

**AMENDMENT NO. 4 TO  
AGREEMENT BETWEEN T.Y.LIN INTERNATIONAL  
AND THE CITY OF MENIFEE FOR CIP 13-03  
(HOLLAND ROAD/ I-215 BRIDGE OVERCROSSING PROJECT)  
ENVIROMENTAL AND CIVIL ENGINEERING DESIGN SERVICES**

This is Amendment No. 4 to that certain AGREEMENT for Professional Services Agreement ("Agreement") made on **April 16, 2014** between the City of Menifee ("City") and **T.Y.LIN INTERNATIONAL** ("Consultant") for **CIP 13-03 (HOLLAND ROAD/ I-215 BRIDGE OVERCROSSING PROJECT) ENVIROMENTAL AND CIVIL ENGINEERING DESIGN SERVICES** which Amendment No. 4 is made and entered into on September 1, 2021 to increase the scope of work and compensation amount as indicated below:

1. Section 1.6, "Covid-19 Safety" is included to read as follows:

**1.6 Covid-19 Safety.** If Consultant enters City property or meets in person with City employees during the performance of the Services, Consultant shall comply with all State, County, and local emergency orders, directives, protocols, and best practices related to the COVID-19 pandemic, including, but not limited to: (A) wearing facial coverings, (B) maintaining adequate physical distancing when possible, (C) regular hand washing, and (D) regular hand sanitizing.

2. Section 2, "Compensation" is amended to increase the maximum compensation by **\$280,928.00 (TWO HUNDRED EIGHTY THOUSAND NINE HUNDRED TWENTY EIGHT DOLLARS AND ZERO CENTS)**, and is amended to read as follows:

**Section 2. COMPENSATION.**

City hereby agrees to pay Consultant a sum not to exceed **\$2,419,118.00 (TWO MILLION FOUR HUNDRED NINETEEN THOUSAND ONE HUNDRED EIGHTEEN DOLLARS AND ZERO CENTS)** notwithstanding any contrary indications that may be contained in Consultant's proposal, for services to be performed and reimbursable costs incurred under this Agreement. In the event of a conflict between this Agreement and Exhibit A, regarding the amount of compensation, this Agreement shall prevail. City shall pay Consultant for services rendered pursuant to this Agreement at the time and in the manner set forth herein. The payments specified below shall be the only payments from City to Consultant for services rendered pursuant to this Agreement. Consultant shall submit all invoices to City in the manner specified herein. Except as specifically authorized in advance by City, Consultant shall not bill City for duplicate services performed by more than one person.

3. **Section 3.** Exhibit A, Scope of Services is supplemented to include **Amendment No. 1 Scope of Work Additional Work**, which supplement is attached as Exhibit A hereto. **"Amendment No. 1 Scope of Work Additional Work (Amendment No. 1)"** is not intended to replace the original Exhibit A to the Agreement, but instead to augment and increase the scope of work listed in the original Exhibit A to the Agreement.
4. All other terms and conditions of the Agreement remain in full force and effect.

CITY OF MENIFEE

DocuSigned by:  
  
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Armando G. Villa, City Manager

Attest:

DocuSigned by:  
  
27609320122394CB...  
Sarah A. Manwaring, City Clerk

Approved as to Form:

DocuSigned by:  
  
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Jeffrey T. Melching, City Attorney

T.Y.LIN INTERNATIONAL

DocuSigned by:  
  
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Jim Rucker, Vice President

DocuSigned by:  
  
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Clark Fernon, Vice President

## **Amendment No. 1 – Exhibit A: Scope of Work Additional Work**

### **HOLLAND ROAD/I-215 OVERCROSSING**

#### **SCOPE OF WORK**

##### **Amendment 4**

The Holland Road / I-215 Overcrossing project needs additional engineering design work to address extensive comments from regulatory agencies, incorporate recent updates in design codes, design of new utilities and betterments requested by stakeholders, coordination with utility agencies, additional right-of-way acquisition work, updates to permits, and perform additional surveying. Amendment 4 includes new work, revisions to existing work, and project management needed to support these activities.

