



PROFESSIONAL SERVICE AGREEMENT

BETWEEN KIMLEY-HORN AND THE CITY OF SALINAS FOR:

TASK ORDER

EAST LAUREL DRIVE PEDESTRIAN IMPROVEMENTS

DESIGN AND ENVIRONMENTAL COMPLIANCE PHASE SCOPE OF SERVICES

February 7, 2018

Describing a specific agreement between Kimley-Horn and Associates, Inc. ("Kimley-Horn" or "the KHA Team"), and the City of Salinas ("City" or "Client") in accordance with the terms of the Master Service Agreement for Professional Services dated October 11, 2017, which is incorporated herein by reference.

Project Understanding

As part of the E. Laurel Dr. Pedestrian Improvements project (Project), the City has identified the need to: 1) install sidewalk on the north side of East Laurel Drive (E. Laurel Dr.) between Constitution Boulevard and North Sanborn Road, and on Constitution Boulevard between E. Laurel Dr. and 350-feet west of Manchester Circle; and 2) modify the existing westbound bike lane along E. Laurel Dr. from St. Edwards Dr. to Constitution Blvd to provide for a 5-foot wide protected bike lane. A conceptual design, aerial topographic mapping, ground surveying, title search, along with an environmental Constraints Analysis, was completed in previous task orders. The City has also identified the desire to install street lighting along E. Laurel Dr. from Natividad Road to Sanborn Road and install ADA improvements, with traffic signal modifications at E. Laurel Dr./Constitution intersection. This scope of services includes the Design and Environmental Compliance for the proposed improvements.

Proposed Approach

Kimley-Horn will use the previous developed conceptual design as the basis of design for the Project. No further alternative design development or analysis is included in this scope of services. Kimley-Horn will complete the scope of services in three (3) Tasks as follows and as more specifically described in the Detailed Scope of Services.

Task 1 – Design Phase Services: In this task, Kimley-Horn will complete milestone deliverables on the construction Plans and Specifications for the Project suitable for public works construction. This Task will also include assisting the City with the Project bidding.

Task 2 – Environmental Compliance Phase Services: This task will include the process for the Environmental Compliance for the aforementioned proposed improvements.

Task 3 – Project Management: This Task is for project and contract management, quality control and client coordination and communication.

Detailed Scope of Services

Kimley-Horn will provide the services specifically set forth below.

1. Design Phase Services

1.1. Pre-Design, Survey and Geotechnical Investigation

1.1.1. *Pre-Design Meeting and Project Site Familiarization*

Under this Task, KHA will complete the following:

Pre-Design Meeting: The KHA Team will work with the City to schedule and participate in a pre-design meeting at the City to discuss the project's objectives, approach and schedule.

Initial Site Investigation: The KHA Team (Kimley-Horn and Sub-consultants under this Agreement), with support and coordination of the City, will conduct a "field walk" to review and discuss the existing conditions.

Assumptions and Clarifications:

- Kimley-Horn assumes that the pre-design meeting and initial site investigation effort in Task 1.1.1 *Pre-Design Meeting and Project Site Familiarization*, will be accomplished in a one-day trip to Salinas.
- Kimley-Horn assumes that any 'as built' or record drawings and documents provided by the City will either be provided as copies, or can be taken, copied and returned.
- Kimley-Horn assumes the City will communicate with stakeholders as appropriate, on establishing the pre-design meeting date.
- See attached for the assumed level of effort budgeted by Kimley-Horn for these tasks.

Deliverables:

- Kimley-Horn will provide agendas and minutes for the pre-design meeting.

1.1.2. *Topographical and Boundary Survey*

Kimley-Horn will employ the services of a Surveying Sub-consultant for this task. The Surveying Sub-consultant will develop a topographical and boundary survey for portions of the Project area to supplement and augment survey data attained during the previous task order. The boundary survey will be performed on E. Laurel Dr. from Constitution Blvd. to Natividad Road, and on Constitution Blvd. for approximately 2,900-feet starting from E. Laurel Dr. Under this task, the Surveying Sub-consultant will perform the following surveying tasks:

Additional Topographic Survey: Surveying Sub-consultant will provide additional topographic data points and mapping of features along E. Laurel Drive, in the Areas 1 through 3, and for Constitution Avenue in Area 4 as defined below. Surveying Sub-consultant will locate the Edge of Traveled Way, the Edge of Pavement or Flowline and Top of Curb, and all grade breaks to the existing right of way

limits or to the top of the bank along the pond area. Surveying Sub-consultant will also locate any visible evidence of utilities in these areas.

This survey areas will include the areas along E. Laurel Drive and Constitution Ave. as identified below:

Area 1 – North side of E. Laurel Drive from St. Edwards Drive south for approximately 700-feet

Area 2 – North side of E. Laurel Drive from the entrance to the County yard complex south for approximately 2,500-feet

Area 3 – North side of E. Laurel Drive along the soccer fields between areas previously captured, approximately 700-feet

Area 4 – East side of Constitution Blvd. from the entrance to the soccer fields northeasterly for approximately 1,700-feet

Aerial Topographic Survey: Surveying Sub-consultant will provide additional aerial topographic data and mapping of features along E. Laurel Drive, from Natividad Road to Constitution Blvd. – approximately 1,600-feet in length, and on the east side of Constitution Blvd. from the entrance to the soccer fields northeasterly for approximately 1,700-feet. Surveying Sub-consultant will obtain aerial mapping of these areas and to the right of way limits on both sides of E. Laurel Drive and the two intersections. Planimetric features will be shown, including striping. One foot contours will be provided with additional spot elevations to 0.1 foot. Surveying Sub-consultant will provide a TIN and DTM file for use in the design.

