



Agenda Item No. 12b.

Staff Report

Date: March 9, 2017

To: Mayor Hoertkorn and Council Members

From: Richard Simonitch, Public Works Director/Town Engineer

Subject: Town Council consideration of Contract Amendment No. 2 for Quincy Engineering in the amount of \$79,273.10 for additional scope of work items related to the Winship Avenue Bridge Replacement Project. Town Project No. 9064-65; Federal-Aid Project No. BRLS-5176 (008)

Recommendation:

Approve Contract Amendment No. 2 for Quincy Engineering in the amount of \$79,273.10.

Background and discussion:

The existing bridge, built in 1909, is a two-span earth filled reinforced concrete arch structure approximately 68 feet long and 26 feet wide. The bridge is supported on a single center pier and abutments. The bridge width, hydraulic capacity, and general poor structural condition are cause for it to be eligible for rehabilitation using HBP funding. Because of the difficulty in effectively widening an earth filled arch bridge, the overall condition of this aging structure, and the fact that this bridge contributes significantly to the hydraulic deficiencies of Corte Madera Creek in this vicinity, this eligible rehabilitation project can be justified as a complete bridge replacement project.

The original contract for this project was executed in January, 2014. The contract duration was extended from December 31, 2016 to June 1, 2019 under contract Amendment No. 1, which was approved at a regular Town Council meeting on October 13, 2016. Contract Amendment No. 2 requests additional monies to address the various added scope of work items that have been requested by and discussed with the Town. It also covers other tasks that have required added effort outside of the original scope of work. Conversely, some existing scope items that will not need to be exercised to successfully deliver the project will be credited back as part of this amendment. The credit will be used to offset other added scope of work items. These changes to the original scope of work are described in detail in the attached letter from Quincy Engineering dated February 10, 2017.

With the approval of this amendment, Quincy Engineering will be able to provide the necessary studies required to address the input received from the October 24, 2016 and prior public hearings. They will also continue to develop and refine project details, assess right of way and utility relocation impacts, develop

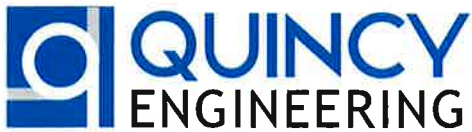
potential aesthetic options and present them to the public to obtain input, prepare environmental technical studies leading to an approved environmental document based on the selected alignment.

Fiscal, resource and timeline impacts:

The existing Contract amount is \$655,673.14. With the addition of Contract Amendment No. 2 in the amount of \$79,273.10, the new Contract amount would be \$734,946.24. This project is projected to be funded 88.53% from Caltrans reimbursement with the remaining 11.47% to come from State Toll Credit, for 100% funding. In addition, the Town has secured funding from Marin County Public Works, Flood Control Zone 9, to provide the Town the upfront cash flow needed plus pay for Town staff management costs.

Attachments:

- Quincy Contract Amendment No. 2 dated February 10, 2017



Mr. Richard Simonitch
Planning Department
Town of Ross
P.O. Box 320
Ross, CA 94957-0320

February 10, 2017

**Re: Winship Avenue Bridge Replacement Project BRLO-5176(008)
Contract Amendment No. 2**

Dear Mr. Simonitch,

The original contract for this project was signed by Quincy Engineering Inc. (Quincy) January 25, 2014. Recently the contract duration was extended from December 31, 2016 to June 1, 2019 under contract Amendment No. 1. This Amendment No. 2 letter summarizes the various added scope of work items that have been requested by and discussed with the Town. It also covers other tasks that Quincy believes have required added effort outside of our original scope of work. Our team has looked also to existing scope items that we believe will not need to be exercised to successfully delivery the project; namely Tasks 9 and 14 which are related to Public Outreach, have been determined by the Town to be unnecessary since the Town Council meetings are open to the public. The budget for those tasks will be credited back as part of this amendment and be used to offset other added scope of work items.

As you know, the Winship Avenue bridge contract is closely associated with the four bridge replacements in the neighboring Town of San Anselmo, given the link with flooding along the same creeks. Our contract assumed that the Winship Avenue bridge efforts would for a number of tasks be performed in unison with the scope of work for the bridges in San Anselmo. To some extent this has worked out relatively well, with the exception of combined Team meetings and public outreach efforts. However, it is now apparent that the projects have advanced on independent schedules and the team will not be able to take advantage of the initially assumed efficiencies that were anticipated. Some of the factors that have dictated the schedules have been development of alternatives to minimize impacts, meeting with members of the public to understand and respond to concerns raised in our meetings, and obtaining Council direction for the project all of which have culminated in pushing the project schedules and tasks in different directions. For the most part, this amendment considers decoupling the Winship Avenue project from the other bridge projects to move it forward.

