

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: March 14, 2023

Report

Date: March 10, 2023

Subject: Approval of Professional Services Agreement with EKI Environment & Water, Inc. for Design, Bid Support and Construction Support Services for the Medio Creek Pipeline Crossing Rehabilitation, the Magellan Avenue Pipeline Rehabilitation and the Miramar Dead Ends Pipeline Improvement Project

Recommendation:

Authorize the General Manager to retain the professional services of EKI Environment & Water, Inc. ("EKI") for design, bid support and construction support services for the Medio Creek pipeline crossing rehabilitation, the Magellan Avenue pipeline rehabilitation and the Miramar dead ends pipeline improvement project for a not-to-exceed budget of \$138,900.

Background:

This project includes: 1) rehabilitation of 175 linear feet of existing 10-inch welded steel pipe (WSP) that crosses Medio Creek along Alameda Avenue; 2) rehabilitation of approximately 475 linear feet of 10-inch cast iron pipe (CIP) that crosses under Highway 1 at Magellan Avenue; and 3) installation of approximately 660 linear feet of new 6-inch ductile iron pipe in the Miramar Beach neighborhood to connect/loop existing dead ends.

In December 2022, EKI completed an alternatives evaluation for rehabilitating or replacing the 10-inch WSP crossing Medio Creek. This pipe is suspended above the creek and spans 40 feet without supports. This evaluation was initiated after PG&E suspected the line was a gas main and later realized it was in fact a CCWD owned water main that is showing significant signs of corrosion and thinning. The existing pipeline is one of only two mains supplying water across this creek. The other main is the 16" that runs parallel to Highway 1 along the east side. A leak at the Medio Creek location would be difficult to repair and could cause significant water loss and negative environmental impacts. EKI evaluated several replacement and rehabilitation options and ultimately recommends that the District rehabilitate the existing 10-inch WSP Medio Creek crossing with trenchless Primus Line flexible kevlar-reinforced pipe liner.

STAFF REPORT

Agenda: March 14, 2023

Subject: Approval of EKI Medio/Magellan/Miramar Design and Support

Page Two

The Magellan/Highway 1 crossing and Miramar dead end pipeline improvement project are identified in the District's current 10- year Capital Improvement Program (CIP). In 2014, the existing 10-inch Highway 1 crossing at Magellan Avenue failed causing a loss of 750,000 gallons of water and drained the Miramar tank resulting in a required Boil Water Advisory. This project has also been identified as a good candidate for the Primus Line pipe liner product. Combining the Medio Creek and Magellan pipe-liner projects into a single project will reduce the overall project cost due to a single mobilization.

The Miramar dead ends pipeline improvement project is needed to reduce the number of dead ends in the Miramar neighborhood. This project will eliminate 5 dead ends and improve water quality, fire flows and overall system resiliency/redundancy in this area. (See Attachment A, Figure 1 of EKI's design proposal.)

Based on EKI's past responsiveness, engineering design and support provided to date, staff recommends that the Board approve a professional services agreement for design, bid support and construction support services for the Medio Creek pipeline cross, the Magellan Avenue pipeline rehabilitation and the Miramar dead ends pipeline improvement project, for a not-to-exceed amount of \$138,900. The attached EKI proposal dated February 21, 2023 outlines the scope of their effort.

Fiscal Impact:

\$138,900 for engineering services.

21 February 2023

Ms. Mary Rogren
General Manager
Coastside County Water District
766 Main St.
Half Moon Bay, CA 94019

Subject: **Proposal for Design Services and Construction Support for Medio Creek and Magellan Crossing Rehabilitation and Miramar Pipeline Design Project**
Coastside County Water District, Half Moon Bay, California
(EKI C3-069)

Dear Ms. Rogren:

EKI Environment & Water, Inc. (EKI) is pleased to provide this proposal to Coastside County Water District (District) for design, bid support, and construction services for the Medio Creek Pipeline Crossing Rehabilitation and the Magellan at Highway 1 Pipeline Rehabilitation/Miramar Dead Ends Pipeline Design Project (Project). This proposal is being prepared in response to the District's request on 1 February 2023.

