



THE CITY OF SAN DIEGO

M E M O R A N D U M

DATE: November 2, 2021

TO: Honorable Council President Campbell and Members of the City Council

FROM: Matthew Vespi, Chief Financial Officer

SUBJECT: Award of a Sole Source Agreement for Emergency Erosion Monitoring for the Point Loma Wastewater Treatment Plant Access Road

Pursuant to San Diego Municipal Code (SDMC) §22.3108 (a)(1), "Exceptions to Advertisement and Competitive Award of Public Works Contracts," I am hereby notifying you of the sole source selection and forthcoming emergency contract for professional consultant services for the subject project.

The Point Loma Wastewater Treatment Plant (PLWTP), located at 1902 Gatchell Road, is only accessible via a two-lane road to the south which runs through the Cabrillo National Monument, which is owned and operated by the National Park Service.

In March 2020, HDR, Inc. (HDR), the selected consultant, began working on an evaluation of the coastal erosion occurring within the PLWTP and the access road. In November 2020, HDR notified the City of the potential risk for sudden or significant loss of the access road over the next five (5) years and that this warranted immediate action.

In order to reduce risk, a temporary traffic plan was developed and put into operation, which moved traffic away from the most vulnerable section of the road by reducing Gatchell Road to a single lane, and limiting the use to only Public Utilities Department (PUD) staff and their vendors/contractors.

Additional data needs to be collected to ascertain the rate, scale and immediate threat of the erosion occurring on and around Gatchell Road near the entrance of the PLWTP. The monitoring data will provide a critical foundation to develop long-term strategies for stabilizing the erosion or constructing alternative access options.

HDR is already familiar with the site conditions at the PLWTP and has substantial technical expertise on coastal erosion, and thus is in the best position to continue with this effort.

The estimated cost of the project is \$1,761,205, plus City costs and contingency for unforeseen conditions. The final award amount will be presented to Council upon ratification request of the emergency contract. Amendments valued at \$200,000 or more will be presented to Council for approval, per SDMC §22.3018(b)(1).



THE CITY OF SAN DIEGO

M E M O R A N D U M

DATE: September 14, 2021

TO: Claudia Abarca, Interim Director, Purchasing & Contracting Department

FROM: James Nagelvoort, Director, Engineering & Capital Projects Department

SUBJECT: Sole Source Agreement for Point Loma Wastewater Treatment Plant Access Road Coastal Erosion Monitoring Program Implementation Plan

This memorandum is to certify the declaration of an emergency and request for a sole source agreement to be approved.

Estimated Amount: \$1,800,000 (Not-to Exceed)

Contractor: HDR Inc

Estimated Completion: December 30, 2022

Recommended Action: Approve Sole Source Request

Pursuant to SDMC §22.3108 (a), " Exceptions to Advertisement and Competitive Award of Engineering & Capital Projects Contracts", this is to certify that a sole source agreement with the consultant named above is necessary and that strict compliance with a competitive process would be unavailing or would not produce an advantage, and soliciting bids or proposals would be undesirable, impractical or impossible for the following reasons:

JUSTIFICATION:

The Point Loma Wastewater Treatment Plant (PLWTP), located at 1902 Gatchell Road, is only accessible by on a two-lane road to the south which runs through the Cabrillo National Monument, owned, and operated by the National Park Service.

In March 2020, HDR, began working on an evaluation of the coastal erosion occurring within the PLWTP and the access road. In November 2020, HDR notified the City that the potential risk for sudden or significant loss of the access road over the next five (5) years, and warranted immediate action.

In order to reduce risk, a temporary traffic plan was developed and put into operation, which moved traffic away from the most vulnerable section of the road by reducing Gatchell road to a single lane, and limiting the use to only PUD staff and their vendors/contractors.

Additional data needs to be collected to ascertain the rate, scale, and immediate threat

Page 2
Claudia Abarca
September 14, 2021

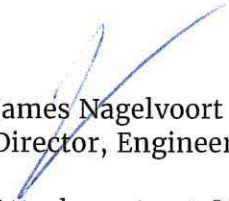
of the erosion occurring on and around Gatchell Road near the entrance of the PLWTP. The monitoring data will provide a critical foundation to develop long-term strategies for stabilizing the erosion or constructing alternative access options.

HDR is already familiar with the site conditions at the PLWTP and has substantial technical expertise on coastal erosion, and thus is in the best position to continue with this effort. Therefore, it is requested a sole source contract be approved.

AGREEMENT VALUE & DURATION:

Unless a modification to the agreement and this sole-source request is issued, the total fee for these services shall not exceed the amount noted above. The term of the agreement will be in effect from date of the agreement execution and shall not exceed the contract completion date noted above.

APPROVED BY:



James Nagelvoort
Director, Engineering & Capital Projects

Attachments: 1. Memorandum from Juan Guerreiro, to James Nagelvoort dated September 1, 2021.

cc: Shauna Lorance, Director, Public Utilities Department
Juan Guerreiro, Executive Assistant Director, Public Utilities Department
Tom Rosales, Assistant Director, Public Utilities Department
David Dalager, Interim Assistant Director, Public Utilities Department
John Stufflebean, Assistant Director, Public Utilities Department
Craig Boyd, Interim Deputy Director, Public Utilities Department
Adam Jones, Deputy Director, Public Utilities Department
Surraya Rashid, Deputy Director, Public Utilities Department
Keli Balo, Assistant Deputy Director, Public Utilities Department
Myrna Dayton, Assistant Director, Engineering & Capital Projects Department
Elif Cetin, Deputy Director, Engineering & Capital Projects Department
Jason Grani, Assistant Deputy Director, Engineering & Capital Projects Department
Jong Choi, Senior Civil Engineer, Engineering & Capital Projects Department
Jeff Cramoline, Associate Engineer - Civil, Engineering & Capital Projects Department
Stephen Samara, Principal Contract Specialist, Purchasing and Contracting Department



THE CITY OF SAN DIEGO

M E M O R A N D U M

DATE: September 1, 2021

TO: James Nagelvoort, Director, Engineering and Capital Projects

FROM: Juan Guerreiro, Executive Assistant Director, Public Utilities Department

SUBJECT: Request of Emergency Declaration with HDR for engineering support services related to acquiring and installing monitoring equipment and perform monitoring activities on Gatchell Road

This memorandum is to request your assistance to provide for HDR to secure the needed contractors to procure, install and monitor the equipment and/or technology outlined in the PLWTP Coastal Erosion Monitoring Program Implementation Plan, prepared by HDR, dated August 10, 2021 (Attachment 1). The total cost to implement the Plan is \$1,761,205. The Public Utilities Department (PUD) believes that the project meets the CEQA guidelines definition of Emergency Projects in Section 15269 (b) and (c):

“(b) Emergency repairs to publicly or privately owned services facilities necessary to maintain service essential to the public health, safety, or welfare.

(c) Specific actions necessary to prevent or mitigate an emergency. This does not include long-term projects undertaken for the purpose of preventing or mitigating a situation that has a low probability of occurrence in the short-term.”

The City of San Diego’s Public Utilities Department (PUD) Wastewater Treatment & Disposal (WWTD) Division operates the Point Loma Wastewater Treatment Plant (PLWTP), located at 1902 Gatchell Road. The only access to the facility is on a two-lane road which runs through the Cabrillo National Monument, owned and operated by the National Park Service. This coastal area is exposed to the action of waves, varying water levels, wind, surface water runoff and groundwater and is therefore subject and vulnerable to a steady and on-going rate of erosion. The HDR report indicates that a roadway failure may likely occur within five (5) years.

In March 2020, PUD’s consultant, HDR, began working on an evaluation of the coastal erosion occurring within the Point Loma Wastewater Treatment Plant (PLWTP) and the access road area immediately south of the facility, which is the sole entry/exit point to the facility. The purpose of the HDR evaluation was to provide an analysis of the current state of the coastal erosion and to develop information that would provide guidance for future action(s). HDR completed their assessment findings in late September 2020 and it was in early November 2020 that the potential risk for sudden or significant loss of the access road over the next five (5) years warranted immediate action.

Since the assessment findings information from HDR came to the attention of PUD in early November 2020, the following steps and/or measures have taken place:

- Coordination meetings with staff from PUD, Engineering and Capital Projects, National Park Service and Navy Base Point Loma to discuss the findings, gather additional information and begin the process of identifying some actionable steps
- A temporary traffic plan was developed and put into operation, limited to use by PUD staff and their vendors/contractors, to access PLWTP within a single lane of Gatchell Road, as a means to move vehicle traffic away from the most vulnerable sections, while still maintaining access to the PLWTP

PUD has also continued to work closely with its partner stakeholders, NPS and the Navy Base Point Loma, to develop an erosion monitoring plan which would identify the procedures and protocols used to investigate, measure and analyze changes in the field that result from ongoing, steady, normalized erosion and/or from sudden, accelerated events. This planning effort, which is a data collection, monitoring and evaluation effort, is meant to better understand the complexities of the erosion issue, so that short and long-term steps can be taken to ensure the safe and continued access to the public and to PLWTP. Left unchecked, the HDR report indicates that a roadway failure may likely occur within the next five (5) years.

After many months of discussion between PUD and its federal partners, with HDR providing its technical expertise, we now have a comprehensive PLWTP Coastal Erosion Monitoring Program Implementation Plan (attached). The scope of work for the Plan includes acquiring and installing monitoring equipment, performing a broad range of monitoring efforts and reporting the collected data results through reports and an active, real-time dashboard.

As previously stated, Gatchell Road is the sole entry/exit point for all activities related to operating the regional Point Loma Wastewater Treatment Plant. From the information already presented by HDR in their January 2021 Final Summary Report, the most vulnerable areas, referred to as the South Cove, X-Cave and South Cave, are in imminent danger of collapse within the next five (5) years, which is an very short planning horizon to find a solution. HDR is extremely familiar with the Point Loma circumstances, has substantial technical expertise on coastal erosion on its project team and is therefore in the best position to continue with this joint effort to find a manageable solution.

The need for this emergency project is critical for the following reasons:

- The PLWTP serves as the regional wastewater facility for the City of San Diego and its Participating Agencies
- The only access to the PLWTP, for daily chemical deliveries, City staff, contractors and equipment suppliers, is on the access road (Gatchell Road) located at the southwest corner of the facility. An alternative route, through the northeast corner of the facility, is through a secure military installation, referred to as Navy Base Point Loma, but the City has no agreement with the Navy to allow access through their property and other than brief/temporary access, this route is not an option
- The HDR report indicates that a roadway failure may likely occur within five (5) years and will certainly be lost in the longer term, either due to a single hazard event or due to the cumulative impact of several smaller events
- Additional data needs to be collected, via the monitoring protocol established in the monitoring plan developed by HDR, to ascertain the rate, scale and immediate threat of the erosion occurring on and around Gatchell Road near the entrance of the PLWTP
- The monitoring data will provide a critical foundation to developing long-term strategies for stabilizing the erosion or constructing alternative access options and HDR is best suited to assist in this crucial next step

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James Nagelvoort, Director
September 1, 2021

This emergency project is located near the entrance of 1902 Gatchell Road, San Diego, CA 92106.

Should you have any questions, or require additional information, please feel free to contact Tom Rosales at (858) 292-6418 or via trosales@saniego.gov



Juan Guerreiro
Executive Assistant Director
Public Utilities Department

Attachment A: PLWTP Coastal Erosion Monitoring Program Implementation (8/10/21)

cc: Shauna Lorange, Director, Public Utilities Department
Tom Rosales, Assistant Director, Public Utilities Department
David Dalager, Interim Assistant Director, Public Utilities Department
John Stufflebean, Assistant Director, Public Utilities Department
Craig Boyd, Interim Deputy Director, Public Utilities Department
Adam Jones, Deputy Director, Public Utilities Department
Surrayya Rashid, Deputy Director, Public Utilities Department
Keli Balo, Assistant Deputy Director, Public Utilities Department

**AGREEMENT BETWEEN
THE CITY OF SAN DIEGO
AND
HDR ENGINEERING, INC.
FOR
POINT LOMA WASTEWATER TREATMENT PLANT (PLWTP)
COASTAL EROSION MONITORING PROGRAM
IMPLEMENTATION**

CONTRACT NUMBER: H2225956

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CONSULTANT 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) Disclosure of Discrimination Complaints

(BB) Work Force Report

(CC) Subcontractors List

Exhibit E - Consultant Performance Evaluation Form

Exhibit F - Contractor Standards Pledge of Compliance

Exhibit G - Determination Form

**AGREEMENT BETWEEN
THE CITY OF SAN DIEGO
AND HDR ENGINEERING, INC.
FOR CONSULTANT SERVICES**

THIS Agreement is made and entered into between the City of San Diego, a municipal corporation [City], and HDR Engineering, Inc. [Consultant] for the Consultant to provide Coastal Erosion Monitoring Program Implementation.

RECITALS

The City wants to retain the services of an engineering & technical services firm to provide and analyze metocean and seismic data collection services [Professional Services].

The Consultant has the expertise, experience and personnel necessary to provide the Professional Services. The City and the Consultant [Parties] want to enter into an Agreement whereby the City will retain the Consultant to provide, and the Consultant shall provide, the Professional Services.

