

# **CAMINO REAL REGIONAL MOBILITY AUTHORITY BOARD RESOLUTION**

**WHEREAS**, the Camino Real Regional Mobility Authority (CRRMA) and CEA Engineering Group, Inc. (Engineer) entered into a Contract for Engineering Services (Contract) in order for the Engineer to provide various design services for plans, specifications and estimates (PS&E) to the CRRMA as may be required for the 2013 County Mobility Projects;

**WHEREAS**, the CRRMA and the Engineer executed a work authorization (Work Authorization) pursuant to the Contract in order for the Engineer to provide PS&E for the Eastlake Blvd., Phase 2 Project (the Project) and subsequently executed a Supplemental Work Authorization No. 1, which amended the Work Authorization; and

**WHEREAS**, the CRRMA and the Engineer now desire to execute a Supplemental Work Authorization No. 2 in order for the Engineer to provide design services during construction of the Project.

**NOW, THEREFORE, BE IT RESOLVED BY THE CAMINO REAL REGIONAL MOBILITY AUTHORITY:**

**THAT** the Executive Director be authorized to execute **Supplemental Work Authorization 2** with CEA Engineering Group, Inc, including any additional documents or materials as may be required, for the provision of design services during construction of the Eastlake Blvd., Phase 2 Project.

**PASSED AND APPROVED THIS 10<sup>TH</sup> DAY OF AUGUST, 2016.**

**CAMINO REAL  
REGIONAL MOBILITY AUTHORITY**

**ATTEST:**

\_\_\_\_\_  
Susan A. Melendez, Chair

\_\_\_\_\_  
Joe R. Fernandez, Board Secretary

**APPROVED AS TO CONTENT:**

\_\_\_\_\_  
Raymond L. Telles, Executive Director

## **SUPPLEMENTAL WORK AUTHORIZATION NO. 2**

### **WORK AUTHORIZATION NO. 1 CONTRACT FOR ENGINEERING SERVICES**

**THIS SUPPLEMENTAL WORK AUTHORIZATION** is made pursuant to the terms and conditions of Article 5 of the Contract for Engineering Services dated July 28, 2015, hereinafter identified as the "Contract," entered into by and between the CAMINO REAL REGIONAL MOBILITY AUTHORITY (the "CRRMA"), and CEA Engineering Group, Inc. (the "Engineer").

The terms and conditions of Work Authorization No. 1 for the Eastlake Blvd., Phase 2 Project, as amended by Supplemental Work Authorization No. 1, dated June 9, 2016, is hereby further amended pursuant to and in accordance with the provisions of this Supplemental Work Authorization No. 2, including Exhibit B-2, which is attached hereto and incorporated herein for all purposes.

This Supplemental Work Authorization No. 2 shall become effective on the date of final execution of the Parties hereto. All other terms and conditions of Work Authorization No. 1 and the associated Supplemental Work Authorization No. 1 not hereby amended are to remain in full force and effect.

**IN WITNESS WHEREOF**, this Supplemental Work Authorization No. 2 is executed in duplicate counterparts and hereby accepted and acknowledged below.

#### **CAMINO REAL REGIONAL MOBILITY AUTHORITY**

By: \_\_\_\_\_  
Raymond L. Telles  
Executive Director  
Date: \_\_\_\_\_

#### **CEA ENGINEERING GROUP, INC.**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Date: \_\_\_\_\_

## **Exhibit B-2**

### **SERVICES TO BE PROVIDED BY THE ENGINEER**

#### **I. PROJECT SUMMARY OF SUPPLEMENTAL SCOPE**

Additional Professional Services will be provided by the Engineer to provide construction phase services for the Eastlake Blvd Phase 2 Project. These services generally will include management, response, tracking, evaluation and or approval of submittals, shop drawings, change orders, requests for information and attending meetings as requested.

#### **II. SERVICES TO BE PROVIDED BY THE ENGINEER**

The Scope of Services to be provided by the Engineer may include, but are not limited to the following key elements:

- Project Management
- Construction Phase Services

##### **A. Project Management**

The project management and administration tasks shall include:

1. Progress Reporting
  - 1.1 Prepare and submit to the CRRMA monthly progress reports of activities completed during reporting period.
  - 1.2 Prepare and Submit Invoices. The report shall be submitted as an attachment to the invoice submittal.