1. Project Management
2. Civil
3. Structural
4. Right of Way
5. Environmental
6. Survey and Landscape Architecture

##### **PART 1 – PROJECT MANAGEMENT**

TYLI will provide overall execution and financial management of the design team, coordinate with the City and Caltrans District 8 (Caltrans), track the progress of the design work, prepare monthly invoices with progress reports, and conduct project development team (PDT) meetings. Subconsultants will prepare monthly invoices with progress reports and track progress of the design work.

###### **1.1 General Coordination and Administration**

TYLI's Project Manager will provide management, coordination, and supervision of the design team to complete the additional scope of the work.

###### ***Deliverables:***

- ♦ Coordination with PDT
- ♦ Project Schedule
- ♦ Monthly Invoices
- ♦ Progress Report

###### **1.2 Meetings**

TYLI will conduct additional meetings for project development to complete the PS&E phase of the project in coordination with Caltrans and impacted utility agencies to prepare exceptions and agreements. A maximum of six (6) additional PDT meetings are included, and three (3) design development teleconferences for a total of nine (9) meetings.

DEA will attend 4 project meetings with TYLI.

###### ***Deliverables:***

- ♦ Meeting Agendas
- ♦ Meeting Minutes

##### **PART 2 –CIVIL ENGINEERING**

Prepare technical studies and analysis and revise the PEER in the latest prescribed format for City and Caltrans review and approval. Specific activities will be as follows:

###### **2.1 Civil Engineering- Stormwater**

Based on discussions with the City, the water resources design will need to be updated to coordinate with separate private developments located on each side of the freeway. To the east, the Del Oro North developer will now move forward with the final design of their development located at the northeast corner of Holland Road and Hanover Lane concurrently with this project.

The Del Oro North development proposes a drainage system (trapezoidal earthen channel) which conveys runoff to the northeastern corner of their parcel to connect to an existing offsite earthen ditch downstream. This change impacts the I-

215/Holland Ave Overcrossing project in eliminating the proposed regional infiltration basin located at the downstream limit of the project site, at the northeastern corner of Holland Road and Hanover Road. As a result, water quality treatment for the project will need to be addressed upstream of the discharge point resulting in several design changes. These include:

- Resubmittal of the 95% design documents
- Resubmittal of the Transportation Guidance Report (water quality)
- Resubmittal of the On-site Drainage Report
- Resubmittal of Drainage plans
- Preparation of the 100% PS&E design.

## **2.8 Hydrology & Hydraulics Report**

TYLI will revise the Hydrology and Hydraulics (H&H) Report (Onsite Volume II) and submit to the City of Menifee for review at the 95% Design re-submittal. The revision will address the review comments on the plans from the City of Menifee and the design changes associated with the stormwater quality treatment.

Since the prior H&H report prepared in 2016 was approved by Caltrans, it is assumed that an additional detailed review will not be required by Caltrans. However, changes to the on-site storm drain flow routing will affect the post-project condition peak flow rate at the Caltrans right-of-way, which will require another Caltrans review. To streamline this review, a separate Caltrans H&H Memo will be prepared with a summary of the key findings from the full H&H Report. This memo will include a brief narrative and a comparison of the pre- and post-project discharge rate into Caltrans right-of-way. The memo will include supporting drainage exhibits.

It is assumed that both the H&H Report Onsite (Volume II) and Caltrans H&H Memo will be approved at the 100% Design Submittal.

### ***Deliverables:***

- 95% Design (Re-submittal)
  - Responses to 2017 95% design comments from the City of Menifee
  - Revised Hydrology & Hydraulics Report (On-site) Volume II (95% Design Re-submittal)
  - Caltrans Hydrology and Hydraulics Memo (95% Design Re-submittal)
- 100% Design
  - Responses to 95% design comments from the City of Menifee
  - Responses to 95% design comments from the Caltrans
  - Revised Hydrology & Hydraulics Report (On-site) Volume II (100% Design)
  - Revised Caltrans Hydrology and Hydraulics Memo (100% Design)

### **2.8.1 Transportation Project Guidance (TPG)**

TYLI will revise the Transportation Guidance Report (TPG) and submit to the City of Menifee for review. The TPG report will address the stormwater requirements for areas within the City of Menifee, which are subject to the Santa Ana Regional Water Quality Control Board (RWQCB) issued Permit Order No. R8-2010-0033 ("MS4 Permit"). It should be noted that this is a separate water quality report from the Short-Form Stormwater Data Report which was prepared for Caltrans under a separate MS4 Permit.