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
CONSULTANT SERVICES**

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

1.1 Scope of Services. The Consultant 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 Utilities Department is the contract administrator for this Agreement. The Consultant shall provide the Professional Services under the direction of a designated representative of the Public Utilities Department. The City's designated representative will communicate with the Consultant on all matters related to the administration of this Agreement and the Consultant'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 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 Consultant's cost of, or the time required for, the performance of any of the Professional Services, the Consultant shall immediately notify the City. If the City deems

it appropriate, an equitable adjustment to the Consultant'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, the Consultant shall obtain from the City a written authorization to proceed. Further, throughout the term of this Agreement, the Consultant 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 Consultant 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 Consultant, including but not limited to all drafts, data, correspondence, proposals, reports, and estimates compiled or composed by the Consultant, 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 Consultant, at the time that it was disclosed to the Consultant by the City, (b) subsequently becomes publicly known through no act or omission of the Consultant, or (c) otherwise becomes known to the Consultant 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. If applicable, the Consultant shall comply with the following: Consultant shall ensure that any plans, specifications, studies, or reports prepared, required, or recommended under this Agreement allow for competitive bidding. The Consultant shall prepare such plans, specifications, studies, or reports so that procurement of services, labor or materials are not available from only one source, and shall not prepare plans, specifications, studies, or reports 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 Consultant shall submit this written justification to the City prior to beginning work on such plans, specifications, studies, or reports. Whenever the Consultant 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 December 31, 2022 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 Consultant shall immediately notify the City in writing if the Consultant 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 City's requirements for the Professional Services, 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 Consultant to a reasonable extension of time, but such delay shall not entitle the Consultant 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 Consultant's work; inability to obtain materials, equipment, or labor; required additional Professional Services; or other specific reasons agreed to between the City and the Consultant; provided, however, that: (a) this provision shall not apply to, and the Consultant shall not be entitled to an extension of time for, a delay caused by the acts or omissions of the Consultant; and (b) a delay caused by the inability to obtain materials, equipment, or labor shall not entitle the Consultant to an extension of time unless the Consultant furnishes the City, in a timely manner, documentary proof satisfactory to City of the Consultant'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 Consultant'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 Consultant 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 Consultant a sum equivalent to the reasonable value of the Professional Services the Consultant has satisfactorily performed up to the date of suspension. Thereafter, the City may rescind such suspension by giving written notice of rescission to the Consultant. The City may then require the Consultant to resume performance of the Professional Services in compliance with the terms and conditions of this Agreement; provided, however, that the Consultant 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 Consultant. 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 Consultant. After termination of this Agreement, the Consultant shall complete any and all additional work necessary for the orderly filing of documents and closing of the Consultant's Professional Services under this Agreement. For services satisfactorily rendered in completing the work, the Consultant shall be entitled to fair and reasonable compensation for the Professional Services performed by the Consultant before the effective date of termination. After filing of documents and completion of performance, the Consultant shall deliver to the City all documents or records related to the Consultant's Professional Services. By accepting payment for completion, filing and delivering documents as called for in this paragraph, the Consultant 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 Consultant fails to satisfactorily perform any obligation required by this Agreement, the Consultant's failure constitutes a Default. A Default includes the Consultant's failure to adhere to the Time Schedule. If the Consultant 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 Consultant, and any person claiming any rights by or through the Consultant 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 Consultant.

ARTICLE III COMPENSATION

3.1 Amount of Compensation. The City shall pay the Consultant for performance of all Professional Services rendered in accordance with this Agreement, including reasonably related expenses, a total contract amount not exceeding \$1,761,205. The compensation for the Scope of Services shall not exceed \$1,761,205, and the compensation for Additional Services (described in Section 3.2), if any, shall not exceed \$0.00.

3.2 Additional Services. The City may require that the Consultant perform additional Professional Services [Additional Services] beyond those described in the Scope of Services (Exhibit A). Prior to the Consultant's performance of Additional Services, the City and the Consultant 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 Consultant for the performance of Additional Services in accordance with Section 3.3.

3.3 Manner of Payment. The City shall pay the Consultant in accordance with the Compensation and Fee Schedule (Exhibit B). For the duration of this Agreement, the Consultant shall not be entitled to fees, including fees for expenses, that exceed the amounts specified in the Compensation and Fee Schedule. The Consultant shall submit one invoice per calendar month in a form acceptable to City in accordance with the Compensation and Fee Schedule. The Consultant 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 Consultant's errors or omissions, and may include Consultant, City, or Subcontractor overhead, construction, materials, demolition, and related costs. The Consultant shall not be paid for the Professional Services required due to the Consultant's errors or omissions, and the Consultant 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 Consultant. Whether or not there are any monies due, or becoming due, the Consultant shall reimburse the City for Additional Costs due to the Consultant's errors or omissions.

3.5 Eighty Percent Notification. The Consultant 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 appears that it may be greater than the maximum compensation for this Agreement.

ARTICLE IV CONSULTANT'S OBLIGATIONS

4.1 Industry Standards. The Consultant 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 civil engineering & technical services 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 Consultant 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 Consultant's and any Subcontractor's premises to review and audit the Consultant'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 Consultant's premises, of any and all records related to the Professional Services provided hereunder 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 Consultant 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.

4.2.2.1.1 Accounting Records. The Consultant and all subcontractors shall maintain complete and accurate records in accordance with generally accepted accounting practices in the industry. The Consultant and Subcontractors shall make available to the City for review and audit, all Service related accounting records and documents, and any other financial data. Upon the City's request, the Consultant 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 Consultant 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 Consultant'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 Consultant shall not begin the Professional Services under this Agreement until it has: (a) obtained, and provided to the City, insurance certificates reflecting evidence of all insurance as set forth herein; however, the City reserves the right to request, and the Consultant shall submit, copies of any policy upon reasonable request by the City; (b) obtained City approval of each company or companies as required in Section 4.3.3 of this Agreement; and (c) confirmed that all policies contain the specific provisions required in Section 4.3.4 of this Agreement. However, failure to obtain the required documents prior to the Professional Services commencing shall not waive Consultant's obligation to provide them. City reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by this Agreement, at any time. Consultant's liabilities, including but not limited to Consultant'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 Consultant'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 Consultant 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 Consultant shall maintain insurance coverage as follows:

4.3.1.1 Commercial General Liability. The Consultant shall keep in full force and effect 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 Consultant's automobiles including owned, hired and non-owned automobiles, the Consultant 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). If the Consultant does not possess owned automobiles then coverage for hired and non-owned automobiles shall be provided.

4.3.1.3 Workers' Compensation. For all of the Consultant's employees who are subject to this Agreement and to the extent required by the applicable state or federal law, the Consultant 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

Consultant 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 Professional Liability. For all of the Consultant's employees who are subject to this Agreement, the Consultant 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 Consultant shall ensure both that: (1) the policy retroactive date is on or before the date of commencement of the Professional Services; and (2) the policy will be maintained in force for a period of three years after substantial completion of the Professional Services or termination of this Agreement whichever occurs last. The Consultant 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.

4.3.1.5 Aircraft Liability. Consultant shall procure and maintain or cause its subconsultant to procure and maintain Aircraft Liability insurance to cover aviation operations related to this Agreement in an amount not less than \$1 million combined single limit for bodily injury and property damage.

4.3.2 Deductibles. All deductibles on any policy shall be the responsibility of the Consultant 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 Agreement 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, and (c) your work, including but not limited to your completed operations performed by you or on your behalf.

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 Consultant's insurance and shall not contribute to it.

4.3.4.2 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.

4.3.4.3 Aircraft 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 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 Aircraft 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 Consultant's insurance and shall not contribute to it.

4.3.5 Reservation of Rights. The City reserves the right, from time to time, to review the Consultant's insurance coverage, limits, deductible and self-insured retentions to determine if they are acceptable to the City. The City will reimburse the Consultant 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 Consultant 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 Consultant'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 Consultant shall list on the Subcontractor List (Exhibit D, Attachment CC) all Subcontractors known to the Consultant at the time this Agreement is entered. If at any time after this Agreement is entered into, the Consultant identifies a need for addition, deletion, or substitution of Subcontractor Services, the Consultant must submit a written notice to the City requesting approval for the change modifying the Subcontractor

Services. The Consultant's written notice shall include a justification, a description of the scope of services, an estimate of all costs/percentage of contract participation for the Subcontractor Services, and an updated Exhibit D, Attachment CC reflecting the requested change(s). The City agrees to consider such requests in good faith.

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

4.4.1.1 The Consultant 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 Consultant proportionate to the services performed by the Subcontractor.

4.4.1.2 The Consultant is obligated to pay the Subcontractor, for Consultant and City-approved invoice amounts, out of amounts paid by the City to the Consultant, not later than fourteen working days from the Consultant's receipt of payment from the City. Nothing in this paragraph shall be construed to impair the right of the Consultant 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 Consultant 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 Consultant shall pay the Subcontractor the amount withheld within fourteen working days of the Consultant's receipt of the City's next payment.

4.4.1.4 In any dispute between the Consultant and Subcontractor, the City shall not be made a party to any judicial or administrative proceeding to resolve the dispute. The Consultant agrees to defend and indemnify the City as described in Article VI of this Agreement in any dispute between the Consultant 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 Records and Reports.

4.5.1 The Consultant shall maintain records of all subcontracts entered into with all firms, all project invoices received from Subcontractors. Records shall show name, telephone number including area code, and business address of each Subcontractor and the total amount actually paid to each firm. Project relevant records, regardless of tier, may be periodically reviewed by the City.

4.5.2 The Consultant shall retain all records, books, papers, and documents directly pertinent to the Contract for a period of not less than five (5) years after Completion of the contract and allow access to said records by the City's authorized representatives.

4.5.3 The Consultant must submit the following reporting using the City's web-based contract compliance i.e., Prism® portal:

4.5.3.1 Monthly Employment Utilization. Consultant and their Subcontractors must submit Monthly Employment Utilization Reporting by the fifth (5th) day of the subsequent month.

4.5.3.2 Monthly Invoicing and Payments. Consultant and their Subcontractors must submit Monthly Invoicing and Payment Reporting by the fifth (5th) day of the subsequent month.

4.5.3.3 To view the City's online tutorials on how to utilize PRISM® for compliance reporting, please visit: <http://stage.prismscompliance.com/etc/vendortutorials.htm>

Incomplete and/or delinquent reporting may cause payment delays, non-payment of invoice, or both. The 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.

4.6 Non-Discrimination Requirements.

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

4.6.2 Non-Discrimination Ordinance. The Consultant shall not discriminate on the basis of race, gender, gender expression, gender identity, religion, national origin, ethnicity, sexual orientation, age, or disability in the solicitation, selection, hiring or treatment of Subcontractors, vendors or suppliers. The Consultant shall provide equal opportunity for Subcontractors to participate in subcontracting opportunities. The 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. This language shall be in contracts between the Consultant and any Subcontractors, vendors and suppliers.

4.6.3 Compliance Investigations. Upon the City's request, the Consultant 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 Consultant 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 Consultant for each subcontract or supply contract. The Consultant 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 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 for violation of the provisions of the Nondiscrimination in Contracting Ordinance. The Consultant 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. By signing this Agreement the Consultant agrees that it is aware of, and hereby certifies that it 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. Council Policy 100-17 is available on line at <https://www.sandiego.gov/city-clerk/officialdocs>.

4.7.1 Consultant's Notice to Employees. The Consultant 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 Consultant shall establish a drug-free awareness program to inform employees about all of the following:

4.7.2.1 The dangers of drug abuse in the work place.

4.7.2.2 The policy of maintaining a drug-free work place.

4.7.2.3 Available drug counseling, rehabilitation, and employee assistance programs.

4.7.2.4 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 Consultant shall post the drug-free policy in a prominent place.

4.7.4 Subcontractor's Agreements. The Consultant further certifies that each contract for Subcontractor Services for this Agreement 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. Consultants and Subcontractors shall be individually responsible for their own drug-free work place program.

4.8 Product Endorsement. The Consultant 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.

4.9 Conflict of Interest. The Consultant 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.

4.9.1 If, in performing the Professional Services set forth in this Agreement, the Consultant makes, or participates in, a "governmental decision" as described in Title 2, section 18704 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 Consultant shall be subject to a conflict of interest code requiring the completion of one or more statements of economic interests disclosing the Consultant's relevant financial interests. The determination as to whether any individual members of the Consultant's organization must make disclosures of relevant financial interests is set forth in the Determination Form (Exhibit G).

4.9.1.1 Statements of economic interests shall be made on Fair Political Practices Commission Form 700 and filed with the City Clerk. The Consultant shall file a Form 700 (Assuming Office Statement) within thirty calendar days of the City's determination that the Consultant is subject to a conflict of interest code. The Consultant 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 Consultant was subject to a conflict of interest code.

4.9.1.2 If the City requires the Consultant to file a statement of economic interests as a result of the Professional Services performed, the Consultant 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.

4.9.2 The Consultant 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.

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

4.9.4 If the Consultant violates any conflict of interest law or any of the provisions in this Section 4.9, the violation shall be grounds for immediate termination of this Agreement. Further, the violation subjects the Consultant to liability to the City for attorneys' fees and all damages sustained as a result of the violation.

4.10 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 Consultant, its agents, officers, and employees agree to assist in resolving the dispute or litigation. The Consultant'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.

