

**MOORPARK CITY COUNCIL
AGENDA REPORT**

TO: Honorable City Council
FROM: Yugal K. Lall, City Engineer/Public Works Director
DATE: December 1, 2009 (CC Meeting of 12/16/2009)



SUBJECT: Consider Award of Consultant Agreement to AECOM Technical Services, Inc., for Final Project Design Plans, Specifications and Cost Estimates (PSE) for Widening of Los Angeles Avenue between Moorpark Avenue and Approximately 426 Feet East of Spring Road and Consider Amendment to Hamner, Jewell and Associates Consultant Agreement for Property Acquisition and Relocation Assistance Services

SUMMARY

On October 21, 2009, City Council adopted a Mitigated Negative Declaration (MND) for Los Angeles Avenue Road widening between Moorpark Avenue and approximately 426 feet east of Spring Road, for Capital Improvement Project (Project) 8013. The MND was part of the finalized Supplemental Initial Study/Environmental Assessment (SIS/EA) received by the City on September 30, 2009. With the finalized SIS/EA and MND, the City may now proceed with final construction documents for Project 8013. Staff is requesting an Award of Agreement to AECOM Technical Services, Inc. (AECOM) for final construction documents for Project 8013. Once the Agreement is signed, staff can proceed with final construction documents for Project 8013.

BACKGROUND

On August 2, 2000, the City Council selected Boyle Engineering Corporation (Boyle) for preparation of project design for Project 8013. The original agreement was for \$124,000 and covered five phases:

1. Preliminary Conceptual Plan
2. Design Alternates
3. Final Conceptual Plan
4. Project Engineering Evaluation
5. Final Design

The agreement has been amended several times over the past nine years, including:

1. Revise design for Los Angeles Avenue widening: Moorpark Avenue to Spring Road; to add the widening of Spring Road (east side) south of Los Angeles Avenue.
2. Amended to include Project Report (PR) / Project Study Report (PSR) stormwater management plan and related services.
3. Hazardous material initial site assessment noise study.
4. Widen north side of Los Angeles Avenue at McDonalds and widen east side of Spring Road at Chevron.
5. Los Angeles Avenue/Millard Street traffic signal warrant study.
6. Design changes at northeast and southeast corner of Spring Road and New Los Angeles Avenue.
7. Revision of design plans for Millard Street and update of stormwater data report.

Some of the change orders required additional fund expenditures. The table below details the change in Agreement cost:

Task	Original Fee	Change Order	Revised Fee
Preliminary Conceptual Design	\$32,500	\$12,000	\$44,500
Design Alternates	\$5,000	\$0	\$5,000
Final Conceptual Design	\$25,000	\$0	\$25,000
PEER Report	\$4,500	\$27,000	\$31,500
Final Design	\$48,000	\$153,381	\$201,381
Administration	\$7,500	\$37,034	\$44,534
Reimbursable Expenses	\$1,500	\$1,500	\$3,000
Total	\$124,000	\$230,915	\$354,915

In May 2001, the City Council approved the conceptual design for the project. In February 2003, Caltrans determined that it would be necessary for the City Council to seek and obtain approval of a PSR for the project. Boyle Engineering was directed to prepare, submit and process the PSR. Staff met with Caltrans and was granted approval to process the project through the encroachment permit process rather than the PSR. The PSR is more time consuming and it is anticipated that the encroachment permit process will expedite the project by six months.

DISCUSSION

As initially discussed, Boyle Engineering's initial agreement for project design of Los Angeles Avenue between Moorpark Avenue and Spring Road was initially proposed for \$124,000 and amended for a total project cost of \$354,915. However, although Boyle Engineering has provided the requested services, as well as additional work authorized by change orders, the project as a whole was delayed a couple of years as a result of

Caltrans' review and unexpected delays for obtaining necessary permits. Boyle's initial proposal did not take those potential delays into consideration. In addition, Boyle Engineering has since been acquired by AECOM. AECOM is requesting \$65,458 to complete the final design of construction documents. Attachment 1 provides AECOM's proposed Scope of Work. Once completed, staff will return to City Council to request approval of the completed design and construction bids.

