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

### **Cover Page**

1a.	Intentionally Omitted		1b.	AC Contract No.: 3216	68	
2.	Approved Service Order No. 1					
3.	Consultant's Name: AECOM T	echnical Services, Inc.				
4.	Project Name: Historical Resou ("Project")	urces Evaluation of Fo	ır Buildi	ngs at 101-145 Keyes St	treet, San Jose, CA	
5.	Project Location: 101-145 Keye	es Street, San Jose, C	A (APN	472-15-023)]		
6.	The Consultant and the City will Agreement, this cover page and (Compensation Table), which a	d Attachments "A" (Tas	ks), "B"	(Terms and Conditions),		
7.	Budget/Fiscal:					
	a. Current unencumbered ame	ount in Master Agreem	ent:		\$ 100,000.00	)
	b. Maximum Service Order C	ompensation for this	Approv	red Service Order:	\$ 5,050.00	)
	c. New unencumbered balance	in Master Agreement	(7.a – 7	.b):	\$ 94,950.00	)
	d. <b>Appropriation Certification</b> Service Order Compensation encumbered to pay for this A	n is available in the foll	owing fu			
	Fund: <u>375</u> Ap	pn: <u>404R</u>	RC: _	<u>192841</u> Amoun	nt: \$ <u>5,050.00</u>	1
	Fund: Ap	pn:	RC: _	Amoun	nt: \$	,
	Fund: Ap	pn:	RC:	Amoun	nt: \$	,
	Authorized Signature:	Julie Jennings (1/3/2027) Email: julie jennings@sanjoseca.go	ov ov		Date:	
8.	Division Analyst Approval:	× Kayla Do Kayla Do (12/21/2021) Email: Kayla do (26/21/2021)			Date:	
9.	Consultant Approval:	× Rod Jeung rod.jeung@aecom.com (12/20/2021) Email: rod.jeung@aecom.com			Date:	
10.	Approval as to Form (City Att	orney):				
	Service Order Form Appro (Maximum Service Order Compe	•	-	•	form are not altered.)	
	Approved as to Form:	(Sr.) Deputy City Atto	vrney		Date:	
14	City Director Approval:	× Chu Chang	ппеу	r	Data	
11.	City Director Approval:	Chu Chang (1/3/2022)  Email: Chu Chang@sanjoseca.gov		L	Date:	

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Master Agreement AC No.: 32168 Consultant: AECOM Technical Services, Inc.

Service Order No.: 1

### 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.

historic	al Description of Project for which Consultant will Provide Services: Consultant will conduct a al resources evaluation of four buildings located at 101-145 Keyes Street (APN 472-15-023) in connection e Spartan Keyes Master Plan Phase I project.
Task N	o. 1: Project Management
A.	<u>Services</u> : Task includes project setup, coordination with City staff, review of draft products and delivery of final work deliverables.
В.	<u>Deliverable</u> : Final memo and DPR 523 forms.
C.	<b>Completion Time:</b> 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:April 1, 2022
	On or before Business Days from
Task N	o. 2: Identification and Evaluation of the Four Buildings on the Property (APN 472-15-023)
A.	<u>Services</u> : Consultant will review 1991 Historic Resources Inventory and conduct additional archival research to collect information about the four buildings on the property, survey the property during one site visit and complete their evalution to determine if any of the buildings are eligible as historic resources.
B.	<u>Deliverable</u> : Draft memo and draft DPR 523 forms in digital format sent via email to City staff for review. Consultant will respond to one round of City comments and will revise the draft memo, if necessary.
C.	<u>Completion Time</u> : 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: _January 31, 2022
	On or before Business Days from[Fill in the second box if completion time for the task is contingent on completion of the prior task or an event.]

Form Name: Master Consultant Agreement (Non-Capital Projects)

Service Order - Attachment A: Tasks

Form/File No.: 1349220/T-32026

City Attorney Approval Date: September 2016

Master Agreement AC No.: 32168 Consultant: AECOM Technical Services, Inc.

Service Order No.: 1

## **Attachment B: Terms and Conditions**

1. <u>City's Contract Manager</u>: The City's contract manager for this Approved Service Order is:

Name: Sara Sellers	Phone No.: 408-793-55258 or 541-579-5615
Department: Parks, Recreation and Neighborhood Services	E-mail:sara.sellers@sanjoseca.gov
Address: 200 E. Santa Clara Street, 9 <sup>th</sup> Floor, 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."

		Required t	to File Form 70	<u>0?</u>
Consultant's Contra	ct Manager	Yes Already Filed (Date Filed)	Yes Need to File	No
Name: Rod Jeung	Phone No.: 415-547-2598			<u>X</u>
Address: 300 California Street, Suite 500 San Francisco, CA 94104	E- mail:rod.jeung@aecom.com			
Other Staffi	<u>ng</u>			
<u>Name</u> :	<u>Assignment</u> :			
1.Trina Meiser	Senior Technician			Х
2.Evan Mackall	Technician			Х
3.Karin Beck	Project Professional			Х
4.Ryan Haines	Staff Professional			Х

Form Name: Master Consultant Agreement (Non-Capital Projects)

Service Order - Attachment B: Terms and Conditions

Form/File No.: 1349220/T-32026

City Attorney Approval Date: September 2016

Consultant: AECOM Technical Services, Inc. Service Order No.: 1 3. <u>Subconsultants</u>: Whichever of the following is marked applies to this Approved Service Order:  $\boxtimes$ The Consultant can *not* use any subconsultants. The Consultant can use the following subconsultants to assist in providing the required services and deliverables: Subconsultant's Name Area of Work 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:

Additional Reimbursable Expense(s)	Mark-up
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.

Form Name: Master Consultant Agreement (Non-Capital Projects)
Service Order - Attachment B: Terms and Conditions

Form/File No.: 1349220/T-32026

Master Agreement AC No.: 32168

City Attorney Approval Date: September 2016

Master Agreement AC No.: 32168 Consultant: AECOM Technical Services, Inc. Service Order No.: 1

# 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 – C	ompensation for Se	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
1	☐ Time & Materials	Fee   Monthly	☐ Completion of Task(s)	☐ Completion of Work	\$1,100.00
2	☐ Time & Materials	Fee   Monthly	☐ Completion of Task(s)	☐ Completion of Work	\$3,950.00
	☐ Time & Materials ☐ Fixed I	Fee     Monthly	☐ Completion of Task(s)	☐ Completion of Work	\$
	☐ Time & Materials ☐ Fixed I	Fee     Monthly	☐ Completion of Task(s)	☐ Completion of Work	\$
		Part 2 – Reimbursable Expenses	ble Expenses		
<ul><li>✓ No expenses</li><li>✓ Column 4 of I</li></ul>	<ul><li>☒ No expenses are separately reimbursable. The amount(s)</li><li>Column 4 of Part 1 include(s) payment for all expenses.</li></ul>	in 🛚 🖂 Expense	oxtimes Expenses are separately reimbursable in the maximum amount of:	the maximum amount of:	\$
		Part 3 - Subconsultant Costs	ultant Costs		
Subconsultar amount(s) in		e Subconsult costs. amount of:	Subconsultant costs are separately compensable in the maximum amount of:	vensable in the maximum	\$
		Maximum	Maximum Service Order Compensation (sum of Parts 1 through 3):	(sum of Parts 1 through 3):	\$5,050.00

Form Name: Master Consultant Agreement (Non-Capital Projects)
Service Order - Attachment C: Compensation Table
Form/File No.: 1349220/T-32026
City Attorney Approval Date: September 2016

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