

**CITY MANAGER'S REPORT
JULY 8, 2019, CITY COUNCIL REGULAR MEETING**

ITEM: **APPROVE AGREEMENTS WITH EKI AND WOODARD & CURRAN TO ADD MOSSDALE URBAN USE AREAS FOR CIP RW 19-16 RECYCLED WATER PROGRAM EXPANSION AND RELATED BUDGET AMENDMENT**

RECOMMENDATION: **Adopt Resolution Approving Task Order No. 2 to the Respective Master Agreements with EKI and Woodard and Curran to add Mosssdale Urban Use Areas for the CIP RW 19-16 Recycled Water Program Expansion and Related Budget Amendment**

SUMMARY:

In June 2019, Council approved the creation of Capital Improvement Project (CIP) RW 19-16 Recycled Water Program Expansion in order to add or decommission recycled water facilities used to dispose treated effluent generated by the Lathrop Consolidated Treatment Facility (LCTF) in accordance with its Waste Discharge Requirements (WDRs). Irrigation with recycled water of designated urban use areas in the Mosssdale development area for public parks and landscaping is recommended to provide additional recycled water disposal capacity needed for development and to conserve potable water supplies.

Approval is requested for task orders to the master agreements with EKI and Woodard and Curran to add the Mosssdale urban use areas to the City's recycled water system under CIP RW 19-16. The cost for the task order is \$30,900 with EKI and \$33,099 with Woodard Curran, for a combined total cost of \$63,999. Staff recommends that the combined total cost for these task orders be paid through a budget amendment, to transfer funds from the LCTF Capital Replacement Fund (6110) to the CIP RW 19-16 Recycled Water Program Expansion.

BACKGROUND:

Previously, the City was unable to irrigate designated parks and streetscapes located in the Mosssdale development area with recycled water. The City was unable to irrigate aforementioned locations due to concerns raised by the Regional Water Quality Control Board (RWQCB) regarding the relatively high salinity in the recycled water that existed when the LCTF initially began operations and threatened to degrade the underlying groundwater quality. These concerns have since been resolved through increased salinity management, development of the State's Recycled Water Policy recognizing the value and importance to increase recycled water use, and revisions to the LCTF WDRs. Therefore, staff recommends obtaining RWQCB's approval to add the parks and streetscapes in the Mosssdale development area that have since been irrigated with only potable water to date.

**APPROVE TASK ORDER NO. 2 WITH EKI AND WOODARD & CURRAN TO ADD
MOSSDALE URBAN USE AREAS FOR CIP RW 19-16 RECYCLED WATER
PROGRAM EXPANSION AND RELATED BUDGET AMENDMENT**

In June, 2019 Council approved the creation of CIP RW 19-16 Recycled Water Program Expansion Project in order to add or decommission recycled water facilities used to dispose treated effluent generated by the LCTF in accordance with its WDRs.

At the request of staff, EKI and Woodard and Curran provided proposals to add the Mosssdale urban use areas to the City's recycled water system. This work may be done under Task Order 2 to the respective Master Agreements with EKI and Woodard and Curran for the CIP RW 19-16 RW Program Expansion.

RECOMMENDATION:

Irrigation with recycled water of the proposed Mosssdale urban use areas is recommended to provide additional recycled water disposal capacity needed for development and to conserve potable water supplies. Staff is requesting approval of Task Order 2 with the respective Master Agreements with EKI and Woodward and Curran in order to add the Mosssdale urban use areas to the City's recycled water system under the CIP RW 19-16 RW Program Expansion.

FISCAL IMPACT:

The cost for the task order is \$30,900 with EKI and \$33,099 with Woodard Curran, for a combined total cost of \$63,999. Staff recommends that the combined total cost for these task orders be paid through the following budget amendment to transfer funds from the LCTF Capital Replacement Fund (6110) to the CIP RW 19-16 Recycled Water Program Expansion:

<u>Increase Transfer Out</u>	
6110-9900-990-9010	\$63,999

<u>Increase Transfer In</u>	
6091-9900-393-0000 RW 19-16	\$63,999

<u>Increase Appropriation</u>	
6091-8000-420-01-00 RW 19-16	\$63,999

JULY 8, 2019, CITY COUNCIL REGULAR MEETING


**APPROVE TASK ORDER NO. 2 WITH EKI AND WOODARD & CURRAN TO ADD
MOSSDALE URBAN USE AREAS FOR CIP RW 19-16 RECYCLED WATER
PROGRAM EXPANSION AND RELATED BUDGET AMENDMENT**