PROJECT UNDERSTANDING

The Project includes (1) rehabilitation of approximately 175 linear feet (LF) of existing 10-inch welded steel pipe (WSP) that crosses above Medio Creek along Alameda Avenue; (2) rehabilitation of approximately 475 LF of existing 10-inch cast-iron pipe (CIP) that crosses under Highway 1 at Magellan Avenue; and (3) installation of approximately 660 LF of new 10-inch and 350 LF of new 6-inch ductile iron pipe (DIP) water mains in the Miramar Beach neighborhood by open trench (see Figure 1).

In December 2022, EKI completed an alternatives evaluation for rehabilitating or replacing the existing 10-inch WSP crossing Medio Creek at Alameda Avenue, which for approximately 40 LF is suspended without supports above the creek. The evaluation was initiated after an investigation performed by Pacific Gas and Electric Company (PG&E), which erroneously suspected the line was owned by PG&E, found that the pipe has areas of thinning wall thickness and is approaching the end of its useful life. The existing pipeline is one of only two pipelines supplying water across the creek – the other pipeline being the 16-inch ductile iron (DI) transition main installed under Medio Creek in a steel casing along the east side of Highway 1. A break occurring in the section of pipe installed above the creek would be difficult to repair and could cause significant water loss and environmental impacts to Medio Creek with potential fines. As part of its study, EKI evaluated several rehabilitation and replacement options and ultimately recommended the District rehabilitate the existing 10-inch WS pipeline crossing Medio Creek with Primus Line, a flexible fabric-reinforced pipe liner.

The Magellan at Highway 1 Crossing and Miramar Dead End Project had been identified in the District's current 10-year Capital Improvement Program budget (Project No. 21-09) to be completed in fiscal year 2028/2029. The existing 10-inch CIP Highway 1 crossing at Magellan Avenue previously experienced a major leak and is approaching its useful life. EKI and the District identified the pipeline as another ideal

candidate for rehabilitation using Primus Line. Similar to the Medio Creek crossing, a break occurring in this section of pipe would be difficult to repair and could cause significant water loss and disruption along Highway 1 and San Mateo County's newly installed bi-modal trail. Combining the Medio Creek and Magellan at Highway 1 crossings as a single project was recommended to reduce the overall costs for both projects by eliminating the need for multiple mobilizations for installation of the Primus Line.

The Miramar Dead End open trench water main installation is required to connect both ends of the 10-inch pipe between Magellan Avenue and Medio Avenue and eliminate five existing dead ends in the Miramar Beach neighborhood. Hydraulic modeling completed as part of EKI's Medio Creek alternative evaluation found that completing the 10-inch line is required to provide redundancy in case the 16-inch transmission main is taken out of service. Thus, EKI recommended that the District raise the priority of this project to improve system resiliency. Eliminating the dead-ends will also improve water quality and fire flow availability in the Miramar neighborhood.

EKI has prepared a scope of work for design, bid and permitting support, engineering services during construction (ESDC), and limited construction management services. EKI assumes that the District will provide field inspection services, all required permitting, and interagency coordination.

PROPOSED SCOPE OF WORK

EKI proposes the following tasks as part of this scope of work. For each of these tasks, EKI will also be providing project management services, including budget tracking, invoicing, preparation of progress reports, and staff management.

As discussed below, based on a request by the District, EKI has provided (1) a base fee for its proposed scope of work for delivering the Rehabilitation of the Medio Creek and Magellan Highway 1 Crossings as a stand-alone project and (2) the additional fee for including the Miramar Dead End open trench sections in the Project. EKI assumes that if the Miramar Dead End Project were to be included, the Project would be delivered as a single bid package.