Approximately 36% of the total project budget has been expended to date. Since there is ample project budget remaining, this amendment letter is essentially an early notice of the current extra work being proposed and work scope changes. This letter also seeks to obtain Town approval to proceed with the extra work and studies proposed below. Eventually a Caltrans Exhibit 6D will need to be processed to augment the previously approved allocation of federal funds for the project.

Anticipated salary increases were included in our original contract. For example, Quincy has a budget line for 3% rate escalation, and our subs have similar escalation budget lines. The contract work to date has taken place over a three-year period, and the 3% has essentially covered that period. At this time, since we recently extended our contract duration, a budget adjustment for rate escalation is not being requested. However, an extended contract duration going forward may require additional budget in the future to cover rate escalation, especially for subconsultants who have not performed a significant portion of their work. It is not easy to predict the duration for bridge replacement projects such as these, as environmental and community concerns, and of course flood concerns, are yet to be fully determined.

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This amendment includes the following contract tasks broken down into various work product categories. Efforts are separated by tasks and summarized for clarity. Credited costs are shown in parenthesis.

Task	Approximate Estimated Not to Exceed COST
<p>Task 1.1 – Project Management Our estimated PM effort for the contract was 80 hours. This budget has been expended over the 3 year duration of the project. An additional 80 hours are being requested going forward with an estimated cost of \$17,700.</p>	\$17,700
<p>Task 1.2 – Project Meetings Our original scope of work included five (5) in person project status meetings as part of this task. In general, these meetings are for discussing various plan submittal milestones and resolution of plan comments. At this point in the project schedule, only the kick-off meeting has been held, leaving four upcoming meetings to cover plan review comments. Our scope also includes regular status meetings that were assumed to be phone conference level of effort, and no change in effort is required for those.</p> <p>One additional meeting was held with the Town Manager and staff to discuss various project elements including environmental, bridge aesthetics, property owner, and historic concerns. This meeting also laid the groundwork for the upcoming requested Town Council meetings (covered under Tasks 9 and 14).</p> <p>Another additional meeting, a site meeting with utility companies, was held in 2016, but this meeting is not in our (Task 6) scope of work. A likely future additional meeting may also be required due to the complexity of handling sanitary sewer relocation.</p> <p>A future additional meeting may be required, and added coordination, with Marin County Flood Control to reach consensus on design flows and bridge layout details.</p> <p>Setting aside the remaining four original design plan meetings, two out of scope meetings have taken place and potentially three more meetings should be assumed. The estimated cost for attending five additional meetings, assuming 20 hours of effort to prepare and attend per meeting for up to three Quincy staff members (100 hours total), is \$19,000.</p> <p>Coordination and status information for Marin County Flood Control is being occasionally requested by the County for this project as part of the San Anselmo bridge replacements. It is our understanding that Town of Ross is not receiving funding from Marin County Flood Control. However, Quincy will provide project status and schedule updates to the Town of Ross, and the frequency and effort of those are expected to be adequate for the County's planning purposes. If additional County</p>	\$19,000



