

**Master City of San José Consultant Agreement**

(Airport Capital Projects)

**Amendment to Approved Service Order - Cover Page**

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- 1a. CPMS Contract No.: N/A; Airport 21-019      1b. AC Contract No.: N/A; Giles 663895-000
2.  First    Second    Third    Fourth   Amendment to Approved Service Order No. 19
3. Consultant's Name: Kimley-Horn & Associates
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**4. The above-referenced Approved Service Order is amended as follows:**

- 4a.  **Budget/Fiscal:** The  original Budget/Fiscal information in Section 7 of the Approved Service Order  First Revised Budget/Fiscal Attachment  Second Revised Budget/Fiscal Attachment is amended to read as set forth in the attached  First  Second  Third Revised Budget/Fiscal Attachment.
- 4b.  **Tasks - Attachment A:** The  original  First Revised  Second Revised Attachment A is amended to read as set forth in the attached  First  Second  Third Revised Attachment A.
- 4c.  **Compensation Table - Attachment C:** The  original  First Revised  Second Revised Attachment C is amended to read as set forth in the attached  First  Second  Third Revised Attachment C.

5. Each of the attachments to this amendment is incorporated herein by reference.

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6. Consultant Approval:

  
M. PEARSE MELVIN, P.E.

Date: 07/19/2021

7. Approval as to Form (City Attorney):

**Form Approved by the Office of the City Attorney**

(The Maximum Service Order Compensation of the Approved Service Order, as amended, is \$100,000 or less, and the provisions of the form are not altered.)

**Approved as to Form:** \_\_\_\_\_  
KEVIN FISHER, Assistant City Attorney

Date: \_\_\_\_\_

8. Aviation Director Approval:

  
JOHN AITKEN, A.A.E.

Date: 7/20/2021

A.N. 07/20/2021

**First**    **Second**    **Third**   **Revised Attachment A: Tasks**

This Revised Attachment A is attached to the  First  Second  Third amendment to Approved Service Order No. 19 issued pursuant to the Master Agreement.

The tasks set forth in the original Attachment A, or in any previous amendment to the original Attachment A, are amended as set forth herein. All other tasks shall remain unchanged.

**Task No. 3, entitled "Draft Technical Memo," is amended as follows:**

**A. Services:** The Consultant will perform the following services under this task:

**Task 3.1 – Draft Technical Memo**

- Prepare a technical memorandum to determine:
  - EVSE infrastructure that can be installed from existing electrical system infrastructure
  - Work required to increase capacity in existing electrical system to power an SJC desired quantity of EVSE
  - Favorable parking stalls for EVSE to be located, including potential accessibility upgrades
  - Matrix of market pricing from 3 nationwide EVSE providers: equipment, data management, and O&M costs.
  - Peer Airport Benchmarking - Identify and survey/interview peer airports to understand their experience and plans for EV charging. The objective of this effort is to present SJC with a succinct summary of EV charging infrastructure being used to enhance the customer experience. Develop and administer a survey of up to 5 peer airports. Kimley-Horn will coordinate survey questions with SJC staff and compile survey results for use in final deliverables.
  - Description of utility, local/state and federal grants, rebates, and tax credits available to SJC at the time the final memo is delivered. Includes identifying a grants calendar.
  - Identify Photovoltaic options (locations, area required and what energy would be generated) to offset energy use along with a Return On Investment calculation with any utility, state and federal grants, and tax rebates available to SJC at the time the final memo is delivered.

**Task 3.2 – Rough Order of Magnitude (ROM) Costs**

- Provide ROM estimates of construction costs for each for each of the options by area. The ROM shall provide a detailed breakdown of materials, labor, quantities, unit prices, and include the vendor/supplier quotations.

**B. Deliverables:**

- One (1) PDF of Draft Technical Memo (including survey results)
- One (1) PDF of ROM Costs

**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:

On or before August 6, 2021

***Clarifications and Assumptions***

- The technical memo excludes the following:
  - Design of the proposed EVSE and associated site upgrades.
  - Evaluation of the existing electrical system conditions, unless a life safety or obvious code violation can be observed.
  - Parking studies
  - ALTA or topographic survey



- FOR YOUR ELECTRONIC SIGNATURE
- FULLY EXECUTED COPY TO FOLLOW

CITY STAFF: Aida Ballou  
STAFF EMAIL: aballou@sjc.org

## SCANNED SIGNATURE AUTHORIZATION

DATE: 07/19/2021

TOTAL PAGES: \_\_\_\_\_  
(INCLUDING THIS PAGE) 4

CONSULTANT: Kimley-Horn and Associates, Inc.  
EMAIL: Pearse.melvin@kimley-horn.com  
PHONE: 714-705-1337

