

Master City of San José Consultant Agreement
Approved Service Order
(Capital Projects)

Cover Page

1a. CPMS Contract No.: 8741 **1b.** AC Contract No.: 29075

2. Approved Service Order No. 11

3. Consultant's Name: Wood Rodgers ("Consultant")

4. Project Name: Citywide Storm Sewer Master Plan ("Project")

5. Project Location: Citywide

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) and "C" (Compensation Table), which are incorporated herein by references.

7. Budget/Fiscal:

a. Current unencumbered amount in Master Agreement:	\$	105,946
b. Maximum Service Order Compensation for this Approved Service Order:	\$	68,854
c. New unencumbered balance in Master Agreement (7.a – 7.b):	\$	37,092

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.

Fund: 413 Appn: 5252 RC: 198719 Amount: \$68,854

Fund: _____ Appn: _____ RC: _____ Amount: \$ _____

Fund: _____ Appn: _____ RC: _____ Amount: \$ _____

Authorized Signature:



Email: suzanne.mcpherson@sanjoseca.gov
Date: 02/16/2024 PST

8. Division Analyst Approval:



Email: dung.vuong@sanjoseca.gov
Date: 02/16/2024 PST

9. Consultant Approval:



Email: dmatthies@woodrodgers.com
Date: 02/16/2024 PST

10. Approval as to Form (City Attorney):

☒ Service Order Form Approved by the Office of the City Attorney

(Maximum Service Order Compensation is \$100,000 or less, and the provisions of the service order form are not altered.)

☐ Approved as to Form:

(Sr.) Dept. City Attorney

Mathew Nguyen

Email: mathew.nguyen@sanjoseca.gov
Date: 02/20/2024 PST

11. City Director Approval:

Attachment A: Tasks

The Consultant shall provide the services and deliverables set forth in this **Attachment A**. The Consultant 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 will Provide Services: The Consultant shall provide engineering support to City staff as requested. In addition, the Consultant shall convert and stabilize the existing citywide Infoworks ICM models from Version 10.5 to Version 2024.

Task No. 1: Training

A. Services:

Task 1.1 – Coordination/Training

The Consultant will provide up to 16 video conference meetings for training or equal effort of database development, modeling, engineering analysis and quality checks as requested by the City.

B. **Deliverable**: The Consultant will provide the following to the City's Contract Manager: training videos, work plan, level-of-effort summaries, and monthly progress reports

C. **Completion Time**: The Consultant must complete the services and deliverables for this task in accordance with whichever one of the following time is marked:

☒ On or before the following date: June 30, 2024.

☐ On or before ____ Business Days from _____.

Task 1.2 – ICM Model Conversion

Autodesk/Innovyze has mandated the conversion of legacy InfoWorks ICM licenses to the Cloud and subscription-based version (2024), by 2025 at the latest, to continue receiving support from Autodesk/Innovyze. This requirement has necessitated additional model conversion and debugging to address software numerical instability. The Consultant will provide documentation on best practices for model conversion and debugging. The Consultant will perform these services for each of the existing models in the subsequent sections, combining some of the models to reduce complexity. The combined models will be developed to have a simulation run time of less than five hours.

Task 1.2.1 – North San Jose Model Conversion

The Consultant will convert and debug the model as described above in Task 1.2.

Task 1.2.2 – Diridon Model Conversion

The Consultant will convert and debug the model as described above in Task 1.2.

Task 1.2.3 – Willow Glen Model Conversion

The Consultant will convert and debug the model as described above in Task 1.2.

Task 1.2.4 – Canoas Model Conversion

The Consultant will convert and debug the model as described above in Task 1.2.

Task 1.2.5 – Los Gatos Model Conversion

The Consultant will convert and debug the model as described above in Task 1.2.

Task 1.2.6 – Alamos Model Conversion

The Consultant will convert and debug the model as described above in Task 1.2.

Task 1.2.7 – Upper Silver Model Conversion

The Consultant will convert and debug the model as described above in Task 1.2.

Task 1.2.8 – Fisher Model Conversion

The Consultant will convert and debug the model as described above in Task 1.2.