<p>information or meetings are required beyond that described here additional budget would be required.</p>	
<p>Task 3.5 – Preliminary Roadway Plans</p> <p>Additional alternative roadway alignment options have been developed for this project. They include an additional vertical roadway profile over the bridge to comply with the appropriate design flow event associated with changing upstream flood control measures (removal of detention basins). One additional shifted horizontal roadway alignment has been prepared and continues to be studied to avoid impacting nearby redwood trees. Also, the Town Council requested that changes to the original proposed bridge /roadway width be studied and considered to minimize the width changes over the existing condition. The added work to date on revisions to the roadway plans is estimated at 30 hours.</p> <p>Similar efforts to the bridge layout and drawings have been performed. This effort has included layout of an alternative bridge and a special double retaining wall /abutment wall system to minimize impacts to the redwood trees. Also, a shifted bridge opening has been prepared in an attempt to avoid many of the redwoods, as well as construction considerations for deep excavation shoring near the trees. Added scope and budget for an arborist, included elsewhere with this letter, will be used to confirm whether the updated bridge layout, wingwalls, and construction measures will negatively impact the trees. The added alignment work and revisions to the bridge preliminary design plans to date is also estimated at 30 hours.</p> <p>More recently, an effort is being made to keep the new bridge on existing alignment and hopefully save most of the redwood trees by shifting the bridge opening approximately three feet to the west, and revising the abutment wingwall layouts. The feasibility of this new bridge layout and also the curved alternative roadway alignment are still being explored, and will in part depend on the results from the proposed headlight study and arborist consult. No additional budget, other than the 60 hours expended to date, is being requested assuming that those studies are favorable to leaving the bridge on existing alignment and impacts to the redwoods are minimal.</p> <p>The additional efforts to date for this Task 3.5 work is estimated to have required a total of 60 hours and with an estimated cost of \$11,400.</p>	<p>\$11,400</p>
<p>Task 6 – Utility Coordination</p> <p>One out of scope utility site meeting was attended and is covered under Task 1.2 above. Conducting two additional onsite utility meetings, preferably with each utility present, should be assumed for this task given the number of utilities present. Assuming two Quincy engineers, 30 hours and \$5,700 are estimated to be required to prepare for and attend two more utility site meetings. Additional coordination effort for the gravity sewer line is expected to be required, however, that added effort is difficult to predict at this time and will be considered in the future.</p>	<p>\$5,700</p>



<p>Task 7.2.1 – Prepare and Submit Environmental Technical Studies</p> <p>At the last Town Council meeting it was decided additional studies are required to determine which roadway alignment should be selected. The studies include an arborist to make a determination on the impacts to the redwood trees, and a headlight glare study for the new elevated /curved roadway profile over the bridge and resulting light against the homes to the east. The proposed scope and cost for the two new subconsultants are attached, and including Quincy coordination and PM effort to date and for overseeing their work, the total estimated added cost for these new elements is \$17,000.</p> <p>Other environmental studies, including historic bridge assessment work, are within current budget. Completion of a NEPA CE and CEQA IS/MND are still considered adequate for environmental clearance.</p>	\$17,000
<p>Task 9 – Public Outreach</p> <p>Task 9 subtasks 1.1-1.4, and 1.6 were deemed unnecessary by the Town since council meetings are open to the public and the town website provides the community with project updates. These tasks, that were to be performed by our public outreach subconsultant MIG, were included and meant to be combined with San Anselmo town meetings. This amendment uncouples the public outreach efforts for this project from the Town of San Anselmo. The original estimated cost for these tasks for MIG will be credited back on this project.</p>	(-\$8,788.50)
<p>Task 9.1.5 – Phase 1 Town Council Presentation</p> <p>This task will remain, however, only Quincy has been and will be involved with this effort to keep the Town Council informed of project progress, direction, and issues; MIG will not be involved with this task. The original scope of work included only one meeting in this task to update the Town, and one meeting in Task 14.3. For each meeting Quincy's original budget for up to three people was estimated at 60 hours per meeting and included preparing exhibits for a PowerPoint presentation.</p> <p>To date Quincy has attended two council chamber meetings to present project status and discuss issues. Both of these meetings included a site component, to meet individually (two at a time) with council members and any public present. Our contract budget for the two Town Council meetings has been expended.</p> <p>Additional Town Council meetings are expected to be required for future public outreach efforts and town decisions. If a total of three additional town meetings are assumed, each requiring 36 hours without the site meeting component, the estimated additional budget for this 108 hours is \$20,520.</p>	\$20,520
<p>Task 10 – Project Summary Technical Memorandum</p> <p>The depth of bedrock at this particular site is located at a hard to reach or awkward depth, requiring our abutment spread footings to be much deeper than typical. In other words, spread footings on relatively shallow bedrock, or no bedrock with deeper pile foundations is more</p>	\$2,280



