), Compensation and Fee Schedule (Exhibit B), or Time Schedule (Exhibit C), and shall obtain the City's written consent to the change prior to making any changes. In no event shall the City's consent be construed to relieve the Design Professional from its duty to render all Professional Services in accordance with applicable laws and accepted industry standards.

**1.5 Confidentiality of Services.** All Professional Services performed by the Design Professional, including but not limited to all drafts, data, correspondence, proposals, reports, and estimates compiled or composed by the Design Professional, pursuant to this Agreement, are for the sole use of the City, its agents and employees. Neither the documents nor their contents shall be released to any third party without the prior written consent of the City. This provision does not apply to information that (a) was publicly known, or otherwise known to the Design Professional, at the time that it was disclosed to the Design Professional by the City, (b) subsequently becomes publicly known through no act or omission of the Design Professional, or (c) otherwise becomes known to the Design Professional other than through disclosure by the City. Except for Subcontractors covered by Section 4.4, neither the documents nor their contents shall be released to any third party without the prior written consent of the City.

**1.6 Competitive Bidding.** The Design Professional shall ensure that any plans and specifications prepared, required, or recommended under this Agreement allow for competitive bidding. The Design Professional shall design such plans or specifications so that procurement of services, labor or materials are not available from only one source, and shall not design plans and specifications around a single or specific product, piece of major equipment or machinery, a specific patented design, or a proprietary process, unless required by principles of sound engineering practice and supported by a written justification that has been approved in writing by the City. The Design Professional shall submit this written justification to the City prior to beginning work on such plans or specifications. Whenever the Design Professional recommends a specific product or equipment for competitive procurement, such recommendation shall include at least two brand names of products that are capable of meeting the functional requirements applicable to the Project.

## **ARTICLE II DURATION OF AGREEMENT**

**2.1 Term of Agreement.** This Agreement shall be effective on the date it is executed by the last Party to sign the Agreement, and approved by the City Attorney in accordance with

San Diego Charter Section 40. Unless otherwise terminated, it shall be effective until completion of the Scope of Services or April 15, 2019; whichever is the earliest but not to exceed five years unless approved by City ordinance.

**2.2 Time of Essence.** Time is of the essence for each provision of this Agreement, unless otherwise specified in this Agreement. The time for performance of the Scope of Services (Exhibit A) is set forth in the Time Schedule (Exhibit C).

**2.3 Notification of Delay.** The Design Professional shall immediately notify the City in writing if the Design Professional experiences or anticipates experiencing a delay in performing the Professional Services within the time frames set forth in the Time Schedule (Exhibit C). The written notice shall include an explanation of the cause for, and a reasonable estimate of the length of the delay. If in the opinion of the City, the delay affects a material part of the Project, the City may exercise its rights under Sections 2.5-2.7 of this Agreement.

**2.4 Delay.** If delays in the performance of the Professional Services are caused by unforeseen events beyond the control of the Parties, such delay may entitle the Design Professional to a reasonable extension of time, but such delay shall not entitle the Design Professional to damages or additional compensation. Any such extension of time must be approved in writing by the City. The following conditions may constitute such a delay: war; changes in law or government regulation; labor disputes; strikes; fires, floods, adverse weather or other similar condition of the elements necessitating cessation of the Design Professional's work; inability to obtain materials, equipment, or labor; required additional Professional Services; or other specific reasons agreed to between the City and the Design Professional; provided, however, that: (a) this provision shall not apply to, and the Design Professional shall not be entitled to an extension of time for, a delay caused by the acts or omissions of the Design Professional; and (b) a delay caused by the inability to obtain materials, equipment, or labor shall not entitle the Design Professional to an extension of time unless the Design Professional furnishes the City, in a timely manner, documentary proof satisfactory to City of the Design Professional's inability to obtain materials, equipment, or labor.

**2.5 City's Right to Suspend for Convenience.** The City may, at its sole option and for its convenience, suspend all or any portion of the Design Professional's performance of the Professional Services, for a reasonable period of time not to exceed six months. In accordance with the provisions of this Agreement, the City will give written notice to the Design Professional of such suspension. In the event of such a suspension, in accordance with the provisions of Article III of this Agreement, the City shall pay to the Design Professional a sum equivalent to the reasonable value of the Professional Services the Design Professional has satisfactorily performed up to the date of suspension. Thereafter, the City may rescind such suspension by giving written notice of rescission to the Design Professional. The City may then require the Design Professional to resume performance of the Professional Services in compliance with the terms and conditions of this Agreement; provided, however, that the Design Professional shall be entitled to an extension of time equal to the length of the suspension, unless otherwise agreed to in writing by the Parties.

**2.6 City's Right to Terminate for Convenience.** The City may, at its sole option and for its convenience, terminate all or any portion of the Professional Services agreed to pursuant to this Agreement by giving written notice of such termination to the Design Professional. Such

notice shall be delivered by certified mail with return receipt for delivery to the City. The termination of the Professional Services shall be effective upon receipt of the notice by the Design Professional. After termination of this Agreement, the Design Professional shall complete any and all additional work necessary for the orderly filing of documents and closing of the Design Professional's Professional Services under this Agreement. For services satisfactorily rendered in completing the work, the Design Professional shall be entitled to fair and reasonable compensation for the Professional Services performed by the Design Professional before the effective date of termination. After filing of documents and completion of performance, the Design Professional shall deliver to the City all drawings, plans, calculations, specifications and other documents or records related to both the Project and to the Design Professional's Professional Services on the Project. By accepting payment for completion, filing and delivering documents as called for in this paragraph, the Design Professional discharges the City of all of the City's payment obligations and liabilities under this Agreement.

**2.7 City's Right to Terminate for Default.** If the Design Professional fails to satisfactorily perform any obligation required by this Agreement, the Design Professional's failure constitutes a Default. A Default includes the Design Professional's failure to adhere to the Time Schedule. If the Design Professional fails to satisfactorily cure a Default within ten calendar days of receiving written notice from the City specifying the nature of the Default, the City may immediately cancel and/or terminate this Agreement, and terminate each and every right of the Design Professional, and any person claiming any rights by or through the Design Professional under this Agreement. The rights and remedies of the City enumerated in this Section are cumulative and shall not limit, waive, or deny any of the City's rights under any other provision of this Agreement. Nor does this Section otherwise waive or deny any right or remedy, at law or in equity, existing as of the date of this Agreement or hereinafter enacted or established, that may be available to the City against the Design Professional.

### ARTICLE III

#### COMPENSATION

**3.1 Amount of Compensation.** The total compensation payable by the City to the Design Professional for performance of all Professional Services rendered in accordance with this Agreement, including reasonably related expenses, shall not exceed \$992,094. The compensation for the Scope of Services shall not exceed \$906,756. and the compensation for Additional Services (described in Section 3.2), if any, shall not exceed \$85,338. Moreover, the total compensation to be paid to the Design Professional by the City for all work performed under each phase of this Agreement shall not exceed the amount for each phase as specified in the Phased Funding Schedule in Section 3.1.1 unless said amount is modified in writing by an amendment to this Agreement.

**3.1.1 Phased Funding Schedule.** The work to be performed under this Agreement shall be performed during the separate and specific phases identified in the following Phased Funding Schedule.

<b>PHASED FUNDING SCHEDULE</b>
--------------------------------



<u>Funding Phases</u>	<u>Dates</u>	<u>Total Not to Exceed Amount</u>
1	From date of execution of Agreement through completion of Agreement	\$330,955.
2	From Jan. 1, 2015 through completion of the Agreement	\$661,139
Total		\$992,094

**3.1.2** It is expressly understood by and between the City and the Design Professional that the work and compensation for each Funding Phase is subject to funds being appropriated and authorized by the City Council for said services and compensation. The City's obligations and the Design Professional's obligations under this multi-phase contract which shall be funded by multi-phase funding authorizations are as follows:

a. The amount of funds available at time of contract award is not considered sufficient for the performance required for any Funding Phase other than Funding Phase 1. When additional funds are available for the full requirements of the next Funding Phase, the City shall so notify the Design Professional in writing. The City shall also modify the amount of funds as available for contract performance as described in the Funding Schedule. This procedure shall apply for each successive Funding Phase.

b. The City is not obligated to the Design Professional for any amount over that specified in the Funding Schedule as available for contract performance and authorized by the City Council.

c. The Design Professional is not obligated to incur costs for the performance of work required for any Funding Phase after the first phase, unless and until written notification is received from the City of an increase in availability of funds. If so notified, the Design Professional's obligation shall increase only to the extent contract performance is required for the additional Funding Phase for which funds are made available.

d. If the Agreement is terminated under Section 2.6 "City's Right to Terminate for Convenience", the settlement proposal shall be determined pursuant to procedures established in that section. The Design Professional shall be entitled to compensation for only those Services provided under those specific Funding Phases for which funds have been made available. If the Agreement is terminated for default, the City's rights under this Agreement shall apply to the entire multi-phase requirements.

e. Notification to the Design Professional of an increase or decrease in the funds available for performance of this Agreement under another clause (e.g., an "option" or "changes" clause), shall not constitute the notification contemplated by subparagraph *a* above.

**3.1.3** The not-to-exceed amounts stated in the Funding Schedule in Paragraph 3.1.1 above include the following two specific elements:

3.1.3.1 A shall not exceed amount as full compensation for all work described in this AGREEMENT and its Exhibits, except for Additional Services that may be authorized under Paragraph 3.2 of this AGREEMENT; and

3.1.3.2 A shall not exceed amount for Additional Services that may be authorized under Paragraph 3.2 of this AGREEMENT.

<u>Funding Phases</u>	<u>Fixed Amount</u>	<u>Not to Exceed Amount for Additional Services</u>	<u>Total Not to Exceed Amount</u>
1	\$308,286	\$22,669.	\$330,955.
2	\$598,470.	\$62,669.	\$661,139.
<b>Total</b>	\$906,756	\$85,338.	\$992,094.

**3.2 Additional Services.** The City may require that the Design Professional perform additional Professional Services [Additional Services] beyond those basic services described in the Scope of Services [Exhibit A]. Prior to the Design Professional's performance of Additional Services, the City and the Design Professional must agree in writing upon a fee for the Additional Services, including reasonably related expenses, in accordance with the Compensation and Fee Schedule [Exhibit B]. The City will pay the Design Professional for the performance of Additional Services in accordance with Section 3.3.

**3.3 Manner of Payment.** The City shall pay the Design Professional in accordance with the above Phased Funding Schedule and the Compensation and Fee Schedule [Exhibit B]. For the duration of this Agreement, the Design Professional shall not be entitled to fees, including fees for expenses, that exceed the amounts specified in the Phased Funding Schedule and Compensation and Fee Schedule. The Design Professional shall submit one invoice per calendar month in a form acceptable to City in accordance with the Compensation and Fee Schedule. The Design Professional shall include with each invoice a description of completed Professional Services, reasonably related expenses, if any, and all other information, including but not limited to: the progress percentage of the Scope of Services and/or deliverables completed prior to the invoice date, as required by the City. The City will pay undisputed portions of invoices within thirty calendar days of receipt.

**3.4 Additional Costs.** Additional Costs are those costs that can be reasonably determined to be related to the Design Professional's errors or omissions, and may include Design Professional, City, or Subcontractor overhead, construction, materials, demolition, and related costs. The Design Professional shall not be paid for the Professional Services required

due to the Design Professional's errors or omissions, and the Design Professional shall be responsible for any Additional Costs associated with such errors or omissions. These Additional Costs may be deducted from monies due, or that become due, the Design Professional. Whether or not there are any monies due, or becoming due, the Design Professional shall reimburse the City for Additional Costs due to the Design Professional's errors or omissions.

**3.5 Eighty Percent Notification.** The Design Professional shall promptly notify the City in writing of any potential cost overruns. Cost overruns include, but are not limited to the following: (1) where anticipated costs to be incurred in the next sixty calendar days, when added to all costs previously incurred, will exceed 80 percent of the maximum compensation for this Agreement; or (2) where the total cost for performance of the Scope of Services (Exhibit A) appears that it may be greater than the maximum compensation for this Agreement.

#### **ARTICLE IV DESIGN PROFESSIONAL'S OBLIGATIONS**

**4.1 Industry Standards.** The Design Professional agrees that the Professional Services rendered under this Agreement shall be performed in accordance with the standards customarily adhered to by an experienced and competent professional civil engineering firm using the degree of care and skill ordinarily exercised by reputable professionals practicing in the same field of service in the State of California. Where approval by the City, the Mayor or his designee, or other representatives of the City is required, it is understood to be general approval only and does not relieve the Design Professional of responsibility for complying with all applicable laws, codes, and good consulting practices.

#### **4.2 Right to Audit.**

**4.2.1 Access.** The City retains the right to review and audit, and the reasonable right of access to Design Professional's and any Subcontractor's premises to review and audit the Design Professional's or Subcontractor's compliance with the provisions of this Agreement [City's Right]. The City's Right includes the right to inspect and photocopy same, and to retain copies, outside of the Design Professional's premises, of any and all Project-related records with appropriate safeguards, if such retention is deemed necessary by the City in its sole discretion. This information shall be kept by the City in the strictest confidence allowed by law.

**4.2.2 Audit.** The City's Right includes the right to examine any and all books, records, documents and any other evidence of procedures and practices that the City determines are necessary to discover and verify that the Design Professional or Subcontractor is in compliance with all requirements under this Agreement.

**4.2.2.1 Cost Audit.** If there is a claim for additional compensation or for Additional Services, the City's Right includes the right to examine books, records, documents, and any and all other evidence and accounting procedures and practices that the City determines are necessary to discover and verify all direct and indirect costs, of whatever nature, which are claimed to have been incurred, or anticipated to be incurred.

**4.2.2.2 Accounting Records.** The Design Professional and all Subcontractors shall maintain complete and accurate records in accordance with Generally Accepted Accounting Practices in the industry. The Design Professional and Subcontractors shall

make available to the City for review and audit; all Project-related accounting records and documents, and any other financial data. Upon the City's request, the Design Professional and Subcontractors shall submit exact duplicates of originals of all requested records to the City.

**4.2.3 City's Right Binding on Subcontractors.** The Design Professional shall include the City's Right as described in Section 4.2, in any and all of their subcontracts, and shall ensure that these sections are binding upon all Subcontractors.

**4.2.4 Compliance Required before Mediation or Litigation.** A condition precedent to proceeding with mandatory mediation and further litigation provided for in Article VII is the Design Professional's and Subcontractors full compliance with the provisions of this Section 4.2 within sixty days of the date on which the City mailed a written request to review and audit compliance.

**4.3 Insurance.** The Design Professional shall not begin the Professional Services under this Agreement until it has: (a) obtained, and provided to the City, insurance certificates and endorsements reflecting evidence of all insurance required in Article IV, Section 4.3.1; however, the City reserves the right to request, and the Design Professional shall submit, copies of any policy upon reasonable request by the City; (b) obtained City approval of each company or companies as required by Article IV, Section 4.3.3; and (c) confirmed that all policies contain the specific provisions required in Article IV, Section 4.3.4. Design Professional's liabilities, including but not limited to Design Professional's indemnity obligations, under this Agreement, shall not be deemed limited in any way to the insurance coverage required herein. Except as provided for under California law, all policies of insurance required hereunder must provide that the City is entitled to thirty (30) days prior written notice (10 days for cancellation due to non-payment of premium) of cancellation or non-renewal of the policy or policies. Maintenance of specified insurance coverage is a material element of this Agreement and Design Professional's failure to maintain or renew coverage or to provide evidence of renewal during the term of this Agreement may be treated as a material breach of contract by the City.

Further, the Design Professional shall not modify any policy or endorsement thereto which increases the City's exposure to loss for the duration of this Agreement.

**4.3.1 Types of Insurance.** At all times during the term of this Agreement, the Design Professional shall maintain insurance coverage as follows:

**4.3.1.1 Commercial General Liability.** Commercial General Liability (CGL) Insurance written on an ISO Occurrence form CG 00 01 07 98 or an equivalent form providing coverage at least as broad which shall cover liability arising from any and all personal injury or property damage in the amount of \$1 million per occurrence and subject to an annual aggregate of \$2 million. There shall be no endorsement or modification of the CGL limiting the scope of coverage for either insured vs. insured claims or contractual liability. All defense costs shall be outside the limits of the policy.

**4.3.1.2 Commercial Automobile Liability.** For all of the Design Professional's automobiles including owned, hired and non-owned automobiles, the Design Professional shall keep in full force and effect, automobile insurance written on an ISO form CA 00 01 12 90 or a later version of this form or an equivalent form providing coverage at least as

broad for bodily injury and property damage for a combined single limit of \$1 million per occurrence. Insurance certificate shall reflect coverage for any automobile (any auto).

**4.3.1.3 Workers' Compensation.** For all of the Design Professional's employees who are subject to this Agreement and to the extent required by the applicable state or federal law, the Design Professional shall keep in full force and effect, a Workers' Compensation policy. That policy shall provide a minimum of \$1 million of employers' liability coverage, and the Design Professional shall provide an endorsement that the insurer waives the right of subrogation against the City and its respective elected officials, officers, employees, agents and representatives.

**4.3.1.4 Architects & Engineers Professional Liability.** For all of the Design Professional's employees who are subject to this Agreement, the Design Professional shall keep in full force and effect, Professional Liability coverage for professional liability with a limit of \$1 million per claim and \$2 million annual aggregate. The Design Professional shall ensure both that: (1) the policy retroactive date is on or before the date of commencement of the Project; and (2) the policy will be maintained in force for a period of three years after substantial completion of the Project or termination of this Agreement whichever occurs last. The Design Professional agrees that for the time period defined above, there will be no changes or endorsements to the policy that increase the City's exposure to loss.

**4.3.2 Deductibles.** All deductibles on any policy shall be the responsibility of the Design Professional and shall be disclosed to the City at the time the evidence of insurance is provided.

**4.3.3 Acceptability of Insurers.**

**4.3.3.1** Except for the State Compensation Insurance Fund, all insurance required by this Contract or in the Special General Conditions shall only be carried by insurance companies with a rating of at least "A-, VI" by A.M. Best Company, that are authorized by the California Insurance Commissioner to do business in the State of California, and that have been approved by the City.

**4.3.3.2** The City will accept insurance provided by non-admitted, "surplus lines" carriers only if the carrier is authorized to do business in the State of California and is included on the List of Approved Surplus Lines Insurers (LASLI list). All policies of insurance carried by non-admitted carriers are subject to all of the requirements for policies of insurance provided by admitted carriers described herein.

**4.3.4 Required Endorsements.**

The following endorsements to the policies of insurance are required to be provided to the City before any work is initiated under this Agreement.

**4.3.4.1 Commercial General Liability Insurance Endorsements.**

**ADDITIONAL INSURED.** To the fullest extent allowed by law including but not limited to California Insurance Code Section 11580.04, the policy or policies must be endorsed to include as an Additional Insured the City of San Diego and its respective elected officials,

officers, employees, agents and representatives with respect to liability arising out of (a) ongoing operations performed by you or on your behalf, (b) your products, (c) your work, including but not limited to your completed operations performed by you or on your behalf, or (d) premises owned, leased, controlled or used by you.

**PRIMARY AND NON-CONTRIBUTORY COVERAGE.** The policy or policies must be endorsed to provide that the insurance afforded by the Commercial General Liability policy or policies is primary to any insurance or self-insurance of the City of San Diego and its elected officials, officers, employees, agents and representatives as respects operations of the Named Insured. Any insurance maintained by the City of San Diego and its elected officials, officers, employees, agents and representatives shall be in excess of Design Professional's insurance and shall not contribute to it.

#### **4.3.4.2 Automobile Liability Insurance Endorsements**

**ADDITIONAL INSURED.** To the fullest extent allowed by law including but not limited to California Insurance Code Section 11580.04, the policy or policies must be endorsed to include as an Additional Insured the City of San Diego and its respective elected officials, officers, employees, agents and representatives with respect to liability arising out of automobiles owned, leased, hired or borrowed by or on behalf of the Design Professional.

#### **4.3.4.3 Worker's Compensation and Employer's Liability Insurance Endorsements.**

**WAIVER OF SUBROGATION.** The Worker's Compensation policy or policies must be endorsed to provide that the insurer will waive all rights of subrogation against the City and its respective elected officials, officers, employees, agents and representatives for losses paid under the terms of this policy or these policies which arise from work performed by the Named Insured for the City.

**4.3.5 Reservation of Rights.** The City reserves the right, from time to time, to review the Design Professional's insurance coverage, limits, deductible and self-insured retentions to determine if they are acceptable to the City. The City will reimburse the Design Professional for the cost of the additional premium for any coverage requested by the City in excess of that required by this Agreement without overhead, profit, or any other markup.

**4.3.6 Additional Insurance.** The Design Professional may obtain additional insurance not required by this Agreement.

**4.3.7 Excess Insurance.** All policies providing excess coverage to the City shall follow the form of the primary policy or policies including but not limited to all endorsements.

**4.4 Subcontractors.** The Design Professional's hiring or retaining of any third parties [Subcontractors] to perform services related to the Project [Subcontractor Services] is subject to prior approval by the City. The Design Professional shall list on the Subcontractor List (Exhibit D Attachment BB) all Subcontractors known to the Design Professional at the time this Agreement is entered. If at any time after this Agreement is entered into the Design Professional

identifies a need for additional Subcontractor Services, the Design Professional shall give written notice to the City of the need, at least forty-five days before entering into a contract for such Subcontractor Services. The Design Professional's notice shall include a justification, a description of the scope of services, and an estimate of all costs for the Subcontractor Services. The Design Professional may request that the City reduce the forty-five day notice period. The City agrees to consider such requests in good faith.

**4.4.1 Subcontractor Contract.** All contracts entered into between the Design Professional and any Subcontractor shall contain the information as described in Sections 4.6, 4.7, 4.10.2, and 4.18, and shall also provide as follows:

**4.4.1.1** Design Professional shall require the Subcontractor to obtain insurance policies, as described in Section 4.3.1, and those policies shall be kept in full force and effect during any and all work on this Project and for the duration of this Agreement. Furthermore, Subcontractor policy limits, and required endorsements shall be determined by the Design Professional proportionate to the services performed by the Subcontractor.

**4.4.1.2** The Design Professional is obligated to pay the Subcontractor, for Design Professional and City-approved invoice amounts, out of amounts paid by the City to the Design Professional, not later than fourteen working days from the Design Professional's receipt of payment from the City. Nothing in this paragraph shall be construed to impair the right of the Design Professional and any Subcontractor to negotiate fair and reasonable pricing and payment provisions among themselves.

