

Master City of San José Consultant Agreement Approved Service Order Form – RWF Capital Projects Cover Page

- | | |
|---|--|
| 1a. CPMS Contract No.: 7353 | 1b. AC Contract No.: 25704 |
| 2a. Approved Service Order No. 59 | 2b. Maximum Agreement Amount NTE: \$78,000,000 |
| 3a. Consultant's Name: Stantec Consulting Services, Inc. | 3b. Agreement Term: 09/24/2013 through 06/30/2023 |

- 4.** Project Name: San José-Santa Clara Regional Wastewater Facility FY 2022-23 Subject Matter Expert Services ("PROJECT")
- 5.** Project Location: 700 Los Esteros Road, San Jose, CA
- 6.** The Consultant and the City will implement this Approved Service Order in accordance with the Master Agreement, this cover page and Attachments "A" (Tasks), "B" (Terms and Conditions), "C" (Compensation Table), and "D" (Level of Effort) which are incorporated herein by references.

7. Budget/Fiscal:	Previously Encumbered Through SO 58:	Amount:	<u>\$ 77,353,718.07</u>																								
<table border="0" style="width: 100%; margin-top: 10px;"> <tr> <td style="width: 65%;">a. Current unencumbered amount in Master Agreement:</td> <td style="width: 10%; text-align: right;">\$</td> <td style="width: 25%; text-align: right; background-color: #e0e0e0;">646,281.93</td> </tr> <tr> <td>b. Maximum Service Order Compensation for this Approved Service Order:</td> <td style="text-align: right;">\$</td> <td style="text-align: right; background-color: #e0e0e0;">463,662.00</td> </tr> <tr> <td>c. New unencumbered balance in Master Agreement (7.a – 7.b):</td> <td style="text-align: right;">\$</td> <td style="text-align: right; background-color: #e0e0e0;">182,619.93</td> </tr> </table>				a. Current unencumbered amount in Master Agreement:	\$	646,281.93	b. Maximum Service Order Compensation for this Approved Service Order:	\$	463,662.00	c. New unencumbered balance in Master Agreement (7.a – 7.b):	\$	182,619.93															
a. Current unencumbered amount in Master Agreement:	\$	646,281.93																									
b. Maximum Service Order Compensation for this Approved Service Order:	\$	463,662.00																									
c. New unencumbered balance in Master Agreement (7.a – 7.b):	\$	182,619.93																									
<p>d. Appropriation Certification: I certify that an unexpended appropriation in the amount of the Maximum Service Order Compensation is available in the following fund(s) and that such fund(s) will be encumbered to pay for this Approved Service Order.</p> <table border="0" style="width: 100%; margin-top: 10px;"> <tr> <td style="width: 20%;">1 Fund: <u>512</u></td> <td style="width: 20%;">Appn: <u>4127</u></td> <td style="width: 20%;">RC: <u>144946</u></td> <td style="width: 10%;">Amount:</td> <td style="width: 10%; text-align: right;">\$</td> <td style="width: 10%; text-align: right;">95,430.00</td> </tr> <tr> <td>2 Fund: <u>512</u></td> <td>Appn: <u>7452</u></td> <td>RC: <u>181265</u></td> <td>Amount:</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">85,877.00</td> </tr> <tr> <td>3 Fund: <u>512</u></td> <td>Appn: <u>426D</u></td> <td>RC: <u>213641</u></td> <td>Amount:</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">128,145.00</td> </tr> <tr> <td>3 Fund: <u>512</u></td> <td>Appn: <u>7226</u></td> <td>RC: <u>159301</u></td> <td>Amount:</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">154,210.00</td> </tr> </table>				1 Fund: <u>512</u>	Appn: <u>4127</u>	RC: <u>144946</u>	Amount:	\$	95,430.00	2 Fund: <u>512</u>	Appn: <u>7452</u>	RC: <u>181265</u>	Amount:	\$	85,877.00	3 Fund: <u>512</u>	Appn: <u>426D</u>	RC: <u>213641</u>	Amount:	\$	128,145.00	3 Fund: <u>512</u>	Appn: <u>7226</u>	RC: <u>159301</u>	Amount:	\$	154,210.00
1 Fund: <u>512</u>	Appn: <u>4127</u>	RC: <u>144946</u>	Amount:	\$	95,430.00																						
2 Fund: <u>512</u>	Appn: <u>7452</u>	RC: <u>181265</u>	Amount:	\$	85,877.00																						
3 Fund: <u>512</u>	Appn: <u>426D</u>	RC: <u>213641</u>	Amount:	\$	128,145.00																						
3 Fund: <u>512</u>	Appn: <u>7226</u>	RC: <u>159301</u>	Amount:	\$	154,210.00																						