4.11 Compensation for Mandatory Assistance. The City will compensate the Consultant for fees incurred for providing Mandatory Assistance as Additional Services under Section 3.3. 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 Consultant, its agents, officers, and employees, the Consultant shall reimburse the City. The City is then entitled to reimbursement of all fees paid to the Consultant, its agents, officers, and employees for Mandatory Assistance.

4.12 Attorney Fees related to Mandatory Assistance. In providing the City with dispute or litigation assistance, the Consultant or its agents, officers, and employees may incur expenses and/or costs. The Consultant 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.

4.13 Notification of Increased Construction Cost. If applicable, at any time prior to the City's approval of the final plans, specifications, studies, or report, the Consultant anticipates that the total construction cost will exceed the estimated construction budget, the Consultant shall immediately notify the City in writing. This written notification shall include an itemized cost estimate and a list of recommended revisions which the Consultant 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).

4.14 ADA Certification. By signing this Agreement the Consultant agrees that it is aware of, and hereby certifies 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. Council Policy 100-04 is available at <https://www.sandiego.gov/city-clerk/officialdocs>.

4.15 Prevailing Wage Rates: Prevailing wage rates apply to this Agreement.

Pursuant to San Diego Municipal Code section 22.3019, construction, alteration, demolition, repair and maintenance work performed under this Agreement is subject to State prevailing wage laws. For construction work performed under this Agreement cumulatively exceeding \$25,000 and for alteration, demolition, repair and maintenance work performed under this Agreement cumulatively exceeding \$15,000, the Consultant and its subconsultants shall comply with State prevailing wage laws including, but not limited to, the requirements listed below.

4.15.1 Compliance with Prevailing Wage Requirements. Pursuant to sections 1720 through 1861 of the California Labor Code, the Consultant and its subconsultants shall ensure that all workers who perform work under this Agreement are paid not less than the prevailing rate of per diem wages as determined by the Director of the California Department of Industrial Relations (DIR). This includes work performed during the design and preconstruction phases of construction including, but not limited to, inspection and land surveying work.

4.15.1.1 Copies of the prevailing rate of per diem wages also may be found at <http://www.dir.ca.gov/OPRL/DPreWageDetermination.htm>. The Consultant and its subconsultants shall post a copy of the prevailing rate of per diem wages determination at each job site and shall make them available to any interested party upon request.

4.15.1.2 The wage rates determined by the DIR refer to expiration dates. If the published wage rate does not refer to a predetermined wage rate to be paid after the expiration date, then the published rate of wage shall be in effect for the life of this Agreement. 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 DIR, such predetermined wage rate shall become effective on the date following the expiration date and shall apply to this Agreement 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

Agreement, each successive predetermined wage rate shall apply to this Agreement 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 Agreement, such wage rate shall apply to the balance of the Agreement.

4.15.2 Penalties for Violations. Consultant and its subconsultants shall comply with California Labor Code section 1775 in the event a worker is paid less than the prevailing wage rate for the work or craft in which the worker is employed. This shall be in addition to any other applicable penalties allowed under Labor Code sections 1720 – 1861.

4.15.3 Payroll Records. Consultant and its subconsultants shall comply with California Labor Code section 1776, which generally requires keeping accurate payroll records, verifying and certifying payroll records, and making them available for inspection. Consultant shall require its subconsultants to also comply with section 1776. Consultant and its subconsultants shall submit weekly certified payroll records online via the City's web-based Labor Compliance Program. Consultant is responsible for ensuring its subconsultants submit certified payroll records to the City.

4.15.3.1 In addition to the requirements in 4.15.3, the Consultant and its subconsultants shall also furnish records specified in Labor Code section 1776 directly to the Labor Commissioner in the manner required by Labor Code section 1771.4.

4.15.4 Apprentices. Consultant and its subconsultants shall comply with California Labor Code sections 1777.5, 1777.6 and 1777.7 concerning the employment and wages of apprentices. Consultant shall be held responsible for the compliance of their subconsultants with sections 1777.5, 1777.6 and 1777.7.

4.15.5 Working Hours. Consultant and its subconsultants shall comply with California Labor Code sections 1810 through 1815, including but not limited to: (i) restrict working hours on public works contracts to eight (8) hours a day and forty (40) hours a week, unless all hours worked in excess of eight (8) hours per day are compensated at not less than 1½ times the basic rate of pay; and (ii) specify penalties to be imposed on design professionals and subcontractors of \$25 per worker per day for each day the worker works more than eight (8) hours per day and forty (40) hours per week in violation of California Labor Code sections 1810 through 1815.

4.15.6 Required Provisions for Subcontracts. Consultant shall include at a minimum a copy of the following provisions in any contract they enter into with a subconsultant: California Labor Code sections 1771, 1771.1, 1775, 1776, 1777.5, 1810, 1813, 1815, 1860 and 1861.

4.15.7 Labor Code Section 1861 Certification. Consultant in accordance with California Labor Code section 3700 is required to secure the payment of compensation of its employees and by signing this Agreement, Consultant certifies that "I am aware of the provisions of Section 3700 of the California Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this Agreement."

4.15.8 Labor Compliance Program. The City has its own Labor Compliance Program authorized in August 2011 by the DIR. The City will withhold contract payments when payroll records are delinquent or deemed inadequate by the City or other governmental entity, or

it has been established after an investigation by the City or other governmental entity that underpayment(s) have occurred.

4.15.9 Contractor and Subcontractor Registration Requirements. This project is subject to compliance monitoring and enforcement by the DIR. A Consultant or subcontractor shall not be qualified to bid on, be listed in a bid or proposal, subject to the requirements of section 4104 of the Public Contract Code, or engage in the performance of any contract for public work, as defined in this chapter, unless currently registered and qualified to perform public work pursuant to Labor Code section 1725.5. It is not a violation of this section for an unregistered contractor to submit a bid that is authorized by Section 7029.1 of the Business and Professions Code or by Section 10164 or 20103.5 of the Public Contract Code, provided the contractor is registered to perform public work pursuant to Section 1725.5 at the time the contract is awarded.

4.15.9.1 A Consultant's inadvertent error in listing a subconsultant who is not registered pursuant to Labor Code section 1725.5 in response to a solicitation shall not be grounds for filing a protest or grounds for considering the bid or proposal non-responsive provided that any of the following apply: (1) the subconsultant is registered prior to proposal due date; (2) within twenty-four hours after the proposal due date, the subconsultant is registered and has paid the penalty registration fee specified in Labor Code section 1725.5; or (3) the subconsultant is replaced by another registered subconsultant pursuant to Public Contract Code section 4107.

4.15.9.2 By submitting a bid or proposal to the City, Consultant is certifying that he or she has verified that all subcontractors used on this public work project are registered with the DIR in compliance with Labor Code sections 1771.1 and 1725.5, and Consultant shall provide proof of registration for themselves and all listed subcontractors to the City at the time of bid or proposal due date or upon request.

4.15.10 Stop Order. For Consultant or its subcontractor(s) engaging in the performance of any public work contract without having been registered in violation of Labor Code sections 1725.5 or 1771.1, the Labor Commissioner shall issue and serve a stop order prohibiting the use of the unregistered Consultant or unregistered subcontractor(s) on ALL public works until the unregistered Consultant or unregistered subcontractor(s) is registered. Failure to observe a stop order is a misdemeanor.

4.15.11 List of all Subcontractors. The Consultant shall provide a complete list of subcontractors (regardless of tier) utilized on this Agreement, along with their DIR registration numbers, if applicable, prior to any work being performed on this Agreement, and Consultant shall provide a complete list of subcontractors, regardless of tier, with each invoice. Additionally, Consultant shall provide the City with a complete list of all subcontractors utilized on this Agreement, regardless of tier, within ten working days of the completion of the Agreement, along with their DIR registration numbers, if applicable. The City shall withhold final payment to Consultant until at least thirty (30) days after this information is provided to the City.

4.15.12 Exemptions for Small Projects. There are limited exemptions for installation, alteration, demolition, or repair work done on projects of \$25,000 or less. The Consultant shall still comply with Labor Code sections 1720 et. seq. The only recognized exemptions are listed below:

4.15.12.1 Registration. The Consultant will not be required to register with the DIR for small projects. (Labor Code section 1771.1).

4.15.12.2 Certified Payroll Records. The records required in Labor Code section 1776 shall be required to be kept and submitted to the City of San Diego, but will not be required to be submitted online with the DIR directly. The Consultant will need to keep those records for at least three years following the completion of the Agreement. (Labor Code section 1771.4).

4.15.12.3 List of all Subcontractors. The Consultant shall not be required to hire only registered subcontractors and is exempt from submitting the list of all subcontractors that is required in section 4.15.11 above. (Labor Code section 1773.3).

**ARTICLE V
RESERVED**

**ARTICLE VI
INDEMNIFICATION**

6.1 Indemnification and Hold Harmless Agreement. With respect to any liability, including but not limited to claims asserted or costs, losses, or payments for injury to any person or property caused or claimed to be caused by the acts or omissions of the Consultant, or Consultant's employees, agents, and officers, arising out of any services performed under this Agreement, the Consultant agrees to defend, indemnify, protect, and hold harmless the City, its agents, officers, and employees from and against all liability but only to the extent arising out of, pertaining to, or related to the negligence, recklessness, or willful misconduct of Consultant, its employees, agents, and officers. The Consultant's duty to defend, indemnify, protect and hold harmless shall not include any claims or liabilities arising from the active or sole negligence or sole willful misconduct of the City, its agents, officers or employees. Notwithstanding the forgoing, for any liability that does not arise from the performance of professional services, including but not limited to any trenching and drilling required to install ground monitoring equipment, Consultant agrees to defend, indemnify, protect, and hold harmless the City, its agents, officers, and employees from and against all liability arising from Consultant's performance of the non-professional services.

**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 [Administrator], 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. The Consultant, 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 Consultant, including its employees, agents, talent and independent Subcontractors pursuant to this

Agreement are the sole property of the City. The Consultant, including its employees, agents, talent, and independent Subcontractor(s), may not use any such Deliverable Materials mentioned in this article for purposes unrelated to Consultant's work on behalf of the City without prior written consent of the City.

8.3 Intellectual Property Rights Assignment. Consultant, 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. Consultant, 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 Consultant, its employees, agents, talent, and independent Subcontractor(s), may now have or which may accrue to Consultant, 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 Consultant utilizes a Subcontractor(s) for any portion of the Work that is in whole or in part of the specified Deliverable Materials to the City, the agreement between Consultant and the Subcontractor [Subcontractor Agreement] shall include a statement that identifies that the Deliverable Materials/Work product as a "work-for hire" as defined in the Act and that all intellectual property rights in the Deliverable Materials/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 Materials, 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. Consultant may not publish or reproduce any Deliverable Materials, for purposes unrelated to Consultant's work on behalf of the City without prior written consent of the City.

8.7 Intellectual Property Warranty and Indemnification. Consultant 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 Consultant to produce, at Consultant'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. Consultant further agrees to

indemnify and hold harmless the City, its elected officials, 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, Deliverable Materials, 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 Consultant receives payment under this contract, City shall be entitled, upon written notice to Consultant, to withhold some or all of such payment.

8.8 Enforcement Costs. The Consultant 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, attorneys' fees.

8.9 Ownership of Documents. Once the Consultant has received any compensation for the Professional Services performed under this Agreement, all documents, including but not limited to, original plans, maps, studies, sketches, drawings, computer printouts and electronic files, and specifications prepared in connection with or related to the Scope of Services or Professional Services, shall be the property of the City.

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 Utilities Department, 9192 Topaz Way, San Diego, CA 92123 Attn: Albert Sohikish, and notice to the Consultant shall be addressed to: HDR Engineering, Inc., Mark H. Seits, PE, CFM, 591 Camino de la Reina, Suite 300, San Diego, CA 92108, mark.seits@hdrinc.com.

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

9.3 Non-Assignment. The Consultant 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 Consultant and any Subcontractors employed by the Consultant 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 Consultant concerning the details of performing the Professional Services, or to exercise any control over such performance, shall mean only that the Consultant shall follow the direction of the City concerning the end results of the performance.

9.5 Consultant and Subcontractor Principals for Consultant Services. It is understood that this Agreement is for unique Professional Services. Retention of the Consultant's Professional Services is based on the particular professional expertise of the following members of the Consultant's organization: Mark H. Seits, Vice President and Dean Gipson, Associate Vice

President [Project Team]. Accordingly, performance of Professional Services under this Agreement may not be delegated to other members of the Consultant'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 Team 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 Consultant. 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 Consultant, to require any of the Consultant's employees or agents to be removed from performance of the Scope of Services.

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

9.7 Compliance with Controlling Law. The Consultant shall comply with all laws, ordinances, regulations, and policies of the federal, state, and local governments applicable to this Agreement. In addition, the Consultant 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.

9.8 Jurisdiction. 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 without regard to the conflicts or choice of law provisions thereof.

9.9 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.

9.10 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.

9.11 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.

9.12 No Waiver. No failure of either the City or the Consultant 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.

9.13 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.

9.14 Additional Consultants or Contractors. The City reserves the right to employ, at its own expense, such additional Consultants or contractors as the City deems necessary to perform work or to provide the Professional Services.