Boundary Survey: Surveying Sub-consultant will perform a field survey of the project area, along E. Laurel Drive right-of-way from Natividad Road to Constitution Blvd – approximately 1,600-feet in length. The KHA Team will search for the monuments of record in this area, sufficient to establish the location of the existing right-of-way lines along E. Laurel and Constitution in the subject area. All found points will be clearly marked in the field. If the KHA Team find any encroachments, they will also show on the survey map/drawing.

Assumptions and Clarifications:

- Survey access, schedule and procedures will be based on a mutually agreed upon approach between the City, KHA and the Surveying Sub-consultant. Approach will incorporate roles and responsibilities.
- The City will provide the KHA Team access to all areas of the project.
- Survey of underground utilities not already marked or blue-staked will not be included in this scope of services.
- The following services are not included in the scope of work: special title research, resolution and analysis of special boundary issues if sufficient property corners do not

exist on the property, line points along property lines, off site surveying for the boundary or the topographic features, except as noted above.

Deliverables:

- One (1) hard copy and one (1) electronic copy of survey mapping/drawings.

1.1.3. Geotechnical Investigation and Analysis

Kimley-Horn will employ the services of a Geotechnical Sub-consultant in this task. Kimley-Horn's Geotechnical Sub-consultant will develop a geotechnical investigation and analysis as follows:

Exploratory Borings: In the proposed Project Area, Geotechnical Sub-consultant will conduct an exploratory program of the subsurface conditions and materials involving drilling and sampling of up to eight (8) borings ranging in depth from 15-feet up to 30-feet. The boring locations will be established in the field during the pre-design meeting and initial site investigation site visit. Utility location services will subsequently be employed to verify no conflicts with traceable utilities. The bore locations will be locally field modified to avoid any identified conflicts. Borings will be completed using hand augers where the potential for conflicts with overhead power lines exist. Geotechnical Sub-consultant will include up to three (3) days of traffic control measures to facilitate the borings. All traffic control measures will be subject to the review and approval of the City prior to installation.

Relatively undisturbed samples will be secured from all borings using a split-ring sampling apparatus at the native subgrade elevation, and at 2 feet below subgrade elevation. A Standard Penetrometer (SPT) sample will be secured at 10 feet. These samples, together with loose bulk samples of all materials encountered in the borings, will be returned to the laboratory for further testing. Borings will be backfilled with native soil and ram compacted to the degree practicable using hand held compaction tools. Where applicable instant Road Repair patch materials will be used to fill the boring in pavements for the entire thickness of the pavement section.

Laboratory Testing: Laboratory Testing are anticipated to include the following:

- In-situ moisture content and unit dry weight tests for the split-ring samples from the borings (ASTM D 2937).
- Grain Size Distribution tests, ASTM D1140 and Sieve/hydrometer analysis (ASTM D 422) of materials encountered to determine relative percentages of sand, silt, and clay (3 tests total).
- Atterberg Limit tests (ASTM D 4318) of selected soils to assist in soil classification (3 tests total).
- Maximum density-optimum moisture testing (ASTM D 698 or 1557, to be determined by the Kimley-Horn). These data will be used to determine in situ relative compaction data and to provide compaction as a basis for CBR testing (1 test total).
- Consolidated-Undrained Triaxial Shear tests, ASTM D2850
- Resistance (R-value) test, Caltrans Test Method 301
- CBR testing of selected soils encountered in the borings in the airfield areas (ASTM D 1883, for a range of moisture contents) (3 tests total).

- Corrosion tests (pH, resistivity, soluble sulfates and chlorides)
- Soil Fertility, Agricultural Suitability, and Particle Size Appraisal Analyses

Engineering Analysis and Geotechnical Report Preparation: The field and laboratory data will be reviewed by a Registered Geotechnical Engineer, and evaluated with respect to development of geotechnical criteria for the project. Laboratory test results and geotechnical recommendations for the project will be set forth in a written report based on data obtained from the exploration and testing programs, evaluation of the resulting data, as well as on experience and judgment. Laboratory test data will be provided in graphic and tabular form for use by the client.

Following the completion of the engineering analysis, a design-level report will be prepared with conclusions and recommendations. A Draft and Final Report will be prepared. The report will at a minimum include the following items:

- Site plan showing exploratory boring, CPT, dynamic cone locations
- Logs of exploratory borings, CPT's, and dynamic cone penetration tests, including depth to ground water
- Laboratory test results
- A detailed discussion of our findings and recommendations, including:
 - Site Conditions
 - Subsurface conditions
 - Discuss of site geology and engineering geologic considerations
 - Geologic hazards, seismicity, including Landsliding and Faulting 2007 CBC Seismic Coefficients
 - Site preparation and earthwork recommendations
 - Retaining Wall Foundation type and design recommendations consistent with Caltrans Standards, where applicable
 - Recommend Geotechnical parameters for design of MSE walls
 - Lateral earth pressures for retaining wall design
 - Temporary shoring design recommendations
 - Slope stability, evaluation of up to 14 cross-sections both Static and Earthquake loading conditions in accordance with CGS Guidelines.
 - Global stability evaluations for Retaining walls and Mechanically Stabilized Embankments
 - Recommendations for slope inclinations and temporary cuts
 - Preparation of geotechnical recommendations for subdrains (underdrains) and retaining wall drainage, prepare schematic diagrams as needed.
 - Geotechnical Characterization of potentially exported soils
 - Discussion of geotechnical recommendations for erosion control
 - Preparation of the geotechnical aspects of Guide Earthwork Specifications
 - Discussion of potential construction considerations as they relate to the geotechnical aspects of the Project
 - Flexible asphalt and rigid concrete pavement recommendations (following Caltrans design methods for the access road)

Assumptions and Clarifications:

- Geotechnical Sub-consultant will obtain the necessary drilling permits from the City, at no cost.
- Geotechnical investigation access, schedule and procedures will be based on a mutually agreed upon approach between the City, Kimley-Horn and the Geotechnical Sub-consultant.
- Site restoration is limited to backfilling borings with on-site soils. All soil cuttings will be spread out on-site. Geotechnical Sub-consultant will backfill borings within paved areas using a quick setting concrete mix for the thickness of the existing pavement section.
- General clean-up does not include the restoration or re-vegetation of any disturbed areas.
- Up to approximately 30 hours are required to complete the field work.