<p>typical and creates fewer design and construction challenges. The abutment footings at Winship Avenue are being placed at a significant depth below existing ground surface, requiring special design and construction method considerations. Additional preliminary bridge engineering effort and discussions for incorporating methods to excavate and construct the deep bridge foundations while preserving property (redwood trees and private decks) directly adjacent to deep excavation pits, has required additional early design effort. This additional effort includes preliminary design time expended and upcoming 30% cost estimating, and is estimated at 12 hours. The added preliminary design cost is \$2,280.</p>	
<p>Task 11 – Caltrans Local Assistance Coordination Added design coordination with Caltrans for confirming funding of the narrower bridge width is expected to only require a few emails and no extra cost is being requested. However, if more effort is required to process this design exception for the Town’s records than added scope may be required.</p>	\$0
<p>Task 13 – Right-of-Way Appraisals and Acquisitions Our original contract showed Bender Rosenthal Inc. (BRI) will be providing these services to complete this task. However, it was decided to not include them in the current contract with the idea that they would be added for later phases of work. In the meantime, BRI has lost their DBE status. As a result, Quincy has added another certified DBE firm to complete this task, Hamner, Jewell & Associates (HJA). A preliminary task is now being added per the Town’s request for right-of-way planning and estimating, in order to understand the cost impacts of the required rights-of-way for the project. Hamner, Jewell & Associates estimate to complete this work is \$2,500. Including additional Quincy PM effort of \$250 brings this total estimate to \$2,750. HJA’s estimate is attached. HJA appraisal and acquisition services will be performed in later phases as described above and are not currently included in this contract budget.</p>	\$2,750
<p>Task 14 – Public Outreach During Final Phase Similar to Task 9, MIG’s outreach budget will be credited back.</p>	(-\$8,288.40)
<p>Task 14.3 – Phase 2 Town Council Presentation See Task 9.1.5 above for discussion on town council meetings.</p>	
TOTAL	\$79,273.10



Mr. Richard Simonitch
Winship Avenue Bridge Replacement Project
Contract Amendment No. 2
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We respectfully request this \$79,273.10 budget amendment to our current total contract budget of **\$655,673.14**. With acceptance of this amendment the revised total contract budget total will be **\$734,946.24**.

Please call to discuss any questions or comments on this proposed contract amendment. I can be reached at (916) 368-9181.

Sincerely,

Quincy Engineering, Inc.

Mario Quest, P.E.
Senior Project Manager

Attachments:

Hamner, Jewell & Associates – Scope of work and cost proposal
MacDonald Architects - Scope of work and cost proposal
Urban Forestry Associates Inc. - Scope of work and cost proposal

Cc: File



HAMNER, JEWELL & ASSOCIATES

Government Real Estate Services

Right of Way Acquisition ~ Relocation Assistance ~ Real Property Consulting

Offices in Ventura, San Luis Obispo and Fresno Counties

Writer's Telephone Number: (805) 773-1459

Writer's email address: cspringford@hamner-jewell.com

November 4, 2016

via email to: brentl@quincyeng.com

R. Brent Lemon
 Quincy Engineering, Inc.
 11017 Cobblestone Drive, Suite 100
 Rancho Cordova, CA 95670

Subject: City of San Anselmo – Madrone Bridge Replacement Project
 City of San Anselmo – Nokomis Bridge Replacement Project
 Town of Ross – Winship Bridge Replacement Project

Dear Brent,

Thank you for seeking our assistance to help you and the City of San Anselmo and the Town of Ross with the right of way acquisition budgetary cost estimates for the above-referenced projects. We would be pleased to assist you with these projects.

We will work with a local appraiser to evaluate the property values. Our work will not include formal and complete appraisals, only value estimates for the budgetary purposes would be done at this time. Full appraisals in conformance with the Uniform Act could be done at a later time when the right of way acquisition stage is authorized.

From the information you provided, it is my understanding that you seek a separate budget proposal for each project. It is assumed that each project will include the following number of impacted parcels:

Bridge	Impacted Parcels
Madrone	No more than 11 parcels
Nokomis	No more than 9 parcels
Winship	No more than 3 parcels

It is also understood that no business or residential relocations analysis will be needed in this phase of the work.

To assist you with these services, we would propose to bill monthly in accordance with the terms and provisions of the attached fee schedule and will complete the scope of work for a fee not to exceed the following.

Bridge	Budget
Madrone	\$3,000
Nokomis	\$3,000
Winship	\$2,500

Corporate and San Luis Obispo County Office
 Ventura County Office
 Central Valley Office

530 Paulding Circle, Suite A, Arroyo Grande, CA 93420
 4476 Market Street, Suite 601, Ventura, CA 93003
 6051 N. Fresno Street, Suite 106, Fresno, CA 93710

(805) 773-1459
 (805) 658-8844
 (559) 412-8710

This will cover our staff time, appraiser support, and related expenses.

This budget is based on you providing us with right of way maps. This assumes that there will only be right of way acquisition required from the number of parcels listed in the table above. If more properties are involved, additional budget may be necessary to complete valuation estimates for more parcels. This budget includes budgetary estimates from a licensed California appraiser and up to a maximum of 15 hours of HJA staff time per project. We will bill only for time and costs actually expended.