Task 1.2.9 – Berryessa/Upper Penitencia Model Conversion

The Consultant will convert and debug the model as described above in Task 1.2.

Task 1.2.10 – Calabazas Model Conversion

The Consultant will convert and debug the model as described above in Task 1.2.

Task 1.2.11 – Saratoga/ San Tomas Model Conversion

The Consultant will convert and debug the model as described above in Task 1.2.

Task 1.2.12 – Coyote Model Conversion

The Consultant will convert and debug the model as described above in Task 1.2.

Task 1.2.13 – Lower Silver Model Conversion

The Consultant will convert and debug the model as described above in Task 1.2.

- B. Deliverable:** The Consultant will provide the following to the City's Contract Manager: individual and combined stabilized ICM models in Version 2024, documentation on ICM model conversion efforts, training videos, work plan, level-of-effort summaries, and monthly progress reports

C. Completion Time: The Consultant must complete the services and deliverables for this task in accordance with whichever one of the following time is marked:

- ☒ On or before the following date: June 30, 2024.
- ☐ On or before ____ Business Days from _____.

Attachment B: Terms and Conditions

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

Name: Casey Hirasaki	Phone No.: 408-535-6834
Department: Public Works	Email: casey.hirasaki@sanjoseca.gov
Address: 200 E. Santa Clara St., Tower 6, San Jose, CA 95113	

2. **Consultant's Contract Manager and Other Staffing:** Identified below are the following: (a) the Consultant's contract 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 17.2 of the Master Agreement, entitled "Filing Form 700."***

			<u>Required to File Form 700?</u>		
<u>Consultant's Contract Manager</u>			Yes Already Filed (Date Filed)	Yes Need to File	No
Name: Dan Matthies	Phone No.: 510-208-2400		2/21/2023	X	
Address: 180 Grand Ave Suite 775 Oakland, CA 94612	Email: dmatthies@woodrogers.com				
<u>Other Staffing</u>					
<u>Name:</u>	<u>Assignment:</u>		<u>Email:</u>		
1. Cheng Soo	Project Manager	csoo@woodrogers.com	3/2/2023	X	
2. Andrew Augustine					X
3. Camila Correa					X
4. Azin Sharaf					X

5. Emily Straley					X
6. Catherine Showley					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's Name</u>	<u>Area of Work</u>
1.	
2.	
3.	

4. Reimbursable Expenses: If the Compensation Table set forth in **Attachment C** of this Approved Service Order states that the City will reimburse the Consultant for expenses, then only the expenses identified in Subsection 10.5.3 of the Master Agreement are Reimbursable Expenses unless the following box is marked and additional reimbursable expenses are set forth:

- ☐ In addition to the expenses identified in Subsection 10.5.3 of the Master Agreement, the following expenses are Reimbursable Expenses:

<u>Additional Reimbursable Expense(s)</u>	<u>Mark-up</u>
1. _____	_____
2. _____	_____
3. _____	_____

Notwithstanding the foregoing, any additional reimbursable expense(s) set forth in the above table will be disregarded if the Compensation Table states that the City will *not* reimburse the Consultant for any expenses.

Attachment C: Compensation Table

The City will compensate the Consultant for providing the services and deliverables set forth in **Attachment A** in accordance 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.