##### **B. Construction Phase Services**

1. Submittals
  - 1.1 Maintain a log of submittals received and processed
  - 1.2 Evaluate submittals for contract compliance with recommendation of approval or rejection with reason for rejection within timeframe stipulated.
2. Shop Drawings
  - 2.1 Evaluate shop drawings for contract compliance with recommendation of approval or rejection with reason for rejection within timeframe stipulated.
3. Change Orders
  - 3.1 Develop Change Orders to include cost estimate, revised plan sheets and drawings and other information as requested within timeframe stipulated.
4. Request for Information
  - 4.1 Respond to Request for Information within timeframe stipulated.
5. Attend Meetings
  - 5.1 Attend meetings as requested by the CRRMA and provide meeting minutes and notes

## **Deliverables**

- Log of submittals received and processed
- Submittal recommendations of approval or rejection with reason for rejection as required
- Evaluate shop drawings for contract compliance with recommendation of approval/rejection
- Develop Change Orders to include cost estimate, revised plan sheets and drawings and other information as requested
- Respond to Request for Information
- Meeting minutes and notes

## **Supplemental Work Authorization No. 2 Fee Schedule**

<b>Company</b>	<b>Fee</b>
CEA Group	\$85,075.28
Kimley Horn & Associates	\$11,708.30
AMEC Foster Wheeler	\$893.52
Lisa McNelis Landscape Architect	\$2,322.90
<b>Total</b>	<b>\$100,000.00</b>

CEA Group  
Eastlake Phase 2

Task	CEA Group	Kimley Horn & Associates	AMEC Foster Wheeler	Lisa McNelis Landscape Architect				
A. Project Management	\$9,508.14	\$1,246.26	\$446.76	\$0.00				
B. Construction Phase Services	\$74,408.56	\$10,462.04	\$446.76	\$2,150.40				
Sub Totals	\$83,916.70	\$11,708.30	\$893.52	\$2,150.40				
Direct Expenses	\$1,158.58	\$0.00	\$0.00	\$172.50				
Totals	\$85,075.28	\$11,708.30	\$893.52	\$2,322.90				
Grand Total	\$100,000.00							

Participation Percentage	85.08%	11.71%	0.89%	2.32%	0.00%	0.00%	0.00%	0.00%
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Total DBE Percentage:	85.08%
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DBE	Y	N	N	N	N	N	N	N
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CEA Group  
Eastlake Phase 2

Task Description	SENIOR PROJECT MANAGER	SENIOR ENGINEER	PROJECT ENGINEER	DESIGN ENGINEER	SENIOR ENGINEERING TECHNICIAN	SENIOR CADD OPERATOR	CADD OPERATOR	ADMIN / CLERICAL (ENG)	TOTAL LABOR HOURS	TOTAL LABOR COST
A. Project Management									54	\$ 9,508.14
1. Progress Reporting									54	\$ 9,508.14
1.1 Prepare and Submit Monthly Progress Reports for CRRMA	12		24						36	\$ 6,338.76
1.2 Prepare and Submit Invoices	6		12						18	\$ 3,169.38
Deliverables									0	\$ -
1. Progress Reports									0	\$ -
2. Invoices									0	\$ -
									0	\$ -
HOURS SUB-TOTALS	18	0	36	0	0	0	0	0	54	
CONTRACT RATE PER HOUR	\$204.09	\$192.09	\$162.07	\$132.06	\$108.05	\$96.04	\$78.04	\$84.04		
TOTAL LABOR COSTS	\$3,673.62	\$0.00	\$5,834.52	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,508.14	
% DISTRIBUTION OF STAFF HOURS	33.33%	0.00%	66.67%	0.00%	0.00%	0.00%	0.00%	0.00%		
B. Construction Phase Services									464	\$ 74,408.56
1. Submittals									60	\$ 9,724.20
1.1 Maintain a log of submittals received and processed			20						20	\$ 3,241.40
1.2 Evaluate submittals for contract compliance			40						40	\$ 6,482.80
2. Shop Drawings									60	\$ 9,724.20
2.1 Evaluate shop drawings for contract compliance			60						60	\$ 9,724.20
3. Change Orders									100	\$ 14,886.60
3.1 Develop Change Orders, Drawings and Cost estimate	20		40		40				100	\$ 14,886.60
4. Request for Information									160	\$ 25,451.20
4.1 Responde to Request for Information	40		80		40				160	\$ 25,451.20
5. Attend Meetings									84	\$ 14,622.36
5.1 Attend meetings as requested by the CRRMA/GEC	24		60						84	\$ 14,622.36
Deliverables									0	\$ -
1. Log of submittals received and processed									0	\$ -
2. Submittal Recommendations									0	\$ -
3. Evaluation of Shop Drawings									0	\$ -
4. Change Orders for processing									0	\$ -
5. Response to RFI's									0	\$ -
6. Meeting minutes and notes									0	\$ -
HOURS SUB-TOTALS	84	0	300	0	80	0	0	0	464	
CONTRACT RATE PER HOUR	\$204.09	\$192.09	\$162.07	\$132.06	\$108.05	\$96.04	\$78.04	\$84.04		
TOTAL LABOR COSTS	\$17,143.56	\$0.00	\$48,621.00	\$0.00	\$8,644.00	\$0.00	\$0.00	\$0.00	\$74,408.56	
% DISTRIBUTION OF STAFF HOURS	18.10%	0.00%	64.66%	0.00%	17.24%	0.00%	0.00%	0.00%		
TOTAL PROJECT HOURS	102	0	336	0	80	0	0	0	518	
PROJECT TOTALS	\$20,817.18	\$0.00	\$54,455.52	\$0.00	\$8,644.00	\$0.00	\$0.00	\$0.00	\$83,916.70	
TOTAL PROJECT % DISTRIBUTION OF STAFF HOURS	19.69%	0.00%	64.86%	0.00%	15.44%	0.00%	0.00%	0.00%		