On October 21, 2009, Council authorized staff to proceed with required property acquisitions using the services of Hamner, Jewell and Associates (Hamner). There are seven properties (Attachment 2) that will require either partial acquisition or full acquisition in order to complete the widening project. Services provided by Hamner will include:

Task	Cost
Preliminary Title Reports for Seven Properties	\$4,895
Real Estate Appraisals for Seven Properties	\$30,000
Fixtures & Equipment Appraisal (Pemji Property)	\$3,600
Appraisal Reviews	\$7,500
Relocation Plan	\$4,000
Acquisition Process	\$35,000
Relocation Process	\$25,000
Support Services on Regal Condos	\$10,000
Project Team Meetings and Monthly Status Reports	\$4,200
Preparation of Right-of-Way Certification	\$1,500
Reimbursable Expenses (mileage, FedEx, etc.)	\$1,500
Subtotal	\$127,195
Ten Percent Contingency	\$12,720
Total (Rounded)	\$140,000

The total cost for the service will exceed Hamner's original agreement for Real Property Services of \$100,000. In addition, there are other tasks already utilizing the original \$100,000 approved by Council. Consequently, staff is requesting that Council amend the Agreement with Hamner to include the Los Angeles Avenue widening project for an amount not to exceed \$140,000.

FISCAL IMPACT

The requested agreement with AECOM is for \$65,458. No new funds are necessary to fund AECOM's task. Staff intends to perform a budget line item adjustment to move existing funds from one expense account to another in order to fund the project. The requested amendment with Hamner is for \$140,000. Sufficient funds are provided in the FY 2009/10 budget to fund the land acquisition activities by Hamner.

STAFF RECOMMENDATIONS

1. Authorize City Manager to sign a Consultant Agreement with AECOM subject to final language approval by City Manager and City Attorney for an amount not to exceed \$65,458.
2. Authorize City Manager to amend Hamner's existing agreement for Real Property Services to include the Los Angeles Avenue widening project as specified by Attachment 2 subject to final language approval by City Manager and City Attorney for an amount not to exceed \$140,000.

Attachments

1. AECOM Scope of Work
2. Hamner Scope of Work

EXHIBIT A SCOPE OF WORK

Final Design Plans, Specifications and Cost Estimates for Widening of Los Angeles Avenue between Moorpark Avenue and Approximately 426 Feet East of Spring Road

Convert Project to English Units, Update PS&E to the Latest State Standards / Specifications and Soundwall and Retaining Wall Design

A. TITLE

Convert project to English units, update PS&E to latest State Standard Plans and Specifications and Soundwall and Retaining Wall Design [herein "Project"] for the Los Angeles Avenue Widening – From Moorpark Avenue to Spring Road Project.

B. PROJECT DESCRIPTION

1. Background Information

- a. The original Scope of Work for the design services required for the PROJECT is set forth in the original Agreement, dated August 25, 2000 (Attachment A).
- b. Amendments Nos. 2.1 thru 2.7 to the Agreement have been approved for certain additional work specified therein (Attachments B through H).

2. Additional Required Services

- a. July 2008 was the deadline for processing a metric unit project. The plans, specifications, estimate, drainage report and legal & plats need to be converted to English units prior to submission for approval.
- b. The plans and specifications were based on 2002 State Standard Plans and Specifications. The plans and specifications need to reflect the 2006 State Standard Plans and Specifications.
- c. Environment Document requires the construction of Soundwall 1A (10' high and 187' long) in front of the Regal Apartments located south of Los Angeles Avenue and Soundwall 4 (8' high and 121' long), north of Los Angeles Avenue and west of Flory Avenue.
- d. Due to the roadway widening and elevation difference between the commercial property at the southwest corner of Los Angeles Avenue and Spring Road, a 250' long retaining wall will be required.

- e. Continuing coordination with Caltrans Local Permit Office, City, City's consultant, and utility agencies, including responding to Caltrans' comments on PS&E, and project meetings.