Part 1 – Compensation for Services and Deliverables						
Column 1	Column 2		Column 3			Column 4
Task Nos. from Attachment A	Basis of Compensation		Invoice Period			Compensation
Task 1.1	<input checked="" type="checkbox"/> Time & Materials	<input type="checkbox"/> Fixed Fee	<input checked="" type="checkbox"/> Monthly	<input type="checkbox"/> Completion of Task(s)	<input type="checkbox"/> Completion of Work	\$25,786
Task 1.2.1	<input type="checkbox"/> Time & Materials	<input checked="" type="checkbox"/> Fixed Fee	<input type="checkbox"/> Monthly	<input checked="" type="checkbox"/> Completion of Task(s)	<input type="checkbox"/> Completion of Work	\$3,728
Task 1.2.2	<input type="checkbox"/> Time & Materials	<input checked="" type="checkbox"/> Fixed Fee	<input type="checkbox"/> Monthly	<input checked="" type="checkbox"/> Completion of Task(s)	<input type="checkbox"/> Completion of Work	\$3,728
Task 1.2.3	<input type="checkbox"/> Time & Materials	<input checked="" type="checkbox"/> Fixed Fee	<input type="checkbox"/> Monthly	<input checked="" type="checkbox"/> Completion of Task(s)	<input type="checkbox"/> Completion of Work	\$3,728
Task 1.2.4	<input type="checkbox"/> Time & Materials	<input checked="" type="checkbox"/> Fixed Fee	<input type="checkbox"/> Monthly	<input checked="" type="checkbox"/> Completion of Task(s)	<input type="checkbox"/> Completion of Work	\$3,728
Task 1.2.5	<input type="checkbox"/> Time & Materials	<input checked="" type="checkbox"/> Fixed Fee	<input type="checkbox"/> Monthly	<input checked="" type="checkbox"/> Completion of Task(s)	<input type="checkbox"/> Completion of Work	\$3,728
Task 1.2.6	<input type="checkbox"/> Time & Materials	<input checked="" type="checkbox"/> Fixed Fee	<input type="checkbox"/> Monthly	<input checked="" type="checkbox"/> Completion of Task(s)	<input type="checkbox"/> Completion of Work	\$3,728
Task 1.2.7	<input type="checkbox"/> Time & Materials	<input checked="" type="checkbox"/> Fixed Fee	<input type="checkbox"/> Monthly	<input checked="" type="checkbox"/> Completion of Task(s)	<input type="checkbox"/> Completion of Work	\$2,300
Task 1.2.8	<input type="checkbox"/> Time & Materials	<input checked="" type="checkbox"/> Fixed Fee	<input type="checkbox"/> Monthly	<input checked="" type="checkbox"/> Completion of Task(s)	<input type="checkbox"/> Completion of Work	\$2,300
Task 1.2.9	<input type="checkbox"/> Time & Materials	<input checked="" type="checkbox"/> Fixed Fee	<input type="checkbox"/> Monthly	<input checked="" type="checkbox"/> Completion of Task(s)	<input type="checkbox"/> Completion of Work	\$3,728
Task 1.2.10	<input type="checkbox"/> Time & Materials	<input checked="" type="checkbox"/> Fixed Fee	<input type="checkbox"/> Monthly	<input checked="" type="checkbox"/> Completion of Task(s)	<input type="checkbox"/> Completion of Work	\$1,150
Task 1.2.11	<input type="checkbox"/> Time & Materials	<input checked="" type="checkbox"/> Fixed Fee	<input type="checkbox"/> Monthly	<input checked="" type="checkbox"/> Completion of Task(s)	<input type="checkbox"/> Completion of Work	\$1,150

Task 1.2.12	<input type="checkbox"/> Time & Materials	<input checked="" type="checkbox"/> Fixed Fee	<input type="checkbox"/> Monthly	<input checked="" type="checkbox"/> Completion of Task(s)	<input type="checkbox"/> Completion of Work	\$6,344
Task 1.2.13	<input type="checkbox"/> Time & Materials	<input checked="" type="checkbox"/> Fixed Fee	<input type="checkbox"/> Monthly	<input checked="" type="checkbox"/> Completion of Task(s)	<input type="checkbox"/> Completion of Work	\$3,728
Part 2 – Reimbursable Expenses						
<input checked="" type="checkbox"/> No expenses are separately reimbursable. The amount(s) in Column 4 of Part 1 include(s) payment for all expenses.			<input type="checkbox"/> Expenses are separately reimbursable in the maximum amount of:			\$ 0
Part 3 – Subconsultant Costs						
<input checked="" type="checkbox"/> Subconsultant costs are not separately compensable. The amount(s) in Column 4 of Part 1 include(s) subconsultant costs.			<input type="checkbox"/> Subconsultant costs are separately compensable in the maximum amount of:			\$ 0
Maximum Service Order Compensation (sum of Parts 1 through 3):						\$68,854