Deliverables:

Following the completion of the engineering analysis, a report will be prepared with conclusions and recommendations. The report will present results of the geotechnical investigation. The geotechnical investigation will be completed in accordance with established professional practices and will include the following:

- Site plan showing exploratory boring locations
- Exploratory boring logs
- A table presenting core thicknesses
- Laboratory test results
- A detailed discussion of the geotechnical findings and recommendations, including:
 - Site conditions
 - Subsurface conditions
 - Site preparation and earthwork recommendations
 - Pavement recommendations

1.1.4. Preliminary Design

Kimley-Horn will prepare and submit a preliminary—up to thirty (30) percent complete—plans, and Opinion of Probable Construction Cost (OPCC). This task will include:

Preliminary Plan Set: Plan set envisioned to include the following:

- Cover Sheet and Sheet Index – up to 1 sheet
- General Notes Sheet – up to 1 sheet
- Project Layout and Survey Control – up to 1 sheet
- Plan Layout Sheets – up to 8 sheets
- Typical Cross Section and Detail Sheet – up to 1 sheet

Total estimated sheet count for the preliminary plan set is approximately 12 sheets.

Flood Study and Analyses (“No-Rise”): The effective FEMA Flood Insurance Study and Flood Insurance Rate Map shows a Zone AE flood zone and floodway on a portion of the subject Project area – specifically along Gabilan and Natividad Creeks and within the boundary of Car Lake. Zone AE is a flood zone that Base Flood Elevations (BFE) have been determined and have been modeled with detailed hydrologic and hydraulic methods.

Existing Conditions Analysis — Kimley-Horn will review the effective FEMA Flood Insurance Study (FIS) models from the FEMA project library. A digital Duplicate Effective Model (DEM) will be created by executing the effective hydrologic and hydraulic models. If necessary, the scans of the effective model input/output will be used to recreate the effective model. After executing the DEM, the results will be compared to the best available results from the effective model and discrepancies verified and noted.

Proposed Conditions Alternative — Upon completing of the existing conditions evaluation, Kimley-Horn will perform hydrologic/hydraulic analyses of the proposed grading plans to evaluate the impacts of the proposed improvements on the floodplain limits and elevations. The goal of this analyses will be to verify that the proposed improvements produce a “no-rise” situation. If the proposed plan creates a rise of 0.01-feet or greater – and if reasonable practicable – recommendations to revise the grading plan will be incorporated to eliminate the increase in the BFE.

Street Lighting Preliminary Research and Analysis: This task will include: information gathering and research on existing conditions associated with the street lighting design; setting up the AGI32 photometric analysis to reflect existing conditions.

Preliminary Opinion of Probable Construction Cost: This task will include the preparation of the Engineer's preliminary OPCC with itemized list of anticipated construction bid items.

Utility Coordination: Kimley-Horn will assist the City with outside entities by coordinating with owners and operators of conflicting utilities. Utility coordination is planned to follow the ABC Process as agreed upon by the APWA Joint Utilities Coordination Committee to collect Quality Level C information as defined by ASCE Standard 38-02 for the Collection and Depiction of Existing Subsurface Utility Data. Kimley-Horn will obtain permits necessary from the City, County, and utility companies. Existing underground utilities that have been surveyed shall be shown on the plans. Kimley-Horn will coordinate with the following utility providers.

- Sewer and Drainage – City
- Telephone /Communications – AT&T
- Gas and Electric – PG&E
- Cable TV – Comcast
- Water – California Water Company

Kimley-Horn will employ the services of a Subsurface Utility Locating Sub-consultant. The Subsurface Utility Locating Sub-consultant will perform up to six (6) potholes – up to a maximum of 72-inches deep – on utilities designated by Kimley-Horn. The Subsurface Utility Locating Sub-consultant will

mark and where applicable, record the utility type, depth, size, configuration and number for each pothole completed.

Assumptions and Clarifications:

- Assumes up to one (1) preliminary design project meeting at the City.
- No specifications will be prepared for this task.
- Full size plans will be prepared on 24" x 36" border sheets.
- Assumes all work for this project will be incorporated into one construction document set.
- Assumes FIS data request is required to obtain the hydrologic and hydraulic data for the effective FIS.
- Assumes no drainage improvements beyond swales needed for a section of the trail.
- Assumes a drainage report is not required.
- Assumes LOMR will be completed post construction under separate scope
- This scope does not include relocations or redesigns of existing utilities to avoid conflicts.
- The Task assumes that the City will provide one consolidated set of review comments on submittals within two weeks of receipt from Kimley-Horn. Comments received will be integrated or addressed under a subsequent Task.