The report will revise the water quality treatment approach on the east side of the overcrossing into a distributed treatment approach at each inlet (e.g., compact biofiltration BMP) for up to four (4) inlet locations for newer requirements to stormwater quality standards. Assume infiltration type BMPs will not be feasible at the inlets due to the proximity to the street and utilities.

To address the water quality treatment to the "maximum extent practicable" on the west side of the project, it is anticipated that inlets/storm drain design will be adjusted to collect and convey more proposed impervious surfaces into biofiltration basin near the same location of the bioswale previously proposed. Revise specifications to latest standards.

This scope includes one revision for the 95% Design re-submittal and one revision for the 100% Design Submittal..

***Deliverables:***

- ♦ Revised 95% Transportation Project Guidance Report (95% Design re-submittal)
- ♦ Responses to 95% design comments
- ♦ Final Transportation Project Guidance Report (100% Design)

***2.12 Environmental Documents***

***2.12.2 Permits, Agreements***

The scope involves work related to continuing and completing permits by ICF due to design revisions included in amendment 4.

Permitting Staff, as well as project management and meeting attendance. Please note the following:

- ♦ The project's CDFW Operation law expires July 20, 2022. If the project is not completed by then, a new application will need to be submitted to the CDFW. Time associated with preparing a new application is not included in the fee provided.
- ♦ Once issued, the USACE 404 NWP will expire on March 18, 2022. If the project is in progress or under contract by then, the USACE may allow an additional year for the project to be covered under the existing NWP program (as has been done in the past). If the project is not in progress or under contract by March 18, 2022 or the USACE doesn't allow an additional year, then a new application will need to be submitted to the USACE based on the regulations in place at that time. Time associated with preparing a new application is not included in the fee provided.
- ♦ Once issued, the RWQCB 401 Certification will likely remain valid until the USACE 2017 NWPs expire on March 18, 2022, or through an extended period beyond the expiration date that is authorized in writing by the USACE. If the project is not completed by then or an extension is not granted, a new application will need to be submitted to the RWQCB based on the regulations in place at that time. Time associated with preparing a new application is not included in the fee provided.
- ♦ The hours reflected in the fee table do not include tasks to demonstrate compliance with the aquatic resource permits. RWQCB compliance is included in the TYLI stormwater scope.
- ♦ Any fees associated with the permits, including application fees, are not included and assumed to be paid directly by the City.
- ♦ This scope and fee does not include preparation of an Environmental Re-Evaluation.

**PART 3 –CIVIL ENGINEERING- PLANS, SPECIFICATIONS, AND ESTIMATES**

***3.1 Survey and Topographic Mapping***

The following Survey and Mapping tasks will be provided for the preparation of legal descriptions for the proposed Abutment 4 on the Interstate 215 / Holland Road project in the city of Menifee, County of Riverside.

***Control Surveys***

Horizontal and Vertical control previously set by DEA will be recovered and verified prior to using the control for this task amendment. Due to the length of time that has passed since our last site visit, it may be necessary to set new survey control. Any new survey control will be tied to existing Caltrans and DEA control.

***Right Of Way Coordination***

**Legal Descriptions and Plats:** Legal description and plat map will be prepared for the proposed location of Abutment 4. The legal descriptions and plats will be based upon the bridge layout plans provided by TYLIN. It is assumed that only one legal and plat will be needed for this task so only one set will be prepared. The legal description will be prepared by or under the direction and signed by a California licensed land surveyor.

