



RANCHO MURIETA COMMUNITY SERVICES DISTRICT

15160 Jackson Road, Rancho Murieta, CA 95683




Office - 916-354-3700 Fax – 916-354-2082

IMPROVEMENTS COMMITTEE

Regular Meeting
April 1, 2016 at 9:30 a.m.

All persons present at District meetings will place their cellular devices in silent and/or vibrate mode (no ringing of any kind). During meetings, these devices will be used only for emergency purposes and, if used, the party called/calling will exit the meeting room for conversation. Other electronic and internet enabled devices are to be used in the “silent” mode. Under no circumstances will recording devices or problems associated with them be permitted to interrupt or delay District meetings.

AGENDA

- 1. Call to Order**
- 2. Public Comment**
- 3. Updates**
 -  Augmentation Well
 -  Water Treatment Plant Expansion Project
 -  Solar Power Update
- 4. Capacity Certification Letters for Murieta Gardens**
- 5. Directors & Staff Comments/Suggestions [no action]**
- 6. Adjournment**

In accordance with California Government Code Section 54957.5, any writing or document that is a public record, relates to an open session agenda item and is distributed less than 72 hours prior to a regular meeting will be made available for public inspection in the District offices during normal business hours. If, however, the document is not distributed until the regular meeting to which it relates, then the document or writing will be made available to the public at the location of the meeting.

Note: This agenda is posted pursuant to the provisions of the Government Code commencing at Section 54950. The date of this posting is March 28, 2016. Posting locations are: 1) District Office; 2) Plaza Foods; 3) Rancho Murieta Association; 4) Murieta Village Association.

MEMORANDUM

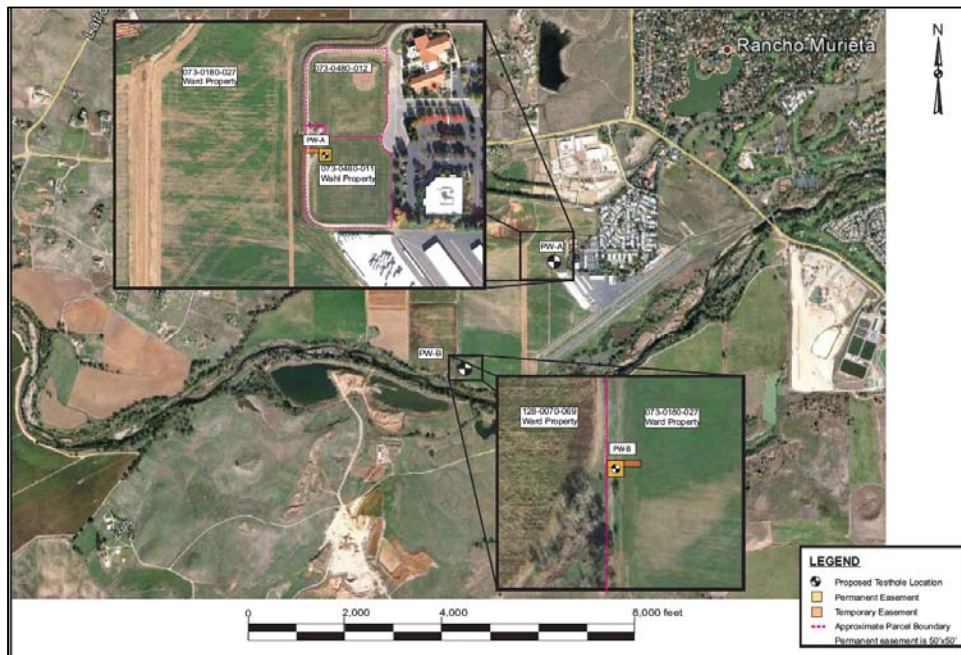
Date: March 29, 2016
To: Improvements Committee
From: Paul Siebensohn, Director of Field Operations
Subject: Updates

AUGMENTATION WELL

WHAL Properties, the owner of the land west of Cantova Way where testhole A is located, has a potential buyer for that property. This may not be an impact to the well project if test-hole B, which is located on Anderson Ranch property near the river, produces enough groundwater yield to meet our needs. There is also the potential of relocating testhole A to the parcel north of the parcel for sale, if needed. Darlene and I plan to meet with Pat Dunn, NV5, who did the original well site study to discuss the possible swap of location for testhole A. The map shown below depicts the locations of both testholes.

