

**CITY COUNCIL MEETING
OF THE
CITY OF PARLIER**

“SPECIAL MEETING AGENDA”

DATE: Wednesday, July 06, 2016
TIME: 6:30 P.M.
PLACE: Parlier City Council Chambers
1100 E. Parlier Avenue
Parlier, CA. 93648

I. CALL TO ORDER/WELCOME:

Roll Call: Mayor Alma M. Beltran, Mayor Pro-Tem Raul Villanueva, Councilwoman Diane Maldonado, Councilwoman Yolanda Padilla, Councilman Juan Montaña, City Clerk Dorothy Garza.

Flag Salute: Mayor Alma M. Beltran

Invocation: Council member Yolanda Padilla

II. ADDITIONS/DELETIONS TO THE AGENDA:

III. DEPARTMENT REPORTS:

A. PUBLIC WORKS:

1. SUBJECT: Heritage Park Contract Amendment 06 and 07

RECOMMENDATION: Staff recommends the City Council approve Contract Amendment 07 between the City of Parlier and RRM Design Group for the Heritage Park Project and authorize the City Manager to execute the Agreements.

IV. ADJOURNMENT:

V.

ADA Notice: In compliance with the American with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk at (559) 646-3545 ext. 227. Notification 48 hours prior to the meeting will enable the City to make arrangements to ensure accessibility to this meeting.

Documents: Any writings or documents provided to a majority of the City Council regarding any item on this agenda will be made available for public inspection at the front counter at City Hall located at 1100 E. Parlier Avenue, Parlier, CA. during normal business hours. In addition, most documents are posted on the City's website at parlier.ca.us

STATEMENT ON RULES OF DECORUM AND ENFORCEMENT

The Brown Act provides that members of the public have a right to attend public meetings, to provide public comment on action items and under the public forum section of the agenda, and to criticize the policies, procedures, or services of the city or of the acts or omissions of the city council. The Brown Act also provides that the City Council has the right to exclude all persons who willfully cause a disruption of a meeting so that it cannot be conducted in an orderly fashion.

During a meeting of the Parlier City Council, there is a need for civility and expedition in the carrying out of public business in order to ensure that the public has a full opportunity to be heard and that the Council has an opportunity to conduct business in an orderly manner. The following is provided to place everyone on notice of the rules of decorum and enforcement.

GENERAL RULES OF DECORUM

While any meeting of the City Council is in session, the following rules of decorum shall be observed:

1. All remarks shall be addressed to the City Council as a whole and not to any single member, unless in response to a question from a member of the City Council.
2. A person who addresses the City Council under public comment for a specific agenda item or under the Public Forum section of the agenda may not engage in speech or conduct (i) which is likely to provoke others to violent or riotous behavior, (ii) which disturbs the peace of the meeting by loud and unreasonable noise, (iii) which is irrelevant or repetitive, or (iv) which disrupts, disturbs, or otherwise impedes the orderly conduct of any City Council meeting.
3. A person, other than members of the Council and the person, who has the floor, shall not be permitted to enter into the discussion unless requested by the Mayor to speak.
4. Members of the City Council may not interrupt a person who has the floor and is making public comments. Members of the City Council shall wait until a person completes his or her public comments before asking questions or commenting. The Mayor shall then ask Council members if they have comments or questions.
5. No person in the audience at a Council meeting shall engage in disorderly or boisterous conduct, including the utterance of loud, threatening or abusive language, whistling, stamping of feet or other acts which disturb, disrupt or otherwise impeded the orderly conduct of any Council meeting.



AGENDA ITEM: 111 - A1

MEETING DATE: 07-06-16

DEPARTMENT: Public Works

REPORT TO CITY COUNCIL

SUBJECT:

Heritage Park Contract Amendment 06 and 07.

RECOMMENDATION:

Staff recommends the City Council approve Contract Amendment 06 and Contract Amendment 07 between the City of Parlier and RRM Design Group for the Heritage Park Project and authorize the City Manager to execute the Agreements.

BACKGROUND:

After reviewing the initial design and cost associated with the original scope as listed in the Park Grant Application, the initial park budget was over the funds awarded in the Park Grant of \$2,641,564.00. City staff requested RRM Design Group to alter the initial design of the park to keep the park budget within the remaining funds available in the Park Grant.

Based on RRM Design Group's original contract of \$532,442.00, they have used \$383,879.30 for work performed to date, leaving \$148,562.70 still available under their original contract.

RRM Design Group submitted Amendment 06 that will reallocate the unused funds of \$148,562.70 to the new design of the park.

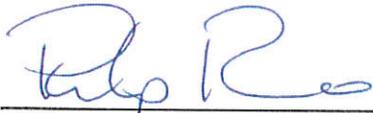
RRM Design Group submitted Amendment 07 for an additional \$283,000.00 for the change to the initial design of the park.