Authorized Signature: *Harpal Singh* Date: Jun 15, 2022

8. Division Analyst Approval: *Mary Crippen* Date: Jun 15, 2022

9. Consultant Approval: *[Signature]* Date: Jun 15, 2022

10. Approval as to Form (City Attorney):

Service Order Form Approved by the Office of the City Attorney
 (There are no material changes to the provisions of the Approved Service Order Form.)

Approved as to Form: _____ Date: _____
 (Sr.) Deputy City Attorney

11. City Director Approval: *Mariana Chavez V* for Napp Fukuda Date: Jun 15, 2022

Attachment A: Tasks

The Consultant and Major Subconsultant shall provide the services and deliverables set forth in this **Attachment A**. The Consultant and Major Subconsultant shall provide all services and deliverables required by this **Attachment A** to the satisfaction of the City's contract manager.

General Description of Project for which Consultant and Major Subconsultant will Provide Services:

INTRODUCTION

This Service Order No. 59 ("SO") is issued pursuant to the Amended and Restated Master Consultant Agreement ("AGREEMENT") between the City of San José ("CITY") and Stantec Consulting Services Inc. ("CONSULTANT"), dated October 17, 2017. It provides details about the professional consultant services to be provided to CITY by CONSULTANT for implementation of the 2023-2027 Wastewater Facility Capital Improvement Program ("CIP"). All capitalized terms not defined in this Approved Service Order shall have the meanings set forth in the AGREEMENT.

The summary of tasks included in SO are as follows:

Task #	Service
Task 1	Digester & Thickener Facilities Upgrade
Task 2	Digested Sludge Dewatering Facility
Task 3	Additional Digesters
Task 4	East Primaries Rehabilitation

BACKGROUND

The Adopted 2023-2027 CIP for the San José-Santa Clara Regional Wastewater Facility ("RWF") provides funding of \$1.02 billion, of which \$161 million is allocated in 2022-2023, to implement critical rehabilitation and replacement projects, including several significant energy, liquids process, solids process, and facility improvement projects. To assist the CITY with the timely delivery of projects included in the CIP, CITY desires to contract with CONSULTANT for the provision of Package Manager services. CONSULTANT's Package Manager(s) shall support the CITY in managing a portfolio of large, highly complex projects. Projects included in the CIP are categorized into one of the following packages: 1) Power & Energy, 2) Plant-wide Facilities, 3) Solids Processing, or 4) Liquids Processing. Package Managers shall be responsible for overseeing the technical direction and implementation of their assigned package including providing day-to-day guidance to the project delivery team.

OBJECTIVES

The objective of the work outlined in this SO is for CONSULTANT and Major Subconsultant to provide technical support services in the form of Subject Matter Experts ("SME"). CONSULTANT and Major Subconsultant SME will work, as requested by CITY, to provide input related to very specific issues, providing high-level expertise and experience that is not typical of project managers/engineers; review and provide input on specific, discipline-level elements of Project;

identify any missing elements, errors, or inconsistencies throughout the various phases of Project; provide quality assurance / quality compliance (“QA/QC”) review on areas of expertise.