ATTACHMENTS:

- A. Resolution Approving Task Order No. 2 to the Respective Master Agreements with EKI and Woodard and Curran to add Mosssdale Urban Use Areas for the RW 19-16 Recycled Water Program Expansion
- B. Task Order No. 2 Pursuant to Master Agreement Dated June 10, 2019 with EKI Environment & Water, Inc. to Provide Engineering and Program Management Consulting Services Related to Addition of the Mosssdale Urban Use Areas dated, July 8, 2019
- C. Task Order No. 2 Pursuant to Master Agreement Dated June 10, 2019 with Woodard and Curran to Provide Engineering and Program Management Consulting Services Related to Addition of the Mosssdale Urban Use Areas dated, July 8, 2019

CITY MANAGER'S REPORT **PAGE 4**
JULY 8, 2019, CITY COUNCIL REGULAR MEETING
APPROVE TASK ORDER NO. 2 WITH EKI AND WOODARD & CURRAN TO ADD
MOSSDALE URBAN USE AREAS FOR CIP RW 19-16 RECYCLED WATER
PROGRAM EXPANSION AND RELATED BUDGET AMENDMENT

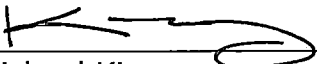
APPROVALS:



Greg Gibson
Senior Civil Engineer

6/26/19

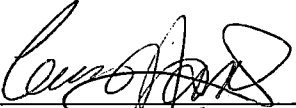
Date



Michael King
Assistant Director of Public Works

6-26-19

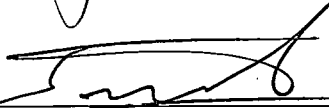
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Cari James
Finance & Administrative
Services Director

6-27-19

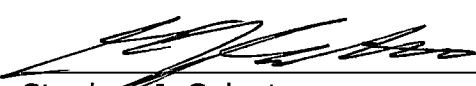
Date



Salvador Navarrete
City Attorney

6.26.19

Date



Stephen J. Salvatore
City Manager

6.28.19

Date

RESOLUTION NO. 19 -

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LATHROP APPROVING TASK ORDER NO. 2 TO THE RESPECTIVE MASTER AGREEMENTS WITH EKI AND WOODARD AND CURRAN TO ADD MOSSDALE URBAN USE AREAS FOR THE RW 19-16 RECYCLED WATER PROGRAM EXPANSION

WHEREAS, in June 2019, Council approved the creation of CIP RW 19-16 Recycled Water Program Expansion in order to add or decommission recycled water facilities used to dispose treated effluent generated by the Lathrop Consolidated Treatment Facility (LCTF) in accordance with its Waste Discharge Requirements (WDRs); and

WHEREAS, due to past regulatory concerns that have since been resolved, some parks and streetscapes in the Mossdale development area that were originally designated to be irrigated with recycled water have only been irrigated with potable water to date; and

WHEREAS, at the request of staff, EKI and Woodard and Curran have provided proposals to add the Mossdale urban use areas to the City's recycled water system; and

WHEREAS, the work to add the Mossdale urban use areas to the City's recycled water system may be done under Task Order No. 2 to the respective Master Agreements with EKI and Woodard and Curran for the CIP RW 19-16 RW Program Expansion; and

WHEREAS, irrigation with recycled water of the proposed Mossdale urban use areas is recommended to provide additional recycled water disposal capacity needed for development and to conserve potable water supplies; and

WHEREAS, the cost for the task order with EKI is \$30,900 and with Woodard Curran the cost is \$33,099 for a combined total cost of \$63,999; and

WHEREAS, staff recommends that the combined total cost for these task orders be paid through a budget amendment to transfer funds from the LCTF Capital Replacement Fund (6110) to the CIP RW 19-16 Recycled Water Program Expansion.