***Deliverables:***

- ♦ Hard Copy (and pdf) – Signed Legal Descriptions / Plats

### **3.3 Utility Coordination**

#### **3.3.1 Utility Coordination**

- ♦ This task includes coordination with identified utility owners. TYLI will update utility owners contact information and send updated Verification Letter To Owner (VLO) notices to the following utility owners:
  1. AT&T
  2. Eastern Municipal Water District (EMWD)
  3. MediaCom Communication Group
  4. Southern California Edison (SCE)
  5. Southern California Gas
  6. Time Warner Cable
  7. Verizon Communications
- ♦ TYLI will review previously obtained utility as-built records and pothole information for consistency with 100% design plans. It is assumed all utility as-built records and pothole information has been collected and no additional information will be obtained.

#### **3.3.2 Longitudinal Encroachment Exception Coordination**

A Longitudinal Encroachment Exception request has been submitted to Caltrans for the overhead electrical and communication utilities within access-controlled freeway right of way. TYLI will coordinate the review and approval of the request with Caltrans and the utility owners. If the request is approved, Caltrans will grant a Longitudinal Encroachment Permit.

#### **3.3.3 Southern California Edison Coordination**

Southern California Edison (SCE) will design relocations for their facilities. TYLI will review utility relocation design drawings developed by SCE. TYLI will provide design review comments including associated clearing, grubbing, and grading design elements. Design review will compare existing surface features, utility relocation designs and final design improvements for the Paloma Wash realignment.

#### **3.3.4 Irrigation Water Supply Coordination**

This task includes coordination with David Evans and Associates (DEA) to re-design of the irrigation water supply. DEA will re-design the irrigation system, including water supply service connections, meters, control valves and associated improvements to remove systems conflicting with required changes for this amendment. The irrigation system will be supplied by a potable water source, but coordinated with EMWD based on the latest recycled water candidacy (2016 vs 2021). DEA will coordinate the recycled water candidacy and TYLI will assist DEA with the request. TYLI will review DEA's irrigation design and provide review comments and coordination for the revised irrigation meters and updates to the design drawings and specifications.

#### **Deliverables:**

- ♦ (7) Seven updated Verification Letter to Owner (VOL)
- ♦ (1) One updated Longitudinal Encroachment Exception Request package
- ♦ (1) One set of design review comments to SCE utility relocation design drawings
- ♦ (1) One set of design review comments to DEA irrigation design

### **3.7 Civil (Roadway) Engineering**

#### **3.7.2 95% PS&E Re-submittal**

##### **3.7.2.1 Stormwater Drainage**

TYLI will address City of Menifee's comments and incorporate the design changes described previously into the revised plans, specifications, and estimate.

- Revise Drainage Plans, Profiles, Details, and Quantities
  - TYLI will revise the plans, profiles, details, and quantities sheets; and revise the specifications and estimate for the 95% design re-submittal to latest Caltrans details, specifications and regional water quality standards.

***Deliverables:***

- ♦ 95% Roadway PS&E (Drainage)

**3.7.2.2 Sanitary Sewer PS&E**

Provide sanitary sewer plans and details to show the extension of existing public sewer system along Holland Road to the Cul-De-Sac where it terminates. The sewer will begin at the existing 8-inch stub in Holland Road, east of Haun Road, and travel east to the end of the cul-de-sac. The sanitary sewer improvements include approximately 750 LF of new gravity sewer mains and (2) two new sewer laterals to adjacent properties along the cul-de-sac. Sanitary sewer improvements will be designed in accordance with EMWD design standards. TYLI will coordinate design reviews with EMWD at the 60%, 90%, 100% design levels.

Sanitary sewer improvements will be submitted at the 60%, 90%, and 100% design levels for review by EMWD and the City concurrently. TYLI will update the plans based on 60%, 90%, and 100% review comments received from both EMWD and the City.

Sanitary sewer improvements will be designed based on 8-inch pipe sizing. Sewer system sizing calculations are not anticipated and therefore not included in this scope of work.

Sanitary sewer improvements will be located within existing easements or within public right of way.