C. SCOPE OF WORK

The specific details of this additional work are set forth below:

Task 100 – Convert Project to English Units

Processing and obtaining approval from Caltrans for metric plans expired in July 2008. Project elements will need to be converted to English units. Based on coordination efforts and Caltrans input, it is anticipated that the project will be processed through the Local Permit Office because the estimated construction cost is under \$1 million. Therefore, this project will not be required to submit a Storm Water Data Report.

Task 110 – AECOM will review and convert the following plan sheets (26 Sheets) to English units:

- Title Sheet (1 Sheet)
- General Notes (1 Sheet)
- Typical Cross Sections (1 Sheet)
- Construction Details (2 Sheets)
- Demolition Plan (2 Sheet)
- Layout, Plan and Profile (3 Sheets) – Profiles will require the adjustment of vertical scale of the drawing.
- Drainage Plan and Details (4 Sheets) – Profiles will require the adjustment of the vertical scale of the drawing.
- Utility Plan (2 Sheets)
- Construction Area Signs (1 Sheet)
- Stage Construction and Traffic Handling (3 Sheets)
- Pavement Delineation and Signing (2 Sheets)
- Signal and Lighting Plan and Schedules (4 Sheets)

Task 120 – We will review and convert the Front End Bid Documents and Special Provisions to English units.

Task 130 – We will review and convert the quantities and the Opinion of Probable Construction Cost to English units.

Task 140 – We will review and convert the Drainage Report to English units.

Task 150 – We will review and convert four (4) legal and plats to English units.

Task 200 – Update PS&E to Latest State Standards and Specifications

The PS&E is based on 2002 State Standard and Specifications. PS&E will be updated for the 2006 State Standards and Specifications.

Task 210 – AECOM will review and update plans to the 2006 State Standards.

Task 220 – AECOM will review and update special provisions to the 2006 State Specifications and Special Provisions.

Task 300 – Prepare Soundwall and Retaining Wall Plans

Design a 10' high and 187' long soundwall in front of Regal Apartments, a 8' high and 121' long soundwall west of Flory Avenue and 250' long retaining wall at southwest corner of Los Angeles Avenue and Spring Road. Soundwall will be based on a State Standard Details of masonry block soundwall with spread footing.

Task 310 – AECOM Team Member, Fugro West Inc., will review relevant geologic and geotechnical data in their files, as well as data supplied by the City of Moorpark. The data will be used in the geotechnical evaluation and recommendations for the proposed walls.

Summarize subsurface soil and groundwater conditions at the exploration locations and provide geotechnical design criteria for the project site. A written geotechnical letter will include:

- Factual data, including previous drill-hole logs, previous laboratory data and the associated exploration location maps.
- Summary of soil and groundwater conditions.
- Geotechnical foundation design parameters for Caltrans soundwall and retaining wall spread footing configurations (Standard RSP B15-1 and B3-1).
- Discussion of seismic setting and potential geohazards.
- Earthwork and grading which consists of remedial grading for foundations (overexcavation), fill selection, placement and compaction and suitability of onsite soil for use as fill.
- Excavation, groundwater considerations and subgrade preparation.

Task 320 - AECOM will design and prepare construction drawings for a soundwall and retaining wall plans at 1" =20' scale which will include plan, elevation, typical section and quantities based on 2006 Caltrans Standard Plans. Log of test boring plan is not required as existing geotechnical data will be used.

Task 330 - AECOM will prepare special provisions based on 2006 Caltrans Specifications and provide an opinion of construction cost for the two soundwalls and retaining wall.

Task 400 – Plans and Specifications Update

Update plans and specifications based on Caltrans comments. PS&E will be submitted to Caltrans Local Permit Office for review. AECOM will respond to Caltrans comments and revise the construction drawings and special provisions.

Task 500 – Coordination Meetings

AECOM will coordinate with Caltrans, City, and utility agencies, and attend up to three (3) project meetings.

D. TIME SCHEDULE

The anticipated time to complete these tasks is four (4) months from Notice to Proceed.