NOW THEREFORE, BE IT RESOLVED, the City Council of the City of Lathrop does hereby approve Task Order No. 2 to the respective Master Agreements with EKI and Woodward and Curran for the RW 19-16 Recycled Water Program Expansion to provide professional consulting services related to adding the Mossdale Urban Use Areas to the City's recycled water system, with the cost for the task order with EKI not to exceed \$30,900, and the cost for the task order with Woodard and Curran not to exceed \$33,099 for a combined total cost of \$63,999; and

BE IT FURTHER RESOLVED, the City Council of the City of Lathrop does hereby approve the following budget amendment from the following accounts to allocate the funds to the project:

Increase Transfer Out
6110-9900-990-9010 \$63,999

Increase Transfer In
6091-9900-393-0000 RW 19-16 \$63,999

Increase Appropriation
6091-8000-420-01-00 RW 19-16 \$63,999

The foregoing resolution was passed and adopted this 8th day of July 2019, by the following vote of the City Council, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Sonny Dhaliwal, Mayor

ATTEST:

Teresa Vargas, City Clerk

APPROVED AS TO FORM:



Salvador Navarrete, City Attorney

CITY OF LATHROP

TASK ORDER NO. 2

**PURSUANT TO MASTER AGREEMENT DATED JUNE 10, 2019 WITH
WOODARD & CURRAN
TO PROVIDE ENGINEERING AND PERMIT COMPLIANCE
CONSULTING SERVICES RELATED TO ADDITION OF MOSSDALE
URBAN USE AREAS**

THIS TASK ORDER NO. 2, dated for convenience this 8th day of July 2019 is by and made and entered into by and between **WOODARD & CURRAN** ("CONSULTANT") and the CITY OF LATHROP, a California municipal corporation ("CITY");

RECITALS:

WHEREAS, on June 10, 2019, CONSULTANT entered into a Master Agreement ("AGREEMENT") with the CITY, by which the CONSULTANT has agreed to provide **Engineering and Permit Compliance Consulting Services**; and;

WHEREAS, CONSULTANT submitted a scope of work as shown in Exhibit "A"; to provide Engineering and Permit Compliance Consulting Services related to the addition of the Mossdale Urban Use Areas to the City's recycled water system, and;

WHEREAS, CONSULTANT is specially trained, experienced, and competent to perform Engineering and Permit Compliance Consulting Services, which are required by this agreement; and

WHEREAS, CITY selected the CONSULTANT pursuant to said qualifications; and

WHEREAS, CONSULTANT is willing to render such Engineering and Permit Compliance Consulting Services, as hereinafter defined, on the following terms and conditions.

NOW, THEREFORE, CONSULTANT and the CITY agree as follows:

AGREEMENT

(1) **Incorporation of Master Agreement**

This Task Order No. 2 hereby incorporates by reference all terms and conditions set forth in the Master Agreement for Consulting Services for this project, unless specifically modified by this Task Order No. 2.

CITY OF LATHROP – TASK ORDER NO. 2 WITH WOODARD & CURRAN FOR
ENGINEERING AND PERMIT COMPLIANCE SUPPORT SERVICES RELATED TO
ADDITION OF MOSSDALE URBAN USE AREAS

(2) **Scope of Service**

CONSULTANT agrees to perform Engineering and Permit Compliance Consulting Services in accordance with the scope of work and fee proposal attached hereto as Exhibit "A" to this Task Order No. 2.

CONSULTANT agrees to diligently perform these services in accordance with the upmost standards of its profession and to the CITY'S satisfaction.

(3) **Effective Date and Term.**

The effective date of this Task Order No. 2 is **July 8, 2019**, and it shall terminate no later than **June 30, 2020**.

(4) **Compensation**

CITY hereby agrees to pay CONSULTANT hourly rates and other charges not to exceed **\$33,099** for the Engineering and Permit Compliance Consulting Services. CONSULTANT shall be paid any uncontested sum due and payable within thirty (30) days of receipt of billings containing all information pursuant to Paragraph 5 below. Compensation for any task must be equal to or less than the percentage of task complete. In no event shall CONSULTANT be entitled to compensation for work not included in Exhibit "A", unless a written change order or authorization describing the extra work and payment terms has been executed by CITY's authorized representative prior to the commencement of the work.

(5) **Notice to Proceed**

Prior to commencing work under this agreement, CONSULTANT shall receive a written "Notice to Proceed" from CITY. A Notice to Proceed shall not be issued until all necessary bonds and insurance have been received. City shall not be obligated to pay CONSULTANT for any services prior to issuance of the Notice to Proceed.