The Regional Water Authority (RWA) is expecting the Prop 84 grant to be extended through December 31, 2017. We have tentative plans to release the RFP for well drilling in April. We need to have right of entry agreements resigned for access to the potential well sites and easement agreements before actual well drilling begins.

I am looking into the possibility of running pipe up along the existing CIA ditch and into our existing raw water distribution line to Chesbro Reservoir rather than pumping the groundwater directly into the distribution system at Cantova Way. This could avoid any property needs within the fields at the end of Cantova Way and would avoid the cost of well head treatment.



WATER TREATMENT PLANT EXPANSION PROJECT

The ultrafiltration membranes continue to show that they have excellent integrity and permeability and are producing very clean water. One issue discovered is that the coagulant we are using to bind up organics prior to filtration was beginning to build up on the fibers within the interior of each module (*photo on right shows membrane fibers within a module*). As a result, GE is requiring that each membrane train, of which there are three (3), are not only backwashed regularly by flushing clean water through them, but cleaned regularly by soaking in strong chemical solutions every other day and a heated/extended chemical soak once per week. This cleaning strategy will ensure that we maintain good permeability through our membranes, however it is time consuming and labor/chemical intensive. The cleanings consist of Sodium Hypochlorite (bleach) cleans every other day and a stronger bleach and citric acid heated clean once per week. We will also test using the membranes without coagulant prior to filtration as well. We were using the coagulant at the higher range of dosing during this continued Acceptance Testing phase to put the system through its paces.



Along with the cleaning regimen, staff is continuing to deal with control system issues related to logic within the SCADA programming, software glitches, and forwarding their issues to work with TESCO Controls for solutions. Staff has had to recently operate Plant #1 system during the day as the phone line the Autodialer software used to alert staff to issues failed. Staff is currently working with AT&T to trouble shoot and correct this issue. The automated report functioning of the historical monitoring system is functional, allowing staff to review various trends and information for process control. Plant 2 is still currently set up to operate as a backup to Plant 1.

Paving work is nearly completed with the asphalt and curbs having been placed, with only the slurry sealing of the main parking lot area left to be completed this week. There is currently no date set for bird netting installation and completion of the siding work on Plant #2, which is to be coordinated by Roebbelen Construction Management.

SOLAR PROJECTS

Working towards meeting the guidelines of CEQA, the Initial Study/Mitigated Negative Declaration (IS/MND) has been released for public review following the last Board meeting. Despite each site being fairly innocuous as they are each bare land, we need to have pre-construction surveys conducted for nesting Swainson Hawks and other nesting birds. As these surveys are outside of the original scope of work for CEQA services, the District will be signing a task order modification for Aspen Environmental to conduct these surveys. In addition, there will be two optional tasks included for construction monitoring at each solar array location in the event any bird nests are found. The total cost for the surveys is \$13,466, with Optional Task A-WTP Monitoring at \$4,190 and Optional Task B-WWTP Monitoring at \$2,210.

MEMORANDUM

Date: March 31, 2016
To: Improvements Committee
From: Darlene J. Thiel Gillum, General Manager
Subject: Capacity Certification Letters for Murieta Gardens and the Retreats West

UPDATE

The District previously entered into an agreement with AECOM for work related to producing capacity certification letter for Murieta Gardens I & II and also The Retreats West. With the transition of the primary engineer, Kevin Kennedy, performing this work, to a new firm, Kennedy Jenks, the agreement/task order with AECOM is being closed. There is approximately \$8,000 remaining on that agreement with AECOM.