CONSULTANT and Major Subconsultant shall provide the services and deliverables set forth in this SO to the satisfaction of CITY's Project Manager as designated in Attachment B.

SPECIFIC SERVICES

Services to be provided by CONSULTANT and Major Subconsultant under this SO shall be performed in accordance with the following documents, collectively referred to as “PROGRAM DOCUMENTS”:

- Adopted Plant Master Plan (“PMP”) and Environmental Impact Report (“EIR”)
- Adopted 2023-2027 CIP
- CIP Program Project Packages
- Master Project Schedule
- Project Delivery Model (“PDM”)
- Program Execution Plan (“PEP”)

The PROGRAM DOCUMENTS are located on the CIP Portal, a centralized program collaboration website that serves as a communications, reporting, and document management hub for all CITY and CONSULTANT staff involved with implementation and delivery of the CIP. The CIP Portal and related PROGRAM documents are accessible via the following link and is hereby incorporated by reference: <https://sanjose.cipportal.com>.

The CIP Program Project Packages (“Project Packages”) describes 33 project packages grouped into four major process areas: 1) Power & Energy, 2) Plant-wide Facilities, 3) Solids Processing, and 4) Liquids Processing. The Project Packages provide planning level descriptions of the project background and need, estimated project cost, phasing and implementation schedule. Together, the Project Packages represent the estimated \$1.4 billion in capital investments to be made at the RWF over the next ten years. CONSULTANT staff assigned to perform package manager services in connection with implementation of the CIP will be responsible for managing and delivering their assigned Projects scope, budget, and schedule in accordance with the CITY’s and PROGRAM’s project delivery performance measures and metrics.

The Master Project Schedule describes the collective project schedules that have been established for the Projects using the Oracle-based Primavera P6 software application. A baseline schedule has been established for each Project to include: start and end date, duration by phase (i.e. feasibility/development, design, bid and award, construction, and post-construction), total project duration, and schedule variance. CONSULTANT staff assigned to perform package manager services in connection with implementation of the CIP will be responsible for managing their assigned Projects in accordance with the Master Project Schedule.

The PDM describes the phases of a project’s life cycle (i.e. feasibility/development, detailed design, bid/award, construction, and post-construction) and the various inputs/outputs (deliverables), documentation, and approvals required for each stage of a project. CONSULTANT staff assigned to perform package management services in connection with implementation of the CIP will be required to follow the PDM.

The PEP describes the resources, processes, and systems associated with overall structure and delivery of the PROGRAM. It details the PROGRAM's 1) mission, vision, and goals, 2) organizational structure including position roles, qualifications, responsibilities, and levels of authority, 3) plans and procedures for governing activities at both the program and project levels, 4) project-level guidance for managing projects from conceptual planning through final acceptance, 5) tools, systems, and reports for scope, schedule, and budget controls, and 6) Facility operational strategy, asset management strategy, knowledge transfer strategy, financing strategy, etc. CONSULTANT staff involved with implementation and delivery of the CIP will be required to follow the PEP.

The above description of the PROGRAM DOCUMENTS is not intended to be all-inclusive. These documents are considered "living" documents and will be updated from time to time in order to reflect the PROGRAM's evolving needs and objectives as mutually agreed to between CITY and CONSULTANT.

The resources to be furnished by CONSULTANT shall meet the minimum qualifications, skills, competencies and experience by resource type as defined in Appendix A of the PEP. Resource assignments and substitutions shall be subject to approval by the CIP Program Director.

CONSULTANT and Major Subconsultant shall provide SME services on an as-needed time and material basis to assist CITY with delivery of the project. Subject areas may include, but are not limited to:

- Alternative Delivery
- Architecture
- Automation and Control Standards
- Biosolids
- Computer-Aided Design / Business Information Modeling
- Constructability
- Design Review
- Economics, including TBL+ and Life Cycle Costing
- Electrical
- Finance
- Hydraulics
- Instrumentation & Control / Process Controls
- Mechanical
- Operability
- Process (Liquid & Biological)
- Structural
- Value scoping, analysis, value engineering, and/or peer review
- Odor Strategies and Technologies

CONSULTANT's Senior Program Engineering Manager shall be responsible for overseeing requests for SME assistance from Package Managers and/or Project Managers. CONSULTANT's Senior Program Engineering Manager shall coordinate requests and estimates of effort, and work with Project Managers and CITY Program Staff to ensure expenditures do not exceed task allocations.