Kimley Horn & Associates  
Eastlake Phase 2

Task Description	SENIOR PROJECT MANAGER	SENIOR ENGINEER	PROJECT ENGINEER	DESIGN ENGINEER	SENIOR ENGINEERING TECHNICIAN	SENIOR CADD OPERATOR	ADMIN / CLERICAL (ENG)	TOTAL LABOR HOURS	TOTAL LABOR COST
<b>A. Project Management</b>								6	\$ 1,246.26
1. Progress Reporting								6	\$ 1,246.26
1.1 Prepare and Submit Monthly Progress Reports for CRRMA								0	\$ -
1.2 Prepare and Submit Invoices	2		4					6	\$ 1,246.26
Deliverables								0	\$ -
1. Progress Reports								0	\$ -
2. Invoices								0	\$ -
								0	\$ -
HOURS SUB-TOTALS	2	0	4	0	0	0	0	6	
CONTRACT RATE PER HOUR	\$262.37	\$229.57	\$180.38	\$131.18	\$163.98	\$111.51	\$114.79		
TOTAL LABOR COSTS	\$524.74	\$0.00	\$721.52	\$0.00	\$0.00	\$0.00	\$0.00	\$1,246.26	
% DISTRIBUTION OF STAFF HOURS	33.33%	0.00%	66.67%	0.00%	0.00%	0.00%	0.00%		
<b>B. Construction Phase Services</b>								58	\$ 10,462.04
1. Submittals								0	\$ -
1.1 Maintain a log of submittals received and processed								0	\$ -
1.2 Evaluate submittals for contract compliance								0	\$ -
2. Shop Drawings								18	\$ 3,246.84
2.1 Evaluate shop drawings for contract compliance			18					18	\$ 3,246.84
3. Change Orders								0	\$ -
3.1 Develop Change Orders, Drawings and Cost estimate								0	\$ -
4. Request for Information								40	\$ 7,215.20
4.1 Respond to Request for Information			40					40	\$ 7,215.20
5. Attend Meetings								0	\$ -
5.1 Attend meetings as requested by the CRRMA/GEC								0	\$ -
Deliverables								0	\$ -
1. Log of submittals received and processed								0	\$ -
2. Submittal Recommendations								0	\$ -
3. Evaluation of Shop Drawings								0	\$ -
4. Change Orders for processing								0	\$ -
5. Response to RFI's								0	\$ -
6. Meeting minutes and notes								0	\$ -
HOURS SUB-TOTALS	0	0	58	0	0	0	0	58	
CONTRACT RATE PER HOUR	\$262.37	\$229.57	\$180.38	\$131.18	\$163.98	\$111.51	\$114.79		
TOTAL LABOR COSTS	\$0.00	\$0.00	\$10,462.04	\$0.00	\$0.00	\$0.00	\$0.00	\$10,462.04	
% DISTRIBUTION OF STAFF HOURS	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%	0.00%		
TOTAL PROJECT HOURS	2	0	62	0	0	0	0	64	
PROJECT TOTALS	\$524.74	\$0.00	\$11,183.56	\$0.00	\$0.00	\$0.00	\$0.00	\$11,708.30	
TOTAL PROJECT % DISTRIBUTION OF STAFF HOURS	3.13%	0.00%	96.88%	0.00%	0.00%	0.00%	0.00%		