Please let us know if you have any questions about this proposal or need any further information or adjustments to this proposed scope of work. We look forward to working with you on these projects.

Sincerely,



Cathy Springford
Project Manager/Right of Way Agent
California Real Estate License #01419301

Enc: 2016 Time and Materials Fee Schedule (Project-Based)

HAMNER, JEWELL & ASSOCIATES
a division of BEACON INTEGRATED PROFESSIONAL RESOURCES, INC.

TIME AND MATERIALS FEE SCHEDULE
Project-based Contracts

Managing Senior Associate	\$190 an hour
Legal Support *	\$190 an hour*
Senior Associate II/Project Manager	\$165 an hour
Senior/Supervising Relocation Associate	\$145 an hour
Senior Right of Way Associate I	\$135 an hour
Right of Way Associates II	\$115 an hour
Right of Way Associates I	\$ 98 an hour
Project Coordinator/Quality Control	\$ 98 an hour
Transaction and Escrow Coordinators	\$ 80 an hour
Assistants/Clerical Support	\$ 45 an hour

These rates are inclusive of secretarial support and general office expenses, overhead, and profit. Reimbursable costs that may be passed through to the client as additional expenses include travel expenses (based upon the standard IRS mileage reimbursement rate for automobile travel, or actual expenses for rail or air travel), special handling fees such as certified, express mail, and delivery charges, postage, photography and third party photocopy expenses, certain project/client-specific telephone expenses, and other charges made by third parties in connection with performing the scope of services. Such third party expenses may include, but are not limited to, such costs as moving bid fees, title and escrow company charges, and appraisal fees. Fees charged by insurance companies for issuing insurance certificates for client per contract requirements will also be billed through to client for reimbursement. Per diem charges may apply in cases where the project area is more than two hours auto commuting time away from a Hamner, Jewell & Associates ("HJA") office location.

All reimbursable and third party expenses will be billed to the client at cost plus 10%, with appropriate invoices or other appropriate documentation provided for reference, unless mark-up is contractually restricted. Mileage and travel costs will be passed through without mark-up.

Statements for work shall be rendered monthly. Payments are due within 30 days. Payments not received within said period will accrue interest at a rate of 10% per annum.

At all times, by pre-directive, our clients may structure and direct our efforts and general time expenditures so as to maintain control of the course and cost of our services.

If HJA is called upon or compelled to provide support for litigation or other proceedings, or respond to subpoenas in any way whatsoever related to the work HJA has completed on client's behalf, client shall pay HJA for required time in accordance with the hourly rates and fees specified in this Fee Schedule, except, however, any time for court testimony and depositions shall be paid at a rate of \$325/hour for HJA Senior Associates, \$225/hour for HJA Associates, and \$150/hour for HJA Support Staff. HJA shall additionally be reimbursed for all out-of-pocket and overhead expenses in connection with such proceedings. This provision shall survive the term of the contract and shall be binding without restriction of otherwise stated contract budget limitations.

Rates may be adjusted with thirty days advance written notice.

* At the request of several of our clients, this billing rate category has been added specifically in relation to the qualifications and services of Robert McDowell and Cathy Springford who, as licensed attorneys, can provide cost effective support and coordination with client legal counselors. Hamner, Jewell & Associates does not, however, provide legal representation or counsel; we work closely with the legal counsel of our clients to cost effectively assist in resolving any legal matters associated with services we provide.

In order to assess the potential for vehicles traveling over the Town of Ross's Winship Road Bridge to create potentially disturbing, elevated levels of illumination on the adjacent residences, MacDonald Architects proposes to conduct the following tasks and produce the associated deliverables:

Task 1 – Illumination Study

To assess the potential illumination issues, MacDonald Architects will conduct a study of the project site that would measure the existing illumination levels throughout the immediate vicinity of the bridge and then utilize that baseline information to assess how the lighting levels would be altered by three common types of vehicles traveling over the bridge. The study would chiefly focus on the change in illumination at the various residences near the bridge and how the change in illumination could impact the residences, especially at the various doors and windows of the residences, where projected light may be able to enter the homes.

Deliverables

- Plan view illustrating the existing nighttime levels of illumination in addition to the expected illumination levels based upon vehicle travel over a specific bridge alignment
- Section view illustrating the existing nighttime levels of illumination in addition to the expected illumination levels based upon vehicle travel over a specific bridge alignment
- Brief technical write-up explaining the study, its inputs, assumptions made, and observed results.

