



NAPA SANITATION DISTRICT
Amendment No. 06 to Task Order No. 50

GHD - TASK ORDER No. 50
Browns Valley Trunk Project – Design (CIP #14703)

Whereas, the NAPA SANITATION DISTRICT (District), and GHD (Consultant), entered into a Professional Services Agreement (Agreement), dated August 9, 2017; and

Whereas, Task Order No. 50 was executed by District on April 11, 2016, to provide Professional Design Services. The authorized Not-to-Exceed fee for providing the services set forth in Task Order No. 50 was \$980,278.00; and

Whereas, Amendment No. 01 to Task Order No. 50 in the amount of \$29,485.00 was executed on March 27, 2018 to provide Additional Environmental and SRF Loan Assistance. The authorized total Not-to-Exceed fee for Task Order No. 50 and Amendment No. 01 increased to \$1,009,763.00; and

Whereas, Amendment No. 02 to Task Order No. 50 in the amount of \$99,568.00 was executed on April 23, 2018 to provide Additional Geotechnical Evaluation, Utility Potholing and Design Modifications. The authorized total Not-to-Exceed fee for Task Order No. 50 and Amendments No. 01 and No. 02 increased to \$1,109,331.00; and

Whereas, Amendment No. 03 to Task Order No. 50 in the amount of \$44,640.00 was executed on November 14, 2018 to provide Additional project management and additional plan submittals due to the project schedule being extended. The authorized total Not-to-Exceed fee for Task Order No. 50 and Amendments No. 01, No. 02, and No. 03 increased to \$1,153,971.00; and

Whereas, Amendment No. 04 to Task Order No. 50 in the amount of \$17,628.00 was executed on December 27, 2018 to provide Additional environmental services. The authorized total Not-to-Exceed fee for Task Order No. 50 and Amendments No. 01, No. 02, No. 03, and No. 04 increased to \$1,171,599.00; and

Whereas, Amendment No. 05 to Task Order No. 50 in the amount of \$34,960.00 was executed on July 23, 2019 to provide Additional bidding phase assistance. The authorized total Not-to-Exceed fee for Task Order No. 50 and Amendments No. 01, No. 02, No. 03, No. 04, and No. 05 increased to \$1,206,559.00; and

Whereas, it is necessary to Amend said Task Order to provide for additional professional services not included in the original Task Order and Amendments No. 01, No. 02, No. 03, No. 04 and No. 05 as set forth below:

- Scope of Services: See Attachment 'A'
- Deliverables: See Attachment 'A'
- Schedule for Performance of Work including Milestone Dates: See Attachment 'A'
- Task-Cost Budget Summary: See Attachment 'B'



NAPA SANITATION DISTRICT
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All terms and conditions of the original underlying Agreement, Task Order No. 50 and any Amendments thereto, shall remain in effect, except to increase the amount the Consultant may be paid by \$50,595.00, to a new Not-to-Exceed total amount of \$1,257,154.00.

IN WITNESS WHEREOF, DISTRICT and CONSULTANT have executed this Amendment this _____ day of _____, 20____.

“DISTRICT”
NAPA SANITATION DISTRICT

“CONSULTANT”
GHD

By: _____

By: _____

Title: Purchasing Agent

Title: _____

ATTACHMENTS: A and B



December 10, 2019
Ms. Robin Gamble Holley
Napa Sanitation District
1515 Soscol Ferry Road
Napa, CA 94558

Our Ref: 11121534

**RE: Proposal for Engineering Services – Browns Valley Trunk Project: Design Phase, Napa, CA
Amendment No. 6**

Dear Ms. Gamble Holley:

GHD is pleased to submit this proposal and scope of work for additional professional engineering services for the design and bid phases of the Browns Valley Trunk (BVT) Project. The scope of work includes effort to incorporate addenda items during the previous bid period (November 2018 – January 2019), address constructability items discussed during the previous bid period, revise flow control manhole designs based on the recent sanitary sewer collection system hydraulic analysis, prepare plans and specifications in order to advertise the project in February 2020, and bidding phase assistance.