I agree to use electronic signatures

SIGNATURE OF CONSULTANT: \_\_\_\_\_

### DIRECTIONS:

REVIEW THE ENCLOSED DOCUMENT, IF IT IS ACCEPTABLE:

1. SIGN THE DOCUMENT
2. CHECK THE BOX BELOW YOUR NAME AND SIGN AGREEING TO THE USE OF ELECTRONIC SIGNATURES
3. SCAN YOUR EXECUTED DOCUMENT TOGETHER WITH THIS COVER PAGE **IN BLUE INK**
4. EMAIL THE ENTIRE DOCUMENT TO (CITY STAFF EMAIL ADDRESS):  
**CHRIS.DEGUZMAN@SANJOSECA.GOV**

### To BE COMPLETED BY CITY STAFF:

ALTERNATIVE METHODS OF VERIFICATION:

- USE OF A PASSWORD PROTECTED WEBSITE
- CONFIRMED BY A KNOWN TELEPHONE NUMBER
- PERSONALLY KNOWN TO CITY STAFF



July 20, 2021

M. Pearse Melvin, P.E.  
Kimely-Horn & Associates, Inc.  
10 South Almaden Blvd., Suite 1250  
San Jose, California 95113

**SUBJECT: NORMAN Y. MINETA SAN JOSÉ INTERNATIONAL AIRPORT  
KIMLEY-HORN & ASSOCIATES PROGRAM MANAGEMENT AGREEMENT  
FOR AMENDMENT #1 FOR SERVICE ORDER (SO) # 19 – EVSE FEASIBILITY STUDY  
NOTICE TO PROCEED (NTP)**

In accordance with the Master Consultant Agreement between the City of San José (City) and Kimley-Horn & Associates, Inc. (Consultant), the Original Attachment A of Service Order #19 is amended to read as set forth in the attached Amendment #1.

All other provisions of Service Order #19 remain unchanged. Please refer to Service Order #19 and the attached Amendment #1 for a detailed scope of services.

Patrick Hansen, Environmental Program Manager with Planning & Development, will be the contact for this assignment. Mr. Hansen may be reached at 408.392.3626 or [phansen@sjc.org](mailto:phansen@sjc.org).

**Effective Date of NTP: July 20, 2021**

Authorized:

Andres 'Drew' Niemeyer

Digitally signed by Andres 'Drew' Niemeyer  
DN: c=US, e=eraniemeyer@sjc.org, o=City of San Jose -  
SJC Airport, ou=Norman Y. Mineta San Jose International  
Airport, cn=Andres 'Drew' Niemeyer  
Reason: I am approving this document  
Date: 2021.07.20 11:12:40 -07'00'

Andres "Drew" Niemeyer  
Deputy Director,  
Planning & Development

Date

cc: Contract File  
Patrick Hansen  
Seerit Brar  
Aida Ballou  
Stephanie Silva

# 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: Amendment

Type of Contract: Professional Services

### REQUIRED INFORMATION FOR ALL CONTRACTS:

Existing GILES # 663895-031

Contractor: Kimely-Horn & Associates

Address: 10 South Almaden Blvd., Suite 1250 San Jose, CA 95113

Phone: 732-259-1345

Email: bob.hamilton@kimley-horn.com

Contract Description: Service Order 19 Amendment 1 will only be amending the deliverable date for task 3 to August 6, 2021, for the consultant to complete the EVSE draft technical memo.

Term Start Date: NTP 07/20/2021 Term End Date: TBD Extension: No

Method of Procurement: N/A RFB, RFP or RFQ No.: \_\_\_\_\_ Date Conducted: \_\_\_\_\_

Agenda Date (if applicable): \_\_\_\_\_ Agenda Item No.: \_\_\_\_\_

Resolution No.: \_\_\_\_\_ Ordinance No.: \_\_\_\_\_

Original Contract Amount: \$49,155.54 Amount of Increase/Decrease: \_\_\_\_\_

Option #: \_\_\_\_\_ of \_\_\_\_\_ Option Amount: \_\_\_\_\_ Updated Contract Amount: \_\_\_\_\_

Fund/Appropriation: \_\_\_\_\_

Form 700 Required: No Revenue Agreement: Select one

Business Tax Certificate No.: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Department: Airport (80)

Department Contact Name/Phone: Patrick Hansen/ 408-392-3626

Notes:

Department Director Signature: \_\_\_\_\_ Date

Office of the City Manager Signature: \_\_\_\_\_ Date