The redesign of the park is necessary to keep the budget of the park within the remaining funds available from the Park Grant. The submitted Amendment 06 and 07 has been reviewed by the City Engineer and staff and has been determined to be reasonable. The proposed change would increase RRM Design Group's contract to \$666,879.30 and would be covered by the Grant.

FISCAL IMPACT:

The goal is to keep the both the design and construction costs within the Park Grant amount of \$2,641,564.00 so there would be no fiscal impact to the City of Parlier.

Prepared By:



Philip Romero, City Engineer
Yamabe & Horn Engineering, Inc.

Approved By:

Israel Lara, Jr
City Manager

Attachments: Amendment 06
Amendment 07

_____ Finance Director _____ Attorney _____ City Manager



CONTRACT AMENDMENT 06

Client: City of Parlier	Project Number: 1312050
Project Name: City Heritage Park	Date: May 10, 2016

Method:

- Letter
- Client authorization required
- Email authorization attached to parties
- Included in contract, authorization not required

Fee Type(s):

- Fixed Fee
- Time & Materials/Not to Exceed (T&M/NTE)
- Time & Materials (T&M) - Hourly
- Time & Materials (T&M) - Hourly

DESCRIPTION OF AMENDMENT ACTION

On April 19, 2016, a revised park program and cost estimate review meeting was convened to develop a plan to reduce the implementation costs for City Heritage Park down to \$2.2 million (inclusive of hard and soft costs). This amendment (06) serves to terminate work on the current City Heritage Park design program (with the exception of the ongoing soils remediation work and reimbursable expenses) effective April 30, 2016, and reallocate the remaining design and construction management budget to a subsequent amendment (07), which will include the effort to redesign the park, revise and update the construction documents, and provide construction management.

The table attached as "Exhibit A" provides detailed information on the current scope of service tasks, remaining task budgets, Amendment 07 reallocation amounts, and the new total contract budget resulting from this current contact amendment. A summary is provided below

Total Original Contract	\$ 532,442.00
Total Amendment 06 Reduction (reallocation to Amend 07)	\$ -148,562.70

Total Amended Contract Amount **\$ 383,879.30**



AUTHORIZATION TO PROCEED BY CLIENT REPRESENTATIVE:

Sign

Date

Print Name, Title

	Incurred	Amount	Amount (to Amd 07)	Amount	Amount
ic Survey/Base Mapping	\$ 5,700.00	\$ 5,700.00	\$ -	\$ -	\$ 5,700.00
al Investigation	\$ 14,080.00	\$ 14,080.00	\$ -	\$ -	\$ 14,080.00
Material Survey	\$ 33,220.00	\$ 33,220.00	\$ -	\$ -	\$ 33,220.00
mittee Mtg #1	\$ 2,100.00	\$ 2,100.00	\$ -	\$ -	\$ 2,100.00
l Park Layout Alternatives	\$ 8,579.00	\$ 8,579.00	\$ -	\$ -	\$ 8,579.00
mittee Mtg #2	\$ 1,000.00	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
in Development Plan	\$ 13,697.00	\$ 13,697.00	\$ -	\$ -	\$ 13,697.00
mittee Mtg #3	\$ 1,000.00	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
in Development Plan	\$ 17,915.00	\$ 17,915.00	\$ -	\$ -	\$ 17,915.00
er Quality Management Plan	\$ 6,441.25	\$ 6,800.00	\$ 358.75	\$ 358.75	\$ 6,441.25
Construction Documents	\$ 85,496.00	\$ 85,496.00	\$ -	\$ -	\$ 85,496.00
Construction Documents	\$ 50,142.80	\$ 51,298.00	\$ 1,155.20	\$ 1,155.20	\$ 50,142.80
t Construction Documents	\$ 15,572.15	\$ 17,099.00	\$ 1,526.85	\$ 1,526.85	\$ 15,572.15
Construction Documents	\$ 11,495.00	\$ 17,099.00	\$ 5,604.00	\$ 5,604.00	\$ 11,495.00
pport	\$ -	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ -
on Support	\$ -	\$ 19,400.00	\$ 19,400.00	\$ 19,400.00	\$ -
on Observation	\$ -	\$ 18,625.00	\$ 18,625.00	\$ 18,625.00	\$ -
awings	\$ -	\$ 3,684.00	\$ 3,684.00	\$ 3,684.00	\$ -
bility Review	\$ -	\$ 6,300.00	\$ 6,300.00	\$ 6,300.00	\$ -
Management	\$ -	\$ 3,800.00	\$ 3,800.00	\$ 3,800.00	\$ -
uction Conference	\$ -	\$ 1,760.00	\$ 1,760.00	\$ 1,760.00	\$ -
on Phase Management	\$ -	\$ 75,280.00	\$ 75,280.00	\$ 75,280.00	\$ -
ordination & Management	\$ 15,500.00	\$ 15,500.00	\$ -	\$ -	\$ 15,500.00
velopment Team Meetings	\$ 3,720.00	\$ 3,720.00	\$ -	\$ -	\$ 3,720.00
Assistance	\$ 2,812.50	\$ 4,400.00	\$ 1,587.50	\$ 1,587.50	\$ 2,812.50
il Presentation	\$ 1,070.00	\$ 1,070.00	\$ -	\$ -	\$ 1,070.00
Site Boring (Amend 01)	\$ 19,750.00	\$ 19,750.00	\$ -	\$ -	\$ 19,750.00
l Showers (Amend 02)	\$ 5,080.00	\$ 9,500.00	\$ 4,420.00	\$ 4,420.00	\$ 5,080.00
& Project Coord (Amend 03)	\$ 6,250.00	\$ 6,250.00	\$ -	\$ -	\$ 6,250.00
gation Work Plan (Amend 03)	\$ 3,400.00	\$ 3,400.00	\$ -	\$ -	\$ 3,400.00
gation Activities (Amend 03)	\$ 21,500.00	\$ 21,500.00	\$ -	\$ -	\$ 21,500.00
Amend 03)	\$ 8,585.28	\$ 9,900.00	\$ 1,314.72	\$ 1,314.72	\$ 9,900.00
ed Park Plan-3 Options (Amend 04)	\$ 4,160.00	\$ 4,160.00	\$ -	\$ -	\$ 4,160.00
vised Park Plan-2 Options (Amend 04)	\$ 2,120.00	\$ 2,120.00	\$ -	\$ -	\$ 2,120.00
antation (Amend 04)	\$ 2,320.00	\$ 2,320.00	\$ -	\$ -	\$ 2,320.00
ption (Amend 04)	\$ 1,700.00	\$ 1,700.00	\$ -	\$ -	\$ 1,700.00
rf Analysis (Amend 05)	\$ 2,220.00	\$ 2,220.00	\$ -	\$ -	\$ 2,220.00
in Cost Estimate (Amend 05)	\$ 8,438.60	\$ 8,500.00	\$ 61.40	\$ 61.40	\$ 8,438.60
bles	\$ 3,573.36	\$ 7,500.00	\$ 3,926.64	\$ 3,926.64	\$ 7,500.00



CONTRACT AMENDMENT 07

Client: City of Parlier	Project Number: 1312050
Project Name: City Heritage Park	Date: May 10, 2016

Method:

- Letter
- Client authorization required
- Email authorization attached to parties
- Included in contract, authorization not required

Fee Type(s):

- Fixed Fee
- Time & Materials/Not to Exceed (T&M/NTE)
- Time & Materials (T&M) - Hourly
- Time & Materials (T&M) - Hourly

DESCRIPTION OF WORK TO BE PERFORMED

I. SCOPE OF WORK SUMMARY

In an effort to reduce the construction costs for City Heritage Park, RRM Design Group (RRM) will provide to the City of Parlier (City) Project Management and Coordination, Design Development, Construction Drawings, Specifications and Cost Estimates, and Construction Management services for a smaller scale version of the new 3.25-acre community park. The park's design will be consistent with the revised plan (Attached as Exhibit A). Project elements include:

- Open turf area to accommodate one (1) soccer field.
- Drought tolerant landscape in non-turf areas.
- Walking paths
- Picnic/seating areas
- Playground
- Pre-fabricated gazebo
- Pre-fabricated restroom
- Irrigation system in compliance with the City's Water Conservation Ordinance.
- Soils Management Plan report



II. SCOPE OF SERVICES TASK SUMMARY

Task G: Final Design Services

- Subtask G.01: Design Development and Budget Assessment
- Subtask G.02: 90% Draft Construction Documents
- Subtask G.03: 100% Draft Construction Documents
- Subtask G.04: Bid-Ready Construction Documents
- Subtask G.05: Storm Water Quality Management Plan
- Subtask G.06: Storm Water Pollution Prevention Plan (SWPPP)

Task H: Bidding and Construction Support Services

- Subtask H.01: Bidding Support
- Subtask H.02: Construction Support
- Subtask H.03: Construction Observation
- Subtask H.04: Record Drawings

Task I: Construction Management Services

- Subtask I.01: Bid Phase Management
- Subtask I.02: Pre-Construction Conference
- Subtask I.03: Construction Phase Management
- Subtask I.04: Project Close-Out

Task J: Project Coordination Services

- Subtask J.01: Project Coordination & Management
- Subtask J.02: Project Development Team Meetings



III. DETAILED SCOPE OF SERVICES

TASK G: FINAL DESIGN SERVICES

Subtask G.01: Design Development and Budget Assessment

Based on the revised park program and cost estimate review meeting convened on April 19, 2016, and the project's maximum budget is \$2.2 million (inclusive of hard and soft costs), RRM will revise the park's design to a Design Development level sufficient for estimating construction costs to confirm costs are within the established budget. To achieve this goal, the design development package will include the layout of major park elements, schematic grading and drainage, schematic planting and irrigation and schematic demolition. This will be an iterative process with the RRM's cost estimator, LSA, involving cost review, value engineering, and design revisions to bring the park's design in line with the available budget.