Task No. 1: Digester & Thickener Facilities Upgrade

- A. Services:** As requested and directed by project staff, CONSULTANT will provide SMEs to provide project related technical advice and engineering support on an as-requested basis. This will include activities across the various lifecycle stages of the project covering project planning

and initiation, feasibility and development, procurement, design, bid and award, construction, and post-construction activities for the project: Such activities shall include, but not be limited to:

1. **Attend Meetings and Workshops.**
As directed by project staff, CONSULTANT will attend project meetings and/or technical workshops in support of project delivery.
2. **Review Deliverables and Reports.**
As directed by project staff, CONSULTANT will assist in conducting reviews of facility related deliverables and reports. CONSULTANT will document review, provide feedback and respond to questions presented by CITY staff regarding review feedback. Review comments will be documented using the CIP QRF. It is anticipated that formal review inputs may be requested from SMEs at the following stages of the PDM:
 - Scoping
 - Conceptual Design
 - 30%, 60%, 90% and 100% for Design-Bid-Build
 - Key design milestone reviews including GMP baseline for Design-Build
 - Bid and Award
 - Construction and Commissioning / Start Up / Final Acceptance
 - Post-Construction
3. **Provide Technical Input, Strategy Development, and QA/QC support.**
As directed by project staff, CONSULTANT will provide technical input, advice on strategy development, and QA/QC support to assist in the overall delivery of the project.

B. Deliverables: The CONSULTANT will provide the following as applicable to performed scope:

1. Meeting or Workshop Summary Memo – comments on meeting content and outcomes;
2. Technical Memo - documenting Peer Review comments, or other Technical Input or Strategy Development advice;
3. Quality Review Form - documenting review of technical deliverables or QA/QC support;
4. General written correspondence with the project team; and
5. Other documents, as requested by CITY, including, but not limited to technical memoranda, side memoranda, written evaluations, and written analysis.

C. Completion Time: CONSULTANT shall complete the services and deliverables for this task in accordance with:

- On or before the following date: June 30, 2023.
 On or before ___ Business Days from _____.

Task No. 2: Digested Sludge Dewatering Facility

A. Services: As requested and directed by project staff, CONSULTANT will provide SMEs to provide project related technical advice and engineering support on an as-requested basis. This will include activities across the various lifecycle stages of the project covering project planning and initiation, feasibility and development, procurement, design, bid and award, construction, and post-construction activities for the project: Such activities shall include, but not be limited to:

1. **Attend Meetings and Workshops.**
As directed by project staff, CONSULTANT will attend project meetings and/or technical workshops in support of project delivery.
2. **Review Deliverables and Reports.**
As directed by project staff, CONSULTANT will assist in conducting reviews of facility

related deliverables and reports. CONSULTANT will document review, provide feedback and respond to questions presented by CITY staff regarding review feedback. Review comments will be documented using the CIP QRF. It is anticipated that formal review inputs may be requested from SMEs at the following stages of the PDM:

- Scoping
 - Conceptual Design
 - 30%, 60%, 90% and 100% for Design-Bid-Build
 - Key design milestone reviews including GMP baseline for Design-Build
 - Bid and Award
 - Construction and Commissioning / Start Up / Final Acceptance
 - Post-Construction
3. Provide Technical Input, Strategy Development, and QA/QC support.
As directed by project staff, CONSULTANT will provide technical input, advice on strategy development, and QA/QC support to assist in the overall delivery of the project.