The attached proposal from Kennedy Jenks was requested to allow the work to continue by Kevin Kennedy at his new firm. The cost estimate is \$5,000. The cost of these capacity certification letters is paid by developers from their developer deposits.

As this contract is within my approval limits I am providing this information to the Improvements Committee as an informational update only.

Kennedy/Jenks Consultants

Engineers & Scientists

10850 Gold Center Drive, Suite 350
Rancho Cordova, CA 95670
916.852.2700
FAX 916.858.2754

29 March 2016

DRAFT

Darlene T. Gillum, General Manager
Rancho Murieta Community Services District
15160 Jackson Road
P.O. Box 1050
Rancho Murieta, CA 95683

Subject: Capacity Certification – Task Order No. 1
Rancho Murieta Community Services District

Dear Darlene:

Kennedy/Jenks Consultants (K/J) is pleased to provide the Rancho Murieta Community Services District (District) with this proposal for developing capacity certification letters for the proposed Murieta Garden I & II and The Retreats developments. The following is our project understanding and proposed scope of work for this task order assignment.

BACKGROUND, PROJECT UNDERSTANDING AND OBJECTIVE

Separate, capacity certification letters for both the proposed Murieta Gardens I & II and The Retreats developments will be prepared and filed with the District for future reference if needed.

Task Order No. 1 has been prepared in accordance with the District's Standard Services Agreement, which is Attachment A. It is anticipated that this particular assignment will be less than 3 months in duration. Modifications to the District's Standard Services Agreement will be proposed for future assignments or if this particular assignment exceeds 3 months.

PROPOSED SCOPE OF SERVICES

The objective of this task order is to develop capacity certification letters that demonstrate that the District has sufficient wastewater treatment, storage and disposal capacity to accommodate Murieta Gardens I & II and The Retreats developments. As previously described, it is anticipated that these two certification letters will be prepared and filed with the District for future reference if needed.

Darlene T. Gillum
Rancho Murieta Community Services District
29 March 2016
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Task 1 – Murieta Garden I & II Capacity Certification Letter Preparation

K/J will prepare a draft capacity certification letter demonstrating that the District has sufficient wastewater treatment, storage and disposal capacity to accommodate the proposed Murieta Gardens I & II development. The water balance and other tools developed as part of the December 20, 2013 Report of Waste Discharge submittal and subsequent CVRWQCB negotiations will serve as the basis for this determination. Updated water balances, based on more recent wastewater influent flows and Murieta Gardens I & II wastewater flow projections will be developed and attached to the letter as an appendix. The letter will be submitted to the District for review and comment. K/J will finalize the letter by addressing and incorporating District review comments.

Other activities included in Task 1 include project management (e.g., project setup, billing and communications), quality assurance/quality control, review of proposed sewer studies and assessing the impacts (both individual developments and cumulative impacts of all proposed) on the Main Lift North and Cantova Lift Stations.

Deliverables

Draft letter for District review and comment (electronic MS Word and pdf format) and final letter (electronic MS Word and pdf format).

Assumptions

The preliminary draft capacity certification letter, dated August 31, 2015 and previously developed by the proposed project manager, Kevin Kennedy along with an email from Paul Siebensohn dated March 14, 2016 2:46 pm will serve as the starting point for letter development. Both of these items have been included in the appendix for reference.

It is anticipated that modifications to the letter will be limited to coordinating and meeting with the developer and their engineer and adjusting wastewater flow projections to reflect District approved unit flow factors. The sewer study, which is being developed by the Baker-Williams Engineering Group and describes the manner in which wastewater flow projections were developed, will be attached to the capacity certification letter as an appendix.

We have assumed a budget allocation of \$5,000 for this task. This budget is based on providing Task 1 setup, management and preparation and attendance and follow up at up to 3 developer coordination meetings (up to 4 hours has been assumed per meeting). To maintain high quality, K/J established and implements an in-house review system. The capacity certification letter will be internally reviewed prior to submittal.