With the design and cost analysis in alignment, RRM will prepare a colored rendered plan view graphic of the revised park layout for presentation to City Council and State grant representatives. The revised park layout will be accompanied by a preliminary cost estimate.

- Deliverables:*
- Draft park layout plan(s) and cost evaluations as progress updates.
 - One (1) color rendered revised park layout plan.
 - One (1) preliminary cost estimate.

Subtask G.02: 90% Draft Construction Documents

RRM will prepare 90% Construction Documents (see Construction Document Package Contents listed in Section VII) based on the approved design development package. The 90% Construction Documents will be submitted to the City's Project Manager for distribution to, and plan-check by, Engineering staff.

- Deliverables:*
- Four (4) sets 90% Draft Construction Document package for review by Engineering staff.
 - One (1) updated cost estimate.

Subtask G.03: 100% Construction Documents

RRM will prepare 100% Construction Documents that address plan-check comments generated from the City's review of the 90% construction document submittal. The 100% Construction Documents will be submitted to Engineering staff to perform a back-check.

- Deliverables:*
- Four (4) sets 100% Construction Document package for back-check review by Engineering staff.
 - One (1) updated cost estimate.



Subtask G.04: Bid-Ready Construction Documents

RRM will prepare the Bid-Ready Construction Documents that address any final coordination comments generated from the City's review of the 100% construction document submittal. Once the final revisions are complete, one (1) signed reproducible Bid-Ready set of Construction Documents will be submitted to the City's Project Manager for final City/Agency signatures and bidding.

Deliverables: - One (1) signed reproducible Bid-Ready Construction Document package.

Subtask G.05: Storm Water Quality Management Plan

RRM will update and revise the Storm Water Quality Management Plan (SWQMP) based on the pending requirements of the General Permit for Small Municipal Separate Storm Sewer Systems (MS4's). The Draft SWQMP will be developed to take advantage of proposed site improvements and utilize low impact techniques to provide water quality treatment. Where possible, source control techniques will be proposed, low maintenance and simple solutions will be sought over proprietary Best Management Practices (BMP's) when possible. The SWQMP will be submitted to the City for review. It will quantify and describe the Post Construction BMP's to be used in the project. Based on the City's comments, RRM will revise the SWQMP. A project plan will be included, illustrating the project site, Drainage Management Areas (DMA's), and the location of BMP's. Operations and maintenance procedures will be defined.

Deliverables: - One (1) draft Storm Water Quality Management Plan.
- One (1) final Storm Water Quality Management Plan.

Subtask G.06: Storm Water Pollution Prevention Plan (SWPPP)

RRM will update and revise the Storm Water Pollution Prevention Plan (SWPPP) in accordance with the State Water Resources Control Board requirements for areas of the park that will be disturbed. The plan will include construction Best Management Practice (BMP) recommendations and serve as guidance for the selected contractor. The selected contractor will then revise the plans as needed during construction to meet current site conditions and be responsible for implementing the plans on a daily basis.

Deliverables: - One (1) Draft Storm Water Pollution Prevention Plan's (SWPPP's).
- One (1) Final Water Pollution Prevention Plan's (SWPPP's).
- SWPPP Registration with the Storm Water Multiple Application and Report Tracking System (SMARTS)



TASK H: BIDDING AND CONSTRUCTION SUPPORT SERVICES

Subtask H.01: Bidding Assistance

RRM's design team will support the Construction Manager and City during the bidding phase of the project. RRM will attend a pre-bid conference, and prepare addenda and respond to requests for clarifications as determined by the Construction Manager to be reasonable or necessary for the bidding process. All bidder questions will be received by the Construction Manager and forwarded in writing to the RRM for response back to the CM in writing.

- Deliverables:*
- Prepare for and attend one (1) Pre-Bid Conference.
 - Prepare written responses to bidder's questions

Subtask H.02: Construction Support

RRM's design team will support the Construction Manager and City during the anticipated 180 calendar day (26 week) construction period construction process. RRM will attend a pre-construction conference, review and respond to Requests for Information (RFI), Change Orders (CO), submittals, and contractor supplied shop drawings. Under this task, RRM will also prepare and issue Supplemental Instructions as necessary to clarify technical details and prepare preliminary and final punch lists. RRM will also coordinate with CM, agency, and City staff as necessary.