(6) **Signatures**

The individuals executing this Agreement represent and warrant that they have the right, power, legal capacity, and authority to enter into and to execute this Agreement on behalf of the respective legal entities of the CONSULTANT and the CITY. This agreement shall inure to the benefit of and be binding upon the parties hereto and their respective successors and assigns.

CITY OF LATHROP – TASK ORDER NO. 2 WITH WOODARD & CURRAN FOR
ENGINEERING AND PERMIT COMPLIANCE SUPPORT SERVICES RELATED TO
ADDITION OF MOSSDALE URBAN USE AREAS

Approved as to Form:

City of Lathrop
City Attorney



Salvador Navarrete

6.26.19

Date

Recommended for Approval:

City of Lathrop
Assistant Public Works Director

Michael King

Date

Approved By:

City of Lathrop
390 Towne Centre Drive
Lathrop, CA 95330

Stephen J. Salvatore
City Manager

Date

CONSULTANT:

Woodard & Curran
David L. Richardson, P.E., Senior Vice President
2175 N. California Blvd., Ste 315
Walnut Creek, CA 94596

Fed ID # _____
Bus License # _____

Signature

Date

David Richardson, P.E.

EXHIBIT A

June 7, 2019



Michael King
Senior Civil Engineer
City of Lathrop, Department of Public Works
390 Towne Centre Drive
Lathrop, CA 95330

Re: Proposal to Provide Mossdale Landscape Areas Expansion Permit
Compliance Assistance

Dear Michael:

The City of Lathrop is continuing its efforts to expand its recycled water system to meet the needs of the growing community. In early 2018, the Central Valley Regional Water Quality Control Board adopted Order R5-2016-0028-01, Waste Discharge Requirements (WDR) for the City of Lathrop Consolidated Treatment Facility.

As documented in the WDR, Woodard & Curran assisted the City with submitting the Expansion Completion Report dated August 25, 2015 confirming the completion of the 1.0 mgd facility expansion project. Woodard & Curran has also assisted the City with the necessary Recycled Water Storage and Conveyance System Improvements Completion Report and the Recycled Water User Report as required by Provisions H.1.e and H.1.f. of Order R5-2015-0006 to confirm the available storage and disposal capacity needed for the plant expansions from 0.75 mgd to 1.0 mgd and from 1.0 mgd to 1.55 mgd. Additional recycled water storage capacity and Use Areas will be added as needed. Per Provisions H.1.e and H.1.f. of Order R5-2016-0028, the City will need to submit additional Recycled Water User Reports for the additional Use Areas. Woodard & Curran is currently providing assistance for expansion of the City's recycled water system to provide service to Use Area A34. The next expansion to the City's recycled water system is the addition of Mossdale Landscape Areas, which include six parks and various smaller landscape areas including medians and berms.

Woodard & Curran is happy to provide continued service to the City in this capacity and has prepared the following scope.

Scope of Work

Task 1 – Mossdale Recycled Water Documents

In order to facilitate the addition of the Mossdale Landscape Areas to the City's recycled water system, Woodard & Curran will update the City's existing Operations Plan. Woodard & Curran will also prepare a Recycled Water Use Report for the added Landscape Use Areas. Cross-connection testing for the Recycled Water User Report is included under Task 2.



Task 1.1 – Operations Plan Update

Woodard & Curran will update the current version of the Operations Plan to incorporate the addition of the Mosssdale Landscape Use Areas. Specifically, the tables and schematic figures will be revised to include the Mosssdale Landscape Use Areas and appropriately identify the active systems components.

Deliverables

- Updated Operations Plan

Assumptions

- One round of review by the City. All review will be consolidated into one document.
- The City/Developer will provide all relevant information on the new Mosssdale Landscape Areas and facilities to support the update of the relevant tables, and figures in the Operations Plan.
- Updates to the Operations Plan will be limited to updates of tables and figures to include the new Mosssdale Landscape Use Areas.