Task 1: Base Map Development

As part of Task 1, EKI will perform a site visit to locate and measure visible surface utility features (water valves, water meters, fire hydrants, power poles and boxes, manholes, and invert depths) and capture USA markings (if available). These features will be used to develop a base map to support design. EKI will also request as-built records for the Project site from other utility agencies to incorporate into the Base Map and confirm their utility markings.

Once the field investigation is complete, EKI will map the utilities in AutoCAD and add the San Mateo County parcels map, approximate rights-of-ways, utility data received from letter requests, and aerial images to the base map.

Deliverables:

- A PDF of the draft Project base map.

EKI Assumptions:

- The District will provide any as-built records for the Project area, if available.
- The District will mark their water line and call USA for the marking of other utilities at each intersection along the Project prior to the site visit.
- EKI will request as-built information from other utilities, including Pacific Gas and Electric (PG&E), San Mateo County, and Sewer Authority Mid-Coastside.
- EKI will use a Trimble R10 GPS unit for locating utility features.
- Project plan view sheets will be based on aerial data, District water line GIS files, and collected GPS information.
- No topographic or boundary surveys will be completed as part of the Project.

Task 2: Design Services

EKI will provide three design submittals corresponding to 65%, 95%, and Final design level development. The 65% Design Submittal will include plan view sheets, District standard details, technical specifications, and an opinion of probable construction cost (OPC). The 95% Design Submittal will include Contract Documents ready for bid and include plan sheets, connection details, specifications, and an OPC. The Final Design Submittal will be signed and stamped contract documents. A design review meeting will be held for the 65% Design Submittal with comments documented and tracked to confirm incorporation into the subsequent submittals. EKI assumes no meeting will be required for the 95% Design review.

The anticipated list of contract drawings for each section of the Project is presented in Table 1 below. The open trench section of the project would add sheets 5,6, and 9 to the contract drawings.

Table 1. Anticipated List of Contract Drawings

Sheet No.	Description	Medio Creek and Magellan Pipe Rehabilitation Sections	Added Sheets for Miramar Dead Ends Open Trench Sections
1	Title Sheet	X	
2	Legend, Key Map, and Notes	X	
3	Plan, Medio Creek Crossing	X	
4	Plan, Magellan Ave Highway 1 Crossing	X	
5	Plan, Alameda Ave Improvements 1		X
6	Plan, Alameda Ave Improvements 2		X
7	Construction Details - 1	X	
8	Construction Details - 2	X	
9	Construction Details - 3		X
10	Best Management Practices	X	

Deliverables:

- 65% Design Submittal:
 - PDF file of the 65% plans;
 - PDF file of the 65% technical specifications; and
 - PDF file of the 65% OPC.
- 95% Design Submittal:
 - PDF file of the 95% plans;
 - PDF file of the 95% specifications; and
 - PDF file of the 95% OPC.
- Final Design Submittal:
 - PDF file and five (5) 22" x 34" hard copies of the signed and stamped final plans;
 - PDF file and five (5) hard copies of the signed and stamped final specifications; and
 - An editable word file of the Notice to Bidders and Contract.
- 65% Design Review Meeting minutes and comments logs within 5 business days of the meeting.

EKI Assumptions:

- Design documents will be based on the District standard front end, technical specifications, and details, with EKI preparing additional technical specifications for the Primus Line installation.
- Full-sized plan sheets will be 22" x 34".
- The District will review and provide comments at the 65% and 95% levels of design.
- 65% Design Review Meeting will be held virtually on Microsoft Teams platform.
- The rehabilitation of the Highway 1 crossing at Magellan will be considered a maintenance activity and will not require a Caltrans encroachment permit.

Task 3: Bid Support Services

During the bidding period, EKI will participate in a pre-bid meeting, provide the District responses to questions from prospective bidders, prepare up to one addendum, and provide a review of bids to determine if bids are responsive and responsible. EKI will prepare a conformed set of contract documents that incorporates any changes included in the addendum.