9.15 Employment of City Staff. This Agreement may be unilaterally and immediately terminated by the City, at its sole discretion, if the Consultant 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 Consultant.

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 Signing Authority. The representative for each Party signing on behalf of a corporation, partnership, joint venture or governmental entity hereby declares that authority has been obtained to sign on behalf of the corporation, partnership, joint venture, or entity and agrees to hold the other Party or Parties hereto harmless if it is later determined that such authority does not exist.

9.19 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.

9.20 Consultant Evaluation. City will evaluate Consultant's performance of Professional Services using the Consultant Evaluation Form (Exhibit E).

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

9.22 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.

9.23 Contractor Standards. This Agreement is subject to the Contractor Standards clause of the Municipal Code Chapter 2, Article 2, Division 30 adopted by Ordinance No. O-20316. All consultants are required to complete the Contractor Standards Pledge of Compliance included herein as Exhibit F.

9.24 Equal Benefits Ordinance. RESERVED.

9.25 Public Records. By Signing this Agreement the Consultant agrees that it is aware that the contents of this Agreement and any documents pertaining to the performance of the Agreement requirements/Scope of Services resulting from this Agreement are public records, and therefore subject to disclosure unless a specific exemption in the California Public Records Act applies.

If the Consultant 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 Consultant** 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 Consultant 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 Consultant 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 **Consultant will hold the City harmless** for release of this information.

It will be the **Consultant's obligation to defend**, at Consultant'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 Consultant's request. Furthermore, the Consultant 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 Consultant's request.

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

9.26 Equal Pay Ordinance. RESERVED.

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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 Section 22.3208, authorizing such execution, and by the Consultant pursuant to HDR Engineering, Inc.'s signature authority document.

I HEREBY CERTIFY I can legally bind HDR Engineering, Inc. and that I have read all of this Agreement, this 13 day of OCTOBER, 2021.

By Anna Y. Lantin
Anna Y. Lantin
Vice President

Dated this 1st day of December, 2021.

THE CITY OF SAN DIEGO
Mayor or Designee

By Frank A. Romero
Frank A. Romero
Acting Principal Contract Specialist
Purchasing & Contracting Department

I HEREBY APPROVE the form of the foregoing Agreement this 1st day of December, 2021

MARA W. ELLIOTT, City Attorney

By Christine Leone
Christine Leone
Chief Deputy City Attorney

CONSULTANT AGREEMENT EXHIBITS

SCOPE OF SERVICES

BACKGROUND INFORMATION

Gatchell Road, within the National Park Service (NPS) Cabrillo National Monument in San Diego, California, is threatened by cliff retreat along the South Cove and the X Cave. To better assess cliff conditions that can make the road unsafe to use, the development and execution of a Monitoring Program has been proposed, and an initial monitoring effort was conducted in December 2020. The inspection and assessment efforts included here are based on the Monitoring Program Plan (MP Plan) prepared by HDR Engineering, Inc., in collaboration with Jacobs and Atlas, dated May 24, 2021.

This scope of work includes installation of the monitoring equipment and the first year of monitoring. The objectives of this modified scope of work are to:

- Procure and install monitoring equipment
- Implement the first year of monitoring

Task 1: Project Administration, Meetings and Quality Assurance

Consultant shall be responsible for administration and project management throughout the course of this project. Consultant shall manage the production efforts, budget, coordination with City of San Diego (City) and other stakeholders, monitor progress and direct Quality Control activities. We anticipate regular (monthly) updates, via telephone, with the stakeholders, and brief summaries, submitted via email.

1.1 Team Management and Project Control

The elements associated with this sub task include:

- Schedule monitoring and updates for project tracking;
- Resource management and allocation based on Project schedules and activities;
- Coordination with sub Consultants;
- Budget control management;
- Monthly invoicing;
- Deliverables coordination; and
- Monthly progress reports submitted to the CITY with each invoice documenting activities from the previous month, planned activities the following month, scope issues, schedule issues and financial issues.

1.2 Project Guide Development

Prepare a guidance document called a Project Management Plan (PMP) for staff, including sub Consultants. The PMP will the following items and define activities, constraints, guidelines, budgets and procedures specific to this Task Order:

- A Project description and work plan including deliverables and milestones;
- A Project schedule;
- A Project staffing plan;
- Change management procedures for accommodating modifications to the budget, scope, and/or schedule that may occur;
- Project communication procedures;
- QA/QC procedures and responsibilities including a Project Quality Control Plan (PQCP); the PQCP will be shared with all team members, including Subconsultants who are required to follow the QC procedures; Consultant Project Manager will perform Quality Control audits at key project milestones to confirm the PQCP is being followed;
- Documentation filing, distribution, retrieval and management system;
- Project Guide maintenance and updating as activities dictate; and
- Safety Plan, prepared for field activities detailed in this Scope of Work (SOW).

Prior to the start of any field work, Consultant will submit written Injury and Illness Prevention plan, Hazard communication plan and confined space entry. Cal/OSHA and confined space entry certificates for site personnel will be included in the safety plan. A combined safety plan will be submitted for Consultant and all Subconsultants.

1.3 Project Status Meetings and Monthly Reports

Meetings will be conducted on a monthly basis with the City's Project Manager to review the Monthly Progress Report relative to project work, schedule, and budget. Consultant will prepare and submit the project status reports with a monthly project invoice to document progress of the work. The following meetings are anticipated:

- A. Attend a kick-off meeting with City representatives to review the project in detail and determine project requirements and procedures, including the schedule for additional meetings not identified here.
- B. Attend a monthly progress meeting (assume 12) with City staff and other stakeholders identified by the City. These meetings will likely be virtual and last for up to one hour each.
- C. Internal progress meetings with Consultant staff and Subconsultants to review status of assignments, identify resource needs, address potential schedule and/or cost impacts, and resolve known issues to keep the tasks moving forward (assume 24 meetings, held bi-weekly for one (1) hour each).

Deliverables:

- Summaries of progress meetings (twelve (12) maximum).
- Monthly project invoice with progress report – assume twelve (12) invoices (electronic copy)

CLARIFICATIONS:

- Project duration is assumed to be fourteen (14) months to allow for additional coordination with City and NPS outside of the 12-month monitoring period.
- The City shall identify one primary point of contact for Consultant’s identified point of contact will direct all correspondence and communication.
- The City will provide cultural resources monitoring and related support services required for the installation of the monitoring equipment and for the ongoing field services. If coordination and interaction with the Consultant is required beyond monthly progress meetings, the City and Consultant will modify the contract in writing.

Task 2: Metocean and Seismic Data Collection and Analysis

Collect and analyze metocean (wind, wave, water levels, and rainfall) and seismic data to identify and characterize through time, events and trends that drive the cliff retreat processes at the South Cove and X Cave. It is anticipated that once a sufficiently long monitoring record has been collected, it will be possible to identify threshold values above which the likelihood of cliff failures occurring is high. The table below lists the data to be collected, location, and sources.

Data	Location	Source
Wind	Scripps Pier, La Jolla	National Oceanic and Atmospheric Administration ¹
Water Levels	Scripps Pier, La Jolla	National Oceanic and Atmospheric Administration ²
Waves	Offshore PLWTP	Scripps Institution of Oceanography ³
Rainfall	Cabrillo National Monument San Diego Airport	National Park Service ⁴ National Weather Service ⁵
Seismic	Regional	U.S. Geological Service ⁶ Southern California Earthquake Data Center ⁷

¹ <https://tidesandcurrents.noaa.gov/met.html?id=9410230>

² <https://tidesandcurrents.noaa.gov/waterlevels.html?id=9410230>

³ http://cdip.ucsd.edu/MOP_v1.1/alongshore_home.php?D (use MOP Do268)

⁴ https://sandiego.onerain.com/site/?site_id=14&site=6680889c-41b5-4912-afce-14ef6ba3908f

⁵ <https://w2.weather.gov/climate/xmacis.php?wfo=sgx>

⁶ https://www.usgs.gov/natural-hazards/earthquake-hazards/science/modified-mercalli-intensity-scale?qt-science_center_objects=0#qt-science_center_objects

⁷ <https://scedc.caltech.edu/>

At the specified frequency and for the period of record, data will be collected, and the following analyses will be performed:

2.1. Wind: the monthly average wind speed, and maximum wind speed and direction will be reported. An assessment of the monthly average wind speed recorded relative to the region's average wind speed will be made. Monthly average and maximum wind parameters will be listed on the Dashboard to be maintained during the MP.

2.2. Water Levels: the maximum monthly water levels and the corresponding wave conditions (height, period, and direction) will be reported. An assessment of waves potentially reaching the cliff bases at the South Cove and X Cave will be made. Parameters will be listed, and time history plots carried in the Dashboard to be maintained during the MP.

2.3. Waves: the highest wave height, and corresponding periods, directions and water levels will be reported. An assessment of waves potentially reaching the cliff bases at the South Cove and X Cave will be made. Parameters will be listed, and time history plots carried in the Dashboard to be maintained during the MP.

2.4. Rainfall: monthly daily rain, durations and monthly maximum will be reported. An assessment of monthly rainfall relative to the total monthly normal; and daily maxima relative to the historical daily maximum will be made. Parameters will be listed, and time history plots carried in the Dashboard to be maintained during the MP.

2.5. Seismic: relevant earthquakes will be reported along with estimates of the Modified Mercalli Intensity at the site, if available. An assessment of the earthquakes on the potential consequences of cliff stability will be made. Parameters will be listed, and time history plots carried in the Dashboard to be maintained during the MP.

Deliverables

- A monthly report presenting the results of the data collection and analysis will be developed and stored in the Dashboard at the specified frequency (maximum of twelve (12) reports). These monthly reports will be integrated as part of the quarterly Monitoring Program Reports.

Task 3: Gatchell Road Visual Inspection

This task consists of performing up to twelve (12) visual road inspections to identify signs of distress (defects) such as cracks, potholes, rutting and differential settlement on an approximately 450-foot-long section of Gatchell Road along the South Cove and X Cave. Drone surveys imagery and elevation data (Tasks 5 and 6) will be inspected to gather additional information, if available.

Deliverables

- Twelve (12) monthly technical memoranda summarizing work done and data analysis, including opinions on causes of road condition change, if applicable.
- Inspection data will be uploaded to the Dashboard.

Task 4: Gatchell Road Survey

This task consists of monthly up to twelve (12) topographic surveys at control points to measure road vertical and horizontal displacements. Consultant established control under a separate contract and this control will be used for this effort.

Task 4.1: Monthly monitoring at South Cove and X-Cave

- Utilize previously established survey control to document the locations of 34 monitoring control points using total station and level loop. This work will be done monthly or after significant events to document road and cliff movement/settlement and update control for drone surveys (anticipate a total of twelve times).

Deliverables

- Twelve (12) monthly technical memoranda summarizing survey analysis and results, including opinions on causes of road condition change, if applicable.
- Provide survey data to upload to Dashboard.

Task 5: Drone Imagery Survey

This task includes drone imagery surveys of the South Cove and X Cave, with the staff and equipment described in the MP Plan. Collection of imagery and production of 360-degree panoramas, still images, orthorectified aerial imagery and 3D models of the cliffs, coves, and caves are included. Data will be analyzed to identify, locate, and qualitatively and quantitatively characterize changes and evidence of failures at the South Cove and X Cave.

Deliverables

- Six (6) bi-monthly drone imagery surveys.
- Six (6) bi-monthly technical memoranda summarizing drone survey work, data analysis and identifying changes and trends in the cliffs, cove and caves, including

opinions on possible conditions that could trigger cliff retreat or cave roof collapse, if applicable.

- Provide drone survey products to upload to Dashboard.

Task 6: Drone LiDAR Survey

This task includes drone LiDAR surveys of the South Cove and X Cave, with the staff and equipment described in the MP Plan. Work includes production of 3D point clouds and geometries of cliffs, coves, and caves. Data will be analyzed to identify, locate, and qualitatively and quantitatively characterize changes and evidence of failures at the South Cove and X Cave.

Deliverables

- Two (2) bi-annual drone LiDAR surveys.
- Two (2) bi-annual technical memoranda summarizing drone survey work, data analysis and identifying changes and trends in the cliffs, cove, and caves, including opinions on possible conditions that could trigger cliff retreat or cave roof collapse, if applicable.
- Provide drone survey products to upload to Dashboard.

Task 7: Gatchell Road Geophysical Investigation

Perform Multichannel Analysis of Surface Waves (MASW) and Electrical Resistivity Tomography (ERT) geophysical investigations to identify the location and extent of voids, moisture, and geophysical anomalies in the subsurface below Gatchell Road at the South Cove and X Cave. Prior to these investigations Ground Penetrating Radar (GPR) surveys, one at each location, will be performed to identify utility conflicts. The Geophysical investigation will be conducted bi-annually (two (2) per year) and for up to one (1) additional significant event. Each investigation will include the following steps:

- Site reconnaissance including field mapping of surface structures at and near the study areas.
- Perform GPR Survey
- Perform MASW survey
- Perform Sting ERT survey

Deliverables

- Written summary reports with noted anomalies of potential rock weakness and/or voids, including interpretation of results and an opinion on possible conditions that could trigger cliff retreat or cave roof collapse (if applicable), will be provided every six (6) months and after up to one additional significant event.