Task 1.2 – Recycled Water User Report

Provision H.1.f of Order R5-2016-0028 requires that a Recycled Water User Report (User Report) be prepared at least 60 days prior to conveying recycled water to any new Use Areas. Woodard & Curran will prepare the report following the requirements of the Permit. The City/Developer will provide all the information listed under the Provision, except for the following:

- The assessment of whether groundwater monitoring is appropriate is based on pre-discharge groundwater quality. It is assumed that additional environmental assessment would not be needed for the Mosssdale Landscape Areas.
- Woodard & Curran will provide coordination with the City regarding cross-connection control testing and include results of the test within the report (See Task 2.2 below).

Deliverables

- Draft and Final User Report
- Cover Letter

Assumptions

- One round of review by the City and EKI. All review will be consolidated into one document.
- The budget does not include the cost of CEQA document preparation, which is believed to have been completed.
- Reclamation at the Mosssdale Landscape Areas can be adequately regulated under the Master Recycling Permit and individual Water Recycling Requirements will not be required.

Timing

- The User Report must be submitted 60 days prior to conveying recycled water to the Mosssdale Landscaping Areas. The report will be prepared



approximately one month before submittal. It is assumed that preparation and review of the document will be completed within a one-month timeframe, if CEQA review is not required. This includes timely review by the City/Developer.

Task 2 – Mossdale Recycled Water Start-Up

As discussed under Task 1, components of the Recycled Water User Report include cross-connection control test results. New Users are also required to complete a Site Supervisor Training class. Under this task, Woodard & Curran will assist the City with coordination on these items prior to start-up of services to the Mossdale Landscape Areas.

Task 2.1 – Site Supervisor Training Class

Woodard & Curran previously developed a PowerPoint Presentation and training materials to be used by the City to provide a comprehensive training to Site Supervisors. Woodard & Curran will lead this training class with any new City and Mossdale staff that will be acting as Site Supervisors for the new Landscape Use Areas.

Deliverables

- Site Supervisor Training Class

Assumptions

- One Site Supervisor Training will be conducted for all new City and Mossdale staff Site Supervisors.

Task 2.2 – Cross-Connection Support

Provision H.1.f of Order R5-2016-0028 requires that a cross-connection control test for new Users be performed in accordance with the American Water Works Association and the Drinking Water Program (Title 17, section 7605). The Drinking Water Program will need to be notified and provided an opportunity to be present during the testing. Woodard & Curran will coordinate with a subconsultant, HydroScience, to perform the cross-connection testing and summarize the results for inclusion in the Recycled Water User Report under Task 1.2.

Deliverables

- Cross-connection test results

Assumptions

- The City will provide access and supervision to Woodard & Curran and HydroScience as the testing is performed.
- Woodard & Curran and HydroScience will perform cross-connection tests and provide documentation for these tests for up to 6 parks.
- Medians, berms, and other smaller landscape use areas will not require cross-connection testing as they do not have on-site potable connections.



Task 3 – Project Management

Woodard & Curran will provide internal and external coordination and communication necessary to assure the project is completed on schedule. The task includes the following 1) communication with City staff, EKI, and the Mossdale developer on the status of the project work; 2) attendance at conference calls; 3) preparation of monthly invoices and detailed progress reports; and as needed 4) preparation and maintenance of schedule of deliverables.

Deliverables:

- Monthly invoice and progress reports.

Assumptions

- This budget does not include in-person meetings. It is assumed that all meetings will be conducted via conference call.

The estimated level of effort for Tasks 1-3 is \$33,099, as detailed in the attached fee estimate. Woodard & Curran is eager to continue the collaboration with you, your staff, and your consulting team at Lathrop by helping to move wastewater and recycled water projects forward. If you have any questions about our proposal or would like additional information, please call me at (926) 627-4100.

Sincerely,

WOODARD & CURRAN

A handwritten signature in black ink that reads "David L. Richardson". The signature is written in a cursive, flowing style.