Deliverables:

- Pre-bid meeting agenda and minutes.
- Response to bidders' questions.
- One Bid addendum.
- Bid review email.

- Conformed contract documents.

EKI Assumptions:

- EKI will coordinate with Barker Blue to host the Bid Documents. The District will pay any fees directly to Barker Blue.
- Responses to bidder's questions will be transmitted electronically.
- No more than one bid addendum will be required.
- EKI's scope of work does not include any CEQA or permitting support. EKI assumes that the District will perform all CEQA, permitting, and interagency coordination.

Task 4: Engineering Services During Construction

EKI will provide limited construction management and engineering services during construction. These services will focus on the following: one pre-construction meeting, progress payment reviews and approvals, contract change order (CCO) preparation, submittal reviews, and request for information (RFI) support. EKI will prepare record drawings from the Contractor's redline drawing submittal at the end of the Project.

Deliverables:

- Submittal review letters.
- RFI response letters.
- Preconstruction meeting agenda and minutes.
- Progress Payment review letters (3 assumed).
- CCOs (1 assumed).
- PDF copy of Record Drawings.

EKI Assumptions:

- Submittals and RFI communication shall be through email employing PDFs using EKI's standard forms for submittal and RFI review.
- EKI will review up to 24 submittals and 8 resubmittals at an assumed level of effort of 2.5 hours per review.
- EKI will review up to 2 RFIs at a level of effort of 3 hours per review.
- EKI will attend the in-person preconstruction meeting.
- EKI will attend periodic site visits during construction (2 assumed).
- The District will provide inspection services and will issue Notice of Award, Notice to Proceed, and review contractor quantities on each invoice.
- EKI will prepare record drawings based on the redline drawings provided by the Contractor.

PROJECT SCHEDULE

EKI anticipates that the design will be completed within two (2) to three (3) months of notice to proceed. Bid and construction-phase services will be completed in a timely manner, consistent with the District’s schedule for bidding and construction.

COMPENSATION FOR CONSULTING SERVICES

We propose that compensation for consulting services by EKl be on a time and expense reimbursement basis in accordance with our attached current Schedule of Charges, dated 2 January 2023. Based on the proposed Scope of Work described above, we propose a budget of \$80,800 for the Medio Creek and Magellan Pipe Rehabilitation sections and an additional budget of \$58,100 for adding the Miramar Dead End Open Trench Sections to the Project for a total Project fee of \$138,900. The proposed budgets are presented by task and Project component in Table 2 and detailed in Tables 3 and 4, attached.

As mentioned above, the proposed budget for adding the Miramar Dead End Open Trench Sections to the Project assumes that both components will be delivered as a single Project. If the components were delivered in two separate bid packages, additional budget would be required.

Table 2. Proposed Cost by Tasks and Project Component

Task	Description	Fee for Medio Creek and Magellan Pipe Rehabilitation	Additional Fee Miramar Dead Ends Open Trench	Total Project Fee
1	Base Map Development	\$10,000	\$9,900	\$19,900
2	Design Services	\$33,600	\$20,400	\$54,000
3	Bid Support Services	\$8,600	\$4,100	\$12,700
4	Engineering Support During Construction	\$28,600	\$23,700	\$52,300
Total Estimated Budget		\$80,800	\$58,100	\$138,900

TERMS AND CONDITIONS

Other than the scope of work, budget, and schedule herein, the work will be performed in accordance with our current Agreement dated 5 August 2022.

Thank you for the opportunity to work with the District on this project. Please contact Jonathan Sutter at 650-292-9100 with any questions.

Mary Rogren
Coastside County Water District
21 February 2023
Page 7 of 7



Very truly yours,

EKI ENVIRONMENT & WATER, INC.

A handwritten signature in blue ink, appearing to read 'Jonathan Sutter'.