**4.4.1.3** In the case of a deficiency in the performance of Subcontractor Services, the Design Professional shall notify the City in writing of any withholding of payment to the Subcontractor, specifying: (a) the amount withheld; (b) the specific cause under the terms of the subcontract for withholding payment; (c) the connection between the cause for withholding payment and the amount withheld; and (d) the remedial action the Subcontractor must take in order to receive the amount withheld. Once the Subcontractor corrects the deficiency, the Design Professional shall pay the Subcontractor the amount withheld within fourteen working days of the Design Professional's receipt of the City's next payment.

**4.4.1.4** In any dispute between the Design Professional and Subcontractor, the City shall not be made a party to any judicial or administrative proceeding to resolve the dispute. The Design Professional agrees to defend and indemnify the City as described in Article VI of this Agreement in any dispute between the Design Professional and Subcontractor should the City be made a party to any judicial or administrative proceeding to resolve the dispute in violation of this position.

**4.4.1.5** The Subcontractor is bound to the City's Equal Opportunity Contracting Program covenants set forth in Article IV, Section 4.6 and (Exhibit D) of this Agreement.

**4.4.1.6** The City is an intended beneficiary of any work performed by the Subcontractor for purposes of establishing a duty of care between the Subcontractor and the City.

**4.5 Contract Activity Report.** The Design Professional shall submit statistical information to the City as requested in the City's Contract Activity Report (Exhibit D Attachment CC). The statistical information shall include the amount of subcontracting provided by firms during the period covered by the Contract Activity Report. With the Contract Activity Report, the Design Professional shall provide an invoice from each Subcontractor listed in the report. The Design Professional agrees to issue payment to each firm listed in the Report within fourteen working days of receiving payment from the City for Subcontractor Services as described in Section 4.4.1.

**4.6 Non-Discrimination Requirements.**

**4.6.1 Compliance with the City's Equal Opportunity Contracting Program.** The Design Professional shall comply with the City's Equal Opportunity Contracting Program Design Professional Requirements (Exhibit D). The Design Professional shall not discriminate against any employee or applicant for employment on any basis prohibited by law. The Design Professional shall provide equal opportunity in all employment practices. The Design Professional shall ensure that its Subcontractors comply with the City's Equal Opportunity Contracting Program Design Professional Requirements. Nothing in this Section shall be interpreted to hold the Design Professional liable for any discriminatory practice of its Subcontractors.

**4.6.2 Non-Discrimination Ordinance.** The Design Professional shall not discriminate on the basis of race, gender, religion, national origin, ethnicity, sexual orientation, age, or disability in the solicitation, selection, hiring or treatment of Subcontractors, vendors or suppliers. The Design Professional shall provide equal opportunity for Subcontractors to participate in subcontracting opportunities. The Design Professional understands and agrees that violation of this clause shall be considered a material breach of the contract and may result in contract termination, debarment, or other sanctions. This language shall be in contracts between the Design Professional and any Subcontractors, vendors and suppliers.

**4.6.3 Compliance Investigations.** Upon the City's request, the Design Professional agrees to provide to the City, within sixty calendar days, a truthful and complete list of the names of all Subcontractors, vendors, and suppliers that the Design Professional has used in the past five years on any of its contracts that were undertaken within San Diego County, including the total dollar amount paid by the Design Professional for each subcontract or supply contract. The Design Professional further agrees to fully cooperate in any investigation conducted by the City pursuant to the City's Nondiscrimination in Contracting Ordinance (San Diego Municipal Code sections 22.3501-22.3517) The Design Professional understands and agrees that violation of this clause shall be considered a material breach of the contract and may result in remedies being ordered against the Design Professional up to and including contract termination, debarment, and other sanctions for violation of the provisions of the Nondiscrimination in Contracting Ordinance. The Design Professional further understands and agrees that the procedures, remedies and sanctions provided for in the Nondiscrimination Ordinance apply only to violations of said Nondiscrimination Ordinance.

**4.7 Drug-Free Workplace.** The Design Professional agrees to comply with the City's Drug-Free Workplace requirements set forth in Council Policy 100-17, adopted by San Diego Resolution R-277952 and incorporated into this Agreement by this reference. The Design



Professional shall certify to the City that it will provide a drug-free workplace by submitting a Consultant Certification for a Drug-Free Workplace form (Exhibit E).

**4.7.1 Design Professional's Notice to Employees.** The Design Professional shall publish a statement notifying employees that the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited in the work place, and specifying the actions that will be taken against employees for violations of the prohibition.

**4.7.2 Drug-Free Awareness Program.** The Design Professional shall establish a drug-free awareness program to inform employees about: (1) the dangers of drug abuse in the work place; (2) the policy of maintaining a drug-free work place; (3) available drug counseling, rehabilitation, and employee assistance programs; (4) the penalties that may be imposed upon employees for drug abuse violations.

**4.7.3 Posting the Statement.** In addition to Section 4.7.1 above, the Design Professional shall post the drug-free policy in a prominent place.

**4.7.4 Subcontractor's Agreements.** The Design Professional further certifies that each contract for Subcontractor Services for this Project shall contain language that binds the Subcontractor to comply with the provisions of Article IV, Section 4.7 of this Agreement, as required by Sections 2.A.(1) through (3) of Council Policy 100-17. Design Professionals and Subcontractors shall be individually responsible for their own drug-free work place program.

**4.8 Title 24/Americans with Disabilities Act Requirements.** Design Professional has sole responsibility for ensuring that all Project plans and other design services comply with all accessibility requirements under Title 24 of the California Code of Regulations, known as the California Building Code (Title 24), and under the Americans with Disabilities Act Accessibility Guidelines (ADAAG) in effect at the time the designs are submitted to the City for review. When a conflict exists between Title 24 and ADAAG, the most restrictive requirement shall be followed by Design Professional (i.e., that which provides the most access). Design Professional warrants and certifies that any and all plans and specifications prepared for the City in accordance with this agreement shall meet all requirements under Title 24 and ADAAG. Design Professional understands that while the City will be reviewing Design Professional's designs for compliance in specific and certain areas under Title 24 and ADAAG prior to acceptance of Design Professional's designs, Design Professional understands and agrees that the City's access review process and its acceptance of Design Professional's designs in no way limits the Design Professional's obligations under this agreement to prepare designs that comply with all requirements under Title 24 and ADAAG.

**4.9 Product Endorsement.** The Design Professional acknowledges and agrees to comply with the provisions of City of San Diego Administrative Regulation 95.65, concerning product endorsement. Any advertisement identifying or referring to the City as the user of a product or service requires the prior written approval of the City.

**4.10 Conflict of Interest.** The Design Professional is subject to all federal, state and local conflict of interest laws, regulations, and policies applicable to public contracts and procurement practices, including but not limited to California Government Code sections 1090, et seq. and 81000, et seq., and the City of San Diego Ethics Ordinance, codified in the San Diego Municipal Code at sections 27.3501 to 27.3595.

**4.10.1** If, in performing the Professional Services set forth in this Agreement, any member of the Design Professional's organization makes, or participates in, a "governmental decision" as described in Title 2, section 18701(a)(2) of the California Code of Regulations, or performs the same or substantially all the same duties for the City that would otherwise be performed by a City employee holding a position specified in the department's conflict of interest code, the individual shall be subject to a conflict of interest code requiring the completion of one or more statements of economic interests disclosing the individual's relevant financial interests. The determination as to whether any individual members of the Design Professional's organization must make disclosures of relevant financial interests is set forth in the Determination Form (Exhibit F).

**4.10.1.1** If a determination is made that certain individuals must disclose relevant financial interests, the statements of economic interests shall be made on Fair Political Practices Commission Form 700 and filed with the City Clerk. The individual shall file a Form 700 (Assuming Office Statement) within thirty calendar days of the City's determination that the individuals are subject to a conflict of interest code. Each year thereafter, the individuals shall also file a Form 700 (Annual Statement) on or before April 1, disclosing any financial interests held during the previous calendar year for which the individual was subject to a conflict of interest code. A Form 700 (Leaving Office Statement) shall also be filed when the individual discontinues services under this Agreement.

**4.10.1.2** If the City requires an individual member of the Design Professional's organization to file a statement of economic interests as a result of the Professional Services performed, the individual shall be considered a "City Official" subject to the provisions of the City of San Diego Ethics Ordinance, including the prohibition against lobbying the City for one year following the termination of this Agreement.

**4.10.2** The Design Professional shall establish and make known to its employees and agents appropriate safeguards to prohibit employees from using their positions for a purpose that is, or that gives the appearance of being, motivated by the desire for private gain for themselves or others, particularly those with whom they have family, business, or other relationships.

**4.10.3** The Design Professional and its Subcontractors having subcontracts amounting to 1% or more of the value of the Professional Services agreed to under this Agreement are precluded from participating in design services on behalf of the contractor, construction management, and any other construction services related in any way to these Professional Services without the prior written consent of the City.

**4.10.4** The Design Professional's personnel employed on the Project shall not accept gratuities or any other favors from any Subcontractors or potential Subcontractors. The Design Professional shall not recommend or specify any product, supplier, or contractor with whom the Design Professional has a direct or indirect financial or organizational interest or relationship that would violate conflict of interest laws, regulations, or policies.

**4.10.5** If the Design Professional violates any conflict of interest law or any of the provisions in this Section 4.10, the violation shall be grounds for immediate termination of

this Agreement. Further, the violation subjects the Design Professional to liability to the City for attorney's fees and all damages sustained as a result of the violation.

**4.11 Mandatory Assistance.** If a third party dispute or litigation, or both, arises out of, or relates in any way to the Professional Services provided under this Agreement, upon the City's request, the Design Professional, its agents, officers, and employees agree to assist in resolving the dispute or litigation. The Design Professional's assistance includes, but is not limited to, providing professional consultations, attending mediations, arbitrations, depositions, trials or any event related to the dispute resolution and/or litigation.

**4.12 Compensation for Mandatory Assistance.** The City will compensate the Design Professional for fees incurred for providing Mandatory Assistance as Additional Services under Section 3.2. If, however, the fees incurred for the Mandatory Assistance are determined, through resolution of the third party dispute or litigation, or both, to be attributable in whole, or in part, to the acts or omissions of the Design Professional, its agents, officers, and employees, the Design Professional shall reimburse the City. The City is then entitled to reimbursement of all fees paid to the Design Professional, its agents, officers, and employees for Mandatory Assistance.

**4.13 Attorney Fees related to Mandatory Assistance.** In providing the City with dispute or litigation assistance, the Design Professional or its agents, officers, and employees may incur expenses and/or costs. The Design Professional agrees that any attorney fees it may incur as a result of assistance provided under Section 4.11 are not reimbursable. The Parties agree this provision does not in any way affect their rights to seek attorney fees under Article VIII, Section 8.8 of this Agreement.

**4.14 Energy Conservation Specifications.** Technological advances in energy conservation devices such as Lighting and Heating, Ventilation, and Air Conditioning (HVAC), enable additional energy savings over that required by the State of California's Energy Efficiency Standards (Title 24, Part 6 of the California Code of Regulations). The Design Professional shall model the energy performance of the building using an acceptable computer model such as Energy Pro, EQuest, DOE-2, Power DOE, HAP 3.22, etc. and present the summary data to the City at or prior to 100 percent design. This analysis should include life cycle cost analysis showing recovery of construction costs through operation and maintenance costs (e.g., electricity and gas savings.) The Design Professional shall prepare a cost savings matrix that lists each device being considered and one, three, five and ten-year Project savings. The comparison shall include, but not be limited to, the following equipment: Lighting, HVAC, Water Heating, and Motors.

The Design Professional shall contact the SDG&E New Construction Program at (858) 636-5725 or the San Diego Regional Energy Office at (619) 595-5634 to integrate them into the design process to ensure maximum energy performance and access to technical resources. Design Professional shall endeavor to obtain from SDG&E a UTIL-1 (Utility Incentive Worksheet) to estimate energy savings and incentives available based on the design team energy modeling.

**4.15 Notification of Increased Construction Cost.** If, at any time prior to the City's approval of the final plans and specifications, the Design Professional anticipates that the total construction cost will exceed the estimated construction budget, the Design Professional shall

immediately notify the City in writing. This written notification shall include an itemized cost estimate and a list of recommended revisions which the Design Professional believes will bring the construction cost to within the estimated construction budget. The City may either: (1) approve an increase in the amount authorized for construction; or (2) delineate a project which may be constructed for the budget amount; or (3) any combination of (1) and (2).

**4.16 Sustainable Building Policy.** The Project design and construction shall comply with City Council Green Building Policy 900-14 (Exhibit G). All new or significantly remodeled City facilities shall be designed and constructed to achieve at a minimum the Leadership in Energy and Environmental Design (LEED) "Silver" Level Certification.

**4.17 Design-Build Competition Eligibility.** Any architectural firms, engineering firms, Design Professionals, or individuals retained by the City to assist the City with developing criteria or preparing the preliminary design or the request for proposals for a Design-Build competition shall not be eligible to participate with any Design-Build Entity in that Design-Build competition. Additionally, the City may determine in its sole discretion that a Subcontractor hired to assist with a Design-Build competition, regardless of whether the Subcontractor was hired by the City or hired by an architectural firm, engineering firm, Design Professional, or individual retained by the City, has a competitive advantage and as such is ineligible to participate in that Design-Build competition.

**4.18 Storm Water Management Discharge Control.** Consultant shall comply with Chapter 4, Article 3, Division 3 of the San Diego Municipal Code, Storm Water Management Discharge Control, as amended from time to time, and any and all Best Management Practice guidelines and pollution elimination requirements as may be established by the Enforcement Official. Further, the Consultant shall prepare and incorporate into the construction documents a Storm Water Pollution Prevention Plan (SWPPP) to be implemented by the contractor during construction of any project that is subject to the Construction General Permit, California State Water Resources Control Board Order No. 2009-009-DWQ, as amended from time to time. Where applicable, the SWPPP shall comply with both the California Construction General Permit and City of San Diego Municipal Separate Storm Sewer National Pollution Discharge Elimination System permit requirements and any municipal regulations adopted pursuant to those permits.

**4.19 ADA Certification.** The Design Professional hereby certifies (Exhibit L) that it agrees to comply with the City's Americans With Disabilities Act Compliance/City Contracts requirements set forth in Council Policy 100-04, adopted by San Diego Resolution R-282153 and incorporated into this Agreement by this reference.

**4.20 Prevailing Wage Rates.** Prevailing wage rates apply to this contract.

#### **STATE REQUIREMENTS FOR CONTRACTS SUBJECT TO STATE PREVAILING WAGE REQUIREMENTS.**

In accordance with the provisions of California Labor Code Sections 1770, et seq. as amended, the Director of the Department of Industrial Relations has determined the general prevailing rate of per diem wages in accordance with the standards set forth in such Sections for the locality in which the Work is to be performed. Copies of the prevailing rate of per diem wages may be found at [http://www.dir.ca.gov/dlsr/statistics\\_research.html](http://www.dir.ca.gov/dlsr/statistics_research.html). The Consultant shall post a copy of

the above determination of the prevailing rate of per diem wages at each job site and shall make them available to any interested party on request.

Pursuant to Sections 1720 et seq., and 1770 et seq., of the California Labor Code the Consultant and any Subcontractor shall pay not less than said specified rates determined by the Director of the California Department of Industrial Relations to all workmen employed by them in the execution of the Work. This includes Work performed during the design and preconstruction phases of construction, including, but not limited to, inspection and land surveying work.

The wage rates determined by the Director of Industrial Relations and published in the Department of Transportation publication entitled, "General Prevailing Wage Rates", refer to expiration dates. If the published wage rate does not refer to a predetermined wage rate to be paid after the expiration date, said published rate of wage shall be in effect for the life of this contract. If the published wage rate refers to a predetermined wage rate to become effective upon expiration of the published wage rate and the predetermined wage rate is on file with the Department of Industrial Relations, such predetermined wage rate shall become effective on the date following the expiration date and shall apply to this contract in the same manner as if it had been published in said publication. If the predetermined wage rate refers to one or more additional expiration dates with additional predetermined wage rates, which expiration dates occur during the life of this contract, each successive predetermined wage rate shall apply to this contract on the date following the expiration date of the previous wage rate. If the last of such predetermined wage rates expires during the life of this contract, such wage rate shall apply to the balance of the contract.

The successful Consultant intending to use a craft or classification not shown on the prevailing rate determinations may be required to pay the rate of the craft or classification most closely related to it.

## **ARTICLE V RESERVED**

## **ARTICLE VI INDEMNIFICATION**

**6.1 Indemnification.** Other than in the performance of design professional services which shall be solely as addressed in Section 6.2 below, to the fullest extent permitted by law, Design Professional shall defend (with legal counsel reasonably acceptable to the City), indemnify and hold harmless the City and its officers, agents, departments, officials, and employees [Indemnified Parties] from and against all claims, losses, costs, damages, injuries (including, without limitation, injury to or death of an employee of Design Professional or its Subcontractors), expense and liability of every kind, nature and description (including, without limitation, incidental and consequential damages, court costs, attorney's fees, litigation expenses and fees of expert consultants or expert witnesses incurred in connection therewith and costs of investigation) that arise out of, pertain to, or relate to, directly or indirectly, in whole or in part, any services performed under this Agreement by the Design Professional, any Subcontractor, anyone directly or indirectly employed by them, or anyone that they control. The Design Professional's duty to defend, indemnify, protect and hold harmless shall not include any claims

or liabilities arising from the active negligence, sole negligence or sole willful misconduct of the Indemnified Parties.

## **6.2 Design Professional Services Indemnification and Defense.**

**6.2.1 Design Professional Services Indemnification.** To the fullest extent permitted by law (including, without limitation, California Civil Code Section 2782.8), with respect to the performance of design professional services, Design Professional shall indemnify and hold harmless the City, its officers, or employees, from all claims, demands or liability that arise out of, pertain to or relate to the negligence, recklessness, or willful misconduct of Design Professional or Design Professional's officers or employees.

**6.2.2 Design Professional Services Defense.** Parties will work in good faith to procure applicable insurance coverage for the cost of any defense arising from all claims, demands or liability that arise out of, pertain to or relate to the negligence, recklessness, or willful misconduct of Design Professional or Design Professional's officers or employees.

**6.3 Insurance.** The provisions of this Article are not limited by the requirements of Section 4.3 related to insurance.

**6.4 Enforcement Costs.** The Design Professional agrees to pay any and all costs the City incurs enforcing the indemnity and defense provisions set forth in this Article.

## **ARTICLE VII MEDIATION**

**7.1 Mandatory Non-binding Mediation.** With the exception of Sections 2.5-2.7 of this Agreement, if a dispute arises out of, or relates to this Agreement, or the breach thereof, and if said dispute cannot be settled through normal contract negotiations, prior to the initiation of any litigation, the Parties agree to attempt to settle the dispute in an amicable manner, using mandatory mediation under the Construction Industry Mediation Rules of the American Arbitration Association (AAA) or any other neutral organization agreed upon before having recourse in a court of law.

**7.2 Mandatory Mediation Costs.** The expenses of witnesses for either side shall be paid by the Party producing such witnesses. All other expenses of the mediation, including required traveling and other expenses of the mediator [Mediator], and the cost of any proofs or expert advice produced at the direct request of the Mediator, shall be borne equally by the Parties, unless they agree otherwise.

**7.3 Selection of Mediator.** A single Mediator that is acceptable to both Parties shall be used to mediate the dispute. The Mediator will be knowledgeable in construction aspects and may be selected from lists furnished by the AAA or any other agreed upon Mediator. To initiate mediation, the initiating Party shall serve a Request for Mediation on the opposing Party. If the Mediator is selected from a list provided by AAA, the initiating Party shall concurrently file with AAA a "Request for Mediation" along with the appropriate fees, a list of three requested Mediators marked in preference order, and a preference for available dates.

**7.3.1** If AAA is selected to coordinate the mediation, within ten working days from the receipt of the initiating Party's Request for Mediation, the opposing Party shall file the following: a list of preferred Mediators listed in preference order after striking any Mediators to which they have any factual objection, and a preference for available dates. If the opposing Party strikes all of initiating Party's preferred Mediators, opposing Party shall submit a list of three preferred Mediators listed in preference order to initiating Party and Administrator. Initiating Party shall file a list of preferred Mediators listed in preference order, after striking any Mediator to which they have any factual objection. This process shall continue until both sides have agreed upon a Mediator.

**7.3.2** The Administrator will appoint or the Parties shall agree upon the highest, mutually preferred Mediator from the individual Parties' lists who is available to serve within the designated time frame.

**7.3.3** If the Parties agree not to use AAA, then a Mediator, date and place for the mediation shall be mutually agreed upon.

**7.4 Conduct of Mediation Sessions.** Mediation hearings will be conducted in an informal manner and discovery will not be allowed. All discussions, statements, or admissions will be confidential to the Party's legal position. The Parties may agree to exchange any information they deem necessary.

**7.4.1** Both Parties must have an authorized representative attend the mediation. Each representative must have the authority to recommend entering into a settlement. Either Party may have attorney(s) or expert(s) present. Upon reasonable demand, either Party may request and receive a list of witnesses and notification whether attorney(s) will be present.

**7.4.2** Any agreements resulting from mediation shall be documented in writing. All mediation results and documentation, by themselves, shall be "non-binding" and inadmissible for any purpose in any legal proceeding, unless such admission is otherwise agreed upon, in writing, by both Parties. Mediators shall not be subject to any subpoena or liability and their actions shall not be subject to discovery.

## **ARTICLE VIII INTELLECTUAL PROPERTY RIGHTS**

**8.1 Work For Hire.** All original designs, plans, specifications, reports, documentation, and other informational materials, whether written or readable by machine, originated or prepared exclusively for the City pursuant to this Agreement (Deliverable Materials) is "work for hire" under the United States Copyright law and shall become the sole property of the City and shall be delivered to the City upon request. The Design Professional, including its employees, and independent Subcontractor(s), shall not assert any common law or statutory patent, copyright, trademark, or any other intellectual proprietary right to the City to the deliverable Materials.

**8.2. Rights in Data.** All rights (including, but not limited to publication(s), registration of copyright(s), and trademark(s) in the Deliverable Materials, developed by the Design Professional, including its employees, agents, talent and independent Subcontractors pursuant to this Agreement are the sole property of the City. The Design Professional, including

its employees, agents, talent, and independent Subcontractor(s), may not use any such Product mentioned in this article for purposes unrelated to Design Professional's work on behalf of the City without prior written consent of the City.

**8.3 Intellectual Property Rights Assignment.** Design Professional, its employees, agents, talent, and independent Subcontractor(s) agree to promptly execute and deliver, upon request by City or any of its successors or assigns at any time and without further compensation of any kind, any power of attorney, assignment, application for copyright, patent, trademark or other intellectual property right protection, or other papers or instruments which may be necessary or desirable to fully secure, perfect or otherwise protect to or for the City, its successors and assigns, all right, title and interest in and to the content of the Deliverable Materials; and cooperate and assist in the prosecution of any action or opposition proceeding involving said rights and any adjudication of the same.