Darlene T. Gillum
Rancho Murieta Community Services District
29 March 2016
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Task 2 – The Retreats Letter Preparation

K/J will prepare a draft capacity certification letter demonstrating that the District has sufficient wastewater treatment, storage and disposal capacity to accommodate the proposed Retreats development in addition to Murieta Gardens I & II. The water balance and other tools developed as part of the December 20, 2013 Report of Waste Discharge submittal and subsequent CVRWQCB negotiations will serve as the basis for this determination. Updated water balances, based on more recent wastewater influent flows and Murieta Gardens I & II and The Retreats wastewater flow projections will be developed and attached to the letter as an appendix. The letter will be submitted to the District for review and comment. K/J will finalize the letter by addressing and incorporating District review comments.

Other activities included in Task 2 include project management, quality assurance/quality control, review of proposed sewer studies and assessing the impacts (both individual and cumulative) on the Main Lift North Station.

Deliverables

Draft letter for District review and comment (electronic MS Word and pdf format) and final letter for submission to the CVRWQCB (electronic MS Word and pdf format).

Assumptions

The preliminary draft certification letter, dated August 31, 2015 and previously developed by the proposed project manager, Kevin Kennedy will serve as the starting point for letter development.

It is anticipated that modifications to the letter will be limited to coordinating and meeting with the developer and their engineer and adjusting wastewater flow projections to reflect District approved unit flow factors. The sewer study, which is being developed by the Baker-Williams Engineering Group and describes the manner in which wastewater flow projections were developed, will be attached to the capacity certification letter as an appendix.

We have assumed a budget allocation of \$5,000 for this task. This budget is based on providing Task 2 setup and management and preparation, attendance and follow up at up to 3 developer coordination meetings (up to 4 hours has been assumed per meeting). To maintain high quality, K/J established and implements an in-house review system. The capacity certification letter will be internally reviewed prior to submittal.

ESTIMATED SCHEDULE

We will attempt to review draft sewer studies for Murieta Gardens I & II within a one week timeframe (maximum of two weeks) from receipt of a complete submittal.

Darlene T. Gillum
Rancho Murieta Community Services District
29 March 2016
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The timeframe for the draft capacity certification letter is contingent upon when a complete and acceptable sewer study is received from the developer. Similarly, we will attempt to develop a draft capacity certification letter within a one week timeframe (maximum of two weeks) from receipt of the approved sewer studies for Murieta Gardens I & II and The Retreats.

COMPENSATION FOR CONSULTING SERVICES

Because the exact level of effort to complete this assignment presented herein cannot be estimated at this time, we propose that compensation for consulting services be on a time and expense reimbursement basis in accordance with the Table 1. At this time, and as previously described, we propose a budget allocation of \$5,000 for Task 1 and another \$5,000 for Task 2, for a total of \$10,000. A breakdown of our proposed budget and line item descriptions is provided in Table 1. It is understood that the mechanism used to fund Task 1 and 2 does not allow the transfer of budget from one task to another and thus an amendment will be required if the budgets associated with Tasks 1 or 2 are exceeded. This proposal is based on current projections of staff availability and costs and, therefore, is valid for 90 days following the date of this letter.

Thank you and the District for allowing K/J the opportunity to propose on this assignment. We are available to start upon receipt of Notice to Proceed. If you have any questions or desire any additional information, please feel free to contact Kevin Kennedy at (916) 858-2740 (office) or (530) 363-8800 (cell).

Very truly yours,

AUTHORIZATION:

KENNEDY/JENKS CONSULTANTS, INC.