Sanitary sewer plans and details will include the proposed improvements:

- ♦ Title Sheet (1 sheet)
- ♦ Plan and Profile (2 sheets)
- ♦ Details (1 sheet)
- ♦ Technical Specifications/Special Provisions
- ♦ Quantities and Cost Estimates

***Deliverables:***

- ♦ 60% Sewer PS&E
- ♦ 90% Sewer PS&E

**3.7.2.3 Landscape Architecture (95%, 2<sup>nd</sup> Review)**

- ♦ Revisions to planting and irrigation on the north side of Holland Road (east and west sides of the 215) and north MSE wall due to changed right of way constraints, quantity modifications, pipe and valve changes and new calcs for pressure loss and MWELD.
- ♦ Coordination and design for revised stormwater designs modular wetlands and / or Filterra treatment in 5 locations - includes planting and irrigation at each location.
- ♦ Revise planting and irrigation for biofiltration on south side of Holland Rd., west of I-215 and replace with added DG path for SCE access (south side of Holland Rd., west of I-215, adjusted planting / irrigation).
- ♦ General coordination, file access, update base sheets.
- ♦ 2018 Project specifications / confirm City format (irrigation specs vary as City prefers their std. equipment).
- ♦ Perform EMWD Recycled Water coordination for changes to EMWD recycled water objectives.
- ♦ Attend 4 virtual team meetings and 2 virtual PDT meetings.

**Deliverables:**

- 95% Revised Landscape and Irrigation PS&E (12 sheets)

**3.7.3 100% PS&E Submittal (Drainage and Sewer Items)**

TYLI will address City of Menifee's comments and incorporate the design changes described previously into the revised plans, specifications, and estimate.

- Revise Drainage, Landscape, and Sewer Plans, Profiles, Details, and Quantities
  - TYLI will finalize the plans, profiles, details, and quantities sheets; and finalize the specifications and estimate for the 100% design submittal. It is assumed that the plans will be approved at this submittal.

**Deliverables:**

- 100% Roadway PS&E (Drainage)
- 100% Roadway PS&E (Sewer)
- 100% Roadway PS&E (Landscape Architecture)

**Exclusions:**

- Preparation of the SWPPP is not included in this scope of work. It is assumed that the contractor selected by the City of Menifee will be responsible.
- Revisions to the Caltrans Stormwater Data Report (SWDR) –the Short-Form Stormwater Data Report submitted to Caltrans in 2016 is acceptable and revisions will not be required.
- Southern California Edison (SCE)'s realignment of their electrical equipment on the west side of the project is not in conflict with the 2017 95% grading and drainage design and that there will be no need to modify the completed design for the Old Paloma Wash realignment.
- Revisions to 95% first submittal plans are included in the original contract for items other than scoped in this amendment.

**3.8 Structural PS&E (Bridge and Retaining Walls)**

**95% PS&E Submittal (Structural, 2<sup>nd</sup> Review)**

Coordinate with Geotechnical subconsultant EMI to determine project criteria for Class S1 of S2 soil design criteria per new Caltrans Seismic Design Criteria (SDC 2.0).

Update calculations to revise abutment for revisions to the Caltrans Seismic Design Criteria (SDC) and determine abutment stiffnesses— see SDC Section 6.3.1.2. A re-analysis of abutment stiffness will be performed but will not significantly affect the outcome of the model.

The revised SDC Section 6.3.4 – shear key force demand equations have been changed and will require re-analysis.

According to SDC Section 3.5, displacement capacity shall be determined through an Inelastic Static Analysis and the previous version SDC equations in the existing 95% analysis to calculate displacement capacity no longer apply. Revise calculations for displacement capacities.

New seismic detailing requirements will require revisions to plans. Revise MSE wall plans to include extended fencing to enhance residential privacy. Revise plans to include similar fencing to the bridge.

Respond to City and Caltrans comments, and revise plans for 100% Final PS&E.

**Deliverables:**

- 95% Plans, Specifications, Estimates, and Calculations 2<sup>nd</sup> Review Submittal; Bridge and MSE walls



### **3.8.5 100% PS&E Submittal (Structural)**

Respond to comments from 95% PS&E Submittal, 2<sup>nd</sup> Review and revise submittal to include changes, update quantities and cost estimates.