Jonathan Sutter, P.E.
Supervising Engineer

A handwritten signature in blue ink, appearing to read 'Mike Vasquez'.

Mike Vasquez, P.E., P.L.S.
Principal Engineer

cc: James Derbin, CCWD

Attachments

Figure 1 – Project Scope of Work

Table 3 - Estimated Budget for Medio Creek and Magellan Crossing Rehabilitation Design and Construction Services

Table 4 - Estimated Budget for Miramar Pipeline Design and Construction Services

EKI Schedule of Charges, dated 2 January 2023



Source: Esri, Miramar, Google, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

Legend

- ⊗ Gate Valve
- ⊙ Fire Hydrant
- Water Meter
- Water Line



Project Scope of Work

Notes

1. All locations are approximate.

Medio Creek and Magellan Crossing Rehabilitation and Miramar Pipeline Design Project
Coastside County Water District

Half Moon Bay, California
February 2023
C3-069



Figure 1

Path: X:\B60108\Maps\proposals\MedioMagellanMiramar_proposal.mxd

Table 3: Estimated Budget - Medio Creek and Magellan Crossing Rehabilitation Design and Construction Services Project

Coastside County Water District, Half Moon Bay, California
(EKI C3-069)

TASKS					LABOR COST (\$)	DIRECT COSTS				MARKUP ON DIRECT COSTS 10%	TOTAL DIRECT COSTS	TOTAL	
	G4 Engineer	Jordan Gans	Jonathan Sutter, P.E.	Mike Vasquez, P.E.		UNIT	QUANTITY	UNIT COST	TOTAL COST			TASK BUDGET TOTALS (\$)	ROUNDED BUDGET TOTALS (\$)
Task 1 - Base Map Development													
Project Management			2		\$618								\$618
Conduct Site Walk and GPS Field Investigation	5	5	2		\$2,508	LS	1	\$400	\$400	\$40	\$440		\$2,948
Review Topographical Map and Utility Research		6	1		\$1,509								\$1,509
Finalize Base Map	4	16	2		\$4,530								\$4,530
Communications Fee (EKI Labor Only)							4%	\$9,165			\$367		\$367
Task 1 Subtotal	9	27	7		\$9,165					\$40	\$807		\$9,972
Task 2 - Design Services													
Project Management			8		\$2,472								\$2,472
Develop 65% Plans		32	8		\$8,872								\$8,872
Develop 65% Technical Specifications		8	4		\$2,836								\$2,836
Develop 65% Opinion of Probable Construction Cost		4	2		\$1,418								\$1,418
QA/QC 65% Design Submittal				4	\$1,280								\$1,280
Prepare, Conduct, and Document 65% Design Review		3	2		\$1,218								\$1,218
Develop 95% Plans		16	4		\$4,436								\$4,436
Develop 95% Specifications		12	4		\$3,636								\$3,636
Develop 95% Opinion of Probable Construction Cost		3	1		\$909								\$909
QA/QC 95% Design Submittal				3	\$960								\$960
Develop Final Design Submittal		12	4		\$3,636	LS	1	\$300	\$300	\$30	\$330		\$3,966
QA/QC Final Design Submittal				1	\$320								\$320
Communications Fee (EKI Labor Only)							4%	\$31,993			\$1,280		\$1,280
Task 2 Subtotal		90	37	8	\$31,993					\$30	\$1,610		\$33,603
Task 3 - Bid Support Services													
Pre-Bid Meeting		4	2		\$1,418								\$1,418
Provide Bid Support (Respond to Questions and Prepare 1 Addendum)		12	6	2	\$4,894								\$4,894
Bid Opening (Attend Bid Opening and Bid Review)		2	1		\$709								\$709
Prepare Conformed Contract Documents		3	1	1	\$1,229								\$1,229
Communications Fee (EKI Labor Only)							4%	\$8,250			\$330		\$330
Task 3 Subtotal		21	10	3	\$8,250						\$330		\$8,580
Task 4 - Engineering Support During Construction													
Project/Construction Management		8	16	2	\$7,184								\$7,184
Attend Pre-Construction Meeting		5	3		\$1,927								\$1,927
Review Construction Submittals (12 Submittals and 4 Resubmittals)		32	8	2	\$9,512								\$9,512
Respond to Requests for Information, RFIs (2 RFIs)		6	3		\$2,127								\$2,127
Attend Construction Site Visits/Progress Meetings (2 site visits)		8	8		\$4,072	LS	1	\$100	\$100	\$10	\$110		\$4,182
Preparation of Record Drawings		8	2	1	\$2,538								\$2,538
Communications Fee (EKI Labor Only)							4%	\$27,360			\$1,094		\$1,094
Task 4 Subtotal		67	40	5	\$27,360								\$28,564
TOTALS:	9	205	94	16	\$76,768				\$800	\$80	\$3,951		\$80,719
													\$80,800