- Deliverables:*
- Prepare for and attend one (1) Pre-Construction Conference.
 - RFI, CO, submittal reviews, shop drawings responses, supplemental instructions, and general record keeping documents.

Subtask H.03: Construction Observation

RRM's Landscape Architect/Project Manager will prepare for and attend up to 6 regularly scheduled field observation meetings (once per month) throughout the anticipated 180 calendar day (26 week) construction period to observe construction progress.

In addition to attendance by RRM's Landscape Architect/Project Manager at the regularly scheduled meetings listed above, RRM's design team members will attend field observation meetings related to their design elements at the key milestones specified below:

- Civil Engineer – Three (3) field observation meetings

<u>Mtg. Quantity</u>	<u>Construction Milestone</u>
1	Site Demolition
1	Completion Rough Grading
1	Punch List Walkthrough



- Electrical Engineer – two (2) field observation meetings

<u>Mtg. Quantity</u>	<u>Construction Milestone</u>
1	50% Complete Progress Review
1	Punch List Walkthrough

These site visits and observations are not intended to be an exhaustive check or a detailed inspection of the Contractor's work, but rather are to allow RRM to become generally familiar with the work in progress and to determine, in general, if the work is proceeding in accordance with the Contract Documents. RRM's design team shall not supervise, direct, or have control over the Contractor's work nor have any responsibility for the construction means, methods, techniques, sequences or procedures selected by the Contractor, nor for the Contractor's safety precautions or programs in connection with the work. These rights and responsibilities are solely those of the Contractor in accordance with the Contract Documents.

RRM's design team shall not be responsible for any acts or omissions of the Contractor, subcontractor, any entity performing any portion of the work, or any agents or employees of any of them. RRM does not guarantee the performance of the Contractor and shall not be responsible for the Contractor's failure to perform work in accordance with the Contract Documents or any applicable laws, codes, rules, or regulations.

Deliverables: - Prepare for and attend quantity of construction observation meetings listed above.
- Field notes and photo documentation.

Subtask H.04: Record Drawings

Upon Completion of construction work, RRM's design team will compile and deliver to the City a reproducible set of Record Drawings based upon the marked-up record drawings, addenda, change orders, and other data furnished by the contractor. These Record Drawings will show significant changes made during construction. Because these Record Drawings are based on unverified information provided by the other parties, which RRM shall assume will be reliable, RRM cannot and does not warrant their accuracy.

Deliverables: - One (1) set reproducible set of Record Drawings.



TASK I: CONSTRUCTION MANAGEMENT SERVICES

Subtask I.01: Bid Phase Management

After the plans and specifications are signed by RRM's design team, RRM's Construction Manager will provide Bid Phase Services. RRM's Construction Manager will attend one (1) pre-bid conference and assist the City where required. As part of the Bid Phase task, RRM's Construction Manager will assist the City with bidder questions and in the preparation of any necessary addenda to the contract prior to bid opening. Once the bid packages are received, they will be reviewed for completeness and adherence to the bid requirements established for this contract and RRM's Construction Manager will make recommendations to the City for contract award.

- Deliverables:*
- Prepare for and attend one (1) Pre-Bid Conference.
 - Bidder question review and addenda preparation.
 - Bid analysis and award recommendation.

Subtask I.02: Pre-Construction Conference

RRM's Construction Manager will participate in the Pre-Construction Conference to notify the awarded general contractor and their subcontractors of the project expectations and requirements. The Labor Compliance Program Manager will also be present and explain the processes required for this Proposition 84 Project.

- Deliverables:*
- Prepare for and attend one (1) Pre-Construction Conference.
 - Provide labor compliance forms and guides for the General Contractor's use for the duration of the project.

Subtask I.03: Construction Phase Management

RRM's Construction Manager will provide periodic on-site, administrative and management services up to 20 hours per week as required during the anticipated 180 calendar day (26 week) construction period to coordinate the work of the contractor and to insure the project is completed in accordance with the project's Construction Documents. Construction Phase services will consist of the following elements:

- Construction Contract Administration
RRM's Construction Manager will use computer generated files and forms to effectively assist in tracking labor compliance and contract documents such as control correspondence, submittals, RFIs, contract change orders, weekly statement of working days, daily reports and progress pay estimates.
- Submittal Review
RRM's Construction Manager will record, review and track approvals of construction submittals prior to the specific work beginning. Submittals may vary from standard materials



submittals such as aggregate source and gradation to more involved submittals such as SWPPP plans. RRM's Construction Manager will coordinate with the RRM's design team to assure the review of all submittals is performed in a timely manner. As part of our document control system, submittals will be logged to maintain accurate tracking of the submittal process.