B. Deliverables:

The CONSULTANT will provide the following as applicable to performed scope:

1. Meeting or Workshop Summary Memo – comments on meeting content and outcomes;
2. Technical Memo - documenting Peer Review comments, or other Technical Input or Strategy Development advice;
3. Quality Review Form - documenting review of technical deliverables or QA/QC support;
4. General written correspondence with the project team; and
5. Other documents, as requested by CITY, including, but not limited to technical memoranda, side memoranda, written evaluations, and written analysis.

C. Completion Time: CONSULTANT shall complete the services and deliverables for this task in accordance with:

- On or before the following date: June 30, 2023.
 On or before ___ Business Days from _____.

Task No. 3: Additional Digesters

A. Services: As requested and directed by project staff, CONSULTANT will provide SMEs to provide project related technical advice and engineering support on an as-requested basis. This will include activities across the various lifecycle stages of the project covering project planning and initiation, feasibility and development, procurement, design, bid and award, construction, and post-construction activities for the project: Such activities shall include, but not be limited to:

1. Attend Meetings and Workshops.
As directed by project staff, CONSULTANT will attend project meetings and/or technical workshops in support of project delivery.
2. Review Deliverables and Reports.
As directed by project staff, CONSULTANT will assist in conducting reviews of facility related deliverables and reports. CONSULTANT will document review, provide feedback and respond to questions presented by CITY staff regarding review feedback. Review comments will be documented using the CIP QRF. It is anticipated that formal review inputs may be requested from SMEs at the following stages of the PDM:
 - Scoping
 - Conceptual Design

- 30%, 60%, 90% and 100% for Design-Bid-Build
 - Key design milestone reviews including GMP baseline for Design-Build
 - Bid and Award
 - Construction and Commissioning / Start Up / Final Acceptance
 - Post-Construction
3. Provide Technical Input, Strategy Development, and QA/QC support.
As directed by project staff, CONSULTANT will provide technical input, advice on strategy development, and QA/QC support to assist in the overall delivery of the project.

B. Deliverables: The CONSULTANT will provide the following as applicable to performed scope:

1. Meeting or Workshop Summary Memo – comments on meeting content and outcomes;
2. Technical Memo - documenting Peer Review comments, or other Technical Input or Strategy Development advice;
3. Quality Review Form - documenting review of technical deliverables or QA/QC support;
4. General written correspondence with the project team; and
5. Other documents, as requested by CITY, including, but not limited to technical memoranda, side memoranda, written evaluations, and written analysis.

C. Completion Time: CONSULTANT shall complete the services and deliverables for this task in accordance with:

- On or before the following date: June 30, 2023.
- On or before ___ Business Days from _____.

Task No. 4: East Primaries Rehabilitation

A. Services: As requested and directed by project staff, CONSULTANT will provide SMEs to provide project related technical advice and engineering support on an as-requested basis. This will include activities across the various lifecycle stages of the project covering project planning and initiation, feasibility and development, procurement, design, bid and award, construction, and post-construction activities for the project: Such activities shall include, but not be limited to:

4. Attend Meetings and Workshops.
As directed by project staff, CONSULTANT will attend project meetings and/or technical workshops in support of project delivery.
5. Review Deliverables and Reports.
As directed by project staff, CONSULTANT will assist in conducting reviews of facility related deliverables and reports. CONSULTANT will document review, provide feedback and respond to questions presented by CITY staff regarding review feedback. Review comments will be documented using the CIP QRF. It is anticipated that formal review inputs may be requested from SMEs at the following stages of the PDM:
 - Scoping
 - Conceptual Design
 - 30%, 60%, 90% and 100% for Design-Bid-Build
 - Key design milestone reviews including GMP baseline for Design-Build
 - Bid and Award
 - Construction and Commissioning / Start Up / Final Acceptance
 - Post-Construction
6. Provide Technical Input, Strategy Development, and QA/QC support.
As directed by project staff, CONSULTANT will provide technical input, advice on strategy

development, and QA/QC support to assist in the overall delivery of the project.