**8.4 Moral Rights.** Design Professional, its employees, agents, talent, and independent Subcontractor(s) hereby irrevocably and forever waives, and agrees never to assert, any Moral Rights in or to the Deliverable Materials which Design Professional, its employees, agents, talent, and independent Subcontractor(s), may now have or which may accrue to Design Professional, its employees, agents, talent, and independent Subcontractor(s)' benefit under U.S. or foreign copyright laws and any and all other residual rights and benefits which arise under any other applicable law now in force or hereafter enacted. The term "Moral Rights" shall mean any and all rights of paternity or integrity in or to the Deliverable Materials and the right to object to any modification, translation or use of said content, and any similar rights existing under judicial or statutory law of any country in the world or under any treaty, regardless of whether or not such right is denominated or referred to as a moral right.

**8.5 Subcontracting.** In the event that Design Professional utilizes a Subcontractor(s) for any portion of the Work that is in whole or in part of the specified Deliverable(s) to the City, the agreement between Design Professional and the Subcontractor [Subcontractor Agreement] shall include a statement that identifies that the Deliverable/Work product as a "work-for hire" as defined in the Act and that all intellectual property rights in the Deliverable/Work product, whether arising in copyright, trademark, service mark or other belongs to and shall vest solely with the City. Further, the Subcontractor Agreement shall require that the Subcontractor, if necessary, shall grant, transfer, sell and assign, free of charge, exclusively to the City, all titles, rights and interests in and to said Work/Deliverable, including all copyrights and other intellectual property rights. City shall have the right to review any Subcontractor agreement for compliance with this provision.

**8.6 Publication Design.** Professional may not publish or reproduce any Deliverable Materials, for purposes unrelated to Design Professional's work on behalf of the City without prior written consent of the City.

**8.7 Intellectual Property Warranty and Indemnification.** Design Professional represents and warrants that any materials or deliverables, including all Deliverable Materials, provided under this contract are either original, not encumbered and do not infringe upon the copyright, trademark, patent or other intellectual property rights of any third party, or are in the public domain. If Deliverable Materials provided hereunder become the subject of a claim, suit or allegation of copyright, trademark or patent infringement, City shall have the right, in its sole



discretion, to require Design Professional to produce, at Design Professional's own expense, new non-infringing materials, deliverables or Works as a means of remedying any claim of infringement in addition to any other remedy available to the City under law or equity. Design Professional further agrees to indemnify and hold harmless the City, its officers, employees and agents from and against any and all claims, actions, costs, judgments or damages of any type alleging or threatening that any materials, deliverables, supplies, equipment, services or Works provided under this contract infringe the copyright, trademark, patent or other intellectual property or proprietary rights of any third party (Third Party Claims of Infringement). If a Third Party Claim of Infringement is threatened or made before Design Professional receives payment under this contract, City shall be entitled, upon written notice to Design Professional, to withhold some or all of such payment.

**8.8 Enforcement Costs.** The Design Professional agrees to pay any and all costs the City incurs enforcing the indemnity and defense provisions set forth in Article 8, including but not limited to, attorney's fees.

## **ARTICLE IX MISCELLANEOUS**

**9.1 Notices.** In all cases where written notice is required under this Agreement, service shall be deemed sufficient if the notice is deposited in the United States mail, postage paid. Proper notice shall be effective on the date it is mailed, unless provided otherwise in this Agreement. For the purpose of this Agreement, unless otherwise agreed in writing, notice to the City shall be addressed to: Public Works Department, c/o John Stohr, MS 908A, 600 B Street, San Diego, CA 92101, and notice to the Design Professional shall be addressed to: RBF Consulting, 9755 Claimont Mesa Blvd., San Diego, Ca. 92124.

**9.2 Headings.** All article headings are for convenience only and shall not affect the interpretation of this Agreement.

**9.3 Non-Assignment.** The Design Professional shall not assign the obligations under this Agreement, whether by express assignment or by sale of the company, nor any monies due or to become due, without the City's prior written approval. Any assignment in violation of this paragraph shall constitute a Default and is grounds for immediate termination of this Agreement, at the sole discretion of the City. In no event shall any putative assignment create a contractual relationship between the City and any putative assignee.

**9.4 Independent Contractors.** The Design Professional and any Subcontractors employed by the Design Professional shall be independent contractors and not agents of the City. Any provisions of this Agreement that may appear to give the City any right to direct the Design Professional concerning the details of performing the Professional Services, or to exercise any control over such performance, shall mean only that the Design Professional shall follow the direction of the City concerning the end results of the performance.

**9.5 Design Professional and Subcontractor Principals for Professional Services.** It is understood that this Agreement is for unique Professional Services. Retention of the Design Professional's Professional Services is based on the particular professional expertise of the following members of the Design Professional's organization Ronald B. Craig, Senior Vice President [. Accordingly, performance of Professional Services on the Project may not be

delegated to other members of the Design Professional's organization or to Subcontractors without the prior written consent of the City. It is mutually agreed that the members of the Project Team are the principal persons responsible for delivery of all Professional Services and may not be removed from the Project without the City's prior written approval. Removal of any member of the Project Team without notice and approval by the City may be considered a default of the terms and conditions of this Agreement by the Design Professional. In the event any member of the Project Team becomes unavailable for any reason, the City must be consulted as to any replacement. If the City does not approve of a proposed replacement, the City may terminate this Agreement pursuant to section 2.6 of this Agreement. Further, the City reserves the right, after consultation with the Design Professional, to require any of the Design Professional's employees or agents to be removed from the Project.

**9.6 Additional Design Professionals or Contractors.** The City reserves the right to employ, at its own expense, such additional Design Professionals or contractors as the City deems necessary to perform work or to provide the Professional Services on the Project.

**9.7 Employment of City Staff.** This Agreement may be unilaterally and immediately terminated by the City, at its sole discretion, if the Design Professional employs an individual who, within the last twelve months immediately preceding such employment did, in the individual's capacity as an officer or employee of the City, participate in, negotiate with, or otherwise have an influence on the recommendation made to the City Council or Mayor in connection with the selection of the Design Professional.

**9.8 Covenants and Conditions.** All provisions of this Agreement, expressed as either covenants or conditions on the part of the City or the Design Professional, shall be deemed to be both covenants and conditions.

**9.9 Compliance with Controlling Law.** The Design Professional shall comply with all laws, ordinances, regulations, and policies of the federal, state, and local governments applicable to this Agreement, including California Labor Code section 1720 relating to the payment of prevailing wages during the design and preconstruction phases of a project, including inspection and land surveying work. In addition, the Design Professional shall comply immediately with all directives issued by the City or its authorized representatives under authority of any laws, statutes, ordinances, rules, or regulations. The laws of the State of California shall govern and control the terms and conditions of this Agreement.

**9.10 Jurisdiction and Attorney Fees.** The jurisdiction and applicable laws for any suit or proceeding concerning this Agreement, the interpretation or application of any of its terms, or any related disputes shall be in accordance with the laws of the State of California. The prevailing Party in any such suit or proceeding shall be entitled to a reasonable award of attorney fees in addition to any other award made in such suit or proceeding.

**9.11 Successors in Interest.** This Agreement and all rights and obligations created by this Agreement shall be in force and effect whether or not any Parties to the Agreement have been succeeded by another entity, and all rights and obligations created by this Agreement shall be vested and binding on any Party's successor in interest.

**9.12 Integration.** This Agreement and the Exhibits and references incorporated into this Agreement fully express all understandings of the Parties concerning the matters covered in

this Agreement. No change, alteration, amendment, or modification of the terms or conditions of this Agreement, and no verbal understanding of the Parties, their officers, agents, or employees shall be valid unless made in the form of a written change agreed to in writing by both Parties. All prior negotiations and agreements are merged into this Agreement.

**9.13 Counterparts.** This Agreement may be executed in counterparts, which when taken together shall constitute a single signed original as though all Parties had executed the same page.

**9.14 No Waiver.** No failure of either the City or the Design Professional to insist upon the strict performance by the other of any covenant, term or condition of this Agreement, nor any failure to exercise any right or remedy consequent upon a breach of any covenant, term, or condition of this Agreement, shall constitute a waiver of any such breach of such covenant, term or condition. No waiver of any breach shall affect or alter this Agreement, and each and every covenant, condition, and term hereof shall continue in full force and effect without respect to any existing or subsequent breach.

**9.15 Severability.** The unenforceability, invalidity, or illegality of any provision of this Agreement shall not render any other provision of this Agreement unenforceable, invalid, or illegal.

**9.16 Municipal Powers.** Nothing contained in this Agreement shall be construed as a limitation upon the powers of the City as a chartered city of the State of California.

**9.17 Drafting Ambiguities.** The Parties agree that they are aware that they have the right to be advised by counsel with respect to the negotiations, terms and conditions of this Agreement, and the decision of whether or not to seek advice of counsel with respect to this Agreement is a decision which is the sole responsibility of each Party. This Agreement shall not be construed in favor of or against either Party by reason of the extent to which each Party participated in the drafting of the Agreement.

**9.18 Conflicts Between Terms.** If an apparent conflict or inconsistency exists between the main body of this Agreement and the Exhibits, the main body of this Agreement shall control. If a conflict exists between an applicable federal, state, or local law, rule, regulation, order, or code and this Agreement, the law, rule, regulation, order, or code shall control. Varying degrees of stringency among the main body of this Agreement, the Exhibits, and laws, rules, regulations, orders, or codes are not deemed conflicts, and the most stringent requirement shall control. Each Party shall notify the other immediately upon the identification of any apparent conflict or inconsistency concerning this Agreement.

**9.19 Design Professional Evaluation.** City will evaluate Design Professional's performance of Professional Services on the Project using the Consultant Evaluation Form (Exhibit H).

**9.20 Exhibits Incorporated.** All Exhibits referenced in this Agreement are incorporated into the Agreement by this reference.

**9.21 Survival of Obligations.** All representations, indemnifications, warranties and guarantees made in, required by or given in accordance with this Agreement, as well as all

continuing obligations indicated in this Agreement, shall survive, completion and acceptance of the Professional Services and termination or completion of the Agreement.

**9.22 Contractor Standards.** This Agreement is subject to the Contractor Standards clause of the Municipal Code Chapter 2, Article 2, Division 32 adopted by Ordinance No. O-19383. All consultants are required to complete the Contractor Standards Pledge of Compliance included herein as Exhibit I. The Contractor Standards are available online at [www.sandiego.gov/purchasing/vendor/index.shtml](http://www.sandiego.gov/purchasing/vendor/index.shtml) or by request from the Purchasing & Contracting Department by calling (619) 236-6000.

**9.23 Equal Benefits Ordinance.** This Agreement is subject to the Equal Benefits Ordinance [EBO]. All consultants are required to complete the Equal Benefits Ordinance Certification of Compliance included herein as Exhibit J. Effective January 1, 2011, any contract awarded from this solicitation is subject to the City of San Diego's Equal Benefits Ordinance [EBO], Chapter 2, Article 2, Division 43 of the San Diego Municipal Code [SDMC].

In accordance with the EBO, contractors must certify they will provide and maintain equal benefits as defined in SDMC §22.4302 for the duration of the contract [SDMC §22.4304(f)]. Failure to maintain equal benefits is a material breach of the contract [SDMC §22.4304(e)]. Contractors must notify employees of their equal benefits policy at the time of hire and during open enrollment periods and must post a copy of the following statement in an area frequented by employees:

During the performance of a contract with the City of San Diego, this employer will provide equal benefits to its employees with spouses and its employees with domestic partners.

Contractors also must give the City access to documents and records sufficient for the City to verify the contractors are providing equal benefits and otherwise complying with EBO requirements. Full text of the EBO and the Rules Implementing the Equal Benefits Ordinance are posted on the City's website at [www.sandiego.gov/purchasing/](http://www.sandiego.gov/purchasing/) or can be requested from the Equal Benefits Program at (619) 533-3948.


**9.24 Public Records.** This contract is public document subject to the California Public Records Act, and as such may be subject to public review per Exhibit K (Regarding Information Requested under the California Public Records Act).

*The remainder of this page has been intentionally left blank.*

IN WITNESS WHEREOF, this Agreement is executed by the City of San Diego, acting by and through its Mayor, pursuant to San Diego Municipal Code 22.3207, authorizing such execution, and by the Design Professional pursuant to RBF Consulting Corporate Resolution

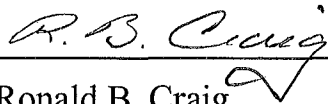
Dated this 1<sup>st</sup> day of July, 2014.

THE CITY OF SAN DIEGO  
Mayor or Designee

By   
W. Downs Prior

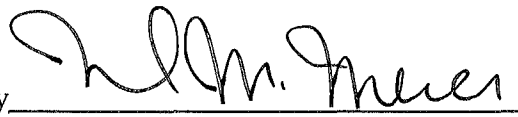
Principal Contract Specialist  
Public Works Contracting Group

I HEREBY CERTIFY I can legally bind RBF Consulting and that I have read all of this Agreement, this 7<sup>th</sup> day of MAY, 2014.

By   
Ronald B. Craig,  
Senior Vice President

I HEREBY APPROVE the form and legality of the foregoing Agreement this 15<sup>th</sup> day of July, 2014.

JAN I. GOLDSMITH, City Attorney

By   
Deputy City Attorney

## **DESIGN PROFESSIONAL AGREEMENT EXHIBITS**

- Exhibit A - Scope of Services
- Exhibit B - Compensation and Fee Schedule
- Exhibit C - Time Schedule
- Exhibit D - City's Equal Opportunity Contracting Program Consultant Requirements
  - (AA) Work Force Report
  - (BB) Subcontractors List
  - (CC) Contract Activity Report
  - (DD) Consultant Past Participation List
- Exhibit E - Consultant Certification for a Drug-Free Workplace
- Exhibit F - Determination Form
- Exhibit G - City Council Green Building Policy 900-14
- Exhibit H - Consultant Evaluation Form
- Exhibit I - Contractor Standards Pledge of Compliance
- Exhibit J - Equal Benefits Ordinance Certification of Compliance
- Exhibit K - Regarding Information Requested under the California Public Records Act
- Exhibit L - American With Disabilities Act (ADA) Compliance Certification

## SCOPE OF SERVICES

### 69<sup>th</sup> and Mohawk Street Pump Station

#### 1.0 GENERAL INFORMATION

The 69th and Mohawk Pump Station (PS) Project involves the replacement of an existing out of service pump station that was constructed in 1950 with a new pumping facility designed to meet the varying demands of present day and future flow conditions. The pump station site is located on the City's easterly border, adjacent to the City of La Mesa and within a single family residential neighborhood. The project also includes the design of approximately 7,600 linear feet of new water main, varying in size from 8-inch to 30-inches in diameter.

This project will allow the City to replace the Montezuma Pump Station (MPS) as the primary source of supply to the Redwood Village 645 pressure zone. The MPS is reaching the end of its service life and is known for low pumping efficiencies. It is also in need of structural upgrades. The source of supply to the new 69th and Mohawk PS will be the Alvarado 536 pressure zone and the Mid-City Pipeline, Phase 2.

The City's planning study for the project has identified the need for the pump station to supply 18.0 MGD (12,500 gpm) to meet the Year 2030 Maximum Day Demand (MDD), plus industrial fire flow. Prior to 2030, the system will experience lower flow rates and correspondingly, lower pumping heads. For this reason, the initial pump configuration within the station will have three 2.16 MGD duty pumps, two 3.96 MGD duty pumps and one stand-by 3.96 MGD pump. All pumps will be vertical turbine style and the smaller capacity pumps will be fitted with variable speed controllers to better match daily demand fluctuations and higher trending MDD flow rates. As flow rates increase within the system toward the 2030 MDD design flow, the smaller pumps will be replaced with pumps matching the 3.96 MGD capacity.

## Summary of Pipeline Work Included in the Scope of Services

Sequence	Existing Diameter	Material	Proposed Diameter	Length, ft.
1	16-inch	CI	30-inch	30 ft of 30-inch CMLC
2	16-inch	CI	16" PVC	1,800 ft of 16-inch PVC
3	16-inch	CI	12-inch	290 ft of 12-inch PVC
4	16-inch 20-inch	CI	30-inch	2,300 ft of 30-inch CMLC
5	10-inch 12-inch	AC	16-inch	960 ft of 16-inch PVC
6	NA	NA	24-inch	1,750 ft of 24" CMLC
7	NA	NA	8-inch	460 ft of 8" PVC
8	16-inch	CI		Abandon 2,527 ft of Existing Pipe
	TOTALS			10,017 ft



**PHASE A - SERVICES DURING DESIGN:**

1. Task 1 - Coordination with City Project Management.
  - 1.1. Progress Reports:

The Design Consultant shall include a summary of work completed in the previous month as part of the monthly invoice.
  - 1.2. Progress Meetings:
    - 1.2.1. The Consultant's Project Manager shall meet bi-monthly with the City's Project Manager during design to discuss progress of the Project design. There shall be six (6) progress meetings of two (2) hours duration each.
    - 1.2.2. The Consultant shall submit a written agenda for each progress meeting a minimum of two (2) days in advance of the progress meeting. Typical meeting topics should include:
      - 1.2.2.1. Progress to date on major tasks
      - 1.2.2.2. Status of budget and schedule
      - 1.2.2.3. Project issues (include recommended resolutions)
    - 1.2.3. The Design Consultant shall submit minutes of the progress meeting within five (5) days after the meeting to the City's Project Manager and other meeting attendees, as deemed appropriate.
2. Task 2 – Public Information Program Assistance:
  - 2.1. Community Meetings:

The Consultant shall arrange four (4) community outreach meetings with the Mohawk/Saranac group during the design phase of the project. The Consultant's Community Outreach consultant shall coordinate these meetings with the City's Public Information Officer and the respective Council Office representative.
  - 2.2. Project Newsletter and Updates

The Consultant's Community Outreach consultant shall prepare a project newsletter to be mailed out to the affected community after each design milestone, with updates mailed once during the bid phase and once during the construction phase. The newsletter will be a single page or large post card and will be mailed out by the City. The Consultant shall provide a draft copy of each newsletter to the City's Project Manager for review and approval before public distribution.
3. Task 3 -- Investigations:
  - 3.1. Field Investigation:

The Consultant shall conduct field investigations as necessary, to determine site locations, the alignment and appurtenances of the existing water main to be replaced and its tie-in connections to the proposed replacement water mains. The Consultant shall conduct field inspections as required, to determine the location of hydrants that will be available for high lining. Construction drawings shall note fire hydrant locations that the Contractor can connect to, as part of his water main replacement work.
  - 3.2. Surveying:

- 3.2.1. The Consultant shall verify existing survey data and information shown on as-built drawings and on other City records, prior to using the data and the information as part of the design.
- 3.2.2. City survey staff to provide all topographic mapping required for the project.
- 3.2.3. The Consultant shall perform supplemental field surveys to develop additional topographic and site conditions detail.
- 3.3. Acoustical Studies:

The Consultant shall perform acoustical studies to address noise impacts related to the proposed Pump Station and associated impacts upon abutting noise sensitive land uses. The Consultant shall conduct a site visit at a similar City of San Diego Water Pump Station to collect baseline noise data and shall conduct noise level surveys at the Pump Station site to develop existing ambient noise level conditions during day and evening hours. The Consultant shall prepare a report to describe existing conditions and recommend noise abatement measures to reduce noise levels to below a level of significance.
- 3.4. Hazardous Material (Initial Site Assessment) – Phase 1:
  - 3.4.1 Acquisitions and analysis of all available data relevant to environmental conditions at the proposed pipeline alignment and adjoining areas.
  - 3.4.2. Evaluation of historical land use through examination of available low-altitude imagery from three time periods along the 3-mile long alignment.
  - 3.4.3. Analysis of US EPA Region IX, State of California Department of Health Services (DHS), San Diego Regional Water Quality Control Board (RWQCB) and San Diego County Department of Environmental Health Services (DEH)- SAM Division, data base and Superfund/CERCLA, RCRA, and other hazardous materials databases to evaluate possible impacts associated with identified regulated and unregulated hazardous waste generating, storage, treatment, and disposal sites in the vicinity of the subject property.
  - 3.4.4. Research with the City of San Diego Fire Department, and San Diego County DEH to review their records regarding identified underground storage tank (UST) use and closure at the site and in adjoining areas.
  - 3.4.5. Reconnaissance and inspection of the property to document general site conditions and current land use, adjoining property conditions and to verify information obtained from interviews and regulatory files.
  - 3.4.6. Data acquired and analyzed will be used to prepare a technical report. The location, description, and history of the site will be discussed, as well as the general physiographic, soil and groundwater environmental considerations including significant on-site and off-site incidents of hazardous substance release, presence of hazardous materials, and potential for contamination, if any. Recommended further actions, such as groundwater modeling, will be identified and will be considered as additional services.
- 3.5. Geotechnical Field Exploration:

- 3.5.1. Perform a site visit to select suitable locations for the exploratory soil borings.
- 3.5.2. Coordinate utility clearance of the proposed boring test pit locations through Underground Service Alert (USA).
- 3.5.3. Obtain traffic control and encroachment permits from the City of San Diego.
- 3.5.4. Perform at least Twelve (12) soil borings to a target depth of 20 feet below the existing ground surface (bgs) along the proposed project alignment (or 5 feet below the pipe invert whichever is the lowest).
- 3.5.5. During drilling operations it is assumed that there are no hazardous waste issues along the proposed pipeline alignments. In the event that visual or odoriferous indications of potential soil contamination are detected, we will immediately cease the field exploration activities and notify the City to discuss further action.
- 3.5.6. A letter report will be prepared to summarize the findings of the subsurface geotechnical exploration program, boring logs and a site plan showing the approximate boring locations.
- 3.6. Transient Analysis
  - 3.6.1. The Consultant shall perform a hydraulic transient study for the new pump station in accordance with the City's Design Guidelines, Chapter 6, Section 6.10 Transient Surge Analysis and Surge Control.
  - 3.6.2. The Transient Analysis is intended to evaluate a variety of operational scenarios which may impact the pump station and suction and discharge transmission pipelines resulting in high pressures beyond system design pressures.
  - 3.6.3. The Consultant will prepare a report outlining the operational schemes evaluated and identify mitigation measures to be incorporated into the pumping facility or piping system.
- 3.7. Utility Location Subsurface Investigations:
  - 3.7.1. The Consultant shall perform subsurface utility investigations. The subsurface utility investigation shall include the following tasks:
    - 3.7.1.1. Anticipations are that approximately 20 potholes will be performed and surveyed.
    - 3.7.1.2. The Consultant prior to potholing shall utilize and review if existing, applicable potholing information for work previously performed in the Project area.
- 4. Task 4 - Preliminary (30 Percent) Design Development:
  - 4.1. The Project shall be designed in compliance with the City's Design Guidelines, CADD standards and the latest edition of the Standard Specifications for Public Works Construction (Whitebookbook), which is approved and amended by the City of San Diego at the time of Project bidding.
  - 4.2. The Consultant shall conduct a QA/QC interdisciplinary progress review on all elements of the design prior to its submittal to the City for review.