Task 8: Groundwater Monitoring

The impact of groundwater on the South Cove and X Cave erosion will be assessed by means of two monitoring wells. Each well will include two vibrating wire piezometer sensors, one placed near the Old Paralac Deposits/Point Loma Formation contact depth, and the other placed roughly at mid cliff height. Planning will consist of the coordinating site access with the City and NPS, obtaining a monitoring well installation permit from the County of San Diego Department of Environmental Health, obtaining an encroachment permit from the NPS, marking out the proposed well locations as per Underground Service Alert (USA DigAlert) requirements, and clearing the well locations of potential subsurface obstacles using input from the Project Team's geophysicists.

The selection of the well locations will be based on the areas of concern and site access. The final well locations could vary based on existing utilities on site and site access. There will be two (2) well locations on NPS land. The wells, if approved on NPS land, will be preferred to be installed off the roadway in the existing gravel pathway. The alternate installation location would be within the roadway. The consideration of final well locations will be based on existing utility conflicts, safety, and site access. Once the instruments are installed, the Project Team will coordinate with the City to establish a line of communication between the installed equipment and Data Acquisition System. The instrument will need to be readily accessible for data collection and maintenance.

Once the groundwater monitoring wells are constructed and VW piezometers are installed, the sensors will be connected to a data logger with radio transmission capability. The sensors will be read automatically on regular intervals (e.g., once per hour) as selected by the project team, and data will be transmitted to the PLWTP Data Acquisition System room for further processing in near real time. The instruments would need to be accessible 7-days a week and 24-hours per day in the event of a malfunction or significant event.

Deliverables

- Written summary reports presenting graphs of time histories of pore water pressure and water levels, and interpretation of results and opinions on possible thresholds that could trigger cliff retreat or cave roof collapse (if applicable), will be provided bi-monthly and after up to one additional significant event for each sensor.

Task 9: Vibration Monitoring

Vibrating Monitors will be used to measure horizontal and vertical ground motion due to earthquakes, vehicular traffic on Gatchell Road and ocean wave impact at the cliff base at the South Cove and X Cave. Two (2) stations will be installed each designed to focus on the one (1) or more of these two (2) vibration sources. Ground vibration monitoring will be assessed to better understand the relationship between significant events and the vibrations that occurred prior to the significant event. Prior to the installation of the vibration monitors, the actual monitoring locations will need to be approved by City (PLWTP) personnel and the NPS (depending on the selected location). Outside the NPS Research and Collection Permit, no additional permits are anticipated. The selection of the monitoring locations will be based on the areas of concern and site access. Once the instruments are installed, they will need to be readily accessible for data collection and maintenance. In order to reduce the number of site visits for data collection, a line of

EXHIBIT A

communication (i.e., WiFi, land line, etc.) would need to be established. Remote communication options are currently being evaluated. The instruments would need to be accessible 7-days a week and 24-hours per day in the event of a malfunction or significant event.

Once the desired monitoring location has been selected by the Project Team, the instrumentation will be deployed, assembled, calibrated and armed. The assembly will consist of burying, orientating, and leveling the sensor and connecting the cabling. The vibration monitors will be installed on a 4-foot-square station pad at three (3) locations selected by the Project Team. Excavations will be up to two (2) feet in depth with eight (8) cubic feet of soil disturbance. The location of the instrument will be documented using GPS. The instruments will be programmed to record continuously for one (1) week in order to characterize the general background vibration levels (primary focus on cultural impacts). Following the background monitoring, specific thresholds for triggering the instruments to collect detailed waveform data will be determined. Non triggered "event" data will also be stored in a histogram mode, where daily peak values are saved and stored. All data, whether collected manually or via the internet, will be uploaded and stored in our MP database. The data will be processed using Blastware, THOR, and Excel software. The raw data and processed results will be accessible through our MP Dashboard.

Deliverables

- The results will be presented in tabulated form as well as in graphs illustrating peak particle motion versus frequency, time series of the wave forms, and for significant events spectral energy. Written summary reports, including interpretation of results and opinions on possible thresholds that could trigger cliff retreat or cave roof collapse (if applicable), will be provided bi-monthly and for up to one (1) additional significant event.

Task 10: Ground Movement Monitoring

Ground movement measurements that can be correlated with metocean and geological processes to understand triggers and thresholds for movement. Once these relationships and thresholds are understood, the Shape Acceleration Array (SAA) can be used to trigger an alarm if a threshold movement is exceeded. This can serve as an early warning system. SAA will be installed horizontally in a trench within Gatchell Road in the vicinity of South Cove and X Cave. The trench location will need to be approved by the NPS, City and/or Monitoring Program managers prior to mobilization. The selection of the trench location is based on the areas of concern in the vicinity of South Cove and X Cave within the roadway and the location of underground utilities. Once the instruments are installed, sources of power, and data acquisition system and wireless connection will be checked. The instruments would need to be accessible 7-days a week and 24-hours per day in the event of a malfunction or significant event.

Planning will consist of the coordinating site access with the NPS, obtaining a Research and Collection Permit from the NPS, marking out the trench locations as per Underground Service Alert (USA DigAlert) requirements, clearing the trench location of potential subsurface obstacles using our in-house geophysical department. Approximately a 600-foot-long trench to the depth of about 3 feet below the road surface is planned to be excavated. Once the instruments are installed, the trench will be backfilled and paved per approved details, except for where the access pit is planned to be constructed at northern

end of the trench. This pit is for equipment retrieval and maintenance and will have traffic-rated cover. In the vicinity of the access pit, a 5-foot-tall pole will be installed for data acquisition/transmission equipment, power source, and lightening protection system.

Upon receipt of notice to proceed, the activities will consist of placing the purchase order for instruments and trenching, performing pre-installation acceptance tests on received instruments, installation of equipment, post-installation testing of instruments, backfilling and paving the trench. The location of trench and data acquisition pole will be documented using GPS. The instruments will be programmed to record continuously, and reports of recordings will be submitted regularly. All collected data will be processed and available on the MP dashboard. SAA recordings and processed results will be available on the dashboard. The project team will provide a summary report presenting the shape of array (i.e., deformation versus distance from the reference point of instrument) bi-monthly and after significant events.

Deliverables

- Written summary report presenting the shape of array (i.e., deformation versus distance from the reference point of instrument), as well as interpretation of results and opinions on possible thresholds that could trigger cliff retreat or cave roof collapse (if applicable), will be provided bi-monthly and for up to one additional significant event.

Task 11: Dashboard Development and Management

The MP Plan will generate a significant amount of data and information of varying sizes and formats. To efficiently organize, visualize, analyze, store, and distribute these data and relevant documentation, a data management system and dashboard (Dashboard) will be developed. The Dashboard is a cloud-based platform that provides access to digital solutions and applications through the web browser. The Dashboard provides mobile data collection, web applications and dashboards, a database management system, and an Application Programming Interface (API). MP data collected and MP deliverables indicated in previous sections, will be available for viewing in the Dashboard. The Dashboard will be developed specifically for the MP so that the Project Team and stakeholders will be able to view the most up-to-date MP data and delivery products. In this section, the management and functionality of the MP Dashboard are described.

The MP data will be consolidated in a cloud database that will be linked to the Dashboard. It is anticipated the following types of data will be collected and uploaded to the Dashboard:

- Field data will be uploaded through mobile applications used to capture data on-site, in the field. A mobile app will be developed for MP personnel to navigate in the field with enhanced situational awareness, and to collect and upload to the Dashboard relevant imagery, videos, notes, and data. The mobile app will also be available to selected non-MP personnel to enhance the MP data collection via crowdsourcing. The mobile app can collect data in the field and sync the data directly to the cloud database.

EXHIBIT A

- Drone survey imagery and data will first be postprocessed and the output data products will be loaded into the cloud database using geographic information system (GIS) software.
- Meteorological data will be loaded into the cloud database using the online data sources' API. If use of the API is not possible, the data will be downloaded and uploaded into the cloud database.
- Monitoring device data, sensors, ancillary infrastructure, and Data Acquisition System (DAS) server to monitor groundwater levels, vibration from various sources and ground movement. The transmission of data offsite the monitoring locations will be achieved through a server that hosts the DAS and it is connected to a Wide Area Network (WAN). The sensors and the DAS server cannot be connected physically to transmit data and an antenna, and a repeater will be used. From the DAS server, data will be loaded into the cloud database using the data sources' API should an API or similar online data storage location be in-place and accessible. If use of an API is not possible, the data will be downloaded and uploaded into the cloud database.

Assumptions

- Mobile devices must have an onboard GPS or an external GPS to capture location data with the field surveys. The locational accuracy of the data will be based on the accuracy of the GPS.
- Data collected via mobile devices will be made available in the system upon syncing to the database. The mobile device must be connected to the internet in order to sync. This can be over cellular network or Wi-Fi. If the site does not have Wi-Fi, poor cellular connection, or the mobile device does not have a cellular connection, the mobile device will need to be connected to the internet elsewhere to sync the data.
- Integrating any API, external system, or external file storage will require documentation and access via the provider.
- Drone imagery and data will need to be processed into the required data deliverables and then loaded into the system to be visualized. This processing is typically done with specialized software, outside of the Dashboard.

Deliverables

- For collected field data, the MP Dashboard will show the collected information, images taken, and show the location of the data on a web map.
- Drone data and imagery will be made available via a web mapping application that will allow users to toggle on/off different layers of data, compare datasets captured at different dates, and view the data in 3D. Users will be able to filter/query to find specific data and also view summary statistics from all the collected data to plot trends and track information over time. The web mapping application can also be used for other mapping data available.

EXHIBIT A

- Meteorological and Monitoring Device data will be made available via dashboards which will show the data over time, plot trends, and provide the user with filters and other tools to thoroughly inspect the data. A web map can be utilized within the dashboard to show where the data was captured.

Task 12: Monitor Program Summary Reports

The Technical Memorandum (TM)'s prepared for each of the monitoring components (Tasks 2 through 10) will be consolidated into a summary report every quarter. These summary reports will incorporate all MP Plan components performed within that period.

Deliverables

- Draft and Final Summary Report to be submitted on a quarterly basis (maximum of four (4) electronic reports).

Task 13: Monitoring Program Plan Update

The MP Plan is a key document that will guide the execution of the MP, the sequence of work and ensure consistency of data collection, repeatability, and reporting. During the MP execution, it is anticipated that updates to the MP components, procedures and protocols will be required. This task allows for a one-time update to the MP Plan.

Deliverables

Draft and Final MP Plan Document

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COMPENSATION AND FEE SCHEDULE

COMPENSATION AND FEE SCHEDULE

NO.	TASK DESCRIPTION	LEVEL OF EFFORT, HOURS				FEE, DOLLARS				
		Project Principal	Snr Proj Manager	Associate Engineer	Prj/Contract Administrator	TOTAL LABOR	LABOR	SUBS	DIRECT COSTS	TOTAL
Client Billing Rates		\$280	\$280	\$180	\$110					
1	Project Administration, Meetings and Quality Assurance									
1.1	Project Management and Administrative Services (12 months)		48		48	96	18,720	14,430		33,150
1.2	Project Guide Development	2	4	16	4	26	5,000	0		5,000
1.3	Project Status (monthly) and Stakeholder Coordination (bi-weekly) Meetings	24	48		12	84	21,480	28,008		49,488
1.4	Internal Project Team Meetings (monthly)		24	24	12	60	12,360	38,116		50,476
1.5	Travel to PLWTP for site visits, meetings, etc. ¹					0	0	0	1,951	1,951
Subtotal 1 Project Administration, Meetings and Quality Assurance		26	124	40	76	286	57,560	80,554	1,951	140,065
2	Meteocean and Seismic Data Collection									
2.1	Data Collection (monthly)		24	60		84	17,520	0		17,520
2.2	Summary Report (monthly)		12	60		72	14,160	11,040		25,200
Subtotal 2 Metocean and Seismic Data Collection		0	36	120	0	156	31,680	11,040	0	42,720
3	Gatchell Road Visual Inspection									
3.1	Gatchell Road Visual Inspection		4	12		16	3,280	47,052		50,332
Subtotal 3 Gatchell Road Visual Inspection		0	4	12	0	16	3,280	47,052	0	50,332
4	Gatchell Road Survey									
4.1	Monthly Monitoring at South Cove and X Cave		4			4	1,120	94,120		95,240
Subtotal 4 Gatchell Road Survey		0	4	0	0	4	1,120	94,120	0	95,240
5	Drone Imagery Survey									
5.1	Drone Imagery Survey		4	12		16	3,280	53,580		56,860
Subtotal 5 Drone Imagery Survey		0	4	12	0	16	3,280	53,580	0	56,860
6	Drone LIDAR Survey									
6.1	Drone LIDAR Survey		4	12		16	3,280	58,556		61,836
Subtotal 6 Drone LIDAR Survey		0	4	12	0	16	3,280	58,556	0	61,836
7	Gatchell Road Geophysical Investigation									
7.1	Geophysical Studies/Reporting (South Cove, X Cave)		12	12		24	5,520	34,632		40,152
Subtotal 7 Gatchell Road Geophysical Investigation		0	12	12	0	24	5,520	34,632	0	40,152
8	Groundwater Modeling									
8.1	Vibrating Wire Piezometer Installation (South Cove, X Cave)			4		4	720	96,766		97,486
8.2	Groundwater Monitoring/Reporting (South Cove, X Cave)		4	12		16	3,280	235,208		238,488
Subtotal 8 Groundwater Modeling		0	4	16	0	20	4,000	331,974	0	335,974
9	Vibration Monitoring									
9.1	Vibration Monitoring Installation (South Cove, X Cave)			8		8	1,440	99,700		101,140
9.2	Vibration Monitoring/Reporting (South Cove, X Cave)		4	12		16	3,280	173,818		177,098
Subtotal 9 Vibration Monitoring		0	4	20	0	24	4,720	273,518	0	278,238
10	Ground Movement Monitoring									
#	Shape Acceleration Array Installation (South Cove, X Cave)			16		16	2,880	283,550		286,430
#	Ground Movement Monitoring/Reporting		4	12		16	3,280	207,002		210,282
Subtotal 10 Ground Movement Monitoring		0	4	28	0	32	6,160	490,552	0	496,712
11	Dashboard Development and Management									
#	Dashboard Development		8	8		16	3,680	32,591		36,271
#	Coordination with Data Uploads			18		18	3,240	10,864		14,104
#	User Support			18		18	3,240	10,864		14,104
#	Dashboard Management		6	18		24	4,920	10,863		15,783
Subtotal 11 Dashboard Development and Management		0	14	62	0	76	15,080	65,182	0	80,262
12	Monitor Program Summary Reports									
12.1	Summary Report (quarterly)	10	20	220		250	48,000	22,000		70,000
Subtotal 12 Monitor Program Summary Reports		10	20	220	0	250	48,000	22,000	0	70,000
13	Monitoring Program Plan Update									
13.1	Monitoring Program Plan Update	2	8	4		14	3,520	9,294		12,814
Subtotal 13 Monitoring Program Plan Update		2	8	4	0	14	3,520	9,294	0	12,814
TOTAL, Hours		38	242	558	76	914				
TOTAL SCOPE OF SERVICES, Dollars							187,200	1,572,054	1,951	1,761,205