AMEC Foster Wheeler  
Eastlake Phase 2

Task Description	SENIOR PROJECT MANAGER	SENIOR ENGINEER	PROJECT ENGINEER	DESIGN ENGINEER	SENIOR ENGINEERING TECHNICIAN	SENIOR CADD OPERATOR	ADMIN / CLERICAL (ENG)	TOTAL LABOR HOURS	TOTAL LABOR COST
A. Project Management								2	\$ 446.76
1. Progress Reporting								2	\$ 446.76
1.1 Prepare and Submit Monthly Progress Reports for CRRMA								0	\$ -
1.2 Prepare and Submit Invoices	2							2	\$ 446.76
Deliverables								0	\$ -
1. Progress Reports								0	\$ -
2. Invoices								0	\$ -
								0	\$ -
HOURS SUB-TOTALS	2	0	0	0	0	0	0	2	
CONTRACT RATE PER HOUR	\$223.38	\$164.13	\$0.00	\$0.00	\$0.00	\$0.00	\$50.55		
TOTAL LABOR COSTS	\$446.76	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$446.76	
% DISTRIBUTION OF STAFF HOURS	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%		
B. Construction Phase Services								2	\$ 446.76
1. Submittals								0	\$ -
1.1 Maintain a log of submittals received and processed								0	\$ -
1.2 Evaluate submittals for contract compliance								0	\$ -
2. Shop Drawings								0	\$ -
2.1 Evaluate shop drawings for contract compliance								0	\$ -
3. Change Orders								0	\$ -
3.1 Develop Change Orders, Drawings and Cost estimate								0	\$ -
4. Request for Information								2	\$ 446.76
4.1 Responde to Request for Information	2							2	\$ 446.76
5. Attend Meetings								0	\$ -
5.1 Attend meetings as requested by the CRRMA/GEC								0	\$ -
Deliverables								0	\$ -
1. Log of submittals received and processed								0	\$ -
2. Submittal Recommendations								0	\$ -
3. Evaluation of Shop Drawings								0	\$ -
4. Change Orders for processing								0	\$ -
5. Response to RFI's								0	\$ -
6. Meeting minutes and notes								0	\$ -
HOURS SUB-TOTALS	2	0	0	0	0	0	0	2	
CONTRACT RATE PER HOUR	\$223.38	\$164.13	\$0.00	\$0.00	\$0.00	\$0.00	\$50.55		
TOTAL LABOR COSTS	\$446.76	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$446.76	
% DISTRIBUTION OF STAFF HOURS	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%		
TOTAL PROJECT HOURS	4	0	0	0	0	0	0	4	
PROJECT TOTALS	\$893.52	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$893.52	
TOTAL PROJECT % DISTRIBUTION OF STAFF HOURS	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%		

**Lisa McNelis Landscape Architect  
Eastlake Phase 2**

Task Description	SENIOR PROJECT MANAGE R	SENIOR ENGINEE R	PROJECT ENGINEE R	DESIGN ENGINEE R	SENIOR ENGINEERIN G TECHNICIAN	SENIOR CADD OPERATO R	ADMIN / CLERICA L (ENG)	TOTAL LABOR HOURS	TOTAL LABOR COST
<b>A. Project Management</b>								0	\$ -
1. Progress Reporting								0	\$ -
1.1 Prepare and Submit Monthly Progress Reports for CRRMA								0	\$ -
1.2 Prepare and Submit Invoices								0	\$ -
Deliverables								0	\$ -
1. Progress Reports								0	\$ -
2. Invoices								0	\$ -
								0	\$ -
<b>HOURS SUB-TOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>CONTRACT RATE PER HOUR</b>	<b>\$0.00</b>	<b>\$201.60</b>	<b>\$134.40</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$44.80</b>		
<b>TOTAL LABOR COSTS</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	
<b>% DISTRIBUTION OF STAFF HOURS</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>		
<b>B. Construction Phase Services</b>								16	\$ 2,150.40
1. Submittals								0	\$ -
1.1 Maintain a log of submittals received and processed								0	\$ -
1.2 Evaluate submittals for contract compliance								0	\$ -
2. Shop Drawings								4	\$ 537.60
2.1 Evaluate shop drawings for contract compliance			4					4	\$ 537.60
3. Change Orders								0	\$ -
3.1 Develop Change Orders, Drawings and Cost estimate								0	\$ -
4. Request for Information								12	\$ 1,612.80
4.1 Responde to Request for Information			12					12	\$ 1,612.80
5. Attend Meetings								0	\$ -
5.1 Attend meetings as requested by the CRRMA/GEC								0	\$ -
Deliverables								0	\$ -
1. Log of submittals received and processed								0	\$ -
2. Submittal Recommendations								0	\$ -
3. Evaluation of Shop Drawings								0	\$ -
4. Change Orders for processing								0	\$ -
5. Response to RFI's								0	\$ -
6. Meeting minutes and notes								0	\$ -
<b>HOURS SUB-TOTALS</b>	<b>0</b>	<b>0</b>	<b>16</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>16</b>	
<b>CONTRACT RATE PER HOUR</b>	<b>\$0.00</b>	<b>\$201.60</b>	<b>\$134.40</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$44.80</b>		
<b>TOTAL LABOR COSTS</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,150.40</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,150.4</b>	

								0	
% DISTRIBUTION OF STAFF HOURS	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%	0.00%		
TOTAL PROJECT HOURS	0	0	16	0	0	0	0	16	
PROJECT TOTALS	\$0.00	\$0.00	\$2,150.40	\$0.00	\$0.00	\$0.00	\$0.00	\$2,150.40	
TOTAL PROJECT % DISTRIBUTION OF STAFF HOURS	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%	0.00%		