- On-Site Inspections

RRM's Construction Manager will act as an extension of the City to provide on-site construction inspections to assure the Contractor is providing a quality product consistent with the plans and specifications. The frequency of inspections and the amount of inspection force devoted will be based on such factors as the experience and expertise of the contractor's construction personnel and the complexity of the particular construction in progress. Inspection tasks will include monitoring the contractor's activities for conformance with the plans and specifications, permits, contract change orders, and recording the activities in daily reports and with photographs. The inspector will verify item quantities for accurate payment for the work performed and will also coordinate materials testing.

- Materials Testing

RRM's Construction Manager will be responsible for coordinating the materials testing program which will be performed by others. Sampling and testing activities will be conducted in accordance with ASTM frequencies/approved procedures.

- Deliverables:*
- Request for Information logs.
 - Submittal logs.
 - Change Order logs.
 - Progress meeting minutes.
 - Materials testing results.

Subtask I.04: Project Close-Out

RRM's Construction Manager will obtain all Close-Out Documentation from the General Contractor upon completion of the project. CM will ensure that the documents submitted meet the project specification requirements and that all applicable in-service training and manuals are provided for future reference.

- Deliverables:*
- Operation & Maintenance Manuals from General Contractor.
 - Bound Project Documentation including CD of Project Photos, Record Drawings, Testing Results, Submittals, Payment Applications, Change Orders and Requests for Information.
 - Provide Warranty Coordination and forms for the City during the warranty period.



TASK E: PROJECT COORDINATION SERVICES

Subtask E.01: Project Coordination and Management

RRM's project manager will coordinate with City and design staff, utility companies, sub-consultants, and other agencies as necessary on an on-going basis throughout the project's lifecycle. This task also includes project schedule creation and maintenance as tasks are completed, internal QA/QC, document review, and day-to-day project coordination efforts including general correspondence and telephone conferencing as required to support City staff during the Project's development.

- Deliverables:*
- Memos, meeting minutes, project schedule maintenance and general correspondence for document control, compiled in electronic file form and stored on RRM's Project Website for access by City staff.
 - Project schedule creation and maintenance.

Subtask E.02: Project Development Team (PDT) Meetings

RRM's project manager, and appropriate team member(s) as the subject matter dictates, will prepare for and facilitate up to three (3) PDT meetings with the client team during the Final Design phase of the project. These meetings will provide an opportunity to collectively review, discuss, and clarify any design issues so that work may proceed in an efficient manner.

- Deliverables:*
- Prepare for and facilitate up to three (3) project meetings.
 - Prepare and distribute meeting notes.



IV. ASSUMPTIONS

- City will provide one contact person who will serve as the City's representative and will consolidate all Agency review comments for each submittal milestone into one list of official comments to which RRM can respond.
- City will provide bid and contract "boiler plate" documents, such as invitation, instructions, general and special conditions, contract forms, insurance, forms, etc.
- For any required permits, City staff will prepare the applications and obtain applicable permits.

V. LIMITATION OF SCOPE

Please note that the tasks to be performed by the RRM team are limited to those outlined above. This scope of services excludes the following:

- Off-site utility analysis.
- Architectural services for custom park buildings.
- Structural engineering services.
- LEED compliance documentation.
- Sewage pump, lift or treatment system design.
- Bio-retention/first flush basin facility design.
- Sports lighting design services
- Utility coordination for telephone and CATV services to site.
- Low voltage systems such as public address speakers and CCTV cameras.
- Photovoltaic system design services.
- Fees for permits.
- Construction phasing plan.
- Preparation of separate Construction Documents for phased or multiple bid packages.

Any additional services that RRM Design Group is asked to perform over and above the tasks described above will be billed as additional services.



VI. COMPENSATION

Task G: Final Design Services

G.01: Design Development and Budget Assessment	NTE Fee: \$	19,044
G.02: 90% Draft Construction Documents	NTE Fee: \$	64,830
G.03: 100% Draft Construction Documents	NTE Fee: \$	23,210
G.04: Bid-Ready Construction Documents	NTE Fee: \$	8,804
G.05: Storm Water Quality Management Plan	NTE Fee: \$	2,944
G.06: Storm Water Pollution Prevention Plan (SWPPP)	NTE Fee: \$	1,472

Task H: Bidding & Construction Support Services

H.01: Bidding Support	NTE Fee: \$	6,209
H.02: Construction Support	NTE Fee: \$	22,133
H.03: Construction Observation	NTE Fee: \$	21,022
H.04: Record Drawings	NTE Fee: \$	4,012