Deliverables:

- Submittal will include three (3) copies of the Preliminary OPCC and Plans (1-full size, 2-half size, Bond Paper Only).
- CLOMR application (Optional)

1.2. Final Design

The final design includes project plans and technical specifications suitable for public works construction. The final design will be prepared in two (2) stages with three (3) submittals consisting of: "60% complete" plans only, and "90% complete" and "Bid Ready" Plans and Specifications. The plans shall be prepared using AutoCAD Civil 3D release 2018. Bid Ready plans shall be printed on mylar using 24" x 36" sheets and the City's title block. The mylar originals shall be delivered to, and become the property of the City. Kimley-Horn shall also provide the City with electronic DWG files of the plans in AutoCAD Civil 3D release 2018.

Kimley-Horn will include in the project plans and specifications a requirement that all asphalt concrete and base rock removed during construction shall be hauled away by the Contractor and delivered to a nearby materials plant in Salinas for recycling.

Kimley-Horn will provide routine reproduction during the term of the design contract. Kimley-Horn shall provide up to three (3) copies (1-full size, 2-half size, Bond Paper Only) for the 60% complete" and "90% complete" design submittals of the plans, specifications, engineer's OPCC and bid schedule, and the other contract documents identified in this scope. Adobe Acrobat pdf files shall be made available to the City for deliverables of the "60% complete" and "90% complete" design submittals.

1.2.1. Review Meetings

60% Plan Review Meeting: The plans will be considered 60% complete when the plan layout sheets are developed sufficient to show the final alignment of the sidewalks and trail, and the layout of the street lighting.

90% Plan Review Meeting: The plans will be considered 90% complete when the retaining wall design have been incorporated and added to the plans—including the retaining wall details. The purpose of this meeting will be to review previous assumptions and determine that final alignments, retaining wall design and details remain valid.

1.2.2. Project Plans

Kimley-Horn will prepare a set of working plans and specifications under this Task. Anticipated plan sheets are as follows:

- Cover Sheet and Sheet Index – up to 1 sheet
- General Notes Sheet – up to 1 sheet
- Project Layout and Survey Control – up to 1 sheet
- Plan Layout Sheets – up to 10 sheets
- Typical Cross Section and Detail Sheet – up to 1 sheet
- Grading and Drainage Sheets – up to 4 sheets
- Helical Pile and Superstructure Plan and Detail Sheets – up to 3 sheets
- Lighting Sheets – up to 6 sheets
- Lighting Detail Sheet – up to 1 sheet
- Pavement Delineation Plans and Details – up to 2 sheets
- Constitutional/Laurel Intersection Improvements (Additive Alternate) – up to 1 sheet
- SWPPP General Details – up to 2 sheet
- Traffic Control – up to 6 sheet
- Photometric Analysis – up to 6 sheets (Not part of Contract Documents bid set)

Total estimated sheet count for the Final Design “Bid Ready” plan set is up to 39 sheets.

1.2.3. Technical Specifications

Kimley-Horn will prepare technical specifications required to direct the contractor to execute the work according to City standards. It is understood that the City has specific Public Facilities Improvement Standards that will be adhered to for this project where applicable. Any additional specifications required for the project will be authored by Kimley-Horn and approved by the City prior to being included in the Contract Documents. Kimley-Horn shall include the City’s requirements for the front-end specifications, including the special provisions. Kimley-Horn shall provide the City with an electronic release Microsoft Word release 2016 file for the final specifications.

1.2.4. Contract Documents

Kimley-Horn will assemble the plans, City standard contract language front-end specifications and special provisions, and project specific technical specifications into Contract Documents applicable

for public works bidding. The City will receive three (3) complete sets of the completed submittal packages for internal review/use at the “60% complete” and “90% complete” submittals.

The project bid schedule may include up to one (1) additive alternate approved by the City. It is anticipated the additive alternate will include a portion of the trail improvements. It is anticipated that the total estimated opinion of probable construction cost for the additive alternate work items will not exceed twenty-five percent (25%) of the total estimated opinion of probable construction cost for the entire project.

1.2.5. OPCC

Kimley-Horn will prepare an engineer’s Opinion of Probable Construction Cost (OPCC) that will provide an opinion on anticipated costs to construct the project. An OPCC will be prepared to accompany the design submittals and will be Adobe Acrobat format. Contingencies will be incorporated into the OPCC submittals consistent with the stage and maturity of design completion. The OPCC shall be compiled in Microsoft Excel release 2016, and Kimley-Horn shall also provide the City with the Excel file for the “Bid Ready” OPCC submittal.

1.2.6. SWPPP

Kimley-Horn will prepare a SWPPP to meet the City’s stormwater permit requirements, which will be incorporated in the projects specifications and will include a SWPPP for construction of this project to be incorporated into the plans. Prior to construction, Kimley-Horn will assist the City in obtaining coverage under the Stormwater National Pollutant Discharge Elimination System (hereinafter “NPDES”) General Permit for Construction.

1.2.7. Street Lighting Design

Lighting Photometrics: Kimley-Horn will analyze the photometrics for proposed street lighting along E. Laurel Drive from Natividad Road to Sanborn Road, approximately 7,400-feet in length, and for the pedestrian level lighting along the proposed multi-use trail, approximately 1,700-feet in length. Kimley-Horn will use the AGI32 lighting software to determine the average foot-candle (fc) and uniformity levels for the street lighting along E. Laurel Drive. Photometric illuminance lighting levels will be consistent with the recommended values for City arterial streets per the ANSI/Illuminating Engineering Society (IES) RP-8-00 publication. The lighting levels for the multi-use path will be based on minimum pedestrian lighting levels that provide low level guidance lighting. The photometric analysis will be presented on up to six (6) 24” x 36”, full-size sheets at a 1”=40’ scale. Kimley-Horn will analyze an LED cobra head light fixture and pole height for the street lights and a bollard style pedestrian light for the multi-use path similar to those shown in the project cross-sections.