Notes: 1 ODCs include up to 24 trips to the site, including up to 4 staff (96 total trips), an average roundtrip distance of 36.3 miles, and the City of San Diego mileage rate with mileage logs required.

TIME SCHEDULE

ACTIVITY	START DATE	END DATE
Task 1: Project Administration, Meetings and Quality Assurance	NTP	NTP+14 months
Task 2: Metocean and Seismic Data Collection and Analysis	NTP	NTP+12 months
Task 3: Gatchell Road Visual Inspection	NTP	NTP+12 months
Task 4: Gatchell Road Survey	NTP	NTP+12 months
Task 5: Drone Imagery Survey	NTP	NTP+12 months
Task 6: Drone LiDAR Survey	NTP	NTP+12 months
Task 7: Gatchell Road Geophysical Investigation	NTP	NTP+12 months
Task 8: Groundwater Monitoring	NTP	NTP+12 months
Task 9: Vibration Monitoring	NTP	NTP+12 months
Task 10: Ground Movement Monitoring	NTP	NTP+12 months
Task 11: Dashboard Development and Management	NTP	NTP+12 months
Task 12: Monitor Program Summary Reports	NTP	NTP+12 months
Task 13: Monitoring Program Plan Update	NTP	NTP+12 months
Proposed Project End Date		NTP+14 months

NOTE: All work must be completed by the agreement's expiration date stated in Section 2.1.

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. Consultants are encouraged to take positive steps to diversify and expand their subcontractor and supplier solicitation base and to offer opportunities to all eligible business firms.

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. Disclosure of Discrimination Complaints (Attachment AA).** 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, gender expression, gender identity, 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 BB) 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 all consultant contracts, the City shall apply a maximum of an additional 12 points for SLBE or ELBE participation, to the proposer’s subtotal maximum evaluation points.. Additional points will be awarded as follows to achieve the proposer’s final maximum evaluation points :
 - a. If the proposer achieves 20% participation, apply 5 points to the proposer’s score; or

- b. If the proposer achieves 25% participation, apply 10 points to the proposer's score; or
- c. If the prime consultant is a SLBE or an ELBE, apply 12 points to the proposer's score.

B. Subcontractor Participation List. The Subcontractor Participation List (Attachment CC) 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.

V. **Maintaining Participation Levels.**

- A. Bid discounts and additional points are based on the Consultant's level of participation prior to the award of goods, services, or consultant contract. Consultants are required to achieve and maintain the SLBE or ELBE participation levels throughout the duration of the goods, services, or consultant contract.
- B. If the City modifies the original specifications, the Consultant shall make reasonable efforts to maintain the SLBE or ELBE participation for which the bid discount or additional points were awarded. The City must approve in writing the reduction in SLBE or ELBE participation levels.
- C. The Consultant shall notify and obtain written approval from the City in advance of any reduction in subcontract scope, termination, or substitution for a designated SLBE or ELBE subcontractor.
- D. Consultant's failure to maintain SLBE or ELBE participation levels as specified in the goods, services, or consultant contract shall constitute a default and grounds for debarment under Chapter 2, Article 2, Division 8, of the San Diego Municipal Code.
- E. The remedies available to the City under Council Policy 100-10 are cumulative to all other rights and remedies available to the City.

VI. **Definitions.**

Commercially Useful Function: a Small Local Business Enterprise or Emerging Local Business Enterprise (SLBE/ELBE) performs a commercially useful function when it is responsible for execution of the work and is carrying out its responsibilities by actually performing, managing, and supervising the work involved. To perform a commercially useful function, the SLBE/ELBE shall also be responsible, with respect to materials and supplies used on the contract, for negotiating price, determining quantity and quality, ordering the material, and installing (where applicable) and paying for the material itself.

To determine whether an SLBE/ELBE is performing a commercially useful function, an evaluation will be performed of the amount of work subcontracted, normal industry practices, whether the amount the SLBE/ELBE firm is to be paid under the contract is commensurate with the work it is actually performing and the SLBE/ELBE credit claimed for its performance of the work, and other relevant factors. Specifically, a SLBE/ELBE does not perform a commercially useful function if its role is limited to that of an extra participant in a transaction, contract, or project through which funds are passed in order to obtain the appearance of meaningful and useful SLBE/ELBE participation, when in similar transactions in which SLBE-ELBE firms do not participate, there is no such role performed.

Disadvantaged Business Enterprise (DBE): a certified business that is (1) at least fifty-one (51%) owned by socially and economically Disadvantaged Individuals, or, in the case of a publicly owned business at least fifty-one percent (51%) of the stock is owned by one or more socially and economically Disadvantaged Individuals; and (2) whose daily business operations are managed and directed by one or more socially and economically disadvantaged owners. Disadvantaged Individuals include Black Americans, Hispanic Americans, Asian Americans, and other minorities, or individual found to be

disadvantaged by the Small Business Administration pursuant to Section 8 of the Small Business Reauthorization Act.

Disabled Veteran Business Enterprise (DVBE): a certified business that is (1) at least fifty-one percent (51%) owned by one or more disabled veterans; and (2) business operations must be managed and controlled by one or more disabled veterans. Disabled Veteran is a veteran of the U.S. military, naval, or air service; the veteran must have a service-connected disability or at least 10% or more; and the veteran must reside in California. The firm shall be certified by the State of California's Department of General Services, Office of Small and Minority Business.

Emerging Business Enterprise (EBE): a business whose gross annual receipts do not exceed the amount set by the City Manager, and which meets all other criteria set forth in the regulations implementing the City's Small and Local Business Preference Program. The City Manager shall review the threshold amount for EBEs on an annual basis, and adjust as necessary to reflect changes in the marketplace.

Emerging Local Business Enterprise (ELBE): a Local Business Enterprise that is also an Emerging Business Enterprise.

Local Business Enterprise (LBE): a firm having a Principal Place of Business and a Significant Employment Presence in San Diego 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.

Minority Business Enterprise (MBE): a certified business that is (1) at least fifty-one percent (51%) owned by one or more minority individuals, or, in the case of a publicly owned business at least fifty-one percent (51%) of the stock is owned by one or more minority individuals; and (2) whose daily business operations are managed and directed by one or more minority owners. Minorities include the groups with the following ethnic origins: African, Asian Pacific, Asian Subcontinent, Hispanic, Native Alaskan, Native American, and Native Hawaiian.

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

Principal Place of Business: a location wherein a firm maintains a physical office and through which it obtains no less than fifty percent (50%) of its overall customers or sales dollars.

Significant Employee Presence: no less than twenty-five percent (25%) of a business's total number of employees are domiciled in San Diego County.

Small Business Enterprise (SBE): a business whose gross annual receipts do not exceed the amount set by the City Manager, and that meets all other criteria set forth in regulations implementing the City's Small and Local Business Preference Program. The City Manager shall review the threshold amount for SBEs on an annual basis, and adjust as necessary to reflect changes in the marketplace. A business certified as a DVBE by the State of California, and that has provided proof of such certification to the City Manager, shall be deemed to be an SBE.

Small Local Business Enterprise (SLBE): a Local Business Enterprise that is also a Small Business Enterprise.

Women Business Enterprise (WBE): a certified business that is (1) at least fifty-one percent (51 %) owned by a woman or women, or, in the case of a publicly owned business at least fifty-one percent (51%) of the stock is owned by one or more women; and (2) whose daily business operations are managed and directed by one or more women owners.

VII. Certifications.

The City accepts certifications of MBE, WBE, DBE or DVBE from the following certifying agencies:

Current certification by the State of California Department of Transportation (CALTRANS) as DBE.

Current MBE or WBE certification from the California Public Utilities Commission.

DVBE certification is received from the State of California's Department of General Services, Office of Small and Minority Business.

Current certification by the City of Los Angeles as DBE, WBE or MBE.

Current certification by the U.S. Small Business Association as SDB, WOSB, SDVOSB, or Hubzone.

Subcontractors' valid proof of certification status e.g., copy of MBE, WBE, DBE, or DVBE certification must be submitted with RFP. MBE, WBE, DBE, or DVBE certifications are listed for informational purposes only.

VIII. List of Attachments.

- AA. Disclosure of Discrimination Complaints**
- BB. Work Force Report**
- CC. Subcontractors List**

DISCLOSURE OF DISCRIMINATION COMPLAINTS

As part of its proposal, the Consultant must provide to the City a list of all instances within the past 10 years where a complaint was filed or pending against the 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.

CHECK ONE BOX ONLY.

- The undersigned certifies that within the past 10 years the Consultant has NOT been the subject of a complaint or pending action in a legal administrative proceeding alleging that Consultant discriminated against its employees, subcontractors, vendors or suppliers.
- The undersigned certifies that within the past 10 years the Consultant has been the subject of a complaint or pending action in a legal administrative proceeding alleging that Consultant discriminated against its employees, subcontractors, vendors or suppliers. A description of the status or resolution of that complaint, including any remedial action taken and the applicable dates is as follows:

DATE OF CLAIM	LOCATION	DESCRIPTION OF CLAIM	LITIGATION (Y/N)	STATUS	RESOLUTION/REMEDIAL ACTION TAKEN
6/17/2011	AK	Age	No	Closed	EEOC – No Cause Finding
7/5/2011	WA	Wrongful Termination for Race	Yes	Closed	Settled
8/26/2011	TX	Disability, Sex	No	Closed	EEOC-No Cause Finding
11/17/2011	AZ	Race, Retaliation, Sex	Yes	Closed	Settled
5/23/2012	CA	Harassment, Race, Retaliation, Sex	Yes	Closed	Settled
12/21/2012	HI	Disability	No	Closed	EEOC – No Cause Finding
1/8/2013	HI	Religion, Retaliation	No	Closed	EEOC – No Cause Finding
8/8/2013	NE	Age, Disability	No	Closed	EEOC – No Cause Finding
8/21/2013	CA	Disability	Yes	Closed	Settled
11/13/2013	CA	Age	No	Closed	No Charge Filed
11/21/2014	TX	Disability, Retaliation	No	Closed	EEOC – No Cause Finding
6/30/2015	MT	Wrongful Termination	Yes	Closed	Dismissed with Prejudice
11/30/2015	NM	Age, National Origin	No	Closed	EEOC – No Cause Finding
12/7/2015	OR	Retaliation, Sex	No	Closed	EEOC – No Cause Finding

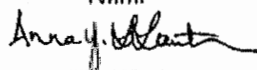
DATE OF CLAIM	LOCATION	DESCRIPTION OF CLAIM	LITIGATION (Y/N)	STATUS	RESOLUTION/REMEDIAL ACTION TAKEN
1/13/2016	NE	Disability, Retaliation	No	Closed	EEOC - No Cause Finding
1/14/2016	ND	Disability	No	Closed	Settled
3/14/2016	NE	Age	No	Closed	EEOC - No Cause Finding
5/5/2016	MT	Retaliation, Sex	No	Closed	EEOC - No Cause Finding
3/27/2017	FL	Disability, Pregnancy, Retaliation, Sex	No	Closed	Settled
8/17/2017	ID	Overtime Compensation	Yes	Closed	Settled
10/10/2018	PA	Age	Yes	Closed	Lawsuit-Summary Judgement
1/28/2019	NE	Gender, Retaliation, Whistle Blower, Wrongful Termination	Yes	Pending	Pending
4/5/2019	FL	Age, Disability and Perceived Disability, and Constructive Discharge.	No	Closed	Settled
10/1/2019	TX	National Origin, Retaliation	No	Closed	EEOC - No Cause Finding
3/11/2020	FL	Age, Disability, Perceived Disability, Retaliation, and Constructive Discharge	Yes	Closed	Settled
5/29/2020	SD	Disability	No	Pending	Pending
11/30/2020	SC	Disability, Retaliation, Sex	No	Closed	State of SC Human Affairs Commission
1/18/2021	NC	Color, Race, Retaliation, Sex	No	Pending	Pending
3/16/2021	CO	Age, Disability	No	Pending	Pending

Consultant Name HDR Engineering, Inc.