B. Deliverables: The CONSULTANT will provide the following as applicable to performed scope:

6. Meeting or Workshop Summary Memo – comments on meeting content and outcomes;
7. Technical Memo - documenting Peer Review comments, or other Technical Input or Strategy Development advice;
8. Quality Review Form - documenting review of technical deliverables or QA/QC support;
9. General written correspondence with the project team; and
10. Other documents, as requested by CITY, including, but not limited to technical memoranda, side memoranda, written evaluations, and written analysis.

C. Completion Time: CONSULTANT shall complete the services and deliverables for this task in accordance with:

- On or before the following date: June 30, 2023.
- On or before ___ Business Days from _____.

Attachment B: Terms and Conditions

1. **City's Project Manager:** The City's project manager for this Approved Service Order is:

Name: Napp Fukuda	Phone No.: 408-793-5353
Department: Environmental Services Department	E-mail: napp.fukuda@sanjoseca.gov
Address: 700 Los Esteros Road San Jose, CA 95134	

2. **Consultant's Project Manager and Assigned Staff:** Identified below are the following: (a) the Consultant's project manager for this Approved Service Order, and (b) the Consultant(s) and/or employee(s) of the Consultant who will be principally responsible for providing the services and deliverables. ***If an individual identified below does not have a current Form 700 on file with the City Clerk for a separate agreement with the City, and is required to file a Form 700, the Consultant must comply with the requirements of Subsection 17.5 of the Master Agreement, entitled "Filing Form 700."***

<u>Consultant's Project Manager</u>		<u>Required to File Form 700?</u>		
		Yes Already Filed (Date Filed)	Yes Need to File	No
Name: Simon Alder	Phone No.: (917) 882-9259	3/9/22		
Address: 75 E. Santa Clara St., Suite 1225 San Jose, CA 95113	E-mail: simon.alder@stantec.com			
<u>Consultant and Major Subconsultant's Assigned Staff</u>				
Name:	Assignment:			
1. Craig Wilcox	Structural			X
2. David Wilcoxson	Instrumentation & Controls			X
3. Bruce Petrik	Biosolids			X
4. Dilip Gargeya	East Primaries			X

3. Subconsultants: Whichever of the following is marked applies to this Approved Service Order:

- The Consultant can **not** use any subconsultants.
- The Consultant can use the following subconsultants to assist in providing the required services and deliverables:

<u>Subconsultant Firm's Name</u>	<u>Area of Work</u>
1.	
2.	
3.	

<u>Subconsultant Assigned Staff</u>		<u>Required to File Form 700?</u>		
		Yes Already Filed (Date Filed)	Yes Need to File	No
Name:	Assignment:			
1.				
2.				
3.				

4. Contract Personnel: Whichever of the following is marked applies to this Approved Service Order:

- The Consultant can **not** use any Contract Personnel.
- The Consultant can use the following Contract Personnel to assist in providing the required services and deliverables:

<u>Personnel/Agency Name</u>	<u>Area of Work</u>
1.	
2.	
3.	

5. Additional Reimbursable Expenses: Whichever of the following is marked applies to this Approved Service Order:

- The City will **not** reimburse the Consultant for additional reimbursable expenses.
- The City will reimburse the Consultant for additional reimbursable expenses pursuant to the following:

<u>Additional Reimbursable Expense</u>	<u>Markup</u>
1.	
2.	
3.	

6. Travel Expenses

CONSULTANT shall be reimbursed for travel expenses pursuant to Exhibit B, Section 3 of the AGREEMENT and in accordance with the budget set forth below:

Travel Expense	Budgeted Amount
Airfare	\$ 8,400
Rental Car / Parking / Taxi / Uber/Lyft	\$ 6,240
Lodging	\$ 20,580
Meals & Incidentals	\$ 6,993
Subtotal	\$ 42,213
5% markup	\$ 2,072
Travel Expense Total	\$ 44,285

7. CONSULTANT Staff Designation

Pursuant to Exhibit B, of the AGREEMENT, the following CONSULTANT and Major Subconsultant Staff are designated as Onsite Staff or Offsite Staff for the purpose of determining the applicable Multiplier and APC under this SO.