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

Dennis Sanchez, P.E.
Vice President

By: _____
(Signature)

Kevin A. Kennedy, P.E.
Senior Project Manager

Darlene T. Gillum
(Print Name)

Title: _____
General Manager

Attachments

Date: _____

ATTACHMENT A
Standard Services Agreement

RANCHO MURIETA COMMUNITY SERVICES DISTRICT
SERVICES AGREEMENT

THIS AGREEMENT is entered into this _____, 20___, by and between Rancho Murieta Community Services District, a local government agency (“District”), and _____, a _____ (“Consultant”), who agree as follows:

1. Scope of Work. Consultant shall perform the work and render the services described in the attached Exhibit A (the “Work”) by authorization under future Work Orders. Consultant shall provide all labor, services, equipment, tools, material and supplies required or necessary to properly, competently and completely perform the Work. Consultant shall determine the method, details and means of doing the Work.

2. Payment.

a. In exchange for the Work, District shall pay to Consultant a fee based on the fee arrangement described on the attached Exhibit B.

b. The total fee for the Work shall be as identified by Work Order in accordance with the fee arrangement described on the attached Exhibit B. There shall be no compensation for extra or additional work or services by Consultant unless approved in advance in writing by District. Consultant’s fee includes all of Consultant’s costs and expenses related to the Work.

c. At the end of each month, Consultant shall submit to District an invoice for the Work performed during the preceding month. The invoice shall include a brief description of the Work performed, the dates of Work, number of hours worked and by whom (if payment is based on time), payment due, and an itemization of any reimbursable expenditures. If the Work is satisfactorily completed and the invoice is accurately computed, District shall pay the invoice within 30 days of its receipt.

3. Term.

a. This Agreement shall take effect on the above date and continue in effect for three (3) years, unless sooner terminated as provided below. Time is of the essence in this Agreement. Consultant shall perform the Work diligently and as expeditiously as possible, consistent with the professional skill and care appropriate for the orderly progress of the Work.

b. This Agreement may be terminated at any time by District upon 10 days advance written notice to Consultant. In the event of such termination, Consultant shall be fairly compensated for all work performed to the date of termination as calculated by District based on the above fee and payment provisions. Compensation under this subsection shall not include any termination-related expenses, cancellation or demobilization charges, or

lost profit associated with the expected completion of the Work or other such similar payments relating to Consultant's claimed benefit of the bargain.

4. Professional Ability of Consultant. Consultant represents that it is specially trained and experienced, and possesses the skill, ability, knowledge and certification, to competently perform the Work provided by this Agreement. District has relied upon Consultant's training, experience, skill, ability, knowledge and certification as a material inducement to enter into this Agreement. All Work performed by Consultant shall be in accordance with applicable legal requirements and meet the standard of care and quality ordinarily to be expected of competent professionals in Consultant's field.

5. Conflict of Interest. Consultant (including principals, associates and professional employees) represents and acknowledges that (a) it does not now have and shall not acquire any direct or indirect investment, interest in real property or source of income that would be affected in any manner or degree by the performance of Consultant's services under this agreement, and (b) no person having any such interest shall perform any portion of the Work. The parties agree that Consultant is not a designated employee within the meaning of the Political Reform Act and District's conflict of interest code because Consultant will perform the Work independent of the control and direction of the District or of any District official, other than normal contract monitoring, and Consultant possesses no authority with respect to any District decision beyond the rendition of information, advice, recommendation or counsel.

6. Consultant Records.

a. Consultant shall keep and maintain all ledgers, books of account, invoices, vouchers, canceled checks, and other records and documents evidencing or relating to the Work and invoice preparation and support for a minimum period of three years (or for any longer period required by law) from the date of final payment to Consultant under this Agreement. District may inspect and audit such books and records, including source documents, to verify all charges, payments and reimbursable costs under this Agreement.

b. In accordance with California Government Code section 8546.7, the parties acknowledge that this Agreement, and performance and payments under it, are subject to examination and audit by the California State Auditor for three years following final payment under the Agreement.