- 4.3. The Consultant shall deliver the 30 Percent Design in the form of seven sets of half sized (11-inch x 17-inch) prints and twelve sets of full sized (24-inch x 36-inch) prints
  - 4.4. The 30 Percent Design shall also include but not be limited to:
    - 4.4.1. Preliminary engineering calculations.
    - 4.4.2. A description of interface requirements with other facilities and utilities.
    - 4.4.3. A listing of all records, documents, and materials supporting the design.
    - 4.4.4. A traffic control concept plan.
    - 4.4.5. 30 Percent Design Drawings shall include but not limited, to:
      - 4.4.5.1. Drawing set cover sheet showing the vicinity and location map, and other general sheets showing symbols, abbreviations, and other data necessary to interpret the drawings.
      - 4.4.5.2. Preliminary civil drawings showing:
        - 4.4.5.2.1. Preliminary plan and profile, survey data from the latest available records, horizontal and vertical alignment of the new pipeline, pipe and other materials selections.
        - 4.4.5.2.2. Existing underground utilities, structures and other relevant facilities taken from the utility companies' latest record and as-built drawings.
        - 4.4.5.2.3. City Forces Sheet showing preliminary layout of high lining and shut down schedule.
    - 4.4.6. Preliminary Landscape and Irrigation plans
    - 4.4.7. Preliminary Architectural Plans
    - 4.4.8. Preliminary Structural Plans
    - 4.4.9. Preliminary Mechanical and Pumping System
    - 4.4.10. Preliminary Electrical and Instrumentation Plans
    - 4.4.11. Outline Specifications
    - 4.4.12. Preliminary Project construction cost estimates.
  - 4.5. Allocate four (4) weeks for the City to review and comment on the 30 Percent Design, for the Design Consultant to respond, and for final resolution of comments.
  - 4.6. Meet with the City's Project Manager to discuss the 30 Percent Design comments and responses, which will be combined with the monthly Progress Meeting.
5. Task 5 - Second Preliminary (60 Percent) Design Development:
- 5.1. All City comments made to the 30 Percent Design submittal shall be incorporated into the 60 Percent Design.
  - 5.2. The Consultant shall deliver the 60 Percent Design in the form of thirteen copies of the 60 Percent Specifications, seven sets of half sized (11-inch x 17-inch) drawing prints and twelve sets of full sized (24-inch x 36-inch) drawing prints

- 5.3. The Consultant shall conduct a thorough QA/QC intra-disciplinary progress review, interdisciplinary review and peer review on all elements of the design prior to its submittal to the City for review.
  - 5.4. The 60 Percent Design shall include but not be limited to:
    - 5.4.1. Engineering calculations, all elements of the Design presented shall be supported by calculations.
    - 5.4.2. A listing of all records, documents, and materials supporting the design.
    - 5.4.3. 60 Percent Design Drawings shall include but not be limited to:
      - 5.4.3.1. Drawing set cover sheet showing the vicinity and location map and other general sheets showing symbols, abbreviations, and other data necessary to interpret the drawings.
      - 5.4.3.2. Civil drawings showing the plan and profile of the proposed replacement water main, in accordance with the City's CADD standards.
      - 5.4.3.3. Civil Drawings showing the location of existing pipeline within the Airport Property to be removed
      - 5.4.3.4. Design Landscape and Irrigation plans
      - 5.4.3.5. Design Architectural Plans
      - 5.4.3.6. Design Structural Plans
      - 5.4.3.7. Design Mechanical and Pumping System
      - 5.4.3.8. Design Electrical and Instrumentation Plans
      - 5.4.3.9. Design Corrosion Control Plans
      - 5.4.3.10. Standard Drawings, appropriately referenced.
      - 5.4.3.11. City Forces Sheet showing High lining Plan, City OPS Work, material to be supplied by Contractor, etc.
      - 5.4.3.12. Traffic Control plans
      - 5.4.3.13. Street Resurfacing Plan
      - 5.4.3.14. Curb Ramp Location
      - 5.4.3.15. Water Pollution Control Site Plan
      - 5.4.3.16. Horizontal Alignment Coordinate Index Report
      - 5.4.3.17. Construction Details
    - 5.4.4. Detailed Project Specifications (Whitebook and Technical CSI spec section formats)
    - 5.4.5. Prepare Project construction cost estimates and schedules.
  - 5.5. Allocate four (4) weeks for the City to review and comment on the 60 Percent Design, for the Design Consultant to respond, and for final resolution of comments.
  - 5.6. Meet with the City's Project Manager to discuss the 60 Percent Design comments and responses, which will be combined with the monthly Progress Meeting.
6. Task 6 - Pre-Final Design (90 Percent) Design Development:
    - 6.1. The Pre-Final Design shall be defined as a complete and final design, incorporating all aspects of the Project and all comments previously authorized by the City.

- 6.2. All City comments made to the 60 Percent Design submittal shall be incorporated into the Pre-Final Design.
  - 6.3. Prior to review, the Consultant shall use the Pre-Final Design to apply for and obtain all required plan check approvals
  - 6.4. The Consultant shall deliver the Pre-Final Design in the form of thirteen copies of the Pre-Final Specification, seven sets of half sized (11-inch x 17-inch) drawing prints and twenty sets of full sized (24-inch x 36-inch) drawing prints. The Pre-Final Design shall include but not be limited to:
    - 6.4.1. Engineering calculations. All elements of the Design presented shall be supported by calculations.
    - 6.4.2. A listing of all records, documents, and materials supporting the design.
    - 6.4.3. A table of contents and final draft of the Specification.
    - 6.4.4. Project construction cost estimates and schedules.
  - 6.5. Allocate four (4) weeks for the City to perform the City-wide plan check and comment on the Pre Final Design, for the Design Consultant to respond, and for final resolution of comments.
  - 6.6. Meet with the City's Project Manager to discuss the Pre-Final Design comments and responses, which will be combined with the monthly Progress Meeting.
7. Task 7 - Final Design Drawings and Specification.
- 7.1. The Consultant shall incorporate plan check, regulatory agency, and other comments from authorities and agencies having jurisdiction over the Final Design
  - 7.2. The Consultant shall submit the Final Design Documents to the City's Project Manager for incorporation into the bid documents. This shall include but not be limited to:
    - 7.2.1. One (1) complete set of full sized (24-inch x 36-inch) original Mylar® Final Drawing plots, each wet stamped and signed by qualified responsible engineers registered in the state of California. Applicable portions of the drawing title blocks shall also be signed by the Design Consultant. Drawing Mylar® shall be 3 mils minimum thickness.
    - 7.2.2. Two complete electronic file sets of all final Drawings on CD ROM in the latest version of Bentley MicroStation CADD software according to the Project CADD guideline.
    - 7.2.3. Four (4) sets of full size (24-inch x 36-inch) Final drawing prints.
    - 7.2.4. Two complete electronic file sets of the Final Specification on CD ROM in the latest version of Word® word processing software.
    - 7.2.5. The Final Project construction cost estimates and schedules.
8. Task 8 - Permitting:
- 8.1. Provide consultant services needed to acquire the building permit from the City of San Diego Building Department
  - 8.2. Provide consultant services to coordinate a new electric service with San Diego Gas & Electric
  - 8.3. Any permit fees will be paid by the City.
9. Task 9 - Reimbursables/Direct costs

- 9.1 Reimbursable expenses shall include outside reproduction, courier delivery fees, parking fees, and other miscellaneous outside services.

**PHASE B - SERVICES DURING BIDDING:**

1. Task 1 – Bidders Questions:
  - 1.1. Respond to bidder’s questions during the bid period
2. Task 2 - Addenda:
  - 2.1. Prepare addenda to the Final Design Documents as authorized by the City.
3. Task 3 - Pre-Bid Conference:
  - 3.1. The Consultant shall attend and participate in one (1) pre-bid conference to be held at the Project site.

**PHASE C - SERVICES DURING CONSTRUCTION:**

1. Task 1 Meetings:
  - 1.1. Preconstruction conference.  
Participate in one (1) preconstruction conference with the Successful Contractor.
  - 1.2. Construction progress meetings.  
Attend and participate in ten (10) construction progress meetings.
2. Task 2 - Response to Submitted Requests:
  - 2.1. Requests for Information (RFIs).  
The number of RFIs responded to by the Consultant shall not exceed fifty (50). RFIs which are a result of error in the design shall be at no additional cost to the City.
3. Task 3 - Submittal Review:
  - 3.1. Review shop drawing submittals.  
Prepare and submit written review comments to submitted shop drawings, product data, calculations, product samples, and other submitted information within two (2) weeks of the City transmittal date according to the Project Submittal and Shop Drawing Review guideline.
  - 3.2. Records and files.  
Maintain current records and files of submitted shop drawings, product data, calculations, product samples, owner’s manuals, and other submitted information.
  - 3.3. The number of shop drawing submittals responded to by the Consultant shall not exceed fifty (50) original submittals and thirty (30) resubmittals.
4. Task 4 - As-Built Drawings:
  - 4.1. Obtain a set of the approved Contractor’s final Project Record Drawings (red-marked full sized prints showing the as-constructed project configuration) from the City’s Project Manager.
  - 4.2. Prepare and submit one complete set of full sized (24-inch x 36-inch) original Mylar® final As-Built Drawing CADD plots prepared in the latest version of Bentley MicroStation® CADD software.
  - 4.3. Submit two complete electronic file sets of all final As-Built Drawings on CD-ROM.

**ADDITIONAL SERVICES:**

5. Task 5 – Allowance for Additional Construction Support Services

Due to the complexity of pump station construction projects and the potential need for additional submittal reviews, office consultation and field meetings, this task is included to provide supplemental funding for these services. The work under this task will proceed only upon written authorization from the City's Project Manager.

Further Additional Services is a fund for unforeseen conditions and includes services which may be required for completion of the project but which, due to lack of firm definition of scope and limits at the present time, cannot be identified with precision. Because the need for these Additional Services is not absolutely established, such Additional Services shall not be undertaken by the CONSULTANT without specific definition and written authorization from the CITY. The need for such services beyond the required scope of work described above in the contract may arise from:

- A. Alternative Pump Station Site Evaluation
- B. Additional Community Group Meetings and Presentation Materials
- C. Aerial Survey and Mapping Services
- D. Additional Consulting services

**END SCOPE OF WORK**



**COMPENSATION AND FEE SCHEDULE**

EXHIBIT B

69th and Mohawk Pump Station

RBF Consulting

Date: April 3, 2014

TASK DESCRIPTION	PROJECT MANAGER		SENIOR ENGINEER		ASSOCIATE ENGINEER		CIVIL DESIGNER		CAD TECHNICIAN		CLERICAL		SUBTOTAL	SUB- CONSULTANT	REIM- BURSABLE	MARK UP	TASK TOTAL
	HR	D.L.	HR	D.L.	HR	D.L.	HR	D.L.	HR	D.L.	HR	D.L.	DIRECT LABOR	TOTAL	EXPENSE	5%	
<b>PHASE FUNDING DETAIL</b>																	
<b>PHASE 1 (FY '14)</b>																	
<b>PHASE A - SERVICES DURING DESIGN</b>																	
TASK 1 - PROJECT MANAGEMENT																	8,094
TASK 2 - PUBLIC INFORMATION PROGRAM																	11,882
TASK 3 - INVESTIGATIONS																	121,210
TASK 4 - 30% DESIGN PHASE																	167,100
ADDITIONAL SERVICES																	22,689
<b>TOTAL - PHASE 1 (FY '14)</b>																	330,955
<b>PHASE 2 (FY '15)</b>																	
<b>PHASE A - SERVICES DURING DESIGN</b>																	
TASK 1 - PROJECT MANAGEMENT																	18,886
TASK 2 - PUBLIC INFORMATION PROGRAM																	27,726
TASK 5 - 60% DESIGN PHASE																	184,839
TASK 6 - 90 PERCENT DESIGN PHASE																	188,616
TASK 7 - FINAL DESIGN PHASE																	63,749
TASK 8 - PERMITTING																	7,610
TASK 9 - REIMBURSABLES/DIRECT COSTS																	5,250
<b>PHASE B - SERVICES DURING BIDDING</b>																	
TASK 1 - RESPONSE TO QUESTIONS																	5,561
TASK 2 - ADDENDA																	3,166
TASK 3 - PRE-BID CONFERENCE																	360
<b>PHASE C - SERVICES DURING CONSTRUCTION</b>																	
TASK 1 - MEETINGS																	27,580
TASK 2 - RESPONSE TO SUBMITTED REQUESTS																	49,684
TASK 3 - SUBMITTAL REVIEW																	4,778
TASK 4 - AS-BUILT DRAWINGS																	10,665
ADDITIONAL SERVICES																	62,669
<b>TOTAL - PHASE 2 (FY '15)</b>																	661,139
<b>TOTAL DESIGN BUDGET</b>																	992,094

**EXHIBIT B**

**69th and Mohawk Pump Station**

**RBF Consulting**

Date: April 3, 2014

TASK DESCRIPTION	PROJECT MANAGER		SENIOR ENGINEER		ASSOCIATE ENGINEER		CIVIL DESIGNER		CAD TECHNICIAN		CLERICAL		SUBTOTAL	SUB-	REIM-	MARK	TASK
	\$215.00		\$180.00		\$165.00		\$135.00		\$97.00		\$65.00		DIRECT	CONSULTANT	BURSABLE	UP	TOTAL
	HR	D.L.	HR	D.L.	HR	D.L.	HR	D.L.	HR	D.L.	HR	D.L.	LABOR	TOTAL	EXPENSE	5%	
<b>PHASE A - SERVICES DURING DESIGN</b>	<b>252</b>	<b>54,180</b>	<b>530</b>	<b>95,400</b>	<b>994</b>	<b>164,010</b>	<b>586</b>	<b>79,110</b>	<b>1,360</b>	<b>131,920</b>	<b>96</b>	<b>6,240</b>	<b>530,860</b>	<b>256,048</b>	<b>5,000</b>	<b>13,054</b>	<b>804,962</b>
TASK 1 - PROJECT MANAGEMENT	44	9,460	80	14,400	0	0	0	0	0	0	48	3,120	26,980	0	0	0	26,980
TASK 2 - PUBLIC INFORMATION PROGRAM	16	3,440	48	8,640	0	0	0	0	24	2,328	0	0	14,408	24,000	0	1,200	39,608
TASK 3 - INVESTIGATIONS	19	4,085	52	9,360	96	15,840	88	11,880	16	1,552	8	520	43,237	74,260	0	3,713	121,210
TASK 4 - 30% DESIGN PHASE	38	8,170	86	15,480	232	38,280	168	22,680	428	41,516	0	0	126,126	39,022	0	1,952	167,100
TASK 5 - 60% DESIGN PHASE	63	13,545	100	18,000	296	48,840	144	19,440	448	43,456	8	520	143,801	39,084	0	1,954	184,839
TASK 6 - 90 PERCENT DESIGN PHASE	46	9,890	114	20,520	246	40,590	170	22,950	384	37,248	8	520	131,718	54,188	0	2,710	188,616
TASK 7 - FINAL DESIGN PHASE	24	5,160	46	8,280	88	14,520	16	2,160	60	5,820	16	1,040	36,980	25,494	0	1,275	63,749
TASK 8 - PERMITTING	2	430	4	720	36	5,940	0	0	0	0	8	520	7,610	0	0	0	7,610
TASK 9 - REIMBURSABLES/DIRECT COSTS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5,000	250	5,250
<b>PHASE B - SERVICES DURING BIDDING</b>	<b>2</b>	<b>430</b>	<b>14</b>	<b>2,520</b>	<b>4</b>	<b>660</b>	<b>0</b>	<b>0</b>	<b>8</b>	<b>776</b>	<b>10</b>	<b>650</b>	<b>5,036</b>	<b>3,260</b>	<b>0</b>	<b>164</b>	<b>9,087</b>
TASK 1 - RESPONSE TO QUESTIONS	0	0	4	720	4	660	0	0	0	0	2	130	1,510	3,260	0	164	5,561
TASK 2 - ADDENDA	2	430	8	1,440	0	0	0	0	8	776	8	520	3,166	0	0	0	3,166
TASK 3 - PRE-BID CONFERENCE	0	0	2	360	0	0	0	0	0	0	0	0	360	0	0	0	360
<b>PHASE C - SERVICES DURING CONSTRUCTION</b>	<b>24</b>	<b>5,160</b>	<b>122</b>	<b>21,960</b>	<b>52</b>	<b>8,580</b>	<b>24</b>	<b>3,240</b>	<b>112</b>	<b>14,168</b>	<b>40</b>	<b>2,600</b>	<b>55,708</b>	<b>28,186</b>	<b>2,500</b>	<b>1,763</b>	<b>92,707</b>
TASK 1 - MEETINGS	6	1,290	82	14,760	0	0	24	3,240	24	5,160	32	2,080	26,530	0	1,000	50	27,580
TASK 2 - RESPONSE TO SUBMITTED REQUESTS	16	3,440	40	7,200	40	6,600	0	0	24	2,328	8	520	20,088	28,186	0	1,410	49,684
TASK 3 - SUBMITTAL REVIEW	0	0	0	0	0	0	0	0	0	0	0	0	0	4,550	0	228	4,778
TASK 4 - AS-BUILT DRAWINGS	2	430	0	0	12	1,980	0	0	64	6,680	0	0	9,090	0	1,500	75	10,665
<b>TOTAL BASE FEE</b>	<b>278</b>	<b>59,770</b>	<b>666</b>	<b>119,880</b>	<b>1,050</b>	<b>173,250</b>	<b>610</b>	<b>82,350</b>	<b>1,480</b>	<b>146,864</b>	<b>146</b>	<b>9,490</b>	<b>591,604</b>	<b>287,494</b>	<b>7,500</b>	<b>14,981</b>	<b>906,756</b>
ADDITIONAL SERVICES																	
ADDITIONAL CONSTRUCTION SUPPORT SERVICES																	40,000
ADDITIONAL SERVICES @ 5%																	45,338
<b>TOTAL DESIGN BUDGET</b>																	<b>992,094</b>

EXHIBIT B

69th and Mohawk Pump Station

RBF Consulting

Date: April 3, 2014

TASK DESCRIPTION	PROJECT MANAGER \$215.00		SENIOR ENGINEER \$180.00		ASSOCIATE ENGINEER \$165.00		CIVIL DESIGNER \$135.00		CAD TECHNICIAN \$97.00		CLERICAL \$65.00		SUBTOTAL	SUB-	REIM-	MARK	TASK
	LABOR		TOTAL		EXPENSE		5%		TOTAL		TOTAL						
	HR	D.L.	HR	D.L.	HR	D.L.	HR	D.L.	HR	D.L.	HR	D.L.					
<b>PHASE A - SERVICES DURING DESIGN</b>	<b>252</b>	<b>54,180</b>	<b>530</b>	<b>95,400</b>	<b>994</b>	<b>164,010</b>	<b>586</b>	<b>79,110</b>	<b>1,360</b>	<b>131,920</b>	<b>96</b>	<b>6,240</b>	<b>530,860</b>	<b>256,048</b>	<b>5,000</b>	<b>13,054</b>	<b>804,962</b>
<b>TASK 1 - PROJECT MANAGEMENT</b>	<b>44</b>	<b>9,460</b>	<b>80</b>	<b>14,400</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>48</b>	<b>3,120</b>	<b>26,980</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>26,980</b>
Task 1.1 Progress Reports	4	860	40	7,200	0	0	0	0	0	0	24	1,560	9,620	0	0	0	9,620
Task 1.2 Progress Meetings	40	8,600	40	7,200	0	0	0	0	0	0	24	1,560	17,360	0	0	0	17,360
<b>TASK 2 - PUBLIC INFORMATION PROGRAM</b>	<b>16</b>	<b>3,440</b>	<b>48</b>	<b>8,640</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>24</b>	<b>2,328</b>	<b>0</b>	<b>0</b>	<b>14,408</b>	<b>24,000</b>	<b>0</b>	<b>1,200</b>	<b>39,608</b>
Task 2.1 Community Meetings	16	3,440	24	4,320	0	0	0	0	24	2,328	0	0	10,088	5,000	0	250	15,338
Task 2.2 Community Newsletters & Coordination	0	0	24	4,320	0	0	0	0	0	0	0	0	19,000	0	950	24,270	
<b>TASK 3 - INVESTIGATIONS</b>	<b>19</b>	<b>4,085</b>	<b>52</b>	<b>9,360</b>	<b>96</b>	<b>15,840</b>	<b>88</b>	<b>11,880</b>	<b>16</b>	<b>1,552</b>	<b>8</b>	<b>520</b>	<b>43,237</b>	<b>74,260</b>	<b>0</b>	<b>3,713</b>	<b>121,210</b>
Task 3.1 Field Investigations	8	1,720	24	4,320	40	6,600	40	5,400	0	0	0	0	18,040	0	0	0	18,040
Task 3.2 Surveying (included in Task 3.1)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Task 3.3 Acoustical Studies	4	860	4	720	8	1,320	0	0	0	0	0	0	2,900	10,000	0	500	13,400
Task 3.4 Environmental Assessment - Phase 1	2	430	8	1,440	8	1,320	48	6,480	0	0	8	520	10,190	0	0	0	10,190
Task 3.5 Geotechnical	1	215	4	720	12	1,980	0	0	0	0	0	0	2,915	19,260	0	963	23,138
Task 3.6 Transient Analysis	4	860	8	1,440	12	1,980	0	0	0	0	0	0	4,280	30,000	0	1,500	35,780
Task 3.7 Utility Potholing	0	0	4	720	16	2,640	0	0	16	1,552	0	0	4,912	15,000	0	750	20,662
<b>TASK 4 - 30 PERCENT DESIGN</b>	<b>38</b>	<b>8,170</b>	<b>86</b>	<b>15,480</b>	<b>232</b>	<b>38,280</b>	<b>168</b>	<b>22,680</b>	<b>428</b>	<b>41,516</b>	<b>0</b>	<b>0</b>	<b>126,126</b>	<b>39,022</b>	<b>0</b>	<b>1,952</b>	<b>167,100</b>
Task 4.1 Pump Station																	
Demolition Plan	2	430	4	720	8	1,320	8	1,080	16	1,552	0	0	5,102	0	0	0	5,102
Civil Site Plan	2	430	4	720	16	2,640	24	3,240	60	5,820	0	0	12,850	0	0	0	12,850
Landscape Plan	2	430	4	720	0	0	0	0	0	0	0	0	1,150	7,712	0	386	9,248
Architectural Plan	2	430	4	720	8	1,320	0	0	0	0	0	0	2,470	13,760	0	688	16,918
Structural Plan	2	430	2	360	4	660	0	0	0	0	0	0	1,450	3,900	0	195	5,545
Mechanical and HVAC	2	430	12	2,160	24	3,960	0	0	24	2,328	0	0	8,878	0	0	0	8,878
Electrical and I/C	1	215	2	360	8	1,320	0	0	0	0	0	0	1,895	7,650	0	383	9,928
Task 4.2 Pipelines																	
24" & 30" Pipelines	4	860	16	2,880	60	9,900	60	8,100	140	13,580	0	0	35,320	0	0	0	35,320
16" Pipelines	4	860	16	2,880	60	9,900	60	8,100	140	13,580	0	0	35,320	0	0	0	35,320
8" Pipelines	2	430	4	720	12	1,980	16	2,160	40	3,880	0	0	9,170	0	0	0	9,170
Chollas Pipeline	2	430	4	720	0	0	0	0	0	0	0	0	1,150	6,000	0	300	7,450
Abandoned Pipelines	2	430	2	360	4	660	0	0	8	776	0	0	2,226	0	0	0	2,226
Corrosion Control	2	430	2	360	4	660	0	0	0	0	0	0	1,450	0	0	0	1,450
ADA Compliance	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Task 4.3 30% Construction Cost Estimates	1	215	2	360	24	3,960	0	0	0	0	0	0	4,535	0	0	0	4,535
Task 4.4 Quality Assurance/Quality Control	8	1,720	8	1,440	0	0	0	0	0	0	0	0	3,160	0	0	0	3,160