Task I: Construction Management Services

I.01: Bid Phase Management	NTE Fee: \$	2,250
I.02: Pre-Construction Conference	NTE Fee: \$	250
I.03: Construction Phase Management	NTE Fee: \$	78,000
I.04: Project Close-Out	NTE Fee: \$	4,012

Task J: Project Coordination Services

J.01: Project Coordination & Management	NTE Fee: \$	19,000
J.02: Project Development Team Meetings	NTE Fee: \$	7,320

Total Amendment 07	\$	283,000.00
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Total Adjusted Contract from Amendment 06	\$	383,879.30
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Total Amendment 07 (from above)	\$	+283,000.00
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Total Amended Contract	\$	666,879.30
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Notes:

1. Not-to-Exceed (NTE) fee tasks will be billed as the work progresses until the task is completed and the total amount stated in the contract for the task is invoiced.
2. Reimbursable expenses include such things as document reproduction, plotting services, public workshop materials, lodging, meals, per diem, car rental, company car mileage (current federal rate), parking fees, phone and fax charges, electronic data transfer, overnight delivery and standard mail, and will be billed at cost (10% markup).
3. RRM reserves the right to adjust hourly rates on an annual basis.



VII. CONSTRUCTION DOCUMENT PACKAGE CONTENTS

Title and Reference Sheets

RRM will update and revise the title sheets, as necessary, to convey all pertinent general project information. These sheets may include project name, location, approval blocks, agency contact information, USA alert, basis of survey statement, list of abbreviations, phasing and/or additive alternate instructions.

Demolition Plans

RRM will update and revise the demolition plans, at an appropriate scale, for structures and elements requiring removal in order to implement the park's design. The plans will locate, identify, and describe the removal items and provide instructions for the safe disposal of the demolished work. Additionally, the plans will indicate items to salvage or stockpile such as topsoil for later use in the planting area construction.

Construction Keynote Plans

RRM will update and revise the construction keynote plans, at an appropriate scale, for the approved design. The plans will present the overall park design layout with a keynoting system that identifies construction items, references to appropriate details, and drawing series directions.

Site Construction Details

As a companion to the construction plans, RRM will update and revise the details for the construction items illustrated on the site construction plans. The details will specify materials, dimensions, colors, and finishes.

Horizontal Control Plans

RRM will update and revise the horizontal control plans, at an appropriate scale, for the approved design. The plans will establish all horizontal control for the park. The plans will also establish construction layout control points and establish a coordinate system for locating all site elements.

Grading and Drainage Plans

RRM will update and revise the grading and drainage plans, at an appropriate scale, for the approved design based on the Geotechnical Engineering Report. The plans will build on the boundary and topographic information and will show vertical control of the project elements, contour grading, spot elevations, and cut and fill estimates within the project site. The plans will detail all drainage facilities within the park development area with supporting calculations performed for the sizing of new on-site pipes and inlets as outlined in the above task.



Erosion Control Plan

RRM will update and revise the erosion control plans for the site depicting proposed construction Best Management Practice's (BMP's) in conformance with the State Construction General Permit. The plans will include plan views with locations of proposed BMP's, and details of the BMP's.

Site Utility Plans

RRM will update and revise the utility plans, at an appropriate scale, for domestic water, sewer and gas from a point of connection to the closest existing service main that will be adequate to service the improvements. This scope assumes that the existing off-site and/or on-site water, sewer and gas systems have adequate capacity for the site development and that analysis or upgrades are not included in this proposal. Additional design to increase the capacity of the offsite utilities beyond the closest points of connections to the park including fire flows are considered outside this scope.

Site Electrical/Lighting Plans and Details

RRM's team will update and revise the utility service distribution plans, circuiting, fixture schedules, panel schedules, and electrical calculations as required to provide electrical service for site lighting, exterior electrical outlets and the irrigation system controller. RRM's team will also coordinate with PG&E to facilitate the utility application process. Additional designs to increase the capacity of the offsite electrical utilities beyond the closest points of connections to the park are considered outside this scope.

Utility company improvement designs will be provided by PG&E. RRM will endeavor to describe such work for bid purposes as it is available to us at time of design process. PG&E designs are subject to their review and final approval and on their time frame. Construction of utility company improvements must be obtained directly from PG&E as a "hand out package".

Irrigation Plans and Details per City Water Conservation Ordinance

RRM will update and revise the irrigation plans, calculations and document package for the planting areas in compliance with the City's Water Conservation Ordinance.

The plans will detail such things as the irrigation system layout, main line, automatic controller, head layout, piping, filter and backflow device. In support of the irrigation plans, we will prepare irrigation details that specify the method of construction and proper irrigation system component procedures.