7. Ownership of Documents. All works of authorship and every report, study, spreadsheet, worksheet, plan, design, blueprint, specification, drawing, map, photograph, computer model, computer disk, magnetic tape, CAD data file, computer software and any other document or thing prepared, developed or created by Consultant under this Agreement and provided to District ("Work Product") shall be the property of District, and District shall have the right to use, modify, reuse, reproduce, publish, display, broadcast and distribute the Work Product and to prepare derivative and additional documents or works based on the Work Product without further compensation to Consultant or any other party. Consultant may retain a copy of any Work Product and use, reproduce, publish, display, broadcast and distribute any Work Product and prepare derivative and additional documents or works based on any Work Product; provided, however, that Consultant shall not provide any Work Product to any third party without District's prior written approval,

unless compelled to do so by legal process. If any Work Product is copyrightable, Consultant may copyright the same, except that, as to any Work Product that is copyrighted by Consultant, District reserves a royalty-free, nonexclusive and irrevocable license to use, reuse, reproduce, publish, display, broadcast and distribute the Work Product and to prepare derivative and additional documents or works based on the Work Product. If District reuses or modifies any Work Product for a use or purpose other than that intended by the scope of work under this Agreement, then District shall hold Consultant harmless against all claims, damages, losses and expenses arising from such reuse or modification. For any Work Product provided to District in paper format, upon request by District at any time (including, but not limited to, expiration or termination of this Agreement), Consultant agrees to provide the Work Product to District in a readable, transferable and usable electronic format generally acknowledged as being an industry-standard format for information exchange between computers (e.g., Word file, Excel spreadsheet, AutoCAD file).

8. Compliance with Laws. Consultant shall perform the Work in compliance with all applicable federal, state and local laws and regulations. Consultant shall possess, maintain and comply with all federal, state and local permits, licenses and certificates that may be required for it to perform the Work. Consultant shall comply with all federal, state and local air pollution control laws and regulations applicable to the Consultant and its Work (as required by California Code of Regulations title 13, section 2022.1).

9. Indemnification. Consultant shall, to the fullest extent permitted by law, indemnify, defend (with counsel approved by District), protect, and hold harmless District, and its officers, employees, volunteers and agents from and against any and all liability, losses, claims, damages, expenses, demands, and costs (including, but not limited to, attorney, expert witness and consultant fees, and litigation costs) of every nature arising out of Consultant’s performance of the Work and caused by any negligent act or omission, willful misconduct or violation of law of or by Consultant or its employees, agents and subcontractors, except where caused by the sole negligence or willful misconduct of District or as otherwise provided or limited by law. Consultant’s obligations under this indemnification provision shall survive the termination of, or completion of Work under, this Agreement.

10. Insurance.

a. **Types & Limits.** Consultant at its sole cost and expense shall procure and maintain for the duration of this Agreement the following types and limits of insurance:

<i>Type</i>	<i>Limits</i>	<i>Scope</i>
Commercial general liability	\$1,000,000 per occurrence & \$2,000,000 aggregate	at least as broad as ISO CG 0001
Automobile liability	\$1,000,000 per accident	at least as broad as ISO CA 0001, code 1 (any auto)
Workers’ compensation	statutory limits	
Employers’ liability	\$1,000,000 per accident	

b. **Other Requirements.** The general and automobile liability policy(ies) shall be endorsed to name District, its officers, employees, volunteers and agents as additional insureds regarding liability arising out of the Work. Consultant's coverage shall be primary and apply separately to each insurer against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability. District's insurance or self-insurance, if any, shall be excess and shall not contribute with Consultant's insurance. Each insurance policy shall be endorsed to state that coverage shall not be canceled, except after 30 days (10 days for non-payment of premium) prior written notice to District. Insurance is to be placed with admitted insurers with a current A.M. Best's rating of A-VII or better unless otherwise acceptable to District. Workers' compensation insurance issued by the State Compensation Insurance Fund is acceptable. Consultant agrees to waive subrogation that any insurer may acquire from Consultant by virtue of the payment of any loss relating to the Work. Consultant agrees to obtain any endorsement that may be necessary to implement this subrogation waiver.

c. **Proof of Insurance.** Upon request, Consultant shall provide to District the following proof of insurance: (a) certificate(s) of insurance evidencing this insurance; and (b) endorsement(s) on ISO Form CG 2010 (or insurer's equivalent), signed by a person authorized to bind coverage on behalf of the insurer(s), and certifying the additional insured coverage.