#### **Deliverables:**

- ♦ 100% Final Plans, Specifications, Estimates, and Calculations Submittal; Bridge and MSE walls

### **PART 4 –RIGHT OF WAY (OPC)**

The additional R/W services we have identified are for parcel 360-230-008, to include the re-appraisal and support services associated with the ongoing negotiations. Other R/W services include; Bridge Abutment 4 R/W transfer to Caltrans, past out-of-scope services rendered associated with APN 364-070-048, 360-230-007 partial reconveyance bank and lender, and Project Team meetings and attorney coordination for 360-230-008.

#### **4.1 ROW Project Management and Document Support**

1. Project support to facilitate negotiations, policy, and budget analysis.
2. Two (2) monthly one (1) hour meetings via video conference. Our scope does not include travel to in-house client or attorney meetings. Participation in informational meetings with escrow, City attorney, and all other City official representatives.
3. Tracking and managing all budgetary-related aspects of the project associated with OPC's Scope of Work.
4. Assisting with the development of administrative policies, procedures, and forms necessary to carry out the initial program.
6. Ongoing general consultation and project coordination with the client and project team members.
7. Coordination of documentation for client meetings and assistance to the City's legal team.
8. Preparation of tracking reports that monitor the completion of project milestones of the various disciplines involved on the project.
9. Preparation and presentation of a monthly status report based on the agreed-upon guidelines on information to be provided. Confer with client verbally on general status, problem areas, and progress.
10. Coordinate with federal and state oversight agencies such as Caltrans, County, City and State agencies.
11. Subcontracting for and managing any necessary disciplines needed for one (1) parcel remaining on this project.

#### **4.2 Title Investigation Services**

OPC will order and reviewed updated title work through Commonwealth Land Title to make sure there are no new encumbrances that cannot be removed administratively by the title company and any new items that cannot be removed by the title company to receive clear title (APN 360-230-008).

1. Secure preliminary title report (PTR) for property acquisition. Proceeding with escrow, the PTR will be updated at the opening of escrow and a title policy will be issued at close of escrow.
2. Secure copies of recorded back-up documents as needed.
3. Share preliminary title information with right of way engineer, surveyor, and real estate appraisers for their use on the project.
4. Prepare list of title exceptions to be cleared; confirm manner of disposition is consistent with approved project plan.
5. Secure vesting deeds, property profile, and tax map for the property.
6. Provide escrow coordination in support of any partial reconveyance.

#### 4.3 Appraisal and Re-appraisal Services

1. OPC is to mail a notification letter and acquisition policies brochure to the property owner of APN 360-230-008 requesting permission to conduct an on-site inspection of the property, advising them of their right to accompany the appraiser at the time of the inspection and requesting information regarding the property appraised which could influence the appraised value.
2. Appraiser will review title information pertaining to respective ownerships and will review drawings and other pertinent information relative to the parcel.
3. Appraiser will inspect each property personally with the owner (if possible) and document the inspection with photographs for use in the report unless a new inspection is not deemed to be necessary by the appraiser.
4. Appraiser will inventory all improvements affected by the proposed taking including notes on their manner of disposition (i.e., pay-for and remove vs. move back).
5. Appraiser will perform market research to support the selected appraisal methodologies and will document and confirm comparable sales information.
6. Appraiser will prepare a narrative appraisal report that conforms to the Uniform Standards of Professional Appraisal Practice (USPAP). The appraisal study and report are intended to serve as an acquisition appraisal and will be prepared in a summary format consistent with the specifications for narrative appraisal reports.
7. OPC will receive and analyze the completed appraisal reports and will reconcile the real estate and fixtures and equipment conclusions, as necessary.
8. Appraisal review work will be performed under the requirements of the USPAP and the Code of Ethics of the Appraisal Institute.
9. Gather relevant data regarding the appraisal review assignment, such as project plans. Read the appraisal report under review thoroughly. Gather any outside information necessary to complete the review process.
10. In the case of a field review, conduct an inspection of the property and comparable data used in the appraisal assignment. Collect any pertinent backup data that may shed light on the market data used. Check the appraisal report for mathematical correctness.
11. Conduct a review of the appropriateness of the methodology, the accuracy of the data and the application of the approaches to value used in the appraisal. Make reference to the correct edition of the Uniform Standards of Professional Appraisal Practice (USPAP) and the Caltrans Right of Way Manual, as applicable.
12. Interface with the real property appraiser regarding any concerns and/or request corrections that may be necessary to insure report compliance.
13. Complete the appraisal review report and review certificate. Proofread and check for mathematical correctness. Administrative staff generates report copies and transmits them to client.
14. Additional days may be necessary for complex assignments involving severance damages and/ or unique property types. Delivery timing is highly dependent on a quick turnaround for any comments to the appraiser, with 48 hours anticipated in the above schedule.