Table 4. Estimated Budget - Miramar Pipeline Design and Construction Services Project

Coastside County Water District, Half Moon Bay, California
(EKI C3-069)

TASKS					LABOR COST (\$)	DIRECT COSTS				MARKUP ON DIRECT COSTS 10%	TOTAL DIRECT COSTS	TOTAL	
	G4 Engineer	Jordan Gans	Jonathan Sutter, P.E.	Mike Vasquez, P.E.		UNIT	QUANTITY	UNIT COST	TOTAL COST			TASK BUDGET TOTALS (\$)	ROUNDED BUDGET TOTALS (\$)
Task 1 - Base Map Development													
Project Management			2		\$618								\$618
Conduct Site Walk and GPS Field Investigation	4	4	2		\$2,130	LS	1	\$400	\$400	\$40	\$440		\$2,570
Review Topographical Map and Utility Research		6	1		\$1,509								\$1,509
Finalize Base Map	2	16	4		\$4,792								\$4,792
Communications Fee (EKI Labor Only)							4%	\$9,049			\$362		\$362
Task 1 Subtotal	6	26	9		\$9,049					\$40	\$802		\$9,851
Task 2 - Design Services													
Project Management			6		\$1,854								\$1,854
Develop 65% Plans		32	6		\$8,254								\$8,254
Develop 65% Technical Specifications													
Develop 65% Opinion of Probable Construction Cost		2	1		\$709								\$709
QA/QC 65% Design Submittal				1	\$320								\$320
Prepare, Conduct, and Document 65% Design Review		1	1		\$509								\$509
Develop 95% Plans		12	4		\$3,636								\$3,636
Develop 95% Specifications		4	2		\$1,418								\$1,418
Develop 95% Opinion of Probable Construction Cost		1	1		\$509								\$509
QA/QC 95% Design Submittal				1	\$320								\$320
Develop Final Design Submittal		4	2		\$1,418	LS	1	\$300	\$300	\$30	\$330		\$1,748
QA/QC Final Design Submittal				1	\$320								\$320
Communications Fee (EKI Labor Only)							4%	\$19,267			\$771		\$771
Task 2 Subtotal		56	23	3	\$19,267					\$30	\$1,101		\$20,368
Task 3 - Bid Support Services													
Pre-Bid Meeting		0.5	0.5		\$255								\$255
Provide Bid Support (Respond to Questions and prepare 1 Addendum)		4	2	1	\$1,738	LS	1	\$300	\$300	\$30	\$330		\$2,068
Bid Opening (Attend Bid Opening and Review Bids)		0.5	0.5		\$255	LS	1	\$300	\$300	\$30	\$330		\$585
Prepare Conformed Contract Documents		2.0	0.5	0.5	\$715	LS	2	\$301	\$301	\$30	\$331		\$1,046
Communications Fee (EKI Labor Only)							4%	\$2,962			\$118		\$118
Task 3 Subtotal		7	4	2	\$2,962					\$90	\$1,110		\$4,071
Task 4 - Engineering Support During Construction													
Project/Construction Management		8	16		\$6,544								\$6,544
Attend Pre-Construction Meeting													
Review Construction Submittals (12 Submittals and 4 Resubmittals)		32	8	2	\$9,512								\$9,512
Respond to Requests for Information, RFIs (2 RFIs)		6	3		\$2,127								\$2,127
Attend Construction Site Visits (1 site visit)		4	4		\$2,036								\$2,036
Preparation of Record Drawings		8	2	1	\$2,538								\$2,538
Communications Fee (EKI Labor Only)							4%	\$22,757			\$910		\$910
Task 4 Subtotal		58	33	3	\$22,757								\$23,667
TOTALS:	6	147	69	8	\$54,035				\$1,601	\$160	\$3,922		\$57,957
													\$58,100

