

## AGREEMENT FOR PROFESSIONAL SERVICES

### On-Call Construction Management and Inspection Professional Services

This Agreement is made on October 17, 2023, by and between The Wallace Group, a California Corporation (“Consultant”), and the City of Santa Maria, a California Municipal Corporation and charter city (“City”), in Santa Maria, California, based on the following recitals:

WHEREAS, City has determined it is in the public interest to proceed with the work hereinafter described as "Project"; and

WHEREAS, City has determined the Project involves the performance of engineering services of a temporary nature; and

WHEREAS, City does not have available employees to perform the services for the Project; and

WHEREAS, City has requested the Consultant to provide manpower to complete the Project; and

WHEREAS, Consultant is registered or licensed in California to perform construction services for the Project.

#### **NOW, THEREFORE, IT IS AGREED:**

1. **Recitals true.** The above recitals are true.

2. **General.**

**2.01. Term and Termination.** The term of this contract is two (2) year, beginning on the date first written above. This contract may be extended by mutual consent of the parties. This contract may be terminated for breach of its terms or conditions, or because of discovery of any act which violates local, state, or federal law. Termination is effective 14 days after deposit of notice as specified in this Agreement.

**Services to be Performed.** Consultant shall determine the method, details, and means of providing On-Call Civil Construction Management and Inspection services. More specifically, Consultant agrees to perform the specific services listed in Exhibit “A.”

**2.02. City’s Duties.** City’s duties under this Agreement are to cooperate with Consultant in the performance of the contract and timely pay invoices.

**2.03. Payment.** Payment terms under this Agreement are listed in Exhibit “B.”

**2.04. Insurance.** Consultant shall provide insurance as listed in Exhibit “C.”

2.05. Exhibits. Exhibits “A,” “B,” and “C” are attached and incorporated.

**3. Consultant’s Obligations.**

3.01. Minimum Amount of Service. Consultant shall devote sufficient time to perform services under this agreement efficiently and effectively. Consultant may represent, perform services for, and be employed by additional individuals or entities, in Consultant’s sole discretion, as long as the performance of these extra-contractual services does not interfere with or present a conflict with City’s business.

3.02. Tools and Equipment. Except as otherwise stated in this Agreement, Consultant will supply all tools and equipment necessary to perform this Agreement.

Status. Consultant (including its employees) is an independent Consultant. No employer/employee relationship exists between Consultant and the City. Consultant’s assigned personnel shall not be entitled to any benefits payable to employees of the City. The City is not required to make any deductions or withholdings from the compensation payable to Consultant under this agreement. Consultant (as a business entity, including its employees) is a “design professional” as defined by California Civil Code section 2782.8(c)(3).

3.03. Indemnification. To the fullest extent permitted by law, the Consultant shall indemnify, defend (with independent counsel approved by the City) and hold harmless the City, and its directors, officers, and employees from and against all liabilities (including without limitation all claims, losses, damages, penalties, fines, and judgments, associated investigation and administrative expenses, and defense costs, including but not limited to reasonable attorneys’ fees, court costs and costs of alternative dispute resolution) regardless of nature or type that arise out of, pertain to, or relate to the negligence, reckless, or willful misconduct of the Consultant including its agents, subcontractors and employees. The provisions of this paragraph survive completion of the services or the termination of this contract. The provisions of this Section are not limited by the provisions of the Section relating to insurance.

3.05. Use of Subcontractors. CONSULTANT may subcontract with third party providers that were listed in CONSULTANT’s Response to Request for Proposals and whose rate sheets have been included in this Agreement. Subcontractors shall be billed at the rates listed in Exhibit B. CONSULTANT is fully responsible for the actions and omissions of any subcontractor. CONSULTANT must ensure subcontractor adherence to the same quality standards and assurances required of CONTACTOR. CONTACTOR shall ensure that this Agreement is incorporated by reference into any Agreement

with a subcontractor and that subcontractor complies with the insurance requirements of **EXHIBIT C**.