#### 4.4 Acquisition Services and Project Close-Out

OPC is a State of California Corporate Real Estate Broker. All OPC acquisition agents are licensed California brokers or salespersons. OPC will perform all work that is necessary or advisable in a manner that adheres to all professional standards and ethics, and all applicable laws and regulations including the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (Uniform Act or URA) or Title 25, California Code of Regulations, and its amendments. We have an exceptional working knowledge of Title 49 Code of Federal Regulations (CFR) Part 24, State of California eminent domain law, and Caltrans Right of Way Manual Acquisition guidelines.

For acquisition activities, OPC's agents will perform the following services.

1. Establish and maintain complete and current ownership files in a form acceptable to the client.

2. Receive and analyze title information, approved appraisal reports, and legal descriptions in sufficient detail to negotiate with property owners and other parties.
3. Prepare all offer letters, summary statements, and lists of compensable items of fixtures and equipment, in accordance with state or federal regulations and approval of client.
4. Present written purchase offers to owners or their representatives in person, when possible. Secure receipt of delivery of offer as practical and present and secure tenant information statements, as applicable.
5. Notify relocation agent of initiation of negotiations within two (2) business days and provide appraisal information, occupant contact information, and tenant information, as necessary.
6. Follow-up and negotiate with each property owner, as necessary; prepare and submit recommended settlement justifications to client for review and approval; review any independent appraisal secured by property owner; and coordinate reimbursement of appraisal fees (up to \$5,000) with client. Ongoing negotiations and settlement discussions will continue for a period determined by the Client after the initial offer (eight (8) weeks is recommended) or if settlement or impasse is reached sooner.
7. Prepare and assemble acquisition contracts, deeds, and related acquisition documents required for the acquisition of necessary property interests. Legal descriptions to accompany easements or to accompany partial acquisition deeds are not included in this Scope of Work.
8. Maintain a diary report of all contacts made with property owners or representatives and a summary of the status of negotiations indicating attitude of owners, problem areas, and other pertinent information. Copies of all applicable written correspondence will be maintained in files.
9. Prepare an impasse letter for any parcel where, after diligent attempts to settle by negotiation, it appears eminent domain will be needed or prudent to acquire the needed interest.
10. Transmit executed acquisition documents to client. Each transmittal package shall include a fully executed and properly notarized deed(s), fully executed acquisition contract with attachments and a brief settlement memorandum which summarizes the pertinent data relative to the transaction.

Assumption: Tenant Interest is not required and that no Personal Property Relocation is needed on this parcel.

#### **Project Close-out Activities**

OPC will provide close-out activities that encompass the transfer of land rights. Caltrans related activities will be compliant with City of Menifee and Caltrans District 8 requirements if applicable. This will include documentation for each project parcel, respectively, upon the completion of Right of Way Certification.

1. Title Reports (Guarantees) identifying parcels to provide updates and insurance for title conveyance.
2. Preparation of deed jackets.
3. Coordination of approvals from local Agency and attorney representatives.
4. Preparation of legal description and plats.
5. File close-out and files delivered to the City of Menifee.