David L. Richardson, P.E.
Project Manager, Vice President

Attachment: Fee Estimate



**City of Lathrop
Mossdale Expansion Permit Compliance**

Tasks	Labor			Total Hours	Total Labor Costs (1)	Cross Connection Support	Subtotal	Sub Consultant Total Cost (2)	ODCs		Total Fee
	Dave Richardson	Sarah Rhodes	Rachel Gross			HydroScience			ODCs	Total ODCs (3)	
	PIC	PM	PE								
	\$320	\$266	\$212								
Recycled Water Program Development											
Task 1: Mossdale Recycled Water Documents	2	8	38	48	\$10,824	\$0	\$0	\$0	\$0	\$0	\$10,824
<i>Operations Plan Update</i>	0	2	8	10	\$2,228	\$0	\$0	\$0	\$0	\$0	\$2,228
<i>Recycled Water User Report</i>	2	6	30	38	\$8,596	\$0	\$0	\$0	\$0	\$0	\$8,596
Task 2: Mossdale Recycled Water Start-Up	0	7	7	14	\$3,346	\$15,400	\$15,400	\$16,170	\$300	\$315	\$19,831
<i>Site Supervisor Training Class</i>	0	5	5	10	\$2,390	\$0	\$0	\$0	\$200	\$210	\$2,600
<i>Cross Connection Support</i>	0	2	2	4	\$956	\$15,400	\$15,400	\$16,170	\$100	\$105	\$17,231
Task 3: Project Management & Meetings	2	2	6	10	\$2,444	\$0	\$0	\$0	\$0	\$0	\$2,444
<i>Project Management</i>	2	2	6	10	\$2,444	\$0	\$0	\$0	\$0	\$0	\$2,444
TOTAL	4	17	51	72	\$16,614	\$15,400	\$15,400	\$16,170	\$300	\$315	\$33,099

1. The individual hourly rates include salary, overhead and profit.
2. Subconsultants will be billed at actual cost plus 5%.
3. Other direct costs (ODCs) such as reproduction, delivery, mileage (rates will be those allowed by current IRS guidelines), and travel expenses, will be billed at actual cost plus 5%.
4. Woodard & Curran reserves the right to adjust its hourly rate structure and ODC markup at the beginning of the calendar year for all ongoing contracts.

CITY OF LATHROP

TASK ORDER NO. 2

**PURSUANT TO MASTER AGREEMENT DATED JUNE 10, 2019
WITH EKI ENVIRONMENT & WATER INC.
TO PROVIDE ENGINEERING AND PROGRAM MANAGEMENT
CONSULTING SERVICES RELATED TO ADDITION OF THE
MOSSDALE URBAN USE AREAS**

THIS TASK ORDER NO. 2, dated for convenience this 8th day of July 2019 is by and made and entered into by and between **EKI Environment & Water Inc.** ("CONSULTANT") and the CITY OF LATHROP, a California municipal corporation ("CITY");

RECITALS:

WHEREAS, on June 10, 2019, CONSULTANT entered into a Master Agreement ("AGREEMENT") with the CITY, by which the CONSULTANT has agreed to provide **Engineering and Program Management Consulting Services**; and;

WHEREAS, CONSULTANT submitted a scope of work as shown in Exhibit "A"; to provide engineering and program management services related to the addition of the Mossdale Urban Use Areas to the City's recycled water system, and;

WHEREAS, CONSULTANT is specially trained, experienced, and competent to perform Engineering and Program Management Consulting Services, which are required by this agreement; and

WHEREAS, CITY selected the CONSULTANT pursuant to said qualifications; and

WHEREAS, CONSULTANT is willing to render such Engineering and Program Management Consulting Services, as hereinafter defined, on the following terms and conditions.

NOW, THEREFORE, CONSULTANT and the CITY agree as follows:

AGREEMENT

(1) **Incorporation of Master Agreement**

This Task Order No. 2 hereby incorporates by reference all terms and conditions set forth in the Master Agreement for Consulting Services for this project, unless specifically modified by this Task Order No.2.

CITY OF LATHROP – TASK ORDER NO. 2 WITH EKI FOR ENGINEERING AND PROGRAM MANAGEMENT CONSULTING SERVICES RELATED TO ADDITION OF MOSSDALE URBAN USE AREAS

(2) **Scope of Service**

CONSULTANT agrees to perform Engineering and Program Management Consulting Services in accordance with the scope of work and fee proposal attached hereto as Exhibit "A" to this Task Order No. 2.

CONSULTANT agrees to diligently perform these services in accordance with the upmost standards of its profession and to the CITY'S satisfaction.

(3) **Effective Date and Term.**

The effective date of this Task Order No. 2. is **July 8, 2019**, and it shall terminate no later than **June 30, 2020**.