**4. Miscellaneous**

**4.01. Notices.** All communication relating to the day-to-day activities of this Agreement shall be exchanged between a designated representative of the CITY and a representative of CONSULTANT, listed below. All notices shall be addressed as follows unless a written change is filed with the City:

To City:  
Thomas M. Korman, P.E., P.L.S.  
Principal Civil Engineer  
110 East Cook Street  
Santa Maria, CA 93454

To Consultant:  
Wallace Group  
Attn.: Jorge Aguilar  
Principal  
612 Clarion Court  
San Luis Obispo, CA 93401

If the designated Representative or address of either party changes during the term of this agreement, a written notice shall be given to the other party prior to the effective date of change. Any written notices required under this agreement shall be effective five (5) days after deposit into United States mail, postage prepaid, addressed to the designated Representative, or upon confirmation of receipt of delivery if another notification process is used.

**4.02. Compliance With Laws, etc.** Consultant shall comply with all laws, including but not limited to the rules and policies of the City, in performing this agreement.

**4.03. Integration.** This agreement constitutes the entire agreement of the parties with respect to the subject matter. All modifications, amendments, or waivers of the terms of this agreement must be in writing and signed by the appropriate representatives of the parties.

**4.04. Interpretation.** This agreement shall be interpreted in accordance with the laws of the State of California.

**4.05. Jurisdiction.** Jurisdiction and venue of all disputes over the terms of this agreement shall be in the County of Northern Santa Barbara, State of California.

**4.06. Warranty of authority.** Each person signing this agreement on behalf of a party warrants that he or she has authority to do so.

**4.07. No Waiver.** Failure to enforce with respect to a default shall not be construed as a waiver.

4.08. Severability. The provisions of this agreement are severable. If any part of this agreement is held invalid by a court of competent jurisdiction, the remainder of the agreement shall remain in full force and effect unless amended or modified by mutual written consent of the parties.

4.09. Submittals. In addition to any other submittals required by this agreement, Consultant shall submit copies of its current business license and current certificate of workers' compensation coverage to the City before beginning work on this project.

4.10. Prevailing Wage and DIR Registration. Prevailing Wage. If applicable, Consultant and all Subconsultants are required to pay the general prevailing wage rates of per diem wages and overtime and holiday wages determined by the Director of the Department of Industrial Relations (DIR) under Section 1720 et seq. of the California Labor Code. The Director's determination is on file and open to inspection at [www.dir.ca.gov](http://www.dir.ca.gov) and is referred to and made a part hereof; the wage rates therein ascertained, determined, and specified are referred to and made a part hereof as though fully set forth herein. DIR Registration. Projects contemplated by this agreement may need to be registered with the DIR. Consultant is required to register with DIR. Consultant's DIR Registration number is \_\_\_\_\_. Subconsultant's performing qualifying work are required to register with DIR. Consultant shall provide subconsultant's DIR Registration numbers when necessary.

**IN WITNESS WHEREOF**, this agreement is executed by the parties on the date first written above.

**WALLACE GROUP**, A California Corporation

**CITY OF SANTA MARIA**, a political subdivision of the State of California

\_\_\_\_\_  
By: **JORGE AGUILAR**  
Principal

\_\_\_\_\_  
By: **ALEX POSADA**  
Interim City Manager

ATTEST:

\_\_\_\_\_  
Alexandra Valadez  
Assistant City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney

\_\_\_\_\_  
Risk Manager

## **EXHIBIT "A"**

### **SERVICES TO BE PERFORMED**

Basic services shall be to perform various professional services related to construction management tasks typical of a municipal agency. Tasks may include, but are not limited to the following:

#### **Project Management Services**

#### **TYPICAL SERVICES REQUIRED**

The required services and abilities required to successfully perform CMI services on the projects listed above include, but are not limited to:

- Constructability Review
- Oversight of construction surveying and material testing
- Pre-job coordination and administration activities
- Understanding of standard details and specifications from:
  - Caltrans
  - Greenbook
  - APWA
  - AWWA
  - City of Santa Maria
  - County of Santa Barbara
- Experience in documentation of activities through Daily Inspection Logs
- Construction Safety Orders
- Best Management Practices
- Inspection:
  - Traffic Control
  - Storm Water Prevention Measures
  - General Street Construction
  - Underground Utility Construction
  - Traffic Signal Installation
  - Landscaping and Irrigation Installation
  - Street Striping
- Ability to work with utilities and public agencies in and adjacent to the City of Santa Maria
- Understanding of environmental regulations relevant to construction activities.

## **EXHIBIT "B"**

### **PAYMENT**

#### **I. Progress Authorization**

This contract is subject to the requirements of Page G-9 of the Purchasing Guidelines for the City of Santa Maria.

Individual task orders will be created under this Master Agreement for the completion of each task and billed according to the attached rate sheet.