The following CONSULTANT and Major Subconsultant, as defined in Section 7.4 of the AGREEMENT, staff are designated as Onsite Staff for this SO. In the event that any of the designated Onsite Staff become Offsite Staff during the term of this SO, their designations shall be changed to Offsite Staff for the remainder of the SO term. All staff not listed below are Offsite Staff for this SO.

Name	Designation

Attachment C: Compensation Table

The City will compensate the Consultant for providing the services and deliverables set forth in **Attachment A** in accordance with this Compensation Table. This Compensation Table is subject to the terms and conditions set forth in the Master Agreement, including without limitation Section 10 of the Master Agreement and **Exhibit B**, Basis of Compensation.

Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7
Task No. and Task Title from Attachment A	Invoice Period	Multiplier Compensation <small>(Consultant and Major Subconsultant (including markup))</small>	Contract Personnel	Reimbursable Expenses <small>(Consultant and Major Subconsultant (including applicable markup))</small>	Other Subconsultant Costs <small>(Including markup)</small>	Total Compensation
1 Digester & Thickener Facilities Upgrade	<input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Completion of Task(s) <input type="checkbox"/> Completion of Work	\$69,751	\$0	\$25,679	\$0	\$95,430
2 Digested Sludge Dewatering Facility	<input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Completion of Task(s) <input type="checkbox"/> Completion of Work	\$79,662	\$0	\$6,215	\$0	\$85,877
3 Additional Digesters	<input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Completion of Task(s) <input type="checkbox"/> Completion of Work	\$121,957	\$0	\$6,188	\$0	\$128,145
4 East Primaries Rehabilitation	<input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Completion of Task(s) <input type="checkbox"/> Completion of Work	\$148,007	\$0	\$6,203	\$0	\$154,210
Maximum Compensation		\$419,377	\$0	\$44,285	\$0	\$463,662

Attachment D: Level of Effort Service Order 59 - Subject Matter Expert Services

Company	Job Classification	Role	Staff Name	Onsite / Offsite	Actual Hourly Salary Rate	Multiplier	APC	Geographic Pay	Estimated Billing Rate (07/01/20 to 12/31/20)	Estimated Billing Rate (01/01/21 to 06/30/21)	Estimated Labor Hours ²					
											Not-to-Exceed Billing Rate	Task 1	Task 2	Task 3	Task 4	Total
Stantec	Principal Consultant	Subject Matter Expert I	Petrik, Bruce	Offsite	109.23	3.06	9.50	-	334.24	344.27	-	200	150	150	-	500
Stantec	Principal Consultant	Subject Matter Expert I	Wilcox, Craig J.	Offsite	130.20	3.06	9.50	-	398.41	410.36	-	-	25	110	10	145
Stantec	Principal Consultant	Subject Matter Expert I	Wilcoxson, David	Offsite	106.42	3.06	9.50	-	325.65	335.42	-	-	50	40	10	100
Stantec	Principal Consultant	Subject Matter Expert I	Gargeya, Dilip	Onsite	58.82	2.81	5.35	6.91	172.19	177.36	-	-	-	-	702	702
Stantec	Principal Consultant	Subject Matter Expert I ¹	TBD	Offsite	109.80	3.06	9.50	-	336.00	346.08	420.00	-	-	-	10	10
Carollo	Principal Consultant	Subject Matter Expert I ¹	TBD	Offsite	109.80	2.91	9.50	-	319.53	329.12	420.00	-	-	30	30	60
											Task Totals	200	225	330	762	1,517

Task 1	Digester & Thickener Facilities Upgrade
Task 2	Digested Sludge Dewatering Facility
Task 3	Additional Digester Facility Upgrades
Task 4	East Primaries Rehabilitation