The scope of work provided herein covers the scope items noted above. Numbering for scope tasks is based on our current contract. Deliverables, assumptions, services not included, and NapaSan responsibilities are per the current contract unless otherwise noted.

Scope of Work

Task 1 – Project Management

GHD will provide project management services during the extended portion of the project, from November 2019 through February 2020. This includes continuation of the tasks from our original scope of work, with the exception of the project kickoff meeting and work plan, which were previously completed.

Task 3 – Permitting and Community Outreach

3.1 Permitting

Caltrans Encroachment Permit (EP)

Encroachment permitting will be required for construction activities within Caltrans rights-of-way. GHD previously obtained two EPs for the following locations:

1. Permit Number 04-16-N-US 2188. This permit is for undercrossing Highway 29 and valid through October 31, 2020. Trenchless undercrossing of Highway 29 is the first sequence of work and is anticipated to occur prior to August 2020. Therefore, no new application is anticipated for this permit.



2. Permit Number 04-18-N-TK 1846. This permit is for traffic control plans at the intersection of W. Imola Ave. and S. Coombs St. This permit expired on September 30, 2019. GHD will apply for another encroachment permit.

The selected contractor will use NapaSan's EPs as the basis for obtaining a double permit from Caltrans for construction.

Task 3 Deliverables

- Encroachment permit documents will be submitted to NapaSan in electronic (PDF) format.
- Various documents and information for community outreach will be provided to NapaSan as requested.

Task 5 – Detailed Design

5.3 Prepare 100% Contract Documents

Previous bid plans for the 100% submittal will be updated to include changes made in previous addenda and new design for flow control manholes as part of trunk sewer improvements. The latest sewer system hydraulic model will be used to define the hydraulic operating conditions at each of the planned tie-in locations between the existing sewer system and BVT.

These plans will also be used as the basis for encroachment permit submittal to Caltrans.

Previous bid specifications for the 100% submittal will be updated to include changes made in previous addenda and be formatted for consistency with NapaSan's standard specifications. The specifications and traffic handling portions of the plans are also anticipated to be updated based on NapaSan correspondence with the City of Napa. Anticipated revisions include only text edits to the plans and specifications.

The 100% submittal will also include an updated engineer's opinion of probable construction costs.

Submittal to and review of the 100% contract documents by agencies other than NapaSan (i.e., City of Napa) is not anticipated, nor included in the scope or schedule.

Task 5.3 Deliverables

- 100% half-size (22"x34") plans, front end and technical specifications and 100% engineer's opinion of probable construction cost (one hard copy and 1 PDF electronic copy).

5.4 Prepare Final Contract Documents

Prepare complete set of biddable contract documents and final engineer's opinion of probable construction costs. Revisions will be substantially based upon comments and recommendations provided by NapaSan for the 100% submittal. GHD will meet with NapaSan to review the 100% submittal and receive NapaSan's 100% submittal review comments. Timing for this meeting will be determined near the completion of the 100% submittal documents. This scope of services does not include any submittals subsequent to the Final Submittal.



Task 5.4 Deliverables

- Final stamped/signed full-size plans (2 bond copies), stamped/signed camera ready specifications (2 paper copies), final engineer’s opinion of probable construction cost (2 paper copies). NapaSan is anticipated to use the electronic copy of the plans and specifications for reproduction of documents during the project bid phase.

Task 6 – Bidding Phase Assistance

This scope of services assumes that NapaSan will advertise and provide administration for the project bidding phase. GHD will provide support to NapaSan as follows:

- GHD’s project manager will attend one (1) pre-bid meeting to field questions from interested parties. It is assumed that NapaSan will prepare a written record of attendance and items discussed.
- Respond to questions during bid. GHD will respond to up to fifty (50) questions from plan holders and document the responses. A spreadsheet detailing RFI submittals, responses, and tracking will be maintained. Questions will be routed to GHD from NapaSan during the bid phase.
- Prepare addenda. GHD will prepare technical information for NapaSan’s use to prepare addenda. This scope of services assumes that NapaSan will prepare three (3) addenda during the bid phase.
- Prepare conformed construction documents. GHD will incorporate addenda into a conformed set of plans and specifications.

