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October 14, 2014

Mr. Karl Drew, General Manager
CRESTLINE VILLAGE WATER DISTRICT
P.O. Box 3347
Crestline, California 92325-3347

RE: Design Engineering Services Budget for the Zurich III
Tank Project

Dear Karl:

We have prepared this letter to provide an estimated budget for the subject project's specified engineering services. This letter is comprised of the following sections:

1. Project Understanding
2. Scope of Work
3. Project Team
4. Engineering Services Budget

SECTION 1: PROJECT UNDERSTANDING

Overview

Crestline Village Water District (District) operates the Zurich I tank which has a 36-ft diameter, 24-ft shell height with a capacity of 0.17MG and a rim elevation of 4495' above msl. With the completion of the new Zurich II tank expected to be finished later this year the continuation of the District's plan to demolish Zurich I and replace it with the new Zurich III tank can proceed.

The proposed tank will be located east of the Old Mill Road on APN 338-07-021. The District currently owns this parcel, and the new tank will be constructed in the location of the demolished tank.

California Environmental Quality Act (CEQA) documentation was prepared for the Zurich II project and included the subject project work. Therefore no additional CEQA work will be required.

SECTION 2: SCOPE OF WORK

General

Webb shall perform the following Scope of Services for the Zurich III Tank Project.

1. Design Drawings and Specifications

Prepare the improvement plans for the furnishing and erecting of the Zurich III Tank and appurtenant construction work. The design will include civil/mechanical drawings, electrical design plans for the control panel and site grading plans along with all necessary technical specifications.

2. Bidding Services

Prepare bidding documents and specifications for a publicly advertised bid using standard District boilerplates and Webb technical specifications. A master document will be prepared ready for reproduction. Bidding will be coordinated by Webb; and the District will pay for legal advertising and reproduction services directly. Respond to Bidders questions when requested by the District. Prepare two (2) addendums to the plans and specifications and transmit by mail, email and/or fax to bidders. Assist the District with bid review. Prepare Bid Item Summary Spreadsheet.

Schedule

Webb Associates understands the District wants the new tank completed next year and as such we will have plans and specifications ready for an early December 2014 advertising, followed by an early January 2015 bid opening, and contract award at the January Board meeting with tank completion expected in September, 2015.

Additional Services

Services which are not specifically identified herein as services to be performed by Webb Associates are considered Additional Services for the purposes of this budget. The District may request that Webb Associates perform services which are Additional Services. However, Webb Associates is not obligated to perform such Additional Services unless an amendment to this budget has been fully executed setting forth the scope, schedule, and fee for such Additional Services.

SECTION 3: PROJECT TEAM

The Webb Associates project team is anticipated to be as follows:

NAME	TITLE	PROJECT ROLE
Wally Franz, P.E.	Vice President	Principal-In-Charge
Dave Algranti, P.E.	Chief Design Engineer	QA/QC
Bradley Sackett, P.E.	Senior Engineer	Project Manager
Seungwon Won, P.E.	Associate Engineer	Project Engineer
Flo Smith	Project Coordinator	Administrative Support

Brad Sackett will be the day to day contact and is available at either (951) 686-1070 or brad.sackett@webbassociates.com to address any questions or concerns over the course of the project.

SECTION 4: ENGINEERING SERVICES BUDGET

Based upon the project's Scope of Work, our engineering services budget is as follows:

<u>ENGINEERING SERVICES TASK</u>	<u>TOTAL ESTIMATED ENGINEERING SERVICES BUDGET⁽¹⁾</u>
1. Design Drawings and Specifications	\$19,500
2. Bidding Services	\$6,800
3. Expenses	\$1,000
Total.....	<u>\$27,300</u>

Since the subject project is currently in the conceptual engineering stage, unforeseen additional work activities may arise as the project progresses. As such, the District may wish to allocate an additional 10-15% of the total engineering services budget for internal budget allocation purposes only.

⁽¹⁾ The amounts indicated for each individual project task are estimated budget amounts; and accordingly, the actual amounts may be more or less than shown. However, the overall total for engineering services as described in the Scope of work will not be exceeded without written authorization from the District.

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Should you have any questions or require additional information, please contact our office.

Sincerely,

ALBERT A. WEBB ASSOCIATES



Bradley A. Sackett, P. E.
Senior Engineer



Wally Franz, P. E.
Vice President

BAS/WF:at

Enclosure: Fee Schedule 36



FEE SCHEDULE

<u>CLASSIFICATION</u>	<u>RATES</u> <u>\$/HOUR</u>
<u>Engineers/Project Managers/Planners/Scientists/</u>	
<u>Assessment/Special Tax Consultants/Landscape Architects/Designers</u>	
Principal II	220.00
Principal I	200.00
Senior III	183.00
Senior II	172.00
Senior I	167.00
Associate III	158.00
Associate II	136.00
Associate I	130.00
Assistant V	112.00
Assistant IV	107.00
Assistant III	98.00
Assistant II	81.00
Assistant I	66.00
 <u>Survey Services</u>	
3-Person Survey Party	242.00
2-Person Survey Party	212.00
1-Person Survey Party	150.00
 <u>Inspection Services</u>	
Inspector II	110.00
Inspector I	100.00
Inspection (Prevailing Wage).....	118.00
 <u>Administrative Services</u>	
Project Coordinator	86.00
Administrative Assistant III	74.00
Administrative Assistant II	64.00
Administrative Assistant I	48.00
 <u>Other Direct Expenses</u>	
Incidental Charges	Cost
Postage and Telephone	Cost
In-house Prints, Copies, and Delivery	Cost
Travel and Subsistence	Cost
Special Consultant	295.00/Hour
GIS License Fee	39.00/Hour
Subcontracted Services	Cost + 15%
Survey/Inspector Vehicle	0.81/Mile
Mileage	0.72/Mile

NOTE: All rates are subject to change based on annual inflation and cost of living adjustments.

**A FINANCE CHARGE of 1 ½ % per month (18% per year) will be added to any unpaid amount commencing thirty (30) days from invoice date. A mechanic's lien may be filed for any invoice remaining unpaid after thirty (30) days from invoice date.*