EXHIBIT B

69th and Mohawk Pump Station

RBF Consulting

Date: April 3, 2014

TASK DESCRIPTION	PROJECT MANAGER		SENIOR ENGINEER		ASSOCIATE ENGINEER		CIVIL DESIGNER		CAD TECHNICIAN		CLERICAL		SUBTOTAL	SUB-	REIM-	MARK	TASK
	\$215.00		\$180.00		\$165.00		\$135.00		\$97.00		\$65.00		DIRECT	CONSULTANT	BURSABLE	UP	TOTAL
	HR	D.L	HR	D.L	HR	D.L	HR	D.L	HR	D.L	HR	D.L	LABOR	TOTAL	EXPENSE	5%	
<b>TASK 5 - 60 PERCENT DESIGN</b>	<b>63</b>	<b>13,545</b>	<b>100</b>	<b>18,000</b>	<b>296</b>	<b>48,840</b>	<b>144</b>	<b>19,440</b>	<b>448</b>	<b>43,456</b>	<b>8</b>	<b>520</b>	<b>143,801</b>	<b>39,084</b>	<b>0</b>	<b>1,954</b>	<b>184,839</b>
Task 5.1 Pump Station																	
Demolition Plan	2	430	4	720	8	1,320	0	0	8	776	0	0	3,246	0	0	0	3,246
Civil Site Plan	4	860	8	1,440	12	1,980	24	3,240	40	3,880	0	0	11,400	0	0	0	11,400
Landscape Plan	2	430	4	720	4	660	0	0	0	0	0	0	1,810	7,948	0	397	10,155
Architectural Plan	2	430	4	720	8	1,320	0	0	0	0	0	0	2,470	9,750	0	488	12,708
Structural Plan	2	430	2	360	4	660	0	0	0	0	0	0	1,450	5,200	0	260	6,910
Mechanical and HVAC	2	430	12	2,160	40	6,600	0	0	60	5,820	0	0	15,010	0	0	0	15,010
Electrical and I/C	1	215	2	360	8	1,320	0	0	0	0	0	0	1,895	6,186	0	309	8,390
Task 5.2 Pipelines																	
24" & 30" Pipelines	8	1,720	12	2,160	60	9,900	40	5,400	120	11,640	0	0	30,820	0	0	0	30,820
16" Pipelines	8	1,720	12	2,160	60	9,900	40	5,400	100	9,700	0	0	28,880	0	0	0	28,880
8" Pipelines	2	430	4	720	12	1,980	0	0	40	3,880	0	0	7,010	0	0	0	7,010
Chollas Pipeline	2	430	4	720	8	1,320	0	0	0	0	0	0	2,470	7,000	0	350	9,820
Abandoned Pipelines	2	430	2	360	4	660	0	0	4	388	0	0	1,838	0	0	0	1,838
Corrosion Control	2	430	2	360	4	660	0	0	0	0	0	0	1,450	3,000	0	150	4,600
Traffic Control Plans	2	430	4	720	8	1,320	40	5,400	60	5,820	0	0	13,690	0	0	0	13,690
ADA Compliance	1	215	2	360	8	1,320	0	0	16	1,552	0	0	3,447	0	0	0	3,447
Task 5.3 60% Construction Cost Estimates	1	215	2	360	24	3,960	0	0	0	0	0	0	4,535	0	0	0	4,535
Task 5.4 Specifications	8	1,720	8	1,440	24	3,960	0	0	0	0	8	520	7,640	0	0	0	7,640
Task 5.5 Quality Assurance/Quality Control	12	2,580	12	2,160	0	0	0	0	0	0	0	0	4,740	0	0	0	4,740
<b>TASK 6 - 90 PERCENT DESIGN</b>	<b>46</b>	<b>9,890</b>	<b>114</b>	<b>20,520</b>	<b>246</b>	<b>40,590</b>	<b>170</b>	<b>22,950</b>	<b>384</b>	<b>37,248</b>	<b>8</b>	<b>520</b>	<b>131,718</b>	<b>54,188</b>	<b>0</b>	<b>2,710</b>	<b>188,616</b>
Task 6.1 Pump Station																	
Demolition Plan	0	0	2	360	2	330	2	270	4	388	0	0	1,348	0	0	0	1,348
Civil Site Plan	2	430	4	720	8	1,320	8	1,080	8	776	0	0	4,326	0	0	0	4,326
Landscape Plan	2	430	4	720	12	1,980	0	0	0	0	0	0	3,130	5,015	0	251	8,396
Architectural Plan	2	430	4	720	8	1,320	24	3,240	0	0	0	0	5,710	13,300	0	665	19,675
Structural Plan	2	430	4	720	4	660	0	0	0	0	0	0	1,810	7,800	0	390	10,000
Mechanical and HVAC	2	430	12	2,160	24	3,960	0	0	60	5,820	0	0	12,370	0	0	0	12,370
Electrical and I/C	2	430	4	720	8	1,320	0	0	0	0	0	0	2,470	16,073	0	804	19,347
Task 6.2 Pipelines																	
24" & 30" Pipelines	4	860	16	2,880	32	5,280	40	5,400	100	9,700	0	0	24,120	0	0	0	24,120
16" Pipelines	4	860	16	2,880	32	5,280	40	5,400	80	7,760	0	0	22,180	0	0	0	22,180
8" Pipelines	2	430	4	720	12	1,980	16	2,160	40	3,880	0	0	9,170	0	0	0	9,170
Chollas Pipeline	2	430	4	720	8	1,320	0	0	0	0	0	0	2,470	7,000	0	350	9,820
Abandoned Pipelines	2	430	2	360	4	660	0	0	0	0	0	0	1,450	0	0	0	1,450
Corrosion Control	2	430	2	360	24	3,960	0	0	24	2,328	0	0	7,078	5,000	0	250	12,328
Traffic Control Plans	2	430	4	720	8	1,320	40	5,400	60	5,820	0	0	13,690	0	0	0	13,690
ADA Compliance	1	215	2	360	8	1,320	0	0	8	776	0	0	2,671	0	0	0	2,671
Task 6.3 90% Construction Cost Estimates	1	215	2	360	12	1,980	0	0	0	0	0	0	2,555	0	0	0	2,555
Task 6.4 Specifications	2	430	16	2,880	40	6,600	0	0	0	0	8	520	10,430	0	0	0	10,430
Task 6.5 Quality Assurance/Quality Control	12	2,580	12	2,160	0	0	0	0	0	0	0	0	4,740	0	0	0	4,740
<b>TASK 7 - FINAL DESIGN</b>	<b>24</b>	<b>5,160</b>	<b>46</b>	<b>8,280</b>	<b>88</b>	<b>14,520</b>	<b>16</b>	<b>2,160</b>	<b>60</b>	<b>5,820</b>	<b>16</b>	<b>1,040</b>	<b>36,980</b>	<b>25,494</b>	<b>0</b>	<b>1,275</b>	<b>63,749</b>
Task 7.1 Finalize Construction Drawings																	
Architectural	2	430	8	1,440	12	1,980	16	2,160	60	5,820	8	520	12,350	3,000	0	150	15,500
Structural	2	430	2	360	12	1,980	0	0	0	0	0	0	2,770	4,500	0	225	7,495
Landscape Architecture	2	430	2	360	8	1,320	0	0	0	0	0	0	2,110	3,900	0	195	6,205
Electrical and I/C	2	430	2	360	8	1,320	0	0	0	0	0	0	2,110	2,580	0	129	4,819
Corrosion Control	2	430	2	360	8	1,320	0	0	0	0	0	0	2,110	8,514	0	426	11,050
Task 7.2 Specifications	2	430	16	2,880	24	3,960	0	0	0	0	8	520	7,790	0	0	0	7,790
Task 7.3 Final Construction Cost Estimates	2	430	4	720	8	1,320	0	0	0	0	0	0	2,470	0	0	0	2,470
Task 7.4 Quality Assurance/Quality Control	8	1,720	8	1,440	0	0	0	0	0	0	0	0	3,160	0	0	0	3,160

EXHIBIT B

69th and Mohawk Pump Station

RBF Consulting

Date: April 3, 2014

TASK DESCRIPTION	PROJECT MANAGER \$215.00		SENIOR ENGINEER \$180.00		ASSOCIATE ENGINEER \$165.00		CIVIL DESIGNER \$135.00		CAD TECHNICIAN \$97.00		CLERICAL LABOR \$65.00		SUBTOTAL	SUB- CONSULTANT	REIM- BURSABLE	MARK UP	TASK TOTAL
	HR	D.L.	HR	D.L.	HR	D.L.	HR	D.L.	HR	D.L.	HR	D.L.	DIRECT LABOR	TOTAL	EXPENSE	5%	
<b>TASK 8 - PERMITTING</b>	2	430	4	720	36	5,940	0	0	0	0	8	520	7,610	0	0	0	7,610
Task 8.1 Building Depart. and Site Development Permit Assist.	1	215	0	0	24	3,960	0	0	0	0	0	0	4,175	0	0	0	4,175
Task 8.2 SDG&E Coordination	1	215	4	720	12	1,980	0	0	0	0	8	520	3,435	0	0	0	3,435
<b>TASK 9 - REIMBURSABLES/DIRECT COSTS</b>															5,000	250	5,250
<b>PHASE B - SERVICES DURING BIDDING</b>	2	430	14	2,520	4	660	0	0	8	776	10	650	5,036	3,260	0	164	9,087
<b>TASK 1 - RESPONSE TO QUESTIONS</b>	0	0	4	720	4	660	0	0	0	0	2	130	1,510	3,260	0	164	5,561
Respond to Bidders Questions	0	0	4	720	4	660	0	0	0	0	2	130	1,510	500		25	2,035
Architectural														1,000		50	1,050
Structural														650		33	683
Landscape Architecture														460		23	483
Electrical and I/C														500		25	525
Corrosion Control														150		8	158
<b>TASK 2 - ADDENDA</b>	2	430	8	1,440	0	0	0	0	8	776	8	520	3,166	0	0	0	3,166
Prepare Contract Addenda	2	430	8	1,440	0	0	0	0	8	776	8	520	3,166	0	0	0	3,166
<b>TASK 3 - PRE-BID CONFERENCE</b>	0	0	2	360	0	0	0	0	0	0	0	0	360	0	0	0	360
Attend Pre-Bid Meeting	0	0	2	360	0	0	0	0	0	0	0	0	360	0	0	0	360
<b>PHASE C - SERVICES DURING CONSTRUCTION</b>	24	5,160	122	21,960	62	8,580	24	3,240	112	14,168	40	2,600	55,708	28,186	2,500	1,763	92,707
<b>TASK 1 - MEETINGS</b>	6	1,290	82	14,760	0	0	24	3,240	24	5,160	32	2,080	26,530	0	1,000	50	27,580
Pre-Construction Meeting	2	430	2	360	0	0	0	0	0	0	0	0	790				790
Office Consultation	4	860	40	7,200	0	0	24	3,240	24	5,160	16	1,040	17,500	0			17,500
Construction Progress Meetings	0	0	40	7,200	0	0	0	0	0	0	16	1,040	8,240	0	1,000	50	9,290
<b>TASK 2 - RESPONSE TO SUBMITTED REQUESTS</b>	16	3,440	40	7,200	40	6,600	0	0	24	2,328	8	520	20,088	28,186	0	1,410	49,684
Response to RFIs (30)	16	3,440	40	7,200	40	6,600	0	0	24	2,328	8	520	20,088	1,500		75	21,663
Architectural														9,500		475	9,975
Structural														4,550		228	4,778
Landscape Architecture														8,801		440	9,241
Electrical and I/C														3,500		175	3,675
Corrosion Control														335		17	352
<b>TASK 4 - RECORD DRAWINGS</b>	2	430	0	0	12	1,980	0	0	64	6,680	0	0	9,090	0	1,500	75	10,665
Compile Contractor's As-Built Info	0	0	0	0	4	660	0	0	0	0	0	0	660	0	0		660
Prepare Record Drawings	2	430	0	0	8	1,320	0	0	60	5,820	0	0	7,570	0	0		7,570
Electronic Submittal	0	0	0	0	0	0	0	0	4	860	0	0	860	0	1,500	75	2,435

**TIME SCHEDULE**

CITY OF SAN DIEGO

69th and MOHAWK STREET PUMP STATION

EXHIBIT C

TIME SCHEDULE

Task Name	Duration Working Days
<b>NOTICE TO PROCEED</b>	0 days
<b>PHASE A – SERVICES DURING DESIGN PHASE</b>	390 days
30% DESIGN PHASE	120 days
CITY REVIEW	20 days
60% DESIGN PHASE	90 days
CITY REVIEW	20 days
90% DESIGN PHASE	60 days
CITY-WIDE PLANCHECK REVIEW	35 days
<b>FINAL DESIGN</b>	45 days
FINAL DESIGN	40 days
SIGNATURES FOR CIVIL & TRAFFIC DRAWINGS	5 days
FINAL DESIGN COMPLETE	0 days
<b>CONTRACT PROCESSING</b>	80 days
<b>PHASE B – SERVICES DURING BIDDING</b>	60 days
<b>PHASE C – SERVICES DURING CONSTRUCTION</b>	250 days
<b>PROJECT CLOSE-OUT &amp; CONSTRUCTION COMPLETE</b>	30 days



EQUAL OPPORTUNITY CONTRACTING PROGRAM (EOCP)

CONSULTANT REQUIREMENTS

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I. **City’s Equal Opportunity Commitment.** The City of San Diego (City) is strongly committed to equal opportunity for employees and Subcontractors of Consultants doing business with the City. The City encourages its Consultants to share this commitment. Consultants are encouraged to take positive steps to diversify and expand their Subcontractor solicitation base and to offer consulting opportunities to all eligible Subcontractors. *Failure to submit the required EOCP documentation indicated below shall result in a determination of the Consultant being non-responsive.*

II. **Nondiscrimination in Contracting Ordinance.** All Consultants doing business with the City, and their Subcontractors, must comply with requirements of the City’s *Nondiscrimination in Contracting Ordinance*, San Diego Municipal Code Sections 22.3501 through 22.3517.

A. Proposal Documents to include Disclosure of Discrimination Complaints. As part of its bid or proposal, Consultant shall provide to the City a list of all instances within the past ten (10) years where a complaint was filed or pending against Consultant in a legal or administrative proceeding alleging that Consultant discriminated against its employees, Subcontractors, vendors, or suppliers, and a description of the status or resolution of that complaint, including any remedial action taken.

B. Contract Language. The following language shall be included in contracts for City projects between the Consultant and any Subcontractors, vendors, and suppliers:

Contractor shall not discriminate on the basis of race, gender, religion, national origin, ethnicity, sexual orientation, age, or disability in the solicitation, selection, hiring, or treatment of subcontractors, vendors, or suppliers. Consultant shall provide equal opportunity for Subcontractors to participate in opportunities. Consultant understands and agrees that violation of this clause shall be considered a material breach of the contract and may result in contract termination, debarment, or other sanctions.

- C. Contract Disclosure Requirements. Upon the City's request, Consultant agrees to provide to the City, within sixty (60) calendar days, a truthful and complete list of the names of all Subcontractors, vendors, and suppliers that Consultant has used in the past five (5) years on any of its contracts that were undertaken within County of San Diego, including the total dollar amount paid by Consultant for each subcontract or supply contract. Consultant further agrees to fully cooperate in any investigation conducted by the City pursuant to the City's Nondiscrimination in Contracting Ordinance, Municipal Code Sections 22.3501 through 22.3517. Consultant understands and agrees that violation of this clause shall be considered a material breach of the contract and may result in remedies being ordered against the Consultant up to and including contract termination, debarment and other sanctions.

**III. Equal Employment Opportunity Outreach Program.** Consultants shall comply with requirements of San Diego Municipal Code Sections 22.2701 through 22.2707. Consultants shall submit with their proposal a Work Force Report for approval by the Program Manager of the City of San Diego Equal Opportunity Contracting Program (EOCP).

- A. Nondiscrimination in Employment. Consultant shall not discriminate against any employee or applicant for employment on any basis prohibited by law. Contractor shall provide equal opportunity in all employment practices. Consultants shall ensure that their subcontractors comply with this program. Nothing in this Section shall be interpreted to hold a Consultant liable for any discriminatory practice of its subcontractors.
- B. Work Force Report. If based on a review of the Work Force Report (Attachment AA) submitted an EOCP staff Work Force Analysis determines there are under representations when compared to County Labor Force Availability data, then the Consultant will also be required to submit an Equal Employment Opportunity (EEO) Plan to the Program Manager of the City of San Diego Equal Opportunity Contracting Program (EOCP) for approval.
- C. Equal Employment Opportunity Plan. If an Equal Employment Opportunity Plan is required, the Program Manager of EOCP will provide a list of plan requirements to Consultant.

**IV. Small and Local Business Program Requirements.** The City has adopted a Small and Local Business Enterprise (SLBE) program for consultant contracts. SLBE program requirements for consultant contracts are set forth Council Policy 100-10.

A. SLBE and ELBE Participation for Contracts Valued Over \$50,000:

- 1. For proposals ranking as qualified or acceptable, or any higher ranking, the City shall apply a maximum of 12 additional points for SLBE or ELBE participation. Points will be awarded as follows:
  - a. 20% participation – 5 points

- b. 25% participation – 10 points
  - c. SLBE or ELBE as prime contractor – 12 points
2. All professional services contracts valued over \$50,000 or more have a voluntary SLBE/ELBE goal of 20%. For the purposes of this Council Policy, the subcontractor requirement may be met by a provider of materials or supplies. Details can be found at <http://www.sandiego.gov/eoc/boc/slbe.shtml>.
- B. Subcontractor Participation List. The Subcontractor Participation List (Attachment BB) shall indicate the Name and Address, Scope of Services, Percent of Total Proposed Contract Amount, Certification Status and Where Certified for each proposed Subcontractor/Subconsultant.
- C. Commitment Letters. Consultant shall also submit Subcontractor Commitment Letters on Subcontractor's letterhead, no more than one page each, from all proposed Subcontractors to acknowledge their commitment to the team, scope of services, and percent of participation in the project.
- D. Contract Activity Reports. To permit monitoring of the winning Consultant's commitment to achieving compliance, Contract Activity Reports (Attachment CC) reflecting work performed by Subcontractors/Subconsultants/Vendors shall be submitted quarterly for any work covered under an executed contract.
- V. **Demonstrated Commitment to Equal Opportunity**. The City seeks to foster a business climate of inclusion and to eliminate barriers to inclusion.
- A. Consultants are required to submit the following information with their proposals:
- 1. Outreach Efforts. Description of Consultant's outreach efforts undertaken on this project to make subcontracting opportunities available to all interested and qualified firms including SLBE/ELBE/DBE/MBE/WBE/DVBE/OBE.
  - 2. Past Participation Levels. The Consultant shall list all Subcontractor and Supplier past participation levels on each project (preferably in the City or County of San Diego) in response to Section 6.2.3 of the RFP by using the Past Participation List (Attachment DD). Include the name of project, type of project, value of project, Subcontractor and Supplier firm name, Subcontract amount and identification of the firm's ownership as a certified Minority Enterprise (MBE), Women Business Enterprise (WBE), Disadvantaged Business Enterprise (DBE), Disabled Veteran Business Enterprise (DVBE), Other Business Enterprise (OBE), Emerging Local Business Enterprise (ELBE) or Small Local Business Enterprise (SLBE). To receive credit for past participation levels by certified firms, Consultant shall provide copies of all listed consultant's certifications with the Proposal.
  - 3. Equal Opportunity Employment. Listing of Consultant's strategies to recruit, hire, train and promote a diverse workforce. These efforts will be considered in conjunction with Consultant's *Workforce Report* as compared to the County's Labor Force Availability.
  - 4. Community Activities. Listing of Consultant's current community activities such as membership and participation in local organizations, associations, scholarship programs,

mentoring, apprenticeships, internships, community projects, charitable contributions and similar endeavors.

- B. In accordance with the City’s Equal Opportunity Commitment, the City will consider the four factors described above as part of the evaluation process. A maximum of 13 additional points will be awarded based on consideration of these four factors. Points awarded based on Consultants demonstrated commitment to equal opportunity will be in addition to any points awarded for SLBE or ELBE participation as described in Section IV.

**VI. Definitions.**

Certified “**Minority Business Enterprise**” (MBE) means a business which is at least fifty-one percent (51%) owned by African Americans, American Indians, Asians, Filipinos, and/or Latinos and whose management and daily operation is controlled by one or more members of the identified ethnic groups. In the case of a publicly-owned business, at least fifty-one percent (51%) of the stock must be owned by, and the business operated by, one or more members of the identified ethnic groups.

Certified “**Women Business Enterprise**” (WBE) means a business which is at least fifty-one percent (51%) owned by one or more women and whose management and daily operation is controlled by the qualifying party(s). In the case of a publicly-owned business, at least fifty-one percent (51%) of the stock must be owned by, and the business operated by, one or more women.