11. Entire Agreement; Amendment. The parties intend this writing to be the sole, final, complete, exclusive and integrated expression and statement of the terms of their contract concerning the Work. This Agreement supersedes all prior oral or written negotiations, representations, contracts or other documents that may be related to the Work, except those other documents (if any) that are expressly referenced in this Agreement. This Agreement may be amended only by a subsequent written contract approved and executed by both parties.

12. Independent Contractor. Consultant's relationship to District is that of an independent contractor. All persons hired by Consultant and performing the Work shall be Consultant's employees or agents. Consultant and its officers, employees and agents are not District employees, and they are not entitled to District employment salary, wages or benefits. Consultant shall pay, and District shall not be responsible in any way for, the salary, wages, workers' compensation, unemployment insurance, disability insurance, tax withholding, and benefits to and on behalf of Consultant's employees. Consultant shall, to the fullest extent permitted by law, indemnify District, and its officers, employees, volunteers and agents from and against any and all liability, penalties, expenses and costs resulting from any adverse determination by the federal Internal Revenue Service, California Franchise Tax Board, other federal or state agency, or court concerning Consultant's independent contractor status or employment-related liability.

13. Assignment. Consultant may not assign, delegate, transfer or subcontract any of its rights, duties, obligations or other interests in this Agreement without District's prior written consent. Any assignment, delegation, transfer or subcontract in violation of this provision is null and void.

14. No Waiver of Rights. Any waiver at any time by either party of its rights as to a breach or default of this Agreement shall not be deemed to be a waiver as to any other breach or default. No payment by District to Consultant shall be considered or construed to be an approval or acceptance of any Work or a waiver of any breach or default.

15. Severability. If any part of this Agreement is held to be void, invalid, illegal or unenforceable, then the remaining parts will continue in full force and effect and be fully binding, provided that each party still receives the benefits of this Agreement.

16. Governing Law and Venue. This Agreement will be governed by and construed in accordance with the laws of the State of California. The county and federal district court where District's office is located shall be venue for any state and federal court litigation concerning the enforcement or construction of this Agreement.

17. Notice. Any notice, invoice or other communication that is required or permitted to be given under this Agreement shall be in writing and either served personally or sent by prepaid, first class U.S. mail addressed as follows:

District: General Manager Rancho Murieta Community Services District P.O. Box 1050 15160 Jackson Road Rancho Murieta, CA 95683	Consultant: Kennedy/Jenks Consultants 10850 Gold Center Drive, Suite 350 Rancho Cordova, CA 95670
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Any party may change its address by notifying the other party of the change in the manner provided above.

RANCHO MURIETA COMMUNITY
SERVICES DISTRICT

CONSULTANT

By: _____
General Manager

By: _____

_____ *[name]*

_____ *[title]*

By: _____

_____ *[name]*

_____ *[title]*



CLIENT Name: Rancho Murieta Community Services District
 PROJECT Description: Capacity Certification (Task Order No. 1)
 Proposal/Job Number: _____ Date: 3/29/2016