Lighting Sheets: Kimley-Horn will prepare lighting plans for the street lighting along E. Laurel Drive from Natividad Road to Sanborn Road, approximately 7,400-feet in length, and for the pedestrian level lighting along the proposed multi-use trail, approximately 1,700-feet in length. Kimley-Horn will prepare the lighting plans at a 1”=40’ scale using the base maps prepared for the street and multi-use trail civil plans. The lighting plans will be presented on up to six (6) 24” x 36”, full-size sheets. Kimley-Horn will also anticipate one (1) sheet for lighting details. Kimley-Horn anticipates connecting the new

lights to an existing PG&E electrical system. Support to the City in the coordination with PG&E for electrical service feed points will be included as part of this task. Kimley-Horn has budgeted up to eleven (11) hours of effort for this task. Kimley-Horn will conduct the necessary voltage drop calculations to determine the wires sizes. Light pole placement will be based on the photometric analysis. Kimley-Horn anticipates using the City standard foundation detail for the new dual street light poles located in the median.

Modified Street Lighting Foundation Design: Kimley-Horn anticipates the street lights located on embanked areas may require a modified foundation design. Kimley-Horn will prepare one (1) modified street lighting foundation detail to be used in the embanked area of the roadway.

1.2.8. Constitution/Laurel Intersection Improvements

Kimley-Horn will prepare one (1) intersection improvement plan for the anticipated the intersectional improvements at Constitution/Laurel. It is anticipated this work will be bid as an additive alternate. The intersection improvements include: pedestrian warning signs, modifications to the traffic signal phases to accommodate a pedestrian phase for the free right-turn lanes, pushbuttons for both pedestrians and bicyclists, and pedestrian street lighting adjacent to the crosswalks across the free right-turn lanes.

1.2.9. Traffic Control Design

Kimley-Horn will prepare traffic control plans at a scale of 1"= 50' to indicate temporary traffic delineation for the proposed improvements. The traffic control plans will be submitted at the "90% complete" and "Bid Ready" submittals. The traffic control consists of showing short-term lane closures along the westbound outside lane for the sidewalk improvements, and the inside lanes of both eastbound and westbound for the street lighting improvements within the median. It is anticipated no open-cut road crossing will be employed. Traffic control plans for the sidewalk and street lighting improvements at the intersections will include up to two (2) stages.

Assumptions and Clarifications:

- Assumes up to one (1) design review meeting at the City for the "60% complete and 90% complete.
- Full size plans will be prepared on 24" x 36" border sheets.
- Assumes all work for this project including street lighting and traffic control will be incorporated into one (1) construction document set for reviewing and for bidding.
- Assumes no drainage improvements beyond swales needed for a section of the trail.
- Assumes a drainage report is not required.
- This scope does not include relocations or redesigns of existing utilities to avoid conflicts.
- The Task assumes that the City will provide one consolidated set of review comments on submittals within two weeks of receipt from Kimley-Horn. Comments received will be integrated or addressed under a subsequent Task.

Deliverables:

- The “60% complete” and “90% complete” submittals will include three (3) copies of the engineer’s OPCC, and the Plans (1-full size, 2-half size, Bond Paper Only). The “60% complete” submittal will include the technical specifications in Adobe Acrobat format, the “90% complete” submittal will include the City’s Front-end specifications with special provisions, and the technical specifications in Adobe Acrobat format.

1.3. Bidding Phase

1.3.1. Response to Bidders Questions and Addendum

Kimley-Horn will offer response to bidder’s questions and comments during the bidding of the Project. For this task Kimley-Horn has assumed a total of ten (10) bidder’s questions assuming a total of one-hour for drafting an applicable response to each question; and one (1) addendum to the Project contract documents.

Geotechnical Bidding Support: During the bidding process, Geotechnical Sub-consultant will assist the Kimley-Horn, if needed, with responses to RFIs where they involve the geotechnical engineering investigation. It is anticipated that this assistance will be in the form of e-mails or short letters addressing specific concerns in relevant RFIs. Preparation of the formal RFI responses to bidders will be completed by Kimley-Horn.

1.3.2. Pre-Bid Meeting

Attendance at up to one (1) project Pre-Bid meeting held at the City.

Assumptions, Clarifications and Exclusions:

- For the bidding phase, all communications will be directed through the City’s representative(s). No direct communications will take place between Kimley-Horn and prospective bidder’s or their subcontractors and vendors.
- Kimley-Horn will not be responsible for recording the minutes of the pre-bid meeting.
- Opinion or analysis for bid protests are not included with the scope.
- Kimley-Horn has incorporated an allowance in the proposed maximum fee to address up to one (1) addendum.

Deliverables:

- Initial response to bidder’s questions will be provided in the form of e-mail communications; if feasible all responses to bidder’s questions will be included in an addendum.

2. Environmental Compliance Phase Services

2.1. Technical Study Work Program

Kimley-Horn proposes to prepare technical studies in conformance with the California Environmental Quality Act (CEQA) and the City’s environmental processes and policies. Kimley-Horn will engage

the services of Sub-consultants in the performance of this task. Based upon our knowledge of the project site and the City's processes, the KHA Team has developed the following technical study work plan to satisfy CEQA and City environmental requirements (the scope, and ultimate budget, for the following tasks assumes responses on two (2) consolidated sets of City review comments and no NEPA compliance or Caltrans involvement).