Task 2 - Illumination Study - Optional

For an additional bridge alignment, MacDonald Architects would conduct an additional study of the project area to combine the existing illumination levels measured in Task 1 with the additional illumination created by three common types of vehicles traveling over the different bridge alignment. The study would chiefly focus on the change in illumination at the various residences near the bridge and how the change in illumination could impact the residences, especially at the various doors and windows of the residences, where projected light may be able to enter the homes.

Deliverables

- Plan view illustrating the existing nighttime levels of illumination in addition to the expected illumination levels based upon vehicle travel over a specific bridge alignment
- Section view illustrating the existing nighttime levels of illumination in addition to the expected illumination levels based upon vehicle travel over a specific bridge alignment
- Brief technical write-up explaining the study, its inputs, assumptions made, and observed results.

Task 3 - Frequency Study - Optional

In order to assess the likelihood of elevated illumination levels which may be disturbing to nearby residences, MacDonald Architects would conduct a study to illustrate the frequency of vehicles traveling over the bridge at times of the day that would necessitate additional illumination from the vehicle. Based upon the results of Task 1 and/or 2, this task would focus on the specific types of vehicles that were shown to have the ability to create potentially disturbing illumination levels based upon the combination of the height of their headlights and the qualities of the specific bridge alignment.

Deliverables

- Time series diagram illustrating the number and frequency of specific vehicles over the Task 1 bridge alignment to show how often potentially disturbing elevated illumination levels could occur

M A C D O N A L D A R C H I T E C T S

- Time series diagram illustrating the number and frequency of specific vehicles over the Task 2 bridge alignment to show how often potentially disturbing elevated illumination levels could occur
- Brief technical write-up explaining the study, its inputs, assumptions made, and observed results.

	MacDonald Architects		
Hourly Rates	\$227.15	\$158.50	
WINSHIP ROAD BRIDGE	Donald MacDonald, AIA, Principal	Will Henderson, Project Architect	MacDonald Total
Task 1 - Illumination Study			
1.1 Measurement of existing illumination	0	8	8
1.2 Analysis of vehicle illumination for bridge alignment	0	8	8
1.3 Graphics & report production	2	13	13
Task Total Hours	2	29	29
Task Cost	\$454.30	\$4,596.50	\$4,596.50
Task 2 - Illumination Study - Optional			
2.1 Analysis of vehicle illumination for bridge alignment	0	8	8
2.2 Graphics & report production	2	9	9
Task Total Hours	2	17	17
Task Cost	\$454.30	\$2,694.50	\$2,694.50
Task 3 - Frequency Study - Optional			
3.1 - Collection of vehicle data	0	8	8
4.2 - Graphics & report production	2	9	9
Task Total Hours	2	17	17
Task Total Cost	\$454.30	\$2,694.50	\$2,694.50
Total Staff & Project Hours	6	63	63
Total Staff & Project Labor Cost (Prime or Subs)	\$1,362.90	\$9,985.50	\$11,348.40
Total Salary Escalation		\$0.00	
Total Subconsultants		\$0.00	
Total Sub Markup (10% Max)		\$0.00	
Total Permit Fees		\$0.00	
Total Other Direct Expenses		\$200.00	
Total PE Phase Cost		\$11,548.40	
	MacDonald Architects		

To: Ray Weiss
Quincy Engineering
916-368-9181
rayw@quincyeng.com



URBAN FORESTRY ASSOCIATES, INC.

8 Willow Street San Rafael, CA 94901
(415) 454-4212 info@urbanforestryassociates.com

Proposal
For
Winship Bridge Replacement
Ross, CA


Scope of Work

Tree Protection Plan (TPP)

- 1) Review updated site plan
- 2) Site Inspection and Summary of Trees (# of trees, species, size, condition, suitability & potential impacts)
- 3) Technical report work with mitigation recommendations to ensure tree health.
- 4) Attend public hearing/workshop
- 5) Review Second alternative site plan

Total Proposal Amount..... **\$3,000¹**

Printed Name of Client or Representative



Ray Moritz, Urban Forester SAF Cert #241
ISA Qualified Tree Risk Assessor

Signature Client or Representative

Date Signed

¹ Additional revisions, site visits and consulting outside the scope described above (aside from initial minor edits) will be billed separately at \$150 per hour.