During the duration of this Master Agreement the City will identify individual task, and upon agreed scope of work, schedule, and cost, a Notice to Proceed and Purchase Ordered will be issued for each task not to exceed \$75,000 per task as indicated in Section 1.1B.

The aggregate not-to-exceed fee for all tasks provided during the initial two-year term of the Agreement shall be \$500,000.00.

#### **II. Invoice procedure.**

- A. Payment shall be at the conclusion of the Project based on the billable charges.
- B. The Consultant shall present the bill for charges by the second day of the month.
- C. The Consultant's bill shall be substantiated by appropriate documentation, and include an itemized listing of personnel, subcontractors, and other direct costs incurred.

#### **III. Maximum billable amounts**

Under no circumstance shall the total of all payments to the Consultant exceed ninety percent (90%) of the maximum not-to-exceed cost, prior to acceptance by the City of all items to be completed as noted within Exhibit "A".

**Exhibit A  
Standard Billing Rates**



**Engineering, Design & Support Services:**

Assistant Designer/Technician .....	\$110
Designer/Technician I - IV .....	\$115/\$125/\$135/\$145
Senior Designer/Technician I - III.....	\$158/\$165/\$172
GIS Technical Specialist .....	\$150
Senior GIS Technical Specialist .....	\$160
Associate Engineer I - III .....	\$130/\$140/\$150
Engineer I - IV.....	\$160/\$165/\$170/\$175
Senior Engineer I - III .....	\$185/\$190/\$195
Director .....	\$200
Principal Engineer/Consulting Engineer .....	\$240
Principal .....	\$260

**Surveying Services:**

	<b>Prevailing Wage*</b>	
Party Chief .....	\$175 .....	\$225
Instrument Person.....	\$115 .....	\$145
Associate Survey Technician .....	\$110	
Survey Technician I - IV .....	\$130/\$135/\$145/\$150	
Land Surveyor I - III .....	\$155/\$165/\$175	
Senior Land Surveyor I - III.....	\$180/\$185/\$190	
Director .....	\$200	
Principal Surveyor.....	\$240	
Principal .....	\$260	

**Planning Services:**

Associate Planner I - II.....	\$105/\$115
Planner I - IV .....	\$135/\$145/\$155/\$165
Senior Planner I - III.....	\$170/\$175/\$180
Director .....	\$190
Principal Planner .....	\$200
Principal .....	\$260

**Landscape Architecture Services:**

Associate Landscape Designer I - II.....	\$100/\$110
Designer I - IV .....	\$115/\$120/\$125/\$130
Landscape Architect I - IV .....	\$135/\$140/\$145/\$150
Senior Landscape Architect I - III .....	\$155/\$160/\$165
Director .....	\$180
Principal Landscape Architect .....	\$200
Principal .....	\$260



<b>Construction Management / Field Inspection Services:</b>	<b>Prevailing Wage*</b>
Construction Inspector I - II.....	\$135/\$150 ..... \$165/\$172
Senior Construction Inspector.....	\$155 ..... \$180
Construction Office Tech I-III.....	\$110/\$120/\$130
Assistant Resident Engineer I - II.....	\$160/\$165
Resident Engineer I - III.....	\$170/\$175/\$180
Senior Resident Engineer.....	\$190
Director.....	\$195
Principal Construction Manager.....	\$225
Principal.....	\$260

<b>Public Works Administration Services:</b>	
Project Analyst I - IV.....	\$115/\$125/\$135/\$145
Senior Project Analyst I - III.....	\$150/\$155/\$160
Senior Environmental Compliance Specialist I - III.....	\$165/\$170/\$175

<b>Support Services:</b>	
Office Assistant.....	\$100
Project Assistant I - III.....	\$110/\$115/\$125

**\*Prevailing Wage:**  
 State established prevailing wage rates will apply to some services based on state law, prevailing wage rates are subject to change over time and geographic location.

**Right to Revisions:**  
 Wallace Group reserves the right to revise our standard billing rates on an annual basis, personnel classifications may be added as necessary.

**Additional Professional Services:**  
 Fees for expert witness preparation, testimony, court appearances, or depositions will be billed at the rate of \$400 an hour. If required to meet schedule requests, overtime on a project will be billed at 1.5 times the employee's typical hourly rate.