2.1.1. Biological Resources

Biotic Survey: The existing biological resources within the project area will be documented in this task. Prior to conducting the field survey, existing information on the site will be gathered and reviewed. This information will include accessing data from applicable databases (i.e., CNDDDB and CNPS rare species/habitat inventories) and any other applicable reports/maps for the region. Data collected for the 2015 biological analysis will be reviewed and updated, as necessary to reflect current site conditions.

The current biotic resources of the project site will be identified through a reconnaissance-level field survey. Previously mapped data (from 2015) will be updated during the field visit. The edge of the riparian woodland will be re-checked. The assessment will re-check the area's potential to support sensitive biotic resources, including habitats of concern (i.e., in-stream wetlands, riparian areas, native trees) and potential occurrence of special status species. Known and/or potential habitat for sensitive species will be re-evaluated. The study will assume that Congdon's tarplant is still present near the project site, as documented in the 2015 biological analysis. The locations of known and/or potential habitat for special status species will be identified, as applicable.

Report Findings: A report summarizing the biological survey work will be prepared. The report will include a narrative description of site features, literature reviewed, and data from databases and the field reconnaissance survey. Mapped data, as discussed above, will also be presented.

The proposed project will be evaluated as per CEQA significance criteria. The KHA Team will identify potential impacts to sensitive habitats and/or species from the proposed project and discuss these in a report of findings. Measures to remedy any impacts to biological resources to a less-than-significant level will be identified, as applicable.

2.1.2. Cultural Resources (including AB 52)

Archival and Records Search and Native American Consultation: Pacific Legacy will perform tasks as a Sub-consultant member of the KHA Team. The KHA Team will request an updated archival and records search of the Project area at the Northwest Information Center (NWIC) of the California Historical Resources Information System (CHRIS) at Sonoma State University, Rohnert Park. The archival and records search will be conducted for a 0.25-mile radius surrounding the Archaeological APE and will reveal all known cultural resources and prior cultural resource studies associated within the Project area. Sub-consultant has budgeted two hours of NWIC staff time to complete this task. Results are typically obtained within 10 to 15 business days after submitting the request. If the archival and records search exceeds two (2) hours, the NWIC will assess an additional charge. The KHA Team has no control over this cost. New information will be folded into the existing Cultural Resources Report prepared in 2015.

The KHA Team will also contact the Native American Heritage Commission (NAHC) in Sacramento to request a search of the Sacred Lands File for the Project area. Sub-consultant will also request from the NAHC a list of potential Native American stakeholders for Monterey County who may have knowledge of or interest in the Project area. On behalf of the local agency and consistent with state and federal mandates, the KHA Team will contact these potential stakeholders to inform them about the Project and to solicit their input.

Cultural Resources Survey and Report: After the literature review is completed, a Cultural Resources Survey Report will be prepared as appropriate for documenting the type(s) of resources encountered, previous studies conducted, results of Native American consultation, and summary. The report will include mapping as needed and archaeological site location data if appropriate. The report will also contain recommendations for further studies if needed. The KHA Team has included time for one (1) day of survey to inspect new project components for the presence of cultural resources.

The KHA Team's field methods and compliance documents will follow the State Office of Historic Preservation guidelines published as Archaeological Resource Management Reports (ARMR): Recommended Contents and Format and Guidelines for Archaeological Research Designs. Reporting format and contents will follow State Office of Historic Preservation ARMR guidelines. All reports and site records will be submitted to the appropriate CHRIS Information Center.

AB 52 Consultation: Assembly Bill 52 (AB 52), effective July 1, 2015, requires that a new resource category of Tribal Cultural Resources be added to the CEQA guideline. As such, the KHA Team will request from the City of Salinas a list of Native American stakeholders who have requested AB 52 consultation. The KHA Team will prepare initial request for certification for the City. These should be mailed out on City letterhead. The KHA Team assumes contact will be via certified letter. In addition to preparing the AB 52 request for consultation letter, The KHA Team has budgeted for up to three (3) hours of staff time to assist the City of Salinas AB 52 consultation. The results of Native American consultation efforts will be provided by the City for inclusion in the CEQA document.

2.1.3. Hazardous Materials Memorandum

Kimley-Horn will prepare a Hazardous Materials Memorandum (Memorandum) for the project. The Memorandum will be prepared to support the CEQA environmental document.

Kimley-Horn will document the existing hazards and hazardous materials conditions at the project site via regulatory database research and site reconnaissance. Kimley-Horn will review Federal, tribal, State, and local agency records regarding known hazardous material sites/handlers. Identified regulatory sites, within the project boundaries, will be listed within a technical memorandum. Kimley-Horn will utilize the industry's standard database provider, Environmental Data Resources, Inc. (EDR), in order to obtain the regulatory database information. Kimley-Horn will prepare a memorandum that discusses the EDR database report and identifies the potential of environmental conditions within the project site because of the reported regulatory properties both on-site and off-site, if any.

Kimley-Horn will perform a site visit, which will consist of a visual examination of the project site for visual evidence of potential environmental concerns. No subsurface investigations would occur for

this ISA Checklist and Memorandum. This Memorandum will not be prepared in accordance with ASTM Standard Practice 1527-13. Should the City require more analysis, Kimley-Horn can provide this analysis under a separate scope of work and fee.

2.2. CEQA Compliance

Kimley-Horn will prepare an Initial Study (IS) in conformance with CEQA and the regulations requirements and procedures of other responsible Public Agency with jurisdiction by law. Based on our current project understanding, the following scope of work assumes preparation of an IS leading to a Mitigated Negative Declaration (MND). Should one or more impacts be identified as Significant and Unavoidable, thus necessitating the preparation of an Environmental Impact Report (EIR), a separate scope of work and budget can be prepared for the alternative environmental documentation.