E. FEE

1. Fee for Added Effort: \$65,458

2. Total Fee Re-Cap:

Phase	Prior Fee (\$)	Change (\$)	Revised Fee (\$)
1. Prelim. Conceptual Design	44,500.00	0.00	44,500.00
2. Design Alternates	5,000.00	0.00	5,000.00
3. Final Concept Design	25,000.00	0.00	25,000.00
4. PEER Report	31,500.00	0.00	31,500.00
5. Final Design	201,381.00	65,458.00	266,839.00
Administration	44,534.00	0.00	44,534.00
Reimbursable Expenses	3,000.00	0.00	3,000.00
Total	354,915.00	55,012.00	420,373.00

An engineering fee of \$65,458 (lump sum) will be required to accomplish the above-referenced tasks based on \$126/MH plus 8.5% for other direct costs, and \$8,510 for subconsultant fee. Please see the attached cost breakdown (Exhibit B) for more detail.

F. SUPPLEMENTAL CONDITIONS

1. Contractor Indemnification/Additional Insured.

Client will require that any Contractor performing work in connection with the project for which AECOM is providing professional services, hold harmless, indemnify and defend Client, AECOM, their consultants, and each of their directors, officers, agents and employees from any and all liability, claims, losses, damage and costs, including attorneys' fees, arising out of or alleged to arise from the Contractor's performance of the work described in the construction contract documents, but not including liability that may be due to the sole negligence of Client, AECOM, their consultants, or their directors, officers, agents and employees.

Client will require the Contractor to provide workers' compensation and commercial general liability insurance, including completed operations and contractual liability, with the latter coverage sufficient to insure the Contractor's indemnity, as above required; and such insurance shall include Client, AECOM, their consultants, and each of their directors, officers, agents and employees as additional insureds.

2. Hazardous Materials

In providing its services hereunder, neither AECOM nor its subconsultants shall be responsible for identification, handling, containment, abatement, or in any other respect, for any asbestos or hazardous material if such is present in connection with the project. In the event that Client becomes aware of the presence of asbestos or hazardous material at the jobsite, Client shall be responsible for complying with all applicable federal and state rules and regulations, and shall immediately notify AECOM, who shall then be entitled to cease any of its services that may be affected by such presence, without any liability to AECOM or its subconsultants arising therefrom.

3. Cost Estimate

AECOM has no control over the cost of labor, materials, equipment or services furnished by others or over Contractor's methods of determining prices, or other competitive bidding or market conditions, practices or omissions on the site. Any cost estimates provided by the Consultant will be made on the basis of his experience and judgment. Estimates of probable construction costs may vary from actual construction costs.

LIST OF ATTACHMENTS

Full document will be attached to Agreement and has been provided to City Council under separate cover

Electronic version (PDF) is available upon request: 805-517-6257

A hard copy is available for public viewing at
Moorpark City Hall Front Counter:
799 Moorpark Avenue
Moorpark, CA 93021

- ATTACHMENT A: Boyle Engineering Original Agreement
- ATTACHMENT B: Boyle Engineering Amendment 2.1
- ATTACHMENT C: Boyle Engineering Amendment 2.2
- ATTACHMENT D: Boyle Engineering Amendment 2.3
- ATTACHMENT E: Boyle Engineering Amendment 2.4
- ATTACHMENT F: Boyle Engineering Amendment 2.5
- ATTACHMENT G: Boyle Engineering Amendment 2.6
- ATTACHMENT H: Boyle Engineering Amendment 2.7