Client/Address: Coastside County Water District
766 Main St.
Half Moon Bay, CA 94019



Proposal/Agreement Date: 9 February 2023

EKI Proposal/Project # C3-069

SCHEDULE OF CHARGES FOR EKI ENVIRONMENT & WATER, INC.

2 January 2023

<u>Personnel Classification</u>	<u>Hourly Rate</u>
Officer and Chief Engineer-Scientist	332
Principal Engineer-Scientist	320
Supervising I, Engineer-Scientist	309
Supervising II, Engineer-Scientist	298
Senior I, Engineer-Scientist	286
Senior II, Engineer-Scientist	275
Associate I, Engineer-Scientist	264
Associate II, Engineer-Scientist	248
Engineer-Scientist, Grade 1	231
Engineer-Scientist, Grade 2	218
Engineer-Scientist, Grade 3	200
Engineer-Scientist, Grade 4	178
Engineer-Scientist, Grade 5	157
Engineer-Scientist, Grade 6	138
Project Assistant	130
Technician	125
Senior GIS / Database Analyst	162
CADD Operator / GIS Analyst	144
Senior Administrative Assistant	159
Administrative Assistant	124
Secretary	104

Direct Expenses

Reimbursement for direct expenses, as listed below, incurred in connection with the work will be at cost plus ten percent (10%) for items such as:

- a. Maps, photographs, reproductions, printing, equipment rental, and special supplies related to the work.
- b. Consultants, soils engineers, surveyors, drillers, laboratories, and contractors.
- c. Rented vehicles, local public transportation and taxis, travel, and subsistence.
- d. Special fees, insurance, permits, and licenses applicable to the work.
- e. Outside computer processing, computation, and proprietary programs purchased for the work.

A Communication charge for e-mail access, web conferencing, cellphone calls, messaging and data access, file sharing, local and long distance telephone calls and conferences, facsimile transmittals, standard delivery U.S. postage, and incidental in-house copying will be charged at a rate of 4% of labor charges. Large volume copying of project documents, e.g., bound reports for distribution or project-specific reference files, will be charged as a project expense as described above.

Reimbursement for company-owned automobiles, except trucks and four-wheel drive vehicles, used in connection with the work will be at the rate of sixty cents (\$0.60) per mile. The rate for company-owned trucks and four-wheel drive vehicles will be seventy-five cents (\$0.75) per mile. There will be an additional charge of thirty dollars (\$30.00) per day for vehicles used for field work. Reimbursement for use of personal vehicles will be at the federally allowed rate plus fifteen percent (15%).

CADD and other specialized software computer time will be charged at twenty dollars (\$20.00) per hour. In-house material and equipment charges will be in accordance with the current rate schedule or special quotation. Excise taxes, if any, will be added as a direct expense.

Rate for professional staff for legal proceedings or as expert witnesses will be at a rate of one and one-half times the Hourly Rates specified above.

The foregoing Schedule of Charges is incorporated into the Agreement for the Services of EKI Environment & Water, Inc. and may be updated annually.