2.2.1. Draft Initial Study

Kimley-Horn will prepare an IS in accordance with the City's CEQA criteria. Kimley-Horn will evaluate the necessary information with respect to the existing conditions, the potential adverse effect of project implementation (both individual and cumulative), and measures to mitigate such effects. One (1) PDF version of the complete Draft IS and Draft MND, with figures and appendices, and one (1) word version of the Draft IS/MND will be provided to the City. In consultation with the City, Kimley-Horn will revise the Draft IS/MND and provide the City with one (1) PDF Screencheck Draft IS/MND for final City approval prior to public review. Kimley-Horn will respond up to two (2) rounds of City comments received on the Administrative Draft IS.

2.2.2. Public Distribution and Review

Up to thirty-five (35) copies, including the fifteen (15) required for the State Clearinghouse, of the Public Review Draft IS/MND will be provided to the City for public distribution. Kimley-Horn will deliver the required fifteen (15) copies to the State Clearinghouse under this Task.

Kimley-Horn will provide to the City a Notice of Availability (NOA) following approval of the Draft IS for distribution as well as for publication in a newspaper of general circulation, such as the Salinas Californian or the Monterey Herald – Salinas Valley News. Kimley-Horn representatives will attend and represent the Project Team at one (1) public meeting or workshop (such as a Planning Commission Meeting held during public review), and will prepare a power point presentation for City use and will make presentations as necessary at the public meeting.

2.2.3. Response to Comments

Kimley-Horn will respond to comments received on the Draft IS/MND during the 30-day public review period. The Draft Responses to Comments will be prepared for review by City staff. Following review of the Draft Responses to Comments, Kimley-Horn will finalize this section for inclusion in the Final IS. Kimley-Horn has budgeted up to forty-five (45) hours of effort for responding to comments received, and twenty (20) hours of effort for finalizing the Final IS.

2.2.4. Mitigation Monitoring Reporting Program

To comply with the Public Resources Code Section 21081.6 (AB 3180), Kimley-Horn will prepare a Draft Mitigation Monitoring and Reporting Program (MMRP) which will be submitted to the City for review and approval. The KHA Team will respond to one (1) complete set of City comments on the

Draft MMRP. The Draft MMRP will be defined through our knowledge of the City's process as well as working with staff to identify appropriate monitoring steps and procedures in order to provide a basis for monitoring such measures during and upon project implementation.

2.2.5. Final Environmental Document

The Final IS/MND will be assembled to include the Draft IS/MND, Comments and Responses, Technical Appendices, and Final MMRP. The Final IS/MND will be provided to the City for distribution. If the City requests, Kimley-Horn can provide a copy of the Final IS/MND to the State Clearinghouse; however, Finals are not required to be submitted to the State Clearinghouse.

Kimley-Horn will provide to the City up to two (2) Public Hearing Notices; one (1) for the Planning Commission Hearing, and one (1) for the City Council hearing. The public notices will be provided to the City for distribution as well as for publication in a newspaper of general circulation, such as the Salinas Californian or the Monterey Herald – Salinas Valley News. Kimley-Horn representatives will attend and represent the Project Team at two (2) public hearings (one for Planning Commission and one for City Council). Kimley-Horn will prepare a power point presentation for City use and will make presentations as necessary at these hearings.

2.2.6. Staff Report and Resolution

Kimley-Horn will provide administrative assistance to facilitate the CEQA process including assisting in the preparation of up to two (2) draft Staff Reports and associated Resolutions: one (1) draft Staff Report and associated Resolutions for City Staff to use at the Salinas Planning Commission hearing; and one (1) draft Staff Report and associated Resolutions for City Staff to use at the Salinas City Council hearing.

2.2.7. Notice of Determination

Kimley-Horn will complete the CEQA process for environmental clearance including the filing of the Notice of Determination (NOD). A draft NOD will be prepared and submitted to the City for review and comment. Following the review, Kimley-Horn will prepare a Final NOD and submit to the City for proper posting. The NOD must be posted at the County Clerk's office within five (5) days of City Council approval of the proposed project and certification of the IS/MND. At the time of the posting, the City must pay the CDFW document filing fee, which, as of January 1, 2018, will be \$2,280.75 for an MND. Kimley-Horn assumes that the City will provide payment of this fee at the time that they file the NOD at the County Clerk's office.

2.2.8. CEQA Task Management and Coordination

Kimley-Horn's CEQA Task Manager will be responsible for overall management and supervision of the environmental Sub-consultants and environmental members of the KHA Team. The Task Manager will undertake consultation and coordination of the project and review the environmental documentation for compliance with CEQA requirements and procedures, and will coordinate with the City regarding this environmental document. The CEQA Task Manager will be responsible for the day-to-day coordination with all technical staff, sub-consultants, and support staff. It is the goal of

Kimley-Horn to serve as an extension of City staff throughout the duration of the environmental process.

Meeting Attendance: Kimley-Horn anticipates several meetings with City staff for the Environmental Compliance Phase services, including up to ten (10) progress meetings (via conference call), one (1) public meeting/workshop, and one (1) hearing, if deemed necessary. The CEQA Task Manager will attend these referenced meetings and make presentations as necessary. The CEQA Task Manager, along with other key Project Team personnel, will also be available to attend meetings with affected jurisdictions, agencies, and organizations as needed to identify issues, assess impacts, and define mitigation. The following meetings are anticipated through environmental certification and included in this scope of services:

- Up to ten (10) conference call meetings with City staff to provide CEQA oral progress reports, resolve issues, review comments on Administrative documents and receive any necessary direction from staff.
- Up to one (1) public meeting during the processing of the IS/MND with presentations as necessary, as determined by City Staff.
- Up to one (1) public hearing, if requested during the public comment period.