EXHIBIT B
Project Budget

11/12/2009
City of Moorpark

**Los Angeles Avenue Widening
From Moorpark Avenue to Spring Road**

Task Description	Personnel Hours								Budget		Total	
	Principal Engineer	Sr Engineer II	Sr II Surveyor	Sr Planner	Asst Engr II	CADD Designer	CADD Operator	Adm Specialist	Total Hours	Labor		Non-Labor Fee
Task 100 - Convert Project to English Units												
110 - Convert Plans (26 Sheets)												
Title Sheet (1)					1	1				2	\$ 225	\$ 19
General Notes (1)					1	1				2	\$ 225	\$ 19
Typical Sections (1)		1			1	2				4	\$ 515	\$ 44
Construction Details (2)					2	6				8	\$ 926	\$ 79
Demolition (2)					1	2				4	\$ 515	\$ 44
Layout, Plan & Profile (3)		1			6	18				26	\$ 3,156	\$ 268
Drainage Plan and Details (4)		1			4	12				18	\$ 2,230	\$ 190
Utility Plans (2)		1			2	6				9	\$ 1,097	\$ 93
Construction Area Signs (1)				0.5						2	\$ 181	\$ 15
Stage Construction (3)		1			2					9	\$ 1,105	\$ 94
Pavement Delineation and Signing (2)		1		4						13	\$ 1,615	\$ 137
Signal and Lighting (4)		1		6						20	\$ 2,544	\$ 216
120 - Convert Front End Documents & Special Provisions		8							8	16	\$ 1,984	\$ 169
130- Convert Quantities and Estimate		1			8					9	\$ 1,019	\$ 87
140 - Convert Drainage Report		2			8	4				18	\$ 1,974	\$ 168
150 - Convert Legal & Plans (4)		1	8							21	\$ 2,967	\$ 252
Subtotal	3	20	8	12.5	34	64	27	12	181	181	\$ 22,278	\$ 1,894
Task 200 - Update PS&E for 2006 Standards & Specifications												
210 - Update Plans		4		8	8					35	\$ 4,357	\$ 370
220 - Revise Special Provision		12								20	\$ 2,668	\$ 227
Subtotal	1	16	8	8	8	8	12	10	55	55	\$ 7,025	\$ 597
Task 300 - Prepare Soundwall and Retaining Wall Plans												
310 - Geotechnical Services												
320 - Plan, Elevation, Typical Section and Quantities(3 Sheet)		4			24					100	\$ 12,564	\$ 1,068
320 - Prepare Special Provisions and Opinion of Const Cos		4								8	\$ 992	\$ 84
Subtotal	4	28	-	-	24	-	48	4	108	108	\$ 13,556	\$ 9,662
Task 400 - Caltrans Review - PS&E response /revisions												
400 - Revise Plans and Special Provisions (1 iteration)		10		8	4	12	10	6	50	50	\$ 6,276	\$ 533
Subtotal	-	10	-	8	4	12	10	6	50	50	\$ 6,276	\$ 533
Task 500 - Coordination and Meetings												
500 - Coordination and Project Meetings (up to 3 meetings)		16							8	24	\$ 3,352	\$ 285
Subtotal	-	16	-	-	-	-	-	8	24	24	\$ 3,352	\$ 285
Total	8	90	8	29	70	76	97	40	418	418	\$ 52,487	\$ 12,971

Amounts shown are lump sum fee.

Personnel Category	\$/HR
Principal Engineer	\$207.00
Sr Engineer II	\$171.00
Sr II Surveyor	\$171.00
Sr Planner	\$149.00
Asst Engr II	\$106.00
CADD Designer	\$119.00
CADD Operator	\$106.00
Adm Specialist	\$77.00



HAMNER, JEWELL & ASSOCIATES

Government Real Estate Services

a division of Beacon Integrated Professional Resources, Inc.

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Writer's e-mail address: hjohnson@hamner-jewell.com

December 2, 2009

Yugal Lall
 City Engineer/Director of Public Works
 City of Moorpark
 Via email to ylall@ci.moorpark.ca.us

Subject: City of Moorpark – Los Angeles Avenue Widening Spring Road to Moorpark Avenue
 Proposal for Property Acquisition and Relocation Assistance Services

Dear Mr. Lall,

Thank you for asking for us to provide a proposal for the upcoming Los Angeles Avenue Widening Spring Road to Moorpark Avenue project. This is to update prior proposals provided for this project, per your request. We are pleased to assist you with this project!

It is our current understanding that the project will widen Los Angeles Avenue from four lanes to six lanes and will also include the construction of new sidewalks, curb ramps, soundwalls, a storm drain, and the installation of a new traffic signal at Millard Street. This section of Los Angeles Avenue is a State Highway so it will be necessary to comply with Caltrans Guidelines for the property acquisition and relocation processes; all property rights acquired will eventually be transferred to the State of California to be accepted into the State Highway System.