(4) **Compensation**

CITY hereby agrees to pay CONSULTANT hourly rates and other charges not to exceed **\$30,900** for the Engineering and Program Management Consulting Services. CONSULTANT shall be paid any uncontested sum due and payable within thirty (30) days of receipt of billings containing all information pursuant to Paragraph 5 below. Compensation for any task must be equal to or less than the percentage of task complete. In no event shall CONSULTANT be entitled to compensation for work not included in Exhibit "A", unless a written change order or authorization describing the extra work and payment terms has been executed by CITY's authorized representative prior to the commencement of the work.

(5) **Notice to Proceed**

Prior to commencing work under this agreement, CONSULTANT shall receive a written "Notice to Proceed" from CITY. A Notice to Proceed shall not be issued until all necessary bonds and insurance have been received. City shall not be obligated to pay CONSULTANT for any services prior to issuance of the Notice to Proceed.

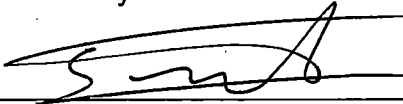
(6) **Signatures**

The individuals executing this Agreement represent and warrant that they have the right, power, legal capacity, and authority to enter into and to execute this Agreement on behalf of the respective legal entities of the CONSULTANT and the CITY. This agreement shall inure to the benefit of and be binding upon the parties hereto and their respective successors and assigns.

CITY OF LATHROP – TASK ORDER NO. 2 WITH EKI FOR ENGINEERING AND PROGRAM MANAGEMENT CONSULTING SERVICES RELATED TO ADDITION OF MOSSDALE URBAN USE AREAS

Approved as to Form:

City of Lathrop
City Attorney



Salvador Navarrete

6.26.19

Date

Recommended for Approval:

City of Lathrop
Assistant Public Works Director

Michael King

Date

Approved by:

City of Lathrop
390 Towne Centre Drive
Lathrop, CA 95330

Stephen J. Salvatore
City Manager

Date

CONSULTANT:

EKI Water & Environment, Inc.
Stephen Tarantino, P.E., Vice President
577 Airport Blvd., Suite 500
Burlingame, CA 94010

Fed ID # _____
Bus License # _____

Signature

Date

Stephen Tarantino, P.E.

UPDATED – 11 June 2019

Michael King
Senior Civil Engineer
City of Lathrop
390 Towne Centre Drive
Lathrop, California 95330

Subject: Proposed Scope of Work and Budget for
Program Management for Recycled Water Program Expansion to Mossdale
City of Lathrop, California
(EKI B50009.15)

Dear Mr. Gibson:

EKI Environment & Water, Inc. ("EKI") is pleased to present this proposed scope of work for providing program management services for the recycled water program expansion to Mossdale for the City of Lathrop.

BACKGROUND

EKI previously provided program management services to the City of Lathrop ("City") for the expansion of the City's recycled water program to include landscape irrigation within the River Islands development. The City has now requested that EKI provide program management services for the expansion of the City's recycled water program to include the Mossdale development. EKI's program management tasks are described in the scope provided below.

PROPOSED SCOPE OF WORK

Task 1 -- Prepare and Review Submittals Required for Permitting of the Expansion

EKI will prepare the following reports required by the City's Waste Discharge Requirements ("WDR") Permit:

- A CTF Expansion Final Design Report; and
- A CTF Expansion Completion Report.

In addition to preparing the above reports, EKI will also review the Recycled Water User Report, prepared by Woodard and Curran ("W&C").

EKI will prepare draft versions of the indicated reports, which will include the required components described in the City's WDR Permit. EKl will coordinate with the City and the appropriate consultants to obtain the information required to prepare the draft report. Draft reports will be provided to the City for review. Following receipt of comments, EKl will prepare final reports that incorporate the City's comments. All reports will be provided in PDF format via electronic mail. During the preparation and submittal of the documents, EKl will coordinate with the appropriate staff at the Regional Water Quality Control Board.

Task 2 -- Provide Program Management Services for Expansion

EKI will participate in and lead periodic conference calls with consultants, developers, and/or City staff, as needed during the expansion effort. EKl will also perform conference call coordination tasks such as preparing conference call agendas and conference call minutes. EKl will track action items and will follow up on action items with the relevant parties. EKl will monitor the tasks and schedule progress, and will provide periodic updates to City staff.

The budget for this task assumes two conference calls with the various parties, subject to the budgetary limits outlined in the attached Table 1.