<b>Cost Proposal Worksheet</b>				
COMPANY:		SCOPE OF WORK:		DATE:
T.Y.LIN INTERNATIONAL		PS&E, AND CONSTRUCTION SUPPORT		8/5/2021
PROJECT:		MILESTONE/PHASE/PROJECT SUMMARY:		
Holland I-215		Amendment 4		
<b>DIRECT LABOR</b>				
PERSONNEL	FUNCTION	HOURS	RATE	AMOUNT
Jim Rucker	Principal in Charge	2.0	\$ 280.00	\$ 560.00
Robert Barton	Project Manager	62.0	\$ 230.00	\$ 14,260.00
Roya Golchoobian	QA/QC Manager	2.0	\$ 280.00	\$ 560.00
Nardin Metwashla	Senior Structural 1	40.0	\$ 200.00	\$ 8,000.00
Dina Tobia	Senior Structural 1-QC	32.0	\$ 200.00	\$ 6,400.00
David Mancini	Structural CADD	54.0	\$ 145.00	\$ 7,830.00
Greg Campbell	Principal, Civil	8.0	\$ 280.00	\$ 2,080.00
David Holman	Lead Utility Engineer	40.0	\$ 260.00	\$ 10,400.00
Phillip Brand	Senior Utility Engineer 1	53.0	\$ 200.00	\$ 10,600.00
Katherine Baker	Senior Utility Engineer 1- QC	18.0	\$ 200.00	\$ 3,600.00
Javier Lopez	Utility Engineer 1	285.0	\$ 110.00	\$ 31,350.00
Michael Bruning	Drainage Discipline Lead	26.0	\$ 260.00	\$ 6,760.00
Sharon Lumbreras	Senior Drainage Engineer 1	152.0	\$ 200.00	\$ 30,400.00
Megan Blancelet	Drainage Engineer 2	212.0	\$ 135.00	\$ 28,620.00
Stacey Bracco	Accounting	30.0	\$ 120.00	\$ 3,600.00
<b>TOTAL HOURS</b>		<b>1,016.0</b>	<b>TOTAL DIRECT LABOR</b>	<b>\$ 165,020</b>
<b>OTHER DIRECT EXPENSES</b>				
ITEM	UNIT	QUANTITY	UNIT COST	AMOUNT
Reproduction	LS			\$ -
Copying	LS		\$ -	\$ -
Transportation/Travel	LS	1	\$ 470.00	\$ 470.00
Special Deliveries	LS			\$ -
	LS		\$ -	\$ -
<b>TOTAL OTHER DIRECT EXPENSES</b>				<b>\$ 470</b>
<b>OUTSIDE SERVICES</b>				
COMPANY	FUNCTION	TOTAL		
OPC	Right of Way	\$ 25,585.00		
DEA	Survey and Landscape Architecture	\$ 46,768.00		
ICF	Environmental	\$ 43,085.41		
<b>TOTAL OUTSIDE SERVICES</b>		<b>\$ 115,438</b>		
<b>TOTAL COST</b>		<b>\$ 280,928</b>		

Professional Services Amendment No. 4 with T.Y. LIN INTERNATIONAL

CITY OF MENIFEE  
HOLLAND ROAD/I-215 BRIDGE OVERCROSSING  
COST PROPOSAL  
AMENDMENT 4

SPECIFICATION OF WORK		HOLLAND ROAD/I-215 BRIDGE OVERCROSSING COST PROPOSAL AMENDMENT 4										8/5/2021
Sub-Task	ASK ACTIVITY	Program Manager	Project Manager	Field Manager	Acquisition Agent	Acquisition Agent	Acquisition Agent	Acquisition Agent	Acquisition Agent	Acquisition Agent	TOTALS	
		1	2	3	4	5	6	7	8	9		
1.0 PROJECT MANAGEMENT												
1.1	General Coordination											
1.2	Staffing											
1.3	Project Management Plan											
2.0 ENVIRONMENTAL DOCUMENT (ED)												
2.1	Project Report Preparation (PRE)											
2.2	Permitting and Regulatory (PER)											
2.3	Environmental Impact Statement (EIS)											
2.4	EIS and NEPA Data Review											
2.5	Right of Way Data Sheet											
2.6	Right of Way Data Sheet											
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