This proposal covers our anticipated time to help the City complete up to four partial property acquisitions and three full property acquisitions. Our work will include obtaining required title reports and appraisals prepared in accordance with Caltrans standards. We would also obtain review appraisals, also as required by Caltrans standards. We would prepare offer packages and pursue purchase agreements on behalf of the City and provide mandated relocation assistance to the occupants affected by the full acquisitions. Following is a list of the properties being affected:

- APN: 506-0-020-650 (Topa Management Partnership) -- *partial acquisition*
- APN: 512-0-350-070 & 080 (Moorpark Plaza Family Partnership) -- *partial acquisition*
- APN: 506-0-020-570 (Vas Security Systems) -- *partial acquisition*
- APN: 506-0-111-250 & 340 (Miranda) -- *partial acquisition*
- APN: 506-0-020-120 (Conner) -- *full acquisition with residential relocation assistance*
- APN: 506-0-020-060 (Figueroa) -- *full acquisition with residential relocation assistance*
- APN: 512-0-111-310 & 320 (Pemji) -- *full or partial acquisition(to be determined by City upon review of appraisal information; a full acquisition will prompt business relocation for two occupants)*

In addition to the properties listed above, it is our understanding that the City may seek our assistance in outreach with the property referred to as the Regal Condominiums in relation to removing a secondary access driveway and constructing a soundwall along the frontage of Los Angeles Avenue. There are also several parcels along the project route owned by developers that either have dedicated or will be dedicating any additional right of way required for this project. Some review may be required to confirm that such dedications have been or will be completed in advance of the right of way certification process. Therefore, we allocate a "time budget" of 75 hours in this proposal for any such required assistance on these parcels. We have assumed that no appraisals or title reports will be required on these parcels and we would bill only for time actually expended under your general direction.

Because this project involves the displacement of occupants from two residential properties and potentially from two commercial properties, to comply with relocation assistance guidelines, we may be required to prepare a Relocation Plan. To develop this Plan, we would interview the occupants of each full acquisition property to assess their specific housing and/or business occupancy needs, the features and size of their current sites, their current rent rates and terms, their incomes and, in the case of residential occupancies, their family sizes. We would also attempt to identify the types of advisory services that will be necessary to facilitate and accomplish their moves. We would conduct a market survey to identify the availability and cost of potential replacement properties in the community that would be viable options for the displaced tenants to relocate to. We would then complete a Relocation Plan. The Plan would include a description of the relocation assistance benefits that would be offered to the displaced tenants per Caltrans guidelines, and an estimate of the cost of the financial relocation assistance benefits that the tenants would be eligible to receive. In general, relocation benefits are based upon a spend-to-get system, so the exact amount of the benefits cannot be determined until replacement sites are actually selected by each displaced tenant,

In accordance with Relocation Guidelines, we would also prepare and provide the occupants with all required relocation notices, help them to prepare relocation claim forms, process payment requests through the City, and distribute payments.

To assist with the property acquisitions, we would propose to order preliminary title reports for each property. We would also meet with each property owner to review the City's Project Plans with them and assess their level of receptiveness. Once we are provided with legal descriptions and area calculations for the partial acquisition parcels, we could proceed with ordering property appraisals. Since the project must be completed per Caltrans guidelines and requirements, we will need to obtain appraisals and formal appraisal reviews prepared in conformance with Caltrans guidelines before offers to acquire the properties can be presented to owners. Once the appraisal processes are complete, we would submit the appraisals and appraisal review reports to the City for approval. Then we would prepare draft purchase offers, agreements, and deeds for the City's review and approval. Once we obtain City approval of the draft documents and appraisals, we would present purchase offers to each property owner and work with them to reach agreements. As purchase agreements are reached, we would handle processing of the transactional paperwork for City acceptance and though escrows, title clearance, and deed recordation.

For our services, we would bill monthly for our time and materials, per our Time and Materials Fee Schedule that is integrated into our current City Professional Services Contract. We will hold our 2009 rates into 2010. We will bill only for time actually expended and will work closely with you to assure that our efforts are directed towards the areas deemed appropriate per your general direction. Note that the title and appraisal services will be obtained from third parties. This proposal includes land-only valuations on the partial acquisition parcels, assumes no severance damages will be triggered by these partial takes, and assumes that any impacted improvements (i.e. signs and landscaping) will be relocated as part of the City project. The appraisals will be provided for purchase offer purposes.