**Direct Expenses:**  
 Direct expenses will be invoiced to the client and a handling charge of 15% may be added. Sample direct expenses include, but are not limited to the following:

- travel expenses
- delivery/copy services
- sub-consultant services
- mileage (per IRS rates)
- agency fees
- other direct expenses

**Invoicing and Interest Charges:**  
 Invoices are submitted monthly on an accrued cost basis. A finance charge of 1.5% per month may be assessed on all balances that are thirty days past due.

## EXHIBIT "C"

### INSURANCE

#### INSURANCE REQUIREMENTS

Provider shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Provider, his/her agents, representatives, or employees. If the Provider maintains broader coverage and/or higher limits than the minimums shown above, the City requires and shall be entitled to the broader coverage and/or higher limits maintained by the Provider.

#### A. Minimum Scope of Insurance

Coverage shall be at least as broad as:

1. Insurance Services Office Commercial General Liability coverage (occurrence form CG 0001), including products and completed operations, property damage, bodily injury and personal & advertising injury.
2. Insurance Services Office Business Auto Coverage Form Number CA 00 01 covering any auto (Code 1), or if Provider has no owned autos, covering hired (Code 8) and non-owned autos (Code 9).
3. Workers' Compensation insurance as required by the State of California and Employer's Liability Insurance.
4. Errors and Omissions liability insurance appropriate to the Provider's profession.
5. Cyber Liability Insurance, Coverage shall be sufficiently broad to respond to the duties and obligations as is undertaken by Vendor in this agreement and shall include, but not be limited to, claims involving infringement of intellectual property, including but not limited to infringement of copyright, trademark, trade dress, invasion of privacy violations, information theft, damage to or destruction of electronic information, release of private information, alteration of electronic information, extortion and network security. The policy shall provide coverage for breach response costs as well as regulatory fines and penalties as well as credit monitoring expenses with limits sufficient to respond to these obligations.

#### B. Minimum Limits of Insurance

Provider shall maintain limits no less than:

1. General Liability - \$2,000,000 per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit.
2. Automobile Liability - \$1,000,000 per accident for bodily injury and property damage.

3. Workers' Compensation: Statutory limits.
4. Employer's Liability - \$1,000,000 per accident for bodily injury or disease.
5. Errors and Omissions Liability - \$1,000,000 per occurrence or claim, \$2,000,000 aggregate.
6. Cyber Liability- \$2,000,000 per occurrence or claim, \$2,000,000 aggregate.

C. Self-insured Retentions

Self-insured retentions must be declared to and approved by the City. The City may require the Provider to purchase coverage with a lower retention or provide proof of ability to pay losses and related investigations, claim administration and defense expenses within the retention.

D. Other Insurance Provisions

The commercial general liability and automobile liability policies are to contain, or be endorsed to contain, the following provisions:

1. The City, its officers, officials, employees and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Provider including materials, parts or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form or an endorsement to the Provider's insurance (at least as broad as ISO Form CG 20 10 11 85 or **both** CG 20 10, CG 20 26, CG 20 33, or CG 20 38 **and** CG 20 37 forms if later revisions are used).
2. For any claims related to this project, the Provider's insurance coverage shall be primary insurance coverage at least as broad as ISO CG 20 01 04 13 as respects the City, its officers, officials, employees and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees or volunteers shall be excess of the Provider's insurance and shall not contribute with it.
3. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be canceled or reduced, except with notice **stating the title of this contract** to the City. **All notices provided pursuant to this Agreement shall be given to the City representative listed for notice in this agreement and shall specify the title of this Agreement.** Notice may be given by overnight mail, facsimile with confirmation of receipt, or certified mail with return-receipt requested.
4. Provider hereby grants to City a waiver of any right to subrogation which any insurer of said Provider may acquire against the City by virtue of the payment of any loss under such insurance. Provider agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the City has received a waiver of subrogation endorsement from the insurer.
5. If any of the required policies provide claims-made coverage:

a. The Retroactive Date must be shown, and must be before the date of the contract or the beginning of contract work.

b. Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of the contract of work.

c. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to the contract effective date, the Provider must purchase "extended reporting" coverage for a minimum of five (5) years after completion of work.

E. Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable to the City.

F. Verification of Coverage

Provider shall furnish the City with original certificates and amendatory endorsements of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by the City before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Provider's obligation to provide them. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements effecting the coverage required by these specifications at any time.

G. Special Risks or Circumstances

The City reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.