Planting Plans and Details

RRM will update and revise the planting plans for the planting areas. The plans will show the layout of all planting indicating plant species, quantity, size and location of shrubs, ground cover



and trees. In support of the planting plans, we will prepare planting details that specify the method of construction and proper planting procedures.

Specifications

RRM will prepare technical specifications (CSI Division 01 through 16 as applicable) based on City of Parlier standard specifications. This scope assumes the City will prepare all general provision specification sections related to this project and assemble the specifications book.

Construction Cost Opinions

RRM's construction cost estimator will estimate construction costs at the design development, 90% submittal level, and then updated at the 100% submittal level. The detailed Construction Cost Opinion will be itemized with supporting item descriptions and unit costs. Due to many variables surrounding bidding and construction conditions, this opinion will not represent a guarantee that bids received or actual costs of construction will be equal to the opinion.

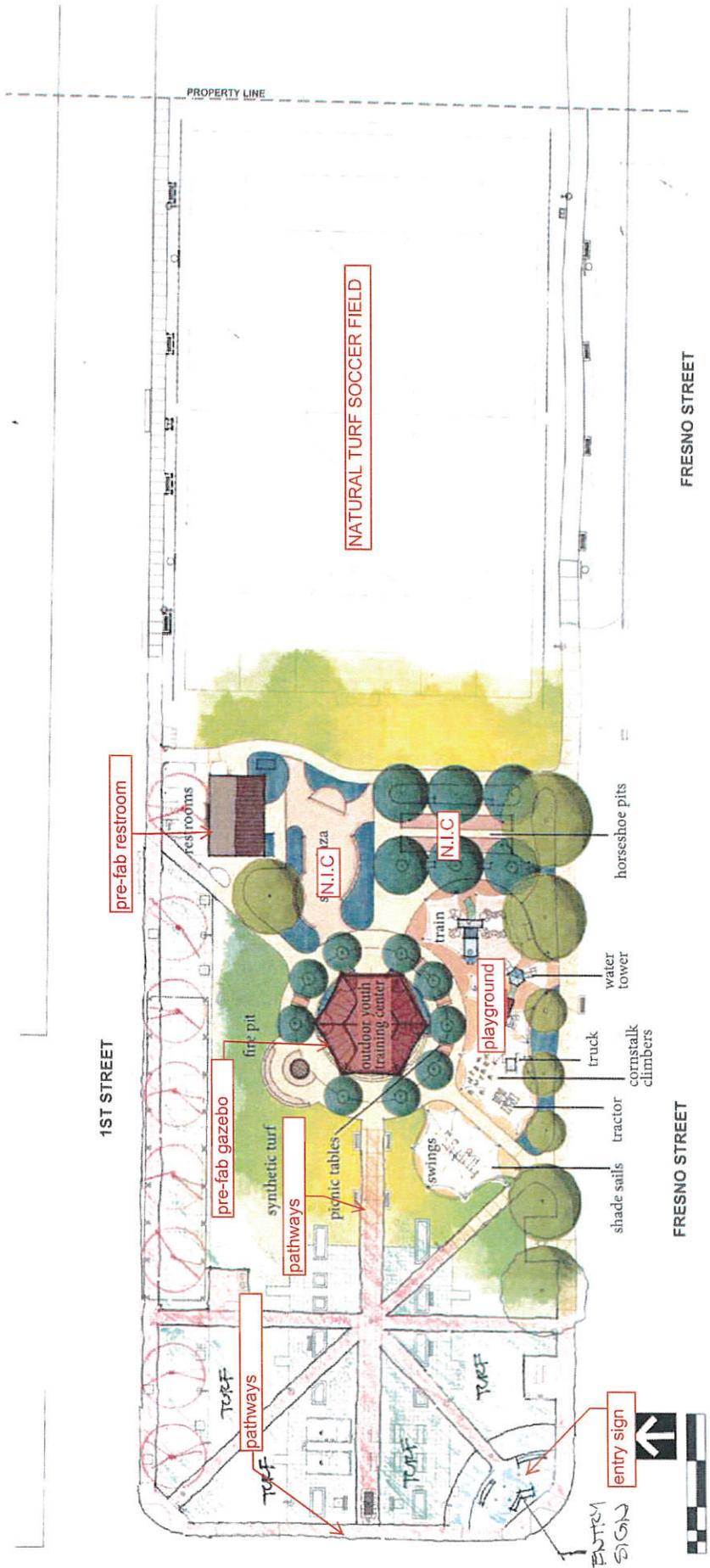
AUTHORIZATION TO PROCEED BY CLIENT REPRESENTATIVE:

Sign

Date

Print Name, Title

EXHIBIT A



K STREET

FRESNO STREET

FRESNO STREET



11-17-2015

CITY HERITAGE PARK | revised plan