Certified “**Disadvantaged Business Enterprise**” (DBE) means a business which is at least fifty-one percent (51%) owned and operated by one or more socially and economically disadvantaged individuals and whose management and daily operation is controlled by the qualifying party(s). In the case of a publicly-owned business, at least fifty-one percent (51%) of the stock must be owned by, and the business operated by, socially and economically disadvantaged individuals.

Certified “**Disabled Veteran Business Enterprise**” (DVBE) means a business which is at least fifty-one percent (51%) owned by one or more veterans with a service related disability and whose management and daily operation is controlled by the qualifying party(s).

“**Other Business Enterprise**” (OBE) means any business which does not otherwise qualify as Minority, Woman, Disadvantaged or Disabled Veteran Business Enterprise.

“**Emerging Local Business Enterprise**” (ELBE) – Any for-profit enterprise that is not a broker, that is independently owned and operated; that is not a subsidiary of another business; that meets the definition of a local business; and that is not dominant in its field of operation whose average gross annual receipts in the prior three fiscal years do not exceed:

- \$2.75 million – Construction
- \$1.5 million – Specialty Construction
- \$1.5 million – Goods/Materials/Services
- \$1.5 million – Trucking
- \$1.0 million – Professional Services and Architect/Engineering

If a business has not existed for 3 years, the gross sales limits described above shall be applied based upon the annual averages over the course of the existence of the business.

**“Local Business Enterprise” (LBE)** – A firm having a Principal Place of Business and a Significant Employment Presence in San Diego City or County, California that has been in operation for 12 consecutive months and a valid business tax certificate. This definition is subsumed within the definition of Small Local Business Enterprise.

**“Small Local Business Enterprise” (SLBE)** – Any for-profit enterprise that is not a broker, that is independently owned and operated; that is not a subsidiary of another business; that meets definition of a local business; and that is not dominant in its field of operation whose average gross annual receipts in the prior three fiscal years do not exceed:

- \$5.0 million – Construction
- \$3.0 million – Specialty Construction
- \$3.0 million – Goods/Materials/Services
- \$3.0 million – Trucking
- \$2.0 million – Professional Services and Architect/Engineering\*

California State certified Micro and Disabled Veteran Owned business enterprises shall also satisfy the income requirements to be defined as a Small Local Business Enterprise.

If a business has not existed for 3 years, the employment and gross sales limits described above shall be applied based upon the annual averages over the course of the existence of the business.

**VII. Certification.**

Below are the EOCP – accepted certification agencies along with certifiable groups:

City of San Diego:	ELBE, SLBE
Caltrans:	DBE, SDBE, SWBE
Dept. of General Services:	DVBE
CA Public Utilities Commission:	MBE, WBE
City of Los Angeles:	DBE, WBE, MBE
SD Regional Minority Supplier Diversity Council:	MBE, WBE

**VIII. List of Attachments.**

- AA. Work Force Report**
- BB. Subcontractors List**
- CC. Contract Activity Report**
- DD. Consultant Past Participation List**



City of San Diego.

ATTACHMENT AA

**Equal Opportunity Contracting (EOC)**

1010 Second Avenue · Suite 500 · San Diego, CA 92101

Phone: (619) 533-4464 · Fax: (619) 533-4474

**WORK FORCE REPORT**

**ADMINISTRATIVE**

The objective of the *Equal Employment Opportunity Outreach Program*, San Diego Municipal Code sections 22.3501 through 22.3517, is to ensure that contractors doing business with the City, or receiving funds from the City, do not engage in unlawful discriminatory employment practices prohibited by state and federal law. Such employment practices include, but are not limited to unlawful discrimination in the following: employment, promotion or upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rate of pay or other forms of compensation, and selection for training, including apprenticeship. Contractors are required to provide a completed Workforce Report (WFR).

**CONTRACTOR IDENTIFICATION**

Type of Contractor:  Construction  Vendor/Supplier  Financial Institution  Lessee/Lessor  
 Consultant  Grant Recipient  Insurance Company  Other

Name of Company: RBF Consulting, a company of Michael Baker Corp.

AKA/DBA: NA

Address (Corporate Headquarters, where applicable): 14725 Alton Parkway

City Irvine County Orange State CA Zip 92618

Telephone Number: (949) 472-3505 FAX Number: (949) 472-8373

Name of Company CEO: S. Robert Kallenbaugh / James E. McDonald

Address(es), phone and fax number(s) of company facilities located in San Diego County (if different from above):

Address: 9755 Clairemont Mesa Blvd., San Diego, 92124 / 5050 Avenida Encinas, Ste. 260, Carlsbad, 92008

City San Diego County San Diego State CA Zip 92124

Telephone Number: (858) 614-5000 FAX Number: (858) 614-5001

Type of Business: Consulting Engineer Type of License: NA

The Company has appointed: Katherine Burdick

as its Equal Employment Opportunity Officer (EEOO). The EEOO has been given authority to establish, disseminate, and enforce equal employment and affirmative action policies of this company. The EEOO may be contacted at:

Address: 14725 Alton Parkway, Irvine, CA 92618

Telephone Number: (949) 472-3505 FAX Number: (949) 472-8373

- One San Diego County (or Most Local County) Work Force - Mandatory
- Branch Work Force \*
- Managing Office Work Force

*Check the box above that applies to this WFR.*

*\*Submit a separate Work Force Report for all participating branches. Combine WFRs if more than one branch per county.*

I, the undersigned representative of RBF Consulting

*(Firm Name)*

San Diego, California hereby certify that information provided

*(County)* *(State)*

herein is true and correct. This document was executed on this 5th day of March 2014

Kathleen Silhasek  
*(Authorized Signature)*

Kathleen Silhasek, Human Resources Manager  
*(Print Authorized Signature)*





# CITY OF SAN DIEGO WORK FORCE REPORT – ADMINISTRATIVE

## HISTORY

The Work Force Report (WFR) is the document that allows the City of San Diego to analyze the work forces of all firms wishing to do business with the City. We are able to compare the firm’s work force data to County Labor Force Availability (CLFA) data derived from the United States Census. CLFA data is a compilation of lists of occupations and includes the percentage of each ethnicity we track (Black, Hispanic, Asian, American Indian, Filipino) for each occupation. Currently, our CLFA data is taken from the 2000 Census. In order to compare one firm to another, it is important that the data we receive from the consultant firm is accurate and organized in the manner that allows for this fair comparison.

## WORK FORCE & BRANCH WORK FORCE REPORTS

When submitting a WFR, especially if the WFR is for a specific project or activity, we would like to have information about the firm’s work force that is actually participating in the project or activity. That is, if the project is in San Diego and the work force is from San Diego, we want a San Diego County Work Force Report.<sup>1</sup> By the same token, if the project is in San Diego, but the work force is from another county, such as Orange or Riverside County, we want a Work Force Report from that county.<sup>2</sup> For example, if participation in a San Diego project is by work forces from San Diego County, Los Angeles County and Sacramento County, we will ask for separate Work Force Reports representing the work forces of

your firm from each of the three counties.<sup>1,2</sup> On the other hand, if the project will be accomplished completely outside of San Diego, we ask for a Work Force Report from the county or counties where the work will be accomplished.<sup>2</sup>

## MANAGING OFFICE WORK FORCE

Equal Opportunity Contracting may occasionally ask for a Managing Office Work Force (MOWF) Report. This may occur in an instance where the firm involved is a large national or international firm but the San Diego or other local work force is very small. In this case, we may ask for both a local and a MOWF Report.<sup>1,3</sup> In another case, when work is done only by the Managing Office, only the MOWF Report may be necessary.<sup>3</sup>

## TYPES OF WORK FORCE REPORTS

Please note, throughout the preceding text of this page, the superscript numbers one <sup>1</sup>, two <sup>2</sup> & three <sup>3</sup>. These numbers coincide with the types of work force report required in the example. See below:

- <sup>1</sup> One San Diego County (or Most Local County) Work Force – Mandatory in most cases
- <sup>2</sup> Branch Work Force\*
- <sup>3</sup> Managing Office Work Force

*\*Submit a separate Work Force Report for all participating branches. Combine WFRs if more than one branch per county*

## **Exhibit: Work Force Report Job categories**

Refer to this table when completing your firm’s Work Force Report form(s).

### **Management & Financial**

Advertising, Marketing, Promotions, Public Relations, and Sales Managers
Business Operations Specialists
Financial Specialists
Operations Specialties Managers
Other Management Occupations
Top Executives

### **Professional**

Art and Design Workers
Counselors, Social Workers, and Other Community and Social Service Specialists
Entertainers and Performers, Sports and Related Workers
Health Diagnosing and Treating Practitioners
Lawyers, Judges, and Related Workers
Librarians, Curators, and Archivists



Life Scientists
Media and Communication Workers
Other Teachers and Instructors
Postsecondary Teachers
Primary, Secondary, and Special Education School Teachers
Religious Workers
Social Scientists and Related Workers

**Architecture & Engineering, Science, Computer**

Architects, Surveyors, and Cartographers
Computer Specialists
Engineers
Mathematical Science Occupations
Physical Scientists

**Technical**

Drafters, Engineering, and Mapping Technicians
Health Technologists and Technicians
Life, Physical, and Social Science Technicians
Media and Communication Equipment Workers

**Sales**

Other Sales and Related Workers
Retail Sales Workers
Sales Representatives, Services
Sales Representatives, Wholesale and Manufacturing
Supervisors, Sales Workers

**Administrative Support**

Financial Clerks
Information and Record Clerks
Legal Support Workers
Material Recording, Scheduling, Dispatching, and Distributing Workers
Other Education, Training, and Library Occupations
Other Office and Administrative Support Workers
Secretaries and Administrative Assistants
Supervisors, Office and Administrative Support Workers

**Services**

Building Cleaning and Pest Control Workers
Cooks and Food Preparation Workers
Entertainment Attendants and Related Workers
Fire Fighting and Prevention Workers
First-Line Supervisors/Managers, Protective Service Workers
Food and Beverage Serving Workers
Funeral Service Workers
Law Enforcement Workers
Nursing, Psychiatric, and Home Health Aides
Occupational and Physical Therapist Assistants and Aides
Other Food Preparation and Serving Related Workers
Other Healthcare Support Occupations

Other Personal Care and Service Workers
Other Protective Service Workers
Personal Appearance Workers
Supervisors, Food Preparation and Serving Workers
Supervisors, Personal Care and Service Workers
Transportation, Tourism, and Lodging Attendants

**Crafts**

Construction Trades Workers
Electrical and Electronic Equipment Mechanics, Installers, and Repairers
Extraction Workers
Material Moving Workers
Other Construction and Related Workers
Other Installation, Maintenance, and Repair Occupations
Plant and System Operators
Supervisors of Installation, Maintenance, and Repair Workers
Supervisors, Construction and Extraction Workers
Vehicle and Mobile Equipment Mechanics, Installers, and Repairers
Woodworkers

**Operative Workers**

Assemblers and Fabricators
Communications Equipment Operators
Food Processing Workers
Metal Workers and Plastic Workers
Motor Vehicle Operators
Other Production Occupations
Printing Workers
Supervisors, Production Workers
Textile, Apparel, and Furnishings Workers

**Transportation**

Air Transportation Workers
Other Transportation Workers
Rail Transportation Workers
Supervisors, Transportation and Material Moving Workers
Water Transportation Workers

**Laborers**

Agricultural Workers
Animal Care and Service Workers
Fishing and Hunting Workers
Forest, Conservation, and Logging Workers
Grounds Maintenance Workers
Helpers, Construction Trades
Supervisors, Building and Grounds Cleaning and Maintenance Workers
Supervisors, Farming, Fishing, and Forestry Workers

## SUBCONTRACTOR PARTICIPATION LIST

This list shall include the name and complete address of all Subcontractors who qualify as SLBEs or ELBEs. Contractors may also list participation by MBE, WBE, DBE, DBVE and OBE firms. However, no additional points will be awarded for participation by these firms, except that DVBEs that qualify as local businesses shall counted as SLBEs.

Contractor shall also submit Subcontractor commitment letters on Subcontractor's letterhead, no more than one page each, from Subcontractors listed below to acknowledge their commitment to the team, scope of work, and percent of participation in the project.

Subcontractors shall be used in the percentages listed. No changes to this Participation List will be allowed without prior written City approval.

NAME AND ADDRESS SUBCONTRACTORS	SCOPE OF WORK	PERCENT OF CONTRACT	* SLBE/ELBE/ (MBE/ WBE/DBE/ DVBE/OBE*)	WHERE CERTIFIED**
obr architecture inc 3817 Ray St., San Diego, CA 92104	Architecture Design/ Electrical Engineering Coordination	10.4%	\$94,233	ELBE
San Dieguito Engineering, Inc. 4407 Manchester Avenue, Suite 105, Encinitas, CA 92024	Civil Eng / ADA Compliance	2.8%	\$25,000	SLBE
Eugene J Gemperline Inc. 812 Luminara Way, San Marcos, CA 92078	Surge Protection	3.3%	\$30,000	ELBE/SBE
aark engineering inc. 4678 3 <sup>rd</sup> Street La Mesa, CA 91941	Structural Engineering	2.9%	\$26,000	ELBE
VO Engineering, Inc. 13230 Evening Creek Drive South, Suite 207 San Diego, CA 92128	Geotechnical Engineering	2.1%	\$19,260	ELBE
Garbini & Garbini Landscape Architecture, Inc. 715 J Street Ste. 307 San Diego, CA 92101	Landscape Architecture	2.9%	\$32,516	ELBE/WBE/ DBE
Humanability 3842 Cameo Lane San Diego, CA 92111	Community Outreach	2.7%	\$24,000	SLBE/WBE/ DBE
R.F. Yeager Engineering 9562 Winter Gardens, Ste D-151 Lakeside, CA 92040	Corrosion Engineering Services	1.3%	\$11,485	SLBE/DVBE/ SBE
ABC Acoustics, Inc. 990 Highland Drive, Suite 110-G Solana Beach, CA 92075	Acoustical Engineering	1.1%	\$10,000	ELBE

\* Listed for informational purposes only.

\*\*Consultant shall indicate if subcontractor is certified by one of the agencies listed in Section VII of the Equal Opportunity Contracting Program (EOCP) Attachment.

List of abbreviations

<b>Small Local Business Enterprise</b>	<b>SLBE</b>
<b>Emerging Local Business Enterprise</b>	<b>ELBE</b>
Certified Minority Business Enterprise	MBE*
Certified Woman Business Enterprise	WBE*
Certified Disadvantaged Business Enterprise	DBE*
Certified Disabled Veteran Business Enterprise	DVBE*
Other Business Enterprise	OBE*

*\* Listed for information purposes only.*

*\*\* Consultant shall indicate if Subcontractor is certified by one of the agencies listed in section VII of the Equal Opportunity Contracting Program (EOCP) Consultant Requirements.*

### CONTRACT ACTIVITY REPORT

Consultants are required by contract to report Subcontractor activity in this format. Reports shall be submitted via the Project Manager to the *Equal Opportunity Contracting Program (EOCP)* no later than thirty (30) days after the close of each quarter.

**PROJECT:** \_\_\_\_\_ **PRIME CONTRACTOR:** \_\_\_\_\_

**CONTRACT AMOUNT:** \_\_\_\_\_ **INVOICE PERIOD:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

Include Additional Services Not-to-Exceed Amount

Subcontractor	Indicate SLBE, ELBE, MBE, WBE, DBE, DVBE or OBE	Current Period		Paid to Date		Original Commitment	
		Dollar Amount	% of Contract	Dollar Amount	% of Contract	Dollar Amount	% of Contract
Prime Contractor Total:							
Contract Total:							

Completed by: \_\_\_\_\_

**ATTACHMENT DD**

**CONSULTANTS PAST PARTICIPATION LIST**

The Consultant shall complete this form for each project listed in response to RFQ. The Consultant Past Participation List shall include name, address, telephone number (including area code), classification, type of work, dollar amount of participation, and certifying agency for each Subcontractor or Supplier who participated in the referenced project.

NAME OF PROJECT: Waring Road Pump Station

TYPE OF PROJECT: Pump Station Design

DOLLAR VALUE OF PROJECT: \$3,100,000.00

NAME, ADDRESS AND TELEPHONE NUMBER OF SUBCONTRACTOR	CONSTRUCTOR, DESIGNER, SUPPLIER, OR VENDOR	TYPE OF WORK PERFORMED, MATERIALS OR SUPPLIES	DOLLAR AMOUNT OF SUBCONTRACTOR PARTICIPATION OR MATERIALS OR SUPPLIES	MBE, WBE, DBE, DVBE, OBE, ELBE, SLBE, SDB, WoSB, HUBzone, OR SDVOSB <sup>①</sup>	WHERE CERTIFIED <sup>②</sup>
Manuel Oncina Architecture 5711 La Jolla Boulevard La Jolla, CA 92036 (858) 459-1221	Designer	Architecture	\$22,300	SLBE	CITY
Garbini & Garbini Landscape Architecture, Inc. 715 J Street Ste. 307 San Diego, CA 92101 (619) 232-4747	Designer	Landscape Architecture	\$8,500	ELBE	CITY
Martin & Libby 4452 Glacier Avenue San Diego, CA 92120 (619) 280-9307	Designer	Structural Engineering	\$14,900	SLBE	CITY

① As appropriate, Consultant shall identify Subcontractors or Suppliers as one of the following and shall include a valid proof of certification (except for OBE)

Certified Minority Business Enterprise	MBE	Certified Woman Business Enterprise	WBE
Certified Disadvantaged Business Enterprise	DBE	Certified Disabled Veteran Business Enterprise	DVBE
Other Business Enterprise	OBE	Certified Emerging Local Business Enterprise	ELBE
Certified Small Local Business Enterprise	SLBE	Small Disadvantaged Business	SDB
Woman-Owned Small Business	WoSB	HUBzone Business	HUBzone
Service-Disabled Veteran Owned Small Business	SDVOSB		

② As appropriate, Design-Builder shall indicate if Subcontractor is certified by:

City of San Diego	CITY	0	State of California Department of Transportation	CALTRANS
California Public Utilities Commission	CPUC		San Diego Minority Supplier Diversity Council	SRMSDC
State of California's Department of General Services	CADoGS		City of Los Angeles	LA
State of California	CA		U.S. Small Business Administration	SBA

**The Consultant will not receive any points for past subcontracting participation percentages if the Consultant fails to submit the required proof of certification.**

**CONSULTANTS PAST PARTICIPATION LIST**

The Consultant shall complete this form for each project listed in response to RFQ. The Consultant Past Participation List shall include name, address, telephone number (including area code), classification, type of work, dollar amount of participation, and certifying agency for each Subcontractor or Supplier who participated in the referenced project.

NAME OF PROJECT: Waring Road Pump Station

TYPE OF PROJECT: Pump Station Design

DOLLAR VALUE OF PROJECT: \$3,100,000.00

NAME, ADDRESS AND TELEPHONE NUMBER OF SUBCONTRACTOR	CONSTRUCTOR, DESIGNER, SUPPLIER, OR VENDOR	TYPE OF WORK PERFORMED, MATERIALS OR SUPPLIES	DOLLAR AMOUNT OF SUBCONTRACTOR PARTICIPATION OR MATERIALS OR SUPPLIES	MBE, WBE, DBE, DVBE, OBE, ELBE, SLBE, SDB, WoSB, HUBzone, OR SDVOSB <sup>①</sup>	WHERE CERTIFIED <sup>②</sup>
Kanrad Engineering 9466 Black Mountain Road San Diego, CA 92126 (858) 547-1100	Designer	Electrical Engineering	\$24,900	ELBE	CITY

<sup>①</sup> As appropriate, Consultant shall identify Subcontractors or Suppliers as one of the following and shall include a valid proof of certification (except for OBE)

- |   |        |  |         |
|---|--------|--|---------|
| Certified Minority Business Enterprise        | MBE    | Certified Woman Business Enterprise            | WBE     |
| Certified Disadvantaged Business Enterprise   | DBE    | Certified Disabled Veteran Business Enterprise | DVBE    |
| Other Business Enterprise                     | OBE    | Certified Emerging Local Business Enterprise   | ELBE    |
| Certified Small Local Business Enterprise     | SLBE   | Small Disadvantaged Business                   | SDB     |
| Woman-Owned Small Business                    | WoSB   | HUBzone Business                               | HUBzone |
| Service-Disabled Veteran Owned Small Business | SDVOSB |  |         |

<sup>②</sup> As appropriate, Design-Builder shall indicate if Subcontractor is certified by:

City of San Diego	CITY	0	State of California Department of Transportation	CALTRANS
California Public Utilities Commission	CPUC		San Diego Minority Supplier Diversity Council	SRMSDC
State of California's Department of General Services	CADoGS		City of Los Angeles	LA
State of California	CA		U.S. Small Business Administration	SBA

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**CONSULTANTS PAST PARTICIPATION LIST**

The Consultant shall complete this form for each project listed in response to RFQ. The Consultant Past Participation List shall include name, address, telephone number (including area code), classification, type of work, dollar amount of participation, and certifying agency for each Subcontractor or Supplier who participated in the referenced project.

NAME OF PROJECT: Whittier Pumping Plant No. 2 Replacement Project

TYPE OF PROJECT: Pump Station Design

DOLLAR VALUE OF PROJECT: \$12,000,000.00

NAME, ADDRESS AND TELEPHONE NUMBER OF SUBCONTRACTOR	CONSTRUCTOR, DESIGNER, SUPPLIER, OR VENDOR	TYPE OF WORK PERFORMED, MATERIALS OR SUPPLIES	DOLLAR AMOUNT OF SUBCONTRACTOR PARTICIPATION OR MATERIALS OR SUPPLIES	MBE, WBE, DBE, DVBE, OBE, ELBE, SLBE, SDB, WoSB, HUBzone, OR SDVOSB <sup>①</sup>	WHERE CERTIFIED <sup>②</sup>
RRM Design Group 232 Avenida Fabricante, Suite 112 San Clemente, CA 92672 (805) 543-1794	Designer	Architectural Design	\$74,447	OBE	N/A
Ninyo & Moore 5710 Ruffin Road San Diego, CA 92123 (858) 576-1000	Designer	Geotechnical Engineering	\$24,671	MBE	LA
Flow Science 723 E. Green St. Pasadena, CA 91101 (626) 304-1134	Designer	Hydraulics	\$19,059	OBE	N/A

① As appropriate, Consultant shall identify Subcontractors or Suppliers as one of the following and shall include a valid proof of certification (except for OBE)

Certified Minority Business Enterprise	MBE	Certified Woman Business Enterprise	WBE
Certified Disadvantaged Business Enterprise	DBE	Certified Disabled Veteran Business Enterprise	DVBE
Other Business Enterprise	OBE	Certified Emerging Local Business Enterprise	ELBE
Certified Small Local Business Enterprise	SLBE	Small Disadvantaged Business	SDB
Woman-Owned Small Business	WoSB	HUBzone Business	HUBzone
Service-Disabled Veteran Owned Small Business	SDVOSB		

② As appropriate, Design-Builder shall indicate if Subcontractor is certified by:

City of San Diego	CITY	0	State of California Department of Transportation	CALTRANS
California Public Utilities Commission	CPUC		San Diego Minority Supplier Diversity Council	SRMSDC
State of California's Department of General Services	CADoGS		City of Los Angeles	LA
State of California	CA		U.S. Small Business Administration	SBA

**The Consultant will not receive any points for past subcontracting participation percentages if the Consultant fails to submit the required proof of certification.**

**ATTACHMENT DD**

**CONSULTANTS PAST PARTICIPATION LIST**

The Consultant shall complete this form for each project listed in response to RFQ. The Consultant Past Participation List shall include name, address, telephone number (including area code), classification, type of work, dollar amount of participation, and certifying agency for each Subcontractor or Supplier who participated in the referenced project.