Any time that you work with people rather than a specific controllable task, it is always difficult to estimate in advance the amount of time it may take to complete our work. Our efforts are affected by the accessibility, responsiveness, and level of cooperation or resistance of the property owners and tenants, as well as the timeliness of the City's actions, responses, and authorizations to proceed as the project progresses. However, we provide a budgetary estimate that we suggest you allocate for the completion of the work described herein of **\$140,000**. We will bill only for time and expenses actually expended in conjunction with completing this scope of work, in accordance with the terms and conditions of our Contract Time and Materials Fee Schedule. Following is our breakdown of the projected costs for budgetary purposes for this project:

• 7 Preliminary Title Reports:	\$ 4,895
• 7 Real Estate Appraisals:	\$ 30,000
• Fixtures & Equipment Appraisal (Pemji property):	\$ 3,600
• Appraisal Reviews (by County of Ventura)*:	\$ 7,500
• Relocation Plan:	\$ 4,000
• Acquisition Process (7 acquisitions):	\$ 35,000
• Relocation Process (2 business relocations & 2 residential relocations):	\$ 25,000
• Support Services on Regal Condos and Dedication Parcels (75 hours):	\$ 10,000
• Project Team Meetings and Monthly Status Reports (30 hours):	\$ 4,200
• Preparation of Right of Way Certification:	\$ 1,500
• Reimbursable Expenses (mileage, FedEx, etc.):	\$ 1,500
	<u>\$127,195</u>
	+ 10% contingency: <u>\$ 12,720</u>
	TOTAL (rounded) \$140,000**

*Formal Appraisal Reviews are required under Caltrans guidelines. Property appraisals will include land-only appraisals for the partial takes. The Fixtures and Equipment Appraisal will value all immovable improvements pertaining to the realty and will inventory all movable items. If valuation of certain or all movable items becomes necessary, additional fees may apply. A fixtures and equipment appraisal will only be ordered under specific City authorization and subject to a determination that a full rather than partial acquisition will be sought by City on the applicable parcel.

** A maximum of 715 hours of Hamner, Jewell & Associates staff time is allocated in this budget (inclusive of the contingency provision), projected over a maximum 12 month term. Hamner, Jewell & Associates will not expend nor shall be obligated to expend in excess of 715 hours of HJA staff time on this project under this budget. Additional services can be provided under supplemental budget; i.e. Hamner, Jewell & Associates can also provide assistance in property owner coordination during the construction stage of the project, but such services, if desired, would be covered under supplemental budget and contract authorization.

Litigation support services are not included.

To assist you with this work, we will require construction plans and legal descriptions and area calculations for all right of way parcels and temporary construction easements to be acquired for the project. We will require access to and regular communications with the project team and City staff in order to facilitate and effectively coordinate our work. The City must provide us with information about utility relocations and other information required for the completion of a Right of Way Certification form. The City Attorney must be available to review and pre-approve offer packages and purchase agreements, as well as to consult on any necessary settlement negotiations and agreement provisions. The City must also provide any eminent domain counsel if such becomes necessary. Our goal at Hamner, Jewell & Associates is always to obtain amicable agreements between the property owners and the City, avoiding the need for any eminent domain action, however we cannot guarantee that such agreements will be reached with each and every property owner. As for relocation assistance, it is critical to establish a timely system for promptly processing payments of relocation assistance claims, as time is of the essence in most relocation situations and prompt payment processing is critical to encouraging and successfully completing moves within the project timeline requirements.

This proposal assumes no more than two vested owners per parcel and no more than one required monetary lien clearance per acquisition. Multiple owners, additional unknown tenancies, and multiple liens that require clearance can require additional time and budget.

Please call Lillian Jewell or me with any questions about this proposal. Thanks again for the opportunity to provide you with this proposal. We are looking forward to working with you and assisting the City with completing this project.

Sincerely,

Heather Johnson

Heather Johnson