Assumptions and Clarifications:

The environmental scope of work has been developed based on the following assumptions:

- Supporting technical documents will be developed pursuant CEQA guidelines only;
- Construction impacts related to air quality, greenhouse gas emissions, and noise can be included as sections within the environmental document;
- One project alternative is assessed through environmental review;
- Compliance with the National Environmental Policy Act (NEPA) will not be required based on the understanding that there is no federal nexus; and
- It is assumed all services provided under this Task Order will be completed within 18 months of the notice to proceed.

For the purpose of this proposal, the KHA Team understands that there is no federal funding or other such federal nexus; therefore, this proposal does not include NEPA compliance. However, if funding sources change, and NEPA compliance is required, the KHA Team will work with the City and Caltrans to determine the best approach for technical studies and the environmental document.

Deliverables

- One (1) electronic copy (PDF) of each Draft technical study for City review.
- One (1) electronic copy (PDF) of each Final technical study for City processing.
- Two (2) electronic copies (word and PDF) of the Draft IS/MND for City review.
- Twenty (20) hard copies of the Public Review Draft IS/MND for City public distribution.
- Fifteen (15) hard copies of the Public Review Draft IS/MND to the State Clearinghouse.
- Fifty (50) CD copies of the Public Review Draft IS/MND for public distribution.

- Ten (10) hard copies of the Final IS/MND and MMRP.

3. Project Management

3.1. Contract Management and Client Communications

Under this Task, Kimley-Horn will perform the following tasks:

3.1.1. Contract Management

Under this task Kimley-Horn will manage the contract and subcontract schedules and budgets. This task includes invoicing tasks and maintaining internal Kimley-Horn project controls related to staffing, schedules and budgets.

This task also includes managing contract/subcontract solicitation, preparations, negotiations and execution.

3.1.2. Client Communications

Kimley-Horn will implement a City communication process that involves ongoing project related email and phone calls, and participation in up to three (3) progress meetings or project coordination meetings at the City. These meetings are in addition to other Task related meetings with the City.

3.1.3. Schedule:

Kimley-Horn will provide a project outline schedule for the design, and a monthly summary status report to the City covering the progress of work, including identifying delays and describing any problems or factors contributing to the delays.

Assumptions and Clarifications:

- It is assumed all services provided under this Task Order will be completed within 18 months of the notice to proceed.
- It is assumed all modifications to the existing lane striping and pavement markings on E. Laurel Dr. – excluding the existing bike lane strip – shall be completed by another project and is not part of this scope.
- Assumes meetings are scheduled so that travel and meeting participation can take place in a single day with no overnight.
- Assumes all permit fees and costs will be paid directly by the City.

Additional Services

Additional services we can provide include, but are not limited to, the following:

- Additional Topographic and Boundary Survey not specifically identified as included in this scope of services
- Visual Renderings of the Concept for public meetings
- Meetings with affected jurisdictions, agencies, and organizations not specifically identified as included in this scope of services

FEMA Conditional Letter of Map Revision (CLOMR):— (Optional) If a CLOMR is deemed required by the City, it is anticipated that the CLOMR would need to be approved by FEMA prior to issuance of a land disturbance/grading permit. A CLOMR will be triggered by the proposed construction placing fill within the effective floodway which results in an increase in the 1-percent (100-year) floodplain or floodway elevations, and results in a revision to the floodway boundary. The Proposed Conditions Model (PCM) will be created by revising the ECM to reflect project build-out. The proposed grading plan will be used to create a proposed ground surface and update the modeled cross sections and add any proposed structures (e.g. retaining walls, culverts, etc.).

FEMA CLOMR Application and Submittal — the CLOMR application will be prepared to include:

- Flood study report with project narrative
- Digital copy models
- Summary of model results
- Preliminary Grading Plan
- FEMA MT-2 forms
- Topographic Work Map
- Annotated FIRM
- Updated flood profiles for all proposed channel reaches
- Updated Summary of Discharges Table
- Updated Floodway Data Table

Kimley-Horn will submit the CLOMR application to the City for review and concurrence. It is anticipated that the City's floodplain administrator will need to sign FEMA's MT-2 Form 1 (Community Acknowledgement and Concurrence). Upon receipt of the City's consent the application will be submitted to FEMA. Kimley-Horn will track the CLOMR application and respond to requests for additional data or clarifications by phone or e-mail in a timely manner.

Information Provided by Client:

Kimley-Horn shall be entitled to rely on the completeness and accuracy of all information provided by the Client or the Client's consultants or representatives.

Schedule:

Kimley-Horn will provide our services as expeditiously as practicable to meet a mutually agreed upon schedule.

Fee and Expenses:

Kimley-Horn will perform the services in Tasks 1, 2 and 3 for a total lump sum fee of \$524,457 (see Task breakdown below). Individual task amounts are informational only – Kimley-Horn reserves the right to shift budget amounts among tasks as appropriate. All permitting, application, and similar project fees will be paid directly by the Client.

Estimated Cost by Task:

1 – Design Phase Services	\$332,716
2 – Environmental Compliance Phase Services	\$171,611
3 – Project Management	\$20,130
Total Fee.....	\$524,457

Optional Task

CLOMR.....	\$12,740
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Tasks 1, 2 and 3 will be invoiced monthly based upon the overall percentage of services performed.
Payment will be due within 30 days of receipt of the invoice.

KIMLEY-HORN AND ASSOCIATES, INC.

ACCEPT

By: Pearse Melvin P.E. Date
Vice President
CA PE # C63346

City of Salinas Date