NAME OF PROJECT: Whittier Pumping Plant No. 2 Replacement Project

TYPE OF PROJECT: Pump Station Design

DOLLAR VALUE OF PROJECT: \$12,000,000.00

NAME, ADDRESS AND TELEPHONE NUMBER OF SUBCONTRACTOR	CONSTRUCTOR, DESIGNER, SUPPLIER, OR VENDOR	TYPE OF WORK PERFORMED, MATERIALS OR SUPPLIES	DOLLAR AMOUNT OF SUBCONTRACTOR PARTICIPATION OR MATERIALS OR SUPPLIES	MBE, WBE, DBE, DVBE, OBE, ELBE, SLBE, SDB, WoSB, HUBzone, OR SDVOSB <sup>①</sup>	WHERE CERTIFIED <sup>②</sup>
Kana Pipeline 1639 E. Miraloma Ave. Placentia, CA 92870	Construction	Utility Potholing	\$15,640	OBE	N/A
Westin Engineering 300 E. Magnolia Blvd., Suite 503 Burbank, CA 91502 (714) 285-9970	Designer	Radio survey	\$10,150	OBE	N/A
V & A Consulting Engineers 829 Aero Place, Suite 110 San Diego, CA 92123 (858) 576-0226	Designer	Cathodic Protection Investigation	\$7,635	DBE	CPUC

- ① As appropriate, Consultant shall identify Subcontractors or Suppliers as one of the following and shall include a valid proof of certification (except for OBE)
- |   |        |  |         |
|---|--------|--|---------|
| Certified Minority Business Enterprise        | MBE    | Certified Woman Business Enterprise            | WBE     |
| Certified Disadvantaged Business Enterprise   | DBE    | Certified Disabled Veteran Business Enterprise | DVBE    |
| Other Business Enterprise                     | OBE    | Certified Emerging Local Business Enterprise   | ELBE    |
| Certified Small Local Business Enterprise     | SLBE   | Small Disadvantaged Business                   | SDB     |
| Woman-Owned Small Business                    | WoSB   | HUBzone Business                               | HUBzone |
| Service-Disabled Veteran Owned Small Business | SDVOSB |  |         |
- ② As appropriate, Design-Builder shall indicate if Subcontractor is certified by:
- |  |        |   |  |          |
|--|--------|---|--|----------|
| City of San Diego                                    | CITY   | 0 | State of California Department of Transportation | CALTRANS |
| California Public Utilities Commission               | CPUC   |   | San Diego Minority Supplier Diversity Council    | SRMSDC   |
| State of California's Department of General Services | CADoGS |   | City of Los Angeles                              | LA       |
| State of California                                  | CA     |   | U.S. Small Business Administration               | SBA      |

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**CONSULTANTS PAST PARTICIPATION LIST**

The Consultant shall complete this form for each project listed in response to RFQ. The Consultant Past Participation List shall include name, address, telephone number (including area code), classification, type of work, dollar amount of participation, and certifying agency for each Subcontractor or Supplier who participated in the referenced project.

NAME OF PROJECT: Harbor Drive and Lindbergh Field Cast Iron Pipeline Replacement

TYPE OF PROJECT: Water Pipeline Replacement Design

DOLLAR VALUE OF PROJECT: \$9,000,000

NAME, ADDRESS AND TELEPHONE NUMBER OF SUBCONTRACTOR	CONSTRUCTOR, DESIGNER, SUPPLIER, OR VENDOR	TYPE OF WORK PERFORMED, MATERIALS OR SUPPLIES	DOLLAR AMOUNT OF SUBCONTRACTOR PARTICIPATION OR MATERIALS OR SUPPLIES	MBE, WBE, DBE, DVBE, OBE, ELBE, SLBE, SDB, WoSB, HUBzone, OR SDVOSB <sup>①</sup>	WHERE CERTIFIED <sup>②</sup>
Moraes/Pham & Associates 2131 Palomar Airport Road, #120 Carlsbad, CA 92011 (760) 431-7177	Designer	Electrical Engineering	\$16,000	SLBE	CITY
Humanability 3842 Cameo Lane, San Diego, CA 92111 (619) 794-6406	Supplier	Community Outreach	\$40,000	SLBE	CITY
Ninyo & Moore 5710 Ruffin Road San Diego, California 92123 (858) 576-000	Designer	Geotechnical Engineering/Hazardous Materials	\$53,000	MBE	LA

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Certified Minority Business Enterprise	MBE	Certified Woman Business Enterprise	WBE
Certified Disadvantaged Business Enterprise	DBE	Certified Disabled Veteran Business Enterprise	DVBE
Other Business Enterprise	OBE	Certified Emerging Local Business Enterprise	ELBE
Certified Small Local Business Enterprise	SLBE	Small Disadvantaged Business	SDB
Woman-Owned Small Business	WoSB	HUBzone Business	HUBzone
Service-Disabled Veteran Owned Small Business	SDVOSB		

② As appropriate, Design-Builder shall indicate if Subcontractor is certified by:

City of San Diego	CITY	0	State of California Department of Transportation	CALTRANS
California Public Utilities Commission	CPUC		San Diego Minority Supplier Diversity Council	SRMSDC
State of California's Department of General Services	CADoGS		City of Los Angeles	LA
State of California	CA		U.S. Small Business Administration	SBA

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NAME OF PROJECT: Harbor Drive and Lindbergh Field Cast Iron Pipeline Replacement

TYPE OF PROJECT: Water Pipeline Replacement Design

DOLLAR VALUE OF PROJECT: \$9,000,000

NAME, ADDRESS AND TELEPHONE NUMBER OF SUBCONTRACTOR	CONSTRUCTOR, DESIGNER, SUPPLIER, OR VENDOR	TYPE OF WORK PERFORMED, MATERIALS OR SUPPLIES	DOLLAR AMOUNT OF SUBCONTRACTOR PARTICIPATION OR MATERIALS OR SUPPLIES	MBE, WBE, DBE, DVBE, OBE, ELBE, SLBE, SDB, WoSB, HUBzone, OR SDVOSB①	WHERE CERTIFIED②
Dave's Traffic Control Plans 3411 Ecochee Avenue San Diego, CA 92117 (858) 412-4396	Designer	Traffic Control Plan Design	\$35,000	ELBE	CITY

① As appropriate, Consultant shall identify Subcontractors or Suppliers as one of the following and shall include a valid proof of certification (except for OBE)

- |   |        |  |         |
|---|--------|--|---------|
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| Certified Disadvantaged Business Enterprise   | DBE    | Certified Disabled Veteran Business Enterprise | DVBE    |
| Other Business Enterprise                     | OBE    | Certified Emerging Local Business Enterprise   | ELBE    |
| Certified Small Local Business Enterprise     | SLBE   | Small Disadvantaged Business                   | SDB     |
| Woman-Owned Small Business                    | WoSB   | HUBzone Business                               | HUBzone |
| Service-Disabled Veteran Owned Small Business | SDVOSB |  |         |

② As appropriate, Design-Builder shall indicate if Subcontractor is certified by:

- |  |        |   |  |          |
|--|--------|---|--|----------|
| City of San Diego                                    | CITY   | 0 | State of California Department of Transportation | CALTRANS |
| California Public Utilities Commission               | CPUC   |   | San Diego Minority Supplier Diversity Council    | SRMSDC   |
| State of California's Department of General Services | CADoGS |   | City of Los Angeles                              | LA       |
| State of California                                  | CA     |   | U.S. Small Business Administration               | SBA      |

**The Consultant will not receive any points for past subcontracting participation percentages if the Consultant fails to submit the required proof of certification.**

**CONSULTANT CERTIFICATION FOR A DRUG-FREE WORKPLACE**

**PROJECT TITLE:** 69th and Mohawk Pump Station  
\_\_\_\_\_

I hereby certify that I am familiar with the requirement of San Diego City Council Policy No. 100-17 regarding Drug-Free Workplace as outlined in the request for proposals, and that:  
RBF Consulting

\_\_\_\_\_  
Name under which business is conducted

has in place a drug-free workplace program that complies with said policy. I further certify that each subcontract agreement for this project contains language which indicates the Subcontractors agreement to abide by the provisions of Section 4.9.1 subdivisions A through C of the policy as outlined.

Signed *R. B. Craig*  
Printed Name Ronald B. Craig  
Title Senior Vice President  
Date May 7, 2014

**INSTRUCTION SHEET FOR  
DISCLOSURE DETERMINATION FOR CONSULTANT  
(Form CC-1671)**

Use the “Disclosure Determination for Consultant” form (CC-1671) to report the disclosure requirement for any consultant hired to provide services to the City of San Diego or the boards, commissions and agencies that fall under the City of San Diego’s jurisdiction.

2 California Code of Regulations defines a “consultant” as an individual who, pursuant to a contract with a state or local government agency, either makes a governmental decision or serves in a staff capacity with the state or local government agency and in that capacity participates in making a governmental decision. For the complete definition of “consultant”, refer to Government Code section 18701(a)(2). This section can be located at:

[http://www.fppc.ca.gov/index.html?ID=52&r\\_id=/legal/reggs/18701.htm](http://www.fppc.ca.gov/index.html?ID=52&r_id=/legal/reggs/18701.htm)

The “Disclosure Determination for Consultant” form is completed for all consultants under contract with the City of San Diego or the boards, commissions and agencies that fall under the City of San Diego’s jurisdiction. Please follow the step-by-step directions:

1. List the department, board, commission or agency requesting the consultant service.
2. List the consulting company. If known, also list the individual(s) who will be providing the consultant services.
3. List the mailing address.
4. List the e-mail address of individual(s) providing the consultant service.
5. Provide the date the individual(s) will start providing the consultant service.
6. List all duties/responsibilities the consultant will have. This list will enable you to determine the disclosure requirement for the consultant.
7. Determine the consultant’s disclosure category. Your consultant should be required to disclose only those economic interests which could potentially create a conflict of interest as he/she performs his/her contractual obligations. For ideas about possible disclosure categories, review those in your department’s, board’s, commission’s or agency’s conflict of interest code, available at:

[www.sandiego.gov/city-clerk/elections/eid/codes.shtml](http://www.sandiego.gov/city-clerk/elections/eid/codes.shtml)

Please fill out the entire “Disclosure Determination for Consultant” form, and have it signed by the appropriate authority. (Individuals with signing authority are described in your conflict of interest code as part of the disclosure requirement for Consultants.) Forward the original form to the City Clerk’s Office, MS 2A.

DISCLOSURE DETERMINATION FOR CONSULTANT

\*Must be signed by department director, agency president or other individual authorized by the appropriate conflict of interest code regarding consultants.

- 1. Department / Board / Commission / Agency Name: City of San Diego Public Works- Engineering
2. Name of Specific Consultant & Company: RBF Consulting
3. Address, City, State, ZIP: 9755 Clairemont Mesa Blvd, San Diego, Ca. 92124
4. Project Title (as shown on 1472, "Request for Council Action"): Professional Services for 69th & Mohawk Pump Station Design
5. Consultant Duties for Project: Civil Engineering Design

6. Disclosure Determination [select applicable disclosure requirement]:

[X] Consultant will not be "making a governmental decision" or "serving in a staff capacity." No disclosure required.

- or -

[ ] Consultant will be "making a governmental decision" or "serving in a staff capacity." Consultant is required to file a Statement of Economic Interests with the City Clerk of the City of San Diego in a timely manner as required by law. [Select consultant's disclosure category.]

[ ] Full: Disclosure is required pursuant to the broadest disclosure category in the appropriate Conflict of Interest Code.

- or -

[ ] Limited: Disclosure is required to a limited extent. [List the specific economic interests the consultant is required to disclose.]

Blank lines for listing specific economic interests.

By: [Signature] Mark Nassar / Deputy Director AEP

[Date] 6/4/14

Once completed, with all questions answered and an authorized signature affixed, please forward the original form to the City Clerk's Office, MS 2A. Keep a copy with the contract.

**DEFINITION OF “CONSULTANT”**

2 California Code of Regulations defines a “consultant” as an individual who, pursuant to a contract with a state or local government agency:

- (A) Makes a governmental decision whether to:
  - 1. Approve a rate, rule or regulation;
  - 2. Adopt or enforce a law;
  - 3. Issue, deny, suspend, or revoke any permit, license, application, certificate, approval, order, or similar authorization or entitlement;
  - 4. Authorize the City to enter into, modify, or renew a contract provided it is the type of contract that requires City approval;
  - 5. Grant City approval to a contract that requires City approval and to which the City is a party, or to the specifications for such a contract;
  - 6. Grant City approval to a plan, design, report, study, or similar item;
  - 7. Adopt, or grant City approval of, policies, standards, or guidelines for the City, or for any subdivision thereof; or
  
- (B) Serves in a staff capacity with the City and in that capacity participates in making a governmental decision as defined in Regulation 18702.2 or performs the same or substantially all the same duties for the City that would otherwise be performed by an individual holding a position specified in the City’s Conflict of Interest Code.

An individual “serves in a staff capacity” if he or she performs substantially all the same tasks that normally would be performed by staff member of a governmental entity. In most cases, individuals who work on only one project or a limited range of projects for an agency are not considered to be working in a “staff capacity.” The length of the individual’s service to the agency is relevant. Also, the tasks over the relevant period of time must be substantially the same as a position that is or should be specified in the City’s conflict of interest code.

An individual “participates in making a governmental decision” if he or she: (1) negotiates, without substantive review, with a governmental entity or private person regarding the decision; or (2) advises or makes recommendations to the decision-maker, by conducting research or an investigation, preparing or presenting a report, analysis or opinion which requires the exercise of judgment on the part of the individual and the individual is attempting to influence the decision.

Regulation 18701 (a)(2)  
[http://www.fppc.ca.gov/index.html?ID=52&r\\_id=/legal/regs/18701.htm](http://www.fppc.ca.gov/index.html?ID=52&r_id=/legal/regs/18701.htm)  
1/28/2006

CITY OF SAN DIEGO, CALIFORNIA  
**COUNCIL POLICY**

SUBJECT: SUSTAINABLE BUILDING POLICY  
POLICY NO.: 900-14  
EFFECTIVE DATE: May 20, 2003

BACKGROUND:

Existing buildings and the building development industry consume nearly half of the total energy used in the United States. The City of San Diego's commitment to become increasingly efficient with resources, including energy, water, and materials associated with construction projects, is demonstrated in Council Policy 900-14 "Green Building Policy" adopted in 1997, Council Policy 900-16 "Community Energy Partnership," adopted in 2000, and the updated Council Policy 900-14 "Sustainable Buildings Expedite Program" adopted in 2001.

On April 16, 2002, the Mayor and City Council adopted CMR 02-060 which requires City projects to achieve the U.S. Green Building Council's LEED silver standard for all new buildings and major renovations over 5,000 square feet. This places San Diego among the most progressive cities in the nation in terms of sustainable building policies.

As a participant in the International Council for Local Environmental Initiatives (ICLEI) Cities for Climate Protection Program, as a Charter member in the California Climate Action Registry and as an active member of the U.S. Green Building Council, the City of San Diego is committed to reducing greenhouse gas emissions by implementing more sustainable practices, including green building technologies.

PURPOSE:

The purpose of this policy is to reassert the City's commitment to green building practices in City facilities, and to provide leadership and guidance in promoting, facilitating, and instituting such practices in the community.

POLICY:

The following principles will be required for all newly constructed facilities and major building renovation projects for City facilities:

LEED (Leadership in Energy and Environmental Design):

The LEED (Leadership in Energy and Environmental Design) Green Building Rating System is a voluntary, consensus-based national standard for developing high-performance, sustainable buildings. Members of the U.S. Green Building Council representing all segments of the building industry developed LEED and continue to contribute to its evolution.

The City of San Diego is committed to achieving LEED "Silver" Level Certification for all new City facilities and major building renovation projects over 5,000 square feet.

**SUSTAINABLE BUILDING MEASURES:**

In addition to achieving LEED “Silver” Level Certification, Council Policy 900-14 encourages the following sustainable building measures for all newly constructed facilities and major renovation projects regardless of square footage:

1. Design and construct mechanical and electrical systems to achieve the maximum energy efficiency achievable with current technology. Consultants shall use computer modeling programs, (Energy Pro) to analyze the effects of various design options and select the set of options producing the most efficient integrated design. Energy efficiency measures shall be selected to achieve energy efficiencies at least 22.51% better than California’s Title 24.2001 standards for both new construction and major renovation projects.
2. Incorporate self-generation using renewable technologies to reduce environmental impacts associated with fossil fuel energy use. Newly constructed City facilities shall generate a minimum of 10%, with a goal of 20% from renewable technologies (e.g., photovoltaic, wind and fuel cells).
3. Eliminate the use of CFC based refrigerants in newly constructed facilities and major building renovations and retrofits for all heating, ventilation, air conditioning and refrigerant-based building systems.
4. Incorporate additional commissioning and measurement and verification procedures as outlined by LEED 2.0 Rating System, Energy and Atmospheres, credit 3 and credit 5 for all projects over 20,000 sq. ft.
5. Reduce the quantity of indoor air contaminants that are odorous or potentially irritating to provide installer(s) and occupant(s) health and comfort. Low-emitting materials will include adhesives, paints, coatings carpet systems, composite wood and agri-fiber products.
6. In order to maximize energy efficiency measures within these requirements, projects will combine energy efficiency measures requiring longer payback periods, with measures requiring shorter payback periods to determine the overall project period.
7. Comply with the storm water development requirements in the Storm Water Management and Discharge Control Ordinance (Municipal Code § 43.03), and the City’s grading and drainage regulations and implementing documents (MC § 142.01 and 142.02, respectively).



**CITY OF SAN DIEGO, CALIFORNIA  
COUNCIL POLICY**

In addition to achieving the minimum sustainable building measure this Council Policy encourages the following measures be incorporated into newly constructed facilities and major renovation projects whenever possible:

1. Use high efficiency irrigation technology, drought tolerant native plants and recycled site water to reduce potable water for irrigation by 50%. Additionally, building water consumption should be reduced by 30%.
2. Limit disruption of natural water flows and minimize storm water runoff by minimizing building footprints and other impervious areas, increasing on-site infiltration, preserving and/or restoring natural drainage systems, and reducing contaminants introduced into San Diego's bays, beaches and the ocean.
3. Facilitate the reduction of waste generated by building occupants that is hauled to and disposed of in landfills. Provide an easily accessible area that serves the entire building and is dedicated to the separation, collection and storage of materials for recycling. Recycling should include paper, glass, plastic and metals at a minimum.
4. Incorporate building products that have recycled content reducing the impacts resulting from the extraction of new materials. Newly constructed City facilities shall have a minimum of 25% of building materials that contain in aggregate, a minimum weighted average of 20% post consumer recycled content materials.
5. Reduce the use and depletion of finite raw and long-cycle renewable materials by replacing them with rapidly renewable materials. Newly constructed City facilities should consider incorporating rapidly renewable building materials for 5% of the total building materials.
6. Establish minimum indoor air quality (IAQ) performance to prevent the development of indoor air quality problems in buildings, maintaining the health and well being of the occupants. Newly constructed City facilities will comply with IAQ by conforming to ASHRAE 62-1999.
7. City buildings will be designed to take the maximum advantage of passive and natural sources of heat, cooling, ventilation and light.

The Environmental Services Department, Energy Conservation and Management Division has been designated by this Council Policy as the clearing authority for issues relating to energy for the City of San Diego. The Energy Conservation and Management Division will enter into a Memorandum of Understanding with those City Departments who design, renovate and build new city owned facilities to insure all new City facilities reflect the intent of Council Policy 900-14.

**PRIVATE-SECTOR/INCENTIVES:**

It shall be the policy of the City Council to expedite the ministerial process for projects which meet the following criteria:

**CITY OF SAN DIEGO, CALIFORNIA  
COUNCIL POLICY**

1. Residential projects that provide 50% of their projected total energy use utilizing renewable energy resources, (e.g., photovoltaic, wind and fuel cells).
2. Commercial and industrial projects that provide 30% of their projected total energy use utilizing renewable energy resources, (e.g., photovoltaic, wind and fuel cells).
3. Residential and commercial and industrial projects that exceed the State of California Title 24 energy requirements by:
  - a. 15% better than California's Title 24.2001 for Residential Buildings.
  - b. 10% better than California's Title 24.2001 for Commercial and Industrial Buildings.

It shall be the policy of the City Council to expedite the discretionary process for projects which meet the following criteria:

1. Incorporate the U.S. Green Building Council, Leadership in Energy and Environmental Design (LEED) 2.0 Rating System "Silver" Level Certification for commercial development projects.
2. Incorporate self-generation through renewable technologies (e.g., photovoltaic, wind and fuel cells) to reduce environmental impacts associated with fossil fuel energy use for commercial and industrial projects generating a minimum of 30% or more of the designed energy consumption from renewable technologies such as photovoltaic, wind and fuel cells.
3. Residential discretionary projects of 4 units or more within urbanized communities as defined in the Progress Guide and General Plan that provide 50% of their projected total energy use utilizing renewable energy resources.

**HEALTH AND RESOURCE CONSERVATION:**

1. Projects will be designed to avoid inflicting permanent adverse impact on the natural state of the air, land and water, by using resources and methods that minimize pollution and waste, and do not cause permanent damage to the earth, including erosion.
2. Projects will include innovative strategies and technologies such as porous paving to conserve water, reduce effluent and run-off, thus recharging the water table.
3. When feasible, native plants will be used in landscaping to reduce pesticide, fertilizer, and water usage.
4. Buildings will be constructed and operated using materials, methods, mechanical and electrical systems that ensure a healthful indoor air quality, while avoiding contamination by carcinogens, volatile organic compounds, fungi, molds, bacteria, and other known toxins.