Certified By Anna Lantin

Title Vice President

Name



Date October 14, 2021

Signature

NAME OF FIRM: HDR Engineering, Inc DATE: October 2021

OFFICE(S) or BRANCH(ES): San Diego, CA COUNTY: San Diego

1. INSTRUCTIONS: For each occupational category, indicate number of males and females in every ethnic group. Total columns in row provided. Sum of all totals should be equal to your total work force. Include all those employed by your company on either a full or part-time basis. The following groups are to be included in ethnic categories listed in columns below:

- (1) Black or African-American
- (2) Hispanic or Latino
- (3) Asian
- (4) American Indian or Alaska Native
- (5) Native Hawaiian or Pacific Islander
- (6) White
- (7) Other race/ethnicity; not falling into other groups

Definitions of the race and ethnicity categories can be found on Page 4

ADMINISTRATION OCCUPATIONAL CATEGORY	(1) African American		(2) Hispanic or Latino		(3) Asian		(4) American Indian/ Nat. Alaskan		(5) Pacific Islander		(6) White		(7) Other Ethnicity	
	(M)	(F)	(M)	(F)	(M)	(F)	(M)	(F)	(M)	(F)	(M)	(F)	(M)	(F)
Management & Financial			2	1		3			1		12	5	1	
Professional			1		2	1					12	4		1
A&E, Science, Computer			1								8		1	
Technical	1		2		2	3						1		2
Sales														
Administrative Support				1								2		
Services														
Crafts														
Operative Workers														
Transportation														
Laborers*														

*Construction laborers and other field employees are not to be included on this page

Totals Each Column	1		6	2	4	7			1		32	12	2	3
--------------------	---	--	---	---	---	---	--	--	---	--	----	----	---	---

Grand Total All Employees 70

Indicate by Gender and Ethnicity the Number of Above Employees Who Are Disabled:

Disabled															
----------	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Board of Directors															
Volunteers															
Artists															

Work Force Report

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 (American Indian or Alaska Native, Asian, Black or African-American, Native Hawaiian or Pacific Islander, White, and Other) for each occupation. Currently, our CLFA data is taken from the 2010 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 Report¹. 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 county². If participation in a San Diego project is by work forces from San Diego County and, for example, from Los Angeles County and from Sacramento County, we ask for separate Work Force Reports representing your firm from each of the three counties.

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^{1,3}. In another case, when work is done only by the Managing Office, only the MOWF Report may be necessary.³

TYPES OF WORK FORCE REPORTS:

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

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

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

RACE/ETHNICITY CATEGORIES

American Indian or Alaska Native – A person having origins in any of the peoples of North and South America (including Central America) and who maintains tribal affiliation or community attachment.

Asian – A person having origins in any of the peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.

Black or African American – A person having origins in any of the Black racial groups of Africa.

Native Hawaiian or Pacific Islander – A person having origins in any of the peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

White – A person having origins in any of the peoples of Europe, the Middle East, or North Africa.

Hispanic or Latino – A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin.

Exhibit A: Work Force Report Job categories-Administration

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. Consultants must also list participation by any MBE, WBE, DBE, DBVE and OBE firms. However, no additional points will be awarded for participation by these firms, except that DVBEs that are certified by the City as local businesses shall be counted as SLBEs.

Subcontractors shall be used in the percentages listed. **NOTE:** If percentages are listed as a range, the **minimum number identified** in the range will be used to calculate overall subcontractor participation.

No changes to this Participation List will be allowed without prior written City approval. The 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.

NAME AND ADDRESS SUBCONTRACTORS	SCOPE OF SERVICES	PERCENT OF CONTRACT	SLBE/ELBE (MBE/ WBE/DBE/ DVBE/OBE*)	WHERE CERTIFIED**
Atlas Technical Consultants LLC 6280 Riverdale Street San Diego, CA 92120	Geotechnical Support and Studies	63.8%	OBE	San Diego
Jacobs Engineering Group Inc Tax Dept 9191 S Jamaica St Englewood, CO 80112-5946	Coastal Engineering and Analysis, Dashboarding	20.5%	OBE	San Diego
O'Day Consultants, Inc. 2710 Loker Ave West, Suite 100 Carlsbad, CA 92010	Surveying, Civil Engineering	5.0%	SLBE	San Diego

List of Abbreviations:

Small Local Business Enterprise	SLBE
Emerging Local Business Enterprise	ELBE
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 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) Consultant Requirements.

CITY OF SAN DIEGO CONSULTANT PERFORMANCE EVALUATION

The purpose of this form is to evaluate the consultant’s performance and will be retained by Public Works Contracts for five years to provide historical data to City staff when selecting consultants.

Section I PROJECT INFORMATION

1. PROJECT DATA	2. CONSULTANT DATA
1a. Project (title, location):	2a. Name, address, phone & email of Consultant:
1b. Brief Description:	2b. Consultant’s Project Manager:
1c. Contract Amount: \$ WBS/IO:	Phone: () Email:
3. CITY DEPARTMENT RESPONSIBLE	
3a. Department (include Division): Deputy Director:	3b. Project Manager (name, address, phone & email address): Phone: () Email:

Section II SPECIFIC RATINGS

PERFORMANCE EVALUATION	EXCELLENT	SATISFACTORY	UN-SATISFACTORY	N/A
1. Quality of Report, Study, Plans, Specifications, etc. [Deliverables] of Scope as noted:				
• Deliverables submitted were complete in all respects.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• All comments and review requests were adequately incorporated into Deliverables.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• The Deliverables were properly formatted and well-coordinated.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Writing style/presentation and terminology was clear and straightforward with adequate backup provided.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Ability to adhere to contract schedule, budget, and overall timely responses as noted:				
• Deliverables prepared in accordance with the agreed upon schedule(s).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Consultant alerted the City to possible schedule problems well in advance of delays.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Consultant suggested solutions there were cost effective, appropriate and were provided in a timely manner.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• The Consultant provided responses to RFI’s/emails/request for proposals, etc. in a timely manner.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Ability to manage project team, Subconsultants, and coordinate with City staff as noted:				
• The Consultant was reasonable and fair during negotiations of the Agreement and/or on Task Orders.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• The Consultant followed direction and chain of responsibility.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• The Consultant reviewed and analyzed Subconsultant Deliverables and oversaw their work in an appropriate manner.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• The Consultant provided adequate support/attendance during meetings.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Section II

SPECIFIC RATINGS Continued

PERFORMANCE EVALUATION	EXCELLENT	SATISFACTORY	UN-SATISFACTORY	N/A
4. Ability to manage responsibilities in the regulatory/approval process as noted:				
• The Consultant researched and adhered to the necessary Federal/State/City code/regulations & requirements needed for the Deliverable.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• The Consultant advise the City the necessary regulatory restrictions that needed to be adhered to.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Quality of Construction/Design Support as noted:				
• The drawings/plans reflected existing conditions accurately.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• The Consultant provided direction/support to the Resident Engineer and work cooperatively with them.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• The Consultant provide adequate support for As-Built drawings.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Change orders due to design deficiencies were kept to a minimum.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Section III

SUPPLEMENTAL INFORMATION

(Please ensure to attach additional documentation as needed.)

(Supporting documentation attached: Yes No)

Section IV

FINAL RATING

4. OVERALL RATING			
Consultant Rating	Excellent <input type="checkbox"/>	Satisfactory <input type="checkbox"/>	Unsatisfactory <input type="checkbox"/>
5. AUTHORIZING SIGNATURES			
5a. Project Manager _____			
Name	Signature	Date	
5b. Deputy Director _____			
Name	Signature	Date	
5c. Provided to Consultant _____			
Name of Recipient	Signature	Date Provided	
Consultant Concurrence*: Yes <input type="checkbox"/> No <input type="checkbox"/>			
*Note: Consultant has the right to appeal the contents of this evaluation. Please refer to SDMC 22.0811(a) for more details.			

**City of San Diego
CONTRACTOR STANDARDS
Pledge of Compliance**

The City of San Diego has adopted a Contractor Standards Ordinance (CSO) codified in section 22.3004 of the San Diego Municipal Code (SDMC). The City of San Diego uses the criteria set forth in the CSO to determine whether a bidder or proposer has the capacity to fully perform the contract requirements and the business integrity to justify the award of public funds. This completed Contractor Standards Pledge of Compliance (Pledge of Compliance) signed under penalty of perjury must be submitted with each bid and proposal. If an informal solicitation process is used, the bidder must submit this completed Pledge of Compliance to the City prior to execution of the contract. All responses must be typewritten or printed in ink. If an explanation is requested or additional space is required, Respondents must provide responses on Attachment "A" to the Pledge of Compliance and sign each page. Failure to submit a signed and completed Pledge of Compliance may render the bid or proposal non-responsive. In the case of an informal solicitation, the contract will not be awarded unless a signed and completed Pledge of Compliance is submitted. A submitted Pledge of Compliance is a public record and information contained within will be available for public review except to the extent that such information is exempt from disclosure pursuant to applicable law.

**A. BID/PROPOSER/SOLICITATION
TITLE:**

City of San Diego

Point Loma Wastewater Treatment Plant (PLWTP) Coastal Erosion Monitoring Program Implementation

Contract No. H2225956

**B. BIDDER PROPOSER
INFORMATION**

HDR Engineering, Inc.		HDR Engineering, Inc.	
Legal Name		DBA	
591 Camino de la Reina, Suite 300	San Diego	CA	92108
Street Address	City	State	Zip
Dean Gipson, Project Manager	858-712-8343	858-712-8333	
Contact Person, Title	Phone	Fax	

Provide the name, identity, and precise nature of the interest* of all persons who are directly or indirectly involved** in this proposed transaction (SDMC § 21.0103). Use additional pages if necessary.

- * The precise nature of the interest includes:
- the percentage ownership interest in a party to the transaction,
 - the percentage ownership interest in any firm, corporation, or partnership that will receive funds from the transaction,
 - the value of any financial interest in the transaction,
 - any contingent interest in the transaction and the value of such interest should the contingency be satisfied, and
 - any philanthropic, scientific, artistic, or property interest in the transaction.

- ** Directly or indirectly involved means pursuing the transaction by:
- communicating or negotiating with City officers or employees,
 - submitting or preparing applications, bids, proposals or other documents for purposes of contracting with the City, or

- directing or supervising the actions of persons engaged in the above activity.
-

Dean Gipson	Project Manager, Associate Vice President
Name	Title/Position
San Diego, CA	
City and State of Residence	Employer (if different than Bidder/Proposer)
< 1%	
Interest in the transaction	

Anna Lantin	Vice President
Name	Title/Position
Irvine, CA	
City and State of Residence	Employer (if different than Bidder/Proposer)
< 1%	
Interest in the transaction	

Name	Title/Position
City and State of Residence	Employer (if different than Bidder/Proposer)
Interest in the transaction	

Name	Title/Position
City and State of Residence	Employer (if different than Bidder/Proposer)
Interest in the transaction	

Name	Title/Position
City and State of Residence	Employer (if different than Bidder/Proposer)
Interest in the transaction	

Name	Title/Position
City and State of Residence	Employer (if different than Bidder/Proposer)
Interest in the transaction	

Name	Title/Position
City and State of Residence	Employer (if different than Bidder/Proposer)
Interest in the transaction	

Use Attachment "A" if additional pages are necessary.

C. OWNERSHIP AND NAME CHANGES:

1. In the past five (5) years, has your firm changed its name?

Yes No

If Yes, use Attachment "A" to list all prior legal and DBA names, addresses, and dates each firm name was used. Explain the specific reasons for each name change.

2. In the past five (5) years, has a firm owner, partner, or officer operated a similar business?

Yes No

If Yes, use 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. Fill in only one section on this page. Use Attachment "A" if more space is required.

Corporation

Date incorporated: 3/19/1985 State of incorporation: Nebraska

List corporation's current officers:

President: Eric Keen
Vice Pres.: Neil Graff
Secretary: Elisa Davies
Treasurer: Kathy Heaney

Is your firm a publicly traded corporation? Yes No

If Yes, name those who own ten percent (10%) or more of the corporation's stocks:

Limited Liability Company

Date formed: / / State of formation:

List names of members who own ten percent (10%) 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: To be responsive, each member of a Joint Venture must complete a separate Pledge of Compliance.

E. FINANCIAL RESOURCES AND RESPONSIBILITY:

1. Is your firm preparing to be sold, in the process of being sold, or in negotiations to be sold?

Yes No

If Yes, use Attachment "A" to explain the circumstances, including the buyer's name and principal contact information.

2. In the past five (5) years, has your firm been denied bonding?

Yes No

If Yes, use 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 Attachment "A" to explain specific circumstances.