EKI will assist the City in communicating with the developer, stakeholders, and consultants as needed to implement the recycled water program expansion and coordinate it with other ongoing programs, such as the Water, Wastewater, and Recycled Water Master Plans. EKl also anticipates that it will assist the City on issues related to recycled water rates or fees on an as-needed basis.

Task 3 -- Assist with Miscellaneous Project Management Issues

In addition to the tasks outlined above, EKl expects that the City will periodically request that EKl perform other management tasks, such as communicating with regulatory agencies or participating in City discussions on overall project strategy, that do not fall strictly within the scope of Tasks 1 and 2 above. EKl will perform such tasks at the City's request, subject to the budgetary limits outlined in the attached Table 1.

SCHEDULE

EKI will begin work upon receiving authorization from the City, with the specific schedule to be determined based on overall project status.

COMPENSATION

We propose that compensation for consulting services by EKI Environment & Water, Inc. be on a time and expense reimbursement basis in accordance with our current Schedule of Charges, dated 1 January 2019. On the basis of the Scope of Work described above, we propose a budget of \$30,900.

TERMS AND CONDITIONS

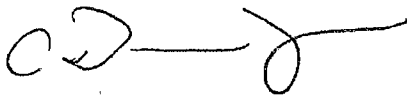
Except as specifically modified above, all other terms of our 2 March 2015 Agreement shall remain in full force and effect.

If this proposal meets with your approval, please send us an Agreement Amendment to review and execute.

We are pleased to have the opportunity to continue to work with the City of Lathrop. Please call us at (650) 292-9100 if you have any questions or wish to discuss these matters in greater detail.

Very truly yours,

EKI ENVIRONMENT & WATER, INC.



C. David Umezaki, P.E.
Project Engineer



Stephen A. Tarantino, P.E.
Vice President

TABLE 1
ESTIMATED BUDGET FOR PROGRAM MANAGEMENT FOR RECYCLED WATER PROGRAM EXPANSION TO MOSSDALE
 City of Lathrop
 (EKI B50009.15)

TASKS	ESTIMATED LABOR (Hours)						TOTAL LABOR COST (\$)	EXPENSES AND ADMINISTRATION				ESTIMATED COST	
	Personnel & Rates (\$/hr)							UNIT	QNTY	UNIT COST (\$)	10% MARKUP (\$)	TOTAL COST PER ITEM (\$)	SUB TOTALS (\$)
	Administrative	CAD Operator/GIS Analyst	Tina Wang, P.E.	Jonathan Sutter, P.E.	C. David Umezaki, P.E.	Stephen A. Tarantino, P.E.							
	103	118	146	205	265	286							
Task 1 - Prepare and Review Submittals													
Prepare CTF Expansion Design Report (including water balance)				16	2	\$4,812					\$4,812		
Prepare CTF Expansion Completion Report				16	2	\$4,812					\$4,812		
Review RMC Recycled Water User Report and Discuss Docs with Regional Board Communications Fee (EKI Labor Only)				4		\$1,060					\$1,060		
Subtotal Labor Hours - Task 1				36	4	\$10,684		4%	\$10,684		\$427	\$11,100	
Task 2 - Provide Program Management Services for Expansion													
Prepare Agenda (assume 2)				2	1	\$816					\$816		
Participate in Calls (assume two 1-hour calls)				2	1	\$816					\$816		
Prepare minutes (assume 2)				2	1	\$816					\$816		
Follow up on call action items				4	1	\$1,346					\$1,346		
Coordination with City staff, stakeholders, and consultants			4	16	2	\$5,632					\$5,632		
Assistance on rate and fee issues			2	8	2	\$3,102					\$3,102		
Coordination with Master Plans			8	2	1	\$2,456					\$2,456		
Communications Fee (EKI Labor Only)								4%	\$14,984		\$599		
Subtotal Labor Hours - Task 2			14	36	9	\$14,984						\$15,600	
Task 3 - Assist with Miscellaneous Program Management Issues													
Miscellaneous assistance (assume 16 hours)			4	12		\$4,000					\$4,000		
Communications Fee (EKI Labor Only)								4%	\$4,000		\$160		
Subtotal Labor Hours - Task 3			4	12		\$4,000						\$4,200	
Total Labor Hours			18	84	13	\$29,668						\$30,900	