**CITY OF SAN DIEGO, CALIFORNIA  
COUNCIL POLICY**

5. Projects will be planned to minimize waste through the use of a variety of strategies such as: a) reuse of materials or the highest practical recycled content; b) raw materials derived from sustainable or renewable sources; c) materials and products ensuring long life/durability and recyclability; d) materials requiring the minimum of energy and rare resources to produce and use; and e) materials requiring the least amount of energy to transport to the job site.

OUTREACH / EDUCATION:

1. An education and outreach effort will be implemented to make the community aware of the benefits of "Green Building" practices.
2. The City will sponsor a recognition program for innovative Green Building projects implemented in the public as well as private sector in an effort to encourage and recognize outstanding environmental protection and energy conservation projects.

IMPLEMENTATION:

The City will seek cooperation with other governmental agencies, public interest organizations, and the private sector to promote, facilitate, and implement Green Building and energy efficiency in the community.

LEGISLATION:

The City will support State and Federal legislation that promotes or allows sustainable development, conservation of natural resources, and energy efficiency technology.

REFERENCES:

Related existing Council Policies:  
400-11, Water Conservation Techniques  
400-12, Water Reclamation/Reuse  
900-02, Energy Conservation and Management  
900-06, Solid Waste Recycling

HISTORY:

Adopted by Resolution R-289457 11/18/1997  
Amended by Resolution R-295074 06/19/2001  
Amended by Resolution R-298000 05/20/2003

# CITY OF SAN DIEGO

**EXHIBIT H**

## Consultant Performance Evaluation

The purpose of this form is to provide historical data to City staff when selecting consultants.

**Section I**

1. PROJECT DATA		2. CONSULTANT DATA																													
1a. Project (title, location):  1b. Brief Description:  1c. Budgeted Cost: \$ _____ WBS/IO: _____	2a. Name and address of Consultant:  2b. Consultant's Project Manager: _____ Phone: (____) _____																														
3. CITY DEPARTMENT RESPONSIBLE																															
3a. Department (include Division): _____	3b. Project Manager (address & phone): _____  Phone: (____) _____																														
4. & 5. CONTRACT DATA (DESIGN AND CONSTRUCTION)																															
<b>4. Design</b>																															
4a. Agreement Date: _____ Resolution #: R- _____ \$ _____																															
4b. Amendment(s): \$ _____ / # _____ (City) \$ _____ / # _____ (Consultant)																															
4c. Total Agreement (4a. & 4b.): \$ _____																															
4d. Type of Work (design, study, etc.):	4e. Key Contract Completion Dates: <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: right;">_____ %</td> <td style="text-align: center;">_____ %</td> <td style="text-align: center;">_____ %</td> <td style="text-align: center;">_____ %</td> <td style="text-align: center;">_____ %</td> <td style="text-align: center;">_____ %</td> <td style="text-align: center;">100 %</td> </tr> <tr> <td style="text-align: right;">Agreement</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td style="text-align: right;">Delivery</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td style="text-align: right;">Acceptance</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </table>			_____ %	_____ %	_____ %	_____ %	_____ %	_____ %	100 %	Agreement	_____	_____	_____	_____	_____	_____	Delivery	_____	_____	_____	_____	_____	_____	Acceptance	_____	_____	_____	_____	_____	_____
_____ %	_____ %	_____ %	_____ %	_____ %	_____ %	100 %																									
Agreement	_____	_____	_____	_____	_____	_____																									
Delivery	_____	_____	_____	_____	_____	_____																									
Acceptance	_____	_____	_____	_____	_____	_____																									
<b>5. Construction</b>																															
5a. Contractor _____ <i>(name and address)</i>			Phone (____) _____																												
5b. Superintendent _____																															
5c. Notice to Proceed _____ (date)	5f. Change Orders: <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: right;">Errors/Omissions</td> <td style="text-align: center;">_____</td> <td style="text-align: right;">% of const. cost \$</td> <td style="text-align: center;">_____</td> </tr> <tr> <td style="text-align: right;">Unforeseen Conditions</td> <td style="text-align: center;">_____</td> <td style="text-align: right;">% of const. cost \$</td> <td style="text-align: center;">_____</td> </tr> <tr> <td style="text-align: right;">Changed Scope</td> <td style="text-align: center;">_____</td> <td style="text-align: right;">% of const. cost \$</td> <td style="text-align: center;">_____</td> </tr> <tr> <td style="text-align: right;">Changes Quantities</td> <td style="text-align: center;">_____</td> <td style="text-align: right;">% of const. cost \$</td> <td style="text-align: center;">_____</td> </tr> <tr> <td colspan="4" style="text-align: right;">Total Construction Cost \$ _____</td> </tr> </table>			Errors/Omissions	_____	% of const. cost \$	_____	Unforeseen Conditions	_____	% of const. cost \$	_____	Changed Scope	_____	% of const. cost \$	_____	Changes Quantities	_____	% of const. cost \$	_____	Total Construction Cost \$ _____											
Errors/Omissions	_____	% of const. cost \$	_____																												
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Changed Scope	_____	% of const. cost \$	_____																												
Changes Quantities	_____	% of const. cost \$	_____																												
Total Construction Cost \$ _____																															
5d. Working days _____ (number)	5e. Actual Working days _____ (number)																														
6. OVERALL RATING (Please ensure Section II is completed)																															
	Excellent	Satisfactory	Poor																												
6a. Plans/Specification Accuracy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																												
Consistency with Budget	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																												
Responsiveness to City Staff	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																												
6b. Overall Rating _____																															
7. AUTHORIZING SIGNATURES																															
7a. Project Manager _____	Date _____																														
7b. Deputy Director _____	Date _____																														

(4/91)

TURN OVER

<b>Section II</b>					<b>SPECIFIC RATING</b>				
PLANS / SPECIFICATION ACCURACY	EXCELLENT	SATISFACTORY	POOR	N/A	RESPONSIVENESS TO CITY STAFF	EXCELLENT	SATISFACTORY	POOR	N/A
Plan/Specification clear and precise	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Timely Responses	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Plans/Specs Coordination	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Attitude toward Client and review bodies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Plans/Specs properly formatted	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Follows direction and chain of responsibility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Code Requirements covered	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Work product delivered on time	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Adhered to City Standard Drawings/Specs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Timeliness in notifying City of major problems	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Drawings reflect existing conditions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Resolution of Field problems	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
As-Built Drawings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	CONSISTENCY WITH BUDGET	EXCELLENT	SATISFACTORY	POOR	N/A
Quality Design	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Reasonable Agreement negotiation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Change Orders due to design deficiencies are minimized	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Adherence to fee schedule	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Adherence to project budget	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Value Engineering Analysis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<b>Section III</b>		<b>SUPPLEMENTAL INFORMATION</b>	
(Please ensure to attach additional documentation as needed.)			
Item _____:	_____		
Item _____:	_____		
Item _____:	_____		
Item _____:	_____		
Item _____:	_____		
Item _____:	_____		

(\*Supporting documentation attached: Yes  No )

**City of San Diego Purchasing & Contracting Department**  
**CONTRACTOR STANDARDS**  
*Pledge of Compliance*

Effective December 24, 2008, the Council of the City of San Diego adopted Ordinance No. O-19808 to extend the Contractor Standards Ordinance to all contracts greater than \$50,000. The intent of the Contractor Standards clause of San Diego Municipal Code §22.3224 is to ensure the City of San Diego conducts business with firms that have the necessary quality, fitness and capacity to perform the work set forth in the contract.

To assist the Purchasing Agent in making this determination and to fulfill the requirements of §22.3224(d), each bidder/proposer must complete and submit this *Pledge of Compliance* with the bid/proposal. If a non-competitive process is used to procure the contract, the proposed contractor must submit this completed *Pledge of Compliance* prior to execution of the contract. A submitted *Pledge of Compliance* is a public record and information contained within will be available for public review for at least ten (10) calendar days, except to the extent that such information is exempt from disclosure pursuant to applicable law.

All responses must be typewritten or printed in ink. If an explanation is requested or additional space is required, respondents must use the *Pledge of Compliance Attachment "A"* and sign each page. The signatory guarantees the truth and accuracy of all responses and statements. Failure to submit this completed *Pledge of Compliance* may make the bid/proposal non-responsive and disqualified from the bidding process. If a change occurs which would modify any response, Contractor must provide the Purchasing Agent an updated response within thirty (30) calendar days.

**A. PROJECT TITLE:** 69th and Mohawk Pump Station

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**B. BIDDER/CONTRACTOR INFORMATION:**

RBF Consulting

Legal Name	San Diego	CA	DBA	92124
9755 Clairemont Mesa Blvd,	City		State	Zip
John Harris, Vice President	(858) 614- 5016		(858) 614-5001	
Contact Person, Title	Phone		Fax	

**C. OWNERSHIP AND NAME CHANGES:**

- In the past five (5) years, has your firm changed its name?  
 **Yes**       **No**

If **Yes**, use *Pledge of Compliance Attachment "A"* to list all prior legal and DBA names, addresses and dates when used. Explain the specific reasons for each name change.

- In the past five (5) years, has a firm owner, partner or officer operated a similar business?  
 **Yes**       **No**

If **Yes**, use *Pledge of Compliance Attachment "A"* to list names and addresses of all businesses and the person who operated the business. Include information about a similar business only if an owner, partner or officer of your firm holds or has held a similar position in another firm.

**D. BUSINESS ORGANIZATION/STRUCTURE:** Indicate the organizational structure of your firm. Check one only on this page. Use *Pledge of Compliance Attachment "A"* if more space is required.

**Corporation** Date incorporated: 11 / 22 / 1944 State of incorporation: California

List corporation's current officers: President: S. Robert Kallenbaugh, CEO  
Vice Pres: Richard A. Rubin, Michael J. Burke  
Secretary: \_\_\_\_\_  
Treasurer: \_\_\_\_\_

Is your firm a publicly traded corporation?  Yes  No

If **Yes**, name those who own five percent (5%) or more of the corporation's stocks:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Limited Liability Company** Date formed:     /    /     State of formation: \_\_\_\_\_

List names of members who own five percent (5%) or more of the company:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Partnership** Date formed:     /    /     State of formation: \_\_\_\_\_

List names of all firm partners:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Sole Proprietorship** Date started:     /    /    

List all firms you have been an owner, partner or officer with during the past five (5) years. Do not include ownership of stock in a publicly traded company:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Joint Venture** Date formed:     /    /    

List each firm in the joint venture and its percentage of ownership:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Note:** Each member of a Joint Venture must complete a separate *Contractor Standards Pledge of Compliance* for a Joint Venture's submission to be considered responsive.

**E. FINANCIAL RESOURCES AND RESPONSIBILITY:**

1. Is your firm in preparation for, in the process of, or in negotiations toward being sold?  
 **Yes**       **No**

If **Yes**, use *Pledge of Compliance Attachment "A"* to explain specific circumstances, including name of the buyer and principal contact information.

2. In the past five (5) years, has your firm been denied bonding?  
 **Yes**       **No**

If **Yes**, use *Pledge of Compliance Attachment "A"* to explain specific circumstances; include bonding company name.

3. In the past five (5) years, has a bonding company made any payments to satisfy claims made against a bond issued on your firm's behalf or a firm where you were the principal?  
 **Yes**       **No**

If **Yes**, use *Pledge of Compliance Attachment "A"* to explain specific circumstances.

**F. PERFORMANCE HISTORY:**

1. In the past five (5) years, has your firm been found civilly liable, either in a court of law or pursuant to the terms of a settlement agreement, for defaulting or breaching a contract with a government agency?  
 **Yes**       **No**

If **Yes**, use *Pledge of Compliance Attachment "A"* to explain specific circumstances.

2. In the past five (5) years, has a government agency terminated your firm's contract prior to completion?  
 **Yes**       **No**

If **Yes**, use *Pledge of Compliance Attachment "A"* to explain specific circumstances and provide principal contact information.

**G. COMPLIANCE:**

1. In the past five (5) years, has your firm or any firm owner, partner, officer, executives or management been criminally penalized or found civilly liable, either in a court of law or pursuant to the terms of a settlement agreement for violating any federal, state or local law in performance of a contract, including but not limited to laws regarding health and safety, labor and employment, wage and hours, and licensing laws which affect employees?  
 **Yes**       **No**

If **Yes**, use *Pledge of Compliance Attachment "A"* to explain specific circumstances surrounding each instance; include name of entity involved, specific infraction(s) or violation(s), dates of instances, and outcome with current status.

2. In the past five (5) years, has your firm been debarred or determined to be non-responsible by a government agency?  
 **Yes**       **No**

If **Yes**, use *Pledge of Compliance Attachment "A"* to explain specific circumstances of each instance; include name of entity involved, specific infraction, dates, and outcome.



**H. BUSINESS INTEGRITY:**

1. In the past five (5) years, has your firm been convicted of or found liable in a civil suit for making a false claim or material misrepresentation to a private or governmental entity?

Yes       No

If **Yes**, use *Pledge of Compliance Attachment "A"* to explain specific circumstances of each instance; include the entity involved, specific infraction(s) or violation(s), dates, outcome and current status.

2. In the past five (5) years, has your firm or any of its executives, management personnel, or owners been convicted of a crime, including misdemeanors, or been found liable in a civil suit involving the bidding, awarding, or performance of a government contract?

Yes       No

If **Yes**, use *Pledge of Compliance Attachment "A"* to explain specific circumstances of each instance; include the entity involved, specific infraction(s), dates, outcome and current status.

**I. TYPE OF SUBMISSION:** This document is submitted as:

Initial submission of *Contractor Standards Pledge of Compliance*.

Update of prior *Contractor Standards Pledge of Compliance* dated 10 / 22 / 2012.

**Complete all questions and sign below. Each *Pledge of Compliance Attachment "A"* page must be signed.**

Under penalty of perjury under the laws of the State of California, I certify I have read and understand the questions contained in this *Pledge of Compliance* and that I am responsible for completeness and accuracy of responses and all information provided is true to the best of my knowledge and belief. I further certify my agreement to the following provisions of San Diego Municipal Code §22,3224:

- (a) To comply with all applicable local, State and Federal laws, including health and safety, labor and employment, and licensing laws that affect the employees, worksite or performance of the contract.
- (b) To notify the Purchasing Agent within fifteen (15) calendar days upon receiving notification that a government agency has begun an investigation of the Contractor that may result in a finding that the Contractor is or was not in compliance with laws stated in paragraph (a).
- (c) To notify the Purchasing Agent within fifteen (15) calendar days when there has been a finding by a government agency or court of competent jurisdiction of a violation by the Contractor of laws stated in paragraph (a).
- (d) To provide the Purchasing Agent updated responses to the *Contractor Standards Pledge of Compliance* within thirty (30) calendar days if a change occurs which would modify any response.
- (e) To notify the Purchasing Agent within fifteen (15) days of becoming aware of an investigation or finding by a government agency or court of competent jurisdiction of a violation by a subcontractor of laws stated in paragraph (a).
- (f) To cooperate fully with the Purchasing Agent and the City during any investigation and to respond to a request for information within ten (10) working days from the request date.

**Failure to sign and submit this form with the bid/proposal shall make the bid/proposal non-responsive.**

Ronald B. Craig, Senior Vice President

Print Name, Title

*R. B. Craig*

Signature

*5/7/14*

Date

**City of San Diego Purchasing & Contracting Department  
CONTRACTOR STANDARDS**

***Pledge of Compliance Attachment "A"***

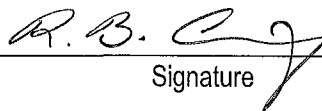
Provide additional information in space below. Use additional *Pledge of Compliance Attachment "A"* pages as needed; sign each page. Print in ink or type responses and indicate question being answered. Information provided will be available for public review, except if exempt from disclosure pursuant to applicable law.

On October 11, 2013, Michael Baker Corporation, RBF Consulting's parent company, was acquired by Integrated Mission Solutions ("IMS"), an affiliate of DC Capital Partners ("DC Capital") creating Michael Baker International

**Under penalty of perjury under the laws of the State of California, I certify I have read and understand the questions contained in this *Contractor Standards Pledge of Compliance* and that I am responsible for completeness and accuracy of responses on this *Pledge of Compliance Attachment "A"* page and all information provided is true to the best of my knowledge.**

Ronald B Craig, Senior Vice President

Print Name, Title



Signature

5/7/14

Date

**EQUAL BENEFITS ORDINANCE**

**CERTIFICATION OF  
COMPLIANCE**

# EQUAL BENEFITS ORDINANCE CERTIFICATION OF COMPLIANCE



For additional information, contact:

**CITY OF SAN DIEGO  
EQUAL BENEFITS PROGRAM**

202 C Street, MS 9A, San Diego, CA 92101  
Phone (619) 533-3948 Fax (619) 533-3220

## COMPANY INFORMATION

Company Name: RBF Consulting	Contact Name: Kathleen Silhasek
Company Address: 9755 Clairemont Mesa Blvd San Diego, CA 92124	Contact Phone: ksilhasck@mbakerintl.com Contact Email: 858-614-5070

## CONTRACT INFORMATION

Contract Title: 69th and Mohawk Pump Station	Start Date: 8/1/2014
Contract Number (if no number, state location): H146059	End Date: 8/1/2017

## SUMMARY OF EQUAL BENEFITS ORDINANCE REQUIREMENTS

The Equal Benefits Ordinance [EBO] requires the City to enter into contracts only with contractors who certify they will provide and maintain equal benefits as defined in San Diego Municipal Code §22.4302 for the duration of the contract. To comply:

- Contractor shall offer equal benefits to employees with spouses and employees with domestic partners.
  - Benefits include health, dental, vision insurance; pension/401(k) plans; bereavement, family, parental leave; discounts, child care; travel/relocation expenses; employee assistance programs; credit union membership; or any other benefit.
  - Any benefit not offered to an employee with a spouse, is not required to be offered to an employee with a domestic partner.
- Contractor shall post notice of firm's equal benefits policy in the workplace and notify employees at time of hire and during open enrollment periods.
- Contractor shall allow City access to records, when requested, to confirm compliance with EBO requirements.
- Contractor shall submit *EBO Certification of Compliance*, signed under penalty of perjury, prior to award of contract.

NOTE: This summary is provided for convenience. Full text of the EBO and its Rules are posted at [www.sandiego.gov/administration](http://www.sandiego.gov/administration).

## CONTRACTOR EQUAL BENEFITS ORDINANCE CERTIFICATION

Please indicate your firm's compliance status with the EBO. The City may request supporting documentation.

- I affirm **compliance** with the EBO because my firm (*contractor must select one reason*):
- Provides equal benefits to spouses and domestic partners.
  - Provides no benefits to spouses or domestic partners.
  - Has no employees.
  - Has collective bargaining agreement(s) in place prior to January 1, 2011, that has not been renewed or expired.
- I request the City's approval to pay affected employees a **cash equivalent** in lieu of equal benefits and verify my firm made a reasonable effort but is not able to provide equal benefits upon contract award. I agree to notify employees of the availability of a cash equivalent for benefits available to spouses but not domestic partners and to continue to make every reasonable effort to extend all available benefits to domestic partners.

It is unlawful for any contractor to knowingly submit any false information to the City regarding equal benefits or cash equivalent associated with the execution, award, amendment, or administration of any contract. [San Diego Municipal Code §22.4307(a)]

Under penalty of perjury under laws of the State of California, I certify the above information is true and correct. I further certify that my firm understands the requirements of the Equal Benefits Ordinance and will provide and maintain equal benefits for the duration of the contract or pay a cash equivalent if authorized by the City.

Ronald B. Craig / Senior Vice President

Name/Title of Signatory

*R. B. Craig*  
Signature

5/7/14  
Date

## FOR OFFICIAL CITY USE ONLY

Receipt Date: EBO Analyst:  Approved  Not Approved – Reason:

**REGARDING INFORMATION REQUESTED UNDER THE  
CALIFORNIA PUBLIC RECORDS ACT**

The undersigned duly authorized representative, on behalf of the named Contractor declares and acknowledges the following:

**The contents of this contract and any documents pertaining to the performance of the contract requirements/Scope of Services resulting from this contract are public records, and therefore subject to disclosure unless a specific exemption in the California Public Records Act applies.**

If a Contractor submits information **clearly marked** confidential or proprietary, the City of San Diego (City) may protect such information and treat it with confidentiality only to the extent permitted by law. However, it will be the **responsibility of the Contractor** to provide to the City the specific legal grounds on which the City can rely in withholding information requested under the California Public Records Act, should the City choose to withhold such information.

General references to sections of the California Public Records Act will not suffice. Rather, the Contractor must provide a **specific and detailed legal basis, including applicable case law** that **clearly establishes** the requested information is exempt from the disclosure requirements of the California Public Records Act.


If the Contractor does not provide a specific and detailed legal basis for withholding the requested information within a time specified by the City, the City will release the information as required by the California Public Records Act and the **Contractor will hold the City harmless** for release of this information.

It will be the **Contractor's obligation to defend**, at Contractor's expense, any legal actions or challenges seeking to obtain from the City any information requested under the California Public Records Act withheld by the City at the Contractor's request. Furthermore, the Contractor shall **indemnify** the City and **hold it harmless** for any claim or liability, and **defend any action** brought against the City, resulting from the City's refusal to release information requested under the Public Records Act withheld at Contractor's request.

Nothing in this Agreement creates any obligation for the City to notify the Contractor or obtain the Contractor's approval or consent before releasing information subject to disclosure under the California Public Records Act.

RBF Consulting

\_\_\_\_\_  
Name of Firm

  
\_\_\_\_\_  
Signature of Authorized Representative  
Ronald B. Craig

\_\_\_\_\_  
Printed/Typed Name

5/7/14

\_\_\_\_\_  
Date

**CONSULTANT CERTIFICATION**

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**AMERICAN WITH DISABILITIES ACT (ADA) COMPLIANCE CERTIFICATION**

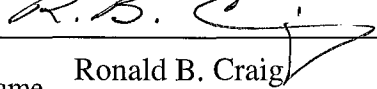
**PROJECT TITLE:** 69th and Mohawk Pump Station

I hereby certify that I am familiar with the requirements of San Diego City Council Policy No. 100-4 regarding the American With Disabilities Act (ADA) outlined in Article IV, "ADA Certification", of the Agreement, and that;

69th and Mohawk Pump Station

(Name under which business is conducted)

has in place workplace program that complies with said policy. I further certify that each subcontract agreement for this project contains language which indicates the subcontractor's agreement to abide by the provisions of the policy as outlined.

Signed   
Printed Name Ronald B. Craig  
Title Senior Vice President