Table 1. Estimated Budget

January 1, 2016 Rates	Eng-Sci-9	Alex Peterson Eng-Sci-8	Kevin Kennedy Eng-Sci-7	Eng-Sci-6	Bijan Sadeghi Eng-Sci-5	Eng-Sci-4	Ryan Young Eng-Sci-3	Javier Rios Farias Eng-Sci-2	Eng-Sci-1	Calvin Sugg Designer/ GIS	CAD	Project Administrator	Admin. Assist.	Aide	Total	KJ Labor	KJ Escalation	KJ Comm. Charges	Sub Contr. #1	Sub Contr. #2	KJ Sub-Markup	KJ ODCs	KJ ODCs Markup	Total Labor	Total Subs	Total Expenses	Total Labor + Subs + Expenses
Classification:	\$280	\$260	\$245	\$220	\$195	\$180	\$165	\$150	\$130	\$155	\$120	\$115	\$95	\$75	Hours	Fees	0%	4%	Fees	Fees	10%	Fees	10%				Fees
Task 1. Murieta Gardens I & II (Task 2 The Retreats - same level of effort and fee assumed)																											
Project setup, billing, communications, etc.			2												2	\$490	\$0				\$0		\$0	\$490	\$0	\$0	\$490
Developer Meeting 1 (assumed)			4												4	\$980	\$0				\$0	\$19	\$2	\$980	\$0	\$21	\$1,001
Developer Meeting 2 (assumed)			4												4	\$980	\$0				\$0	\$19	\$2	\$980	\$0	\$21	\$1,001
Developer Meeting 3 (assumed)			4												4	\$980	\$0				\$0	\$19	\$2	\$980	\$0	\$21	\$1,001
Draft letter development			4												4	\$980	\$0				\$0	\$21	\$2	\$980	\$0	\$23	\$1,003
QA/QC Review		1													1	\$260	\$0				\$0		\$0	\$260	\$0	\$0	\$260
final letter development and submission			1												1	\$245	\$0				\$0		\$0	\$245	\$0	\$0	\$245
Task 1 - Subtotal	0	1	19	0	0	0	0	0	0	0	0	0	0	0	20	\$4,915	\$0	\$0	\$0	\$0	\$0	\$77	\$8	\$4,915	\$0	\$85	\$5,000
All Phases Total	0	1	19	0	0	0	0	0	0	0	0	0	0	0	20	\$4,915	\$0	\$0	\$0	\$0	\$0	\$77	\$8	\$4,915	\$0	\$85	\$5,000

Client/Address: Rancho Murieta Community Services District
15160 Jackson Road
Rancho Murieta, CA 95683

Contract/Proposal Date: 29 March 2016

Schedule of Charges

January 1, 2016

PERSONNEL COMPENSATION

Classification	Hourly Rate
CAD-Technician	\$120
Designer-Senior Technician	\$155
Engineer-Scientist-Specialist 1	\$130
Engineer-Scientist-Specialist 2	\$150
Engineer-Scientist-Specialist 3	\$165
Engineer-Scientist-Specialist 4	\$180
Engineer-Scientist-Specialist 5	\$195
Engineer-Scientist-Specialist 6	\$220
Engineer-Scientist-Specialist 7	\$245
Engineer-Scientist-Specialist 8	\$260
Engineer-Scientist-Specialist 9	\$280
Project Administrator	\$115
Administrative Assistant	\$95
Aide.....	\$75

In addition to the above Hourly Rates, a four percent Communications Surcharge will be added to Personnel Compensation for normal and incidental copies, communications and postage.

Direct Expenses

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

- a. Maps, photographs, 3rd party reproductions, 3rd party printing, equipment rental, and special supplies related to the work.
- b. Consultants, soils engineers, surveyors, contractors, and other outside services.
- c. Rented vehicles, local public transportation and taxis, travel and subsistence.
- d. Project specific telecommunications and delivery charges.
- e. Special fees, insurance, permits, and licenses applicable to the work.
- f. Outside computer processing, computation, and proprietary programs purchased for the work.

Reimbursement for vehicles used in connection with the work will be at the federally approved mileage rates or at a negotiated monthly rate.

Reimbursement for use of computerized drafting systems (CAD), geographical information systems (GIS), and other specialized software and hardware will be at the rate of \$12 per hour.

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

Excise and gross receipts taxes, if any, will be added as a direct expense.

The foregoing Schedule of Charges is incorporated into the agreement for the services provided, effective January 1, 2016 through December 31, 2016. After December 31, 2016, invoices will reflect the Schedule of Charges currently in effect.