Task 6 Deliverables

- Handwritten notes will be provided (scanned to PDF) for meetings.
- Responses to questions, addenda, and conformed construction documents will be provided in electronic format. NapaSan will be responsible for preparing copies of the bid phase and contract documents as needed.

Schedule

We are prepared to begin work immediately upon receiving authorization to proceed. Anticipated schedule milestones and estimated dates for completion are shown below, which aims to have the project begin construction in Spring of 2020. The project schedule may be influenced by timing for receipt of project funding approval and District Board approval to bid advertise.

Task	Estimated Completion Date
a. Notice to Proceed	Early December 2019
b. 100% PS&E Submittal	December 13, 2019
c. NapaSan Review	December 17, 2019
d. Final Design	December 19, 2019
e. Notice Inviting Bids	December 19, 2019
f. Bid Opening Date	February 11, 2020



Engineering Fee

Compensation for services shall be on a time and materials basis for \$50,595. See the attached detailed fee estimate.

Closing

It is assumed that upon approval of the scope of work for the engineering services provided herein, NapaSan will prepare a contract amendment for signature by GHD. Please don't hesitate to contact us if you have any questions regarding the scope of work. Thank you for the opportunity to serve the Napa Sanitation District.

Sincerely,

GHD Inc.

A handwritten signature in blue ink, appearing to read 'Matt Winkelman'.

Matt Winkelman, P.E.

Principal in Charge
2235 Mercury Way, Suite 150
Santa Rosa, CA, 95407
Matt.Winkelman@ghd.com
707.236.1546

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

Parastou Hooshialsadat, P.E.

Project Manager
2235 Mercury Way, Suite 150
Santa Rosa, CA 95407
Parastou.Hooshialsadat@ghd.com
707.540.9695

Attachments:

- Fee Estimate Spreadsheet

Attachment 'B'



GHD - PROJECT FEE ESTIMATING SHEET

Project Name: Browns Valley Trunk Project - Design Phase
Prepared by: P. Hooshialsadat
Reviewed by: M. Winkelman
Job Number: 11121534

Client: Napa Sanitation District
Date: November 25, 2019

Task / Item	LABOR CATEGORY > RATE >	LABOR COSTS										FEE COMPUTATION		
		Principal \$270 /Hr	QA/QC \$270 /Hr	Project Manager \$235 /Hr	Proj. Engr. \$175 /Hr	Tunnel Engr. \$220 /Hr	Transp. Engr. \$195 /Hr	Staff Engr. Transp. \$135 /Hr	CAD / Graphics \$150 /Hr	Admin \$140 /Hr	TOTAL HOURS	*OTHER DIRECT COSTS	SUB McMillen Jacobs	TOTAL FEE
Task 1 Project Management (Phase 10)														
1.1 Project Management		2		2	6					2	12	\$72		\$2,412
	Subtotal Task 1	2	0	2	6	0	0	0	0	2	12	\$72	\$0	\$2,412
Task 3 Permitting and Community Outreach (Phase 30)														
3.1 Caltrans Encroachment Permitting				1	6					2	9	\$54		\$1,619
Task 5 Detailed Design (Phase 50)														
5.3 Prepare 100% CDs		1	8	8	28		8	16	32	8	109	\$654		\$19,504
5.4 Prepare Final CDs		1	2	4	16		2	8	16	4	53	\$318		\$9,298
	Subtotal Task 5	2	10	12	44	0	10	24	48	12	162	\$972	\$0	\$28,802
Task 6 Bidding Phase Assistance (Phase 60)														
6.1 Bidding Phase Assistance		2	2	8	32	4	8	6	16	4	82	\$492	\$2,500	\$17,762
	Subtotal Task 6	2	2	8	32	4	8	6	16	4	82	\$492	\$2,500	\$17,762
SUBTOTAL - BASIC SCOPE OF SERVICES		6	12	23	88	4	18	30	64	20	265	\$ 1,590	\$ 2,500	\$ 50,595

*OTHER DIRECT COSTS include telephone, mileage, printing, photocopies and other miscellaneous direct expenses.