Stantec Labor	\$ 67,851	\$ 77,525	\$ 108,592	\$ 133,452	\$ 387,419
Stantec APC	\$ 1,900	\$ 2,138	\$ 2,850	\$ 4,041	\$ 10,928
TOTAL Stantec	\$ 69,751	\$ 79,662	\$ 111,442	\$ 137,492	\$ 398,347
Major Subconsultant Labor	\$ -	\$ -	\$ 9,730	\$ 9,730	\$ 19,460
Major Subconsultant APC	\$ -	\$ -	\$ 285	\$ 285	\$ 570
Major Subconsultant Labor & APC Markup (5%)	\$ -	\$ -	\$ 501	\$ 501	\$ 1,001
TOTAL SUBCONSULTANT	\$ -	\$ -	\$ 10,515	\$ 10,515	\$ 21,030
Total Labor - By Task	\$ 69,751	\$ 79,662	\$ 121,957	\$ 148,007	\$ 419,377
Leland Saylor & Associates	\$ -	\$ -	\$ -	\$ -	\$ -
Subconsultant Markup (5%)	\$ -	\$ -	\$ -	\$ -	\$ -
Other Subconsultants	\$ -	\$ -	\$ -	\$ -	\$ -
Stantec Expenses	\$ 24,456	\$ 5,919	\$ 5,381	\$ 5,686	\$ 41,442
Major Subconsultant Expenses	\$ -	\$ -	\$ 538	\$ 233	\$ 771
SUB-TOTAL Reimbursables	\$ 24,456	\$ 5,919	\$ 5,919	\$ 5,919	\$ 42,213
ODC Markup on Stantec Expenses Only (5%)	\$ 1,223	\$ 296	\$ 269	\$ 284	\$ 2,072
Relocation	\$ -	\$ -	\$ -	\$ -	\$ -
Systems & Tools	\$ -	\$ -	\$ -	\$ -	\$ -
Total Reimbursables	\$ 25,679	\$ 6,215	\$ 6,188	\$ 6,203	\$ 44,285
TOTAL	\$ 95,430	\$ 85,877	\$ 128,145	\$ 154,210	\$ 463,662

City of San José Contract/Agreement Transmittal Form

Route Order

Attached / Completed

Electronically Signed

TO: City Attorney
 City Manager
 City Clerk **OR** Return to
Dept. (circle one)

Insurance Certificates / Waivers Electronically Signed: Yes
 Business Tax Certificate Audit Trail Attached (if applicable)
 Contacted Clerk re: Form 700 Scanned Signature Authorization
 Supplemental Memorandums (if applicable): Select One

Type of Document: Service Order

Type of Contract: Consulting Services

REQUIRED INFORMATION FOR ALL CONTRACTS:

Existing GILES # 639909-171

Contractor: Stantec Consulting Services, Inc.

Address: 75 E. Santa Clara St, Suite 1225, San Jose, CA 95113

Phone: (917) 882-9259

Email: simon.alder@stantec.com

Contract Description: Service Order 59 - San Jose-Santa Clara Regional Wastewater Facility FY 2022-23
Subject Matter Expert Services

Term Start Date: _____ Term End Date: 06/30/2023 Extension: No

Method of Procurement: Select one RFB, RFP or RFQ No.: _____ Date Conducted: _____

Agenda Date (if applicable): _____ Agenda Item No.: _____

Resolution No.: _____ Ordinance No.: _____

Original Contract Amount: \$463,662.00 Amount of Increase/Decrease: _____

Option #: ___ of ___ Option Amount: _____ NTE/Updated Contract Amount: _____

Fund/Appropriation: _____

Form 700 Required (Selection mandatory for processing): Yes

Revenue Agreement: No

Tax Certificate No.: 4113282210

Expiration Date: 03/15/2023

Department: ESD (76)

Department Contact: Napp Fukuda / 793-5353

Customer (Finance Only): _____

Notes:



Department Director Signature: _____ Date

Office of the City Manager Signature: _____ Date