4. In the past five (5) years, has any insurance carrier, for any form of insurance, refused to renew the insurance policy for your firm?

Yes No

If Yes, use Attachment "A" to explain specific circumstances.

5. Within the last five (5) years, has your firm filed a voluntary petition in bankruptcy, been adjudicated bankrupt, or made a general assignment for the benefit of creditors?

Yes No

If Yes, use Attachment "A" to explain specific circumstances.

6. Please provide the name of your principal financial institution for financial reference. By submitting a response to this Solicitation Contractor authorizes a release of credit information for verification of financial responsibility.

Name of Bank: Bank of America

Point of Contact: John Sletten, Senior Vice President

Address: 370 17th St. STE 5195, Denver, CO 80202

Phone Number: 303.825.7572

7. By submitting a response to a City solicitation, Contractor certifies that he or she has sufficient operating capital and/or financial reserves to properly fund the requirements identified in the solicitation. At City's request, Contractor will promptly provide to City a copy of Contractor's most recent balance sheet and/or other necessary financial statements to substantiate financial ability to perform.

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 Attachment "A" to explain specific circumstances.

2. In the past five (5) years, has a public entity terminated your firm's contract for cause prior to contract completion?

Yes No

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

3. In the past five (5) years, has your firm entered into any settlement agreement for any lawsuit that alleged contract default, breach of contract, or fraud with or against a public entity?

Yes No

If Yes, use Attachment "A" to explain specific circumstances.

4. Is your firm currently involved in any lawsuit with a government agency in which it is alleged that your firm has defaulted on a contract, breached a contract, or committed fraud?

Yes No

If Yes, use Attachment "A" to explain specific circumstances.

5. In the past five (5) years, has your firm, or any firm with which any of your firm's owners, partners, or officers is or was associated, been debarred, disqualified, removed, or otherwise prevented from bidding on or completing any government or public agency contract for any reason?

Yes No

If Yes, use Attachment "A" to explain specific circumstances.

6. In the past five (5) years, has your firm received a notice to cure or a notice of default on a contract with any public agency?

Yes No

If Yes, use Attachment "A" to explain specific circumstances and how the matter resolved.

7. Performance References:

Please provide a minimum of three (3) references familiar with work performed by your firm which was of a similar size and nature to the subject solicitation within the last five (5) years.

Company Name: City of San Diego Public Utilities Department

Contact Name and Phone Number: Vien Hong, Senior Civil Engineer, 858.292.6473

Contact Email: VHong@sandiego.gov

Address: 9192 Topaz Way, CA 92123

Contract Date: 2013 -2018

Contract Amount: \$5,000,000

Requirements of Contract: Inspection & condition assessment of large wastewater pump stations and pipelines

Company Name: City of San Diego Public Utilities Department

Contact Name and Phone Number: Jeff Soriano, Project Manager, 858.292.6336

Contact Email: JSoriano@sandiego.gov

Address: 9192 Topaz Way, San Diego, CA 92123

Contract Date: 2016-2021

Contract Amount: \$11,239,930

Requirements of Contract: Pure Water Pump Station & Pipeline - planning, design, start-up, and commissioning

Company Name: City of San Mateo, CA

Contact Name and Phone Number: Brad Underwood, Director Public Works, 650.522.7303

Contact Email: BUnderwood@cityofsanmateo.org

Address: 330 W 20th Ave, San Mateo, CA 94403

Contract Date: 2017

Contract Amount: \$12,000,000

Requirements of Contract: Design of a 21 MGD treatment plant expansion including membrane bio-reactor

G. COMPLIANCE:

1. In the past five (5) years, has your firm or any firm owner, partner, officer, executive, or manager 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, permitting, and licensing laws?

Yes No

If Yes, use Attachment "A" to explain specific circumstances surrounding each instance. Include the name of the entity involved, the 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 determined to be non-responsible by a public entity?

Yes No

If Yes, use Attachment "A" to explain specific circumstances of each instance. Include the name of the entity involved, the 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 public entity?

Yes No

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

3. In the past five (5) years, has your firm or any of its executives, management personnel, or owners been convicted of a federal, state, or local crime of fraud, theft, or any other act of dishonesty?

Yes No

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

I. WAGE COMPLIANCE:

In the past five (5) years, has your firm been required to pay back wages or penalties for failure to comply with the federal, state or local prevailing, minimum, or living wage laws?

Yes No

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

J. STATEMENT OF SUBCONTRACTORS:

Please provide the names and information for all subcontractors used in the performance of the proposed contract, and what portion of work will be assigned to each subcontractor. Subcontractors may not be substituted without the written consent of the City. Use Attachment "A" if additional pages are necessary. If no subcontractors will be used, please check here Not Applicable.

Company Name: Atlas Technical Consultants LLC

Contact Name and Phone Number: Andrew Neuhaus 619.922.6889

Contact Email: Andrew.neuhaus@oneatlas.com

Address: 6280 Riverdale Street, San Diego, CA 92120

Contract Date: TBD

Sub-Contract Dollar Amount: \$1,123,466.

Requirements of Contract: _____

What portion of work will be assigned to this subcontractor: _____

Is the Subcontractor a certified SLBE, ELBE, MBE, DBE, DVBE, or OBE? (Check One) Yes No

If Yes, Contractor must provide valid proof of certification with the response to the bid or proposal.

Company Name: Jacobs Engineering Group Inc.

Contact Name and Phone Number: Mark Elliott, 619.272.7283

Contact Email: Mark.Elliot1@jacobs.com

Address: 401 B Street, Suite 1560, San Diego, CA 92101

Contract Date: TBD

Sub-Contract Dollar Amount: \$360,732.

Requirements of Contract:

What portion of work will be assigned to this subcontractor:

Is the Subcontractor a certified SLBE, ELBE, MBE, DBE, DVBE, or OBE? (Check One) Yes No

If Yes, Contractor must provide valid proof of certification with the response to the bid or proposal.

Company Name: O'Day Consultants, Inc.

Contact Name and Phone Number: Patrick O'Day 760.931.7700

Contact Email: pato@odayconsultants.com

Address: 2710 Loker Ave West, Suite 100, Carlsbad, CA 92010

Contract Date: TBD

Sub-Contract Dollar Amount: \$87,856.

Requirements of Contract:

What portion of work will be assigned to this subcontractor:

Is the Subcontractor a certified SLBE, ELBE, MBE, DBE, DVBE, or OBE? (Check One) Yes No

If Yes, Contractor must provide valid proof of certification with the response to the bid or proposal.

K. STATEMENT OF AVAILABLE EQUIPMENT:

List all necessary equipment to complete the work specified using Attachment "A". In instances where the required equipment is not owned by the Contractor, Contractor shall explain how the equipment will be made available before the commencement of work. The City of San Diego reserves the right to reject any response when, in its opinion, the Contractor has not demonstrated he or she will be properly equipped to perform the work in an efficient, effective manner for the duration of the contract period.

If no equipment is necessary to complete the work specified, please check here Not Applicable.

L. TYPE OF SUBMISSION: This document is submitted as:

Pledge of Compliance Initial submission.

OR

Update to prior Pledge of Compliance dated ____ / ____ / ____

Complete all questions and sign below.

Under penalty of perjury under the laws of the State of California, I certify that I have read and understand the questions contained in this Pledge of Compliance, that I am responsible for completeness and accuracy of the responses contained herein, and that all information provided is true, full and complete to the best of my knowledge and belief. I agree to provide written notice to the Purchasing Agent within five (5) business days if, at any time, I learn that any portion of this Pledge of Compliance requires an updated response. Failure to timely provide the Purchasing Agent with written notice is grounds for Contract termination.

I, on behalf of the firm, further certify that I and my firm will comply with the following provisions of SDMC section 22.3004:

(a) I and my firm will 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) I and my firm will notify the Purchasing Agent in writing within fifteen (15) calendar days of receiving notice that a government agency has begun an investigation of me or my firm that may result in a finding that I or my firm is or was not in compliance with laws stated in paragraph (a).

(c) I and my firm will notify the Purchasing Agent in writing within fifteen (15) calendar days of a finding by a government agency or court of competent jurisdiction of a violation by the Contractor of laws stated in paragraph (a).

(d) I and my firm will notify the Purchasing Agent in writing within fifteen (15) calendar 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).

(e) I and my firm will cooperate fully with the City during any investigation and agree to respond to a request for information within ten (10) working days.

Failure to sign and submit this form with the bid/proposal shall make the bid/proposal non-responsive. In the case of an informal solicitation, the contract will not be awarded unless a signed and completed Pledge of Compliance is submitted.

ANNA LANTINI, VICE PRESIDENT Anna Y. Lantini 10/15/2021
Name and Title Signature Date

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.

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

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: Public Utilities Department
2. Name of Specific Consultant & Company: HDR Engineering, Inc.
3. Address, City, State, ZIP: 591 Camino de la Reina, Suite 300 San Diego CA 92108
4. Project Title (as shown on 1472, "Request for Council Action"): PLWTP Coastal Erosion Monitoring Program Implementation - (H2225956)
5. Consultant Duties for Project: Collect and analyze metocean (wind, wave, water levels, and rainfall) and seismic data to identify and characterize through time, events and trends that drive the cliff retreat processes at the South Cove and X Cave.

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." Consulta required to file a Statement of Economic Interests with the City Clerk of the City of San Diego 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 interest consultant is required to disclose.]

Four horizontal lines for listing specific economic interests.

Tony Rosales
By: (Asst. Director)
[Name/Title]*

Tony Rosales
[Signature]

10/7/21
[Date]

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.

Deane, Spencer

From: pwc100@dir.ca.gov
Sent: Wednesday, December 1, 2021 12:18 PM
To: Deane, Spencer; PWD-PWC-Contracts
Subject: [EXTERNAL] Project Creation

****This email came from an external source. Be cautious about clicking on any links in this email or opening attachments.****

Hello,

Thank you for using the PWC-100 online application.

This email confirms the submission of a new project titled "H2225956 - PLWTP Coastal Erosion Monitoring Program Implementation" that was created on 01 Dec 2021 and assigned **DIR Project ID 397381**.

Please share this **DIR Project ID** number with each contractor on the project. They will need this number to submit certified payroll records into DIR's Electronic Certified Payroll Reporting(eCPR) database.

Thank you for your submission

Sincerely,

Public Works Program
Division of Labor Standards Enforcement
Department of Industrial Relations
State of California

Project Information

FORM

Form Type: PWC-100 **Project Award Date:** 12/1/2021

AWARDING BODY INFORMATION

Name: City of San Diego Public Works Contracts **Primary Contact:** Public Works Person
Address: 1010 Second Ave **Primary Email:** PWD-PWC-Contracts@sandiego.gov
 Suite 1400 **Work Phone:** 6195333635
 San Diego, CA 92101

PROJECT INFORMATION

Project Name: H2225956 - PLWTP Coastal Erosion Monitoring Program Implementation **Project #:** H2225956
Brief Description: PLWTP Coastal Erosion Monitoring Program Implementation **Contract #:** H2225956
Contract Amount: \$1761205.00 **Number of Prime Contractors:** 1
Total Project Cost: \$1761205.00
Alternative Model: Design/Build
Description of Location: PLWTP Coastal Erosion Monitoring Program Implementation **County:** SAN DIEGO

Project Information 2

PWC-100

Project Name: H2225956 - PLWTP Coastal Erosion Monitoring Program Implementation **Project #:** H2225956 **Contract #:** H2225956 **Status:** New Submission

PROJECT INFORMATION

Project Dates

First Advertised Bid: 9/28/2021 **Estimated or Actual Start:** 12/1/2021
Estimated or Actual Completion: 12/31/2022

Propositions

Will this project receive (or has it received) any funding from Proposition 84 (The Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006)? No
 Will this project receive (or has it received) any funding from Proposition 39 (California Clean Energy Jobs Act of 2012)? No

Compliance and Agreements:

Is language included in the Contract Award to effectuate the requirements of Section 1771, 1774 - 1776, 1777.5, 1813 and 1815 of the Labor Code? Yes
 Will you operate a DIR-Approved Labor Compliance Program (LCP) for this project? Yes
 Is there a Project Labor Agreement (PLA) associated with this project? No

Contractor Information

Project Manager

Email Address	Name	Title	Work Phone
mark.seits@hdrinc.com	Mark Seits	Project Manager	858-712-8400

General Contractor1

CSLB/Certificate Number	NAME	Address	Email	Classification
1000018262	HDR ENGINEERING INC.	3230 EL CAMINO REAL SUITE 200 IRVINE, CA 92602	JENNIFER.FREIDIN@HDRINC.COM	SURVEYORS
1000057877	JACOBS ENGINEERING GROUP INC.	1999 BRYAN STREET DALLAS, TX 75201	LICQUAL@JACOBS.COM	SURVEYORS
1000011418	O'DAY CONSULTANTS	2710 LOKER AVENUE WEST SUITE 100 CARLSBAD, CA 92010	ODAY@ODAYCONSULTANTS.COM	SURVEYORS
1000595408	ATLAS TECHNICAL CONSULTANTS LLC	13215 BEE CAVE PKWY BLDG. B SUITE 230 AUSTIN, TX 78738	YVETTE.BONVILLAIN@ONEATLAS.COM	SURVEYORS